



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

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>all</u> owners:		

SITE INFORMATION <i>(Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)</i>			
Lot or Tract No.:	Block:	Unit:	
Subdivision/Addition:	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:	and:	

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

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:
Printed Name:	<input type="checkbox"/> Applicant or <input 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.*

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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) 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
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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 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**

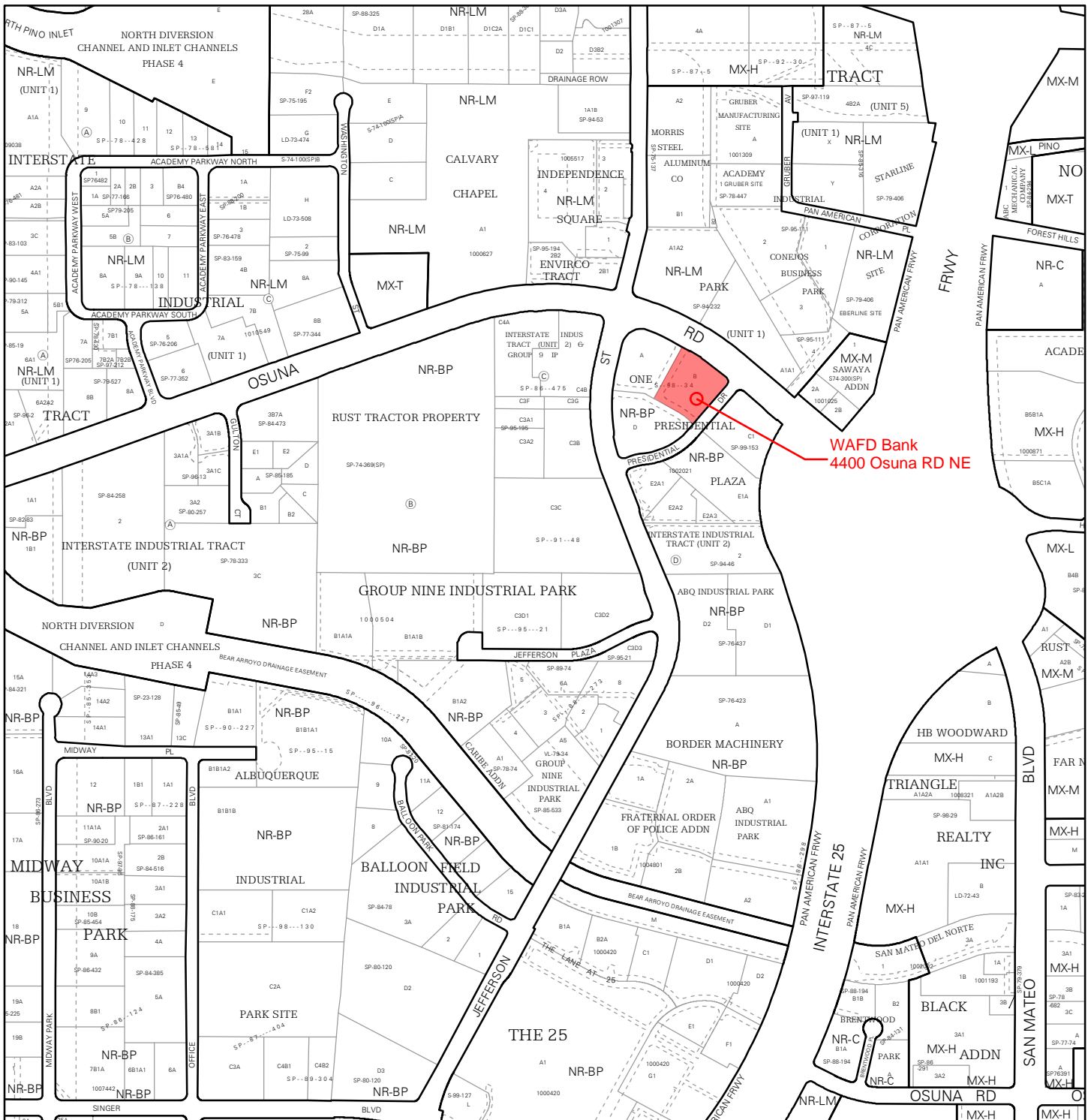
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- ___ 1) DFT Application form completed, signed, and dated
- ___ 2) Form S3 with all the submittal items checked/marked
- ___ 3) Zone Atlas map with the entire site clearly outlined and labeled
- ___ 4) Letter of authorization from the property owner 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


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 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>

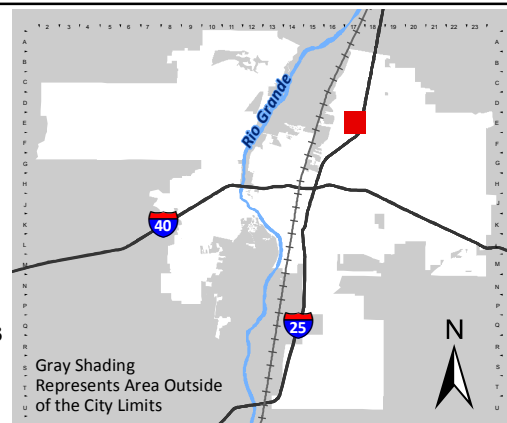
IDO Zone Atlas May 2018




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:
E-17-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



Gray Shading
Represents Area Outside
of the City Limits



0 250 500 1,000 Feet

April 19, 2024

Re:

WaFd Bank – Osuna Branch
4400 Osuna Road
Albuquerque, NM 87109

Tax Lot (Parcel): 10-170-6235035810305

To Whom it May Concern,

Project Narrative:

The proposed project is a relocation of WAFD Bank's drive-up ATM service. The current ATM is located at the rear of the building which is more susceptible to vandalism and theft due to low visibility. The bank would like to rework a portion of the front parking lot to construct a new drive-through lane and install an ATM.

In the site plan sketch attached, the drive-through lane shown is 12'-0" wide with 25'-0" turn radiuses. Stacking spaces are 10'-0" wide by 20'-0" long. The total parking stall count was reduced by 9 stalls for the proposed drive-through with 63 stalls remaining, which is 18 stalls over the minimum of 45 required for a 15,010sf building.

Questions:

1. Osuna Road is considered a Main Transit Corridor. Will the code allow a drive-up ATM service between the front façade of the building and front lot line. If so, please clarify the requirements.
2. Is a TCL plan or traffic study required?
3. Is a minimum 6'-0" wide landscape screen required?
4. Please let us know of any additional requirements that need to be met.

Thank you for your review of our drawings and for your clarifications to our questions.

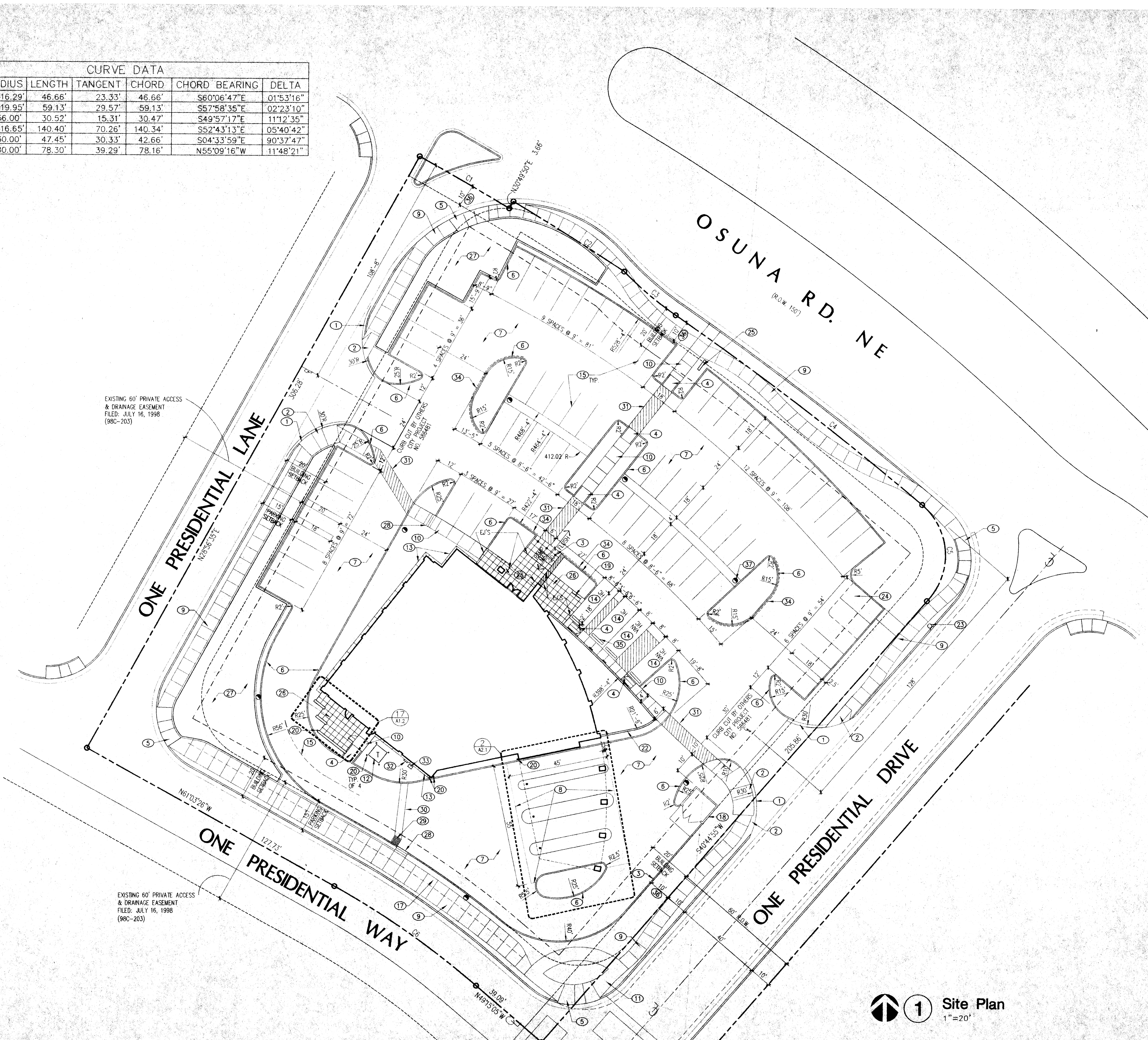
Sincerely,



Carlana Aguon, Project Manager
Driftmier Architects, P.S.
carlana@driftmier.com
(425) 881-7506

EXISTING SITE PLAN

CURVE DATA						
CURVE	RADIUS	LENGTH	TANGENT	CHORD	CHORD BEARING	DELTA
C1	1416.29'	46.66'	23.33'	46.66'	S60°06'47"E	01°53'16"
C2	1419.95'	59.13'	29.57'	59.13'	S57°58'35"E	02°23'10"
C3	156.00'	30.52'	15.31'	30.47'	S49°57'17"E	11°12'35"
C4	1416.65'	140.40'	70.26'	140.34'	S52°43'13"E	05°40'42"
C5	30.00'	47.45'	30.33'	42.66'	S04°33'59"E	90°37'47"
C6	380.00'	78.30'	39.29'	78.16'	N55°09'16"W	11°48'21"



Keyed Notes

1. CONCRETE CURB AND GUTTER AT ENTRY DRIVE CURB CUTS, BY OTHERS, CITY PROJECT NO. 586481.
2. CONCRETE RAMP, BY OTHERS, CITY PROJECT NO. 586481.
3. LIGHTED BOLLARD, TYPICAL OF 3, REFER ELECTRICAL DRAWINGS.
4. CONCRETE RAMP, REFER TO DETAIL 2/A1.2.
5. CONCRETE RAMP BY OTHERS, CITY PROJECT NO. 586481.
6. CONCRETE CURB, REFER TO 3/A1.2.
7. ASPHALTIC PAVING, REFER CIVIL SHEET C1.1.
8. 6" WIDE CONCRETE SIDEWALK PER COA STANDARD DRAWING 2430, REFER CIVIL DRAWINGS.
9. 6" WIDE X 4" THICK CONCRETE SIDEWALK, REFER DETAILS 4/A1.2 AND 5/A1.2.
10. CONCRETE SIDEWALK, PER ONE PRESIDENTIAL PLAZA MASTER DEVELOPMENT PLAN.
11. 4" THICK CONCRETE PAD W/ 6/8-W2.9 X W2.9 W/M FOR TRANSFORMER, COORDINATE W/ ELECTRICAL FOR EXACT SIZE.
12. 2" CONCRETE BUILDING SKIRT, REFER TO DETAIL 7/A1.2.
13. TYPICAL HANDICAP PARKING SPACE W/ LOADING ZONE, PAINTED W/ 4" WIDE WHITE STRIPES & 45° HATCH LINES @ 18" O.C., PROVIDE HANDICAP PARKING ONLY SIGN, PER DETAIL 8/A1.2, @ EACH HC PARKING, TYP. OF 4.
14. 4" WIDE PARKING STRIPES IN WHITE.
15. SITE LIGHTING W/ CONCRETE BASE, REFER ELECTRICAL DRAWINGS.
16. 4" WIDE CONCRETE BIKE PATH PER COA STANDARD DRAWING 2430, REFER CIVIL DRAWINGS. PAINT BIKE SYMBOL ALONG PATH PER COA STANDARDS.
17. REFUSE ENCLOSURE W/ CONCRETE APRON, REFER TO DETAILS 10, 11, 12 & 13/A1.2.
18. BIKE RACK, REFER DETAIL 14/A1.2.
19. CONCRETE BOLLARD, REFER DETAIL 15/A1.2.
20. FIRE LINE PAINT CURB CONTRASTING COLOR TO BE SELECTED BY ARCHITECT, AT DISHED CURB FACES.
21. CONCRETE PLANTER WALL REFER DETAIL 1/A1.2.
22. NEW FIRE HYDRANT, REFER CIVIL DRAWINGS.
23. FUTURE WALK-UP ATM LOCATION.
24. MONUMENT SIGN, REFER TO 9/A1.2.
25. COLORED CONCRETE PAVING W/ 30"x30" CONTROL JOINT PATTERN. EXPANSION JOINTS TO BE PROVIDED AS NOTED. HATCHED AREA TO BE COLORED CONCRETE #1. NON-HATCHED AREA TO BE COLORED CONCRETE #2. COLOR TO BE SELECTED BY ARCHITECT.
26. PONDING AREA, REFER TO CIVIL DRAWINGS FOR HEIGHT AND MATERIAL OF RETAINING WALLS.
27. SITE STAIRS, REFER DETAIL 22/A1.2.
28. INLET, REFER CIVIL DRAWINGS.
29. CONCRETE VALLEY GUTTER, REFER CIVIL DRAWINGS.
30. CROSS WALK STRIPING: 4" WIDE STRIPES AND DIAGONAL HATCH LINES @ 18" O.C.
31. ELECTRICAL PANEL.
32. GAS METER.
33. FIRE LANE, PAINT CURB CONTRASTING COLOR TO BE SELECTED BY ARCHITECT AT DISHED CURB FACES.
34. CONCRETE WHEEL STOP W/ 18" LONG #6 REBAR AT FRONT OF H.C. STALL, TYP. OF 4.
35. EXISTING 10' PUBLIC UTILITY EASEMENT & PUBLIC PEDESTRIAN ACCESS EASEMENT FILED: JULY 16, 1998 (98C-203)
36. PARKING LOT POLE LIGHTS, TYP. OF 7, REFER ELECTRICAL.

PER COMMENTS BY COA TRANSPORTATION DEVELOPMENT PLAN REVIEWER, MIKE ZAMORA, THE FOLLOWING NOTES HAVE BEEN ADDED:

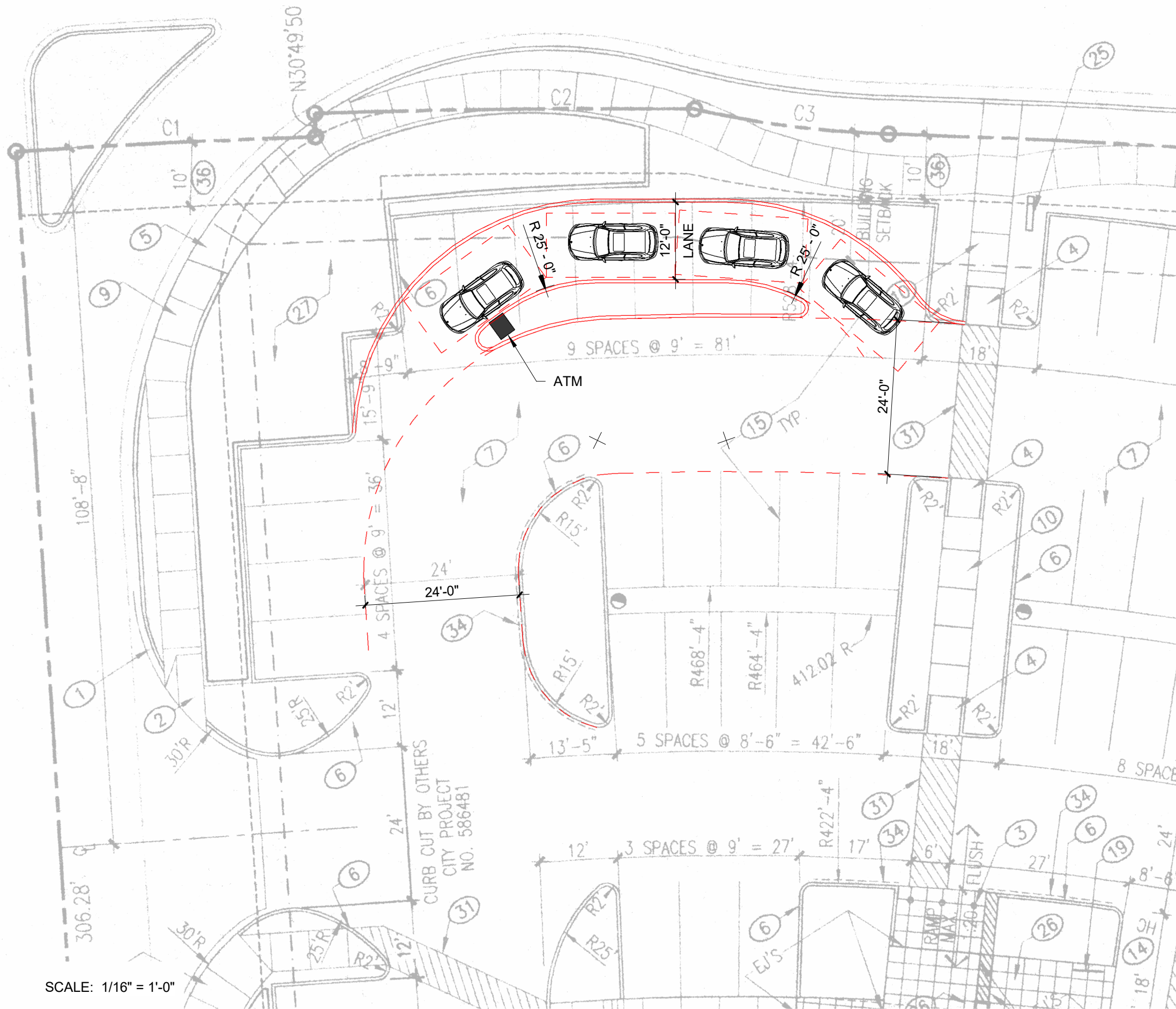
1. THE RESPONSIBLE PARTY MUST RECTIFY ALL UNAPPROVED CONSTRUCTION RESULTING FROM ERRORS ON THE APPROVED SITE PLAN AND THIS SITE PLAN HAS BEEN APPROVED AND ACCEPTED BY ALL PARTIES. ANY FIELD CHANGES NOT ACCEPTED BY TRAFFIC ENGINEER AFTER APPROVAL WILL RESULT IN:
 - (1) UNTIMELY DELAY IN CERTIFICATE OF OCCUPANCY IN ORDER TO CORRECT UNAPPROVED WORK, AND
 - (2) INCREASE IN CONSTRUCTION COST TO RESPONSIBLE PARTIES.
2. ALL ASPHALT AND CONCRETE CONSTRUCTION MUST BE 100% COMPLETE BEFORE INITIAL INSPECTION, FOR TEMPORARY C.O., WILL BE SCHEDULED.
3. ALL CURB AND GUTTER IN DISREPAIR WILL BE REMOVED AND REPLACED.
4. WORK BEING DONE IN CITY PROPERTY AS PART OF THIS DEVELOPMENT, RELATED TO LOT B ONLY, MUST BE COMPLETE BEFORE INITIAL INSPECTION FOR ISSUANCE OF C.O. OR FINANCIAL GUARANTEE MUST BE ON FILE WITH DESIGN REVIEW OFFICE.
5. CITY PROJECT NO. FOR DEVELOPMENT IMPROVEMENTS - CITY PROJECT NO. 586481 - ONE PRESIDENTIAL PLAZA OSUNA ROAD STATION 144-50 TO 18-50.
6. **CONSTRUCT FROM THIS SHEET - TRANSPORTATION INSPECTION**
7. ALL CURB AND GUTTER AT PERIMETER OF SITE, ALL HANDICAP RAMPS AT PERIMETER OF SITE, AND BOTH CURB CUTS INTO SITE ARE BY OTHERS, CITY PROJECT NO. 586481.

no.	date	revision	11-11-1998 11:32A 97021	01/10/2001/COV/215P/DWG
Dekker/Perich architecture interiors planning				
Charter Office Building 4400 Osuna Road NE Albuquerque, New Mexico 87109				
Site Plan				
			Job no: 97021 dra. by: [Signature] chd. by: [Signature] issued: 11/10/98	A.1.1 sheet 18 of 48

1 Site Plan
1"=20'

SITE PLAN SKETCH

SCALE: As indicated



SCALE: 1/16" = 1'-0"

SITE NOTES:

SITE AREA: 1.9 ACRES, 82,764 SF
BUILDING AREA: 15,010 SF

PARKING REQ.: 45 STALLS

PARKING PROV.:
STANDARD STALLS: 68
ACCESSIBLE STALLS: 4 (2 VAN)

STALLS REMOVED IN
THIS SKETCH: 9

REMAINING STALLS: 63 (18 STALLS OVER
THE MIN. REQ.)

DRIVE-UP ATM REQUIREMENTS:

- 4 STACKING SPACES MIN. (20' LONG)
- MIN. 12'-0" WIDE LANES WITH A 25'-0" INSIDE RADIUS FOR TURNS
- 6'-0" WIDE LANDSCAPE SCREEN

