



# DEVELOPMENT FACILITATION TEAM (DFT) APPLICATIONS

Effective 12/15/2022

Please check the appropriate box(es) and refer to supplemental forms for submittal requirements. All fees must be paid at the time of application.				
MISCELLANEOUS APPLICATION	MISCELLANEOUS APPLICATIONS		st or IIA <i>(Form S3)</i>	
☐ Site Plan Administrative DFT (Forms P & P2)		PR	PRE-APPLICATIONS	
☐ Final EPC Sign-off for Master Development/Site Plans - EPC (Form P2)		■ Sketch Plat Review and Comment (Form S3)		
☐ Amendment to Infrastructure List (Form S3)	Amendment to Infrastructure List (Form S3)		w and Comment <i>(Form S3)</i>	
☐ Temporary Deferral of S/W (Form S3)		APPEAL		
□ Extension of IIA: Temp. Def. of S/W (Form S3)		☐ Administrative Decision (Form A)		
BRIEF DESCRIPTION OF REQUEST				
Request sketch plat review to subdivide an existing lot into two new lots. Property is along a 25ft private lane.				
APPLICATION INFORMATION				
Applicant/Owner:Barbara B. and James P.	Meyer		Phone:	
Address:9335 Guadalupe Trail NW			Email:	
City: Albuquerque		State: NM	Zip:87114	
Professional/Agent (if any): CSI - Cartesian Surveys, Inc.			Phone: 505-896-3050	
Address:PO Box 44414			Email:cartesianryan@gmail.com	
City:Rio Rancho		State: NM	Zip:87174	
Proprietary Interest in Site:		List all owners:		
SITE INFORMATION (Accuracy of the existing legal	I description is crucia	<u>l</u> ! Attach a separate sheet if nec	essary.)	
Lot or Tract No.:Lot 3		Block:	Unit:	
Subdivision/Addition:Lands of Baxter & Mehl		MRGCD Map No.:	UPC Code: 101306151122741123	
Zone Atlas Page(s): F-13-Z	Existing Zoning: R-A	r	Proposed Zoning	
# of Existing Lots: 1	# of Proposed Lots:2		Total Area of Site (Acres):1.1305 acres	
LOCATION OF PROPERTY BY STREETS				
Site Address/Street: 1610 Bayita Ln NW  Between: Guadalupe Trail NW and   and: Griegos Lateral				
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: Ryan Mulhall			Date: January 6, 2025	
Printed Name:Ryan J. Mulhall			☐ Applicant or ■ Agent	

FORM S3 Page 1 of 2

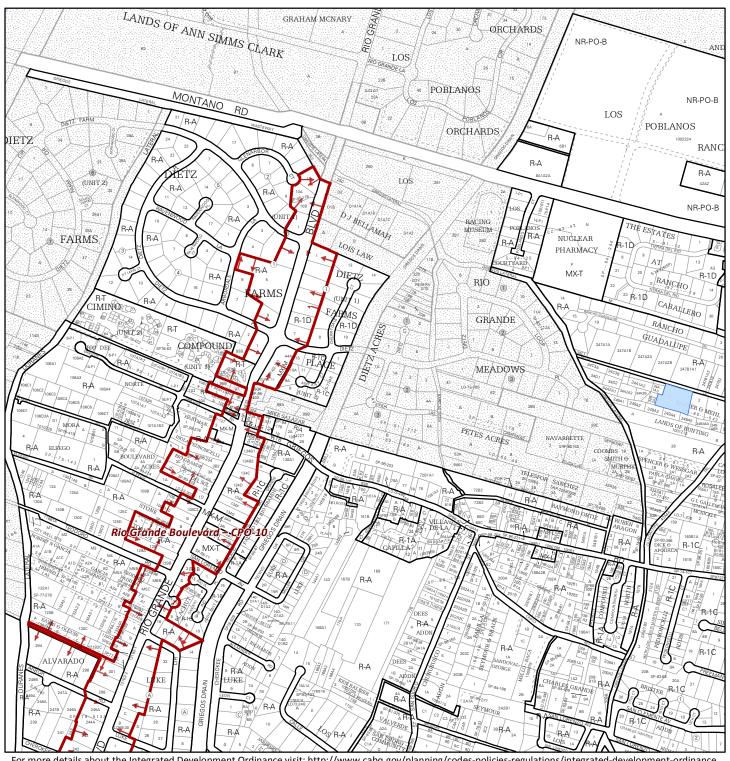
# FORM S3: ADMINISTRATIVE APPLICATIONS – Development Facilitation Team (DFT) as of 12/25/2022 \_ AMENDMENT TO INFRASTRUCTURE LIST

A Single PDF file of the complete application including all documents being submitted must be emailed to <a href="mailto:PLNDRS@cabq.gov">PLNDRS@cabq.gov</a> 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. <a href="mailto:The PDF shall be organized in the number order below">The PDF shall be organized in the number order below</a> .
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 <a href="mailto:PLNDRS@cabq.gov">PLNDRS@cabq.gov</a> 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. <a href="mailto:The PDF shall be organized in the number order below">The PDF shall be organized in the number order below</a> .
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 <a href="mailto:PLNDRS@cabq.gov">PLNDRS@cabq.gov</a> 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. <a href="mailto:The PDF shall be organized in the number order below">The PDF shall be organized in the number order below</a> .
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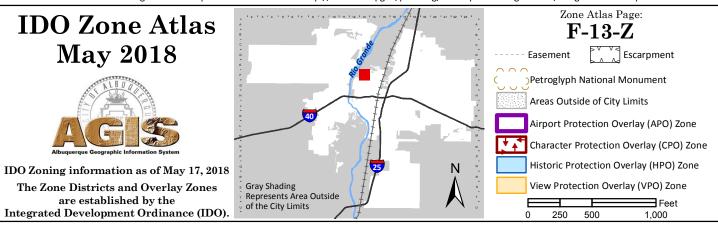
4) Letter of authorization from the property owner if application is submitted by an agent 5) Letter describing, explaining, and justifying the deferral or extension 6) Drawing showing the sidewalks subject to the proposed deferral or extension INFRASTRUCTURE LIST EXTENSION OR AN INFRASTRUCTURE IMPROVEMENTS 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 \_\_\_\_\_ 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 rightsof-way, and street improvements, if there is any existing land use

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



#### CSI-Cartesian Surveys Inc.

PO Box 44414, Rio Rancho, NM 87174 896-3050 Fax 891-0244

January 6, 2025

Development Facilitation Team City of Albuquerque

#### Re: Sketch Plat for Proposed Minor Subdivision Plat of Lot 3, Lands of Baxter & Mehl

Members of the Board:

Cartesian Surveys is acting as an agent for, the owner by real estate contract for the below parcel, and we request a sketch plat review to subdivide existing Lot 3 of Baxter & Mehl Addition into two new lots.

Our client's property has an existing residence to the west and sufficient room to the east for an additional lot. Property is zoned for rural agricultural residences (R-A). We have access through a private roadway.

Would you please review and let us know what the steps forward for the intended subdivision? Thank you for your consideration, Ryan J. Mulhall

Barbara Baxter Meyer and James P. Meyer 9335 Guadalupe Tr NW Albuquerque, NM 87114

City of Albuquerque Plaza del Sol Building 600 Second St NW Albuquerque, NM 87102

#### RE: Letter of Authorization for Proposed Subdivision Plat

To whom it may concern,

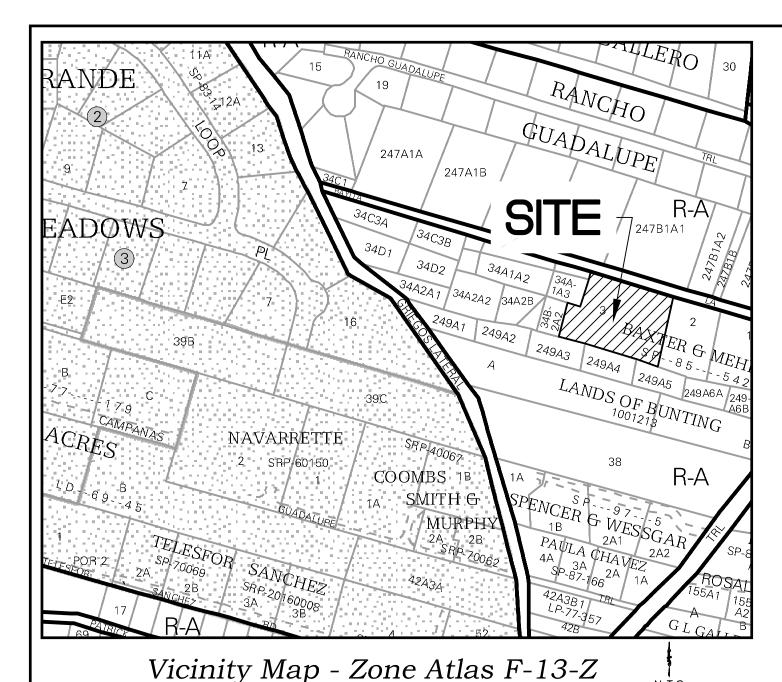
We, Barbara Baxter Meyer and James P. Meyer, owners to one-half interest in the below of the below properties, and I, Barbara Baxter Meyer, trustee of the Barbara Baxter Meyer Separate Property Trust, owner of one-half interest in the below of the below property do hereby give authorization to Cartesian Surveys Inc. to act as our agent in regards to the obtaining documentation, certificates, vacations of easement or waivers from the city needed for the platting action for existing Lot 3, Lands of Baxter & Mehl. The property is located at 1610 Bayita Lane N.W..

Thank You,

Barbara Baxter Meyer, Owner and Trustee

Barbara Baxter Meyer Separate Property Trust

James P. Meyer, Partial Owner



#### Notes

- 1. FIELD SURVEY PERFORMED IN NOVEMBER 2024.
- 2. ALL DISTANCES ARE GROUND DISTANCES: US SURVEY FOOT.
- 3. THE BASIS OF BEARINGS REFERENCES NEW MEXICO STATE PLANE COORDINATES (NAD 83-CENTRAL ZONE).
- 4. THIS PRELIMINARY / FINAL PLAT WAS APPROVED BY THE DEVELOPMENT HEARING OFFICER FOR THE CITY OF ALBUQUERQUE AT A PUBLIC HEARING HELD ON

### Legal Description

LOT THREE (3) OF THE REPLAT OF LAND BELONGING TO BAXTER & MEHL, COMPROMISING TRACTS 34A1B, 34A1C, 34B1A, 34B1B, 34B2B, 34C2B, 34C2C, AND TRACT 117A, MRGCD MAP NO. 31 & 32, AS SHOWN ON THE REPLAT RECORDED DECEMBER 26, 1985, IN VOLUME C-29, FOLIO 41, AS DOCUMENT NO. 85-8607A.

#### **Documents**

- 1. PLAT OF LANDS OF BAXTER & MEHL FILED IN THE BERNALILLO COUNTY CLERK'S OFFICE ON DECEMBER 26, 1985, IN BOOK C29, PAGE 41.
- 2. TRUSTEE'S DEED FOR SUBJECT PROPERTY FILED IN THE BERNALILLO COUNTY CLERK'S OFFICE ON AUGUST 27, 2024, AS DOCUMENT NO. 2024059544.

### Flood Notes

BASED UPON SCALING, THIS PROPERTY LIES WITHIN SHADED FLOOD ZONE "X" WHICH IS DEFINED AS AN AREA WITH REDUCED FLOOD RISK DUE TO LEVEE AS DETERMINED BY F.E.M.A. AND SHOWN ON FLOOD INSURANCE RATE MAP NO. 35001C0118G, DATED SEPTEMBER 26, 2008.

#### Solar Collection Note

NO PROPERTY WITHIN THE AREA OF REQUESTED FINAL ACTION SHALL AT ANY TIME BE SUBJECT TO A DEED RESTRICTION, COVENANT, OR BUILDING AGREEMENT PROHIBITING SOLAR COLLECTORS FROM BEING INSTALLED ON BUILDINGS OR ERECTED ON THE LOTS OR PARCELS WITHIN THE AREA OF PROPOSED PLAT, THE FOREGOING REQUIREMENT SHALL BE A CONDITION TO APPROVAL OF THIS PLAT.

### Middle Rio Grande Conservancy District Approval

APPROVED ON THE CONDITION THAT ALL RIGHTS OF THE MIDDLE RIO GRANDE CONSERVANCY DISTRICT IN EASEMENTS, RIGHTS OF WAY, ASSESSMENTS AND LIENS, ARE FULLY RESERVED TO SAID DISTRICT, AND THAT IF PROVISION FOR IRRIGATION SOURCE AND EASEMENTS ARE NOT PROVIDED FOR BY THE SUBDIVIDER FOR THE SUBDIVISION, ADDITION, OR PLAT, SAID DISTRICT IS ABSOLVED OF ALL OBLIGATIONS TO FURNISH IRRIGATION WATERS AND SERVICES TO ANY PORTIONS THEREOF, OTHER THAN FROM EXISTING TURNOUTS.

### **Indexing Information**

Section 31, Township 11 North, Range 3 East, N.M.P.M. as Projected within the Elena Gallegos Grant Subdivision: Lands of Baxter & Mehl Owner: Barbara Baxter Meyer Trust and James P. Baxter UPC #: 101306151122741123

# Treasurer's Certificate

THIS IS TO CERTIFY THAT THE TAXES ARE CURRENT AND PAID ON UPC #: \_\_\_\_101306151122741123

PROPERTY OWNER OF RECORD

BERNALILLO COUNTY TREASURER'S OFFICE

### Purpose of Plat

1. SUBDIVIDE AS SHOWN HEREON

#### Subdivision Data

#### Free Consent

THE SUBDIVISION SHOWN AND DESCRIBED HEREON IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER(S) THEREOF. EXISTING AND/OR GRANTED PUBLIC UTILITY EASEMENTS (P.U.E) AS SHOWN HEREON, UNLESS NOTED OTHERWISE, ARE FOR THE COMMON AND JOINT USE OF GAS, ELECTRICAL POWER AND COMMUNICATION SERVICES FOR BURIED AND/OR OVERHEAD DISTRIBUTION LINES, CONDUIT AND PIPES FOR UNDERGROUND UTILITIES. SAID UTILITY COMPANIES HAVE THE RIGHT OF INGRESS/EGRESS FOR CONSTRUCTION OF, MAINTENANCE OF AND REPLACEMENT OF SAID UTILITIES INCLUDING THE RIGHT TO TRIM INTERFERING TREES AND SHRUBS WITHIN SAID P.U.E.. SAID OWNERS CERTIFY THAT THIS SUBDIVISION IS THEIR FREE ACT AND DEED.

BARBARA BAXTER MEYER, TRUSTEE DATE

BARBARA BAXTER MEYER SEPARATE PROPERTY TRUST

STATE OF NEW MEXICO SS

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON \_\_\_\_\_\_, 20\_\_ BY: BARBARA BAXTER MEYER, TRUSTEE, BARBARA BAXTER MEYER SEPARATE PROPERTY TRUST

NOTARY PUBLIC

MY COMMISSION EXPIRES \_\_\_\_\_\_\_

#### Free Consent

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JAMES MAYER, PARTIAL OWNER DATE

STATE OF NEW MEXICO SS COUNTY OF

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON \_\_\_\_\_\_, 20\_\_ BY: JAMES P. MEYER, PARTIAL OWNER

By: \_\_\_\_\_\_
NOTARY PUBLIC

MY COMMISSION EXPIRES \_\_\_\_\_\_

Plat for
Lots 3-A and 3-B,
Lands of Baxter & Mehl
Being Comprised of
Lot 3

Lands of Baxter & Mehl
City of Albuquerque
Bernalillo County, New Mexico
December 2024

Project Number:	
Application Number:	
Plat Approvals:	
PNM Electric Services	
Qwest Corp. d/b/a CenturyLink QC	
New Mexico Gas Company	
 Comcast	
City Approvals:	
City Surveyor	
Traffic Engineering, Transportation Division	
ABCWUA	
Parks and Recreation Department	
AMAFCA	
Hydrology	
Code Enforcement	
Planning Department	
City Engineer	
MPCCD	

### Surveyor's Certificate

I, BRIAN J. MARTINEZ, A REGISTERED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF NEW MEXICO, DO HEREBY CERTIFY THAT THIS PLAT AND DESCRIPTION WERE PREPARED BY ME OR UNDER MY SUPERVISION, SHOWS ALL EASEMENTS AS SHOWN ON THE PLAT OF RECORD OR MADE KNOWN TO ME BY THE OWNERS AND/OR PROPRIETORS OF THE SUBDIVISION SHOWN HEREON, THE UTILITY COMPANIES OR OTHER INTERESTED PARTIES AND MEETS THE MINIMUM REQUIREMENTS FOR MONUMENTATION AND SURVEYS FOR THE CITY OF ALBUQUERQUE AND FURTHER MEETS THE MINIMUM STANDARDS FOR LAND SURVEYING IN THE STATE OF NEW MEXICO AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

BRIAN J. MARTINEZ N.M.R.P.S. No. 18374 Date

# T CSI-CARTESIAN SURVEYS INC

P.O. BOX 44414 RIO RANCHO, N.M. 87174 Phone (505) 896 - 3050 Fax (505) 891 - 0244 cartesianbrian@gmail.com

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