

City of Albuquerque



DEVELOPMENT REVIEW APPLICATION

Supplemental form		Supplemental form	
SUBDIVISION	S	ZONING	Z
____ Major Subdivision Plat		____ Annexation & Zone Establishment	
____ Minor Subdivision Plat		____ Sector Plan	
____ Vacation	V	____ Zone Change	
____ Variance (Non-Zoning)		____ Text Amendment	
		____ Special Exception	E
SITE DEVELOPMENT PLAN	P	APPEAL / PROTEST of...	A
____ ...for Subdivision Purposes		____ Decision by: Planning Director	
<input checked="" type="checkbox"/> ...for Building Permit		or Staff, DRB, EPC, Zoning Board of	
____ IP Master Development Plan		Appeals, LUC	
____ 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: Bosque School PHONE: 898-6388
 ADDRESS: 4000 Learning Road NW FAX: 922-0392
 CITY: Albuquerque STATE NM ZIP 87120 E-MAIL: _____
 Proprietary interest in site: Owner
 AGENT (if any): Consensus Planning, Inc. PHONE: 764-9801
 ADDRESS: 924 Park Avenue SW FAX: 842-5495
 CITY: Albuquerque STATE NM ZIP 87102 E-MAIL: cp@consensusplanning.com

DESCRIPTION OF REQUEST: Administrative Amendment to Site Plan for Building Permit

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

Lot or Tract No. Lot 4A Block: _____ Unit: _____
 Subdiv. / Addn. Bosque Preparatory School
 Current Zoning: SU-1 for School & Related Facilit Proposed zoning: N/A
 Zone Atlas page(s): F-12 No. of existing lots: 1 No. of proposed lots: 1
 Total area of site (acres): 23 Density if applicable: dwellings per gross acre: N/A dwellings per net acre: _____
 Within city limits? ☒ Yes. No ☐ but site is within 5 miles of the city limits (DRB jurisdiction.) Within 1000FT of a landfill? No
 UPC No. 1-012-061-150-435-20110 MRGCD Map No. _____
 LOCATION OF PROPERTY BY STREETS: On or Near: 4000 Learning Road NW
 Between: Coors Blvd. NW and Rio Grande Bosque

CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX_, Z_, V_, S_, etc.):
Z-98-71; Z-98-140/AX-98-9; 1000901

Check-off if project was previously reviewed by Sketch Plat/Plan ☒ or Pre-application Review Team ☐ . Date of review: _____

SIGNATURE Jacqueline Fishman DATE 8/7/01
 (Print) Jacqueline Fishman ☐ Applicant ☒ Agent

FOR OFFICIAL USE ONLY

<input checked="" type="checkbox"/> INTERNAL ROUTING	Application case numbers	Action	S.F.	Fees
<input type="checkbox"/> All checklists are complete	<u>01236-00000-01145</u>	<u>AA</u>	<u>PA1</u>	\$ <u>40.00</u>
<input checked="" type="checkbox"/> All fees have been collected	_____	_____	_____	\$ _____
<input type="checkbox"/> All case #s are assigned	_____	_____	_____	\$ _____
<input checked="" type="checkbox"/> AGIS copy has been sent	_____	_____	_____	\$ _____
<input type="checkbox"/> Case history #s are listed	_____	_____	_____	\$ _____
<input checked="" type="checkbox"/> Site is within 1000ft of a landfill	_____	_____	_____	\$ _____
<input checked="" type="checkbox"/> F.H.D.P. density bonus	Hearing date	<u>AA</u>	Total	\$ <u>40.00</u>
<input checked="" type="checkbox"/> F.H.D.P. fee rebate				

Form revised September 2000

B. Berber 8/9/01
 Planner signature / date

Project # 1000901

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
- Letters of non-objection from owners of any adjacent residential properties within 100 feet.
- Infrastructure List, if relevant to the site plan
- Completed Site Plan for Building Permit Checklist
- Solid Waste Management Department signature on Site Plan
- 2 copies of the Conceptual Utility Layout Plan (mark one for Planning, one for Utility Development)
- Blue-line copy of Site Plan with Fire Marshal's stamp
- 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
- ☒ DRB signed 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
- ☒ 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.)
- ☒ Completed Site Plan for Building Permit Checklist (not required for amendment of SDP for Subdivision)
- ☒ Fee (see schedule) \$400
- ☒ Any original and/or related file numbers are listed on the cover application

NOTE: For wireless telecommunications facilities that are concealed and/or subject to site development plan review, 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**

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.

JACQUELINE FISHMAN

Applicant name (print)

Jacqueline Fishman 8/7/01

Applicant signature / date

Form revised December 2000



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

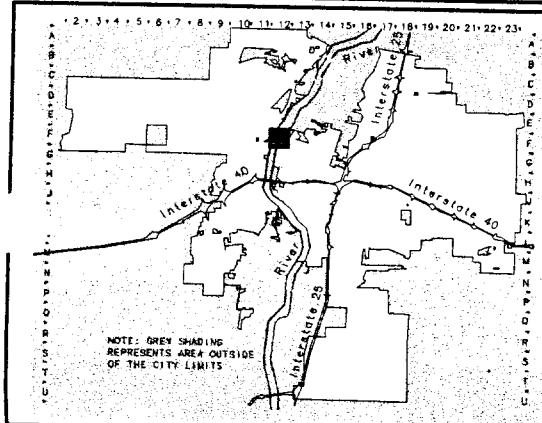
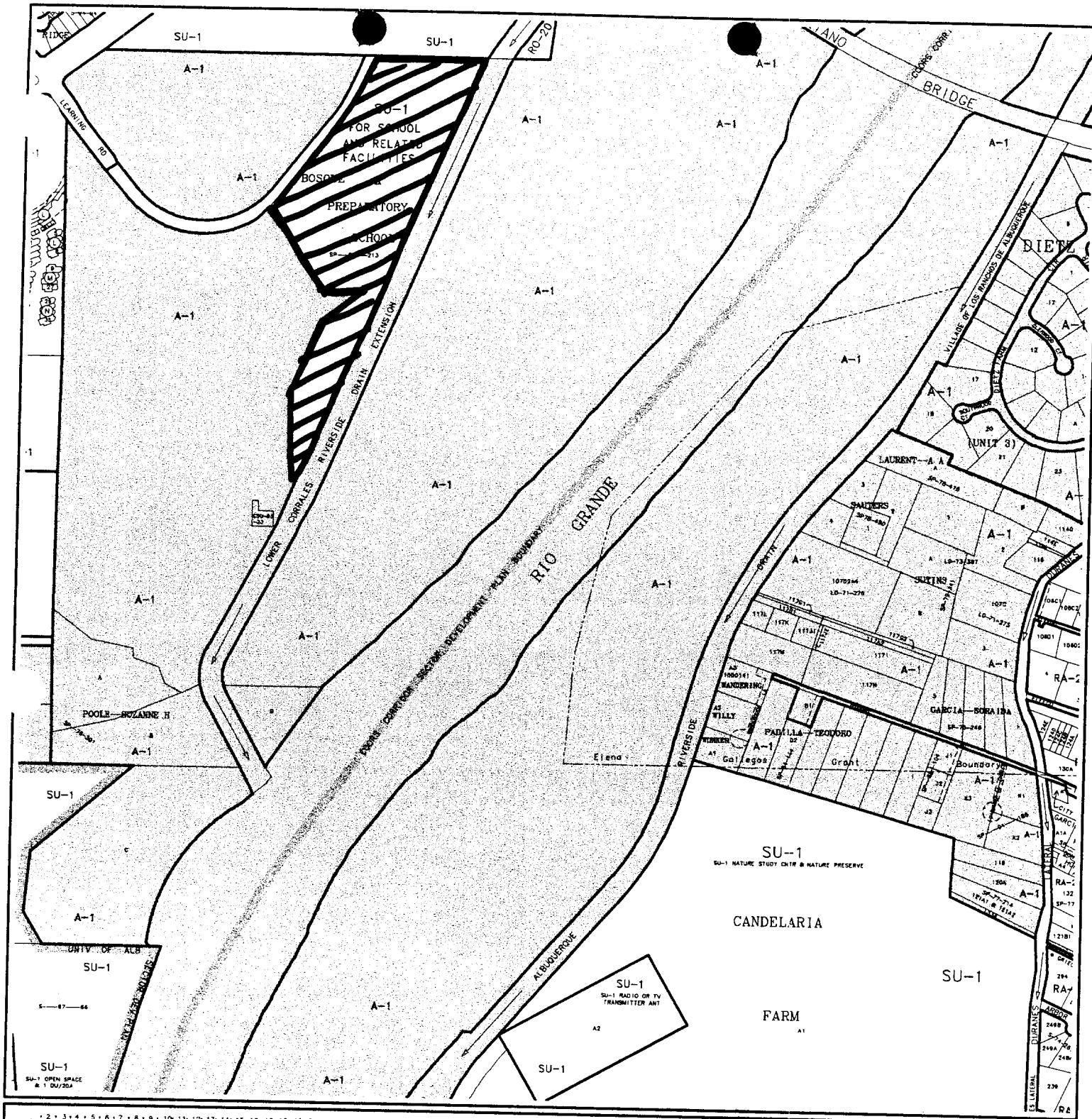
Application case numbers

01236 - 00000 - 01145

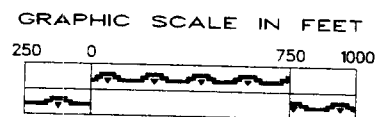
Robert 8/09/01

Planner signature / date

Project # 1000901



CITY OF
Albuquerque
Geographic Information System
PLANNING DEPARTMENT
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Zone Atlas Page
F-12-Z
Map Amended through July 28, 2000



CONSENSUS

August 8, 2001

Landscape Architecture
Urban Design
Planning Services

Mr. Richard Dineen, Division Manager
Development Services
City of Albuquerque
PO Box 1293
Albuquerque, NM 87103

Dear Richard:

924 Park Avenue SW
Albuquerque, NM 87102

(505) 764-9801
Fax 842-5495
cp@consensusplanning.com
www.consensusplanning.com

The purpose of this letter is to request an administrative amendment for a portable temporary classroom at Bosque School, located at 4000 Learning Road NW. A 28' x 30' (840 s.f.) building is proposed at the far northeast corner of the school's property, out of sight from nearby residential development to the south.

The portable classroom will be located in an area that does not require any tree removal. The building has a pitched roof and materials include light gray wood composite siding with dark gray trim, and metal frame windows. Building height will be 15 feet.

The proposed administrative amendment represents less than 2% (approximately 1.65%) of total square footage of existing buildings (50,761 s.f.) at Bosque School. As such, an inquiry to the Office of Community & Neighborhood Coordination and notification is not required. In addition, the administrative amendment does not require a revision to the infrastructure list prepared for Phase 1 or 2 of the school's development. Utilities to this building will include electricity only.

The school needs the portable classroom in order to hold music classes in a building better suited for this use. Currently, the classes are being held in the library, which is too small and not well suited for this use. Phase 2 of the Arts Center (to be built at a future date east of Phase 1 Arts Center) will be the permanent home for music classes and band practice at Bosque School.

The school is requesting a 3-year time limit for the temporary classroom. If Phase 2 of the Arts Center is not built by that time, the school would come back to the City of Albuquerque to request an extension.

Bosque School and its agents continue to enjoy a positive working relationship with La Luz. I have contacted Ben King, President of the La Luz Landowners' Association, and he has indicated La Luz' support for allowing the temporary classroom at the school (see attached letter from Ben King, dated August 1, 2001). Ray Graham and Bill Tappan, Ovenwest Corporation, have also indicated

PRINCIPALS

Karen R. Marcotte, AICP
James K. Strozier, AICP
Christopher J. Green, ASLA

their support for this administrative amendment (see attached letter dated August 8, 2001).

Please do not hesitate to contact me at 764-9801 if you have any questions or desire any additional information.

Sincerely,

A handwritten signature in cursive script that reads "Jacqueline Fishman".

Jacqueline Fishman, AICP
Senior Planner

C: Andrew Wooden, Bosque School



BOSQUE SCHOOL

BOARD OF TRUSTEES

Rachel Belash, *Chair*
Tale Alverson
Ana Asbury
Susan Ford Balcs
Chris Barr
etsy Bloch
iane Denish
ike Hauger
ike Lederman
uce Leising
ice Lloyd
t McCarthy
F Morgan
d Pera
Rembe
I Sabatini
ncan Scott
old Trim
n Woodard
gie Ann Findlay,
Founder
drew Wooden,
Head of School

August 7, 2001


Mr. Richard Dineen
Development Services
City of Albuquerque
PO Box 1293
Albuquerque, NM 87103

Dear Mr. Dineen:

This letter hereby gives Consensus Planning the authority to work on behalf of Bosque School in requesting an administrative amendment for a temporary classroom. Please call me if you have any questions or require additional information.

Thank you for your assistance in this matter.

Sincerely,


Andrew Wooden
Head of School

Learning Road NW
Albuquerque, NM 87120
(505) 898-6388
(505) 922-0392

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. 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.
- ☐ 6. Rail spurs, if applicable
- ☐ 7. Location of traffic signs and signals related to the functioning of the proposal.
- ☒ 8. Bikeways
- ☐ 9. Bus facilities, including bays and shelters where required.
- ☒ 10. Curb cut size and type.
- ☒ 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 ADMIN. AMENDMENT - LANDSCAPING PLAN NOT REQUIRED

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

N/A

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: _____
14. Landscaped area provided; square footage and percent: _____

SHEET #3 - GRADING PLAN N/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

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 *N/A*

- 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.

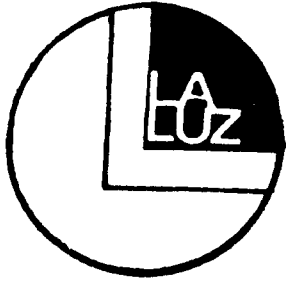
B. Signage *N/A*

- 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**



LA LUZ LANDOWNERS ASSOCIATION

1A Loop One N.W.
Albuquerque, New Mexico 87120

August 1, 2001

Jacquie Fishman
Consensus Planning
924 Park Avenue SW
Albuquerque, NM 87102

Re Bosque School Plan for a 20'x30' portable building for use as a music room on the northeast corner of their property adjacent to La Luz del Oeste.

I have polled the Board of Directors and other affected home owners in La Luz and we have no objections of any kind to the erection of the portable building to house the music program of The Bosque School.

Sincerely,

Bennett King, President
Board of Directors
La Luz Landowners' Association



August 8, 2001


Jackie Fishman
Consensus Planning, Inc.
924 Park Avenue SW
Albuquerque, NM 87102

Dear Jackie:

This letter will confirm our conversation today concerning the installation of a portable, temporary building for music classes at Bosque School. As we discussed, Ray Graham, the adjacent property owner has no objection to this building.

We are looking forward to the opening of the new Performing Arts Center. It will be an important and significant addition to Bosque School and La Luz Communities.

Sincerely,



William T. Tappan Jr.

CITY OF ALBUQUERQUE
PLANNING DEPARTMENT
LAND DEVELOPMENT COORDINATION DIVISION
PAID RECEIPT

APPLICANT NAME: Bosque School
AGENT: CONSENSUS PLANNING
ADDRESS: 924 PARK AVE. SW
(w/zip code)
CASE NUMBER: 1000901/01236-00000-01145
AMOUNT DUE: \$40.00

✓ 441006/4981000 (City Cases)

CONSENSUS PLANNING INC
924 PARK AVE SW
ALBUQUERQUE, NM 87102

6992

WCMA Working Capital
Management™ Account

8-7-01

DATE 25-80/440

PAY
TO THE
ORDER OF

City of Albuquerque
forty & 00/100

\$ 40.00

DOLLARS



Merrill Lynch

BANK ONE

Karen Marcotte

MEMO

⑈006992⑈

⑈044000804⑈ 040801771984⑈

City of Albuquerque
Treasury Division

08/09/2001 9:51AM LOC: ANEX
RECEIPT# 00008643 WSH 008 TRANS# 0025
Account 441006 Fund 0110
Activity 4981000 TRSTAG
Trans Amt \$40.00
J24 Misc \$40.00
CK \$40.00
CHANGE \$0.00