

# CITY OF ALBUQUERQUE

Planning Department  
Alan Varela, Interim Director



Mayor Timothy M. Keller

August 31, 2021

Tyler J. Ashton, P.E.  
Wilson & Company  
440I Masthead St. NE  
Albuquerque, NM 87113

**RE: Portable for Lot 3A, Block 2 Metz-Robertson Addition  
Grading & Drainage Plan  
Engineer's Stamp Date: 08/23/21  
Hydrology File: K11D093**

Dear Mr. Ashton:

Based upon the information provided in your submittal received 08/23/21, the Grading and Drainage Plan is approved for Foundation Permit and Grading Permit.

As a reminder, if the project total area of disturbance (including the staging area and any work within the adjacent Right-of-Way) is 1 acre or more, then an Erosion and Sediment Control (ESC) Plan and Owner's certified Notice of Intent (NOI) is required to be submitted to the Stormwater Quality Engineer (Doug Hughes, PE, [jhughes@cabq.gov](mailto:jhughes@cabq.gov), 924-3420) 14 days prior to any earth disturbance.

If you have any questions, please contact me at 924-3995 or [rbrissette@cabq.gov](mailto:rbrissette@cabq.gov).

Sincerely,

*Renée C. Brissette*

Renée C. Brissette, P.E. CFM  
Senior Engineer, Hydrology  
Planning Department



# City of Albuquerque

Planning Department

Development & Building Services Division

## DRAINAGE AND TRANSPORTATION INFORMATION SHEET (REV 11/2018)

**Project Title:** \_\_\_\_\_ **Building Permit #:** \_\_\_\_\_ **Hydrology File #:** \_\_\_\_\_

**DRB#:** \_\_\_\_\_ **EPC#:** \_\_\_\_\_ **Work Order#:** \_\_\_\_\_

**Legal Description:** \_\_\_\_\_

**City Address:** \_\_\_\_\_

**Applicant:** \_\_\_\_\_ **Contact:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone#:** \_\_\_\_\_ **Fax#:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Owner:** \_\_\_\_\_ **Contact:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone#:** \_\_\_\_\_ **Fax#:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**TYPE OF SUBMITTAL:** \_\_\_\_\_ PLAT (\_\_\_\_# OF LOTS) \_\_\_\_\_ RESIDENCE \_\_\_\_\_ DRB SITE \_\_\_\_\_ ADMIN SITE

**IS THIS A RESUBMITTAL?:** \_\_\_\_\_ Yes \_\_\_\_\_ No

**DEPARTMENT:** \_\_\_\_\_ TRAFFIC/ TRANSPORTATION \_\_\_\_\_ HYDROLOGY/ DRAINAGE

Check all that Apply:

### TYPE OF SUBMITTAL:

- \_\_\_\_\_ ENGINEER/ARCHITECT CERTIFICATION
- \_\_\_\_\_ PAD CERTIFICATION
- \_\_\_\_\_ CONCEPTUAL G & D PLAN
- \_\_\_\_\_ GRADING PLAN
- \_\_\_\_\_ DRAINAGE MASTER PLAN
- \_\_\_\_\_ DRAINAGE REPORT
- \_\_\_\_\_ FLOODPLAIN DEVELOPMENT PERMIT APPLIC
- \_\_\_\_\_ ELEVATION CERTIFICATE
- \_\_\_\_\_ CLOMR/LOMR
- \_\_\_\_\_ TRAFFIC CIRCULATION LAYOUT (TCL)
- \_\_\_\_\_ TRAFFIC IMPACT STUDY (TIS)
- \_\_\_\_\_ OTHER (SPECIFY) \_\_\_\_\_
- \_\_\_\_\_ PRE-DESIGN MEETING?

### TYPE OF APPROVAL/ACCEPTANCE SOUGHT:

- \_\_\_\_\_ BUILDING PERMIT APPROVAL
- \_\_\_\_\_ CERTIFICATE OF OCCUPANCY
- \_\_\_\_\_ PRELIMINARY PLAT APPROVAL
- \_\_\_\_\_ SITE PLAN FOR SUB'D APPROVAL
- \_\_\_\_\_ SITE PLAN FOR BLDG. PERMIT APPROVAL
- \_\_\_\_\_ FINAL PLAT APPROVAL
- \_\_\_\_\_ SIA/ RELEASE OF FINANCIAL GUARANTEE
- \_\_\_\_\_ FOUNDATION PERMIT APPROVAL
- \_\_\_\_\_ GRADING PERMIT APPROVAL
- \_\_\_\_\_ SO-19 APPROVAL
- \_\_\_\_\_ PAVING PERMIT APPROVAL
- \_\_\_\_\_ GRADING/ PAD CERTIFICATION
- \_\_\_\_\_ WORK ORDER APPROVAL
- \_\_\_\_\_ CLOMR/LOMR
- \_\_\_\_\_ FLOODPLAIN DEVELOPMENT PERMIT
- \_\_\_\_\_ OTHER (SPECIFY) \_\_\_\_\_

**DATE SUBMITTED:** \_\_\_\_\_ **By:** \_\_\_\_\_

COA STAFF:

ELECTRONIC SUBMITTAL RECEIVED: \_\_\_\_\_

FEE PAID: \_\_\_\_\_

# Floodplain Development Permit Application

Planning Dept., City of Albuquerque

## Section 1: General Provisions (Applicant to read and sign)

1. No work of any kind may start in a Special Flood Hazard Area, SFHA, until a permit is issued.
2. Applicant is hereby informed that other permits may be required to fulfill local, state, and federal regulatory requirements.
3. Applicant hereby gives consent to the Floodplain Administrator and his/her representative to make reasonable inspections required to verify compliance.
4. Applicant must provide a Critical Habitat for Threatened & Endangered Species report prior to any work in a SFHA.
5. Applicant must provide the Base Flood Elevation, BFE, and must provide engineering calculations demonstrating that the development will not increase the BFE or result in increased flood risk on any neighboring property.
6. If this application is for a building the floodplain must be removed by first constructing any required storm drain and/or channel modifications and second acquiring a Letter of Map Revision, LOMR, from FEMA before a building permit will be issued. If storm drain and channel modifications are not involved then a draft Elevation Certificate must be submitted prior to Building Permit and a Final Elevation Certificate must be submitted prior to Certificate of Occupancy.
7. A Conditional Letter of Map Revision, CLOMR, is required prior to any work in the FLOODWAY, if applicable.
8. The applicant certifies that all statements herein and in attachments to this application are, to the best of my knowledge, true and accurate.

Applicant Signature \_\_\_\_\_ Date 8/18/2021  
Claudia Diaz

Applicant Printed Name Wilson & Company, Inc.,  
Engineers & Architects Phone #: 575-642-9401

Owner Signature COA Family Community Services  
Department, see attached Authorization Letter Date 8/18/2021

Owner Printed Name Jess R Martinez, Deputy Director Phone #: 505-757-5886

Applicant is (check one): Owner \_\_\_\_\_ Builder \_\_\_\_\_ Engineer/Architect X

## Section 2: Proposed Development in Special Flood Hazard Area (to be completed by Applicant)

Project address/Legal Disc/Location: \_\_\_\_\_

109 60TH Street N.W. / Lot 3A, Block 2 Metz-Robertson Addition / Just

North of Central and 60 TH Street NW intersection

**Section 2 (Cont.) - Description of Work in Special Flood Hazard Area (SFHA):**

**A. Building Development and Building Type**

ACTIVITY

STRUCTURE TYPE

☒ New Building

☐ Residential (1-4 Family)

☐ Addition

☐ Residential (More than 4 Family)

☐ Alteration

☐ Non Residential (Flood-proofing? ☐ Yes)

☐ Relocation

☐ Combined Use (Residential & Commercial)

☐ Demolition

☒ Manufactured Home (In Mobile Home Park? ☐ Yes)

☐ Replacement

**If an addition or alteration:**

Estimated Cost of Project \$ \_\_\_\_\_

Estimated Value of structure before addition/alteration. \$ \_\_\_\_\_

Percent of value (new construction /existing value) \_\_\_\_\_ %

**B. Other Development Activities**

☒ Clearing ☐ Grading ☐ Utilities ☐ Paving

☐ Watercourse Alteration (Bridge or Channel Modification)

☐ Drainage Improvements (Storm drain or culverts)

☐ Road, Street or Bridge Construction

☐ Subdivision

☐ Walls or Fences

☐ Storage of Materials/Equipment for more than a year. (Materials Volume (cu. Ft.) \_\_\_\_\_)

Other (Please Specify) \_\_\_\_\_

**Is there a Grading & Drainage Plan associated with this work?** Yes ☒ No ☐

Drainage file Number: K11D005

### Section 3: Floodplain Determination (Completed by the Floodplain Administrator)

\_\_\_\_ The proposed development is located on FIRM Panel: \_\_\_\_\_

\_\_\_\_ The proposed development is located in Zone X and NO FLOODPLAIN DEVELOPMENT PERMIT IS REQUIRED.

\_\_\_\_ A portion of the proposed development is located in a SFHA but not any buildings so an approved G&D Plan is required (Engineer's Stamp Date \_\_\_\_\_) prior to issuance of a Floodplain Development Permit and no Building Permit will be issued for this construction.

\_\_\_\_ A portion of the proposed Building is located in a SFHA but the project does not include any storm drain improvements and/or channel modifications so:

1. Approved G&D Plan is required (Engineer's Stamp Date \_\_\_\_\_) prior to issuance of a Floodplain Development Permit,
2. Draft Elevation Certificate (Date \_\_\_\_\_) is required prior to issuance of a Building Permit, and
3. Final Elevation Certificate and Engineer's Certification is required prior to Certificate of Occupancy.

\_\_\_\_ A portion of the proposed Building is located in a SFHA and the project includes storm drain improvements and/or channel modifications that will change the floodplain location so

1. An Approved Grading and Drainage Plan is required (Engineer's Stamp Date \_\_\_\_\_) prior to issuing a Flood Plain Development Permit and a Grading Permit and/or a Work Order.
2. The improvements must be constructed and an Approved Engineer's Certification (Engineer's Stamp Date \_\_\_\_\_) and an Approved LOMR Request (Engineer's Stamp Date \_\_\_\_\_) must be approved by Hydrology prior to approval of the LOMR application to FEMA.
3. The Floodplain must be removed by a LOMR from FEMA (Date \_\_\_\_\_) prior to issuance of a Building Permit.

\_\_\_\_ A portion of the proposed development is located in a FLOODWAY so:

1. Approved G&D Plan (Engineer's Stamp Date \_\_\_\_\_) and an Approved CLOMR Request (Date \_\_\_\_\_) is required prior to approval of the application to FEMA, and
2. CLOMR from FEMA (Date \_\_\_\_\_) is required prior to issuance of a Floodplain Development Permit, a Grading Permit, and/or a Work Order.
3. The improvements must be constructed and an Approved Engineer's Certification (Engineer's Stamp Date \_\_\_\_\_) and an Approved LOMR Request (Engineer's Stamp Date \_\_\_\_\_) must be approved by Hydrology prior to approval of the LOMR application to FEMA (Date \_\_\_\_\_).
4. The Floodplain must be removed by a LOMR from FEMA (Date \_\_\_\_\_) prior to issuance of a Building Permit.

Drainage File Number: \_\_\_\_\_

Floodplain Permit Number: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_



# City of Albuquerque

## Planning Department

### Floodplain Development Permit

Project Title Portable for Lot 3A, Block 2 Metz-Robertson Addition.

Project Location (Major Cross Streets/Arroyo or address)

109 60TH Street N.W. (Just North of Central Ave. and 60TH Street NW.

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**Property Owner:** (Note: If applying for a Building Permit, the “Company” or “Owner” name on this form must match the “Owner” name on the Building Permit.)

Company Name or Owner Name: City of Albuquerque

Responsible Person: (Note: Name below may be the same as Owner Name above if there is no Company Name)

Name: Jess R. Martinez/City of Albuquerque Family and Community Services Department

Phone Number: 505-757-5886

E-mail: jrmartinez@cabq.gov

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**Site Contact:** (if different than Property Owner info above.)

Name: Claudia Diaz/Wilson & Company, Inc., Engineers & Architects

Phone: 575-642-9401

e-mail: Claudia.Diaz@wilsonco.com

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### For City personnel use only:

City Personnel Signature: \_\_\_\_\_ Date \_\_\_\_\_

Description of Work \_\_\_\_\_

Check all that apply:

\_\_\_\_\_ Final Elevation Certificate required prior to Certificate of Occupancy

\_\_\_\_\_ No Building Permits will be allowed until FEMA issues a LOMR removing the SFHA.

\_\_\_\_\_ A LOMR must be obtained from FEMA prior to release of Financial Guarantees.

# CITY OF ALBUQUERQUE

*Department of Family and Community Services*

Carol M. Pierce, Director



Timothy M. Keller, Mayor

August 5, 2021

Brennon Williams, Director  
Planning Department  
City of Albuquerque  
6002<sup>nd</sup> St. NW  
Albuquerque, NM 87102

RE: Agent Authorization

PO Box 1293

Director Williams,

Albuquerque

The City of Albuquerque owns Lot 3A, 2nd Replat of Lot 3, Blk 2, PF Metz-Robertson Addition. The Family and Community Services Department is planning to place a building on this site that will be an office for a local non-profit that serves this area of the City.

New Mexico 87103

This letter is to authorize Sites Southwest to represent the City Family and Community Services Department as our agent in all matters related to all applications for development review for this site.

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

Please feel free to contact me if you have any questions. Thank you.

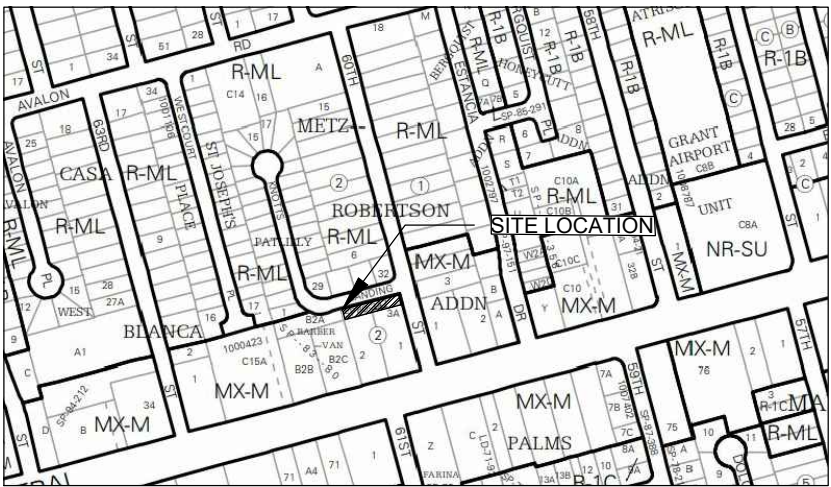
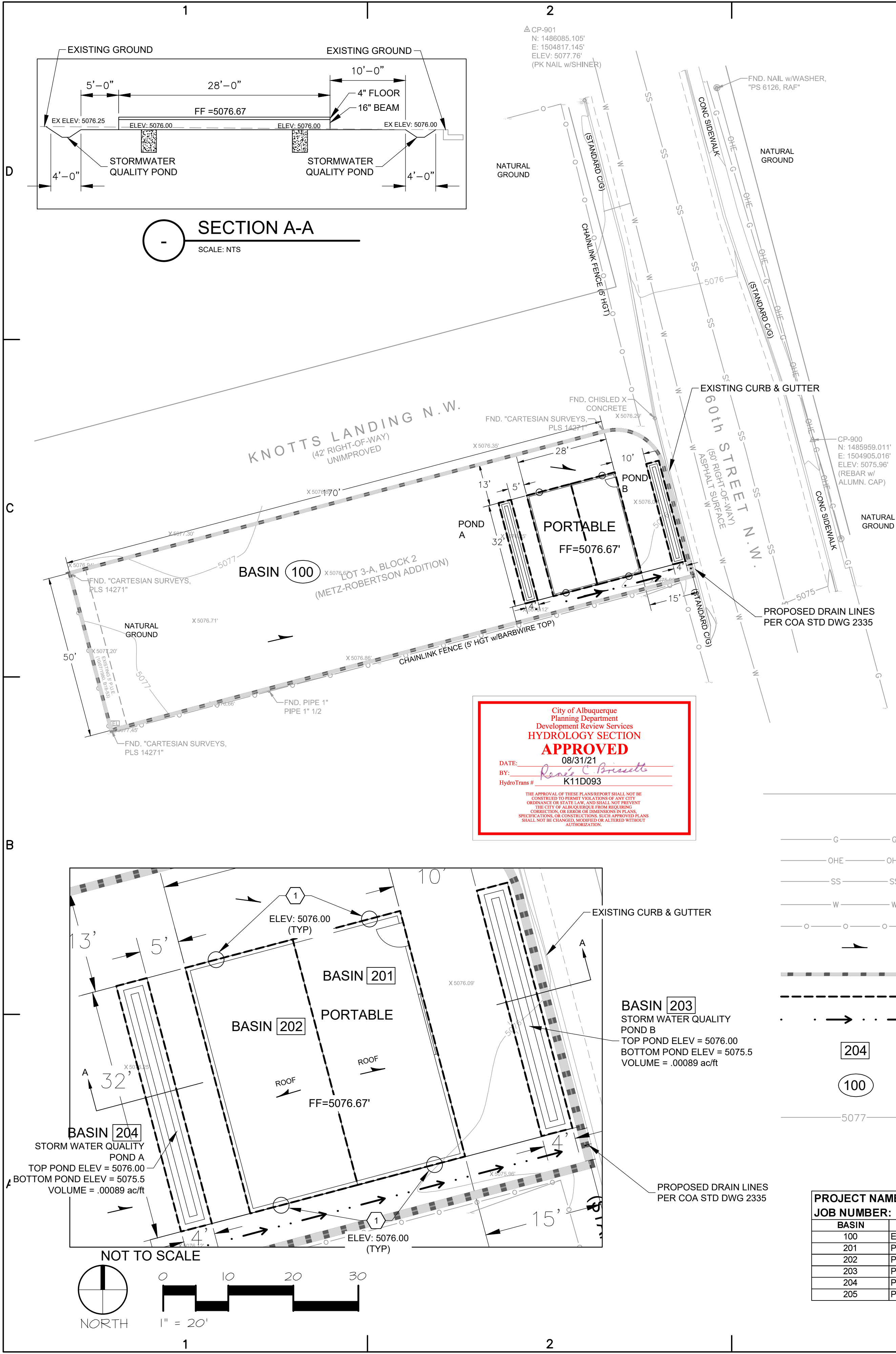
Sincerely,

Jess R Martínez, Deputy Director  
Family & Community Services Department



8/31/2021 12:03 PM

M:\MSD\19-600-066-002\_Disciplines\Drainage\_or\_Stitework\Working\Grading and Drainage Plan.dwg



## LOCATION MAP

ZONE ATLAS PAGE: K-11-Z



## SOILS MAP

REFERENCE: USDA WEB SOIL SURVEY



## FLOOD INSURANCE MAP

REFERENCE: FLOOD INSURANCE STUDY PANEL 35001C0329H

## LEGEND

- △ SITE - CONTROL POINT
- G — G — GAS LINE
- OHE — OHE — OVERHEAD POWER
- SS — SS — SANITARY SEWER LINE
- W — W — WATER LINE
- FLOW ARROWS
- - - EXISTING BASIN BOUNDARY
- - - PROPOSED BASIN BOUNDARY
- - - PROPOSED SWALE
- 204 PROPOSED BASIN IDENTIFICATION
- 100 EXISTING BASIN IDENTIFICATION
- 5077 EXISTING CONTOUR LINE

PROJECT NAME:		109 60th St. NW		AREA (acres)	LAND TREATMENTS				2 YEAR		10YEAR			100 YEAR			
JOB NUMBER:		19-600-066-00							Q	VOLUME (ac.ft.)		Q	VOLUME (ac.ft.)		Q	VOLUME (ac.ft.)	
BASIN	COND.	DESCRIPTION			A	B	C	D	(cfs)	6 HR	24 HR	(cfs)	6 HR	24 HR	(cfs)	6 HR	24 HR
100	Existing	Lot w/o portable		0.2117	0.0%	0.0%	100.0%	0.0%	0.11	0.0023	0.0023	0.31	0.0078	0.0078	0.61	0.0168	0.0168
201	Proposed	Structure East		0.0103	0.0%	0.0%	0.0%	100.0%	0.02	0.0008	0.0009	0.03	0.0011	0.0012	0.0423	0.0019	0.0022
202	Proposed	Structure West		0.0103	0.0%	0.0%	0.0%	100.0%	0.02	0.0008	0.0009	0.03	0.0011	0.0012	0.04	0.0019	0.0022
203	Proposed	East Pond		0.0029	0.0%	0.0%	0.0%	100.0%	0.00	0.0002	0.0003	0.01	0.0003	0.0004	0.01	0.0005	0.0006
204	Proposed	West Pond		0.0029	0.0%	0.0%	0.0%	100.0%	0.00	0.0002	0.0003	0.01	0.0003	0.0004	0.01	0.0005	0.0006
205	Proposed	Lot		0.1852	0.0%	0.0%	100.0%	0.0%	0.09	0.0020	0.0020	0.27	0.0068	0.0068	0.53	0.0147	0.0147



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## CONSULTANTS

4401 MASTHEAD STREET NE, SUITE 150  
ALBUQUERQUE, NM 87109  
PHONE: 505-348-4000  
FAX: 505-348-4055  
[www.wilsonco.com](http://www.wilsonco.com)

**ADDRESS**

B



5. TWO HEAVY HEX NUTS SHALL BE USED TO FASTEN THE BOTTOM FLANGE OF THE SUPPORT BEAM TO THE FOUNDATION.

NTS

C-501