



DEVELOPMENT HEARING OFFICER

Planning Comments

HEARING DATE: 12/17/2025 **AGENDA ITEM:** #1

Project Number: PR-2025-020092

Application Numbers: MAJOR_PLT-2025-00016

Project Name: Lots 1A-1-A, 1A-1-B, 4A-1-A, and 4-A-1-B, Block 3, Volcano Cliffs Unit 26

Requests: Major Preliminary Plat

**These are preliminary Planning comments. Additional reviews and/or revised comments may be needed for any modifications and/or supplemental submittals. Items in orange type need immediate attention.*

BACKGROUND

- This is a request for the subdivision of an existing lot (Lot 4A-1, Block 3, Volcano Cliffs Unit 26) and a portion of an existing lot (Lot 1A-1) into four lots (Lot 1A-1-A, Block 3 at 2.3299-acres in size; Lot 1A-1-B, Block 3 at 4.5828-acres in size; Lot 4A-1-A, Block 3 at 1.9357-acres in size; and Lot 4-A-1-B, Block 3 at 2.9421-acres in size). Additionally, the Plat for this request includes the dedication of 0.3458-acres of right-of-way to the City of Albuquerque, and the granting of easements as depicted on the Plat.
- On October 10, 2019, the Environmental Planning Commission (EPC) approved a zone map amendment on the western portion of the subject property comprising Lots 1A-1-A and 1A-1-B from MX-L to MX-M per PR-2019-002663, RZ-2019-00043.
- On August 16, 2022, the Zoning Hearing Examiner (ZHE) approved a Conditional Use for a taproom on the eastern portion of the subject property comprising Lots 4A-1-A and 4A-1-B per PR-2022-007292, VA-2022-00198. Per Table 6-4-3 of the IDO, this Conditional Use has expired as the use has not begun and it has been more than 2 years after issuance unless the issuance has been extended.
- On August 6, 2025, Development Facilitation Team (DFT) staff reviewed the Sketch Plat of the request per PR-2025-020092, PA-2025-00225.

**(See additional comments on next pages)*

- On September 18, 2025, a Conceptual Grading & Drainage Plan on the subject property was approved per HYDR-2025-00311.
- On October 28, 2025, a Certificate of No Effect was issued by the Acting City Archaeologist per PR-2025-020092, AC-2025-00022.

COMMENTS

1. Items to be Completed or Corrected

- A Sensitive Lands Analysis was submitted confirming that no sensitive lands per 5-2(C)(2) of the IDO are present on the subject property with the exception of steep slopes per 5-2(C)(2)(h); the IDO defines steep slope as land with 9 percent slope or more, where development is discouraged. The Analysis asserts that an overwhelming majority of the site exhibits slopes below 9 percent, with a small area in the southwestern corner of the subject property slightly exceeding 9 percent.

More details must be provided in the Sensitive Lands Analysis confirming the following:

1. A precise location of the portion of the site exhibiting slopes over 9 percent must be depicted in the Analysis.
 2. The slopes over 9 percent must be specified (slope percentage) and labeled in the Analysis.
- Clarify and confirm that the content and detail of the items on the Infrastructure List (IL) have been cleared by Transportation, Hydrology, and ABCWUA engineers, as well as by Parks and Recreation staff. A recorded Infrastructure Improvements Agreement (IIA) based on the approved and signed IL must be submitted with the future Final Plat.
 - The project and application numbers for this request must be added to the IL.
 - The IL must be signed/executed by the agent, owner, or an engineer with the project.

2. Items in Compliance

- Documentation has been provided in the application submittal confirming that a Pre-Submittal Tribal Meeting request was distributed to the tribes, pueblos and nations offering a Pre-Submittal Tribal Meeting per 6-4(B) of the IDO. Reviewing the documentation provided, staff determined that the Pre-Submittal Tribal Meeting documentation was sufficient.

The applicant confirmed that no meeting request responses were received within 15 calendar days of the notifications/meeting offer being distributed; therefore, a Pre-Submittal Tribal Meeting isn't required per 6-4(B)(3) of the IDO.

However, letters from the Santa Clara Indian Pueblo and Cochiti Pueblo were received, with both pueblos asserting that the Tribal Meeting Request information was inadequate. **Staff strongly supports the applicant and agent and the noted pueblos (as well as any other tribe, pueblo, or nation who desire to) have a meeting or meetings to discuss the current request or future potential development on the subject property.**

- All public notice requirements of IDO Section 6, Table 6-1-1, have been completed for this submittal.
- All standards within IDO section 5-4-C (Subdivision of Land Compliance) apply to all re-platting actions. Re-platting action cannot increase any existing nonconformity or create a new nonconformity.

3. Future Development

- The subject property is located within the VPO-2 Northwest Mesa Escarpment Overlay Zone, and the VPO-2 requirements per 3-6(E) of the IDO must be met for future development. Portions of the subject property could be located within the VPO-2 Height Restrictions Sub-area as well. If so, the height restrictions per 3-6(E)(4) of the IDO would apply to future development.
- Portions of the subject property could be located within 330-feet of Major Public Open Space. If so, the Major Public Open Spaces Edges provision per 5-2(J)(1) of the IDO would apply to future development.
- Future development must meet all applicable standards and provisions of the IDO, the DPM. Here is a link to both:
 - <https://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance-1>
 - <https://www.cabq.gov/planning/boards-commissions/development-process-manual-executive-committee>

4. Standard Comments

- If the DHO and/or staff have comments on your application(s) that must be addressed with a supplemental submittal, **and your application(s) is/are not approved**, you must upload the supplemental submittal to the application(s) in ABQ-PLAN, and email the supplemental submittal to PLNDRS@cabq.gov and to the following staff:

1. Jay Rodenbeck at jrodenbeck@cabq.gov
2. Angela Gomez at agomez@cabq.gov
3. The lead Planner on the project, which is detailed at the bottom of the Planning memo.

In the email featuring the supplemental submittal, please note that it's a supplemental submittal for the (application type) for (project number) / (application number), note the DHO or DFT meeting it was last reviewed or heard at, and note the future DHO or DFT meeting you would like the application to be reviewed or heard at. If the supplemental submittal is more than 10 megabytes in size, the supplemental submittal will be too large to attach. In that case, please note in the email that the supplemental submittal was uploaded into the application(s) in ABQ-PLAN.

*If your application(s) **is/are approved with conditions that must be addressed with a supplemental submittal**, you must upload the supplemental submittal to the application in ABQ-PLAN, and email the supplemental submittal to the following staff to distribute the approved document(s) like the Site Plan, Plat, and/or Infrastructure for DFT staff signatures and the City Engineer signature as well in the case of approved Plats and Infrastructure Lists:*

1. Jay Rodenbeck at jrodenbeck@cabq.gov
2. Jacob Boylan at jboylan@cabq.gov
3. The lead Planner on the project, which is detailed at the bottom of the Planning memo

In the email featuring the supplemental submittal, please note that it's a supplemental submittal for the (application type) for (project number) / (application number), and note the DHO or DFT meeting it was approved with conditions at. If the supplemental submittal is more than 10 megabytes in size, the supplemental submittal will be too large to attach. In that case, please note in the email that the supplemental submittal was uploaded into the application(s) in ABQ-PLAN.

***** Once approved, before a Plat or Infrastructure List will be distributed for signatures, the following must be met:**

1. *The Plat or Infrastructure List to be distributed for signatures must depict any revisions required per the conditions and/or findings featured in the Notice of Decision for the application.*
2. *All Plat or Infrastructure List sheets must be included in the submittal to be distributed for signatures; no additional documents/sheets should be included in this submittal (for example, submit a comment response letter separately).*
3. *The Plat or Infrastructure List submittal to be distributed for signatures must be featured in a single PDF.*
4. *The Plat or Infrastructure List must feature/depict the project and application numbers.*
4. *The Plat must be stamped and signed by a Surveyor licensed in the State of New Mexico.*
5. *The title of the Plat or Infrastructure must follow the following naming scheme:*
 - a. *Plat: project number-application number-Plat date of approval*
 - b. *Infrastructure List: project number_application number_IL_Aproved_date of approval.*

Instructions for submitting the DXF file and associated documentation to the AGIS office at platgisreview@cabq.gov are as follows:

Certification by Albuquerque Geographic Information System (AGIS) Division of the City Planning Department of approval of digital plat submittal. Digital plat submittals shall, at a minimum, meet all of the following criteria:

- a. *Data shall be in NAD83 New Mexico State Plan Grid Coordinates or ground coordinates tied to ACS (Albuquerque Control Survey) network monumentation.*
- b. *The submittal shall disclose the coordinate system.*
- c. *The digital submittal shall include all of the following:*
 - i. *A single drawing in model space showing only parcel lines and easement lines.*
 - ii. *Only final plat data shall be provided.*
 - iii. *Parcel lines shall be in 1 separate layer.*

- iv. ***Access easement lines and all other easements that are 20 feet wide or greater shall be in a second separate layer.***
- v. ***All other easements shall be in a third separate layer.***
- d. ***The digital plat submittal shall be accepted in any of the following formats:***
 - i. ***DXF (Drawing Interchange Format) in ASCII (American Standard Code for Information Interchange) format.***
 - ii. ***Other formats directly compatible with ArcGIS Software (shapefiles or feature class within a file geodatabase) that have attributes defining which features are parcel lines, access easements, or other easements 20 feet wide or greater, and all other easements***
- d. ***A PDF (Portable Document Format) or hard copy of all pages of the plat shall accompany the electronic digital plat submittal.***
- e. ***The assigned Planning Department project number shall be clearly communicated, and file names shall follow this standard naming convention <DRB Project#>.file extension (.dxf, .pdf). The digital plat submittal shall be validated by AGIS as a condition to final sign-off, and the validation review will be performed in a timely manner. Upon approval, AGIS staff will notify the applicant via email.***



Disclaimer: *The comments provided are based upon the information received from the applicant/agent. If new or revised information is submitted, additional comments may be provided by Planning.*

FROM: Jay Rodenbeck
Planning Department

DATE: 12/16/25