

# HIGH MESA Consulting Group

Engineers, Surveyors & Subsurface Utility Consultants

2017.014.2  
September 26, 2017

Jack Cloud  
Planning Manager, DRB Chair  
Planning Department  
Development & Building Services Division  
City of Albuquerque  
600 Second Street, NW  
Albuquerque, NM 87103

RE: Letter Explaining How EPC Conditions Have Been Addressed – Project # 1005237  
Request for Final Sign-Off for EPC Approved SDP for Building Permit and SDP for  
Subdivision.  
Tracts A-1, Mark 3S Holly Development

Dear Mr. Cloud:

The subject project was approved at EPC with conditions of approval to be addressed at DRB as identified in the attached Notice of Decision. The conditions have been addressed as follows:

- A) 17 EPC-40033, SDP for Subdivision Amendment
- 1) Letter explaining modifications – *This is the letter. The site plan has been changed as described by the following.*
  - 2) Meet with Staff Planner to ensure conditions are met – *We met with Catalina Lehner 9/25/17 to confirm that we have addressed the requirements and can submit to DRB.*
  - 3) The proposed lot lines shall be labeled and clearly indicated, and redrawn to show a single tract. *-Proposed lot lines are now labeled and clearly indicated, and redrawn to show a single tract*
  - 4) The buildings' primary use shall be listed. *- Buildings' primary uses are now listed.*
  - 5) The following conditions from Transportation Staff shall be met:
    - A. The site should have a Neighborhood Impact Assessment (NIA) study done if access being added or changed for a school. *-Submitted 09/06/17. Review pending.*
    - B. Lot line should be adjusted as to not landlock parcels. *- Property is now redrawn as a single tract.*
    - C. Show existing lot lines and indicate proposed lot lines. *- Existing lot lines are now shown and proposed lot lines are now indicated.*
    - D. Parking spaces should not cross or straddle lot line. Curb returns and ADA ramps must be kept inside property lines. *-N/A. Parking spaces, curb returns, and ADA ramps no longer cross or straddle property lines since lot is now redrawn as a single tract.*
    - E. Infrastructure and/or ROW dedications may be required at DRB. *-Understood.*

- F. All work within the public ROW must be constructed under a COA work order. *-Note stating this was added to Sheet 1A.*
  - G. Provide cross access easements and any applicable shared parking agreements. *-N/A. Cross access easements are no longer needed since lot is now drawn as a single tract.*
  - H. Curb, gutter, sidewalk and roadway sections improvements will be required at DRB-Understood.
- B) 17 EPC-40032 SDP for Building Permit Amendment
- 1) Letter explaining modifications *–This is the letter. The site plan has been changed as described by the following.*
  - 2) Meet with Staff Planner to ensure conditions are met – *We met with Catalina Lehner 9/25/17 to confirm that we have addressed the requirements and can submit to DRB.*
  - 3) A note shall be added to state that the Site Development Plan shall comply with the “Common Design Regulations for all SU-2 Zoned Properties and RT Development in the RD Zone” in the LCSDP – *Note was added to Sheet 1.*
  - 4) The proposed lot line shall be removed. *- Proposed lot lines were removed.*
  - 5) The Neighborhood Impact Assessment shall be provided and found acceptable by Transportation Staff. *Submitted 09/06/17. Review pending.*
  - 6) Parking:
    - A. Each lot shall be fully parked for regular spaces, handicap spaces, motorcycle spaces, and bicycle spaces pursuant to applicable requirements. *-Single tract meets all requirements on the lot.*
    - B. The MC spaces on Tract C will need to be relocated to an area visible from the building’s main entrance pursuant to Zoning code 14-16-3-1 (C)(2). *-All three MC spaces are now visible from the building’s main entrance.*
    - C. Parking shall be reduced to comply with LCSDP Regulation 12R-3 (maximum parking allowed is 10% plus the minimum required amount). *-Total parking was reduced from 98 spaces to 88 spaces to fall under the maximum parking allowed limit of 89.*
  - 7) Pedestrian Access & Circulation
    - A. A pathway across the gravel shall be provided to connect to the paved, multi-use trail along Paseo del Norte Blvd.(LCSDP 1R-1)- *Existing gravel pathway, that connects to Paseo del Norte Blvd multi use trail, will be refreshed with new gravel.*
    - B. A pedestrian connection shall be provided from the sidewalks to the principal customer entrance of Building C [Zoning Code 14-16-3-1(H)] - *A pedestrian connection is provided from public sidewalk to the Building C entrance. See Sheet 1 for pathway.*
    - C. The existing pedestrian pathway through the parking lot to Building A shall be retained and shown. – *This is no longer applicable as the path across the asphalt in the existing condition is now eliminated and replaced with a concrete sidewalk that does not cross the parking lot.*
  - 8) Open Space & Common Areas
    - A. A plaza area, courtyard, patio seating area, or a pedestrian plaza with benches shall be added (LCSDP 8R-2) *-A public plaza with benches was added to the east of building C.*
    - B. A public open space amenity equal to the greater of 400 sf or four percent or greater of the building footprint shall be provided (LCSDP 8R-3). *Two public open spaces was added, a public plaza immediately east of the new Daycare (Building C) as well as a public space immediately north of the existing connection to the pathway on Paseo del Norte near the existing Daycare (Building B).*

9) Outdoor Seating:

- A. A bench shall be provided on one of the building's facades that exceeds 100 feet long. [Zoning Code 14-16-3-18(C) (3)]. -*A bench is provided along building's façade.*
- B. Seating calculations shall be provided. -*Calculations are provided on Sheet 2.*
- C. A bench detail shall be provided. -*Detail is provided on Sheet 6.*

10) Walls: A decorative feature shall be added to the proposed wall pursuant to Zoning Code 14-16-3-19(C) (2) (a) (b). -*Pilasters were added to the proposed wall.*

11) Landscaping:

- A. The proposed landscaping plan shall accurately depict the existing landscape. -*Landscaping plan accurately depicts landscape to be replaced or revised with this proposal. Some previous plants have not survived and will be replaced.*
- B. The divided landscape area near the subject site's SW corner shall be enlarged to have enough space for a tree. -*Divided landscape area was enlarged.*
- C. The parking lot tree shall be changed to 13 (vitex are too small to count). -*Vitex were removed from parking lot tree count. Requirement was revised to 11 with new revisions.*
- D. A couple of large, canopy-forming, not multi trunk trees shall be added to the play area or the parking lot. -*A couple of large, canopy-forming, not multi trunk trees (London Plane Trees) were added to parking lot and play area.*
- E. Curb notches shall be shown on the landscaping plan and match those on the Grading and Drainage Plan. -*Curb notches now shown on landscaping plan now match the grading plan exactly.*

12) Lighting:

- A. A note shall be added regarding outdoor lighting fixtures being full shielded and equipped with automatic timing devices (LCSDP 14R-2). -*Note was added to sheet 5.*
- B. A note is needed on the site development plan to ensure that all outdoor light fixtures will have light and motion sensors and/or automatic timers (LCSDP 14R-3). -*Note was added to Sheet 5.*
- C. A note is needed on the site development plan regarding outdoor lighting system design and operation (LCSDP 14R-7). -*Note was added to Sheet 5.*

13) Views Sheet:

- A. The view lines shall be indicated on the main sheet (Sheet 1). -*View lines are now shown on Sheet 1.*
- B. The dimensions and distances used on the view sheet shall match those on the site plan. -*Dimensions and distances shown on View 1 sheet now match the Site Plan.*

14) Signage:

- A. The building mounted signage shall be dimensioned, with square footage totaled (LCSDP 13R-8). -*This has been dimensioned, with square footage totaled on Sheet 5.*
- B. The height to the building-mounted light fixtures shall be dimensioned (LCSDP 14R-6). -*This has been dimensioned on Sheet 5.*
- C. Colors and materials of the building-mounted signage shall be specified in a sign detail (LCSDP 13R-8). -*A sign detail was added to Sheet 5.*

15) Architecture:

- A. The building footprints shall be dimensioned and match the dimensions on the elevations. -*The building footprints is now dimensioned and matches the dimensions on the elevations sheet.*
- B. A note shall be added regarding roof color (LCSDP 9R-3). -*A note was added to Sheet 5.*

16) Other:

- A. Label the circle area near the play area or add it to the legend. -*Area has been labeled.*

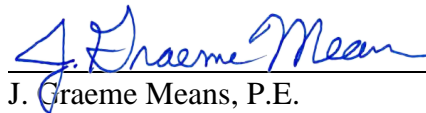
- B. The refuse enclosure shall be labeled. *-Refuse enclosure is now labeled.*
  - C. The amendments shall be listed. *-Amendments are listed on Sheet 1.*
  - D. The buildings' primary uses shall be listed. *-Buildings' primary uses are now listed.*
  - E. The SPS notes shall be removed from the SPBP. *-SPS notes were removed from SPBP.*
  - F. Move notes regarding signage, lighting, and roofing to other sheets. *-Notes were moved from Sheet 1 to Sheet 5.*
- 17) The following conditions from Transportation Planning Staff shall be met:
- A. Developer is responsible for permanent improvements to the transportation facilities adjacent to proposed development site plan, as required by the Development Review Board (DRB). *-Understood.*
  - B. Site plan shall comply and be in accordance with all applicable City of Albuquerque requirements, including the Development Process Manual and current ADA criteria. *-We believe we meet all applicable requirements.*
  - C. Parking spaces cannot cross over lot lines. *-Property is now drawn as a single tract which eliminates parking spaces crossing over lot lines.*
  - D. A trail connection must be provided from each tract to the Paseo Del Norte multi use path. *-Property is now drawn as a single tract. The existing trail connection will meet this requirement.*
  - E. Access, curb returns and ADA curb ramps must be contained within the frontage of the servicing tract. The entrance is shown outside of the property line because of the new property line. *-N/A. Property is now drawn as a single tract which eliminates this condition.*
  - F. Provide cross access easements and any applicable shared parking agreements. *- Property is drawn as a single tract. Cross access easements are no longer necessary.*
  - G. Clearly identify all changes to existing site. The site plan does not show what changes are being made to the existing buildings or site. *-A large dashed screened line on Sheet 1 identifies existing site to remain and proposed improvements.*
  - H. Identify motorcycle parking by sign, either free-standing or wall mounted. *- Motorcycle parking is identified by sign.*
  - I. Please add a note on the plan stating "All improvements located in the Right of Way must be included in the work order." *-Added note to Sheet 1.*
- 18) Condition from the Albuquerque/Bernalillo County Water Utility Authority (ABCWUA):
- A. Submit an Availability Statement Request. Request shall include a City Fire Marshal approved Fire 1 Plan and a zone map showing the site location. *-Submitted availability request 9/14/17 with approved Fire 1 plan and zone map.*
- 19) The following conditions from PNM shall be met:
- A. It is the applicant's obligation to determine if existing utility easements or rights-of-way are located on or adjacent to the property and to abide by any conditions or terms of those easements. Existing PNM overhead distribution facilities are located on north side of the property. *-Noted and understood.*
  - B. It is necessary for the developer to contact PNM's New Service Delivery Department to coordinate electric service regarding this project. Contact: Mike Moyer, PNM Service Center, 4201 Edith Boulevard NE, Albuquerque, NM 87107 Phone (505) 241-3697 *-Service request initiated and coordination in progress.*
  - C. Screening should be designed to allow for access to utility facilities. All screening and vegetation surrounding ground-mounted transformers and utility pads are to allow 10 feet of clearance in front of the equipment door and 5-6 feet of clearance on the remaining three sides for safe operation, maintenance and repair purposes. Please refer to the PNM Electric Service Guide at [www.pnm.com](http://www.pnm.com) for specifications. *-Plan is compliant.*

D. An existing overhead distribution line is located along the northern boundary of the subject property. On Sheet 2, Landscape Plan, the proposed tree selection along Holly Avenue NE, the Red Texas Oak, is not a compatible height at maturity with the existing overhead electric distribution facility along the northern boundary of the site. A shorter tree selection at mature height is necessary at this locations. PNM's landscaping preference is for trees and shrubs to be planted outside the PNM easement; however, if within the easement, trees and shrubs should be located to minimize effects on electric facility maintenance and repair. New trees planted near PNM facilities should be no taller than 25 feet in height at maturity to avoid conflicts with existing electric infrastructure. Trees at mature height that interfere with this electric line will be trimmed. It is necessary for the developer to contact PNM's New Service Delivery Department to coordinate electric service regarding this project. Contact: Mike Moyer, PNM Service Center, 4201 Edith Boulevard NE, Albuquerque, NM 87107 Phone (505) 241-3697 -*Red Texas Oak trees near electrical utilities have been replaced with pinon trees. Pinon tree's height at maturity is 25 feet which meets the height requirement listed above.*

If we can be of further assistance or provide additional information, please do not hesitate to call.

Sincerely,

**HIGH MESA CONSULTING GROUP**



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J. Graeme Means, P.E.  
Principal

GM:RJC

Enclosures

xc: Mark 3S w/encl