

Traffic Circulation Layout Checklist
-per the City of Albuquerque *Development Process Manual*, Chapter 23

The City Zoning Code requires the design of access and circulation for parking areas and drive through facilities to be satisfactory to the Traffic Engineer. The design of these parking areas is a melding of a number of objectives of a development including safety, efficiency, aesthetics, etc. From a vehicular transportation point of view, one of the most critical areas of concern is the location and manner of access from the adjacent street. The interface of the development adjacent to these areas also plays a major role in how safely and efficiently they operate. These guidelines for the layout of the parking areas represent engineering design standards that will result in good operational and safety characteristics. However, with the many variables in design and unique characteristics that can be encountered, the designer may need to investigate other means of satisfying desirable operational and safety characteristics. Prior to embarking on a design for these unusual conditions, the designer should contact the Traffic Engineer to reach agreement on the modifications to these guidelines. A Completed Drainage/TCL Information Sheet (DPM Volume 1, Chapter 17) must be included with your submittal.

***NOTE:** The following checklist is intended to be used as a guide for preparing your Traffic Circulation Layout Plan to meet any or all of the traffic requirements. It is only a guide. Some items may not be applicable to your particular project; some items may require more detail.*

The following information (if applicable) must be included on your traffic circulation layout:

I. General Information

- A. Planning History-Relationship to approved site plans, masterplans, and/or sector plans
- B. Description:
 - 1. Vicinity map (zone atlas map) showing location of the development in relation to well-known landmarks, municipal boundaries and zone atlas map index number
 - 2. Address and legal description or copy of current plat
 - 3. All requests for variances from policies, ordinances, or resolutions which are necessary to implement this plan must be specifically identified
 - 4. Type of development (restaurants, banks, convenience markets, service station, super markets, auto car wash, etc.)
 - 5. Size of development
 - 6. Parking spaces required by Zoning Code or prior EPC approved Site Development Plan
 - 7. Executive Summary-Provide a brief yet comprehensive discussion of the following:
 - a. General project location
 - b. Development concept for the site
 - c. Traffic circulation concept for the site
 - d. Impact on the adjacent sites
 - e. Reference any applicable Traffic Impact Studies (TIS) or previously approved plans
 - f. Variance required to accommodate unusual site circumstances

II. Plan Drawings

- A. Professional Architect's/Engineer's stamp with signature and date

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- B. Drafting standards: (Reference City Standards, DPM Volume 2, Chapter 27)
 - 1. North Arrow
 - 2. Scales-recommended engineer scales:
 - a. 1" = 20' for sites less than 5 acres
 - b. 1" = 50' for sites 5 acres or more
 - 3. Legend-see DPM manual, Volume 2, Tables 27.3a - 27.3d for recommended standard symbols (or provide a clear, concise, alternate legend)
 - 4. Plan drawings size: 24" x 36"
 - 5. Notes defining property line, rights-of-way, signs, street lights, fire hydrants, medians, water meter boxes, pavement limits and types, sidewalks, landscape areas, project limits, and all other areas whose definition would increase clarity
- C. Existing Conditions:
 - 1. On-site
 - a. Identification of all existing buildings, doors, structures, sidewalks, curbs, drivepads, walls, etc., and anything that influences parking and circulation of the site
 - b. Indication of all existing access easements and rights-of-way on or adjacent to the site with dimensions and purpose shown
 - 2. Off-site
 - a. Identification of the right-of-way width, medians, curb cuts, street widths, etc. (both sides of street)
- D. Proposed Conditions: Proposed conditions should generally be superimposed on the drawings showing existing on-site and off-site conditions. Separate sheets may be used for on-site and off-site areas depending upon circumstances.
 - 1. On-site
 - a. Indication of all proposed access easements and rights-of-way on or adjacent to the site with dimensions and purpose shown
 - b. Slopes
 - (1) Parking lots require a slope between 1% min and 8% max.
 - (2) Parking areas adjacent to major circulation aisles or adjacent to major entrances 1% min to 6% max
 - (3) Handicap parking 1% min to 2% max
 - c. Clearly delineate project phasing. A key map is recommended.
 - d. Parking stall sizes: (Reference City Standards, DPM, Figure 23.7.1)
 - e. Circulation:
 - (1) General layout dimensions: Figure 23.7.1 provides the layout relationships between parking stalls and aisle widths for both large and small car parking areas
 - (2) Treatment of access points-curb cuts and/or drivepads need to comply with Chapter 23, Section 6 (if not, discuss in Executive Summary)
 - (3) Internal aisle connection:
 - (a) Parking lots with 100 or more spaces must have landscaped islands at the ends of each row of parking
 - (b) Landscape island radius for passenger car is 15 feet (see DPM Figure 23.7.2)

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- (c) Landscape island radius for delivery trucks, fire trucks, etc. is 25 feet or larger (see DPM figure 23.7.2)
 - (4) Maximum aisle lengths 400 feet without internal circulation between aisles
 - (5) Sidewalk connections:
 - (a) Provide a 6' sidewalk from the public sidewalk to the buildings within the development
 - (b) Provide a min 8' wide sidewalk when the stall will overhang the sidewalk
 - (c) Clear pedestrian route accessible should be provided when the parking space may overhang the sidewalk
 - (d) All sidewalk along streets should be placed at the property line.
 - (6) Curbing: Provide a min 6" or max 8" high concrete barrier curb or other acceptable barrier between landscaping and parking areas and/or drive aisles
 - (7) Fire and emergency access: Provision for access by fire and emergency vehicles needs to be in accordance with the Albuquerque Fire Plan Checking Division
 - (8) Service Areas:
 - (a) Circulation:
 - 1) Design delivery vehicle route needs to be shown
 - 2) No truck ramps, refuse/compactors or similar facilities permitted within circulation aisle
 - (b) No backing into or from public street allowed
 - (c) Service vehicle and/or refuse vehicle maneuvering must be contained on-site; provide a copy of refuse approval (if applicable).
 - (d) Service aisle width required:
 - 1) Two-way traffic is 30'
 - 2) One-way traffic is 20'
 - (9) Signing, Striping: Adequate signing (one-way, do not enter, etc.) and striping needs to be incorporated into the design of the parking area which will help to convey to the motorist the proper use of the facility
2. Off-site
- a. Rights-of-way and easements to accommodate existing or proposed public street infrastructures shall be provided when necessary to support this development
 - b. Handicap ramps are required at street corner if site abuts the corner and are required at all site entrances. Please refer to the appropriate City Standard on the plan. Ramps must include truncated domes.
- E. Access point lanes and queuing: (See Table 23.7.1)
- F. Drive through facilities-Discuss compliance with Chapter 23, Section 7

Grading

Maximum grades should not exceed 8% in parking areas. For major circulation aisles and adjacent to major pedestrian entrances, the grades should be kept to 6% or less. Handicap access to buildings needs to be maintained. Contact City Zoning for details.

Drive-Through Facilities

The layout of drive through facilities needs to take into account the queuing characteristics of the facility that is being designed. The integration of the drive through into the overall

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site should be such that queuing will not interfere with either the entry/exit to the site or with parking and circulation aisles.

Typical queuing lengths that must be provided for drive through facilities are as follows:

- Banks - 6 vehicles per window (120 ft.)
- Fast food restaurants - 5 vehicles (100 ft.)
- Other uses - the number of vehicles that should be designed for will be based upon the expected queue- check with Traffic Engineer.

Minimum lane widths are 12 feet minimum with a 25-foot minimum radius (inside edge) for all turns. (A 15-foot radius can be used with an increase in lane width to 14 feet).

Parking Stall Sizes

Parking stalls are required by the Zoning Code to be 8.5 feet wide and 18 feet long with a provision that **if the premises contains more than 20 spaces, then one third of the spaces may be for small cars with dimensions of 8 feet wide and 15 feet long.** Parking for the disabled shall be provided in accordance with the City Zoning Code, or other applicable requirements. Overhang areas are 2 feet for normal size spaces and 1.5 feet for small car spaces (Distance from wheel stop to the front of the parking stall). Vehicles may not overhang public right-of-way.

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Circulation

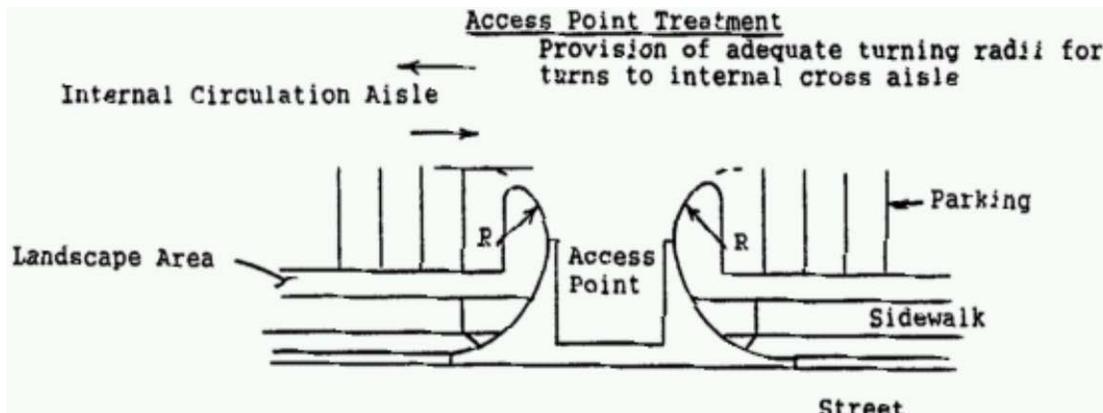
Parking areas need to provide for good internal circulation with a logical pattern that the driver can easily understand and follow.

1. *General Layout Dimensions*

[Figure 23.7.1](#) space provides the layout relationships between parking stalls and aisle widths for both large and small car parking areas. Where a large number of small car spaces are utilized, these spaces should be spread throughout the parking area instead of being clustered in one area.

2. *Treatment Of Access Points*

The interface of parking and the access from the adjacent street is an important feature, which needs to be held to a high standard. This is necessary to ensure that vehicles are able to pull in and out of the street without interference from other vehicles in this critical area. Adequate turning radii and queuing areas need to be maintained in order to meet this objective. Landscaped islands at the entrance need to be included which will provide for this protection and adequate turning area. A 15 foot radii should be used where the design needs to accommodate cars only, while 25' radii should be used to accommodate turns by refuse, fire, and larger service vehicles.



3. *Internal Aisle Connections*

In parking areas of 100 spaces or more, the ends of parking aisles need to be defined by landscaped islands. These islands serve to not only define the parking stalls but also to provide adequate radii for vehicle turns and intersection visibility. Where the design vehicle is a passenger car, the radius to be used should be 15 feet (See [Figure 23.7.2](#)). Where the aisles will function for deliveries by larger trucks, refuse, and/or fire vehicles, a 25' radius or larger should be used.

4. *Maximum Aisle Lengths*

Aisle lengths should not exceed 400 feet and desirably 300 feet without providing for internal circulation between aisles. This maximum is necessary to discourage high vehicular speeds and volumes within parking aisles.