



Effective 3/01/2022

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

SUBDIVISIONS	<input type="checkbox"/> Final Sign off of EPC Site Plan(s) (Forms P2)	<input type="checkbox"/> Extension of IIA: Temp. Del. of SW (Form V2)
<input type="checkbox"/> Major – Preliminary Plat (Forms S & S1)	<input type="checkbox"/> Amendment to Site Plan (Forms P & P2)	<input type="checkbox"/> Vacation of Public Right-of-way (Form V)
<input type="checkbox"/> Major – Bulk Land Plat (Forms S & S1)	MISCELLANEOUS APPLICATIONS	<input type="checkbox"/> Vacation of Public Easement(s) DRB (Form V)
<input type="checkbox"/> Extension of Preliminary Plat (Form S1)	<input type="checkbox"/> Extension of Infrastructure List or IIA (Form S1)	<input type="checkbox"/> Vacation of Private Easement(s) (Form V)
<input type="checkbox"/> Minor Amendment - Preliminary Plat (Forms S & S2)	<input type="checkbox"/> Minor Amendment to Infrastructure List (Form S2)	PRE-APPLICATIONS
<input type="checkbox"/> Minor - Final Plat (Forms S & S2)	<input type="checkbox"/> Temporary Deferral of S/W (Form V2)	<input checked="" type="checkbox"/> Sketch Plat Review and Comment (Form S2)
<input type="checkbox"/> Minor – Preliminary/Final Plat (Forms S & S2)	<input type="checkbox"/> Sidewalk Waiver (Form V2)	<input type="checkbox"/> Sketch Plan Review and Comment (Form P2)
SITE PLANS	<input type="checkbox"/> Waiver to IDO (Form V2)	APPEAL
<input type="checkbox"/> DRB Site Plan (Forms P & P2)	<input type="checkbox"/> Waiver to DPM (Form V2)	<input type="checkbox"/> Decision of DRB (Form A)
BRIEF DESCRIPTION OF REQUEST		

APPLICATION INFORMATION		
Applicant/Owner: <u>Bertha A. Palacios</u>	Phone: <u>505 278 4050</u>	
Address: <u>2315 John St SE</u>	Email: <u>palaciobertha394@gmail.com</u>	
City: <u>Albuquerque</u>	State: <u>NM</u>	Zip: <u>87102</u>
Professional/Agent (if any):	Phone:	
Address:	Email:	
City:	State:	Zip:
Proprietary Interest in Site:	List all owners:	
SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)		
Lot or Tract No.: <u>300</u>	Block: <u>0000</u>	Unit: <u>1</u>
Subdivision/Addition:	MRGCD Map No.: <u>41</u>	UPC Code: <u>101405627801340 121</u>
Zone Atlas Page(s): <u>1</u>	Existing Zoning:	Proposed Zoning
# of Existing Lots: <u>1</u>	# of Proposed Lots: <u>1</u>	Total Area of Site (Acres):
LOCATION OF PROPERTY BY STREETS		
Site Address/Street: <u>2315 John St SE</u>	Between:	and:
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: <u>Bertha A. Palacios</u>	Date: <u>08/01/2024</u>
Printed Name: <u>Bertha A. Palacios.</u>	<input checked="" 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@caba.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@caba.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@caba.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

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

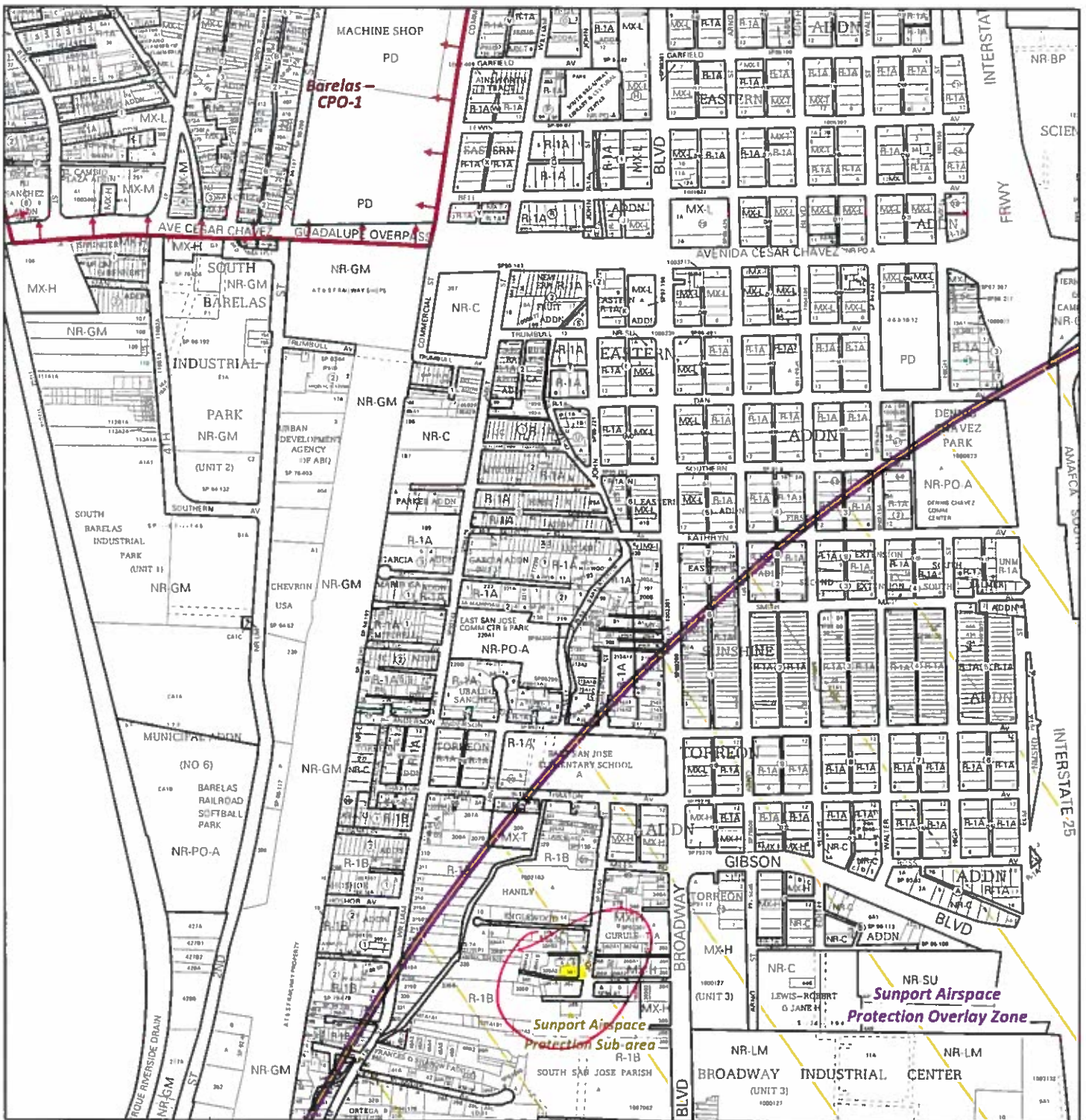
SKETCH PLAT OR SKETCH PLAN REVIEW AND COMMENT

A Single PDF file of the complete application including all documents being submitted must be emailed to PLNDRS@caba.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
- 5) Letter describing, explaining, and justifying the request
- 6) Scale drawing of the proposed subdivision plat or Site Plan
- 7) Site sketch with measurements showing structures, parking, building setbacks, adjacent rights-of-way, and street improvements, if there is any existing land use

I Bertha Palacios I am the owner
of the lot located @ 2315 John St SE
Albuquerque, NM 87102. I would like to
move my mobile home (owned) to this
property. I am ready to retire and
I paid my mobile home and land to
be free of payments, when my time for
retirement came. Thank you for your
understanding. ☺

Bertha Palacios 08/01/2024



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:
L-14-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

Sign in



Tool Labels



Identify

Location ...

City and County parcels do not match.

Code Enforcement requiring replat.

1 wait L U...

City Parcel



2 of 3

City Parcel

Address: 2315 JOHN ST SE

Apartment:

Lot: 366 Block: 0000

Subdivision: MRGCD MAP 41

Pin: ABQ180495

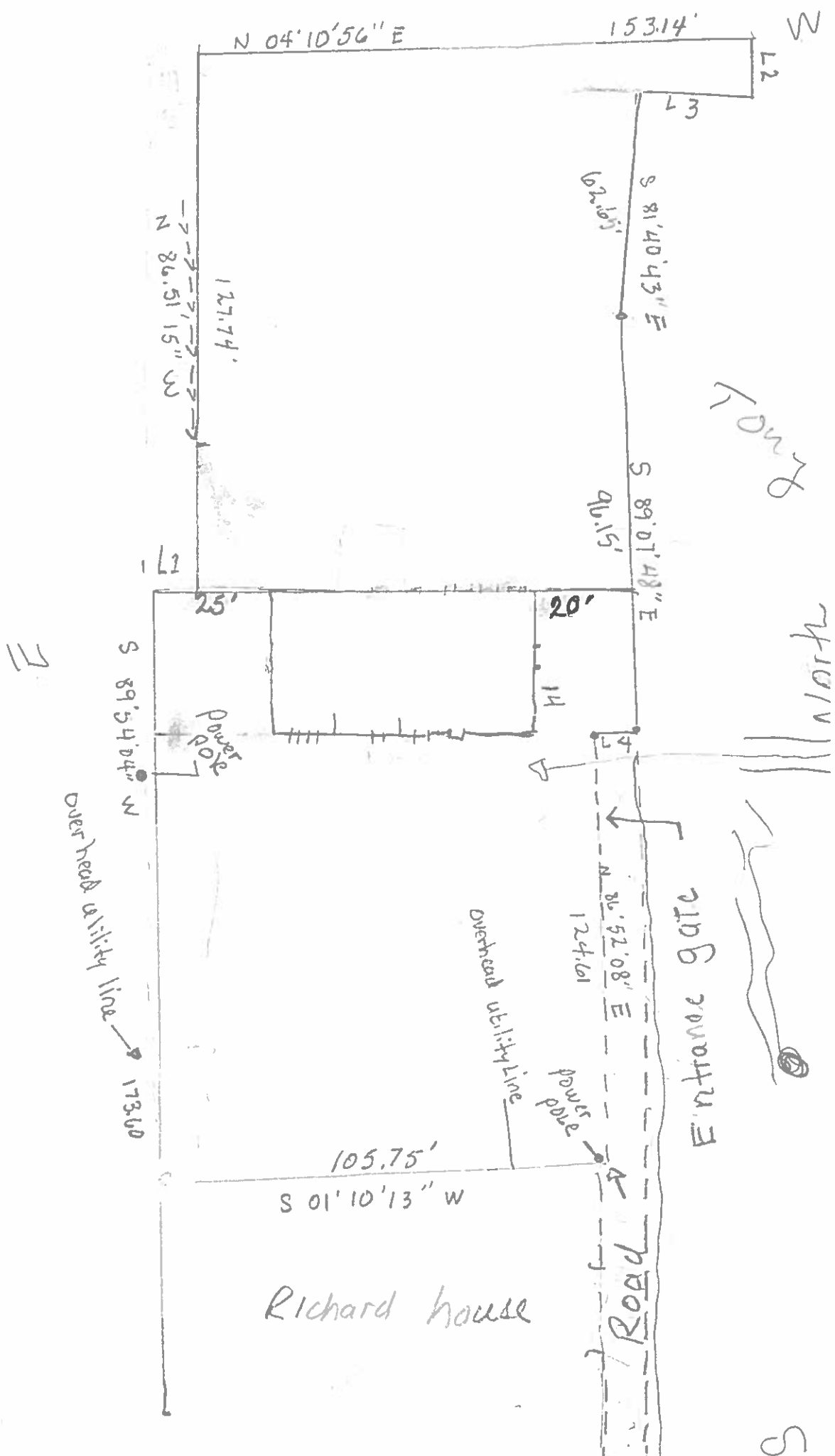
[Remove from Results](#)

[View Additional Details](#)



0 50 100ft

Sketch Plat



Richard house

Road

Entrance gate

Overhead utility line

Overhead utility line

power pole

power pole

$S 89'54'04'' W$

$N 86.51'15'' W$

$127.74'$

$102.19'$

$S 81'40'43'' E$

$90.15'$

$S 89'01'48'' E$

$25'$

$20'$

14

124.61

$N 86'52'08'' E$

$105.75'$

$S 01'10'13'' W$

W

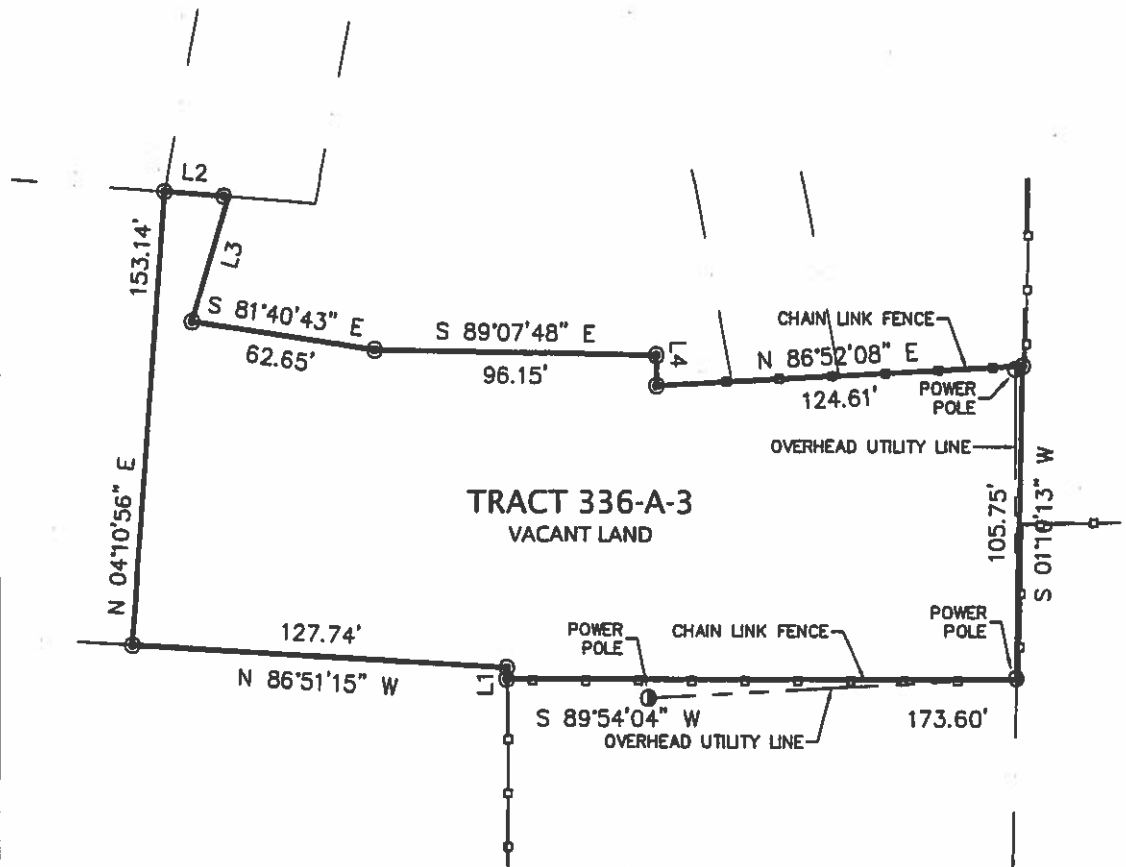
S

10/11

10/11



"EXHIBIT"



LINE TABLE		
LINE	BEARING	DISTANCE
L1	N 00°02'26" E	3.80'
L2	S 85°35'00" E	20.26'
L3	S 16°33'00" W	41.55'
L4	S 01°08'45" E	10.00'



SCALE 1" = 20'
 DRAWN BY: JBS
 7/31/2019
 ORDER #19-0741

THIS REPORT IS NOT FOR USE BY A PROPERTY OWNER FOR ANY PURPOSE. THIS IS NOT A BOUNDARY SURVEY AND MAY NOT BE SUFFICIENT FOR THE REMOVAL OF THE SURVEY EXCEPTION FROM AN OWNER'S TITLE POLICY. IT MAY OR MAY NOT REVEAL ENCROACHMENTS, OVERLAPS, CONFLICTS IN BOUNDARY LINES, SHORTAGES IN AREA, OR OTHER MATTERS WHICH WOULD BE DISCLOSED BY AN ACCURATE BOUNDARY SURVEY.

THE SURVEY OFFICE, LLC

ALBUQUERQUE, NEW MEXICO PHONE: (505) 998-0303
 333 LOMAS BLVD., N.E. 87102 FAX: (505) 998-0305

IMPROVEMENT LOCATION REPORT OF TRACT 336-A-3
M.R.G.C.D. MAP NO. 41
 BERNALILLO COUNTY, NEW MEXICO

PLACEMENT OF MANUFACTURED HOME

CEP# _____

APPLICATION INFORMATION

Date: 5/30/2024 Received By: Zoning 5.30.24
 Address of request: 2315 John st se
 City/State/Zip: Albuquerque, NM, 87102

PROPERTY OWNER/AGENT INFORMATION

Property Owner/Agent Name: Bertha Palacios
 Address: 9000 zuni ad se w # 74
 City/State/Zip: Albuquerque, NM, 87123
 Phone: X 505 278 4050 Email: palacios Bertha 394@gmail.com

MANUFACTURED HOME INFORMATION

HUD label Number (If available): AR2-166574 Included Yes No
 Year of Manufactured Home: 1997 Included Yes No
 Title, Registration, serial or VIN#: 1G134402L839023 Included Yes No
 Site Plan drawn to scale showing the following: North arrow all property lines with dimensions adjacent right-of-ways easements with dimensions proposed placement of manufactured home all structure/buildings all setbacks with dimensions driveway and dimensions Included Yes No
 Size of Manufactured Home: 80' Mobile homes not allowed Initials: _____
 I agree to comply with all ABCWUA regulations and obtain required permits: Initials: BP
 I agree to comply with all Hydrology regulations and obtain required permits: Initials: BP
 I agree to comply with all Electrical regulations and obtain required permits: Initials: BP
 I agree to comply with all Plumbing regulations and obtain required permits: Initials: BP
 I agree to comply with all State of NM regulations and obtain required permits: Initials: BP

OWNER SIGNATURE

By signing below I confirm that I am the owner or agent (with owner's letter of authorization) of above-listed address and all information contained in this application is true and correct to the best of my knowledge.

Owner/Agent Signature: X Date: 5/30/2024

OFFICIAL USE ONLY

UPC Number: 101405630001040119 Lot Acreage: .1377
 Lot: 346 Block: 0000 Zone: R1B Map Page: L14
 Previous zone: Su-2 MR Landfill buffer: Yes No
 Subdivision: _____
 APO: YES Support CPO: _____ HPO: _____ VPO: _____
 Mapped Area: _____ Master Dev Plan: Yes No Site Dev. Plan: Yes No
 UC - AC - MS - PT - MT - MX-FB: Yes No
 List any current or prior project and case history numbers: DRB-95-127

ACTION TAKEN

APPROVED DISAPPROVED

Zoning Official (Print name): D. P. [Signature] Signature: [Signature] Date: 5/30/24

4-3 USE-SPECIFIC STANDARDS

4-3(A) GENERAL

- 4-3(A)(1) Each activity required to have a license, permit, or approval to operate from the State or federal government or any other governmental or quasi-governmental entity, or required to have a City business license to operate, shall maintain that license, permit, or approval in effect at all times, and shall comply with the requirements of that license, permit, or approval.
- 4-3(A)(2) All uses shall comply with City ordinances regulating noise, odors, vibration, glare, heat, and other nuisance conditions affecting other properties, as well as the requirements of Section 14-16-5-13 (Operation and Maintenance) unless specifically exempted from one or more of those requirements.
- 4-3(A)(3) All uses and associated regulations approved through SU-1, PD, PC, or a specific Site Plan processes prior to the effective date of this IDO shall remain valid.

4-3(B) RESIDENTIAL USES

4-3(B)(1) ~~Dwelling, Single-family Detached~~

- 4-3(B)(1)(a) In the R-A and R-1 zone districts, only 1 single-family detached dwelling is allowed per lot unless the units are part of a cottage development, in which case the provisions of Subsection 14-16-4-3(B)(3) apply.
- 4-3(B)(1)(b) If the single-family detached dwelling meets the definition of a manufactured home, and the dwelling is not located in an R-MC zone district, the manufactured home shall meet the following standards:
1. Each manufactured home shall comply with the federal Manufactured Housing Construction and Safety Standards Act of 1974 (42 USC. Sec. 5401).
 2. When used as a residence, only 1 manufactured home may be located on a lot.
 3. Each manufactured home shall be installed on a permanent foundation with an anchorage and tie-down constructed to meet the requirements of with Articles 14-1 and 14-3 of ROA 1994 (Uniform Administrative Code and Technical Codes and Uniform Housing Code) or the manufactured home installation code.
 4. All Development Standards applicable to other single-family detached dwellings in the zone district where the manufactured home is located shall apply to this use.
- 4-3(B)(1)(c) If the single-family detached dwelling meets the definition of a manufactured home, and the dwelling is located in an R-MC district, the provisions of Subsection (a) above do not apply, and the provisions of Subsection 14-16-2-3(C) (Residential – Manufactured Home Community Zone District (R-MC)) shall apply.



CITY OF ALBUQUERQUE

Planning Department

Building and Safety

MANUFACTURED HOME FOUNDATIONS AND UTILITIES

Plans & Permit Information

Permits to move and place a manufacture home on a permanent foundation on a city lot must be obtained through the New Mexico Manufacturing Housing Division (505) 222-9870.

Zoning and Hydrology approval must be obtained prior to applying for a foundation permit. Submit two (2) sets of plans. Use good quality paper minimum 8 ½" x 11" (all text and drawings must be legible). All plans must be submitted in ink, xerox copies or prints, drawn to scale. All plans shall clearly indicate the nature, extent of work and conform to all current adopted codes including state, local, and technical codes.

Impact Fees: Assessment required (Fees may be due).

The plans include the following data:

1. **SITE PLAN:**

Provide a dimensioned site plan showing the legal description, location of the home, setbacks and the site utilities (the private service lines for water and sewer and electric) including the meter locations. Provide directional orientation (north, south, east or west).

2. **ELEVATION PLAN / PERIMETER ENCLOSURE:**

Height of building. The manufactured home installation must include a perimeter enclosure, which matches the design of the manufactured home's appearance.

3. **PERMITS AND INSPECTIONS:**

Permits and inspections are required from Building & Safety for the sewer yards lines, the water yard lines, and the complete electrical service.

4. **APPLICATION FOR WATER AND SEWER LINES (505-924-3310):**

A person holding a MM-98, MM-1 or MS-1 or the homeowner may obtain a water service line and house sewer permit, a homeowner's test is required. If a sewer tap is to be made, then someone holding a GF-9 must first obtain a tapping permit from Public Works and then a tapping permit from Building & Safety Division.

5. **ELECTRICAL PERMITS (505-924-3311):**

Someone holding EE-98, ER-1 or the homeowner may obtain an electrical service permit, a homeowner's test is required. (Homeowners must own both the home and the property). Contractors must also be registered with Manufactured Housing Division.

6. **BUILDING PERMITS (505-924-3964):**

Building & Safety will issue permits for all on site stick built structures, porches, garages or any other addition to the manufactured housing unit. See handout for residential additions for list of required plans.