



Environmental Planning Commission

Staff Report

Agenda Number: 2
Project #: PR-2021-005426

Case #: RZ-2021-00045

SI-2021-01685

Hearing Date: November 18, 2021

Agent	Consensus Planning
Applicant	SMI-ABQ Assets LLC
Request	Zoning Map Amendment (zone change) Site Plan – EPC
Legal Description	The South 100 Feet of the North 330 Feet of West ½ of Tract J, of Cole’s Industrial Subdivision No. 2
Location	3300 Vassar Dr., between Candelaria Dr. NE and Aztec Rd. NE
Size	0.5 - Acre
Existing Zoning	NR-LM (Non-Residential – Light Manufacturing))
Proposed Zoning	NR-SU (Non-Residential – Sensitive Use)

Staff Recommendation

DEFERRAL of RZ-2021-00045, based on the Findings beginning on Page 25, for one month to the December 16, 2021 hearing.

DEFERRAL of SI-2021-001685, based on the Findings beginning on Page 25, for one month to the December 16, 2021 hearing.

Staff Planner
Sergio Lozoya, Current Planner

Summary of Analysis

The request is for a zoning map amendment (zone change) from NR-LM (Non-Residential – Light Manufacturing) to NR-SU (Non-Residential – Sensitive Use) and a required, associated Site Plan – EPC for an approximately 0.5-acre site, located at 3300 Vassar Dr., between Candelaria Rd. NE and Aztec Rd. NE.

The applicant is requesting a zone change from NR-LM to NR-SU (Non-Residential – Sensitive Use) to facilitate a change in use to Crematorium/Mortuary.

Pursuant to IDO section 14-16-2-5(E)(3)(a), rezoning to the NR-SU district requires an associated Site Plan – EPC to be submitted concurrently that specifies uses, site standards, and development standards to be reviewed and decided by the EPC in conjunction with the zone change request.

The site plan reviewed here does not contain sufficient information or clarity to determine which standards are met and which standards are proposed to be varied from. Therefore, the review and decision criteria for a Site Plan – EPC are not being met at this time.

Staff recommends deferral a month deferral to allow the applicant time to clarify the proposed Site Plan-EPC.



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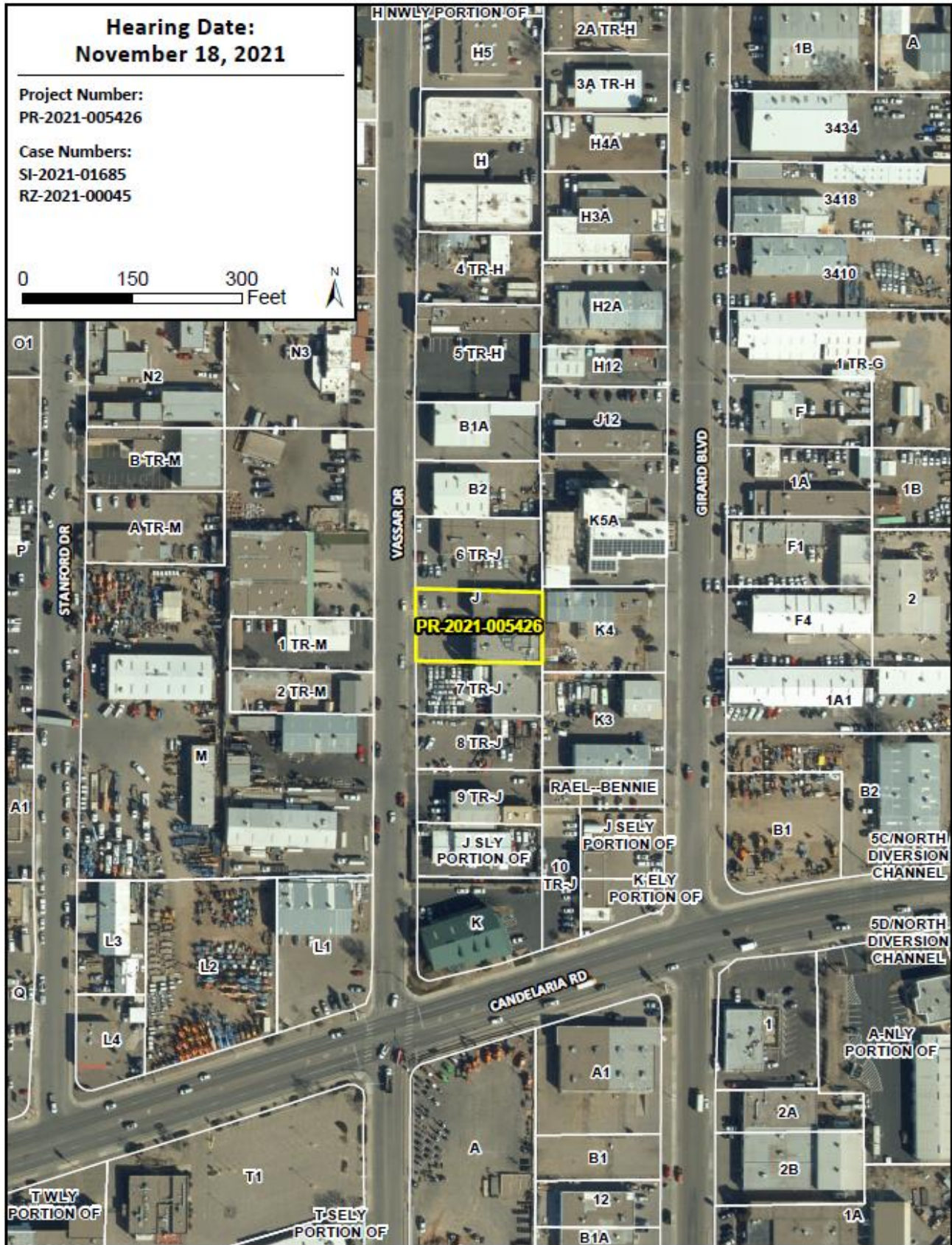
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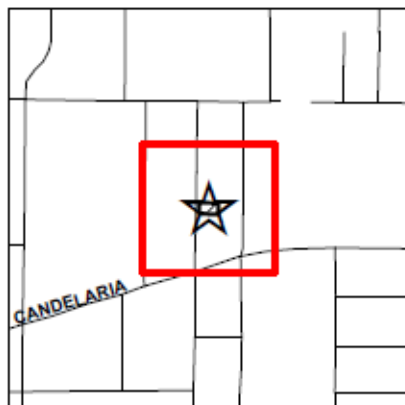
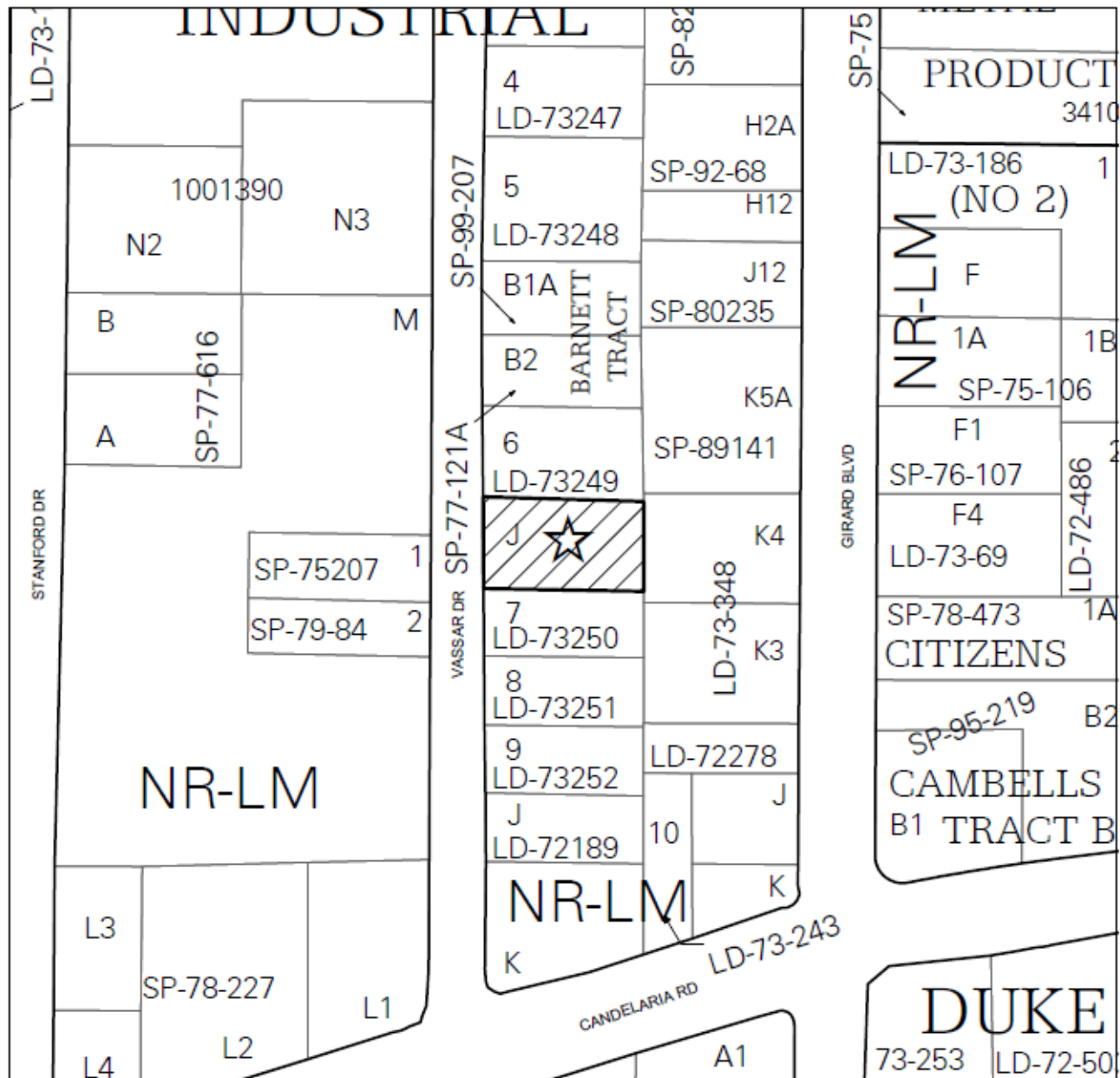
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Attachments





IDO ZONING MAP

Note: Gray shading
Indicates County.



1 inch = 150 feet

Hearing Date:

11/18/2021

Project Number:

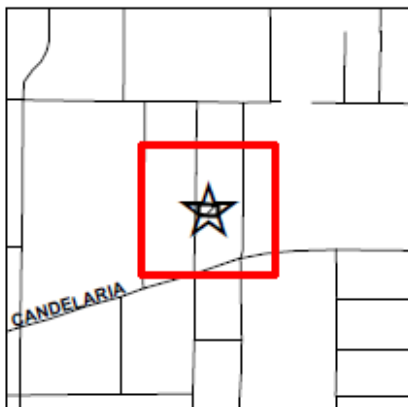
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Zone Atlas Page:

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LAND USE MAP

Note: Gray shading
Indicates County.

Key to Land Use Abbreviations	
LDRES Low-density Residential	APRT Airport
MULT Multi-family	TRANS Transportation
COMM Commercial Retail	AGRI Agriculture
CMSV Commercial Services	PARK Parks and Open Space
OFC Office	DRNG Drainage
IND Industrial	VAC Vacant
INSMED Institutional / Medical	UTIL Utilities
ED Educational	CMTY Community
	KAFB Kirtland Air Force Base



1 inch = 150 feet

Hearing Date:

11/18/2021

Project Number:

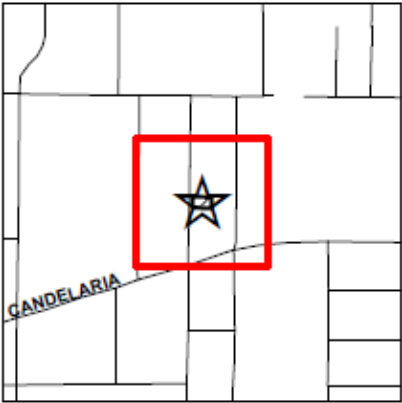
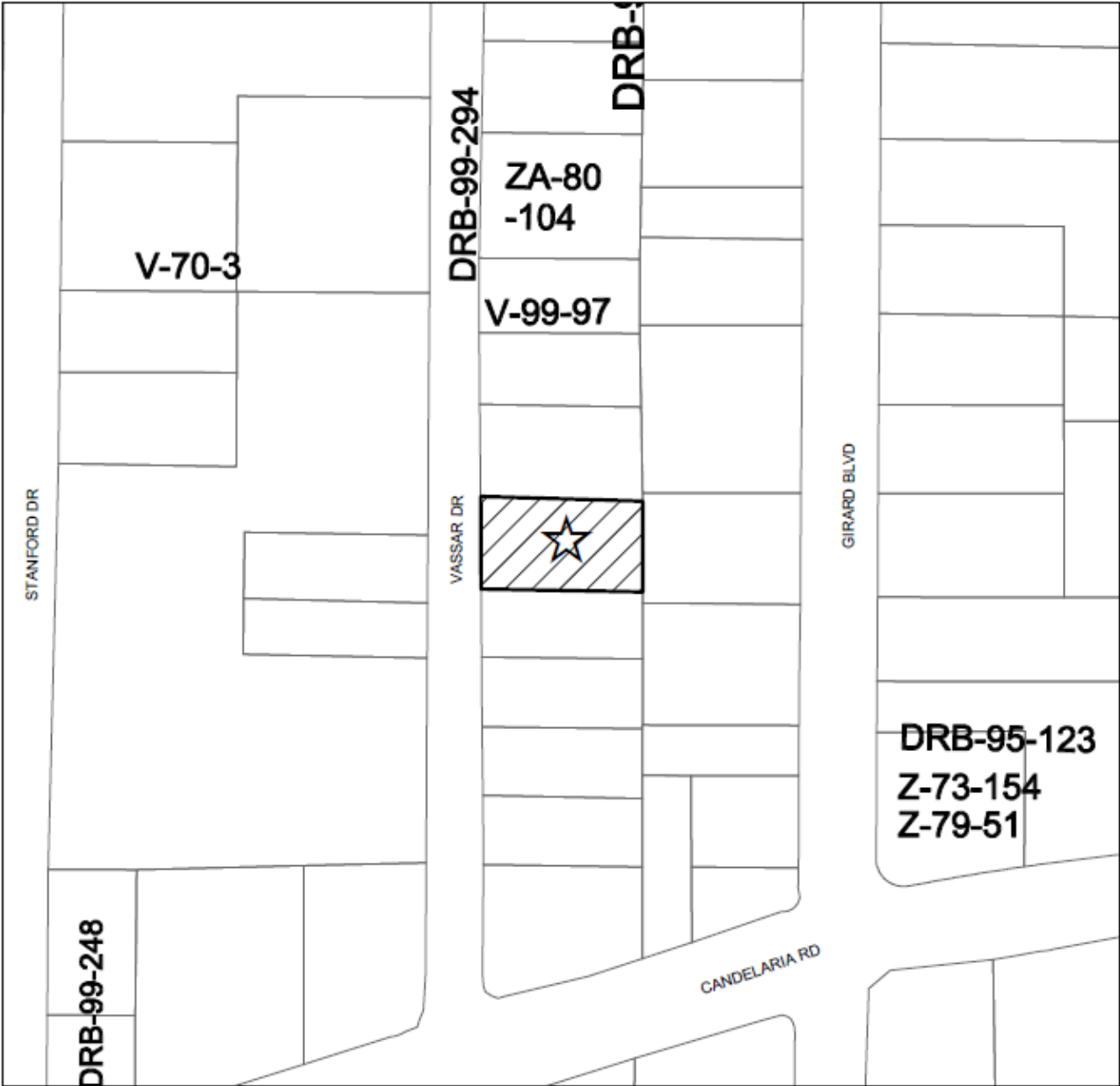
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HISTORY MAP

Note: Gray shading
Indicates County.

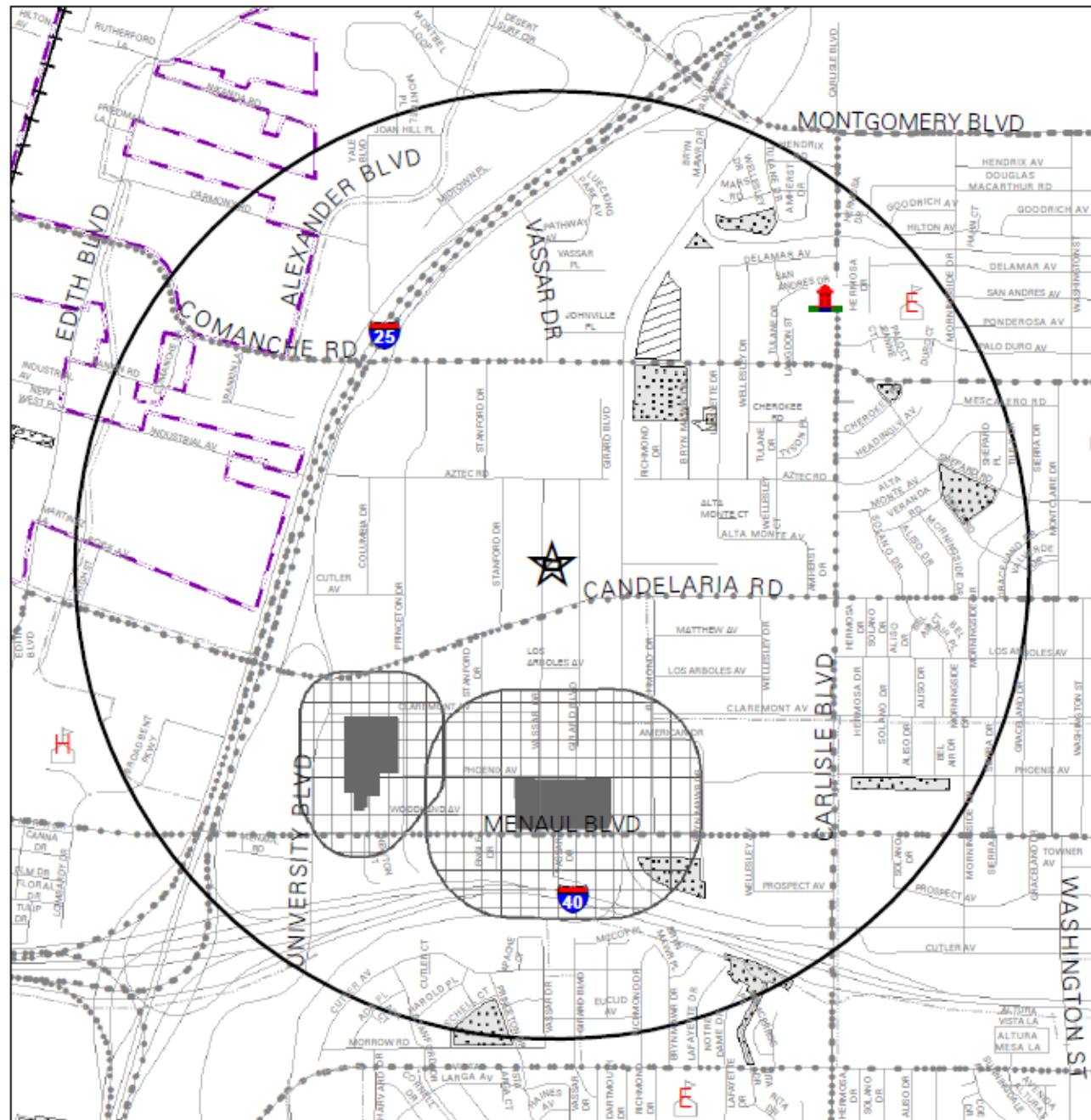
1 inch = 150 feet

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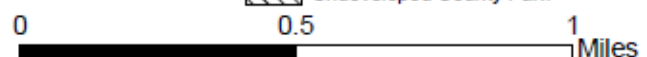


Public Facilities Map with One-Mile Buffer



- | | | | | | | | |
|---|----------------------|---|-------------|---|--------------------------|---|-----------------------------|
|  | Community Center |  | Fire |  | Public School |  | Landfill designated by EHD |
|  | Multi-Service Center |  | Police |  | Proposed Bike Facilities |  | Landfill Buffer (1000-feet) |
|  | Senior Center |  | Sheriff |  | ABQ Ride Route |  | Undeveloped City Park |
|  | Library |  | Solid Waste |  | Albuquerque City Limits |  | Developed County Park |
|  | Museum | | | | |  | Undeveloped County Park |

Project Number: PR-2021-005426



I. INTRODUCTION

Surrounding zoning, plan designations, and land uses:

	<i>Zoning</i>	<i>Comprehensive Plan Area</i>	<i>Land Use</i>
<i>Site</i>	NR-LM	Area of Consistency	Commercial Services
<i>North</i>	NR-LM	Area of Consistency	Office
<i>South</i>	NR-LM	Area of Consistency	Commercial Services
<i>East</i>	NR-LM	Area of Consistency	Industrial
<i>West</i>	NR-LM	Area of Consistency	Industrial

Request

The request is for a zoning map amendment (zone change) from NR-LM (Non-Residential – Light Manufacturing) to NR-SU (Non-Residential – Sensitive Use), and a Site Plan – EPC for an approximately 0.5-acre site, legally described as the South 100 Feet of the North 330 Feet of West ½ of Tract J, of Cole’s Industrial Subdivision No. 2, located at 3300 Vassar Dr. between Candelaria Rd. NE and Aztec Rd. NE (the “subject site”).

The applicant is requesting a zone change from NR-LM to NR-SU (Non-Residential – Sensitive Use) to facilitate a change in use to Crematorium/Mortuary.

Pursuant to IDO section 14-16-2-5(E)(3)(a), rezoning to the NR-SU district requires an associated Site Plan – EPC to be submitted concurrently that specifies uses, site standards, and development standards. The site plan must be reviewed and decided by the EPC in conjunction with the zone change request pursuant to Subsection 14-16-6-7(G) (Zoning Map Amendment – EPC); the two are interdependent.

The site plan reviewed here does not contain sufficient information or clarity to determine which standards are met and which are proposed to be varied from. A clean and efficient way to do this is by doing a summary table (see table 2-5-9) and by including notes on the site plan.

EPC Role

The EPC is hearing this case pursuant to IDO 14-16-6-7(G) (Zoning Map Amendment – EPC). The EPC is required to hear all zone change cases, regardless of the site size, in the City. The EPC is the final decision-making body unless the EPC decision is appealed. If so, the Land Use Hearing Officer (LUHO) would hear the appeal and make a recommendation to the City Council. The City Council would then make the final decision.

Pursuant to IDO Subsection 14-16-6-6(J)(1)(b)2, applications for development associated with a Zoning Map Amendment application in a NR-SU zone district requires a Site Plan – EPC to be reviewed and decided simultaneously.

The request is a quasi-judicial matter.

Context

The subject site is in an Area of Consistency. The area is characterized by a mix of uses and is mostly industrial and/or commercial in character.

The properties directly abutting the subject site to the north, south, east and west are all zoned NR-LM. There are a variety of land uses in the area including offices, commercial services, tap and tasting room, and light manufacturing. The western portion of the subject site is bounded by Vassar Dr. NE.

History

The subject site is located in an area that was annexed by the City in the 1950's. The subject site does not have prior EPC case history.

Recently, a request was reviewed by the ZHE (VA-21-00134 / PR-2021-005426) for a Conditional Use for a mortuary. Under the existing NR-LM zoning, Mortuary is classified as a Conditional Primary use, which requires review and decision from the ZHE. On June 15th, 2021, the ZHE approved the request to allow a mortuary on the subject site.

Transportation System

The Long-Range Roadway System (LRRS) map, produced by the Mid-Region Metropolitan Planning Organization (MRMPO), identifies the functional classification of roadways.

Candelaria Rd NE is classified as a Community Principal Arterial, Vassar Dr NE is classified as a local street.

Comprehensive Plan Designations

The subject site is located within the boundaries of the Mid-Heights CPA. The Mid-Heights CPA is generally made up of many 1950's suburbs, and includes major arroyos that form linear parks with multi-use trails. Some character considerations include grid patterns of principal and minor arterial streets, commercial strips bordering major streets, and views of the Sandia Mountains.

The subject site is located within an Area of Consistency and is not located within any designated Centers or along any Corridors.

Overlays

The subject site is not located within any Character Protection Overlays, Historic Preservation Overlays, or View Protection Overlay zones.

Trails/Bikeways

The Long-Range Bikeway System (LRBS) map, produced by the Mid-Region Metropolitan Planning Organization (MRMPO), identifies existing and proposed routes and trails.

The subject site is located two blocks from the North Diversion Channel Trail. This trail is a paved, multiple-use trail and is closed off to automotive traffic. This path connects to the overall bike trail network within the city. There are also dedicated bike lanes on Candelaria Rd NE.

Transit

The subject site is served by ABQ Commuter Route 7. Route 7 travels primarily along Candelaria Rd NE starting from Comanche and Tramway and looping to the Alvarado Travel Center, from there commuters can connect to the ART 766 and 777 routes. The route operates mornings Monday through Friday.

Public Facilities/Community Services

Please refer to the Public Facilities Map (Page 7), which shows public facilities and community services located within one mile of the subject site.

II. ANALYSIS of APPLICABLE ORDINANCES, PLANS, AND POLICIES

Integrated Development Ordinance (IDO)

Definitions

Crematorium: An establishment that burns dead bodies of humans and/or animals.

Development: An activity that alters the ground or lot lines on a property. Development may include subdivision of land; construction of buildings, structures, or streets; installation of landscaping, infrastructure, utilities, or site features; and/or activities to prepare land for such construction or installation, such as grading. For the purposes of the IDO, this term includes new development and redevelopment on existing lots.

Infill Development: An area platted or un-platted land that includes no more than 20 acres of land and where at least 75 percent of the adjacent lots are developed and contain existing primary buildings.

Mortuary: An establishment in which the dead are prepared for burial or cremation, the body may be viewed and funeral services are sometimes held.

Zoning

The subject site is zoned NR-LM [Non-Residential – Light Manufacturing Zone District, IDO 14-16-2-5(C)] which was assigned upon the adoption of the Integrated Development Ordinance (IDO) on May 17, 2018 based upon the prior land use of M-1 (Industrial/Wholesale/Manufacturing).

The purpose of the NR-LM zone district is to accommodate moderate-intensity commercial, light assembly, fabrication, and light manufacturing uses, while buffering adjacent lower-intensity, Residential and Mixed-use zone districts from the traffic, noise, and other impacts of those uses. Allowable uses are shown in Table 4-2-1.

The request is to change the subject site's zoning to NR-SU [Non-Residential – Sensitive Use Zone District, IDO 14-16-2-5(E)]. The purpose of the NR-SU zone district is to accommodate highly specialized public, civic, and institutional, or natural resource-related uses that require additional

review of location, site design, and impact mitigation to protect the safety and character of surrounding properties.

Pursuant to IDO section 14-16-2-5(E)(3)(a), rezoning to the NR-SU district requires an associated Site Plan – EPC to be submitted concurrently that specifies uses, site standards, and development standards, to be reviewed and decided by the EPC in conjunction with the zone change request pursuant to Subsection 14-16-6-7(G) (Zoning Map Amendment – EPC)

New uses that require NR-SU zoning are not allowed in other zone districts and are shown in Table 4-2-1.

Albuquerque / Bernalillo County Comprehensive Plan (Rank 1)

The subject site is located in an area that the 2017 Albuquerque/Bernalillo County Comprehensive Plan has designated an Area of Consistency. The intent is to protect neighborhoods designated as Areas of Consistency with policies to limit densities, new uses, and negative impacts from nearby development.

Applicable Goals and policies are listed below. Staff analysis follows in bold italics.

Chapter 5: Land Use

Goal 5.3 – Efficient Development Patterns: Promote development patterns that maximize the utility of existing infrastructure and public facilities and the efficient use of land to support the public good.

The subject site is located in a developed area that is industrial in character. Locating the proposed crematorium/mortuary in an industrial area promotes development patterns that maximize the efficient use of land. However, no grading and drainage or utility drawings were provided, therefore Staff was not able to determine the utility of existing infrastructure. The request may or may not further Goal 5.3 – Efficient Development Patterns

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

The subject site is located in an already-developed area with existing infrastructure. However, the applicant did not provide utility drawings and Staff could not assess existing utilities located at the subject site. The request may or may not further Policy 5.3.1 – Infill Development.

Policy 5.3.2 – Leapfrog Development: Discourage growth in areas without existing infrastructure and public facilities.

The subject site is located in an already-developed area with existing infrastructure. However, the applicant did not provide utility drawings and Staff could not assess existing utilities located at the subject site. The request may or may not further Policy 5.3.1 – Infill Development.

Policy 5.3.7 – Locally Unwanted Land Uses: Ensure that land uses that are objectionable to immediate neighbors but may be useful to society are located carefully and equitably to ensure that social assets are distributed evenly and social responsibilities are born fairly across the Albuquerque area.

The request is for a zone map amendment for Non-Residential – Sensitive Use for a Crematorium. Uses under the NR-SU zone can generally be considered highly specialized and can be objectionable to immediate neighbors. The location of a crematorium/mortuary in an

industrialized area would ensure that the sensitive land use is located carefully and equitably. The request furthers Policy 5.3.7 – Locally Unwanted Land Uses.

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 would facilitate development in an Area of Consistency. The land uses in this area are generally high intensity and industrial in character. A crematorium would maintain the intensity and character of the surrounding area. The request generally furthers Goal 5.6 – City Development Areas.

Policy 5.6.3 – Areas of Consistency: Protect and enhance the character of existing single-family neighborhoods, areas outside of Centers and Corridors, parks, and Major Public Open Space.

The subject site is located within an Area of Consistency and is outside of any Centers or Corridors. The area is characterized by intense, industrial land uses. The request would protect and enhance the character of the area by repurposing an existing building and site, and the proposed crematorium would maintain the industrial character of the area. The request furthers Policy 5.6.3 – Areas of Consistency.

Goal 7.3 – Sense of Place: Reinforce sense of place through context sensitive design of development and streetscapes.

The applicant proposes to convert an existing building to a crematorium in an area that is industrial in character. No changes to the existing building are proposed so the request would generally reinforce the established sense of place. The request partially furthers Goal 7.3 – Sense of Place.

Policy 7.3.1 – Infill: Promote infill that enhances the built environment or blends in style and building materials with surrounding structures and the streetscape of the block in which it is located.

The request would facilitate a change in use for an existing building located in an industrial area. The change from NR-LM and approval of the site plan would promote infill that maintains the style of the surrounding structures and would enhance the streetscape of the block with new landscape features. The request furthers Policy 7.3.1 – Infill.

Policy 8.1.2 – Resilient Economy: Encourage economic development efforts that improve quality of life for new and existing residents and foster a robust, resilient, and diverse economy.

The request would encourage economic development efforts that would foster a resilient and diverse economy by facilitating the development of a crematorium/mortuary. This use is considered to be highly specialized and would provide an essential service to new and existing Albuquerque residents. The request furthers Policy 8.1.2 – Resilient Economy.

Integrated Development Ordinance (IDO) 14-16-6-7(G)(3)-Review and Decision Criteria for Zone Map Amendments

Requirements

The review and decision criteria outline policies and requirements for deciding zone change applications. The applicant must provide sound justification for the proposed change and

demonstrate that several tests have been met. The burden is on the applicant to show why a change should be made.

The applicant must demonstrate that the existing zoning is inappropriate because of one of three findings: 1) there was an error when the existing zone district was applied to the property; or 2) there has been a significant change in neighborhood or community conditions affecting the site; or 3) a different zone district is more advantageous to the community as articulated by the Comprehensive Plan or other, applicable City plans.

Justification & Analysis

The Zone Map Amendment justification letter analyzed here, received on October 29, 2021, is a response to Staff's request for a revised justification letter (see attachment). The subject site is currently zoned NR-LM (Non-Residential – Light Manufacturing). The applicant would like to change the subject site's zoning to Non-Residential – Sensitive Use (NR-SU) in order to facilitate a change of use to Crematorium with an accessory Mortuary use.

The applicant believes that the proposed zoning map amendment (zone change) meets the zone change decision criteria in IDO 14-16-6-7(G)(3) as elaborated in the justification letter. The citation is from the IDO. The applicant's arguments are in *italics*. Staff analysis follows in plain text.

- A. The proposed zone is consistent with the health, safety, and general welfare of the City as shown by furthering (and not being in conflict with) a preponderance of applicable Goals and Policies in the ABC Comp Plan, as amended, and other applicable plans adopted by the City.

The proposed zone change is consistent with the health, safety, and general welfare of the City by creating an opportunity for a crematorium that will provide a needed public service that will eventually be used by many families within the greater Albuquerque area and will further a preponderance of applicable goals and policies of the Comprehensive Plan.

Staff: Consistency with the City's health, safety, morals and general welfare is shown by demonstrating that a request furthers applicable Comprehensive Plan Goals and policies (and other plans if applicable) and does not significantly conflict with them.

Applicable Citations: Goal 5.3-Efficient Development Patterns; Policy-5.3.1-Infill Development; Policy 5.3.2-Leapfrog Development, Policy 5.3.7-Locally Unwanted Land Uses, Goal 5.6-City Development Areas, Policy 5.6.3-Areas of Consistency; Goal 7.3-Sense of Place, Goal 8.1-Placemaking; Policy 8.1.1-Diverse Places Policy 8.1.2-Resilient Economy

Non-Applicable Citations: Goal 8.1-Placemaking

The applicant's policy-based response adequately demonstrates that the request furthers a preponderance of applicable Goals and policies regarding city development areas, locally unwanted land uses and infill and does not present any significant conflicts with the Comprehensive Plan. Though the applicant states that the request furthers policies regarding infill development, efficient development patterns, and leapfrog development, no drawings were provided that demonstrate that

there are sufficient, existing utilities in place. Otherwise, the request is generally consistent with the City's health, safety, and morals and general welfare. The response to Criterion A is sufficient.

- B. If the subject site is located partially or completely in an Area of Consistency (as shown in the ABC Comp Plan, as amended), the applicant has demonstrated that the new zone would clearly reinforce or strengthen the established character of the surrounding Area of Consistency and would not permit development that is significantly different from that character. The applicant must also demonstrate that the existing zoning is inappropriate because it meets any of the following criteria:
1. There was typographical or clerical error when the existing zone district was applied to the property.
 2. There has been a significant change in neighborhood or community conditions affecting the site.
 3. A different zone district is more advantageous to the community as articulated by the ABC Comp Plan, as amended (including implementation of patterns of land use, development density and intensity, and connectivity), and other applicable adopted City plan(s).

The subject site is located wholly in an "Area of Consistency", and the existing NR-LM zoning is inappropriate for the proposed use since it does not allow for the development of a crematorium, which will serve a critical community need.

Rezoning the parcel to the NR-SU zone is more advantageous to the community as described in our policy analysis and because it is the only zone that allows for the permissive use of a crematorium. The request furthers numerous Comp Plan goals and policies regarding efficient development, infill development, public uses, and Areas of Consistency.

The subject property and the proposed crematorium are located within a large industrial district. The NR-SU zone and the proposed crematorium will not adversely impact the industrial character of the district. In fact, redevelopment of this property will benefit and help to solidify the nature of this area for industrial uses.

Staff: The subject site is located wholly in an Area of Consistency. A zone change from NR-LM to NR-SU would permit development that would clearly reinforce and strengthen the established character of the surrounding area. The NR-SU zoning would be more advantageous to the community, and the greater Albuquerque area as demonstrated in the applicant's policy-based analysis (see response to criteria A), though this argument would be strengthened if the applicant provided the drawings required as part of the associated site plan. The response to Criterion B is sufficient.

- C. If the subject property is located wholly in an Area of Change (as shown in the ABC Comp Plan, as amended) and the applicant has demonstrated that the existing zoning is inappropriate because it meets any of the following criteria: There was typographical or clerical error when the existing zone district was applied to the property.
1. There was a typographical or clerical error when the existing zone district was applied to the property.

2. There has been a significant change in neighborhood or community conditions affecting the site that justifies this request.
3. A different zone district is more advantageous to the community as articulated by the ABC Comp Plan, as amended (including implementation of patterns of land use, development density and intensity, and connectivity), and other applicable adopted City plan(s).

The subject site is located wholly in an “Area of Consistency”, so all three of these items under this criterion does not apply.

Staff: The subject site is located wholly in an Area of Consistency. The response to Criterion C is sufficient.

- D. The zone change does not include permissive uses that would be harmful to adjacent property, the neighborhood, or the community, unless the Use-specific Standards in Section 16-16-4-3 associated with that use would adequately mitigate those harmful impacts.

Due to the existing size of the subject parcel at .3903 acres – the majority of permissive uses allowed under other Industrial and Commercial Uses (shown in the table below) are not feasible on this site. The permissive use allowed under Commercial Uses – Offices and Services category for the crematorium in the NR-SU zone, currently not available in NR-LM, will nor be harmful to the adjacent property, neighborhood, or community. The majority of current permissive uses would be reduced under the NR-SU zoning. It should also be noted that any of the NR-SU allowed uses are subject to approval of a Site Plan – EPC.

The following table represents all the NR-LM vs NR-SU listed uses under the following categories:

1. *Civic and Institutional Uses*
2. *Commercial Uses (Offices and Services, Outdoor Recreation and Entertainment, and Retail Sales; and*
3. *Industrial Uses (Manufacturing/Fabrication/Assembly Only)*

No Residential Uses are included since NR-LM and NR-SU do not have permissive residential uses.

Permissive Uses allowed under NR-SU:

Cemetery: The subject site is only .3903 acres and is not large enough to facilitate this permissive use.

Correctional center or library: The subject site is only .3903 acres and is not large enough to facilitate this permissive use.

Fire or Police Station: The subject site is only .3903 acres and is likely not large enough to facilitate a fire or police station unless the station is identified as police hub. Having a permissive police hub would not cause harm to the surrounding properties.

Crematorium: The subject site and building can be modified for a crematorium. This permissive use will not cause harm to the surrounding properties because the new crematorium will have modern, state of the art cremation chambers that will significantly reduce their carbon footprint

and production of particular matter and is compatible with the permissive uses in the surrounding NR-LM zone district.

Correctional center or library: The subject site is only .3903 acres and is not large enough to facilitate this permissive use.

Fairgrounds: The subject site is only .3903 acres and is not large enough to facilitate this permissive use.

Stadium or Racetrack: The subject site is only .3903 acres and is not large enough to facilitate this permissive use.

IDO Zoning Comparison: NR-LM vs. NR-SU		
Use	NR-LM	NR-SU
CIVIC AND INSTUTIONAL USES		
Adult or child day care facility	A	~
Cemetery	~	P
Community center or library	C	~
Correctional center or library	~	P
Elementary or middle school	CV	~
Fire or police station	~	P
High school	C	~
Museum	P	~
Overnight shelter	C	~
Parks and open space	C	A
Religious institution	CV	~
Sports field	P	~
University or college	CV	~

Natural Resource Extraction: The subject site is only .3903 acres and is not large enough to facilitate this permissive use.

Outdoor Recreation and Entertainment		
Amphitheater	C	A
Drive-in theater	C	~
Fairgrounds	~	P
Stadium or racetrack	~	P
Other outdoor entertainment	P	~
Retail Sales		
Adult retail	P	~
Art gallery	P	~
Bakery goods or confectionery shop	P	~
Building and home improvement materials store	P	~
Cannabis retail	A	~
Farmers' market	CV	~
General retail, small	P	~
General retail, medium	C	~
Grocery store	P	~
Liquor retail	C	~
Nicotine retail	C	~
Pawn shop	P	~
INDUSTRIAL USES		
Artisan manufacturing	P	~
Cannabis cultivation	P	~
Cannabis-infused products manuf.	P	~
Light manufacturing	P	~
Natural resource extraction	~	P

Staff: Staff generally agrees that the size of the site would prevent many of the allowed uses in the NR-SU zone from developing. However, the NR-SU zoning process requires an associated Site Plan – EPC (designed for a specific use) to be reviewed in conjunction with the zone change request.

The site plan reviewed here does not sufficiently demonstrate how potential impacts to the surrounding area would be mitigated. The applicant should provide additional information regarding any measures to mitigate impacts of the new, proposed crematorium and show them on the associated site plan, which is a required part of the NR-SU zone. The response to criterion D is insufficient.

- E. The City's existing infrastructure and public improvements, including but not limited to its street, trail, and sidewalk systems meet 1 of the following requirements:

1. Have adequate capacity to serve the development made possible by the change of zone.
2. Will have adequate capacity based on improvements for which the City has already approved and budgeted capital funds during the next calendar year.
3. Will have adequate capacity when the applicant fulfills its obligations under the IDO, the DPM, and/or an Infrastructure Improvements Agreement.
4. Will have adequate capacity when the City and the applicant have fulfilled their respective obligations under a City- approved Development Agreement between the City and the applicant.

1. The project site already has adequate capacity to serve the development for both the existing NR-LM and the proposed NR-SU. Site-specific improvements will be upgraded accordingly to the renovation of the existing building to tie into the City's existing water and wastewater infrastructure.

2. The proposed zone change will not require major and unprogrammed capital expenditures by the City and already has the necessary infrastructure improvements required by the City. The existing infrastructure will facilitate the redevelopment of the existing building as supported by the proposed NR-SU zoning

3. The project site already has adequate capacity to serve the proposed NR-SU zone change and the adaptive re-use of the existing building.

4. As previously stated, the proposed zone change will have adequate capacity since the property has already met the City's required infrastructure improvement requirements.

Staff: Staff agrees that the subject site is an infill site that is adequately served by existing infrastructure (requirement 1) and that it is part of an established area. Any improvements required by the IDO or DPM will be fulfilled by the developer (requirement 3). However, this response would be strengthened if the applicant provided the required drawings demonstrating adequate utilities. The response to Criterion E is sufficient.

- F. The applicant's justification for the requested zone change is not completely based on the property's location on a major street.

The request is based on the intent to renovate the existing building that will facilitate the intended use of a crematorium. The property is not located on a major street.

Staff: The property is not located on a major street, Vassar Rd. NE is a local street and the subject site is located along it. The response to criterion F is sufficient.

- G. The applicant's justification is not based completely or predominantly on the cost of land or economic considerations.

The cost of land or economic considerations are not the determining factor for this zone change request because the land is located in an existing non-residential commercial and industrial land use area that has surrounding uses compatible with the addition of a crematorium, the property is centrally located in the City of Albuquerque off I-25 and I-40 and is using an existing building that meets the renovation and space requirements for a crematorium, and the site is located appropriately

to meet their relocation and expansion needs for the existing mortuary, administrative support, viewing areas, and proposed crematorium.

Staff: Economic considerations are a factor, but the applicant's justification is not completely or predominately based upon them. Rather, the applicant has adequately demonstrated that the request furthers a preponderance of applicable Comprehensive Plan Goals and policies and does not conflict with them. The response to Criterion G is sufficient.

H. The zone change does not apply a zone district different from surrounding zone districts to one small area or one premises (i.e. create a "spot zone") or to a strip of land along a street (i.e. create a "strip zone") unless the change will clearly facilitate implementation of the ABC Comp Plan, as amended, and at least one of the following applies:

1. The area of the zone change is different from surrounding land because it can function as a transition between adjacent zone districts.
2. The site is not suitable for the uses allowed in any adjacent zone district due to topography, traffic, or special adverse land uses nearby.
3. The nature of structures already on the premises makes it unsuitable for the uses allowed in any adjacent zone district.

1. The property is adjacent to existing NR-LM zoning to the north, east, west, and south. This request is for a justifiable spot zone. The NR-SU zone, by its very nature and design by the IDO will always be a spot zone. As previously stated, the proposed crematorium is a use that is only permitted in the NR-SU zone but is clearly compatible with the permissive uses in the NR-LM zone based on the surrounding industrial and business uses. The required use of their spot zone and the crematorium use will not adversely impact the surrounding commercial and industrial land uses because the business will provide new, state of the art equipment, will relocate to an existing building that was recently approved for a Conditional Use for a mortuary, is an existing business that is relocating to an established industrial park, will maintain their trained employees within Albuquerque, and will provide a public service to the community.

2. This criterion is not applicable to this zone change request.

3. The existing structures on the premise make it well suited for the proposed use with the NR-SU zoning.

Staff: The request would result in a spot zone because it would apply a zone that is the different as the properties to the north, east, and west of the subject site. However, the NR-SU zone is inherently a "spot zone" and is to be reviewed in conjunction with a Site Plan – EPC to ensure compatibility and minimization of harmful impacts to the surrounding area. The response to Criterion H is sufficient.

Integrated Development Ordinance (IDO) 14-16-6-7(J)(3)-Review and Decision Criteria for Site Plan – EPC

IDO Section 14-16-6-6(J)(3) states that any application for a Site Plan-EPC, will be approved if it meets all of the following criteria:

- 6-6(J)(3)(a) The Site Plan is consistent with the ABC Comp Plan, as amended.

As demonstrated by the policy analysis (see above), the request is generally consistent with applicable Comprehensive Plan Goals and policies. However, utility, grading and drainage, and complete elevation drawings are needed to further support the applicant's policy analysis and are a required part of the NR-SU zoning process.

- 6-6(J)(3)(b) The Site Plan is consistent with any applicable terms and conditions in any previously approved NR-SU or PD zoning covering the property and any related development agreements and/or regulations.

This site plan is being reviewed in conjunction with a zone change request from the NR-LM zone to the NR-SU zone. Applicable terms and conditions will be established during this process.

- 6-6(J)(3)(c) The Site Plan complies with all applicable provisions of this IDO, the DPM, other adopted City regulations, and any terms and conditions specifically applied to development of the property in a prior permit or approval affecting the property.

The site plan could comply with all applicable provisions of the IDO, but several conditions of approval would be needed to provide sufficient clarity, upon which the zone change depends. The request will be reviewed subsequently at DRB to ensure compliance with applicable provisions of the Development Process Manual (DPM).

- 6-6(H)(J)(d) The City's existing infrastructure and public improvements, including but not limited to its street, trail, drainage, and sidewalk systems, have adequate capacity to serve the proposed development, and any burdens on those systems have been mitigated to the extent practicable.

The applicant has not yet provided the required conceptual drawings to demonstrate that there is existing infrastructure such as water and sewer, or how the site will drain to the City's stormwater drainage systems. Though the request would be reviewed at the DRB, which is charged with ensuring that infrastructure such as streets, trails, sidewalks, and drainage systems has sufficient capacity to serve a proposed development, basic information is needed as part of the Site Plan-EPC process.

- 6-6(J)(3)(e) The application mitigates any significant adverse impacts on the surrounding area to the maximum extent practicable.

Future development will be required to comply with the decisions made by two bodies- the EPC and the DRB. As of this writing, several conditions of approval would be needed improve compliance with the IDO, which contains regulations to mitigate impacts to surrounding areas, and to support the zone change request to NR-SU. Additional review would ensure infrastructure is adequately addressed so that development will not burden the surrounding area.

III. SITE PLAN - EPC

Request

The request is for a zoning map amendment (zone change) from NR-LM (Non-Residential – Light Manufacturing) to NR-SU (Non-Residential – Sensitive Use), and an associated Site Plan – EPC. Pursuant to IDO section 14-16-2-5(E)(3)(a), rezoning to the NR-SU district requires a Site Plan – EPC that specifies uses, site standards, and development standards, to be reviewed and decided by the EPC in conjunction with review and decision of the zone change request pursuant to Subsection 14-16-6-7(G) (Zoning Map Amendment – EPC).

The proposed site plan is required to comply with all applicable provisions of the IDO, the DPM, other adopted City regulations. Staff has crafted conditions of approval to address any instances of non-compliance or lack of clarity. Rather than describe what's shown on the proposed site plan (see attachment), the following analysis focuses on applicable requirements.

Site Plan Layout/Configuration

The subject site is developed and located on Vassar Dr NE, which is its western border. The subject site is bordered by parcels zoned NR-LM to the north, east, and west. The existing building is located on the eastern portion of the subject site. The footprint of the building is roughly 8,500 square feet and it appears to be two stories in height. Clarification of square footage and height is needed.

Section 14-16-5-1 Dimensional Standards:

The NR-SU zone standards are established via the Site Plan – EPC review process. The request will not alter the existing building; however, dimensional standards need to be specified on the proposed site plan as required. Building setbacks and maximum height shall be clearly indicated.

Staff recommends that the applicant use the NR-LM zone as a base for dimensional standards, and clearly demonstrate where those standards vary and where they are being met on the site plan.

The site plan reviewed here does not contain sufficient information or clarity to determine which standards are met and which are proposed to be varied from. A clean and efficient way to do this is by doing a summary table (see table 2-5-9) and by including sufficient notes on the site plan.

Vehicular Access, Circulation, and Parking

Access to the subject site will be from Vassar Dr NE, the entrance to and exit from the subject site are located at the same point.

14-6-5-3 Access and Connectivity: Access and Connectivity regulations are largely controlled by the Development Process Manual (DPM) and administered by the Development Review Board (DRB). All driveways and access points shall be constructed to meet DPM standards. Staff recommends a condition that the Site Plan be reviewed and approved by the Development Review Board subsequent to EPC approval.

14-16-5-5 Parking and Loading:

Parking is clearly shown on the site plan. The required parking for crematorium is 1 space / 1,000 square feet, and the required parking for moratorium is also 1 space / 1,000 square feet as per IDO

table 5-5-1. The building square footage is approximately 12,500 square feet. $12,000/1,000 = 12.5$ spaces required. 14 spaces are shown, including one ADA and two compact spaces.

The IDO requires motorcycle parking pursuant to IDO subsection 5-5(D), and bicycle parking pursuant to IDO table 5-5-5. Neither are shown on the site plan; nor is it clear that the applicant is requesting to wave these requirements.

Pedestrian, Bicycle, and Transit Access

The subject site is located two blocks from the North Diversion Channel Trail. This trail is a paved, multiple-use trail and is closed off to automotive traffic. This path connects to the overall bike trail network within the city. There are also dedicated bike lanes on Candelaria Rd NE.

There is an existing sidewalk along Vassar Dr NE, which connects to the surrounding area.

14-16-5-3(D)(3) On-site Pedestrian Connections

The required on-site pedestrian connections are not provided. The applicant shall update the site plan to show required pedestrian connections pursuant to IDO 5-3(D)(3) On-site Pedestrian Connections, or request that the EPC wave the requirements.

Walls and Security

No walls are proposed.

Lighting

No new lighting is proposed. However, existing lighting needs to be clearly shown on the site plan.

Landscaping

The site plan includes landscape calculations, however there are discrepancies in the total site area. The site plan shows the site area at .39-acres and the landscape plan shows the total site area at .19-acres. The drawings need to show the correct total site area and which IDO provision they are using to determine the appropriate landscaped area, i.e., pursuant to IDO subsection 5-6(C)(2) the minimum landscaped area shall be 15% of the net lot area.

The landscape plan shows a selection of seven plants consisting of different trees and shrubs. Only female Buffalo Junipers shall be used for landscaping. No turf is shown; language discussing the amount of watering for turf shall be removed or the turf shall be clearly shown on the landscape plan.

Elevations/Architecture

The applicant provided two photographs in lieu of elevation drawings, with estimated heights. The applicant shall clearly show elevations of what the building is proposed to look like after the renovations (any changes to doorways), and clearly label colors and materials on the elevations, as well as dimension building elements. Pursuant to IDO subsection 5-6(G)(1), all mechanical equipment shall be screened, proposed mechanical and screening shall clearly be shown on elevation drawings.

Signage

The applicant notes that there will be new signage, but does not clearly show what the signage will look like, or what type of signage will be used. Any proposed signage shall be clearly shown on elevations or in a detail drawing. Pursuant to IDO table 5-12-2, all signage standards for the NR-SU standards are determined via the approved NR-SU plan, which is being considered here.

Grading & Drainage Plan

No grading and drainage plans were provided, Staff was unable to review.

Utility Plan

No utility plan was provided. Staff was unable to review.

IV. AGENCY & NEIGHBORHOOD CONCERNS

Reviewing Agencies

City departments and other interested agencies reviewed this application. Few comments were received. The Solid Waste Department stated that they will need to review the proposed site plan for access to the proposed site. They commented on the landscape drawing and are requiring the relocation of a proposed tree. The Albuquerque Bernalillo County Water Authority (ABCWUA) advise the applicant to ensure adequate Fire Flow requirements for the proposed development.

Agency comments begin on page 28.

Neighborhood/Public

The affected, registered neighborhood organization is the District 7 Coalition of Neighborhood Associations, which was notified as required. Property owners within 100 feet of the subject site were also notified as required. A pre-submittal meeting was not held. As of this writing, Staff has not been contacted and is not aware of any support or opposition.

V. CONCLUSION

The request is for a zone change from NR-LM (Non-Residential – Light Manufacturing) to NR-SU (Non-Residential – Sensitive Use), and a required, associated Site Plan – EPC for an approximately 0.5-acre site, located at 3300 Vassar between Candelaria Rd. NE and Aztec Rd. NE (the “subject site”).

Pursuant to IDO section 14-16-2-5(E)(3)(a), rezoning to NR-SU requires an associated Site Plan – EPC to be submitted that specifies uses, site standards, and development standards, reviewed and decided by the EPC in conjunction the zone change request.

The subject site is zoned NR-LM (Non-Residential – Light Manufacturing) to NR-SU (Non-Residential – Sensitive Use) to facilitate a change in use to Crematorium/Mortuary.

The applicant has adequately justified the zone change request pursuant to the IDO zone change criteria in 14-16-6-7(G)(3). However, the required associated site plan does not contain sufficient

information or clarity to determine which standards are met and which are proposed to be varied from.

The affected, registered neighborhood organization is the District 7 Coalition of Neighborhood Associations, which was notified as required. Property owners within 100 feet of the subject site were also notified as required. As of this writing, Staff has not been contacted and is not aware of any support or opposition.

Staff recommends a month deferral to the December 16th, 2021 hearing to update the proposed site plan to include the minimal amount of required information for a Site Plan - EPC.

FINDINGS – RZ-2021-00045, SI-2021-01685, November 18, 2021 - Zoning Map Amendment (Zone Change) and Site Plan - EPC.

1. The request is for a zoning map amendment (zone change) and an associated, required Site Plan – EPC for an approximately 0.5-acre site, legally described as the South 100 Feet of the North 330 Feet of West ½ of Tract J, of Cole’s Industrial Subdivision No. 2, located at 3300 Vassar Dr. between Candelaria Rd. NE and Aztec Rd. NE (the subject site).
2. The subject site is zoned NR-LM (Non-Residential – Light Manufacturing). The applicant is requesting a zone change to NR-SU (Non-Residential – Sensitive Use) in order to facilitate a change of use to a Crematorium/Mortuary.
3. Rezoning to the NR-SU district requires an associated Site Plan – EPC that specifies uses, site standards, and development standards, to be reviewed and decided by the EPC in conjunction with the zone change request pursuant to Subsection 14-16-2-5(E)(3)(a) (Eligibility for Rezoning to NR-SU). The zone change and the site plan are interdependent.
4. The subject site is in an Area of Consistency as designated by the Comprehensive Plan and is in the Mid-Heights Community Planning Area (CPA). The subject site is not within any Centers or along any Corridors
5. The Albuquerque/Bernalillo County Comprehensive Plan and the City of Albuquerque Integrated Development Ordinance (IDO) are incorporated herein by reference and made part of the record for all purposes.
6. The request furthers the following policy from Chapter 5: Land Use, pertaining to Locally Unwanted Land Uses:

Policy 5.3.7 – Locally Unwanted Land Uses: Ensure that land uses that are objectionable to immediate neighbors but may be useful to society are located carefully and equitably to ensure that social assets are distributed evenly and social responsibilities are born fairly across the Albuquerque area.

The request is for a zone map amendment for Non-Residential – Sensitive Use for a Crematorium. Uses under the NR-SU zone can generally be considered as highly specialized uses and can be objectionable to immediate neighbors. The location of a crematorium/moratorium in an industrial area would ensure that the sensitive land use is located carefully and equitably.
7. The request furthers the following Goals and policies from Chapter 5: Land Use, pertaining to City Development Areas:
 - A. 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 would facilitate development of the subject site, that is located in an Area of Consistency. The land use in this Area of Consistency are generally high intensity and

are industrial in character, a crematorium would maintain the intensity and character of the surrounding area.

- B. Policy 5.6.3 – Areas of Consistency: Protect and enhance the character of existing single-family neighborhoods, areas outside of Centers and Corridors, parks, and Major Public Open Space.

The subject site is located within an Area of Consistency and is outside of any Centers or Corridors. The area is characterized by intense, industrial land uses. The request would protect and enhance the character of the area by repurposing an existing building and site, and the proposed crematorium would maintain the industrial character of the area.

8. The request furthers the following Goal and policy from Chapter 7 Urban Design, pertaining to Sense of Place:

- A. Goal 7.3 – Sense of Place: Reinforce sense of place through context sensitive design of development and streetscapes.

The applicant proposes to convert an existing building to a crematorium in an area that is industrial in character. There are no proposed changes to the existing building so the request would generally reinforce the sense of place because no changes are proposed.

- B. Policy 7.3.1 – Infill: Promote infill that enhances the built environment or blends in style and building materials with surrounding structures and the streetscape of the block in which it is located.

The request would facilitate the change in use of an existing building that is located in an industrial area. The change in zone from NR-LM and approval of the site plan would promote infill that maintains the style of the surrounding structures and would enhance the streetscape of the block with new landscape features.

9. The request furthers the following Goals and policies from Chapter 8: Economic Development:

Policy 8.1.2 – Resilient Economy: Encourage economic development efforts that improve quality of life for new and existing residents and foster a robust, resilient, and diverse economy.

The request would encourage economic development efforts that would foster a resilient and diverse economy by facilitating the development of a crematorium/mortuary. This use is considered to be highly specialized and would provide an essential service to new and existing Albuquerque residents.

10. The applicant has not adequately justified the zone change request pursuant to the Integrated Development Ordinance (IDO) Section 14-16-6-7(G)(3)-Review and Decision Criteria for Zoning Map Amendments because it is dependent upon the site plan, and for the following reasons:

- A. Criterion A: Though the applicant states that the request furthers policies regarding infill development, efficient development patterns, and leapfrog development, no drawings were provided that demonstrate that there are sufficient, existing utilities in place that support consistency with these policies.

- B. Criterion D: The size of the site would generally prevent many of the allowed uses in the NR-SU zone from developing. However, the NR-SU process requires a Site Plan – EPC (designed for a specific use) to be reviewed in conjunction with the zone change request. The site plan should demonstrate how potential impacts to the surrounding area will be mitigated. The applicant should expand on the measures being taken to mitigate the impacts of the new proposed crematorium.
- C. Criterion E: The subject site is an infill site that is adequately served by existing infrastructure (requirement 1) and that it is part of an established area. Any improvements required by the IDO or DPM will be fulfilled by the developer (requirement 3). However, this response would be strengthened if the applicant provided the required drawings demonstrating adequate utilities.
11. The site plan reviewed here does not contain sufficient information or clarity to determine which standards are met and which are proposed to be varied from. A clean and efficient way to do this is by doing a summary table (see table 2-5-9 in the NR-SU zone) and to provide sufficient notes on the site plan.
12. The affected neighborhood organization is the District 7 Coalition of Neighborhood Associations, which was notified as required. Property owners within 100 feet of the subject site were also notified as required.
13. As of this writing, Staff has not received any comments in support or opposition to the request.

RECOMMENDATION - RZ-2021-00045, SI-2021-01685, November 18, 2021

DEFERRAL of Project #: 2021-005426, Case #RZ-2021-00045, SI-2021-01685, a zone change from NR-LM to NR-SU and a required, associated Site Plan-EPC for the South 100 Feet of the North 330 Feet of West ½ of Tract J, of Cole's Industrial Subdivision No. 2, located at 3300 Vassar Dr., between Candelaria Rd. NE and Aztec Rd. NE, for a month based on the preceding Findings.

Sergio Lozoya

**Sergio Lozoya
Current Planner**

Notice of Decision cc list:

SMI-ABQ Assets LLC, wfibich@plcorp.com
Consensus Planning, cp@consensusplanning.com
District 7 Coalition of Neighborhood Associations, Darcy Bushnell, dmc793@gmail.com
District 7 Coalition of Neighborhood Associations, Tyler Richter, tyler.richter@gmail.com
Legal, kmorrow@cabq.gov
EPC file

CITY OF ALBUQUERQUE AGENCY COMMENTS

PLANNING DEPARTMENT

Zoning Enforcement

Long Range Planning

CITY ENGINEER

Transportation Development

Hydrology Development

New Mexico Department of Transportation (NMDOT)

DEPARTMENT of MUNICIPAL DEVELOPMENT

Transportation Planning-

Engineering (Department of Municipal Development)

No adverse comments

Street Maintenance (Department of Municipal Development)

RECOMMENDED CONDITIONS FROM THE CITY ENGINEER:

WATER UTILITY AUTHORITY

Utility Services

ENVIRONMENTAL HEALTH DEPARTMENT

Air Quality Division

Environmental Services Division

PARKS AND RECREATION

Planning and Design

Open Space Division

City Forester

POLICE DEPARTMENT/Planning

SOLID WASTE MANAGEMENT DEPARTMENT

A site plan to scale approved for access will be required by the Solid Waste Department. The trash enclosure will have to meet City of Albuquerque minimum requirements. An apron to the trash enclosure will be required. Landscape plan—The proposed Urbanite Ash (tree) will have to be relocated. It cannot overhang the trash enclosure.

FIRE DEPARTMENT/Planning

TRANSIT DEPARTMENT

No comments

COMMENTS FROM OTHER AGENCIES

BERNALILLO COUNTY PUBLIC WORKS/TRANSPORTATION PLANNING

No adverse comments

ALBUQUERQUE METROPOLITAN ARROYO FLOOD CONTROL AUTHORITY

No adverse comments.

ALBUQUERQUE PUBLIC SCHOOLS

No comments

ALBUQUERQUE BERNALILLO COUNTY WATER UTILITY AUTHORITY (ABCWUA)

No adverse comment to the proposed zone change.

Should the indicated renovations or amended building use change the Fire Flow requirements for the site then a new Availability Statement request should be made to address any utility improvements necessary. Requests can be made at the link below: <https://www.abcwua.org/info-for-builders-availability-statements/>. The request shall include a City Fire Marshal approved Fire 1 Plan, a zone map showing the site location, and the proposed Utility Plan.

MID-REGION METROPOLITAN PLANNING ORGANIZATION – TRANSPORTATION

MID-REGION COUNCIL OF GOVERNMENTS

MIDDLE RIO GRANDE CONSERVANCY DISTRICT

PUBLIC SERVICE COMPANY OF NEW MEXICO



Figure 1: Facing east towards the subject site.



Figure 2: Location of the proposed “porch cover”.





Figure 6: Looking south along Vassar Dr. NE from the subject site.



Figure 8: Looking north along Vassar Dr. NE from the subject site.

HISTORY



CITY OF ALBUQUERQUE
OFFICE OF ADMINISTRATIVE HEARINGS
ZONING HEARING EXAMINER
NOTIFICATION OF DECISION

SMI-ABQ Assets, LLC / Whitney S. Fibich (Agent, Consensus Planning) requests a conditional use to allow a mortuary for Lot J, Coles Industrial No. 2, located at 3300 Vassar DR NE, zoned NR-LM [Section 14-16-4-2]

Special Exception No:..... **VA-2021-00134**
Project No: **Project#2021-005426**
Hearing Date: 06-15-21
Closing of Public Record: 06-15-21
Date of Decision: 06-30-21

On the 15th day of June, 2021, Consensus Planning, agent for property owner SMI-ABQ Assets, LLC / Whitney S. Fibich (“Applicant”) appeared before the Zoning Hearing Examiner (“ZHE”) requesting a conditional use to allow a mortuary (“Application”) upon the real property located at 3300 Vassar DR NE (“Subject Property”). Below are the ZHE’s finding of fact and decision:

FINDINGS:

1. Applicant is requesting a conditional use to allow a mortuary.
2. The City of Albuquerque Code of Ordinances Section 14-16-6-6(A)(3) (Review and Decision Criteria– Conditional Use) reads: *“An application for a Conditional Use Approval shall be approved if it meets all of the following criteria:*
 - 6-6(A)(3)(a) *It is consistent with the adopted ABC Comp Plan, as amended.*
 - 6-6(A)(3)(b) *It complies with all applicable provisions of this IDO, including but not limited to any Use-specific Standards applicable to the use in Section 14-16-4-3; the DPM; other adopted City regulations; and any conditions specifically applied to development of the property in a prior permit or approval affecting the property, or there is a condition of approval that any Variances or Waivers needed to comply with any of these provisions must be approved or the Conditional Use Approval will be invalidated pursuant to Subsection (2)(c)2 above.*
 - 6-6(A)(3)(c) *It will not create significant adverse impacts on adjacent properties, the surrounding neighborhood, or the larger community.*
 - 6-6(A)(3)(d) *It will not create material adverse impacts on other land in the surrounding area through increases in traffic congestion, parking congestion, noise, or vibration without sufficient mitigation or civic or environmental benefits that outweigh the expected impacts.*
 - 6-6(A)(3)(e) *On a project site with existing uses, it will not increase non-residential activity within 300 feet in any direction of a lot in any Residential zone district between the hours of 10:00 P.M. and 6:00 A.M.*
 - 6-6(A)(3)(f) *It will not negatively impact pedestrian or transit connectivity without appropriate mitigation.*
3. The Applicant bears the burden of ensuring there is evidence in the record supporting a finding that the above criteria are met under Section 14-16-6-4(N)(1).

4. All property owners within 100 feet and affected neighborhood association(s) were timely notified.
5. The subject property is currently zoned R-ML.
6. Based on evidence submitted by the Applicant, the requested conditional use is consistent with the ABC Comp. Plan, as amended.
7. Based on evidence submitted by the Applicant, the requested conditional use complies with all applicable provisions of the IDO, including, but not limited to any Use-specific Standards applicable to the use in Section 14-16-4-3; the DPM; other adopted City regulations; and any conditions specifically applied to development of the property in any prior permit or approval affecting the property.
8. Based on evidence submitted by the Applicant, the requested conditional use will not create significant adverse impacts on adjacent properties, the surrounding neighborhood, or the larger community.
9. Based on evidence submitted by the Applicant, the requested conditional use will not create material adverse impacts on other land in the surrounding area, through increases in traffic congestion, parking congestion noise, or vibration without sufficient mitigation or civic or environmental benefits that outweigh the expected impacts.
10. Based on evidence submitted by the Applicant, the requested conditional use proposed use will not increase non-residential activity within 300 feet of a lot in any residential zone between the hours of 10:00PM and 6:00AM.
11. Based on evidence submitted by the Applicant, the requested conditional use proposed use will not negatively impact pedestrian or transit connectivity, as required by Section 14-16-6-6(A)(3)(f).
12. City Transportation stated no objection to the application.
13. The ZHE finds that the proper "Notice of Hearing" signage was posted for the required time period as required by Section 14-16-6-4(K)(3).
14. The ZHE finds that the Applicant has authority to pursue this Application.

DECISION:

APPROVAL of a conditional use to allow a mortuary.

APPEAL:

If you wish to appeal this decision, you must do so by July 15, 2021 pursuant to Section 14-16-6-4(U), of the Integrated Development Ordinance, you must demonstrate that you have legal standing to file an appeal as defined.

Successful applicants are reminded that other regulations of the City must be complied with, even after approval of a special exception is secured. This decision does not constitute approval of plans for a building permit. If your application is approved, bring this decision with you when you apply for any related building permit or occupation tax number. Approval of a conditional use or a variance application is void after one year from date of approval if the rights and privileges are granted, thereby have not been executed, or utilized.

A handwritten signature in dark blue ink, reading "Robert Lucero". The signature is fluid and cursive, with the first name "Robert" and last name "Lucero" clearly distinguishable.

Robert Lucero, Esq.
Zoning Hearing Examiner

cc:

ZHE File
Zoning Enforcement
Consensus Planning, cp@consensusplanning.com

ZONING

Please refer to Subsection 14-16-2-4(C) for the
NR-LM (Non-Residential Light Manufacturing) Zone District

and to Subsection 14-16-2-5(E) for the
NR-SU (Non-Residential Special Use) Zone District

APPLICANT INFORMATION



Please check the appropriate box and refer to supplemental forms for submittal requirements. All fees must be paid at the time of application.

Administrative Decisions	Decisions Requiring a Public Meeting or Hearing	Policy Decisions
<input type="checkbox"/> Archaeological Certificate (Form P3)	<input checked="" type="checkbox"/> Site Plan – EPC including any Variances – EPC (Form P1)	<input type="checkbox"/> Adoption or Amendment of Comprehensive Plan or Facility Plan (Form Z)
<input type="checkbox"/> Historic Certificate of Appropriateness – Minor (Form L)	<input type="checkbox"/> Master Development Plan (Form P1)	<input type="checkbox"/> Adoption or Amendment of Historic Designation (Form L)
<input type="checkbox"/> Alternative Signage Plan (Form P3)	<input type="checkbox"/> Historic Certificate of Appropriateness – Major (Form L)	<input type="checkbox"/> Amendment of IDO Text (Form Z)
<input type="checkbox"/> Minor Amendment to Site Plan (Form P3)	<input type="checkbox"/> Demolition Outside of HPO (Form L)	<input type="checkbox"/> Annexation of Land (Form Z)
<input type="checkbox"/> WTF Approval (Form W1)	<input type="checkbox"/> Historic Design Standards and Guidelines (Form L)	<input checked="" type="checkbox"/> Amendment to Zoning Map – EPC (Form Z)
	<input type="checkbox"/> Wireless Telecommunications Facility Waiver (Form W2)	<input type="checkbox"/> Amendment to Zoning Map – Council (Form Z)
		Appeals
		<input type="checkbox"/> Decision by EPC, LC, ZHE, or City Staff (Form A)

APPLICATION INFORMATION

Applicant: SMI-ABQ Assets, LLC	0000	Phone: 281.453.1369
Address: 1000 Louisiana Street, Suite 4000		Email: wfbich@plcorp.com
City: Houston	State: NM	Zip: 77002-5005
Professional/Agent (if any): Consensus Planning		Phone: 505.764.9801
Address: 302 8th Street NW		Email: cp@consensusplanning.com
City: Albuquerque	State: NM	Zip: 87102
Proprietary Interest in Site: Owner	List all owners: Chaco Offices LLC.	

BRIEF DESCRIPTION OF REQUEST

Reuse of existing building for crematorium with minor site improvements to include a closed trash container, small carport, landscaping, and improved parking.

SITE INFORMATION (Accuracy of the existing legal description is crucial! Attach a separate sheet if necessary.)

Lot or Tract No.: J	Block:	Unit: N/A
Subdivision/Addition: Coles Industrial No. 2	MRGCD Map No.:	UPC Code: 101606020903430404
Zone Atlas Page(s): G-16-Z	Existing Zoning: NR-LM	Proposed Zoning: NR-SU
# of Existing Lots: 1	# of Proposed Lots: 1	Total Area of Site (acres): .3903

LOCATION OF PROPERTY BY STREETS

Site Address/Street: 3300 Vassar Drive NE	Between: Candelaria Road NE	and: Aztec Rd NE
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CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)

VA-2021-00134 PR-2021-005426

Signature:	Date: 10/7/2021
Printed Name: Jim Strozier RAICP	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent

FOR OFFICIAL USE ONLY

Case Numbers	Action	Fees	Case Numbers	Action	Fees

Meeting/Hearing Date:	Fee Total:
Staff Signature:	Date: Project #

FORM P1: SITE PLAN – EPC

Please refer to the EPC hearing schedule for public hearing dates and deadlines. Your attendance is required.

- ☒ SITE PLAN – EPC
- ☐ MASTER DEVELOPMENT PLAN
- ☐ MAJOR AMENDMENT TO SITE PLAN – EPC OR MASTER DEVELOPMENT PLAN
- ☐ EXTENSION OF SITE PLAN – EPC OR MASTER DEVELOPMENT PLAN
 - ☒ Interpreter Needed for Hearing? _____ if yes, indicate language: _____
 - ☒ A Single PDF file of the complete application including all documents being submitted must be emailed to PLNDRS@cabq.gov prior to making a submittal. Zipped files or those over 9 MB cannot be delivered via email, in which case the PDF must be provided on a CD. PDF shall be organized with the Development Review Application and this Form P1 at the front followed by the remaining documents in the order provided on this form.
 - ☒ Zone Atlas map with the entire site clearly outlined and labeled
 - ☒ Letter of authorization from the property owner if application is submitted by an agent
 - ☒ Sites 5 acres or greater: Archaeological Certificate in accordance with IDO Section 14-16-6-5(A) *Not Applicable*
 - ☒ Signed Traffic Impact Study (TIS) Form
 - ☒ Justification letter describing, explaining, and justifying the request per the criteria in IDO Sections 14-16-6-6(J)(3) or 14-16-6-6(F)(3), as applicable
 - ☒ Explanation of requested deviations, if any, in accordance with IDO Section 14-16-6-4(P)
 - ☒ Proof of Pre-Application Meeting with City staff per IDO Section 14-16-6-4(B)
 - ☒ Proof of Neighborhood Meeting per IDO Section 14-16-6-4(C)
 - ☒ Office of Neighborhood Coordination neighborhood meeting inquiry response
 - ☒ Proof of email with read receipt OR Certified Letter offering meeting to applicable associations
 - ☒ Completed neighborhood meeting request form(s)
 - ☒ If a meeting was requested/held, copy of sign-in sheet and meeting notes *Not Applicable*
 - ☒ Sign Posting Agreement
 - ☒ Required notices with content per IDO Section 14-16-6-4(K)(1)
 - ☒ Required notices with content per IDO Section 14-16-6-4(K)(1) *(not required for extension)*
 - ☒ Office of Neighborhood Coordination notice inquiry response
 - ☒ Copy of notification letter, completed notification form(s), proof of additional information provided in accordance with IDO Section 6-4(K)(1)(b), and proof of first-class mailing to affected Neighborhood Association representatives.
 - ☒ Proof of emailed notice to affected Neighborhood Association representatives
 - ☒ Buffer map and list of property owners within 100 feet (excluding public rights-of-way) provided by Planning Department or created by applicant, copy of notifying letter, completed notification forms(s), proof of additional information provided in accordance with IDO Section 6-4(K)(1)(b), and proof of first-class mailing
 - ☒ Completed Site Plan Checklist
 - ☒ Scaled Site Plan or Master Development Plan and related drawings
 - Master Development Plans should include general building and parking locations, as well as design requirements for buildings, landscaping, lighting, and signage.*
 - ☒ Copy of the original approved Site Plan or Master Development Plan (for amendments only) *Not Applicable*
 - ☒ Site Plan or Master Development Plan
 - ☒ Sensitive Lands Site Analysis for new site design in accordance with IDO Section 5-2(C) *Not Applicable*
 - ☒ Completed Site & Building Design Considerations Form in accordance with IDO Section 5-2(D) for all commercial and multifamily site plans except if the development is industrial or the multifamily is less than 25 units. *Not Applicable*
 - ☒ Landfill disclosure statement per IDO Section 14-16-5-2(G) if site is within a designated landfill buffer zone *Not Applicable*

☐ VARIANCE – EPC

___ In addition to the above requirements for the Site Plan – EPC or Master Development Plan the proposed variance request is related to, please describe, explain, and justify the variance per the criteria in IDO Section 14-16-6-6(N)(3).

Note: Any variance request from IDO Standards in Sections 14-16-5-3 (Access and Connectivity), 14-16-5-4 (Subdivision of Land), 14-16-5-5 (Parking and Loading), or DPM standards shall only be granted by the DRB per IDO Section 14-16-6-6(L) See Form V.

<i>I, the applicant or agent, acknowledge that if any required information is not submitted with this application, the application will not be scheduled for a public meeting or hearing, if required, or otherwise processed until it is complete.</i>	
Signature:	Date: 10/7/2021
Printed Name: Jim Strozier FAICP	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent
FOR OFFICIAL USE ONLY	
Case Numbers: _____	Project Number: _____
Staff Signature: _____	
Date: _____	

Form Z: Policy Decisions

Please refer to the EPC hearing schedule for public hearing dates and deadlines. Your attendance is required.

A single PDF file of the complete application including all plans and documents being submitted must be emailed to PLNDRS@cabq.gov prior to making a submittal. Zipped files or those over 9 MB cannot be delivered via email, in which case the PDF must be provided on a CD.

☐ **INFORMATION REQUIRED FOR ALL POLICY DECISIONS (Except where noted)**

- ☒ Interpreter Needed for Hearing? _____ if yes, indicate language: _____
- ☒ Proof of Pre-Application Meeting with City staff per IDO Section 14-16-6-4(B)
- ☒ Letter of authorization from the property owner if application is submitted by an agent
- ☒ Traffic Impact Study (TIS) form (not required for Amendment to IDO Text)
- ☒ Zone Atlas map with the entire site/plan amendment area clearly outlined and labeled (not required for Amendment to IDO Text) NOTE: For Annexation of Land, the Zone Atlas must show that the site is contiguous to City limits.

☐ **ADOPTION OR AMENDMENT OF COMPREHENSIVE PLAN**

☐ **ADOPTION OR AMENDMENT OF FACILITY PLAN**

- ___ Plan, or part of plan, to be amended with changes noted and marked
- ___ Letter describing, explaining, and justifying the request per the criteria in IDO Sections 14-16-6-7(A)(3) or 14-16-6-7(B)(3), as applicable
- ___ Required notices with content per IDO Section 14-16-6-4(K)(6)
 - ___ Office of Neighborhood Coordination notice inquiry response, notifying letter, and proof of first class mailing
 - ___ Proof of emailed notice to affected Neighborhood Association representatives
 - ___ Buffer map and list of property owners within 100 feet (excluding public rights-of-way), notifying letter, and proof of first class mailing

☐ **AMENDMENT TO IDO TEXT**

- ___ Section(s) of the Integrated Development Ordinance to be amended with changes noted and marked
- ___ Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-7(D)(3)
- ___ Required notices with content per IDO Section 14-16-6-4(K)(6)
 - ___ Office of Neighborhood Coordination notice inquiry response, notifying letter, and proof of first class mailing
 - ___ Buffer map and list of property owners within 100 feet (excluding public rights-of-way), notifying letter, and proof of first class mailing

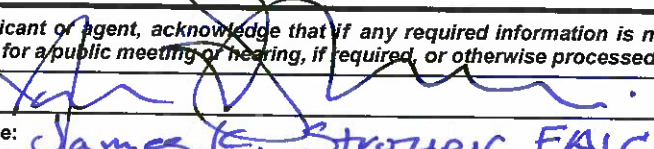
☒ **ZONING MAP AMENDMENT – EPC**


☐ **ZONING MAP AMENDMENT – COUNCIL**

- ☒ Proof of Neighborhood Meeting per IDO Section 14-16-6-4(C)
- ☒ Letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-7(F)(3) or Section 14-16-6-7(G)(3), as applicable
- ☒ Required notices with content per IDO Section 14-16-6-4(K)(6)
 - ☒ Office of Neighborhood Coordination notice inquiry response, notifying letter, and proof of first class mailing
 - ☒ Proof of emailed notice to affected Neighborhood Association representatives
 - ☒ Buffer map and list of property owners within 100 feet (excluding public rights-of-way), notifying letter, and proof of first class mailing
- ☒ Sign Posting Agreement

☐ **ANNEXATION OF LAND**

- ___ Application for Zoning Map Amendment *Establishment of zoning must be applied for simultaneously with Annexation of Land.*
- ___ Petition for Annexation Form and necessary attachments
- ___ Letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-7(E)(3)
- ___ Board of County Commissioners (BCC) Notice of Decision

I, the applicant or agent, acknowledge that if any required information is not submitted with this application, the application will not be scheduled for a public meeting or hearing, if required, or otherwise processed until it is complete.	
Signature: 	Date: 10/7/2021
Printed Name: James E. Strouher, FAICP	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent
FOR OFFICIAL USE ONLY	
Project Number:	Case Numbers
	-
	-
	-
Staff Signature:	
Date:	



SITE PLAN CHECKLIST

Project #: PR-2021-005426 Application #: _____

This checklist will be used to verify the completeness of site plans submitted for review by the Planning Department. Because development proposals vary in type and scale, there may be submittal requirements that are not specified here. Also there may additional requirements if a site is located in CPO, HPO, and/or VPO or if located in DT-UC-MS or PT areas. See the IDO or AGIS for boundaries. Nonetheless, applicants are responsible for providing a complete submittal. Certification as specified below is required.

I CERTIFY THAT THE SUBMITTED SITE PLAN IS COMPLETE AND ACCURATE, AND THAT ALL APPLICABLE INFORMATION AS SPECIFIED IN THIS CHECKLIST IS PROVIDED. FURTHER, I UNDERSTAND THAT THIS APPLICATION IS BEING ACCEPTED PROVISIONALLY AND THAT INACCURATE AND/OR INCOMPLETE INFORMATION MAY RESULT IN THE SUBSEQUENT REJECTION OF THE APPLICATION OR IN A DELAY OF ONE MONTH OR MORE IN THE DATE THE APPLICATION IS SCHEDULED FOR PUBLIC HEARING.

[Signature] 10/7/2021
Applicant or Agent Signature / Date

Site plan packets shall be composed of the following plan sheets (unless otherwise approved in writing prior to submittal by the Planning Department):

1. Site Plan (including utilities and easements)
2. Landscaping Plan
3. Grading and Drainage Plan
4. Utility Plan
5. Building and Structure Elevations
6. Previously approved Development Plan (if applicable)

The electronic format must be organized in the above manner.

The following checklist describes the minimum information necessary for each plan element. The Applicant must include all checklist items on their site plan drawings and confirm inclusion by checking off the items below. Non-applicable items must be labeled "N/A." Each non-applicable designation must be explained by notation on the Checklist.

NOTE: There may be addition information required if site is located with a CPO, VPO or HPO and/or any other special areas as defined by the IDO.

NOTE: If there requests for deviations (Section 14-16-6-4(O), they must be clearly labelled on the site plan (Sheet 1) as well as addressed in the application letter made with the submittal.

SHEET #1 - SITE PLAN — AS BUILT SITE PLAN

A. General Information

- ✓ 1. Date of drawing and/or last revision
- ✓ 2. Scale: 1.0 acre or less 1" = 10' ✓
1.0 - 5.0 acres 1" = 20'
Over 5 acres 1" = 50'
Over 20 acres 1" = 100'

SITE PLAN CHECKLIST

- ☒ 3. Bar scale
- ☒ 4. North arrow
- ☒ 5. Legend
- ☒ 6. Scaled vicinity map
- ☒ 7. Property lines (clearly identify)
- ☒ 8. Existing and proposed easements (identify each)
- ☒ 9. Phases of development, if applicable

B. Proposed Development

1. Structural

- ☒ A. Location of existing and proposed structures (distinguish between existing & proposed) and include any accessory structures
- ☒ B. Square footage of each structure
- ☒ C. Proposed use of each structure
- ☒ D. Signs (freestanding) and other improvements
- ☒ E. Walls, fences, and screening: indicate height, length, color and materials
- ☒ F. Dimensions of all principal site elements or typical dimensions
- ☒ G. Loading facilities
- ☒ H. Site lighting (indicate height & fixture type)
- ☒ I. Indicate structures within 20 feet of site
- ☒ J. Elevation drawing of refuse container and enclosure, if applicable.
- ☒ K. Existing zoning/land use of all abutting properties

2. Parking, Loading and Internal Circulation

- ☒ A. Parking layout with spaces numbered per aisle and totaled.
 - ☒ 1. Location and typical dimensions, including motorcycle spaces, bicycle spaces, ADA accessible spaces, and compact spaces
 - ☒ 2. Calculations: spaces required and proposed (include any reduction calculations) for motorcycle, bicycle, compact and ADA spaces
 - ☒ 3. On street parking spaces
- ☒ B. Bicycle parking & facilities *Per IDO S-S(B)(1)*
 - ☒ 1. Bicycle racks – location and detail
 - ☒ 2. Other bicycle facilities, if applicable
- ☒ C. Vehicular Circulation (Refer to DPM and IDO)
 - ☒ 1. Ingress and egress locations, including width and curve radii dimensions
 - ☒ 2. Drive aisle locations, including width and curve radii dimensions
 - ☒ 3. End aisle locations, including width and curve radii dimensions
 - ☒ 4. Location & orientation of refuse enclosure, with dimensions
 - ☒ 5. Loading, service area, and refuse service locations and dimensions
- ☒ D. Pedestrian Circulation
 - ☒ 1. Location and dimensions of all sidewalks and pedestrian paths (including ADA connection from ROW to building and from ADA parking to building)

SITE PLAN CHECKLIST

- NA 2. Location and dimension of drive aisle crossings, including paving treatment
- NA 3. Location and description of amenities, including patios, benches, tables, etc.

✓ E. Off-Street Loading

- ✓ 1. Location and dimensions of all off-street loading areas

NA F. Vehicle Stacking and Drive-Through or Drive-Up Facilities

- 1. Location and dimensions of vehicle stacking spaces and queuing lanes
- 2. Landscaped buffer area if drive-through lanes are adjacent to public R/W
- 3. Striping and Sign details for one-way drive through facilities

3. Streets and Circulation

✓ A. Locate and identify adjacent public and private streets and alleys.

- ✓ 1. Existing and proposed pavement widths, right-of-way widths and curve radii
- NA 2. Identify existing and proposed turn lanes, deceleration lanes and similar features related to the functioning of the proposal, with dimensions
- NA 3. Location of traffic signs and signals related to the functioning of the proposal
- NA 4. Identify existing and proposed medians and median cuts
- ✓ 5. Sidewalk widths and locations, existing and proposed **4'**
- NA 6. Location of street lights
- 7. Show and dimension clear sight triangle at each site access point
- ✓ 8. Show location of all existing driveways fronting and near the subject site.

NA B. Identify Alternate transportation facilities within site or adjacent to site

- 1. Bikeways and bike-related facilities
- 2. Pedestrian trails and linkages
- 3. Transit facilities, including routes, bus bays and shelters existing or required

4. Phasing

- NA A. Proposed phasing of improvements and provision for interim facilities. Indicate phasing plan, including location and square footage of structures and associated improvements including circulation, parking and landscaping.

SHEET #2 - LANDSCAPING PLAN - **REQUIRED DUE TO > \$500,000 remodel Costs**

- ✓ 1. Scale - must be same as scale on sheet #1 - Site plan
- ✓ 2. Bar Scale
- ✓ 3. North Arrow
- ✓ 4. Property Lines
- ✓ 5. Existing and proposed easements
- ✓ 6. Identify nature of ground cover materials
 - ✓ A. Impervious areas (pavement, sidewalks, slope pavings, curb and gutters, etc.)
 - ✓ B. Pervious areas (planting beds, gravel areas, grass, ground cover vegetation, etc.)
 - ✓ C. Ponding areas either for drainage or landscaping/recreational use

SITE PLAN CHECKLIST

- ☒ 7. Identify type, location and size of plantings (common and/or botanical names).
 - NA A. Existing, indicating whether it is to be preserved or removed.
 - ☒ B. Proposed, to be established for general landscaping.
 - NA C. Proposed, to be established for screening/buffering.
- ☒ 8. Describe irrigation system – Phase I & II . . .
- ☒ 9. Planting Beds, indicating square footage of each bed
- NA 10. Turf Area - only 20% of landscaped area can be high water turf; provide square footage and percentage. *No Turf*
- ☒ 11. Responsibility for Maintenance (statement)
- ☒ 12. Landscaped area requirement; square footage and percent (specify clearly on plan)
- NA 13. Landscaped buffer areas provided; dimensions, label clearly that it is a landscape buffer, square footage and percent (specify clearly on plan)
- 14. Planting or tree well detail *- To be added*
- NA 15. Street Trees (only trees from the Official Albuquerque Plant Palette and Sizing list or 8 inch caliper or larger will be counted)
- ☒ 16. Parking lot edges and interior – calculations, dimensions and locations including tree requirements
- NA 17. Show Edge Buffer Landscaping (14-16-5-6(D)) – location, dimensions and plant material

SHEET #3 – GRADING AND DRAINAGE PLAN – *EXISTING DEVELOPED SITE-NA*

A separate grading and drainage plan (and drainage report) must be submitted to the DRS Hydrology Section prior to the DRB submittal for a site plan (See DRWS Form).

A. General Information

- 1. Scale - must be same as Sheet #1 - Site Plan
- 2. Bar Scale
- 3. North Arrow
- 4. Property Lines
- 5. Existing and proposed easements
- 6. Building footprints
- 7. Location of Retaining walls

B. Grading Information

- 1. On the plan sheet, provide a narrative description of existing site topography, proposed grading improvements and topography within 100 feet of the site.
- 2. Indicate finished floor elevation and provide spot elevations for all corners of the site (existing and proposed) and points of maximum cut or fill exceeding 1 foot.
- 3. Identify ponding areas, erosion and sediment control facilities.
- 4. Cross Sections
Provide cross section for all perimeter property lines where the grade change is greater than 4 feet at the point of the greatest grade change. Provide one additional cross section in each direction within no more than 100 feet of the reference point.

SITE PLAN CHECKLIST

SHEET #4- UTILITY PLAN - EXISTING DEVELOPED SITE - NA

- ☐ A. Fire hydrant locations, existing and proposed. (or submit signed off Fire One Plan)
- ☐ B. Distribution lines
- ☐ C. Right-of-Way and easements, existing and proposed, on the property and adjacent to the boundaries, with identification of types and dimensions.
- ☐ D. Existing water, sewer, storm drainage facilities (public and/or private).
- ☐ E. Proposed water, sewer, storm drainage facilities (public and/or private)
- ☐ F. Existing electric lines both overhead and underground. Power Poles shown with dimensions to proposed buildings and structures must be clearly shown.

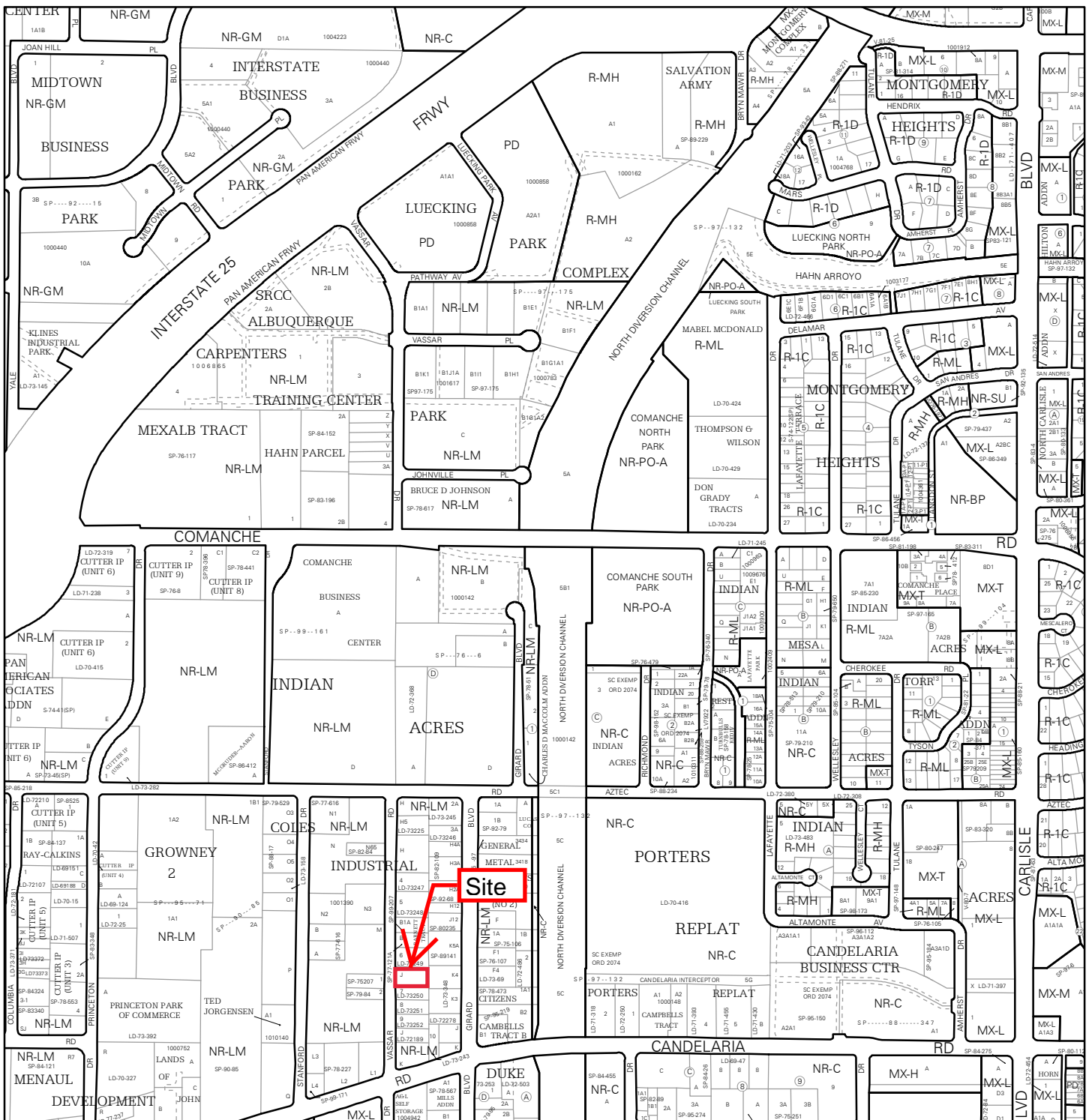
SHEET #5 - BUILDING AND STRUCTURE ELEVATIONS

A. General Information - EXISTING BUILDING - NO CHANGES PROPOSED PHOTOS INCLUDED ON SITE PLAN

- ☐ A. Scale
- ☐ B. Bar Scale
- ☐ C. Detailed Building Elevations for each facade
 - ☐ 1. Identify facade orientation
 - ☐ 2. Dimensions of facade elements, including overall height and width
 - ☐ 3. Location, material and colors of windows, doors and framing
 - ☐ 4. Materials and colors of all building elements and structures
 - ☐ 5. Location and dimensions of mechanical equipment (roof and/or ground mounted)

B. Building Mounted Signage

- ☐ 1. Site location(s)
- ☐ 2. Sign elevations to scale
- ☐ 3. Dimensions, including height and width
- ☐ 4. Sign face area - dimensions and square footage clearly indicated
- ☐ 5. Lighting
- ☐ 6. Materials and colors for sign face and structural elements.
- ☐ 7. List the sign restrictions per the IDO



For more details about the Integrated Development Ordinance visit: <http://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance>

IDO Zone Atlas

May 2018

IDO Zoning information as of May 17, 2018

The Zone Districts and Overlay Zones are established by the Integrated Development Ordinance (IDO).

Zone Atlas Page:
G-16-Z

- Easement
- Escarpment
- Petroglyph National Monument
- Areas Outside of City Limits
- Airport Protection Overlay (APO) Zone
- Character Protection Overlay (CPO) Zone
- Historic Protection Overlay (HPO) Zone
- View Protection Overlay (VPO) Zone

Gray Shading
Represents Area Outside
of the City Limits

N

0 250 500 1,000 Feet

SMI-ABQ Assets, LLC.
1000 Louisiana Street, Suite 4000
Houston, TX 77002-5005

September 28, 2021

City of Albuquerque
Planning Department
600 Second Street NW
Albuquerque, NM 87102

RE: 3300 Vassar Drive NE
Request for Zone Map Amendment

To Whom it May Concern:

SMI-ABQ Assets, LLC. hereby authorizes Consensus Planning Inc. to act as an agent and provide entitlement services for the purposes of a Zone Map Amendment and Site Plan submittal to allow for a crematorium at the property legally described as *"The South 100 Feet of the North 330 Feet of West ½ of Tract J. of Coles Industrial Subdivision #2."*

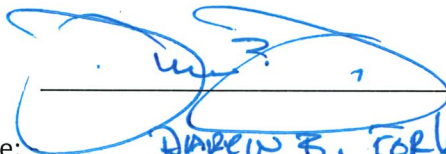
Entitlement services shall include, but not be limited to general correspondence, staff coordination and meetings, representation before the EPC and all application submittals.

Sincerely,
SMI-ABQ Assets, LLC.

Signature: _____

Printed Name: _____

Title: _____


DARRELL B. FORBES
VA / West Region

PRE-APPLICATION REVIEW TEAM (PRT) MEETING NOTES

PA# 21-042 Date: 4/14/21 Time: N/A (sent via email to jeff.dinerstein@morganlewis.com)

Address: 3300 Vassar Drive NE

AGENCY REPRESENTATIVES

Planning: Linda Rumpf (lrumpf@cabq.gov)

Zoning/Code Enforcement: Carl Garcia (cagarcia@cabq.gov)

Fire Marshal: Antonio Chinchilla (achinchilla@cabq.gov) or call 505-924-3611 (if needed)

Transportation: Jeanne Wolfenbarger (jwolfenbarger@cabq.gov)

Hydrology: Ernest Armijo, P.E. (earmijo@cabq.gov)

Solid Waste: Herman Gallegos (hgallegos@cabq.gov)

Water Authority: David Gutierrez - dggutierrez@abcwua.org or call 505.289.3307; 505.241.9630

PRT DISCUSSIONS ARE FOR INFORMATIONAL PURPOSES ONLY!

THEY ARE NON-BINDING AND DO NOT CONSTITUTE ANY KIND OF APPROVAL.

*Additional research may be necessary to determine the exact type of application and/or process needed.
Factors unknown at this time and/or thought of as minor could become significant as the case progresses.*

REQUEST:

Proposed two phased approach with the 1st application to ZHE for a Conditional Use request for a Care Center

(Mortuary). The 2nd phase of the project may be a request for a ZMA from NR-LM to NR-SU to allow a Crematorium.

SITE INFORMATION:

Zone: NR-LM to NR-SU

Size: 0.39 acres

Use: Commercial Services

Overlay zone: x

Comp Plan Area of: Consistency

Comp Plan Corridor: x

Comp Plan Center: x

MPOS or Sensitive Lands: x

Parking: 5-5

MR Area: x

Landscaping: 5-6

Street Trees: 5-6(D)(1)

Use Specific Standards: Allowable Uses, Table 4-2-1

Dimensional Standards: Table 5-1-3: Non-residential Zone District Dimensional Standards

*Neighborhood Organization/s: District 7 Coalition of NAs

**This is preliminary information only. Neighborhood Organization information is only accurate when obtained from the Office of Neighborhood Coordination (ONC) at www.cabq.gov/neighborhoods.resources.*

PROCESS:

Type of Action: *See Planning comments

Review and Approval Body: * Is this a PRT requirement? See Table 6-1-1

PRE-APPLICATION REVIEW TEAM (PRT) MEETING NOTES

PA# 21-042 Date: 4/14/21 Time: N/A (sent via email)

Address: 3300 Vassar Drive NE

NOTES:

See the **Integrated Development Ordinance**

<http://documents.cabq.gov/planning/IDO/IDO-Effective-2018-05-17.pdf>

Download Forms & Applications

<https://www.cabq.gov/planning/online-forms>

New Public Notice Forms

We have created forms for all email/mailed public notice and for Pre-submittal Neighborhood Meetings. Please complete these forms for public notice:

- Neighborhood Meeting - <http://www.cabq.gov/planning/urban-design-development/neighborhood-meeting-requirement-in-the-integrated-development-ordinance>
- Public Notice - <http://www.cabq.gov/planning/urban-design-development/public-notice>

Records requests

To request a site plan and/or Notice of Decision, please use ABQ Records web page:

<https://www.cabq.gov/clerk/public-records>

Please include the site's address and the Case Tracking #s (see Zoning Comments) in your request.

Requests to Inspect Public Records

Any person may submit their request to inspect public records to the Office of the City Clerk by clicking on the following link to request records using our ABQ Records portal. <https://cabq.nextrequest.com/>

This enables us to respond to requests in the order in which they are received. Plus, it's a better way to share large files.

- Linda Rumpf, lrumpf@cabq.gov

File Submittal

For Administrative Amendments, DRB, EPC, hydrology and traffic submittals, e-mail electronic files to PLNDRS@cabq.gov. For questions about an application submittal or the submittal process itself, please contact Jay Rodenbeck at jrodenbeck@cabq.gov and/or to Maggie Gould at mgould@cabq.gov.

For other questions, please contact the Planning representative at the top of the PRT Notes.

For Building Safety Plan Review, contact Building Safety at 924-3963. Website:

<https://www.cabq.gov/planning/building-safety-permits>

Planning Comments

PRE-APPLICATION REVIEW TEAM (PRT) MEETING NOTES

PA# 21-042 Date: 4/14/21 Time: N/A (sent via email)

Address: 3300 Vassar Drive NE

Please contact Suzie Sanchez in ZHE regarding the conditional use. suzannasanchez@cabq.gov

Process – 6-7(G) Zoning Map Amendment

Your Questions

QUESTIONS OR CONCERNS (Please be specific so that our staff can do the appropriate research)

1) Are there any anticipated complications/concerns with a 2 step approach - requesting a ZHE Conditional Use to allow the operation of a Care Center / Mortuary for the initial development first, with a subsequent request for a ZMA from NR-LM to NR-SU to allow the Crematorium Use with an Accessory Care Center / Mortuary? This will allow the owner to begin tenant improvements for the mortuary (phase one) as soon as possible.

2) Are there any thresholds that will trigger/require improvements to the existing site conditions - specifically related to the parking lot on the west side of the building adjacent to Vassar Drive?

1. There are no anticipated concerns with a 2 step approach.

Zoning Comments

1. 6-6(A) CONDITIONAL USE APPROVAL Initially
2. 6-7(G) ZONING MAP AMENDMENT – EPC
3. This requires 2 separate processes and 2 separate permits.
4. No anticipated concerns at this time with the information provided.
5. This could be subject to change if further information provided or changed.
As always, if you have specific questions pertaining to zoning and/or development standards you are encouraged to reach out to the zoning counter at (505) 924-3857 option 1.

Transportation Development Comments

For additional information contact Nilo Salgado (924-3630) or Jeanne Wolfenbarger (924-3991)

General comments provided:

Curb Cuts (If applicable)

- Follow DPM guidelines for commercial curb cuts.
- Location of drive with respect to intersection depends on classification of the street. (See attached table.) Classification of street is according to the Long Range Master Plan developed by MRCOG.

Clear Sight Triangle at Access Points and Intersections

- Clear sight triangle (See attached hand-outs.) Nothing opaque should be in the triangle.

PRE-APPLICATION REVIEW TEAM (PRT) MEETING NOTES

PA# 21-042 Date: 4/14/21 Time: N/A (sent via email)

Address: 3300 Vassar Drive NE

Private Site and Parking Lot Design

- Follow DPM and IDO Guidelines for Site and Parking Lot Design. Current ADA standards must be followed including required number of handicapped parking spaces and drive aisles, ADA access to public right-of-way, and ADA access to on-site buildings.
- See the Traffic Circulation Layout (TCL) Checklist. A TCL is required for any change or addition to a building > 500 sq. ft. or if the parking or circulation is changed. (This includes a repaving of parking lot.) Drawing must be stamped by a registered engineer or architect.
- When developing a parking lot layout, include all dimensioning for construction purposes. Also include all curb, curb ramp and signage details.
- Parking Calculations must be provided and per the requirements in the IDO. Number of vehicular spaces, motorcycle spaces, and bicycle spaces shall be specified and follow IDO requirements.
- Shared access/parking agreement is required if access/parking is shared with parking lot adjacent to site. (This can be established on a plat if submittal of a plat is required or by an agreement.)
- Existing driveways that are not being used are required to be removed and replaced with standard curb and sidewalk to match existing.

Traffic Studies

1. See the Traffic Impact Study (TIS) thresholds. In general, a minimum combination of 100 vehicles entering and exiting in the peak hour warrants a Traffic Impact Study. Visit with Traffic Engineer for determination, and fill out a TIS Form that states whether one is warranted. In some cases, a trip generation may be requested for determination.

Platting and Public Infrastructure Requirements for Roadways (If applicable)

1. When submitting to DRB, all public roadway improvements that are required shall be shown on an infrastructure list. Public improvements must be included on a public work order set of drawings.
2. All public roadway facilities must be within public right-of-way including the entire width of the public sidewalk, all public curb ramps, overhead utilities, traffic signals and lighting, etc.
3. Curb and sidewalk are required along entire frontage of property. Follow IDO/DPM for specific width requirements.
4. For any private access easements on plats, all beneficiaries and maintenance responsibilities must be listed.
5. Any private structures that are located within public right-of-way such as fences and walls shall either be removed or else a revocable permit with the City is required in which an annual fee is paid per year, based on square footage of the encroachment.

PRE-APPLICATION REVIEW TEAM (PRT) MEETING NOTES

PA# 21-042 Date: 4/14/21 Time: N/A (sent via email)

Address: 3300 Vassar Drive NE

If you would have additional questions or would like to schedule a follow-up Zoom meeting please contact Linda Rumpf at lrumpf@cabq.gov



City of Albuquerque

Planning Department
Development Review Services Division

Traffic Scoping Form (REV 07/2020)

Project Title: 3300 Vassar Drive NE Zone Map Amendment

Building Permit #: N/A Hydrology File #: N/A

Zone Atlas Page: G-16-Z DRB#: N/A EPC#: N/A Work Order#: N/A

Legal Description: The South 100 Feet of the North 330 Feet of West 1/2 of Tract J. of Coles Industrial Subdivision #2.

Development Street Address: 3300 Vassar Drive NE

Applicant: SMI-ABQ Assets, LLC. **Contact:** Whitney S. Fibich

Address: 1000 Louisiana Street, Suite 4000 - Houston, TX 77002-5005

Phone#: 281.453.1369 Fax#: N/A

E-mail: wfibich@plcorp.com

Development Information

Build out/Implementation Year: 2021 Current/Proposed Zoning: NR-LM to NR-SU

Project Type: New: () Change of Use: x Same Use/Unchanged: () Same Use/Increased Activity: ()

Change of Zoning: x

Proposed Use (mark all that apply): Residential: () Office: x Retail: () Mixed-Use: x

Describe development and Uses:
Reuse of existing building (mortuary) to include a crematorium.

Days and Hours of Operation (if known): 7 days a week, 24 hours a day

Facility

Building Size (sq. ft.): 12,500

Number of Residential Units: None

Number of Commercial Units: 1

Traffic Considerations

ITE Trip Generation Land Use Code No Land Use Code for Crematorium - Used Light Industrial Instead: 110

Expected Number of Daily Visitors/Patrons (if known):* 10 Visitors / Day

Expected Number of Employees (if known):* 20 Full and Part-Time Staff / Split Shift - Shifts are 10 hours a day, 7 days a week

Expected Number of Delivery Trucks/Buses per Day (if known):* 6 Deliveries / Day

Trip Generations during PM/AM Peak Hour (if known):* Unknown

Driveway(s) Located on: Vassar Drive NE

Adjacent Roadway(s) Posted Speed:	Candelaria Rd NE	40 MPH
	Aztec Rd NE	25 MPH

** If these values are not known, assumptions will be made by City staff. Depending on the assumptions, a full TIS may be required.)*

Roadway Information (adjacent to site)

Comprehensive Plan Corridor Designation/Functional Classification: Local Urban Streets
(arterial, collector, local, main street)

Comprehensive Plan Center Designation: None
(urban center, employment center, activity center, etc.)

Jurisdiction of roadway (NMDOT, City, County): City

Adjacent Roadway(s) Traffic Volume: 15,000 AWDT / Candelaria Volume-to-Capacity Ratio (v/c): 0.25 - 0.5 AM / PM
Bus Route 7 - (if applicable) Bus Route 7 E/W Bound both located

Adjacent Transit Service(s): Candelaria Commuter Nearest Transit Stop(s): East of Vassar on Candelaria

Is site within 660 feet of Premium Transit?: No

Current/Proposed Bicycle Infrastructure: Existing Bike Lane on Candelaria and Bike Trail located on the North Diversion Channel Trail to the East
(bike lanes, trails)

Current/Proposed Sidewalk Infrastructure: Existing 4-5' Sidewalk Exists - Partial sidewalk update with Landscaping Improvements

Relevant Web-sites for Filling out Roadway Information:

City GIS Information: <http://www.cabq.gov/gis/advanced-map-viewer>

Comprehensive Plan Corridor/Designation: See GIS map.

Road Corridor Classification: <https://www.mrcog-nm.gov/DocumentCenter/View/1920/Long-Range-Roadway-System-LRRS-PDF?bidId=>

Traffic Volume and V/C Ratio: <https://www.mrcog-nm.gov/285/Traffic-Counts> and <https://public.mrcog-nm.gov/taqa/>

Bikeways: http://documents.cabq.gov/planning/adopted-longrange-plans/BTFP/Final/BTFP%20FINAL_Jun25.pdf (Map Pages 75 to 81)

TIS Determination

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

Traffic Impact Study (TIS) Required: Yes [☐] No [☐]

Thresholds Met? Yes [☐] No [☐]

Mitigating Reasons for Not Requiring TIS: Previously Studied: [☐]

Notes:

TRAFFIC ENGINEER

DATE

.....
Submittal

The Scoping Form must be submitted as part of a Traffic Circulation Layout submittal, DRB application for site plan approval, or EPC application. See the Development Process Manual Chapter 7.4 for additional information.

Submit by email to plndrs@cabq.gov and to the City Traffic Engineer mgrush@cabq.gov. Call 924-3362 for information.

Site Plan/Traffic Scoping Checklist

Site plan, building size in sq. ft. (show new, existing, remodel), to include the following items as applicable:

1. Access -- location and width of driveways
2. Sidewalks (Check DPM and IDO for sidewalk requirements. Also, Centers have wider sidewalk requirements.)
3. Bike Lanes (check for designated bike routes, long range bikeway system) ([*check MRCOG Bikeways and Trails in the 2040 MTP map*](#))
4. Location of nearby multi-use trails, if applicable ([*check MRCOG Bikeways and Trails in the 2040 MTP map*](#))
5. Location of nearby transit stops, transit stop amenities (eg. bench, shelter). Note if site is within 660 feet of premium transit.
6. Adjacent roadway(s) configuration (number of lanes, lane widths, turn bays, medians, etc.)
7. Distance from access point(s) to nearest adjacent driveways/intersections.
8. Note if site is within a Center and more specifically if it is within an Urban Center.
9. Note if site is adjacent to a Main Street.
10. Identify traffic volumes on adjacent roadway per MRCOG information. If site generates more than 100 vehicles per hour, identify volume to capacity (v/c) ratio on this form.



Landscape Architecture
Urban Design
Planning Services

302 Eighth St. NW
Albuquerque, NM 87102

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

October 29, 2021 (Revised)

Tim MacEachen, Chairman
Environmental Planning Commission
600 Second Street NW
Albuquerque, NM 87102

Re: 3300 Vassar Dr. NE
Zone Map Amendment

Dear Mr. Chairman:

On behalf of the applicant, SMI-ABQ Assets, LLC, Consensus Planning submits this request for approval of a Zoning Map Amendment – EPC. Since this is a request for NR-SU, it is accompanied by a site plan, and both of these are explained in the letter. The purpose of this letter is to provide justification of our request by responding to the decision criteria specified in the Integrated Development Ordinance (IDO) Section 14-16-6-7(G)(3), as well as outlining how this request supports the Comprehensive Plan's goals and policies and describing the site plan.

The subject site consists of one parcel that totals approximately .39 acres and is located approximately 500' north of Candelaria Road NE (see Figure 1). The property has an existing building which will be redeveloped consistent with this application. The following is the subject site's legal description:

- *THE SOUTH 100 FEET OF THE NORTH 330 FEET OF WEST ½ OF TRACT J OF COLE'S INDUSTRIAL SUBDIVISION NO. 2*

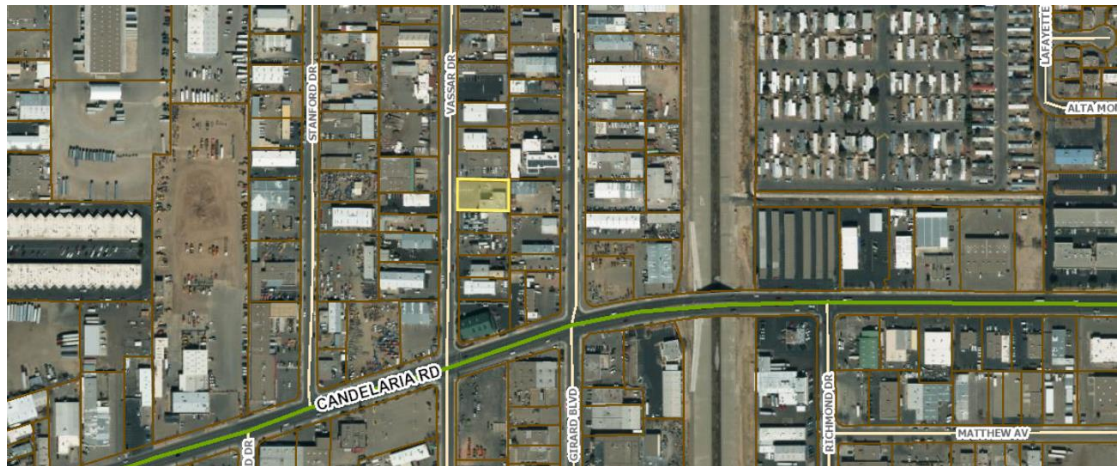


Figure 1. Subject Site (Property in Yellow Outline)

PROJECT SUMMARY

PRINCIPALS

James K. Strozier, FAICP
Christopher J. Green, PLA,
ASLA, LEED AP
Jacqueline Fishman, AICP

The applicant, SMI-ABQ Assets Inc, will be the Owner responsible for the renovation of the existing site and building upon approval of the entitlement. The focus of this application is to rezone the one parcel (See Figure 2) from the current Non-Residential (NR-LM) designation to Non-Residential Sensitive Use (NR-SU).

The Owner currently has a Condition Use Approval for a mortuary (Care Center) (VA-21-00134 / PR-2021-005426) and is requesting for a zone map amendment to allow for the permissive use of a crematorium with the approved mortuary as a permissive accessory use. The proposed use will operate 7 days a week, 24 hours a day, with approximately 8-12 employees working rotated shifts.

The greater Albuquerque area has a total of five (5) crematoriums. The owner of this project recently closed the crematory at their Fairview location and plans to close their Vista Verde Crematorium upon approval of this new location. If approved, this new crematorium will serve the greater Albuquerque area and the Navajo Nation. The new crematorium plans on completing approximately 2200 cremations annually, 183 monthly, 42 weekly. The decommissioning of the existing equipment in their existing crematorium will be replaced with modern, state of the art cremation chambers that will significantly reduce their carbon footprint and production of particular matter.

LAND USE CONTEXT

The property is located in an “Area of Consistency” as designated by the Comprehensive Plan. Zoning and land use around the subject property consists entirely of Non-Residential Light Manufacturing (NR-LM) and a wide array of commercial businesses. The nearest residentially zoned lots are over 1,800’ from the subject site, however, the Aztec Village Mobile Home Park is located just over 800 feet away and zoned NR-C. It is important to note that the residential uses are separated from the industrial area by the 250-foot North Diversion Channel right-of-way and Aztec Road does not connect east and west across the channel. The following table provides a summary of the immediate surrounding land uses and is not intended to be comprehensive.

TABLE 1. Surrounding Zoning & Land Use Context

NORTH	NR-LM	Miscellaneous Commercial/Office/Retail
EAST	NR-LM	Miscellaneous Commercial/Office/Retail
SOUTH	NR-LM	Dieter’s German Car Specialist, Equipment Storage/Rental, Misc. Commercial/Industrial Sales/Storage/Office
WEST	NR-LM	Miscellaneous Commercial/Office/Retail



Figure 2. Current NR-LM Zoning on Subject Property (Property in Yellow Outline)



Figure 3. Picture of existing building.

SITE HISTORY

Consensus Planning recently applied for and obtained ZHE approval to allow a mortuary on this property. Based on a review of the City's Advanced Map Viewer, Consensus Planning was able to locate the single case history for the .3903-acre subject site for the mortuary:

- VA-21-00134 / PR-2021-005426 – ZHE Conditional Use

NEIGHBORHOOD ASSOCIATION NOTICES AND PROPERTY OWNER LETTERS

Consensus Planning sent the required notifications to the following Neighborhood Coalitions and Association:

- District 7 Coalition of Neighborhood Associations

On August 31, 2021, the owner and a representative from Consensus Planning went door to door to all of the adjacent businesses on Vassar and Girard. They were able to speak to all of the open businesses, left cards and contact information (for those where the business owner was not present), and described the use and operation for the planned facilities. No objections or concerns were raised, and no one has reached out for more information.

Property owner letters were mailed on October 7th, 2021, to all the property owners included within a 100' of both parcels and adjacent road rights-of-way. The 100' buffer map and property owner list are included with this application.

As of October 7th, 2021, there have been no additional questions or concerns resulting from the IDO required notice at the time of application.

JUSTIFICATION – SECTION 14-16-6-7(f)(3) OF INTEGRATED DEVELOPMENT ORDINANCE

This request is well-supported by the Comprehensive Plan's goals and policies and meets the criteria for a Zoning Map Amendment – EPC per IDO Section 14-6-7(F)(3) as described further in this section.

- A. 6-7(G)(3)(a) The proposed zone change is consistent with the health, safety, and general welfare of the City as shown by furthering (and not being in conflict with) a preponderance of applicable Goals and Policies in the ABC Comp Plan, as amended, and other applicable plans adopted by the City.**

Applicant's Response: *The proposed zone change is consistent with the health, safety, and general welfare of the City by creating an opportunity for a crematorium that will provide a needed public service that will eventually be used by many families within the greater Albuquerque area and will further a preponderance of applicable goals and policies of the Comprehensive Plan.*

Goal 5.3 Efficient Development: Promote development patterns that maximize the utility of existing infrastructure and public facilities and the efficient use of land to support the public good.

Applicant Response: *The proposed use will directly promote efficient development because it will utilize existing infrastructure, an existing building, and promotes efficient use of existing land within an existing NR-LM zone district that will provide a public service to the community.*

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

Applicant Response: *The project site is located on a property with an existing building, that if not redeveloped for the proposed use, has the potential of falling into a category of undeveloped vacant land, negatively impacting the ability to redevelop land with the City where existing infrastructure and public facilities already exist. The proposed use will help ensure the utilization and adaptive re-use of a property that is already supported by existing City infrastructure and public facilities.*

Policy 5.3.2 Leapfrog Development: Discourage growth in areas without existing infrastructure and public facilities.

Applicant Response: *The proposed use would discourage growth in areas without existing infrastructure by utilizing an existing building in an established industrial and commercial area.*

Policy 5.3.7 Locally Unwanted Land Uses: Ensure that land uses that are objectionable to immediate neighbors but may be useful to society are located carefully and equitably to ensure that social assets are distributed evenly, and social responsibilities are borne fairly across the Albuquerque area.

Applicant Response: *Due to the project site being located in an existing industrial and commercial area that is separated by a diversion channel and is over 800' away from any existing residential neighbors, it makes this location ideal for the proposed use. In addition, the owner/applicant and agent conducted in person site visits with the adjacent property owners to identify if immediate neighbors had objections or concerns with the proposed use. During these visits there were no concerns brought up with the applicant.*

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 areas.

Applicant Response: *The proposed use encourages that the development in an Area of Consistency is reinforced by maintaining the existing character of the site without making significant changes to an existing property and building.*

Policy 5.6.2 Areas of Consistency: Protect and enhance the character of

existing single-family neighborhoods, areas outside of Centers and Corridors, parks, and Major Public Open Space.

Applicant Response: The project site is located in an existing and well established industrial and commercial area of the greater Albuquerque. The current uses surrounding the subject site are a mixed-use of services to include construction related retail, auto repair, equipment storage/rental, and other similar uses that fit within the context of the public services that will be provided by to the public with a new state of the art crematorium..

Goal 7.3 Sense of Place: Reinforce sense of place through context-sensitive design of development and streetscapes.

Applicant Response: The proposed use will reinforce sense of place in a tenured industrial area by utilizing and maintaining the exterior façade of an existing building, therefore not altering the current context of the surrounding NR-LM zone district.

Policy 7.3.1 Infill: Promote infill that enhances the built environment or blends in style and building materials with surrounding structures and the streetscape of the block in which it is located.

Applicant Response: The proposed use will utilize an existing building with minor changes to the exterior of the building and will promote infill development that is appropriate and consistent with the current built environment of the area.

Goal 8.1 Placemaking: Create places where business and talent will stay and thrive.

Applicant Response: The proposed use will maintain and relocate an existing business in the Greater Albuquerque area where existing, trained talent in this public service can continue to thrive in this business. Relocating this existing business will help ensure the staff do not relocate outside of Albuquerque or the State of NM.

Policy 8.1.2 Resilient Economy: Encourage economic development efforts that improve quality of life for new and existing residents and foster a robust, resilient, and diverse economy.

Applicant Response: The proposed use encourages economic development that improves the quality of life for new and existing residents because it provides an important public service that many residents will require.

B. 6-7(G)(3)(b) If the subject property is located partially or completely in an Area of Consistency (as shown in the ABC Comp Plan, as amended), the applicant has demonstrated that the new zone would clearly reinforce or strengthen the established character of the surrounding Area of Consistency and would not permit development that is significantly different from that character. The applicant must also demonstrate that the existing zoning is inappropriate because it meets any of the following criteria:

- **A different zone district is more advantageous to the community as articulated by the ABC Comp Plan, as amended (including implementation of patterns of land use, development density and intensity, and connectivity), and other applicable adopted City plan(s). Demonstrate clearly how criterion 3 is met (how is the NR-SU zone more advantageous)**

Applicant's Response: The subject site is located wholly in an "Area of Consistency", and the existing NR-LM zoning is inappropriate for the

proposed use since it does not allow for the development of a crematorium, which will serve a critical community need.

Rezoning the parcel to the NR-SU zone is more advantageous to the community as described in our policy analysis and because it is the only zone that allows for the permissive use of a crematorium. The request furthers numerous Comp Plan goals and policies regarding efficient development, infill development, public uses, and Areas of Consistency.

The subject property and the proposed crematorium are located within a large industrial district. The NR-SU zone and the proposed crematorium will not adversely impact the industrial character of the district. In fact, redevelopment of this property will benefit and help to solidify the nature of this area for industrial uses.

C. 6-7(G)(3)(c) If the proposed amendment is located wholly in an Area of Change (as shown in the ABC Comp Plan, as amended) and the applicant has demonstrated that the existing zoning is inappropriate because it meets any of the following criteria:

- **There was typographical or clerical error when the existing zone district was applied to the property.**
- **There has been a significant change in neighborhood or community conditions affecting the site that justifies this request.**
- **A different zone district is more advantageous to the community as articulated by the ABC Comp Plan, as amended (including implementation of patterns of land use, development density and intensity, and connectivity), and other applicable adopted City plan(s).**

Applicant Response: *The subject site is located wholly in an “Area of Consistency”, so all three of these items under this criterion does not apply.*

D. 6-7(G)(3)(d) The requested zoning does not include permissive uses that would be harmful to adjacent property, the neighborhood, or the community, unless the Use-specific Standards in Section 16-16-0 associated with that use will adequately mitigate those harmful impacts.

Applicant’s Response: *Due to the existing size of the subject parcel at .3903 acres - the majority of permissive uses allowed under other Industrial and Commercial Uses (shown in the table below) are not feasible on this site. The permissive use allowed under Commercial Uses – Offices and Services category for the crematorium in the NR-SU zone, currently not available in NR-LM, will not be harmful to the adjacent property, neighborhood, or community. The majority of current permissive uses would be reduced under the NR-SU zoning. It should also be noted that any of the NR-SU allowed uses are subject to approval of a Site Plan-EPC.*

The following table represents all the NR-LM vs. NR-SU listed uses under the following categories:

- 1) *Civic and Institutional Uses;*
- 2) *Commercial Uses (Offices and Services, Outdoor Recreation and Entertainment, and Retail Sales Only) ; and*
- 3) *Industrial Uses (Manufacturing/Fabrication/Assembly Only)*

No Residential Uses are included since NR-LM and NR-SU do not have permissive residential uses.

Permissive Uses allowed under NR-SU:

Cemetery: The subject site is only .3903 acres and is not large enough to facilitate this permissive use.

Correctional center or library: The subject site is only .3903 acres and is not large enough to facilitate this permissive use.

Fire or Police Station: The subject site is only .3903 acres and is likely not large enough to facilitate a fire or police station unless the station is identified as police hub. Having a permissive police hub would not cause harm to the surrounding properties.

Crematorium: The subject site and building can be modified for a crematorium. This permissive use will not cause harm to the surrounding properties because the new crematorium will have modern, state of the art cremation chambers that will significantly reduce their carbon footprint and production of particulate matter and is compatible with the permissive uses in the surrounding NR-LM zone district.

Correctional center or library: The subject site is only .3903 acres and is not large enough to facilitate this permissive use.

Fairgrounds: The subject site is only .3903 acres and is not large enough to facilitate this permissive use.

Stadium or Racetrack: The subject site is only .3903 acres and is not large enough to facilitate this permissive use.

Natural Resource Extraction: The subject site is only .3903 acres and is not large enough to facilitate this permissive use.

IDO Zoning Comparison: NR-LM vs. NR-SU		
Use	NR-LM	NR-SU
CIVIC AND INSTITUTIONAL USES		
Adult or child day care facility	A	~
Cemetery	~	P
Community center or library	C	~
Correctional center or library	~	P
Elementary or middle school	CV	~
Fire or police station	~	P
High school	C	~
Museum	P	~
Overnight shelter	C	~
Parks and open space	C	A
Religious institution	CV	~
Sports field	P	~
University or college	CV	~

Vocational school	P	~
COMMERCIAL USES		
Offices and Services		
Bank	P	~
Blood service facility	P	~
Club or event facility	P	~
Commercial services	P	~
Construction contractor facility and yard	P	~
Crematorium	~	P
Medical or dental clinic	P	~
Mortuary	C	A
Office	P	~
Personal and business services, small	P	~
Personal and business services, large	P	~
Research or testing facility	P	~
Self-storage	P	~
Outdoor Recreation and Entertainment		
Amphitheater	C	A
Drive-in theater	C	~
Fairgrounds	~	P
Stadium or racetrack	~	P
Other outdoor entertainment	P	~
Retail Sales		
Adult retail	P	~
Art gallery	P	~
Bakery goods or confectionery shop	P	~
Building and home improvement materials store	P	~
Cannabis retail	A	~
Farmers' market	CV	~
General retail, small	P	~
General retail, medium	C	~
Grocery store	P	~
Liquor retail	C	~
Nicotine retail	C	~
Pawn shop	P	~
INDUSTRIAL USES		
Artisan manufacturing	P	~
Cannabis cultivation	P	~
Cannabis-infused products manuf.	P	~
Light manufacturing	P	~
Natural resource extraction	~	P

E. 6-7(F)(G)(e) The City's existing infrastructure and public improvements, including but not limited to its street, trail, and sidewalk systems meet any of the following requirements:

- 1. Have adequate capacity to serve the development made possible by the change of zone.**

***Applicant's Response:** The project site already has adequate capacity to serve the development for both the existing NR-LM and the proposed NR-SU. Site-specific improvements will be upgraded accordingly to the renovation of the existing building to tie into the City's existing water and wastewater infrastructure.*

- 2. Will have adequate capacity based on improvements for which the City has already approved and budgeted capital funds during the next calendar year.**

***Applicant's Response:** The proposed zone change will not require major and unprogrammed capital expenditures by the City and already has the necessary infrastructure improvements required by the City. The existing infrastructure will facilitate the redevelopment of the existing building as supported by the proposed NR-SU zoning.*

- 3. Will have adequate capacity when the applicant fulfills its obligations under the IDO, the DPM, and/or an Infrastructure Improvements Agreement (IIA).**

***Applicant's Response:** The project site already has adequate capacity to serve the proposed NR-SU zone change and the adaptive re-use of the existing building.*

- 4. Will have adequate capacity when the City and the applicant have fulfilled their respective obligations under a City approved Development Agreement between the City and the applicant.**

***Applicant's Response:** As previously stated, the proposed zone change will have adequate capacity since the property has already met the City's required infrastructure improvement requirements.*

F. 6-7(G)(3)(f) The applicant's justification for the Zoning Map Amendment is not completely based on the property's location on a major street.

***Applicant's Response:** The request is based on the intent to renovate the existing building that will facilitate the intended use of a crematorium. The property is not located on a major street.*

G. 6-7(G)(3)(g) The applicant's justification is not based completely or predominantly on the cost of land or economic considerations.

***Applicant's Response:** The cost of land or economic considerations are not the determining factor for this zone change request because the land is located in an existing non-residential commercial and industrial land use area that has surrounding uses compatible with the addition of a crematorium, the property is centrally located in the City of Albuquerque off I-25 and I-40 and is using an existing building that meets the renovation and space requirements for a crematorium, and the site is located appropriately to meet their relocation and expansion needs for the existing mortuary, administrative support, viewing areas, and proposed crematorium.*

H. 6-7(G)(3)(h) The zone change does not apply a zone district different from surrounding zone districts to one small area or one premises (i.e., create a “spot zone”) or to a strip of land along a street (i.e., create a “strip zone”) unless the change will clearly facilitate implementation of the ABC Comp Plan, as amended, and at least one of the following applies:

1. The subject property is different from surrounding land because it can function as a transition between adjacent zone districts.

Applicant’s Response: The property is adjacent to existing NR-LM zoning to the north, east, west, and south. This request is for a justifiable spot zone. The NR-SU zone, by its very nature and design by the IDO will always be a spot zone. As previously stated, the proposed crematorium is a use that is only permitted in the NR-SU zone but is clearly compatible with the permissive uses in the NR-LM zone based on the surrounding industrial and business uses. The required use of their spot zone and the crematorium use will not adversely impact the surrounding commercial and industrial land uses because the business will provide new, state of the art equipment, will relocate to an existing building that was recently approved for a Conditional Use for a mortuary, is an existing business that is relocating to an established industrial park, will maintain their trained employees within Albuquerque, and will provide a public service to the community.

2. The subject property is not suitable for the uses allowed in any adjacent zone district due to topography, traffic, or special adverse land uses nearby.

Applicant’s Response: This criterion is not applicable to this zone change request.

3. The nature of structures already on the subject property makes it unsuitable for the uses allowed in any adjacent zone district.

Applicant’s Response: The existing structures on the premise make it well suited for the proposed use with the NR-SU zoning.

SITE PLAN – EPC

The following table addresses Table 2.5.9 in the IDO. In addition to this table, the “Site Plan Checklist” is provided as part of the application providing additional content on the site plan requirements for a project that is utilizing an existing building with minimal site improvements and the majority of improvements focused on the interior of the building.

Also included with this application is the original ALTA survey completed in March 2021 that shows the current site conditions. A comparison of the March 2021 survey and the proposed site plan with this application will demonstrate what is existing and what is proposed as new improvements. The new improvements are limited to additional landscaping in the parking lot, a new solid waste dumpster (there currently isn’t one), and a new Porte Cochere at the entry (less than 1,000 s.f.). The building footprint will remain unchanged.

Table 2.5.9: Other Applicable IDO Sections	
Overlay Zones 14-16-3	Not applicable.
Allowable Uses 14-16-4-2	Addressed below under Section 6-7(G)(3)(d)
Use-specific Standards 14-16-4-3	There are no use-specific standards applicable to the crematorium permissive use.
Dimensional Standards Tables and Exceptions 14-16-5-1	With the exception of landscaping improvements due to the 500K interior renovation costs,

	<p>improvements are limited to improving the interior of an existing building that has pre-determined dimensional standards for an existing site plan.</p> <p><i>"Dimensional standards in NR-SU shall be determined in the approval of Site Plan – EPC as part of the approval of a zoning Map Amendment to the NR-SU zone district."</i></p>
Site Design and Sensitive Lands 14-16-5-2	Not Applicable. No sensitive lands type impacts this project.
Access and Connectivity 14-16-5-3	D2: Not applicable since the building is existing and no expansion is proposed; D3 Not applicable as stated above; D4: Not applicable; E1: Site will utilize the exiting street network; E2: Not Applicable; E3: Site will utilize existing driveway off Vassar Dr NE; E4: MTP does not identify Vassar Dr NE as an existing or proposed route to accommodate bicycles.
Subdivision of Land 14-16-5-4	Not Applicable. This is a single parcel that is not being subdivided.
Parking and Loading 14-16-5-5	B2: Not Applicable; B3: No reduction or reconfiguration shall occur that will increase the degree of existing nonconformities for accessible parking, motorcycle parking, and bicycle parking spaces; B4: Not Applicable; C: Table 5.5.1 says 1 space per 1,000 sq. ft. for crematorium. The crematorium is estimated at 2,500 square feet of the overall building space = 2 spaces. The parking lot will provide 14 spaces for both the existing mortuary and new crematorium (12 required total).
Landscaping, Buffering, and Screening 14-16-5-6	The interior of the building is anticipated to exceed \$500,000 in renovation costs and the site plan addresses the improvements required under 5-6(B)(4).
Walls and Fences 14-16-5-7	Not Applicable – There are no new or replacement walls being proposed as part of the site plan.
Outdoor and Site Lighting 14-16-5-8	Not Applicable – There are no lights being proposed as part of the site plan.
Neighborhood Edges 14-16-5-9	Not Applicable – There is no residential developments adjacent to the project
Solar Access 14-16-5-10	Not Applicable – Site plan is for an existing building and is not proposing development in an residential zone district.
Building Design 14-16-5-11	Not Applicable – Site plan doesn't apply any of the development standards outlined under 5-11(B).
Signs 14-16-5-12	The applicant intends to update the existing sign on the building.
Operation and Maintenance 14-16-5-13	The applicant will comply with the standards for operation and maintenance as outlined in the IDO and DPM.

Rezoning to the NR-SU zone district requires a Site Plan – EPC to be submitted that specifies uses, site standards, and development standards. Included with this application is a three (3) page site plan that demonstrates minor site improvements to include a closed trash container, covered loading area, landscaping, improved parking, and elevations. The interior of the building is anticipated to exceed \$500,000 in renovation costs and the site plan addresses the improvements required under 5-6(B)(4). No changes are proposed to the exterior of the building other than cosmetic repairs. The proposed improvements do not meet the criteria related to additional structures (less than 1,000 s.f.), new paving (less than 10,000 sf.), and fill dirt (less than 500 cubic yards) to require a grading and drainage plan. The site will use existing water and sewer service to the building.

The Site Plan – EPC request complies with the criteria outlined in IDO Section 14-16-6-6(J)(3) as follows:

6-6(J)(3)(a) The Site Plan is consistent with the ABC Comp Plan, as amended:

Applicant's Response: *The Site Plan is consistent with the Comp Plan by furthering the following Goals and Policies:*

Goal 5.3 Efficient Development Patterns: Promote development patterns that maximize the utility of existing infrastructure and public facilities and the efficient use of land to support the public good.

Applicant's Response: *The project furthers this goal because it re-uses an existing vacant building, located in an existing business park, and will take advantage of the existing utilities, infrastructure, and other public facilities in the surrounding area.*

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

Applicant's Response: *The project furthers this policy by redeveloping an existing vacant building with existing infrastructure and public facilities.*

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.

Applicant's Response: *The project site is designated as an Area of Consistency and approval of this request furthers this goal by redeveloping an existing vacant building that will maintain and reinforce the character of the surrounding business park.*

Goal 5.7 Implementation Process: Employ procedures and processes to effectively and equitably implement the Comp Plan.

Applicant's Response: *Approval of this request furthers this Goal by allowing the Applicant to expand the existing approved Condition Use for a mortuary and add a new state of the art crematorium. This will provide a needed community service and revitalize this existing vacant building.*

Policy 5.7.2 Regulatory Alignment: Update regulatory frameworks to support desired growth, high quality development, economic development housing, a variety of transportation modes, and quality of life priorities.

- a) **Create pathways for economic growth and support the business ecosystem by providing clear development codes and processes.**

Applicant's Response: *The NR-SU Zone is the only zone that allow a crematorium as a permissive use. The NR-SU zone requires a Site Plan – EPC to be approved in conjunction with this zoning. Providing an as-built site plan that accommodates the landscape improvements and rehabilitation of an existing building will facilitate new use and new employment opportunities within an existing business park.*

6-6(J)(3)(b) The Site Plan is consistent with any applicable terms and conditions in any previously approved NR-SU or PD zoning covering the property and any related development agreements and/or regulations.

Applicant's Response: *The subject property does not have an existing site plan or development agreement.*

6-6(J)(3)(c) The Site Plan complies with all applicable provisions of this IDO, the DPM,



other adopted City regulations, and any terms and conditions specifically applied to development of the property in a prior permit or approval affecting the property.

Applicant's Response: *The proposed development complies with the applicable provisions of the IDO for the NUR-SU zone district.*

6-6(J)(3)(d) The City's existing infrastructure and public improvements, including but not limited to its street, trail, drainage, and sidewalk systems, have adequate capacity to serve the proposed development, and any burdens on those systems have been mitigated to the maximum extent practicable.

Applicant's Response: *The city's existing infrastructure has adequate capacity for the proposed development. The property is developed, and the property already has access to roadways, drainage systems, and utilities.*

6-6(J)(3)(e) The application mitigates any significant adverse impacts on the project site and the surrounding area to the maximum extent practicable.

Applicant's Response: *The applicant will not create adverse impacts to the surrounding area. New, state of the art equipment will be installed to protect neighboring properties. The agent and applicant went to each adjacent building to discuss the project and no concerns were raised.*

6-6(J)(3)(f) If the subject property is within an approved Master Development Plan, the Site Plan meets any relevant standards in the Master Development Plan in addition to any standards applicable in the zone district the subject property is in.

Applicant's Response: *The property is not located within any approved Master Development Plan area, so this criterion does not apply.*

6-6(J)(3)(g) If a cumulative impact analysis is required in the Railroad and Spur Small Area pursuant to the Subsections 14-16-5-2(F) (Cumulative Impacts) and 14-16-6-4(H) (Cumulative Impacts Analysis Requirements), the Site Plan incorporates mitigation for all identified cumulative impacts. The proposed development will not create material adverse impacts on water quality or other land in the surrounding area through increases in traffic congestion, parking congestion, noise, vibration, light spillover, or other nuisances without sufficient mitigation or civic or environmental benefits that outweigh the expected impacts.

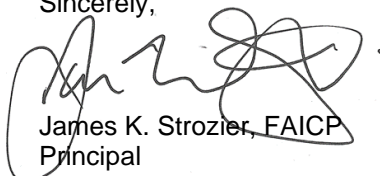
Applicant's Response: *The site is not located in the Railroad and Spur Area and no cumulative impact analysis is required, so this criterion does not apply.*

CONCLUSION

On behalf of SMI-ABQ Assets LLC, we respectfully request that the Environmental Planning Commission approve this request for a Zoning Map Amendment and Site Plan for the subject site.

Thank you for your consideration.

Sincerely,



James K. Strozler, FAICP
Principal

STAFF INFORMATION

October 22nd, 2021

TO: Consensus Planning
FROM: Sergio Lozoya, Planner
City of Albuquerque Planning Department
TEL: (505) 924-3935
RE: 3300 Vassar Dr NE. Zone Map Amendment – NR-SU and Site Plan - EPC

⇒ A revised Zone Map Amendment justification letter pursuant to the zone change criteria in the IDO (electronic copy) by:

9 am on Friday October, 29th.

⇒ A revised Site Plan pursuant to the Site Plan criteria in the IDO (physical copy 23"x36" set) by:

9 am on Friday October, 29th.

⇒ A Site Plan justification letter pursuant to the zone change criteria in the IDO (electronic copy) by:

9 am on Friday October, 29th.

1) Introduction:

- A. I have the legal description as follows: The South 100 Feet of the North 330 Feet of West ½ of Tract J of Cole's Industrial Subdivision No. 2, is this correct?
- B. As discussed later in this memo, The purpose of the NR-SU zone district is to accommodate highly specialized public, civic, institutional, or natural resource-related uses that require additional review of location, site design, and impact mitigation to protect the safety and character of surrounding properties.
- C. Please refer to table 2-5-9: Other Applicable IDO Sections and provide a similar table for each applicable category. Please demonstrate where the proposed Site Plan varies from or meets requirements in the IDO.

2) Resources/Process:

- A. Note: The City has a publicly available GIS based map viewer that you can use to query a variety of land use and zoning topics:
<http://www.cabq.gov/gis/advanced-map-viewer>
- B. Information regarding the EPC process, including the calendar and current Staff reports, can be found at:
<https://www.cabq.gov/planning/boards-commissions/environmental-planning-commission>
- C. Timelines and EPC Calendar: the EPC public hearing for November is the 18. Final staff reports will be available one week prior, on November 11.
- D. Agency comments will be distributed around Wednesday, October 27. I will email you a copy of the comments and will forward any late ones to you.

3) Notification and Neighborhood Issues:

Notification requirements for a zone change are explained in section 14-16-6-4(K), Public Notice. The required notification consists of: i) an emailed letter to neighborhood representatives indicated by the ONC and ii) a mailed letter (first class) to property owners within 100 feet of the subject site.

- A. I received and reviewed the notification, however, the list of Neighborhood Representatives provided by ONC is not in the application package. Also, the list showing all property owners within 100 feet of the subject site is missing from the application. Please provide both lists so I can ensure that notification was done properly.
- B. Please ensure that the sign is posted for the appropriate dates. 15 consecutive days before the EPC hearing begins on November 3 and ends November 17.
- C. Have you had any other neighborhood representatives or members of the public contact you so far?

4) Project Letter:

- A. In general, I can follow the project letter. Please add a table discussing how IDO requirements are being met, or if this request is going to negotiate standards with the EPC. See table 2-5-9 for categories and standards, provide those that are applicable to this project.

Note: This request would create a spot zone

5) Zone Map Amendment (zone change) – Overview:

- A. The task in a zone change justification is to choose applicable Goals and policies from the Comprehensive Plan and demonstrate how the request furthers (makes a reality) each applicable Goal and policy. Furthering is shown by providing explanations using “because” statements and tailoring the response to match the wording of the Goal or policy.
- B. Please note: Responding to the zone change criteria is more of a legal exercise than anything else. It is critical to “hit the nail on the head” both conceptually and in terms of form. This can be done by:
 - i: Answering the questions in a customary way (see examples).
 - ii: Using a conclusory statement such as “because _____”
 - iii: Re-phrasing the requirement itself in the response, and
 - iv: Choosing an option when needed to respond to a requirement.
- C. Version 1 submitted October 7, 2021 of the justification is a good start but a strengthened and expanded policy analysis is needed to fulfill Criterion A. Other responses must also be strengthened as described below.

6) Zone Map Amendment (zone change) – Section by Section :

Please address and incorporate the following to provide a strengthened response to the IDO zone change criteria.

- Explain how the proposed change contributes to the goal or policy by specifically addressing the language found in the goals or policies.
- Be precise in the language used in the policy analysis, less policies with stronger connections are better than more policies with weak connections. We will discuss a few examples during our meeting.
- Be specific and directly discuss the language found in the review and decision criteria when providing a response.

Be sure to include a conclusory statement regarding the entirety of Criterion A

A. Criterion A (refine): Please add discussion to the following Goals provided in the letter:

Goal 5.3, Goal 5.6, Goal 7.3.

Please consider adding other relevant Goals and policies, for example, those from Chapter 8: Economic Development.

Please revise the following policy analysis, and address the language found in the policy directly in the response:

Policy 5.3.7, 5.6.3.

Please ensure that the policy number provided matches the policy in the Comprehensive Plan.

Please remove Goals and policies from Chapter 12, as these are intended as policies for the City, and partnerships with the City, not private development.

B. Criterion B (refine): The subject site is located within an area of consistency. There is a two-part requirement to fulfill this criterion. Only provide a response to the criterion that are relevant, remove those that are not. Please revise the numbering of the criterion and ensure that it matches the IDO (throughout document).

Please demonstrate how the new zone would clearly reinforce or strengthen the established character of the surrounding Area of Consistency and would not permit development that is significantly different from that character.

Please demonstrate clearly how criterion 3 is met (how is the NR-SU zone more advantageous).

C. Criterion C (sufficient): The subject site is located within an area of consistency.

D. Criterion D (refine): Please discuss each use that has potential to cause harm to the surrounding properties, specifically, address what the impacts of the crematorium are, and how they will be addressed via the proposed site plan.

E. Criterion E (revise): Please only address the relevant criterion that are being satisfied.

F. Criterion F (good): This portion is sufficient to meet requirement.

G. Criterion G (refine): Please demonstrate why this request is not predominately based on economic considerations. How will it benefit the community? Why does it make sense to locate a crematorium here?

H. Criterion H (refine): Please add discussion as to how the zone change “clearly facilitates implementation of the ABC Comp Plan, as amended”. Also, discuss how the NR-SU zone would satisfy one of the three required criteria, be specific and directly discuss the language found in the review and decision criteria.

7) Site Plan - EPC – Review and Decision Criteria:

A. Please provide analysis regarding the review and decision criteria found in the IDO section 14-16-6-6(J)(3).

B. Eligibility for Rezoning to NR-SU:

Rezoning to the NR-SU zone district require a Site Plan – EPC to be submitted that specifies uses, site standards, and development standards, reviewed and decided by the EPC in conjunction with review and decision of the zone change request pursuant to Subsection 14-16-6-7(G) (Zoning Map Amendment – EPC) or Subsection 14-16-6-7(H) (Zoning Map Amendment – Council), as applicable.

8) Site Plan - EPC – Drawings:

A. Site Plan:

- i. Provide a title and sheet number for the sheet (Site Plan)
- ii. Move elevations (building photos) to separate sheet.
- iii. Ensure that all relevant development standards listed on table 2-5-9 are shown accurately on the site plan. This can be accomplished by having a notes section dedicated to the NR-SU standards (and how they meet or vary from IDO standards). This applies to all drawing sheets.
- iv. Please clearly show what is new and what is existing on the site plan.
- v. Is there any proposed lighting, or signage?
- vi. Please add a General Notes and discuss relevant information (what is new, what exists, etc.)

B. Landscape Plan

- i. Please show landscape calculations (how was the amount of landscape determined).

C. Missing drawings:

- i. Please provide a grading and drainage plan, a utility plan, and elevations. Elevations can be photographs but must clearly identify heights, color, materials, any signage, etc.
- ii. Please clarify if there will be changes to the utilities, I have received e-mails saying there will be no changes, and that any changes needed will be addressed at the DRB. This is unclear. Site plan drawings must reflect what is submitted to DRB.

November 2, 2021

TO: Consensus Planning: Jim Strozier, Shawna Ballay
FROM: Sergio Lozoya, Planner
City of Albuquerque Planning Department
TEL: (505) 924-3935
RE: 3300 Vassar Dr NE. Zone Map Amendment – NR-SU and Site Plan - EPC

⇒ A revised Site Plan pursuant to the Site Plan criteria in the IDO (physical copy 24"x36" set) by:
9 am on Monday November 8, 2021.

1) Notification and Neighborhood Issues:

Notification requirements for a zone change are explained in section 14-16-6-4(K), Public Notice. The required notification consists of: i) an emailed letter to neighborhood representatives indicated by the ONC and ii) a mailed letter (first class) to property owners within 100 feet of the subject site.

- A. Was a letter explaining the request sent to property owners? The form for property owners only shows the Site Plan – EPC and not the Zone Map Amendment.

2) Site Plan - EPC – Drawings:

A. Site Plan:

- i. IDO Section 5-1 Dimensional Standards: Please provide a table demonstrating the dimensional standards for the proposed site plan. Ex: Setbacks, building height, etc. These standards are negotiated during the Site Plan – EPC as part of the Zone Map Amendment.
- ii. (FYI) IDO Section 5-2: Site Design and Sensitive Lands: This project does not have to provide requirements per 5-2(D) – Site Design to Respond to Climate and Geographic Features.
- iii. IDO Section 5-3(D)(3) – On Site Pedestrian Connections. Site plan to adhere to IDO Section 5-3(D)(3), or discuss requested variance.
- iv. IDO Section 5-5 Parking: Discuss required motorcycle and bicycle parking.

B. Landscape Plan

- i. IDO Section 5-6(C)(13) Stormwater Management. Required landscape and buffer areas shall be designed to serve as stormwater management areas to the maximum extent practicable and consistent with their required locations and vegetation. Are there any areas that serve this purpose? Please call out on landscape plan and grading and drainage plan.
- ii. IDO Section 5-6(C)(10) – Planting Near Utilities. Please ensure that these guidelines are being met.

C. Elevation Drawings

- i. Please show all elevations i.e., North, South, East, and West.

iii. IDO Section 5-6(G)(1) – Screening of Mechanical and Support Areas. Will there be new mechanical equipment added via the tenant improvements? How will it be screened? Please show proposed screening, if any, on elevations.

ii. IDO Table 5-12-2: Signage shall be reviewed and approved via the NR-SU approval process. Please show proposed signage on elevation drawings.

D. Grading and Drainage

Please provide grading and drainage drawings. Demonstrate compliance with IDO Section 5-6(C) (13) Stormwater Management.

E. Utilities

Please provide drawings showing existing utilities.

NOTIFICATION

From: [Carmona, Dalaina L.](#)
To: [Shawna Ballay](#)
Subject: 3300 Vassar NE Neighborhood Meeting Inquiry
Date: Tuesday, August 10, 2021 9:47:13 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image007.png](#)
[IDOZoneAtlasPage_G-16-Z_3300 Vassar.pdf](#)

Dear Applicant:

Please find the neighborhood contact information listed below. Please make certain to read the information further down in this e-mail as it will help answer other questions you may have.

Association Name	First Name	Last Name	Email	Address Line 1	City	State	Zip	Mobile Phone
District 7 Coalition of Neighborhood Associations	Tyler	Richter	tyler.richter@gmail.com	801 Madison NE	Albuquerque	NM	87110	5052392903
District 7 Coalition of Neighborhood Associations	Darcy	Bushnell	dmc793@gmail.com	PO Box 35704	Albuquerque	NM	87176	5053795335

PLEASE NOTE: The ONC does not have any jurisdiction over any other aspect of your application beyond this neighborhood contact information. We can't answer questions about sign postings, pre-construction meetings, permit status, site plans, buffers, or project plans, so we encourage you to contact the Planning Department at: 505-924-3857 Option #1, e-mail: devhelp@cabq.gov, or visit: <https://www.cabq.gov/planning/online-planning-permitting-applications> with those types of questions.

You will need to e-mail each of the listed contacts and let them know that you are applying for an approval from the Planning Department for your project. Please use this online link to find the required forms you will need to submit. <https://www.cabq.gov/planning/urban-design-development/public-notice>. Once you have e-mailed the listed contacts in each neighborhood, you will need to attach a copy of those e-mails AND a copy of this e-mail from the ONC to your application and submit it to the Planning Department for approval.

If your application requires you to offer a neighborhood meeting, you can click on this link to find required forms to use in your e-mail to the neighborhood association(s): <http://www.cabq.gov/planning/urban-design-development/neighborhood-meeting-requirement-in-the-integrated-development-ordinance>

If your application requires a pre-application or pre-construction meeting, please plan on utilizing virtual platforms to the greatest extent possible and adhere to all current Public Health Orders and recommendations. The health and safety of the community is paramount.

If you have questions about what type of notification is required for your particular project or meetings that might be required, please click on the link below to see a table of different types of projects and what notification is required for each: <https://ido.abc-zone.com/integrated-development-ordinance-ido#page=393>

Thanks,



Dalaina L. Carmona

Senior Administrative Assistant
Office of Neighborhood Coordination
Council Services Department

1 Civic Plaza NW, Suite 9087, 9th Floor
Albuquerque, NM 87102
505-768-3334
dlcarmona@cabq.gov or ONC@cabq.gov
Website: www.cabq.gov/neighborhoods



Confidentiality Notice: This e-mail, including all attachments is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited unless specifically provided under the New Mexico Inspection of Public Records Act. If you are not the intended recipient, please contact the sender and destroy all copies of this message.

From: webmaster=cabq.gov@mailgun.org [mailto:webmaster=cabq.gov@mailgun.org] **On Behalf Of** webmaster@cabq.gov
Sent: Tuesday, August 10, 2021 8:11 AM
To: Office of Neighborhood Coordination <ballay@consensusplanning.com>
Cc: Office of Neighborhood Coordination <onc@cabq.gov>
Subject: Neighborhood Meeting Inquiry Sheet Submission

Neighborhood Meeting Inquiry For:

Environmental Planning Commission

If you selected "Other" in the question above, please describe what you are seeking a Neighborhood Meeting Inquiry for below:

Contact Name

Shawna Ballay

Telephone Number

5053824745

Email Address

ballay@consensusplanning.com

Company Name

Consensus Planning

Company Address

302 Eighth Street NW

City

Albuquerque

State

NM

ZIP

87102

Legal description of the subject site for this project:

THE SOUTH 100 FT OF THE N 330 FT OF W 1/2 OF TR J OF COLE'S INDUSTRIAL SUBDIVISION #2

Physical address of subject site:

3300 Vassar NE

Subject site cross streets:

Candelaria Rd NE and Aztec Rd NE

Other subject site identifiers:

This site is located on the following zone atlas page:

G-16-Z

**OFFICIAL PUBLIC NOTIFICATION FORM
FOR MAILED OR ELECTRONIC MAIL NOTICE
CITY OF ALBUQUERQUE PLANNING DEPARTMENT**



PART I - PROCESS

Use [Table 6-1-1](#) in the Integrated Development Ordinance (IDO) to answer the following:

Application Type: **Zoning Map Amendment**

Decision-making Body: **Environmental Planning Commission**

Pre-Application meeting required: ☒ Yes ☐ No

Neighborhood meeting required: ☒ Yes ☐ No

Mailed Notice required: ☒ Yes ☐ No

Electronic Mail required: ☒ Yes ☐ No

Is this a Site Plan Application: ☒ Yes ☐ No **Note: if yes, see second page**

PART II – DETAILS OF REQUEST

Address of property listed in application: **3300 Vassar Drive NE**

Name of property owner: **Chaco Offices LLC**

Name of applicant: **SMI-ABQ Assets LLC.**

Date, time, and place of public meeting or hearing, if applicable:

Address, phone number, or website for additional information:

Please contact Consensus Planning at 505.764.9801 Attn: Jim Strozier Email: cp@consensusplanning.com

PART III - ATTACHMENTS REQUIRED WITH THIS NOTICE

☒ Zone Atlas page indicating subject property.

☒ Drawings, elevations, or other illustrations of this request.

☒ Summary of pre-submittal neighborhood meeting, if applicable.

☒ Summary of request, including explanations of deviations, variances, or waivers. **Not Applicable**

IMPORTANT: PUBLIC NOTICE MUST BE MADE IN A TIMELY MANNER PURSUANT TO [SUBSECTION 14-16-6-4\(K\)](#) OF THE INTEGRATED DEVELOPMENT ORDINANCE (IDO). PROOF OF NOTICE WITH ALL REQUIRED ATTACHMENTS MUST BE PRESENTED UPON APPLICATION.

I certify that the information I have included here and sent in the required notice was complete, true, and accurate to the extent of my knowledge.

Shawna Belay (Applicant signature) 09/20/2021 (Date)

Note: Providing incomplete information may require re-sending public notice. Providing false or misleading information is a violation of the IDO pursuant to IDO Subsection 14-16-6-9(B)(3) and may lead to a denial of your application.

**OFFICIAL PUBLIC NOTIFICATION FORM
FOR MAILED OR ELECTRONIC MAIL NOTICE
CITY OF ALBUQUERQUE PLANNING DEPARTMENT**



PART IV – ATTACHMENTS REQUIRED FOR SITE PLAN APPLICATIONS ONLY

Provide a site plan that shows, at a minimum, the following:

- ✓ a. Location of proposed buildings and landscape areas.
- ✓ b. Access and circulation for vehicles and pedestrians.
- ✓ c. Maximum height of any proposed structures, with building elevations.
- ☐ d. For residential development: Maximum number of proposed dwelling units. **Not Applicable**
- ✓ e. For non-residential development:
 - ✓ Total gross floor area of proposed project.
 - ✓ Gross floor area for each proposed use.

From: [Shawna Ballay](#)
To: tyler.richter@gmail.com; dmc793@gmail.com
Cc: [Jim Strozier](#)
Subject: IDO Pre-Application Notice - 3300 Vassar NE
Date: Monday, September 20, 2021 4:08:00 PM
Attachments: [02_Vassar Public Notice Form.pdf](#)
[03_Vassar IDOZoneAtlasPage_G-16-Z.pdf](#)
[04_Vassar Neighborhood Meeting Inquiry.pdf](#)
[05_Vassar Draft Site Plan.pdf](#)
[01_Vassar Public Notice Checklist.pdf](#)

Dear Neighbors,

This notice is to inform you and your association that Consensus Planning is preparing an application for a Zoning Map Amendment - EPC and Site Plan – DRB for a property located at 3300 Vassar Drive NE (north of Candelaria Road NE). The Zoning Map Amendment is proposed from Non-Residential Light Manufacturing (NR-LM) to Non-Residential Sensitive Use (NR-SU). The current land use was recently approved by ZHE for a Conditional Use for a Mortuary Care Center (VA-2021-00134). If approved, the NR-SU Zoning would allow for the permissive use of a crematorium with an accessory use for the mortuary.

Note: Both Consensus Planning and the Applicant conducted in person site visits with the adjacent and surrounding property owners (on both Vassar and Girard) on August 31st, 2021 between 9:00 AM – 11:00 AM to notify them of the proposed project and to answer any questions. During the site visits there were no concerns raised about the proposed project.

Per the IDO, the Zoning Map Amendment will be reviewed by the Environmental Planning Commission and the Site Plan will be reviewed and approved by the Development Review Board (DRB). The legal description for the property is: The South 100 Feet of the North 330 Feet of West ½ of Tract J of Cole's Industrial Subdivision No. 2 containing 0.3903 Acres.

Please see the attached City forms containing the details of the property. As part of the City process and in accordance with the City's Integrated Development Ordinance (IDO) Subsection 14-16-6-4(C) Neighborhood Meeting, we are sending this email to allow an opportunity to schedule a facilitated public meeting concerning the project.

Per City requirements, you have 15 days to respond to this notice and request a public meeting prior to application submittal. Please feel free to contact me with any questions at cp@consensusplanning.com or contact us by phone at 505-764-9801.

Regards,

Shawna Ballay
Senior Planner / Project Manager
505.382.4745 (Mobile)

From: [Microsoft Outlook](#)
To: tyler.richter@gmail.com; dmc793@gmail.com
Subject: Relayed: IDO Pre-Application Notice - 3300 Vassar NE
Date: Monday, September 20, 2021 4:08:28 PM
Attachments: [IDO Pre-Application Notice - 3300 Vassar NE.msg](#)

Delivery to these recipients or groups is complete, but no delivery notification was sent by the destination server:
tyler.richter@gmail.com (tyler.richter@gmail.com) <<mailto:tyler.richter@gmail.com>>
dmc793@gmail.com (dmc793@gmail.com) <<mailto:dmc793@gmail.com>>
Subject: IDO Pre-Application Notice - 3300 Vassar NE

[Note: Items with an asterisk (*) are required.]

**Public Notice of a Proposed Project in the City of Albuquerque
for Decisions Requiring a Meeting or Hearing
Mailed/Emailed to a Neighborhood Association**

Date of Notice*: 10/07/2021

This notice of an application for a proposed project is provided as required by Integrated Development Ordinance (IDO) [Subsection 14-16-6-4\(K\) Public Notice](#) to:

Neighborhood Association (NA)*: District 7 Coalition of Neighborhood Associations

Name of NA Representative*: Tyler Richter and Darcy Bushnell

Email Address* or Mailing Address* of NA Representative¹: tyler.richter@gmail.com and dmc793@gmail.com

Information Required by [IDO Subsection 14-16-6-4\(K\)\(1\)\(a\)](#)

1. Subject Property Address* 3300 Vassar Drive NE
Location Description Between Aztec Rd NE and Candelaria Rd NE
2. Property Owner* Chaco Offices LLC.
3. Agent/Applicant* [if applicable] Consensus Planning
4. Application(s) Type* per IDO [Table 6-1-1](#) [mark all that apply]
 - ☐ Conditional Use Approval
 - ☐ Permit _____ (Carport or Wall/Fence – Major)
 - ☒ Site Plan
 - ☐ Subdivision _____ (Minor or Major)
 - ☐ Vacation _____ (Easement/Private Way or Public Right-of-way)
 - ☐ Variance
 - ☐ Waiver
 - ☐ Other: _____

Summary of project/request²*:

Reuse of existing building for crematorium with minor site improvements to include a closed trash container, covered loading area, landscaping, and improved parking.

¹ Pursuant to [IDO Subsection 14-16-6-4\(K\)\(5\)\(a\)](#), email is sufficient if on file with the Office of Neighborhood Coordination. If no email address is on file for a particular NA representative, notice must be mailed to the mailing address on file for that representative.

² Attach additional information, as needed to explain the project/request.

[Note: Items with an asterisk (*) are required.]

5. This application will be decided at a public meeting or hearing by*:

☐ Zoning Hearing Examiner (ZHE)

☒ Development Review Board (DRB)

☐ Landmarks Commission (LC)

☒ Environmental Planning Commission (EPC)

Date/Time*: November 18, 2021 @ 8:30 AM

Location*³: See Attached Zoom Information

Agenda/meeting materials: <http://www.cabq.gov/planning/boards-commissions>

To contact staff, email devhelp@cabq.gov or call the Planning Department at 505-924-3860.

6. Where more information about the project can be found*⁴:

Please contact Consensus Planning at 505.764.9801 Attn: Jim Strozier Email: cp@consensusplanning.com

Information Required for Mail/Email Notice by [IDO Subsection 6-4\(K\)\(1\)\(b\)](#):

1. Zone Atlas Page(s)*⁵ G-16-Z
2. Architectural drawings, elevations of the proposed building(s) or other illustrations of the proposed application, as relevant*: Attached to notice or provided via website noted above
3. The following exceptions to IDO standards have been requested for this project*:

☐ Deviation(s)

☐ Variance(s)

☐ Waiver(s)

Explanation*:

No deviations, variances, or waivers are being requested.

4. A Pre-submittal Neighborhood Meeting was required by [Table 6-1-1](#): ☒ Yes ☐ No

Summary of the Pre-submittal Neighborhood Meeting, if one occurred:

No meeting was requested.

³ Physical address or Zoom link

⁴ Address (mailing or email), phone number, or website to be provided by the applicant

⁵ Available online here: <http://data.cabq.gov/business/zoneatlas/>

[Note: Items with an asterisk (*) are required.]

5. **For Site Plan Applications only***, attach site plan showing, at a minimum: **See Attached Site Plan**

- ✓ a. Location of proposed buildings and landscape areas.*
- ✓ b. Access and circulation for vehicles and pedestrians.*
- ✓ c. Maximum height of any proposed structures, with building elevations.*
- ☐ d. **For residential development***: Maximum number of proposed dwelling units.
- ✓ e. **For non-residential development***:
 - ✓ Total gross floor area of proposed project.
 - ✓ Gross floor area for each proposed use.

Additional Information [Optional]:

From the IDO Zoning Map⁶:

- 1. Area of Property [typically in acres] .3903
- 2. IDO Zone District NR-LM
- 3. Overlay Zone(s) [if applicable] Not Applicable
- 4. Center or Corridor Area [if applicable] Not Applicable
- Current Land Use(s) [vacant, if none] Mortuary - Conditional Use VA-2021-00134

NOTE: Pursuant to [IDO Subsection 14-16-6-4\(L\)](#), property owners within 330 feet and Neighborhood Associations within 660 feet may request a post-submittal facilitated meeting. If requested at least 15 calendar days before the public meeting/hearing date noted above, the facilitated meeting will be required. To request a facilitated meeting regarding this project, contact the Planning Department at devhelp@cabq.gov or 505-924-3955.

Useful Links

Integrated Development Ordinance (IDO):

<https://ido.abc-zone.com/>

IDO Interactive Map

<https://tinyurl.com/IDOzoningmap>

Cc: See Above [Other Neighborhood Associations, if any]

⁶ Available here: <https://tinyurl.com/idozoningmap>

[Note: Items with an asterisk (*) are required.]

**Public Notice of a Proposed Project in the City of Albuquerque
for Decisions Requiring a Meeting or Hearing
Mailed/Emailed to a Neighborhood Association**

Date of Notice*: 10/07/2021

This notice of an application for a proposed project is provided as required by Integrated Development Ordinance (IDO) [Subsection 14-16-6-4\(K\) Public Notice](#) to:

Neighborhood Association (NA)*: District 7 Coalition of Neighborhood Associations

Name of NA Representative*: Tyler Richter and Darcy Bushnell

Email Address* or Mailing Address* of NA Representative¹: tyler.richter@gmail.com and dmc793@gmail.com

Information Required by [IDO Subsection 14-16-6-4\(K\)\(1\)\(a\)](#)

1. Subject Property Address* 3300 Vassar Drive NE
Location Description Between Aztec Rd NE and Candelaria Rd NE
2. Property Owner* Chaco Offices LLC.
3. Agent/Applicant* [if applicable] Consensus Planning
4. Application(s) Type* per IDO [Table 6-1-1](#) [mark all that apply]
 - ☐ Conditional Use Approval
 - ☐ Permit _____ (Carport or Wall/Fence – Major)
 - ☒ Site Plan
 - ☐ Subdivision _____ (Minor or Major)
 - ☐ Vacation _____ (Easement/Private Way or Public Right-of-way)
 - ☐ Variance
 - ☐ Waiver
 - ☐ Other: _____

Summary of project/request²*:

Reuse of existing building for crematorium with minor site improvements to include a closed trash container, covered loading area, landscaping, and improved parking.

¹ Pursuant to [IDO Subsection 14-16-6-4\(K\)\(5\)\(a\)](#), email is sufficient if on file with the Office of Neighborhood Coordination. If no email address is on file for a particular NA representative, notice must be mailed to the mailing address on file for that representative.

² Attach additional information, as needed to explain the project/request.

[Note: Items with an asterisk (*) are required.]

5. This application will be decided at a public meeting or hearing by*:

☐ Zoning Hearing Examiner (ZHE)

☒ Development Review Board (DRB)

☐ Landmarks Commission (LC)

☒ Environmental Planning Commission (EPC)

Date/Time*: November 18, 2021 @ 8:30 AM

Location*³: See Attached Zoom Information

Agenda/meeting materials: <http://www.cabq.gov/planning/boards-commissions>

To contact staff, email devhelp@cabq.gov or call the Planning Department at 505-924-3860.

6. Where more information about the project can be found*⁴:

Please contact Consensus Planning at 505.764.9801 Attn: Jim Strozier Email: cp@consensusplanning.com

Information Required for Mail/Email Notice by [IDO Subsection 6-4\(K\)\(1\)\(b\)](#):

1. Zone Atlas Page(s)*⁵ G-16-Z
2. Architectural drawings, elevations of the proposed building(s) or other illustrations of the proposed application, as relevant*: Attached to notice or provided via website noted above
3. The following exceptions to IDO standards have been requested for this project*:

☐ Deviation(s)

☐ Variance(s)

☐ Waiver(s)

Explanation*:

No deviations, variances, or waivers are being requested.

4. A Pre-submittal Neighborhood Meeting was required by [Table 6-1-1](#): ☒ Yes ☐ No

Summary of the Pre-submittal Neighborhood Meeting, if one occurred:

No meeting was requested.

³ Physical address or Zoom link

⁴ Address (mailing or email), phone number, or website to be provided by the applicant

⁵ Available online here: <http://data.cabq.gov/business/zoneatlas/>

[Note: Items with an asterisk (*) are required.]

5. **For Site Plan Applications only***, attach site plan showing, at a minimum: **See Attached Site Plan**

- ✓ a. Location of proposed buildings and landscape areas.*
- ✓ b. Access and circulation for vehicles and pedestrians.*
- ✓ c. Maximum height of any proposed structures, with building elevations.*
- ☐ d. **For residential development***: Maximum number of proposed dwelling units.
- ✓ e. **For non-residential development***:
 - ✓ Total gross floor area of proposed project.
 - ✓ Gross floor area for each proposed use.

Additional Information [Optional]:

From the IDO Zoning Map⁶:

- 1. Area of Property [typically in acres] .3903
- 2. IDO Zone District NR-LM
- 3. Overlay Zone(s) [if applicable] Not Applicable
- 4. Center or Corridor Area [if applicable] Not Applicable
- Current Land Use(s) [vacant, if none] Mortuary - Conditional Use VA-2021-00134

NOTE: Pursuant to [IDO Subsection 14-16-6-4\(L\)](#), property owners within 330 feet and Neighborhood Associations within 660 feet may request a post-submittal facilitated meeting. If requested at least 15 calendar days before the public meeting/hearing date noted above, the facilitated meeting will be required. To request a facilitated meeting regarding this project, contact the Planning Department at devhelp@cabq.gov or 505-924-3955.

Useful Links

Integrated Development Ordinance (IDO):

<https://ido.abc-zone.com/>

IDO Interactive Map

<https://tinyurl.com/IDOzoningmap>

Cc: See Above [Other Neighborhood Associations, if any]

⁶ Available here: <https://tinyurl.com/idozoningmap>

Vassar Project

Supplemental Information for November EPC Hearing to Include with Notices

Join Zoom Meeting

<https://cabq.zoom.us/j/2269592859>

Meeting ID: 226 959 2859

One tap mobile

+12532158782,,2269592859# US (Tacoma)

+13462487799,,2269592859# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 226 959 2859

Find your local number: <https://cabq.zoom.us/j/kuAz7g8Zb>

From: [Shawna Ballay](#)
To: tyler.richter@gmail.com; dmc793@gmail.com
Cc: [Jim Strozier](#)
Subject: IDO Application Notice - 3300 Vassar NE
Date: Thursday, October 7, 2021 11:46:00 AM
Attachments: [03_Vassar_IDOZoneAtlasPage_G-16-Z.pdf](#)
[04_Vassar_Neighborhood_Meeting_Inquiry.pdf](#)
[05_Vassar_Site_Plan.pdf](#)
[01_Vassar_Public_Notice_Checklist_At_Application.pdf](#)
[02_Vassar_Public_Notice_Form_At_Application.pdf](#)
[02a_Vassar_Zoom_Information.pdf](#)

Dear Neighbors,

This notice is to inform you and your association that Consensus Planning has submitted an application for a Zoning Map Amendment - EPC and Site Plan for a property located at 3300 Vassar Drive NE (north of Candelaria Road NE). The Zoning Map Amendment is proposed from Non-Residential Light Manufacturing (NR-LM) to Non-Residential Sensitive Use (NR-SU). The current land use was recently approved by ZHE for a Conditional Use for a Mortuary Care Center (VA-2021-00134). If approved, the NR-SU Zoning would allow for the permissive use of a crematorium with an accessory use for the mortuary.

Attached for your review is the site plan, zone atlas, and the project notice that includes details of the application and hearing information.

Please do not hesitate to contact me if you have any questions or need any additional information.

Regards,

Shawna Ballay
Senior Planner / Project Manager
505.382.4745 (Mobile)

From: [Microsoft Outlook](#)
To: tyler.richter@gmail.com; dmc793@gmail.com
Subject: Relayed: IDO Application Notice - 3300 Vassar NE
Date: Thursday, October 7, 2021 11:47:08 AM
Attachments: [IDO Application Notice - 3300 Vassar NE.msg](#)

Delivery to these recipients or groups is complete, but no delivery notification was sent by the destination server:
tyler.richter@gmail.com (tyler.richter@gmail.com) <<mailto:tyler.richter@gmail.com>>
dmc793@gmail.com (dmc793@gmail.com) <<mailto:dmc793@gmail.com>>
Subject: IDO Application Notice - 3300 Vassar NE

From: [Microsoft Outlook](#)
To: [Jim Strozier](#)
Subject: Delivered: IDO Application Notice - 3300 Vassar NE
Date: Thursday, October 7, 2021 11:47:08 AM
Attachments: [IDO Application Notice - 3300 Vassar NE.msg](#)

Your message has been delivered to the following recipients:
Jim Strozier (cp@consensusplanning.com) <mailto:cp@consensusplanning.com>
Subject: IDO Application Notice - 3300 Vassar NE

[Note: Items with an asterisk (*) are required.]

Neighborhood Meeting Request for a Proposed Project in the City of Albuquerque

Date of Request*: 09/20/2021

This request for a Neighborhood Meeting for a proposed project is provided as required by Integrated Development Ordinance (IDO) [Subsection 14-16-6-4\(K\) Public Notice](#) to:

Neighborhood Association (NA)*: District 7 Coalition of Neighborhood Associations

Name of NA Representative*: Tyler Richter and Darcy Bushnell

Email Address* or Mailing Address* of NA Representative¹: tyler.richter@gmail.com and dmc793@gmail.com

The application is not yet submitted. If you would like to have a Neighborhood Meeting about this proposed project, please respond to this request within 15 days.²

Email address to respond yes or no: cp@consensusplanning.com

The applicant may specify a Neighborhood Meeting date that must be at least 15 days from the Date of Request above, unless you agree to an earlier date.

Meeting Date / Time / Location:

Project Information Required by [IDO Subsection 14-16-6-4\(K\)\(1\)\(a\)](#)

1. Subject Property Address* 3300 Vassar Drive NE
Location Description Between Aztec Rd NE and Candelaria Rd NE
2. Property Owner* Chaco Offices LLC.
3. Agent/Applicant* [if applicable] Consensus Planning
4. Application(s) Type* per IDO [Table 6-1-1](#) [mark all that apply]
 - ☐ Conditional Use Approval
 - ☐ Permit _____ (Carport or Wall/Fence – Major)
 - ☒ Site Plan
 - ☐ Subdivision _____ (Minor or Major)

¹ Pursuant to [IDO Subsection 14-16-6-4\(K\)\(5\)\(a\)](#), email is sufficient if on file with the Office of Neighborhood Coordination. If no email address is on file for a particular NA representative, notice must be mailed to the mailing address on file for that representative.

² If no one replies to this request, the applicant may be submitted to the City to begin the review/decision process.

[Note: Items with an asterisk (*) are required.]

- ☐ Vacation _____ (Easement/Private Way or Public Right-of-way)
- ☐ Variance
- ☐ Waiver
- ☒ Zoning Map Amendment
- ☐ Other: _____

Summary of project/request^{3*}:

Reuse of existing building for crematorium with minor site improvements to include a closed trash container, small carport, and improved ADA parking.

5. This type of application will be decided by^{*}: ☐ City Staff
OR at a public meeting or hearing by:
☐ Zoning Hearing Examiner (ZHE) ☒ Development Review Board (DRB)
☐ Landmarks Commission (LC) ☒ Environmental Planning Commission (EPC)
☐ City Council
6. Where more information about the project can be found^{*4}:
Please contact Consensus Planning at 505.764.9801 Attn: Jim Strozier Email: cp@consensusplanning.com

Project Information Required for Mail/Email Notice by [IDO Subsection 6-4\(K\)\(1\)\(b\)](#):

1. Zone Atlas Page(s)^{*5} G-16-Z
2. Architectural drawings, elevations of the proposed building(s) or other illustrations of the proposed application, as relevant^{*}: Attached to notice or provided via website noted above
3. The following exceptions to IDO standards will be requested for this project^{*}:
☐ Deviation(s) ☐ Variance(s) ☐ Waiver(s)
Explanation:
No deviations, variances, or waivers are being requested.
4. An offer of a Pre-submittal Neighborhood Meeting is required by [Table 6-1-1](#)^{*}: ☒ Yes ☐ No

³ Attach additional information, as needed to explain the project/request. Note that information provided in this meeting request is conceptual and constitutes a draft intended to provide sufficient information for discussion of concerns and opportunities.

⁴ Address (mailing or email), phone number, or website to be provided by the applicant

⁵ Available online here: <http://data.cabq.gov/business/zoneatlas/>

[Note: Items with an asterisk (*) are required.]

5. **For Site Plan Applications only***, attach site plan showing, at a minimum:

- ✓ a. Location of proposed buildings and landscape areas.*
- ✓ b. Access and circulation for vehicles and pedestrians.*
- ✓ c. Maximum height of any proposed structures, with building elevations.*
- ☐ d. **For residential development***: Maximum number of proposed dwelling units.
- ✓ e. **For non-residential development***:
 - ✓ Total gross floor area of proposed project.
 - ✓ Gross floor area for each proposed use.

Additional Information:

1. From the IDO Zoning Map⁶:

- a. Area of Property [typically in acres] .3903
- b. IDO Zone District NR-LM
- c. Overlay Zone(s) [if applicable] Not Applicable
- d. Center or Corridor Area [if applicable] Not Applicable

2. Current Land Use(s) [vacant, if none] Mortuary - Conditional Use VA-2021-00134

Useful Links

Integrated Development Ordinance (IDO):

<https://ido.abc-zone.com/>

IDO Interactive Map

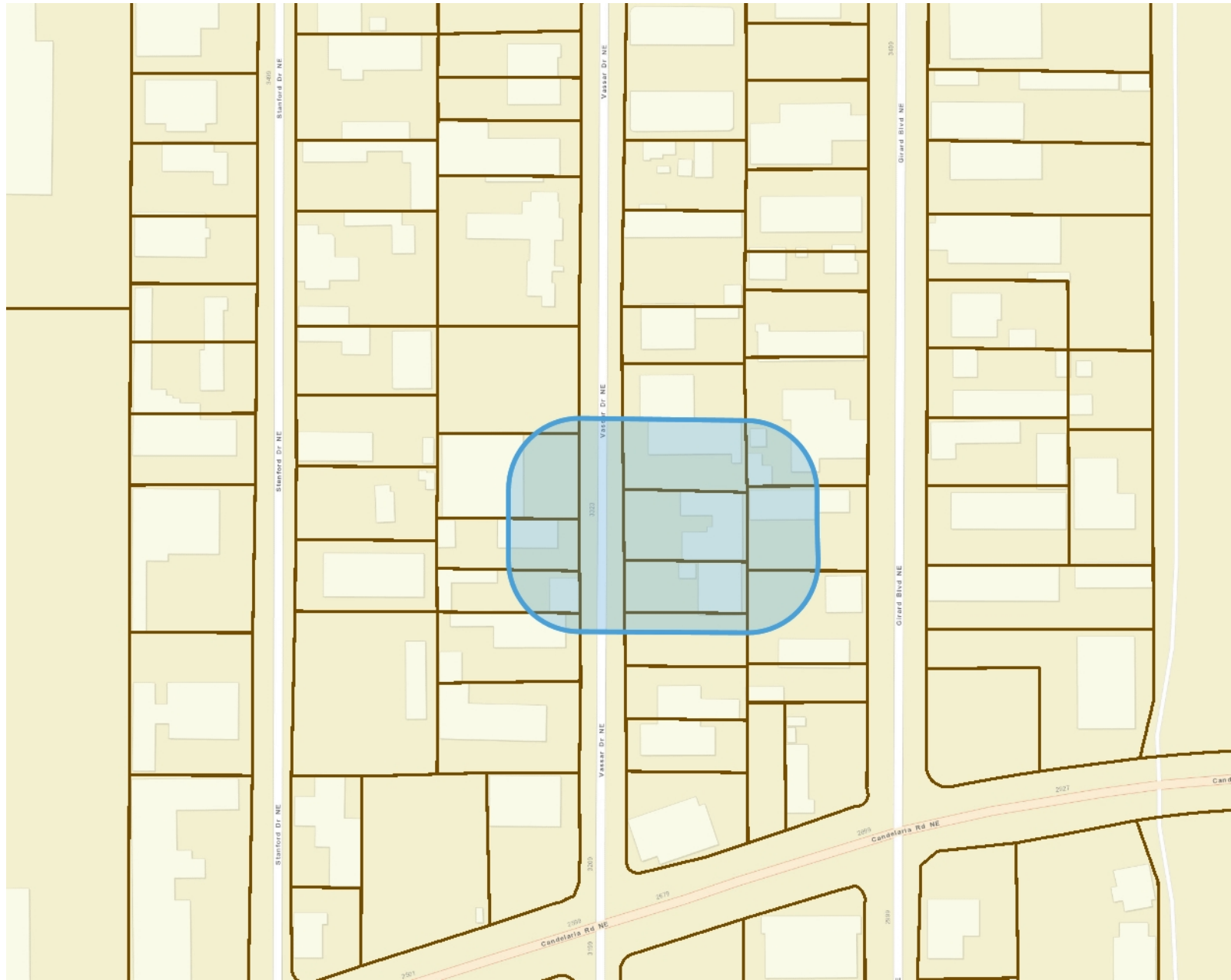
<https://tinyurl.com/IDOzoningmap>

Cc: Not Applicable [Other Neighborhood Associations, if any]

⁶ Available here: <https://tinurl.com/idozoningmap>



Vassar ZMA



Legend

- Bernalillo County Parcels
- Municipal Limits
 - Corrales
 - Edgewood
 - Los Ranchos
 - Rio Rancho
 - Tijeras
 - UNINCORPORATED
- World Street Map

Notes

Created by Consensus Planning on 10.4.2021 - 100' Buffer Around Subject Property

415 0 208 415 Feet

WGS_1984_Web_Mercator_Auxiliary_Sphere
10/4/2021 © City of Albuquerque

1: 2,490

The City of Albuquerque ("City") provides the data on this website as a service to the public. The City makes no warranty, representation, or guaranty as to the content, accuracy, timeliness, or completeness of any of the data provided at this website. Please visit <http://www.cabq.gov/abq-data/abq-data-disclaimer-1> for more information.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

GOODRICH ROOFING INC
3401 VASSAR DR NE
ALBUQUERQUE NM 87107

LITTLE TREE LLC
1301 LOS ARBOLES AVE NW SUITE C
ALBUQUERQUE NM 87107-1013

S & S VENTURES LLC
11105 AMMAN AVE NE
ALBUQUERQUE NM 87122

SHERWOOD JESSE & LUCY
11304 MANITOBA DR NE
ALBUQUERQUE NM 87111

BALDONADO PROPERTIES LLC
3301 GIRARD BLVD NE
ALBUQUERQUE NM 87107

FOX DIETER H F & JACQUELINE M
3230 VASSAR NE
ALBUQUERQUE NM 87107

LA CUMBRE REAL ESTATE LLC
3313 GIRARD BLVD NE
ALBUQUERQUE NM 87107-1930

CARTER MARIA O
3320 VASSAR DR NE
ALBUQUERQUE NM 87107-2024

CHACO OFFICES LLC
5701 PONDEROSA AVE NE
ALBUQUERQUE NM 87110-1228

CRANDELL LEROY D TR OF
JOYCE E CRANDELL TESTAMENT TR
9531 GIDDINGS AVE NE
ALBUQUERQUE NM 87109-6412

KILGORE MARK A & LORETTA F
TRUSTEES KILGORE RVT
4605 BANFF DR NE
ALBUQUERQUE NM 87111-2831

A&B GIRARD PROPERTIES LLC
3009 AZTEC RD NE
ALBUQUERQUE NM 87107-4301

A M ORTEGA ENTERPRISES
NEW MEXICO LLC
3021 FORAKER PL NW
ALBUQUERQUE NM 87107

[Note: Items with an asterisk (*) are required.]

**Public Notice of a Proposed Project in the City of Albuquerque
for Decisions Requiring a Meeting or Hearing
Mailed to a Property Owner**

Date of Notice*: 10/07/2021

This notice of an application for a proposed project is provided as required by Integrated Development Ordinance (IDO) [Subsection 14-16-6-4\(K\) Public Notice](#) to:

Property Owner within 100 feet*: _____

Mailing Address*: _____

Project Information Required by [IDO Subsection 14-16-6-4\(K\)\(1\)\(a\)](#)

1. Subject Property Address* 3300 Vassar Drive NE
Location Description Between Aztec Rd NE and Candelaria Rd NE
2. Property Owner* Chaco Offices LLC.
3. Agent/Applicant* [if applicable] Consensus Planning
4. Application(s) Type* per IDO [Table 6-1-1](#) [mark all that apply]
 - ☐ Conditional Use Approval
 - ☐ Permit _____ (Carport or Wall/Fence – Major)
 - ☒ Site Plan
 - ☐ Subdivision _____ (Minor or Major)
 - ☐ Vacation _____ (Easement/Private Way or Public Right-of-way)
 - ☐ Variance
 - ☐ Waiver
 - ☒ Other: Zone Map Amendment from NR-LM to NR-SU

Summary of project/request¹*:

Reuse of existing building for crematorium with minor site improvements to include a closed trash container, covered loading area, landscaping, and improved parking.

5. This application will be decided at a public meeting or hearing by*:

- | | |
|--|---|
| <input type="checkbox"/> Zoning Hearing Examiner (ZHE) | <input type="checkbox"/> Development Review Board (DRB) |
| <input type="checkbox"/> Landmarks Commission (LC) | <input checked="" type="checkbox"/> Environmental Planning Commission (EPC) |

¹ Attach additional information, as needed to explain the project/request.

[Note: Items with an asterisk (*) are required.]

Date/Time*: November 18, 2021 @ 8:30 AM

Location*²: See Attached Zoom Information

Agenda/meeting materials: <http://www.cabq.gov/planning/boards-commissions>

To contact staff, email devhelp@cabq.gov or call the Planning Department at 505-924-3860.

6. Where more information about the project can be found*³:

Please contact Consensus Planning at 505.764.9801 Attn: Jim Strozier Email: cp@consensusplanning.com

Project Information Required for Mail/Email Notice by [IDO Subsection 6-4\(K\)\(1\)\(b\)](#):

1. Zone Atlas Page(s)*⁴ G-16-Z
2. Architectural drawings, elevations of the proposed building(s) or other illustrations of the proposed application, as relevant*: Attached to notice or provided via website noted above
3. The following exceptions to IDO standards have been requested for this project*:

☐ Deviation(s) ☐ Variance(s) ☐ Waiver(s)

Explanation*:

No deviations, variances, or waivers are being requested.

4. A Pre-submittal Neighborhood Meeting was required by [Table 6-1-1](#): ☒ Yes ☐ No

Summary of the Pre-submittal Neighborhood Meeting, if one occurred:

No meeting was requested.

5. **For Site Plan Applications only***, attach site plan showing, at a minimum:

- ☒ a. Location of proposed buildings and landscape areas.*
- ☒ b. Access and circulation for vehicles and pedestrians.*
- ☒ c. Maximum height of any proposed structures, with building elevations.*

² Physical address or Zoom link

³ Address (mailing or email), phone number, or website to be provided by the applicant

⁴ Available online here: <http://data.cabq.gov/business/zoneatlas/>

[Note: Items with an asterisk (*) are required.]

- ☐ d. **For residential development***: Maximum number of proposed dwelling units.
- ✓ e. **For non-residential development***: **See Attached Site Plan**
 - ✓ Total gross floor area of proposed project.
 - ✓ Gross floor area for each proposed use.

Additional Information:

From the IDO Zoning Map⁵:

- 1. Area of Property [typically in acres] .3903
- 2. IDO Zone District NR-LM
- 3. Overlay Zone(s) [if applicable] Not Applicable
- 4. Center or Corridor Area [if applicable] Not Applicable
- Current Land Use(s) [vacant, if none] Mortuary - Conditional Use VA-2021-00134

NOTE: Pursuant to [IDO Subsection 14-16-6-4\(L\)](#), property owners within 330 feet and Neighborhood Associations within 660 feet may request a post-submittal facilitated meeting. If requested at least 15 calendar days before the public meeting/hearing date noted above, the facilitated meeting will be required. To request a facilitated meeting regarding this project, contact the Planning Department at devhelp@cabq.gov or 505-924-3955.

Useful Links

Integrated Development Ordinance (IDO):

<https://ido.abc-zone.com/>

IDO Interactive Map

<https://tinyurl.com/IDOzoningmap>

⁵ Available here: <https://tinyurl.com/idozoningmap>

November 11, 2021

This “Public Notice of a Proposed Project”, originally mailed on 10/07/2021, is being resent with one (1) correction on Page 1.

The original notice only had the “Site Plan” option checked under No. 4: Application(s) Type. We’ve corrected the notice to include a check mark for both the “Site Plan” and “Other” option to indicate this application is for both a Zone Map Amendment to NR-SU and Site Plan. We apologize for this oversight.

Supplemental Information for November EPC Hearing to Include with Notices

Join Zoom Meeting

<https://cabq.zoom.us/j/2269592859>

Meeting ID: 226 959 2859

One tap mobile

+12532158782,,2269592859# US (Tacoma)

+13462487799,,2269592859# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 226 959 2859

Find your local number: <https://cabq.zoom.us/j/kuAz7g8Zb>

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Albuquerque, NM 87107

Certified Mail Fee \$3.75
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$3.05
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.58

Total Postage and Fees \$7.38

Sent To A&B GIRARD PROPERTIES LLC
Street and Apt. No. 3009 AZTEC RD NE
City, State, ZIP+4 ALBUQUERQUE NM 87107-4301

PS Form 3800, 11/04/2021

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Albuquerque, NM 87107

Certified Mail Fee \$3.75
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$3.05
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.58

Total Postage and Fees \$7.38

Sent To A M ORTEGA ENTERPRISES
NEW MEXICO LLC
3021 FORAKER PL NW
City, State, ZIP+4 ALBUQUERQUE NM 87107

PS Form 3800, 11/04/2021

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Albuquerque, NM 87109

Certified Mail Fee \$3.75
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$3.05
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.58

Total Postage and Fees \$7.38

Sent To CRANDELL LEROY D TR OF
JOYCE E CRANDELL TESTAMENT TR
9531 GIDDINGS AVE NE
City, State, ZIP+4 ALBUQUERQUE NM 87109-6412

PS Form 3800, 11/04/2021

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

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☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.58

Total Postage and Fees \$7.38

Sent To KILGORE MARK A & LORETTA F
TRUSTEES KILGORE RVT
4605 BANFF DR NE
City, State, ZIP+4 ALBUQUERQUE NM 87111-2831

PS Form 3800, 11/04/2021

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Albuquerque, NM 87107

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☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.58

Total Postage and Fees \$7.38

Sent To CARTER MARIA O
3320 VASSAR DR NE
City, State, ZIP+4 ALBUQUERQUE NM 87107-2024

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Albuquerque, NM 87110

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Extra Services & Fees (check box, add fee as appropriate)
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☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00

Postage \$0.58

Total Postage and Fees \$7.38

Sent To CHACO OFFICES LLC
5701 PONDEROSA AVE NE
City, State, ZIP+4 ALBUQUERQUE NM 87110-1228

PS Form 3800, 11/04/2021

7021 0350 0000 8531 5741

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Albuquerque, NM 87107

Certified Mail Fee	\$3.75
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<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage \$0.58

Total Postage and Fees \$7.38

Sent To

FOX DIETER H F & JACQUELINE M
3230 VASSAR NE
ALBUQUERQUE NM 87107

PS Form 3800, April 2010 PSN 7530-02-000-907

0101 09

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11/04/2021

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Albuquerque, NM 87107

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<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage \$0.58

Total Postage and Fees \$7.38

Sent To

LA CUMBRE REAL ESTATE LLC
3313 GIRARD BLVD NE
ALBUQUERQUE NM 87107-1930

PS Form 3800, April 2010 PSN 7530-02-000-907

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11/04/2021

7021 0350 0000 8531 5758

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Extra Services & Fees (check box, add fee as appropriate)	\$3.05
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage \$0.58

Total Postage and Fees \$7.38

Sent To

SHERWOOD JESSE & LUCY
11304 MANITOBA DR NE
ALBUQUERQUE NM 87111

PS Form 3800, April 2010 PSN 7530-02-000-907

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Extra Services & Fees (check box, add fee as appropriate)	\$3.05
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage \$0.58

Total Postage and Fees \$7.38

Sent To

BALDONADO PROPERTIES LLC
3301 GIRARD BLVD NE
ALBUQUERQUE NM 87107

PS Form 3800, April 2010 PSN 7530-02-000-907

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7021 0350 0000 8531 5734

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<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage \$0.58

Total Postage and Fees \$7.38

Sent To

LITTLE TREE LLC
1301 LOS ARBOLES AVE NW SUITE C
ALBUQUERQUE NM 87107-1013

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Albuquerque, NM 87122

Certified Mail Fee	\$3.75
Extra Services & Fees (check box, add fee as appropriate)	\$3.05
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage \$0.58

Total Postage and Fees \$7.38

Sent To

S & S VENTURES LLC
11105 AMMAN AVE NE
ALBUQUERQUE NM 87122

PS Form 3800, April 2010 PSN 7530-02-000-907

0101 09

Postmark
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11/04/2021

7021 0350 0000 2787 6869

7020 1810 0002 2787 6852

7020 1810 0002 2787 6845

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Extra Services & Fees (check box, add fee as appropriate)	\$7.05
<input type="checkbox"/> Return Receipt (hardcopy)	\$0.00
<input type="checkbox"/> Return Receipt (electronic)	\$0.00
<input type="checkbox"/> Certified Mail Restricted Delivery	\$0.00
<input type="checkbox"/> Adult Signature Required	\$0.00
<input type="checkbox"/> Adult Signature Restricted Delivery	\$0.00

Postage \$0.58

Total Postage \$7.38

Sent To

Street and Apt.

City, State, ZIP

GOODRICH ROOFING INC
3401 VASSAR DR NE
ALBUQUERQUE NM 87107

PS Form 3800



72023072

PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT
OF THE RETURN ADDRESS, FOLD AT DOTTED LINE

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

FOX DIETER H F & JACQUELINE M
3230 VASSAR NE
ALBUQUERQUE NM 87107



9590 9402 5635 9308 8059 21

2. Article Number (Transfer from service label)

7021 0350 0000 8531 5567

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

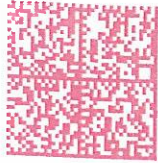
A. Signature	<input type="checkbox"/> Agent <input checked="" type="checkbox"/> Addressee
B. Received by (Printed Name)	C. Date of Delivery
D. Is delivery address different from item 1? if YES, enter delivery address below: <input type="checkbox"/> Yes <input type="checkbox"/> No	

3. Service Type	<input type="checkbox"/> Priority Mail Express® <input type="checkbox"/> Registered Mail™ <input type="checkbox"/> Registered Mail Restricted Delivery <input type="checkbox"/> Adult Signature Restricted Delivery <input type="checkbox"/> Certified Mail® <input type="checkbox"/> Certified Mail Restricted Delivery <input type="checkbox"/> Collect on Delivery <input type="checkbox"/> Collect on Delivery Restricted Delivery <input type="checkbox"/> Insured Mail <input type="checkbox"/> Insured Mail Restricted Delivery (over \$500)
	<input type="checkbox"/> Return Receipt for Merchandise <input type="checkbox"/> Signature Confirmation™ <input type="checkbox"/> Signature Confirmation Restricted Delivery

Domestic Return Receipt

Consensus Planning
302 8th Street NW
Albuquerque, NM 87102

FIRST-CLASS



02 1P
\$ 000.73⁰⁰
0002118651 OCT 19 2021
MAILED FROM ZIP CODE 87102

Fox Dieter H. F. & JACQUELINE M.
3230 VASSAR NE
Albuquerque, N.M. 87107

NIXIE

871 DE 1

0010/26/21

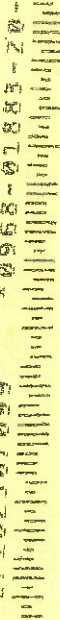
RETURN TO SENDER
NOT DELIVERABLE AS ADDRESSED
UNABLE TO FORWARD

87102307099

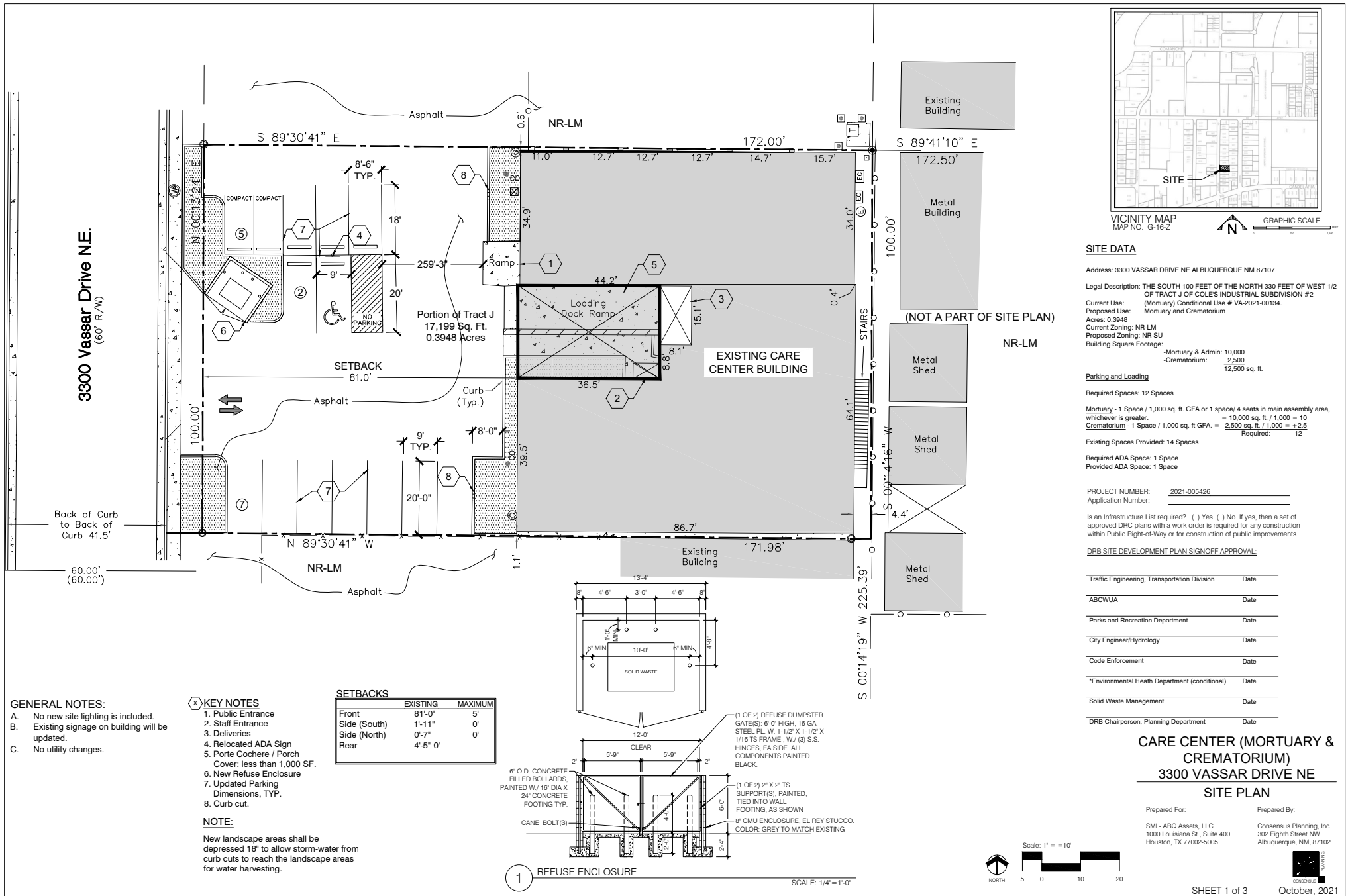
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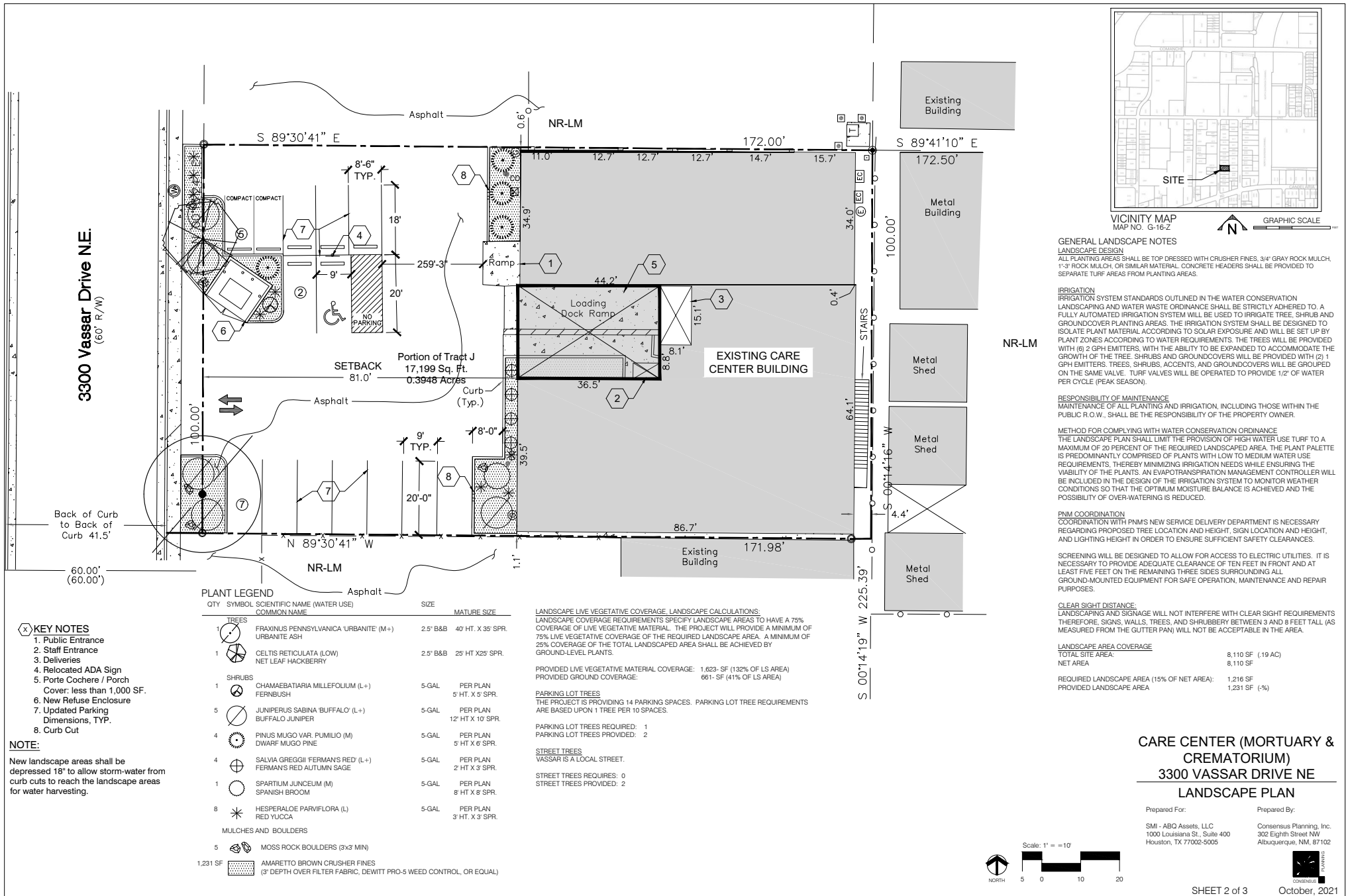
*0968-01883-20-42

87102307099



SITE PLAN REDUCTIONS





28'-8"

18'-8"



EXISTING CARE CENTER BUILDING: LOOKING EAST

18'-8"



EXISTING CARE CENTER BUILDING: LOOKING SOUTHEAST



VICINITY MAP
MAP NO. G-16-Z



GENERAL NOTES:

- A. Dimensions are field estimates based on cmu dimensions and are intended to be representative of the existing as-built conditions.
- B. Modifications to the existing signage may be approved through the sign permit process.
- C. Existing building to remain as is. No proposed changes to exterior of building.
- D. Access to North, East, and South is limited due to existing buildings and other obstructions.
- E. Mechanical upgrades anticipated to be located on roof due to limited space at grade with no setback.
- F. Existing signage on building will be upgraded and replaced.

CARE CENTER (MORTUARY & CREMATORIUM)
3300 VASSAR DRIVE NE
EXISTING ELEVATIONS

Prepared For:

SMI - ABQ Assets, LLC
1000 Louisiana St., Suite 400
Houston, TX 77002-9005

Prepared By:

Consensus Planning, Inc.
302 Eighth Street NW
Albuquerque, NM, 87102

