Environmental Planning Commission

Staff Report

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<tr>
<th>Agent</th>
<th>Tierra West</th>
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<tbody>
<tr>
<td>Applicant</td>
<td>Montgomery Blvd. Church of Christ</td>
</tr>
<tr>
<td>Request</td>
<td>Site Development Plan for Subdivision, Site Development Plan for Building Permit</td>
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<tr>
<td>Legal Description</td>
<td>Tract A-1, Plat of Tract A-1 Knapp Height Addition Montgomery Blvd between Louisiana Blvd and Pennsylvania Blvd</td>
</tr>
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<td>Location</td>
<td>10.3 acres SU -1 for Church and related facilities &amp;private school for preschool &amp; daycare thru secondary not to exceed 450 pupils</td>
</tr>
<tr>
<td>Proposed Zoning</td>
<td>Same</td>
</tr>
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Staff Recommendation

APPROVAL of Project # 1011556 Case # 18EPC-40012 and 18EPC-40013 based on the Findings and subject to the Conditions of Approval included within this report

Staff Planner

Maggie Gould

Summary of Analysis

The applicant requests a Site Development Plan for Subdivision to divide the existing tract, containing a church and school into two new lots and a Site Development Plan for Building Permit to allow the development of a new 23,580 square church.

The Stardust Skies Park and Knapp Height Neighborhood Associations and the District 4 and District 7 Coalitions of Neighborhoods were notified. A facilitated meeting occurred on March 14, 2018.

Meeting participants were generally supportive of the project. Some concerns were expressed about potential increased traffic and regarding the location of dumpster. The applicant has agreed to look at alternate locations for the dumpster.

Staff recommends approval with conditions for both requests.
(aerial photo 2016 AGIS)
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INTRODUCTION

Surrounding zoning, plan designations, and land uses:

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<th>Comprehensive Plan Area; Applicable Rank II &amp; III Plans</th>
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<tr>
<td>North</td>
<td>SU - 1 for Church and related facilities &amp; private school for preschool &amp; daycare thru secondary not to exceed 450 pupils</td>
<td>Area of Change</td>
<td>Institutional (church and school)</td>
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<td>Area of Consistency</td>
<td>Single Family Housing</td>
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<tr>
<td>East</td>
<td>C-2</td>
<td>Area of Change</td>
<td>Commercial</td>
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<tr>
<td>West</td>
<td>R-3, SU-1 PRD</td>
<td>Area of Change</td>
<td>Single Family, Single Family</td>
</tr>
<tr>
<td></td>
<td>R-1, C-1, C-2, SU-1 for O-1 Uses</td>
<td>Area of Change, Area of Consistency</td>
<td>Office, Commercial, Single</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Family Residential</td>
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</tbody>
</table>

Proposal

The applicant requests a Site Development Plan for Subdivision to divide the existing tract, containing a church and school into two new lots and a Site Development Plan for Building Permit to allow the development of a new 23,580 square church. The new Site Plan for Building Permit supersedes the previous approval for future tract A-2.

EPC Role

Pursuant to 14-16-2-22-(A), development on sites zoned SU-1 must occur in conformance with an approved Site Development Plan. The EPC is the approval body for such plan unless other stated in the approval of the SU-1 zone. The findings for the approval of the original zoning do not state that approval is delegated to any other body, so the EPC is the approval for this request. The EPC is the final decision-making body unless the EPC decision is appealed [Ref: §14-16-2-22(A)(1)]. If so, an appeal would be heard by the Land Use Hearing Officer (LUHO).

History/Background

A portion of the existing subject site was rezoned from R-1 to SU-1 Church and Related Facilities in 1971 (Z-71-199) to accommodate the church use that predates that zoning. In 1975 two additional lots and the vacated right of way for Mesilla Street were added and rezoned to SU-1 for Church and Related facilities (Z-75-66). A 1987 zone change and
site development plan consolidated the site into the current configuration. The EPC approved the existing zoning in 1996 along with a site plan update to add a playground.

**Context**

The area is developed with a mixture of single family residential, multifamily residential, commercial and services uses, as well as the existing church and school.

**Transportation System**

The Long Range Roadway System (LRRS) map, produced by the Mid-Region Council of Governments (MRCOG), identifies the functional classifications of roadways.

The LRRS designates Louisiana Blvd. as a Minor Arterial, north of Montgomery Blvd.

The LRRS designates Louisiana Blvd. south of Montgomery and Montgomery Blvd. as Principal Arterials.

The LRRS designates Pennsylvania Street as a Collector street.

The LRRS designates Chama as a Local street.

**Comprehensive Plan Corridor Designation**

Montgomery Blvd. is a major Transit Corridor.

**Trails/Bikeways**

Pennsylvania Street, approximately 1,600 feet from the site contains a bike lane. There are no bike facilities directly adjacent to the site.

**Transit**

The westbound regular Route 5 stops at northwest corner of the site, the eastbound route stops on the south side of Montgomery, between Chama Street and Julie Street.

**Public Facilities/Community Services**

Please refer to the Public Facilities Map in the packet for a complete listing of public facilities and community services located within one mile of the subject site.

**ANALYSIS of APPLICABLE ORDINANCES, PLANS AND POLICIES**

**Albuquerque Comprehensive Zoning Code**

The site is zoned SU -1 for Church and related facilities & private school for preschool & daycare thru secondary not to exceed 450 pupils. This zone allows a church and any activities related to the church as well as a private school for students of a variety of ages.

There are no Area Plans or Sector Development that govern the site.
The proposed use is permissive under the current zoning.

The Integrated Development Ordinance (IDO) converts the site to R-MH, Residential Multi-Family High Density because of the R-MH use to the east of the site. The church and school uses are allowed permissively in the R-MH zone.

**Definitions**

**SITE DEVELOPMENT PLAN.**

(1) An accurate plan at a scale of at least 1 inch to 100 feet which covers at least one lot and specifies:

(a) For Subdivision. The site, proposed use, pedestrian and vehicular ingress and egress, any internal circulation requirements and, for each lot, maximum building height, minimum building setback, and maximum total dwelling units and/or nonresidential uses' maximum floor area ratio. (See also MASTER DEVELOPMENT PLAN.)

(b) For Building Permits. In addition to information required for Subdivision, exact structure locations, structure (including sign) elevations and dimensions, parking facilities, loading facilities, any energy conservation features of the plan (e.g., appropriate landscaping, building heights and siting for solar access, provision for nonauto transportation, or energy conservational building construction), and proposed schedule for development.

SU-1 Special Use Zone, 14-16-2-22(A)(10) Church or other place of worship, including incidental recreational and educational uses; such an incidental use must be operated by the church rather than a business entity and must continue to be operated by the church, unless the resolution governing the SU-1 zone specifically allows operation of a specified incidental use by an entity other than the church itself. Incidental uses allowed include but are not limited to an emergency shelter operated by the church on the church's principal premises which is used regularly for public worship, notwithstanding special limitations elsewhere in this Zoning Code. Signs as permitted and regulated by the Planning Commission.

**Albuquerque / Bernalillo County Comprehensive Plan**

Policy Citations are in Regular Text; Staff Analysis is in **Bold Italics**

The subject site is located in the area designated an Area of Change by the Comprehensive Plan. Applicable policies include:

Policy 4.1.2. Identity and Design: Protect the identity and cohesiveness of neighborhoods by ensuring the appropriate scale and location of development, mix of uses, and character of building design.

*The proposed building is setback 80 feet from the western property line, away from the single family residential uses to the west. The proposed height is only 4 feet taller than the height allowed in the surrounding residential zones; the proposed use will not create excess traffic and did not require a Traffic Impact Study. Also, it could act as a*
transition from the neighborhood to Montgomery Blvd. The request furthers Policy 4.1.2 Identity and Design.

Policy 5.3.1 Infill Development: Support additional growth in areas with existing infrastructure and public facilities.

The proposed building is in an area with full access to existing urban infrastructure and services including water, electric and public safety. The requests further Policy 5.3.1 Infill Development.

Goal 5.6 City Development Areas

Encourage and direct growth to Areas of Change where it is expected and desired and ensure that development in and near Areas of Consistency reinforces the character and intensity of the surrounding area.

The requests create an additional new lot and building in an area of change along a transit corridor. The building use and height are compatible with the areas of consistency to the west. The requests further Goal 5.6 City Development Areas.

Policy 5.6.4 Appropriate Transitions: Provide transitions in Areas of Change for development abutting Areas of Consistency through adequate setbacks, buffering, and limits on building height and massing.

The Site Plan for Subdivision uses the existing site access points and will not disturb the neighborhood traffic patterns; the proposed building is set back 80 feet from the property line with trees and shrubs along Chama St. to screen the site. The proposed height is similar to the height of the surrounding residential development. The requests further Policy 5.6.4 Appropriate Transitions.

SITE DEVELOPMENT PLAN FOR SUBDIVISION

Request

The applicant proposes a Site Development Plan for Subdivision (SPS) to divide the existing lot containing a church and school into two new lots, one containing the existing church and school (Tract A-1) and one vacant lot for the construction of a new church (Tract A-2).

Section 14-16-3-11(B) of the Zoning Code states, “...Site Development Plans are expected to meet the requirements of adopted city policies and procedures.” As such, staff has reviewed the attached site development plan for conformance with applicable goals and policies in the Comprehensive Plan, the Comprehensive Zoning Code and all other applicable City planning documents.

The proposed SPS shows the required elements pursuant to 14-16-5-1, proposed use, pedestrian and vehicular ingress and egress, any internal circulation requirements and, for each lot, maximum building height, minimum building setback, and maximum total dwelling units and/or nonresidential uses' maximum floor area ratio.
Site Plan Layout / Configuration

The existing access points from Montgomery Blvd and Chama Street will remain, access on to Tract A-2 will be via the existing drive aisle that connects to both Chama Street and the entry drive from Montgomery Blvd.

The SPS proposes a maximum height of 26 feet within 85 feet of lots zoned for houses. Setbacks proposed are 5 feet for the front, 5 feet for side except near the junction of a driveway, alley or public sidewalk 11 feet. Rear setback is a minimum of 15 feet.

SITE DEVELOPMENT PLAN FOR BUILDING PERMIT

Request

The applicant requests a Site Development Plan for Building Permit for Tract A-2 to allow the development of new 23,580 square foot church. An existing house on the lot will be demolished to allow for the new church.

Section 14-16-3-11(B) of the Zoning Code states, “...Site Development Plans are expected to meet the requirements of adopted city policies and procedures.” As such, staff has reviewed the attached site development plan for conformance with applicable goals and policies in the Comprehensive Plan, the Comprehensive Zoning Code and all other applicable City planning documents.

Site Plan Layout / Configuration

The proposed church building will be a compatible use with the existing residential development and the existing church and school development.

The main entrance faces east towards the interior of the site, away from the single family residential development to the west.

Public Outdoor Space

The site plan shows an approximately 2,600 square foot patio at the entryway of the church; additional outdoor space is provided in the form of a 3,600 square foot playground area.

Vehicular Access, Circulation and Parking

The site takes access from Chama St. via a 24 foot wide shared access drive and from Montgomery Blvd. via 40 foot shared access drive. The zoning code 14-16-3-1 (A)(3) requires 1 parking for each 4 seats or 30 inches of pew space. The applicant proposes 350 seats for the church building; 88 spaces would be required and 143 spaces will be provided. The 14-16-3-1(F)(4) requires a wall or evergreen landscape buffer where parking areas abut the public street, are greater than 100 linear feet and contain more than 50 spaces. The landscaping plan shows a mixture of evergreen and deciduous
shrubs, prior to DRB the Blue Mist spirea will need to be replaced with an evergreen species. Parking lots trees are provided at 1 trees for each 10 spaces, with no space more than 100 feet from a tree.

**Pedestrian and Bicycle Access and Circulation, Transit Access**

A six foot wide sidewalk will connect the site to Montgomery Blvd with a 10 foot accessible ramp connecting from the sidewalk to the entry patio. There is an existing sidewalk along Chama St.

Two five space bike racks will be provided near the main entrance.

The existing sidewalk along Montgomery Blvd. provides access to the bus stop at the northwest corner of the site.

**Walls/Fences**

A 2 foot high, approximately 180 foot long garden wall (retaining wall) is shown on the west side of the site. Wall material will match the proposed building (see conditions)

**Lighting and Security**

Standards parking lot lights are proposed throughout the parking area; height is limited to 16 feet within 100 feet of a residential zone (14-16-3-9, Area Lighting Regulations).

**Landscaping**

The landscape plan shows a mixture of low and medium water plans that are generally successful in the Albuquerque area. The site plan meets the requirements of the zoning code 14-16-3-10, Landscape Regulations. Street trees are provided at 30 feet on center and meet the requirements of 14-16-3-10(G). The existing trees around the perimeter of the lot will remain and have been incorporated into the landscaping plan.

**Grading, Drainage, Utility Plans**

The site slopes from northeast to southwest with grade change of approximately 10 feet. Storm water will be accommodated in a ponding area in the northwest corner of the site and in the existing drainage infrastructure near the site.

**Architecture**

The approval of the underlying zoning did not require any specific architectural style. The proposed building will have light gray stucco finish with dark gray burnished CMU accents. The building will range in height from 16 feet to 31 feet 8 inches, with the majority of building at 28 to 30 feet.
Signage

14-16-2-22(A)(10), SU-1 Zone Church or other place of worship allows signs as permitted by the Planning Commission. The applicant proposes three building mounted signs. One 200 square foot sign and one 150 square foot sign on the west elevation, one 200 square foot sign on the south elevation and 1 150 square foot sign on the east elevation.

The applicant also proposes 42 square foot internally lit monument sign. These signs are all allowed if approved by the EPC.

AGENCY & NEIGHBORHOOD CONCERNS

Reviewing Agencies/Pre-Hearing Discussion

The Site Plan for Building Permit was updated to address the comments from Transportation, ABCWUA, PNM and Solid Waste.

Neighborhood/Public

The Stardust Skies Park and Knapp Height Neighborhood Associations and the District 4 and District 7 Coalitions of Neighborhoods were notified. A facilitated meeting occurred on March 14, 2018.

Meeting participants were generally supportive of the project. Some concerns were expressed about potential increased traffic and regarding the location of dumpster.

The applicant has moved the dumpster 30 feet farther east. This places the dumpster farther from the neighborhood and behind additional landscaping.

CONCLUSION

The applicant requests a Site Development Plan for Subdivision to divide the existing tract, containing a church and school into two new lots and a Site Development Plan for Building Permit to allow the development of a new 23,580 square church.
FINDINGS, Site Development Plan for Subdivision

Project # 1011556, Case # 18EPC- 40012

1. This is a request for a Site Development Plan for Subdivision for Tract A-1, Plat of Tract A-1 Knapp Height Addition located on Montgomery Blvd between Louisiana Blvd and Pennsylvania Blvd containing 10.3 acres.

2. The request divides the existing tract into two new tracts, tract A-2 containing 3.75 acres and tract A-1 containing 6.51 acres.

3. A request for a Site Development Plan for Building Permit 18-EPC-40013 accompanies this request.

4. The site is zoned SU-1 for Church and related facilities & private school for preschool & daycare thru secondary not to exceed 450 pupils.

5. The Albuquerque/Bernalillo County Comprehensive Plan, and the City of Albuquerque Zoning Code are incorporated herein by reference and made part of the record for all purposes.

6. The subject site within an area designated Area of Change by the Comprehensive Plan. The following policies are applicable to the request:

   Policy 4.1.2 Identity and Design: Protect the identity and cohesiveness of neighborhoods by ensuring the appropriate scale and location of development, mix of uses, and character of building design.

   The proposed height is only 4 feet taller than the height allowed in the surrounding residential zones; the proposed use will not create excess traffic. No TIS was required for the development. The request furthers Policy 4.1.2 Identity and Design.

   Policy 5.3.1 Infill Development: Support additional growth in areas with existing infrastructure and public facilities.

   The proposed subdivision will allow development in an area with full access to existing urban infrastructure and services including water, electric and public safety. The requests further Policy 5.3.1 Infill Development.

Goal 5.6 City Development Areas

Encourage and direct growth to Areas of Change where it is expected and desired and ensure that development in and near Areas of Consistency reinforces the character and intensity of the surrounding area.

The request creates an additional lot in an area of change along a transit corridor. The building use and height are compatible with the areas of consistency to the west. The requests further Goal 5.6 City Development Areas.
Policy 5.6.4 Appropriate Transitions: Provide transitions in Areas of Change for development abutting Areas of Consistency through adequate setbacks, buffering, and limits on building height and massing.

The Site Plan for Subdivision uses the existing site access points and will not disturb the neighborhood traffic patterns. The proposed height is similar to the height of the surrounding residential development. The requests further Policy 5.6.4 Appropriate Transitions.

7. The Stardust Skies Park and Knapp Height Neighborhood Associations and the District 4 and District 7 Coalitions of Neighborhoods were notified. A facilitated meeting occurred on March 14, 2018. Meeting participants were generally supportive of the project. Some concerns were expressed about potential increased traffic and regarding the location of dumpster. The applicant has moved the dumpster 30 feet farther east and behind additional landscaping.

RECOMMENDATION

APPROVAL of 1011556, Case # 18EPC- 40012 a request for Site Development Plan for Subdivision for Tract A-1, Plat of Tract A-1 Knapp Height Addition located on Montgomery Blvd between Louisiana Blvd and Pennsylvania Blvd containing 10.3 acres, based on the preceding Findings and subject to the following Conditions of Approval.

CONDITIONS OF APPROVAL, Site Development Plan for Subdivision

Project # 1011556, Case # 18EPC- 40012

1. The EPC delegates final sign-off authority of this site development plan to the Development Review Board (DRB). The DRB is responsible for ensuring that all EPC Conditions have been satisfied and that other applicable City requirements have been met. A letter shall accompany the submittal, specifying all modifications that have been made to the site plan since the EPC hearing, including how the site plan has been modified to meet each of the EPC conditions. Unauthorized changes to this site plan, including before or after DRB final sign-off, may result in forfeiture of approvals.

2. Prior to application submittal to the DRB, the applicant shall meet with the staff planner to ensure that all conditions of approval are met.

3. The Site Development Plan shall comply with the General Regulations of the Zoning Code, the Subdivision Ordinance, and all other applicable design regulations, except as specifically approved by the EPC.
FINDINGS, Site Development Plan for Building Permit

Project # 1011556, Case # 18EPC-40013

4. This is a request for a Site Development Plan for Building Permit for Tract A-1, Plat of Tract A-1 Knapp Height Addition located on Montgomery Blvd between Louisiana Blvd and Pennsylvania Blvd containing 10.3 acres.

5. The Site Development Plan for Building Permit will allow the development of a new 23,580 square church. The proposed is allowed under the existing zoning, SU-1 for Church and related facilities &private school for preschool & daycare thru secondary not to exceed 450 pupils. This site plan fulfills the requirement of the SU-1 zone that all development take place in accordance with a site plan.

6. The new Site Plan for Building Permit supersedes the previous approvals for future tract A-2.

7. An existing house on the lot will be demolished to allow for the new church.

8. A request for a Site Development Plan for Subdivision 18-EPC-40012 accompanies this request.

9. The Albuquerque/Bernalillo County Comprehensive Plan, and the City of Albuquerque Zoning Code are incorporated herein by reference and made part of the record for all purposes.

10. The subject site within an area designated Area of Change by the Comprehensive Plan. The following policies are applicable to the request:

Policy 4.1.2 Identity and Design: Protect the identity and cohesiveness of neighborhoods by ensuring the appropriate scale and location of development, mix of uses, and character of building design.

The proposed building is set back 80 feet from the western property line, away from the single family residential uses to the west. The proposed height is only 4 feet taller than the height allowed in the surrounding residential zones; the proposed use will not create excess traffic. No TIS was required for the development. Also, it could act as a transition from the neighborhood to Montgomery Blvd The request furthers Policy 4.1.2 Identity and Design.

Policy 5.3.1 Infill Development: Support additional growth in areas with existing infrastructure and public facilities.

The proposed building is in an area with full access to existing urban infrastructure and services including water, electric and public safety. The requests further Policy 5.3.1 Infill Development.

Goal 5.6 City Development Areas

Encourage and direct growth to Areas of Change where it is expected and desired and ensure that development in and near Areas of Consistency reinforces the character and intensity of the surrounding area.
The requests add an additional lot and building in an area of change along a transit corridor. The building use and height are compatible with the areas of consistency to the west. The requests further Goal 5.6 City Development Areas.

Policy 5.6.4 Appropriate Transitions: Provide transitions in Areas of Change for development abutting Areas of Consistency through adequate setbacks, buffering, and limits on building height and massing.

The Site Plan uses the existing site access points and will not disturb the neighborhood traffic patterns; the proposed building is setback 80 feet from the property line with trees and shrubs along Chama St. to screen the site. The proposed height is similar to the height of the surrounding residential development. The requests further Policy 5.6.4 Appropriate Transitions.

11. The Stardust Skies Park and Knapp Height Neighborhood Associations and the District 4 and District 7 Coalitions of Neighborhoods were notified. A facilitated meeting occurred on March 14, 2018. Meeting participants were generally supportive of the project. Some concerns were expressed about potential increased traffic and regarding the location of dumpster. The applicant has moved the dumpster 30 feet farther east and behind additional landscaping.

RECOMMENDATION

APPROVAL of 18EPC-40013, a request for Site Development Plan for Subdivision/Building Permit, for Tract A-1, Plat of Tract A-1 Knapp Height Addition located on Montgomery Blvd between Louisiana Blvd and Pennsylvania Blvd containing 10.3 acres, based on the preceding Findings and subject to the following Conditions of Approval.

CONDITIONS OF APPROVAL, Site Development Plan for Building Permit

Project # 1011556, Case # 18EPC- 40013

1. The EPC delegates final sign-off authority of this site development plan to the Development Review Board (DRB). The DRB is responsible for ensuring that all EPC Conditions have been satisfied and that other applicable City requirements have been met. A letter shall accompany the submittal, specifying all modifications that have been made to the site plan since the EPC hearing, including how the site plan has been modified to meet each of the EPC conditions. Unauthorized changes to this site plan, including before or after DRB final sign-off, may result in forfeiture of approvals.

2. Prior to application submittal to the DRB, the applicant shall meet with the staff planner to ensure that all conditions of approval are met.
3. Light poles shall be limited 16 feet in height within 100 feet of residential uses.

4. Garden wall material shall match or compliment the proposed building material.

5. Prior to DRB sign off the Blue Mist Spirea will need to be replaced with an evergreen species.

6. The Site Development Plan shall comply with the General Regulations of the Zoning Code, the Subdivision Ordinance, and all other applicable design regulations, except as specifically approved by the EPC.

Maggie Gould
Planner

Notice of Decision cc list:
To be added after hearing
looking west from center of site

Existing church seen from Montgomery Blvd
HISTORY
December 24, 1996

CERTIFICATION OF ZONING

FILE: Z-96-20
DATE OF FINAL ACTION: March 21, 1996
LEGAL DESCRIPTION: Tract A-1, Knapp Heights
Addition Unit 2, located at the northeast corner of the
intersection of Montgomery Boulevard NE and Chama
Street NE, containing approximately 10.28 acres (F-19).
Jenny Brekhus, Staff Planner

THE POSSIBLE APPEAL PERIOD HAVING EXPIRED, THE ZONING ON THE ABOVE CITED PROPERTY IS
NOW CHANGED AS FOLLOWS:

SU-1/CHURCH AND RELATED FACILITIES TO SU-1 CHURCH AND RELATED FACILITIES AND
PRIVATE SCHOOL FOR DAYCARE AND PRESCHOOL THROUGH SECONDARY NOT TO EXCEED 450
PUPILS

Successful applicants are reminded that other regulations of the City must be complied with, even after approval of the
zoning is secured. Approval of this case does not constitute approval of plans for a building permit. You should take two
copies of your plans to the Building & Inspection Division of the City to initiate a building permit.

Sincerely,

Ronald N. Short
Planning Director

RS/KD/ac
cc: Zoning
Neal Weinberg/AGIS/Admin.

Z-CERTIFICATION
City of Albuquerque
Planning Department
Development Services Division
P.O. Box 1293
Albuquerque, New Mexico 87103

Date: March 22, 1996

OFFICIAL NOTIFICATION OF DECISION

FILE: Z-96-20
LEGAL DESCRIPTION: Tract A-1, Knapp Heights Addition
Unit 2, located at the northeast corner of the
intersection of Montgomery Boulevard NE and Chama
Street NE, containing approximately 10.20 acres
(F-19) JENNY BREKHUS, STAFF PLANNER

On March 21, 1996, the Environmental Planning Commission voted to approve Z-96-20, a zone map amendment
request from SU-1/ Church and Related Facilities to SU-1/ Church and Related Facilities and Private School
for Daycare and Preschool through Secondary not to exceed 450 pupils based upon the following Findings:

FINDINGS:

1. The zone map amendment request is to expand an existing use on the site.

2. The requested use would be beneficial to the community. It would provide the community with an
education alternative.

3. The request would be an efficient utilization of an existing facility which is presently not used to
maximum intensity.

4. There exists adequate area on this site to accommodate the requested use.

On March 21, 1996, the Environmental Planning Commission voted to approve Z-96-20, a site development plan
amendment based upon the following Findings and subject to the following Conditions:

FINDINGS:

1. The amendment is for addition of a playground area only and circulation modification. No structural
modifications are requested.

2. The playground addition will not be injurious to surrounding neighbors.

3. Transportation and Utility improvements are not required at this time but should be a condition of
approval for Phase II.
OFFICIAL NOTIFICATION OF DECISION
Z-96-20
Page 2

CONDITIONS:

1. The square footage area and surface material of the playground area shall be shown on the site development plan.

2. Adjacent residences shall be shown on the site development plan.

3. A ground cover surrounding the perimeter fence of the playground shall be identified.

4. Sod or an appropriate ground cover shall be planted at the southeast edge of the playground area between the vacated street curb and fence. Benches and or picnic tables shall be arranged as a seating area.

5. Directional arrows shall be painted on the parking lot asphalt to indicate a circulation pattern or free standing signage shall be located at drive aisles. If free standing signs are used internally, an elevation of one sign with dimensions shall be shown on the site development plan. The school drop off zone shall be demarcated by striping or signage.

6. Transportation Division comments regarding infrastructure improvements and dedication will be deferred until Phase Two but shall be noted as general notes on the site development plan.

7. Utility Development improvements will be delayed until Phase II, but an encroachment agreement for structures already constructed will be required upon site development plan sign-off.

8. Location of the trash enclosures must be approved by Solid Waste Management Department/Refuse Division upon site development plan sign-off.

9. The playground perimeter fence shall be a material other than chain link or if chain link material is used vining shall be planted to grow on that surface.

10. The layout of parking shall conform to the minimum landscape requirements for tree and landscape requirements for parking lots.

IF YOU WISH TO APPEAL THIS DECISION, YOU MUST DO SO BY APRIL 5, 1996, IN THE MANNER DESCRIBED BELOW. A NON-REFUNDABLE FILING FEE OF $50 IS REQUIRED AT THE TIME THE APPEAL IS FILED.

Appeal to the City Council: Persons aggrieved with any determination of the Environmental Planning Commission acting under this ordinance and who have legal standing as defined in Section 14-16-4-4.8.2 of the City of Albuquerque Comprehensive Zoning Code may file an appeal to the City Council by submitting written application on the Planning Division form to the Planning Division within 15 days of the Planning Commission’s decision. The date the determination in question is issued is not included in the 15-day period for filing an appeal, and if the fifteenth day falls on a Saturday, Sunday or holiday as listed in the Merit System Ordinance, the next working day is considered as the deadline for filing the appeal. The City Council may decline to hear the appeal if it finds that all City plans, policies and ordinances have been properly followed. If it decides that all City plans, policies and ordinances have not been properly followed, it shall hear the appeal. Such appeal, if heard, shall be heard within 45 days of its filing.
YOU WILL RECEIVE NOTIFICATION IF ANY OTHER PERSON FILES AN APPEAL. IF THERE IS NO APPEAL, YOU CAN RECEIVE BUILDING PERMITS AT ANY TIME AFTER THE APPEAL DEADLINE QUOTED ABOVE, PROVIDED ALL CONDITIONS IMPOSED AT THE TIME OF APPROVAL HAVE BEEN MET. SUCCESSFUL APPLICANTS ARE REMINDED THAT OTHER REGULATIONS OF THE CITY MUST BE COMPLIED WITH, EVEN AFTER APPROVAL OF THE REFERENCED APPLICATION(S).

Sincerely,

Ronald N. Short, AICP
Planning Director

RNS/JB/ac/1240

cc: Steve West & Steve Varley, 30 Sunshine Rd. Tijeras NM 87509
    J.T. Osborn, Stardust Skies Park Neigh. Assoc., 7209 Dillwood Rd. NE, Albuq. NM 87110
    Corrie Layer, Stardust Skies Park Neigh. Assoc., 7313 Cerriveau NE, Albuq. NM 87110
ZONING

Please refer to the Zoning Code for specifics of the SU-1 zone
APPLICATION INFORMATION
Supplemental Form (SF)

SUBDIVISION
X Major subdivision action
___ Minor subdivision action
___ Vacation
___ Variance (Non-Zoning)

ZONING & PLANNING
___ Annexation
V Zone Map Amendment (Establish or Change Zoning, includes Zoning within Sector Development Plans)

SITE DEVELOPMENT PLAN
X for Subdivision
___ for Building Permit
___ Administrative Amendment (AA)
___ Administrative Approval (DRT, URT, etc.)
___ IP Master Development Plan
___ Cott. Appropriateness (LCU)

PEL APPEAL / PROTEST of...
___ Decision by: DRB, EPC, LUC, Planning Director, ZEO, ZHE, Board of Appeals, other

STORM DRAINAGE (Form O)
___ Storm Drainage Cost Allocation Plan

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

APPLICATION INFORMATION:
Professional/Agent (if any): Tierra West, LLC
PHONE: 505-858-3100
ADDRESS: 5571 Midway Park Place NE
FAX: 505-858-1118

CITY: Albuquerque
STATE: NM
ZIP: 87109
E-MAIL: tbr@tierrawestllc.com

APPLICANT: Montgomery Blvd. Church of Christ
PHONE: ""
ADDRESS: 7201 Montgomery Blvd. NE
FAX: ""

CITY: Albuquerque
STATE: NM
ZIP: 87109
E-MAIL: ""

Proprietary interest in site: Owner
List all owners:

DESCRIPTION OF REQUEST: Site Development Plan for Building Permit, Site Development Plan for Subdivision

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

SITE INFORMATION: ACCURACY OF THE EXISTING LEGAL DESCRIPTION IS CRUCIAL! ATTACH A SEPARATE SHEET IF NECESSARY.
Lot or Tract No. TR A-1 Plat of TR A-1
Subdiv/Addn/BBKA: KNAPP Heights ADDN
Existing Zoning: SU-1
Proposed zoning: SU-1
Church & Rich Fisc & Private School for Daycare & Preschool thru Secondary
Zone Atlas page(s): 1.19-2
UPC Code: 1010001114430330320

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-71-199, ZA-1919, Z-75-66, Z-96-20, Z-87-95, DRB-88-373, V-98-73

CASE INFORMATION:
Within city limits? Yes. No.
No. of existing lots: Number of proposed lots: Total site area (acres): 10.28/-

LOCATION OF PROPERTY BY STREETS: On or Near: Montgomery Blvd. NE
Between: Louisana and Pennsylvania St. NE

Check if project was previously reviewed by: Sketch Plan/Plan (PRT) (Review Date:)

SIGNATURE
(Print Name) Ronald R. Bohannan, P.E.

DATE 3/1/2018

FOR OFFICIAL USE ONLY

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

Application case numbers
19EPC 40012
40013
Action: DPL $385.00
SPS $385.00
SBP $385.00
CMF $50.00
AVV $15.00
Total $515.00

Hearing date: April 12, 2018
Project # 101556

3/1/18
Staff signature & Date
FORM P(1): SITE DEVELOPMENT PLAN REVIEW – EPC PUBLIC HEARING

☐ SITE DEVELOPMENT PLAN FOR SUBDIVISION (EPC16) Maximum Size: 24” x 36”
☐ IP MASTER DEVELOPMENT PLAN (EPC11)
  □ 5 acres or more and zoned SU-1, IP, SU-2, PC, or Shopping Center: Certificate of No Effect or Approval
  □ Scaled Site Development Plan and related drawings (folded to fit into an 8.5” by 14” pocket) 15 copies.
  □ For IP master development plans, include general building and parking locations, and design requirements for buildings, landscaping, lighting, and signage.
  □ Site Development Plans and related drawings reduced to 8.5” x 11” (1 copy)
  □ Zone Atlas map with the entire property(ies) clearly outlined
  □ Letter briefly describing, explaining, and justifying the request
  □ Letter of authorization from the property owner if application is submitted by an agent
  □ Office of Neighborhood Coordination inquiry response, notification letter, certified mail receipts
  □ Completed Site Development Plan for Subdivision and/or Building Permit Checklist
  □ Sign Posting Agreement
  □ Traffic Impact Study (TIS) form with required signature
  □ Fee (see schedule)
  □ List any original and/or related file numbers on the cover application

EPC hearings are approximately 7 weeks after the filing deadline. Your attendance is required.

☐ SITE DEVELOPMENT PLAN FOR BUILDING PERMIT (EPC15) Maximum Size: 24” x 36”
☐ SITE DEVELOPMENT PLAN and/or WAIVER OF STANDARDS FOR WIRELESS TELECOM FACILITY (WTF) (EPC17) Maximum Size: 11” x 17”
  □ 5 acres or more and zoned SU-1, IP, SU-2, PC, or Shopping Center: Certificate of No Effect or Approval
  □ Scaled Site Development Plan and related drawings (folded to fit into an 8.5” by 14” pocket) 15 copies.
  □ Site Development Plan for Subdivision, if applicable, previously approved or simultaneously submitted. (Folded to fit into an 8.5” by 14” pocket) 15 copies
  □ Site Development Plans and related drawings reduced to 8.5” x 11” (1 copy)
  □ Zone Atlas map with the entire property(ies) precisely and clearly outlined and crosshatched (to be photocopied)
  □ Letter briefly describing, explaining, and justifying the request
  □ Letter of authorization from the property owner if application is submitted by an agent
  □ Office of Neighborhood Coordination inquiry response, notification letter, certified mail receipts
  □ Sign Posting Agreement
  □ Completed Site Plan for Subdivision and/or Building Permit Checklist
  □ Traffic Impact Study (TIS) form with required signature
  □ Fee (see schedule)
  □ List any original and/or related file numbers on the cover application

NOTE: For waiver requests of a wireless regulation requirement, the following materials are required in addition to those listed above:

- Collocation evidence as described in Zoning Code §14-16-3-1-17(C)(2)
- Notarized statement declaring number of antennas accommodated. Refer to §14-16-3-1-7(D)(1)(d)(ii)
- Letter of intent regarding shared use. Refer to §14-16-3-1-7(A)(13)(e)
- Affidavit explaining factual basis of engineering requirements. Refer to §14-16-3-1-7(D)(1)(d)(iii)
- Distance to nearest existing free standing tower and its owner’s name if the proposed facility is also a free standing tower §14-16-3-1-7(D)(1)(d)(iv)
- Registered engineer or architect’s stamp on the Site Development Plans. Refer to §14-16-3-1-7(D)(1)(d)(v)
- Office of Neighborhood Coordination inquiry response based on 1/4 mile radius, notification letter, certified mail receipts
- Map showing 100 foot buffer (excluding ROW) around the site, list of property owners, certified mail receipts

EPC hearings are approximately 7 weeks after the filing deadline. Your attendance is required.

☐ AMENDED SITE DEVELOPMENT PLAN FOR BUILDING PERMIT (EPC01) Maximum Size: 24” x 36”
☐ AMENDED SITE DEVELOPMENT PLAN FOR SUBDIVISION (EPC02)
- Proposed amended Site Development Plan (folded to fit into an 8.5” by 14” pocket) 15 copies
- DRB signed Site Development Plan being amended (folded to fit into an 8.5” by 14” pocket) 15 copies
- DRB signed Site Development Plan for Subdivision, if applicable (required when amending SDP for Building Permit)
- 15 copies
- Site plans and related drawings reduced to 8.5” x 11” (1 copy)
- Zone Atlas map with the entire property(ies) clearly outlined
- Letter briefly describing, explaining, and justifying the request
- Letter of authorization from the property owner if application is submitted by an agent
- Office of Neighborhood Coordination inquiry response, notification letter, certified mail receipts
- Sign Posting Agreement
- Completed Site Development Plan for Building Permit Checklist (not required for SPS amendment)
- Traffic Impact Study (TIS) form with required signature
- Fee (see schedule)
- List any original and/or related file numbers on the cover application

EPC hearings are approximately 7 weeks after the filing deadline. Your attendance is required.

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

Ronald R. Bohman
Applicant name (print)
3/1/18
Applicant signature / date

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

Application case numbers
19-EX-40012
19-EX-40013

Form: Revised August 2017

3-1-18
Planner signature / date

Project #: 1011554
City of Albuquerque
P.O. Box 1293 Albuquerque, New Mexico 87103
Planning Department
David Campbell, Director

Tim Keller, Mayor
Sarita Nair, CAO

Date: February 19, 2018

SUBJECT: ALBUQUERQUE ARCHAEOLOGICAL ORDINANCE—Compliance Documentation
Case Number(s):
Agent: Tierra West, LLC
Applicant: Montgomery Blvd. Church of Christ
Legal Description: TR A-1 Plat of TR A-1 KNAPP Heights ADDN
Zoning: SU-1 Church & Rel Fac & Prvte School For DayCare & Preschool Thru
Secondary Not
Acreage: 10.28 +/-
Zone Atlas Page(s): F-19-Z

CERTIFICATE OF NO EFFECT: Yes ____  No ____

CERTIFICATE OF APPROVAL: Yes ____  No ____

TREATMENT PLAN REVIEW:
DISCOVERY:

SUPPORTING DOCUMENTATION:

SITE VISIT:

RECOMMENDATION(S):

SUBMITTED:
Ethan Kalosky, MA
Cultural Resource Specialist
Acting City Archaeologist
Parametrix

SUBMITTED TO:
Russell Brito, Planning Manager
City of Albuquerque Planning Department
Good Morning Ethan-

Attached please find the Archaeological Sign-Off Certificate of No Effect request form. We are wanting to submit to EPC for Site Development Plan for Building Permit for the March 1, 2018 deadline. The property is located 7201 Montgomery Blvd. NE Albuquerque NM 87109, and is zoned SU-1 and is 10.28 acres. I have provided a marked zone atlas page for your reference. If you have any questions please let me know or Richard Stevenson who is copied on this email.

Thank you

Respectfully,

Jaimie N. Garcia
Project Coordinator
Tierra West, LLC
5571 Midway Park Place NE
Albuquerque, NM 87109
505-858-3100 Office
505-858-1118 Fax
jgarcia@tierrawestllc.com

PRIVILEGED AND CONFIDENTIAL

The information contained in this electronic mail message is confidential, may be privileged, and is intended only for the use of the individual(s) named above or their designee. If you are not the intended recipient of this message, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. Any unauthorized interception of this message is illegal under the law. If you have received this message in error, please immediately notify me by return message or by telephone and delete the original message from your email system. Thank you.
CITY OF ALBUQUERQUE
TRAFFIC IMPACT STUDY (TIS) FORM

APPLICANT: Tierra West, LLC  DATE OF REQUEST: 02/19/2018  ZONE ATLAS PAGE(S): F-19-Z

CURRENT:
ZONING: SU-1
Church & REL FAC & PRIV ST SCHOOL FOR
DAYCARE & PRESCHOOL THRU SECONDARY NOT
PARCEL SIZE (AC/SQ FT)  10.28/-

LEGAL DESCRIPTION:
LOT OR TRACT #__________ BLOCK #____
SUBDIVISION NAME: KNAPP HEIGHTS ADDN

REQUESTED CITY ACTION(S):
ANNEXATION [ ]
ZONE CHANGE [ ]: From______ To______
SECTOR, AREA, FAC. COMP PLAN [ ]
AMENDMENT (Map/Text) [ ]

SITE DEVELOPMENT PLAN:
SUBDIVISION* [X] AMENDMENT [ ]
BUILDING PERMIT [X] ACCESS PERMIT [ ]
BUILDING PURPOSES [ ] OTHER [ ]

*includes platting actions

PROPOSED DEVELOPMENT:
NO CONSTRUCTION/DEVELOPMENT [ ]
NEW CONSTRUCTION [X]
EXPANSION OF EXISTING DEVELOPMENT [ ]

GENERAL DESCRIPTION OF ACTION:

# OF UNITS: 1
BUILDING SIZE: 23,580 (sq ft)

Note: changes made to development proposals / assumptions from the information provided above will result in a new TIS determination.

APPLICANT OR REPRESENTATIVE: [Signature]  DATE: 02/19/2018

(To be signed upon completion of processing by the Traffic Engineer)

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

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

THRESHOLDS MET? YES [X]  NO [ ]

MITIGATING REASONS FOR NOT REQUIRING TIS: PREVIOUSLY STUDIED: [ ]

Notes: No TIS needed

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

TRAFFIC ENGINEER [Signature]  DATE 2/21/18

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

TIS [Signature]  DATE __/__/___

-FINALIZED __/__/___

-Submitted __/__/___

TRAFFIC ENGINEER
DATE
Montgomery Church of Christ  
7201 Montgomery Blvd NE, Albuquerque, NM 87109  
Trip Generation Data (ITE Trip Generation Manual, 10th Edition)

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<th>AM PEAK HR</th>
<th>PM PEAK HOUR</th>
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February 19, 2018

Mr. Bill McCoy, Vice Chair
Environmental Planning Commission
City of Albuquerque
P.O. Box 1293
Albuquerque, NM 87103

RE: SITE DEVELOPMENT PLAN FOR BUILDING PERMIT
SITE DEVELOPMENT PLAN FOR SUBDIVISION
7201 MONTGOMERY BLVD. NE ALBUQUERQUE NM 87109
ZONE ATLAS PAGE: F-19-Z

Dear Mr. McCoy:

The purpose of this letter is to authorize Tierra West LLC to act as agent on behalf of Montgomery Church of Christ, pertaining to any and all submittals made to the City of Albuquerque for the above-referenced site.

J. Michael Jones
Print Name

Agent
Title

2-23-18
Date
March 1, 2018

Mr. Bill McCoy, Vice Chair
Environmental Planning Commission
City of Albuquerque
PO Box 1293
Albuquerque, NM 87103

RE: REQUEST FOR SITE DEVELOPMENT PLAN FOR SUBDIVISION
REQUEST FOR SITE DEVELOPMENT PLAN FOR BUILDING PERMIT
TRACT A-1 PLAT OF TRACT A-1 KNAPP HEIGHTS ADDN
ZONE ATLAS PAGE F-19-Z

Dear Mr. McCoy:

Tierra West, LLC, on behalf of Montgomery Church of Christ, requests a Site Development Plan for Subdivision and Building Permit approval for the subject site that is currently associated with the Montgomery Church of Christ. The proposed new development on the west side of the parcel owned by the church is for a new two story church building with seating for 350 members. The existing church building on the east side of the property will remain and be utilized for church related functions and events. The new lot created shall be 3.75± acres.

The existing zoning of the property is SU-1 for Church and related facilities and for private school for daycare and preschool thru to secondary school not to exceed 450 pupils. A zone change is not required nor proposed as the planned use conforms to the existing zoning. No variances are requested.

Site Location and History
The project site is located in the NE quadrant of the metropolitan area at 7201 Montgomery Blvd. east of the intersection at Louisiana Blvd. The entire site is 10.28 acres and is bounded by Chama St. to the west, Gene Ave to the north and the Arioso Apartments to the east. Site access to the existing church buildings is from Mesilla St. (a private roadway that connects to Montgomery Blvd.) and from Chama St.

In 2016 Tierra West discussed a possible site redevelopment with the City (a PRT meeting was held) featuring commercial development along the Montgomery Boulevard frontage and the addition to the existing church building. This concept did not progress any further and the church is now proposing an abridged development for the balance of the property in the form of a new church building. The new parcel proposed to be created as a result of the subdivision is 2.49± acres.

The existing land is mostly undeveloped however a single story residential house owned by the church is required to be demolished. The existing developed trees which surround the perimeter of the site were astutely incorporated into the landscape plan to maintain the existing flora.

Site Orientation
Access to the new building will remain the same as the current church access with access from Mesilla St. via Montgomery Blvd. and Chama St. The existing property owner will continue to own
both parcels of land and continue utilizing both the new church building and the existing facilities for church related activities.

The new building proposed will be located in the southwest corner of the site and will have a footprint of 23,580 square feet. The building includes a 350 seat auditorium/worship space and connected offices and learning rooms within the building footprint.

Pedestrian access will come from the Montgomery Blvd. right-of-way and will require the installation of a new sidewalk on the west side of Mesilla St. to access the new building. The sidewalk will be designed to meet ADA standards and this will be the ADA route from the right-of-way to the building.

Parking for the new building will be located around the perimeter of the building with a required 88 parking spaces. Head-in parking around the main drive isle that creates an access loop around the building is proposed to provide 143 parking spaces for the new building. Given the total parking count 8 accessible parking stalls is provided. There is 4 motorcycle spaces and 8 bicycle spaces provided.

A trip generation analysis was completed for the intended new church building and showed little or no significant impact to require any further traffic study.

**Elevations and Signage**
The building facades are composed of a combination of colored burnished CMU and stucco finishes with a mixture of dark and light grey color finishes. The canopies at the entrances shall be steel and the building will have aluminum windows. In certain sections there is glass curtainwalls to provide natural lighting. Shown on the conceptual building elevations is the signage locations and square footage of these signs.

**Grading and Drainage**
The site is located east of Louisiana Blvd. N.E. on the northeast corner of Chama St. N.E. and Montgomery Blvd. N.E. The site generally drains from the northeast to the southwest. The site does not lie within a designated flood hazard zone. Currently, the entire site free discharges runoff to Montgomery Blvd. Offsite flows from the south and west are contained in Montgomery Blvd. and Chama St. Offsite flows from Novella Park, Little Turtle Townhouses (the existing subdivision to the north of the property, total of 28.4 cfs) and a portion of runoff from the Arioso apartments (12.1 cfs) to the east, flow into the property. The City has on file a drainage report for the property titled “Drainage Report for Expansion of the Church of Christ”, dated 1975 and prepared by Murry-Mc Cormick, Inc. however this was revised with the update to the overall site development plans by Mortensen & Assoc. dated 06/04/87. Both drainage plans report the free discharge of the site.

In 1988 a construction plan was approved to construct an 8'-6" asphalt channel in the existing public drainage easement on the east side of the site to convey these flows to Montgomery Blvd. An addition of 5 cfs enters this channel from the church site with a total discharge from the channel of 45.5 cfs. The capacity of the channel is 49.0 cfs. The remaining areas of the church site discharge through Mesilla St. and to Chama St. to Montgomery Blvd. As detailed in the site development plans by Mortensen & Assoc. dated 06/04/87 for the fully developed condition of the entire 10.29 ac site with 92% impervious, the 100-year, 6-hour rainfall event expected a total volume of 66,850 cf and peak runoff of 44.4 cfs. The fully developed site improvements resulted in a net increase in peak runoff by 11.6 cfs and increase of 30,256 cf.

At present the site is mostly developed with buildings, landscaping, asphalt paving and two residential houses. The surrounding area is developed. The site was previously considered as
"fully developed" in the grading and drainage plans by Mortensen & Assoc. dated 06/04/87, for the approved Montgomery Blvd. Church of Christ. The proposed additions to the property consist of a new building, paving, and landscaping in its entirety. The current landscaping requirements (15% net site) results in a lower discharge than was previously calculated in the 1987 plans, coupled with the first flush volume retention, the proposed drainage flows do not exceed what was previously approved. The site shall continue as previously approved to free discharge for the developed condition as there is no downstream volume constraint within Montgomery Blvd. There is one drainage basin for the development of the site at the low point in the southwest corner. The balance of the site with the existing church buildings shall remain as current, and continue to free discharge to Montgomery Blvd. The site pond to capture the first flush to allow for water quality retention is located on the southwest corner of the site in the onsite landscaped pond. A total of 2,660 cf is retained on site to capture the first flush. The designed outlet to discharge the event flow of 9.9 cfs is two 2' sidewalk culverts with a total capacity of 14.4 cfs. The weighted E method from the "City of Albuquerque Development Process Manual Volume I – Design Criteria, 2006 Revision" was used to calculate the runoff and volume for the site.

The grading of the site will match closely the existing topography and match to the existing parking lot access drive isles to the east and west. A small 2' landscape wall is proposed on the west side of the site to alleviate grading constraints to tie the parking areas with the grade elevations of Chama St.

**Landscaping**

The landscape design was developed to meet the design guideline requirements set forth in the City Ordinance. The existing developed trees around the perimeter of the property are proposed to be retained and the landscape areas enhanced to meet the code requirements.

**Conclusion**

We believe the Montgomery Church of Christ will benefit from the new church facilities and also the local community with the direct and indirect economic and social benefits the church brings to the community. The building use aligns with the existing zoning for the site and the architecture is aesthetically pleasing when compared to the existing undeveloped lot that currently fronts Montgomery Blvd. We respectfully request approval of the Site Development Plan for Subdivision and Building Permit to be delegated to the Development Review Board (DRB).

If you have any questions or need additional information regarding this matter, please do not hesitate to contact me.

Sincerely,

[Signature]

Ronald R. Bohannon, P.E.

Enclosure/s

cc: Montgomery Church of Christ
    Dee McCall

RRB/rs/jg
April 2, 2018

Ms. Maggie Gould
Planning Department
City of Albuquerque
P.O. Box 1293
Albuquerque, NM 87103

RE: RESPONSE TO COMMENTS
SITE DEVELOPMENT PLAN FOR SUBDIVISION
SITE DEVELOPMENT PLAN FOR BUILDING PERMIT
PROJECT # 101156/ 18EPC-40012/40013

Dear Ms. Gould:

Please find the following responses addressing your comments listed below:

Transportation Development Conditions:

18EPC-40012 Site Development Plan for Subdivision

1. Developer is responsible for permanent improvements to the transportation facilities adjacent to the proposed development site plan, as required by the Development Review Board (DRB)
   Comment noted.

18EPC-40013 Site Development Plan for Building Permit

1. Developer is responsible for permanent improvements to the transportation facilities adjacent to the proposed development site plan, as required by the Development Review Board (DRB)
   Comment noted.

2. Site plan shall comply and be in accordance with all applicable City of Albuquerque requirements, including the Development Process Manual and current ADA criteria. The following items need to be addressed prior to DRB:

   1. Motorcycle parking needs to be dimensioned and sign for motorcycle parking need to be called out.
      Motorcycle parking dimensions on the site plan (Sheet 2). Motorcycle sign added, refer keyed note 14.
   2. Label radii of curbs at north entrance (15’ minimum).
      Radii at the entrance is now labeled on Sheet 2.
3. Keyed note 7 is for a moment sign, but there is not one shown, nor is there one detailed on sheet C6 as indicated in the note. **Keyed note 7 is updated to indicate the existing 4'x7' reader sign which shall remain. Keyed note 15 calls out the proposed monument signs on Montgomery Blvd. and Chama St.**
4. Sheet C6 appears to be from a different plan set; as there are details for items not on the site plan and the accessible parking detail does not match the layout on the site plan. **Detail sheet is updated.**

**Solid Waste Management Department:**

**Refuse Division**

1. Will need to reduce curb next to (#14) motorcycle parking, and/or shift new/proposed refuse enclosure (#5) 10' to the NE for safe refuse truck access. Do not plant anything next to refuse enclosure that may create an overhang (Pg. L1). All new/proposed refuse enclosures built to COA minimum requirements, must include a 4" sanitary drain for any food/kitchen services. **Dumpster location was revised being relocated further away from residents to the east. This will also improve the safe access for the refuse truck.**

**Public Service Company of New Mexico:**

1. An existing electric overhead distribution line bisects the subject property north-south in the location of the proposed 2-story church. It is the applicant’s obligation to abide by any conditions or terms of this easement. It is necessary for the developer to contact the PNM New Service Delivery Department regarding potential relocation of the existing overhead distribution line and to coordinate electric service regarding this project. Any relocation, changed or realignment regarding existing electric utilities is done at the developer’s expense. In some cases, relocation or changes to existing facilities may not be feasible due to use or physical or safety clearance constraints. PNM will review all technical needs, issues and safety clearances for its electric power systems. Any relocation of the distribution line must be discussed with PNM prior to any action. Contact Andrew Gurule
PNM Service Center
4201 Edith Boulevard NE
Albuquerque, NM 87107
Phone (505) 241-0589
**Contact was made with PNM (Mr. Darrick Easter is the assigned contact, ESR# COMNEW049761, coordination is under way to vacate and realign services).**

2. Ground-mounted equipment screening will be designed to allow for access to utility facilities. All screening and vegetation surrounding ground-mounted transformers and utility pads are to allow 10 feet of clearance in front of the equipment door and 5-6 feet of clearance on the remaining three sides for safe operation, maintenance and repair purposes. Refer to the PNM Electric Service Guide at www.pnm.com for specifications
**Comment noted.**
Planning:

1. Please clarify size of smaller new tract, site plan sheet C-1 shows 3.75 acres, sheet C-2 shows 2.52 acres, Project letter references both 3.75 and 2.49 acres.  
   Proposed new tract A-2 is: 162,535.22 sq.ft. (3.73 ac).
2. Please add maximum FAR or clarify that the there is no maximum FAR.  
   FAR was clarified with a note “no maximum” added for SU-1.
3. Please correct the zoning on sheet C1, it reads SU-1 for C-1 uses.  
   Note was corrected to read SU-1.
4. Keyed note 7 on sheet C-2 regarding the monument sign appears to be missing, please clarify.  
   Keyed notes relating to the monument signs were updated, refer note 7 and 15.
5. Clarify dumpster design, note on sheet 6 states that design may vary to fit selected enclosure, sheet B-1 shows steel fencing and metal panels.  
   Dumpster design detail updated with the color and finishes shown on B-1.
6. Based on comments from a neighboring property owner, is it possible to relocate the dumpster so that it is farther away from the residential area to the west.  
   We relocated the dumpster location further east to resolve residents concern.
7. 14-16-3-1-(F)(4) requires that parking abutting the public street that are more than 100 linear feet and contain more than 50 spaces a screen is required, either a wall between 30 and 36 feet in height or evergreen landscaping.  
   A three foot landscape screen is proposed as detailed on the landscape sheet L1 which will provide an evergreen landscape screening to shield the parked vehicles.

Albuquerque Bernalillo County Water Utility Authority:

1. 18EPC-40012 Site Development – Subdivision  
   Identification: UPC -101906110404330220  
   a. The proposed east lot line bisects the existing public waterline easement. Please adjust the proposed lot line to border the existing easement.  
      Property line was not revised. Easement will remain and be noted on plat.
   b. As a condition of approval of this building permit obtain an Availability Statement for the new development. Requests can be made at the link below:  
      ii. Request shall include a City Fire Marshal approved Fire 1 plan and a zone map showing the site location.
   Fire One Sheet submitted.
   c. Please confirm that existing services for the developed area are not residing within the proposed lot. If service lines are existing dedicated private easements will be required to allow of the existing services to remain.  
      All services are currently within an easement. Service connections are made from Chama St. for both water and sewer. Water line in Mesilla St. is a dead-end 6” line.
   d. The proposed utility plan indicates that private services will be obtained from public infrastructure along Chama St. Please Note:  
      i. The private fire line shall have both public and private valves with the public valve in the right-of-way and the private valve just within the property line.  
      The valves were added to plans and labelled.
ii. The metered service shall be located within the public right-of-way with the infrastructure downstream of the meter located on private property. The meter location was added and is within the public right-of-way.

If you have any questions or need additional information regarding this matter, please do not hesitate to contact me.

Sincerely,

Ronald R. Bohannan, P.E.

Enclosure/s

JN: 2017042
RRB/rs/jg
NOTIFICATION &
NEIGHBORHOOD INFORMATION
Neighborhood Notification Letters Must Include the Following:

Prior to filing an application with the Planning Department, all applicants requesting approvals through the Environmental Planning Commission (EPC), Development Review Board (DRB), Landmarks & Urban Conservation Commission (LUCC), approval of a Wireless Telecommunication Facility (WTF), or Administrative Approvals (AA) are required to notify any affected neighborhood and/or homeowner associations via certified mail.

1. The street address for the subject property;
2. The currently recorded legal description of the property, including lot or tract number (if any), block number (if any), and name of the subdivision;
3. A physical description of the location, referenced to streets and existing land uses;
4. A complete and detailed description of the action(s) being requested;
5. ***NEW*** Facilitated Meeting Information – All notification letters must include the following text: Affected Neighborhood Associations and Homeowner Associations may request a Facilitated Meeting regarding this project by contacting the Alternative Dispute Resolution (ADR) Program by email at striplett@cabq.gov, by phone at (505) 768-4712 or (505) 768-4660. A facilitated meeting request must be received by ADR by: March 12, 2018.
6. ***NEW*** Public Hearing Information - Hearing Date, Start Time and Location.

Neighborhood Notification Checklist

The following information must be included for each application packet submitted to the City of Albuquerque Planning Department.

1. ONC’s “Notification Inquiry Email” outlining any affected Neighborhood and/or Homeowner Associations.
   *Note: If your ONC Correspondence is more than 30 days old, you must contact ONC to ensure that the contact information is still current.

2. Copies of Letters sent to any affected Neighborhood and/or Homeowner Associations.

3. Copies of certified receipts mailed to any affected Neighborhood and/or Homeowner Associations.
   Any questions, please feel free to contact our office at (505) 768-3334 or ONC@cabq.gov.
   Thank you for your cooperation on this matter.
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<td>7017 MONTGOMERY LLC</td>
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March 1, 2018

Ms. Kim Lovely-Peake
Stardust Skies Park NA
7100 Bellrose NE
Albuquerque, NM 87110

RE: REQUEST FOR SITE DEVELOPMENT FOR SUBDIVISION REQUEST FOR SITE DEVELOPMENT FOR BUILDING PERMIT TRACT A-1 PLAT OF TRACT A-1 KNAPP HEIGHTS ADDN ZONE ATLAS PAGE F-19-Z

Dear Ms. Lovely-Peake:

Please find enclosed a request to the Environmental Planning Commission dated March 1, 2018. This request is for approval of a Site Development Plan for Subdivision and for Building Permit for the subject site that is currently associated with the Montgomery Church of Christ. The proposed new development on the west side of the parcel owned by the church is for a new two story church building with seating for 350 members. The existing church building on the east side of the property will remain and be utilized for church related functions and events.

The existing zoning of the property is SU-1 for Church and elated facilities and for private school for daycare and preschool thru to secondary school not to exceed 450 pupils. A zone change is not required nor proposed as the planned use conforms to the existing zoning.

Please Note: Affected Neighborhood Associations and Homeowner Associations may request a Facilitated Meeting regarding this project by contacting the Alternate Dispute Resolution (ADR) Program by email at striplett@cabq.gov, by phone at (505) 768-4712 or (505) 768-4660. A facilitated meeting request must be received by ADR by: March 12, 2018.

If you have any questions or need additional information regarding this matter, please do not hesitate to contact me.

Sincerely,

Ronald R. Bohanan, P.E.

Enclosure/s

cc: Matthew Bowles, Stardust Skies Park NA
Courtney McKelvey, Knapp Heights NA
Daniel Regan, Knapp Heights NA
Breanna Bloomquist, District 4 Coalition of Neighborhood Associations
Michael Pridham, District 4 Coalition of Neighborhood Associations
Lynne Martin, District 7 Coalition of Neighborhood Associations
David Haughawout, District 7 Coalition of Neighborhood Associations

RRB/rs/jg
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LAND USE FACILITATION PROGRAM
PROJECT MEETING REPORT

Project #: 1011556
Property Description/Address: Tract A-1 Plat of Tract A1, Knapp Heights Addition

Date Submitted: March 14, 2018
Submitted By: Jessie Lawrence

Meeting Date/Time: March 13, 2018, 6:00 PM
Meeting Location: Montgomery Blvd. Church of Christ
7201 Montgomery Blvd. NE
Facilitator: Jessie Lawrence
Co-facilitator: Leslie Kryder

Parties (individual names and affiliations of attendees are listed at the end of the report):
- Applicant
  - Montgomery Blvd. Church of Christ
- Agent
  - Tierra West LLC
- Affected Neighborhood Associations (per CABQ notification requirements)
  - Knapp Heights NA
  - Stardust Skies Park NA
  - District 4 Coalition of Neighborhood Associations
  - District 7 Coalition of Neighborhood Associations

Background/Meeting Summary:
Applicant requests EPC approval of Site Development Plan for Subdivision and Site Development Plan for Building Permit for Tract A-1 Plat of Tract A-1, Knapp Heights Addition, located at 7201 Montgomery Blvd. NE, zoned SU-1 for Church and Related Facilities and Private School for Daycare and Pre-School Thru Secondary. Applicant plans to build a new two-story church building and utilize the existing church building for church or school related uses.

The meeting participants in attendance were supportive of this project, and several people stated that this project would be a good neighbor and have minimal negative impact. The main concern discussed was the potential for an increase in traffic on Chama Street. Agent stated that the amount of traffic should be similar to what exists now, that there will be plenty of parking on-site, and that there will be a low screening wall along Chama, and this seemed to address most of the traffic-related concerns. Another concern was the current planned location of the dumpsters on the site, and Agent agreed to inquire about other possible locations during the review by the Solid Waste Management Department.
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As follow-up, Agent agreed to provide the trip generation analysis for the project to be distributed to meeting participants at the same time as the meeting summary report.

Outcome:
- **Areas of Agreement**
  o Meeting participants expressed support for this project.
  o Agent agreed to provide the project trip generation report to be distributed to meeting participants at the same time as the meeting summary report.
- **Unresolved Issues & Concerns**
  o A meeting participant asked if the dumpsters on the plans could be moved farther from Chama Street and the neighboring homes. Agent said that decision would ultimately come from the Solid Waste Management Department, but agreed to inquire about the possibility.
  o Some meeting participants expressed concerns about an increase in traffic on Chama Street. Agent stated that the amount of traffic should be similar to what exists now, that there will be plenty of parking on-site, and that there will be a low screening wall along Chama, and this seemed to address most of the concerns.

Meeting Specifics:

1) **Overview of Project**
   a) Ron Bohannan, Principal at Tierra West and Project Agent, stated that the proposal is for the development of a new church building in the currently vacant space near the intersection of Chama St. and Montgomery Blvd.
   b) The existing facility will be used for school uses and church uses.
   c) This project complies with the existing zoning and the existing restrictive covenant.
   d) The building is currently planned to be approximately 23,900 square feet.
   e) There will be ample parking.
   f) The southernmost house currently on the site will be removed.
      i) The basketball court and the other existing house will remain.
   g) The playground will be relocated to the northwest corner of the new church building.
   h) Primary access will be from Mesilla St.
   i) The landscaping will utilize the existing trees and include new ones along Montgomery Blvd.
      i) The landscaping will meet City requirements.
   j) There will be a small screen wall along Chama, meeting City requirements.
   k) The building will be split face CMU block, stucco, and glass with two-story areas, and will include a common area, auditorium, and smaller rooms for training and fellowship.
   l) The requested subdivision will carve out a lot of approximately 3.75 acres for the new church from the total of 10.28 acres on the site.
   m) Applicant hopes to break ground in 2018.
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2) Questions and Concerns about Traffic 
   a) A meeting participant asked what access would be from Chama. 
      i) Agent said that there is an existing access off Chama that will remain, but there is 
         no new access. 
   b) A meeting participant expressed a concern about traffic on Chama, stating that they 
      don’t want more traffic than what they have now. 
      i) Agent said that the use should be similar to what occurs now, because it will still 
         be church use and school use. 
      ii) The meeting participant expressed concern that more people would start using 
          Chama. 
   c) A meeting participant asked about a trip generation report for the project. 
      i) Agent said that the trip generation report uses national standard lists to estimate 
         traffic, and the trip generation report for this project indicated a small impact 
         from this project and no need for a full traffic study. 
      ii) Agent agreed to provide a copy of the trip generation report as a follow-up item. 
   d) A meeting participant said that he understood that the existing parking lot would 
      remain, so neighbors shouldn’t have reason to expect much church parking on 
      Chama. 
      i) Jeff Sharp, representing Applicant, said that they plan to have a cross-parking 
         agreement so that churchgoers can continue using the existing parking lot. 
      ii) Agent noted that this is not a megachurch that would generate concerns about 
          very large attendance. 
      iii) The meeting participant asked if the church anticipated a traffic impact on 
           Prairie. 
           (1) Applicant said they did not. 
   e) A meeting participant asked about the height of the wall along Chama. 
      i) Agent said it would be 30” tall, per City code requirements, to block headlights. 
      ii) A meeting participant asked if 30” would be tall enough to block headlights. 
          (1) Agent said it would block almost all headlights and meet the Code. 
      iii) Another meeting participant asked if the wall would have pedestrian access 
           points within it. 
          (1) Agent said no, that it would be a solid wall. 
   f) A meeting participant asked if there would be concerts or similar large events in the 
      parking lot. 
      i) Applicant said that they only expect events similar to what they’ve always had. 
      ii) Applicant said the building will actually be smaller, and if the congregation grew, 
           the adjustment would be to have more than one service.

3) Other Questions and Comments 
   a) Multiple meeting participants indicated that they like the proposed project. 
      i) A meeting participant said that he is glad that the church is staying on the site, 
         because they are good neighbors.
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i) Another meeting participant said that this proposed project is a benefit for the neighborhood.
iii) Another meeting participant said that this project seems to have minimal impact on the neighborhood.

b) A meeting participant asked about plans for a school use.
   i) Agent said that he could not provide details at this time, but could say that it would remain a school use.

c) A meeting participant asked about the dumpster located near the Chama entrance on the plans, and asked whether it could be in a more interior location away from the neighbors.
   i) Agent said that they still need to meet with the Solid Waste Department, and the decision would ultimately belong to the department, but agreed to inquire about a more interior location.
   ii) Agent said that the dumpster would be enclosed on four sides.

d) A meeting participant asked if the landscaping would have a sprinkler system.
   i) Agent said that there is an existing sprinkler system, and it will be modified and expanded to be used for the new landscaping.

e) A meeting participant asked what the signage would be like.
   i) Agent said they plan to keep the two existing signs and are planning additional monument signs at the Chama access point and on Montgomery in the middle of the project site.
   ii) The meeting participant asked about monument signs.
       (1) Agent said they are usually approximately 6-8’ wide and 3-4’ tall, close to the ground.

f) A meeting participant asked about the telephone poles currently located on the property.
   i) Agent said that the two telephone poles on the property will be relocated.
   ii) Meeting participants discussed how the telephone poles could be used to mark the approximate location of the planned building.
   iii) A meeting participant asked if the telephone lines could be relocated underground.
       (1) Agent said they would be.

g) A meeting participant asked about the height of the new building.
   i) Agent said it would be 31’ to the top of the second story, and the lower portion would be about 17’ tall.

h) A meeting participant asked if the ground would be raised for the new building.
   i) Agent said it would be at approximately the existing grade.

Application Hearing Details:
1. The Environmental Planning Commission (EPC) is an appointed, 9-member, volunteer citizen board with authority on many land use and planning issues. The EPC was formed in 1972 per City of Albuquerque Ordinance #294-1972. Members:
   • Derek Bohannan, Chair, Council District 5
   • Bill McCoy III, Vice Chair, Council District 9
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- Dan Serrano, Council District 1
- Vacant, Council District 3
- Peter Nicholls, Council District 4
- Maia Mullen, Council District 6
- David Shaffer, Council District 7
- Karen Hudson, Chair, Council District 8

2. Hearing Time:
   i. The hearing is scheduled for April 12, 2018.
   ii. The Commission will begin hearing applications at 8:30 a.m.
   iii. The actual time this application will be heard by the Commission will depend on the applicant’s position on the Commission’s schedule.
   iv. The agenda is posted on http://www.cabq.gov/planning/boards-and-commissions/environmental-planning-commission on the Friday immediately prior to the EPC Hearing.

3. Hearing Process:
   i. Comments from facilitated meetings will go into a report which goes to the City Planner.
   ii. The facilitated meeting report is included in the staff report and may be used to recommend conditions.
   iii. The Commission will make a decision and parties have 15 days to appeal the decision.

4. Comment Submission:
   i. Comments may be sent to:

       Maggie Gould, Staff Planner
       600 2nd Street NW, Third Floor
       Albuquerque, NM 87102
       mgould@cabq.gov
       (505) 924-3910

       OR

       Derek Bohannan, Chair, EPC
       Bill McCoy III, Vice Chair, EPC
       c/o Planning Department
       600 2nd St, NW, Third Floor
       Albuquerque, NM 87102

Names & Affiliations of Attendees:
Matthew Bowles       Stardust Skies Park NA
Dan Regan            KHNA
Dave Reaves
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Mel MacKaron       KHNA
James Leyba        KHNA
Joe Cromey         KHNA
Margie Cromey      KHNA
Jeff Sharp          Montgomery Church of Christ
Richard Stevenson  Tierra West LLC
Ron Bohannan       Tierra West LLC
Mary Jo Martin     

SITE PLAN REDUCTIONS