

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 LUCG 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) **1** 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 - **NONE**

NOTICE OF DECISION NOT INCLUDED
PER R. DOURTE

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 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.

Jim Rogers
Applicant name (print)
Jim Roger
Applicant signature / date
1/16/04

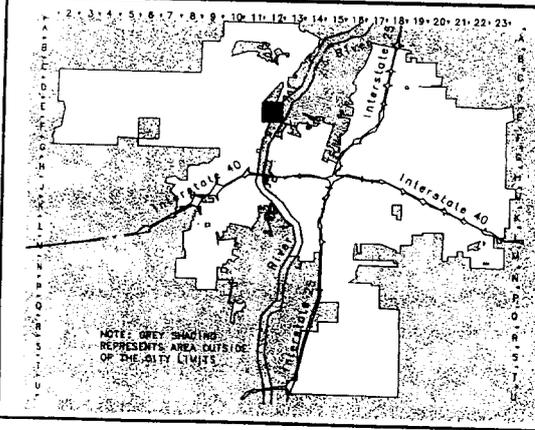
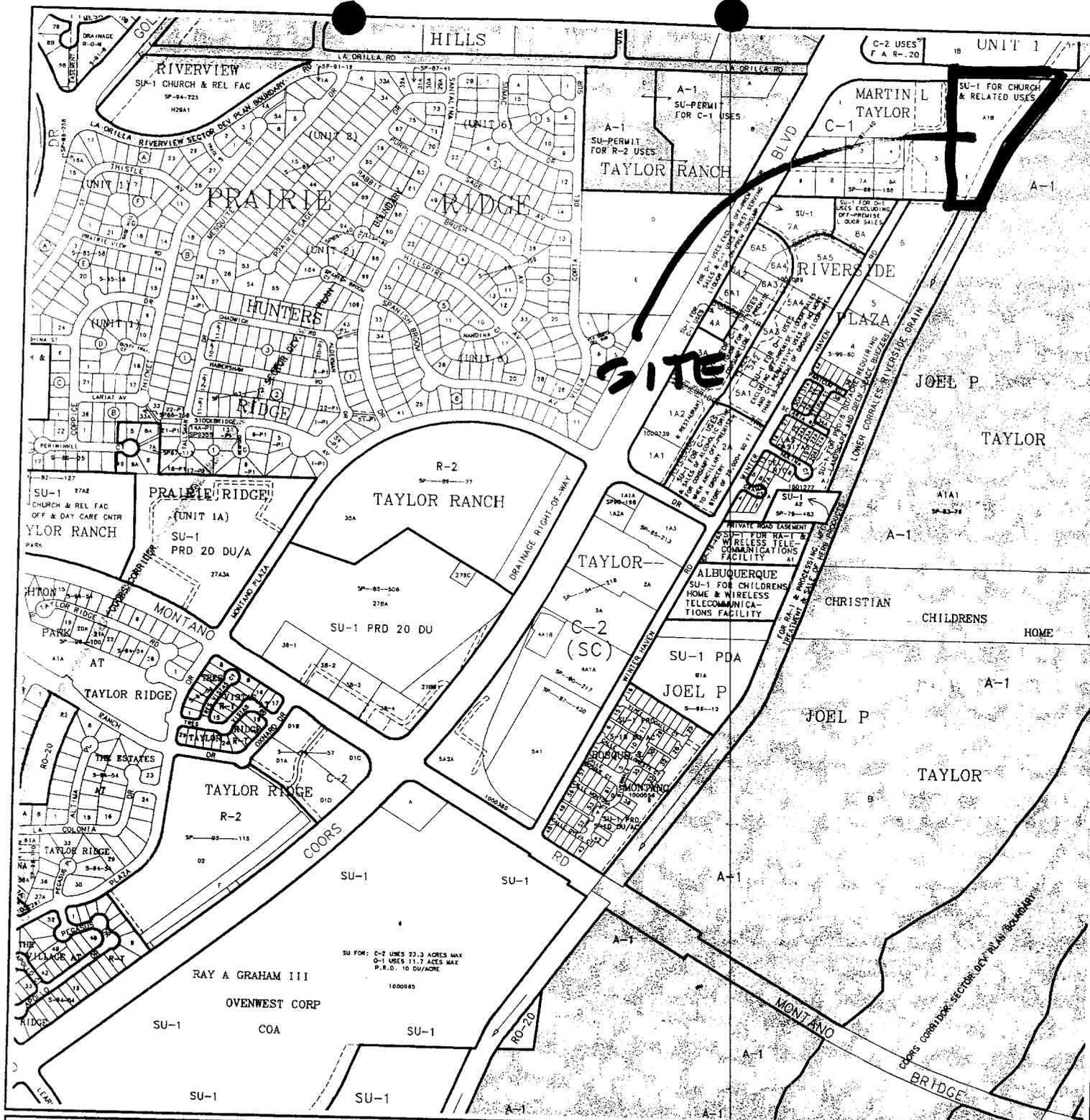


Form revised October 2003

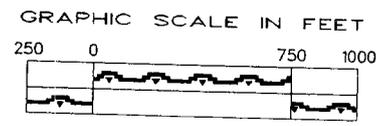
- Checklists complete
- Fees collected
- Case #s assigned
- Related #s listed

Application case numbers
AAA- - 0000

Donna Claire Senora
Planner signature / date
Project # 1001445



CITY OF Albuquerque
Albuquerque Geographic Information System
PLANNING DEPARTMENT
 © Copyright 2003



Zone Atlas Page
E-12-Z
 Map Amended through January 21, 2003

AA

APPLICATION NO. 04AA-00072	PROJECT NO. 1007445
PROJECT NAME RIVERSIDE CHURCH OF CHRIST	
EPC APPLICATION NO.	
APPLICANT / AGENT ELDER'S OF RIVERSIDE CH / W. Rodgers	PHONE NO. 450-2284
ZONE ATLAS PAGE E-12	Jim Rogers
(SDP for SUB), (SDP for BP), (FINAL PLATS), (MASTER DEV PLAN), (IR), (AA)	

AA

ONE STOP COMMENT FORM LOG

TRANSPORTATION DEV (505) 924-3990			
PLANS DISAPPROVED	NG	DATE 1-21-04	DATE
PLANS APPROVED	NA	DATE 1-30-04	DATE
COMMENTS:			
- INFRASTRUCTURE LIST NEEDS TO BE SIGNED OK NA			
- HGV STALL DIMENSIONS (WIDTH) ? ADA STALLS ✓			
- ROAD SIGNATURE (NEW) BLOCK OUT PLANS X			
- WILSON IS PETITIONER CONNECTED FROM LA DRIVE ? STOPS TO BE ADDED			
- LOOK @ DPM FOR STALL DIMENSIONS ✓			

UTILITY DEV (505) 924-3989			
PLANS DISAPPROVED	NA	DATE 1/23/04	DATE
PLANS APPROVED	RA	DATE 1/30/04	DATE
COMMENTS:			
Need Fire Marshall approved site plan / utility plan showing location of all hydrants and flow requirements. Done			

HYDROLOGY DEV (505) 924-3986			
PLANS DISAPPROVED	BLB	DATE 1-26-04	DATE
PLANS APPROVED		DATE	DATE
COMMENTS:			
- City engineer cannot sign site plan or AA until Infrastructure List ^{Infra List} signed, and financially guaranteed with the SIA.			
- grading plan must be approved prior to sign-off			
comments on I.L. ok			

PARKS AND REC (505) 768-5328			
PLANS DISAPPROVED		DATE	DATE
PLANS APPROVED		DATE	DATE
COMMENTS:			

PLANNING (505) 924-3858 Rec. 2/6/04			
PLANS DISAPPROVED	Steve	DATE 2-26-04	DATE
PLANS APPROVED		DATE	DATE
COMMENTS:			
DISAPPROVED - MUST GO TO EPC. The request affects more than 10% of the site.			
Called Agent 2-26-04			

661-4938

(Return form with plat / site plan)



ENVIRONMENTAL
DYNAMICS, INC.

January 12, 2004

Mr Bob Paulsen
City of Albuquerque
Planning Department

Re: Administrative Amendment to Site Development Plan for Building Permit

W. J. Rogers Construction is representing the Elders of the Riverside Church of Christ for an application for a site plan for building permit for Tract A-1B of the lands of Joel R. Taylor.

The intent of the proposal is to provide a new central worship facility and a new parking area for an existing parsonage. The new building will allow the congregation to use the existing church building for youth and elderly programs and additional offices

The proposal provides for an additional 82 defined parking spaces (with 4 accessible spaces) and will have 5% of the total site covered in landscaping per verbal approval from Richard Danean and Cynthia Borrego.

The proposed architectural design utilizes a 2 story metal building with a footprint of 8,320 square feet. The facade is articulated with raised parapets and canopies at the entrance and colored accent siding for interest and to relate to the architectural character of the existing building.

Thank you for considering this application for a site plan for building permit.

Sincerely,

Jim Rogers
Owner
WJ Rogers Construction

kent bejerle

kris callori

j. stace mcgee

michael ryan

ph: 505 242.2851

fx: 505 242.2852

Responsible Design of the Built Environment



ENVIRONMENTAL
DYNAMICS, INC.

January 12, 2004

Mr. Bob Paulsen
City of Albuquerque
Planning Department

Re: New Riverside Church of Christ
3100 La Orilla Road
Albuquerque, NM
EDI Project No. 0203

Mr. Bob Paulsen:

As speaker and representative for the Elders of the Riverside Church of Christ located at Coors Blvd and La Orilla road, I hereby authorize W.J. Rogers Construction to act as Agent on my behalf on matters pertaining to city development processes.

kent beierle

kris callori

j. stace mcgee

michael ryan

Sincerely,

Ralph Cochrane

ph: 505.242.2851
fx: 505.242.2852

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Responsible Design of the Built Environment



Environmental Dynamics, Inc.
 320 Central Avenue, SW
 Albuquerque, New Mexico 87102
 Phone 505.242.2851
 Fax 505.242.2852

Date: 1/22/03

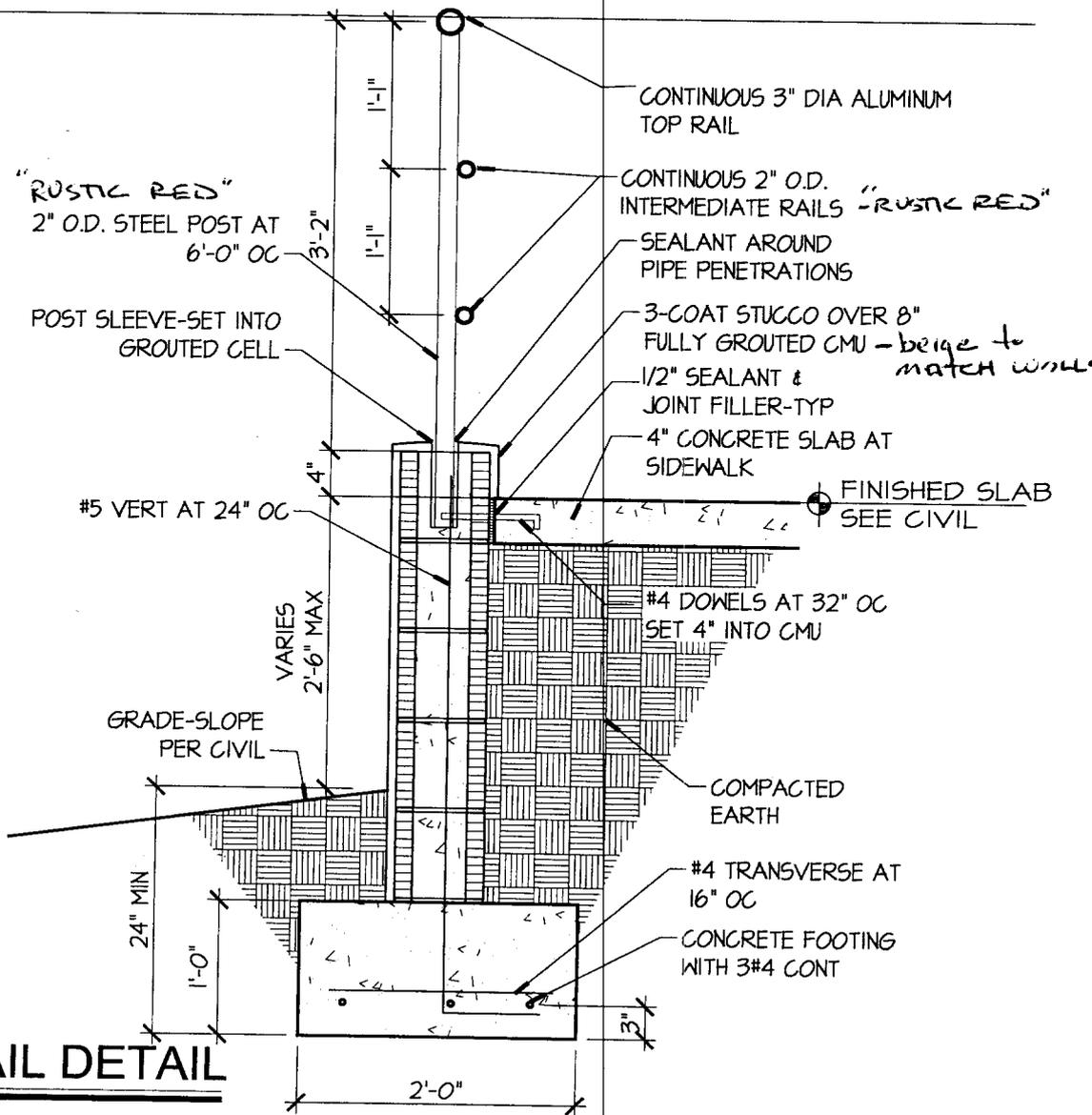
Description: PATIO WALL

REVISION FORM

Revision Number - Item Number: 1-2

Project Name: RIVERSIDE CHURCH
 Project No.: 0203

Drawing Scale: 3/4"=1'-0"



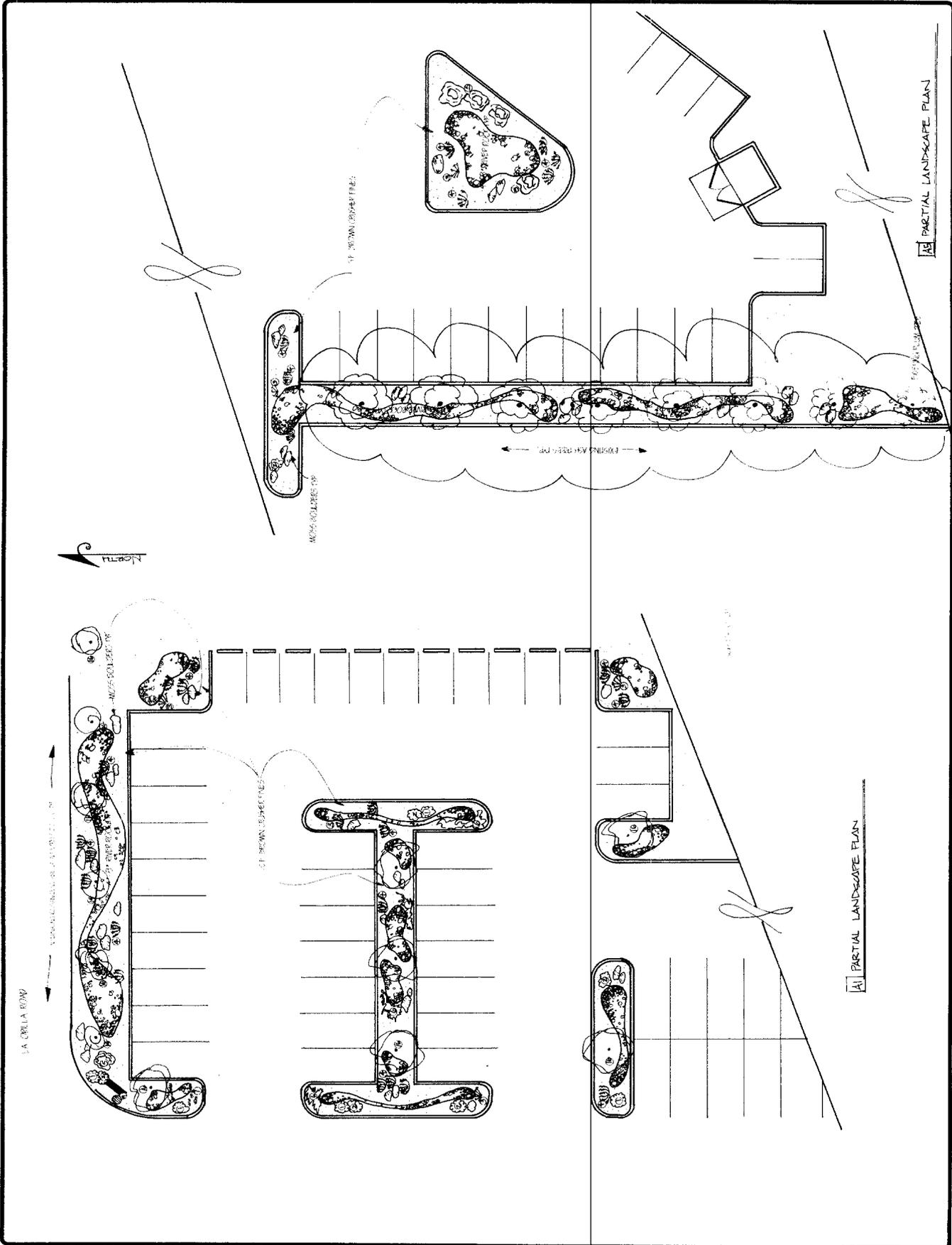
2 WALL & RAIL DETAIL
 3/4"=1'-0"

Drawing Sheet: A101 /ADD /RFI /CCD /ASI /PR /CO Number

cc: File
 encl:
 file:

REVISIONS BY	

DATE	1-2-85
SCALE	
JOB NO.	
SHEET	1-2
OF SHEETS	2



A1 PARTIAL LANDSCAPE PLAN

A2 PARTIAL LANDSCAPE PLAN

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

Revised: 4/7/2003

This checklist will be used to verify the completeness of site plans submitted for review by the Environmental Planning Commission. 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.

John Rogers
Applicant or Agent Signature / Date

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**

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. 82" x 11" reduction for each plan sheet.
- 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' [Other scales as approved by staff]
- 3. Bar scale
- 4. North arrow
- 5. Scaled vicinity map - SEC ZONE A 11 LAS PAGE
- 6. Existing structures on the site and within 20 feet of the site boundaries
- 7. Property lines (clearly identify)
- 8. Existing and proposed easements (identify each)

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

Revised: 4/7/2003

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 — **WALL SECTION + COLORS ON 8 1/2 x 11 ATTACHED**
- 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: 78 provided: 78
Handicapped spaces required: 4 provided: 4
- B. Bicycle parking & facilities
 - 1. Bicycle racks, spaces required: 4 provided: 4 (1 RACK FOR FOUR BIKES)
 - 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.

3. Streets and Circulation

- 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

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT CHECKLIST

Revised: 4/7/2003

- N/A 2. Pedestrian trails and linkages
- N/A 3. Bus facilities, including routes, bays and shelters existing or required

4. 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)

5. Phasing

- N/A 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.

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 (SCALE @ 1:10)
- 2. Bar Scale
- 3. North Arrow
- 4. Property Lines
- 5. Existing and proposed easements
- 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
- 9. Planting Beds, indicating square footage of each bed
- 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 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)

SHEET #3 - PRELIMINARY GRADING PLAN -

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: 4/7/2003

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
- 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.

B. Signage

- 1. Site location(s) *at building*
- 2. Sign elevations to scale *(existing only)*
- 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. *(EXISTING)*

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.

**ONE STOP SHOP
CITY OF ALBUQUERQUE PLANNING DEPARTMENT
Development & Building Services**

PAID RECEIPT

APPLICANT NAME Elders of Riverside Church of Christ
 AGENT WJ Rogers
 ADDRESS 403 Oreja de Oro Rio Rancho, NM. 87120
 PROJECT & APP # 1001445
 PROJECT NAME RIVERSIDE CHURCH OF CHRIST

- \$ _____ 469099/4916000 Conflict Management Fee
- \$ _____ 441006/4983000 DRB Actions
- \$ 45.00 441006/4971000 EPC/AA/LUCC Actions & All Appeals
- \$ _____ 441018/4971000 Public Notification
- \$ _____ 441006/4983000 DRAINAGE PLAN REVIEW OR TRAFFIC IMPACT STUDY ***
 Major/Minor Subdivision Site Development Plan Bldg Permit
 Letter of Map Revision Conditional Letter of Map Revision
 Traffic Impact Study

\$ 45.00 TOTAL AMOUNT DUE

*****NOTE: If a subsequent submittal is required, bring a copy of this paid receipt with you to avoid an additional charge.**

FOR SECURITY PURPOSES, THE FACE OF THIS DOCUMENT CONTAINS A COLORED BACKGROUND AND MICROPRENTING IN THE BORDER

ENVIRONMENTAL DYNAMICS, INC.
 320 CENTRAL AVENUE SW
 ALBUQUERQUE, NM 87102
 505-242-2851

BANK OF ALBUQUERQUE, N.A.
 ALBUQUERQUE, NM

95-660/1070 **2795**

1/20/2004

\$ **45.00

PAY TO THE ORDER OF City of Albuquerque

Forty-Five and 00/100 ***** DOLLARS

City of Albuquerque

City of Albuquerque
 Treasury Division

01/20/2004
 RECEIPT# 00017707 WSH 003 TRANS# 0029
 Account 441006 Fund 0110
 Activity 4971000 AUTHORIZED SIGNATURE
 Trans Amt \$45.00

⑈002795⑈ ⑆107006606⑆ 7827309779⑈

THE REVERSE SIDE OF THIS DOCUMENT INCLUDES AN ARTIFICIAL WATERMARK - HOLD AT ANGLE TO VIEW

Thank You

INFRASTRUCTURE LIST

EXHIBIT "A"

TO SUBDIVISION IMPROVEMENTS AGREEMENT
DEVELOPMENT REVIEW BOARD (D.R.B.) REQUIRED INFRASTRUCTURE LIST
RIVERSIDE CHURCH OF CHRIST
PROPOSED NAME OF PLAT AND/OR SITE DEVELOPMENT PLAN
TRACT A-1-B, LANDS OF JOEL P. TAYLOR
EXISTING LEGAL DESCRIPTION PRIOR TO PLATTING ACTION

Date Submitted: 1-14-2004
Date Site Plan Approved: 1/14/04
Date Preliminary Plat Approved: 1/14/04
Date Preliminary Plat Expires: XXXXXXXX/XXXXXX/04
DRB Project No: 04AA 00072
DRB Application No: 04AA 00072

Following is a summary of PUBLIC/PRIVATE Infrastructure required to be constructed or financially guaranteed for the above development. This Listing is not necessarily a complete listing. During the SIA process and/or in the review of the construction drawings, if the DRC Chair determines that appurtenant items and/or unforeseen items have not been included in the infrastructure listing, the DRC Chair may include those portions of the financial guarantees. Likewise, if the DRC Chair determines that appurtenant or non-essential items can be deleted from the listing, those items may be deleted as well as the related administratively. In addition, any unforeseen items which arise during construction which are necessary to complete the project and which normally are the Subdivider's responsibility will be incorporated project acceptance and close out by the City.

SIA Sequence #	COA DRC	Size	Type of Improvement	Location	From	To	Private Inspector	City Inspector	City Enst Engineer
		16' WIDE	RESIDENTIAL PAVEMENT	LA ORILLIA	WEST PROP LINE	CUL-DE-SAC	/	/	/
		STD	CONC. CURB AND GUTTER	LA ORILLIA SOUTH	WEST PROP LINE	CUL-DE-SAC	/	/	/
		8'	TEMPORARY PAVEMENT	LA ORILLIANORTH	WEST PROP LINE	CUL-DE-SAC	/	/	/
		30' RAD	CUL-DE-SAC	LA ORILLIA	NEAR EAST PROP LINE	SOUTH SIDE OF LOOP ROADWAY	/	/	/
		4'	SIDEWALK	LA ORILLIA SOUTH	WEST PROP LINE	EAST PROP LINE	/	/	/
		24'	TEMPORARY PAVEMENT	LA ORILLIA	COORS BLVD	WEST PROP LINE	/	/	/
		4"	WATER SERVICE W/METER	LA ORILLIA	WEST SIDE OF SITE		/	/	/
		4"	SANITARY SEWER	LA ORILLIA	WEST SIDE OF SITE		/	/	/

CITY OF ALBUQUERQUE



June 27, 2005

Jim Rogers
403 Oreja Del Oro
Rio Rancho, NM 87124

RE: Administrative Amendment Project #1001445

Mr. Rogers:

You applied for an Administrative Amendment from the Albuquerque Planning Department on January 20, 2004. The file has been inactive for a period of time. If I do not hear from you in the next 15 days I will close the file.

P.O. Box 1293

Please call me if you have questions at 924-3886.

Albuquerque Sincerely,

A handwritten signature in cursive script that reads 'April Candelaria'.

New Mexico 87103 April Candelaria
Administrative Assistant

www.cabq.gov