

City of Albuquerque



DEVELOPMENT/ PLAN REVIEW APPLICATION

Supplemental form

SUBDIVISION

- Major Subdivision action
- Minor Subdivision action
- Vacation
- Variance (Non-Zoning)

SITE DEVELOPMENT PLAN

- for Subdivision
- for Building Permit
- Administrative Amendment (AA)
- IP Master Development Plan
- Cert. of Appropriateness (LUCC)

STORM DRAINAGE (Form D)

- Storm Drainage Cost Allocation Plan

S Z ZONING & PLANNING

- Annexation
- County Submittal
- EPC Submittal
- Zone Map Amendment (Establish or Change Zoning)
- Sector Plan (Phase I, II, III)
- Amendment to Sector, Area, Facility or Comprehensive Plan
- Text Amendment (Zoning Code/Sub Regs)
- Street Name Change (Local & Collector)
- APEAL / PROTEST of...**
- Decision by: DRB, EPC, LUCC, Planning Director or Staff, ZHE, Zoning Board of Appeals

PRINT OR TYPE IN BLACK INK ONLY. The applicant or agent must submit the completed application in person to the Planning Department Development Services Center, 600 2nd Street NW, Albuquerque, NM 87102. Fees must be paid at the time of application. Refer to supplemental forms for submittal requirements.

APPLICATION INFORMATION:

Professional/Agent (if any): Myers, Oliver & Price, P.C. (John A. Myers and Matt Myers) PHONE: 505-247-9080
 ADDRESS: 1401 Central Avenue, NW FAX: 505-247-9109
 CITY: Albuquerque STATE NM ZIP 87104 E-MAIL: jmyers@moplaw.com

APPLICANT: SANDIA FOUNDATION, a New Mexico nonprofit corp. PHONE: 505-242-2684
 ADDRESS: 6211 San Mateo, NE, Suite 100 FAX: 505-246-2411
 CITY: Albuquerque STATE NM ZIP 87109 E-MAIL: pglennon@sandiafnd.com

Proprietary interest in site: Owner List all owners: _____

DESCRIPTION OF REQUEST: Zone amendment from SU-1/Nursery and C-2 to SU-1/C-2 Uses, excluding sale of alcohol for off-site consumption; Site plan for building purposes

Is the applicant seeking incentives pursuant to the Family Housing Development Program? Yes. No.

SITE INFORMATION: ACCURACY OF THE EXISTING LEGAL DESCRIPTION IS CRUCIAL! ATTACH A SEPARATE SHEET IF NECESSARY.

Lot or Tract No. See attached Block: _____ Unit: _____

Subdiv/Addn/TBKA: _____

Existing Zoning: _____ Proposed zoning: _____ MRGCD Map No _____

Zone Atlas page(s): H-19 UPC Code: 101905919625613501/101905921025231520

CASE HISTORY: UPC 101905920223731504 101905917424831201/101905922224531519
101905920823231505 10195919824831502/101905920024231503
 List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX_Z_, V_, S_, etc.): 101905921122931506
Z-1555; V-540; Appeal No. 320

CASE INFORMATION:

Within city limits? Yes Within 1000FT of a landfill? No

No. of existing lots: 23 No. of proposed lots: _____ Total area of site (acres): +3.9197 acres

LOCATION OF PROPERTY BY STREETS: On or Near: SE and SW corners of Menaul and Prospect and

Between: SE corner of Menaul and Mesilla and _____

Check-off if project was previously reviewed by Sketch Plat/Plan , or Pre-application Review Team Date of review: November 20, 2007

SIGNATURE [Signature] DATE Feb. 7, 2008

(Print) J. Matt Myers Applicant: Agent

FOR OFFICIAL USE ONLY

Form revised 4/07

- INTERNAL ROUTING
- All checklists are complete
- All fees have been collected
- All case #s are assigned
- AGIS copy has been sent
- Case history #s are listed
- Site is within 1000ft of a landfill
- F.H.D.P. density bonus
- F.H.D.P. fee rebate

Application case numbers

DRBPC : 40021
DRBPL : 40022

Action

SBP _____ \$ 385.00
AZM _____ \$ 405.00
ADV _____ \$ 76.00
CMF _____ \$ 50.00

S.F.

Fees

Total

\$ 915.00

Hearing date March 29, 2008

[Signature] 2/7/08
 Planner signature / date

Project # 1007094

FORM P(1): SITE PLAN REVIEW – E.P.C. PUBLIC HEARING

- SITE DEVELOPMENT PLAN FOR SUBDIVISION (EPC16) Maximum Size: 24" x 36"**
- IP MASTER DEVELOPMENT PLAN (EPC11)**

- ___ 5 Acres or more & zoned SU-1, IP, SU-2, PC, or Shopping Center: Certificate of No Effect or Approval
 - ___ Scaled site plan and related drawings (folded to fit into an 8.5" by 14" pocket) **30 copies**.
For IP master development plans, include general building and parking locations, and design requirements for buildings, landscaping, lighting, and signage.
 - ___ Site plans and related drawings reduced to 8.5" x 11" format (**1 copy**)
 - ___ Zone Atlas map with the entire property(ies) clearly outlined
 - ___ Letter briefly describing, explaining, and justifying the request
 - ___ Letter of authorization from the property owner if application is submitted by an agent
 - ___ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
 - ___ Completed Site Plan for Subdivision and/or Building Permit Checklist
 - ___ Sign Posting Agreement
 - ___ TIS/AQIA Traffic Impact Study form with required signature
 - ___ Fee (see schedule)
 - ___ List any original and/or related file numbers on the cover application
- EPC hearings are approximately 7 weeks after the filing deadline. Your attendance is required.**

- SITE DEVELOPMENT PLAN FOR BUILDING PERMIT (EPC15) Maximum Size: 24" x 36"**

- SITE DEVELOPMENT PLAN and/or WAIVER OF STANDARDS FOR WIRELESS TELECOM FACILITY (EPC17)**

- ___ 5 Acres or more & zoned SU-1, IP, SU-2, PC, or Shopping Center: Certificate of No Effect or Approval
- ___ Site plan and related drawings (folded to fit into an 8.5" by 14" pocket) **30 copies**.
- ___ Site Plan for Subdivision, if applicable, previously approved or simultaneously submitted.
(Folded to fit into an 8.5" by 14" pocket.) **30 copies**
- ___ Site plans and related drawings reduced to 8.5" x 11" format (**1 copy**)
- ___ Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
- ___ Letter briefly describing, explaining, and justifying the request
- ___ Letter of authorization from the property owner if application is submitted by an agent
- ___ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
- ___ Sign Posting Agreement
- ___ Completed Site Plan for Subdivision and/or Building Permit Checklist
- ___ TIS/AQIA Traffic Impact Study form with required signature
- ___ Fee (see schedule)
- ___ List any original and/or related file numbers on the cover application

NOTE: For wireless telecom facilities (administrative reviews referred to the EPC, or requests for waivers of requirements) the following materials are required in addition to those listed above for application submittal:

- ___ Collocation evidence as described in Zoning Code §14-16-3-17(A)(5)
 - ___ Notarized statement declaring # of antennas accommodated. Refer to §14-16-3-17(A)(10)(d)2
 - ___ Letter of intent regarding shared use. Refer to §14-16-3-17(A)(10)(e)
 - ___ Letter of description as above also addressing concealment issues, if relevant. Refer to §14-16-3-17(A)(12)(a)
 - ___ Distance to nearest existing free standing tower and its owner's name if the proposed facility is also a free standing tower
 - ___ Registered Engineer's stamp on the Site Development Plans
 - ___ Office of Community & Neighborhood Coordination inquiry response as above based on ¼ mile radius
- EPC hearings are approximately 7 weeks after the filing deadline. Your attendance is required.**

- AMENDED SITE DEVELOPMENT PLAN FOR BUILDING PERMIT (EPC01) Maximum Size: 24" x 36"**
- AMENDED SITE DEVELOPMENT PLAN FOR SUBDIVISION (EPC02)**

- ___ Proposed amended Site Plan (folded to fit into an 8.5" by 14" pocket) **30 copies**
 - ___ DRB signed Site Plan being amended (folded to fit into an 8.5" by 14" pocket) **30 copies**
 - ___ DRB signed Site Plan for Subdivision, if applicable (required when amending SDP for Building Permit) **30 copies**
 - ___ Site plans and related drawings reduced to 8.5" x 11" format (**1 copy**)
 - ___ Zone Atlas map with the entire property(ies) clearly outlined
 - ___ Letter briefly describing, explaining, and justifying the request
 - ___ Letter of authorization from the property owner if application is submitted by an agent
 - ___ Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
 - ___ Sign Posting Agreement
 - ___ Completed Site Plan for Building Permit Checklist (not required for amendment of SDP for Subdivision)
 - ___ TIS/AQIA Traffic Impact Study form with required signature
 - ___ Fee (see schedule)
 - ___ List any original and/or related file numbers on the cover application
- EPC hearings are approximately 7 weeks after the filing deadline. Your attendance is required.**

I, the applicant, acknowledge that any information required but not submitted with this application will likely result in deferral of actions.

J. M. H. Myers
 Applicant name (print)
[Signature] 2/7/08
 Applicant signature / date
 Form revised October 2007
[Signature] 2/7/08
 Planner signature / date
 Project # 1807099



- Checklists complete
 - Fees collected
 - Case #s assigned
 - Related #s listed
- Application case numbers
 08EPL - 40021

FORM Z: ZONE CODE TEXT & MAP AMENDMENTS, PLAN APPROVALS & AMENDMENTS

ANNEXATION (EPC08)

- Application for zone map amendment including those submittal requirements. See below. Annexation and establishment of zoning must be applied for simultaneously.
 - Petition for Annexation Form and necessary attachments
 - Zone Atlas map with the entire property(ies) clearly outlined
NOTE: The Zone Atlas must show that the site is in County jurisdiction, but is contiguous to City limits.
 - Letter briefly describing, explaining, and justifying the request
NOTE: Justifications must adhere to the policies contained in "Resolution 54-1990"
 - Letter of authorization from the property owner if application is submitted by an agent
 - BCC Notice of Decision for City Submittals
 - Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
 - Sign Posting Agreement
 - TIS/AQIA Traffic Impact Study / Air Quality Impact Assessment form
 - List any original and/or related file numbers on the cover application
- EPC hearings are approximately 7 weeks after the filing deadline.

Your attendance is required.

- SDP PHASE I - DRB CONCEPTUAL PLAN REVIEW (DRBPH1)** (Unadvertised)
- SDP PHASE II - EPC FINAL REVIEW & APPROVAL (EPC14)** (Public Hearing)
- SDP PHASE II - DRB FINAL SIGN-OFF (DRBPH2)** (Unadvertised)

- Copy of findings from required pre-application meeting (needed for the DRB conceptual plan review only)
- Proposed Sector Plan (30 copies for EPC, 6 copies for DRB)
- Zone Atlas map with the entire plan area clearly outlined
- Letter briefly describing, explaining, and justifying the request
- Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts (for EPC public hearing only)
- TIS/AQIA Traffic Impact Study / Air Quality Impact Assessment form (for EPC public hearing only)
- Fee for EPC final approval only (see schedule)
- List any original and/or related file numbers on the cover application

Refer to the schedules for the dates, times and places of DRB and EPC hearings.

Your attendance is required.

AMENDMENT TO ZONE MAP - ESTABLISHMENT OF ZONING OR ZONE CHANGE (EPC05)

- Zone Atlas map with the entire property clearly outlined
 - Letter briefly describing, explaining, and justifying the request per "Resolution 270-1980".
 - Letter of authorization from the property owner if application is submitted by an agent
 - Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
 - Sign Posting Agreement
 - TIS/AQIA Traffic Impact Study / Air Quality Impact Assessment form
 - Fee (see schedule)
 - List any original and/or related file numbers on the cover application
- EPC hearings are approximately 7 weeks after the filing deadline.

Your attendance is required.

AMENDMENT TO SECTOR DEVELOPMENT MAP (EPC03)

AMENDMENT SECTOR DEVELOPMENT, AREA, FACILITY, OR COMPREHENSIVE PLAN (EPC04)

- Proposed Amendment referenced to the materials in the Plan being amended (text and/or map)
 - Plan to be amended with materials to be changed noted and marked
 - Zone Atlas map with the entire plan/amendment area clearly outlined
 - Letter briefly describing, explaining, and justifying the request per "Resolution 270-1980" (Sector Plan map change only)
 - Letter of authorization from the property owner if application is submitted by an agent (Map change only)
 - Letter briefly describing, explaining, and justifying the request
 - Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts (sector plans only)
 - TIS/AQIA Traffic Impact Study / Air Quality Impact Assessment form
 - Sign Posting Agreement
 - Fee (see schedule)
 - List any original and/or related file numbers on the cover application
- EPC hearings are approximately 7 weeks after the filing deadline.

Your attendance is required.

AMENDMENT TO ZONING CODE OR SUBDIVISION REGULATORY TEXT (EPC07)

- Amendment referenced to the sections of the Zone Code/Subdivision Regulations being amended
 - Sections of the Zone Code/Subdivision Regulations to be amended with text to be changed noted and marked
 - Letter briefly describing, explaining, and justifying the request
 - Fee (see schedule)
 - List any original and/or related file numbers on the cover application
- EPC hearings are approximately 7 weeks after the filing deadline.

Your attendance is required.

I, the applicant, acknowledge that any information required but not submitted with this application will likely result in deferral of actions.

J. M. H. Myers

Applicant name (print)
Applicant signature / date



- Checklists complete
- Fees collected
- Case #s assigned
- Related #s listed

Application case numbers	
08EPC -	40022
-	-
-	-

Form revised APRIL 07
Planner signature / date
Project # 1007099

**ATTACHMENT TO DEVELOPMENT/PLAN REVIEW APPLICATION
SANDIA FOUNDATION**

SITE INFORMATION:

Legal: Lots 1-11 and Lots 33-38, Block 17, Zuni Addition
Lots 1-3 and Lots 37-39, Block 16, Zuni Addition

Existing Zoning: SU-1/Nursery for Lots 3 and 37, Block 16, and Lots 33-38, Block 17;
C-2 for Lots 1-2 and Lots 38 - 39, Block 16 Lots 1-11, Block 17

Proposed Zoning: SU-1/C-2 Uses, excluding sale of alcohol for off-site consumption

CITY OF ALBUQUERQUE

TRAFFIC IMPACT STUDY (TIS) / AIR QUALITY IMPACT ASSESSMENT (AQIA) FORM

APPLICANT: SANDIA FOUNDATION, a New Mexico nonprofit corp. DATE OF REQUEST: 2/7/08 ZONE ATLAS PAGE(S): H-19

CURRENT: SU-1/Nursery - back lots LEGAL DESCRIPTION: Lots 1-11 and Lots 33-38, Block 17
ZONING C-2 front lots LOT OR TRACT # Lots 1-3 BLOCK # 16
Lots 37-39

PARCEL SIZE (AC/SQ. FT.) 3.9197 acres/170,742 sq.ft. SUBDIVISION NAME Zuni Addition

REQUESTED CITY ACTION(S):

ANNEXATION []	SECTOR PLAN []	SITE DEVELOPMENT PLAN:
COMP. PLAN []	ZONE CHANGE <input checked="" type="checkbox"/>	A) SUBDIVISION [] BUILDING PERMIT <input checked="" type="checkbox"/>
AMENDMENT []	CONDITIONAL USE []	B) BUILD'G PURPOSES [] ACCESS PERMIT []
		C) AMENDMENT [] OTHER []

PROPOSED DEVELOPMENT:

NO CONSTRUCTION/DEVELOPMENT []	# OF UNITS: _____
NEW CONSTRUCTION <input checked="" type="checkbox"/>	BUILDING SIZE: <u>40,000</u> (sq. ft.)
EXPANSION OF EXISTING DEVELOPMENT []	

GENERAL DESCRIPTION OF ACTION: ¹

NOTES: 1. Changes made to development proposals / assumptions, from the information provided above, may change the TIS or AQIA analysis requirements.

APPLICANT OR REPRESENTATIVE [Signature] DATE 2/7/08
(TO BE SIGNED UPON COMPLETION OF PROCESSING BY TRAFFIC ENGINEER AND ENVIRONMENTAL HEALTH)

Planning Department, Development & Building Services Division, Transportation Development Section -
2ND Floor West, 600 2ND St. NW, Plaza del Sol Building, City, 87102, phone 924-3994

TRAFFIC IMPACT STUDY (TIS) REQUIRED: YES NO [] BORDERLINE []

THRESHOLDS MET? YES NO [] MITIGATING REASONS FOR NOT REQUIRING TIS: PREVIOUSLY STUDIED: []

Notes: MANUAL RETAIL DEVELOPMENT TIS (2/08)

If a TIS is required: a scoping meeting (as outlined in the development process manual) must be held to define the level of analysis needed and the parameters of the study. Any subsequent changes to the development proposal identified above may require an update or new TIS.

[Signature] 2-7-08
TRAFFIC ENGINEER DATE

Air Quality Impact Analysis (AQIA) May Be Required:

Section 14-16-3-14 of the COA Comprehensive Zoning Code contains threshold requirements for air quality studies. Criteria and thresholds contained in the Zoning Code specify which land use or plan actions will require preparation of an AQIA. Please refer to this section in order to determine if your proposal merits study for air quality impacts. An AQIA is not required, if a TIS is not required by the City or an associated TIS shows all signalized intersections functioning at Level of Service (LOS) C or better. An AQIA will only be required for a Sector Development Plan or Sector Development Plan Amendment if it meets AQIA thresholds in the Zoning Code.

AIR QUALITY IMPACT ANALYSIS (AQIA) REQUIRED: YES [] NO

Contact an Air Quality Planner at 768-2660 to insure that input is received from the Air Quality Division during the scoping of the companion TIS. Any subsequent changes to the development proposal identified above may require an update or new AQIA.

[Signature] 2/8/08
APPLICANT DATE

Required TIS and/or AQIA must be completed prior to applying to the EPC. Arrangements must be made prior to submittal if a variance to this procedure is requested and noted on this form, otherwise the application may not be accepted or deferred if the arrangements are not complied with.

TIS -SUBMITTED 2/7/08 [Signature] 2-7-08
-FINALIZED ___/___/___ TRAFFIC ENGINEER DATE

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

Revised: 9/28/2006

This checklist will be used to verify the completeness of site plans submitted for review by the Environmental Planning Commission and Development Review Board. Because development proposals vary in type and scale, there may be submittal requirements that are not specified here. Nonetheless, applicants are responsible for providing a complete submittal. Certification as specified below is required.

I CERTIFY THAT THE SUBMITTED SITE DEVELOPMENT PLAN IS COMPLETE AND ACCURATE, AND THAT ALL APPLICABLE INFORMATION AS SPECIFIED IN THIS CHECKLIST IS PROVIDED. FURTHER, I UNDERSTAND THAT THIS APPLICATION IS BEING ACCEPTED PROVISIONALLY AND THAT INACCURATE AND/OR INCOMPLETE INFORMATION MAY RESULT IN THE SUBSEQUENT REJECTION OF THE APPLICATION OR IN A DELAY OF ONE MONTH OR MORE IN THE DATE THE APPLICATION IS SCHEDULED FOR PUBLIC HEARING.

Karin Pottman 07 February 08
Applicant or Agent Signature / Date

NOTE: MAXIMUM SIZE FOR SUBMITTAL IS 24" X 36".

Site development plan packets shall be composed of the following plan sheets (unless otherwise approved in writing prior to submittal by the Planning Department):

1. **Site Plan** (including utilities and easements)
2. **Landscaping Plan**
3. **Preliminary Grading Plan** (A separate Grading Plan sheet is required for a sites 1 acre or more.)
4. **Building and Structure Elevations**
5. **Conceptual Utility Plan**

Submitted plan packets must be organized in the above manner. The following checklist describes the minimum information necessary for each plan element. **The Applicant must include all checklist items on their site plan drawings and confirm inclusion by checking off the items below. Non-applicable items must be labeled "N/A."** Each non-applicable designation must be explained by notation on the Checklist.

Accompanying Material

A. 8-1/2" x 11" reduction for each plan sheet.

MYERS B. **Written project summary.** Each application must include a brief narrative description of the proposed project, its primary features and how compatibility with the surrounding context has been achieved.

SHEET #1 - SITE PLAN

A. General Information

1. Date of drawing and/or last revision
2. Scale: 1.0 acre or less 1" = 10'
1.0 - 5.0 acres 1" = 20'
Over 5 acres 1" = 50'
Over 20 acres 1" = 100'
3. Bar scale
4. North arrow
5. Scaled vicinity map
6. Property lines (clearly identify)
7. Existing and proposed easements (identify each)
8. Phases of development including location and square footages of structures, circulation, parking and landscaping

*1" = 30' AS DISCUSSED W/
CARMEN MARRONE*

[Other scales as approved by staff]

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

Revised: 9/28/2006

B. Proposed Development

1. Structural

- A. Location of existing and proposed structures (distinguish between existing & proposed)
- B. Square footage of each structure
- C. Proposed use of each structure
- D. Temporary structures, signs and other improvements
- E. Walls, fences, and screening: indicate height, length, color and materials
- F. Dimensions of all principal site elements or typical dimensions thereof
- G. Loading facilities
- H. Site lighting (indicate height & fixture type)
- I. Indicate structures within 20 feet of site
- J. Elevation drawing of refuse container and enclosure, if applicable.

2. Parking and Internal Circulation

- A. Parking layout with spaces numbered per aisle and totaled.
 - 1. **Location and typical dimensions**, including handicapped spaces
 - 2. **Calculations:** spaces required: 152* provided: 166
Handicapped spaces required: 8 provided: 10
- B. Bicycle parking & facilities
 - 1. Bicycle racks, spaces required: 8 provided: 10
 - 2. Other bicycle facilities, if applicable
- C. Vehicular Circulation (Refer to Chapter 23 of DPM)
 - 1. Ingress and egress locations, including width and curve radii dimensions
 - 2. Drive aisle locations, including width and curve radii dimensions
 - 3. End aisle locations, including width and curve radii dimensions
 - 4. Location & orientation of refuse enclosure, with dimensions
 - 5. Curb cut locations and dimensions
- D. Pedestrian Circulation
 - 1. Location and dimensions of all sidewalks and pedestrian paths
 - 2. Location and dimension of drive aisle crossings, including paving treatment
 - 3. Location and description of amenities, including patios, benches, tables, etc.

** BASED ON RETAIL AND GROSS SF ONLY; TENANTS NOT YET KNOWN BUT RESTAURANTS ARE LIKELY*

3. Streets and Circulation

ALSO SEE CIVIL AND TRAFFIC STUDY

- A. Locate and identify adjacent public and private streets and alleys.
 - 1. Existing and proposed pavement widths, right-of-way widths and curve radii
 - 2. Identify existing and proposed turn lanes, deceleration lanes and similar features related to the functioning of the proposal, with dimensions
 - 3. Location of traffic signs and signals related to the functioning of the proposal
 - 4. Identify existing and proposed medians and median cuts
 - 5. Sidewalk widths and locations, existing and proposed
- B. Identify Alternate transportation facilities within site or adjacent to site
 - 1. Bikeways and bike-related facilities

SEE NOTES

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

Revised: 9/28/2006

- 2. Pedestrian trails and linkages
- 3. Bus facilities, including routes, bays and shelters existing or required
TO BE COORD. W/ TRANSIT
- 4. Utilities
 - 1. Fire hydrant locations, existing and proposed.
 - 2. Distribution lines *SEE CIVIL*
 - 3. Right-of-Way and easements, existing and proposed, on the property and adjacent to the boundaries, with identification of types and dimensions.
 - 4. Existing water, sewer, storm drainage facilities (public and/or private).
 - 5. Proposed water, sewer, storm drainage facilities (public and/or private)

5. Phasing

- A. Proposed phasing of improvements and provision for interim facilities. Indicate phasing plan, including location and square footage of structures and associated improvements including circulation, parking and landscaping. *EAST SITE WILL BE DEVELOPED FIRST*

SHEET #2 - LANDSCAPING PLAN

Landscaping may be shown on sheet #1 with written approval from Planning Department staff.

- 1. Scale - must be same as scale on sheet #1 - Site plan
- 2. Bar Scale
- 3. North Arrow
- 4. Property Lines
- 5. Existing and proposed easements *SEE SITE PLAN*
- 6. Identify nature of ground cover materials
 - A. Impervious areas (pavement, sidewalks, slope pavings, curb and gutters, etc.)
 - B. Pervious areas (planting beds, grass, ground cover vegetation, etc.)
 - C. Ponding areas either for drainage or landscaping/recreational use
- 7. Identify type, location and size of plantings (common and/or botanical names).
 - A. Existing, indicating whether it is to preserved or removed.
 - B. Proposed, to be established for general landscaping.
 - C. Proposed, to be established for screening/buffering.
- 8. Describe irrigation system - Phase I & II . . .
- 9. Planting Beds, indicating square footage of each bed
- N/A* 10. Turf Area - only 20% of landscaped area can be high water turf; provide square footage and percentage. *NO TURF*
- 11. Responsibility for Maintenance (statement)
- 12. Statement of compliance with Water Conservation...Ordinance, see article 6-1-1-1.
- 13. Landscaped area requirement; square footage and percent (specify clearly on plan)
- 14. Landscaped area provided; square footage and percent (specify clearly on plan)
- 15. Planting or tree well detail 16. Street Tree Plan as defined in the Street Tree Ord.

SHEET #3 - PRELIMINARY GRADING PLAN - *BY CIVIL*

The Preliminary Grading Plan provides the Planning Commission and staff with an understanding of site topography and how it relates to adjacent property. Planning staff may waive or allow adjustments to the Preliminary Grading Plan requirements for sites that are small, relatively flat and have no existing or proposed extraordinary drainage facilities. Waivers must be obtained in writing from the City Engineer prior to application submittal.

Grading information for sites that are under 1 acre can be included on Sheet #1.

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

Revised: 9/28/2006

A. General Information

- 1. Scale - must be same as Sheet #1 - Site Plan
- 2. Bar Scale
- 3. North Arrow
- 4. Property Lines
- 5. Existing and proposed easements
- 6. Building footprints
- 7. Location of Retaining walls

B. Grading Information

- 1. On the plan sheet, provide a narrative description of existing site topography, proposed grading improvements and topography within 100 feet of the site.
- 2. Indicate finished floor elevation and provide spot elevations for all corners of the site (existing and proposed) and points of maximum cut or fill exceeding 1 foot.
- 3. Identify ponding areas, erosion and sediment control facilities.
- 4. Cross Sections
Provide cross section for all perimeter property lines where the grade change is greater than 4 feet at the point of the greatest grade change. Provide one additional cross section in each direction within no more than 100 feet of the reference point.

SHEET #4 - BUILDING AND STRUCTURE ELEVATIONS

A. General Information

- A. Scale (minimum of 1/8" or as approved by Planning Staff).
- B. Bar Scale
- C. Detailed Building Elevations for each facade
 - 1. Identify facade orientation
 - 2. Dimensions of facade elements, including overall height and width
 - 3. Location, material and colors of windows, doors and framing
 - 4. Materials and colors of all building elements and structures
 - 5. For EPC and DRB submittals only – Color renderings or similar illustrations

N/A E. Site Development Plans for single family residential projects with multiple units may require submittal of specific information on building features in lieu of elevation drawings for each building. Applicants are advised to discussed submittal requirements with Planning Department staff.

10 COPIES
PER
CARMEN M.

B. Signage

- 1. Site location(s)
- 2. Sign elevations to scale
- 3. Dimensions, including height and width
- 4. Sign face area - dimensions and square footage clearly indicated
- 5. Lighting
- 6. Materials and colors for sign face and structural elements.

Applicants should make sure that the submitted site development plan drawings are accurate and complete, and that items specified in this checklist have been clearly indicated on the plan drawings as required.

BY CIVIL

REASONS FOR REQUEST

This is a request to rezone Lots 1-11 and Lots 33-38, Block 17, Zuni Addition, and Lots 1-3 and Lots 37-39, Block 16, Zuni Addition, located at the SE and SW Corners of Menaul and Prospect and SE Corner of Menaul and Mesilla (the "Property"). The Property is currently zoned C-2 for the portions of the Property that front Menaul Blvd. and is zoned SU-1 for nursery on the back six (6) lots ("Current Zoning"). This request asks that the Property be rezoned to "SU-1 for C-2 uses excluding the sale of alcohol for off site consumption" ("Requested Zoning"). Simultaneously with the zone request, an application for site plan for building permit has been submitted and is a part of this request (the "Site Plan").

The current owner of the Property and applicant is Sandia Foundation, Inc., a New Mexico non-profit corporation. The agent for this zone change is the law firm of Myers, Oliver & Price, P.C. (J. Matt Myers and John A. Myers). The Property is approximately 3.9 acres, and the proposed development shown on the enclosed Site Plan will be approximately 40,000 sq. ft. A traffic impact study ("TIS") has been done for this zone change and has been submitted along with this request.

The Site Plan shows that the Property is located on the

east and west sides of Prospect Ave. In conjunction with this zone change request and Site Plan submittal, the applicant will be requesting that the Development Review Board (the "DRB") vacate the portion of Prospect Ave. that runs through the Property as shown on the Site Plan, reserving to the City of Albuquerque (the "City") a 24' public access easement through the Property. This vacation has been discussed with the City Planning Department's Transportation Engineer, Tony Loyd, who has preliminarily agreed that the vacation and reservation of the 24' public access easement would be an acceptable plan. This vacation has also been discussed with those neighbors present at the two facilitated meetings who have been generally supportive of the vacation, so long as a 24' public access easement was granted to the City through the Property. The primary reasons for the vacation is to discourage through traffic from Prospect through the neighborhood and to make the eventual development on the Property have a more cohesive feeling that would be pedestrian friendly. Furthermore, the vacation and dedication idea would hopefully allow future users of the Property to park once on the Property and walk to all of the eventual facilities.

The use of the Property is regulated by the following City Plans:

1. The Albuquerque/Bernalillo County Comprehensive Plan ("Comp. Plan"), the City's Rank 1 Plan; and
2. The Centers and Corridors section of the Comp. Plan.

COMP. PLAN

Applicable Policies of the Comp. Plan:

Developing And Established Urban Areas:

The Property is located within an Established Urban Area as identified in the Comp. Plan. The Requested Zoning will be consistent with the Comp. Plan. The Goal for any and all development in the Established Urban Areas is to create a quality urban environment which perpetuates the tradition of identifiable, individual but integrated communities within the metropolitan area and which offers variety and maximum choice in housing, transportation, work areas, and life styles, while creating a visually pleasing built environment. The following policies are found in the Comp. Plan and are consistent with the proposed development of the Property:

Policy d. requires that any new development shall respect existing neighborhood values and natural environmental conditions. There are several mature trees located on the

southeastern side of the Property which will be preserved by this development. Furthermore, the applicant had two facilitated meetings with the neighbors to specifically discuss respecting neighborhood values.

Policy e. states that new growth shall be accommodated through development in areas where vacant land is contiguous to existing urban facilities and services and where the integrity of existing neighborhoods can be ensured. As seen on the Site Plan, the Property is contiguous with existing urban facilities, including roadways, utilities, and storm water drainage facilities. This project will be considered infill development which is encouraged in the Comp. Plan.

Policy i. states that employment and service uses shall be located to complement residential areas and shall be sited to minimize adverse effects of noise, lighting, pollution, and traffic on residential environments. This project will provide a "neighborhood center" which will provide services to the neighboring properties within walking and biking distance. There have been two facilitated meeting with the neighbors and at those meetings the problems regarding noise, lighting, pollution and traffic were brought up by the neighbors. The Site Plan deals with all of these issues as a response to the

comments and questions received by the neighbors at the two facilitated meetings. The fact that the Requested Zoning will require site plan approval will permit a development which will protect existing neighborhoods as is contemplated in the Comp. Plan. The applicant has been working with the surrounding property owners and will continue to work with the owners throughout this process.

Policy j. states that where new commercial development occurs, it should generally be located in existing commercially zoned area in small neighborhood-oriented centers provided with pedestrian and bicycle access within reasonable distance of residential areas for walking and bicycling. The Property is close to residential neighborhoods and the majority of the Property is currently zoned commercial or C-2, and will be a neighborhood oriented center.

Policy m. states that urban and site design which maintains and enhances unique vistas and improves the quality of the visual environment shall be encouraged. The Property is currently within an area of land where the City Council of the City of Albuquerque ("City Council") has put a moratorium on the issuance of all building permits while the City's Planning Department works on a streetscape plan for Menaul Blvd. The

moratorium does not effect any development whose buildings are going to be set back at least 18' from Menaul Blvd. All buildings on the Property will be set back at least 18' from Menaul Blvd. This was specifically done to maintain the unique vistas and improve the quality of the visual environment for the surrounding area.

Policy o. states that redevelopment and rehabilitation of older neighborhoods in the established urban area shall be continued and strengthened. The neighborhoods surrounding the Property are older neighborhoods and, as shown on the Site Plan, the Property will eventually be developed into a small retail Project which will comply with the Comp. Plan.

TRANSPORTATION AND TRANSIT:

Menaul Blvd. is designated as an Enhanced Transit Corridor in the Comp. Plan. Enhanced Transit Corridors are roadways designed or redesigned to improve transit and pedestrian opportunities for residents, businesses and other users nearby. The goal of these roadways is to develop adjacent land uses and intensities that promote the use of transit.

The proposed development of the Property will be near to other local businesses and residential neighborhoods thus

improve pedestrian retailing and dining opportunities in the neighborhoods surrounding the Property. The Comp. Plan specifically states that mixed land uses should congregate several different activities at one location, facilitating work, leisure, and shopping functions without driving. Although the users of the Property are not known at this time, there is a strong possibility that there will be restaurant space, retail space and maybe even some office space. This is the exact kind of mixed use development that should help reduce the need to travel by automobile, thus complying with one of the goals of the Comp. Plan.

Environmental Protection:

1. Air Quality:

Policy b. Automobile travels adverse effects on air quality shall be reduced through a balanced land use transportation system that promotes the efficient placement of housing, employment and services. The use of the Property for the proposed project is supported by these Comp. Plan policies. The Property is (a) vacant and contiguous to existing urban facilities; (b) can be developed in such a manner as to protect the integrity of existing neighborhoods, and respecting surrounding conditions; (c) can provide

employment and services to compliment surrounding residential areas, and (d) will have services that can be accessed from residential neighborhoods by walking, biking, and transit as well as by automobile. The proposed plan for development of the Property minimizes adverse impacts upon established residential neighborhoods and provides a quality and innovative design.

THE REQUESTED ZONE CHANGE IS CONSISTENT WITH RESOLUTION

270-1980 AS FOLLOWS:

1. Changed neighborhood or community conditions justify this change.

The Property was previously a Rowland's Nursery. The Current Zoning only allows the back six (6) lots to be used as nursery lots. The Property was on the market for some time and the only potential purchasers, pursuant to the Current Zoning, would have been another nursery, however; there was no interest from any nurseries presumably due to the changes in retail marketing. The fact that the Property is no longer being used as a nursery implies changed neighborhood conditions. If this zone change is denied the only use that would be allowed on the back six (6) lots would be for a nursery. If no nursery tenant could be found, as it appears is

the case, the owner of the Property would not be able to development the Property and an infill project would be thwarted.

All around the Property there have been numerous recent requests to have retail centers put in. Just west of the Property is the ABQ Uptown Shopping Center, a Major Activity Center, and just to the east of the Property is the Hoffmantown Shopping Center, a Community Activity Center. With the Property's Current Zoning, the owner could go in and ask for a building permit for any use allowed in the C-2 zone, but the applicant feels it would be preferable to work with the surrounding neighborhoods and allow them input on the Site Plan. By looking at the surrounding developments, it is clear that almost all development is commercial. The project as proposed would certainly be comparable with most other developments fronting Menaul.

2. A different use category is more advantageous to the community as articulated in the Comp. Plan.

By allowing the Property to be rezoned to the Requested Zoning, the EPC will be allowing the neighborhoods, and more specifically, the neighbors whose homes are very close to the Property, the ability to have notice and an

opportunity to be heard prior to the approval of the building permits because of the necessity for a Site Plan. This is more advantageous to the community as it allows them to have a say in what is developed in their neighborhood.

Additionally, the Requested Zoning will eventually allow the applicant to vacate the portion of Prospect that runs through the Property and grant a 24' public access easement to the City. This would decrease the amount of through traffic through the surrounding neighborhoods. This is clearly advantageous to the community.

As outlined above, the Comp. Plan specifically calls out the kind of development planned for the Property. The Property is within the Established Urban Area of the Comp. Plan. The Comp. Plan by encouraging new commercial development to be located in existing commercially zoned areas. It follows that the Comp. Plan encourages the expansion of existing commercial developments to remain located in commercially zoned areas. To accomplish this goal in this instance requires minor expansion of the commercially zoned area. Furthermore, it is infill development which allows the City to have site plan approval.

3. The proposed project is consistent with the

City's policies, and permissive uses proposed for the Property will not be harmful to adjacent properties, the neighborhood or the community.

The applicant has agreed to zone the Property SU-1 for C-2 uses excluding the sale of alcohol for off site consumption. This was in response to the neighbors' concerns about package liquor stores. The Property is not regulated by any area or sector plans.

4. The proposed project is infill development which utilizes existing City infrastructure, and will not require capital expenditures by the City.

We respectfully request that the EPC approve the rezoning of the Property from C-2 and SU-1 for nursery uses to SU-1 for C-2 uses excluding the sale of alcohol for off site consumption.

H:\Sandia Foundation\Menaul Retail Center\reasonsrequest2.doc

SANDIA FOUNDATION
6211 San Mateo, NE, Suite 100
Albuquerque, NM 87109

February 6, 2008

Hand Delivered

City of Albuquerque
Planning Department
600 Second Street, NW, Suite 200
Albuquerque, New Mexico 87103

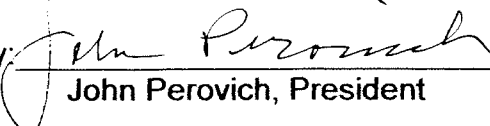
Re: Lots 1-11 and Lots 33-38, Block 17, Zuni Addition
Lots 1-3 and Lots 37-39, Block 16, Zuni Addition
SE and SW Corners of Menaul and Prospect; SE Corner of Menaul and Mesilla

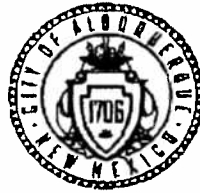
Ladies and Gentlemen:

The undersigned is the owner and the developer of the above referenced property, the subject of an application for (i) zone amendment from SU-1/Nursery and C-2 uses to SU-1/C-2 uses, excluding the sale of alcohol for off-site consumption; and (ii) site plan for building purposes. Myers, Oliver & Price, P.C. (John A. Myers and J. Matt Myers) is authorized to act as its agent in connection with its application to the Environmental Planning Commission (EPC), and is further authorized to remain as its agent through (i) any appeals process; and (ii) the Development Review Board process, if delegated by the EPC.

Thank you.

SANDIA FOUNDATION, a New Mexico
nonprofit corporation

By: 
John Perovich, President



City of Albuquerque
P.O. Box 1293, Albuquerque, NM 87103

PLEASE NOTE: The Neighborhood Association information listed in this letter is valid for one (1) month. If you haven't filed your application within one (1) month of the date of this letter - you will need to get an updated letter from our office. It is your responsibility to provide current information - outdated information may result in a deferral of your case.

February 5, 2008

J. Matt Myers, Esq.
Myers, Oliver and Price, P.C.
1401 Central Avenue NW/87104
Phone: 247-9080/Fax: 247-9109

Dear J. Matt:

Thank you for your inquiry of February 5, 2008 requesting the names of **ALL Neighborhood and/or Homeowner Associations** who would be affected under the provisions of O-92 by your proposed project at **LOTS 1-11 AND 33-38, BLOCK 17, ZUNI ADDITION AND LOTS 1-3 AND 37-39, BLOCK 15, ZUNI ADDITION, LOCATED ON MENAUL BOULEVARD NE BETWEEN PENNSYLVANIA STREET NE AND MESILLA STREET NE** zone map **H-19**.

Our records indicate that the **Neighborhood and/or Homeowner Associations** affected by this proposal and the contact names are as follows:

See attached Uptown Neighborhood Association List

Please note that according to O-92 you are required to notify each of these contact persons by **certified mail, return receipt requested, before** the Planning Department will accept your application filing. **IMPORTANT! Failure of adequate notification may result in your Application Hearing being deferred for 30 days.** If you have any questions about the information provided, please contact me at (505) 924-3902 or via an e-mail message at swinklepleck@cabq.gov or by fax at (505) 924-3913.

Sincerely,

Stephani Winklepleck

Neighborhood Liaison
OFFICE OF NEIGHBORHOOD COORDINATION
Planning Department

planningrnaform(02/05/08)

LETTERS MUST BE SENT TO BOTH CONTACTS OF EACH NEIGHBORHOOD AND/OR HOMEOWNER ASSOCIATION.

UPTOWN NEIGHBORHOOD ASSOCIATION LIST

(as of January 25, 2008)

Alvarado Park Neighborhood Association "R"

Bill Sterchi

5607 Princess Jeanne NE/87110 255-0579 (h) 453-1342 (c)

Gene Tatum

1916 Madeira NE/87110 255-1960 (h)

Classic Uptown Neighborhood Association "R"

Stephen Verchinski

2700 Espanola NE/87110 888-1370 (h) 238-2398 (c) 476-3390 (w)

Patti Flanagan

2716 Espanola NE/87110 323-2168 (h)

Inez Neighborhood Association "R"

Evelyn B. Feltner

2014 Utah St. NE/87110 271-9027 (h)

Bette Weber

1927 Virginia St. NE/87110 292-1756 (h)

Jerry Cline Park Neighborhood Association "R"

Julie Jones

7625 Winter Ave. NE/87110 232-4638 (h)

Eric Shirley

900 Grove St. NE/87110 268-2595 (h)

Quigley Park Neighborhood Association "R"

Lisa Whalen

2713 Cardenas Dr. NE/87110 277-0268 (h)

Maria Young

2932 Madeira Dr. NE/87110 883-0218 (h)

Snow Heights Neighborhood Association "R"

Laura Heitman

8011 Princess Jeanne NE/87110 299-4959 (h)

Andrea Henderson

1317 Rhode Island NE/87110 294-9929 (h)

Uptown Progress Team, Inc. "R"

Louis Abruzzo

10 Tramway Loop NE/87122 856-2726 (w)

Marcy Cook

6565 Americas Parkway NE #200/87110 563-5969 (w)

Winrock South Neighborhood Association "R"

Richard Peterson

7110 Constitution Ave. NE/87110-7122 255-0414 (message #)

Virginia Kinney

7110 Constitution Ave. NE/87110-7122 255-0414 (message)

Zuni Neighborhood Association "R"

Sharon Berlint

7516 Euclid NE/87110 875-1137 (h)

Allan Smith

7522 Euclid NE/87110 837-1752 (h)

purposes for the Property (the "Site Plan"). Members of this office (Matt Myers and John Myers), members of the architectural firm of Van H. Gilbert Architect, P.C. (Van Gilbert and Karin Pittman) and the executive director of Sandia have meet with representatives of your neighborhood associations on two separate occasions to discuss Sandia's desire to develop the Property as a small commercial retail shopping center.

Enclosed is the application which Sandia has filed with the City of Albuquerque's Planning Department requesting (i) a zone change from C-2 & SU-1 for nursery uses to SU-1 for C-2 uses, excluding the sale of alcohol for off-site consumption; and (ii) approval of the Site Plan for building purposes. For your convenience we have also enclosed a reduced copy of the Site Plan. The hearing on Sandia's application will be heard before the City's Environmental Planning Commission (the "EPC") on March 20, 2008. You will be notified of the hearing's date, time and location by the City's Planning Department.

As those of you who were present at either of the two facilitated meetings will recognize, the zoning that we are requesting has specifically excluded the sale of alcohol for off-site consumption. We realize that some neighbors had requested that the zoning for the Property only allow beer and wine consumption on site. While we certainly wish to work with the neighbors, our client has indicated that it wishes to leave open the option of attracting a high quality restaurant to the Property, which would not be possible if the restaurant were not allowed to have a full liquor license.

As we discussed at earlier meetings we are open to carving out further uses that may be offensive to the neighbors, which uses are now permissive in the area of the Property zoned C-2. As we indicated at our previous facilitated meetings with the various neighborhood associations we are open to continued discussions regarding carving out additional uses. The benefit of the requested SU-1 zoning to the neighbors is that they will be afforded notice and an opportunity to be heard on our Site Plan at the EPC hearing.

We hope that the enclosed Site Plan is reflective of the many suggestions and comments that we received by those neighbors who attended the previous facilitated meetings. You will see that the Site Plan shows Prospect being reduced to a 24' public access easement through the Property. This will hopefully reduce the amount of through traffic through the surrounding neighborhoods. Before Prospect is vacated there will have to be a public hearing before the Development Review Board. The surrounding neighborhood associations will be entitled to notice and an opportunity to be heard at that hearing. We believe that the attached Site Plan further reflects the amount of time, money and effort that the Sandia Foundation has put into this project.

Thank you and we look forward to working with the neighborhood associations regarding this matter.

Very truly yours,

MYERS, OLIVER & PRICE, P.C.

By: 

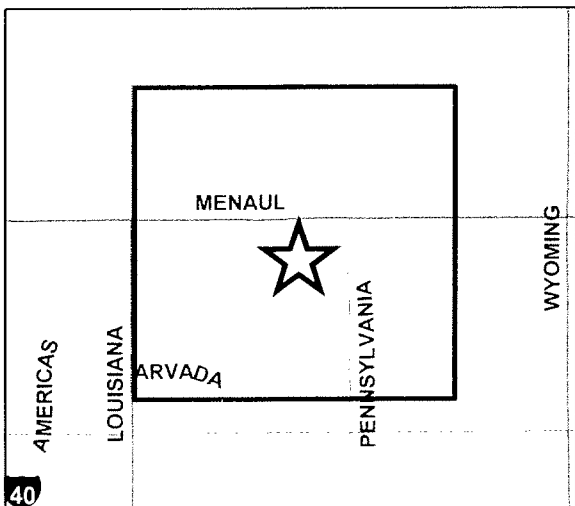
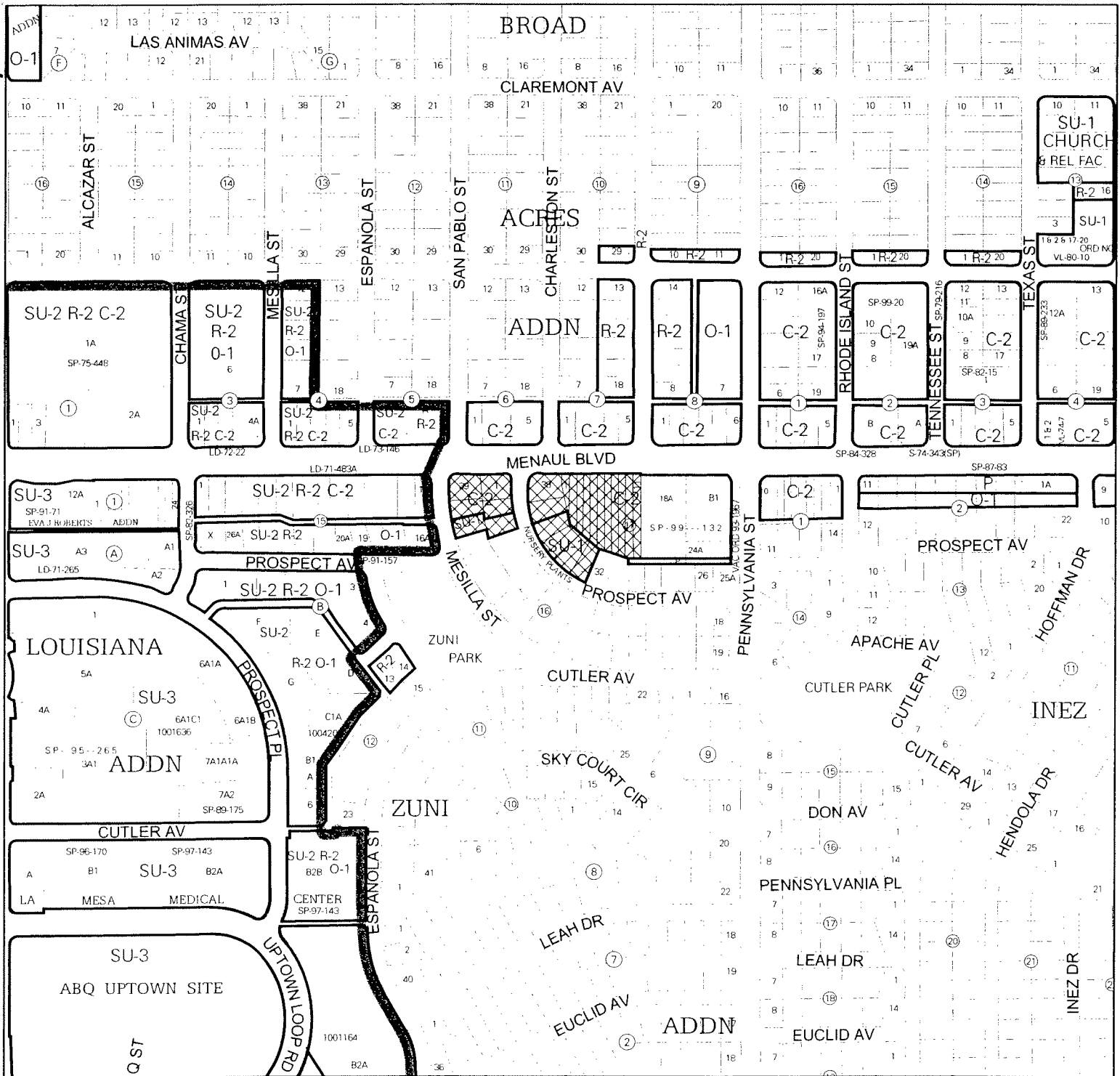
J. Matt Myers

JMM:kla

Enclosure

cc: Sandia Foundation

Ms. Karin Pitman



ZONING MAP

Note: Grey shading indicates County.



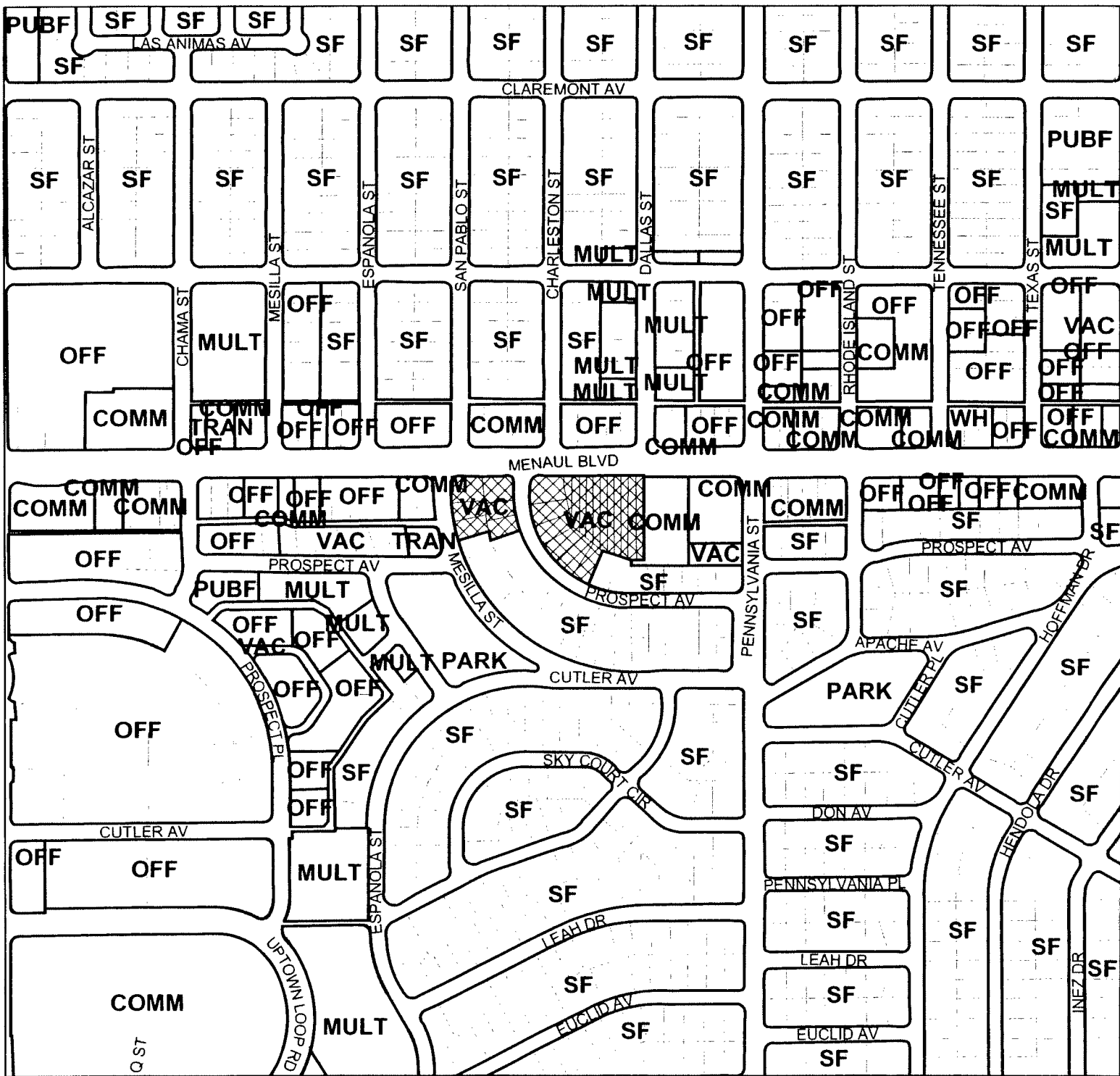
1 inch equals 500 feet

Project Number:
1007099

Hearing Date:
March 20, 2008

Zone Map Page:
H-19

Additional Case Numbers:
08EPC-40021
08EPC-40022



LAND USE MAP

Note: Grey shading indicates County.

KEY to Land Use Abbreviations

- AGRI Agricultural
- COMM Commercial - Retail
- DRNG Drainage
- MFG Manufacturing or Mining
- MULT Multi-Family or Group Home
- OFF Office
- PARK Park, Recreation, or Open Space
- PRKG Parking
- PUBF Public Facility
- SF Single Family
- TRAN Transportation Facility
- VAC Vacant Land or Abandoned Buildings
- WH Warehousing & Storage



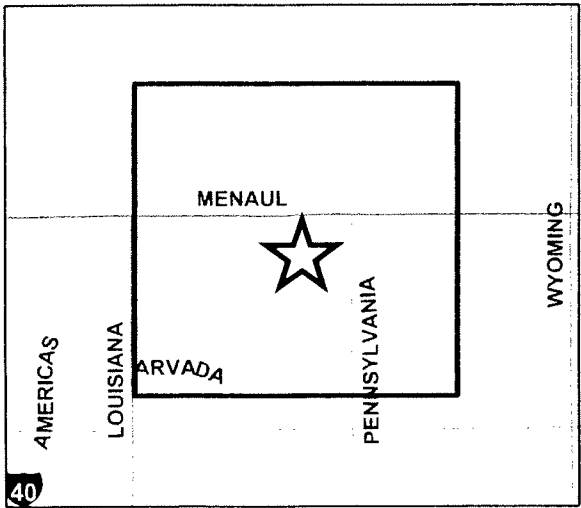
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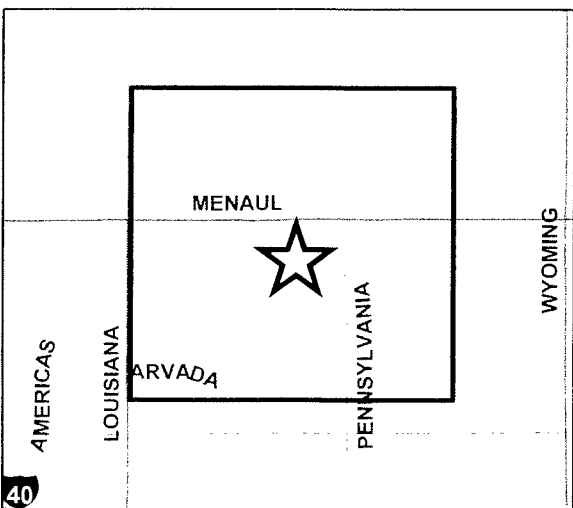
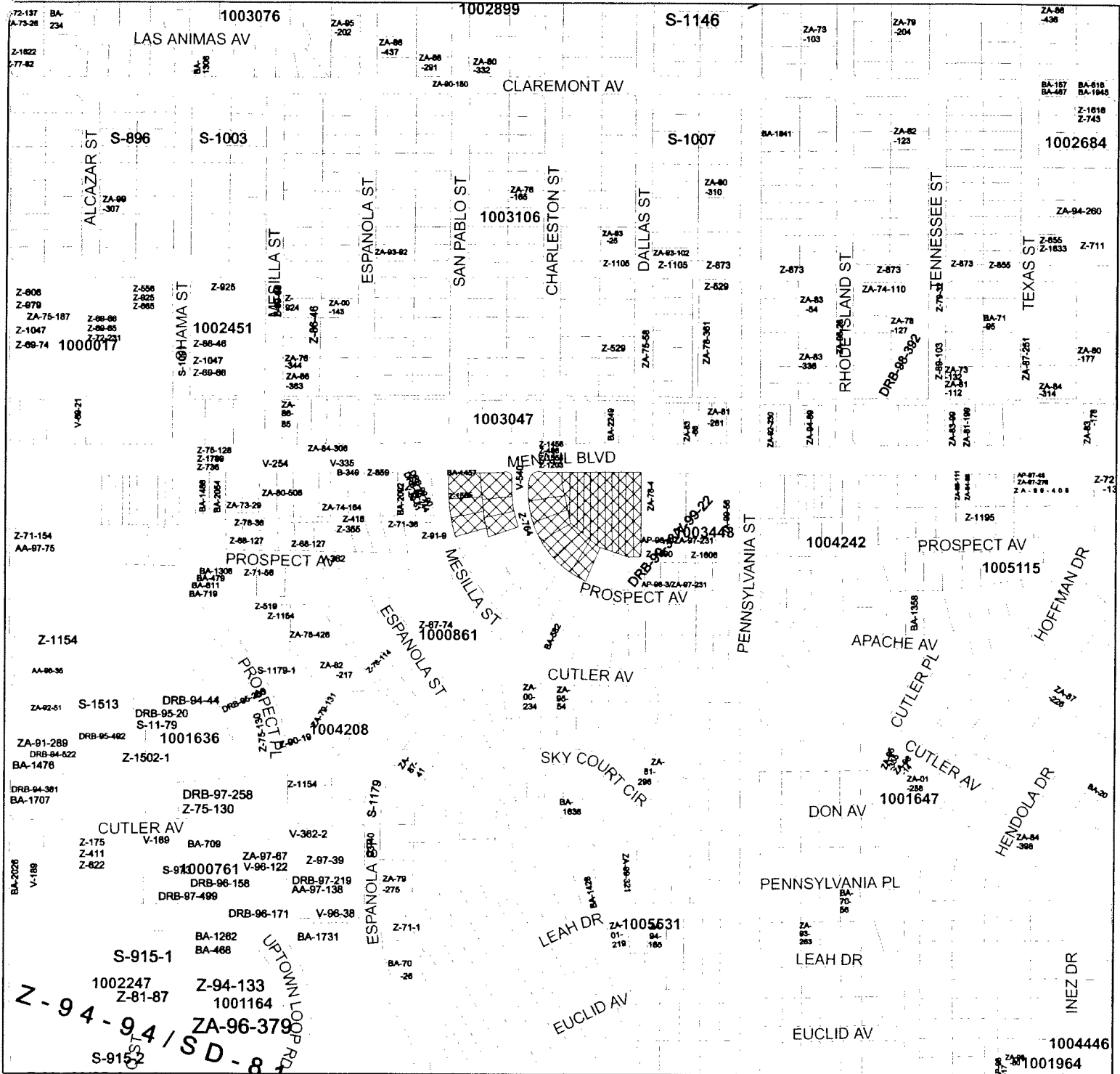
Project Number:
1007099

Hearing Date:
March 20, 2008

Zone Map Page:
H-19

Additional Case Numbers:
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08EPC-40022





HISTORY MAP

Note: Grey shading indicates County.



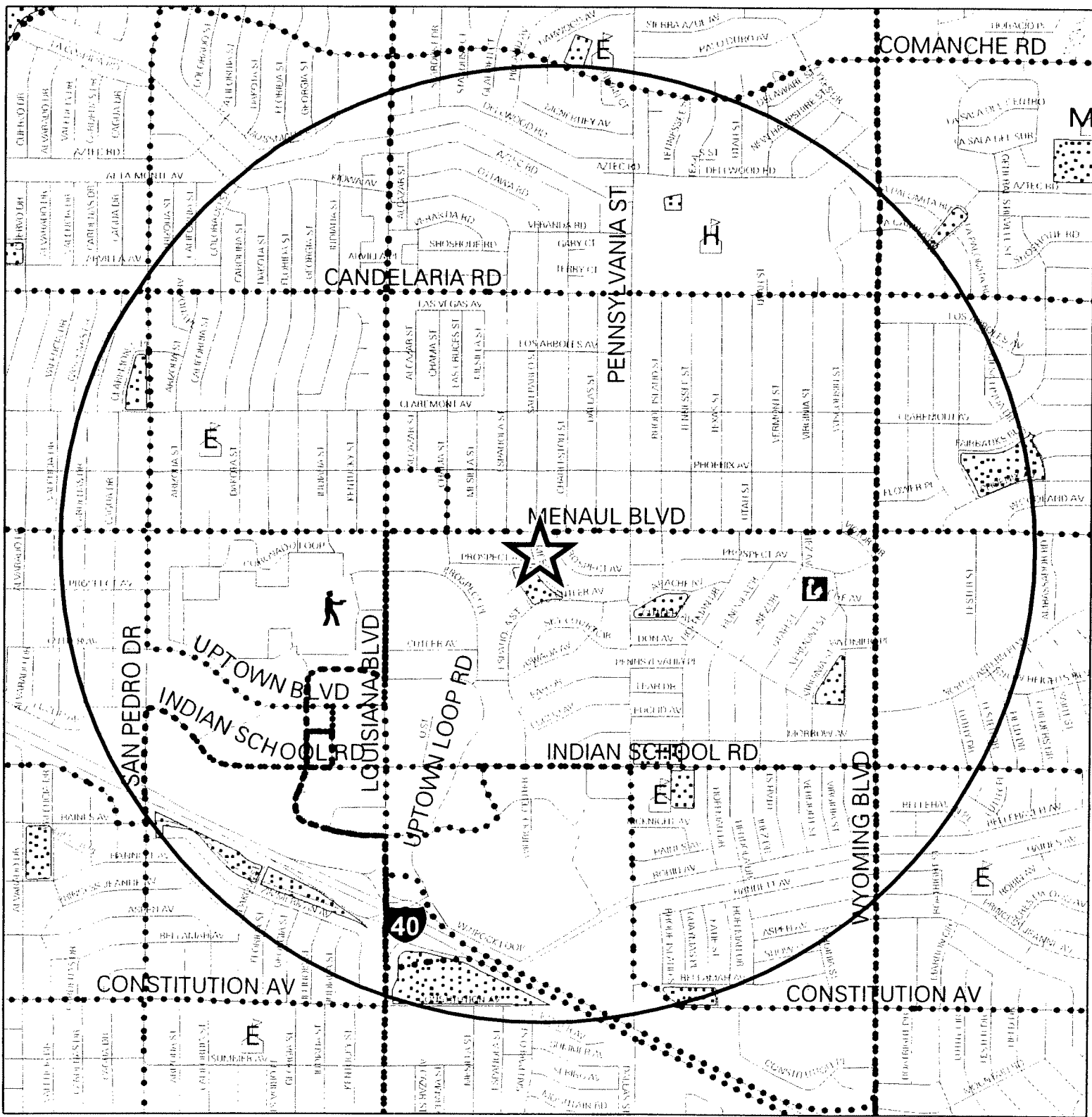
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Project Number:
1007099



















Hearing Date:
March 20, 2008

Zone Map Page:
H-19

Additional Case Numbers:
08EPC-40021
08EPC-40022



Public Facilities Map with One-Mile Site Buffer

- | | | | |
|---|---|---|---|
|  COMMUNITY CENTER |  FIRE |  APS Schools |  Developed County Park |
|  MULTI-SERVICE CENTER |  POLICE |  ABQ Ride Routes |  Undeveloped County Park |
|  SENIOR CENTER |  SHERIFF |  AGIS Jurisdiction |  Developed City Park |
|  LIBRARY |  SOLID WASTE |  Landfill Buffer (1000 feet) |  Undeveloped City Park |
|  MUSEUM |  Landfills designated by EHD | | |

