

# CITY OF ALBUQUERQUE

Planning Department  
Alan Varela, Director



Mayor Timothy M. Keller

June 2, 2023

Jared Winchester, RA  
Improve Group  
3550 Pan American Frwy NE  
Albuquerque, NM 87107

**Re: San Mateo Mixed-use Affordable Housing**  
**1000 San Mateo Blvd. SE**  
**Traffic Circulation Layout**  
Architect's Stamp 05-18-23 (L18-D087)

Dear Mr. Winchester,

Based upon the information provided in your submittal received 05-22-23, the above referenced plan cannot be approved for Building Permit until the following comments are addressed:

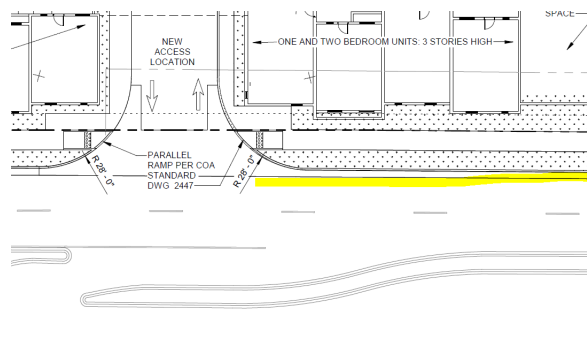
1. Identify all existing access easements, existing sidewalk width, and rights of way width dimensions.
2. Identify the right of way width, medians, curb cuts, and street widths on San Mateo Blvd. and Southern Ave.
3. The proposed site plan does not match the Google aerial. Please address this concern.

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4. The minimum distance from the intersection of San Mateo and Southern Ave. to site access off Southern Ave. is 75 ft. please show this dimension on the site plan.
5. The minimum throat depth for the site access off San Mateo Blvd. is 50 ft. please show this dimension on the site plan.
6. The minimum stall length is 18 ft. please see the minimum parking stall dimensions table:

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Type of parking	Min. Width	Min. Length	Min. Overhang
Standard	8.5'	18'	2'
Compact	7.5'	15'	1.5'
Motorcycle	4'	8'	N/A
ADA	8.5'	18'	2'

7. Provide Motorcycle parking signage.
8. Label the compact parking spaces by placing the words “**COMPACT**” on the pavement of each space.
9. All bicycle racks shall be designed according to the following guidelines:
  - a. The rack shall be a minimum 30 inches tall and 18 inches wide.
  - b. The bicycle frame shall be supported horizontally at two or more places. Comb/toaster racks are not allowed.
  - c. The rack shall be designed to support the bicycle in an upright position. See the IDO for additional information.
  - d. The rack allows varying bicycle frame sizes and styles to be attached.
  - e. The user is not required to lift the bicycle onto the bicycle rack.
  - f. Each bicycle parking space is accessible without moving another bicycle.
10. Bicycle racks shall be sturdy and anchored to a concrete pad.
11. A 1-foot clear zone around the bicycle parking stall shall be provided.
12. Bicycle parking spaces shall be at least 6 feet long and 2 feet wide.
13. Per the IDO, a 6 ft. wide ADA accessible pedestrian pathway is required from the public sidewalk to the building entrances. Please clearly show this pathway and provide details.
14. Curbing should be installed to delineate landscape, parking, and pedestrian ways and identify points of access. Please call out detail and location of barrier curb.
15. Parking areas shall have barriers to prevent vehicles from extending over public sidewalk, public right-of-way, or abutting lots.
16. Refuse vehicle maneuvering shall be contained on-site. The refuse vehicle shall not back into the public right of way.; provide a copy of refuse approval.
17. Provide a copy of Fire Marshal approval.
18. It is not apparent what type of pavement surface is being proposed. A hard driving surface will be required as part of this proposed project for parking area and drive aisles.
19. Show the Intersection clear sight triangle for site access off San Mateo Blvd. and add the following note to the plan: “Landscaping and signage will not interfere with clear sight

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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.

20. Show the mini clear sight triangle for the site access off Southern Ave.
21. Please specify the City Standard Drawing Number when applicable.
22. Add a note stating "All broken or cracked sidewalk must be replaced with sidewalk and curb & gutter." A build note must be provided referring to the appropriate City Standard drawing.
23. Please provide a letter of response for all comments given.
24. Traffic Studies: See the Traffic Impact Study (TIS) thresholds. In general, a minimum combination of 100 vehicles entering and exiting in the peak hour warrants a Traffic Impact Study. Visit with Traffic Engineer for determination, and fill out a TIS Form that states whether one is warranted. In some cases, a trip generation may be requested for determination (**Contact Matt Grush: [mgrush@cabq.gov](mailto:mgrush@cabq.gov)**).

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Once corrections are complete resubmit

1. The Traffic Circulation Layout
2. A Drainage Transportation Information Sheet (DTIS)
3. Send an electronic copy of your submittal to [PLNDRS@cabq.gov](mailto:PLNDRS@cabq.gov).
4. The \$75 re-submittal fee.

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for log in and evaluation by Transportation.

If you have any questions, please contact me at (505) 924-3675.

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

Sincerely,

*Marwa Al-najjar*

Marwa Al-najjar  
Associate Engineer, Planning Dept.  
Development Review Services

ma via: email  
C: CO Clerk, File



# 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:** \_\_\_\_\_

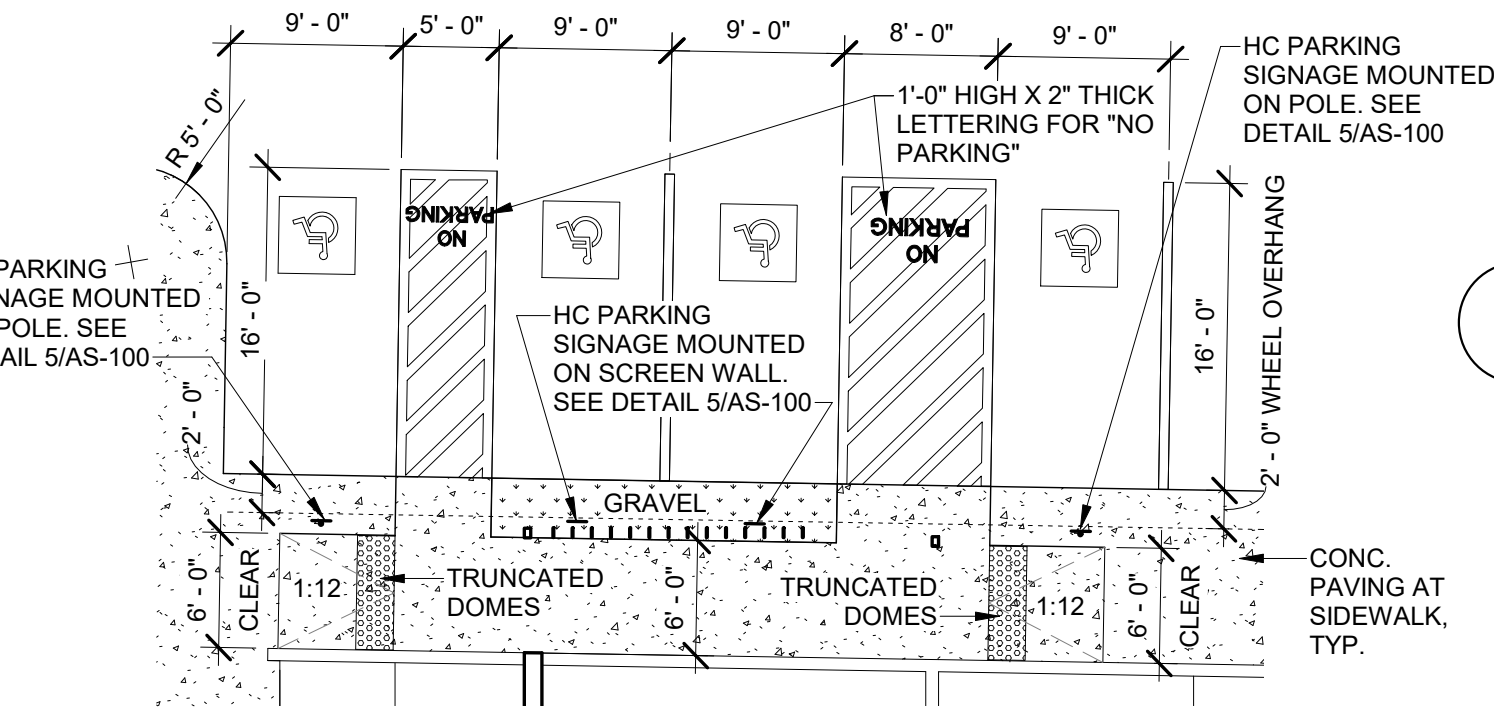
COA STAFF:

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

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



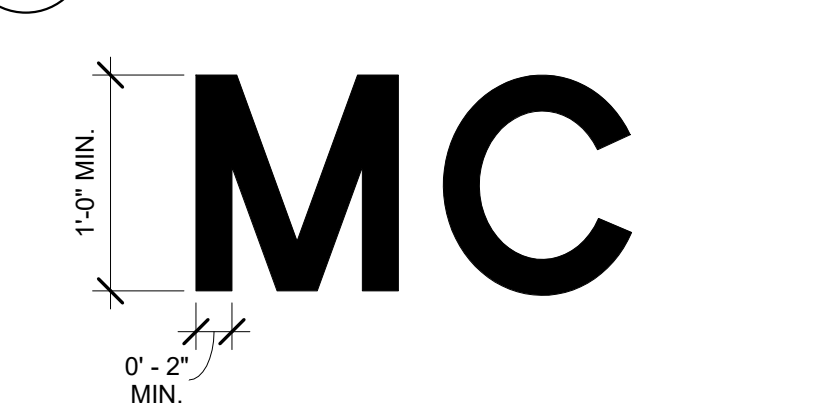
3 5-SPACE BIKE RACK DETAIL  
3/4" = 1'-0"



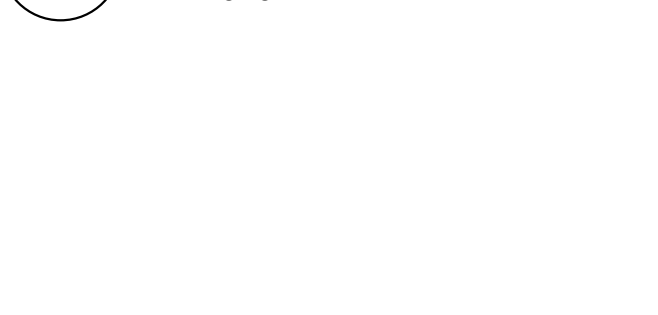
4 TYPICAL CONCRETE PAVING DETAIL  
1 1/2" = 1'-0"



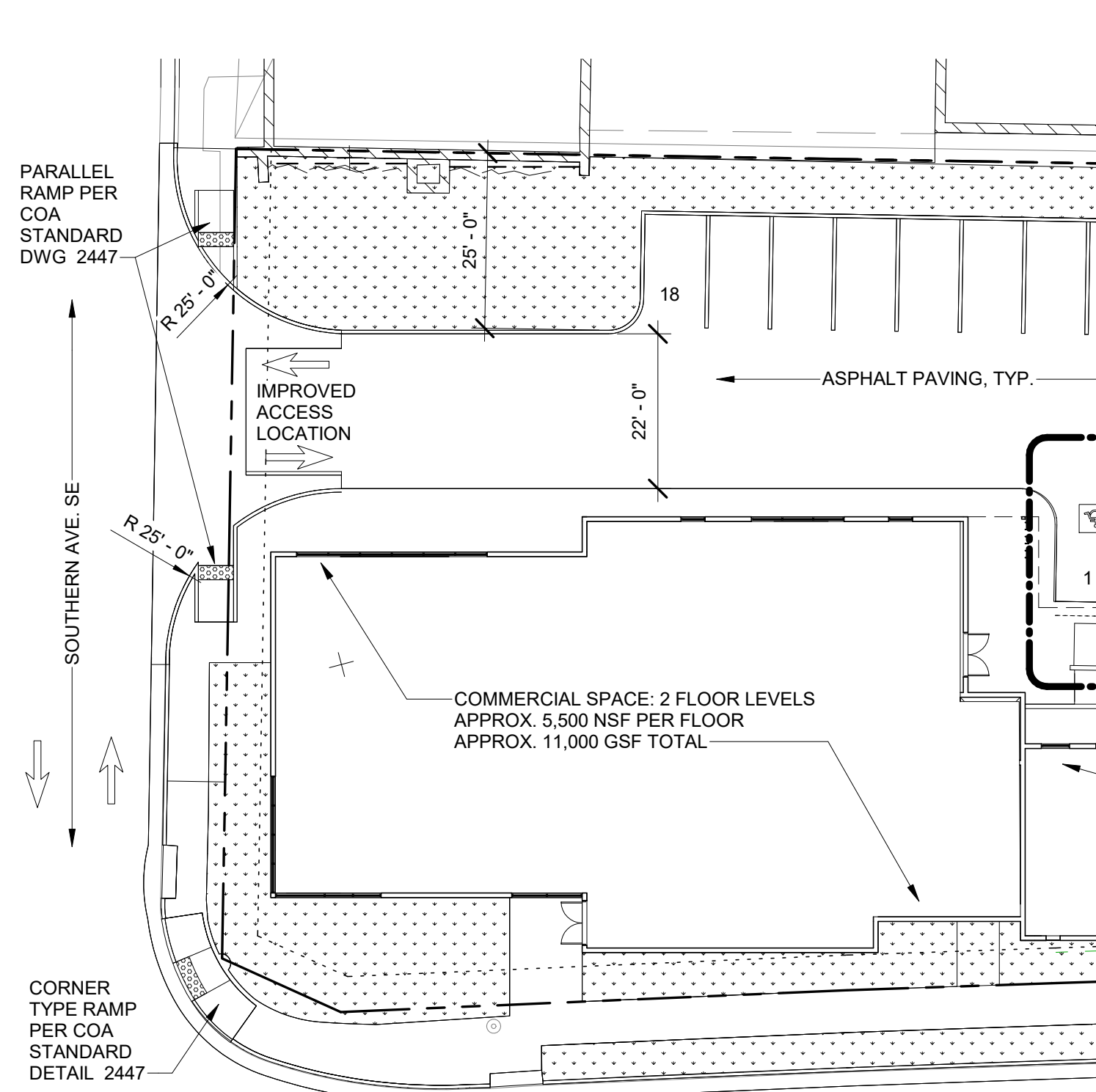
5 PARKING SIGNAGE  
3/4" = 1'-0"



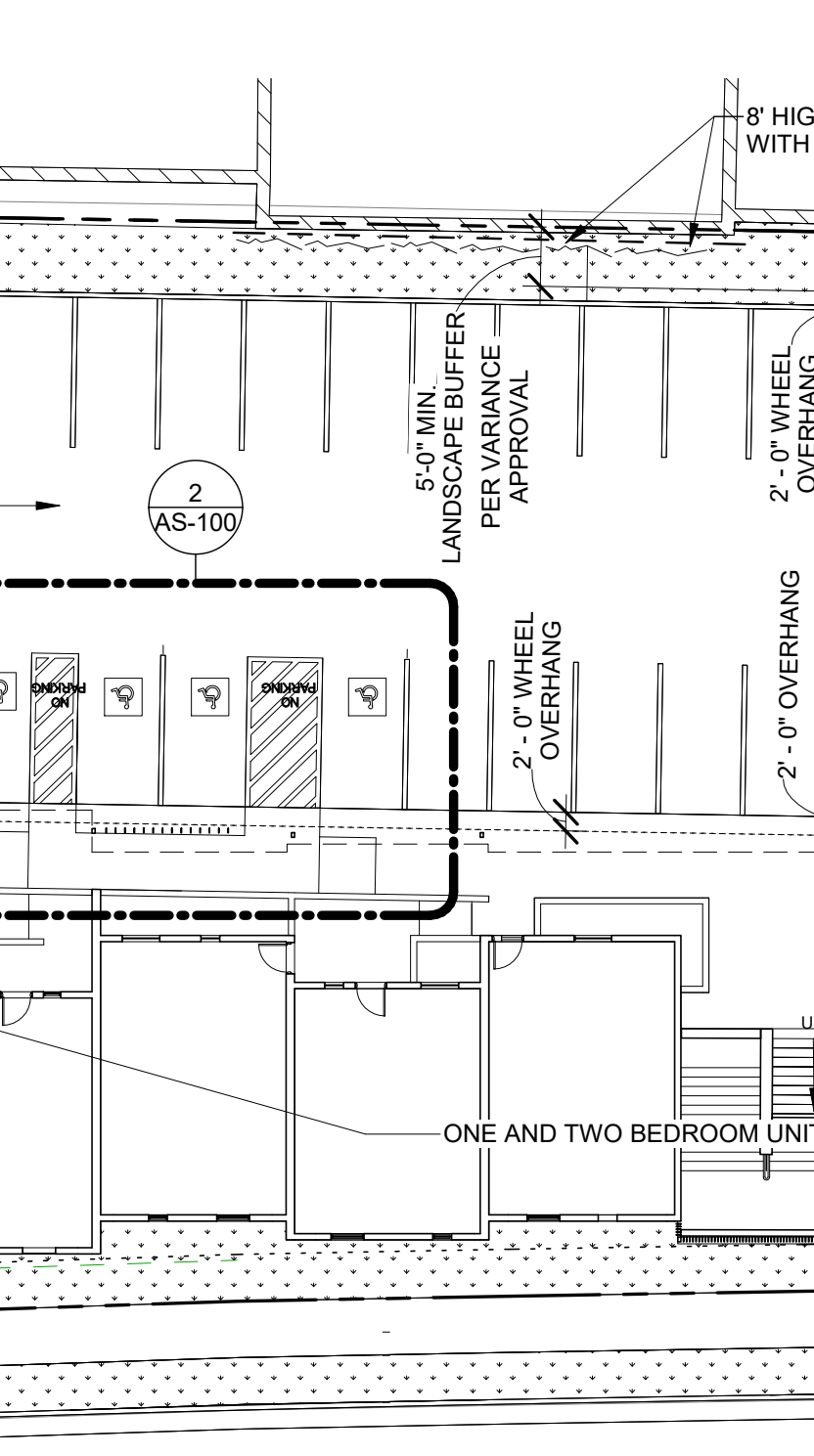
7 Enlarged Motorcycle Parking  
1" = 10'-0"



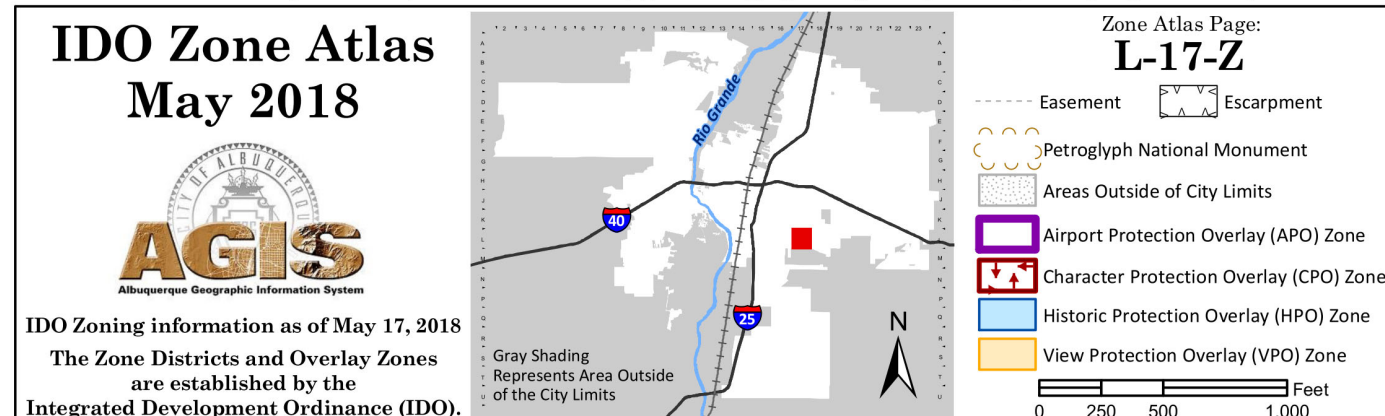
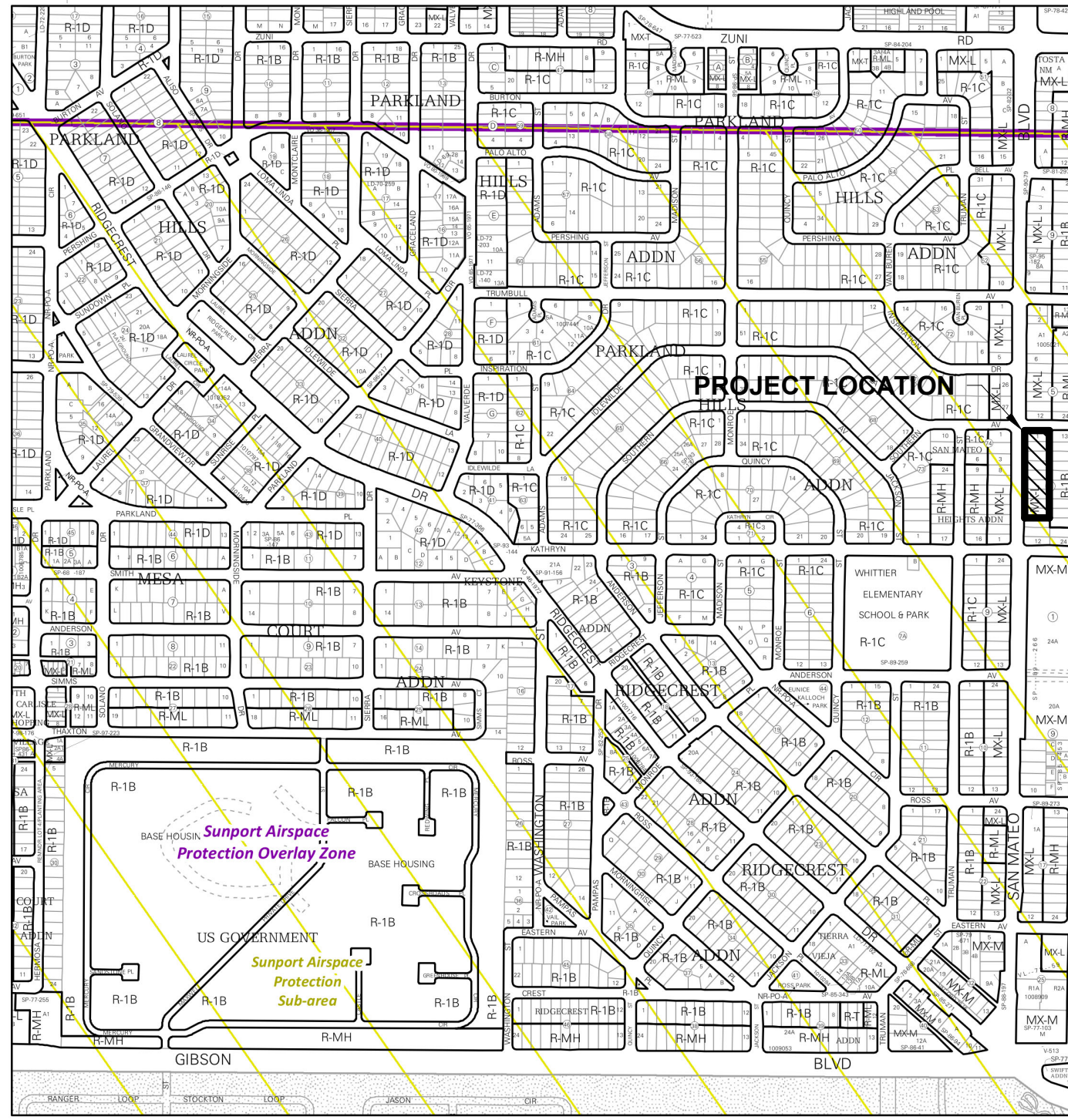
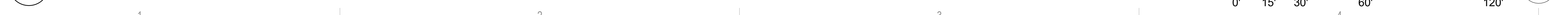
2 Enlarged Plan-Accessible Parking  
1" = 10'-0"



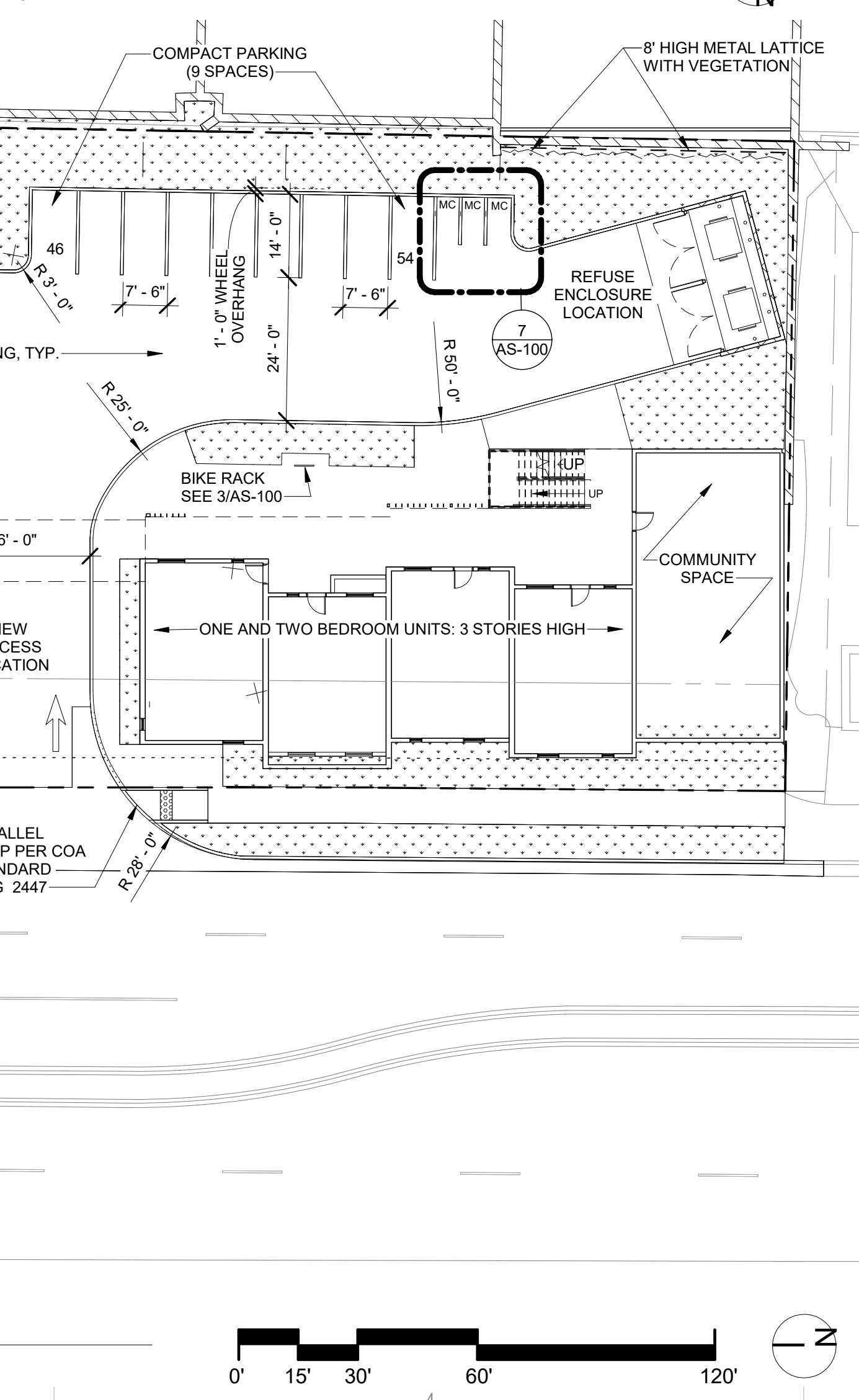
6 PAVEMENT LETTERING DETAIL  
1" = 1'-0"



1 TRAFFIC CIRCULATION LAYOUT - SITE PLAN  
1" = 20'-0"



COA ZONE MAP: L-17-Z  
SCALE: N.T.S.



## EXECUTIVE SUMMARY

- A. GENERAL PROJECT LOCATION:** THE PROJECT SITE CONSISTS OF 9 LOTS (TO BE REPLATED AS ONE LOT) AT THE SE CORNER OF THE SAN MATEO BLVD. AND SOUTHERN AVE. INTERSECTION.
- B. DEVELOPMENT CONCEPT:** THE PROPOSED DEVELOPMENT IS MIXED-USE AFFORDABLE HOUSING CONSISTING OF 24,000 SF OF HOUSING WITH (32) ONE AND TWO BEDROOM UNITS, AND APPROX. 11,000 SF OF COMMERCIAL SPACE.
- C. TRAFFIC CONCEPT:** INTERNAL PARKING WITHIN THE SITE WILL BE ACCESSED FROM THE NORTH ACCESS DRIVE OFF OF SOUTHERN AVE. AND FROM THE WEST FROM A NEW ACCESS DRIVE OFF OF SAN MATEO BLVD.
- D. A VARIANCE ON SITE LAYOUT WAS RECEIVED ON 11/30/2022. WE RECEIVED A VARIANCE ALLOWING PARKING ALONG THE EAST SIDE OF THE SITE TO BE WITHIN 5' OF THE EAST PROPERTY LINE. SEE SPECIAL EXCEPTION NO. VA-2022-00286.**
- E. FIRE 1 SITE PLAN WAS PREVIOUSLY APPROVED. SEE FP-22-012536. NOTE THAT FIRE APPARATUS VEHICLES DO NOT CIRCULATE THROUGH THE PARKING LOT. PER COMMUNICATION WITH FIRE MARSHALL, THEY ONLY REQUIRE THE NEW ACCESS DRIVE OFF OF SAN MATEO TO PULL IN AND BACK OUT FROM. WIDTH OF ACCESS AND RADII OF CURB CUTS REFLECT THIS DESIGN CRITERIA.**
- F. THERE ARE NO EXISTING EASEMENTS CUTTING THROUGH THE SITE.**
- G. TRASH COLLECTION WILL BE AT A REFUSE ENCLOSE PROVIDED ON SITE PER COA STANDARDS. WIDTH OF ACCESS DRIVE, ORIENTATION AND GEOMETRY OF LAYOUT HAVE BEEN MADE IN COORDINATION WITH HERMAN GALLEGOS OF COA SOLID WASTE DEPT.**
- H. DESIGN STANDARDS:**  
- PARKING LOT SLOPES SHALL BE BETWEEN 1% MIN. AND 8% MAX.  
- HANDICAP PARKING SLOPE SHALL BE BETWEEN 1% MIN. AND 2% MAX.

## GENERAL INFORMATION

ADDRESS:	1000 SAN MATEO BLVD SE ALBUQUERQUE NM 87108
LEGAL DESCRIPTION:	PORTIONS OF LOTS NUMBERED ONE (1), TWO (2), THREE (3), FOUR (4), FIVE (5), SIX (6), SEVEN (7), EIGHT (8), AND NINE (9), IN BLOCK NUMBERED FOUR (4) OF ESPERANZA ADDITION.
UPC:	101805601132720114 / 101805601132320115 / 101805601131720116 / 101805601131720117 / 101805601131720118 / 101805601131720119 / 101805601131720120 / 101805601131720121 / 101805601131720122
(9 LOTS TO BE REPLATED)	
SITE AREA:	1.18 ACRES
COA ZONING:	MX-L
TYPE OF DEVELOPMENT:	MIXED-USE AFFORDABLE HOUSING
TOTAL BUILDING AREA:	36,000 S.F. (GROSS)
OCCUPANCY CLASSIFICATION:	GROUP R-2
CONSTRUCTION TYPE:	TYPE V - B FIRE SPRINKLED
OCCUPANT LOAD:	242 OCCUPANTS
PARKING REQUIREMENTS (PER IDO TABLE 5-5-1):	MULTI-FAMILY DWELLING (1 AND 2 BR UNITS): (24) 1BR UNITS @ 1.2 per DU = 28 (12) 2BR UNITS @ 1.6 per DU = 19 <b>TOTAL PARKING FOR DWELLING UNITS = 37</b>  COMMERCIAL OFFICE: 3.5 per 1,000SF GFA 11,000 GFA = 38 SPACES FOR COMMERCIAL
TOTAL REQUIRED SPACES BEFORE REDUCTIONS = 75 SPACES	
PARKING REDUCTIONS:	5-5(C)(5)(a) 20 PERCENT REDUCTION FOR MT IN AREA OF CHANGE 75 X 20% = 15 SPACE REDUCTION  5-5(C)(5)(c) PROXIMITY TO TRANSIT, PEAK SERVICE TRANSIT STOP 75 X 30% = 23 SPACE REDUCTION
REQUIRED PARKING SPACES WITH REDUCTIONS = 75 - 15 - 23 = 37	
TOTAL PARKING REQUIRED AFTER REDUCTIONS: 37 SPACES	
TOTAL PARKING SPACES PROVIDED: 54 SPACES, THEREFORE OK.	
MOTORCYCLE PARKING SPACES REQUIRED BASED ON 31 SPACES (PER IDO TABLE 5-5-4):	
MOTORCYCLE SPACES REQUIRED:	2
MOTORCYCLE SPACES PROVIDED:	3
ACCESSIBLE PARKING SPACES REQUIRED (PER NM BUILDING CODE TABLE 1106.1):	4 SPACES (1 VAN ACCESSIBLE)
ACCESSIBLE PARKING SPACES PROVIDED:	4 SPACES (2 VAN ACCESSIBLE)
BICYCLE PARKING SPACES REQUIRED: (PER IDO TABLE 5-5-5): 10% OF REQUIRED OFF-STREET PARKING SPACES. 37 REQUIRED VEHICULAR PARKING SPACES x (.10) = 4 REQUIRED BICYCLE PARKING SPACES	
BICYCLE PARKING SPACES PROVIDED:	5 BICYCLE SPACES PROVIDED

IMPROVE GROUP™

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MIXED-USE AFFORDABLE HOUSING DEVELOPMENT

1000 SAN MATEO BLVD. SE  
ALBUQUERQUE NM 87108

STATE OF NEW MEXICO  
JARED WINCHESTER  
NO. 005308  
6.18.23  
REGISTERED ARCHITECT

No	Date	Description
Revision Schedule		

ISSUE: 1  
PROJECT #: 61192  
FILE:  
DRAWN BY: JW  
CHECKED BY:   
DATE: 05/18/2023  
TRAFFIC CIRCULATION LAYOUT

AS-100