

# CITY OF ALBUQUERQUE

Planning Department  
Alan Varela, Director



Mayor Timothy M. Keller

March 23, 2026

Tina M. Reames, R.A  
CSR Architects  
303 Roma Ave NW  
Albuquerque, NM 87102

**Re: Children's Home Cottage/ 5700 Winter Haven Rd NW  
Request for Certificate of Occupancy  
Transportation Development Final Inspection**

Architect's Stamp dated 02-19-25 (E12D005)

Certification dated 03-23-26

TRANS-2026-00071

Dear Ms. Reames,

Based upon the information provided in your submittal received 03-11-26, Transportation Development has no objection to the issuance of a Permanent Certificate of Occupancy. This letter serves as a "green tag" from Transportation Development for a Permanent Certificate of Occupancy to be issued by the Building and Safety Division.

PO Box 1293

If you have any questions, please contact Ernest Armijo at (505) 924-3991 or at [earmijo@cabq.gov](mailto:earmijo@cabq.gov)

Albuquerque

Sincerely,

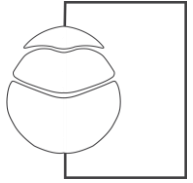
NM 87103

www.cabq.gov

Ernest Armijo, P.E.  
Principal Engineer, Planning Dept.  
Development Review Services

\EA via: email

C: CO Clerk, File



**March 11, 2026**

Sertil A. Kanbar, PhD, PE, CFM  
 Sr. Engineer, Planning Dept.  
 Development Review Services  
 PO Box 1293  
 Albuquerque, NM 87103

**Re: Traffic circulation layout substantial compliance BPR-2025-00494**

Dear Kanbar and to whom it may concern,

I, Tina Reames, NMRA 3772, of the firm CSR Architects, LLC, hereby certify that this project is in substantial compliance with and in accordance with the design intent of the approved traffic circulation layout plan with approved stamp date of 02/20/2025. I further certify that a representative of the firm visited the project site on 03/02/2026 and have determined by visual inspection that the survey data provided is representative of actual site conditions and is true and correct to the best of my knowledge and belief. This certification is submitted in support of a request for certificate of occupancy.

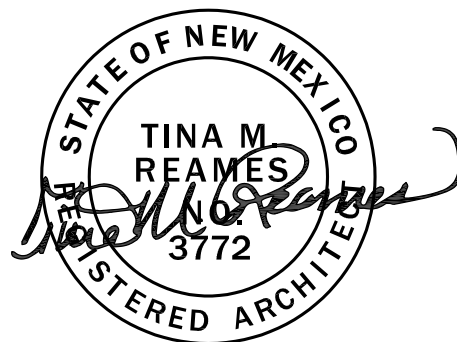
Exceptions:

1. A sign noted on the plan as "ONE WAY SIGN" is an existing speed limit sign.
2. There are no arrows on the gravel, arrows on the drawing are for graphic presentation of site circulation.
3. Some dimensions noted to have changed in the field but still comply with the intended design.

The record information presented hereon is not necessarily complete and intended only to verify substantial compliance of the traffic aspects of this project. Those relying on the record document are advised to obtain independent verification of its accuracy before using it for any other purpose.

Respectfully,

Tina M. Reames, FAIA, PLA, CDT  
 President



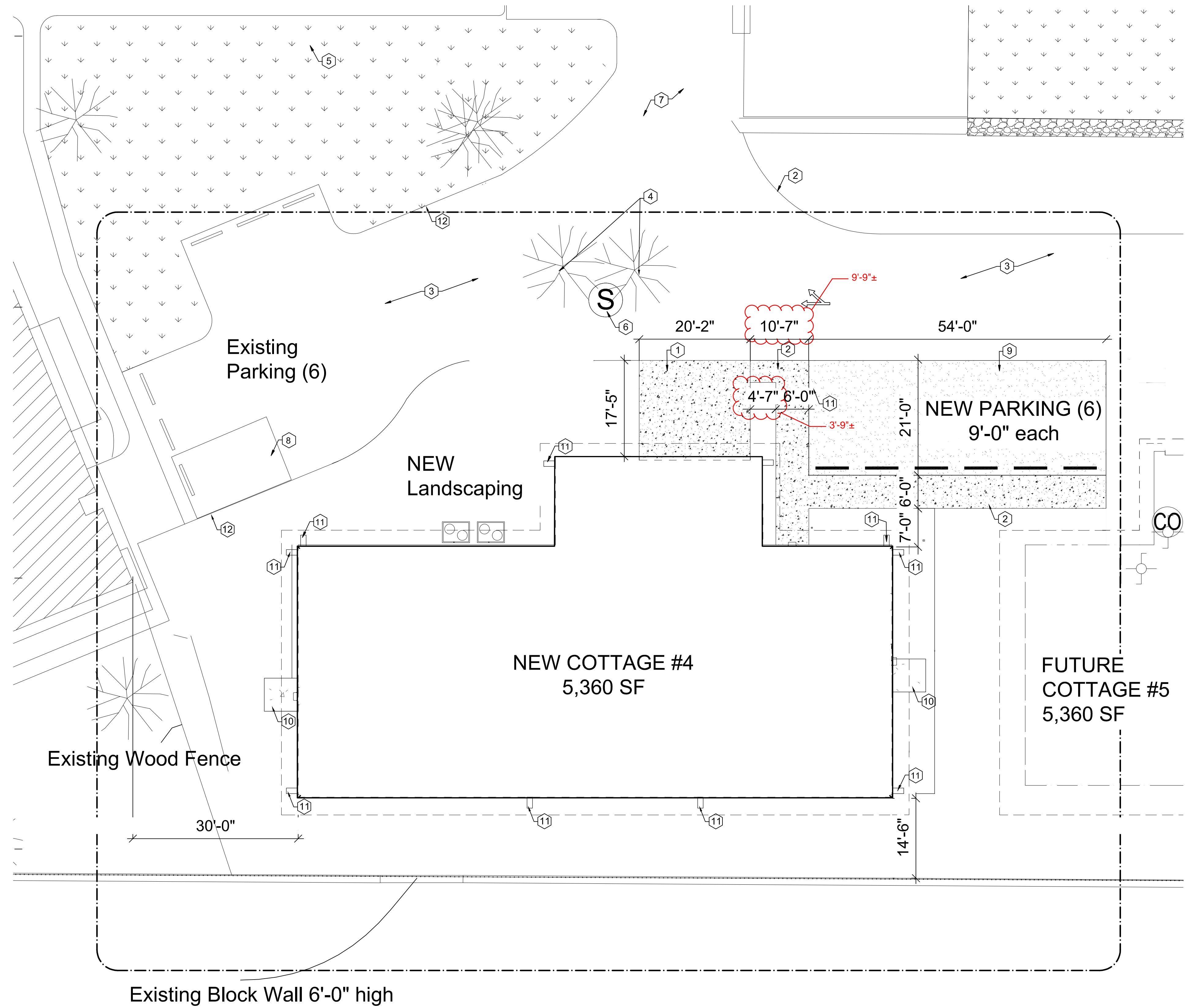
03/23/2026



**SHEET KEYNOTES**

1. CONCRETE DRIVE PAD SIMILAR TO CITY STANDARD #2430
2. NEW CONCRETE SIDEWALK SIMILAR TO CITY STANDARD #2430
3. EXISTING GRAVEL DRIVE TO REMAIN.
4. EXISTING TREE TO REMAIN.
5. EXISTING GRASS AREA TO REMAIN.
6. EXISTING SANITARY SEWER MANHOLE TO REMAIN.
7. FIRE LANE.
8. RELOCATED CARPORT TO REMAIN
9. NEW GRAVEL PARKING AREA TO MATCH DRIVE.
10. NEW CONCRETE DOOR STOOP. 6' X 6'
11. PROVIDE GROUTED STONE SPLASH PAD. SEE DETAIL ON SHEET AS-102.
12. EXISTING EDGE OF GRAVEL TO LANDSCAPE AREA. NO CURB OR GUTTER IS PRESENT.

**TRAFFIC CIRCULATION  
LAYOUT APPROVED**  
Sertil A. Kanbar 2/20/2025  
Signed Date



Mark	Description	Date

ISSUE:  
MANAGEMENT BLOCK  
PROJECT NO: Project Number  
DWG FILE: Project Number  
DRAWN BY: Project Number  
CHECKED BY: Project Number  
COPYRIGHT: Cherry/See/Reames PC

**TRAFFIC CIRCULATION  
LAYOUT**

**TCL 2**