

# CITY OF ALBUQUERQUE

Planning Department  
Brennon Williams, Director



Mayor Timothy M. Keller

July 28, 2021

Jeremy Trumble, RA  
6501 Americas Pkwy NE, Ste. 300  
Address  
Albuquerque, NM 87110

**Re: Cottonwood Classical PHASE 2**  
**7801 Jefferson St NE**  
**Traffic Circulation Layout**  
Architect's Stamp **NONE** provided (D17-D003A)

Dear Mr. Trumble,

Based upon the information provided in your submittal received 07-23-2021, the above referenced plan cannot be approved for Building Permit until the following comments are addressed:

1. **A QUEUING analysis will need to be provided for onsite AM/PM traffic flow (student drop).**
  - The analysis needs to demonstrate the peak traffic during AM and PM traffic flow/circulation thru out site for ONE way flow.
  - The pathway need to be shown thru out site.
  - Included in the analysis, demonstrate that any backs will not encroach into public ROW.
  - Explanation will need to be provided for the ONE way operations during these AM/PM peak.
  - During these peaks , what is the status of Jefferson Street entrance function?
  - Provide turning template for buses entering and exiting onto public street.
2. The traffic circulation layout must be **stamped, signed, and dated by** a architect licensed in the state of New Mexico.
3. Sheet TCL-002: A lot of details are shown on this. Are all these details essential to the TCL approval? If not, please remove details but aren't pertinent to **PHASE 2**.
4. **Keyed Note S27:**
  - Sidewalk is shown around the perimeter of cul-de-sac but the connection into public ramps is a safety hazard. Provide details on how the connection will function without safety, tripping hazard, issues onto existing ramps.
  - Provide a reference note and sheet number(**Sheet TCL-002**) for details.
5. **Keyed Note S18:** Provide reference sheet for details on this note.
6. **All Keyed Notes** will need to reference detail sheets on notes.

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7. ADA curb ramps must be **updated to current standards and have truncated domes** installed at **Headline Blvd entrance driveway**.
8. List radii for all curves shown; for passenger vehicles. Radius for delivery trucks, fire trucks, etc. **is 25 ft. or larger**.
9. Per the IDO, a **6 ft. wide ADA accessible pedestrian pathway is required from the public sidewalk to the building entrances**. Please clearly show this pathway and provide details. The pathway/route **SHALL** be ADA accessible.
10. **Provide a copy of refuse approval**.
11. Please provide a sight distance exhibit
12. Show the clear sight triangle and add the following note to the plan: "Landscaping and signage will not interfere with clear sight requirements. Therefore, signs, walls, trees, and shrubbery between 3 and 8 feet tall (as measured from the gutter pan) will not be acceptable in the clear sight triangle."
13. Add a note stating "All broken or cracked sidewalk must be replaced with sidewalk and curb & gutter." A build note must be provided referring to the appropriate City Standard drawing.
14. Please provide a letter of response for all comments given.
15. 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@cab.gov](mailto:mgrush@cab.gov)**). An **approved TIS form needs to be provided**.

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Once corrections are complete resubmit

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) 924-3630.

Sincerely,

  
Nilo Salgado-Fernandez, P.E.  
Senior Traffic Engineer, Planning Dept.  
Development Review Services

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C: CO Clerk, File

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