

# CITY OF ALBUQUERQUE



June 2, 2015

Jeffrey Mortensen, P.E.  
High Mesa Consulting Group  
6010-B Midway Park Blvd. NE  
Albuquerque, NM 87107

**Re: Sunset Memorial Park Conceptual G&D Plan  
924 Menaul Blvd NE Grading and Drainage Plan  
Engineer's Stamp dated 9-01-2015 (H15-D016)**

Dear Mr. Mortensen,

Based upon the information provided in your submittal received 9-03-15, the above referenced plan is approved for Site Development for Building Permit action by the DRB. Please note that a site specific grading and drainage plan will need to be submitted for each phase of this project.

PO Box 1293

If you have any questions, you can contact me at 924-3695 or Rudy Rael at 924-3977.

Albuquerque

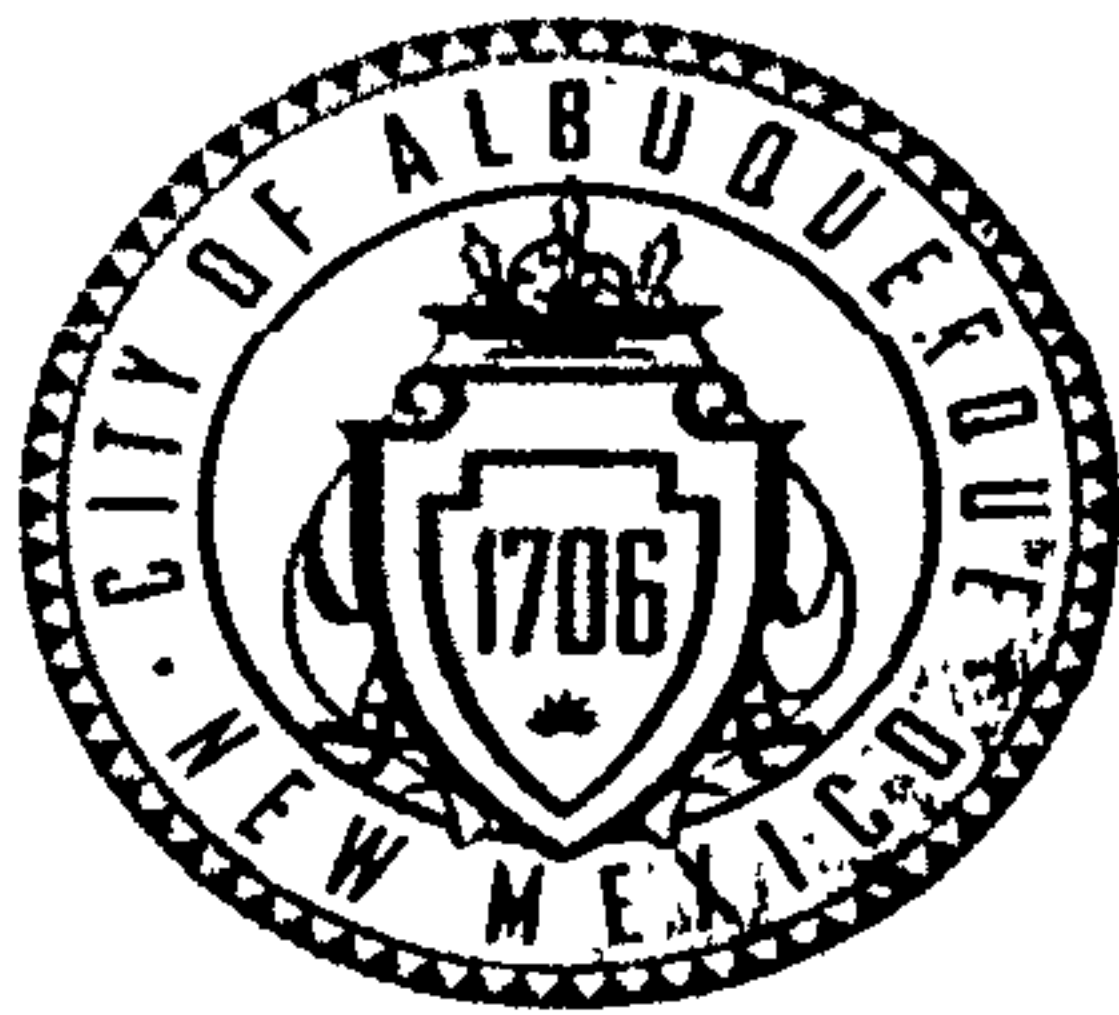
New Mexico 87103

[www.cabq.gov](http://www.cabq.gov)

Sincerely,

Rita Harmon, PE  
Senior Engineer, Hydrology  
Planning Department

C: RR/RH  
File



# City of Albuquerque

## Planning Department

### Development & Building Services Division DRAINAGE AND TRANSPORTATION INFORMATION SHEET (REV 02/2013)

Project Title: Sunset Memorial Park Conceptual G&D Plan Building Permit #: \_\_\_\_\_ City Drainage #: H-15/D16  
DRB#: \_\_\_\_\_ EPC#: \_\_\_\_\_ Work Order#: \_\_\_\_\_  
Legal Description: Tract 1, Sunset Memorial Park  
City Address: 924 Menaul Blvd NE, Albuquerque, NM 87107

Engineering Firm: High Mesa Consulting Group Contact: Jeffrey Mortensen, PE 8547  
Address: 6010-B Midway Park Blvd NE, Albuquerque, NM 87109  
Phone#: 505-345-4250 Fax#: 505-345-4254 E-mail: jmortensen@highmesacg.com

Owner: French Funerals & Cremations Contact: Christopher Keller  
Address: 2401 Edith Blvd NE, Albuquerque, NM 87102  
Phone#: 505-345-3536 Fax#: \_\_\_\_\_ E-mail: chrisk@frenchfunerals.com

Architect: Cemetery Planning Resource Alliance Studio (CPRA) Contact: Lane Ledbetter  
Address: 456 S. Broadway St, Suite 200, Denver CO 80209  
Phone#: 303-683-5917 Fax#: \_\_\_\_\_ E-mail: lledbetter@cprastudio.com

Surveyor: High Mesa Consulting Group Contact: Chuck Cala, NMPS 11184  
Address: 6010-B Midway Park Blvd NE, Albuquerque, NM 87109  
Phone#: 505-345-4250 Fax#: \_\_\_\_\_ E-mail: ccala@highmesacg.com

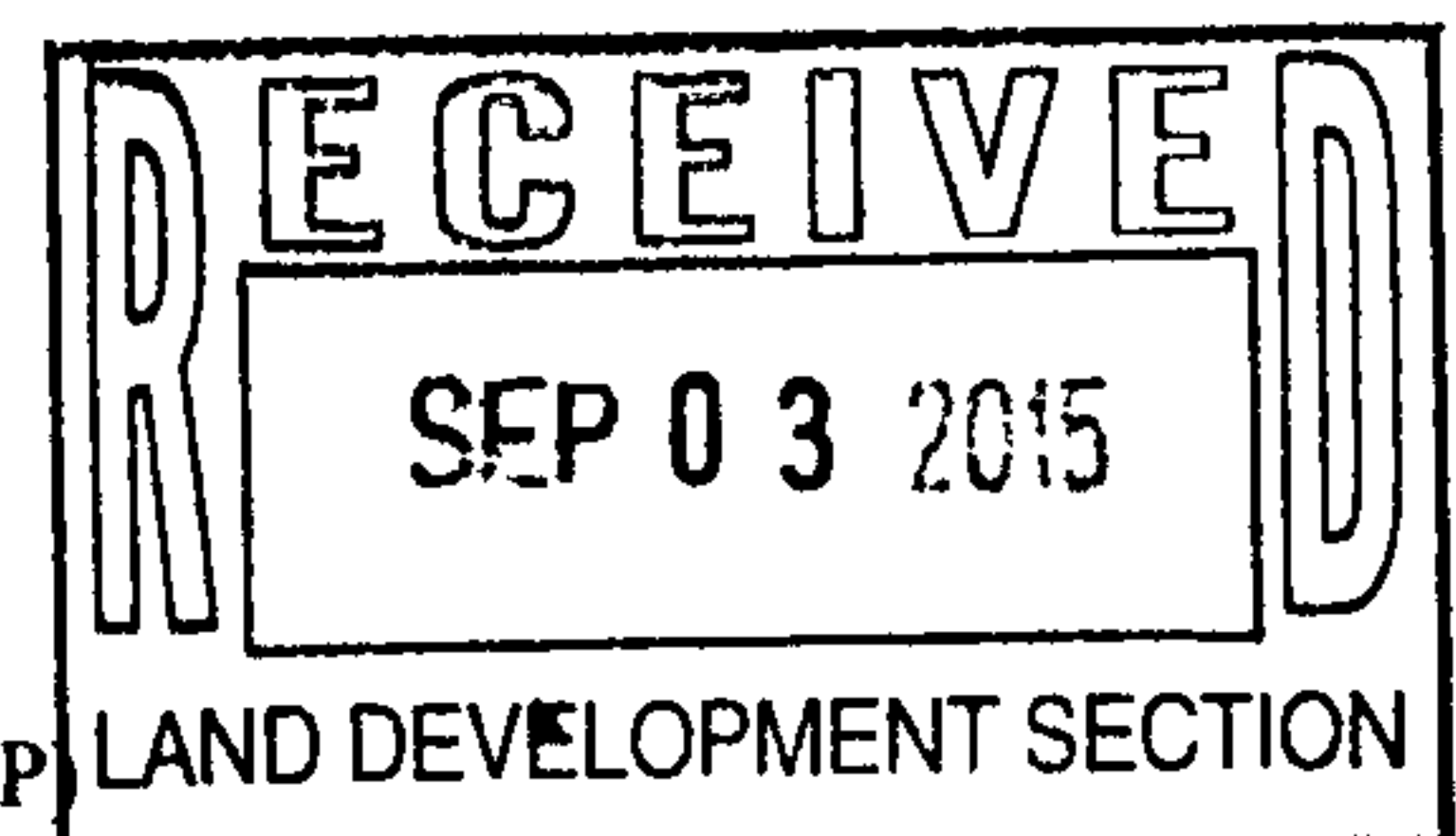
Contractor: N/A Contact: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone#: \_\_\_\_\_ Fax#: \_\_\_\_\_ E-mail: \_\_\_\_\_

#### TYPE OF SUBMITTAL:

- ☐ DRAINAGE REPORT (MDP)  
☐ 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 (ADMIN. AMENDMENT)



WAS A PRE-DESIGN CONFERENCE ATTENDED: ☒ Yes ☐ No ☒ Copy Provided  
DATE SUBMITTED: 09-02-15 By: Justin Schara

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

CITY OF ALBUQUERQUE  
DEVELOPMENT & BUILDING SERVICES CENTER  
PLANNING DEPARTMENT/HYDROLOGY SECTION

CONFERENCE RECAP

DRAINAGE FILE/ZONE ATLAS PAGE NUMBER: H15/D16 DATE: 12-23-2014  
CROSS REFERENCE NUMBERS: EPC \_\_\_\_\_ DRB \_\_\_\_\_ DRC \_\_\_\_\_  
SUBJECT: SUNSET MEMORIAL PARK CEMETERY  
STREET ADDRESS: 924 MENAUL BLVD. NE  
SUBDIVISION NAME: TRACT 1 SUNSET MEMORIAL PARK

TYPE OF APPROVAL

<u>      </u> PRELIMINARY PLAT	<u>      </u> FINAL PLAT
<u>  X  </u> SITE DEVELOPMENT PLAN	<u>  X  </u> BUILDING PERMIT
<u>  X  </u> OTHER – GRADING & PAVING PERMIT	<u>      </u> ROUGH GRADING

<u>ATTENDEE:</u>	<u>ORGANIZATION:</u>	<u>PHONE:</u>
CURTIS CHERNE	HYDROLOGY	924-3986
JEFF MORTENSEN	HMCg	345-4250
CHRIS KELLER	SUNSET MEMORIAL PARK	681-9838

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FINDINGS:

A. MASTER DRAINAGE PLAN (MDP) UPDATE

- a. THE MDP FOR THE SITE HAS NOT BEEN UPDATED FOR SOME TIME
- b. A NEW MASTER PLAN FOR THE PARK IS THE IMPETUS TO UPDATE THE NOW OUT-OF-DATE DOCUMENT TO REFLECT PROPOSED DEVELOPMENT
- c. THE SITE WILL BENEFIT FROM AN UPDATE THAT ADDRESSES THE ONGOING MASTER PLAN EFFORT
- d. PLAN REQUIRED TO VERIFY AND RE-ESTABLISH ALLOWABLE DISCHARGE RATE(S) FOR UNDEVELOPED AND REDEVELOPING PORTIONS OF THE SITE
- e. PLAN TO ESTABLISH EXISTING HYDROLOGY FOR SITE FOR COMPARISON (BASELINE)
- f. PLAN TO IDENTIFY AND CONFIRM EXISTING DRAINAGE BASIN BOUNDARIES
- g. PLAN TO INCLUDE HYDROLOGY CALCULATIONS ON A BASIN BY BASIN BASIS
- h. PLAN TO ADDRESS HOW INCREASES IN RUNOFF DUE TO FURTHER DEVELOPMENT WILL BE MITIGATED
- i. THIS PLAN SHALL SUPPORT THE CONCEPTUAL GRADING AND DRAINAGE PLAN(S) FOR EPC AND DRB APPROVALS
- j. THIS PLAN TO SUPPORT GRADING AND DRAINAGE PLAN SUBMITTALS FOR SITE SPECIFIC BUILDING PERMITS AND/OR GRADING AND PAVING PERMITS
- k. PLAN SHOULD IDENTIFY PHASING AND SEQUENCE IN WHICH INDIVIDUAL PROJECTS WILL BE UNDERTAKEN



## B. SITE DEVELOPMENT PLAN

- a. SITE IS UNDER SITE PLAN CONTROL – SU2/SU1 CEMETERY AND RELATED USES (1001688, Z-554)
- b. THE PROPOSED MASTER PLAN WILL TRIGGER AN ADMINISTRATIVE SITE PLAN AMENDMENT (AA)
- c. CONCEPTUAL GRADING AND DRAINAGE PLAN REQUIRED FOR SITE PLAN APPROVAL
- d. CONCEPTUAL PLAN TO ESTABLISH AND/OR ADDRESS THE FOLLOWING:
  - i. FINISHED FLOOR ELEVATIONS, IF ANY
  - ii. PROXIMITY TO FEMA DESIGNATED FLOOD HAZARD ZONES, IF ANY
  - iii. PRELIMINARY GRADES AT BUILDING PERIMETERS
  - iv. PRELIMINARY GRADING OF NEW AND RE-DEVELOPMENT AREAS
  - v. METHOD OF DISCHARGE TO PUBLIC RIGHT-OF-WAY
  - vi. HOW INCREASES IN RUNOFF WILL BE MITIGATED
  - vii. HOW RUNOFF FROM NEW IMPERVIOUS AREAS WILL BE HANDLED (I.E. FIRST FLUSH OF RUNOFF PRIMARILY FROM NEW ROOF AND PAVED SURFACES)
  - viii. PLAN DOES NOT HAVE TO MITIGATE RUNOFF FROM EXISTING IMPERVIOUS AREAS
  - ix. ADDRESS HOW EXISTING RUNOFF IS MITIGATED ONSITE
  - x. PHASING BY PROJECT NAME AND ORDER OF IMPLEMENTATION (SEQUENCE)

## C. PHASING

- a. PHASING IS PROPOSED
- b. PHASING SHOULD BE ADDRESSED BY THE MDP UPDATE
- c. PHASING SHOULD BE ADDRESSED BY CONCEPTUAL PLAN
- d. PHASING SHOULD IDENTIFY PROPOSED SEQUENCE (ORDER) OF DEVELOPMENT

## D. ROSE DRIVE

- a. THE CLOSURE OF ROSE DRIVE, AN INTERNAL PRIVATE ROADWAY SERVING ONLY THE PARK, FROM FLORAL TO NORTH DRIVE IS PROPOSED
- b. CLOSURE WILL INVOLVE REMOVAL OF PAVING AND REPLACING SAME WITH LANDSCAPED BURIAL SPACES AND HARDSCAPE FEATURES
- c. NET EFFECT IS REDUCTION IN IMPERVIOUSNESS
- d. SEPARATE SUBMITTAL NOT REQUIRED FOR ROSE DRIVE CLOSURE UNLESS BUILDING PERMIT(S) IS (ARE) REQUIRED

## E. BUILDING PERMIT PLANS

- a. GRADING AND DRAINAGE PLANS REQUIRED FOR SITE SPECIFIC BUILDING PERMIT APPROVALS
- b. GRADING AND DRAINAGE PLANS REQUIRED FOR SITE SPECIFIC GRADING AND PAVING PERMIT APPROVALS
- c. PLANS SHALL PROVIDE DETAIL APPROPRIATE FOR CONSTRUCTION
- d. PLANS SHALL FOLLOW CONCEPTS ESTABLISHED BY MDP AND CONCEPTUAL GRADING AND DRAINAGE PLAN
- e. SO#19 PERMIT APPROVAL REQUIRED FOR PRIVATE DRAINAGE FACILITIES WITHIN PUBLIC RIGHT-OF-WAY, IF ANY PROPOSED

- f. IF PROJECT DISTURBS GREATER THAN ONE ACRE OF LAND, AN EROSION AND SEDIMENT CONTROL PLAN (ESCP) IS REQUIRED – SEE BELOW

F. EROSION AND SEDIMENT CONTROL PLANS

- a. IF THE PROJECT DISTURBS GREATER THAN ONE ACRE OF LAND, OR IS PART OF A LARGER PLAN OF COMMON DEVELOPMENT THAT WILL DISTURB GREATER THAN ONE ACRE OF LAND, AN EROSION AND SEDIMENT CONTROL PLAN (ESCP) IS REQUIRED AS A CONDITION FOR BUILDING AND/OR GRADING AND PAVING PERMIT APPROVALS.
- b. THIS IS A SEPARATE SUBMITTAL IN ADDITION TO EACH SITE SPECIFIC GRADING AND DRAINAGE PLAN SUBMITTAL FOR BUILDING AND/OR GRADING AND PAVING PERMIT.

THE UNDERSIGNED AGREE THAT THE ABOVE FINDINGS ARE SUMMARIZED ACCURATELY AND ARE ONLY SUBJECT TO CHANGE IF FURTHER INVESTIGATION REVEALS THAT THE FINDINGS ARE NOT REASONABLE OR THAT THEY ARE BASED UPON INACCURATE INFORMATION.

SIGNED: Antonio Cher  
TITLE: HYDROLOGY (COA)  
DATE: 3-4-15

SIGNED: [Signature]  
TITLE: CONSULTANT  
DATE: 03-04-2015

NOTE: PROVIDE A COPY OF THIS RECAP WITH DRAINAGE SUBMITTALS