

August 17, 2021

Jay Rodenbeck
Senior Planner
City of Albuquerque
P.O. Box 1293
Albuquerque, NM 87103

**RE: Administrative Amendment justification letter
Proposed SWMD Maintenance & Administration Buildings Project, COA Project No. 7006.92
4600 Edith Boulevard NE (SE corner of Edith and Comanche)
ZONE ATLAS PAGE: G-15-Z
DRB Case SI-2019-00032**

Dear Mr. Rodenbeck:

The proposed City of Albuquerque (COA) Solid Waste Management Department (SWMD) Maintenance & Administration Buildings Project is located at the existing COA SWMD campus at 4600 Edith Boulevard NE. The City's representatives include Jerry Francis, COA Department of Municipal Development Project Manager and Jill Holbert, COA SWMD Associate Director. Wilson & Company, Inc. is acting as the City's agent for the above referenced project. Per the City's Integrated Development Ordinance (IDO) this site is zoned Non Residential – Light Manufacturing (NR-LM).

The areas that are impacted with this change are as follows:

- 1. Retaining wall 02 located along Rankin Rd between the east and west entrances to the site.**
 - a. Wall material change. The wall material has been changed from CMU block to a modular block wall. Each block is much larger than a CMU block and has a rock facing. See the attached elevations for material information.
 - b. Layout change. At the request of PNM the wall alignment along with the on-site curb has been adjusted at the east entrance to accommodate the installation of the PNM transformer to be at the grade of Rankin Rd. At the request of the ABCWUA the alignment and on-site curb has been adjusted at the western entrance to accommodate the site water meter to be at the grade of Rankin Rd. In both cases the wall has been realigned into the site along with the curb. The height of the wall has not been adjusted from the approved plan.
- 2. Screen wall 07 layout adjustment**
 - a. At the entrance off Edith the approved plan had this wall located within the MRGCD Alameda Lateral ROW. The wall has been adjusted to run parallel to this ROW now.
- 3. North/South internal access road.**
 - a. The width of this road has been reduced by 3' from 30' to 27' and 44' to 41' to resolve an issue with curb and site lighting.
- 4. Retaining wall 08**

- a. With the change to the internal access road, the short retaining wall was no longer needed. The chain link fence will remain. The maximum height of this wall was 2 feet.

5. Screen Wall 10 Removal

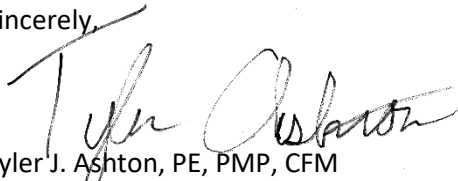
- a. The 3' tall screen wall that was approved running parallel to Edith has been removed. The area behind the wall has been full landscaped during the current construction.

Attached this letter are the following documents:

- Development Review Application
- Form P3
- Official Notice of Decision
- Original approved Site Plan
- Original approved wall elevations
- Revised Site Plan with the above changes clouded
- Revised wall elevations
- Zone Atlas map with site outlined and labeled

Thank you for your attention concerning this matter. If you should have any questions or require any additional information, please contact me at 505.348.4121 or tjashton@wilsonco.com.

Sincerely,



Tyler J. Ashton, PE, PMP, CFM
Engineering Manager
Wilson & Company, Inc.

Cc: J. Holbert, COA SWMD
J. Yost, JRMA



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 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"/> Alternative Landscape Plan (Form P3)	<input type="checkbox"/> Demolition Outside of HPO (Form L)	<input type="checkbox"/> Annexation of Land (Form Z)
<input checked="" type="checkbox"/> Minor Amendment to Site Plan (Form P3)	<input type="checkbox"/> Historic Design Standards and Guidelines (Form L)	<input type="checkbox"/> Amendment to Zoning Map – EPC (Form Z)
<input type="checkbox"/> WTF Approval (Form W1)	<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: City of Albuquerque, Solid Waste Management Department		Phone: 505.761.8642
Address: 4600 Edith Blvd. NE		Email: jholbert@cabq.gov
City: Albuquerque	State: NM	Zip: 87107
Professional/Agent (if any): Wilson & Company, Inc. Engineers & Architects		Phone: 505-348-4121
Address: 4401 Masthead St. NE		Email: tjashton@wilsonco.com
City: Albuquerque	State: NM	Zip: 87109
Proprietary Interest in Site:	List <u>all</u> owners:	

BRIEF DESCRIPTION OF REQUEST

Amendment for change in retaining wall material and alignment. Adjustment of internal roadway width. Removal of a retaining wall and screen wall.

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

Lot or Tract No.: Parcel A, Parcel B and Parcel C	Block:	Unit:
Subdivision/Addition:	MRGCD Map No.: 33	UPC Code:
Zone Atlas Page(s): G-15-Z	Existing Zoning:	Proposed Zoning:
# of Existing Lots:	# of Proposed Lots:	Total Area of Site (acres): 21.4556+/-

LOCATION OF PROPERTY BY STREETS

Site Address/Street: 4600 Edith NE	Between:	and:
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CASE HISTORY (List any current or prior project and case number(s) that may be relevant to your request.)

PR-2019-002046

Signature:	Date:
Printed Name: Tyler Ashton, PE	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent

FOR OFFICIAL USE ONLY

Case Numbers	Action	Fees	Case Numbers	Action	Fees
SI-2021-01315	AA				

Meeting/Hearing Date:	Fee Total:
Staff Signature:	Date:
	Project # PR-2019-002046

FORM P3: ADMINISTRATIVE DECISIONS AND MINOR AMENDMENTS

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.

ARCHEOLOGICAL CERTIFICATE

- Archaeological Compliance Documentation Form with property information section completed
- Only the information above is required unless the City Archaeologist determines that the application does not qualify for a Certificate of No Effect, in which case a treatment plan prepared by a qualified archaeologist that adequately mitigates any archeological impacts of the proposed development must be submitted and reviewed for a Certificate of Approval per the criteria in IDO Section 14-16-6-5(A)(3)(b)
- Letter of authorization from the property owner if application is submitted by an agent
- Zone Atlas map with the entire site clearly outlined and labeled

MINOR AMENDMENT TO SITE PLAN – ADMIN, EPC, or DRB

- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(Y)(2)
- Three (3) copies of all applicable sheets of the approved Site Plan being amended, folded
- Copy of the Official Notice of Decision associated with the prior approval
- Three (3) copies of the proposed Site Plan, with changes circled and noted
Refer to the Site Plan Checklist for information needed on the proposed Site Plan.
- Letter of authorization from the property owner if application is submitted by an agent
- Zone Atlas map with the entire site clearly outlined and labeled

Minor Amendments must be within the thresholds established in IDO TABLE 6-4-4. Any amendment beyond these thresholds is considered a Major Amendment and must be processed through the original decision-making body for the request.

MINOR AMENDMENT TO SITE DEVELOPMENT PLAN APPROVED PRIOR TO THE EFFECTIVE DATE OF THE IDO

- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(Z)(1)(a)
- Three (3) copies of all applicable sheets of the approved Site Development Plan being amended, folded
- Copy of the Official Notice of Decision associated with the prior approval
- Three (3) copies of the proposed Site Development Plan, with changes circled and noted
Refer to the Site Plan Checklist for information needed on the proposed Site Plan.
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ACCELERATED EXPIRATION SITE PLAN


- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-4(X)(2)(c)
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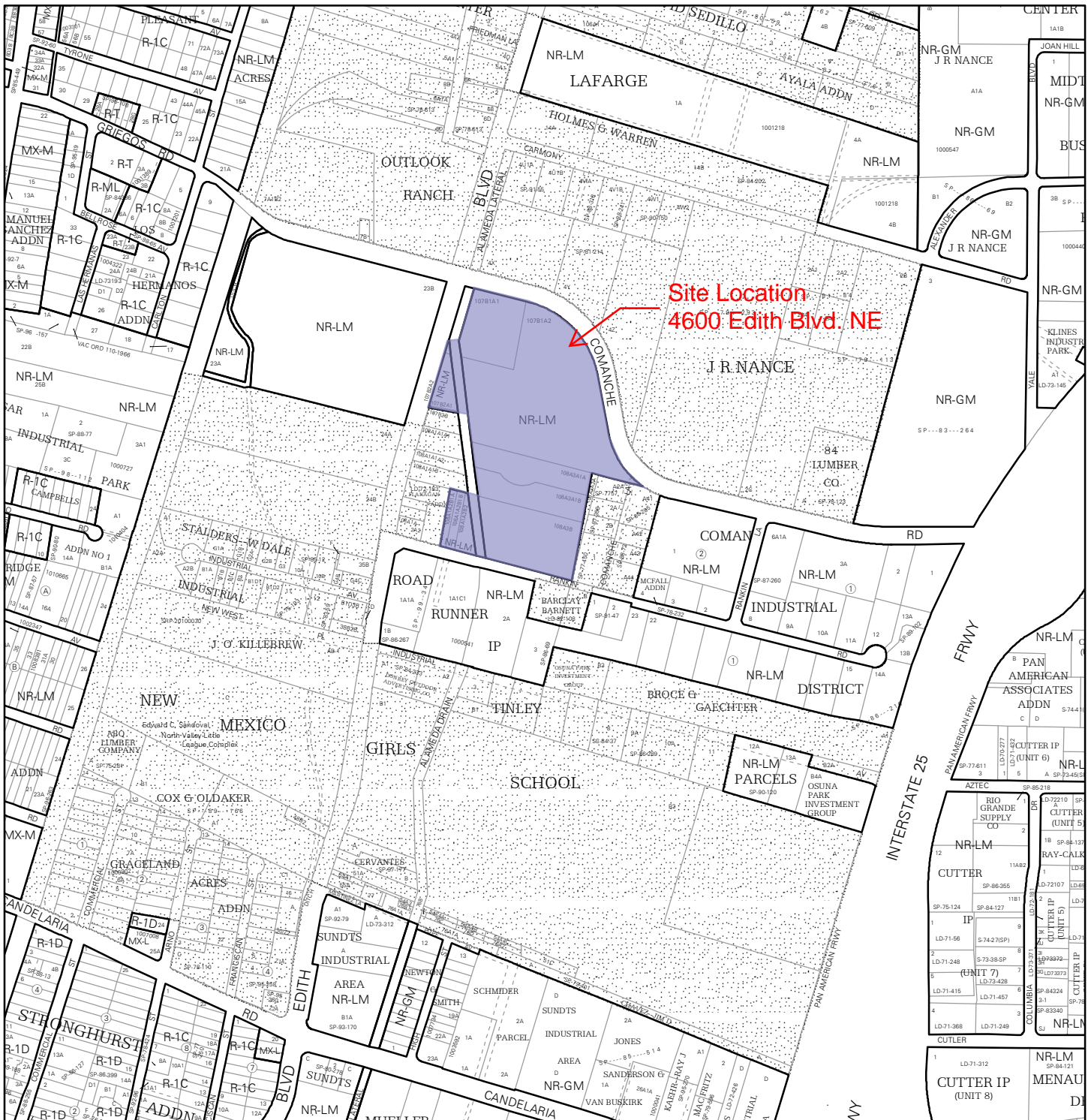
ALTERNATIVE SIGNAGE PLAN

- Proposed Alternative Signage Plan compliant with IDO Section 14-16-5-12(F)(5)
- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-6-5(F)(4)(c)
- Required notices with content per IDO Section 14-16-6-4(K)
 - Office of Neighborhood Coordination notice inquiry response and proof of emailed notice to affected Neighborhood Association representatives
 - Sign Posting Agreement
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ALTERNATIVE LANDSCAPE PLAN

- Justification letter describing, explaining, and justifying the request per the criteria in IDO Section 14-16-5-6(C)(16)
- Landscape Plan
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<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:
Printed Name:	<input type="checkbox"/> Applicant or <input type="checkbox"/> Agent
FOR OFFICIAL USE ONLY	
Project Number:	Case Numbers
PR-2019-002046	SI-2021-01315
	-
	-
Staff Signature:	
Date:	



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-15-Z

- Easement
- 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

0 250 500 1,000 Feet



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PR-2019-002046

Signature:	Date: 8-19-21
Printed Name: Tyler Ashton, PE	<input type="checkbox"/> Applicant or <input checked="" type="checkbox"/> Agent

FOR OFFICIAL USE ONLY					
Case Numbers	Action	Fees	Case Numbers	Action	Fees
SI-2021-01315	AA				
Meeting/Hearing Date:				Fee Total:	
Staff Signature:			Date:	Project # PR-2019-002046	

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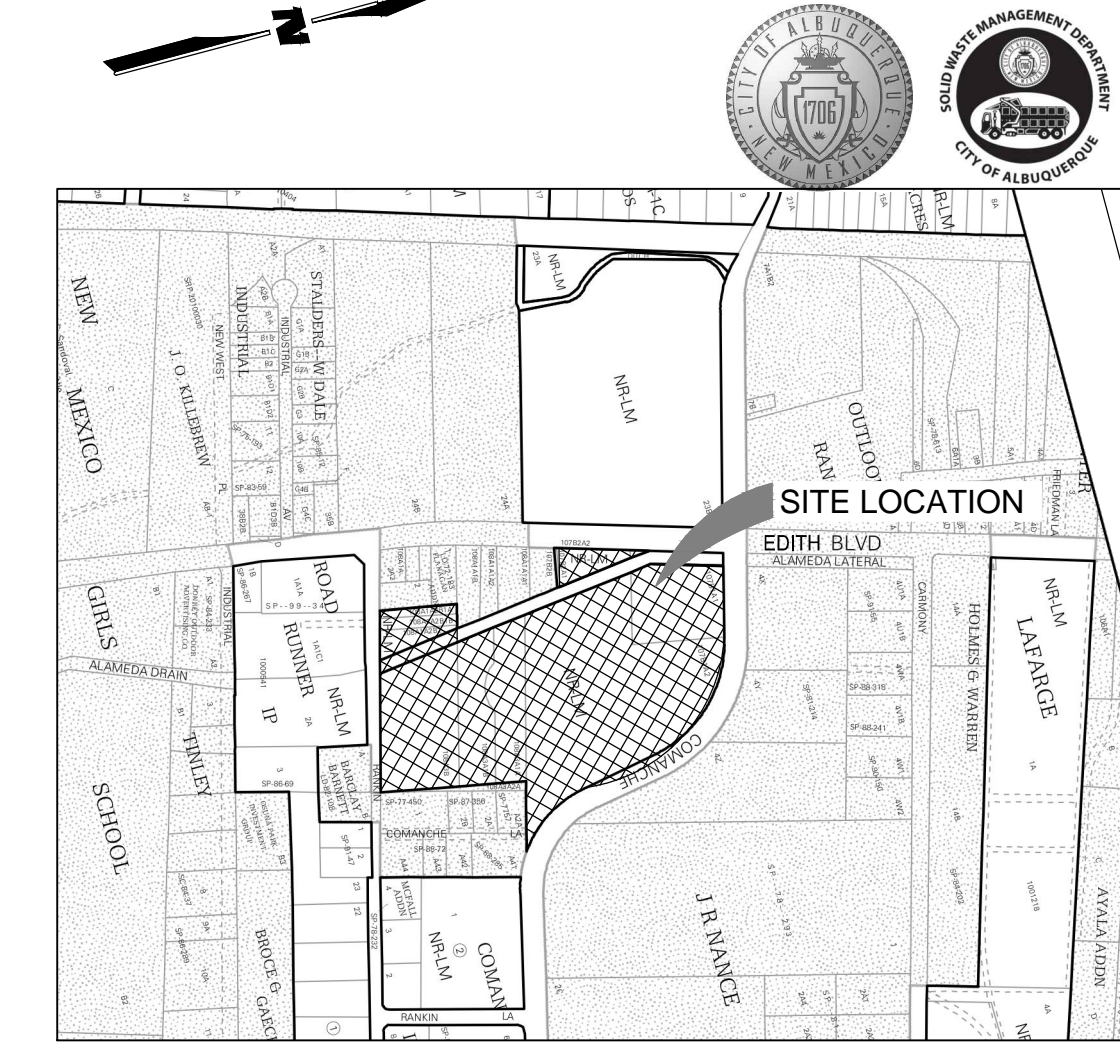
Signature: Tyler Ashton Date: 8-19-21
 Printed Name: Tyler Ashton Applicant or Agent

FOR OFFICIAL USE ONLY

Project Number:	Case Numbers
PR-2019-002046	SI-2021-01315
	-
	-
Staff Signature:	
Date:	



SWMD Maintenance & Administration Buildings Project
 City of Albuquerque
 Department of Municipal Development
 Solid Waste Management Department



VICINITY MAP
 ZONE ATLAS PAGE, G-15-Z

SITE DATA

LEGAL DESCRIPTION: ALL OR A PORTION OF A NORTHERLY PORTION OF TRACT 107B1A1, TRACT 107B1A2 EXCLUDING PORTION TO RIGHT-OF-WAY & EXCLUDING A NORTHERLY PORTION, TRACT 107B1A2 EXCLUDING PORTION TO RIGHT-OF-WAY, TRACT IN THE SW CORNER-TRACT 107B1B, TRACT 108A3A1A, TRACT 108A3A1B, AND TRACT 108A3B, TRACTS 108A1A2B1B & 108A1A2B2, TRACT 108A1A2B1A, TRACT 107B2A2 EXCLUDING PORTION TO THE RIGHT-OF-WAY, TRACT 107B2A1 EXCLUDING PORTION TO THE RIGHT-OF-WAY, MRGC MAP #33

ZONING:

EXISTING ZONING: NR-LM Non-Residential Light Manufacturing

SITE AREA: APPROXIMATELY 21.97 ACRES

PROPOSED USE: VEHICLE MAINTENANCE BUILDING; ADMINISTRATION BUILDING; RECYCLING DROP-OFF AREA; WELD SHOP & BIN REPAIR BUILDING; BIN STORAGE AREA; GUARD SHACK; FUEL ISLAND (EXISTING); CNG FUELING FACILITY; PARKING FOR VISITORS/EMPLOYEES, LIGHT DUTY TRUCKS AND COLLECTION TRUCKS; AND DRAINAGE PONDS.

PEDESTRIAN AND VEHICULAR INGRESS AND EGRESS:
VEHICULAR ACCESS & CIRCULATION: THE PROPOSED DEVELOPMENT WILL CONTINUE TO USE THE EXISTING SITE ACCESS TO EDITH BOULEVARD, COMANCHE ROAD, AND RANKIN ROAD. ADMINISTRATION BUILDING EMPLOYEES AND VISITORS WILL ENTER/EXIT THE SITE FROM COMANCHE ROAD. VEHICLE MAINTENANCE AND COLLECTION TRUCK DRIVER EMPLOYEES WILL ENTER THE SITE FROM COMANCHE ROAD OR EDITH BOULEVARD, AND EXIT THE SITE FROM EDITH BOULEVARD. LIGHT DUTY TRUCKS (SWMD WHITE FLEET) WILL ENTER/EXIT THE SITE FROM RANKIN ROAD OR EDITH BOULEVARD. RECYCLE DROP-OFF CUSTOMERS WILL ENTER/EXIT THE SITE FROM COMANCHE ROAD. ALL ACCESS POINTS ARE FULL ACCESS.

PEDESTRIAN ACCESS: THE PROPOSED DEVELOPMENT'S PEDESTRIAN ACCESS INTO THE SITE WILL BE FROM COMANCHE ROAD. SIDEWALK AND BICYCLE LANES EXIST ON COMANCHE ROAD, AND SIDEWALK AND BICYCLE ROUTE EXISTS ON EDITH BOULEVARD.

INTERNAL CIRCULATION: SEE SITE CIRCULATION EXHIBIT.

MAXIMUM BUILDING HEIGHTS AND SETBACKS: MAXIMUM BUILDING HEIGHTS FOR ALL BUILDINGS SHALL BE PER THE NR-LM ZONE.

PHASING: PROPOSED DEVELOPMENT WILL BE CONSTRUCTED SO AS TO MAINTAIN SOLID WASTE DEPARTMENT OPERATIONS DURING CONSTRUCTION. THE PROPOSED VEHICLE MAINTENANCE BUILDING WILL BE CONSTRUCTED FIRST. STAFF AND OPERATIONS WILL BE MOVED INTO THIS NEW FACILITY. THE REMAINDER OF THE PROPOSED DEVELOPMENT WILL THEN BE CONSTRUCTED.

SITE PLAN DRB

JRMA ARCHITECTS ENGINEERS
 JR MILLER & ASSOCIATES
 2700 SATURN STREET
 BREA, CA 92821
 714-524-1870

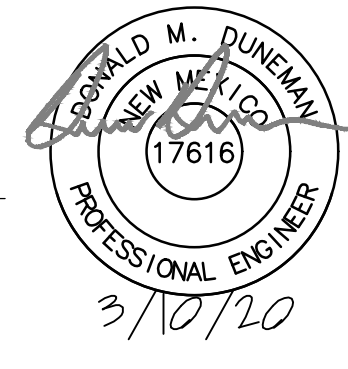
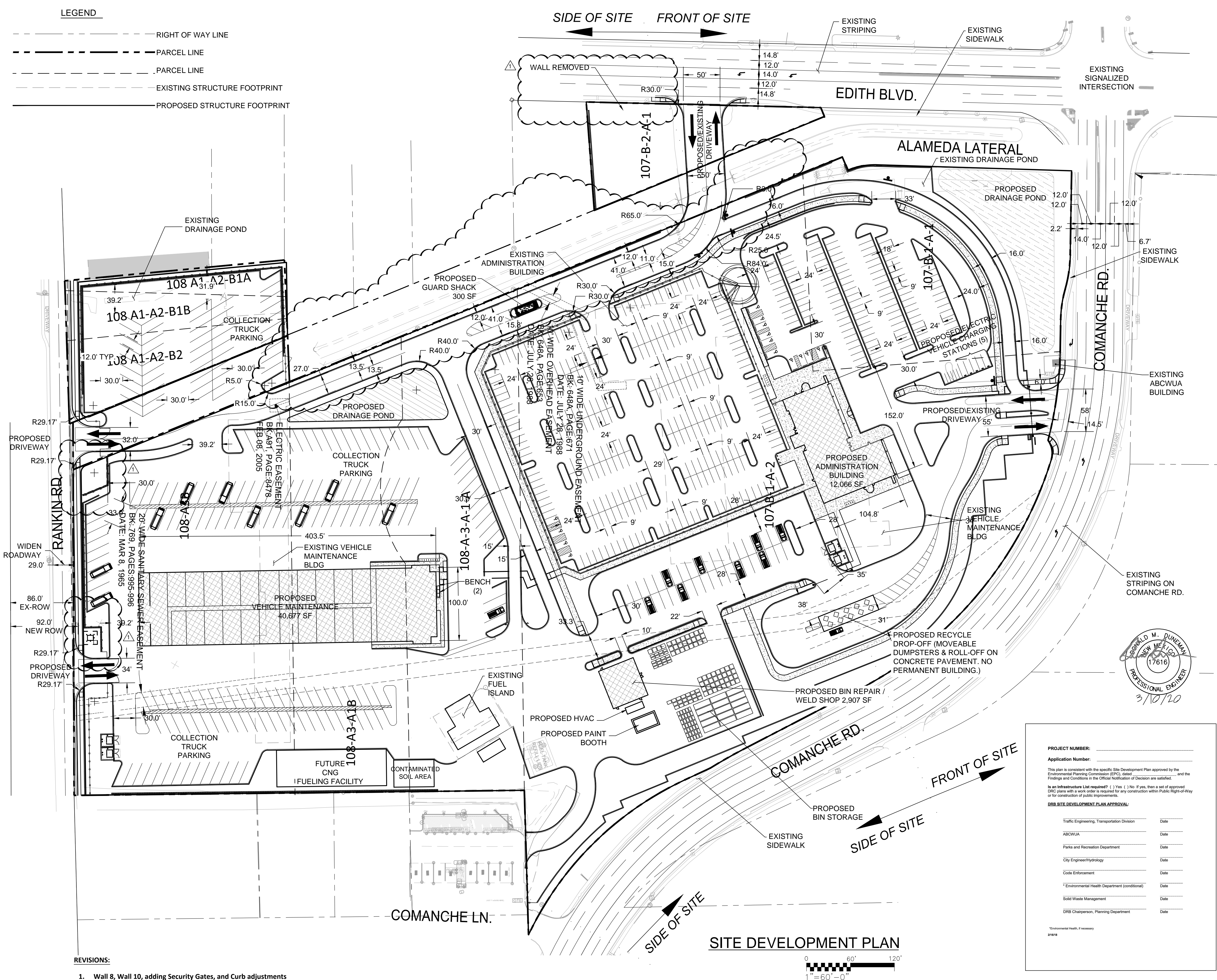
WILSON & COMPANY
 WILSON & COMPANY, INC.
 4401 MASTHEAD ST NE
 ALBUQUERQUE, NM 87109
 505-348-4000

DECEMBER 10, 2019
SHEET No. SP-1

COA PROJECT No. 7006.92 JRMA No. 4907

LEGEND

- RIGHT OF WAY LINE
- - - PARCEL LINE
- - - PARCEL LINE
- - - EXISTING STRUCTURE FOOTPRINT
- PROPOSED STRUCTURE FOOTPRINT



PROJECT NUMBER: _____

Application Number: _____

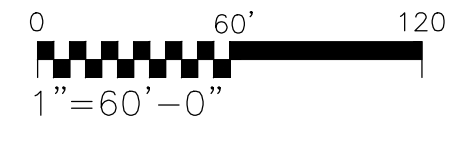
This plan is consistent with the specific Site Development Plan approved by the Environmental Planning Commission (EPC), dated _____, and the Findings and Conditions in the Official Notification of Decision are satisfied. Is an Infrastructure List required? () Yes () No. If yes, then a set of approved DRP plans with a work order is required for any construction within Public Right-of-Way or for construction of public improvements.

DRB SITE DEVELOPMENT PLAN APPROVAL:

Traffic Engineering, Transportation Division	Date
ABCWUA	Date
Parks and Recreation Department	Date
City Engineer/Hydrology	Date
Code Enforcement	Date
*Environmental Health Department (conditional)	Date
Solid Waste Management	Date
DRB Chairperson, Planning Department	Date

*Environmental Health, Necessary
2/19/19

SITE DEVELOPMENT PLAN



REVISIONS:

1. Wall 8, Wall 10, adding Security Gates, and Curb adjustments

M:\TRN14-100-132-012_DISCIPLINES_SHEETS_2_SHEETS_CIVIL\SP-01-1.DWG/26/2021 1:54 PM



CITY OF ALBUQUERQUE INVOICE

WILSON & COMPANY WILSON & COMPANY

4401 MASTHEAD ST NE SUITE 150

Reference NO: SI-2021-01315

Customer NO: CU-70061421

Date	Description	Amount
8/19/21	2% Technology Fee	\$1.00
8/19/21	Application Fee	\$50.00

Due Date: **8/19/21**

Total due for this invoice:

\$51.00

Options to pay your Invoice:

1. Online with a credit card: <http://posse.cabq.gov/posse/pub/lms/Default.aspx>
2. In person: Plaza Del Sol, 600 2nd St. NW, Albuquerque, NM 87102

PLEASE RETURN THE BOTTOM PORTION OF THIS INVOICE NOTICE WITH PAYMENT



City of Albuquerque
PO Box 1293
Albuquerque, NM 87103

Date: 8/19/21
Amount Due: **\$51.00**
Reference NO: SI-2021-01315
Payment Code: 130
Customer NO: CU-70061421

WILSON & COMPANY WILSON &
COMPANY
4401 MASTHEAD ST NE SUITE 150
ALBUQUERQUE, NM 87109



130 0000SI202101315000993551142670435000000000000051000CU70061421