

December 23, 2025

Development Facilitation Team
City of Albuquerque
600 2nd St NW
Albuquerque, NM 87102

RE: Project Description for Site Plan Application for the property located at 2020 Zearing Avenue NW, Albuquerque, NM

Dear Development Facilitation Team,

Community Design Solutions, LLC (CDS), on behalf of our client, Tom Schafer, submits this project description letter per the City's sketch plan application requirements.

This request seeks to submit a sketch plan for review. This project, located at 2020 Zearing Avenue NW, Albuquerque, NM, having a legal description of TR 1 PLAT OF TRACTS 1 & 2 LANDS OF MCCLAIN, is a remodel of the existing facility and adding an additional truck dock. The property is 0.7381 acres and is zoned NR-LM (Non-residential – Light Manufacturing).

If you have any questions or require additional information, please feel free to contact us.
Sincerely,

Community Design Solutions, LLC


John Stapleton P.E.
CDS | Project Manager
505-545-9607