

*Solutions for Today...*

*Vision for Tomorrow*

December 3, 2014

Ms. Monica Ortiz  
Plan Checker  
Transportation Section  
City of Albuquerque Planning Department  
600 2<sup>nd</sup> Street NW, Suite 201  
Albuquerque, NM 87102

**Re: Sandia Preparatory School Running Track Reconstruction  
114653**

Dear Ms. Ortiz

Smith Engineering is submitting this grading plan for review and approval by the City of Albuquerque for a Grading Permit. The project includes the reconstruction of an existing running track on the grounds of the Sandia Preparatory School. There will not be any work within the City of Albuquerque right-of-way. I have attached a Drainage and Transportation Information Sheet with one (1) copy of the grading plan for your review. I have also forwarded a pdf of the grading plan and the review information sheet to you via email.

Thank you in advance for your time and please let me know if you have any questions or if you need additional information.

Sincerely,

Smith Engineering Company

A handwritten signature in black ink, appearing to read "P. Conley", is written over the company name.

Patrick J. Conley, PE  
Project Engineer

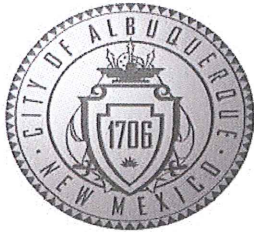
Enclosure

cc: File

2201 San Pedro Drive, NE  
Tel: 505.884.0700

Building 4, Suite 200  
PatC@smithengineering.pro

Albuquerque, NM 87110  
Fax: 505.884.2376



# City of Albuquerque

Planning Department

Development & Building Services Division

## DRAINAGE AND TRANSPORTATION INFORMATION SHEET

(REV 02/2013)

Project Title: Sandia Prep. School Running Track Reconstruct Building Permit #: N/A City Drainage #: N/A  
DRB#: Not applicable EPC#: Not applicable Work Order#: Not applicable  
Legal Description: \_\_\_\_\_  
City Address: 532 Osuna Rd. NE, Albuquerque, NM 87113

Engineering Firm: Smith Engineering Company Contact: Patrick J. Conley, PE  
Address: 2201 San Pedro NE, Bldg 4, Suite 200, Albuquerque, NM 87110  
Phone#: 505-884-0700 Fax#: 505-884-2376 E-mail: patc@smithengineering,pro

Owner: Sandia Preparatory School Contact: Jerry Lovato  
Address: 532 Osuna Rd. NE, Albuquerque, NM 87113  
Phone#: 505-338-3000 Fax#: 505-338-3099 E-mail: \_\_\_\_\_

Architect: \_\_\_\_\_ Contact: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone#: \_\_\_\_\_ Fax#: \_\_\_\_\_ E-mail: \_\_\_\_\_

Surveyor: \_\_\_\_\_ Contact: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone#: \_\_\_\_\_ Fax#: \_\_\_\_\_ E-mail: \_\_\_\_\_

Contractor: \_\_\_\_\_ Contact: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone#: \_\_\_\_\_ Fax#: \_\_\_\_\_ E-mail: \_\_\_\_\_

### TYPE OF SUBMITTAL:

- ☐ DRAINAGE REPORT
- ☐ DRAINAGE PLAN 1st SUBMITTAL
- ☐ DRAINAGE PLAN RESUBMITTAL
- ☐ CONCEPTUAL G & D PLAN
- ☒ GRADING PLAN
- ☐ EROSION & SEDIMENT CONTROL PLAN (ESC)
- ☐ ENGINEER'S CERT (HYDROLOGY)
- ☐ CLOMR/LOMR
- ☐ TRAFFIC CIRCULATION LAYOUT (TCL)
- ☐ ENGINEER'S CERT (TCL)
- ☐ ENGINEER'S CERT (DRB SITE PLAN)
- ☐ ENGINEER'S CERT (ESC)
- ☐ SO-19
- ☐ OTHER (SPECIFY) \_\_\_\_\_

### CHECK TYPE OF APPROVAL/ACCEPTANCE SOUGHT:

- ☐ SIA/FINANCIAL GUARANTEE RELEASE
- ☐ PRELIMINARY PLAT APPROVAL
- ☐ S. DEV. PLAN FOR SUB'D APPROVAL
- ☐ S. DEV. FOR BLDG. PERMIT APPROVAL
- ☐ SECTOR PLAN APPROVAL
- ☐ FINAL PLAT APPROVAL
- ☐ CERTIFICATE OF OCCUPANCY (PERM)
- ☐ CERTIFICATE OF OCCUPANCY (TCL TEMP)
- ☐ FOUNDATION PERMIT APPROVAL
- ☐ BUILDING PERMIT APPROVAL
- ☒ GRADING PERMIT APPROVAL
- ☐ PAVING PERMIT APPROVAL
- ☐ WORK ORDER APPROVAL
- ☐ GRADING CERTIFICATION
- ☐ SO-19 APPROVAL
- ☐ ESC PERMIT APPROVAL
- ☐ ESC CERT. ACCEPTANCE
- ☐ OTHER (SPECIFY) \_\_\_\_\_

WAS A PRE-DESIGN CONFERENCE ATTENDED: \_\_\_\_\_ Yes ☒ No \_\_\_\_\_ Copy Provided \_\_\_\_\_

DATE SUBMITTED: 12/03/2014 By: Patrick J. Conley, PE

Requests for approvals of Site Development Plans and/or Subdivision Plats shall be accompanied by a drainage submittal. The particular nature, location, and scope to the proposed development defines the degree of drainage detail. One or more of the following levels of submittal may be required based on the following:

1. **Conceptual Grading and Drainage Plan:** Required for approval of Site Development Plans greater than five (5) acres and Sector Plans
2. **Drainage Plans:** Required for building permits, grading permits, paving permits and site plans less than five (5) acres
3. **Drainage Report:** Required for subdivision containing more than ten (10) lots or constituting five (5) acres or more
4. **Erosion and Sediment Control Plan:** Required for any new development and redevelopment site with 1-acre or more of land disturbing area, including project less than 1-acre than are part of a larger common plan of development