



Effective 12/15/2022

Please check the appropriate box(es) and refer to supplemental forms for submittal requirements. All fees must be paid at the time of application.

<b>MISCELLANEOUS APPLICATIONS</b>	<input type="checkbox"/> Extension of Infrastructure List or IIA (Form S3)
<input type="checkbox"/> Site Plan Administrative DFT (Forms P & P2)	<b>PRE-APPLICATIONS</b>
<input type="checkbox"/> Final EPC Sign-off for Master Development/Site Plans - EPC (Form P2)	<input checked="" type="checkbox"/> Sketch Plat Review and Comment (Form S3)
<input type="checkbox"/> Amendment to Infrastructure List (Form S3)	<input type="checkbox"/> Sketch Plan Review and Comment (Form S3)
<input type="checkbox"/> Temporary Deferral of SW (Form S3)	<b>APPEAL</b>
<input type="checkbox"/> Extension of IIA: Temp. Def. of SW (Form S3)	<input type="checkbox"/> Administrative Decision (Form A)

**BRIEF DESCRIPTION OF REQUEST**

A lot line adjustment is being requested for the purpose of moving the existing lot line between lot 14-A and Lot 15-A thereby eliminating the zero lot line side setback that exists on Lot 15-A and creating a approximately a five foot setback between the existing structure on Lot 15-A and property line of Lot 14-A.

**APPLICATION INFORMATION**

Applicant/Owner: Jaime & Agnes Perez, C/O GHI, Inc.		Phone:
Address: c/o A G Services		Email:
City:	State:	Zip:
Professional/Agent (if any): Adella Gallegos, A G Services		Phone: (505) 702-5077
Address: 5509 Kachina St. NW		Email: gallegosadella87120@gmail.com
City: Albuquerque	State: NM	Zip: 87120
Proprietary Interest in Site: Property line adjustment		List all owners:

**SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)**

Lot or Tract No.: Lot 14-A & 15-A,	Block: 8	Unit:
Subdivision/Addition: Highland Place Addition	MRCGD Map No.:	UPC Code: <small>101405749803041910 &amp; 101405749803041911</small>
Zone Atlas Page(s): K-14	Existing Zoning: R-1A	Proposed Zoning: n/a
# of Existing Lots: TWO	# of Proposed Lots: n/a	Total Area of Site (Acres): 0.2288 ac

**LOCATION OF PROPERTY BY STREETS**

Site Address/Street: 706 & 708 Santa Fe SE Between: Walter Street and: I-25

**CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)**

n/a

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 knowledge.

Signature: <i>Adella Gallegos</i>	Date: 11/17/23
Printed Name: Adella Gallegos	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> 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 [PLNDRS@cabq.gov](mailto:PLNDRS@cabq.gov) 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. The PDF shall be organized in the number order below.

- \_\_\_ 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 [PLNDRS@cabq.gov](mailto:PLNDRS@cabq.gov) 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. The PDF shall be organized in the number order below.

- \_\_\_ 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) A scale drawing showing the location of the deferred sidewalk with appropriate dimensions

 **EXTENSION OF THE IIA FOR TEMPORARY DEFERRAL OF SIDEWALK CONSTRUCTION**

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- \_\_\_ 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) 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 [PLNDRS@cabq.gov](mailto:PLNDRS@cabq.gov) 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. The PDF shall be organized in the number order below.

- \_\_\_ 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) 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 [PLNDRS@cabq.gov](mailto:PLNDRS@cabq.gov) 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. The PDF shall be organized in the number order below.

- ✓ 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 rights-of-way, and street improvements, if there is any existing land use



November 17, 2023

City of Albuquerque  
Planning & Dev. Dept.

REF: REQUEST FOR LOT LINE ADJUSTMENT, LOTS 14-A &  
15-A, LOCATED AT 706 & 708 SANTA FE SE

To Whom It May Concern:

The owners are submitting a sketch plat for approval of a lot line adjustment as shown on the submitted sketch plat. The purpose of this request is to eliminate the existing lot line and moving the lot line to allow for the creation of a five foot setback separation between the existing structure on 15A and 14-A.

If you have any questions with this submittal, please let me know either by phone or by email [gallegosadella87120@gmail.com](mailto:gallegosadella87120@gmail.com)

Thanks for your help with this.

  
Adella Gallegos  
A G Services  
(505) 702-5077

**SKETCH PLAT OF LOTS 14-A & 15-A  
HIGHLAND PLACE ADDITION  
(REPLAT OF E. 45' OF LOT 14, AND LOT 15, HIGHLAND PLACE ADDITION)  
SECTION 20, T10N, R32E, N.M.P.M.  
ALBUQUERQUE, BERNALILLO COUNTY, NEW MEXICO  
NOVEMBER 2023**

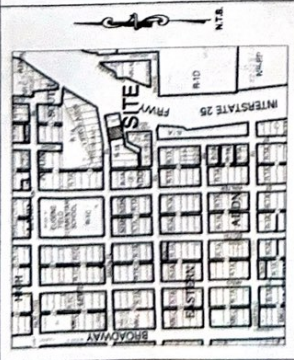
**LEGAL DESCRIPTION**  
Lot numbered Fourteen (14) except the West One (1) and 45' of Lot numbered Fifteen (15), in Block and Block Addition to the City of Albuquerque, New Mexico, according to the subdivision map thereof, filed in the office of the County Clerk of Bernalillo County, New Mexico, on January 25, 1927 in Volume C2, Page 54.

**PURPOSE OF THE PLAT**  
THE PURPOSE OF THIS PLAT IS TO ADJUST LOCATION OF COMMON PROPERTY LINE BETWEEN LOTS 14 & 15 TO ELIMINATE ZERO LOT LINE AND POSSIBLE ENCROACHMENTS OF AN EXISTING BUILDING APPURTENANCES.

**SOLAR NOTE**  
NO PROPERTY WITHIN THE AREA OF THIS PLAT SHALL AT ANY TIME BE SUBJECT TO DEED RESTRICTION, COVENANT, EASEMENT, ENCUMBRANCE, OR OTHER INTEREST THAT MIGHT BE ASSERTED OR CLAIMED ON BUILDINGS OR SITES LOCATED ON THE LOTS OR PARCELS WITHIN THE AREA OF THIS PLAT. THE FOREGOING REQUIREMENT SHALL BE A CONDITION TO APPROVAL OF THIS PLAT.

**NOTES**

1. BEARINGS ARE GRID BASED ON NEW MEXICO STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE, NAD83 DATUM AND ARE BASED ON GPS OBSERVATIONS. DISTANCES ARE GROUND, FIELD AND RECORD DATA. THERE ARE NO RECORD BEARINGS SHOWN ON THE SUBDIVISION PLAT.
2. PROPERTY CORNERS NOT SHOWN AS FOUND WILL BE SET WITH 1/2" REBAR AND CAP MARKED "MPS 1044" ON "M&P" MAIL & 1/2" DIAM MARKED "MPS 1044" UNLESS SHOWN OTHERWISE.
3. THE DATA SHOWN HEREON IS FROM AN ACTUAL SURVEY ON THE GROUND.
4. NO EASEMENTS ARE SHOWN ON THE RECORDED PLAT OF THE SUBDIVISION, AND NO EASEMENTS WERE LISTED IN THE TITLE COMMITMENT NO. 87333 DATED 05/05/2023 BY NEW MEXICO LAND & TITLE COMPANY AND GO PUBLIC NATIONAL TITLE INSURANCE COMPANY.
5. THE SUBJECT PROPERTY IS LOCATED WITHIN ZONE "X" (OTHER AREAS AREAS DETERMINED TO BE OUTSIDE ZONE "X" ARE SHOWN ON THE 2023 ZONE MAP) AS SHOWN ON FEMA FLOOD INSURANCE RATE MAP NO. 32021C0234Q, DATED SEPTEMBER 26, 2020.



**LOCATION MAP**  
ZONE ATLAS MAP NO. K-142

**SUBDIVISION DATA**

1. PROJECT ORN PROJECT
2. ZONE ATLAS INDEX NO. K-14
3. GROSS SUBDIVISION ACRES: 0.2386 ACRES
4. TOTAL NUMBER OF IMPROVED LOTS: 2
5. DATE OF SURVEY: NOVEMBER 2023

**DISCLAIMER**

In reliance on the plat, Public Service Company of New Mexico (PSCNM), New Mexico Gas Company (NMGC), and United Corporation (d/b/a CenturyLink (CBLT)) did not conduct a field inspection of the properties shown hereon. Consequently, PSCNM, NMGC and CBLT do not warrant the accuracy of the information shown hereon, and the information shown hereon is not to be relied upon for any purpose other than that for which it was prepared.

**PUBLIC UTILITY EASEMENTS**

PUBLIC UTILITY EASEMENTS shown on this plat are granted for the common and joint use of:  
 A. Public Service Company of New Mexico (PSCNM), a New Mexico corporation, (PSCNM Electric) for installation, maintenance, and service of overhead and underground electric lines, poles, towers, and other appurtenances and facilities reasonably necessary to provide electric services.  
 B. New Mexico Gas Company for installation, maintenance, and service of natural gas lines, valves and other appurtenances and facilities reasonably necessary to provide natural gas services.  
 C. CenturyLink for the installation, maintenance, and service of earth line, cable, and other appurtenances and facilities reasonably necessary to provide communication services.  
 D. Applicant for the installation, maintenance, and service of earth line, cable, and other related appurtenances and facilities reasonably necessary to provide Cable services.  
 E. Applicant for the right to build, install, maintain, repair, replace, upgrade, and maintain within the easement, electric, natural gas, water, sewer, storm, and other utility lines and facilities for purposes described herein, together with the right to locate, install, maintain, repair, replace, upgrade, and maintain within the easement all appurtenances and facilities reasonably necessary to provide such services to the customers of CenturyLink, including sufficient working space space for electric transmission, with the easement to be used for the installation, maintenance, and service of earth line, cable, and other appurtenances and facilities reasonably necessary to provide communication services, and for the installation, maintenance, and service of earth line, cable, and other related appurtenances and facilities reasonably necessary to provide Cable services.  
 F. Applicant for the right to install, maintain, repair, replace, upgrade, and maintain within the easement all appurtenances and facilities reasonably necessary to provide electric services, and for the installation, maintenance, and service of earth line, cable, and other related appurtenances and facilities reasonably necessary to provide communication services, and for the installation, maintenance, and service of earth line, cable, and other related appurtenances and facilities reasonably necessary to provide Cable services.  
 Easements for electric transmission/overhead lines, as installed, shall extend ten (10) feet in front of transmission tower/pole, four (4) feet in front of (6) feet in each side.

**APPROVED AND ACCEPTED BY:**

DHS PR-2023	DATE
DHS CHAIRPERSON, PLANNING DEPARTMENT	DATE
CITY ENGINEER	DATE
PARKS AND RECREATION DEPARTMENT	DATE
ALBUQUERQUE/BERNALILLO COUNTY WATER UTILITY AUTHORITY	DATE
TRAFFIC ENGINEER, TRANSPORTATION DIVISION	DATE
A.M.A.F.C.A.	DATE
CODE ENFORCEMENT	DATE
CITY SURVEYOR	DATE

**UTILITY APPROVALS:**

PSCNM	DATE
NEW MEXICO GAS COMPANY	DATE
CENTURYLINK	DATE
COMCAST	DATE

**TREASURER'S CERTIFICATION**

THIS IS TO CERTIFY THAT TAXES ARE CURRENT AND PAID ON:  
 708 SANTA FE AVENUE SE, LOT 14, UIC 15-02270210041003  
 708 SANTA FE AVENUE SE, LOT 15, UIC 15-0227021003041010

BERNALILLO COUNTY TREASURER'S OFFICE

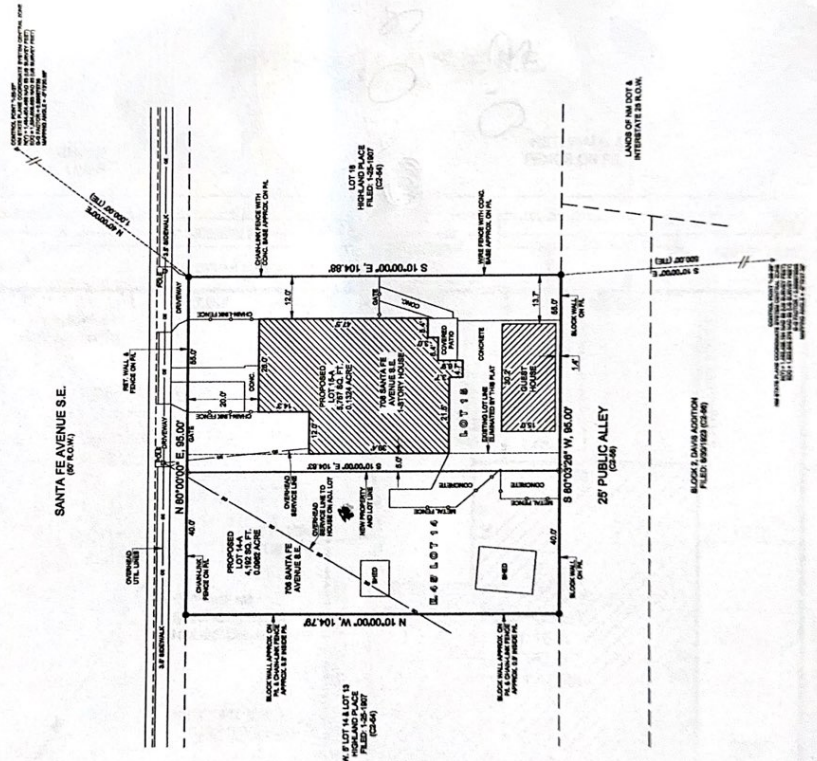
**SURVEYOR'S CERTIFICATION**

I, VAUGHN J. ADAMS, A QUALIFIED PROFESSIONAL SURVEYOR REGISTERED UNDER THE LAWS OF THE STATE OF NEW MEXICO, DO HEREBY CERTIFY THAT THIS PLAT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION. I HAVE REVIEWED ALL EASEMENTS MADE KNOWN TO ME BY THE SURVEYOR, TITLE COMPANY, AND ANY OTHER PARTY THAT MAY BE AFFECTED BY THE PLAT. THE SURVEY MEETS THE MINIMUM REQUIREMENTS FOR MONUMENTATION AND SURVEYS OF THE CITY OF ALBUQUERQUE IN ADDITION TO THE MINIMUM STANDARDS FOR LAND SURVEYS IN NEW MEXICO, AND I HAVE NOTED AND CORRECTED TO THE BEST OF MY KNOWLEDGE AND BELIEF.



11/08/2023  
 VAUGHN J. ADAMS, P.S.  
 P.O. BOX 3400, ALBUQUERQUE, NM 87109  
 OFFICE 505.832.4587, CELL 505.832.4228  
 PROFESSIONAL SURVEYOR@GMAIL.COM

SKETCH PLAT OF LOTS 14-A & 15-A  
 HIGHLAND PLACE ADDITION  
 (REPLAT OF E. 45' OF LOT 14, AND LOT 15, HIGHLAND PLACE ADDITION)  
 SECTION 20, T10N, R3E, N.M.P.M.  
 ALBUQUERQUE, BERNALILLO COUNTY, NEW MEXICO  
 NOVEMBER 2023



**SITE PLAN OF PROPOSED LOTS 14-A & 15-A**  
**HIGHLAND PLACE ADDITION**  
 (REPLAT OF E. 45' OF LOT 14, AND LOT 15, HIGHLAND PLACE ADDITION)  
 SECTION 20, T10N, R3E, N.M.P.M.  
 ALBUQUERQUE, BERNALILLO COUNTY, NEW MEXICO  
 NOVEMBER 2023

**SANTA FE AVENUE S.E.**  
 (50' R.O.W.)

