



DEVELOPMENT FACILITATION TEAM (DFT) MEETING AGENDA

September 24, 2025 @ 1:00pm

(Via Public Zoom Video Conference)

Join Zoom Meeting:

<https://cabq.zoom.us/j/89785314995>

Meeting ID: 897 8531 4995

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DFT - CASES FOR REVIEW AND COMMENT

Comments due – September 23rd

1. PR-2025-020110

PA-2025-00271 – SKETCH

All or a portion of: **Lot/Tract A3, BRENTWOOD HILLS** zoned **MX-M**, located at **2912 JUAN TABO BLVD NE** at corner of **JUAN TABO** and **SHOPPING CENTER DRIVE** containing approximately 0.4 acre(s). (H-21, H-22)

REQUEST: Drive-through oil change facility. 1,438 SF with 3 garage bay doors facing the main street of Juan Tabo NE

IDO – 2025

2. **PR-2025-020106**

PA-2025-00273 – SKETCH

All or a portion of: **Lots/Tracts 3 & 4, MONKBRIDGE ADDN** zoned **MX-H**, located at **3917 & 3921 4TH ST** between **HEADLINGLY AVE. NW & AZTEC RD. NW** containing approximately **0.9183** acre(s). (G-14)

REQUEST: Proposed replat of Lots 1-5, Block 13, Monkbridge Addition. The proposed replat will consolidate the existing 5 lots into 2 new lots

IDO – 2025

3. **PR-2024-010352**

PA-2025-00281 – SKETCH

All or a portion of: **43/NLY PORTION OF ALVARADO GARDENS UNIT 2** zoned **R-A** , located at **2827 & 2837 Rio Grande Blvd NW** between **CAMPBELL RD NW** and **ORO VISTA RD NW** containing approximately **1.675** acre(s). (G-12)

REQUEST: Proposed subdivision plat looks to subdivide the northerly portion of Tract 43, and adjust the lot line between existing tract 16A1, MRGCD Map No. 34 and the subdivided lots, as well as existing Lot 6 of Boulevard Gardens. Proposed lots 1 thru 5 and Tract A grant easements

IDO – 2025

4. **PR-2024-010434**

PA-2025-00275 – SKETCH

All or a portion of: **Lots/Tract 25 & 26, FAIRGROUNDS ADDN** zoned **NR-C**, located at **310 San Pedro Dr** near **ALLEY BETWEEN 310 SAN PEDRO SE and 306 SAN PEDRO SE** between **317 ARIZONA AND 6320 ACOMA SE** containing approximately **0.11235** acre(s). (K-18)

REQUEST: Shut down alley between these addresses as this alley has become littered with unsafe debris

IDO – 2025

5. **PR-2025-020108**

PA-2025-00277 – SKETCH

All or a portion of: **Lot/Tract 27, N ABQ ACRES TR 3 UNIT 3** zoned **R-1D**, located at **8601 EAGLE ROCK AVE** containing approximately **MODESTO AVENUE NE** and **EAGLE ROCK AVENUE NE**, containing approximately **0.8864** acre(s). (C-20)

REQUEST: Jackson Residence - Sketch Plat dedicating 30' ROW

IDO – 2025

6. **PR-2023-009071**

PA-2025-00279 – SKETCH

All or a portion of: **Lot/Tract 7, LADERA BUSINESS PARK UNIT 1** zoned **NR-LM**, located at **7301 La Morada Place NW** containing approximately **4.5** acre(s). (H-10)

REQUEST: Sketch Plan review for a proposed BESS facility

IDO – 2025

7. **PR-2025-020109**

PA-2025-00280 – SKETCH

All or a portion of: **Lots/Tracts as listed in application, ATLANTIC & PACIFIC ADDN** zoned **MX-M**, located at **808 3rd ST SW** between **3rd ST SW & HAZELDINE SW** containing approximately **15.0** acre(s). (K-14)

REQUEST: Develop 4 townhomes

IDO – 2025



DEVELOPMENT FACILITATION TEAM

Planning - Case Comments

HEARING DATE: 9/24/25 -- **AGENDA ITEM:** #5

Project Number: PR-2025-020108

Application Number: PA-2025-00277

Project Name: 8601 Eagle Rock

Request:

Sketch Plat for Dedication of ROW and lot line adjustment.

**These are preliminary Planning comments. Additional reviews and/or revised comments may be needed for any modifications and/or supplemental submittals.*

BACKGROUND

- The purpose of the sketch plat is for a Dedication of Right of right-of-way & lot line adjustment. The owner seeks to dedicate an existing 30' roadway easement that fronts 8601 Eagle Rock Avenue NE, Albuquerque, NM 87122, with a legal description of 027 001NORTH ALBUQ ACRES TRACT 3 UNIT 3.
- The site is in the R-1D zone district and within an Area of Consistency.
- The site is developed with an existing single family home.
- Development is subject to the standards of the IDO and the DPM .
Here is a link to both of those:

<https://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance-1>

<https://www.cabq.gov/planning/boards-commissions/development-process-manual-executive-committee>

**(See additional comments on next pages)*

GENERAL COMMENTS

Guidance for future formal submittals.

- Please be aware of standards within section 7 of the DPM Table 7.2.29 regarding Sidewalk width requirements and its landscape buffer.
Verification of DPM standards per Transportation
Any work within the ROW needs to be included on an infrastructure list.
Eagle Rock is a local road and requires curb, gutter, 5' sidewalk and a 4' to 6' landscape buffer.
All curb, gutter and public sidewalks must be on an infrastructure list and financially guaranteed.
- **If public infrastructure is needed**, a complete Infrastructure List, followed by a required Infrastructure Improvements Agreement with a financial guarantee.
- Standards within IDO section 5-4-C, *Compliance with zoning requirements*, apply to all platting actions. *Platting and development cannot create a new nonconformity.*
- Formal submittals must be sealed and signed by a design professional licensed in the State of NM.
- **For a platting submittal**, A Minor Preliminary/Final Plat application can be applied for at the ABQ-PLAN portal (click on the 'ENTER ABQ-PLAN' icon in the ABQ-PLAN webpage accessible at the following link below to enter the ABQ-PLAN portal):

<https://www.cabq.gov/planning/abq-plan/abq-plan>

<https://www.cabq.gov/planning/download-forms-applications>

Within the ABQ-PLAN webpage, there's also a link to an ABQ-PLAN Resources and FAQs webpage to access guides and tutorials to assist with creating an account and applying for applications in ABQ-PLAN (you will be applying for a 'Minor Plat Application'):

<https://www.cabq.gov/planning/abq-plan/abq-plan-resources-and-faqs>

- The DHO application form and Form S2 are no longer required to be included with the application submittal for a Minor Preliminary/Final Plat in ABQ-PLAN. However, for reference to submittal requirements for this application, you can refer to the checklist of items for this application featured in the following link:

https://documents.cabq.gov/planning/online-forms/MINOR%20PLAT_CHECKLIST.pdf

- Signatures from Hydrology, ABCWUA, and Transportation engineers and staff must be obtained on Form PLT and submitted with the platting application. They will not sign Form PLT until/unless they receive any/all required associated application approvals as listed on Form PLT. Form PLT can be obtained at the following link:

<https://documents.cabq.gov/planning/development-hearing-officer/Form%20PLT.pdf>

- The Plat must be created, as well as sealed and signed by a surveyor licensed in the State of New Mexico.
- All public notice requirements of IDO Section 6, Table 6-1-1 will need to be completed prior to submitting the platting application, and included in the platting application packet. For a Minor Preliminary/Final Plat, Neighborhood Associations (NA's) as identified by the Office of Neighborhood Coordination (ONC) must be notified by email of the proposed platting application.

Notifications sent to the NA's must include the following:

1. Completed notification form noting the application type, date/time of the DHO meeting, and that the DHO meeting will be held remotely via Zoom, providing the Zoom link to the meeting. A blank notification form can be obtained at the following link:

<https://documents.cabq.gov/planning/online-forms/PublicNotice/Emailed-Mailed-Notice-PublicHearing-Print&Fill.pdf>

2. Zone Atlas Map sheet with the site highlighted and labeled
3. Copy of the Plat

In the platting application packet, in addition to including the documentation listed above, proof of email to the NA's must be included along with the ONC confirmation email with the list of NA's to contact. ONC can be contacted at: onc@cabq.gov as well as (505) 768-3334.

- Per 6-4(B) of the IDO, a Pre-Submittal Tribal Meeting request must be offered to tribal contacts on file with the Planning Department if the subject property for a Minor Preliminary/Final Plat application is located within 660 feet of Major Public Open Space and/or a tribal boundary. The subject property for this Sketch Plat is not located within this area, therefore a Pre-Submittal Tribal Meeting request will not be required for a future platting application on the subject property.

- All signatures from the surveyor, property owner(s), the City Surveyor, the utility companies, and AMAFCA are required on the Plat prior to the acceptance of the application file for the Plat and placement on a DHO agenda.
- The following will need to be on the final platting sheets:
 - Project and Application #'s, documents signed/stamped by a design professing licensed in the State of NM.
- Prior to final sign-off of the plat, the AGIS office must approve the DXF file and proof of approval must be provided.

****** 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.*
5. *The Plat must be stamped and signed by a Surveyor licensed in the State of New Mexico.*
6. *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_Approved_date of approval*

***Please reference the following development standards from the IDO. Subject to change pending formal submittal or change in development type/use**

- ❖ **4-2 Allowed Uses**, table 4-2-1.
- ❖ **4-3 Use Specific Standards** for development. Reference table above.
**The formal submittal will need to demonstrate and explain how the proposed development will meet all of those standards.*
- ❖ **5-1 Dimension Standards.**
5-1-G Exceptions and Encroachments.
***Plans should include measurements for setback, separation, height elevations, etc.**
Plans will need to demonstrate clearly how standards and requirements are being met.
- ❖ **5-3 ACCESS AND CONNECTIVITY**
- ❖ **5-4 Subdivision Of Land, 5-4(K) Dedication of Land For Public Purposes, 5-4(N) Improvements Required, 5-4(P) Additional Design Criteria and Construction Standards**
In addition to the standards set forth in this Section 14-16-5-4, the City shall maintain technical standards for infrastructure improvements in the DPM, pursuant to Subsection 14-16-1-7(A)(4). Such technical standards for infrastructure improvements shall contain the minimum acceptable design criteria and specifications for the construction of such improvements.
- ❖ **5-5 Parking & Loading requirements, Table 5-5-1**
**Plans will need to demonstrate compliance of parking requirements.
Provide calculation detail and any shared parking agreement information.*
- ❖ **5-7 Walls/Fences**, table 5-7-1. **Development requires separate permitting.*
- ❖ **5-8 for Outdoor Lighting requirements.**
- ❖ **5-11 Façade and Building design.**
**Please provide detailed elevations and a detailed explanation letter and include site plan notes as to how the proposed elevation meets all applicable sections of 5-11.*
- ❖ **Section 6-1, table 6-1-1 for public notice requirements.**
- ❖ **6-4-R Dedications.**
- ❖ **Platting actions per 6-6-K Subdivision of Land-Minor or 6-6-L Subdivision of Land-Major.**
- ❖ **Vacations per 6-6-M.**
- ❖ **7-1 Development and use definitions.**



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: Robert Webb/Jay Rodenbeck
Planning Department

DATE: 9/24/25