



# DEVELOPMENT FACILITATION TEAM (DFT) APPLICATIONS

Effective 11/16/2023

Please check the appropriate box(es) and refer to supplemental forms for submittal requirements. All fees must be paid at the time of application.							
MISCELLANEOUS APPLICATION	NS	Extension of Infrastructur	e List or IIA (Form S3)				
□ Site Plan Administrative DFT (Forms SP & P2)			PRE-APPLICATIONS				
□ Final EPC Sign-off for Master Development/Site Pl	ans - EPC <i>(Form P2)</i>	□ Sketch Plat Review and C	Comment (Form S3)				
□ Infrastructure List or Amendment to Infrastructure L	_ist ( <i>Form</i> S3)	□ Sketch Plan Review and	Comment (Form S3)				
□ Temporary Deferral of S/W (Form S3)			APPEAL				
Extension of IIA: Temp. Def. of S/W (Form S3)		Decision of Site Plan Adm	ninistrative DFT (Form A)				
BRIEF DESCRIPTION OF REQUEST							
APPLICATION INFORMATION							
Applicant/Owner:			Phone:				
Address:			Email:				
City:		State:	Zip:				
Professional/Agent (if any):			Phone:				
Address:		_	Email:				
City:		State:	Zip:				
Proprietary Interest in Site:		List <u>al</u> l owners:					
SITE INFORMATION (Accuracy of the existing lega	SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)						
t or Tract No.:		Block:	Unit:				
Subdivision/Addition:	1	MRGCD Map No.:	UPC Code:				
Zone Atlas Page(s):	Existing Zoning:		Proposed Zoning				
# of Existing Lots:	# of Proposed Lots:		Total Area of Site (Acres):				
LOCATION OF PROPERTY BY STREETS							
Site Address/Street:	Between:	I	and:				
CASE HISTORY (List any current or prior project a	ind case number(s) th	at may be relevant to your re	equest.)				
I certify that the information I have included here and	sent in the required no	tice was complete, true, and a	ccurate to the extent of my knowledge.				
I certify that the information I have included here and sent in the required notice was complete, true, and accurate to the extent of my know Signature: Date:							
Printed Name:			□ Applicant or □ Agent				

# FORM S3: ADMINISTRATIVE APPLICATIONS – Development Facilitation Team (DFT) as of 12/25/2022

## \_ AMENDMENT TO INFRASTRUCTURE LIST

A Single PDF file of the complete application including all documents being submitted must be emailed to <u>PLNDRS@cabq.gov</u> prior to making a submittal. Zipped files or those over 9 MB cannot be delivered via email, in which case the PDF must be provided to City Staff using other online resources such as Dropbox or FTP. <u>The PDF shall be organized in the number order below.</u>

- \_\_\_\_\_ 1) DFT Application form completed, signed, and dated
- \_\_\_\_\_ 2) Form S3 with all the submittal items checked/marked
- \_\_\_\_\_ 3) Zone Atlas map with the entire site clearly outlined and labeled
- \_\_\_\_\_ 4) Letter of authorization from the property owner if application is submitted by an agent
- \_\_\_\_\_ 5) Proposed Amended Infrastructure List

\_\_\_\_\_ 6) Original Infrastructure List

# \_ TEMPORARY DEFERRAL OF SIDEWALK CONSTRUCTION

A Single PDF file of the complete application including all documents being submitted must be emailed to <u>PLNDRS@cabq.gov</u> prior to making a submittal. Zipped files or those over 9 MB cannot be delivered via email, in which case the PDF must be provided to City Staff using other online resources such as Dropbox or FTP. <u>The PDF shall be organized in the number order below.</u>

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\_\_\_\_\_ 2) Form S3 with all the submittal items checked/marked

- \_\_\_\_\_ 3) Zone Atlas map with the entire site clearly outlined and labeled
- \_\_\_\_\_ 4) Letter of authorization from the property owner if application is submitted by an agent
- \_\_\_\_\_ 5) A scale drawing showing the location of the deferred sidewalk with appropriate dimensions

## \_ EXTENSION OF THE IIA FOR TEMPORARY DEFERRAL OF SIDEWALK CONSTRUCTION

A Single PDF file of the complete application including all documents being submitted must be emailed to <u>PLNDRS@cabq.gov</u> prior to making a submittal. Zipped files or those over 9 MB cannot be delivered via email, in which case the PDF must be provided to City Staff using other online resources such as Dropbox or FTP. <u>The PDF shall be organized in the number order below.</u>

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- 4) Letter of authorization from the property owner if application is submitted by an agent
- \_\_\_\_\_ 5) Letter describing, explaining, and justifying the deferral or extension
- \_\_\_\_\_ 6) Drawing showing the sidewalks subject to the proposed deferral or extension

# \_ INFRASTRUCTURE LIST EXTENSION OR AN INFRASTRUCTURE IMPROVEMENTS AGREEMENT (IIA) EXTENSION

A Single PDF file of the complete application including all documents being submitted must be emailed to <u>PLNDRS@cabq.gov</u> prior to making a submittal. Zipped files or those over 9 MB cannot be delivered via email, in which case the PDF must be provided to City Staff using other online resources such as Dropbox or FTP. <u>The PDF shall be organized in the number order below</u>.

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- \_\_\_\_\_ 3) Zone Atlas map with the entire site clearly outlined and labeled
- \_\_\_\_\_4) Letter of authorization from the property owner if application is submitted by an agent
- \_\_\_\_\_ 5) Letter describing, explaining, and justifying the request per IDO Section 14-16-6-4(X)(4)
- \_\_\_\_\_ 6) Preliminary Plat or Site Plan
- \_\_\_\_\_ 7) Copy of DRB approved Infrastructure List
- \_\_\_\_\_ 8) Copy of recorded IIA

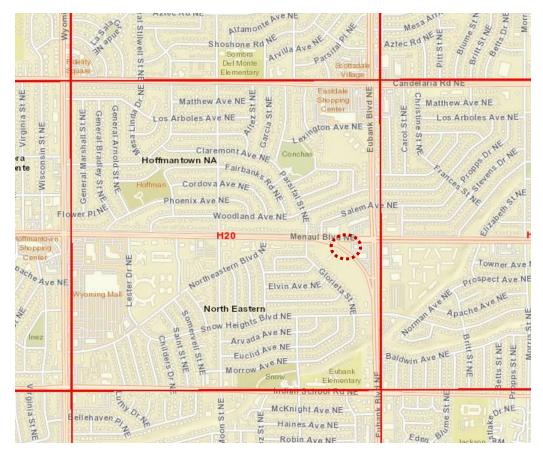
#### SKETCH PLAT OR SKETCH PLAN REVIEW AND COMMENT

A Single PDF file of the complete application including all documents being submitted must be emailed to <u>PLNDRS@cabq.gov</u> prior to making a submittal. Zipped files or those over 9 MB cannot be delivered via email, in which case the PDF must be provided to City Staff using other online resources such as Dropbox or FTP. <u>The PDF shall be organized in the number order below</u>.

- \_\_\_\_\_1) DFT Application form completed, signed, and dated
- \_\_\_\_\_2) Form S3 with all the submittal items checked/marked
- \_\_\_\_\_ 3) Zone Atlas map with the entire site clearly outlined and labeled
- \_\_\_\_\_4) Letter describing, explaining, and justifying the request
- \_\_\_\_\_ 5) Scale drawing of the proposed subdivision plat or Site Plan
- 6) Site sketch with measurements showing structures, parking, building setbacks, adjacent rightsof-way, and street improvements, if there is any existing land use

#### **Zone Atlas Map**

#### 9620 Menaul Blvd NE



#### Close-up on 9620 Menaul Blvd NE



# Memo

То:	City of Albuquerque – Planning and Zoning
From:	David Kocon (Managing Member, Wheeler Peak Ice and Water LLC)
Date:	11/27/2023
Re:	Ice Machine at 9620 Menaul Blvd NE

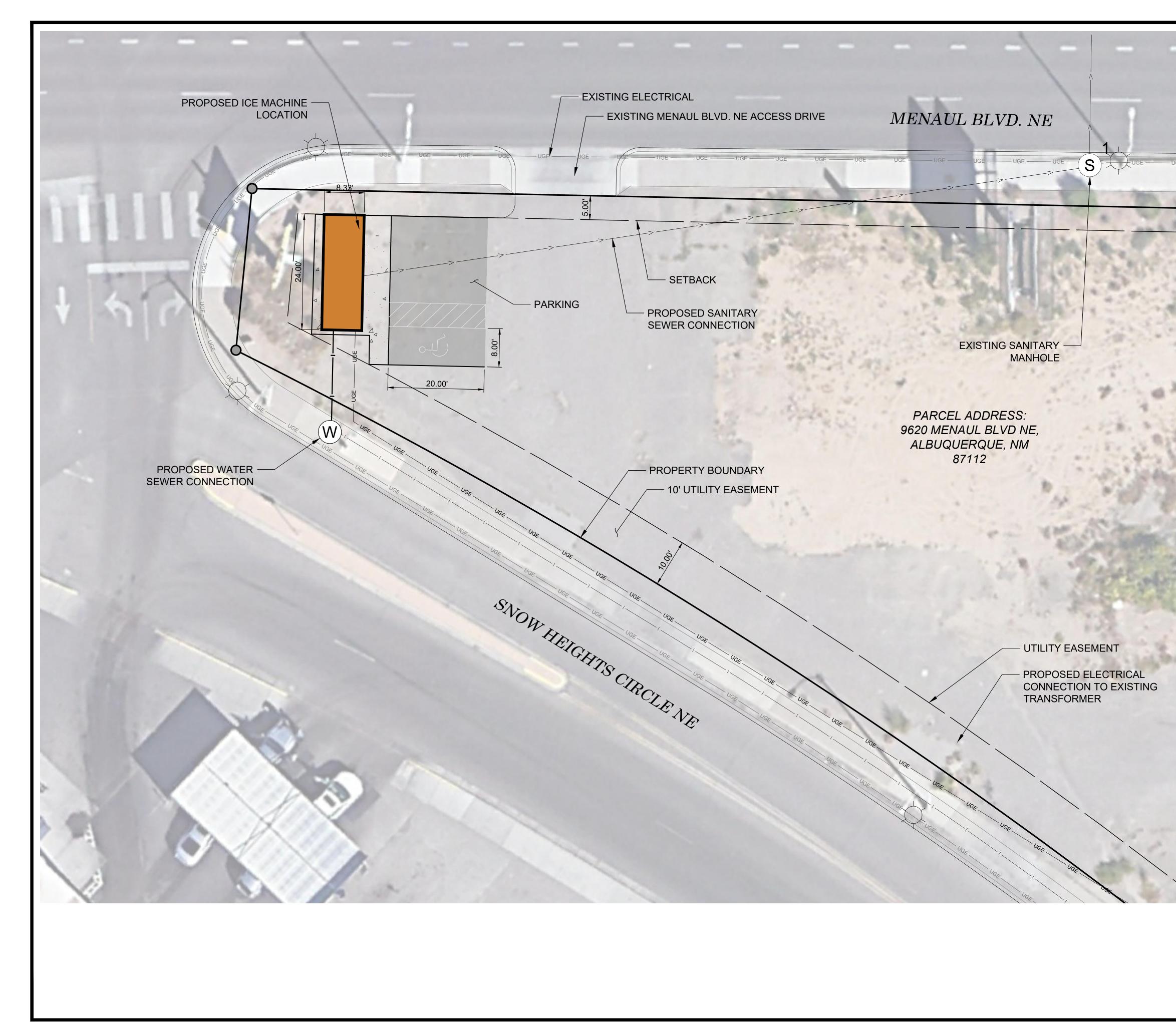
Hello –

We are currently evaluating this location for the possible installation of a Twice the Ice ice and water vending machine at this location. Given the unique nature of this property (it is currently unused raw land), we are not clear if this would present issues or challenges in the building permit approval process. We would be grateful for any guidance you might provide – permitting, landscaping, transportation, etc. A photo of a machine that would be substantially similar to the one that would be installed is below for reference.

Kind regards,

David Kocon





RIA: RNATIONAL BUILDING CODE - 2015 UNIFORM 15 UNIFORM MECHANICAL CODE - 2015 NEW CODE - 2017 NEW MEXICO ENERGY E - 2108 TRUCTION: VB-(MODULAR PRE-MANUFACTURED			
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ROCTION. VB-(MODULAR FRE-MANOFACTORED			
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