

APPLICATION NO. 02AA - 01969	PROJECT NO. 1000318
PROJECT NAME SHERATON OLD TOWN	
EPC APPLICATION NO. D/P/S	Tim Gruhan / Ann Marie Christian
APPLICANT / AGENT	PHONE NO. 761-9700
ZONE ATLAS PAGE J-13	
ONE STOP COMMENT FORM LOG	

TRANSPORTATION DEV (505) 924-3990		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED NSF	DATE 12/31/02	DATE
COMMENTS:		
No adverse comments		

UTILITY DEV (505) 924-3989		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED NSF	DATE 1-2-03	DATE
COMMENTS:		
N/A		

HYDROLOGY DEV (505) 924-3986		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED BUB	DATE 1-2-03	DATE
COMMENTS:		
Grinding plan req'd @ bldg permit		

PARKS AND REC (505) 768-5328		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED CS	DATE 1/2/03	DATE
COMMENTS:		

PLANNING (505) 924-3858		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED CS 2/19/03	DATE	DATE
COMMENTS:		
AA - NA Contact req. / Site visit Justifying 10% Approval from LUC - Mt. w/ Mary P. / 1/23/03 Approved site EPC? None Avail. 1/23/03 Need entire site shown w/ addition / need calculation lands. Area Water Conserv. Ord. 70? Directed Applica to request approval OK Requested "As Built Drawings" of previous AA process		

(Return form with plat / site plan)

City of Albuquerque



DEVELOPMENT REVIEW APPLICATION

SUBDIVISION	Supplemental form S	ZONING	Supplemental form Z
<input type="checkbox"/> Major Subdivision action		<input type="checkbox"/> Annexation & Zone Establishment	
<input type="checkbox"/> Minor Subdivision action		<input type="checkbox"/> Sector Plan	
<input type="checkbox"/> Vacation	V	<input type="checkbox"/> Zone Change	
<input type="checkbox"/> Variance (Non-Zoning)		<input type="checkbox"/> Text Amendment	
SITE DEVELOPMENT PLAN	P	APPEAL / PROTEST of...	A
<input type="checkbox"/> ...for Subdivision Purposes		<input type="checkbox"/> Decision by: DRB, EPC,	
<input checked="" type="checkbox"/> ...for Building Permit AA		LUCC, Planning Director or Staff,	
<input type="checkbox"/> IP Master Development Plan		ZHE, Zoning Board of Appeals	
<input type="checkbox"/> Cert. of Appropriateness (LUCC) L			

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.

APPLICANT INFORMATION:

NAME: AMERICAN PROPERTY MANAGEMENT Co. PHONE: 836-6700
 ADDRESS: 2929 COORS BLVD. NW SUITE 310 FAX: 836-1700
 CITY: ALBUQUERQUE STATE NM ZIP 87120 E-MAIL: _____
 Proprietary interest in site: OWNER
 AGENT (if any): DEKKER/PERICH/SABATINI LLC PHONE: 761-9700
 ADDRESS: 6801 JEFFERSON NE SUITE 100 FAX: _____
 CITY: ALBUQUERQUE, NM STATE NM ZIP 87109 E-MAIL: TIMG@DPSABQ.COM

DESCRIPTION OF REQUEST: ADMINISTRATIVE AMENDMENT TO SITE DEVELOPMENT PLAN FOR BUILDING PERMIT

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

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

Lot or Tract No. LOT A, B & D Block: _____ Unit: _____
 Subdiv. / Addn. SHARATON 20 TOWN INN COMPLEX
 Current Zoning: C-2 Proposed zoning: SAME
 Zone Atlas page(s): J-13-2 No. of existing lots: NA No. of proposed lots: NA
 Total area of site (acres): 12.25 Density if applicable: dwellings per gross acre: NA dwellings per net acre: NA
 Within city limits? Yes. No but site is within 5 miles of the city limits (DRB jurisdiction.) Within 1000FT of a landfill? _____
 UPC No. 1-013-058-150-489-220-09 MRGCD Map No. _____
 LOCATION OF PROPERTY BY STREETS: On or Near: RIO GRANDE & BELLANAH
 Between: RIO GRANDE and 28TH ST

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX_Z, V, S, etc.): AA-000134-00000-00327, AA-000134-00000-00560, AA-000134-00000-00718
 Check-off if project was previously reviewed by Sketch Plat/Plan , or Pre-application Review Team . Date of review: _____

SIGNATURE [Signature] DATE 12-30-02
 (Print) TIM GRATTN Applicant Agent

FOR OFFICIAL USE ONLY

Form revised September 2001

<input type="checkbox"/> INTERNAL ROUTING	Application case numbers	Action	S.F.	Fees
<input checked="" type="checkbox"/> All checklists are complete	<u>02AA - 01969</u>	<u>AA</u>	<u>P4</u>	\$ <u>45</u>
<input checked="" type="checkbox"/> All fees have been collected	_____	_____	_____	\$ _____
<input checked="" type="checkbox"/> All case #s are assigned	_____	_____	_____	\$ _____
<input checked="" type="checkbox"/> AGIS copy has been sent	_____	_____	_____	\$ _____
<input checked="" type="checkbox"/> Case history #s are listed	_____	_____	_____	\$ _____
<input checked="" type="checkbox"/> Site is within 1000ft of a landfill	_____	_____	_____	\$ _____
<input type="checkbox"/> F.H.D.P. density bonus	Hearing date _____			Total \$ <u>45</u>
<input type="checkbox"/> F.H.D.P. fee rebate				

[Signature] 12/31/02
 Planner signature / date

Project # 1000318

FORM L: LANDMARKS AND URBAN CONSERVATION COMMISSION

- CERTIFICATE OF APPROPRIATENESS
- RETROACTIVE CERTIFICATE OF APPROPRIATENESS

Historic Zone or Designation:
 Historic Old Town
 Historic Old Town Buffer Zone
 Huning Highland
 Fourth Ward
 Eighth & Forrester
 City Landmark
 Other _____

Type of Request:
 Alteration
 New Construction
 Sign (Please read the note below)*
 Relocation
 Demolition
 National Register Nomination Review
 State Register Nomination Review
 City Landmark Designation
 City Historic Overlay Designation
 City Urban Conservation Overlay Designation
 Other _____

Number and Classification of structures on the property:
 # _____ Significant Structures
 # _____ Contributing Structures
 # _____ Noncontributing Structures
 # _____ Unclassified Structures
 # _____ Significant Structures
 # _____ NA/Old Town
 # NA/Old Town Buffer Zone

Does this request involve a residential property?
 Yes _____ No
 Are tax credits or preservation loan funds applied for in connection with this proposal?
 Yes _____ No

Attention applicants;

You must attend a pre-application conference with an LUCC planner. Call the LUCC administrative assistant at 924-3883 for an appointment. At the conference, the planner will determine if your project may be approved administratively, or that instead, a public hearing before the Commission is required. The planner will also determine what materials are required, in addition to those listed below, to complete an application. These additional requirements will be indicated on the "Project Drawing Checklist" that the planner will complete and give to you during your pre-application conference. If your project requires a public hearing, prepare 15 packets of these materials to submit with your application (18 for nonresidential projects). Each packet must contain one each of the items checked, with drawings folded to fit into an 8.5" by 14" pocket.

Commission hearing checklist:

- Project drawing checklist completed during a pre-application consultation with an LUCC planner
- All materials indicated on the project drawing checklist and required by the LUCC planner. **15 packets for residential projects, 18 for nonresidential or multi-use projects**
- Letter detailing the scope of the proposal including:
 1. Extent of work to be done
 2. Use(s) of existing and/or proposed site(s) and structure(s)
 3. Square footage of proposed structure(s)
 4. Proposed phasing of improvements and provisions for interim facilities
 5. Any historic facts about the site(s)/structure(s)
- Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
- Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts
- Sign Posting Agreement
- Fee (see schedule)

Administrative approval checklist:

- Project drawing checklist completed during a pre-application consultation with an LUCC planner
- All materials indicated on the project drawing checklist and required by the LUCC planner
- Letter detailing the scope of the proposal including:
 1. Extent of work to be done
 2. Use(s) of existing and/or proposed site(s) and structure(s)
 3. Square footage of proposed structure(s)
 4. Proposed phasing of improvements and provisions for interim facilities
 5. Any historic facts about the site(s)/structure(s)
- Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
- Administrative Approval (LUCCS) Sign Posting Agreement
- LUCC provisional building permit waiver signed by the applicant (LUCC signature will come later)
- No fee is required for administrative approval *45.*

* PLEASE NOTE: Approval of a sign in the Old Town Historic Zone (H-1) requires a separate application to Zoning Enforcement for a sign permit in addition to this application to the LUCC.

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

Ann Marie Christian
 Applicant name (print)
Ann Marie Christian 12/31/02
 Applicant signature / date



Form revised September 2001

- Checklists complete
 - Fees collected
 - Case #s assigned
 - Related #s listed
- Application case numbers
 02AA - - 01969
 _____ - _____ - _____
 _____ - _____ - _____

Ann Marie Christian 12/31/02
 Planner signature / date
Project # 1000318

FORM P(4): SITE PLAN REVIEW – ADMINISTRATIVE APPROVAL OR AMENDMENT

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT IN THE DOWNTOWN SU-3 ZONE

- Copy of the pre-application meeting findings (A pre-application meeting is required for Downtown 2010 projects.)
- Site plan and related drawings (folded to fit into an 8.5" x 14" pocket) **6** copies
- 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
- Notifying letter and certified mail receipts to owners of adjacent properties if required by pre-application meeting
- Infrastructure List, if relevant to the site plan
- Completed Site Plan for Building Permit Checklist
- Solid Waste Management Department signature on Site Plan if relevant
- 2 copies of the Conceptual Utility Layout Plan if relevant (mark one for Planning, one for Utility Development)
- Blue-line copy of Site Plan with Fire Marshal's stamp
- Copy of the LUCC approval if the site is in an historic overlay zone
- Fee (see schedule)
- Any original and/or related file numbers are listed on the cover application

AMENDMENT TO SITE DEVELOPMENT PLAN FOR SUBDIVISION

AMENDMENT TO SITE DEVELOPMENT PLAN FOR BUILDING PERMIT

CONCEALED OR SITE DEVELOPMENT PLAN CONTROLLED WIRELESS TELECOM FACILITY

- Proposed Site Plan, with changes circled and noted if amended (folded to fit into an 8.5" x 14" pocket) **5** copies
- Copy of approved Site Plan being amended if applicable (folded to fit into an 8.5" x 14" pocket) **5** copies
- 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
- Completed Site Plan for Building Permit Checklist (not required for amendment of SDP for Subdivision)
- Fee (see schedule) **45**
- Any original and/or related file numbers are listed on the cover application

NOTE: The next three items are also required only if the original approval required a public hearing.

- Notifying letter and certified mail receipts addressed to owners of any adjacent residential properties
- Office of Community & Neighborhood Coordination inquiry response, notifying letter, certified mail receipts (Not required if amendment changes less than 2% of square footage.)
- Sign Posting Agreement (Not required if amendment changes less than 2% of square footage.)

NOTE: Only for wireless telecommunications facilities that are concealed and/or subject to site development plan review, the following materials are required for application submittal in addition to **all** those listed above:

- 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 tower
- Registered Engineer's stamp on the Site Development Plans
- Office of Community & Neighborhood Coordination inquiry response as above **based on 1/4 mile radius**

PLEASE NOTE: If you are applying for approval of a telecom site to be located on City of Albuquerque property, there are several additional requirements. Contact Cynthia Borrego-Archuleta at 924-3335 for details.

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

Tim Gration
Applicant name (print)
Cynthia Archuleta 12-31-02
Applicant signature / date



Form revised September 2001

- Checklists complete
 - Fees collected
 - Case #s assigned
 - Related #s listed
- Application case numbers
02AA - 01969

JM 12/31/02
Planner signature / date
Project # 1000318

December 30, 2002



Ms. Cynthia Borrego
Senior Planner
Albuquerque Planning Department
600 2nd Street NW Plaza del Sol
Albuquerque, NM 87102

Re: Sheraton Old Town Hotel
800 Rio Grande

**Request for Administrative Amendment Number 4 to:
Approved Site Development Plan for Building Permit
Amended 12/22/00 Project Number 1000318
File No. AA-00134-00000-01718**

Dear Ms. Borrego;

Dekker/Perich/Sabatini, acting as Agents for American Property Management Company, respectfully request an Administrative Amendment to the previously approved Site Development Plan for Building Permit for this property. The approved Site Development Plan for Building Permit was most recently amended on 12/22/00 as AA No. 3.

The revisions requested to the approved Site Development Plan for Building Permit are:

1. Remodel of existing outdoor swimming pool and landscaped area East of the hotel. This includes removal of the existing pool and landscaping, adding new swimming pool, and adding new plazas and landscape areas and decorative fencing around the new pool and landscape areas.
2. Adding new open walkway Portales along the North exterior wall of the existing Breakout Rooms and along the new plazas.
3. Adding a new open Pavilion in the new plaza area.
4. Adding a new Chapel of approximately 2,200 square feet at the east side of the existing rooms tower.
5. Adding pool restrooms and equipment rooms adjacent to the new pool.

The improvements requested by this submittal are required to upgrade the outside amenities at the East side of the hotel and to provide a more functional and appealing outdoor experience for the guests of the hotel. The architectural and landscape design elements included in this remodel are intended to compliment the previously approved design direction for this facility. We believe these will be a tremendous improvement to the existing site and overall design of the hotel and the surrounding area. We believe these additions are also in compliance with the design guidelines of the Old Town H-1 Buffer Zone.

The Chapel is designed for use as a small wedding chapel and is intended for use by hotel guests only. The new site improvements, including plazas and pool, are in fact only a redesign of existing outdoor spaces. As such, these should generate no new traffic, or at least minimal new traffic, to the hotel.

With regard to Landscaping, we have had to consider the entire Sheraton Complex, including the existing landscaping, in our design and calculations for required landscaping and percentages of high water use sod area. The addition of the new events lawns, which in fact are public areas that are essential to the function and intent of the new additions, puts us slightly over the 20 % maximum for high water use planting. However, we feel that overall, the landscaping meets with the intent of the landscape ordinance with regard to plant coverage, aesthetics and water conservation.

■■■
6801 Jefferson NE
Suite 100
Albuquerque NM
87109
505 761.9700
fax 761.4222
dps@dpsabq.com



Dekker/Perich/Sabatini

architecture
interiors
planning
engineering

Approval by the City Planning Department is required on these improvements by conditions of the original Site Development Plan for Building Permit. Approval by LUCC is required due to the Sheraton Hotel property being contained within the boundaries of the H-1 Buffer Zone for Albuquerque Old Town. Both City Planning and LUCC approved previous improvements to the Sheraton Old Town, including extensive exterior remodel, administratively. We believe the improvements contained in this new remodel phase are far less extensive and therefore should be approved in a like manner. We have had conversations with Bob Paulson and Russell Brito concerning this and they agreed that City Planning could approve these changes administratively. We have also met with Mary Piscitelli from LUCC and reviewed the design of all elements contained in this submittal. Attached is a letter from Ms. Piscitelli stating that LUCC will administratively approve this submittal through a staff decision and do not require a formal LUCC hearing.

If you or any of the planning staff have any questions regarding this submittal, please call me. We will be glad to meet with you to discuss this if necessary. We appreciate your consideration in this matter.

Very truly yours,

Dekker/Perich/Sabatini Ltd.

Tim Grattan
Principal

cc: Pamela Bazant-Jung – American Property Management Company.
Ann Marie Christian - DPS

■■■
6801 Jefferson NE
Suite 100
Albuquerque NM
87109
505 761.9700
fax 761.4222
dps@dpsabq.com



City of Albuquerque

P.O. BOX 1293 ALBUQUERQUE, NEW MEXICO 87103

Tim G
RECEIVED

DEC 18 2002

December 17, 2002

Tim Grattan
Dekker / Perich / Sabatini
6801 Jefferson NE, Ste 100
Albuquerque, N.M. 87109

~~Dekker/Perich/Sabatini~~

Dear Tim:

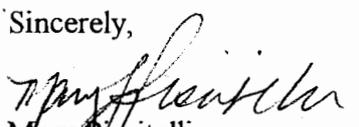
I wanted to reiterate the LUCC's position with a staff decision regarding your recent submittal for changes to the Sheraton Old Town Inn site and structures. Although this site work and new construction is outside of the LUCC staff decision authority, the LUCC perceived no adverse impact on Old Town or the Old Town Buffer Zone. Therefore,, the LUCC delegated to staff this decision as a courtesy to you and your client.

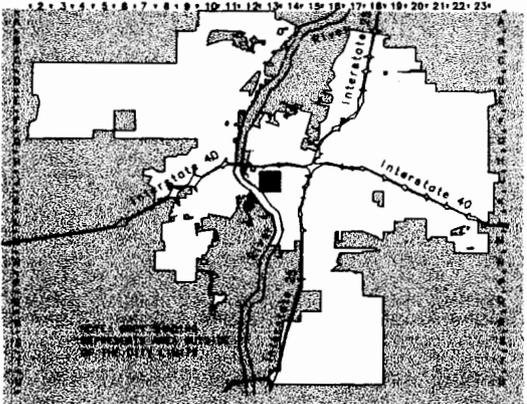
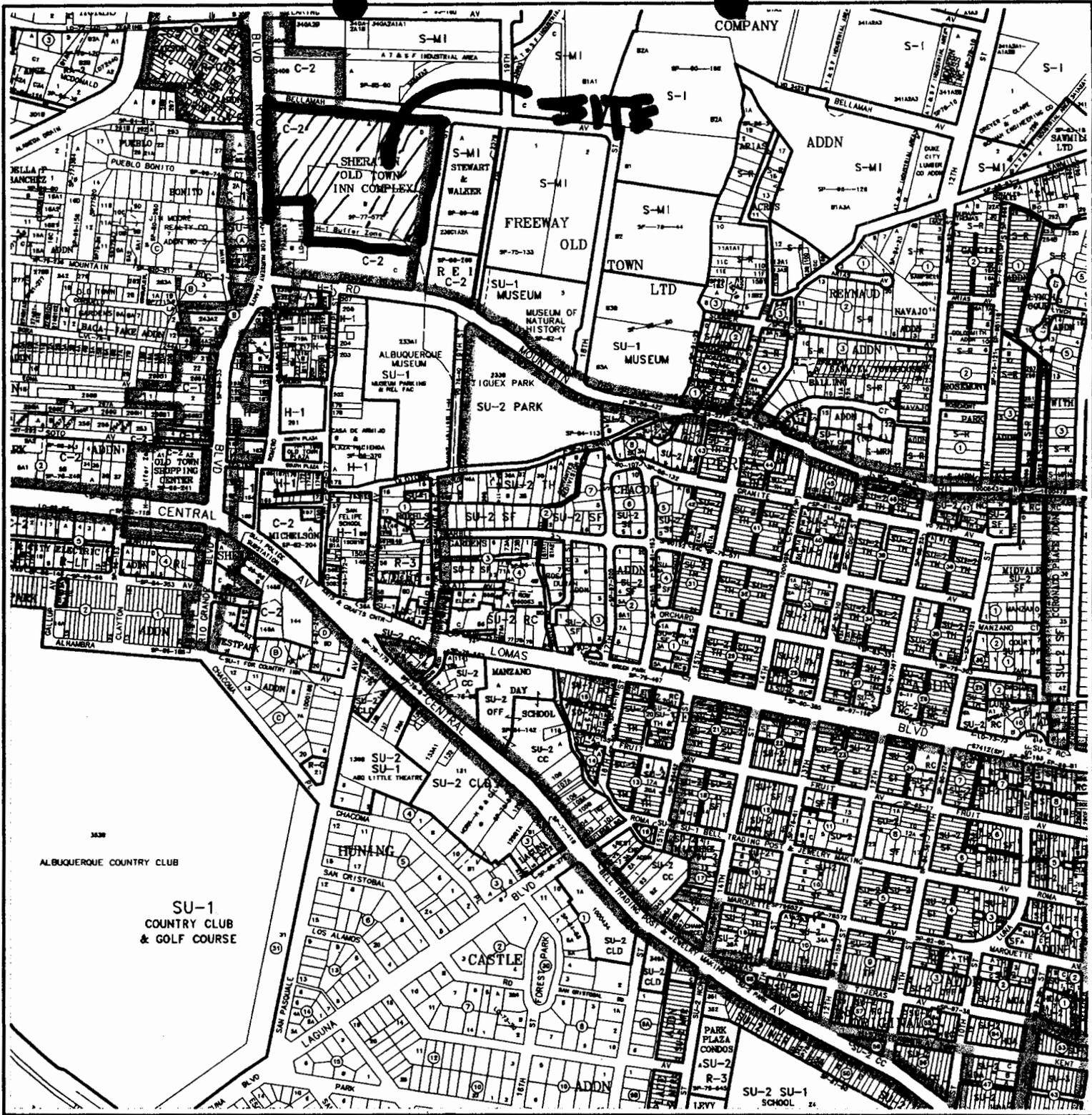
To complete this staff decision, I will need any necessary revisions to the plans. Mimi stated at our last meeting that the water conservation calculations and turf percentages would need revision. I also have advised Cynthia Borrego, the staff planner who reviews the EPC Administrative Amendment applications, that your EPC AA application will be forthcoming. I would like to review your plans at the same time Cynthia reviews for the EPC AA, so the decisions are consistent. My review may take longer than the usual 10 days, depending upon when your EPC AA submittal is received.

Future *significant* changes to this site and structures will require public hearings for both the EPC and the LUCC.

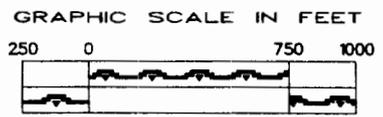
Please let me know when you will be submitting any necessary revision to the plan set I already have, and when your EPC AA application is submitted. Thank you.

Sincerely,


Mary Piscitelli
LUCC Staff Planner



CITY OF
Albuquerque
A language Geographic Information System
PLANNING DEPARTMENT
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Zone Atlas Page

J-13-Z

Map Amended through July 18, 2001

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

This checklist will be used by the Planning Department to verify the completeness of site plans submitted for review by the Environmental Planning Commission. Since development proposals vary in type and scale, there may be application requirements that are not included here. Nonetheless, it is the applicant's responsibility to provide a complete submittal. Incomplete submittals will be rejected. Site development plans submitted will ordinarily be composed of the following plan sheets:

1. Site Plan (including utilities and easements)
2. Landscaping Plan
3. Grading Plan
4. Building and Structure Elevations

Submitted plans shall be organized in the above manner. The following checklist describes the minimum information necessary for element. The Applicant shall check off all items shown on the site plan or label as NA, if not applicable.

Accompanying Material - Fee payment

- A. Complete application with summary.
 B. 8 1/2" x 11" reductions

SHEET #1 - SITE PLAN

A. General Information

1. Scale Under 1.0 acre 1" = 10'
 1.0 - 5.0 acres 1" = 20'
 Over 5 acres 1" = 50'
 Over 20 acres 1" = 100'
 Other scales as approved by staff
2. Bar Scale
3. North Arrow
4. Scaled Vicinity Map
5. Existing structures on site and on sites adjacent to the proposal that may impact, or may be impacted by the project.
6. Property lines
7. Existing and proposed easements (identify each)

B. Proposed Development

1. Structural

- A. Location of existing and proposed structures on the property and on adjacent properties, including privacy and retaining walls (distinguish between proposed and existing structures).
- B. Square footage of each structure
- C. Proposed use of each structure
- D. Temporary structures, signs and other improvements
- E. Wall(s), fence(s), and screening: height, length, color and materials. Show cross-sections for retaining walls.

- F. Dimensions of all principal site elements
- G.N/A Loading facilities
- H. Site lighting (height, type, and intensity)

2. Non-Structural and Parking

- A. Parking design with spaces numbered per aisle.
 - 1. Location
 - 2. Arrangements
 - 3. Dimensions and curve radii
 - 4. Turning spaces
 - 5. Drives
 - 6. Aisles
 - 7. Ingress
 - 8. Egress
 - 9. Number of spaces required: _____
 - 10. Handicapped parking, spaces required: _____
- B. Bicycle racks, spaces required: _____
- C. Elevation drawing of refuse container and enclosure, if applicable.

C. Street and Circulation

- 1. Identification and location of public and private streets and alleys with proper name, existing and proposed width dimensions.
- 2. Curve radii
- 3. Right-of-Way width
- 4. Pavement width (flow line to flow line) including medians and median cuts.
- 5. Sidewalk widths and locations, existing and proposed.
- N/A 6. Rail spurs, if applicable
- N/A 7. Location of traffic signs and signals related to the functioning of the proposal.
- N/A 8. Bikeways
- N/A 9. Bus facilities, including bays and shelters where required.
- 10. Curb cut size and type.
- N/A 11. Provisions for non-auto transportation, including transit and bicycle related improvements and pedestrian linkage.

D. Utilities

- 1. Fire hydrant locations, existing and proposed.
- 2. Distribution lines
- 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)

E. Phasing

- 1. Proposed phasing of improvements and provision for interim facilities. Information on future phasing should be included. If applicable, indicate location and square footage.

SHEET #2 - LANDSCAPING PLAN

If appropriate, landscaping maybe shown on sheet #1 with the approval of Planning staff. See article 6-1-1-1et.al.; the Water Conservation Landscaping and Water Waste Ordinance for specific restrictions, regulations, standards, and requirements

- ✓ 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
- ✓ 6. Identify nature of ground cover materials
 - A. Impervious areas (pavements, 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 nature, location and size of shrubbery and trees (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. Irrigation System
- ✓ 9. Planting Beds
- ✓ 10. Turf Area - only 20% of landscaped area can be high water turf; provide square footage and percentage.
- ✓ 11. Responsibility for maintenance (Statement)
- ✓ 12. Statement of Water Waste, etc.
- 13. Landscaped area requirement; square footage and percent: 65,529 S.F. / 15%
- 14. Landscaped area provided; square footage and percent: 60,501 S.F. / 14%

SHEET #3 - GRADING PLAN

A. General Information

- ✓ 1. Scale - must be same as Sheet #1 - Site Plan
- ✓ 2. Bar Scale
- ✓ 3. North Arrow
- ✓ 4. Existing topography and structural improvements within at least 25 feet beyond property boundaries (more may be required).
- ✓ 5. Property Lines
- ✓ 6. Existing and proposed easements
- ✓ 7. Proposed contours and/or spot elevations
- ✓ 8. Retaining walls

B. Proposal

1. Grading submittals, ponding areas, erosion and sediment control facilities:
 - A. Conceptual grading and drainage plan
 - B. Drainage plan (maybe required for other submittals)
 - C. Drainage Report (maybe required for other submittals)

- A. **Cross Sections**
Provide cross section for all perimeter property lines at the point of the greatest grade change: Where the grade change is greater than 4 feet, provide one additional cross section in each direction within no more than 100 feet of the reference point.
- B. **Spot Elevation**
Provide spot elevations existing and proposed within 20 feet of both sides of the property line, not to exceed intervals of 100 feet.
- C. **Grade Changes**
Identify grade change on the site greater than 2 feet with shading or a single cross-hatch. Identify grade changes greater than 4 feet with darker shading or a double cross-hatch.

SHEET #4 - BUILDING AND STRUCTURE ELEVATIONS

A. General Information

- 1. Scale (minimum of 1/8" or as approved by Planning Staff).
- 2. Bar Scale
- 3. Facade orientation (elevation of all sides of the buildings)
- 4. Dimensions, to scale including overall height and width, and dimensions of major facade elements.
- 5. Location, material and colors of windows, doors and framing.
- 6. Materials and colors of all building elements and structures.

B. Signage

- 1. Elevations
- 2. Location
- 3. Height and width
- 4. Sign face area - dimensions and square footage
- 5. Lighting
- 6. Materials and Colors for sign face and structural elements.

C. Additional information, including, renderings and perspective drawings may be submitted.

- A. Samples
 - 1 Presentation Models
 - 2. Photos

January 10, 2003



Ms. Cynthia Borrego
Senior Planner
Albuquerque Planning Department
600 2nd Street NW Plaza del Sol
Albuquerque, NM 87102

Re: Sheraton Old Town Hotel
800 Rio Grande

**Request for Administrative Amendment Number 4 to:
Approved Site Development Plan for Building Permit
Amended 12/22/00 Project Number 1000318
File No. AA-00134-00000-01718**

Dear Ms. Borrego;

Dekker/Perich/Sabatini, acting as Agents for American Property Management Company, recently submitted a request for Administrative Amendment to the previously approved Site Development Plan for Building Permit for this property. The approved Site Development Plan for Building Permit was most recently amended on 12/22/00 as AA No. 3.

The revisions requested to the approved Site Development Plan for Building Permit are:

1. Remodel of existing outdoor swimming pool and landscaped area East of the hotel. This includes removal of the existing pool and landscaping, adding new swimming pool, and adding new plazas and landscape areas and decorative fencing around the new pool and landscape areas.
2. Adding new open walkway Portales along the North exterior wall of the existing Breakout Rooms and along the new plazas.
3. Adding a new open Pavilion in the new plaza area.
4. Adding a new Chapel of approximately 2,200 square feet at the east side of the existing rooms tower.
5. Adding pool restrooms and equipment rooms adjacent to the new pool.

The question has come up regarding the need or requirement for neighborhood notification on this request. It is our understanding that revisions or additions that do not exceed 2 percent of the existing area do not require neighborhood notification in order to obtain an Administrative Amendment.

The actual building area that we would be adding with these revisions totals approximately 2,900 square feet. The existing buildings on the property total approximately 194,000 square feet. The new buildings will increase the existing building area by less than 1 ½ percent. We therefore believe that we are not required to go through a neighborhood notification process for this request.

The other alterations and additions are landscaping, plazas and pools. These do not constitute additional building areas and are in fact primarily relocations and upgrades of existing outdoor spaces.

■ ■ ■
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fax 761.4222
dps@dpsabq.com



Dekker/Perich/Sabatini

architecture
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planning
engineering

If you or any of the planning staff have any questions regarding this interpretation, please call me. We will be glad to meet with you to discuss this if necessary. We appreciate your consideration in this matter.

Very truly yours,

Dekker/Perich/Sabatini Ltd.

Tim Grattan
Principal

cc: Pamela Bazant-Jung – American Property Management Company.
Ann Marie Christian - DPS



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Fax Transmittal



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To: Cynthia Borrego

At: City of Albuquerque Planning

Fax Number: 505-924-3339

No. Of Pages: 1 (excluding this page)

Date: 2/5/03

Project: **Sheraton Old Town**

Project No.: 02022.005

Re: Wood fence section

From: Tim Grattan

Hardcopy to Follow

COMMENTS:

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February 12, 2003



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Ms. Cynthia Borrego
Senior Planner
Albuquerque Planning Department
600 2nd Street NW Plaza del Sol
Albuquerque, NM 87102

*Rev.
2/13/03
CB*

Re: Sheraton Old Town Hotel
800 Rio Grande

**Request for Administrative Amendment Number 4 to:
Approved Site Development Plan for Building Permit
Amended 12/22/00 Project Number 1000318
File No. AA-00134-00000-01718**

Dear Ms. Borrego;

Dekker/Perich/Sabatini, acting as Agents for American Property Management Company, recently submitted a request for Administrative Amendment to the previously approved Site Development Plan for Building Permit for this property. The approved Site Development Plan for Building Permit was most recently amended on 12/22/00 as AA No. 3.

The revisions requested to the approved Site Development Plan for Building Permit are:

1. Remodel of existing outdoor swimming pool and landscaped area East of the hotel. This includes removal of the existing pool and landscaping, adding new swimming pool, and adding new plazas and landscape areas and decorative fencing around the new pool and landscape areas.
2. Adding new open walkway Portales along the North exterior wall of the existing Breakout Rooms and along the new plazas.
3. Adding a new open Pavilion in the new plaza area.
4. Adding a new Chapel of approximately 2,200 square feet at the east side of the existing rooms tower.
5. Adding pool restrooms and equipment rooms adjacent to the new pool.

We feel that the additions we are requesting approval on with this submittal will generate minimal, if any, additional parking requirements for the hotel.

The new landscape areas and pool are existing elements of the hotel that are being re-located in the new design. These are in reality accessory areas to the hotel that will generate no additional traffic. Please keep in mind that the pool is a private pool for use by hotel guests only and as such will not be available to the public in general.

The new Chapel is a new assembly space in the hotel. The capacity of this chapel is approximately 80 people based on the pew arrangement and allowing 30 inches per person as dictated by the Albuquerque Zoning Code. Parking required for this occupancy level is 1 space per 4 people. This gives us a total parking requirement of 20 additional spaces.

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However, because this is a shared use in the hotel, we feel that Part 3, General Regulations, Paragraph 6 (b) Mixed Use Shared Parking Reductions of the amended Albuquerque Zoning Code applies to this facility. The Chapel will be in use primarily on weekends during the day. Most, if not all, of the other assembly uses in the hotel have their peak occupancies during the week or late at night. Additionally, it can be expected that some of the users of the Chapel will also be in residence at the hotel at the time they are using the Chapel. We therefore believe that the real additional parking demand created by this Chapel will be less than the 20 required by zoning.

The vehicle parking requirements and existing parking can be summarized as follows:

- Parking Previously Required 527 Spaces
(This includes requirements for the existing hotel and all subsequent additions and renovations identified in AA 1 through AA 3)
- Existing Parking on Site 538 Spaces
- Spaces Available for Chapel 11 Spaces.

Again, we feel that due to the shared uses and staggered use periods for the hotel, meeting rooms and chapel, we will have sufficient existing parking to accommodate this addition.

If you have any questions regarding this analysis, please call me.

Very truly yours,

Dekker/Perich/Sabatini Ltd.

Tim Grattan
Principal

cc: Pamela Bazant-Jung – American Property Management Company.
Ann Marie Christian - DPS

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December 30, 2002



Ms. Cynthia Borrego
Senior Planner
Albuquerque Planning Department
600 2nd Street NW Plaza del Sol
Albuquerque, NM 87102

Re: Sheraton Old Town Hotel
800 Rio Grande

**Request for Administrative Amendment Number 4 to:
Approved Site Development Plan for Building Permit
Amended 12/22/00 Project Number 1000318
File No. AA-00134-00000-01718**

Dear Ms. Borrego;

Dekker/Perich/Sabatini, acting as Agents for American Property Management Company, respectfully request an Administrative Amendment to the previously approved Site Development Plan for Building Permit for this property. The approved Site Development Plan for Building Permit was most recently amended on 12/22/00 as AA No. 3.

The revisions requested to the approved Site Development Plan for Building Permit are:

1. Remodel of existing outdoor swimming pool and landscaped area East of the hotel. This includes removal of the existing pool and landscaping, adding new swimming pool, and adding new plazas and landscape areas and decorative fencing around the new pool and landscape areas.
2. Adding new open walkway Portales along the North exterior wall of the existing Breakout Rooms and along the new plazas.
3. Adding a new open Pavilion in the new plaza area.
4. Adding a new Chapel of approximately 2,200 square feet at the east side of the existing rooms tower.
5. Adding pool restrooms and equipment rooms adjacent to the new pool.

The improvements requested by this submittal are required to upgrade the outside amenities at the East side of the hotel and to provide a more functional and appealing outdoor experience for the guests of the hotel. The architectural and landscape design elements included in this remodel are intended to compliment the previously approved design direction for this facility. We believe these will be a tremendous improvement to the existing site and overall design of the hotel and the surrounding area. We believe these additions are also in compliance with the design guidelines of the Old Town H-1 Buffer Zone.

The Chapel is designed for use as a small wedding chapel and is intended for use by hotel guests only. The new site improvements, including plazas and pool, are in fact only a redesign of existing outdoor spaces. As such, these should generate no new traffic, or at least minimal new traffic, to the hotel.

With regard to Landscaping, we have had to consider the entire Sheraton Complex, including the existing landscaping, in our design and calculations for required landscaping and percentages of high water use sod area. The addition of the new events lawns, which in fact are public areas that are essential to the function and intent of the new additions, puts us slightly over the 20 % maximum for high water use planting. However, we feel that overall, the landscaping meets with the intent of the landscape ordinance with regard to plant coverage, aesthetics and water conservation.

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Approval by the City Planning Department is required on these improvements by conditions of the original Site Development Plan for Building Permit. Approval by LUCC is required due to the Sheraton Hotel property being contained within the boundaries of the H-1 Buffer Zone for Albuquerque Old Town. Both City Planning and LUCC approved previous improvements to the Sheraton Old Town, including extensive exterior remodel, administratively. We believe the improvements contained in this new remodel phase are far less extensive and therefore should be approved in a like manner. We have had conversations with Bob Paulson and Russell Brito concerning this and they agreed that City Planning could approve these changes administratively. We have also met with Mary Piscitelli from LUCC and reviewed the design of all elements contained in this submittal. Attached is a letter from Ms. Piscitelli stating that LUCC will administratively approve this submittal through a staff decision and do not require a formal LUCC hearing.

If you or any of the planning staff have any questions regarding this submittal, please call me. We will be glad to meet with you to discuss this if necessary. We appreciate your consideration in this matter.

Very truly yours,

Dekker/Perich/Sabatini Ltd.

Tim Grattan
Principal

cc: Pamela Bazant-Jung – American Property Management Company.
Ann Marie Christian - DPS

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City of Albuquerque

P.O. BOX 1293 ALBUQUERQUE, NEW MEXICO 87103

Tim G
RECEIVED
DEC 18 2002

December 17, 2002

Tim Grattan
Dekker / Perich / Sabatini
6801 Jefferson NE, Ste 100
Albuquerque, N.M. 87109

Dekker/Perich/Sabatini

Dear Tim:

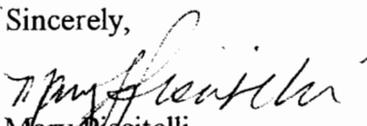
I wanted to reiterate the LUCC's position with a staff decision regarding your recent submittal for changes to the Sheraton Old Town Inn site and structures. Although this site work and new construction is outside of the LUCC staff decision authority, the LUCC perceived no adverse impact on Old Town or the Old Town Buffer Zone. Therefore,, the LUCC delegated to staff this decision as a courtesy to you and your client.

To complete this staff decision, I will need any necessary revisions to the plans. Mimi stated at our last meeting that the water conservation calculations and turf percentages would need revision. I also have advised Cynthia Borrego, the staff planner who reviews the EPC Administrative Amendment applications, that your EPC AA application will be forthcoming. I would like to review your plans at the same time Cynthia reviews for the EPC AA, so the decisions are consistent. My review may take longer than the usual 10 days, depending upon when your EPC AA submittal is received.

Future *significant* changes to this site and structures will require public hearings for both the EPC and the LUCC.

Please let me know when you will be submitting any necessary revision to the plan set I already have, and when your EPC AA application is submitted. Thank you.

Sincerely,


Mary Piscitelli
LUCC Staff Planner



February 25, 2000

Chuck Gara, Chairman
Environmental Planning Commission (EPC)
And
Al Stotz, Chairman
Landmarks and Urban Conservation Commission (LUCC)
Planning Department
600 2nd Street, NW, Plaza del Sol, 3rd Floor
Albuquerque, New Mexico 87102

Re: Sheraton Old Town, 800 Rio Grande Blvd., NW
Entry Renovation and Courtyard Renovations

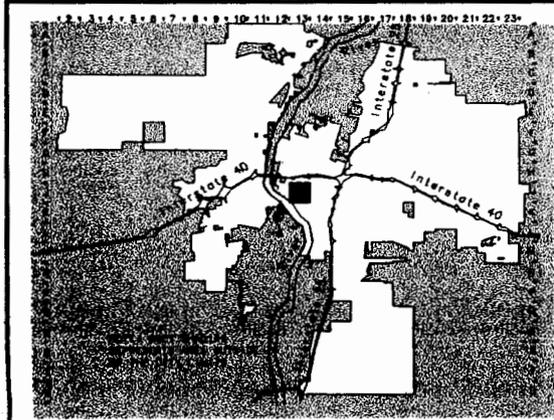
Dear Chairman Gara and Chairman Stotz:

Please let this letter serve as authorization for Dekker/Perich/Sabatini to act as agent on behalf of Sheraton Old Town Tenancy, owner of the Sheraton Old Town.

Dekker/Perich/Sabatini will be submitting applications to both the EPC (for Site Development Plan approval) and LUCC (for Certificate of Appropriateness approval) for modifications to the Sheraton Old Town Hotel.

Sincerely,
SHERATON OLD TOWN TENANCY

By: Rio Grande Hotel Investment, LLC
It's Managing Tenant
By: James M. Long, Managing Member



CITY OF
Albuquerque
Amapro Geographic Information System
PLANNING DEPARTMENT
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Zone Atlas Page

J-13-Z

Map Amended through July 18, 2001

ONE STOP SHOP ••• FRONT COUNTER
City of Albuquerque • Planning Department

DEVELOPMENT & BUILDING SERVICES (D&B Svcs)
LAND DEVELOPMENT COORDINATION SECTION (LDC)
Plaza Del Sol -2nd & 4TH Floor West - 600 2nd St NW 87102
Front Counter Main Number (505) 924-3858 or 924-3895
Main Fax (505) 924-3864

PAID RECEIPT

APPLICANT NAME

Am Property

AGENT

D/P/S Tim Gratton

ADDRESS

PROJECT NO.

1000318

APPLICATION NO.

\$ _____ 441006 / 4983000 (DRB Cases)

\$ 45.- 441006 / 4971000 (EPC & AA / LUC / Appeals)

\$ _____ 441018 / 4971000 (Notification)

\$ 45.- **Total amount due**

DEKKER/PERICH/SABATINI, LTD 12-92
6801 JEFFERSON NE SUITE 100
ALBUQUERQUE, NM 87109
(505) 761-9700
FED #85-0367023

WELLS FARGO NEW MEXICO, N.A. 0204
Albuquerque, NM 87103-1081
95-219-1070

CHECK NO.

027253
27253

Exactly Forty-five and no / 100 Dollars

DATE
12/31/2002

AMOUNT
\$45.00

CITY OF ALBUQUERQUE

PAY
TO THE
ORDER
OF

VOID AFTER 90 DAYS

[Signature]

⑈027253⑈ ⑆107002492⑆ 1047519568⑈

