



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 APPLICATIONS	<input type="checkbox"/> Extension of Infrastructure List or IIA (Form S3)
<input type="checkbox"/> Site Plan Administrative DFT (Forms SP & P2)	PRE-APPLICATIONS
<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)	APPEAL
<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

We are requesting a pre-application "Sketch Plat" hearing for the project on Carlisle and Menaul. This project will subdivide Lot 2B of American Square (approx 10 acres) into 6 individual lots. The individual lots will not be developed at this time, however, this project will provide "backbone infrastructure" (water, fire, sewer, dry utilities and an asphalt drive access aisle) for the future lots as shown on the attached exhibits. These individual lots (shown on the conceptual utility plan) are *shown conceptually* and are *NOT defined* at this time. The site contains existing public dry utilities, and public water, running through the site, but, in order to provide services to the new lots, the site will require new utility easements as well as vacation of existing easement(s). It is our understanding that the site has "free discharge".

APPLICATION INFORMATION

Applicant/Owner: Vista Oriente. Ltd. Co, Jeffrey Jesionowski		Phone:
Address: 9751 Carmel Ave. NE		Email:
City: Albuquerque	State: NM	Zip: 87122
Professional/Agent (if any): Bohannon Huston, Kelly Klein		Phone:
Address: 7500 Jefferson St NE		Email:
City: Albuquerque	State: NM	Zip: 87019
Proprietary Interest in Site:	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.: LOT 2B American Square	Block:	Unit:
Subdivision/Addition:	MRGCD Map No.:	UPC Code:
Zone Atlas Page(s): H-16-Z	Existing Zoning: MX-M	Proposed Zoning: MX-M
# of Existing Lots: 1	# of Proposed Lots: 6	Total Area of Site (Acres): 10


LOCATION OF PROPERTY BY STREETS

Site Address/Street: 3535 Menaul Blvd, NE	Between: Carlisle Blvd	and: Menaul Blvd
-------------------------------------------	------------------------	------------------

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

PR-2024-009947, SI-2024-009947

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: 07-09-2024
Printed Name: Kelly Klein	<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 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 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**

A Single PDF file of the complete application including all documents being submitted must be emailed to 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 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

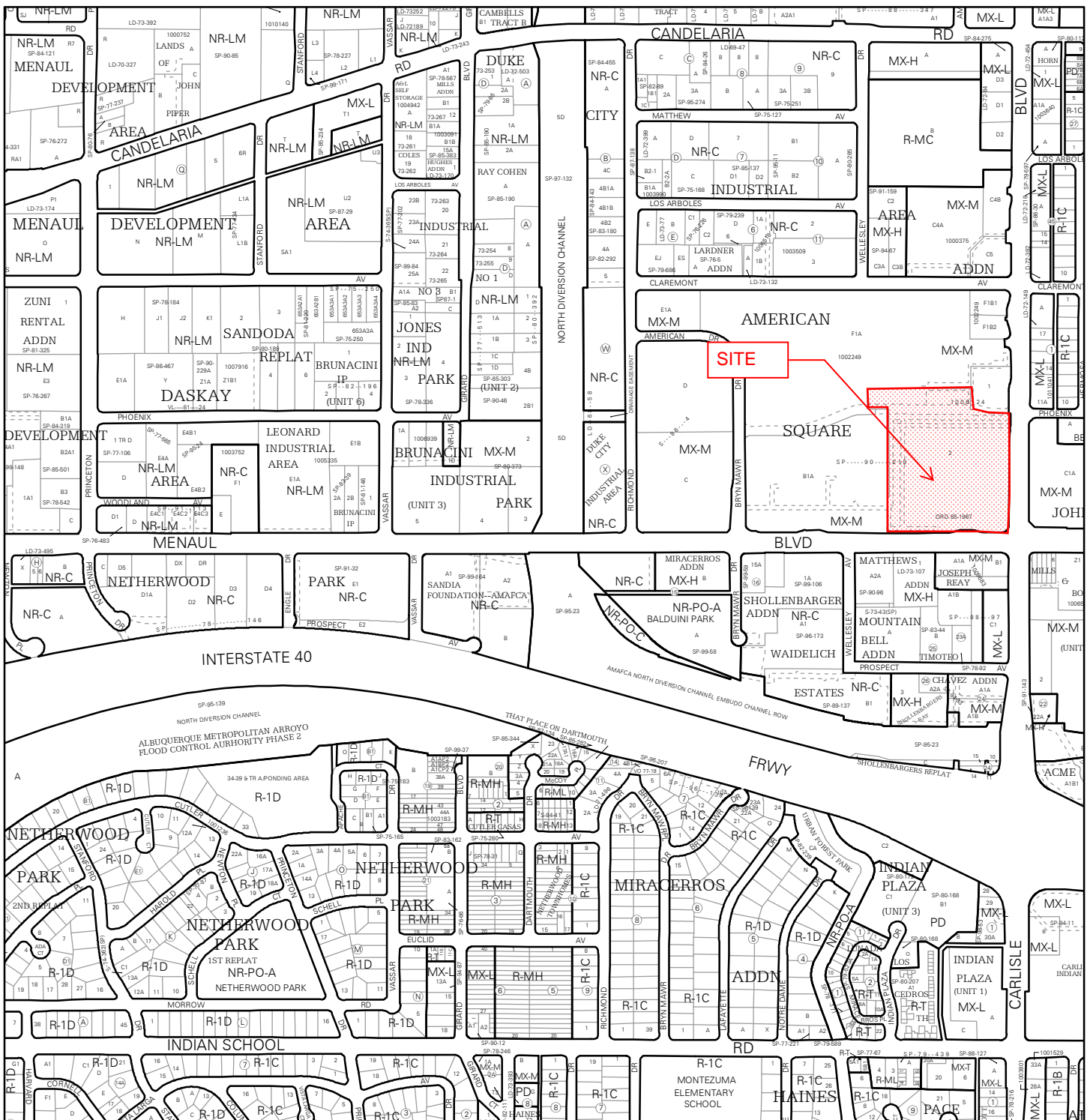
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- ___ 1) DFT Application form completed, signed, and dated
- ___ 2) Form S3 with all the submittal items checked/marked
- ___ 3) Zone Atlas map with the entire site clearly outlined and labeled
- ___ 4) Letter of authorization from the property owner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

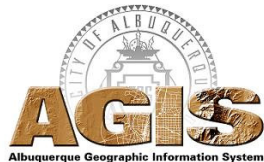
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- ☒ 1) DFT Application form completed, signed, and dated
- ☒ 2) Form S3 with all the submittal items checked/marked
- ☒ 3) Zone Atlas map with the entire site clearly outlined and labeled
- ☒ 4) Letter describing, explaining, and justifying the request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

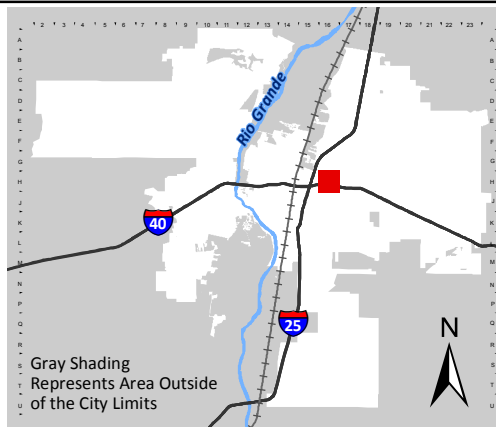


For more details about the Integrated Development Ordinance visit: <http://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance>

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:
H-16-Z

- 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

0 250 500 1,000 Feet

July 9, 2024

City of Albuquerque
Planning Department
600 2nd Street NW
Albuquerque, NM 87103

Re: Carlisle and Menaul - Sketch Plat Submittal

To whom it may concern:

Enclosed for Development Facilitation Team (DFT) sketch plat review and comment are copies of the following information:

- DFT Application
- Form S3
- Exhibit / Sketch plat of site
- Proposed Site Plan
- Zone Atlas page

This sketch plat is being presented to the Development Facilitation Team for the purpose of obtaining City review and comment. This project will subdivide Lot 2B of American Square (approx. 10 acres) into 6 individual lots. The individual lots will not be developed at this time, however, this project will provide "backbone infrastructure" (water, fire, sewer, dry utilities and an asphalt drive access aisle) for the future lots as shown on the attached exhibits. Please note, the utility exhibit show *conceptual* site plans for the individual lots; these individual site plans are *NOT* defined at this time. As each lot is sold/leased, the lot will develop their own site plan and apply for a building permit separately through the City process.

The site contains existing dry utilities, and existing public water lines running through the site, but, in order to provide services to the new lots, the site will require new utility easements as well as vacation of existing easement(s) as shown on the attached Conceptual Utility Plan.

It is our understanding that the project will proceed with the Development Hearing Officer (DHO) process for "Subdivision of Land – Major". With this process, we anticipate providing an infrastructure list for the "backbone infrastructure" that will be tied to the plat (and a formal application for an overall site plan approval is not required).

It is our understanding that the site has "free discharge". We will provide a conceptual grading and drainage plan for the overall site that will determine the release rates allowed by each individual lot as part of the platting action process.

Engineering ▲

Spatial Data ▲

Advanced Technologies ▲

Please schedule us for the next appropriate DFT hearing. Please feel free to contact me at 823-1000 with questions or comments.

Sincerely,

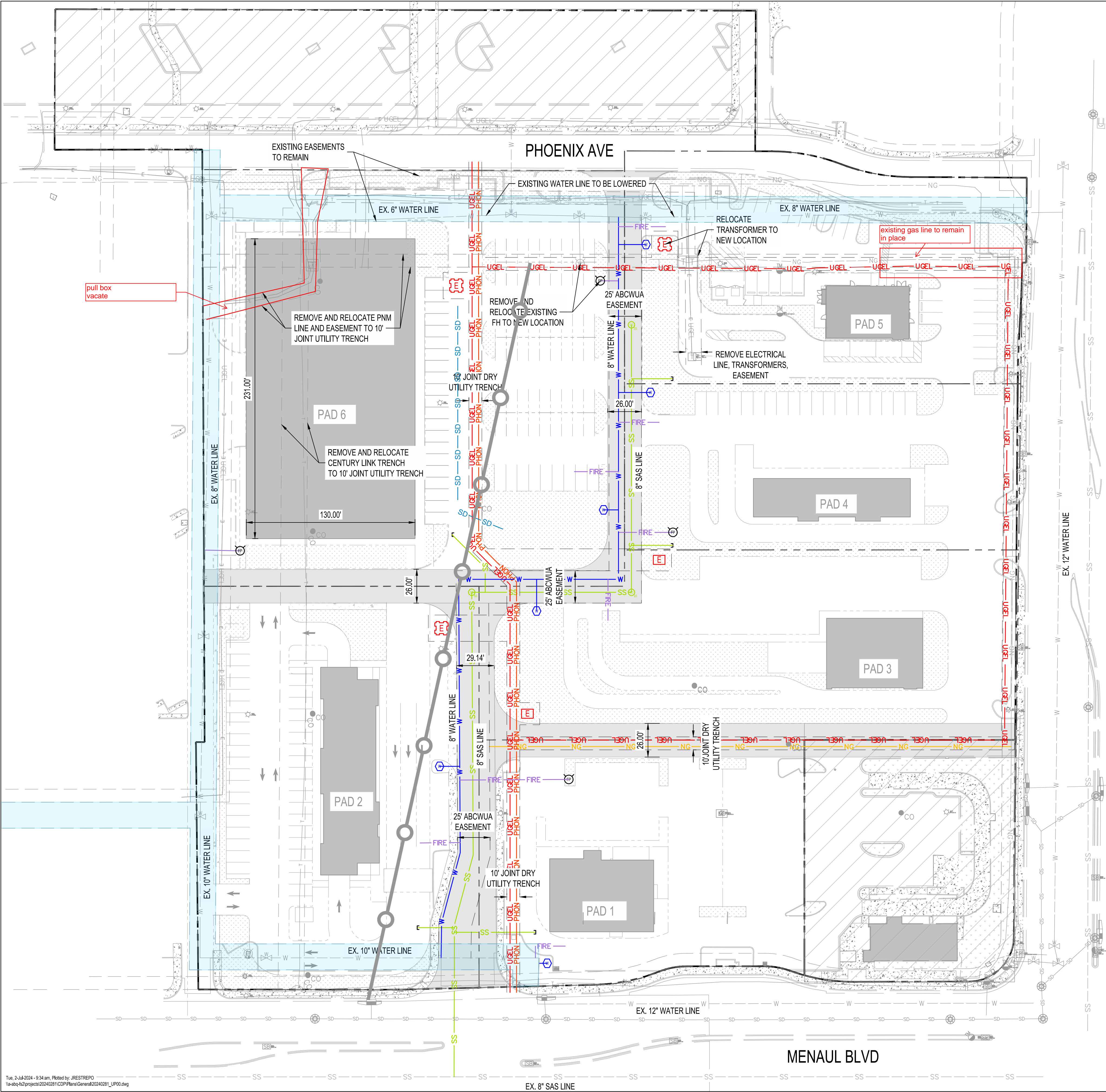


Kelly Klein, PE
Project Manager
Community Development and Planning

Engineering ▲

Spatial Data ▲

Advanced Technologies ▲



- UTILITY GENERAL NOTES**
- A. THIS CONTRACTOR SHALL BE RESPONSIBLE FOR THE COMPLETE INSTALLATION OF ALL WORK RELATED TO MECHANICAL UTILITIES AS SHOWN ON THIS PLAN INCLUDING: TRENCHING, BACKFILL, SUPPORTS, CLEANOUT PADS, SERVICE STOPS AND BOXES, SERVICE LINES, TESTING, CLEANING, AND STERILIZING. ANY WORK NOT ACCEPTED BY THE ARCHITECT OR ENGINEER DUE TO IMPROPER WORKMANSHIP OR LACK OF PROPER COORDINATION SHALL BE REMOVED AND CORRECTLY INSTALLED AT THE CONTRACTOR'S EXPENSE, AS DIRECTED.
 - B. MINIMUM DEPTHS OF COVER SHALL BE: 36" FOR WATERLINES AND 48" FOR SEWER, EXCEPT AT BUILDING CONNECTION.
 - C. ALL WORK DETAILED ON THESE PLANS TO BE PERFORMED UNDER CONTRACT SHALL, EXCEPT AS OTHERWISE STATED OR PROVIDED OF HEREON, BE CONSTRUCTED IN ACCORDANCE WITH THE IAPMO UNIFORM PLUMBING CODE & NFPA 24, LATEST EDITION.
 - D. UTILITY LINES SHALL BE INSTALLED PRIOR TO PAVEMENT, CURB AND GUTTER, AND/OR SIDEWALK, AS APPLICABLE.
 - E. ROUGH GRADING OF SITE (±0.5') SHALL BE COMPLETED PRIOR TO INSTALLATION OF UTILITY LINES.
 - F. CONTRACTOR WILL BE RESPONSIBLE FOR CONNECTIONS TO BUILDING DRAIN LINES AND ALL NECESSARY FITTINGS.
 - G. ALL VALVES SHALL BE ANCHORED PER COA STANDARD DWG. 2333.
 - H. FIRE LINES SHALL USE PIPE MATERIALS UNDERWRITERS LABORATORIES LISTED AND APPROVED FOR FIRE SERVICE.
 - I. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL WATER METER, FIRE LINE, AND SEWER HOOKUP FEES FOR INSTALLATIONS. OWNER SHALL BE RESPONSIBLE FOR UTILITY EXPANSION CHARGES, PRORATA AND OTHER SPECIAL ASSESSMENTS.
 - J. CONTRACTOR SHALL VERIFY INVERTS AND LOCATIONS OF EXISTING WATER/SAS LINES PRIOR TO BEGINNING WORK. ALL CONFLICTS SHALL BE BROUGHT TO ATTENTION OF THE ENGINEER AND RESOLVED PRIOR TO BEGINNING WORK.
 - K. CONTRACTOR SHALL NOTIFY THE AUTHORITY HAVING JURISDICTION PRIOR TO INSTALLATION OF FIRE SERVICE LINES, AND PRIOR TO TESTING OF ALL WATERLINES. CONTRACTOR SHALL COMPLETE, SIGN, AND SUBMIT THE "CONTRACTOR'S MATERIAL & TEST CERTIFICATE FOR UNDERGROUND PIPING" IN ACCORDANCE WITH NFPA 24.
 - L. SAWCUT EXISTING ASPHALT TO CLEAN EDGE, REMOVE AND REPLACE ASPHALT PER COA STD DWG 2465 (MAJOR LOCAL).

BENCH MARKS	
ENGINEER'S SEAL	

- LEGEND**
- | | |
|--|----------------------------------------|
| | PROPOSED PAD PROPERTY LINE |
| | EXISTING ELECTRIC LINE |
| | EXISTING UNDERGROUND ELECTRIC |
| | EXISTING COMMUNICATION LINE |
| | EXISTING WATER LINE |
| | EXISTING GAS LINE |
| | EXISTING STORM DRAIN LINE |
| | PROPOSED SANITARY SEWER LINE |
| | PROPOSED WATER LINE |
| | PROPOSED FIRE LINE |
| | PROPOSED UNDERGROUND ELECTRIC |
| | PROPOSED GAS LINE |
| | PROPOSED COMMUNICATION LINE |
| | PROPOSED ELECTRICAL PULL BOX |
| | PROPOSED ELECTRICAL TRANSFORMER |
| | PROPOSED WATER METER |
| | PROPOSED FIRE HYDRANT |
| | EXISTING FIRE HYDRANT |
| | PROPOSED SANITARY SEWER CLEANOUT |
| | EXISTING SANITARY SEWER CLEANOUT |
| | EXISTING LIGHTING POLE |
| | EXISTING WATERLINE EASEMENT BOUNDARIES |

www.bhinc.com 800.877.5332

DESIGN				REVISIONS				AS-BUILT INFORMATION				ENGINEER'S SEAL	
DESIGNED BY	CHECKED BY	DRAWN BY	DATE	NO.	DATE	BY	DATE	CONTRACTOR	DATE	WORK STARTED BY	DATE	July 2, 2024	
XXX	XXX	XXX											



DEVELOPMENT FACILITATION TEAM REVIEW SHEET

CASES FOR REVIEW AND COMMENT FOR:

July 24, 2024

Join Zoom Meeting:

<https://cabq.zoom.us/j/89785314995>

Meeting ID: 897 8531 4995

Dial by your location

+1 346 248 7799 US (Houston)

Find your local number: <https://cabq.zoom.us/j/89785314995>

DFT - CASES FOR REVIEW AND COMMENT

Comments due – July 23rd @ 3pm

Link to access all files:

<https://sfftp.cabq.gov/link/ezROEOCI9Ng/>

1. **[PR-2022-007805](#) (Second Submittal)**
[SI-2024-00849](#) – SITE PLAN DFT

TRACT D-6, MESA DEL SOL INNOVATION PARK II zoned PC, located on CRICK AVE SE between WATSON SE and HAWKING SE containing approximately 23.7954 acre(s). (Q-16)

REQUEST: Site will be developed in three phases. Each phase will contain a warehouse/manufacturing building containing approximately 106,000sf. Site will primarily be accessed from Crick Avenue SW. Site will be designed for full retention as required by the Mesa Del Sol Community Masterplan. Request is to obtain approval of the Site Plan for all phases.

IDO -2022

2. [PR-2022-007299](#) *(second submittal)*

[SI-2024-00931](#) – SITE PLAN DFT

LOTS 54, 55 & 1, UNIT 6, TOWN OF ATRISCO GRANT zoned **NR-C**, located at **7320 CENTRAL AVE SW** between **COORS BLVD** and **UNSER BLVD** containing approximately 13.59 acre(s). (K-10)

REQUEST: DFT - Site Plan Administrative for Skyview West Industrial

SKETCH PLAT 09-28-22 (DRB)

IDO -2022

3. [PR-2023-008619](#)

[SI-2024-00547](#) – EPC SITE PLAN SIGN-OFF *(4th Submittal)*

TRACT A-2 BLK 2 MANDELL ADDN NO. 2 (REPLAT OF TRACT A BLK 2) AND EAST 50 FT OF LT 4 BLK 2 MANDELL ADDN NO. 2, zoned **MX-M**, located at **2601 SECOND ST NW** between **MENAU NW** and **WOODLAND NW** containing approximately **0.9379** acre(s). (H-14)

REQUEST: EPC SITE PLAN SIGN-OFF

IDO – 2022

4. [PR-2019-002118](#)

[VA-2024-00199](#) – Ext of IIA TEMPORARY DEFERRAL OF SIDEWALK

LOT/TRACT B & C, VOLTERRA VILLAGE zoned **X**, located at **1601 DOMINO DR SE** between **MONACHOS RD SE** and **CICIDA RD SE** containing approximately 1.2311 acre(s). (M-21)

REQUEST: Questions Regarding Sidewalk Requirements

IDO - 2022

5. [PR-2024-010269](#)

[PS-2024-00113](#) – SKETCH PLAN

Lot 7-A, Unit 5-A and Lots 1-A-1 & 3-A-1, Unit 6, DALE J. BELLAMAH'S JEANNEDALE, CORONADO CENTER zoned **MX-H**, located at **Louisiana Blvd NE** between **MENAU BLVD NE** and **AMERICAS PARKWAY NE** containing approximately 39.7786 acre(s). (H-18)

REQUEST: Rreconfigure Three (3) existing parcels into Nine (9) new parcels for the purpose of resale.

IDO - 2022

6. [PR-2023-009652](#)

[PS-2024-00114](#) – SKETCH PLAT/PLAN

West Portion of Tract 1, Unplatted Paradise Hills zoned **MX-T**, located between **AVENIDA DE JAIMITO** and **PASEO DEL NORTE** containing approximately **18.9** acre(s). **(C-10)**

REQUEST: Site plan for multi-family development, sketch plat, and vacation of right-of-way.

IDO - 2022

Previous Sketch Plat 1/10/24

7. [PR-2022-006926](#)

[PS-2024-00115](#) – SKETCH PLAT

Lots 17 & 18, PUEBLO BONITO zoned **X**, located at **2449 PUEBLO BONITO CT. NW** containing approximately **0.5792** acre(s). **(J-13)**

REQUEST: Expand Lot 18 To Encompass the Home and Change Lot Shape, And Further Divide Lot 17 To Accommodate 2 Homes

IDO - 2022

8. [PR-2023-009216](#)

[PS-2024-00116](#) – SKETCH PLAT

Tract 12-A-1, Bulk Plat for El Rancho Grande I zoned **NR-SU**, located on **AMOLE MESA RD SW** between **98TH ST SW** and **VERMEJO DR PARK SW** containing approximately **6.796** acre(s). **(N-09)**

REQUEST: Define Exterior Boundary of Tract As-A-1 Of El Rancho Grande I, Grant PNM Electrical Easement and Dedicate Additional Right-Of-Way to The City of Albuquerque

IDO - 2022

9. [PR-2018-001389](#)

[PS-2024-00117](#) – SKETCH PLAT

Tracts 1 thru 4 & 14, UNSER CROSSINGS zoned **NR-C**, located on **CENTRAL SW** between **86TH ST SW** and **BRIDGE BLVD SW** containing approximately **22.0** acre(s). **(K-09, K-10)**

REQUEST: Construction For 2 New Buildings for Warehousing and Distribution. Existing Water, Sewer, Storm Drain Infrastructure from A Previous City Project (735661). Project Will Replat Site Into 2 Tracts From 5 Tracts. Public Water and Sewer Lines to Be Removed/Rerouted to Accommodate New Buildings.

IDO - 2022

10. [PR-2024-010629](#)

[PS-2024-00118](#) – SKETCH PLAT

Located between DAYTONA RD NW and LOS VOLCANES RD NW zoned NR-BP, containing approximately 29.06 acre(s). (J-09, K-09))

REQUEST: Develop 132,000 Sq Ft Warehouse with Auto and Van parking with 12-line haul, 4' high dock positions.

IDO - 2022

11. [PR-2024-010639](#)

[PS-2024-00121](#) – SKETCH PLAT

Lot 11, Block 45, Terrace Addition zoned R-T, located at 1407, 1409 HAZELDINE AVE SE between SYCAMORE ST SE and MAPLE ST SE, containing approximately X acre(s). (X)

REQUEST: Interior Lot Line Adjustment

IDO - 2022

12. [PR-2024-009947](#)

[PS-2024-00123](#) – SKETCH PLAT

LOT 2B American Square zoned MX-M, located at 3535 Menaul Blvd NE between CARLISLE BLVD and MENAUL BLVD containing approximately 20 acre(s). (H-16)

REQUEST: subdivide lot 2B of American Square (Approx. 10 acres) into 6 individual lots which will not be developed at this time but will provide infrastructure for future lots as shown (lots conceptual only). Site contains existing public dry utilities, public water, but new easements, vacation of easements are required.

IDO - 2022

13. [PR-2024-010631](#)

[PS-2024-00120](#) – SKETCH PLAT

Tract 3B Unit 2, Town of Atrisco Grant zoned MX-L, located at North Side of Tower Rd SW and East Side of Unser Blvd SW containing approximately 4.3021 acre(s). (L-10)

REQUEST: Owner Is Requesting Preliminary Review of Proposed Subdivision. Existing Property Is Undeveloped. Proposed Development Will Include Roadway, Sidewalk and Duplex Properties for Residential Use.

IDO - 2022

14. [PR-2024-010653](#)

PS-2024-00124 – SKETCH PLAT

TRACT 5 and TRACT 9 zoned **PC**, located at **BOBBY FOSTER RD** between **BOBBY FOSTER RD** and **STRYKER RD** containing approximately 31.7 acre(s). (R-15, S-15)

REQUEST: Sketch Plat Review for Tracts 5 and 9 at Mesa del Sol Innovation Park.
IDO - 2022

15. [PR-2019-002042](#)

PS-2024-00126 – SKETCH PLAT

Lots 1-75, Tracts B and 1-4, SOMBRA DEL OESTE zoned **MX-M**, located on **GIBSON BLVD SW** between **98TH ST SW** and **BARBADOS AVE SW** containing approximately 6.8861 acre(s). (M-09)

REQUEST: Plat to adjust lot lines within existing subdivision. Grant and vacate easements as necessary.
IDO - 2022

16. [PR-2021-006214](#)

PS-2024-00127 – SKETCH PLAT

T-1-A-2-B OF PLAT OF TRACTS T-1-A-2-A AND T-1-A-2-B, TOWN OF ALAMEDA GRANT, zoned **MX-L** located on **NWC** between **IRVING BLVD NW** and **GOLF COURSE RD NW** containing approximately 2.07 acres (B-12)

REQUEST: SKETCH PLAT REVIEW AND COMMENTS
IDO - 2022

DEVELOPMENT FACILITATIVE TEAM (DFT)

Code Enforcement Comments

Disclaimer: Comments provided are based upon information received from applicant/agent. If new or revised information is submitted, additional comments may be provided by Planning staff.

Jeff Palmer-Code Enforcement Supervisor
Planning Department
jppalmer@caba.aov

DATE: 07/24/2024

AGENDA ITEM NO: 12

PROJECT NUMBER:

PR-2024-009947

PS-2024-00123– SKETCH PLAT

ADDRESS/LOCATION:

LOT 2B American Square zoned MX-M, located at 3535 Menaul Blvd NE between CARLISLE BLVD and MENAUL BLVD containing approximately 20 acre(s). (H-16)

PROPERTY OWNERS: VISTA ORIENTE LTD CO ATTN: JOHN SEDBERRY

REQUEST: Subdivide lot 2B of American Square (Approx. 10 acres) into 6 individual lots which will not be developed at this time but will provide infrastructure for future lots as shown (lots conceptual only). Site contains existing public dry utilities, public water, but new easements, vacation of easements are required.

IDO: 2022

COMMENTS:

1. Code Enforcement has no comments.

DEVELOPMENT FACILITATION TEAM

TRANSPORTATION DEVELOPMENT

DRB Project Number: 2024-009947
3535 Menaul-American Square

AGENDA ITEM NO: 12

SUBJECT: Sketch

ENGINEERING COMMENTS:

1. Menaul is a Principal Arterial and Carlisle is a Minor Arterial both in a center and both require 10' sidewalk with a 6' to 8' landscape buffer. Please provide a diagram dimensioning existing sidewalks and buffer to determine if these need to be widened.
2. All internal roads should be placed within access easements.
3. For future development an approved TCL will be required prior to site plan. Please fill out and submit a Traffic Scoping Form to Curtis Cherne (ccherne@cabq.gov) to determine if a traffic study will be required.

Disclaimer: The comments provided are based upon the information received from the applicant. If new or revised information is submitted, additional comments may be provided by Transportation Development.

FROM: Ernest Armijo, P.E.
Transportation Development
505-924-3991 or earmijo@cabq.gov

DATE: July 24, 2024

ACTION:

APPROVED __; DENIED __; DEFERRED __; COMMENTS PROVIDED __; WITHDRAWN __

DELEGATED: _____ TO: (TRANS) (HYD) (WUA) (PRKS) (CE) (PLNG)

DEVELOPMENT FACILITATIVE TEAM (DFT) - **HYDROLOGY SECTION**

Renée Brissette, PE, Senior Engineer | 505-924-3995 rbrissette@cabq.gov

DRB Project Number: 2024-009947 Hearing Date: 07-24-2024

Project: Menaul & Carlisle Blvd
Development Agenda Item No: 12

☒ Sketch Plat

☐ Site Plan for Bldg.
Permit

ENGINEERING COMMENTS:

- Hydrology will need to approve a Conceptual Grading & Drainage Plan prior to plat approval.
- Depending on the Conceptual G&D, Cross Lot Drainage Easement note specifying the beneficiary and maintenance agreement may be needed.
- Comment – Prior to submitting for Building Permit, a licensed New Mexico civil engineer will need to submit a Grading & Drainage Plan to Hydrology for review & approval if one of these conditions is met. (500 cy of grading, 1,000 sf of proposed building, or 10,000 sf of proposed paving).

☐ APPROVED
☐ DENIED

DELEGATED TO: ☐ TRANS ☐ HYD ☐ WUA ☐ PRKS ☐ PLNG

Delegated For: _____

SIGNED: ☐ I.L. ☐ SPSP ☐ SPBP ☐ FINAL PLAT

DEFERRED TO _____



DEVELOPMENT FACILITATION TEAM

Planning - Case Comments

HEARING DATE: 7/24/24 -- **AGENDA ITEM:** #12

Project Number: PR-2024-009947

Application Number: PS-2024-00123

Project Name: 3535 Manual NE. Carlisle & Menaul.

Request:

Sketch Plan for subdivision of land into 6 lots.

**These are preliminary Planning comments. Additional reviews and/or revised comments may be needed for any modifications and/or supplemental submittals.*

- Development and Platting actions will be subject to the previous EPC Site Plan approval. Changes would require amendments to that plan or an exit from the entire plan. All projects will be reviewed to the standards and provisions of the original approval and where silent, to the standards and provisions within the IDO and DPM. The site is zoned MX-M and within the American Square AC-Activity Center. Here is a link to the IDO and DPM:

<https://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance-1>

<https://www.cabq.gov/planning/boards-commissions/development-process-manual-executive-committee>

****Submitted plans should demonstrate how standards are being met.***

- Approvals from Solid Waste, Fire & Rescue, Hydrology, and Transportation will be needed on the formal submittal.
- Standards related to an Activity Center can be referenced within Table III: IDO Provisions for ABC Comp Plan Centers and Corridor Areas.

**(See additional comments on next pages)*

- Provide the Notice of Decision for any recent EPC action regarding the previous Site Plan approval.
- Clarify proposed land use and development types. Each could trigger additional standards.
- Clarify if access and property lines for the Starbucks development will be affected.
- ***Demonstrate compliance with section 7 of the DPM Table 7.2.29 regarding Sidewalk width requirements and its landscape buffer.**
Verification of DPM standards per Transportation
Menaul is a Principal Arterial and Carlisle is a Minor Arterial both in a center and both require 10' sidewalk with a 6' to 8' landscape buffer. Please provide a diagram dimensioning existing sidewalks and buffer to determine if these need to be widened. All internal roads should be placed within access easements
- *A completed IL-Infrastructure List will be needed for public Infrastructure needs. An IIA-Infrastructure Improvements Agreement with a financial guarantee will be required following the approved IL.*
- **Subdivision drawings may need to include detail for Landscaping Plans, Walls/Fences, and pedestrian connections.*
- *Aside from individual and separate lot development, clarify how demolition, platting, and redevelopment will affect any existing landscaping. And how the standard for 15% landscaping requirement, street trees, and parking lot landscaping will be met.*
**Including but not limited to 5-6-C General Landscaping, 5-6-C-2 Minimum Landscape Area, 5-6-D Required Street Trees, 5-6-F Parking Lot Landscaping, and 5-6-G Equipment/Support areas.*
- *Any Drainage Ponds must meet Standard Specification 1013 or better. See [Drainage Ponds Slope Stabilization and Seeding Requirements.pdf](https://documents.cabq.gov/planning/development-hearing-officer/DHO_Application.pdf) (cabq.gov)*

***The application forms for platting actions are featured in the following links:**

https://documents.cabq.gov/planning/development-hearing-officer/DHO_Application.pdf

<https://documents.cabq.gov/planning/development-hearing-officer/Form%20S2.pdf>

- Signatures from Hydrology, ABCWUA, and Transportation engineers and staff must be obtained on Form PLT and submitted with the platting application. Form PLT will not be signed until/unless the engineering team receives any/all required associated application approvals as listed on Form PLT. Form PLT can be obtained at the following link:

<https://documents.cabq.gov/planning/development-hearing-officer/Form%20PLT.pdf>

- The Plat must be created, as well as sealed and signed by a surveyor licensed in the State of New Mexico.
- All public notice requirements of IDO Section 6, Table 6-1-1 will need to be completed prior to submitting the platting application and Site Plan application. It must be included in the submitted platting application file. All submittal types may have differing public notice Notifications sent to the NA's must include the following:
 1. Completed notification form noting the application type, date/time of the DHO meeting, and that the DHO meeting will be held remotely via Zoom, providing the Zoom link to the meeting. A blank notification form can be obtained at the following link:

https://documents.cabq.gov/planning/development-hearing-officer/Emailed-Mailed-Notice-PublicMeetingHearing-Print&Fill_DHO.pdf

2. Zone Atlas Map sheet with the site highlighted and labeled
3. Copy of the relevant documents and drawings.

In the platting application packet, in addition to including the documentation listed above, proof of email to the NA's must be included along with the ONC confirmation email with the list of NA's to contact. ONC can be contacted at: onc@cabq.gov as well as (505) 768-3334.

- All signatures from the surveyor, property owner(s), the City Surveyor, the utility companies, and AMAFCA are required on the Plat prior to the acceptance of the application file for the Plat and placement on a DHO agenda.
- The following will need to be on the final platting sheets:
Project and Application #'s, documents signed/stamped by a design professional licensed in the State of NM.
- Prior to final sign-off of the plat, the AGIS office must approve the DXF file and proof of approval must be provided.

- All Plan sheets must be sealed and signed by a design professional licensed in the State of New Mexico. The Landscape Plan must be sealed and signed by a Landscape Architect licensed in the State of New Mexico.

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****Please reference the following development standards from the IDO. Subject to change pending formal submittal or change in development type/use***

- ❖ Table III: IDO Provisions for ABC Comp Plan Centers and Corridor Areas.
- ❖ 4-2 Allowed Uses, table 4-2-1.
- ❖ 4-3 Use Specific Standards for Restaurant(4-3-D-8) and Drive-Through (4-3-F-5 & 5-5-I)
***The formal submittal will need to demonstrate and explain how the proposed development will meet all of those standards.**
- ❖ 5-1 Dimension Standards for **MX-M**. 5-1-G Exceptions and Encroachments.
***Plans should include measurements for setback, separation, height elevations, buffers, etc.**
Plans will need to demonstrate clearly how standards and requirements are being met.
- ❖ 5-3 Access & Connectivity requirements.
- ❖ **5-4 Subdivision Of Land, 5-4(K) Dedication of Land For Public Purposes, 5-4(N) Improvements Required, 5-4(P) Additional Design Criteria and Construction Standards**
In addition to the standards set forth in this Section 14-16-5-4, the City shall maintain technical standards for infrastructure improvements in the DPM, pursuant to Subsection 14-16-1-7(A)(4). Such technical standards for infrastructure improvements shall contain the minimum acceptable design criteria and specifications for the construction of such improvements.
- ❖ **5-5 Parking & Loading** requirements, Table 5-5-1
 5-5(F)(2)(b) All Other Uses, 5-5(F)(3) Technical Design Standards 5-5(F)(3)(a) All parking facilities shall comply with all applicable provisions in this IDO. 5-5(G)(2) Parking Spaces and Circulation Parking spaces and circulation shall meet technical standards in the DPM. ***Plans will need to demonstrate compliance of parking requirements. Provide calculation detail and any shared parking agreement information.**

- ❖ 5-6 Landscaping, Buffering, and Screening standards and requirements.
 *Plans will need to demonstrate compliance of landscaping requirements.
 Provide a landscaping plan that includes calculations, buffer areas & detail.
 *Be aware of several sections related to new development –
 5-6-C General Landscaping, 5-6-C-2 Minimum Landscape Area, 5-6-D Required Street Trees, 5-6-F Parking Lot Landscaping, 5-6-G Equipment/Support areas.
- ❖ 5-7 Walls/Fences, table 5-7-1. *Development requires separate permitting.
- ❖ 5-8 for Outdoor Lighting requirements.
- ❖ 5-11-E Façade and Building design.
 *Please provide detailed elevations and a detailed explanation letter and include site plan notes as to how the proposed elevation meets all applicable sections of 5-11(E).
- ❖ 5-12 for Signage. Clarify if this project use/replace existing signage or propose new?
- ❖ Section 6-1, table 6-1-1 for public notice requirements.
- ❖ 6-4-R Dedications.
- ❖ Platting actions per 6-6-K Subdivision of Land-Minor or 6-6-L Subdivision of Land-Major.
- ❖ Vacations per 6-6-M.
- ❖ 7-1 Development and use definitions.



Disclaimer: The comments provided are based upon the information received from the applicant/agent. If new or revised information is submitted, additional comments may be provided by Planning.

FROM: Robert Webb/Jolene Wolfley/Jay Rodenbeck
 Planning Department

DATE: 7/24/24



DEVELOPMENT FACILITATION TEAM

Parks and Recreation Department

PR-2024-009947

PS-2024-00123 – SKETCH PLAT

LOT 2B American Square zoned MX-M, located at 3535 Menaul Blvd NE between CARLISLE BLVD and MENAUL BLVD containing approximately 20 acre(s). (H-16)

REQUEST: subdivide lot 2B of American Square (Approx. 10 acres) into 6 individual lots which will not be developed at this time but will provide infrastructure for future lots as shown (lots conceptual only). Site contains existing public dry utilities, public water, but new easements, vacation of easements are required.

IDO – 2022

Comments:

07-24-2024

Future site development will require a Street Tree landscaping plan with site plan submittal that meets the requirements in IDO 14-16-5-6(D).