

# CITY OF ALBUQUERQUE

Planning Department  
Alan Varela, Director



Mayor Timothy M. Keller

October 8, 2024

Tom Gordon  
Academmy Leasing Corp.  
12437 Chelwood Pl NE  
Albuquerque, NM 87112

[2468gordon@gmail.com](mailto:2468gordon@gmail.com)

**Re: Storage Building  
9324 Susan SE  
Traffic Circulation Layout  
Engineer's/Architect's Stamp 8-14-24 (L20D079)**

Dear Mr. Gordon,

Based upon the information provided in your submittal received 10-7-24, 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. Revise the List of number of parking spaces required by the IDO for bicycle parking. The minimum is 3 spaces. Please revise the Bicycle Rack details to show two racks.
2. The scale and North Arrow must be shown on the plan. A scale of 1"=20' is recommended.
3. Identify the existing right of way, sidewalk, buffer/Landscape, curb cuts, street widths along Susan Ave.
4. Maximum access width for local streets is 22'-24'. Show this on the plan.
5. Please show the width and length for all the proposed parking spaces. All dimensions on the plan are missing.
6. Van accessible aisles should be 8ft wide. Please revise your plan.
7. A 1-foot clear zone around the bicycle parking stall shall be provided. Show this on the plan.
8. Per the DPM, 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.
9. Per DPM, a 6 ft. wide ADA accessible pedestrian pathway is required from the ADA parking stall access aisles to the building entrances. Please clearly show this pathway and provide details.
10. Provide approval of Solid Waste Dept. and Fire Marshal.
11. 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.
12. Show the clear sight triangle and add the following note to the plan: "Landscaping and signage will not interfere with clear sight requirements. Therefore, signs, walls, trees,

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and shrubbery between 3 and 8 feet tall (as measured from the gutter pan) will not be acceptable in the clear sight triangle.

13. 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.

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.

for log in and evaluation by Transportation.

If you have any questions, please contact me at (505) 924-3909.

Sincerely,

PO Box 1293

*Sertil A. Kanbar*

Sertil Kanbar, PhD, PE, CFM  
Sr. Engineer, Planning Dept.  
Development Review Services

Albuquerque

NM 87103

\xxx via: email  
C: CO Clerk, File

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