

# CITY OF ALBUQUERQUE

Planning Department  
Brennon Williams, Director



Mayor Timothy M. Keller

July 7, 2021

Jeremy Trumble  
6501 Americas Pkwy NE, Ste 300  
Albuquerque, NM 87XXX

**Re: Cottonwood Classical – Portable Addition**  
**7801 Jefferson St NE**  
**Traffic Circulation Layout**  
Architect's Stamp 05-19-2021 (D17-D003A)

Dear Mr. Trumble,

Based upon the information provided in your submittal received 07-06-2021, the above referenced plan cannot be approved for Building Permit until the following comments are addressed:

1. **Please show a vicinity map showing the location of the development in relation to streets and well known landmarks.** Vicinty map added to TCL plan.
2. **List the number of parking spaces required by the IDO as well as the proposed number of parking spaces including bicycle and motorcycle parking. Discuss with Zoning.** Revised.
3. **The proposed Modular Buildings;**
  - **Three buildings are blocking 7 stalls. Has the deletion of these stall been included in the over all parking calculations?** Deletion has been included into calculations.
  - **Does these buildings need parking stalls? Especially ADA parking to service these buildings? Since the existing parking lot has no striping to delineate individual stalls.** Parking not needed. 2 ADA parking stall within 50 yards.
  - **Provide dimensions for drive aisle leading into existing parking lot.**
4. **Activity area adjacent to entrance drive aisle appears to be proposed or is it existing. Please label this area as either existing or proposed based the line type.** Revised.
5. **Drainage and Transportation Information Sheet: Under the sub category of TYPE OF APPROVAL/ACCEPTANCE SOUGHT, you have it marked as CERTIFICATE OF OCCUPANCY. Please mark the appropriate request item as BUILDING PERMIT APPROVAL.** Revised.
6. **Label all street names on site plan.** Revised.
7. **Site Plan sheet : Sheet title calls out for Traffic Control Layout. This is incorrect. Please label the sheet as CIRCULATION and not Control. Traffic Control requires a different type of certification from the designer** Revised.
8. **Shared Site acces: driveways that straddle property lines, or are entirely on one propertybut are to be used by another property, shall have an access easement. Please include a copy of your shared access agreement with the adjacent property owner.**  
Cottonwood Classical owns both adjacent properties.

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9. 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 (**IF APPLICABLE**). **Revised.**
10. Please provide a letter of response for all comments given. **Attached.**
11. 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). **No changes are being proposed to existing vehicle counts or circulation patterns as part of this project.**

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.
4. The \$75 re-submittal fee.

for log in and evaluation by Transportation.

PO Box 1293

If you have any questions, please contact me at (505) 924-3630.

Sincerely,

Albuquerque

NM 87103

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

www.cabq.gov

C: CO Clerk, File