



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.**

|   |  |  |
|---|--|--|
| <b>MISCELLANEOUS APPLICATIONS</b>   |  | <input type="checkbox"/> Extension of Infrastructure List or IIA (Form S3) |
| <input type="checkbox"/> Site Plan Administrative DFT (Forms SP & 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"/> Infrastructure List or Amendment to Infrastructure List (Form S3)    | <input type="checkbox"/> Sketch Plan Review and Comment (Form S3)            |  |
| <input type="checkbox"/> Temporary Deferral of S/W (Form S3)                                  | <b>APPEAL</b>  |  |
| <input type="checkbox"/> Extension of IIA: Temp. Def. of S/W (Form S3)                        | <input type="checkbox"/> Decision of Site Plan Administrative DFT (Form A)   |  |

**BRIEF DESCRIPTION OF REQUEST**

Lot line adjustment: 2 lots into 2 lots

**APPLICATION INFORMATION**

|   |                         |                              |
|---|-------------------------|------------------------------|
| Applicant/Owner: Maryanne Pils                                  |                         | Phone:                       |
| Address: 1325 Park Ave SW, Apt 207                              |                         | Email:                       |
| City: Albuquerque   | State: NM               | Zip: 87102                   |
| Professional/Agent (if any): ARCH+PLAN Land Use Consultants LLC |                         | Phone: 505-980-8365          |
| Address: P.O. Box 25911   |                         | Email: arch.plan@comcast.net |
| City: Albuquerque   | State: NM               | Zip: 87125                   |
| Proprietary Interest in Site: OWNER                             | List <u>all</u> owners: |                              |

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

|  |                       |                                    |
|--|-----------------------|------------------------------------|
| Lot or Tract No.: Lots 11 (SLY 10') & 12 | Block: B              | Unit:                              |
| Subdivision/Addition: Eastern Addn       | MRGCD Map No.:        | UPC Code: 1-014-057-317-028-410-01 |
| Zone Atlas Page(s): K-14                 | Existing Zoning: R-1A | Proposed Zoning                    |
| # of Existing Lots: 2                    | # of Proposed Lots: 2 | Total Area of Site (Acres): 0.1956 |

**LOCATION OF PROPERTY BY STREETS**

Site Address/Street: 301-309 Cromwell Ave SE/918 John St SE Between: William St and John St

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

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:                      | Date: 2/5/24  |
| Printed Name: Derrick Archuleta | <input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent |

- \_\_\_ 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**

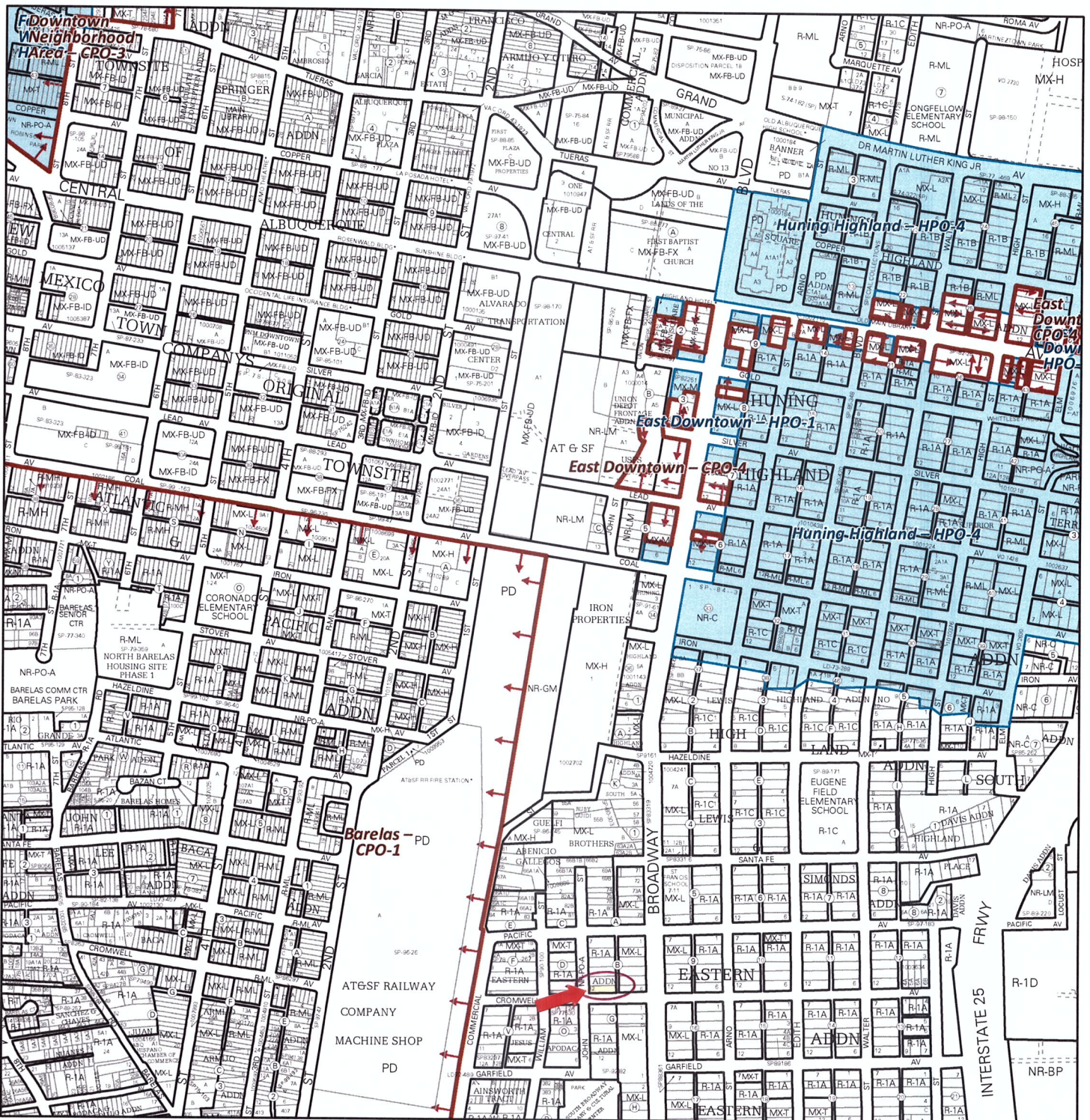
A Single PDF file of the complete application including all documents being submitted must be emailed to [PLNDRS@cabq.gov](mailto:PLNDRS@cabq.gov) prior to making a submittal. Zipped files or those over 9 MB cannot be delivered via email, in which case the PDF must be provided to City Staff using other 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.

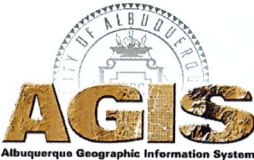
- X  
\_\_\_ 1) DFT Application form completed, signed, and dated
- X  
\_\_\_ 2) Form S3 with all the submittal items checked/marked
- X  
\_\_\_ 3) Zone Atlas map with the entire site clearly outlined and labeled
- X  
\_\_\_ 4) Letter describing, explaining, and justifying the request
- X  
\_\_\_ 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



For more details about the Integrated Development Ordinance visit: <http://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance>

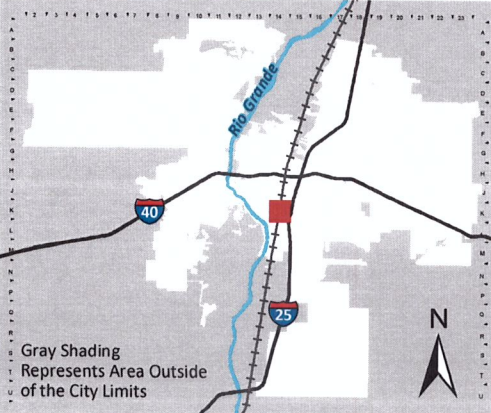
## IDO Zone Atlas

### May 2018











**IDO Zoning information as of May 17, 2018**  
**The Zone Districts and Overlay Zones**  
**are established by the**  
**Integrated Development Ordinance (IDO).**

Zone Atlas Page:  
**K-14-Z**



Gray Shading  
Represents Area Outside  
of the City Limits

-  Easement
-  Escarpment
-  Petroglyph National Monument
-  Areas Outside of City Limits
-  Airport Protection Overlay (APO) Zone
-  Character Protection Overlay (CPO) Zone
-  Historic Protection Overlay (HPO) Zone
-  View Protection Overlay (VPO) Zone

Feet  
0 250 500 1,000

**ARCH+PLAN**  
**LAND USE CONSULTANTS**  
**ALBUQUERQUE NM**

February 5, 2024

Development Facilitation Team  
City of Albuquerque  
600 2<sup>nd</sup> St NW  
Albuquerque NM

**RE: LOTS 11 (SLY 10') & 12, BLOCK B, EASTERN ADDITION**

Development Facilitation Team:

I would like to request Sketch Plat review and DFT comments for a minor subdivision (internal lot line adjustment) for the above mentioned property.

The property owner would relocate an interior lot line between existing Lots 11 (SLY 10') and 12, Block B, Eastern Addition resulting in the same number of two (2) lots. Proposed Lot 12-A is to be 0.1133± net acres and Lot 12-B at 0.0823± net acres on property zoned R-1A (Single Family – Small Lot) on a total of 0.1956± acres.

The site is currently developed with three single family residences, two on proposed Lot 12-A and one on proposed Lot 12-B. The proposed relocated interior lot will eliminate the bisecting of the current lot through the existing houses/structures.

The site is governed by the Area of Consistency of the Albuquerque/Bernalillo County Comprehensive Plan within the Central ABQ Planning Area.

Thank you for your time and consideration of the proposed application.

Sincerely,



Derrick Archuleta, MCRP  
Principal



# SKETCH PLAT OF LOTS 12A AND 12B, BLOCK B EASTERN ADDITION

(REPLAT OF S. 10 FEET OF LOT 11, AND LOT 12, BLOCK B, EASTERN ADDITION) WITHIN THE TOWN OF ALBUQUERQUE GRANT PROJECTED SECTION 20, T-10N, R3E, N.M.P.M. ALBUQUERQUE, BERNALILLO COUNTY, NEW MEXICO AUGUST 2023

**LEGEND OF SYMBOLS**

- WM WATER METER
- MB MAIL BOXES
- FL FENCE LINE
- CC OVERHEAD UTILITY LINES
- SC SEWER CLEAN-OUT
- UP UTILITY POLE
- EM ELECTRIC METER
- EDP DROP INLET
- GM GAS METER

SCALE: 1" = 10'

