

# CITY OF ALBUQUERQUE

Planning Department  
Alan Varela, Director



Mayor Timothy M. Keller

November 19, 2025

David A. Aube, PE  
Studio Southwest Architects  
2101 Mountain Rd. SW, Suite B  
Albuquerque, NM 87106

**Re: Albuquerque Collegiate Charter School**  
**9001 Sunset Gardens Rd. SW**  
**Albuquerque, NM 87121**  
**Traffic Circulation Layout**  
Engineer's Stamp 11-11-25 (L09-D032)

Dear Mr. Aube,

Based upon the information provided in your submittal received 11-11-25, the above referenced plan cannot be approved for Building Permit until the following comments are addressed:

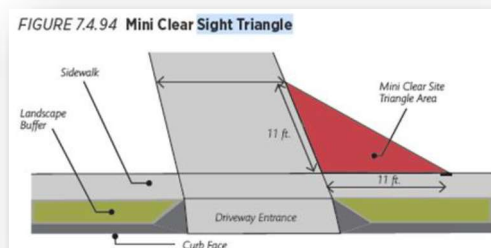
PO Box 1293

Albuquerque

NM 87103

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

1. Provide an approved infrastructure list.
2. Provide an easement for sidewalk within site's right-of-way. TCL can be approved before easement is provided but CO's can not be approved until easement is provided.
3. Identify street name, right of way width, medians, and curb cuts on Sunset Garden Road SW and 90<sup>th</sup> Street.
4. Show existing driveways on the adjacent properties and properties across the street from the site.
5. Callout school's drop off zone.
6. We noticed key note #4 for driveway details which reference detail drawing D4. Detail drawing D4 is for dumpster pad pavement. Please provide design details and standard drawings for all driveways meeting City's standards and requirements.
7. All accessways to the site from the adjacent roadways shall be ADA-compliant.
8. Please correct all site triangles and call out dimensions. Site triangles should be located at and behind the sidewalk.



# CITY OF ALBUQUERQUE

Planning Department  
Alan Varela, Director



Mayor Timothy M. Keller

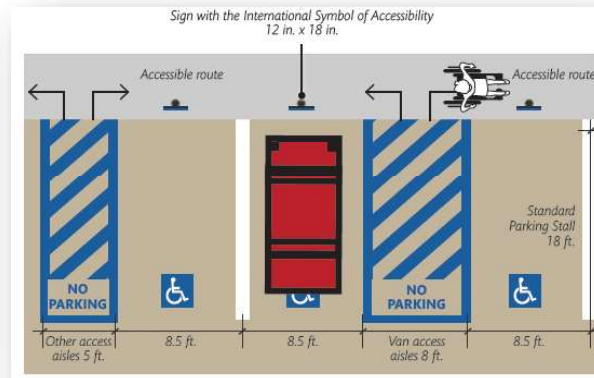
9. We notice the proposed monuments signage. Ensure that all site triangles are free and clear meeting requirements.
10. Add the following note to the plan: "Landscaping and signage will not interfere with clear sight requirements. Therefore, signs, walls, trees, and shrubbery between 3 and 8 feet tall (as measured from the gutter pan) will not be acceptable in the clear sight triangle."
11. Provide Zoning approval for parking calculations.
12. Show width and length for all proposed parking spaces. Some dimensions are not shown.
13. Call out parking stall barriers. Barriers should be provided to prevent vehicles from extending over public sidewalk, public right-of-way, or abutting lots.
14. Provide design details and City standard drawings for all ADA ramps. Also provide grade, slopes and cross slopes for parking areas, sidewalks, ramps, and landings.
15. ADA access aisles shall have blue diagonal striping and the words "**NO PARKING**" in capital letters, each of which shall be at least one foot high and at least two inches wide, placed at the rear of the parking space so as to be close to where an adjacent vehicle's rear tire would be placed (66-1-4.1.B NMSA 1978).

PO Box 1293

Albuquerque

NM 87103

www.cabq.gov

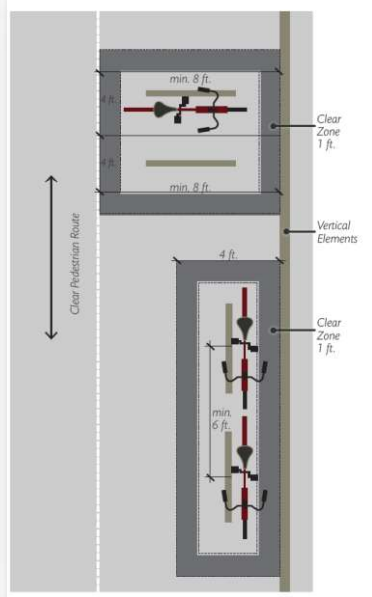


16. We noticed detail drawings E6 and D3. Ensure that ADA parking signage detail drawing D3 meets required height. The bottom of the lowest ADA parking sign must be a minimum 60" above the ground.
17. Detail drawing D3 also reference drawing A4/C-502 which is not provided. Please verify.
18. ADA accessible parking sign must have the required language per 66-7-352.4C NMSA 1978 "**Violators Are Subject to a Fine and/or Towing.**" Please show on detail drawing.
19. Provided detail drawing A3 sheet C-502, does not reflect site plan drawing. It also appears that curb is included in the 5 foot access aisle width. Access aisle must be a minimum 5 feet wide, 8 feet for van access aisles, and free and clear. Please correct detail drawing as needed.



20. Per the DPM, a 6 ft. wide ADA accessible pedestrian pathway is required from the public sidewalk to the building entrances. It appears this may be provided. Please call out the pathway and provide design details.
21. Per DPM, a 6 ft. wide ADA accessible pedestrian pathway is required from the ADA parking stall access aisles to the building entrances. See comment #19 and provide additional details.
22. Ensure that the minimum 18 foot length for standard parking does not include curb.
23. Provide bicycle parking stall design details. Bicycle parking spaces shall be located, sized, and constructed as required by IDO.
24. Bicycle racks shall be sturdy and anchored to a concrete pad.
25. A 1-foot clear zone around the bicycle parking stall shall be provided.
26. Bicycle parking spaces shall be at least 6 feet long and 2 feet wide.

FIGURE 7.4.115 Bicycle Parking Stall Layout Options



PO Box 1293

Albuquerque

NM 87103

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

27. Provide addition motorcycle parking dimensions. It appears that curb falls within parking stall.
28. Motorcycle parking spaces must be designated with a posted upright sign, either free-standing or wall mounted per the zoning code. Provide signage details and callout location.
29. List radii for all curves shown for passenger vehicles. Radius for delivery trucks, fire trucks, etc. accommodation is 25 ft. or larger.
30. Provide a copy of Solid Waste and Fire Marshal approvals.

# CITY OF ALBUQUERQUE

Planning Department  
Alan Varela, Director



Mayor Timothy M. Keller

31. Curbing should be installed to delineate landscape, parking, and pedestrian ways and identify points of access.
32. Show all private infrastructure outside of public right-of-way and all public infrastructure within public right-of-way. Any private infrastructure that is allowed by the City of Albuquerque to be kept within right-of-way shall require a revocable permit.
33. Work within the public right of way require a work order with DRC approved plans.
34. Please add a note on the plan stating "All improvements located in the Right of Way must be included on the work order."
35. Unused curb cuts must be replaced with sidewalk and curb & gutter. A build note must be provided referring to the appropriate City Standard drawing.
36. Show location of overhead utility lines in relationship to the buildings.

Once corrections are complete, resubmit the following for evaluation by Transportation:

- PO Box 1293
1. The revised Traffic Circulation Layout
  2. Send an electronic copy of your submittal to ABQ-plan.

Albuquerque If you have any questions, please contact me at (505) 924-3880.

Sincerely,

NM 87103

*Tasha Felton*

www.cabq.gov

Tasha Felton  
Assistant Engineer, Planning Dept.  
Development Review Services

\tf via: email  
C: CO Clerk, File