



# City of Albuquerque

P.O. BOX 1293 ALBUQUERQUE, NEW MEXICO 87103

June 21, 2001

Jeffrey G. Mortensen, P.E.  
Jeff Mortensen & Assoc.  
6010-B Midway Park NE  
Albuquerque, New Mexico 87109

RE: COMANCHE BUSINESS CENTER BLDGS. B & C (G-16/D2)  
(Comanche Rd NE)  
ENGINEERS CERTIFICATION FOR CERTIFICATE OF OCCUPANCY  
ENGINEERS STAMP DATED 7/27/1999  
ENGINEERS CERTIFICATION DATED 6/15/2001

Dear Mr. Mortensen:

Based upon the information provided in your Engineers Certification submittal dated 6/15/2001, the above referenced site is approved for Permanent Certificate of Occupancy for BUILDINGS "B" & "C" ONLY.

If I can be of further assistance, please contact me at 924-3981.

Sincerely,

Teresa A. Martin  
Hydrology Plan Checker  
Public Works Department

*BLB*

C: Vickie Chavez, CAO  
drainage file  
approval file

# DRAINAGE INFORMATION SHEET

110-  
990507

PROJECT TITLE: COMANCHE BUSINESS CENTER, ~~PHASE~~ 1 ZONE ATLAS/DRNG FILE #G16/D02

DRB #: \_\_\_\_\_ EPC #: \_\_\_\_\_ WORK ORDER #: \_\_\_\_\_

LEGAL DESCRIPTION: TRACT A, COMANCHE BUSINESS CENTER

CITY ADDRESS: 2320 COMANCHE ROAD NE BUILDINGS B&C

ENGINEER: JEFF MORTENSEN & ASSOCIATES, INC. CONTACT: JEFF MORTENSEN

ADDRESS: 6010B MIDWAY PARK BLVD NE 87109 PHONE: 345-4250

OWNER: \_\_\_\_\_ CONTACT: ARCHITECT

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

ARCHITECT: SIENA ARCHITECTS CONTACT: DENNIS ROBERTS

ADDRESS: 5353 WYOMING NE, SUITE 9 \_\_\_\_\_ PHONE: 797-3540

SURVEYOR: JEFF MORTENSEN & ASSOCIATES, INC. CONTACT: JEFF MORTENSEN

ADDRESS: 6010B MIDWAY PARK BLVD. NE 87109 PHONE: 345-4250

CONTRACTOR: SIENA CORP CONTACT: DENNIS ROBERTS

ADDRESS: 5353 WYOMING NE, SUITE 9 \_\_\_\_\_ PHONE: 797-3540

**TYPE OF SUBMITTAL:**

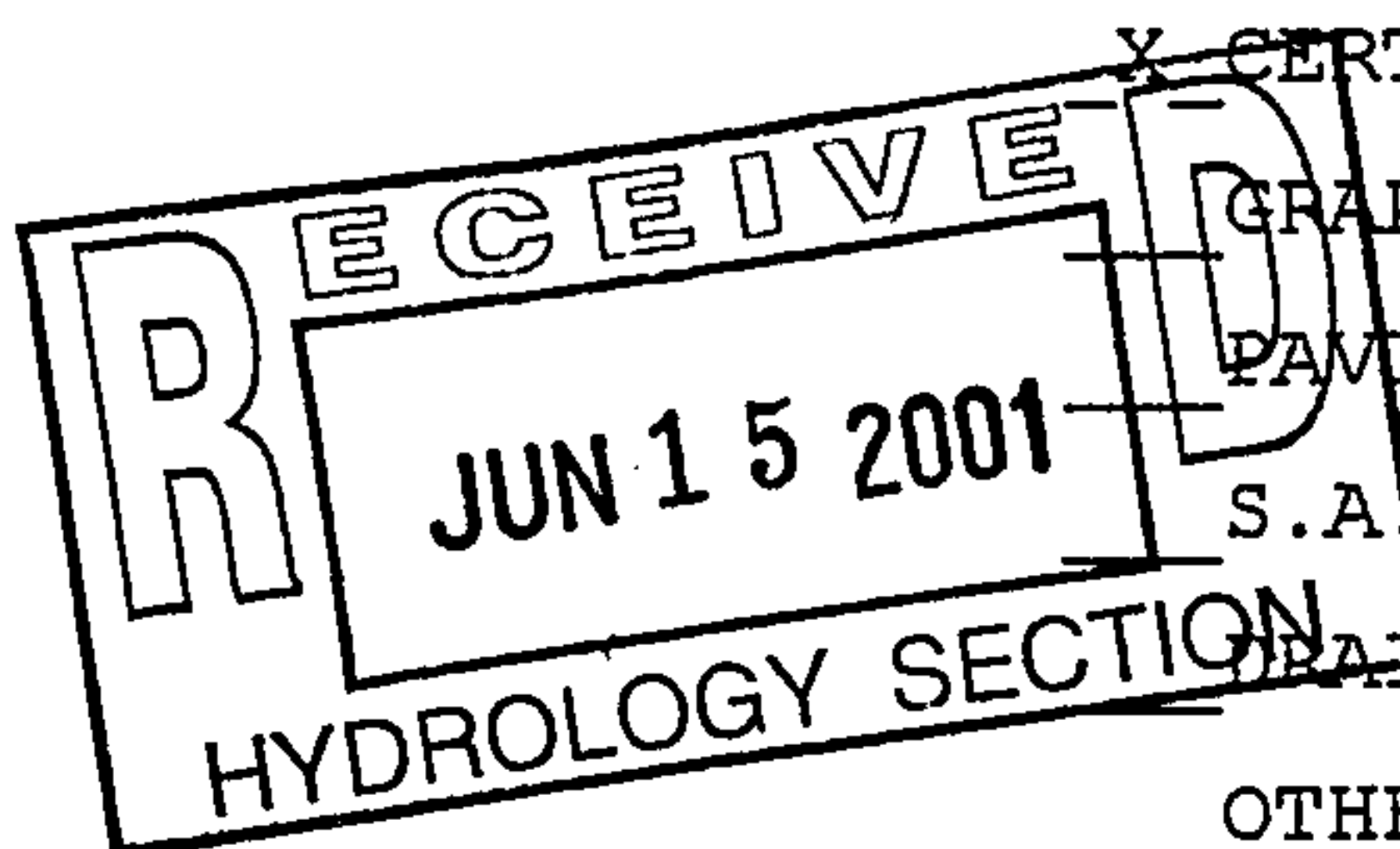
- ☐ DRAINAGE REPORT
- ☐ DRAINAGE PLAN
- ☐ CONCEPTUAL GRADING & DRAINAGE PLAN
- ☐ GRADING PLAN
- ☐ EROSION CONTROL PLAN
- ☒ ENGINEER'S CERTIFICATION
- ☐ OTHER \_\_\_\_\_

**CHECK TYPE OF APPROVAL SOUGHT:**

- ☐ SKETCH PLAT APPROVAL
- ☐ PRELIMINARY PLAT APPROVAL
- ☐ S. DEV. PLAN FOR SUB'D APPROVAL
- ☐ S. DEV. PLAN FOR BLDG PERMIT APPROVAL
- ☐ SECTOR PLAN APPROVAL
- ☐ FINAL PLAT APPROVAL
- ☐ FOUNDATION PERMIT APPROVAL
- ☐ BUILDING PERMIT APPROVAL
- ☒ CERTIFICATE OF OCCUPANCY APPROVAL
- ☐ GRADING PERMIT APPROVAL
- ☐ PAVING PERMIT APPROVAL
- ☐ S.A.D. DRAINAGE REPORT
- ☐ DRAINAGE REQUIREMENTS
- ☐ OTHER: PHASING PLAN \_\_\_\_\_ (SPECIFY)

**PRE-DESIGN MEETING:**

- ☐ YES
- ☐ NO
- ☐ COPY PROVIDED



DATE SUBMITTED: 06-15-2001

BY: JEFF MORTENSEN



# *City of Albuquerque*

P.O. BOX 1293 ALBUQUERQUE, NEW MEXICO 87103

November 28, 2001

Jeff Mortensen, P.E.  
Jeff Mortensen & Assoc.  
6010-B Midway Park Blvd NE  
Albuquerque, New Mexico 87109

RE: COMANCHE BUSINESS PARK (Buildings D & E) (E-12/D14)  
(2320 Comanche NE))  
ENGINEERS CERTIFICATION FOR CERTIFICATE OF OCCUPANCY  
ENGINEERS STAMP DATED 7/17/2001  
ENGINEERS CERTIFICATION DATED 11/27/2001

Dear Mr. Mortensen:

Based upon the information provided in your Engineers Certification submittal dated 11/28/2001, the above referenced site is approved for Permanent Certificate of Occupancy for Buildings "D" & "E".

If I can be of further assistance, please contact me at 924-3981.

Sincerely,

Teresa A. Martin  
Hydrology Plan Checker  
Public Works Department

BAB

C: Vickie Chavez, COA  
✓ drainage file  
approval file

# DRAINAGE INFORMATION SHEET 990506

PROJECT TITLE: COMANCHE BUSINESS CENTER BUILDINGS D & E ZONE MAP/DRG FILE # G16/D02

DRB #: \_\_\_\_\_ EPC #: \_\_\_\_\_ WORK ORDER #: \_\_\_\_\_

LEGAL DESCRIPTION: TRACT A, COMANCHE BUSINESS CENTER

CITY ADDRESS: 2320 COMANCHE BLVD NE

ENGINEER: JEFF MORTENSEN & ASSOCIATES, INC. CONTACT: JEFF MORTENSEN

ADDRESS: 6010B MIDWAY PARK BLVD NE 87109 PHONE: 345-4250

OWNER: SIENA CORP CONTACT: DENNIS ROBERTS

ADDRESS: 2420 COMANCHE BLVD NE, SUITE H-6 PHONE: 797-3540

ARCHITECT: SIENA ARCHITECTS CONTACT: DENNIS ROBERTS

ADDRESS: 2420 COMANCHE BLVD NE, SUITE H-6 PHONE: 797-3540

SURVEYOR: JEFF MORTENSEN & ASSOCIATES, INC. CONTACT: JEFF MORTENSEN

ADDRESS: 6010B MIDWAY PARK BLVD. NE 87109 PHONE: 345-4250

CONTRACTOR: SIENA CORP CONTACT: DENNIS ROBERTS

ADDRESS: 2420 COMANCHE BLVD NE, SUITE H-6 PHONE: 797-3540

## CHECK TYPE OF SUBMITTAL:

- ☐ DRAINAGE REPORT
- ☐ DRAINAGE PLAN
- ☐ CONCEPTUAL GRADING & DRAINAGE PLAN
- ☐ GRADING PLAN
- ☐ EROSION CONTROL PLAN
- ☒ ENGINEER'S CERTIFICATION (HYDROLOGY)
- ☐ CLOMR/LOMR
- ☐ TRAFFIC CIRCULATION LAYOUT (TCL)
- ☐ ENGINEERS CERTIFICATION (TCL)
- ☐ ENGINEERS CERTIFICATION (DRB APPR SITE PLAN)
- ☐ OTHER \_\_\_\_\_

## WAS A PRE-DESIGN CONFERENCE HELD:

- ☐ YES
- ☐ NO
- ☐ COPY PROVIDED

DATE SUBMITTED: 11-28-2001

BY: JEFF MORTENSEN

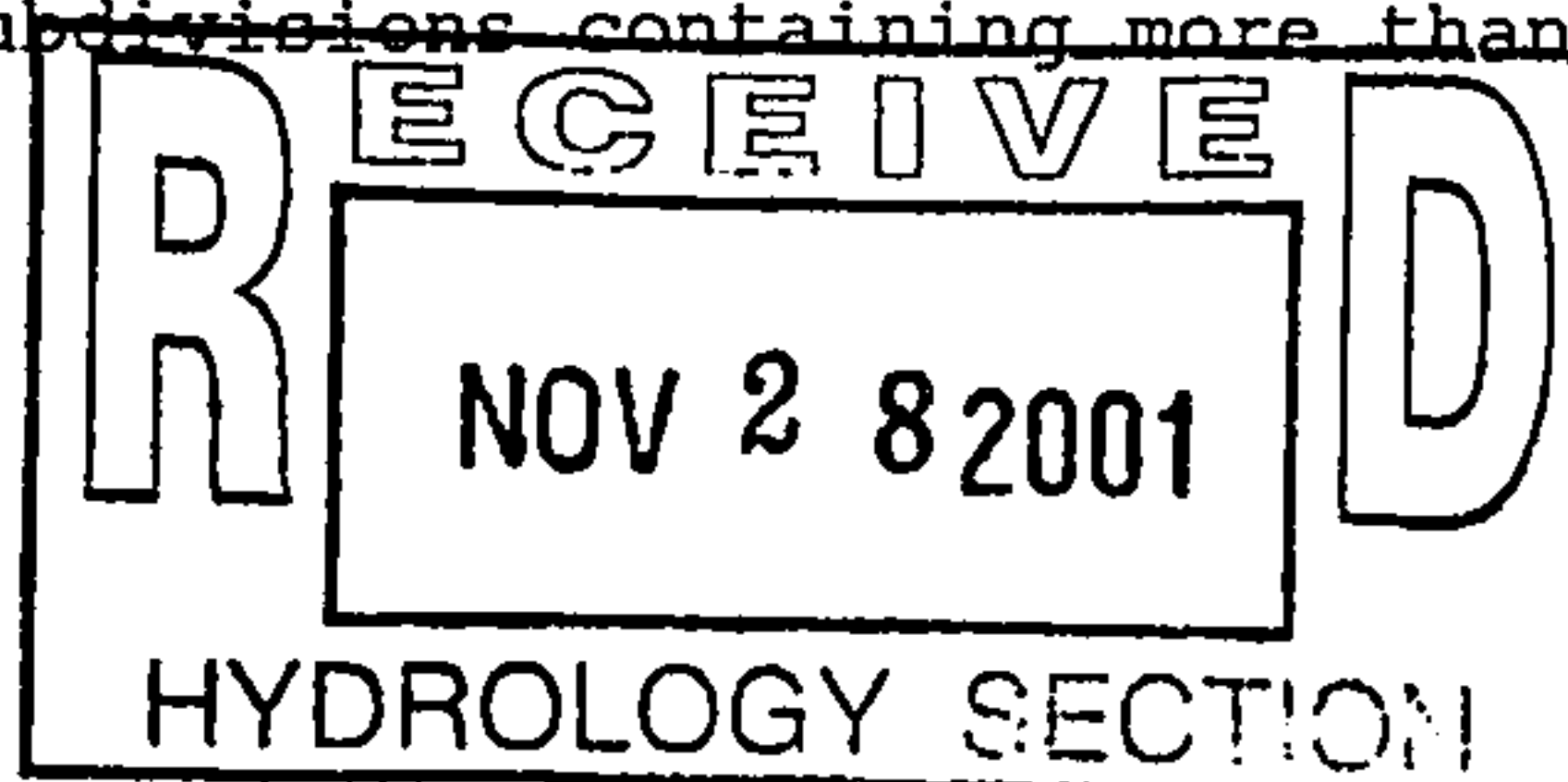
## CHECK TYPE OF APPROVAL SOUGHT:

- ☐ SIA/FINANCIAL GUARANTY RELEASE
- ☐ PRELIMINARY PLAT APPROVAL
- ☐ S. DEV. PLAN FOR SUB'D APPROVAL
- ☐ S. DEV. PLAN FOR BLDG PERMIT APPROVAL
- ☐ SECTOR PLAN APPROVAL
- ☐ FINAL PLAT APPROVAL
- ☐ FOUNDATION PERMIT APPROVAL
- ☐ BUILDING PERMIT APPROVAL
- ☒ CERTIFICATE OF OCCUPANCY APPROVAL (PERM)
- ☐ CERTIFICATE OF OCCUPANCY APPROVAL (TEMP)
- ☐ GRADING PERMIT APPROVAL
- ☐ PAVING PERMIT APPROVAL
- ☐ WORK ORDER APPROVAL
- ☐ OTHER: \_\_\_\_\_ (SPECIFY)

Requests for approvals of Site Development Plans and/or Subdivision Plats shall be accompanied by a Drainage Submittal. The particular nature, location and scope of 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 and site plans less than five (5) acres.
3. **Drainage Report:** Required for subdivisions containing more than ten (10) lots or constituting five (5) acres or more.

REV 11/01/2001







# *City of Albuquerque*

P.O. BOX 1293 ALBUQUERQUE, NEW MEXICO 87103

January 25, 2002

Jeff Mortensen, P.E.  
Jeff Mortensen & Assoc.  
6010-B Midway Park Blvd NE  
Albuquerque, New Mexico 87109

RE: COMANCHE BUSINESS CTR. (Building "A") (G-16/D2)  
(2320 Comanche NE)  
ENGINEERS CERTIFICATION FOR CERTIFICATE OF OCCUPANCY  
ENGINEERS STAMP DATED 12/9/1999 Rev. 2/11/2000  
ENGINEERS CERTIFICATION DATED 1/24/2002

Dear Mr. Mortensen:

Based upon the information provided in your Engineers Certification submittal dated 1/24/2002, the above referenced site is approved for Permanent Certificate of Occupancy for Building "A".

If I can be of further assistance, please contact me at 924-3981.

Sincerely,

Teresa A. Martin  
Hydrology Plan Checker  
Public Works Department

C: Vickie Chavez, COA  
approval file  
✓ drainage file

# DRAINAGE INFORMATION SHEET 990509

PROJECT TITLE: COMANCHE BUSINESS CENTER BUILDING A ZONE MAP/DRG FILE # G16/D02

DRB #: \_\_\_\_\_ EPC #: \_\_\_\_\_ WORK ORDER #: \_\_\_\_\_

LEGAL DESCRIPTION: TRACT A, COMANCHE BUSINESS CENTER

CITY ADDRESS: 2320 COMANCHE BLVD NE

ENGINEER: JEFF MORTENSEN & ASSOCIATES, INC. CONTACT: JEFF MORTENSEN

ADDRESS: 6010B MIDWAY PARK BLVD NE 87109 PHONE: 345-4250

OWNER: SIENA CORP CONTACT: DENNIS ROBERTS

ADDRESS: 2420 COMANCHE BLVD NE, SUITE H-6 PHONE: 797-3540

ARCHITECT: SIENA ARCHITECTS CONTACT: DENNIS ROBERTS

ADDRESS: 2420 COMANCHE BLVD NE, SUITE H-6 PHONE: 797-3540

SURVEYOR: JEFF MORTENSEN & ASSOCIATES, INC. CONTACT: JEFF MORTENSEN

ADDRESS: 6010B MIDWAY PARK BLVD. NE 87109 PHONE: 345-4250

CONTRACTOR: SIENA CORP CONTACT: DENNIS ROBERTS

ADDRESS: 2420 COMANCHE BLVD NE, SUITE H-6 PHONE: 797-3540

**CHECK TYPE OF SUBMITTAL:**

- ☐ DRAINAGE REPORT
- ☐ DRAINAGE PLAN
- ☐ CONCEPTUAL GRADING & DRAINAGE PLAN
- ☐ GRADING PLAN
- ☐ EROSION CONTROL PLAN
- ☒ ENGINEER'S CERTIFICATION (HYDROLOGY)
- ☐ CLOMR/LOMR
- ☐ TRAFFIC CIRCULATION LAYOUT (TCL)
- ☐ ENGINEERS CERTIFICATION (TCL)
- ☐ ENGINEERS CERTIFICATION (DRB APPR SITE PLAN)
- ☐ OTHER \_\_\_\_\_

**WAS A PRE-DESIGN CONFERENCE HELD:**

- ☐ YES
- ☐ NO
- ☐ COPY PROVIDED

DATE SUBMITTED: 01-24-2002 **WWD/DESIGN REVIEW**

**CHECK TYPE OF APPROVAL SOUGHT:**

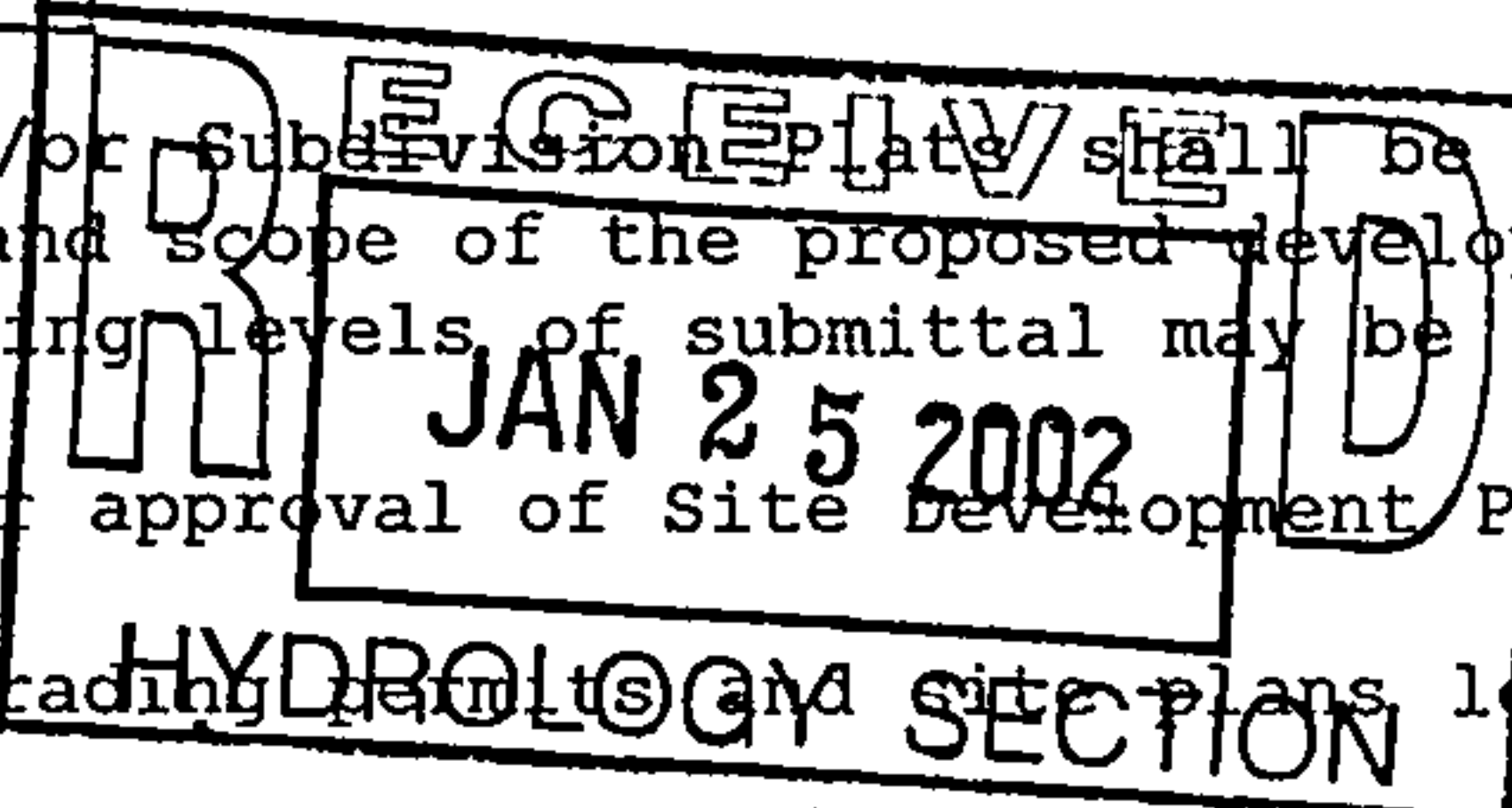
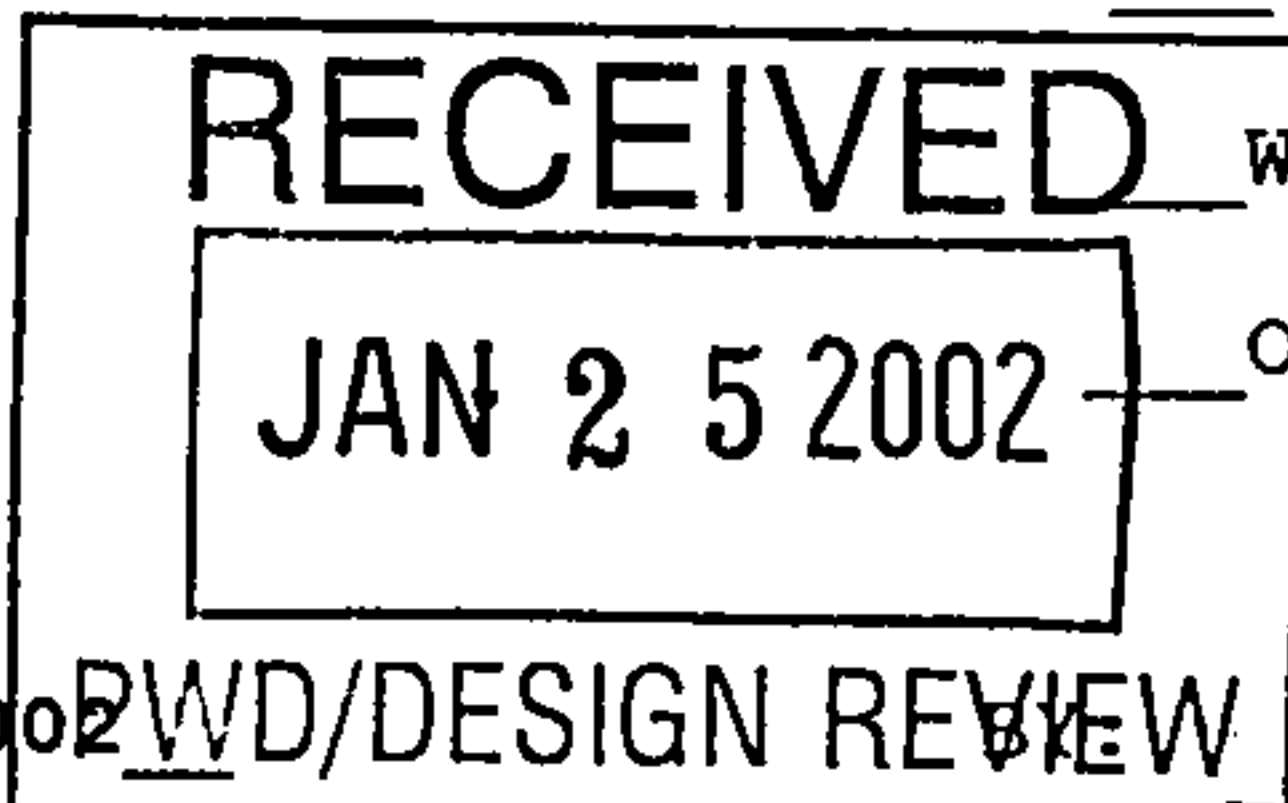
- ☐ SIA/FINANCIAL GUARANTY RELEASE
- ☐ PRELIMINARY PLAT APPROVAL
- ☐ S. DEV. PLAN FOR SUB'D APPROVAL
- ☐ S. DEV. PLAN FOR BLDG PERMIT APPROVAL
- ☐ SECTOR PLAN APPROVAL
- ☐ FINAL PLAT APPROVAL
- ☐ FOUNDATION PERMIT APPROVAL
- ☐ BUILDING PERMIT APPROVAL
- ☒ CERTIFICATE OF OCCUPANCY APPROVAL (PERM)
- ☐ CERTIFICATE OF OCCUPANCY APPROVAL (TEMP)
- ☐ GRADING PERMIT APPROVAL
- ☐ PAVING PERMIT APPROVAL

WORK ORDER APPROVAL  
OTHER: \_\_\_\_\_ (SPECIFY)

**JEFF MORTENSEN**

Requests for approvals of Site Development Plans and/or Subdivision Plans shall be accompanied by a Drainage Submittal. The particular nature, location and scope of 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 and site plans less than five (5) acres.
3. **Drainage Report:** Required for subdivisions containing more than ten (10) lots or constituting five (5) acres or more.





# City of Albuquerque

P.O. BOX 1293 ALBUQUERQUE, NEW MEXICO 87103

July 26, 2001

Jeffrey G. Mortensen, P.E.  
Jeff Mortensen & Assoc., Inc.  
6010-B Midway Park Blvd. NE  
Albuquerque, NM 87109

RE: GRADING & DRAINAGE PLAN FOR COMANCHE BUSINESS PARK (G-16/D82C)  
ENGINEER'S STAMP DATED JULY 17, 2001, SUBMITTED FOR BUILDING PERMIT  
APPROVAL

Dear Mr. Mortensen,

Based upon the information provided in your July 18, 2001 submittal, the project referred to above is approved for Building Permit. Please attach a copy of this approved plan to the construction sets prior to sign-off by Hydrology. Prior to release of the Certificate of Occupancy, an Engineer's Certification of the grading and drainage plan per the DPM checklist will be required.

Please contact Janet Stephens (924-3880) regarding re-submitting the plat (DRB #1000783), which was previously approved at DRB on June 6, 2001. With the rotating of the middle east-west property line, changes must be made to the lot line bearing and distance table.

If you have any questions, please call me at 924-3988.

Sincerely,

Nancy Musinski, P.E.  
Hydrology/Utility Development  
City of Albuquerque Public Works

xc: Janet Stephens, DRB Chairperson  
File

*(already gave copy to Janet)*

**DRAINAGE INFORMATION SHEET      990506**

PROJECT TITLE: **COMANCHE BUSINESS CENTER UPDATE**    ZONE ATLAS/DRNG FILE #G16/D02

DRB #: \_\_\_\_\_ EPC #: \_\_\_\_\_ WORK ORDER #: \_\_\_\_\_

LEGAL DESCRIPTION: TRACT A, COMANCHE BUSINESS CENTER

CITY ADDRESS: 2320 COMANCHE ROAD NE

ENGINEER: **JEFF MORTENSEN & ASSOCIATES, INC.** CONTACT: JEFF MORTENSEN

ADDRESS: **6010B MIDWAY PARK BLVD NE 87109**    PHONE: 345-4250

OWNER: SIENA CORP    CONTACT: PIERCE HOWELL

ADDRESS: 2420 COMANCHE NE, SUITE H-6    PHONE: 797-3540

ARCHITECT: SIENA ARCHITECTS    CONTACT: PIERCE HOWELL

ADDRESS: 2420 COMANCHE NE, SUITE H-6    PHONE: 797-3540

SURVEYOR: **JEFF MORTENSEN & ASSOCIATES, INC.** CONTACT: JEFF MORTENSEN

ADDRESS: **6010B MIDWAY PARK BLVD. NE 87109**    PHONE: 345-4250

CONTRACTOR: SIENA CORP    CONTACT: PIERCE HOWELL

ADDRESS: 2420 COMANCHE NE, SUITE H-6    PHONE: 797-3540

**TYPE OF SUBMITTAL:**

☐ DRAINAGE REPORT  
☒ DRAINAGE PLAN  
☐ CONCEPTUAL GRADING & DRAINAGE PLAN  
☒ GRADING PLAN  
☐ EROSION CONTROL PLAN  
☐ ENGINEER'S CERTIIFICATION  
☒ OTHER UPDATED PLAN \_\_\_\_\_

**PRE-DESIGN MEETING:**

☒ YES (DISCUSSION W/ BRAD BINGHAM)  
☐ NO

N/A COPY PROVIDED

**CHECK TYPE OF APPROVAL SOUGHT:**

☐ SKETCH PLAT APPROVAL  
☐ PRELIMINARY PLAT APPROVAL  
☐ S. DEV. PLAN FOR SUB'D APPROVAL  
☐ S. DEV. PLAN FOR BLDG PERMIT APPROVAL  
☐ SECTOR PLAN APPROVAL  
☐ FINAL PLAT APPROVAL  
☐ FOUNDATION PERMIT APPROVAL  
☒ BUILDING PERMIT APPROVAL  
☐ CERTIFICATE OF OCCUPANCY APPROVAL  
☐ GRADING PERMIT APPROVAL  
☐ PAVING PERMIT APPROVAL  
☐ S.A.D. DRAINAGE REPORT  
☐ DRAINAGE REQUIREMENTS  
☒ OTHER: UPDATED PLAN \_\_\_\_\_ (SPECIFY)

DATE SUBMITTED: 07-18-2001

BY: **JEFF MORTENSEN**

