



DEVELOPMENT FACILITATION TEAM (DFT) APPLICATIONS

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 APPLICATION	NS	☐ Extension of Infrastructure Lis	st or IIA (Form S3)
☐ Site Plan Administrative DFT (Forms SP & P2)		PR	E-APPLICATIONS
☐ Final EPC Sign-off for Master Development/Site Pla	ans - EPC <i>(Form P2)</i>	☐ Sketch Plat Review and Comr	ment (Form S3)
☐ Infrastructure List or Amendment to Infrastructure L	ist (Form S3)	☐ Sketch Plan Review and Com	nment (Form S3)
☐ Temporary Deferral of S/W (Form S3)			APPEAL
☐ Extension of IIA: Temp. Def. of S/W (Form S3)		□ Decision of Site Plan Administrative DFT (Form A)	
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 (Accuracy of the existing legal	I description is crucia	-	
Lot or Tract No.:		Block:	Unit:
Subdivision/Addition:	Foliation 7	MRGCD Map No.:	UPC Code:
Zone Atlas Page(s): # of Existing Lots:	Existing Zoning:		Proposed Zoning Total Area of Site (Acres):
LOCATION OF PROPERTY BY STREETS	# of Proposed Lots: Total Area of Site (Acres):		
Site Address/Street:	Between:	, and	d·
Site Address/Street: Between: and: CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)			
Constitution (Constitution of Processing	(0)	,	,
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: J. Fraeme Mean			Date:
Printed Name:			☐ Applicant or ☐ Agent

FORM S3 Page 1 of 2

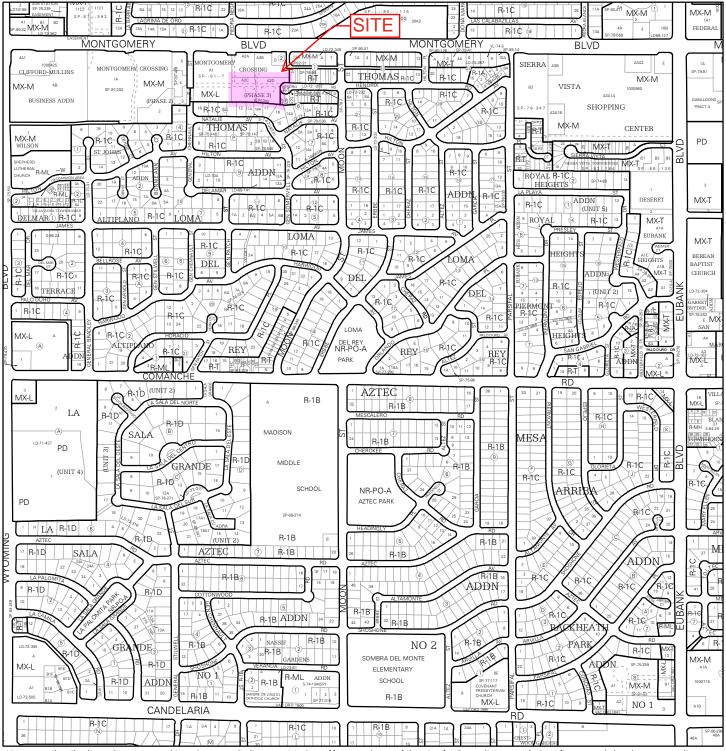
FORM S3: ADMINISTRATIVE APPLICATIONS – Development Facilitation Team (DFT) as of 12/25/2022 _ AMENDMENT TO INFRASTRUCTURE LIST

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
TEMPODA DV DEFEDDAL OF CIDEWALK CONCEDUCTION
_ 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. PLNDF shall be organized in the number order below .
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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.
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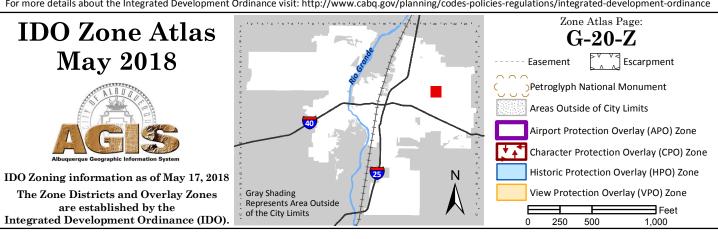
4) Letter of authorization from the property owner if application is submitted by an agent 5) Letter describing, explaining, and justifying the deferral or extension 6) Drawing showing the sidewalks subject to the proposed deferral or extension INFRASTRUCTURE LIST EXTENSION OR AN INFRASTRUCTURE IMPROVEMENTS AGREEMENT (IIA) **EXTENSION** A Single PDF file of the complete application including all documents being submitted must be emailed to PLNDRS@cabq.gov 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 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 rightsof-way, and street improvements, if there is any existing land use

FORM S3

Page 2 of 2



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





2024.056.3 November 25, 2024

Development Facilitation Team Planning Department City of Albuquerque 600 2nd Street NW Albuquerque, NM 87102 Via E-mail Transmittal

Re: Sketch Plat Review and Comment Submittal and Explanation/Justification Letter Tracts A-2-C and A-2-D, Montgomery Crossing, Phase III

Submitted herewith are the following in support of Sketch Plat Review and Comment:

- DFT Application Form
- Form S3
- Zone Atlas Page G20 with Subject Property Marked
- Scale Drawing of Proposed Site Plan with Existing Site Boundary and Easement Information
- Existing Site Sketch (12/2022 Boundary, Topographic, and Utility Survey with Current Imagery)
- Proposed Site Sketch (Excerpt from Explora's STEAM Campus Master Plan Phase 2)
- Record Site Plan

Presbyterian owns and operates a medical clinic on the adjacent Tract A-1 and is substantially complete with plans for a new building addition on that Tract. They purchased Tracts A-2-C and A-2-D in 2009 for future use. These two tracts were part of a site development plan that included Tracts A-2-A and A-2-B to the north that have been developed as an Auto Parts Store and a Credit Union. Tract A-1 is not part of that site plan. That site plan showed future buildings on Tracts A-2-C and A-2-D that were never constructed. Tracts A-2-A through A-2-D share documentary and platted parking, utility, and access easements and agreements. Presbyterian wishes to construct paved parking on the two lots as supplemental / overflow parking for their existing facility. The proposed addition meets the required parking on Tract A-1, and this additional parking is for convenience and to be shared with the other adjacent tracts. Attached herewith is a preliminary plan that shows the proposed parking lot layout in context with the existing lot lines and easements that are referenced.

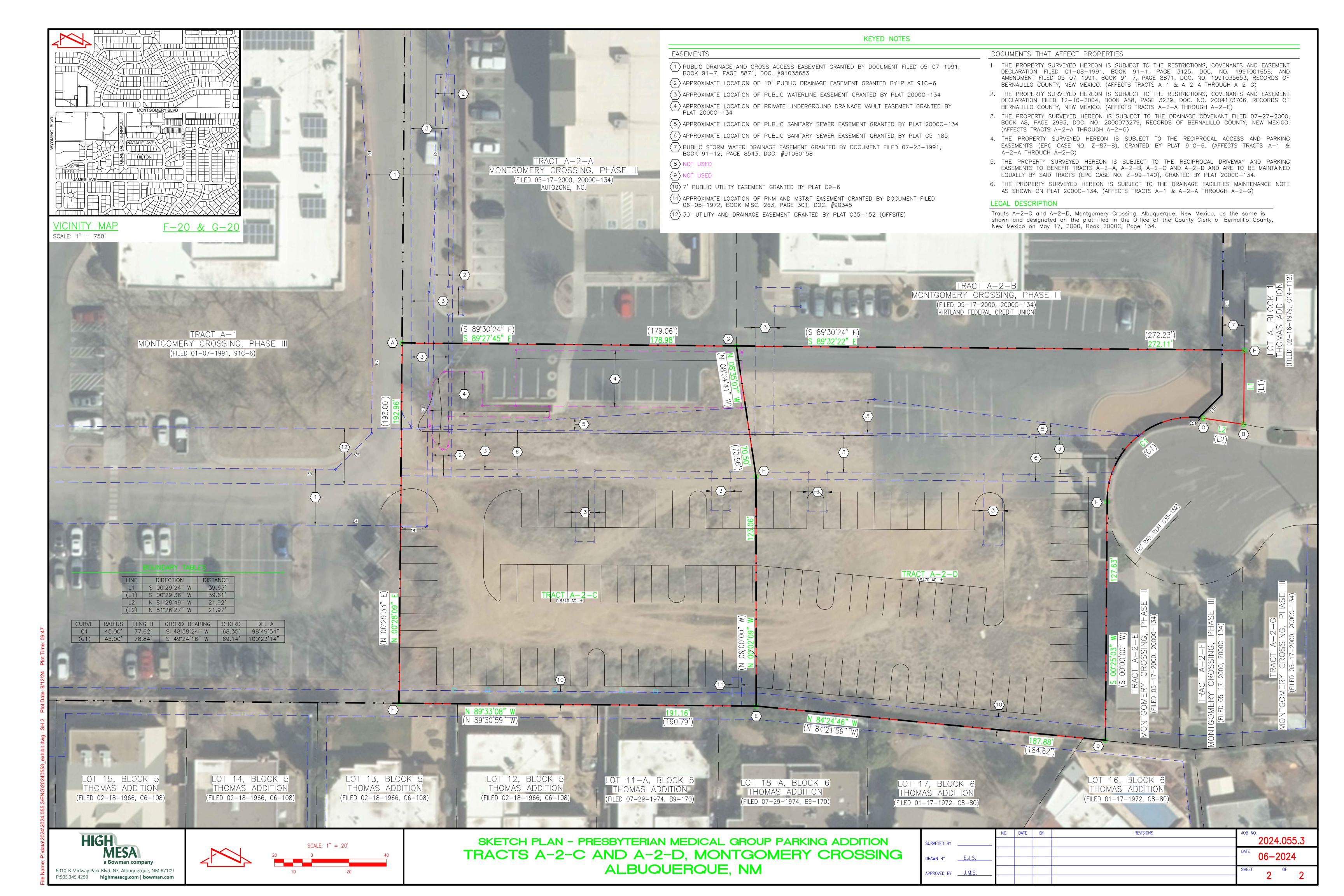
Per the PRT notes, we understand that understand we will need to request a major amendment (EPC) to remove the buildings from the site plan. Those notes recommend the sketch process to discuss potential platting, infrastructure, transportation, engineering, and access questions and regulations. We request the opportunity to discuss technical details prior to initiating the EPC process.

If you have any questions or comments concerning this submittal, or any other aspect of this project, please do not hesitate to call.

Sincerely,

J. Graeme Means, P.F.

Principal



Site Plan - New 1'=30'



Keyed Notes C2:

1. NEW 5' WIDE CONCRETE SIDEWALK. 2. NEW SLOPED CONCRETE SLAB. 3. (6) BICYCLE RACKS. 4. EVSE - ELECTRICAL VEHICLE SUPPLY EQUIPMENT. 5. EY - ELECTRICAL VEHICLE CAPABLE LOCATION.

Design Development

PMG Montgomery 8800 Montgomery Boulevard NE Albuquerque, New Mexico Presbyterian Project No. 01MP60287

Project Title

Drawn JA/EB Checked KEG By

Proj. 2023.05 Date 7/29/24

© 2024 KEVIN GEORGES & ASSOCIATES, PA

Revisions

Sheet Title

Architect

SITE PLAN - NEW

PRE-APPLICATION REVIEW NOTES

PA#:24-053 Notes Provided (date): October 3, 2024

Site Address and/or Location: 8900 Montgomery Blvd. NE

Pre-application notes are for informational purposes only and are non-binding and do not constitute any type of approval and are not certificates of zoning. Additional research may be necessary to determine the exact type of process and/or application required. Factors unknown and/or thought of as minor at this time could become significant as a case progresses.

Request: Proposed stand-alone parking lot to be constructed on two lots (A-2-C, A-2-D) owned by Presbyterian to be used as supplemental and overflow parking for their site on the adjacent property to the west. No new building.

sasic Site Information		
Current Use(s): <u>Vacant</u>	Size (acreage): Approximately 1.8 Acres	
Zoning: MX-L	Overlay Zone(s): None	
Comprehensive Plan Designations	Corridor(s): Montgomery Blvd. Major Transit Corridor	
Development Area: Area of Change	Near Major Public Open Space (MPOS)?: No	
Center: No.		
Integrated Development Ordinance (IDO)		
Please refer to the IDO for requirements regarding di https://www.cabq.gov/planning/codes-policies-regula	imensional standards, parking, landscaping, walls, signage, etc. ations/integrated-development-ordinance	
Proposed Use(s): Off-site parking		
Use Specific Standards: 14-16-5-5(C)(6)(e) 14-16-5	-5(F)	

Applicable Definition(s):

Area of Change: An area designated as an Area of Change in the Albuquerque/Bernalillo County Comprehensive Plan (ABC Comp Plan), as amended, where growth and development are encouraged, primarily in Centers other than Old Town, Corridors other than Commuter Corridors, Master Development Plan areas, planned communities, and Metropolitan Redevelopment Areas.

Off-street Parking Space: A storage area for the parking of one motor vehicle that is located on a lot, unless specified otherwise in this IDO. See the DPM for dimensional standards.

<u>Sensitive Lands</u>: Please see IDO Section 14-16-5-2 for information about required analysis, development standards, and changes to process that may result if this Section applies.

Sketch Plat: A conceptual plat of a proposed subdivision used for discussion by the applicant and Planning Department staff to determine suitability for subdivision. A sketch plat typically shows general building and parking locations and specifies design requirements for buildings, landscaping, lighting, and signage.

Site Development Plan: A term used prior to the effective date of the IDO for a scaled plan for development on one or more lots that specifies at minimum the site, proposed use(s), pedestrian and vehicular access, any internal circulation, maximum building height, building setbacks, maximum total dwelling units, and/or nonresidential floor area. A more detailed site development plan would also specify the exact locations of structures, their elevations and dimensions, the parking and loading areas, landscaping, and schedule of development. The equivalent approval in the IDO will be determined based on the level of detail provided in the prior approval.

<u>Site Plan</u>: An accurate plan that includes all information required for that type of application, structure, or development.

Process

Decision Type(s) (see IDO <u>Tab</u>	<u>le 6-1-1</u>): <u>Site Plan – EPC M</u>	Sajor Amendment		
Specific Procedure(s)*: <u>IDO 1</u>	4-16-6-6(I)			
*Please refer to specific procedures for relevant decision criteria required to be addressed.				
Decision Making Body/ies: <u>EPC</u> Is this a PRT requirement? <u>No.</u>				
Handouts Provided				
☐ Zoning Map Amendment	X Site Plan Amendments	X Site Plan- EPC	☐ Site Plan- DHO	
☐ Site Plan- Administrative	□ Variance-ZHE	☐ Conditional Use	☐ Subdivision	
X Site History/Research	X Transportation	X Hydrology	X Fire	

If you have additional questions after reviewing these notes, or would like to schedule a follow up call or meeting, please contact Staff at <u>planningprt@cabq.gov</u>. Please include the PA# with your inquiry.

Additional Notes:

- The subject lots are part of a greater site plan approved under project number **Z-99-140** by the EPC. Because you are wanting to remove the two proposed buildings from the site plan and replace them with the proposed surface parking, you will need to apply for a Site Plan EPC Major Amendment.
 - The most recent amendment to the existing site plan can be found here: https://dmdmaps.cabq.gov/DRB/1000300/1000300 Approved%20Plans/
- A sketch plat will be required for all infrastructure engineering, transportation and parking lot access questions and regulations. For more information on the sketch plat process please see:

 https://www.cabq.gov/planning/boards-commissions/development-review-board/sketch-plat and contact Robert Webb, Senior Planner, Development Review Services, (505) 924-3910 rwebb@cabq.gov or Jay Rodenbeck, Planning Manager, Development Review Services, (505) 924-3994 jrodenbeck@cabq.gov.
- It appears that there is existing drainage infrastructure on your site. I am including the hydrology handout, but the sketch plat review recommended above will help determine whether your design is in compliance with any drainage requirements.

<u>Development Standards:</u>

- For additional MX-L Use and Development Standards please see Table 2-4-4: Other Applicable IDO Sections.
- Parking Standards can be found in IDO <u>Table 5-5-1</u>: Minimum Off-street Parking Requirements. Also see Section 5 for all ADA, bike and motorcycle requirements.
- Landscaping, buffering and screening requirements can be found in IDO section 14-16-5-6.

Contacts:

Please request a pre-design review from transportation and hydrology engineers. This can be held simultaneously with a sketch plat review.

Contact the following for more information:

- o Ernest Armijo, P.E., Transportation Development, Planning Department
 - Email: earmijo@cabq.gov
- o Tiequan Chen, P.E., Hydrology & City Engineer's Representative, Planning Department
 - Email: tchen@cabq.gov

David Gutierrez, Water Authority Engineer

■ Email: <u>dggutierrez@abcwua.org</u>

o Herman Gallegos, Solid Waste Department, Code and Ordinance Enforcement

Email: hgallegos@cabq.gov
 Fire Marshal's Office Plans Review
 Phone: (505) 924-3611

Applicant Questions:

1. Please advise as to whether a parking lot is a permissive use. Our review of the IDO indicates that paid parking lot and parking structure are permissive, but we don't see anything about a non-paid surface parking lot.

This would be considered off-site parking (see $\underline{IDO 5-5(C)(6)(e)}$). Because this site is part of an existing site plan, you will have to apply for a site plan amendment. See response to question 4 below.

2. Given that the proposed parking is not required parking, and that Presbyterian can accommodate their required parking on their lot to the west with their building, will there be a requirement for a plat to consolidate the two tracts make them part of the tract to the west?

It is not necessary to replat the lot, but you will need to apply for a Site Plan – EPC Major Amendment as per <u>IDO 6-6-4(X)(1)</u>, to amend the existing site plan to replace the two proposed buildings with your proposed parking. Alternately, you could file for a major amendment to remove the two lots from the controlling site plan and file another amendment to the site plan where the Presbyterian facility is located to include the re-platted lots. I would suggest doing a sketch plat with DFT first to discuss site requirements and see which route would be most beneficial to the property owner. See response to question #4 below for more information.

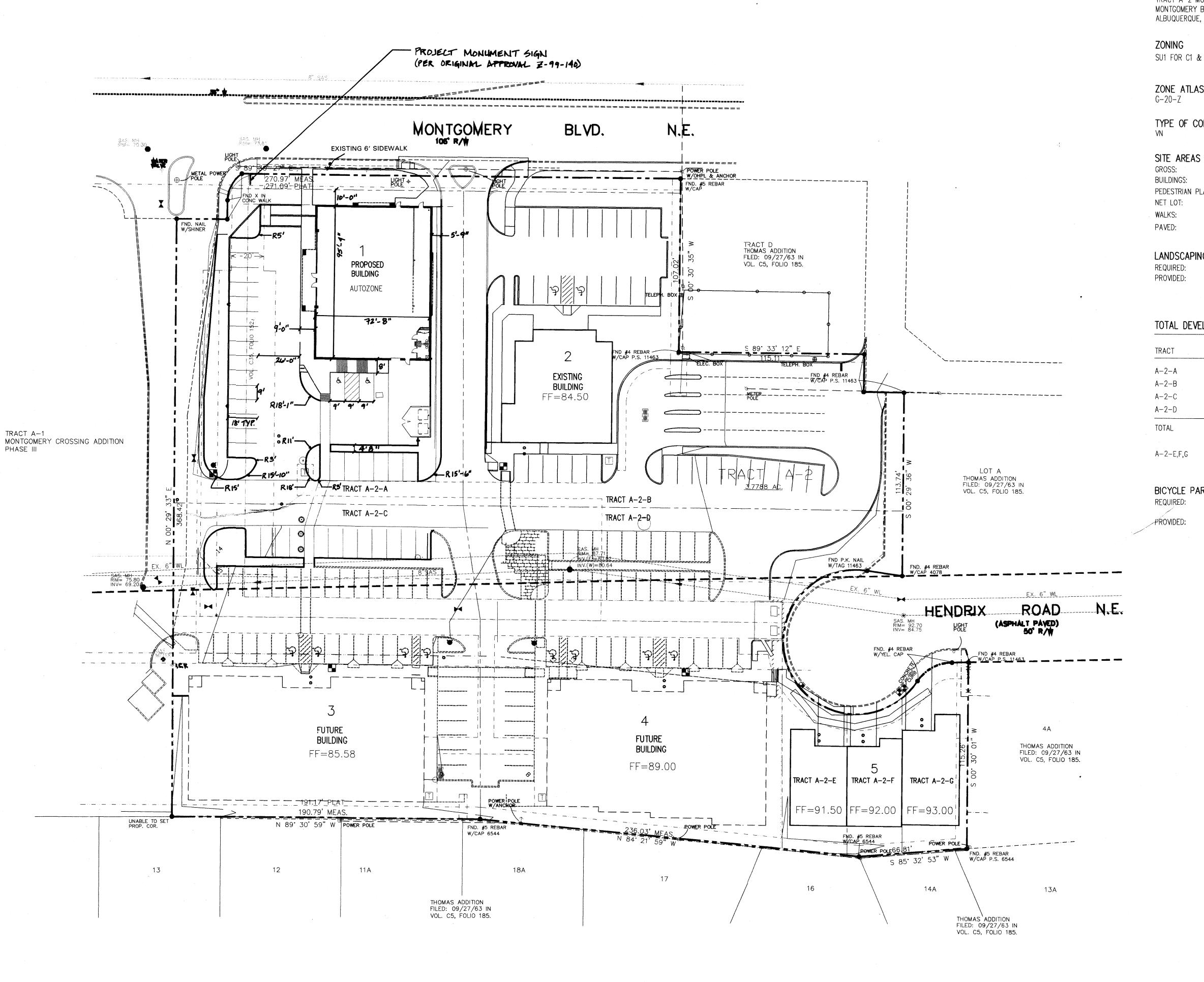
3. What would be the applicable requirements for a stand-alone parking lot with respect to setbacks, screening, landscaping, fencing, etc.

See IDO 5-5(F)(2)(b) regarding design, access, and circulation for surface parking lots.

See IDO subsection 14-16-5-6(F) for parking lot landscaping requirements

- 4. What would be the permitting process without a building project to associate with?
 - a. The two subject site lots are part of a larger site plan (formed under project #Z-99-140, approved by the EPC), which would be considered valid since more than 75% of the infrastructure appears to have been built. You will need to apply for a Site Plan—EPC Major Amendment to modify the site plan and replace the two proposed office buildings with the surface parking you are proposing.
 - b. A sketch plat will be required for all infrastructure engineering, transportation and parking lot access questions and regulations.
- 5. There were public fire hydrants and water meters installed in anticipation of future building projects. Can these now be removed as there would not be any buildings to serve?

See response to question 4 above. A sketch plat will be required for all infrastructure, engineering, transportation, and parking lot access questions and regulations.



LEGAL DESCRIPTION

TRACT A-2 MONTGOMERY CROSSING MONTGOMERY BLVD N.E. ALBUQUERQUE, NM 87110

SU1 FOR C1 & O1 USES. PROPOSED SU1 FOR C1, O1 & RT USE

ZONE ATLAS PAGE

TYPE OF CONSTRUCTION

153,331 S.F. (3.52 ACRES) 32,861 S.F.

PEDESTRIAN PLAZA:

1,100 S.F. 119,370 S.F. (2.74 ACRES)

6,676 S.F. 72,131 S.F.

LANDSCAPING

17,905 S.F. (15% OF NET) 24,152 S.F. (22% OF NET)

TOTAL DEVELOPMENT PARKING CALCULATION

TRACT	BLDG AREA SF	REQ'D PARKING *	PROVIDED
A-2-A	(1) 6816	32	24
A-2-B	(2) 4245	19	36
A-2-C	(3) 10,800	49	50
A-2-D	(4) 11,000	50	43
TOTAL	32,861	150	153
		* 1 SP./200 SF MIN	NUS 10% FOR BUS SERVIC
A-2-E,F,G	(5) 5000 +/-	6	6

BICYCLE PARKING

1 BICYCLE SPACE PER EACH 20 AUTOMOBILE PARKING SPACES = 8 SPACES

1 BICYCLE RACK W/ 4 BICYCLE SPACES PER EACH LOT = 16 BICYCLE PARKING

1. A SHARED PARKING AGREEMENT SHALL BE DULY EXECUTED AND RECORDED PRIOR TO RECEIVING AN OCCUPANCY SIGN-OFF

2. NO VEHICLE SERVICE, REPAIR, OR MAINTENANCE ACTIVITIES ARE PERMITTED ON THE SITE.

CASE NUMBER: Z-99-140 PROJECT NUMBER: 1000300 APPLICATION NUMBER: 00450-00000 00267 04 DCB -0 1238

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT

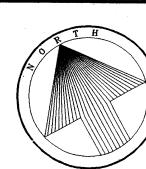
PROJECT NUMBER:

Application Number:

Is an Infrastructure List required? () Yes No If yes, then a set of approved DRC plans with a work order is required for any construction within Public Right-of-Way or for construction of public improvements. DRB SITE DEVELOPMENT PLAN APPROVAL:

WHI Dell	12-13-04
Traffic Engineering, Transpolitation Division	Date
Kozer & Xleen	8.18.09
Utilities Development	Date
Christina Sandoval	8/18/0
Parks and Recreation Department	Date
Bradly L. Brigham	8/18/
City Engineer	Date
N/A	
* Environmental Health Department-(conditional)	Date
Mythal Holton	8-9-04
Solid/Waste Management	Date
Averan Matron	12/18/0
DRB Chairperson, Planning Department	• Date

E 38103 (901) 495-84 INC. T STREE SOUTH FRONT PHIS, TENNESS 123 SOUMEMPHIS,



SCALE: 1" = 30' - 0"REVISIONS 8-2-04

DRAFTSMAN: CHECKED BY: PERMIT DATE 06-03-04

65WR

EXISTING RETAINING BASIN STRUCTURE

KEYNOTES

BUILDING & PAVING

LEGAL DESCRIPTION:

TRACT LETTERED "A-2-A", MONTGOMERY CROSSING ADDITION,

NEW MEXICO ON MAY 17, 2000 IN PLAT BOOK 2000C, FOLIO

PHASE III, ALBUQUERQUE, NEW MEXICO, AS THE SAME IS SHOWN AND DESIGNATED ON THE PLAT THEREOF, FILED IN THE OFFICE OF THE COUNTY CLERK OF BERNALILLO COUNTY, 1 Masonry trash enclosure

Concrete light pole base with dark bronze anodized light pole and light fixtures. OVERALL HEIGHT= 16'-0"

6" Concrete curb, typical as shown at all parking and driveway areas.

Monument Sign— 6' H x 8' W. See dwg. PS—2 for Elevation

(5) Concrete paving

6 Existing asphalt paving to remain

(7) New asphalt paving

 $\langle 8 \rangle$ 4" wide parking stripe painted orange

(9) 4" wide diagonal stripes painted orange

(10) Accessible parking sign

(11) Concrete sidewalk

(12) Concrete handicap ramp — MAXIMUM SLOPE 1:12 (8.33%)

(13) New landscape area — Provide 3" topsoil. $\langle 14 \rangle$ 6' wide salted conc pedestrian connection

(15) Masonry faced concrete retaining wall

(16) Existing storm water detention structure

(17) Bicycle spaces (2 bicycles)

(18) 6" Sanitary Sewer Pipe

(19) 1" Water Line

PARKING CALCULATIONS

BUILDING 6816 SF

6816 / 200 = 35 SPACES10% reduction for bus stop = 3.5 spaces REQUIRED PARKING = 32 SPACES

Spaces provided within AutoZone site boundary = 24 Spaces provided offsite within Development area = 12 TOTAL PARKING PROVIDED = 36 SPACES

SEE PARKING SUMMARY ON OVERALL DEVELOPMENT PLAN

BICYCLE PARKING

REQUIRED = 1 SPACE / 20 AUTO PARKING

= 2 SPACES

PROVIDED = 2 SPACES

LANDSCAPE CALCULATIONS

SITE AREA 34,120 SF BUILDING AREA 6,972 SF NET SITE AREA 27,148 SF

15% NET AREA =

LANDSCAPE AREA PROVIDED

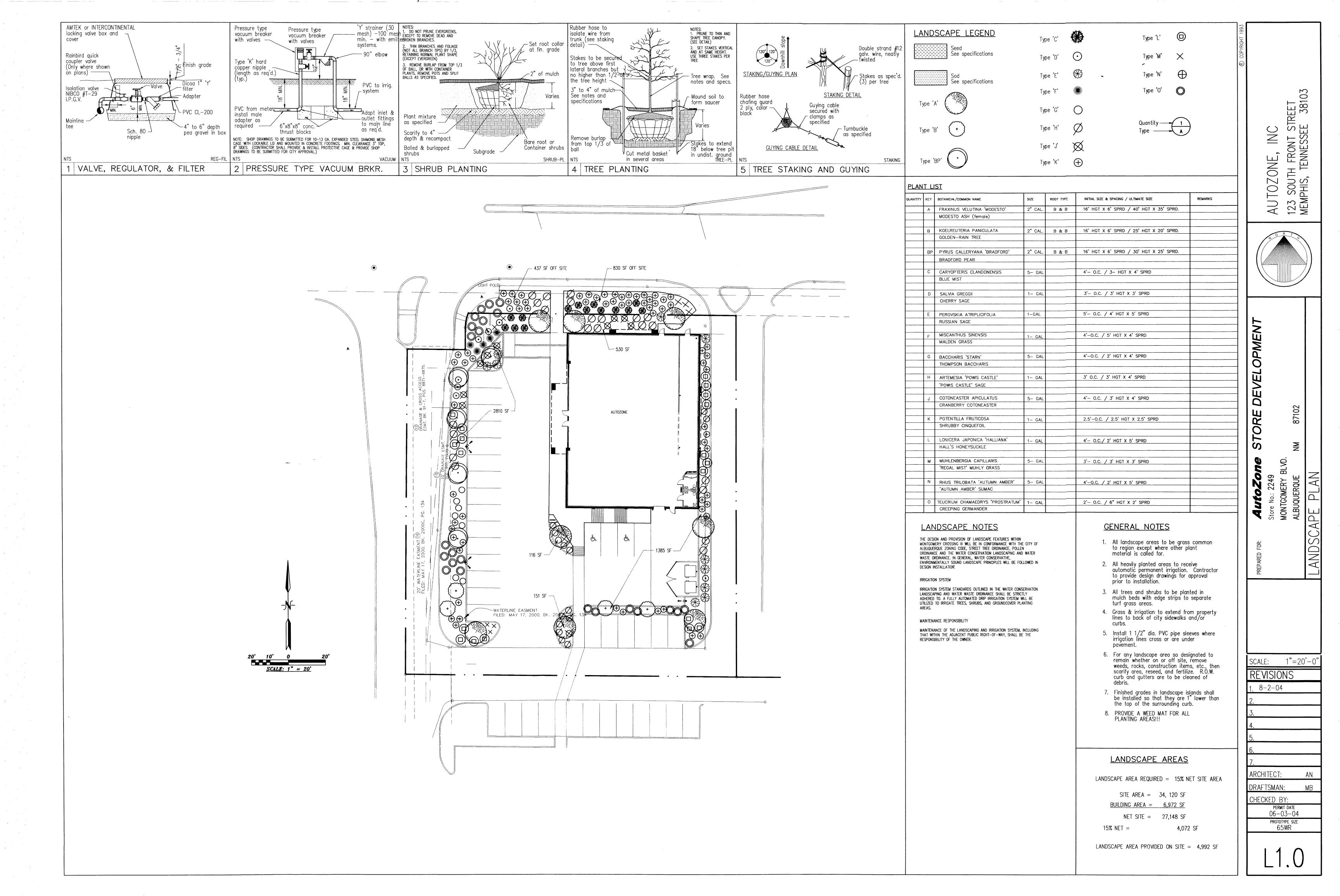
4,072 SF 4,992 SF TOZONE, 123 SOUT MEMPHIS, AU

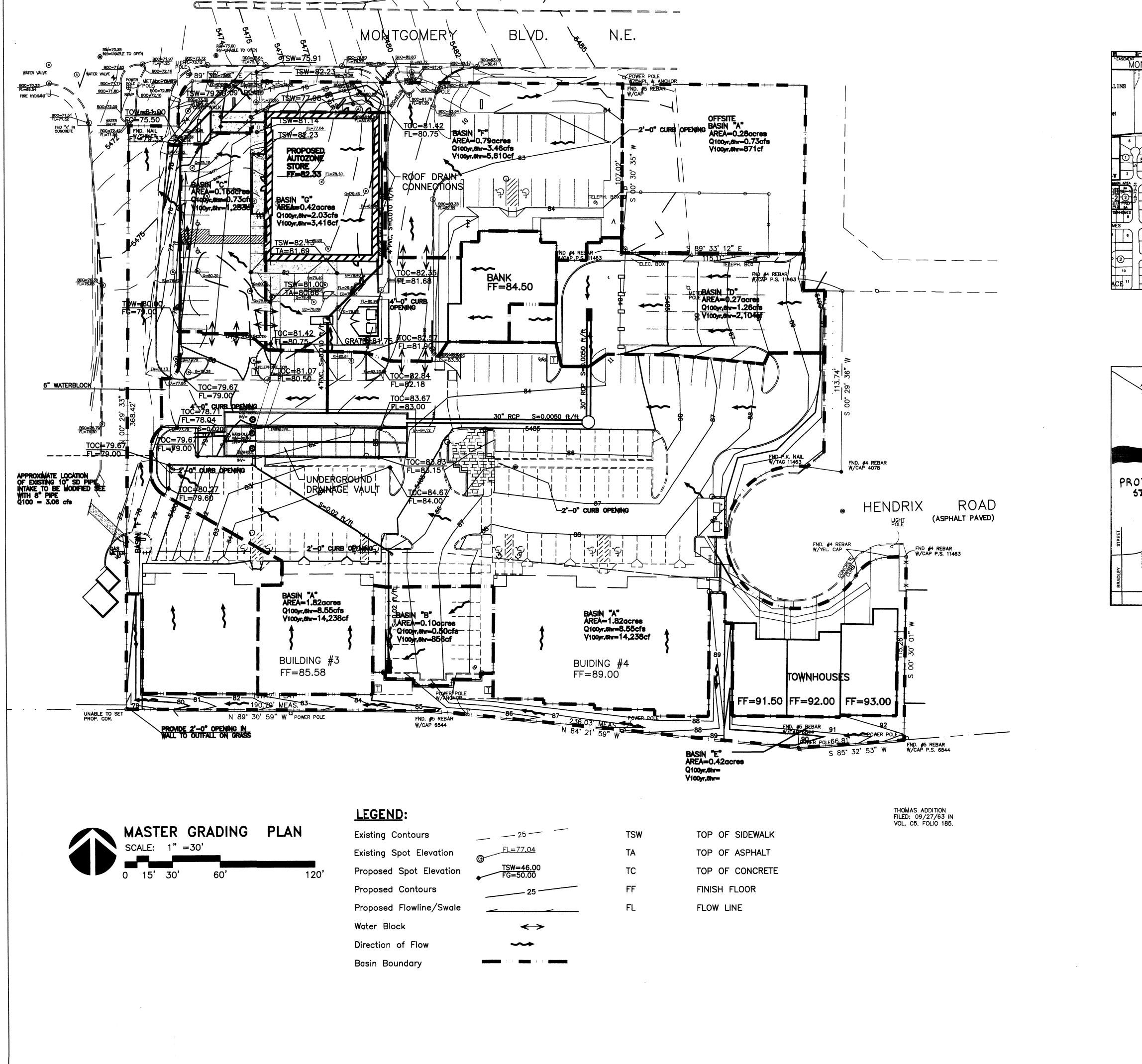
AutoZone Store No.: 2249 MONTGOMERY BLVI ALBUQUERQUE

1"=20'-0" REVISIONS

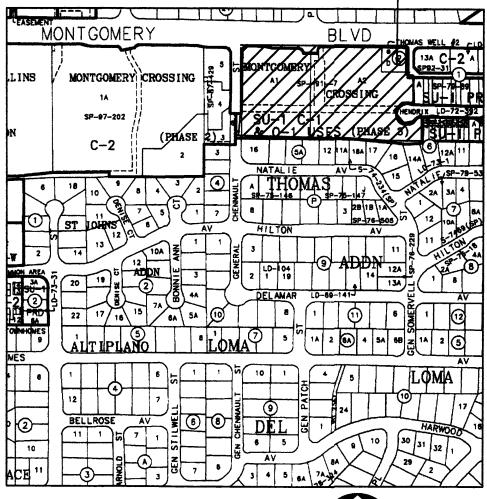
ARCHITECT: DRAFTSMAN:

CHECKED BY: 06-03-04 PROTOTYPE SIZE 65WR





PROJECT SITE -



VICINITY MAP
PANEL G-20-Z
NTS

F.I.R.M MAP PANEL 143 OF 825 NTS



BPLW

Architects & Engineers, Inc.

6200 Uptown Bivd. NE Suite 400 Albuquerque, New Mexico (505) 881–2759 49 West First Street Suite 100 Mesa, Arizona 85201 (602) 827-2759

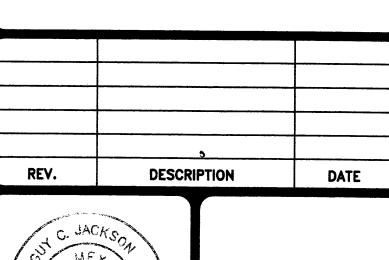
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Designing to Shape the future

LEGAL DESCRIPTION:
TRACTS A-2-A THRU A-2-G INCLUSIVE
MONTGOMERY CROSSING ADDITION PHASE
III

PROJECT BENCHMARK:
CITY OF ALBUQUERQUE CONTROL
STATION "14-F20", A STANDARD BRASS
TABLET SET IN THE CURB AND HAVING
AN ELEVATION OF 5390.736 FEET(MSLD).

NOTES:
THIS IS NOT A BOUNDARY SURVEY.
PROPERTY LINES AREA SHOWN FOR
INFORMATION ONLY.





AUTOZONE AT MONTGOMERY CROSSING

MONTGOMERY BLVD, NE ALBUQUERQUE, NM 87110

PROJECT NO. **A04013**

6-2-04

MASTER GRADING PLAN

DRAWING NO.

C2.0

