

# City of Albuquerque



## DEVELOPMENT/ PLAN REVIEW APPLICATION

### SUBDIVISION

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

### SITE DEVELOPMENT PLAN

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

### STORM DRAINAGE

- Storm Drainage Cost Allocation Plan

### Supplemental form

#### 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)
- L A **APPEAL / PROTEST of...**
- D 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 2<sup>nd</sup> Street NW, Albuquerque, NM 87102. Fees must be paid at the time of application. Refer to supplemental forms for submittal requirements.

### APPLICANT INFORMATION:

NAME: CHELWOOD HOLDINGS, LLC PHONE: 299-8343  
 ADDRESS: 2518 EUBANK NE FAX: 299-8189  
 CITY: ALBUQUERQUE STATE NM ZIP 87112 E-MAIL: ALEXAKNIGHT@AOL.COM  
 Proprietary interest in site: \_\_\_\_\_ List all owners: MIKE & ALEXA KNIGHT  
 AGENT (if any): \_\_\_\_\_ PHONE: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ FAX: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ E-MAIL: \_\_\_\_\_

DESCRIPTION OF REQUEST: ADMINISTRATIVE AMENDMENT FOR 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. 24, 25, 26, 27 Block: 48 Unit: \_\_\_\_\_  
 Subdiv. / Addn. SNOW HEIGHTS ADD.  
 Current Zoning: SU-1 for Office; Permissive uses Proposed zoning: \_\_\_\_\_  
 Zone Atlas page(s): H21 No. of existing lots: \_\_\_\_\_ No. of proposed lots: \_\_\_\_\_  
 Total area of site (acres): 1.00 Density if applicable: dwellings per gross acre: \_\_\_\_\_ dwellings per net acre: \_\_\_\_\_  
 Within city limits?  Yes. No , but site is within 5 miles of the city limits.) Within 1000FT of a landfill? \_\_\_\_\_  
 UPC No. \_\_\_\_\_ MRGCD Map No. \_\_\_\_\_  
 LOCATION OF PROPERTY BY STREETS: On or Near: NE CORNER OF EUBANK & CLAREMONT  
 Between: MENARD NE and CANDEMARIA NE

### CASE HISTORY:

List any current or prior case number that may be relevant to your application (Proj., App., DRB-, AX\_Z\_, V\_, S\_, etc.):  
ZONE MAP AMENDMENT # 06EPC-01703

Check-off if project was previously reviewed by Sketch Plat/Plan ?, or Pre-application Review Team ?. Date of review: \_\_\_\_\_

SIGNATURE ALEXA KNIGHT DATE 4/24/07  
 (Print) ALEXA KNIGHT  Applicant  Agent

### FOR OFFICIAL USE ONLY

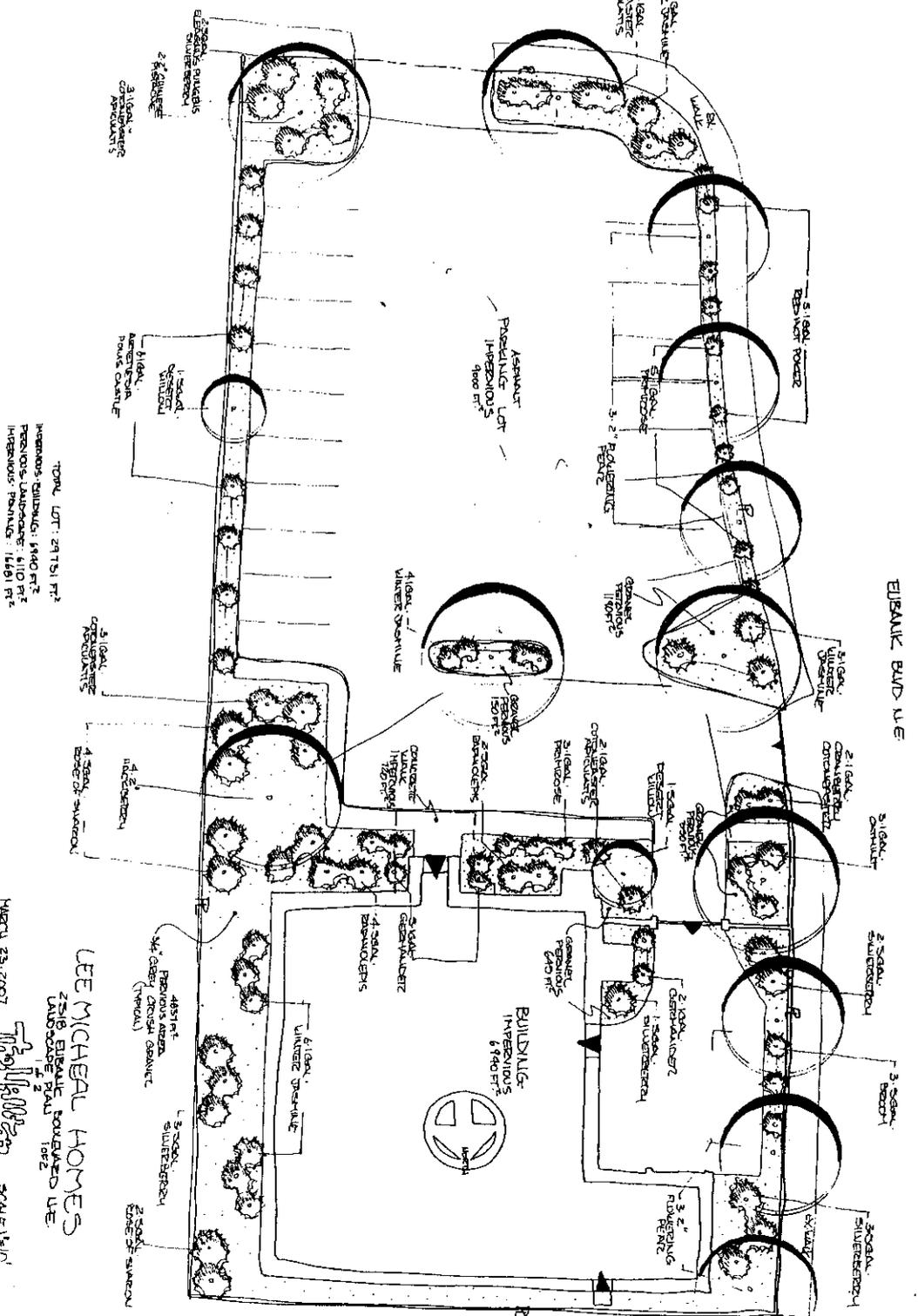
Form revised 4/04

INTERNAL ROUTING	Application case numbers	Action	S.F.	Fees
<input checked="" type="checkbox"/> All checklists are complete	<u>07AA</u> <u>00541</u>	<u>AR</u>	<u>247</u>	\$ <u>45.00</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 type="checkbox"/> Case history #'s are listed				\$ _____
<input type="checkbox"/> Site is within 1000ft of a landfill				\$ _____
<input checked="" type="checkbox"/> F.H.D.P. density bonus				\$ _____
<input checked="" type="checkbox"/> F.H.D.P. fee rebate				\$ _____
				Total
				\$ <u>45.00</u>

Hearing c... \_\_\_\_\_  
Archers June 4/24/07  
 Planner signature / date

Project # 1005279

COLEBROOK AVE. U.E.



TOPLY LRT: 29151 FT<sup>2</sup>  
 HERRONS: 1440 FT<sup>2</sup>  
 PERRONS: 1440 FT<sup>2</sup>  
 HERRONS: 1440 FT<sup>2</sup>  
 HERRONS: 1440 FT<sup>2</sup>

LEE MICHAEL HOMES  
 2100 ELIZABETH TOWNSEND U.E.  
 1982

March 23, 2007  
 Lee Michael Homes

SCALE 1"=10'



0' 10' 20'

ELIZABETH BLD U.E.



Map amended through: 11/2/2006

Albuquerque Geographic Information System

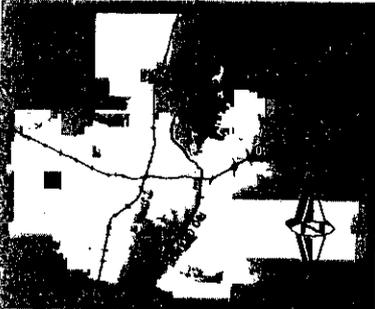


**H-21-Z**  
Zone Atlas Page:

**Selected Symbols**

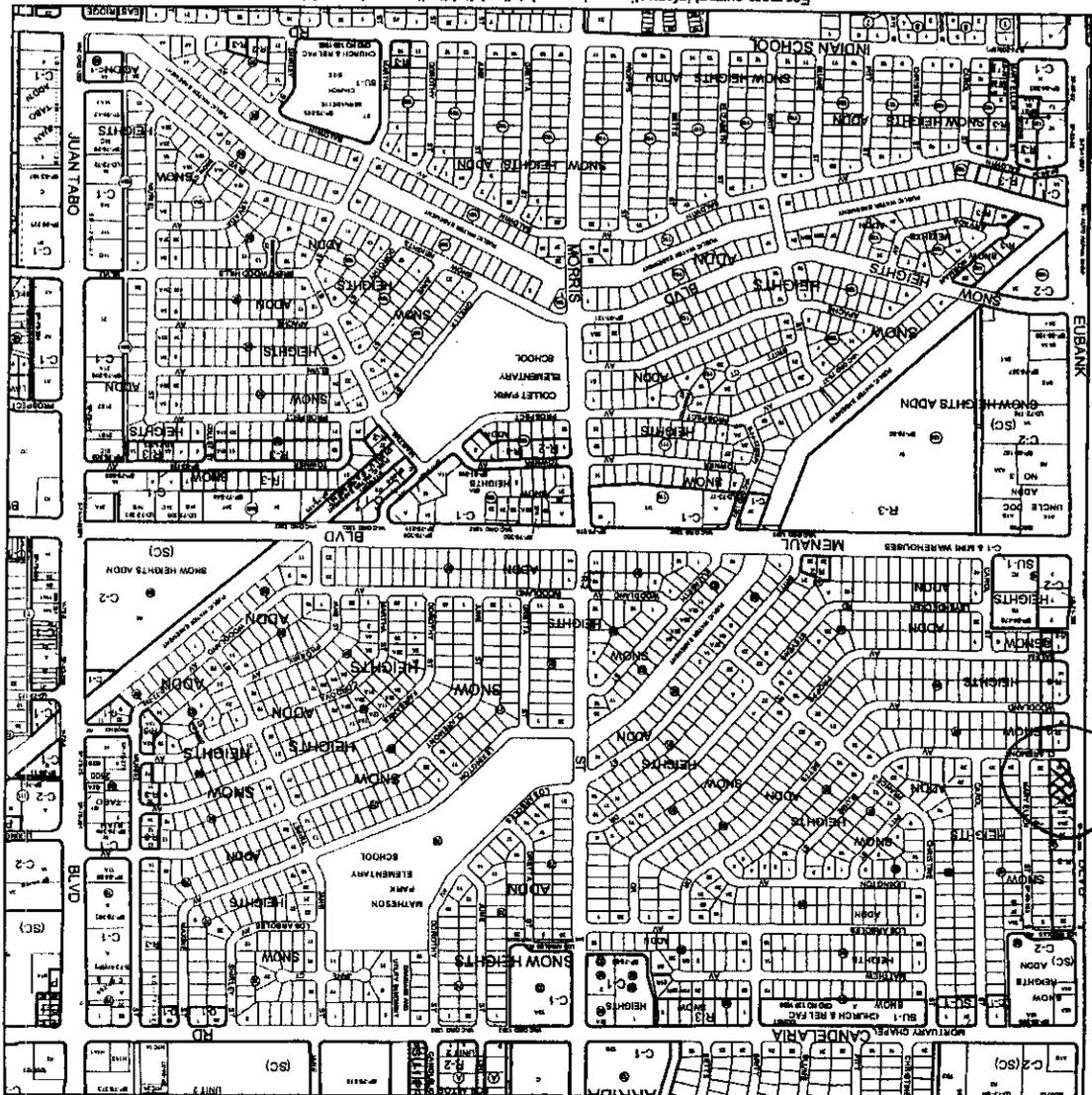
- SECTOR PLANS
- 2 Mile Airport Zone
- Design Overlay Zones
- City Historic Zones
- H-1 Buffer Zone
- Wall Overlay Zone
- Airport Noise Contours
- Equipment

Petograph Men



0 750 1,500 Feet

For more current information and more details visit: <http://www.cabq.gov/gis>



April 2, 2007

City of Albuquerque  
Planning and Zoning Department  
Attn: Environmental Planning Commission  
P.O. Box 1293  
Albuquerque, NM 87103

4/24/07  
\* REVIEWED FOR ADMINISTRATIVE AMENDMENT

Re: Site Development Plan submittal for building permit  
Lots 24, 25, 26, & 27 in Block 48 of Snow Heights Addition  
2518 Eubank NE Albuquerque, NM 87112  
Zone map amendment #: 06EPC-01703

To whom it may concern:

As part of the condition of our recent zone change approval we are submitting all the requirements as requested by PRT. The proposed improvements include an attractive landscaping plan offering shaded areas with bushes & trees, which does not presently exist, and to improve the exterior look of the building with window and door awnings, courtyard wall and covered patio area. The present look of the building is very plain and out-dated with no architectural or curb appeal. We feel that the changes will not only improve the look of the neighborhood, but will offer a greater appeal to the City corner, while providing enjoyment for neighbors and the general public. The building will be aesthetically improved through general clean up, updating, and exterior renovations, and will be an overall visual and environmental improvement for the neighborhood.

Included are the following items:

- 1) Letter describing the request
- 2) Cover Application
- 3) Site plan and related drawings (30 copies folded)
- 4) Site plans and related drawings reduced to 8 1/2 x 11
- 5) Zone atlas map with the entire property outlined
- 6) Office of Community and Neighborhood Coordination inquiry response, notifying letter & certified receipts
- 7) Sign posting agreement
- 8) Completed Site Plan for Subdivision Checklist
- 9) TIS/AQIA Traffic Impact Study form
- 10) Fees

Respectfully submitted,



Mike Knight  
Managing member, Chelwood Holdings, LLC.

AP

APPLICATION NO. 07A1-00541	PROJECT NO. 1005279
PROJECT NAME SNOW HEIGHTS ADD.	
EPC APPLICATION NO.	
APPLICANT / AGENT CHELWOOD HOLDINGS	PHONE NO. (505) 299- <sup>APD</sup>
ZONE ATLAS PAGE H-21	
(SDP for SUB), (SDP for BP), (FINAL PLATS), (MASTER DEV PLAN), (IR), (AA)	
<b>ONE STOP COMMENT FORM LOG</b>	

<b>HYDROLOGY DEV (505) 924-3986</b>		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED <i>BLB</i>	DATE <i>4/27/07</i>	DATE
COMMENTS:		

<b>UTILITY DEV (505) 924-3989</b>		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED <i>AR</i>	DATE <i>4/26/07</i>	DATE
COMMENTS:		

<b>TRANSPORTATION DEV (505) 924-3990</b>		
PLANS DISAPPROVED <i>NSF</i>	DATE <i>4/24/07</i>	DATE
PLANS APPROVED <i>NSF</i>	DATE <i>5/4/07</i>	DATE
COMMENTS:		
<i>SEE SITE PLAN MARKED 'TRANSP' FOR COMMENTS</i>		
<i>Call agent, talk to alexa on 4/26/07</i>		

<b>PARKS AND REC (505) 768-5328</b>		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED	DATE	DATE
COMMENTS:		

<b>PLANNING (505) 924-3858</b>		
PLANS DISAPPROVED	DATE	DATE
PLANS APPROVED <i>RB</i>	DATE <i>21 May '07</i>	DATE
COMMENTS:		
<i>Garage Addition</i>		
<i>RB</i>		

Revised 3/3/04

(Return form with plat / site plan)

04/26

May 2, 2007

City of Albuquerque  
City Planning Department  
Attn: Nilo  
P.O. Box 1293  
Albuquerque, NM 87103

Project # 1005279  
Zone map amendment # 06EPC-01703

Dear Nilo:

As per your request, enclosed please find the changes for Administrative Amendment for Site Development Plan for Building Permit submittal.

Please call if there are any further questions. Thank you for your consideration.

Sincerely,



Alexa Knight  
Chelwood Holdings, LLC  
(505) 299-8343

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

PAID RECEIPT

APPLICANT NAME Chelwood Holdings, LLC  
AGENT " " "  
ADDRESS 2518 Eubank NE.  
PROJECT & APP # 1005279/07AA-00541  
PROJECT NAME Snow Heights Add.

\$ \_\_\_\_\_ 441032/3424000 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\*\*\*

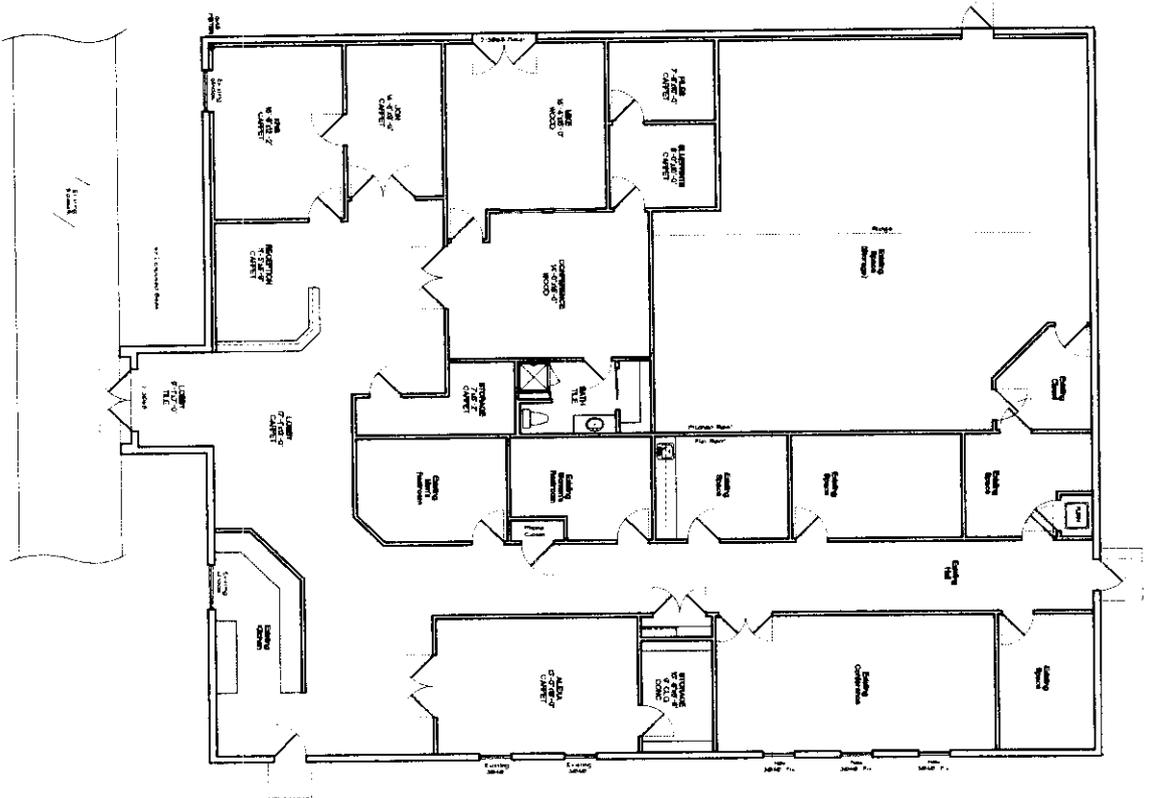
- ( ) Major/Minor Subdivision ( ) Site Development Plan ( ) Bldg Permit  
( ) Letter of Map Revision ( ) Conditional Letter of Map Revision  
( ) Traffic Impact Study

\$ 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.



Floor Plan



2 OF 5

PAGE A1

**LEE MICHAEL HOMES**

*Subbank Office*  
 2516 Eubank Boulevard NE  
 Albuquerque, New Mexico

**PISCIOLO'S**  
 Computerized Drafting  
 Carlos Mollino  
 1116 Collier Ct. NE Albuquerque, NM 87131  
 Ph: (505) 253-5588 Fax: (505) 284-9866  
 pisciolos@angelfire.com

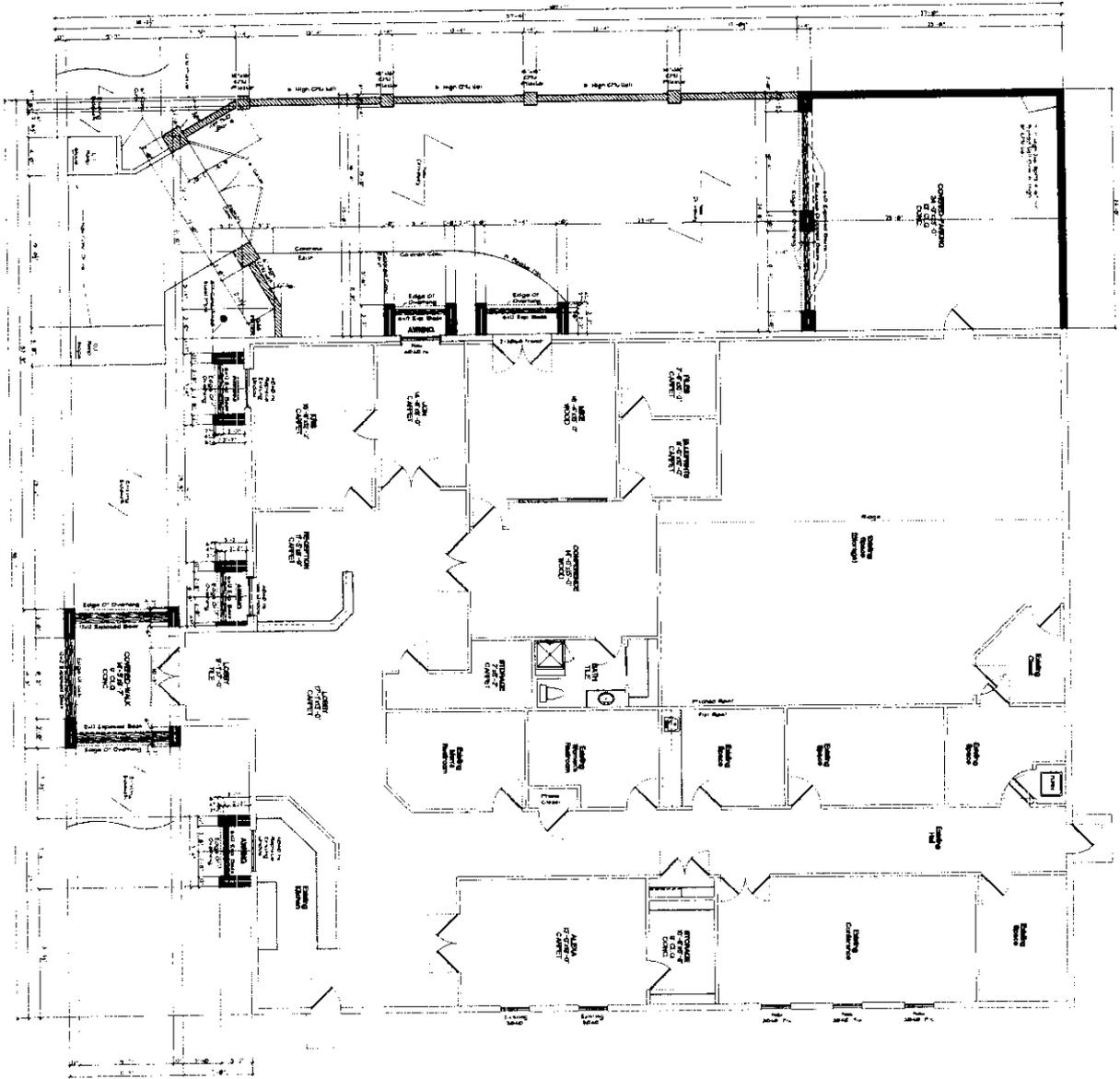
EXISTING FLOOR PLAN

DATE DRAWN  
 5/1/07

REVISIONS

1	5/1/07	1/1
2	5/1/07	1/1
3	5/1/07	1/1
4	5/1/07	1/1
5	5/1/07	1/1

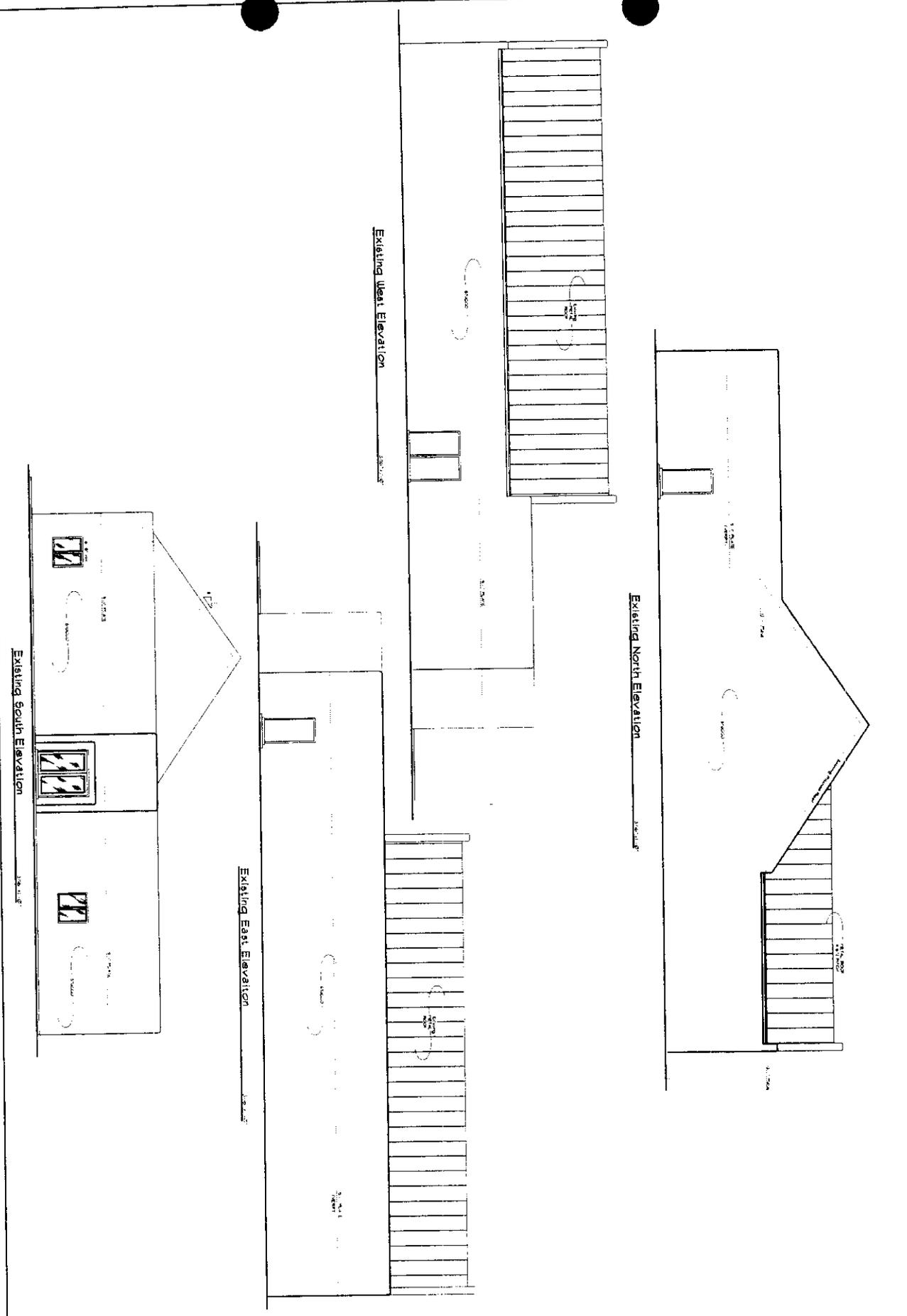
Floor Plan



3/26/07

**LEGEND**  
 Existing wall  
 New wall  
 2x4 wall  
 2x6 wall  
 New columns

ADDITIONAL AREAS	SE
ADDITIONAL COVERED WALK	771
TOTAL	943



4  
OF  
5

PAGE  
A3

**LEE MICHAEL**  
 HOMES  
 2518 Eubank Boulevard NE  
 Albuquerque, New Mexico

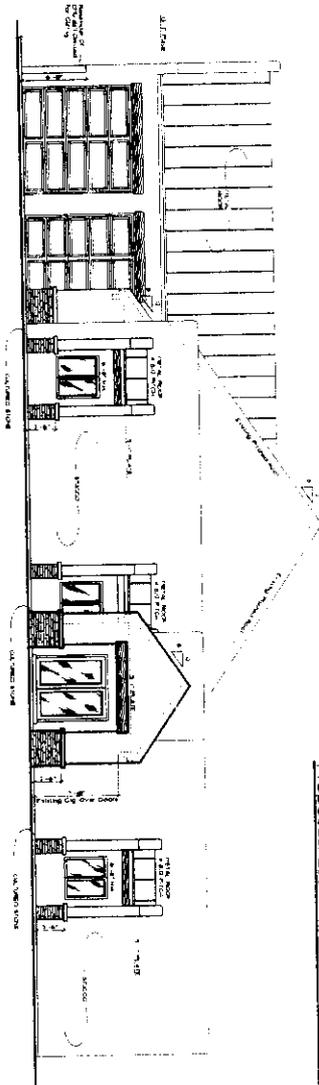
**PERKINS**  
 Consulting Drafting  
 Edwin Mullins  
 3300 Central Ave. Albuquerque, NM 87106  
 Tel: 505-754-9388 Fax: 505-754-9386  
 www.perkinsdrafting.com

EXISTING  
ELEVATIONS

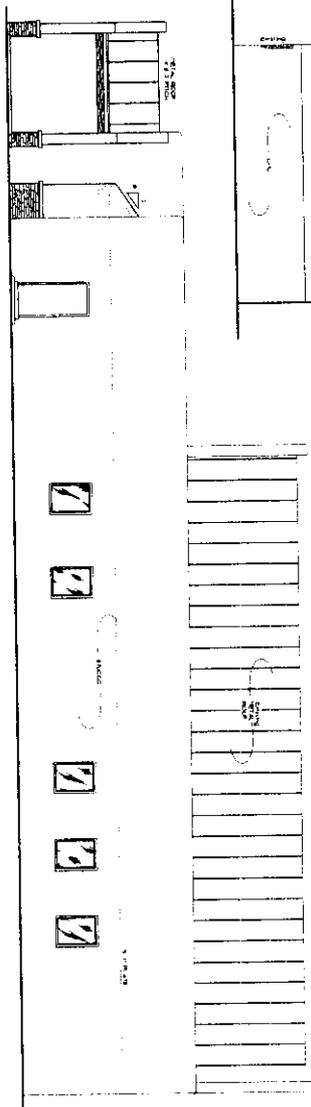
DATE  
DRAWN  
5/1/07

REVISIONS	
01	12/24/07
02	12/26/07
03	1/2/08
04	1/2/08

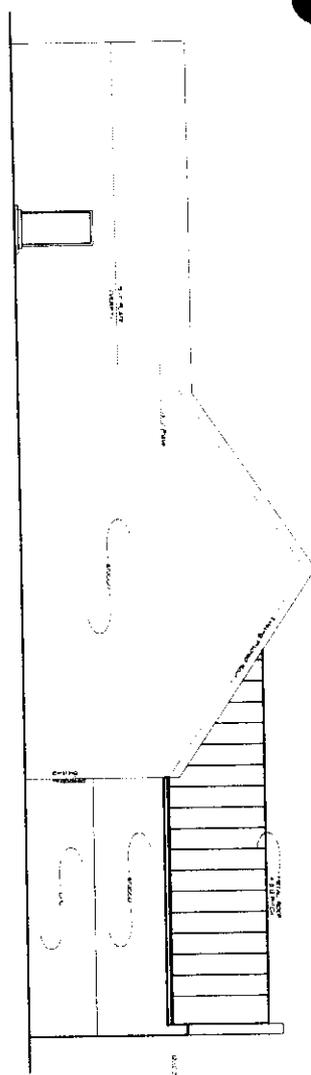
Proposed South Elevation



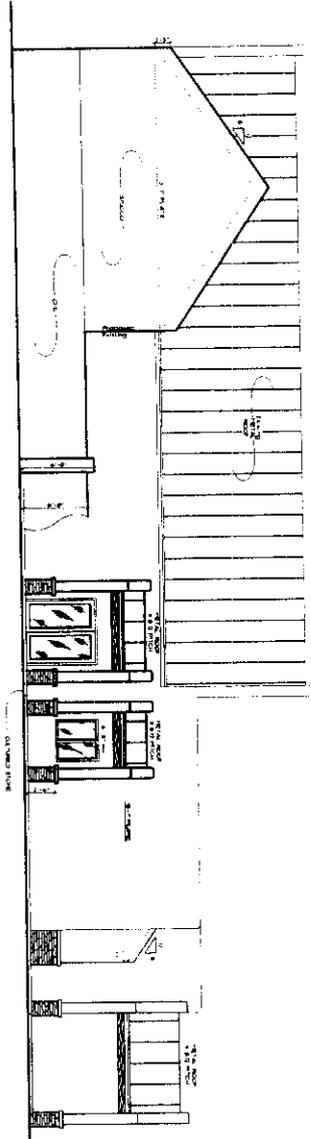
Proposed East Elevation



Proposed North Elevation



Proposed West Elevation



5 OF 5

PLATE A4

LEE MICHAEL HOMES

Eubank Office  
2518 Eubank Boulevard N.E.  
Albuquerque, New Mexico

PROJOT'S  
COMPUTERIZED DRAWING  
Office: 2340  
12345 6789 1011 Albuquerque, NM 87102  
Tel: 505-258-5588 Fax: 505-258-5588  
mailto:projot@compuserve.com

PROPOSED ELEVATIONS

DATE DRAWN  
5/1/07

REVISIONS	DATE	BY
1	12/26/06	1395/ST
2	01/26/07	1395/ST
3	02/26/07	1395/ST
4	03/26/07	1395/ST
5	04/26/07	1395/ST

**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 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
- 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**

**NOTE: The requirements specified below apply to the previous 3 plan types, unless otherwise noted.**

- 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** copy
- Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
- Letter briefly describing and justifying the request
- Letter of authorization from the property owner if application is submitted by an agent
- Copy of EPC or DRB Notice of Decision (not required for WTF)
- Fee (see schedule)
- Any original and/or related file numbers are listed on the cover application

**NOTE: The next two items are also required if the square footage change is 2% or more of any building's gross floor area**

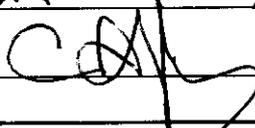
- Notifying letter & certified mail receipts addressed to owners of adjacent properties
- Office of Neighborhood Coordination inquiry response, notifying letter, certified mail receipts

**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:**

- Co-location 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 Debbie Stover at 924-3940 for details.

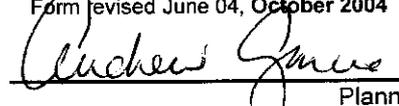
I, the applicant, acknowledge that any information required but not submitted with this application will likely result in deferral of actions.

ALEXA KNIGHT, CHELWOOD HOLDINGS  
 Applicant name (print)  
  
 Applicant signature / date  
 4/24/07



Form revised June 04, October 2004

- Checklists complete
  - Fees collected
  - Case #s assigned
  - Related #s listed
- Application case numbers  
 07AA - 00541

  
 Planner signature / date  
 4/24/07  
**Project # 1005279**