

[Note: Items with an asterisk (\*) are required.]

## Public Notice of a Proposed Project in the City of Albuquerque Administrative Review/Decision – Electronic Mail

Date of Notice\*: 9/22/2025

This notice of an application for a proposed project is provided as required by Integrated Development Ordinance (IDO) [§14-16-6-4\(K\) Public Notice](#). This notice is being provided to the Neighborhood Representatives on the attached list from the City of Albuquerque's Office of Neighborhood Coordination.

### Project Information Required by [IDO §14-16-6-4\(K\)\(1\)\(a\)](#)

1. Subject Property Address\* Not addressed, NW corner of Balboa & Encarnación St  
Location Description \_\_\_\_\_
2. Property Owner\* Jay Shah /
3. Agent/Contractor [if other than the property owner] Scott Anderson
4. Application(s) Type\* per IDO [Table 6-1-1](#)

- ☐ Historic Certificate of Appropriateness – Minor
- ☐ Sign Permit
- ☐ Alternative Signage Plan
- ☐ Wall/Fence Permit
- ☒ Site Plan – Administrative

Summary of project/request\*:

150 unit apartment complex

\_\_\_\_\_

\_\_\_\_\_

5. This application will be decided by staff. Please contact [devhelp@cabq.gov](mailto:devhelp@cabq.gov) or call the Planning Department at 505-924-3860 and select option for Development Review Services.
6. Where more information about the project can be found\*:

Preferred project contact information:

Name: Scott Anderson

Email: scott@scarchitects.com

Phone: 505 401 75 75

[Note: Items with an asterisk (\*) are required.]

- ☒ Attachments:
- ☒ Neighborhood Association Representative Contact List from the City's Office of Neighborhood Coordination\*
- ☐ Others: \_\_\_\_\_
- ☐ Online website or project page: N/A

**Project Information Required for Email Notice by IDO §14-16-6-4(K)(1)(b):**

1. Zone Atlas Page(s)\*<sup>1</sup> L-11
2. Project Illustrations, as relevant\*<sup>2</sup>

- ☒ Architectural drawings
- ☒ Elevations of the proposed building(s)
- ☒ Other illustrations of the proposed application

*See attachments or the website/project page noted above for the items marked above*

3. The following exceptions to IDO standards have been requested for this project\*:

- ☐ Deviation(s)      ☐ Variance(s)<sup>3</sup>      ☐ Waiver(s)<sup>4</sup>

Explanation\*: None

4. **For Site Plan – Administrative Applications only\***,

Attach the proposed site plan showing, at a minimum:

- ☒ a. Location of proposed buildings and landscape areas. \*
- ☒ b. Access and circulation for vehicles and pedestrians. \*
- ☒ c. Maximum height of any proposed structures, with building elevations. \*
- ☒ d. **For residential development\***: Maximum number of proposed dwelling units.
- ☐ e. **For non-residential development\***:
- ☐ Total gross floor area of proposed project.
- ☐ Gross floor area for each proposed use.

<sup>1</sup> Available online here: <http://data.cabq.gov/business/zoneatlas/>

<sup>2</sup> While not required, it is recommended that a site plan be included illustrating the location of existing buildings, if any, and the proposed project.

<sup>3</sup> Separate notice is required for Variance Applications.

<sup>4</sup> Separate notice is required for Waiver Applications.

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Pre-submittal Neighborhood Meeting date, if it occurred: 9/8/2025

Brief Meeting Summary:

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[Note: The meeting report by the Office of Alternative Dispute Resolution is required to be provided in the application materials.]

**Additional Information from IDO Zoning Map<sup>5</sup>:**

1. Area of Property [typically in acres] 5.06
2. IDO Zone District(s) MX-T
3. Overlay Zone(s) [if applicable] N/A
4. Center or Corridor Area [if applicable] N/A
5. Current Land Use(s) [vacant, if none] Vacant

**NOTE:** Pursuant to [IDO §14-16-6-4\(L\)](#), property owners within 330 feet and Neighborhood Associations within 660 feet may request a post-submittal facilitated meeting within 15 days of the date of this notice for a Site Plan – Administrative application that proposes more than 100 multi-family dwelling units or more than 50,000 s.f. of nonresidential development. To request a facilitated meeting, contact the Planning Department at [devhelp@cabq.gov](mailto:devhelp@cabq.gov) or 505-924-3860 and select the option for “Development Review Services”.

**Useful Links**

**Integrated Development Ordinance (IDO):**

<https://ido.abc-zone.com/>

**IDO Interactive Map:**

<https://tinyurl.com/idozoningmap>

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<sup>5</sup> Available here: <https://tinyurl.com/idozoningmap>