

# CITY OF ALBUQUERQUE

Planning Department  
Brennon Williams, Director



Mayor Timothy M. Keller

July 25, 2023

Stephen Marcum, PE  
Skyline Civil Group, LLC  
4414 82<sup>ND</sup> St.  
Lubbock, TX 79424

**Re: McDonald's USA**  
**9500 Universe Blvd. NW**  
**Traffic Circulation Layout**  
Engineer's Stamp 06-19-23 (B10-D003C3B)

Dear Mr. Stephen,

Based upon the information provided in your submittal received 07-13-23, the above referenced plan cannot be approved for Building Permit until the following comments are addressed:

1. A minimum 6 ft. wide Sidewalk and minimum 5 ft. wide buffer must be developed along Paseo Del Norte and Universe Blvd. from property line to property line.
2. Please revised keynote A: minimum parking stall width is 8.5 ft.
3. Details sheet is missing.
4. Please provide all proposed signs details.
5. An approved access easement (for the proposed easement at the north side of the building) is a final condition of releasing CO.
6. "ONE WAY" signage is required at the beginning of the drive-thru lanes.
7. "STOP" and "DO NOT ENTER" signage is required at the exit of the drive-thru lanes.
8. Refuse vehicle maneuvering shall be contained on-site. The refuse vehicle shall not back into the public right of way.; provide a copy of refuse approval.
9. Provide a copy of Fire Marshal approval.
10. Please specify the City Standard Drawing Number when applicable.
11. Work within the public right of way requires a work order with DRC approved plans.
12. Please add a note on the plan stating "All improvements located in the Right of Way must be included on the work order."
13. Traffic Studies: 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 (**Contact Matt Grush: [mgrush@cabq.gov](mailto:mgrush@cabq.gov)**).
14. Please provide a letter of response for all comments given.

Once corrections are complete resubmit

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1. The Traffic Circulation Layout
2. A Drainage Transportation Information Sheet (DTIS)
3. Send an electronic copy of your submittal to [PLNDRS@cabq.gov](mailto:PLNDRS@cabq.gov).
4. The \$75 re-submittal fee.

for log in and evaluation by Transportation.

If you have any questions, please contact me at (505) 924-3675.

Sincerely,

*Marwa Al-najjar*

Marwa Al-najjar  
Associate Engineer, Planning Dept.  
Development Review Services

PO Box 1293

Albuquerque

\ma via: email  
C: CO Clerk, File

NM 87103

[www.cabq.gov](http://www.cabq.gov)



# City of Albuquerque

Planning Department  
Development & Building Services Division

## DRAINAGE AND TRANSPORTATION INFORMATION SHEET (REV 6/2018)

**Project Title:** McDonald's at Ventana Square **Building Permit #:** \_\_\_\_\_ **Hydrology File #:** \_\_\_\_\_  
**DRB#:** \_\_\_\_\_ **EPC#:** \_\_\_\_\_ **Work Order#:** \_\_\_\_\_  
**Legal Description:** TR H-10 PLAT OF TRACTS H-1 THRU H-11 VENTANA SQUARE  
ATVENTANA RANCH A REPLAT OF TRACT H-A VENTANA RANCHCONT 1.0656 AC  
**City Address:** 9500 Universe Boulevard NW Albuquerque, NM 87114

**Applicant:** Skyline Civil Group, LLC **Contact:** Stephen Marcum, P.E.  
**Address:** 4414 82nd Street, STE 212-140 Lubbock, TX 79424  
**Phone#:** 432-685-1226 **Fax#:** \_\_\_\_\_ **E-mail:** smarcum@skylinecivilgroup.com

**Other Contact:** Consensus Planning **Contact:** Jonathan Turner  
**Address:** 302 Eighth Street NW  
**Phone#:** 505-764-9801 x109 **Fax#:** \_\_\_\_\_ **E-mail:** turner@consensusplanning.com

**TYPE OF DEVELOPMENT:** \_\_\_\_\_ PLAT (# of lots) \_\_\_\_\_ RESIDENCE \_\_\_\_\_ DRB SITE ☒ ADMIN SITE

IS THIS A RESUBMITTAL? \_\_\_\_\_ Yes ☒ No

**DEPARTMENT** ☒ TRANSPORTATION \_\_\_\_\_ HYDROLOGY/DRAINAGE

Check all that Apply:

### TYPE OF SUBMITTAL:

- ☐ ENGINEER/ARCHITECT CERTIFICATION
- ☐ PAD CERTIFICATION
- ☐ CONCEPTUAL G & D PLAN
- ☐ GRADING PLAN
- ☐ DRAINAGE REPORT
- ☐ DRAINAGE MASTER PLAN
- ☐ FLOODPLAIN DEVELOPMENT PERMIT APPLIC
- ☐ ELEVATION CERTIFICATE
- ☐ CLOMR/LOMR
- ☒ TRAFFIC CIRCULATION LAYOUT (TCL)
- ☐ TRAFFIC IMPACT STUDY (TIS)
- ☐ STREET LIGHT LAYOUT
- ☐ OTHER (SPECIFY) \_\_\_\_\_
- ☐ PRE-DESIGN MEETING?

### TYPE OF APPROVAL/ACCEPTANCE SOUGHT:

- ☒ BUILDING PERMIT APPROVAL
- ☐ CERTIFICATE OF OCCUPANCY
- ☐ PRELIMINARY PLAT APPROVAL
- ☐ SITE PLAN FOR SUB'D APPROVAL
- ☐ SITE PLAN FOR BLDG. PERMIT APPROVAL
- ☐ FINAL PLAT APPROVAL
- ☐ SIA/ RELEASE OF FINANCIAL GUARANTEE
- ☐ FOUNDATION PERMIT APPROVAL
- ☐ GRADING PERMIT APPROVAL
- ☐ SO-19 APPROVAL
- ☐ PAVING PERMIT APPROVAL
- ☐ GRADING/ PAD CERTIFICATION
- ☐ WORK ORDER APPROVAL
- ☐ CLOMR/LOMR
- ☐ FLOODPLAIN DEVELOPMENT PERMIT
- ☐ OTHER (SPECIFY) \_\_\_\_\_

**DATE SUBMITTED:** 7/11/23 **By:** Jonathan Turner

COA STAFF:

ELECTRONIC SUBMITTAL RECEIVED: \_\_\_\_\_

FEE PAID: \_\_\_\_\_

