



Alan Varela, Director

July 25, 2024

James Tolman, CPESC  
Inspections Plus Inc.  
504 El Paraiso Rd. NE Suite B  
Albuquerque, NM 87113-1590



Mayor Timothy M. Keller

**Re: Alvarado Roofing Headquarters at 4015 Hawkins St. NE  
Erosion and Sediment Control Plan  
Engineer's Stamp Date 5/20/24 (D17E008)**

Mr. Tolman,

Based on the information in your submittal received on 7/5/26, the ESC plan cannot be approved until the following comments have been addressed.

1. The engineer's (or CPESC's) stamp date wasn't updated on the sheets from the previous submittal, and about eight new half-size plan (11"x 17") sheets were added without a stamp, title block, and sheet number. Each ESC Plan sheet must be numbered in the title block, such as "Sheet 1 of 12", etcetera, and each sheet must be stamped, signed, and dated by either a PE or a CPESC. Update the stamp date on all sheets in the ESC Plan each time a change is made to one or more of the sheets prior to ESC Plan approval by the city.
2. This ESC Plan submittal consists of a 32-page PDF file with 13 half-size plan sheets, one of which is the Landscape Plan, which should not be included as one of the ESC Plan sheets. If a "Landscape Plan" is provided to specify some or all of the final stabilization, then it should be provided on a separate sheet with the ESC Plan submittal, and it should also be included in the SWPPP. However, the rest of the SWPPP is not part of the ESC Plan submittal. Please stop submitting sheets from SWPPP as part of the ESC Plan submittal instead of putting the required ESC Plan information on half-size plan sheets. All the information required on the ESC Plan Checklist must be on half-size plan sheets as required by the drafting standards in the city's Development Process Manual (DPM) Part 4-2.
3. The Legend on the 5<sup>th</sup> sheet of the PDF is 8.5" x 11" and should be reduced so that the minimum text size is 0.05" on half-size plan sheets, then placed on the 4<sup>th</sup> sheet of the PDF to avoid having to flip back and forth between the two sheets. The owner and contractor contact information (sheet 6 of 6) isn't required on the ESC Plan but if it is included then it must be on a plan size sheet. There should not be any 8.5" x 11" sheets in the ESC Plan set.

If you have any questions, contact me at 924-3420 or [jhughes@cabq.gov](mailto:jhughes@cabq.gov).

Sincerely,  
James D. Hughes, P.E., CPESC

A handwritten signature in cursive script that reads "James D. Hughes".

Principal Engineer, Planning Dept.  
Development and Review Services