



OFFICIAL PUBLIC NOTIFICATION FORM
FOR MAILED OR ELECTRONIC MAIL NOTICE
CITY OF ALBUQUERQUE PLANNING DEPARTMENT



PART I - PROCESS
Use Table 6-1-1 in the Integrated Development Ordinance (IDO) to answer the following:
Application Type:Waiver
Decision-making Body:DHO
Pre-Application meeting required: Yes/No
Mailed Notice required: Yes/No
Electronic Mail required: Yes/No
Is this a Site Plan Application? Yes/No Note: if yes, see second page
PART II - DETAILS OF REQUEST
Address of property listed in application:508 Aspen Ave NE
Name of property owner:Jesus Apodaca
Name of applicant:Luke Soule
Date, time, and place of public meeting or hearing, if applicable:
Address, phone number, or website for additional information:
PART III - ATTACHMENTS REQUIRED WITH THIS NOTICE
[checked] Zone Atlas page indicating subject property.
[checked] Drawings, elevations, or other illustrations of this request.
[] Summary of pre-submittal neighborhood meeting, if one occurred.
[checked] Summary of request, including explanations of deviations, variances, or waivers.
IMPORTANT:
PUBLIC NOTICE MUST BE MADE IN A TIMELY MANNER PURSUANT TO IDO §14-16-6-4(J).
PROOF OF NOTICE WITH ALL REQUIRED ATTACHMENTS MUST BE PRESENTED UPON APPLICATION.

I certify that the information I have included here and sent in the required notice is complete, true, and accurate to the extent of my knowledge.

(Applicant signature) 03/25/2026 (Date)

Note: Providing incomplete information may require re-sending public notice. Providing false or misleading information is a violation of the IDO pursuant to IDO §14-16-6-9(B)(3) and may lead to a denial of your application.

**OFFICIAL PUBLIC NOTIFICATION FORM
FOR MAILED OR ELECTRONIC MAIL NOTICE
CITY OF ALBUQUERQUE PLANNING DEPARTMENT**



PART IV – ATTACHMENTS REQUIRED FOR SITE PLAN & LC APPLICATIONS ONLY

Provide a site plan that shows, at a minimum, the following:

- a. Location of proposed buildings and landscape areas.
- b. Access and circulation for vehicles and pedestrians.
- c. Maximum height of any proposed structures, with building elevations.
- d. For residential development: Maximum number of proposed dwelling units.
- e. For non-residential development:
 - Total gross floor area of proposed project.
 - Gross floor area for each proposed use.

Language Access Notice:

We provide free interpretation services to help you communicate with us. If you need help, you can request interpretation at any service counter in our Department, located in the Plaza Del Sol building, 600 2nd Street NW, Albuquerque, NM 87102.

Notificación de Acceso Lingüístico.
Ofrecemos servicios gratuitos de interpretación para ayudarlo a comunicarse con nosotros. Si necesita ayuda, puede solicitar servicios de interpretación en cualquier mostrador de servicio de nuestro Departamento, ubicado en el edificio Plaza Del Sol, 600 2nd Street NW, Albuquerque, NM 87102.

語言輔助通知。我們提供免費口譯服務，以幫助你與我們溝通。如果你需要幫助，你可以在我們部門的任何服務台請求口譯，服務台位於 Plaza Del Sol大樓，600 2nd Street NW，阿爾伯克基，NM 87102。

Thông báo về cách Tiếp cận Ngôn ngữ. Chúng tôi cung cấp các dịch vụ thông dịch miễn phí để giúp quý vị giao tiếp với chúng tôi. Nếu quý vị cần giúp đỡ, quý vị có thể yêu cầu thông dịch tại bất cứ quầy dịch vụ nào trong Sở của chúng tôi, tọa lạc tại tòa nhà Plaza Del Sol, 600 2nd Street NW, Albuquerque, NM 87102.

Saad Hadahwiis'a O'oolkaah bee dah na'astsooz. Nihi bik'inaasdzil t'aadoo baahilinigoo 'ata' hashne' tse'esgizii ach'i' dzaadi! Dzaadi! Danihi dahootahgoo bee nihi-. Daa' danihi bidin nishli dzaadi! Dzaadi! Danihi bineesh'a yinishkeed 'ata' hashne' -di t'aa biholniihgoo tse'esgizii ket'aaz -di nihihigii dah diikaah, -k'eh -di tsin Plaza Del Sol Kiniit'aagoo, 600 2nd Kiniit'aa NW, Albuquerque, NM 87102.



Luke Soule <soule.realty@gmail.com>

508 Aspen Ave NE _Public Notice Inquiry Sheet Submission

Flores, Suzanna A. <Suzannaflores@cabq.gov>
To: "soule.realty@gmail.com" <soule.realty@gmail.com>

1

PLEASE NOTE:

The neighborhood association contact information listed below is valid for 30 calendar days after today's date. You must send notice to each e- below.

Dear Applicant:

Please find the neighborhood contact information listed below. Please make certain to read the information further down in this e-mail as it will help answer may have.

Association Name	Association Email	First Name	Last Name	Email	Address Line 1	City	St:
North Valley Coalition	nvcabq@gmail.com	Peggy	Norton	peggynorton@yahoo.com	3810 11th Street NW	Albuquerque	NM
North Valley Coalition	nvcabq@gmail.com	Eleanor	Walther	eawalth@comcast.net	2212 Camino De Los Artesanos NW	Albuquerque	NM
Santa Barbara Martineztown NA	sbmartineztown@gmail.com	Loretta	Naranjo Lopez	naranjlopez2010@gmail.com	1127 Walter NE	Albuquerque	NM
Santa Barbara Martineztown NA	sbmartineztown@gmail.com	Andrew	Tafoya Leverett	salamdezia@gmail.com	1529 Edith BLVD NE	Albuquerque	NM

The ONC does not have any jurisdiction over any other aspect of your application beyond this neighborhood contact information. We can't ans sign postings, permit status, site plans, buffers, or project plans, so we encourage you to contact the Planning Department at: 505-924-3857 Opi devhelp@cabq.gov, or visit: <https://www.cabq.gov/planning/online-planning-permitting-applications> with those types of questions.

Please note the following:

- **You will need to e-mail each of the listed contacts and let them know that you are applying for an approval from the Planning Department f**
- Please use this online link to find the required forms you will need to submit your permit application. <https://www.cabq.gov/planning/urban-design-dev notice>.
- The Checklist you need for notifying neighborhood associations can be found here: <https://www.cabq.gov/planning/codes-policies-regulations/integra ordinance-1/public-notice>
- The Administrative Decision form you need for notifying neighborhood associations can be found here: <https://documents.cabq.gov/planning/online-fc PublicNotice/Emailed-Notice-Administrative-Print&Fill.pdf>
- Once you have e-mailed the listed contacts in each neighborhood, you will need to attach a copy of those e-mails AND a copy of this e-mail from the application and submit it to the Planning Department for approval.

If you have questions about what type of notification is required for your particular project or meetings that might be required, please click on the link below different types of projects and what notification is required for each:

<https://ido.abc-zone.com/integrated-development-ordinance-ido?document=1&outline-name=6-1-%20Procedures%20Summary%20Table>

Thank you,

Suzie



Suzie Flores

Senior Administrative Assistant

Office of Neighborhood Coordination (ONC) | City Council Department | City of Albuquerque

(505) 768-3334 Office

E-mail: suzannaflores@cabq.gov

Website: www.cabq.gov/neighborhoods

From: webmaster@cabq.gov <webmaster@cabq.gov>
Sent: Thursday, March 19, 2026 9:29 AM
To: Office of Neighborhood Coordination <soule.reealty@gmail.com>
Cc: Office of Neighborhood Coordination <onc@cabq.gov>
Subject: Public Notice Inquiry Sheet Submission

Public Notice Inquiry For:

Development Hearing Officer

If you selected "Other" in the question above, please describe what you are seeking a Public Notice Inquiry for below:

Applicant Information

Contact Name

Luke Soule

Telephone Number

5055035639

Email Address

soule.reealty@gmail.com

Company Name

Rio Grande Engineering

Company Address

PO BOX 93924

City

Albuquerque

State

NM

ZIP

87109

Subject Site Information

Legal description of the subject site for this project:

Map 37 Tract 33, Bernalillo County

Physical address of subject site:

508 Aspen Ave NE

Subject site cross streets:

Odelia and Broadway


Other subject site identifiers:

This site is located on the following zone atlas page:

J-14

Link for map

Captcha

 [IDOZoneAtlasPage_J-14-Z_508 Aspen Ave NE.pdf](#)
405K



Luke Soule <soule.realty@gmail.com>

DHO Waiver Request_508 Aspen Ave NE

Luke Soule <soule.realty@gmail.com>

Thu, Mar 19, 2026 at 2:53 PM

To: peggynorton@yahoo.com, "eawalth@comcast.net" <eawalth@comcast.net>, "NaranjoLopez2010@gmail.com"

<NaranjoLopez2010@gmail.com>, "salamdezia@gmail.com" <salamdezia@gmail.com>

Cc: "nvcabq@gmail.com" <nvcabq@gmail.com>, sbmartineztown@gmail.com

Hello,

My name is Luke Soule, agent of the property owner Jesus Apodaca. We are seeking approval from the planning department for the current project, that of a waiver for construction of new curb and gutter and sidewalk on site. Attached is the form of notice.

Thank you for your consideration,

--

Luke Soule | REALTOR

Office: 505-405-7012 | Cell: 505-503-5639

4121 Wyoming Blvd NE, Suite 1, Albuquerque, NM 87111

soule.realty@gmail.com



Emailed-Notice-Administrative-Print&Fill_508 Aspen_filled.pdf

372K

[Note: Items with an asterisk (*) are required.]

**Public Notice of a Proposed Project in the City of Albuquerque
for Decisions Requiring a Meeting or Hearing
Mailed/Emailed to a Neighborhood Association**

Date of Notice*: 03/19/2026

This notice of an application for a proposed project is provided as required by Integrated Development Ordinance (IDO) [Subsection 14-16-6-4\(K\) Public Notice](#) to:

Neighborhood Association (NA)*: North Valley Coalition, Santa Barbara Martinezwon

Name of NA Representative*: NVC: Peggy Norton, Eleanor Walther, SBM: Loretta Naranjo Lopez, Andrew Tafoya Leverett

Email Address* or Mailing Address* of NA Representative¹: peggynorton@yahoo.com, salamdezia@gmail.com

Information Required by [IDO Subsection 14-16-6-4\(K\)\(1\)\(a\)](#)

1. Subject Property Address* 508 Aspen Ave NE
Location Description _____
2. Property Owner* Jesus Apodaca
3. Agent/Applicant* [if applicable] Luke soule
4. Application(s) Type* per IDO [Table 6-1-1](#) [mark all that apply]
 - Conditional Use Approval
 - Permit _____ (Carport or Wall/Fence – Major)
 - Site Plan
 - Subdivision _____ (Minor or Major)
 - Vacation _____ (Easement/Private Way or Public Right-of-way)
 - Variance
 - Waiver
 - Other: _____

Summary of project/request²*:

Waiver sought for construction of road, curb and gutter, and sidewalk. Existing road exists in an atypical section, contains inverted crown and 4' wide estate curb

installation of curb and gutter and sidewalks contrary to existing nature of road as

¹ Pursuant to [IDO Subsection 14-16-6-4\(K\)\(5\)\(a\)](#), email is sufficient if on file with the Office of Neighborhood Coordination. If no email address is on file for a particular NA representative, notice must be mailed to the mailing address on file for that representative.

² Attach additional information, as needed to explain the project/request.

[Note: Items with an asterisk (*) are required.]

5. **For Site Plan Applications only***, attach site plan showing, at a minimum:
- a. Location of proposed buildings and landscape areas.*
 - b. Access and circulation for vehicles and pedestrians.*
 - c. Maximum height of any proposed structures, with building elevations.*
 - d. **For residential development***: Maximum number of proposed dwelling units.
 - e. **For non-residential development***:
 - Total gross floor area of proposed project.
 - Gross floor area for each proposed use.

Additional Information [Optional]:

From the IDO Zoning Map⁶:

1. Area of Property [typically in acres] 0.109
 2. IDO Zone District _____
 3. Overlay Zone(s) [if applicable] _____
 4. Center or Corridor Area [if applicable] _____
- Current Land Use(s) [vacant, if none] _____
-

NOTE: Pursuant to [IDO Subsection 14-16-6-4\(L\)](#), property owners within 330 feet and Neighborhood Associations within 660 feet may request a post-submittal facilitated meeting. If requested at least 15 calendar days before the public meeting/hearing date noted above, the facilitated meeting will be required. To request a facilitated meeting regarding this project, contact the Planning Department at devhelp@cabq.gov or 505-924-3955.

Useful Links

Integrated Development Ordinance (IDO):

<https://ido.abc-zone.com/>

IDO Interactive Map

<https://tinyurl.com/IDOzoningmap>

Cc: _____ [Other Neighborhood Associations, if any]

⁶ Available here: <https://tinurl.com/idozoningmap>