

Staff Report

Agenda Item Number: 3 Project #: PR-2020-003646 Case #: SI-2021-00047 Hearing Date: February 17, 2022

**FBT Architects** Agent

Applicant Cottonwood Classical Preperatory School

Request Site Plan-EPC, Major Amendment

Legal Description Tracts 5-B-1-A-1-A-1 & 5-B-1-A-2-A Plat

of Tracts 5-B-1-A-1-A, 5-B-1-A-2-A & 5-

B-1-B-1, Journal Center Subdivision,

between Tiburon St. NE and Headline Location

Blvd. NE, (7801 jefferson St. NE)

Size Approximately 11 acres

Zoning NR-BP

#### Staff Recommendation

APPROVAL of PR-2020-003646, SI-2021-00047, based on the Findings beginning on Page 22, and subject to the Conditions of Approval beginning on Page *25*.

> Staff Planner Megan Jones, MCRP

#### Summary of Analysis

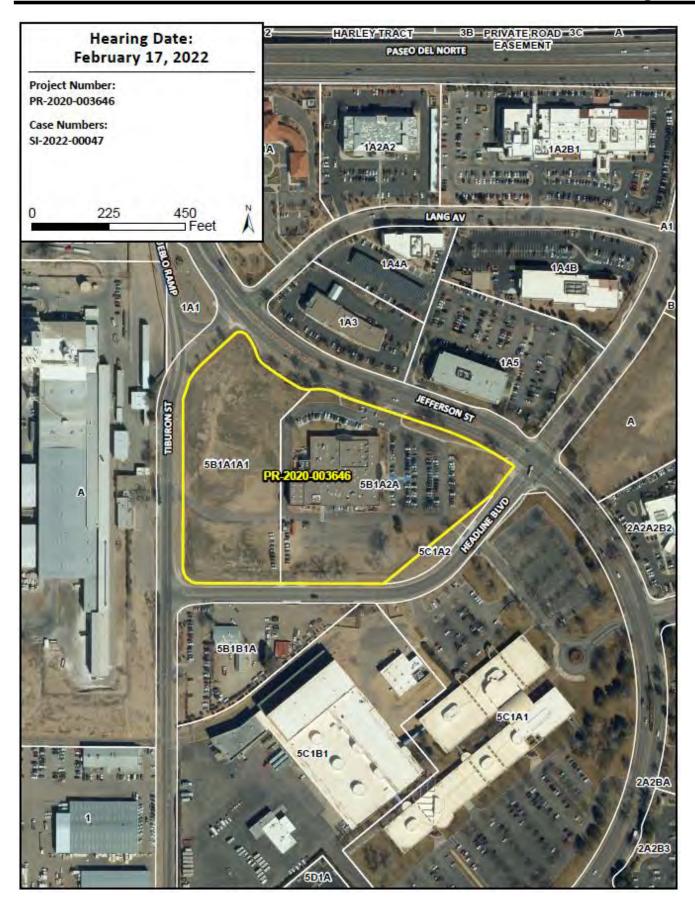
The request is for a Major Amendment to the controlling Site Plan for Subidvision that would allow for the expansion of Cottonwood Classical Preperatory School by an additional 24,000 SF on tract 5-B-1-A-2-A and associated site work on tract 5-B1-A-1A. The request requires Site Plan-EPC approval because the site is greater than 5 acres and the expansion increases the gross floor area over 25 percent of the originally approved gross floor area.

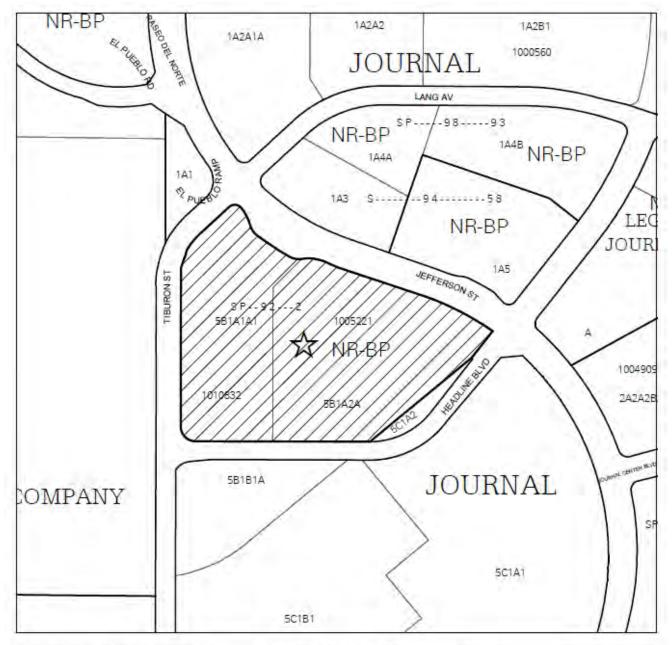
The subject site is in an Area of Change and is in the Journal Center Master Development Plan.

The applicant notified the North Valley Coalition, the Disrict 4 Coalition, the Alameda North Valley Association, and property owners within 100 feet of the subject site as required.

A pre-submittal meeting was held between the applicant and Journal Center Corporation, which supports the request and provided a letter. Staff is unaware of any opposition. Staff recommends approval subject to conditions to ensure that requirements are met.









## IDO ZONING MAP

Note: Gray shading indicates County.







#### LAND USE MAP

Note: Gray shading Indicates County

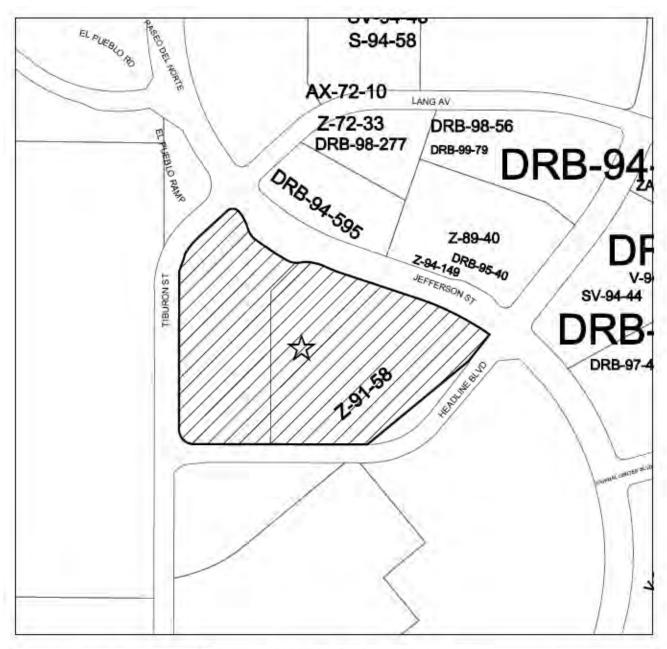
Key to Land Use Abbreviations APRT | Airport LORES | Low-density Residential TRANS | Transportation MULT | Mutt-family COMM | Commercial Retail CMSV | Commercial Services OFC | Office IND | Industrial INSMED | Institutional / Medical CMTY | Community ED | Educational

AGRI | Agriculture PARK | Parks and Open Space DRNG | Drainage VAC | Vacant LITIL | Utilities KAFB | Kirtland Air Force Base



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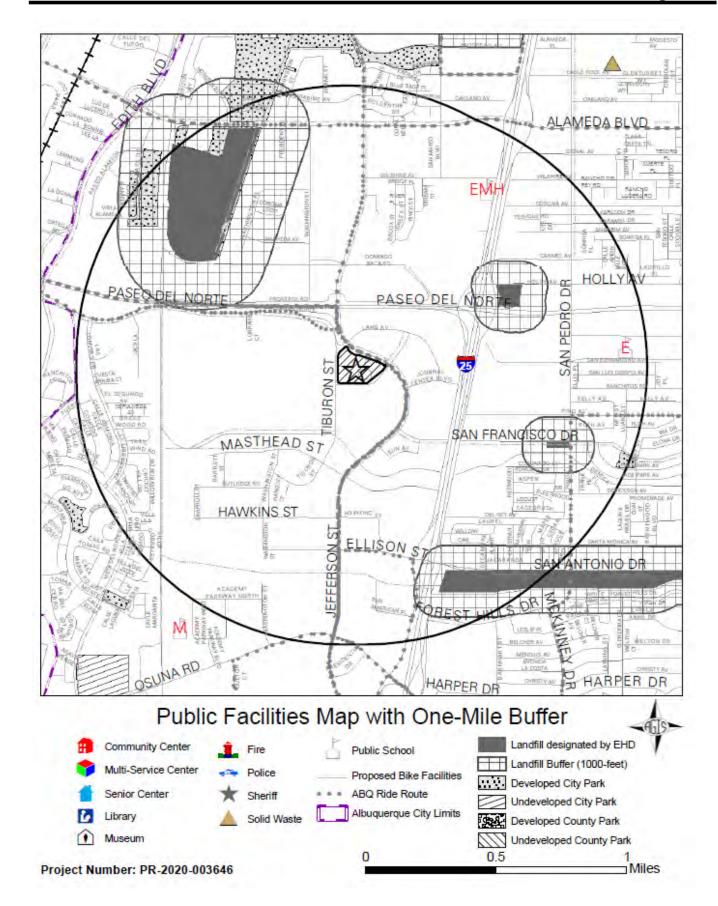
Zone Atlas Page: 0-17





# HISTORY MAP Note: Gray shading Indicates County.





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#### I. INTRODUCTION

Surrounding zoning, plan designations, and land uses:

	Zoning	Comprehensive Plan Area	Land Use
Site	NR-BP	Area of Change	Educational (Cottonwood Classical School)
North	NR-BP	Area of Change	Office (Justice Legal Group) Commercial Services (U.S. Bank)
South	NR-BP	Area of Change	Industrial (ABQ Journal)
East	MX-M NR-BP	Area of Change	Multi-family, Dwelling Office(SW Gastroenterology)
West	NR-GM	Area of Change	Industrial, Heavy manufacturing (Americal Gypsum, Drywall Plant)

#### Request

The request is for a Site Plan-EPC, Major Amedment for an approximate 11-acre site legally described as Tracts 5-B-1-A-1-A-1 & 5-B-1-A-2-A, Plat of Tracts 5-B-1-A-1-A, 5-B-1-A-2-A & 5-B-1-B-1, Journal Center Subdivision, located on 7801 Jefferson St. NE between Tiburon St. NE and Headline Blvd. NE, (the "subject site").

The applicant wishes to expand the Cottonwood Classical Preperatory School by adding a 24,000 SF building, which will include a gymnasium and classrooms that will be connected to the south end of the existing 46,872 SF Middle/High School on Tract 5-B-1-A-2-A (the "eastern tract").

Additional site work will be included on Tract 5-B-1-A-1-A-1 (the "western tract"), which includes the separation of the existing Drive Access that functions as the parent drop off/pick up loop and bus loop between Tiburon St. and Headline Blvd., therefore changing the circulation of the subject site (see attached Site Plan).

Additionally, new landscaping will be added along the southern side of the site bordering Headline Blvd. to meet the minimum 15% landscape requirement with the building expansion. This includes new planting and irrigation plus improved ponding areas for stormwater retention.

The request requires Site Plan-EPC approval because the subject site is over 5 acres and the expansion increases the gross floor area over 25 percent of the originally approved gross floor area per IDO sections 6-5(G)(1)(e) and 6-6(J)(1).

The subject site is zoned NR-BP (Non-Residential – Business Park) and is in an Area of Change. It is located within 800' of the Journal Center Employment Center.

Staff has crafted conditions of approval to create compliance as needed and to provide clarity for the future.

#### EPC Role

The EPC is hearing this request (SI-2021-00047) because IDO Section 6-6(J)(1)(a) requires Site Plan-EPC approval prior to any platting action for a site 5 acres or greater. Major amendments return to the original approving body pursuant to 14-16-6-4(Y)(3).

Pursuant to IDO Section 14-16-6-4(Q), the decision-making body may impose conditions necessary to ensure compliance with the development standards of this IDO via the Site Plan-EPC Review and Decision Criteria of IDO Section 14-16-6-6(J).

The EPC is the final decision-making body unless the EPC decision is appealed. If so, the Land Use Hearing Officer (LUHO) would hear the appeal and make a recommendation to City Council. The City Council would then make the final decision.

#### Context

The subject site is located in a developed area within the Journal Center 2 Subdivision at the intersection of Jefferson St. NE and Headline Blvd. NE. The eastern tract of the site is presently developed with the existing Cottonwood Classical School building (approximately 46,872 SF) and includes required parking, a parent and bus pick up/drop off loop with access form Headline Blvd. NE, an existing drainage pond, and landscaping. The western tract is currently developed with an existing shade structure and basketball court.

The subject site is located within the boundaries of the Journal Center Master Development Plan and is characterized by a variety of surrounding land uses predominately; commercial retail, office, and industrial uses with some multi-family and transportation uses. Immediately north of the subject site is the U.S. Bank and Justice Legal Group and to the south is the Albuquerque Journal and Clampitt Paper. Directly east of the site is Southwest Gastroenterology and a new multi-family development and to the west of the site is the Americal Gypsum drywall plant. The surrounding area is predominately zoned NR-BP (Non-residential -- Business Park) with a small amount of MX-M (Mixed-use -- Medium Intensity), and NR-GM (Non-residential -- General Manufatcuring).

The subject site is in an Area of Change as designated by the Comprehensive Plan. It is within 800' of the Journal Center Employment Center.

#### History

The subject site is within the boundaries of Journal Center, an established office and industrial park that started to develop in the 1980s. The approximately 318 acres comprising Journal Center were annexed into the City on November 19, 1980 and were given IP (Industrial Park) zoning (AX-79-13/Z-79-80). The intention was to provide additional areas in the City for business, industrial, and office development. The Journal Center Master Devlopment Plan is bounded by Interstate-25 to the east and Paseo Del Norte to the north. The Journal Center Corporation was formed and the Journal Center Master Plan was developed.

The Journal Center Corporation was formed and the Journal Center Master Plan was developed. The Master Plan contains design standards (known as park development standards) applicable to the properties in Journal Center. In 2001, Journal Center 2- Land Development Design Guidelines was adopted as a supplement to the park development standards, covenants, sign code, and project standards of Journal Center. Both documents aim to create and support a business park that develops in a cohesive manner with respect to design, landscaping, and transportation. The Journal Center subdivision is intented to be a "Planned Business Industrial Park Devleopment which has been designed to integrate commercial office uses with light industrial uses within a park atmosphere."

In November of 1991, the EPC approved a zone map amendment from IP to SU-1 for a Psychiatric Hospital and Related Uses (Z-91-58). A Site Plan was approved by the DRB on January 28, 1992 for the Lovelace Neurobehavioral Center. An original plat was approved for the subject site in 1992 (SP-92002)

In 2000, an Administrative Amendment to the conrolling site development plan was approved for Xilinx, Inc. to make improvements to the existing building and property (PR# 1000378). In 2007, a Plat was approved for Tracts 5-B-1-A-1-A, 5-B-1-A-2-A, and 5-B-1-B-1. A Site Plan for Subdivision was submitted to DRB in 2008 (PR# 1005221)

The Cottonwood Classical Preparatory school purchased Tract 5-B-1-A-2-A and the Xilinx, Inc. building in 2012. In 2015, an administrative amendment to the controlling site development plan was approved for a fence addition (PR# 1000378). The Cottonwood Classical Foundation recently purchased Tract 5-B-1-A-1-A, which was previously utilized as a storage yard. In 2020, the EPC approved a minor amendment to the controlling site development plan for a parking expansion and portable addition (PR-2020-003646 SI-202000157).

Upon adoption of the Integrated Development Ordinance (IDO) in May 2018, which replaced the City's zoning code, the subject site's zoning converted from the old zoning designation of IP (Industrial/Wholesale/Manufacturing) to NR-BP (Non-residential Business Park).

#### Transportation System

The Long-Range Roadway System (LRRS) map, produced by the Mid-Region Metropolitan Planning Organization (MRMPO), identifies the functional classification of roadways.

Jefferson Street NE is classified as a community principal arterial. Tiburon Street NE and Headline Boulevard NE are classified as a major collectors.

#### Comprehensive Plan Corridor Designation

Jefferson Street NE is classified as a Multi-modal and Premium Transit Corridor within the Comprehensive Plan.

#### Comprehensive Plan Community Planning Area Designation

The subject site is within the North I-25 Community Planning Area (CPA). North I-25 is located between the railroad tracks to the west and I-25 to the east, this area is characterized by business and industrial parks and semi-rural neighborhoods.

#### Overlay Zones

The subject site is not within the boundaries of a Character Protection Overlay (CPO), a Historic Protection Overlay (HPO), or a View Protection Overlay (VPO).

#### Trails/Bikeways

The Long-Range Bikeway System (LRBS) map, produced by the Mid-Region Metropolitan Planning Organization (MRMPO), identifies existing and proposed routes and trails.

There is an Existing Paved Trail on Headline Blvd. NE and Tiburon St. NE connecting to the Paseo Del Norte Bike Trail. There is a proposed buffered bike lane on Jefferson St NE.

#### **Transit**

The area is serviced by tertiary Rapid Ride route ABQ-Rio-Rancho-NMRX connection (251) on a Monday-Friday schedule. Service begins at 5:45 am to 6:49 pm. The Paseo Del Norte Rapid Ride Route runs Monday-Friday and is temporarily suspended due to COVID-19. The Primary San Mateo Blvd Route (140/141) runs Monday-Sunday starting at 6:18/ am – 10:04 pm.

There are parallel Bus Stops for all routes on either side of Jefferson St NE between Lang Ave. and Headline Blve. NE. adjacent to the subject site.

#### Public Facilities/Community Services

Please refer to the Public Facilities Map (Page 6), which shows public facilities and community services located within one mile of the subject site.

#### II. ANALYSIS of APPLICABLE ORDINANCES, PLANS, AND POLICIES

#### Integrated Development Ordinance (IDO)

#### Definitions

<u>Areas of Change:</u> An area designated as an Area of Change in the Albuquerque/Bernalillo County Comprehensive Plan (ABC Comp Plan), as amended, where growth and development are encouraged, primarily in Centers other than Old Town, Corridors other than Commuter Corridors, Master Development Plan areas, planned communities, and Metropolitan Redevelopment Areas.

<u>Site-Development Plan:</u> A term used prior to the effective date of the IDO for a scaled plan for development on one or more lots that specifies at minimum the site, proposed use(s), pedestrian and vehicular access, any internal circulation, maximum building height, building setbacks, maximum total dwelling units, and/or non-residential floor area. A more detailed site development plan would also specify the exact locations of structures, their elevations and dimensions, the parking and loading areas, landscaping, and schedule of development. The equivalent approval in the IDO would be determined based on the level of detail provided in the prior approval.

<u>Site Plan:</u> An accurate plan that includes all information required for that type of application, structure, or development.

<u>School:</u> An accredited public or private institution offering a course of education recognized by the State as leading to a high school diploma or equivalent. Accessory uses may include student sports

fields or\_facilities, playgrounds, gardens, and an accessory dwelling unit for a caretaker. This use is divided into:

- 1. Elementary or middle school: An educational facility for grades kindergarten through 8.
- 2. High school: An educational facility for grades 9 through 12.

#### Zoning

The subject site is zoned *NR-BP* (*Non-Residential – Business Park Zone District, IDO 14-16-2-5(B)*) which was assigned upon the adoption of the Integrated Development Ordinance (IDO) based upon prior zoning and land use designations IP (Industrial Park). The purpose of the NR-BP zone district is to accommodate a wide range of nonresidential uses in campus-like settings to buffer potential impacts on surrounding uses and adjacent areas. Allowable uses include a wide variety of office, commercial, research, light industrial, distribution, showroom, processing, and institutional uses. Allowable uses are shown in IDO Table 4-2-1, pages 143-148 of the IDO.

Pursuant to IDO Table 4-2-1: Allowable Uses, Educational use is permitted.

#### Albuquerque / Bernalillo County Comprehensive Plan (Rank 1)

The subject site is located in an area that the 2017 Albuquerque/Bernalillo County Comprehensive Plan has designated an Area of Change. Areas of Change allow for a mix of uses and development of higher density and intensity in areas where growth is desired and can be supported by multi-modal transportation.

The intent is to make Areas of Change the focus of new urban-scale development that benefit job creation and expanded housing options. By focusing growth in Areas of Change, additional residents, services, and jobs can be accommodated in locations ready for new development.

Applicable Goals and policies are listed below. Staff analysis follows in bold italics.

#### Chapter 4: Community Identity

#### Goal 4.1.2 Character: Identity and Design

This request would help to facilitate the continued identity and cohesiveness of the surrounding Journal Center subdivision by expanding the existing Cottonwood Classical Charter School to be utilized for both existing/future students and the surrounding community. The gymnasium and classroom addition follows the building design guidelines of the Journal Center Master Development Plan, therefore aligning with the character of the surrounding business spark. In addition, the site is subject to the IDO NR-BP Zone District Dimensional Standards (Table 2-5-3), Landscaping, Buffering and Screening design standards (14-16-5-6), and Parking and Loading standards (14-16-5-5). These will help to ensure appropriate character of building design and scale so that the surrounding Journal Center Subdivison is not adversely affected. This request is consistent with Policy 4.2.1 Identity and Design Character.

#### Chapter 5: Land Use

<u>Policy 5.1.1 – Desired Growth:</u> Capture regional growth in Centers and Corridors to help shape the built environment into a sustainable development pattern.

The request would generally facilitate the capture of regional growth in Centers and Corridors by allowing the existing school to expand at this location. The subject site is located along Jefferson

Street NE, both a Multi-Modal and Premium Transit Corridor as designated by the Comprehensive Plan. The request would facilitate development that would continue to reinforce these corridors. Additionally, subject site is located in an Area of Change which allows for development that benefits the surrounding community and will allow the school to capture students from the surrounding and greater Albuquerque Metro. The gymnasium and classroom addition, along with the associated green space would allow the school to meet the needs of current and future students and their parents/guardians, staff, and faculty as well as help to shape the built environment into a sustainable development pattern. The request generally furthers Policy 5.1.1 – Desired Growth.

<u>Policy 5.2.1 Land Uses:</u> Create healthy, sustainable, and distinct communities with a mix of uses that are conveniently accessible from surrounding neighborhoods.

The request would continue to create a healthy and sustainable community because it would facilitate further development in an area with a mix of uses including office, industrial, heavy manufacturing, and multi-family residential while providing an educational use to the immediate and surrounding community that is conveniently accessible from surrounding neighborhoods. The gymnasium expansion will also be available for community use after school hours and on weekends. The development made possible by the request would contribute to the distinct character of the surrounding Journal Center subdivision. The request furthers Policy 5.2.1 – Land Uses.

<u>Goal 5.3 – Efficient Development Patterns:</u> Promote development patterns that maximize the utility of existing infrastructure and public facilities and the efficient use of land to support the public good.\*

The request furthers this Goal because the expansion of the school to include a gymnasium and associated landscaping on the on the south and west side of the existing development would be served by existing infrastructure and public facilities. The development made possible by the request would promote efficient development patterns and use of land. The request furthers Goal 5.3 – Efficient Development Patterns.

<u>Policy 5.3.5 – School capacity</u>: Discourage zone changes from non-residential to residential or mixeduse zones when affected public schools have insufficient capacity to support the anticipated increase of students based on proposed dwelling units.

The request is not for a zone change, although the gymnasium and classroom addition would increase student capacity for the existing school located within the Journal Center subdivision, a business and industrial park area zoned NR-BP. The request generally furthers policy 5.3.5 – School Capacity.

<u>Goal 5.6 – City Development Areas:</u> Encourage and direct growth to Areas of Change where it is expected and desired to ensure that development in and near Areas of Consistency reinforces the character and intensity of the surrounding area\*.

The subject site is located in an Area of Change, near the Journal Center, where growth is expected and desired. The request would encourage enable and direct growth to it. The request is generally consistent with Goal 5.6-City Development Areas.

<u>Policy 5.6.2 – Areas of Change:</u> Direct growth and more intense development to Centers, Corridors, industrial and business parks, and Metropolitan Redevelopment Areas where change is encouraged.\*

The intent is to direct growth and more intense development to Centers, Corridors, and industrial and business parks. The expansion of the existing school would further this policy as it is located in the Journal Center Business and Industrial Park where more intense development and growth is encouraged and along Jefferson Street, a Major and Premium Transit Corridor. Policy 5.6.2 – Areas of Change is furthered.

## Integrated Development Ordinance (IDO) 14-16-6-(J)(3)- Site Plan-EPC Review and Decision Criteria

IDO Section 14-16-6-6(J)(3) states that any application for a Site Plan-EPC, including a Major Amendment, would be approved if it meets all of the following criteria:

6-6(J)(3)(a) The site plan is consistent with the ABC Comp Plan, as amended.

As demonstrated by the policy-based analysis (see above), the request is consistent with applicable Comprehensive Plan Goals and policies.

6-6(J)(3)(b) The Site Plan is consistent with any applicable terms and conditions in any previously approved NR-SU or PD zoning covering the property and any related development agreements and/or regulations.

The subject site is zoned NR-BP. Therefore, the above criterion does not apply.

6-6(J)(3)(c) The Site Plan complies with all applicable provisions of this IDO, the DPM, other adopted City regulations, and any terms and conditions specifically applied to development of the property in a prior permit or approval affecting the property.

With the application of conditions of approval, the site plan would comply with all applicable provisions of the IDO.

6-6(J)(3)(d) The City's existing infrastructure and public improvements, including but not limited to its street, trail, drainage, and sidewalk systems, have adequate capacity to serve the proposed development, and any burdens on those systems have been mitigated to the extent practicable.

The proposed expansion of the school is utilizing existing infrastructure and public utilities found on and adjacent to the property. The City's existing infrastructure has adequate capacity for the proposed development. The applicant has provided a recorded private easement that grants the property owner sewer acess to both Tracts 5-B-1-A-1-A-1 & 5-B-1-A-2-A. This recorded easement will be included in the ABCWUA Water Availbility Statement.

6-6(J)(3)(e) The application mitigates any significant adverse impacts on the surrounding area to the maximum extent practicable.

The proposed building expansion is located in the center of the site to the south of the existing development, which meets all Non-residential Zone District Dimensional Standards per IDO Table 5-1-3 and all Buffering and Landscaping requirements per IDO 14-16-5-6. The applicant has designed the existing develop

ment and proposed expansion and associated site work to mitigate significant adverse impacts on the surrounding area to the maximum extent practicable.

6-6(J)(3)(f) If the subject property is within an approved Master Development Plan, the Site Plan meets any relevant standards in the Master Development Plan in addition to any standards applicable in the zone district the subject property is in.

The subject property is within the Journal Center Master Development Plan and meets all requirements within the Plan including building design, heights, setbacks, materials, planting types, and fencing standards. The applicant has received full approval from the Journal Center Architectural Review Committee for the proposed Site Plan Major Amendment. The request meets all standards applicable to the NR-BP zone district pursuant to IDO 14-16-2-5-(B).

6-6(J)(3)(g) If a cumulative impact analysis is required in the Railroad and Spur Area pursuant to Subsections 14-16-5-2(E) (Cumulative Impacts) and 14-16-6-4(H) (Cumulative Impacts Analysis Requirements), the Site Plan incorporates mitigation for all identified cumulative impacts. The proposed development would not create material adverse impacts on water quality or other land in the surrounding area through increases in traffic congestion, parking congestion, noise, vibration, light spillover, or other nuisances without sufficient mitigation or civic or environmental benefits that outweigh the expected impacts.

The subject property is not within the Railroad and Spur Area and no cumulative impact analysis is required. Therefore, the above criterion does not apply.

#### III. SITE PLAN MAJOR AMENDMENTS

#### Request

The request is for a Major Amendment approval that would allow for the expansion of Cottonwood Classical Preparatory School. The request requires Site Plan-EPC approval because the subject site is over 5 acres and the building expansion is over 25% of the prior approved gross floor area. Staff can approve expansions no greater than 25%.

- The proposed amendment would add an additional 24,300 SF building to the eastern tract of the Site Plan and expands the existing gross floor area approved by the controlling site development plan by over 25%.
- The request changes the circulation of the site by separating drive access between headline BLVD and Tiburon St and adding a bus Loop.
- Additional landscape is being provided.

The subject site is within Journal Center 2, which is apart of the larger Journal Center Master Development Plan. Journal Center 2 is a mixed-use office/industrial park located on the west side of Jefferson Boulevard, north of Ellison Street and South of Paseo del Norte and contains approximately 80 acres of land. The Master Plan contains design standards (known as park development standards)

applicable to the properties in Journal Center. In 2001, Journal Center 2- Land Development Design Guidelines was adopted as a supplement to the park development standards, covenants, sign code, and project standards of Journal Center. Both documents aim to create and support a business park that develops in a cohesive manner with respect to design, landscaping, and transportation.

The applicant is following both Journal Center and IDO Development Standards for their Site Plan Major Amendment request. The controlling site development plan for subdivision was implemented before the adoption of the IDO; therefore, IDO zoning requriements are more stringenet than the controlling site plan. The Journal Center 2 Project standards must be in compliance to receive site plan approval from the Journal Center Architectural Review Committee (JCARC). The project has been developed with support of the Journal Center Architectural Reivew Committee and a letter of approval has been provided (see attachment).

The Journal Center Land Development Design Guidelines were used to to establish minimum standards for the building addition. Journal Center Design Standards being met:

- Building Design: materials & colors
- Massing
- Setbacks
- Landscaping location, screening, & plant types

All other design elements for the site improvments have been developed using the IDO Design Standards.

In addition to the Journal Center 2 Design Standards, the proposed site plan is required to comply with all applicable provisions of the IDO, the DPM, other adopted City regulations, and any other terms and conditions specific to the subject site in a prior approval. The site plan and related drawings were revised based on Staff and Agency Comments and were received January 31, 2022. Staff has crafted conditions of approval to create compliance as needed and to provide clarity for the future.

Pursuant to IDO Section 14-16-6-4(Q), the decision-making body may impose conditions necessary to ensure compliance with the development standards of this IDO via the Site Plan-EPC Review and Decision Criteria of IDO Section 14-16-6-6(J).

#### Site Plan Layout/Configuration

Cottonwood Classical School plans to construct a 24,300 SF gymnasium/classroom addition adjoining on the southern side of the existing 46,872 SF school on Tract 5-B-1-A-2-A (the "eastern tract"). The existing building does not have sufficient space for a school cafeteria, school assemblies, or physical education and sporting activities and currently has one small multipurpose room that is utilized for these uses. Additional site work will be included on Tract 5-B-1-A-1-A-1 (the "western tract"), which includes the separation of the existing Drive Access that functions as the parent drop off/pick up loop and bus loop between Tiburon St. and Headline Blvd., therefore changing the circulation of the subject site (see attached Site Plan). The separation of the drop off/pick up loop with Drive Access from Tiburon St. NE and the bus loop with Drive Access from Headline Blvd. NE

will allow complete separation during peak traffic times for vehicles and buses the during school day. The current site configuration requires the buses to queue with the cars as the enter the site on Tiburon St. Additional site work on the western tract includes relocating an existing storage container and trashbins and constructing a dumpster enclosure. New landscaping will be installed along the southern side of the site bordering Headline Blvd. NE and includes new planting and irrigation.

The applicant has provided future proposed locations on the submitted Site Plan for a play field/ track area and steel gate fencing on the western tract, as well as future building signage on the northern façade of the building addition.

#### Pedestrian, Bicycle and Transit Access

The subject site is well served by transit. Both of the ABQ Ride Routes ABQ-Rio-Rancho-NMRX connection (251) and the Paseo del Norte Rapid Ride provide service 5-days a week and the Primary San Mateo Blvd Route (140/141) provides service 7-days per week at an average frequency of approximately 30-minutes. There are parallel Bus Stops for all routes on either side of Jefferson St NE between Lang Ave. and Headline Blve. NE. adjacent to the subject site.

There is adequate sidewalk infrastructure along the boundaries of the subject site, which provide walkability from the nearby business park and bus stops. There is an Existing Paved Trail on Headline Blvd. NE and Tiburon St. NE connecting to the Paseo Del Norte Bike Trail. There is a proposed buffered bike lane on Jefferson St NE.

#### Vehicular Access, Circulation and Parking

The existing drive access points from Headline Blvd NE, and Tiburon St NE will remain intact. There is additional existing drive/parking lot access from Lang Ave. However, the proposal to separate the existing Drive Access that funcitons as the parent drop off/pick up loop and bus loop between Tiburon St. and Headline Blvd. to add a Buss turn around from Headline Blvd. will change the circulation of the site.

This request will allow complete separation during peak traffic times for cars and buses the during school day. The current site configuration requires the buses to queue with the cars as the enter the site on Tiburon St. This reconfiguration will allow cars and buses separate drive access and limit the amount of traffic caused by queuing on headline Blvd.

Table 5-5-1, parking for High School use is listed as 3 spaces/classroom. The new proposed development increases the amount of required parking spaces from 153 existing spaces to 159 spaces. The school qualifies for a 15 space Reduction for Proximity to Transit (IDO 5-5(C)(5)(c) bringing their required total down to 144 spaces, therefore keeping the school in compliance.

Required bicycle parking per the IDO Table 5-5-5 is 3 spaces/ classroom. The existing site development plan is not in compliance with this requirement and will need to meet compliance before receiving a building permit. Bicycle parking will also need to be clarified on the governing site plan.

The solid waste department made note that the new proposed trash enclosure will have to be relocated so the refuse vehicle is not driving over the walkway, and is not located in the bus drop off zone. The

applicant shared a correspondence with solid waste and has addressed this issue by dropping the curn down to set the apron at ashalt level. A drian will be required centered and sloped to drain.

#### Landscaping, Buffering and Screening

An additional 35,315 SF of landscaping is being added on the southern edge of the site near Headline Blvd.NE and around the proposed Bus Loop. The existing 80,250 SF of landscaping currently on the site bring the total landscaping to 115,555 S. 59,761 SF or 15% of the net lot area of the subject site is required to be landscaped. Required 75% of ground cover is being provided. The proposed site plan is in compliance with IDO landscaping calculation requirements. Existing landscaping includes tree and ground cover on the SE, east and NE edge of the site, parking lot landscaping, and an existing drainage pond.

The Landscape Plan (L-101) shows the location and type of trees and ground cover being provided. The proposed plant list includes drought tolerant and native species that have been approved by the Journal Center Architenctural Review Committee JCARC.

A fully automated irrigation system would be used to irrigate the trees, shrubs and groundcover planting areas. (See Landscape detail sheet LS-501).

#### Landscape Area Coverage:

•	Required landscaped area:	59,761 SF
•	Proposed landscaped area including existing:	115,555 SF
•	Required Tree Cover:	19, 864 SF
•	Provided Tree Cover:	21,412 SF
•	Required ground-level plant coverage:	6,622 SF
•	Provided ground-level plant coverage:	7,340 SF
•	Required Lot Ground Cover (75%):	26,486 SF
•	Provided Lot Ground Cover (81%):	28,752 SF

#### Walls and Fences

There is existing privacy fencing along the east and southern boundary of the subject site.

The requesd includes a proposed dupster and storage enclosure on the western tract of the site. The enclosure is an 8' Masonry wall and gate that matches the existing fensing on the site. See detail sheet AS-105).

#### Lighting

New light poles are proposed along the proposed bus loop from Headline Blvd. NE and the existing drive access from Tiburon St. NE. Light pole details including color, material and height need to be provided.

#### **Building Design**

The applicant has followed the Journal Center 2 Development Standards for building design; heights, setbacks, colors, materials, etc. for this request.

#### Signage

No signage is being proposed to the expansion of the subject site.

#### Architecture

The proposed building follows façade design regulations pursuant to Journal Center 2 Development Standards for building design; setbacks, colors, materials, etc. for this request. Building heights comply with the IDO Table 2-5-3 for NR-BP Zone District Dimensional Standards. Please refer to Journal Center 2 Design Standards here:

https://documents.cabq.gov/planning/MasterPlans/JournalCenter2.pdf

#### Grading & Drainage Plan

The proposed site plan amendment utilizes an existing drainage pond on the south east corner of the subject site. A new water harvesting area is included on the west side of the site with an existing water harvesting area being removed from the southern edge of the existing building. All inlets flow to the existing system. All drainage generally flows across the site from east to west. Grading is ADA compliant.

#### Utility Plan

The ABCWUA noted that a new sewer connection is on the west side of the project. This sewer service is shown as serving multiple parcels and is not allowed by ABCWUA ordinance. The two separate lots shall either have separate water/sewer services or a replat combining the lots will be required. The applicant provided a private easement for the waterline and sewer over the two parcels. The water authority has stated in a correspondence with the applicant that they will include this recorded easement in their water availability statement for the school.

#### V. AGENCY & NEIGHBORHOOD CONCERNS

#### Reviewing Agencies

City departments and other interested agencies reviewed this application. Few but notable agency comments were received. Agency Comments received were based upon the initial application submittal on January 4, 2022. The Applicant has revised drawings, specifically the Site in order to address comments received from the ABCWUA and Transportation. Staff has based their analysis on the revised plans submitted on February 1, 2022.

Transportation Development Review Services has submitted the attached comments. The applicant has addressed several comments, but any comments unaddressed will be conditioned.

APD has provided comments based on Crime Prevention through Environmental Design. Please see attached comments. Any comments needing to be addressed will be listed as a condition.

Albuquerque Solid Waste noted that the proposed Trash enclosure would need to be relocated due to inaccessibility in the bus drop off area and on a curb. The applicant has addressed these comments in their revised submittal and attached corespondences with solid waste.

The ABCWUA submitted a comment regarding a sewer connection is on the west side of the project. This sewer service is shown as serving multiple parcels and is not allowed by ABCWUA ordinance. The two separate lots shall either have separate water/sewer services or a replat combining the lots will be required. The applicant provided a private easement for the waterline and sewer over the two parcels. The water authority has stated in a correspondence wit hthe applicant that they will include this recorded easement in their water availability statement for the school.

PNM provided comments requiring the applicant to coordinate with them regarding any existing easements that have to be revisited and/or new easements that need to be created for any electric facilities as determined by PNM. The applicant must also show any existing and/or new PNM easements and facilities need to be reflected on this Site Plan. Comments regarding landscaping design and easements were also provided to comply with IDO and PNM standards.

#### Neighborhood/Public

Notification requirements are found in 14-16-6, in the Procedures Table 6-1-1 and are further explained in 14-16-6-4(K), Public Notice. The affected, registered neighborhood organizations is the North Valley Coalition, Disrict 4 Coalition of Neightborhood Associations, and Alameda North Valley Association which were notified as required. Property owners within 100 feet of the subject site were also notified, as required (see attachments).

A pre-submittal neighborhood meeting was offered and a facilitated meeting was offered with no requests or no known objections. Pre submittal work sessions were held with the Journal Center Architectural Review Committee (JCARC) to discuss design standards and a meeting was held to review the original submitted Site Plan drawings dated September 17, 2021. See attached letter approving the site plans provided.

As of this writing, Staff has not received any comments in support or opposition to the request.

#### VI. CONCLUSION

The applicant proposes a Major Amendment to the controlling site development plan for subdivision the expansion of the Cottonwood Classical Preperatory School for a 24,300 SF gymnasium/classroom addition on Tract 5-B-1-A-2-A. Additional site work will be included on Tract 5-B-1-A-1-A-1 which includes the separation of the existing Drive Access that funcitons as the parent drop off/pick up loop and bus loop between Tiburon St. and Headline Blvd., and constructing a new Bus Loop off of Headline Blvd. New landscaping and lighting will be provided.

The subject site is within the boundaries of the Journal Center 2. Any new development must follow Journal Center Development Standards and be approved by the JCARC. Since the original controlling site plan is pre-IDO approval, the more stringent design standards apply.

The subject site is zoned NR-BP (Non-Residential – Business Park). The subject site is located within 800' of the Journal Center Employment Center and on Jefferson Street NE, a Multi-modal and Premium Transit Corridor. The site is located within the boundaries of the North I-Community Planning Area (CPA) and in an Area of Change as designated by the Comprehensive Plan.

The request generally furthers applicable Comprehensive Plan policies regarding Community Identity and Land Use. Generally, not finding any conflicts with the IDO or other regulations, Staff recommends approval subject to conditions needed to improve compliance.

#### FINDINGS - SI-2021-00047, Site Plan-EPC, February 17, 2022

- 1. The request is for a Site Plan-EPC for Tracts 5-B-1-A-2-A & 5-B-1-A-1, Journal Center Subdivision, located at 7801 Jefferson St. NE, between Tiburon St. NE and Headline Blvd. NE, containing approximately 10.78 acres (the "subject site").
- 2. The subject site is zoned NR-BP (Non-residential-Business Park), a zoning designation received upon adoption of IDO in May 2018. The subject site was formerly zoned IP (Indistrial Park).
- 3. The subject site includes 3 tracts, 5-B-1-A-1-A, 5-B-1-A-2-A & 5-B-1-B-1. Only Tracts 5-B-1-A-1-A, 5-B-1-A-2-A are included in this request.
- 4. The request requires Site Plan-EPC approval because the subject site is over 5 acres and the expansion increases the gross floor area over 25 percent of the originally approved gross floor area.
- 5. The subject site is within the Journal Center 2 and required approval from the Journal Center Architectural Review Committee (JCARC) before City of Albuquerque approval. The JCARC has provided a letter approving the submitted Site Plan.
- 6. The applicant wishes to expand the Cottonwood Classical Preperatory School by adding a 24,300 SF gymnasium/classroom with associated site work including the separation of the existing Drive Access that functions as the parent drop off/pick up loop and bus loop between Tiburon St. and Headline Blvd. NE.
- 7. The subject site is located in an Area of Change as designated by the Comprehensive Plan and is part of the North I-25 Community Planning Area (CPA).
- 8. The subject site is located on a Multi-modal and Premium Transit Corridor, Jefferson St NE. and within 800' of the Journal Center Employment enter.
- 9. The Albuquerque/Bernalillo County Comprehensive Plan and the Integrated Development Ordinance (IDO) are incorporated herein by reference and made part of the record for all purposes.
- 10. The request is consistent with the following Comprehensive Plan Goals and Policies from Chapter 4: Community Identity

#### A. Goal 4.1.2- Character: Identity and Design

This request would help to facilitate the continued identity and cohesiveness of the surrounding Journal Center subdivision by expanding the existing Cottonwood Classical Charter School to be utilized for both existing/future students and the surrounding community. The gymnasium and classroom addition follows the building design guidelines of the Journal Center Master Development Plan, therefore aligning with the character of the surrounding business spark. In addition, the site is subject to the IDO NR-BP Zone District Dimensional Standards (Table 2-5-3), Landscaping, Buffering and Screening design

standards (14-16-5-6), and Parking and Loading standards (14-16-5-5). These will help to ensure appropriate character of building design and scale so that the surrounding Journal Center Subdivison is not adversely affected.

- 11. The request is consistent with the following Comprehensive Plan Goals and Policies from Chapter 5: Land Use
  - A. <u>Policy 5.1.1 Desired Growth:</u> Capture regional growth in Centers and Corridors to help shape the built environment into a sustainable development pattern.

The request would generally facilitate the capture of regional growth in Centers and Corridors by allowing the existing school to expand at this location. The subject site is located within 800' of the Journal Center Employment Center and along Jefferson Street NE, both a Multi-Modal and Premium Transit Corridor as designated by the Comprehensive Plan. The request would facilitate development that would continue to reinforce these corridors. Additionally, subject site is located in an Area of Change which allows for development that benefits the surrounding community and will allow the school to capture students from the surrounding and greater Albuquerque Metro. The gymnasium and classroom addition, along with the associated green space would allow the school to meet the needs of current and future students and their parents/guardians, staff, and faculty as well as help to shape the built environment into a sustainable development pattern.

B. <u>Policy 5.2.1 Land Uses:</u> Create healthy, sustainable, and distinct communities with a mix of uses that are conveniently accessible from surrounding neighborhoods.

The request would continue to create a healthy and sustainable community because it would facilitate further development in an area with a mix of uses including office, industrial, heavy manufacturing, and multi-family residential while providing an educational use to the immediate and surrounding community that is conveniently accessible from surrounding neighborhoods. The gymnasium expansion will also be available for community use after school hours and on weekends. The development made possible by the request would contribute to the distinct character of the surrounding Journal Center subdivision.

C. Goal 5.3 – Efficient Development Patterns: Promote development patterns that maximize the utility of existing infrastructure and public facilities and the efficient use of land to support the public good.\*

The request furthers this Goal because the expansion of the school to include a gymnasium and associated landscaping on the on the south and west side of the existing development would be served by existing infrastructure and public facilities. The development made possible by the request would promote efficient development patterns and use of land.

D. <u>Policy 5.3.5 – School capacity</u>: Discourage zone changes from non-residential to residential or mixed-use zones when affected public schools have insufficient capacity to support the anticipated increase of students based on proposed dwelling units.

The request generally furthers this policy because the gymnasium and classroom addition would increase student capacity for the existing school located within the Journal Center subdivision, a business and industrial park area zoned NR-BP.

E. <u>Goal 5.6 – City Development Areas:</u> Encourage and direct growth to Areas of Change where it is expected and desired to ensure that development in and near Areas of Consistency reinforces the character and intensity of the surrounding area\*.

The subject site is located in an Area of Change, near the Journal Center, where growth is expected and desired. The request would encourage enable and direct growth to it.

F. <u>Policy 5.6.2 – Areas of Change:</u> Direct growth and more intense development to Centers, Corridors, industrial and business parks, and Metropolitan Redevelopment Areas where change is encouraged.\*

The intent is to direct growth and more intense development to Centers, Corridors, and industrial and business parks. The expansion of the existing school would further this policy as it is located in the Journal Center Business and Industrial Park where more intense development and growth is encouraged and along Jefferson Street, a Major and Premium Transit Corridor.

- 12. The request meets the Site Plan-EPC Review & Decision Criteria in IDO Section 14-16-6-6(J)(3) as follows:
  - A. 14-16-6-6(J)(3)(a) As demonstrated by the policy analysis of the site plan, the request is consistent with applicable Comprehensive Goals and Policies.
  - B. 14-16-6-6(J)(3)(b) The subject site is zoned NR-BP; therefore, this criterion does not apply.
  - C. 14-16-6-6(J)(3)(c) With the application of conditions of approval, the site plan would comply with all applicable provisions of the IDO.
  - D. 14-16-6-6(J)(3)(d) The proposed expansion of the school to add an additional 24,300 SF gymnasium and classrooms is utilizing existing infrastructure and public utilities found on and adjacent to the property. The City's existing infrastructure has adequate capacity for the proposed development. The applicant has provided a recorded private easement that grants the property owner sewer acess to both Tracts 5-B-1-A-1-A-1 & 5-B-1-A-2-A. This recorded easement will be included in the ABCWUA Water Availability Statement.
  - E. 14-16-6-6(J)(3)(e) The proposed building expansion is located in the center of the site to the south of the existing development, which meets all Non-residential Zone District Dimensional Standards per IDO Table 5-1-3 and all Buffering and Landscaping requirements per IDO 14-16-5-6. The applicant has designed the existing develop ment and proposed expansion and associated site work to mitigate significant adverse impacts on the surrounding area to the maximum extent practicable.
  - F. 14-16-6-6(J)(3)(f) The subject property is within the Journal Center Master Development Plan and meets all requirements within the Plan including building design, heights, setbacks, materials, planting types, and fencing standards. The applicant has received full approval from the Journal Center Architectural Review Committee for the proposed Site Plan Major

Amendment. The request meets all standards applicable to the NR-BP zone district per IDO 14-16-2-5-(B).

- G. 14-16-6-6(J)(3)(g) The subject property is not within the Railroad and Spur Area and no cumulative impact analysis is required. Therefore, the above criterion does not apply.
- 13. The affected, registered neighborhood organizations is the North Valley Coalition, Disrict 4 Coalition of Neightborhood Associations, and Alameda North Valley Association which were notified as required. Property owners within 100 feet of the subject site were also notified, as required.
- 14. A pre-submittal neighborhood meeting was offered and a facilitated meeting was offered with no requests or no known objections. Pre submittal work sessions were held with the Journal Center Architectural Review Committee (JCARC) to discuss design standards and a meeting was held to review the original submitted Site Plan drawings dated September 17, 2021
- 15. Applicant should coordinate with the Albuquerque Police Department regarding comments provided for Crime Prevention through Environmental Design.
- 16. Conditions of approval are needed to ensure that applicable IDO regulations are met and to provide clarification.
- 17. The applicant has demonstrated that there were no requests for a public meeting concerning this project.
- 18. As of this writing, Staff has not received any comment in support or opposition to the request.

#### RECOMMENDATION - PR-2021-003646, SI-2021-00047, February 17, 2021

APPROVAL of Project #2021-003646, SI-2021-00047, a Site Plan-EPC for all or a portion of Tracts 5-B-1-A-2-A & 5-B-1-A-1-A-1 Plat of Tracts 5-B-1-A-1-A, 5-B-1-A-2-A & 5-B-1-B-1, Journal Center Subdivision, zoned NR-BP, located at 7801 Jefferson St. NE, between Tiburon St. NE and Headline Blvd. NE, approximately 10.78 acres (D-17-Z), based on the preceding Findings and subject to the Conditions of Approval.

#### CONDITIONS OF APPROVAL - SI-2021-00047

- 1. The EPC delegates final sign-off authority of this site development plan to the Site Plan-Administrative Process as per IDO Section 6-5(G)(1). The reviewer will be responsible for ensuring that the EPC Conditions have been satisfied and that other applicable City requirements have been met.
- 2. The applicant shall coordinate with the Staff planner prior to submitting for BP.
- 3. Parking

- A. Required bicycle parking will need to meet IDO compliance before receiving a building permit.
- B. Bicycle parking location and quantities provided shall be clarified on the Site Plan
- 4. Lighting: A light pole detail shall be provided specifying heights, material, and color.
- 5. Landscaping: Buffalo Juniper species shall be a female only plant type per IDO 5-6(C)(4)(g) for Pollen Control.

#### 6. Architecture:

- A. Applicant shall clarify which design standards are being followed for building height.
- B. Applicant shall list that colors are to be determined pursuant to the Journal Center design Standards for any building, fencing, light poles, etc.

#### 7. CONDITIONS FROM TRANSPORTATION DEVELOPMENT SERVICES:

- A. The trash enclosure will have to be relocated so the refuse vehicle is not driving over the walkway, and is not located in the bus drop off zone. Any trees that overhang the trash enclosure will have to be relocated.
- B. The dimension of the double trash enclosure will have to be a minimum of 24' in width(inside wall to inside wall) and 9'-6" in length(from the inside of the rear wall to the face of the block). Each gate will have to measure a minimum of 12' clear in the open position.
- C. A site plan approved for access signed by the Solid Waste Department will be required.
- D. List parkingcalculations
- 8. CONDITIONS FROM THE ALBUQUERQUE BERNALILLO COUNTY WATER UTILITY AUTHORITY (ABCWUA):
  - A. The provided utility plan depicts a new sewer connection on the west side of the project. This sewer service is shown as serving multiple parcels. This is not allowed by ABCWUA ordinance. The two separate lots shall either have separate water/sewer services or a replat combining the lots will be required.

#### 9. CONDITIONS FROM THE SOLID WASTE MANAGEMENT DEPARTMENT

- A. If food is prepared or distributed, a sanitary drain will have to be installed in the trash enclosure.
- B. The trash enclosure will have to be relocated so the refuse vehicle is not driving over the walkway, and is not located in the bus drop off zone.
- C. Any trees that overhang the trash enclosure will have to be relocated.
- D. The dimension of the double trash enclosure will have to be a minimum of 24' in

<u>Page 27</u>

width(inside wall to inside wall) and 9'-6" in length(from the inside of the rear wall to the face of the block).

- E. Each gate will have to measure a minimum of 12' clear in the open position.
- F. A site plan approved for access signed by the Solid Waste Department will be required.

#### 10. CONDITIONS FROM PNM

- A. Applicant will coordinate with PNM regarding any existing easements that have to be revisited and/or new easements that need to be created for any electric facilities as determined by PNM.
- B. Any existing and/or new PNM easements and facilities need to be reflected on this Site Plan.
- C. Perimeter and interior landscape design should abide by any easement restrictions and not impact PNM facilities. Any trees within or near PNM easements should comply with IDO Section 5-6(C)(10). Shrubs and ground cover and smaller trees are generally acceptable within PNM easements.

Megan Jones

Megan Jones, MCRP

Current Planner

#### Notice of Decision CC list:

North Valley Coalition, Peggy Norton, <a href="mailto:peggynorton@yahoo.com">peggynorton@yahoo.com</a>
North Valley Coalition, Doyle Kimbrough, <a href="mailto:newmexmba@aol.com">newmexmba@aol.com</a>
District 4 Coalition of NA's, Daniel Regan, <a href="mailto:dlreganabq@gmail.com">dlreganabq@gmail.com</a>
District 4 Coalition of NA's, Mildred Griffee, <a href="mailto:mgriffee@noreste.org">mgriffee@noreste.org</a>
Alameda North Valley Association, Steve Wentworth, <a href="mailto:anvanews@aol.com">anvanews@aol.com</a>
Jeremy Trumble, FBT Architects, <a href="mailto:jtt@fbtarch.com">jtt@fbtarch.com</a>
John Binnert, Cottonwood Classical, <a href="mailto:john.binnert@cotonwoodclassical.org">john.binnert@cotonwoodclassical.org</a>
Legal, <a href="mailto:kmorrow@cabq.gov">kmorrow@cabq.gov</a>
EPC file

## CITY OF ALBUQUERQUE AGENCY COMMENTS

PLANNING DEPARTMENT

**Zoning / Code Enforcement** 

**Long Range Planning** 

No comments were provided.

CITY ENGINEER

**Transportation Development Review Services** 

**Hydrology** 

New Mexico Department of Transportation (NMDOT)

Department of Municipal Development (DMD)

Traffic Engineering Operations (Department of Municipal Development)

Street Maintenance (Department of Municipal Development)

#### <u>ABC WATER UTILITY AUTHORITY (ABCWUA)</u>

- 1. The provided utility plan depicts a new sewer connection on the west side of the project. This sewer service is shown as serving multiple parcels. This is not allowed by ABCWUA ordinance. The two separate lots shall either have separate water/sewer services or a replat combining the lots will be required.
- 2. Availability Statement #210835 has been issued and provides the conditions for service. Routine connections are available and public extensions are not required. The statement is dated 9/9/21 and is valid one year from issuance.
- 3. Pro rata is not currently owed for this parcel.

#### SOLID WASTE MANAGEMENT DEPARTMENT

Will food be prepared or distributed, if so a sanitary drain will have to be installed in the trash enclosure. The trash enclosure will have to be relocated so the refuse vehicle is not driving over the walkway, and is not located in the bus drop off zone. Any trees that overhang the trash

enclosure will have to be relocated. The dimension of the double trash enclosure will have to be a minimum of 24' in width(inside wall to inside wall) and 9'-6" in length(from the inside of the rear wall to the face of the block). Each gate will have to measure a minimum of 12' clear in the open position. A site plan approved for access signed by the Solid Waste Department will be required.

#### PUBLIC SERVICE COMPANY OF NEW MEXICO (PNM)

There are PNM facilities abutting the site and/or in easements along the eastern stretch of Headline Boulevard NE.

It is the applicant's obligation to determine if existing utility easements or rights-of-way are located on or adjacent to the property and to abide by any conditions or terms of those easements.

Any existing easements may have to be revisited and/or new easements may need to be created for any electric facilities as determined by PNM.

Any existing and/or new PNM easements and facilities need to be reflected on this Site Plan. Perimeter and interior landscape design should abide by any easement restrictions and not impact PNM facilities. Any trees within or near PNM easements should comply with IDO Section 5-6(C)(10). Shrubs and ground cover and smaller trees are generally acceptable within PNM easements.

The applicant should contact PNM's New Service Delivery Department as soon as possible to coordinate electric service regarding any proposed project. Submit a service application at https://pnmnsd.powerclerk.com/MvcAccount/Login for PNM to review.

If existing electric lines or facilities need to be moved, then that is at the applicant's expense. Please contact PNM as soon as possible at https://pnmnsd.powerclerk.com/MvcAccount/Login for PNM to review.

#### *ABQ RIDE*

No comment.

ENVIRONMENTAL HEALTH DEPARTMENT

Air Quality Division

**Environmental Services Division** 

Parks and Recreation (PRD)

Open Space Division (OSD)

City Forester

#### Police Department/Planning/Crime Prevention Through Environmental Design (CPTED)

Regarding the proposed major amendment to site plan for Cottonwood Classical Preparatory School, I respectfully submit the following comments based on Crime Prevention through Environmental Design:

- Ensure adequate lighting throughout the project, to include parking areas, pedestrian walkways, and common areas.
- Ensure natural surveillance and clear lines of sight throughout the property. Natural surveillance requires a space free from natural and physical barrier (i.e. open picket vs. solid fences). Establish a clear line of sight from the parking areas to the buildings and from the buildings the parking areas.
- Ensure that landscaping is installed so as not to obstruct windows, doors, entryways, or lighting.
- Ensure that landscaping is maintained to provide natural surveillance, trimming trees up to create a canopy of at least six feet; and trimming shrubs and bushes down to three feet.
- Ensure adequate locking devices throughout, including supply storage, offices, equipment storage, etc. Ensure that each classroom can be locked.
- Ensure that addresses are posted and clearly visible.
- Limit and clearly delineate access to the property; i.e. Employee Parking, Visitor Parking, Deliveries, Student Drop-Off/Pick-Up.
- Clearly delineate public, semi-public, semi-private, and private space throughout the project.
- Install *No Trespassing* signs that cite the City Ordinance so that they are visible immediately upon entering the property.

If you have any questions regarding these CPTED recommendations, please call me at 768-2006. I am also available to do an on-site security survey after the project is complete.

#### Fire Department/Planning

## Comments from Other Agencies

#### ALBUQUERQUE PUBLIC SCHOOLS

No comments.

#### ALBUQUERQUE METROPOLITAN ARROYO FLOOD CONTROL (AMAFCA)

No adverse comments.

#### **COUNTY OF BERNALILLO**

No adverse comments.

#### PLANNING AND DEVELOPMENT SERVICES

No adverse comments.

#### MID-REGION METROPOLITAN PLANNING ORGANIZATION(MRMPO)

MRMPO has no adverse comment. For informational purposes:

- Jefferson St NE is functionally classified as a Minor Arterial and projected to be a Community Principal Arterial in the Long Range Roadway System (LRRS).
- Headline Blvd and Tiburon St NE are functionally classifed as Major Collectors and projected to be Major Collectors in the Long Range Roadway System (LRRS).
- The Long Range Bike System indicates an Exisitng Paved Trail on Headline Blvd, a Exisitng Bike Lane and Paved Trail on Tiburon St NE and a proposed Buffered Bike Lane on Jefferson St NE.
- The Long Range Transit Network identifies Jefferson St NE as a Bus Rapid Transit Route.

#### BERNALILLO COUNTY PUBLIC WORKS/TRANSPORTATION PLANNING

NEW MEXICO DEPARTMENT OF TRANSPORTATION (NMDOT)

MIDDLE RIO GRANDE CONSERVANCY DISTRICT

PETROGLYPH NATIONAL MONUMENT

**AVIATION DEPARTMENT** 

KIRTLAND AIR FORCE BASE

Hearing Date: February 17, 2022 Pictures Taken: February 1, 2022



<u>Figure 1:</u> Looking south at the front entrance of the school.

<u>Figure 2:</u> Required Sign Posting located at the subject site on Headline Blvd.





Figure 3: Looking north at the US Bank and offices form the north edge of the subject site on Jefferson St.

Hearing Date: February 17, 2022 Pictures Taken: February 1, 2022



Figure 4: Looking East at new Multi-family development and offices from the east corner of the site at Jefferson St and Headline Blvd.

<u>Figure 5:</u> Western Edge of the site looking north at the Drywall plant on Tiburon Ave.





<u>Figure 6:</u> Looking at the southern side of the school where the proposed request will me implemented.

#### CITY OF ALBUQUERQUE PLANNING DEPARTMENT CURRENT PLANNING SECTION

<u>Figure 7:</u> looking south from the southern edge of the school at the Abq Journal Industrial district.

ENVIRONMENTAL PLANNING COMMISSION Project #: PR-2021-006278, Case #: RZ-2021-00051 Hearing Date: February 17, 2022





<u>Figure 8:</u> looking north east from the existing parking lot at existing portables and fencing along Jefferson St.

## **HISTORY**

City of Albuquerque
Planning Department
Planning Division
P.O. Box 1293, Albuquerque, New Mexico 87103

Date: ovember 22, 1991

OFFICIAL NOTIFICATION OF DECISION

H.P. Development 1707 Escalante SW Albuq., NM; 87104

FILE: Z-91-58
LEGAL DESCRIPTION: requests zone map amendment from IP to SU-1 for a Psychiatric Hospital and Related Uses, and site development plan amendment, for a portion of Tract 5-3-12 Journal Center, located between Headline and T. buron, containing approximately 6.1108 acres. (D-17)

On Movember 21, 1991, the Environmental Planning Commission voted to approve Z-91-56, your request for a zone map amendment from IP to SU-1 for a Psychiatric Hospital and Related Uses based on the following findings and subject to the following condition:

#### Findings/Zone Change:

- The proposed change is not in significant conflict with adopted elements of the Comprehensive Plan or other City master plans.
- The request is in compliance with Resolution 270-1980 Section 1.B. 3 in that a different use category is more advantageous to the community.
- 3. The proposed hospital use is in compliance with the requirements of the Journal Center Master Plan.

#### CONDITIONS:

1. A replat of the site shall be approved by the Development Review Board prior to final sign-off.

On November 21, 1991, the Environmental Planning Commission voted to approve 2-91-58, your request for site development plan amendment based on the following Findings and subject to the following Conditions:

#### Findings/Site Development Plan:

- The submittal meets the requirements for site development plan amendment review.
- The proposed minor modifications are in compliance with the Journal Center Master Plan.

#### CONDITIONS:

- The patient drop off point shall be fully handicap accessible.
- The driving aisle accessing the loading dock shall provide for two way circulation.

IF YOU WISH TO APPEAL THIS DECISION, YOU MUST DO SO BY DECEMBER 6, 1991, IN THE MANNER DESCRIBED BELOW. A NON-REFUNDABLE FILING FEE OF \$50 IS REQUIRED AT THE TIME THE APPEAL IS FILED.

Appeal to the City Council: Any person aggrieved with any determination of the Environmental Planning Commission acting under this ordinance may file an appeal to the City Council by submitting written application on the Planning Division form to the Planning Division within 15 days of the Planning Commission's decision. The date the determination in question is issued is not included in the 15-day period for filing an appeal, and if the lifteenth day falls on a Saturday, Sunday or holiday as listed in the Merit System Ordinance, the next working day is considered as the deadline for filing the appeal. The City Council may decline to hear the appeal if it finds that all City plans, policies and ordinances have been properly followed. If it decides that all City plans, policies and ordinances have been properly followed, it shall hear the appeal. Such appeal, if heard, shall be heard within 45 days of its filing.

MOTIFICATION OF DECISION NOVEMBER 22, 1991 Z-91-58 PAGE 2

YOU WILL RECEIVE NOTIFICATION IF ANY OTHER PERSON FILES AN APPEAL. IF THERE IS NO APPEAL, YOU CAN RECEIVE BUILDING PERMITS AT ANY TIME AFTER THE APPEAL DEADLINE QUOTED ABOVE, PROVIDED ALL CONDITIONS IMPOSED AT THE TIME OF APPROVAL HAVE BEEN MET. SUCCESSFUL APPLICANTS ARE REMINDED THAT OTHER REGULATIONS OF THE CITY MUST BE COMPLIED WITH, EVEN AFTER APPROVAL OF THE REFERENCED APPLICATION(S).

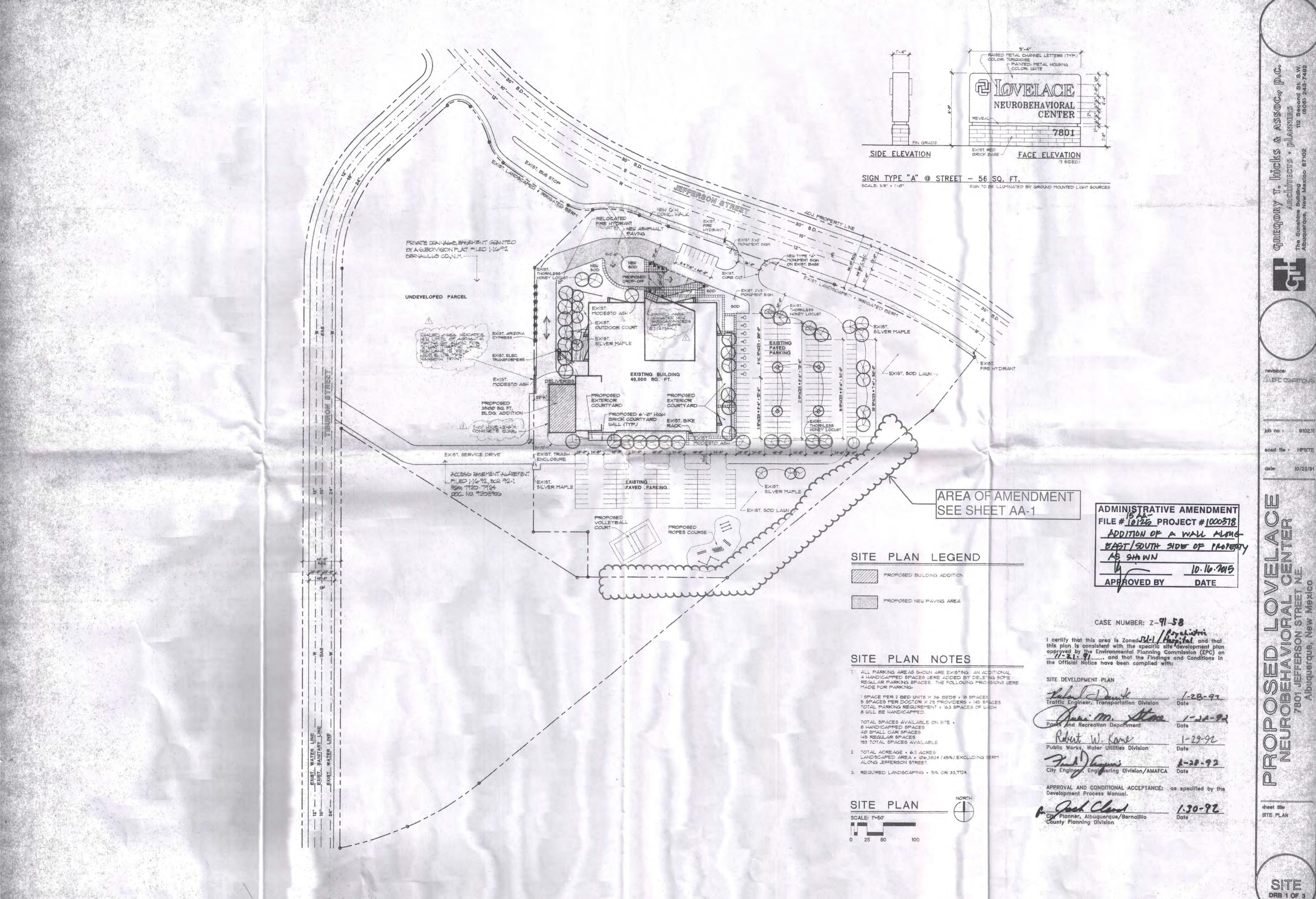
Sincerely.

Ken Balizer Planning Director

KB/CB/1j

12973

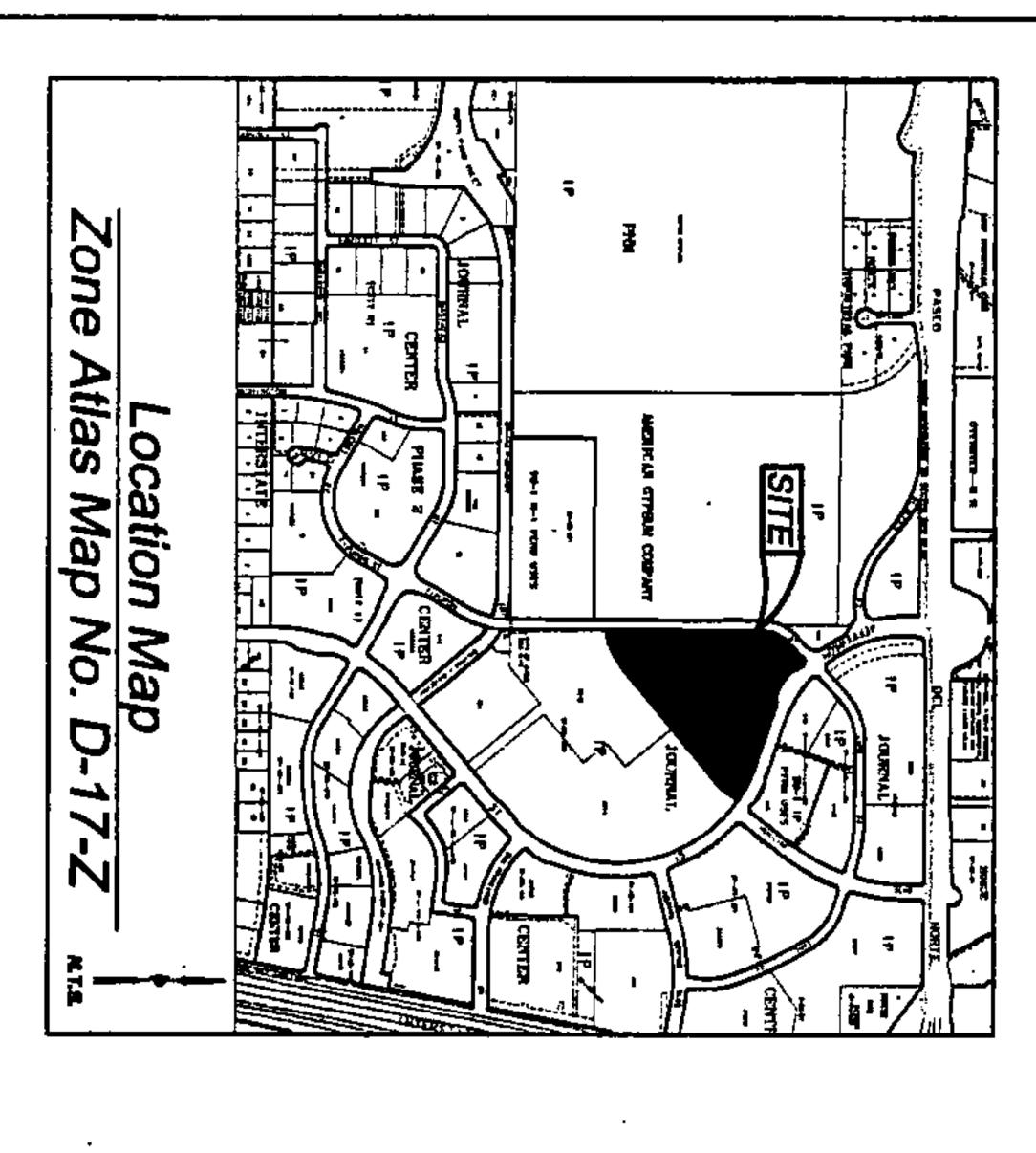
cc: Gregory T. Hicks & Asso., 122 2nd Street SW, Albuq., NM; 87102



SITE PLAN

9102.11

10/25/91



## Subdivision Data:

GROSS SUBDINISION ACREAGE: 14.3217 ACRE
ZONE ATLAS INDEX NO: 0-17-2
NO. OF TRACTS CREATED: 3
NO. OF LOTS CREATED: 0
MILES OF FULL-MIDTH STREETS CREATED: 0
DATE OF SURVEY: DECEMBER 2008, FRELD M

# ¥0

THE PURPOSE OF THIS PLAT Disclosure Statement: ũ ð

## Notes:

- है
- BEARINGS SHOWN NAD 1963).
- ALL DISTANCES 7007
- THIS PROPERTY LIES WITHIN PROJECT ELENA GALLEGOS GRANT, N.M.P.M., 걸절 SECTION 23, TOWNS
- PLAT SHOWS ALL EASEN
- SP NO. 2008051707

HAS PLAT SHOWS EXISTING A

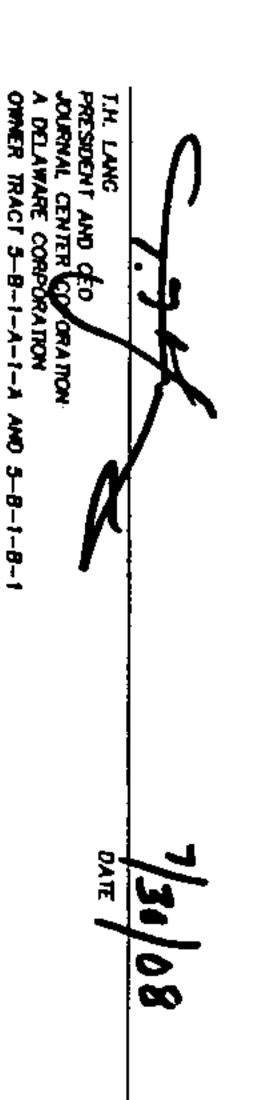
UBLIC UTILITY EASEMENTS SHOWN ON THIS PLAT ARE GRANTED FOR THE PWW (ELECTRIC) FOR INSTALLATION, MAINTENANCE, AND SERVICE OF O ELECTRICAL UNIES, COMMUNICATION FACILITIES, TRANSFORMERS, POLES STRUCTURES AND RELATED FACILITIES REASONABLY NECESSARY TO PRO

Acknowledgment

- 2. PMN GAS SERVICES FOR INSTALLATION, MAINTENANCE, AND SERVICE OF OTHER EQUIPMENT AND FACILITIES REASONABLY NECESSARY TO PROVIDE
- OMEST CORPORATION FOR THE INSTALLATION, MAINTENANCE AND SERV COMMUNICATION LINES AND OTHER RELATED EQUIPMENT AND FACILITIES COMMUNICATION SERVICES, INCLUDING BUT NOT LIMITED TO ABOVE GRO COMCAST CABLE FOR THE INSTALLATION, MAINTENANCE, AND SERVICE RELATED EQUIPMENT AND FACILITIES REASONABLY NECESSARY TO PROT

IN APPROVING THIS PLAT, PHIM (ELECTRIC) AND (GAS) DID NOT HEREON. CONSEQUENTLY, PHIM DOES NOT WAVE NOR RELEASE. EASEMENTS FOR ELECTRIC TRANSFORMERS/SMITCHGEARS, AS INSTALLED, S FRONT OF TRANSFORMER/SMITCHGEAR DOOR AND FIVE FEET (5) ON EACH ANY EASE

G:(Past,2005)0003129-deg, 7/15/2009 10:17:25 AFI



	DWNER TRACT 5-8-1-A-2-A	FACILITY MANAGER	ED ORDONEZ	El Willnes	
OFFICIAL SEAL			DATE	7/15/28	

DAY OF JULY
DELAMARE CORPORATION

June. **\*** 2009

Acknowledgment

racts ģ Ņ

1005221 July 2008

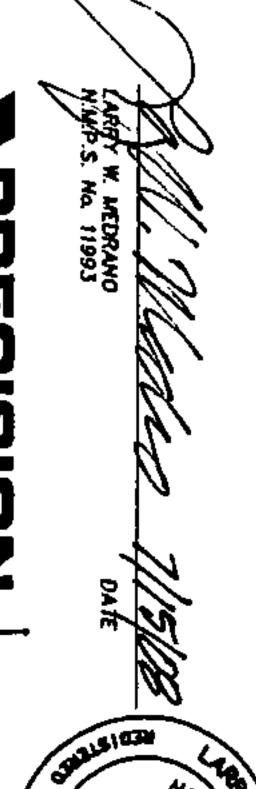
**₹**0. 08DRB-

PINM (GAS)	FAM (ELECTRIC)	Utility Approvals
DATE	Musul 11, 2008	August 11, 2008

City Approvals	COMCAST	ONEST TELECOMMUNICATIONS DATE	
	DATE	DATE	

DEPARTMENT

LARRY W. MEDRANO, A REGISTERED P PROFESSIONS THAT THIS PLAT WAT REET MEETING THE MINIMUM REFORMED OF ALBUQUEROUE SEARCH SURVEYS OF THE N.M. BOETORS AND IS TRUE AND CORRESPOND IN THAT NO ENCROACHMENT. MENTS EXIST



(11993

Jefferson Street, NE rque, NM 87113

.422.8011 TOLL FR 856.5700 PHONE 856.7900 PLX

1 of 2

2 of 2

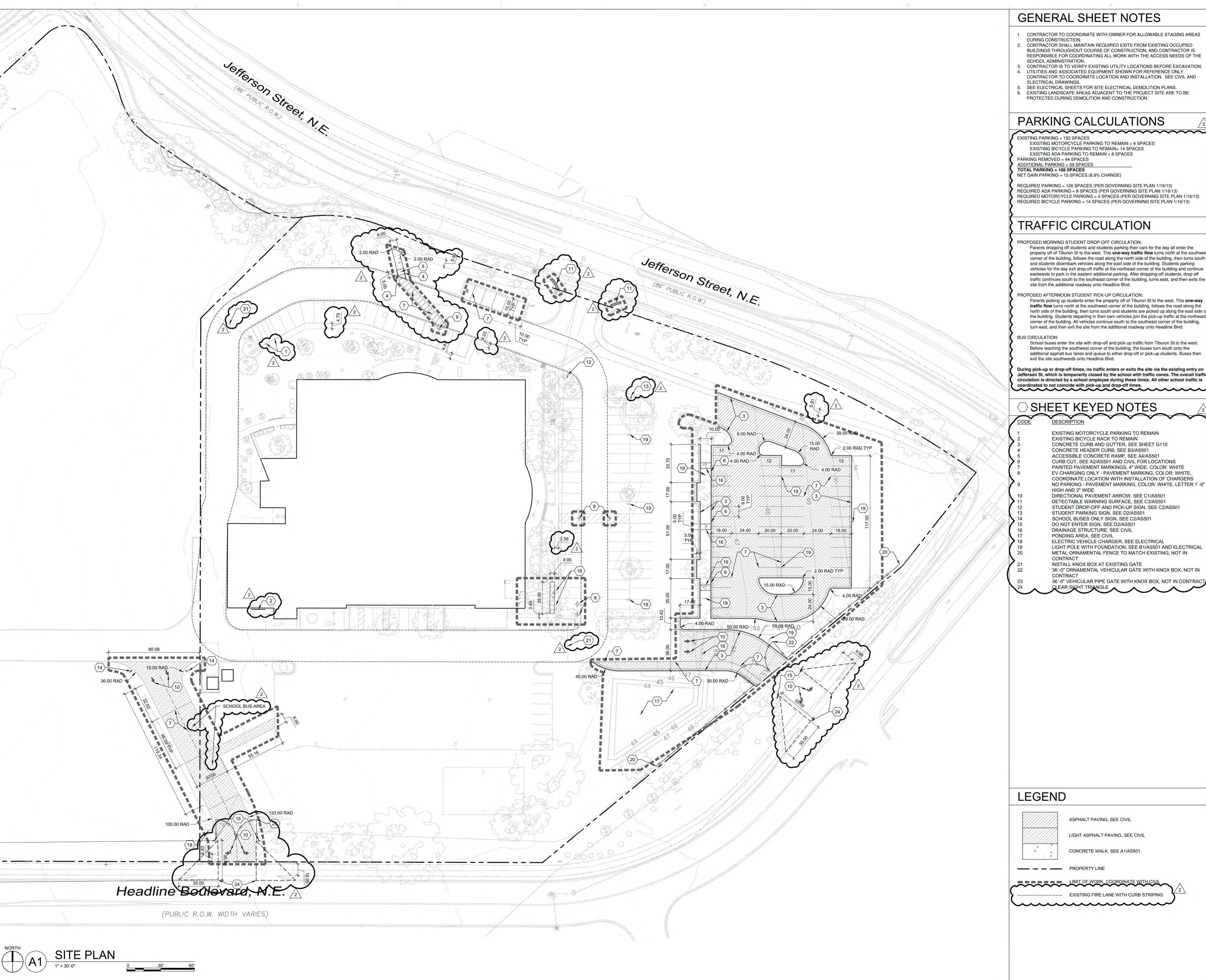
ADMINISTRATIVE AMENDMENT
FILE #\_-000157 PROJECT #\_-003646

Updated vehicular and pedestrian access
and circulation. New parking, fencing, gates,
light poles, and signage as shown.

RBrito Digitally signed by villand polymorphy (Parking Dept.)
Supplied by Albard (Parking Dept.)
Supplied by Old (Parking Dept.)

APPROVED BY

DATE



### **GENERAL SHEET NOTES**

- 1. CONTRACTOR TO COORDINATE WITH OWNER FOR ALLOWABLE STAGING AREAS DURING CONSTRUCTION.
- 2. CONTRACTOR SHALL MAINTAIN REQUIRED EXITS FROM EXISTING OCCUPIED BUILDINGS THROUGHOUT COURSE OF CONSTRUCTION, AND CONTRACTOR IS RESPONSIBLE FOR COORDINATING ALL WORK WITH THE ACCESS NEEDS OF THE
- SCHOOL ADMINISTRATION. . CONTRACTOR IS TO VERIFY EXISTING UTILITY LOCATIONS BEFORE EXCAVATION. 4. UTILITIES AND ASSOCIATED EQUIPMENT SHOWN FOR REFERENCE ONLY. CONTRACTOR TO COORDINATE LOCATION AND INSTALLATION. SEE CIVIL AND
- ELECTRICAL DRAWINGS. 5. SEE ELECTRICAL SHEETS FOR SITE ELECTRICAL DEMOLITION PLANS.
- 6. EXISTING LANDSCAPE AREAS ADJACENT TO THE PROJECT SITE ARE TO BE PROTECTED DURING DEMOLITION AND CONSTRUCTION.

### PARKING CALCULATIONS

EXISTING PARKING = 153 SPACES EXISTING MOTORCYCLE PARKING TO REMAIN = 4 SPACES EXISTING BICYCLE PARKING TO REMAIN= 14 SPACES EXISTING ADA PARKING TO REMAIN = 8 SPACES PARKING REMOVED = 44 SPACES ADDITIONAL PARKING = 59 SPACES TOTAL PARKING = 168 SPACES NET GAIN PARKING = 15 SPACES (8.9% CHANGE)

REQUIRED PARKING = 126 SPACES (PER GOVERNING SITE PLAN 1/16/13) REQUIRED ADA PARKING = 8 SPACES (PER GOVERNING SITE PLAN 1/16/13) REQUIRED MOTORCYCLE PARKING = 4 SPACES (PER GOVERNING SITE PLAN 1/16/13) REQUIRED BICYCLE PARKING = 14 SPACES (PER GOVERNING SITE PLAN 1/16/13)

### TRAFFIC CIRCULATION

PROPOSED MORNING STUDENT DROP-OFF CIRCULATION: Parents dropping off students and students parking their cars for the day all enter the property off of Tiburon St to the west. This one-way traffic flow turns north at the southwest corner of the building, follows the road along the north side of the building, then turns south and students disembark vehicles along the east side of the building. Students parking vehicles for the day exit drop-off traffic at the northeast corner of the building and continue eastwards to park in the eastern additional parking. After dropping-off students, drop-off traffic continues south to the southeast corner of the building, turns east, and then exits the site from the additional roadway onto Headline Blvd.

PROPOSED AFTERNOON STUDENT PICK-UP CIRCULATION:

traffic flow turns north at the southwest corner of the building, follows the road along the north side of the building, then turns south and students are picked up along the east side of the building. Students departing in their own vehicles join the pick-up traffic at the northeast corner of the building. All vehicles continue south to the southeast corner of the building, turn east, and then exit the site from the additional roadway onto Headline Blvd.

School buses enter the site with drop-off and pick-up traffic from Tiburon St to the west. Before reaching the southwest corner of the building, the buses turn south onto the additional asphalt bus lanes and queue to either drop-off or pick-up students. Buses then exit the site southwards onto Headline Blvd.

During pick-up or drop-off times, no traffic enters or exits the site via the existing entry on Jefferson St, which is temporarily closed by the school with traffic cones. The overall traffic circulation is directed by a school employee during these times. All other school traffic is coordinated to not coincide with pick-up and drop-off times.

### SHEET KEYED NOTES

EXISTING MOTORCYCLE PARKING TO REMAIN EXISTING BICYCLE RACK TO REMAIN CONCRETE CURB AND GUTTER, SEE SHEET G110 CONCRETE HEADER CURB, SEE B3/AS501 CURB CUT, SEE A2/AS501 AND CIVIL FOR LOCATIONS PAINTED PAVEMENT MARKINGS, 4" WIDE. COLOR: WHITE COORDINATE LOCATION WITH INSTALLATION OF CHARGERS DETECTABLE WARNING SURFACE, SEE C3/AS501 STUDENT DROP-OFF AND PICK-UP SIGN, SEE C2/AS501

SCHOOL BUSES ONLY SIGN, SEE C2/AS501 DO NOT ENTER SIGN, SEE D2/AS501 DRAINAGE STRUCTURE, SEE CIVIL PONDING AREA, SEE CIVIL ELECTRIC VEHICLE CHARGER, SEE ELECTRICAL

LIGHT POLE WITH FOUNDATION, SEE B1/AS501 AND ELECTRICAL METAL ORNAMENTAL FENCE TO MATCH EXISTING, NOT IN CONTRACT INSTALL KNOX BOX AT EXISTING GATE 36'-0" ORNAMENTAL VEHICULAR GATE WITH KNOX BOX, NOT IN

36'-0" VEHICULAR PIPE GATE WITH KNOX BOX, NOT IN CONTRACT

### CONSTRUCTION **DRAWINGS**

DEKKER

PERICH

ARCHITECTURE

INSPIRATION

DESIGN

ARCHITECT

**ENGINEER** 

**PROJECT** 

SABATINI

1 5/1/2020 ASI-001 2 6/3/2020 ASI-002

CONCRETE WALK, SEE A1/AS501

ASPHALT PAVING, SEE CIVIL

DRAWN BY SK, MB **REVIEWED BY** 13 APR 2020 DATE 19-0093 PROJECT NO. DRAWING NAME

SITE PLAN

AS101

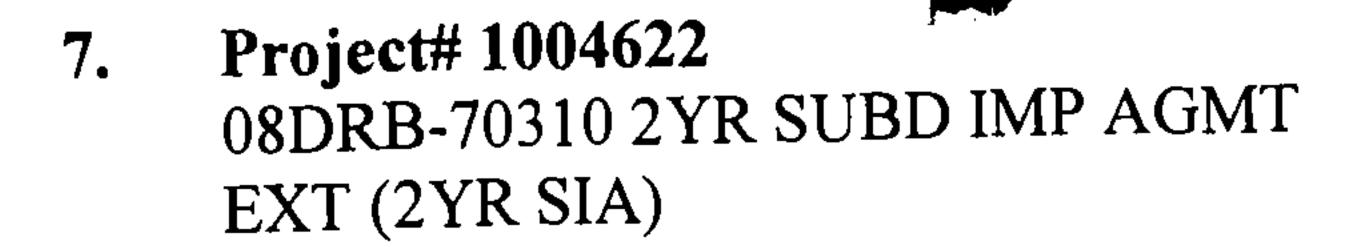




## DRB CASE ACTION LOG (AMENDED SDP SUBD) REVISED 10/08/07

This sheet must accompany your plat or site plan to obtain delegated signatures. Return sheet with site plan/plat once comments are addressed.

	ORB Application No.: 08DRB-70364 Project	# 1005221
	Project Name: JOURNAL CENTER	
Ager	gent: PRECISION SURVEYS INC. Phone I	Vo.:
follov	our request was approved on 6/20/08 by the DRB wollowing departments. OUTSTANDING SIGNATURES COMMENTS TO BE ADDRE	ith delegation of signature(s) to the
	TRANSPORTATION:	
	UTILITIES:	
	CITY ENGINEER / AMAFCA:	
	PARKS / CIP:	
	PLANNING (Last to sign):	
	Planning must record this plat. Please submit the formula original plat and a mylar copy for the County Clerk -Tax certificate from the County TreasurerRecording fee (checks payable to the County Clerk) -Tax printout from the County Assessor.	erk RECORDED DATE:
N	3 copies of the approved site plan. Include County Treasurer's signature must be obtain with the County Clerk.  Property Management's signature must be obtained.  Department's signature.  AGIS DXF File approval required.  Copy of recorded plat for Planning.	ned prior to the recording of the plat



GEORGE RAINHART ARCHITECTS agent(s) for NEW MEXICO EDUCATORS FEDERAL CREDIT UNION request(s) the above action(s) for all or a portion of Lot(s) 18 W/ PORTIONS OF 15-17, Block(s) 21, NORTH ALBUQUERQUE ACRES zoned SU--2/C-1, located on PALOMAS NE BETWEEN BARSTOW NE AND WYOMING NE containing approximately 1.4487 acre(s). (D-19) THE TWO YEAR EXTENSION OF THE SUBDIVISION IMPROVEMENT AGREEMENT (SIA) WAS APPROVED.

8. Project#:1005221 08DRB-70363 MINOR - PRELIMINARY/
FINAL PLAT APPROVAL
08DRB-70364 AMENDED SDP FOR
SUBDIVISION

PRECISION SURVEYS INC agent(s) for JOURNAL CENTER request(s) the above action(s) for all or a portion of Tract(s) 5-B-1-A-1-A & 5-B-1-A-2-A, JOURNAL CENTER located on JEFFERSON ST NE BETWEEN LANG AVE NE AND HEADLINE BLVD NE containing approximately 14.3217 acre(s). (D-17) THE PRELIMINARY/FINAL PLAT WAS APPROVED WITH NO DELEGATION. THE AMENDED SITE PLAN FOR SUBDIVISION WAS APPROVED. 3 COPIES OF THE APPROVED SITE PLAN MUST BE PROVIDED TO PLANNING.

### NO ACTION IS TAKEN ON THESE CASES: APPLICANT - AGENT IS REQUIRED TO BE AT THE MEETING

9. Project# 1004575 08DRB-70360 SKETCH PLAT REVIEW AND COMMENT JUAN F & BARBARA A DELGADO request(s) the above action(s) for all or a portion of Tract(s) D-1-A & D-1-B, PEREA ACRES zoned RA-2, located on DURANES RD NW BETWEEN GALBALDON NW AND LOS LUCEROS NW containing approximately .7467 acre(s). (H-12) THE ABOVE ITEM WAS REVIEWED AND COMMENTS WERE GIVEN.

10. Other Matters: None

ADJOURNED: 9:25

### **ZONING**

Please refer to IDO Section 14-16-2-5(B) for the NR-BP Zone

District





### **DEVELOPMENT REVIEW APPLICATION**

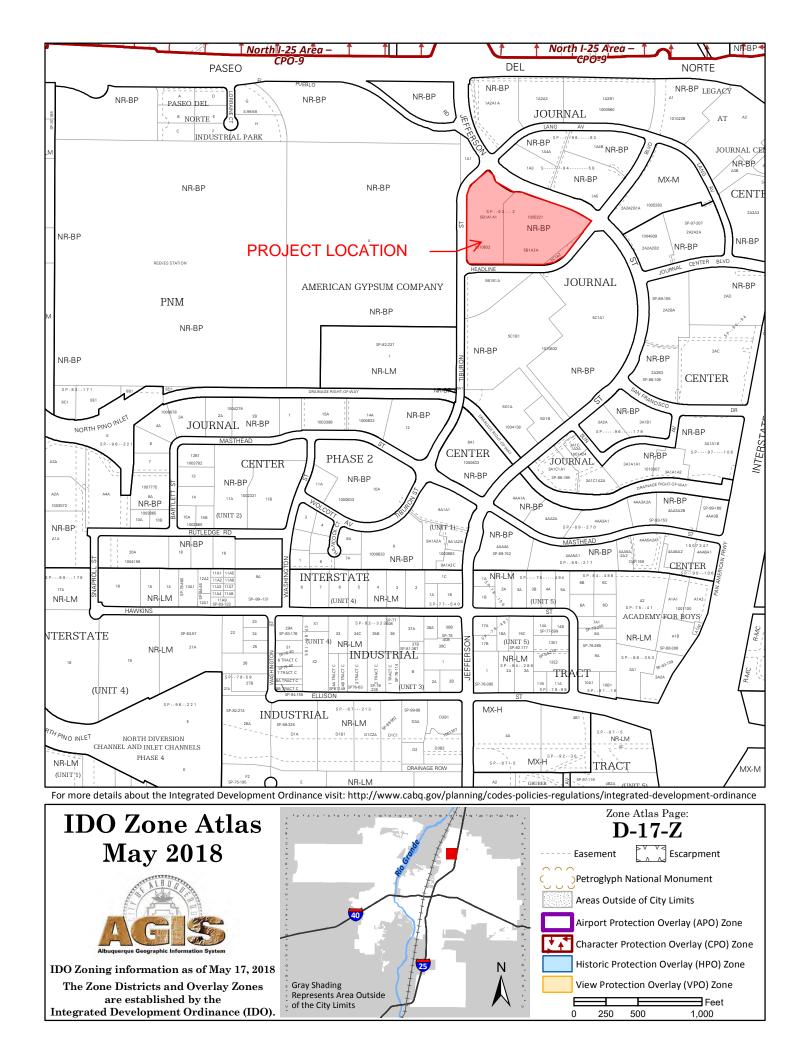
Effective 4/17/19

Please check the appropriate box and refer to supplemental forms for submittal requirements. All fees must be paid at the time of application.								
Administrative Decisions	Decisions Requiring	a Pu	blic Meeting or Hearing	Policy Decisions				
☐ Archaeological Certificate (Form P3)	☐ Site Plan – EPC in (Form P1)	cludin	ng any Variances – EPC	☐ Adoption or Amendment of Comprehensive Plan or Facility Plan (Form Z)				
☐ Historic Certificate of Appropriateness – Minor (Form L)	☐ Master Developme	nt Pla	an (Form P1)	☐ Adoption or Amendment of Historic Designation (Form L)				
☐ Alternative Signage Plan (Form P3)	☐ Historic Certificate (Form L)	of Ap	propriateness – Major	□ Ame	endment of IDO Text (F	form Z)		
☐ Minor Amendment to Site Plan (Form P3)	☐ Demolition Outside	☐ Demolition Outside of HPO (Form L)				☐ Annexation of Land (Form Z)		
☐ WTF Approval <i>(Form W1)</i>	$\square$ Historic Design Standards and Guidelines (Form L)			□ Ame	endment to Zoning Map	– EPC (Form Z)		
	☐ Wireless Telecommunications Facility Waiver (Form W2)			□ Ame	endment to Zoning Map	- Council (Form Z)		
					le			
				Appea	ision by EPC, LC, ZHE	or City Stoff /Form		
				□ Dec	ISION BY EPC, LC, ZHE	t, of City Stall (Form		
APPLICATION INFORMATION								
Applicant: John Binnert, Cottonwood Class	sical			Pho	one: 505.998.1021			
Address: 7801 JEFFERSON ST NE				Em	ail: john.binnert@cotton	woodclassical.org		
City: Albuquerque			State: New Mexico	Zip	87109			
Professional/Agent (if any): Jeremy Trumble,	FBT Architects			Pho	one: 505.883.5200	)		
Address: 6501 Americas Parkway NE Email: jtt@fbtarch.com								
City: Albuquerque State: New Mexico				Zip	87110			
Proprietary Interest in Site: List <u>all</u> owners: Cottonwood Classical Foundation								
BRIEF DESCRIPTION OF REQUEST			-					
Gymnasium & classroom build	ng addition + asso	ciate	ed site work					
SITE INFORMATION (Accuracy of the existing I	egal description is cru	ıcial!	Attach a separate sheet if	necessa	ry.)			
Lot or Tract No.: TR 5-B-1-A-2-A & 5-B	-1-A-1-A-1		Block:	Uni	t:			
Subdivision/Addition:			MRGCD Map No.:	UPC Code: 101706338140010115				
Zone Atlas Page(s): D-17-Z	Existing Zoning:	NR-	BP (Non-Residential)	Proposed Zoning:				
# of Existing Lots:	# of Proposed Lot	s:		Total Area of Site (acres): 12				
LOCATION OF PROPERTY BY STREETS				<u> </u>				
Site Address/Street: 7801 JEFFERSON ST N	E Between:			and:				
CASE HISTORY (List any current or prior project	ct and case number(s)	that	may be relevant to your re	quest.)				
,     Administrat	ive Amendment - I	File #	PR-2020-003646 / Pr	oject #	Si-2021-01132			
Signature:					e: 1/4/22			
Printed Name: Jeremy Trumble,	FBT Architects				Applicant or X Agent			
FOR OFFICIAL USE ONLY								
Case Numbers Actio		Case Numbers		Action	Fees			
Meeting/Hearing Date:	<u> </u>		1	Fee	ı e Total:	<u> </u>		
Staff Signature:	Date:	Project #						

### **FORM P1: SITE PLAN - EPC**

	EXTENSION OF SITE PLAN-  No Interpreter Needed for He   X A Single PDF file of the co   prior to making a submitta   provided on a CD. PDF st   the remaining documents   X Zone Atlas map with the e   X Letter of authorization from   X Sites 5 acres or greater: A   X Signed Traffic Impact Study   X Justification letter describing   14-16-6-6(F)(3), as application   X Proof of Pre-Application   X Proof of Neighborhood   X Proof of Neighborhood   X Proof of email with read   X Proof of emailed notices   X Proof of emailed   X	TE PLAN – EPC OR MASTER DE PEPC OR MASTER DE PEPC OR MASTER DEVELOPMI aring? if yes, indicate langua omplete application including all do al. Zipped files or those over 9 MB hall be organized with the Develop in the order provided on this form. Intire site clearly outlined and label in the property owner if application in the property owner in the province in the property owner in the province in the property owner in the province in th	ge:	O Sections 14-16-6-6(J)(3) or  O Sections 14-16-6-6(J)(3) or  O Sociations So offered on December 30, 2021. All od associations responded and declined  O Plans have been provided in the digital attachments of solid as design requirements for buildings, only) (1 copy, 24" x 36") t (1 copy) t 5-2(D) for all commercial and multifamily
		ve requirements for the Site Plan - lescribe, explain, and justify the va		ent Plan the proposed variance request Section 14-16-6-6(N)(3).
	Note: Any variance re of Land), 14-16-5-5 (I 6(L) See Form V.	equest from IDO Standards in Sec Parking and Loading), or DPM star	tions 14-16-5-3 (Access and adards shall only be granted	d Connectivity), 14-16-5-4 (Subdivision I by the DRB per IDO Section 14-16-6-
I, sc	the applicant or agent, acknown heduled for a public meeting or	ledge that if any required informati hearing, it required, or otherwise pro	on is not submitted with this ocessed until it is complete.	s application, the application will not be
Sig	nature:	James M.		Date: 1/4/22
Prin	ted Name:	\ Jeremy Trumble		☐ Applicant or 💢 Agent
FOF	R OFFICIAL USE ONLY			
Staf	Case Numbers:	Proj	ect Number:	1 B 1/0
Siai	ı oıyılature.			MEXICA

Please refer to the EPC hearing schedule for public hearing dates and deadlines. Your attendance is required.





November 24, 2021

To Whom It May Concern,

The purpose of this letter is to indicate that FBT Architects, and its employees, have authorization to act as owner agent for Cottonwood Classical Preparatory School on all permit-related inquiries and submissions related to the Gymnasium and Classroom Addition project at 7801 Jefferson St. NE, Albuquerque, NM, 87109. This includes any city-requested administrative amendments.

Please call me if you have any questions.

Thank you,

John J Binnert, Executive Director



### Tim Keller, Mayor Sarita Nair, CAO

### City of Albuquerque

P.O. Box 1293 Albuquerque, NM 87103

### **Planning Department**

Brennon Williams, Director

Sarita Nair, CAO	<u> </u>	
DATE: December 2,	2021	
SUBJECT: Albuquer	rque Archaeological Ordinance -	Compliance Documentation
Case Number(s):	PR-2020-003646	
Agent:	FBT Architects (Jeremy Trumb	
Applicant:	Cottonwood Classical Preparat	
Legal Description:	Tracts 5-B-1-A-2-A & 5-B-1-A-	I-A-1
Zoning:	NR-BP (Non-Residential) 12	
Acreage:	E 12 E	
Zone Atlas Page(s):	D-11-Z	
CERTIFICATE O		No No
SUPPORTING DOCUM	MENTATION:	
Google Earth historic	c aerial photographs, ARMS reco	rds
SITE VISIT: N/A		
RECOMMENDA	TIONS:	
	rs to have been disturbed by prio property (NMCRIS 108378, 1305	r development by 1991. Some previous surveys have taken place 55).
Therefore: CERTIFIC through previous lan		under 6-5(A) (3)(a) criterion 2 "The property has been disturbed
SUBMITTED BY	<u>′:</u>	SUBMITTED TO:
M Ary 10	12 2 2021	



### City of Albuquerque

Planning Department
Development Review Services Division

### Traffic Scoping Form (REV 12/2020)

Cottonwood Classical Gym & Project Title: Classroom Addition Building Permit #: Hydrology File #: Zone Atlas Page: D-17-Z DRB#: EPC#: Work Order#: Legal Description: TR 5-B-1-A-2-A & 5-B-1-A-1-A-1 7801 JEFFERSON ST NE City Address: Applicant: \_\_FBT Architects Contact: Jeremy Trumble 6501 Americas Parkway NE Address: E-mail: jtt@fbtarch.com 505.883.5200 Phone#: Fax#:\_\_\_\_ **Development Information**  $Current/Proposed\ Zoning: \underline{NR-BP}\ (Non-Residential)$ Build out/Implementation Year: 2022 Project Type: New: ( ) Change of Use: ( ) Same Use/Unchanged: (X) Same Use/Increased Activity: ( ) Proposed Use (mark all that apply): Residential: ( ) Office: ( ) Retail: ( ) Mixed-Use: ( ) Describe development and Uses: Gymnasium & classroom addition to existing school Days and Hours of Operation (if known): 7:30 am - 3:15 pm **Facility** 46,872 existing / 24,300 addition = 71,172 total GSF Building Size (sq. ft.): \_\_\_\_ Number of Residential Units: Number of Commercial Units: **Traffic Considerations** 142 Expected Number of Daily Visitors/Patrons (if known):\*\_ 40 Expected Number of Employees (if known):\*\_\_\_\_\_ Expected Number of Delivery Trucks/Buses per Day (if known):\* 7:30-8:00 am - 2:30-3:15 pm Trip Generations during PM/AM Peak Hour (if known):\* Headline Blvd, Jefferson St, Tiburon St (all existing) Driveway(s) Located on: Street Name Posted Speed 35 MPH  $_{\mathrm{Street\ Name}}$  Jeffers on St  $_{Posted\ Speed}\ 35\ MPH$ 

<sup>\*</sup> If these values are not known, assumptions will be made by City staff. Depending on the assumptions, a full TIS may be required

<b>Roadway Information (adjacent to site)</b>			Arterial		
Comprehensive Plan Corridor Designation/Fur	nctiona	l Classification:			
(arterial, collector, local, main street)  Comprehensive Plan Center Designation:(urban center, employment center, activity center)		None			
Jurisdiction of roadway (NMDOT, City, Count	• /	City		Α	//C AM Southbound 1.0
Adjacent Roadway(s) Traffic Volume:18,0		(if ap	me-to-Capacity R	atio:E	PM northbound 0.92
Adjacent Transit Service(s): Bus Stop North	of Pro	perty Nearest Trans	t Stop(s): 20 Ft		
Is site within 660 feet of Premium Transit?:	No		_		
Current/Proposed Bicycle Infrastructure:(bike lanes, trails)	Exist	ng Paseo Del No	rte Trail		
Current/Proposed Sidewalk Infrastructure:	Exist	ng			
Relevant Web-sites for Filling out Roadway In	-				
City GIS Information: <a href="http://www.cabq.gov/gis/a">http://www.cabq.gov/gis/a</a> Comprehensive Plan Corridor/Designation: <a href="https://www.cabq.gov/gis/a">https://www.cabq.gov/gis/a</a>			ha aamn nlan ahan	tor 5 land u	sa (man aftar Daga 5.5)
Road Corridor Classification: https://www.mrco PDF?bidId=					, ,
Traffic Volume and V/C Ratio: https://www.mrcc	og-nm.	gov/285/Traffic-Cour	ts and https://pul	blic.mrcog-r	ım.gov/taqa/
Bikeways: <a href="http://documents.cabq.gov/planning/ado">http://documents.cabq.gov/planning/ado</a> 81)	opted-lo	ngrange-plans/BTFP	/Final/BTFP%20FII	NAL_Jun25	.pdf (Map Pages 75 to
TIS Determination					
<b>Note:</b> Changes made to development proposals TIS determination.	ls / assı	imptions, from the	information provid	ded above,	will result in a new
Traffic Impact Study (TIS) Required: Yes [	] N	Borderline	[ ]		
Thresholds Met? Yes [ ] No					
Mitigating Reasons for Not Requiring TIS:	Prev	riously Studied: [			
Notes: Roadway abutting the project site is ful unlikely to improve vehicle LOS.	lly con:	structed and auto-o	riented mitigation	measures	are impractical or
MPn-P.E.	12/	13/2021			
TRAFFIC ENGINEER	DA	ΓΕ			

### **Submittal**

The Scoping Form must be submitted as part of any building permit application, DRB application, or EPC application. See the Development Process Manual Chapter 7.4 for additional information.

Submit by email to the City Traffic Engineer <a href="mgrush@cabq.gov">mgrush@cabq.gov</a>. Call 924-3362 for information.

### Site Plan/Traffic Scoping Checklist

Site plan, building size in sq. ft. (show new, existing, remodel), to include the following items as applicable:

- 1. Access -- location and width of driveways
- 2. Sidewalks (Check DPM and IDO for sidewalk requirements. Also, Centers have wider sidewalk requirements.)
- 3. Bike Lanes (check for designated bike routes, long range bikeway system) (check MRCOG Bikeways and Trails in the 2040 MTP map)
- 4. Location of nearby multi-use trails, if applicable (check MRCOG Bikeways and Trails in the 2040 MTP map)
- 5. Location of nearby transit stops, transit stop amenities (eg. bench, shelter). Note if site is within 660 feet of premium transit.
- 6. Adjacent roadway(s) configuration (number of lanes, lane widths, turn bays, medians, etc.)
- 7. Distance from access point(s) to nearest adjacent driveways/intersections.
- 8. Note if site is within a Center and more specifically if it is within an Urban Center.
- 9. Note if site is adjacent to a Main Street.
- 10. Identify traffic volumes on adjacent roadway per MRCOG information. If site generates more than 100 vehicles per hour, identify v/c ratio on this form.

PA# <u>21-233</u> Date: <u>11/02/21</u> Time: <u>N/A (sent via email to )</u>

Address: 7801 Jefferson St. NE

### AGENCY REPRESENTATIVES

Planning: Catalina Lehner (clehner@cabq.gov) James Aranda (jmaranda@cabq.gov)

Zoning/Code Enforcement: Angelo Metzgar (ametzgar@cabq.gov)

Fire Marshal: Antonio Chinchilla (achinchilla@cabq.gov) or call 505-924-3611 (if needed)

Transportation: Jeanne Wolfenbarger (jwolfenbarger@cabq.gov)

Hydrology: <a href="mailto:Ernest Armijo">Ernest Armijo</a>, P.E. (<a href="mailto:earmijo@cabq.gov">earmijo@cabq.gov</a>)
Solid Waste: <a href="mailto:Herman Gallegos">Herman Gallegos</a> (<a href="mailto:hearmigo@cabq.gov">hearmijo@cabq.gov</a>)

Water Authority: David Gutierrez - dggutierrez@abcwua.org or call 505.289.3307; 505.241.9630

### PRT DISCUSSIONS ARE FOR INFORMATIONAL PURPOSES ONLY!

THEY ARE NON-BINDING AND DO NOT CONSTITUTE ANY KIND OF APPROVAL.

Additional research may be necessary to determine the exact type of application and/or process needed. Factors unknown at this time and/or thought of as minor could become significant as the case progresses.

**REQUEST:** 24,300 sq. ft. gymnasium and classroom addition

### **SITE INFORMATION:**

Zone: NR-BP Size: Approx. 6.23 acres

Use: Non-Residential Business Park Overlay zone: N/A

Comp Plan Area of: Change Comp Plan Corridor: Premium Transit (PT), Multi-

modal

Comp Plan Center: N/A MPOS or Sensitive Lands: X Flood zone

Parking: <u>14-16 5-5</u> MR Area: North I-25

Landscaping: 14-16 5-6 Street Trees: 14-16 5-6(D)(1)

Use Specific Standards: Allowable Uses, Table 4-2-1

Dimensional Standards: Table 5-1-3: Non-residential Zone District Dimensional Standards

Office of Neighborhood Coordination (ONC) at www.cabg.gov/neighborhoods.resources.

### **PROCESS:**

Type of Action: 6-4(Z)- Amendment of Pre-IDO Approvals (Major Amendment)

Review and Approval Body: EPC Is this a PRT requirement? Yes (Table 6-1-1)

<sup>\*</sup>Neighborhood Organization/s: Alameda North Valley Association

<sup>\*</sup>This is preliminary information only. Neighborhood Organization information is only accurate when obtained from the

PA#	<u>21-233</u>	Date: _	<u>11/02/21</u>	Time: _	N/A (sent via email)

Address: 7801 Jefferson St. NE

### **NOTES:**

See the Integrated Development Ordinance

https://documents.cabq.gov/planning/IDO/IDO-2019-Effective-2020-11-02.pdf

### **Download Forms & Applications**

https://www.cabq.gov/planning/online-forms

### **New Public Notice Forms**

We have created forms for all email/mailed public notice and for Pre-submittal Neighborhood Meetings. Please complete these forms for public notice:

- Neighborhood Meeting <a href="http://www.cabq.gov/planning/urban-design-development/neighborhood-meeting-requirement-in-the-integrated-development-ordinance">http://www.cabq.gov/planning/urban-design-development/neighborhood-meeting-requirement-in-the-integrated-development-ordinance</a>
- Public Notice <a href="http://www.cabq.gov/planning/urban-design-development/public-notice">http://www.cabq.gov/planning/urban-design-development/public-notice</a>

### **Records requests**

To request a site plan and/or Notice of Decision, please use ABQ Records web page:

https://www.cabq.gov/clerk/public-records

Please include the site's address and the Case Tracking #s (see Zoning Comments) in your request.

### **Requests to Inspect Public Records**

Any person may submit their request to inspect public records to the Office of the City Clerk by clicking on the following link to request records using our ABQ Records portal. <a href="https://cabq.nextrequest.com/">https://cabq.nextrequest.com/</a>

This enables us to respond to requests in the order in which they are received. Plus, it's a better way to share large files.

### **File Submittal**

For Administrative Amendments, DRB, EPC, hydrology and traffic submittals, e-mail electronic files to <a href="mailto:PLNDRS@cabq.gov">PLNDRS@cabq.gov</a>. For questions about an application submittal or the submittal process itself, please contact Jay Rodenbeck at <a href="mailto:jrodenbeck@cabq.gov">jrodenbeck@cabq.gov</a> and/or to Maggie Gould at <a href="mailto:mgould@cabq.gov">mgould@cabq.gov</a>.

For other questions, please contact the Planning representative at the top of the PRT Notes.

For Building Safety Plan Review, contact Building Safety at 924-3963. Website: <a href="https://www.cabq.gov/planning/building-safety-permits">https://www.cabq.gov/planning/building-safety-permits</a>

PA# 21-255 Date. 11/02/21 Hille. N/A (Selit via elliali	PA# 21	1-233	Date:	11/02/21	Time:	N/A (sent via email)
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Address: 7801 Jefferson St. NE

### **Zoning Comments**

### PRT 21-233

### PROPERTY INFORMATION

Address: 7801 Jefferson St NE
 Lot: 5B1A2A Block: 0000
 Subdivision: Journal Center

• Type: Change

• Calculated GIS Acres: 6.23

• IDO Zoning: NR-BP

Old Zoning Designation: IP

• Old Zoning Description:

Old Zoning Category: Industrial/ Wholesale/ Manufacturing

### **CASE HISTORY**

- PR-2020-003646
- 1005221
- 1000378

### ALLOWABLE USE(S)

N/A

### **USE SPECIFIC STANDARDS**

N/A

### **DEFINITIONS**

### **DEVELOPMENT STANDARDS**

N/A

### **APPLICANT'S QUESTIONS**

N/A

### **PROCESS**

• 6-4(Z)- Amendment of Pre-IDO Approvals (Major Amendment)

As always, if you have specific questions pertaining to zoning and/or development standards you are encouraged to reach out to the zoning counter at (505) 924-3857 option 1.

PA# <u>2</u>	21-233	Date:	11/02/21	Time:	N/A (sent via email)
· ·					

Address: 7801 Jefferson St. NE

### Transportation Development Comments

PRT 21-233 (7800 Jefferson NE.)

### Information for Site Development – Transportation Development

For additional information contact Nilo Salgado-Fernandez and/or Jeanne Wolfenbarger (924-3991)

### **General Comments below (If applicable):**

### **Curb Cuts**

- Follow DPM guidelines for commercial curb cuts.
- Location of drive with respect to intersection depends on classification of the street. (See attached table.)
   Classification of street is according to the Long Range Master Plan developed by MRCOG.

### **Clear Sight Triangle at Access Points and Intersections**

• Clear sight triangle (See attached hand-outs.) Nothing opaque should be in the triangle.

### **Private Site and Parking Lot Design**

- Follow DPM and IDO Guidelines for Site and Parking Lot Design. Current ADA standards must be followed
  including required number of handicapped parking spaces and drive aisles, ADA access to public right-of-way,
  and ADA access to on-site buildings.
- See the Traffic Circulation Layout (TCL) Checklist. A TCL is required for any change or addition to a building > 500 sq. ft. or if the parking or circulation is changed. (This includes a repaving of parking lot.) Drawing must be stamped by a registered engineer or architect.
- When developing a parking lot layout, include all dimensioning for construction purposes. Also include all curb, curb ramp and signage details.
- Parking Calculations must be provided and per the requirements in the IDO. Number of vehicular spaces, motorcycle spaces, and bicycle spaces shall be specified and follow IDO requirements.
- Shared access/parking agreement is required if access/parking is shared with parking lot adjacent to site. (This can be established on a plat if submittal of a plat is required or by an agreement.)
- Existing driveways that are not being used are required to be removed and replaced with standard curb and sidewalk to match existing.

### **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

PA#	<u>21-233</u>	Date:	<u>11/02/21</u>	Time:	N/A (sent via email)
_				_	

Address: 7801 Jefferson St. NE

out a TIS Form that states whether one is warranted. In some cases, a trip generation may be requested for determination.

### **Platting and Public Infrastructure Requirements for Roadways**

- When submitting to DRB, all public roadway improvements that are required shall be shown on an infrastructure list. Public improvements must be included on a public work order set of drawings.
- All public roadway facilities must be within public right-of-way including the entire width of the public sidewalk,
   all public curb ramps, overhead utilities, traffic signals and lighting, etc.
- Curb and sidewalk are required along entire frontage of property. Follow IDO/DPM for specific width requirements.
- There is a Bikeway Master Plan that is prepared MRCOG which lays out proposed bicycle facilities including bicycle trails, bike lanes, and bike routes. The site would be required to provide such facilities along the site frontage if they have not been constructed yet. Right-of-way dedication would likely be required.
- Depending on site's use of an adjacent alleyway and on type of use for proposed site, alleyway improvements are required. This would include paving and/or proper right-of-way dedication to meet current width standards.
- For any private access easements on plats, all beneficiaries and maintenance responsibilities must be listed.
- Due to sight distance concerns and to construct sufficient curb ramps, right-of-way dedication is required to add curves to corners of properties at intersections if they are not already developed. See Table 23.3 of the DPM.
- Any private structures that are located within public right-of-way such as fences and walls shall either be removed or else a revocable permit with the City is required in which an annual fee is paid per year, based on square footage of the encroachment.

If you would have additional questions or would like to schedule a follow-up Zoom meeting please contact Diego Ewell at dewell@cabq.gov

### SIGN POSTING AGREEMENT

### **REQUIREMENTS**

### POSTING SIGNS ANNOUNCING PUBLIC HEARINGS

All persons making application to the City under the requirements and procedures established by the City Zoning Code or Subdivision Ordinance are responsible for the posting and maintaining of one or more signs on the property which the application describes. Vacations of public rights-of-way (if the way has been in use) also require signs. Waterproof signs are provided at the time of application. If the application is mailed, you must still stop at the Development Services Front Counter to pick up the sign.

The applicant is responsible for ensuring that the signs remain posted throughout the 15-day period prior to public hearing. Failure to maintain the signs during this entire period may be cause for deferral or denial of the application. Replacement signs for those lost or damaged are available from the Development Services Front Counter at a charge of \$3.75 each.

### 1. LOCATION

- A. The sign shall be conspicuously located. It shall be located within twenty feet of the public sidewalk (or edge of public street). Staff may indicate a specific location.
- B. The face of the sign shall be parallel to the street, and the bottom of the sign shall be at least two feet from the ground.
- C. No barrier shall prevent a person from coming within five feet of the sign to read it.

### 2. NUMBER

- A. One sign shall be posted on each paved street frontage. Signs may be required on unpaved street frontages.
- B. If the land does not abut a public street, then, in addition to a sign placed on the property, a sign shall be placed on and at the edge of the public right-of-way of the nearest paved City street. Such a sign must direct readers toward the subject property by an arrow and an indication of distance.

### 3. PHYSICAL POSTING

- A. A heavy stake with two crossbars or a full plywood backing works best to keep the sign in place, especially during high winds.
- B. Large headed nails or staples are best for attaching signs to a post or backing; the sign tears out less easily.

Signs mu	ıst be p	osted from	February 1, 2022		_To	March 4, 2022	
5.	REMOVAL						
	A. B.	•				hearing on the request. s after the initial hearing	J.
	n to kee	p the sign(				vices Front Counter Stat the sign(s) are to be loca	ated. I am being given
			(Applio	cant or Agent)			December 22, 2021 (Date)
I issued	\$	signs for thi	s application,	(Date)			(Staff Member)

PROJECT NUMBER: \_\_\_\_\_

Rev. 1/11/05

### Neighborhood Meeting Request for a Proposed Project in the City of Albuquerque

Date of Request*: December 13, 2021
This request for a Neighborhood Meeting for a proposed project is provided as required by Integrated
Development Ordinance (IDO) Subsection 14-16-6-4(K) Public Notice to:
Neighborhood Association (NA)*: District 4 Coalition of Neighborhood Associations
Name of NA Representative*:
Email Address* or Mailing Address* of NA Representative¹:dlreganabq@gmail.com
The application is not yet submitted. If you would like to have a Neighborhood Meeting about this
proposed project, please respond to this request within 15 days. <sup>2</sup>
Email address to respond yes or no: <a href="mailto:jtt@fbtarch.com">jtt@fbtarch.com</a>
The applicant may specify a Neighborhood Meeting date that must be at least 15 days from the Date of
Request above, unless you agree to an earlier date.
Meeting Date / Time / Location:  December 30, 2021 / 5:30 PM / ZOOM On-Line Presentation (Link will be provided upon request)
Determined 30, 2021 / 3.30 FW / 200W OT-Eme Tresentation (Emix will be provided about requesty
Project Information Required by IDO Subsection 14-16-6-4(K)(1)(a)
1. Subject Property Address* 7801 Jefferson St. NE
Location Description Cottonwood Classical Preparatory School  Cottonwood Classical Foundation  Cottonwood Classical Foundation
z. Froperty Owner
3. Agent/Applicant* [if applicable] FBT Architects
4. Application(s) Type* per IDO <u>Table 6-1-1</u> [mark all that apply]
□ Conditional Use Approval
□ Permit (Carport or Wall/Fence – Major)
X Site Plan
□ Subdivision (Minor or Major)

<sup>&</sup>lt;sup>1</sup> Pursuant to <u>IDO Subsection 14-16-6-4(K)(5)(a)</u>, email is sufficient if on file with the Office of Neighborhood Coordination. If no email address is on file for a particular NA representative, notice must be mailed to the mailing address on file for that representative.

<sup>&</sup>lt;sup>2</sup> If no one replies to this request, the applicant may be submitted to the City to begin the review/decision process.

	□ Vacation	(Easement/Private Way or Public Right-of-way)
	□ Variance	
	□ Waiver	
	☐ Zoning Map Amendment	
	☐ Other:	
	Summary of project/request <sup>3*</sup> :  Building addition for new gymnasium, classrooms	s and associated support spaces.
5.	This type of application will be decided by*:	☐ City Staff
	OR at a public meeting or hearing by:	
	☐ Zoning Hearing Examiner (ZHE)	☐ Development Review Board (DRB)
	☐ Landmarks Commission (LC)	▼ Environmental Planning Commission (EPC)
	☐ City Council	
6.	Where more information about the project ca Contacting the Owner's Agent - FBT Architects - Jere	
Projec	t Information Required for Mail/Email Not	ice by <u>IDO Subsection 6-4(K)(1)(b)</u> :
1.	Zone Atlas Page(s)*5 D-17-Z	
2.	Architectural drawings, elevations of the prop	osed building(s) or other illustrations of the
۷.		to notice or provided via website noted above
3.	The following exceptions to IDO standards will	·
<b>J</b> .	☐ Deviation(s) ☐ Variance(s)	□ Waiver(s)
		□ waivei(s)
	Explanation: None	
	None	
	An offer of a Pre-submittal Neighborhood Med	eting is required by Table 6-1-1*: X Yes $\Box$ No

[Note: Items with an asterisk (\*) are required.]

<sup>&</sup>lt;sup>3</sup> Attach additional information, as needed to explain the project/request. Note that information provided in this meeting request is conceptual and constitutes a draft intended to provide sufficient information for discussion of concerns and opportunities.

<sup>&</sup>lt;sup>4</sup> Address (mailing or email), phone number, or website to be provided by the applicant

<sup>&</sup>lt;sup>5</sup> Available online here: <u>http://data.cabq.gov/business/zoneatlas/</u>

[Note:	Items	with	an	actorick	<b>/*</b> )	are	reauired.1
mole.	ILUIIIS	VVILII	un	usterisk	, ,	uie	reuuneu.i

	5.	For Site Plan Applications only*, attach site plan showing, at a minimum:								
		a. Location of proposed buildings and landscape areas.*								
		b. Access and circulation for vehicles and pedestrians.*								
		x c. Maximum height of any proposed structures, with building elevations.*								
		$\ \square$ d. For residential development*: Maximum number of proposed dwelling units.								
		e. For non-residential development*:								
		X Total gross floor area of proposed project.								
		□ Gross floor area for each proposed use.								
	Ad	ditional Information:								
	1.	From the IDO Zoning Map <sup>6</sup> :								
		a. Area of Property [typically in acres]								
		b. IDO Zone District								
		c. Overlay Zone(s) [if applicable]								
		d. Center or Corridor Area [if applicable]								
	2.	Current Land Use(s) [vacant, if none]								
Use	ful	Links								
		Integrated Development Ordinance (IDO):								
		https://ido.abc-zone.com/								
		IDO Interactive Map								
		https://tinyurl.com/IDOzoningmap								
Cc:	Dis	trict 4 Coalition of Neighborhood Associations [Other Neighborhood Associations, if any]								
	Ala	meda North Valley Association								
		<del></del>								
		<del></del>								

<sup>&</sup>lt;sup>6</sup> Available here: <a href="https://tinurl.com/idozoningmap">https://tinurl.com/idozoningmap</a>

### **Albuquerque Site & Building Design Considerations**

This form should be submitted with all commercial and multifamily site plans, except if the development is industrial or the multifamily is less than 25 units. The project architect <u>and</u> landscape architect must complete the evaluation and sign the end of this form.

The City of Albuquerque design philosophy promotes building performance: buildings that are sustainable and that promote the health and well-being of its citizens. This design philosophy will result in architecture that is unique to Albuquerque and fosters a sense of place and identity.

The most important aspect of a building is the building's ability to function well in response to its surroundings and the unique environmental constraints and opportunities of its specific location. They include bio-climate (winter and summer), solar access and impact, and views of Albuquerque's prominent geographic features. Albuquerque has compelling environmental forces--the daily and seasonal position of the sun, and a very unique force, the dramatic views to the Sandia mountains and other physical features. These are not subjective forces but rather tangible and timeless forces. They are physical properties that can be measured and documented. When architects and landscape architects acknowledge and respond to these forces, the resulting design is unique to Albuquerque in its aesthetic expression and its function.

### Design Considerations for Compliance with IDO Section 5-2 (D)

In Albuquerque, building and site design must consider summer and winter climate zones in combination due to our high desert location. Albuquerque also has dramatic views of the Sandia mountains and other physical features that can be captured in windows, patios, and balconies. Identify by checking the box that you have achieved, achieved in part, or evaluated only the following design principles in your site and building layout and building design.

### Section A.

### **General Site Arrangement and Building Orientation:**

1.	should allow for heat loss during the summer months and heat gain during the winter months.
	Specific submittal requirements for the sun and shade analysis are in Section B.
	Achieved
2.	The building shapes should account for strong solar radiation effects on the east and west sides of the building and may encourage consideration of a slender elongation. Building wings extending on the east-west axis are preferable.
	Achieved in Part Evaluated Only
3.	Buildings oriented slightly east of south are preferable to secure balanced heat distribution.  Achieved

4.	Design should excessive.	l allow for wint	er sun penetration and	may inform depths of interiors so as not be
	Achieved		Achieved in Part	Evaluated Only
5.	Design should	l allow for natu	ıral ventilation as much	as possible.
	Achieved		Achieved in Part	Evaluated Only
Bui	ilding Entries a	ind Windows:		
6.				es are preferable. South facing windows horizontal overhangs, projections, or
	Achieved		Achieved in Part	Evaluated Only
7.	North facing e	entries should l	be carefully considered l	pecause they receive no direct sunlight
	_	of the winter a	nd increase the need for	
	Achieved		Achieved in Part	Evaluated Only
8.	North facing v	vindows are er	ncouraged as they requir	re little to no shading.
	Achieved		Achieved in Part	Evaluated Only
9.	Any west facir	ng building ent	ries and windows should	d mitigate solar effects.
	Achieved		Achieved in Part	Evaluated Only
Ou	tdoor Element	s (Integration)	:	
10.	Site plan desig	gn should spati	ally connect outdoor an	d indoor areas.
	Achieved		Achieved in Part	Evaluated Only
11.		nged around la		as are preferred to use evaporative cooling
	Achieved		Achieved in Part	Evaluated Only
12.	Buildings shou	ıld be shaded l	by trees on all sun-expos	sed sides, especially the east and west
	Achieved		Achieved in Part	Evaluated Only
13.	Trees placeme	ent should be i	n combinations of two-t	hirds deciduous to one-third evergreen.
				s to avoid loss of species due to disease.
	Achieved		Achieved in Part	Evaluated Only 🗸
14.	Preservation o	or restoration o	of vegetation that is indi	genous to Albuquerque is preferred.
	Achieved	П	Achieved in Part	Evaluated Only 🗸

15. Glare from direct sunlight through windows can be effectively diffused by tree canopies. Deciduous trees planted in small or large groups are preferred.
Achieved Achieved in Part Evaluated Only
16. Outdoor residential living areas should be designed to take advantage of sun in winter months and shading in summer months. Patios and balconies should have a thoughtful solar orientation and a close relationship to nature. Achieved
17. Paving should be used discriminately and, where used, efforts should be made to shade the
paving.  Achieved
<ul> <li>Views:</li> <li>18. Where the site has view potential, capture views of prominent visual formsthe Sandia mountains and foothills, the Bosque Rio Grande, Volcanos and escarpmentin windows, balconies, and patios. (Please note on the site layout and/or elevations where views are captured.)</li></ul>
By checking the boxes of the Design Considerations and signing, I verify that the items have been thoroughly evaluated in the design of Project Cottonwood Classical - Gym & Classroom Addition and Application No
Signature of Project Architect/License No.  Signature of Project Landscape Architect/License No.

### Section B.

### Sun and Shade Analysis requirements in compliance with 5-2(D)(1):

A solar shading analysis shall be submitted with all site plan submittals, except for industrial development and multi-family residential development containing less than 25 units.

The desired outcome is that *summer sun* be shaded at least 50% or more on transparent windows and doors at three peak times on each facade.

The desired outcome is that 75% of *winter sun* should reach transparent windows and doors at noon on each facade.

The submittal shall include sun and shade analysis on elevations of all primary facades with a minimum of four elevations. Screen shots from a program like SketchUp are acceptable.

### **Summer Sun Analysis**

- 1. Show the effects of summer sun on windows on the following date and times:
  - a. May 21st analysis:
    - 9:00 AM
    - Noon
    - 4:00 PM
  - b. The shading study for May should show the percentage of shading of transparent windows and doors at 9 am and 4 pm. The desired outcome is that 50% or more of the transparent windows and doors be shaded at 9 am and 4 pm on each façade.
  - c. The shading study for May should show the percentage of shading of transparent windows and doors at noon. The desired outcome is for 90% or more of transparent windows and doors be shaded at noon on each façade.
  - d. Plantings may be modeled and included in the shading analysis. Use the mature size of trees and large shrubs according to the Albuquerque Plant List.
  - e. If no sun is influencing a façade at any of the above times, the graphic should simple state "no solar effect."

### Winter Sun Analysis

- 2. Show the effects of winter sun on windows on the following date and time:
  - a. November 21st analysis:
    - Noon
  - b. The shading study for November will show the amount of sun reaching the transparent windows or doors and not shaded. The desired outcome is for 75% of available sun to reach the windows or doors on each facade.



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COLORADO

Updated January 31, 2022

Mr. Tim MacEachen, Chairman Environmental Planning Commission City of Albuquerque 600 Secon Street NW Albuquerque, NM 87120 CORPORATE OFFICE:

6501 Americas Pkwy NE, Ste. 300 Albuquerque, NM 87110

##0 505,883,5200 Will fbtarch.com REGIONAL OFFICES:

15146 500 East 50th Street, Ste. C-2
Lubbock, TX 79404

PHD 806.747.2244

COLONADO 415 Tejon St. Colorado Springs, CO 80903

PHO 719.309.9440

RE: Request for Site Plan Major Amendment – EPC for Expansion of Cottonwood Classical Preparatory School

### Mr. Chairman:

The purpose of this letter is to request approval of a Site Plan – EPC, Major Amendment for the expansion of Cottonwood Classical Preparatory school located at 7801 Jefferson St. NE. The 24,300 SF building addition will include a gymnasium and classrooms connected to the south end of the existing 46,872 SF structure.

The subject site includes is legally described as Tract 5-B-1-A-1-A-1 & Tract 5-B-1-A-2-A Plat of Tracts 5-B-1-A-1-A, 5-B-1-A-2-A & 5-B-1-B-1 Journal Center Subdivision, Zones NR-BP located at 7801 Jefferson St. NE, between Tiburon St. NE and Headline Blvd. NE, approximately 10.78 acres (D-17-Z). The EPC is hearing this request due to the subject site being greater than 5 acres and the building being increased by over 25%.

### **Project Context**



Site map showing the subject site in orange



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### **Existing Site Conditions and Use**

The eastern Tract (5B1A2A) is presently developed, with the existing School Building consisting of classrooms and support spaces for approximately 780 students in grades 6-12. This Tract also includes all of the parking for the facility, the parent pick up / drop off loop and four modular classroom buildings that were installed in 2021 (approved as an administrative amendment to the site plan PR-2020-003646). The classrooms in the existing building are small in area, average of 460 sf. With the current COVID requirements for spacing and number of students in classrooms, the portables were a necessary addition and the student population did not increase.

The western Tract (5B1A1A1) was recently purchased by the Foundation. Until that acquisition, an access easement allowed parent and bus traffic to enter the site from Tiburon St. When the portable buildings were installed in 2021 the school also added a shade structure and basketball court on the west tract.

The subject site is within the Journal Center Subdivision. Located at the intersection of Jefferson Street and Headline Blvd. The school is located on a premium transit route and in an employment center according to the Comprehensive Plan. North and east of the site are commercial properties including US Bank and Justice Legal Group Office Building. West of the site is the American Gypsum Drywall Plant. South of the site is Albuquerque Journal Office and Publishing buildings.

Documents show a 1991 approval of a site plan for a Neuro Behavioral Center, by EPC. The Cottonwood classical Site Plan for subdivision was originally approved in 2008. Several Administrative Amendments have occurred since including the most recent for parking expansion and the portable addition in 2021.

### Zonina

The site is zoned NR-BP with Permissive Primary Use as a Middle/High School. Adjacent sites are also zoned NR-BP with the exception of the Gypsum Plant that is zoned for General Manufacturing and a new MX-M zone with multi-family development under construction.



Site map showing land use and adjacent tracts



TEXAS
COLORADO

### **Building Addition and Site Work**

The building addition consists four key components –

Gymnasium and support spaces – The existing facility has a small multipurpose room that functions as dining space, physical education classroom and general multi-use classroom during the school day. The existing space does not allow for school assemblies or sports activities. These functions must rent other spaces throughout the city. This causes Cottonwood to lose upper grade level students to other schools with more adequate facilities for sports.

Once the Gymnasium is complete the existing multipurpose room will serve primarily as a cafeteria and indoor PE space during inclement weather.

The Gymnasium addition will also greatly serve the community. Ther are few other assembly type spaces near the Journal Center. Having this type of facility will provide a new amenity promoting safe and structured activity around the school during off hours.

- Classrooms Five, much needed, classroom spaces that are appropriately sized per current state standards. These
  will allow redistribution of current students to allow more space due to COVID requirements. It will also allow for slow
  growth of the student body over the next several years. The addition will allow the school to eliminate the temporary
  portables in the near future.
- 3. **Blackbox Classroom** This space will provide the school with another arts amenity. Current theater and music functions occur in standard classrooms. This new space will provide appropriate teaching and performance space.
- 4. **Upgraded Nurses Suite** Due to COVID requirements the school has had to turn functional spaces into isolation rooms. As part of this expansion a new nurse suite will be properly configured with vented isolation room and direct access to the exterior of the building. This will allow sick students to isolate and be picked up from the facility without moving through the school.

### The site improvements include:

- 1. New landscape along the southern side of the site bordering Headline Blvd. This includes new planting and irrigation plus improved ponding areas for stormwater retention.
- 2. Separation of the parent drop off loop and the bus loop The current site configuration requires the buses to queue with the cars as the enter the site. The proposed plan utilizes existing site access points but creates a turn around for the buses. This allows complete separation during the busy drop off and pick up periods each day.
- 3. Future plans for the west tract include a playfield and jogging track. A full soccer or football field will not fit but a multi-use field would greatly benefit the school and surrounding neighborhoods.

### **Summary of Request**

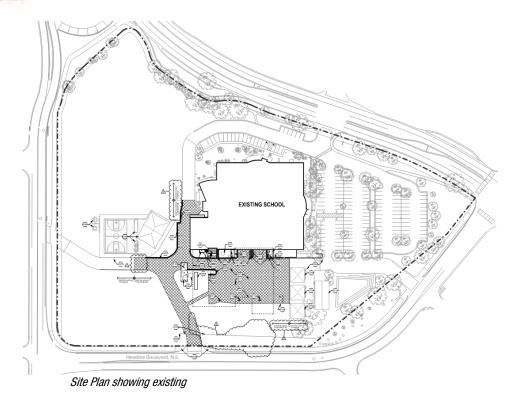
The Applicant, Cottonwood Classical Preparatory School, is requesting approval for the Site Plan – EPC to include the 24,300 SF building addition and associated site work.

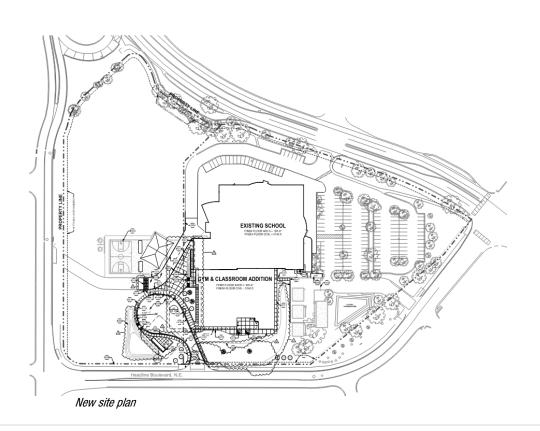
This project is supported by the Journal Center Architectural Review Committee and City Councilor Brook Bassan. The Foundation has secured full funding for the project with the goal of having the facility ready for Spring 2023 school semester. See attached letter from JCARC.



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COLORADO

TEXAS



Addition floor plan



South Elevation (Facing towards Headline Blvd)



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### **Review and Decision Criteria**

### 14-16-6-6(J)(3) Site Plan EPC - Review and Decision Criteria

14-16-6-6(J)(3) (a) - The Site Plan is consistent with the ABC Comp Plan as amended

• Response – The Site Plan is consistent with the Comp Plan by Furthering the following Goals and Policies:

Policy 4.1.2 – Identity and Design: Protect the identity and cohesiveness of neighborhoods by ensuring the appropriate scale and location of development, mix of uses and character of building design

Response: The proposed project is consistent with this policy by being a charter school in the heart of
Journal Center, identified as an employment center in the Comp Plan, helps to define the identity of the
neighborhood and serves as a unique use of the site. Because this new project will provide future green
space and assembly spaces it will further activate area. The design is also consistent with the Journal
Center requirements and therefor contributes to the architectural character of the area.

Policy 5.1.1 – Desired Growth: Capture regional growth in Centers and Corridors to help shape the built environment into a sustainable development pattern.

Response: The proposed project is consistent with this policy because it provides a convenient location for
commuters and people working in the area to educate their children. The Gymnasium and theater functions
in the addition will enhance this because students will be able to utilize the facility after school hours.
Parents will be able to work full days and pick up students on the way home, as opposed to some other part
of town. The expansion of the facility also infills and makes useful an empty tract (5B1A1A1) - between the
school and the Drywall plant that would have been challenging to develop otherwise.

Policy 5.3.5 – School capacity: Discourage zone changes from non-residential to residential or mixed-use zones when affected public schools have insufficient capacity to support the anticipated increase of students based on proposed dwelling units.

Response: The proposed project is consistent with this policy because it will increase capacity and quality
education in the Journal Center. This will encourage additional mixed-use developments in the area.

Policy 5.1.6 – Activity Centers: Foster mixed-use centers of activity with a range of services and amenities that support healthy lifestyles and meet the needs of nearby residents and businesses.

Response: The proposed project is consistent with this policy because it will improve the gathering space in
the Journal Center. The schools location encourages pedestrian connection to the surrounding businesses
and future mixed use developments and provides a hub and future green space along the Paseo del Norte
bike trail. The new gymnasium will further this policy by creating another community amenity in this area.

Policy 5.2.1—Land Uses: Create healthy, sustainable, and distinct communities with a mix of uses that are conveniently accessible from surrounding neighborhoods. (a) Encourage development and redevelopment that brings goods, services and amenities within walking and biking distance of neighborhoods and promotes good access for all residents.

Response: The proposed project is consistent with the policy because the new gym provides and amenity to
the neighborhood for weekend and after hour use. The gym also provides a new amenity to the school
helping it to create a more complete educational experience and retain students through graduation.



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**14-16-6-6(J)(3)(b)** - The Site Plan is consistent with any applicable terms and conditions in any previously approved NR-SU or PD zoning covering the property and any related development agreements and/or regulations.

Response – The site is zoned for NR-BP with Permissive Primary Use as a Middle/High School. The site is being
reviewed by EPC due to the size of the site being greater than 5 acers and the size of the building addition greater
than 25% expansion.

**14-16-6-6(J)(3)(c)** - The Site Plan complies with all applicable provisions of this IDO, the DPM, other adopted City regulations, and any terms and conditions specifically applied to development of the property in a prior permit or approval affecting the property.

• Response – The property complies with all requirements of the IDO, the DPM and previous approvals. We are not requesting any variance or change in any regulation.

**14-16-6-6(J)(3)(d)** - The City's existing infrastructure and public improvements, including but not limited to its street, trail, drainage, and sidewalk systems, have adequate capacity to serve the proposed development, and any burdens of those systems have been mitigated to the extent practicable.

Response – The City's existing infrastructure has adequate capacity for the proposed development All existing
sidewalks and the adjacent bike trail will be maintained as part of this work. All site access points will utilize
existing curb cuts. This development will not increase student population at the campus in the short term.
Classroom addition is being utilized to limit impacts due to COVID 19 requirements in the facility.

**14-16-6-6(J)(3)(e)** - The application mitigates any significate adverse impacts on the project site and the surrounding area to maximum extent practicable.

Response – The site has been designed to mitigate significant adverse impacts on the surrounding area to the
maximum extent practicable. The addition will improve the site and surrounding area by improving bus traffic,
isolating it from student drop off areas. Landscape and grading improvements on the south side of the property
will improve the appearance of the site. There will be no adverse impacts on surrounding areas.

**14-16-6-6(J)(3)(f)** - If the subject property is within an approved Master Development Plan, the Site Plan Meets any relevant standards in the Master Development Plan in addition to any standards applicable tin the zone district the subject property is in.

Response – The site is part of the Journal Center Subdivision and complies with all requirements within the Journal
Center Master Development Plan. The school has met with the Journal Center Corporation. They have provided a
letter in full support of the development.

**14-16-6-6(J)(3)(g)** - If a cumulative impact analysis is required in the Railroad and Spur Small Area pursuant to Subsections 14-16-5-2(F) (Cumulative Impacts) and 14-16-6-4(H) (Cumulative Impacts Analysis Requirements), the Site Plan incorporates mitigation for all identified cumulative impacts. The proposed development will not create material adverse impacts on water quality or other land in the surrounding area through increases in traffic congestion, parking congestion, noise, vibration, light spillover, or other nuisances without sufficient mitigation or civic or environmental benefits that outweigh the expected impacts.]

 Response – This request does not require a cumulative impact analysis as the site is not within the Railroad and Spur Small Area.



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### Conclusion

Based on the information provided, we are requesting the EPC's approval of this Major Amendment to the existing Site Development Plan for Building Permit at Cottonwood Classical Preparatory School. Future development of the site will be consistent with the requirements of the IDO.

Sincerely

Jeremy Trumble

Principal

FBT Architects

# STAFF INFORMATION

### January 28, 2021

TO: Jeremy Trumble, FBT Architects

FROM: Megan Jones, Current Planner

City of Albuquerque Planning Department

TEL: (505) 924-3935

RE: Project #2021-003646/SI-2022-00047, Cottonwood Classical School Major Amendment

I've completed a second review of the proposed Major Amendment to the controlling Site Development Plan for Subdivision. I would like to discuss the justification letter and Site Plan Drawings. I am available to answer questions about the process and requirements. Please provide the following:

 $\Rightarrow$  Revised Site Plan Drawings (electronic and one set of 24x36 hard copies) by:

### 12 pm on Wednesday, February 2, 2022.

Note: If you have difficulty with this deadline, please let me know.

### 1) Introduction:

- A. Please provide revisions to the Site Plan Drawings to us, electronically and one set of **24x36** hard copies. We will need to review and submit them with our Staff Report by February 10<sup>th</sup>. If they are not provided, we will have to recommend a 30-day deferral of your case until you can provide the revised drawings.
- B. These are additional notes and follow up comments regarding Version 1 of the submitted drawings.
- C. Please get as much of these corrections and edits completed as possible for your second version submitted. We can condition what you do not have time for in our staff report and you can handle those conditions after EPC. Note that the conditions will be listed on the notice of decision and will have to be completed before a building permit is granted.
- D. CD's will be reviewed for building permit approval. The next step in the process will be determined after EPC approval and you receive your notice of decision. When you apply for a building permit, they will tell you if you need to go through Site Plan-BRB at that time.
- E. A review with me will be required to review Conditions of approval and ensure they are being met before a Building Permit is issued.

### 2) Process:

A. Information regarding the EPC process, including the calendar and current Staff reports, can be found at:

http://www.cabq.gov/planning/boards-commissions/environmental-planning-commission

- B. Timelines and EPC calendar: the EPC public hearing for February is the 17<sup>th</sup>. Final staff reports will be available one week prior, on February 10<sup>th</sup>.
- C. Agency comments will be distributed as staff receives them. I will email you a copy of the comments. Comments from agencies requiring and action will be listed as a condition of approval. So far it is ABCWUA and Solid Waste.

### 3) Notification & Neighborhood Issues:

Notification requirements for a major amendment are explained in Section 14-16-6-4(K), Public Notice (IDO, p. 345). The required notification consists of: i) an offer of neighborhood meeting, ii) an emailed letter to neighborhood representatives indicated by the ONC, iii) a mailed letter (first-class) to property owners within 100 feet of the subject site, and iv) yellow sign posting. A. It appears that notification offering the pre-application facilitated meeting is complete.

- A. A pre-application facilitated meeting was not requested.
- B. The notification to property owners also appears complete. Thank you for providing photos of the certified mail receipts and a list of the neighbors within a 100' buffer.
- C. The sign posting agreement specifies the sign posting period as February 1, 2022 to March 4, 2022.
- D. Have any neighborhood representatives or members of the public contacted you so far?
- E. A meeting with the JCARC was held and they submitted a letter supporting and approving the proposed Major Amendment to the Cottonwood Classical School.

### 4) Project Letter:

A. Please provide a revised project letter by Monday January 31 @ 12:00 PM

### 5) Site Plan Overview - Drawings

- A. Please provide revised drawings by Wednesday February 2<sup>nd</sup> at 12:00 in electronic and hard copy 24x36 format for our review and to submit with the Staff Report to the commission.
- B. We do not need surveys(including 2008 survey, just the site plan) or the electrical site plan for EPC. You can add those back into your CD's. For Building Permit review.
- C. Please provide E-701 Luminaire Schedule so that I may review Outdoor and Site Lighting Standards per the IDO.
- D. Please make sure to include a copy of the existing approved Site Plan for Cottonwood Classical School that includes existing development on both Tracts, parking and landscaping.
- E. The south elevation rendering is good to include as an attachment for the **Design** Considerations for Compliance with IDO Section 5-2(D) with your signed form.

### 7) Site Plan Details – revisions

A. Sheet AS-101

1. At the Top of the Sheet please add:

SITE DATA

Legal Description:

Land Area: Tract

Tract

**Total Acreage** 

Zoning: NR-BP

a. Example:

LEGAL DESCRIPTION:	TRACT H-3-A-1 OF LA REINA DE LOS ALTOS SUBDIVISION, UNIT 2 CITY OF ALBUQUERQUE BERNALILLO COUNTY, NEW MEXICO
LAND AREA:	TRACT H-3-A-1 = 7.309 ACRES TRACT H-3-A-2 = 0.9793 ACRES
)	TOTAL = 8.2883 ACRES / 361,038 SF.
CURRENT ZONING:	C-2 (SC-SHOPPING CENTER)
ZONE ATLAS PAGE:	G-21-Z
BUILDING AREAS:	EXISTING DEFINED FITNESS — 54,485 SF EXISTING RESTAURANT (FORMER KIRSPY KREAM) — 5,012 SF PROPOSED RETAIL PAD — 6,000 SF PROPOSED BANK / RETAIL PAD — 4,000 SF

- 2. Replace "CONSTRUCITON DRAWINGS" with Major Amendment under the school title.
- 3. We don't need General Building Notes for EPC. These are the same on AS-102. Please remove.
- 4. Please Provide a Note explaining which Design Standards the Major Amendment is following: Journal Center vs. IDO and break down. (Ex. Journal Center: Building design, etc. & IDO: All other)
- 5. Under Notes Please provide a description of the Existing Building and the proposed building Addition and associated site work so that it is clear what is existing and proposed.
- 6. Label tracts
- 7. Dimension all setbacks and lot width
  - a. What is meant by General Note G. Do not Scale Drawings?
- 8. Parking Calculations:

- a. Bicycle Parking must comply with the IDO for EPC approval 5-5(E)(1). You will need 144 bike spaces.
- b. If you want to address this after EPC and follow up with the planning director you can, but there is not time before then. I would show compliance for now.
- c. If it is not addressed, it will be a condition of approval.
- 9. Keynote 3 is blank.
- 10. Add S47 to shade structure. It is not listed on the drawing.
- 11. What is S94. It is on the drawing but not on the keynotes.
- 12. Need to show bike rack and light pole locations
- 13. Show location of existing/proposed signage

### B. Sheet AS 105

- 1. Change Sheet Title to "Detail Sheet"
- 2. Add light pole and bike rack detail
- 3. Add sign detail if applicable
- 4. For the gate. "Color to be selected by architect" is not acceptable. The color and materials need to be specified pursuant to the Journal Center or IDO standards.

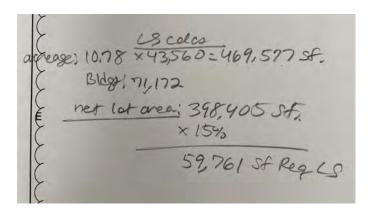
### C. Sheet LP-101

- 1. Sheet Title: Landscaping Plan
- 2. Add bold note "landscaping & signage..." as note H under General Notes
- 3. Add note I: What's existing and proposed landscaping?
- 4. Please provide Landscape calculation breakdown per IDO requirements. (label as IDO Standards). 15% of net lot area has to be met per IDO requirement.
  - a. Example:

LANDSCAPING CALCULATIONS:	TRACT H-3-A-1 TRACT H-3-A-2	= 7.309 ACRES = 0.9793 ACRES
CALCULATIONS.		883 ACRES / 361,038 SF.
	TOTAL GROSS LOT AREA TOTAL BUILDING AREA	361,038 SF. -69,497 SF.
	NET LOT AREA	= 291,541 SF.
	TOTAL NET LOT AREA	291,541 SF. X 15% =
	TOTAL LANDSCAPE REQUIR	EMENT = 43,731 SF.
	EXISTING LANDSCAPE NEW LANDSCAPE (THIS DE	37,062 SF. VFI OPMENT)+ 11.065 SF.
	TOTAL LANDSCAPING PROV	

You can include existing landscaping, **but all landscaping beds must** meet the 75% landscape coverage requirement (including trees) pursuant to IDO: 5-6(C)(2)(c) The mature realistic spread of trees and shrubs will be used to calculate required vegetative coverage as follows

b. Required landscape calc.



- 5. Replace HIGH water usage shrub (European dogwood) and shade tree (Arizona Sycamore). Per IDO 5-6(C)(4) and Acceptable & prohibited Plant List per the Journal Center Land Development Design Guidelines.
- 6. Add General Note Per the Journal Center Project Standards and Design Guidelines 2.1.12. Maintenance
  - a. "The Architectural Review Committee is also responsible for making sure that all properties within Journal Center are Continually maintained"
  - b. "Parcel owners at Journal Center 2 are responsible for the maintenance of their Stormwater Treatment Devices. Maintenance includes general upkeep, landscape maintenance (if the device is part of the landscape), removal of any material that would block the flow of stormwater, and the removal of suspended solids and silt which blocks stormwater flows. Clean-up must occur within seven (7) days of the time which the undesirable material is deposited. "

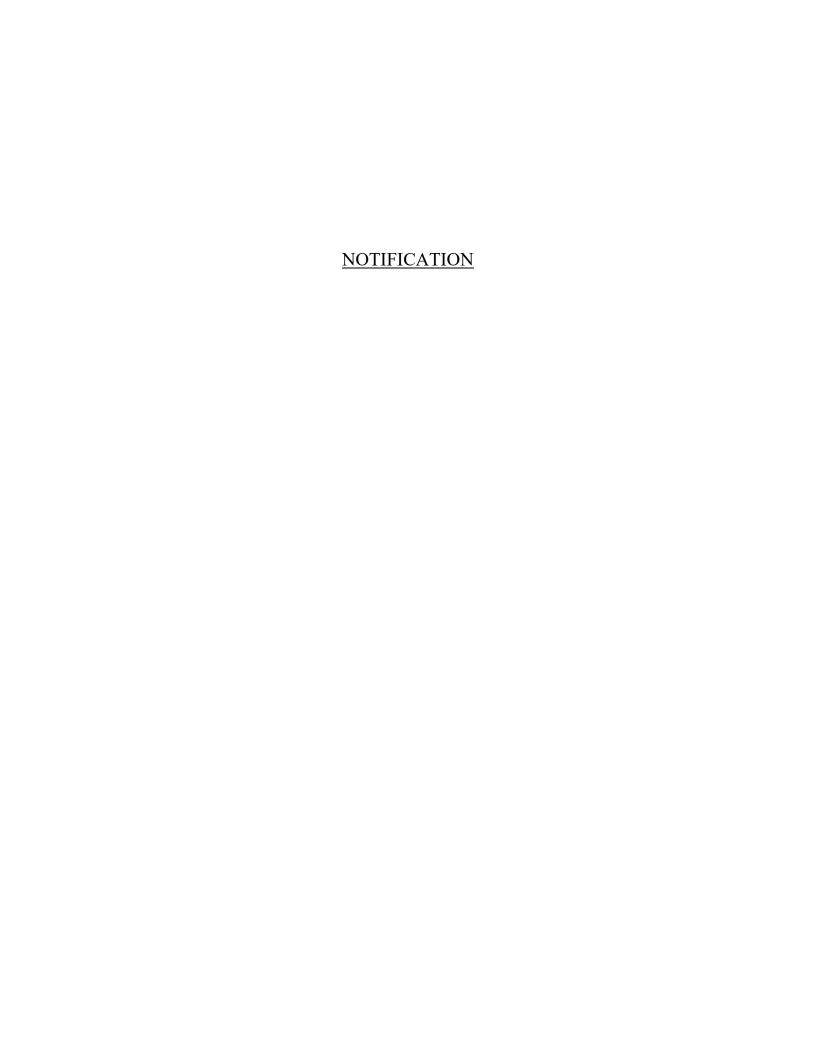
### D. Sheet C-100

1. Site Location labeled at approx. 12-acre site. It is approx. 10.78 acres

a. There are typos under proposed conditions

### E. A-201 & 202

- 1. Add General note stating whether IDO or Journal Center Standards were followed.
- 2. Make sure all heights, design, materials etc. meet standards.



From: Carmona, Dalaina L. <dlcarmona@cabq.gov>

Thursday, December 9, 2021 4:12 PM Sent:

To: JeremvT

**Subject:** 7800 Jefferson St. NE Public Notice Inquiry

**Attachments:** 03 - 2021-11.30 - IDOZoneAtlasPage D-17-Z.PDF

### Dear Applicant:

Please find the neighborhood contact information listed below. Please make certain to read the information further down in this e-mail as it will help answer other questions you may have.

Association Name	First Name	Last Name	Email	Address Line 1	City	State	Zip	Mobile Phone
North Valley Coalition	Peggy	Norton	peggynorton@yahoo.com	P.O. Box 70232	Albuquerque	NM	87197	505850
North Valley Coalition	Doyle	Kimbrough	newmexmba@aol.com	2327 Campbell Road NW	Albuquerque	NM	87104	505249
District 4 Coalition of Neighborhood Associations	Daniel	Regan	dlreganabq@gmail.com	4109 Chama Street NE	Albuquerque	NM	87109	505280
District 4 Coalition of Neighborhood Associations	Mildred	Griffee	mgriffee@noreste.org	PO Box 90986	Albuquerque	NM	87199	505280
Alameda North Valley Association	Steve	Wentworth	anvanews@aol.com	8919 Boe Lane NE	Albuquerque	NM	87113	

PLEASE NOTE: The ONC does not have any jurisdiction over any other aspect of your application beyond this neighborhood contact information. We can't answer questions about sign postings, pre-construction meetings, permit status, site plans, buffers, or project plans, so we encourage you to contact the Planning Department at: 505-924-3857 Option #1, e-mail: devhelp@cabq.gov, or visit:

https://www.cabq.gov/planning/online-planning-permitting-applications with those types of questions.

You will need to e-mail each of the listed contacts and let them know that you are applying for an approval from the Planning Department for your project. Please use this online link to find the required forms you will need to submit. https://www.cabq.gov/planning/urban-design-development/public-notice. The Checklist form you need for notifying neighborhood associations can be found here:

https://documents.cabq.gov/planning/online-forms/PublicNotice/CABQ-Official public notice form-2019.pdf. The Administrative Decision form you need for notifying neighborhood associations can be found here: https://documents.cabq.gov/planning/online-forms/PublicNotice/Emailed-Notice-Administrative-Print&Fill.pdf Once you have e-mailed the listed contacts in each neighborhood, you will need to attach a copy of those e-mails AND a copy of this e-mail from the ONC to your application and submit it to the Planning Department for approval.

If your application requires you to offer a neighborhood meeting, you can click on this link to find required forms to use in your e-mail to the neighborhood association(s):

http://www.cabq.gov/planning/urban-design-development/neighborhood-meeting-requirement-in-the-integrated-development-ordinance

If your application requires a pre-application or pre-construction meeting, please plan on utilizing virtual platforms to the greatest extent possible and adhere to all current Public Health Orders and recommendations. The health and safety of the community is paramount.

If you have questions about what type of notification is required for your particular project or meetings that might be required, please click on the link below to see a table of different types of projects and what notification is required for each:

https://ido.abc-zone.com/integrated-development-ordinance-ido?document=1&outline-name=6-1%20Procedures%20Summary%20Table

Thanks,



## Dalaina L. Carmona

Senior Administrative Assistant
Office of Neighborhood Coordination
Council Services Department
1 Civic Plaza NW, Suite 9087, 9<sup>th</sup> Floor
Albuquerque, NM 87102
505-768-3334

<u>dlcarmona@cabq.gov</u> or <u>ONC@cabq.gov</u> Website: www.cabq.gov/neighborhoods



Confidentiality Notice: This e-mail, including all attachments is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited unless specifically provided under the New Mexico Inspection of Public Records Act. If you are not the intended recipient, please contact the sender and destroy all copies of this message.

From: webmaster=cabq.gov@mailgun.org [mailto:webmaster=cabq.gov@mailgun.org] On Behalf Of

webmaster@cabq.gov

Sent: Thursday, December 09, 2021 3:34 PM

**To:** Office of Neighborhood Coordination <jtt@fbtarch.com> **Cc:** Office of Neighborhood Coordination <onc@cabq.gov>

Subject: Public Notice Inquiry Sheet Submission

Public Notice Inquiry For:

Development Review Board

If you selected "Other" in the question above, please describe what you are seeking a Public Notice Inquiry for below:

Contact Name

Jeremy Trumble

Telephone Number

5058835200

**Email Address** 

jtt@fbtarch.com

Company Name

**FBT Architects** 

Company Address

6501 Americas Pkwy NE, Ste 300

City

Albuquerque

State

NM

ZIP

87110

Legal description of the subject site for this project:

Physical address of subject site:

7800 Jefferson St. NE

Subject site cross streets:

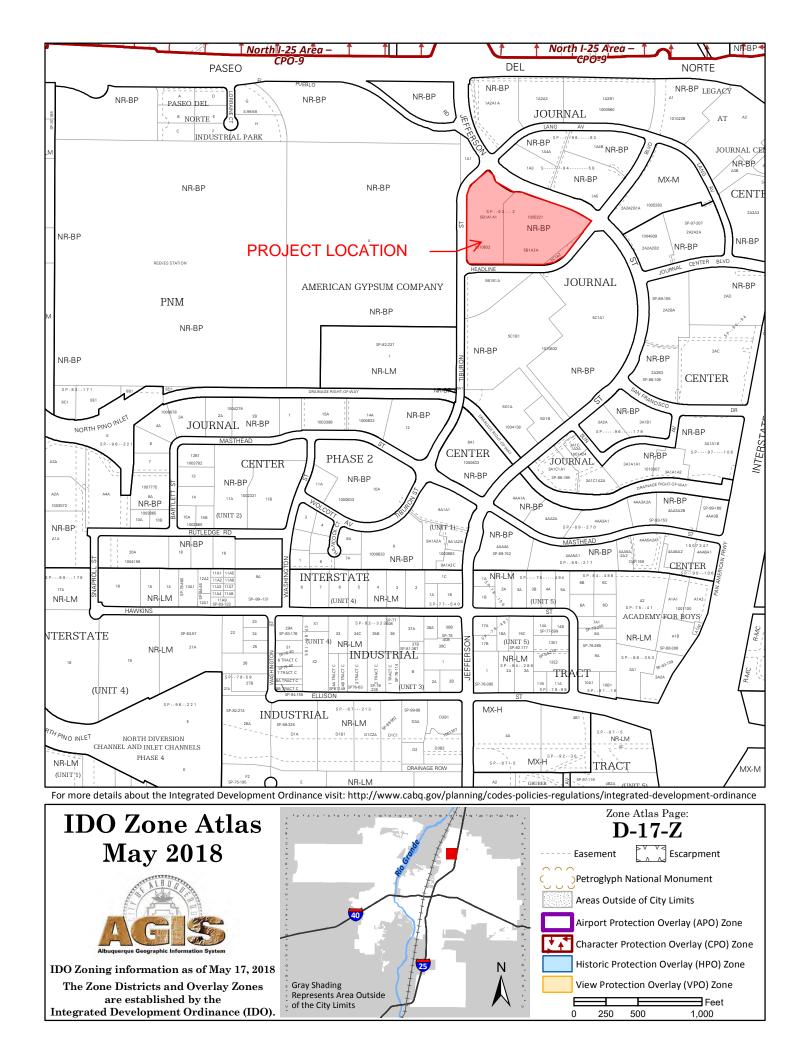
Jefferson and Headline

Other subject site identifiers:

Cottonwood Classical Preparatory School

This site is located on the following zone atlas page:

C-17-Z



**From:** JeremyT

Sent: Monday, December 13, 2021 5:01 PM

**To:** anvanews@aol.com

Cc: John Binnert

**Subject:** Neighborhood Meeting Request - Cottonwood Classical - Alameda North Valley

Association

Attachments: 2021-12.13 - NA Mtg Request Cottonwood - Alameda NVA Wentworth.pdf; 01 -

IDOZoneAtlasPage\_D-17-Z.pdf; 02 - Drawing Attachments.pdf

Dear Steve,

Please review the attached Neighborhood Meeting Request and information for the Gymnasium & Classroom Addition at Cottonwood Classical Preparatory School.

Can you please confirm receipt of this email and indicate if you would like to attend the Neighborhood Meeting on December 30<sup>th</sup>, 5:30 PM via ZOOM.

Thank you and don't hesitate to reach out with additional questions or comments.



Jeremy Trumble, LEED AP BD+C, PRINCIPAL

One Park Square | 6501 Americas Pkwy NE, Ste. 300 | Albuquerque, NM 87110

PHO 505.883.5200 x126 CELL 505.980.2104 EMAIL jtt@fbtarch.com WEB fbtarch.com

**NEW MEXICO** 

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**TEXAS** 

# Neighborhood Meeting Request for a Proposed Project in the City of Albuquerque

Date of Request*: December 13, 2021
This request for a Neighborhood Meeting for a proposed project is provided as required by Integrated
Development Ordinance (IDO) Subsection 14-16-6-4(K) Public Notice to:
Neighborhood Association (NA)*: Alameda North Valley Association
Name of NA Representative*: Steve Wentworth
Email Address* or Mailing Address* of NA Representative1: anvanews@aol.com
The application is not yet submitted. If you would like to have a Neighborhood Meeting about this
proposed project, please respond to this request within 15 days. <sup>2</sup>
Email address to respond yes or no: <a href="mailto:jtt@fbtarch.com">jtt@fbtarch.com</a>
The applicant may specify a Neighborhood Meeting date that must be at least 15 days from the Date of
Request above, unless you agree to an earlier date.
Meeting Date / Time / Location:
December 30, 2021 / 5:30 PM / ZOOM On-Line Presentation (Link will be provided upon request)
Project Information Required by <u>IDO Subsection 14-16-6-4(K)(1)(a)</u>
1. Subject Property Address* 7801 Jefferson St. NE
Location Description Cottonwood Classical Preparatory School
2. Property Owner* Cottonwood Classical Foundation
3. Agent/Applicant* [if applicable] FBT Architects
4. Application(s) Type* per IDO <u>Table 6-1-1</u> [mark all that apply]
☐ Conditional Use Approval
□ Permit (Carport or Wall/Fence – Major)
▼ Site Plan
□ Subdivision (Minor or Major)

<sup>&</sup>lt;sup>1</sup> Pursuant to <u>IDO Subsection 14-16-6-4(K)(5)(a)</u>, email is sufficient if on file with the Office of Neighborhood Coordination. If no email address is on file for a particular NA representative, notice must be mailed to the mailing address on file for that representative.

<sup>&</sup>lt;sup>2</sup> If no one replies to this request, the applicant may be submitted to the City to begin the review/decision process.

<ul> <li>Vacation</li></ul>	(Easement/Private Way or Public Right-of-way)
☐ Zoning Map Amendment	
O 1	
☐ Other:	
Summary of project/request <sup>3</sup> *:  Building addition for new gymnasium, classrooms an	d associated support spaces.
5. This type of application will be decided by*:	City Staff
OR at a public meeting or hearing by:	
☐ Zoning Hearing Examiner (ZHE)	Development Review Board (DRB)
☐ Landmarks Commission (LC)	Environmental Planning Commission (EPC)
☐ City Council	
6. Where more information about the project can b  Contacting the Owner's Agent - FBT Architects - Jeremy	
Project Information Required for Mail/Email Notice	by IDO Subsection 6-4(K)(1)(b):
1. Zone Atlas Page(s)*5 D-17-Z	
Architectural drawings, elevations of the propose	d huilding(s) or other illustrations of the
proposed application, as relevant*: Attached to	<del>-</del>
The following exceptions to IDO standards will be	
- ,	Waiver(s)
	vvalver(s)
Explanation:  None	
None	
4. An offer of a Pre-submittal Neighborhood Meetir	g is required by <u>Table 6-1-1</u> *: X Yes ☐ No

[Note: Items with an asterisk (\*) are required.]

<sup>&</sup>lt;sup>3</sup> Attach additional information, as needed to explain the project/request. Note that information provided in this meeting request is conceptual and constitutes a draft intended to provide sufficient information for discussion of concerns and opportunities.

<sup>&</sup>lt;sup>4</sup> Address (mailing or email), phone number, or website to be provided by the applicant

<sup>&</sup>lt;sup>5</sup> Available online here: <u>http://data.cabq.gov/business/zoneatlas/</u>

	[Note:	Items	with	an	asterisk	<b>(*)</b>	are	required.	7
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	5.	For Site Plan Applications only*, attach site plan showing, at a minimum:
		X a. Location of proposed buildings and landscape areas.*
		■ b. Access and circulation for vehicles and pedestrians.*
		C. Maximum height of any proposed structures, with building elevations.*
		$\ \square$ d. For residential development*: Maximum number of proposed dwelling units.
		□ e. For non-residential development*:
		Total gross floor area of proposed project.
		Gross floor area for each proposed use.
	Ad	ditional Information:
	1.	From the IDO Zoning Map <sup>6</sup> :
		a. Area of Property [typically in acres]
		b. IDO Zone District
		c. Overlay Zone(s) [if applicable]
		d. Center or Corridor Area [if applicable]
	2.	Current Land Use(s) [vacant, if none]
Use	ful	Links
		Integrated Development Ordinance (IDO):
		https://ido.abc-zone.com/
		IDO Interactive Map
		https://tinyurl.com/IDOzoningmap
		The part of the pa
Cc:	Nor	th Valley Coalition [Other Neighborhood Associations, if any]
	Dis	rict 4 Coalition of Neighborhood Associations
		<del></del>

<sup>&</sup>lt;sup>6</sup> Available here: <u>https://tinurl.com/idozoningmap</u>

**From:** anvanews@aol.com

Sent: Tuesday, December 14, 2021 5:12 PM

**To:** JeremyT; dlreganabq@gmail.com; nvcabq@gmail.com; sect.dist4@gmail.com

**Cc:** reynolds@unm.edu; lxbaca@gmail.com; newmexmba@aol.com;

john.binnert@cottonwoodclassical.org

**Subject:** Re: Neighborhood Meeting Request - Cottonwood Classical - Follow Up

Jeremy,

Thank you for the information. I understand you are trying to meet the requirements of the City IDO. The IDO is a very poor attempt at dealing with zoning and development issues in my opinion.

<u>Please include a description of the project and zone map insert and other items that would provide needed information in the body of your future emails.</u> Most neighborhood people don't need to waste time, data space and so forth to get information that should have been included in the body of the email. By the time I have downloaded the information I am ready to oppose the project on general principals.

ANVA will not endorse or oppose the proposed project.

Steve Wentworth

Website: <a href="www.anvanews.com">www.anvanews.com</a>
Email: <a href="mailto:anvanews@aol.com">anvanews@aol.com</a>

In a message dated 12/14/2021 3:27:55 PM Mountain Standard Time, jtt@fbtarch.com writes:

Good afternoon all. I just hit send on the individual emails with the attached notification. This email is consistent with the information sent last night. These have also been hard copy mailed to each of the representatives on the City's list.

Thank you!



Jeremy Trumble, LEED AP BD+C, PRINCIPAL

One Park Square | 6501 Americas Pkwy NE, Ste. 300 | Albuquerque, NM 87110

PHO 505.883.5200 x126 CELL 505.980.2104 EMAIL jtt@fbtarch.com WEB fbtarch.com

**From:** JeremyT

Sent: Monday, December 13, 2021 5:01 PM

To: dlreganabq@gmail.com

Cc: John Binnert

**Subject:** Neighborhood Meeting Request - Cottonwood Classical - District 4 Coalition **Attachments:** 2021-12.13 - NA Mtg Request Cottonwood - D4 Coalition Regan.pdf; 01 -

IDOZoneAtlasPage\_D-17-Z.pdf; 02 - Drawing Attachments.pdf

Dear Daniel,

Please review the attached Neighborhood Meeting Request and information for the Gymnasium & Classroom Addition at Cottonwood Classical Preparatory School.

Can you please confirm receipt of this email and indicate if you would like to attend the Neighborhood Meeting on December 30<sup>th</sup>, 5:30 PM via ZOOM.

Thank you and don't hesitate to reach out with additional questions or comments.



Jeremy Trumble, LEED AP BD+C, PRINCIPAL

One Park Square | 6501 Americas Pkwy NE, Ste. 300 | Albuquerque, NM 87110

PHO 505.883.5200 x126 CELL 505.980.2104 EMAIL jtt@fbtarch.com WEB fbtarch.com

**NEW MEXICO** 

**COLORADO** 

**TEXAS** 

# Neighborhood Meeting Request for a Proposed Project in the City of Albuquerque

Date of Request*: December 13, 2021
This request for a Neighborhood Meeting for a proposed project is provided as required by Integrated
Development Ordinance (IDO) Subsection 14-16-6-4(K) Public Notice to:
Neighborhood Association (NA)*: District 4 Coalition of Neighborhood Associations
Name of NA Representative*:
Email Address* or Mailing Address* of NA Representative1:dlreganabq@gmail.com
The application is not yet submitted. If you would like to have a Neighborhood Meeting about this
proposed project, please respond to this request within 15 days. <sup>2</sup>
Email address to respond yes or no: <a href="mailto:jtt@fbtarch.com">jtt@fbtarch.com</a>
The applicant may specify a Neighborhood Meeting date that must be at least 15 days from the Date of
Request above, unless you agree to an earlier date.
Meeting Date / Time / Location:  December 30, 2021 / 5:30 PM / ZOOM On-Line Presentation (Link will be provided upon request)
Determined 30, 2021 / 3.30 FW / 200W OT-Eme Tresentation (Emix will be provided about requesty
Project Information Required by IDO Subsection 14-16-6-4(K)(1)(a)
1. Subject Property Address* 7801 Jefferson St. NE
Location Description Cottonwood Classical Preparatory School  Cottonwood Classical Foundation  Cottonwood Classical Foundation
z. Froperty Owner
3. Agent/Applicant* [if applicable] FBT Architects
4. Application(s) Type* per IDO <u>Table 6-1-1</u> [mark all that apply]
□ Conditional Use Approval
□ Permit (Carport or Wall/Fence – Major)
X Site Plan
□ Subdivision (Minor or Major)

<sup>&</sup>lt;sup>1</sup> Pursuant to <u>IDO Subsection 14-16-6-4(K)(5)(a)</u>, email is sufficient if on file with the Office of Neighborhood Coordination. If no email address is on file for a particular NA representative, notice must be mailed to the mailing address on file for that representative.

<sup>&</sup>lt;sup>2</sup> If no one replies to this request, the applicant may be submitted to the City to begin the review/decision process.

<ul> <li>Vacation</li></ul>	(Easement/Private Way or Public Right-of-way)
☐ Zoning Map Amendment	
O 1	
☐ Other:	
Summary of project/request <sup>3</sup> *:  Building addition for new gymnasium, classrooms an	d associated support spaces.
5. This type of application will be decided by*:	City Staff
OR at a public meeting or hearing by:	
☐ Zoning Hearing Examiner (ZHE)	Development Review Board (DRB)
☐ Landmarks Commission (LC)	Environmental Planning Commission (EPC)
☐ City Council	
6. Where more information about the project can b  Contacting the Owner's Agent - FBT Architects - Jeremy	
Project Information Required for Mail/Email Notice	by IDO Subsection 6-4(K)(1)(b):
1. Zone Atlas Page(s)*5 D-17-Z	
Architectural drawings, elevations of the propose	d huilding(s) or other illustrations of the
proposed application, as relevant*: Attached to	<del>-</del>
The following exceptions to IDO standards will be	
- ,	Waiver(s)
	vvalver(s)
Explanation:  None	
None	
4. An offer of a Pre-submittal Neighborhood Meetir	g is required by <u>Table 6-1-1</u> *: X Yes ☐ No

[Note: Items with an asterisk (\*) are required.]

<sup>&</sup>lt;sup>3</sup> Attach additional information, as needed to explain the project/request. Note that information provided in this meeting request is conceptual and constitutes a draft intended to provide sufficient information for discussion of concerns and opportunities.

<sup>&</sup>lt;sup>4</sup> Address (mailing or email), phone number, or website to be provided by the applicant

<sup>&</sup>lt;sup>5</sup> Available online here: <u>http://data.cabq.gov/business/zoneatlas/</u>

Γ	Note:	Items	with	an	asterisk	(*)	are	required.	1
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	5.	For Site Plan Applications only*, attach site plan showing, at a minimum:
		X a. Location of proposed buildings and landscape areas.*
		b. Access and circulation for vehicles and pedestrians.*
		x c. Maximum height of any proposed structures, with building elevations.*
		□ d. For residential development*: Maximum number of proposed dwelling units.
		□ e. For non-residential development*:
		X Total gross floor area of proposed project.
		▼ Gross floor area for each proposed use.
	Ad	ditional Information:
	1.	From the IDO Zoning Map <sup>6</sup> :
		a. Area of Property [typically in acres]
		b. IDO Zone District
		c. Overlay Zone(s) [if applicable]
		d. Center or Corridor Area [if applicable]
	2.	Current Land Use(s) [vacant, if none]
Use	ful	Links
		Integrated Development Ordinance (IDO):
		https://ido.abc-zone.com/
		IDO Interactive Map https://tinyurl.com/IDOzoningmap
		nttps://tinyun.com/ibOzoningmap
Cc:	Nor	th Valley Coalition [Other Neighborhood Associations, if any]
	Ala	meda North Valley Association
		<del></del>
		<del></del>
		<del></del>

<sup>&</sup>lt;sup>6</sup> Available here: <u>https://tinurl.com/idozoningmap</u>

**From:** JeremyT

Sent: Monday, December 13, 2021 5:01 PM

**To:** mgriffee@noreste.org

Cc: John Binnert

**Subject:** Neighborhood Meeting Request - Cottonwood Classical - District 4 Coalition **Attachments:** 2021-12.13 - NA Mtg Request Cottonwood - D4 Coalition Griffee.pdf; 01 -

IDOZoneAtlasPage\_D-17-Z.pdf; 02 - Drawing Attachments.pdf

### Dear Mildred,

Please review the attached Neighborhood Meeting Request and information for the Gymnasium & Classroom Addition at Cottonwood Classical Preparatory School.

Can you please confirm receipt of this email and indicate if you would like to attend the Neighborhood Meeting on December 30<sup>th</sup>, 5:30 PM via ZOOM.

Thank you and don't hesitate to reach out with additional questions or comments.



Jeremy Trumble, LEED AP BD+C, PRINCIPAL

One Park Square | 6501 Americas Pkwy NE, Ste. 300 | Albuquerque, NM 87110

PHO 505.883.5200 x126 CELL 505.980.2104 EMAIL jtt@fbtarch.com WEB fbtarch.com

**NEW MEXICO** 

**COLORADO** 

**TEXAS** 

# Neighborhood Meeting Request for a Proposed Project in the City of Albuquerque

Date of Request*: December 13, 2021
This request for a Neighborhood Meeting for a proposed project is provided as required by Integrated
Development Ordinance (IDO) <u>Subsection 14-16-6-4(K) Public Notice</u> to:
Neighborhood Association (NA)*: District 4 Coalition of Neighborhood Associations
Name of NA Representative*: Mildred Griffee
Email Address* or Mailing Address* of NA Representative1:mgriffee@noreste.org
The application is not yet submitted. If you would like to have a Neighborhood Meeting about this
proposed project, please respond to this request within 15 days. <sup>2</sup>
Email address to respond yes or no: itt@fbtarch.com
The applicant may specify a Neighborhood Meeting date that must be at least 15 days from the Date of
Request above, unless you agree to an earlier date.
Meeting Date / Time / Location:
December 30, 2021 / 5:30 PM / ZOOM On-Line Presentation (Link will be provided upon request)
Project Information Required by IDO Subsection 14-16-6-4(K)(1)(a)
1. Subject Property Address*
Location Description Cottonwood Classical Preparatory School
2. Property Owner* Cottonwood Classical Foundation
3. Agent/Applicant* [if applicable] FBT Architects
4. Application(s) Type* per IDO Table 6-1-1 [mark all that apply]
□ Conditional Use Approval
☐ Permit (Carport or Wall/Fence − Major)
✓ Site Plan
□ Subdivision (Minor or Major)

<sup>&</sup>lt;sup>1</sup> Pursuant to <u>IDO Subsection 14-16-6-4(K)(5)(a)</u>, email is sufficient if on file with the Office of Neighborhood Coordination. If no email address is on file for a particular NA representative, notice must be mailed to the mailing address on file for that representative.

<sup>&</sup>lt;sup>2</sup> If no one replies to this request, the applicant may be submitted to the City to begin the review/decision process.

	□ Vacation	(Easement/Private Way or Public Right-of-way)								
	□ Variance									
	□ Waiver									
	☐ Zoning Map Amendment									
	☐ Other:									
	Summary of project/request <sup>3*</sup> :  Building addition for new gymnasium, classrooms	s and associated support spaces.								
5.	This type of application will be decided by*:	☐ City Staff								
	OR at a public meeting or hearing by:									
	☐ Zoning Hearing Examiner (ZHE)	☐ Development Review Board (DRB)								
	☐ Landmarks Commission (LC)	▼ Environmental Planning Commission (EPC)								
	☐ City Council									
6.	Where more information about the project ca Contacting the Owner's Agent - FBT Architects - Jere									
Projec	t Information Required for Mail/Email Not	ice by <u>IDO Subsection 6-4(K)(1)(b)</u> :								
1.	Zone Atlas Page(s)*5 D-17-Z									
2.	Architectural drawings, elevations of the prop	osed building(s) or other illustrations of the								
۷.										
3.	proposed application, as relevant*: Attached to notice or provided via website noted above  The following exceptions to IDO standards will be requested for this project*:									
<b>J</b> .	☐ Deviation(s) ☐ Variance(s)	□ Waiver(s)								
		□ waivei(s)								
	Explanation: None									
	None									
	An offer of a Pre-submittal Neighborhood Med	eting is required by Table 6-1-1*: X Yes $\Box$ No								

[Note: Items with an asterisk (\*) are required.]

<sup>&</sup>lt;sup>3</sup> Attach additional information, as needed to explain the project/request. Note that information provided in this meeting request is conceptual and constitutes a draft intended to provide sufficient information for discussion of concerns and opportunities.

<sup>&</sup>lt;sup>4</sup> Address (mailing or email), phone number, or website to be provided by the applicant

<sup>&</sup>lt;sup>5</sup> Available online here: <u>http://data.cabq.gov/business/zoneatlas/</u>

Γ	Note:	Items	with	an	asterisk	(*)	are	required.	1
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	5.	For Site Plan Applications only*, attach site plan showing, at a minimum:
		X a. Location of proposed buildings and landscape areas.*
		b. Access and circulation for vehicles and pedestrians.*
		X c. Maximum height of any proposed structures, with building elevations.*
		☐ d. For residential development*: Maximum number of proposed dwelling units.
		☐ e. For non-residential development*:
		Total gross floor area of proposed project.
		☑ Gross floor area for each proposed use.
	Ad	ditional Information:
	1.	From the IDO Zoning Map <sup>6</sup> :
		a. Area of Property [typically in acres]
		b. IDO Zone District
		c. Overlay Zone(s) [if applicable]
		d. Center or Corridor Area [if applicable]
	2.	Current Land Use(s) [vacant, if none]
Use	ful	Links
		Integrated Development Ordinance (IDO):
		https://ido.abc-zone.com/
		IDO Interactive Map
		https://tinyurl.com/IDOzoningmap
Cc:	Nor	th Valley Coalition [Other Neighborhood Associations, if any]
	Ala	meda North Valley Association
		<del></del>

<sup>&</sup>lt;sup>6</sup> Available here: <u>https://tinurl.com/idozoningmap</u>

From: Mildred Griffee <mgriffee@noreste.org>
Sent: Tuesday, December 14, 2021 5:08 PM

To: JeremyT

**Subject:** Re: Project Notification - Cottonwood Classical - District 4 Coalition

Hi Jeremy - I did receive this notification from you on 12/13. Apologies for not acknowledging receipt earlier. I do not plan to attend the Neighborhood Meeting scheduled for the 30th.

Thanks, Mildred

On 12/14/2021 3:22 PM, JeremyT wrote:

Mildred, please see attached notification.



Jeremy Trumble, LEED AP BD+C, PRINCIPAL

One Park Square | 6501 Americas Pkwy NE, Ste. 300 | Albuquerque, NM 87110

PHO 505.883.5200 x126 CELL 505.980.2104 EMAIL jtt@fbtarch.com WEB fbtarch.com

NEW MEXICO
COLORADO
TEXAS

From: JeremyT

Sent: Monday, December 13, 2021 5:01 PM

To: 'mgriffee@noreste.org' <mgriffee@noreste.org>
Cc: 'John Binnert' <john.binnert@cottonwoodclassical.org>

Subject: Neighborhood Meeting Request - Cottonwood Classical - District 4 Coalition

Dear Mildred,

Please review the attached Neighborhood Meeting Request and information for the Gymnasium & Classroom Addition at Cottonwood Classical Preparatory School.

Can you please confirm receipt of this email and indicate if you would like to attend the Neighborhood Meeting on December 30<sup>th</sup>, 5:30 PM via ZOOM.

Thank you and don't hesitate to reach out with additional questions or comments.



Jeremy Trumble, LEED AP BD+C, PRINCIPAL

One Park Square | 6501 Americas Pkwy NE, Ste. 300 | Albuquerque, NM 87110

PHO 505.883.5200 x126 CELL 505.980.2104 EMAIL <a href="mailto:itt@fbtarch.com">itt@fbtarch.com</a> WEB <a href="mailto:fbtarch.com">fbtarch.com</a>

NEW MEXICO
COLORADO
TEXAS

# Neighborhood Meeting Request for a Proposed Project in the City of Albuquerque

Date of Request*: December 13, 2021
This request for a Neighborhood Meeting for a proposed project is provided as required by Integrated
Development Ordinance (IDO) <u>Subsection 14-16-6-4(K) Public Notice</u> to:
Neighborhood Association (NA)*: North Valley Coalition
Name of NA Representative*:Doyle Kimbrough
Email Address* or Mailing Address* of NA Representative1:newmexmba@aol.com
The application is not yet submitted. If you would like to have a Neighborhood Meeting about this
proposed project, please respond to this request within 15 days. <sup>2</sup>
Email address to respond yes or no: <a href="mailto:jtt@fbtarch.com">jtt@fbtarch.com</a>
The applicant may specify a Neighborhood Meeting date that must be at least 15 days from the Date of
Request above, unless you agree to an earlier date.
Meeting Date / Time / Location:
December 30, 2021 / 5:30 PM / ZOOM On-Line Presentation (Link will be provided upon request)
Port of Constituting Provided Indian Control of Control
Project Information Required by <u>IDO Subsection 14-16-6-4(K)(1)(a)</u>
1. Subject Property Address* 7801 Jefferson St. NE
Location Description Cottonwood Classical Preparatory School
2. Property Owner* Cottonwood Classical Foundation
3. Agent/Applicant* [if applicable] FBT Architects
4. Application(s) Type* per IDO Table 6-1-1 [mark all that apply]
□ Conditional Use Approval
☐ Permit (Carport or Wall/Fence − Major)
X Site Plan
□ Subdivision (Minor or Major)

<sup>&</sup>lt;sup>1</sup> Pursuant to <u>IDO Subsection 14-16-6-4(K)(5)(a)</u>, email is sufficient if on file with the Office of Neighborhood Coordination. If no email address is on file for a particular NA representative, notice must be mailed to the mailing address on file for that representative.

<sup>&</sup>lt;sup>2</sup> If no one replies to this request, the applicant may be submitted to the City to begin the review/decision process.

	□ Vacation	(Easement/Private Way or Public Right-of-way)								
	□ Variance									
	□ Waiver									
	☐ Zoning Map Amendment									
	☐ Other:									
	Summary of project/request <sup>3*</sup> :  Building addition for new gymnasium, classrooms	s and associated support spaces.								
5.	This type of application will be decided by*:	☐ City Staff								
	OR at a public meeting or hearing by:									
	☐ Zoning Hearing Examiner (ZHE)	☐ Development Review Board (DRB)								
	☐ Landmarks Commission (LC)	▼ Environmental Planning Commission (EPC)								
	☐ City Council									
6.	Where more information about the project ca Contacting the Owner's Agent - FBT Architects - Jere									
Projec	t Information Required for Mail/Email Not	ice by <u>IDO Subsection 6-4(K)(1)(b)</u> :								
1.	Zone Atlas Page(s)*5 D-17-Z									
2.	Architectural drawings, elevations of the prop	osed building(s) or other illustrations of the								
۷.										
3.	proposed application, as relevant*: Attached to notice or provided via website noted above  The following exceptions to IDO standards will be requested for this project*:									
<b>J</b> .	☐ Deviation(s) ☐ Variance(s)	□ Waiver(s)								
		□ waivei(s)								
	Explanation: None									
	None									
	An offer of a Pre-submittal Neighborhood Med	eting is required by Table 6-1-1*: X Yes $\Box$ No								

[Note: Items with an asterisk (\*) are required.]

<sup>&</sup>lt;sup>3</sup> Attach additional information, as needed to explain the project/request. Note that information provided in this meeting request is conceptual and constitutes a draft intended to provide sufficient information for discussion of concerns and opportunities.

<sup>&</sup>lt;sup>4</sup> Address (mailing or email), phone number, or website to be provided by the applicant

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	5.	Fo	r Site	ite Plan Applications only*, attach site plan showing, at a minimum:					
		X	a. Lo	. Location of proposed buildings and landscape areas.*	cape areas.*				
		X	b. A	. Access and circulation for vehicles and pedestrians.*	destrians.*				
		X	c. N	. Maximum height of any proposed structures, with building eleve	•				
			d. <b>F</b>	. For residential development*: Maximum number of proposed of					
			e. <b>F</b>	. For non-residential development*:					
			X	Total gross floor area of proposed project.					
			X	▼ Gross floor area for each proposed use.					
	Ad	diti	ional	al Information:					
	1.	Fr	om th	n the IDO Zoning Map <sup>6</sup> :					
		a.	Area	rea of Property [typically in acres]					
		b.	IDO	DO Zone District					
		c.		Overlay Zone(s) [if applicable]					
		d.	Cent	enter or Corridor Area [if applicable]					
	2.	Cu	Current Land Use(s) [vacant, if none]						
Use	ful	Linl	ks						
		Int	tegrat	rated Development Ordinance (IDO):					
		<u>ht</u>	tps://i	://ido.abc-zone.com/					
			<b>.</b>						
				nteractive Map ://tinyurl.com/IDOzoningmap					
		iii	ιμ3.// (	.//tillydri.com/1DO201iiigmap					
Cc:	Dis	trict	4 Coali	oalition of Neighborhood Associations [Other Neighborhood	Associations, if any]				
	Ala	med	a North	orth Valley Association					
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				<del></del>					

<sup>&</sup>lt;sup>6</sup> Available here: <a href="https://tinurl.com/idozoningmap">https://tinurl.com/idozoningmap</a>

**From:** JeremyT

Sent: Monday, December 13, 2021 5:01 PM

To: newmexmba@aol.com

Cc: John Binnert

**Subject:** Neighborhood Meeting Request - Cottonwood Classical - North Valley Coalition

Attachments: 2021-12.13 - NA Mtg Request Cottonwood - North Valley Coalition Kimbrough.pdf; 01 -

IDOZoneAtlasPage\_D-17-Z.pdf; 02 - Drawing Attachments.pdf

Dear Doyle,

Please review the attached Neighborhood Meeting Request and information for the Gymnasium & Classroom Addition at Cottonwood Classical Preparatory School.

Can you please confirm receipt of this email and indicate if you would like to attend the Neighborhood Meeting on December 30<sup>th</sup>, 5:30 PM via ZOOM.

Thank you and don't hesitate to reach out with additional questions or comments.



Jeremy Trumble, LEED AP BD+C, PRINCIPAL

One Park Square | 6501 Americas Pkwy NE, Ste. 300 | Albuquerque, NM 87110

PHO 505.883.5200 x126 CELL 505.980.2104 EMAIL jtt@fbtarch.com WEB fbtarch.com

**NEW MEXICO** 

**COLORADO** 

**TEXAS** 

# Neighborhood Meeting Request for a Proposed Project in the City of Albuquerque

Date of Request*: December 13, 2021
This request for a Neighborhood Meeting for a proposed project is provided as required by Integrated
Development Ordinance (IDO) <u>Subsection 14-16-6-4(K) Public Notice</u> to:
Neighborhood Association (NA)*: North Valley Coalition
Name of NA Representative*:Doyle Kimbrough
Email Address* or Mailing Address* of NA Representative1:newmexmba@aol.com
The application is not yet submitted. If you would like to have a Neighborhood Meeting about this
proposed project, please respond to this request within 15 days. <sup>2</sup>
Email address to respond yes or no: <a href="mailto:jtt@fbtarch.com">jtt@fbtarch.com</a>
The applicant may specify a Neighborhood Meeting date that must be at least 15 days from the Date of
Request above, unless you agree to an earlier date.
Meeting Date / Time / Location:
December 30, 2021 / 5:30 PM / ZOOM On-Line Presentation (Link will be provided upon request)
Port of Constituting Provided Indian Control of Control
Project Information Required by <u>IDO Subsection 14-16-6-4(K)(1)(a)</u>
1. Subject Property Address* 7801 Jefferson St. NE
Location Description Cottonwood Classical Preparatory School
2. Property Owner* Cottonwood Classical Foundation
3. Agent/Applicant* [if applicable] FBT Architects
4. Application(s) Type* per IDO Table 6-1-1 [mark all that apply]
□ Conditional Use Approval
☐ Permit (Carport or Wall/Fence − Major)
X Site Plan
□ Subdivision (Minor or Major)

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	□ Vacation	(Easement/Private Way or Public Right-of-way)								
	□ Variance									
	□ Waiver									
	☐ Zoning Map Amendment									
	☐ Other:									
	Summary of project/request <sup>3*</sup> :  Building addition for new gymnasium, classrooms	s and associated support spaces.								
5.	This type of application will be decided by*:	☐ City Staff								
	OR at a public meeting or hearing by:									
	☐ Zoning Hearing Examiner (ZHE)	☐ Development Review Board (DRB)								
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6.	Where more information about the project ca Contacting the Owner's Agent - FBT Architects - Jere									
Projec	t Information Required for Mail/Email Not	ice by <u>IDO Subsection 6-4(K)(1)(b)</u> :								
1.	Zone Atlas Page(s)*5 D-17-Z									
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۷.										
3.	proposed application, as relevant*: Attached to notice or provided via website noted above  The following exceptions to IDO standards will be requested for this project*:									
<b>J</b> .	☐ Deviation(s) ☐ Variance(s)	□ Waiver(s)								
		□ waivei(s)								
	Explanation: None									
	None									
	An offer of a Pre-submittal Neighborhood Med	eting is required by Table 6-1-1*: X Yes $\Box$ No								

[Note: Items with an asterisk (\*) are required.]

<sup>&</sup>lt;sup>3</sup> Attach additional information, as needed to explain the project/request. Note that information provided in this meeting request is conceptual and constitutes a draft intended to provide sufficient information for discussion of concerns and opportunities.

<sup>&</sup>lt;sup>4</sup> Address (mailing or email), phone number, or website to be provided by the applicant

<sup>&</sup>lt;sup>5</sup> Available online here: <u>http://data.cabq.gov/business/zoneatlas/</u>

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	5.	Fo	r Site	ite Plan Applications only*, attach site plan showing, at a minimum:					
		X	a. Lo	. Location of proposed buildings and landscape areas.*	cape areas.*				
		X	b. A	. Access and circulation for vehicles and pedestrians.*	destrians.*				
		X	c. N	. Maximum height of any proposed structures, with building eleve	•				
			d. <b>F</b>	. For residential development*: Maximum number of proposed of					
			e. <b>F</b>	. For non-residential development*:					
			X	Total gross floor area of proposed project.					
			X	▼ Gross floor area for each proposed use.					
	Ad	diti	ional	al Information:					
	1.	Fr	om th	n the IDO Zoning Map <sup>6</sup> :					
		a.	Area	rea of Property [typically in acres]					
		b.	IDO	DO Zone District					
		c.		Overlay Zone(s) [if applicable]					
		d.	Cent	enter or Corridor Area [if applicable]					
	2.	Cu	Current Land Use(s) [vacant, if none]						
Use	ful	Linl	ks						
		Int	tegrat	rated Development Ordinance (IDO):					
		<u>ht</u>	tps://i	://ido.abc-zone.com/					
			<b>.</b>						
				nteractive Map ://tinyurl.com/IDOzoningmap					
		iii	ιμ3.// (	.//tillydri.com/1DO201iiigmap					
Cc:	Dis	trict	4 Coali	oalition of Neighborhood Associations [Other Neighborhood	Associations, if any]				
	Ala	med	a North	orth Valley Association					
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<sup>&</sup>lt;sup>6</sup> Available here: <a href="https://tinurl.com/idozoningmap">https://tinurl.com/idozoningmap</a>

## **JeremyT**

From: Newmexmba < newmexmba@aol.com>
Sent: Tuesday, December 14, 2021 9:33 AM

To: JeremyT

Cc: nvcabq@gmail.com

**Subject:** Re: Neighborhood Meeting Request - Cottonwood Classical - North Valley Coalition

Dear Jeremy,

I did receive this and neither support nor oppose the proposed additions to Cottonwood Classical Preparatory School.

Doyle Kimbrough

-----Original Message-----

From: JeremyT <jtt@fbtarch.com>

To: newmexmba@aol.com <newmexmba@aol.com>
Cc: John Binnert <john.binnert@cottonwoodclassical.org>

Sent: Mon, Dec 13, 2021 5:01 pm

Subject: Neighborhood Meeting Request - Cottonwood Classical - North Valley Coalition

Dear Doyle,

Please review the attached Neighborhood Meeting Request and information for the Gymnasium & Classroom Addition at Cottonwood Classical Preparatory School.

Can you please confirm receipt of this email and indicate if you would like to attend the Neighborhood Meeting on December 30th, 5:30 PM via ZOOM.

Thank you and don't hesitate to reach out with additional guestions or comments.



Jeremy Trumble, LEED AP BD+C, PRINCIPAL

One Park Square | 6501 Americas Pkwy NE, Ste. 300 | Albuquerque, NM 87110

PHO 505.883.5200 x126 CELL 505.980.2104 EMAIL jtt@fbtarch.com WEB fbtarch.com

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COLORADO
TEXAS

## **JeremyT**

From: JeremyT

Sent: Monday, December 13, 2021 5:01 PM

**To:** peggynorton@yahoo.com

Cc: John Binnert

**Subject:** Neighborhood Meeting Request - Cottonwood Classical - North Valley Coalition **Attachments:** 2021-12.13 - NA Mtg Request Cottonwood - North Valley Coalition Norton.pdf; 01 -

IDOZoneAtlasPage\_D-17-Z.pdf; 02 - Drawing Attachments.pdf

Dear Peggy,

Please review the attached Neighborhood Meeting Request and information for the Gymnasium & Classroom Addition at Cottonwood Classical Preparatory School.

Can you please confirm receipt of this email and indicate if you would like to attend the Neighborhood Meeting on December 30<sup>th</sup>, 5:30 PM via ZOOM.

Thank you and don't hesitate to reach out with additional questions or comments.



Jeremy Trumble, LEED AP BD+C, PRINCIPAL

One Park Square | 6501 Americas Pkwy NE, Ste. 300 | Albuquerque, NM 87110

PHO 505.883.5200 x126 CELL 505.980.2104 EMAIL jtt@fbtarch.com WEB fbtarch.com

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## Neighborhood Meeting Request for a Proposed Project in the City of Albuquerque

Date of Request*: December 13, 2021
This request for a Neighborhood Meeting for a proposed project is provided as required by Integrated
Development Ordinance (IDO) Subsection 14-16-6-4(K) Public Notice to:
Neighborhood Association (NA)*: North Valley Coalition
Name of NA Representative*: Peggy Norton
Email Address* or Mailing Address* of NA Representative¹: <del>peggynorton@yahoo.com</del>
The application is not yet submitted. If you would like to have a Neighborhood Meeting about this
proposed project, please respond to this request within 15 days. <sup>2</sup>
Email address to respond yes or no: jtt@fbtarch.com
The applicant may specify a Neighborhood Meeting date that must be at least 15 days from the Date of
Request above, unless you agree to an earlier date.
Meeting Date / Time / Location:
December 30, 2021 / 5:30 PM / ZOOM On-Line Presentation (Link will be provided upon request)
Project Information Required by <u>IDO Subsection 14-16-6-4(K)(1)(a)</u>
7001 Jofferson Ct. NIC
1. Subject Property Address* 7801 Jefferson St. NE
Location Description Cottonwood Classical Preparatory School
2. Property Owner*Cottonwood Classical Foundation
3. Agent/Applicant* [if applicable] FBT Architects
4. Application(s) Type* per IDO <u>Table 6-1-1</u> [mark all that apply]
□ Conditional Use Approval
☐ Permit (Carport or Wall/Fence – Major)
✓ Site Plan
□ Subdivision (Minor or Major)

<sup>&</sup>lt;sup>1</sup> Pursuant to <u>IDO Subsection 14-16-6-4(K)(5)(a)</u>, email is sufficient if on file with the Office of Neighborhood Coordination. If no email address is on file for a particular NA representative, notice must be mailed to the mailing address on file for that representative.

<sup>&</sup>lt;sup>2</sup> If no one replies to this request, the applicant may be submitted to the City to begin the review/decision process.

<ul> <li>Vacation</li></ul>	(Easement/Private Way or Public Right-of-way)
☐ Zoning Map Amendment	
O 1	
☐ Other:	
Summary of project/request <sup>3</sup> *:  Building addition for new gymnasium, classrooms an	d associated support spaces.
5. This type of application will be decided by*:	City Staff
OR at a public meeting or hearing by:	
☐ Zoning Hearing Examiner (ZHE)	Development Review Board (DRB)
☐ Landmarks Commission (LC)	Environmental Planning Commission (EPC)
☐ City Council	
6. Where more information about the project can b  Contacting the Owner's Agent - FBT Architects - Jeremy	
Project Information Required for Mail/Email Notice	by IDO Subsection 6-4(K)(1)(b):
1. Zone Atlas Page(s)*5 D-17-Z	
Architectural drawings, elevations of the propose	d huilding(s) or other illustrations of the
proposed application, as relevant*: Attached to	<del>-</del>
The following exceptions to IDO standards will be	
- ,	Waiver(s)
	vvalver(s)
Explanation:  None	
None	
4. An offer of a Pre-submittal Neighborhood Meetir	g is required by <u>Table 6-1-1</u> *: X Yes ☐ No

[Note: Items with an asterisk (\*) are required.]

<sup>&</sup>lt;sup>3</sup> Attach additional information, as needed to explain the project/request. Note that information provided in this meeting request is conceptual and constitutes a draft intended to provide sufficient information for discussion of concerns and opportunities.

<sup>&</sup>lt;sup>4</sup> Address (mailing or email), phone number, or website to be provided by the applicant

<sup>&</sup>lt;sup>5</sup> Available online here: <u>http://data.cabq.gov/business/zoneatlas/</u>

Note:	Items	with	an	asterisk	<b>(*</b> )	are	required.1
HVOLE.	1161113	VVILII	un	USLETISK	. ,	uic	i cuuii cu.i

	5.	For Site Plan Applications only*, attach site plan showing, at a minimum:							
		a. Location of proposed buildings and landscape areas.*							
	b. Access and circulation for vehicles and pedestrians.*								
		C. Maximum height of any proposed structures, with building elevations.*							
		□ d. For residential development*: Maximum number of proposed dwelling units.							
		□ e. For non-residential development*:							
		Total gross floor area of proposed project.							
		▼ Gross floor area for each proposed use.							
	Ad	ditional Information:							
	1.	From the IDO Zoning Map <sup>6</sup> :							
		a. Area of Property [typically in acres]							
		b. IDO Zone District							
		c. Overlay Zone(s) [if applicable]							
		d. Center or Corridor Area [if applicable]							
	2.	Current Land Use(s) [vacant, if none]							
Use	ful	Links							
		Integrated Development Ordinance (IDO):							
		https://ido.abc-zone.com/							
		IDO Interactive Map							
		https://tinyurl.com/IDOzoningmap							
Cc:	Dis	rict 4 Coalition of Neighborhood Associations [Other Neighborhood Associations, if an							
	Ala	neda North Valley Association							
		<del></del>							
		<del></del>							

<sup>&</sup>lt;sup>6</sup> Available here: <u>https://tinurl.com/idozoningmap</u>

## **JeremyT**

From: John Binnert < john.binnert@cottonwoodclassical.org>

Sent: Wednesday, December 15, 2021 8:13 AM

To: Dan Regan

Cc: JeremyT; anvanews@aol.com; Peggy Norton; Mildred Griffee; Mark Reynolds;

lxbaca@gmail.com; newmexmba@aol.com

**Subject:** Re: Neighborhood Meeting Request - Cottonwood Classical - Follow Up

Attachments: Phase\_1\_Zoom\_Nov\_2021.pdf

## Hello All!

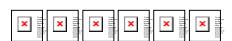
Thank you for being engaged neighbors and citizens. Cottonwood Classical has a current enrollment of 775 and a building that is far too small -- with no cafeteria, library, performance space, or gymnasium.

I've included an attachment for your reference, which shows the addition as well as some interior improvements. Most of what we are doing with this project is "right sizing" our facilities to match our program and enrollment. We will be increasing our indoor square footage by a little more than 50%, but enrollment will be closer to a 10-15% increase, and will happen over the next few years rather than abruptly. We have a current wait list of around 400 students, and while we wish we could bring them all in tomorrow, we have to be responsible financially and maintain fidelity to our mission. We oscillate between the #1 and #2 school in the state every year, and every move we make is to be the very best for our students and the Albuquerque community more broadly.

In Partnership, John

## John J Binnert, M.S. Ed.

(he/him/his)
Executive Director
Cottonwood Classical Preparatory School
john.binnert@cottonwoodclassical.org | 505.998.1021



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On Tue, Dec 14, 2021 at 7:43 PM Dan Regan <a href="mailto:com">dlreganabq@gmail.com</a> wrote:

Jeremy,

Thanks for your help with all of this.

Mr. Binnert, welcome to the circle. Looks like ya'll want to increase the student body by a significant number......or do ya'll just need to have the room for the current numbers?

## Dan R.

From: JeremyT [mailto:jtt@fbtarch.com]
Sent: Tuesday, December 14, 2021 8:46 AM

To: Dan Regan < <a href="mailto:dlreganabq@gmail.com">dlreganabq@gmail.com</a>; 'Mildred Griffee'

<sect.dist4@gmail.com>

Cc: 'Mark Reynolds' < reynolds@unm.edu >; | xbaca@gmail.com; newmexmba@aol.com; John Binnert

<john.binnert@cottonwoodclassical.org>

Subject: Neighborhood Meeting Request - Cottonwood Classical - Follow Up

Dan and Peggy, Thanks for the response. The city provided the below information as contact. Individual messages were sent to these 5 addresses.

It looks like Doyle Kimbrough was the only address not on this original reply (now added). Is his contact info still correct?

I've also included John Binnert Director at Cottonwood on the email to keep him in the loop.

Please feel free to reach out for additional information and if you do want to have a ZOOM meeting to review the project we can be a little flexible with the date and time. Our intent is to get in front of EPC at the February 17<sup>th</sup> meeting. Official mailed and emailed notifications will be sent out shortly.

Thank you and I look forward to hearing from you all.

Association	First	Last Name	Email
Name	Name		
North Valley Coalition	Peggy	Norton	peggynorton@yahoo.com

## **JeremyT**

**From:** JeremyT

Sent: Thursday, December 9, 2021 9:56 AM

To: Ewell, Diego Cc: John Binnert

**Subject:** Request for Property Owners within 100' (7801 Jefferson)

## Good morning Diego.

I would like to request the a contact list of property owners within 100 feet of my project site at 7801 Jefferson St. NE (Cottonwood Classical Preparatory School). I will also need the buffer map.

Please let me know if you need any additional information.

Thank you!



Jeremy Trumble, LEED AP BD+C, PRINCIPAL

One Park Square | 6501 Americas Pkwy NE, Ste. 300 | Albuquerque, NM 87110

PHO 505.883.5200 x126 CELL 505.980.2104 EMAIL jtt@fbtarch.com WEB fbtarch.com

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**COLORADO** 

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## **JeremyT**

From: Delgado, Geraldine C. <gdelgado@cabq.gov>

Sent: Monday, December 13, 2021 3:54 PM

**To:** JeremyT; Duarte, Leroy D.

Cc: John Binnert

**Subject:** RE: Request for Property Owners within 100' (7801 Jefferson)

**Attachments:** 7801 Jefferson - 8.5x11 - Scale in Feet.pdf; 7801 Jefferson - 03 - 2021-11.30 -

IDOZoneAtlasPage\_D-17-Z (002).pdf; 7801 Jefferosn - Labels.xlsx; 7801 Jefferson -

Labels.docx

Follow Up Flag: Follow up Flag Status: Flagged

Jeremy,

See attachment for your requested buffer map.

Thank you,



## **Geraldine Delgado**

File Room Coordinator
Office 505.924.3662
Office email gdelgado@cabq.gov
cabq.gov/planning

From: JeremyT < jtt@fbtarch.com>

Sent: Monday, December 13, 2021 3:12 PM

To: Delgado, Geraldine C. <gdelgado@cabq.gov>; Duarte, Leroy D. <lduarte@cabq.gov>

Cc: John Binnert < john.binnert@cottonwoodclassical.org>

Subject: FW: Request for Property Owners within 100' (7801 Jefferson)

## **External**

Hi Geraldine and Leroy.

I understand that Diego is no longer with the planning department. Please see the request for an update below.



Jeremy Trumble, LEED AP BD+C, PRINCIPAL

One Park Square | 6501 Americas Pkwy NE, Ste. 300 | Albuquerque, NM 87110

PHO 505.883.5200 x126 CELL 505.980.2104 EMAIL jtt@fbtarch.com WEB fbtarch.com

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From: JeremyT

**Sent:** Monday, December 13, 2021 3:09 PM **To:** 'Ewell, Diego' <dewell@cabq.gov>

Cc: 'John Binnert' < john.binnert@cottonwoodclassical.org>

Subject: RE: Request for Property Owners within 100' (7801 Jefferson)

Hi Diego,

Can you please let me know the status of this request? We would like to get the notifications out this week.

jt



Jeremy Trumble, LEED AP BD+C, PRINCIPAL

One Park Square | 6501 Americas Pkwy NE, Ste. 300 | Albuquerque, NM 87110

PHO 505.883.5200 x126 CELL 505.980.2104 EMAIL jtt@fbtarch.com WEB fbtarch.com

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TEXAS

From: JeremyT

Sent: Thursday, December 9, 2021 11:06 AM

To: 'Ewell, Diego' <dewell@cabq.gov>

Cc: John Binnert < john.binnert@cottonwoodclassical.org>

Subject: RE: Request for Property Owners within 100' (7801 Jefferson)

please see attached.



Jeremy Trumble, LEED AP BD+C, PRINCIPAL

One Park Square | 6501 Americas Pkwy NE, Ste. 300 | Albuquerque, NM 87110

PHO 505.883.5200 x126 CELL 505.980.2104 EMAIL jtt@fbtarch.com WEB fbtarch.com

**NEW MEXICO** 

COLORADO

From: Ewell, Diego < <a href="mailto:dewell@cabq.gov">dewell@cabq.gov</a> Sent: Thursday, December 9, 2021 10:34 AM

To: JeremyT <jtt@fbtarch.com>

Cc: John Binnert < john.binnert@cottonwoodclassical.org>

Subject: RE: Request for Property Owners within 100' (7801 Jefferson)

Hello Jeremy,

In order for me to do so I will need a zone atlas with the property highlighted I have included a link below so you may create one.

https://cabq.maps.arcgis.com/apps/webappviewer/index.html?id=3cb9bcf2f4b4495b87cb9cb4a5dc65aa



Diego Ewell He/Him/They/Them

senior office assistant administration 505.924.3811

e dewell@cabq.gov cabq.gov/planning

From: JeremyT < jtt@fbtarch.com>

**Sent:** Thursday, December 9, 2021 9:56 AM **To:** Ewell, Diego < dewell@cabq.gov>

Cc: John Binnert < john.binnert@cottonwoodclassical.org >

Subject: Request for Property Owners within 100' (7801 Jefferson)

## **External**

Good morning Diego.

I would like to request the a contact list of property owners within 100 feet of my project site at 7801 Jefferson St. NE (Cottonwood Classical Preparatory School). I will also need the buffer map.

Please let me know if you need any additional information.

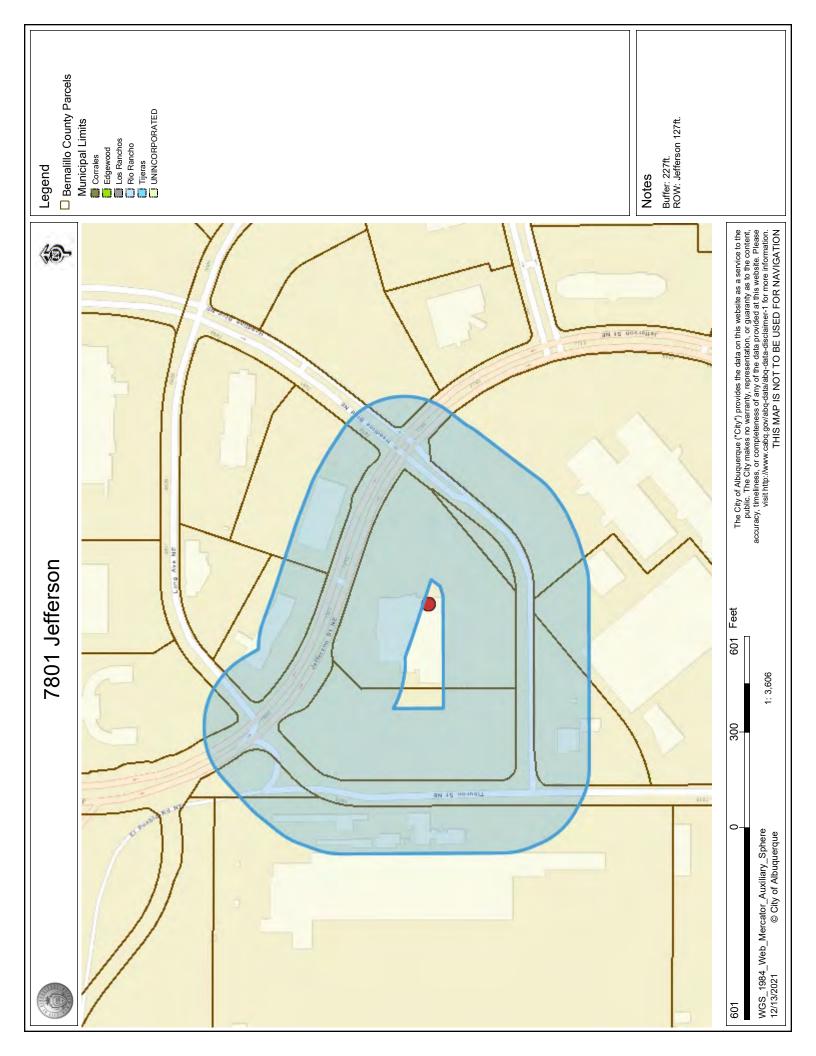
Thank you!



## Jeremy Trumble, LEED AP BD+C, PRINCIPAL

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**TEXAS** 



COTTONWOOD CLASSICAL FOUNDATION INC 7801 JEFFERSON ST NE ALBUQUERQUE NM 87109 JOURNAL PUBLISHING CO ETAL 7777 JEFFERSON ST NE ALBUQUERQUE NM 87103-4343 ASHCRAFT REAL ESTATE &
DEVELOPMENT CORP
1700 LOUISIANA BLVD NE SUITE 220
ALBUQUERQUE NM 87110-7015

AMERICAN GYPSUM INC 3811 TURTLE CREEK BLVD SUITE 1200 DALLAS TX 75219-4424 NEW MEXICO DEPARTMENT OF TRANSPORTATION PO BOX 1149 SANTA FE NM 87504-1149 US BANK NATIONAL ASSOCIATION C/O RYAN PTS DEPT 908 PO BOX 460169 HOUSTON TX 77056-8169

JOURNAL PUBLISHING CO ETAL 7777 JEFFERSON ST NE ALBUQUERQUE NM 87109-4343 JOURNAL PUBLISHING CO ETAL 7777 JEFFERSON ST NE ALBUQUERQUE NM 87109-4343 COTTONWOOD CLASSICAL FOUNDATION INC 7801 JEFFERSON ST NE ALBUQUERQUE NM 87109-4351

JOURNAL PUBLISHING CO ETAL PO DRAWER J ALBUQUERQUE NM 87103 IRONSTONE BANK ATTN: FACILITIES PO BOX 27131 RALEIGH NC 27611-7131

TITAN JOURNAL CENTER LOFTS LLC 6300 RIVERSIDE PLAZA LN NW SUITE 200 ALBUQUERQUE NM 87120-2617

Crossed out contacts were duplicates or Cottonwood Classical, current project owner.

# PROPERTY OWNER NOTZFZCATION COTTONION CLASSICAL - HYM'S GASSROOM ADDITION 12/14/21



JOURNAL PUBLISHING CO ETAL 7777 JEFFERSON ST NE ALBUQUERQUE NM 87103-4343

20	U.S. Postal Service <sup>™</sup> CERTIFIED MAIL <sup>®</sup> RECEIPT Domestic Mail Only
82 6144 0000 0	For delivery information, visit our website at www.usps.com®.  Al Disturbing the strict of the stric
7020 2450	Postage \$0.78  Total Postage and Gees 33  Sent To  Street and Apt. No., or PO Box No.  City, State, 2/P+4*  PS Form 3800, April 2015 PSN 7530-02-000-9047  See Reverse for Instructions

ASHCRAFT REAL ESTATE &
DEVELOPMENT CORP
1700 LOUISIANA BLVD NE SUITE 220
ALBUQUERQUE NM 87110-7015

# PROPERTY OWNER NOTZETCATION COTTONIONO CLASSICAL - HYM'S GASSROOM ADDITION 12/14/21



AMERICAN GYPSUM INC 3811 TURTLE CREEK BLVD SUITE 1200 DALLAS TX 75219-4424

For delly	ery information, v	isit our websit	e at www.usps.c	om®.
Sant			. US	Gar Gar
Certified Ma	Fee \$3.75	3.61 6/64	01	10
\$ Extra Service	es & Fees (check box, ad	\$0.00		50
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NEW MEXICO DEPARTMENT OF TRANSPORTATION PO BOX 1149 SANTA FE NM 87504-1149 PROPERTY OWNER NOTZETZCATION

COTTONIONO CLASSICAL - HYM'S GASSROOM ADDITION

12/14/21



US BANK NATIONAL ASSOCIATION C/O RYAN PTS DEPT 908 PO BOX 460169 HOUSTON TX 77056-8169

2868	U.S. Postal Service <sup>™</sup> CERTIFIED MAIL <sup>®</sup> RECEIPT Domestic Mail Only				
450 0000 4419	Certified Mail Fee \$3.75  \$	0 50			
7020 z	Total Postage and Fees 83  \$ Sent To  Street and Apt. No., or PO Box No.  City, State, ZiP+4*  PS Form 3800, April 2015 PSN 7530-02-000-9047  See Reverse for In	structions			

JOURNAL PUBLISHING CO ETAL PO DRAWER J ALBUQUERQUE NM 87103

\*Returned Not Deliverable

# PROPERTY OWNER NOTZETZCATION COTTONIONO CLASSICAL - HYM'S GASSROOM ADDITION 12/14/21

0	Domestic Mail Only  For delivery information, visit our website	at www.usps.com®
1457	Ralersh NS 27611  Certified Mail Fee \$3.75 \$ \$11.011  Extra Services & Fees (check box, add fee & appropriate)	USE 0110 50
	Return Receipt (hardcopy)   \$   \$   \$   \$   \$   \$   \$   \$   \$	N M 8  Postmark Here  DEC 1 4 2021
	Postage \$11.78 \$ Total Postage and Fees \$4.83	12.14/2021 USPS
	\$ Sent To Street and Apt. No., or PO Box No.	(155)

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Adult Signature Restricted Delivery \$	DAY 14/2071
U Total Postage and Fees	177202
Sent To  Street and Apt. No., or PO Box No.  City, State, ZIP+4*	1 2 1082
PS Form 3800, April 2015 PSN 7530-02-000-904	17 See Reverse for Instruction

TITAN JOURNAL CENTER LOFTS LLC 6300 RIVERSIDE PLAZA LN NW SUITE 200 ALBUQUERQUE NM 87120-2617

## Public Notice of a Proposed Project in the City of Albuquerque for Decisions Requiring a Meeting or Hearing Mailed to a Property Owner

Ordin	ance (IDO) Subsection 14-16-6	I(K) Public Notice to:	
Prope	rty Owner within 100 feet*:		JOURNAL PUBLISHING CO ETAL 7777 JEFFERSON ST NE
Mailir	ng Address*:		ALBUQUERQUE NM 87103-4343
Proje	ct Information Required by ID	Subsection 14-16-6-4(K)(1)	<u>(a)</u>
1.	Subject Property Address*_	7801 Jefferson St. NE	
	Location Description		y School
2.		Cottonwood Classical Foundation	1
3.			
4.			
			- P-17]
	<ul><li>Conditional Use Appro</li><li>Permit</li></ul>	/ai (Car	port or Wall/Eence – Major)
	X Site Plan	(Call	port of wally refice – Iviajory
		(Min	or or Major)
			ement/Private Way or Public Right-of-way)
	□ Variance	(2030	interior invate way or i ablie highe of way,
	□ Waiver		
	Summary of project/request		
		ium, classrooms and associated s	sunnart snacas
	building addition for new gymna	iditi, ciassi dottis and associated .	support spaces.
5.	This application will be decide	ed at a public meeting or he	aring by*:
	☐ Zoning Hearing Examiner (	HE) 🗆 Devel	opment Review Board (DRB)
	☐ Landmarks Commission (L	) X Enviro	nmental Planning Commission (EPC)

<sup>&</sup>lt;sup>1</sup> Attach additional information, as needed to explain the project/request.

[Note: Items with an asterisk (*) are required	Not	te: Items	with a	n asterisk	(*)	are red	uired.	1
--	-----	-----------	--------	------------	-----	---------	--------	---

	Date/Time*: February 17, 2022 / Time TBD, see CABQ website for information www.cabq.gov/planning/epc									
	Location*2: Online meeting via ZOOM, see CABQ website for information www.cabq.gov/planning/epc									
	Agenda/meeting materials: <a href="http://www.cabq.gov/planning/boards-commissions">http://www.cabq.gov/planning/boards-commissions</a>									
	To contact staff, email <a href="mailto:devhelp@cabq.gov">devhelp@cabq.gov</a> or call the Planning Department at 505-924-3860.									
6.	Where more information about the project can be found*3: Contacting Owner's Representative - John Binnert, CC Executive Director at john.binnert@cottonwoodclassical.org									
Project Information Required for Mail/Email Notice by IDO Subsection 6-4(K)(1)(b):										
1.	Zone Atlas Page(s)*4 D-17-Z									
2.	Architectural drawings, elevations of the proposed building(s) or other illustrations of the									
proposed application, as relevant*: Attached to notice or provided via website note										
3.										
	□ Deviation(s) □ Variance(s) □ Waiver(s)									
	Explanation*: None									
4.	A Pre-submittal Neighborhood Meeting was required by <u>Table 6-1-1</u> : ■ Yes □ No									
	Summary of the Pre-submittal Neighborhood Meeting, if one occurred:									
	Tentatively scheduled for December 30th, 2021. Contact Owner's representative for additional information.									
5.	For Site Plan Applications only*, attach site plan showing, at a minimum:									
	a. Location of proposed buildings and landscape areas.*									
	b. Access and circulation for vehicles and pedestrians.*									
	c. Maximum height of any proposed structures, with building elevations.*									
Physic:	al address or Zoom link									

<sup>&</sup>lt;sup>3</sup> Address (mailing or email), phone number, or website to be provided by the applicant

<sup>&</sup>lt;sup>4</sup> Available online here: <a href="http://data.cabq.gov/business/zoneatlas/">http://data.cabq.gov/business/zoneatlas/</a>

	☐ d. For residential development*: Maximum number of proposed dwelling units.							
e. For non-residential development*:								
	▼ Total gross floor area of proposed project.							
	Gross floor area for each proposed use.							
Additional Information:								
From the IDO Zoning Map <sup>5</sup> :								
1.	Area of Property [typically in acres]							
2.	IDO Zone District							
3.	Overlay Zone(s) [if applicable]							
4.	Center or Corridor Area [if applicable]							
	rrent Land Use(s) [vacant, if none]							

**NOTE**: Pursuant to <u>IDO Subsection 14-16-6-4(L)</u>, property owners within 330 feet and Neighborhood Associations within 660 feet may request a post-submittal facilitated meeting. If requested at least 15 calendar days before the public meeting/hearing date noted above, the facilitated meeting will be required. To request a facilitated meeting regarding this project, contact the Planning Department at <u>devhelp@cabq.gov</u> or 505-924-3955.

## **Useful Links**

**Integrated Development Ordinance (IDO):** 

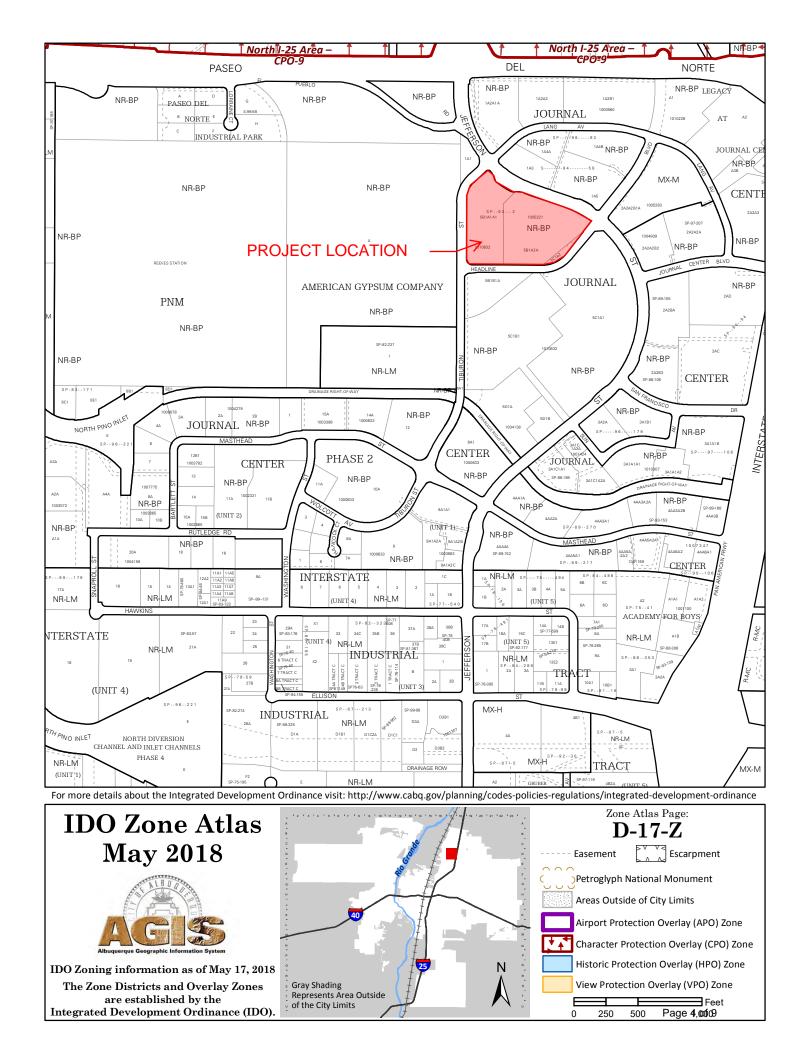
https://ido.abc-zone.com/

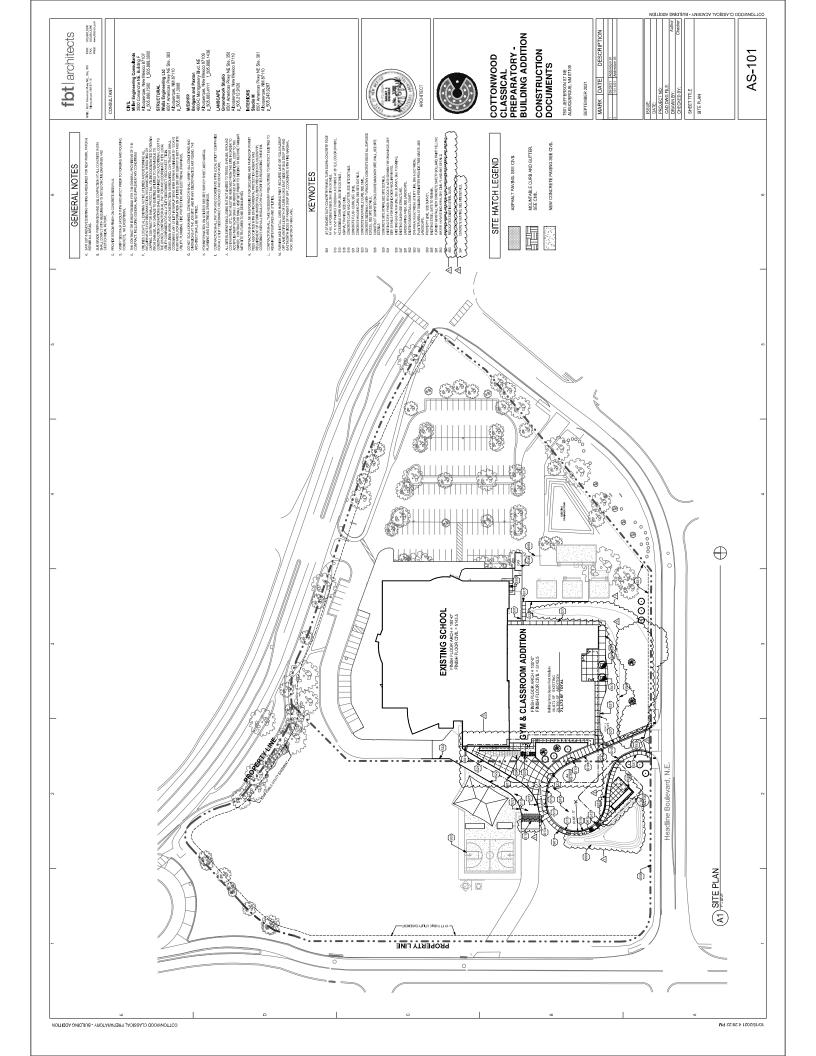
[Note: Items with an asterisk (\*) are required.]

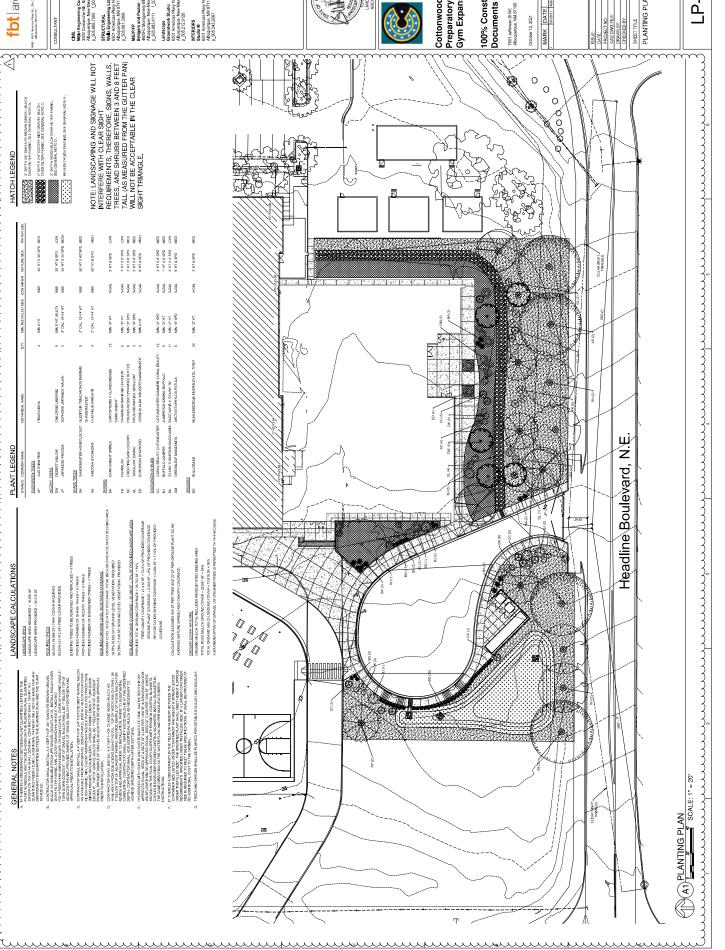
**IDO Interactive Map** 

https://tinyurl.com/IDOzoningmap

<sup>&</sup>lt;sup>5</sup> Available here: <a href="https://tinurl.com/idozoningmap">https://tinurl.com/idozoningmap</a>







505,883,5203 505,884,5383 www.fdaeth.com PHO FAX:

Landscape Groundwork Studio 6501 Americas Plwy NE Ste. 3 Albuquerque, New Mexico 8711 p\_505.212.9126

INTERIORS Studio M 6501 Americas Plwy NE Sie. 3 Albuquerque, NM 87110 p\_505.243.9287







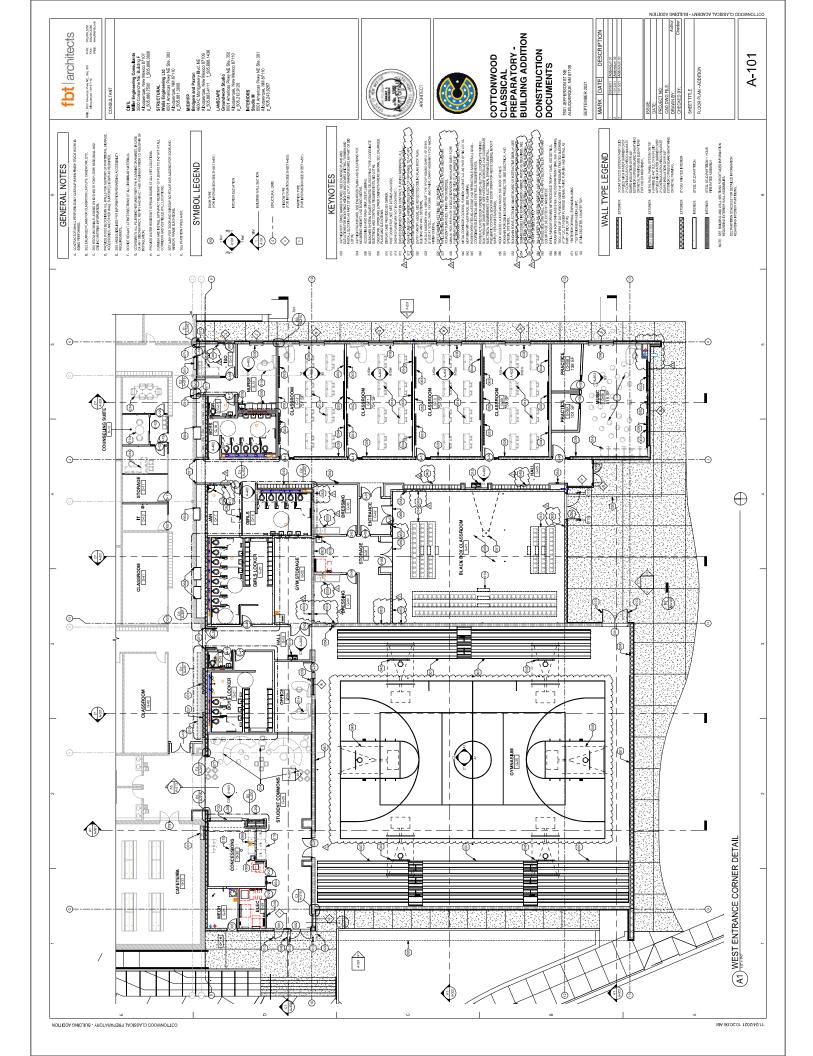
100% Construction

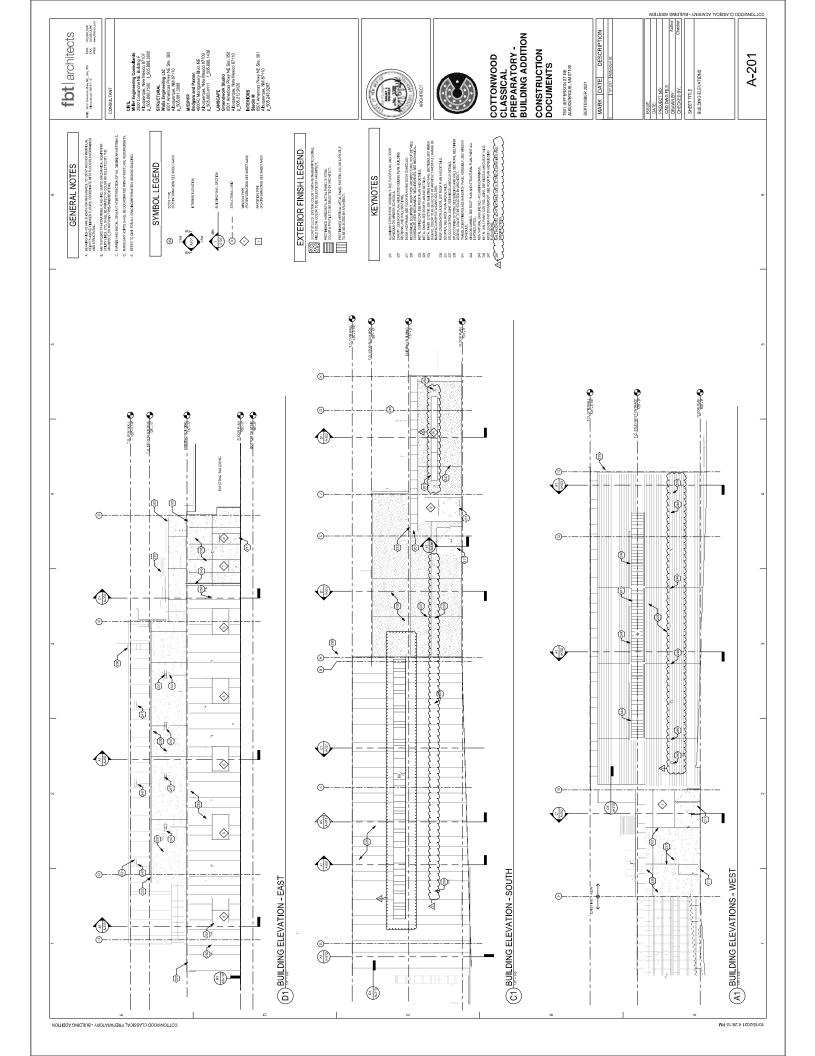
October 12, 2021

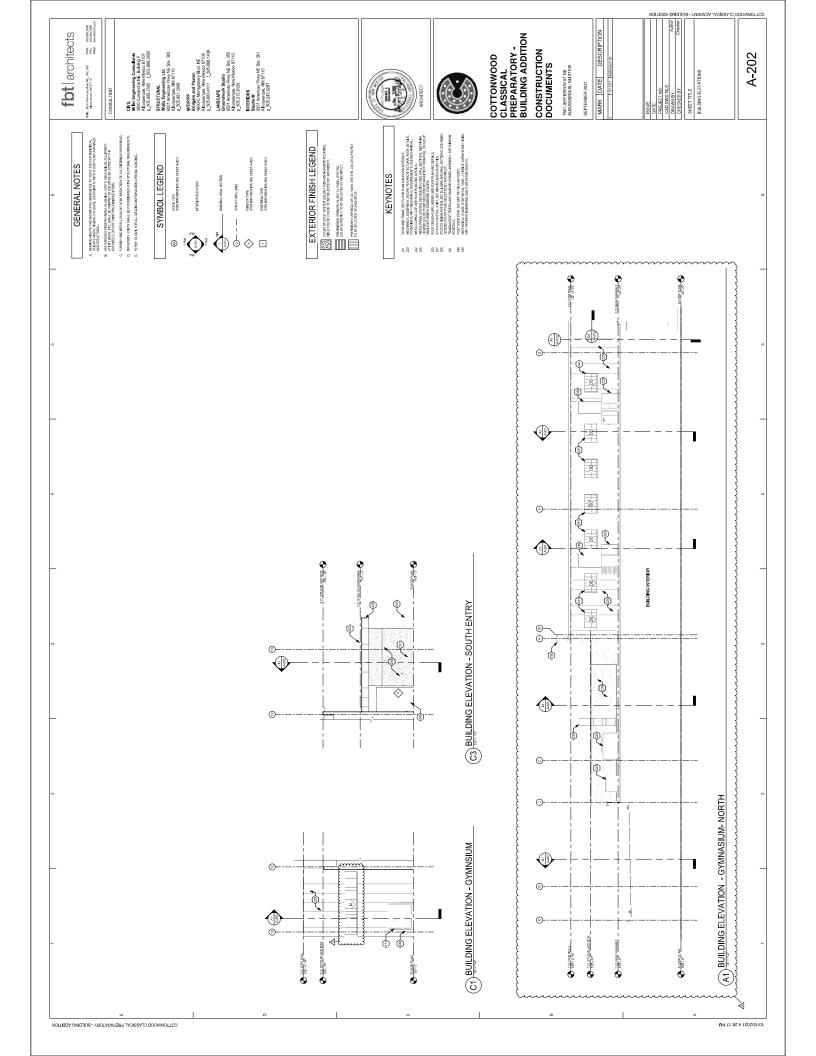
PLANTING PLAN

LP-101

miniment of the committee of the committ









## SIGN POSTING AGREEMENT

## **REQUIREMENTS**

## POSTING SIGNS ANNOUNCING PUBLIC HEARINGS

All persons making application to the City under the requirements and procedures established by the City Zoning Code or Subdivision Ordinance are responsible for the posting and maintaining of one or more signs on the property which the application describes. Vacations of public rights-of-way (if the way has been in use) also require signs. Waterproof signs are provided at the time of application. If the application is mailed, you must still stop at the Development Services Front Counter to pick up the sign.

The applicant is responsible for ensuring that the signs remain posted throughout the 15-day period prior to public hearing. Failure to maintain the signs during this entire period may be cause for deferral or denial of the application. Replacement signs for those lost or damaged are available from the Development Services Front Counter at a charge of \$3.75 each.

## 1. LOCATION

- A. The sign shall be conspicuously located. It shall be located within twenty feet of the public sidewalk (or edge of public street). Staff may indicate a specific location.
- B. The face of the sign shall be parallel to the street, and the bottom of the sign shall be at least two feet from the ground.
- C. No barrier shall prevent a person from coming within five feet of the sign to read it.

## 2. NUMBER

- A. One sign shall be posted on each paved street frontage. Signs may be required on unpaved street frontages.
- B. If the land does not abut a public street, then, in addition to a sign placed on the property, a sign shall be placed on and at the edge of the public right-of-way of the nearest paved City street. Such a sign must direct readers toward the subject property by an arrow and an indication of distance.

## 3. PHYSICAL POSTING

- A. A heavy stake with two crossbars or a full plywood backing works best to keep the sign in place, especially during high winds.
- B. Large headed nails or staples are best for attaching signs to a post or backing; the sign tears out less easily.

Signs mu	ıst be p	osted from	February 1, 2022		_To	March 4, 2022		
5.	REM	REMOVAL						
	A. B.	•				hearing on the request. s after the initial hearing	i.	
	n to kee	p the sign(				vices Front Counter Stat the sign(s) are to be loca	ated. I am being given	
			(Applio	cant or Agent)			December 22, 2021 (Date)	
I issued	\$	signs for thi	s application,	(Date)			(Staff Member)	

PROJECT NUMBER: \_\_\_\_\_

Rev. 1/11/05









Sign location 1 - Parallel to Headline Blvd

Sign location 2 - Parallel to Tiburon St



Signs must be posted from 2/1/22 - 3/4/22

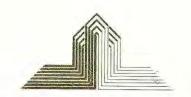
Cottonwood Classical Sign Posting January 31, 2022



# **LETTERS**



## JOURNAL CENTER CORPORATION



January 19, 2022

John J. Binnert, M.S. Ed. Executive Director Cottonwood Classical Preparatory School

The Journal Center Architectural Review Committee (JCARC) has reviewed the development plans prepared by FBT Architects dated September 17, 2021 for the Cottonwood Classical Gymnasium and Classroom Addition. JCARC approves the information provided. Work may proceed with the building addition and associated site work pending City of Albuquerque approval for building permit.

Future phases, including site work, landscape and the building additions or modifications will require additional detail to be submitted for review and comment/approval by JCARC prior to proceeding with any work.

Journal Center Corporation
Journal Center Architectural Review Committee

Lowell A. Hare President & CEO

## Jones, Megan D.

From: Verlyn Miller <vmiller@mecnm.com>
Sent: Wednesday, January 5, 2022 1:52 PM

To: Strong W. Robert
Cc: JeremyT; Jana Miller

**Subject:** FW: Signed Availability Statement #210835 - for the Cottonwood Classical School Gym Expansion

**Attachments:** 210835 - Signed Availability Statement.pdf; 210835\_sewer.jpg

**Importance:** High

Bob,

Per our telephone conversation we are going to proceed with the recording of the private easements for the sewer service from existing sewer stub out from Tiburon Street across the west parcel of land to the Gym Addition located on the east parcel. Per our conversation the water availability statement will either be updated to reflect the sewer service from Tiburon or the recorded easements will become an exhibit to the current water availability statement (see attached). We should have the recorded easements to you soon!

Thanks,

Verlyn A. Miller, P.E., President Miller Engineering Consultants, Inc. 3500 Comanche NE, Bldg. F

Phone: 505-888-7500 Fax: 505-888-3800

From: Strong, Robert W. <rstrong@abcwua.org> Sent: Monday, September 13, 2021 2:19 PM To: Verlyn Miller <vmiller@mecnm.com>

Cc: Bergeron, Edwin V. <ebergeron@abcwua.org>

Subject: FW: Signed Availability Statement #210835 - for the Cottonwood Classical School Gym Expansion

## Verlyn,

This exhibit was generated, but not included in the letter. Mark where you believe the service should be in Tiburon. We do not allow "side yard" services. If you built a main along Headline and ended with a manhole – we would accept that. Thanks,

Bob

From: Verlyn Miller <<u>vmiller@mecnm.com</u>>
Sent: Monday, September 13, 2021 10:59 AM
To: Strong, Robert W. <<u>rstrong@abcwua.org</u>>
Cc: Jana Miller <<u>jmiller@mecnm.com</u>>

Subject: FW: Signed Availability Statement #210835 - for the Cottonwood Classical School Gym Expansion

[CAUTION: This email was received from an EXTERNAL source]

Hey Bob,

## I hope you are doing well!



The water availability statement issued for the above referenced states we need to connect to the existing sewer service located off of the sewer main in Jefferson. Can we do a new connection to the sewer main in Tiburon Street located west of our site?

Thanks, Verlyn

Verlyn A. Miller, P.E., President Miller Engineering Consultants, Inc. 3500 Comanche NE, Bldg. F

Phone: 505-888-7500 Fax: 505-888-3800

From: Jana Miller < <a href="miller@mecnm.com">miller@mecnm.com</a> Sent: Monday, September 13, 2021 10:34 AM
To: Verlyn Miller < <a href="miller@mecnm.com">miller@mecnm.com</a>>

Subject: FW: Signed Availability Statement #210835 - for the Cottonwood Classical School Gym Expansion

Thanks, Jana Miller

Miller Engineering Consultants 3500 Comanche NE Bldg F Albuquerque, NM 87107 Phone: 505-888-7500

Fax: 505-888-3800

From: Hilland, Heidi < hhilland@abcwua.org>
Sent: Thursday, September 9, 2021 2:28 PM
To: Jana Miller < jmiller@mecnm.com>

Subject: Signed Availability Statement #210835 - for the Cottonwood Classical School Gym Expansion

Good Afternoon Ms. Miller,

Here is your signed Availability Statement for the Cottonwood Classical School Gym Expansion.

Thank you,

Heidi Hilland

Heidi Hilland Senior Office Assistant Albuquerque Bernalillo County Water Utility Authority PO Box 568 | Albuquerque NM | 87103

## 210835 - Sanitary Sewer 370 740 Feet Legend Project Location Sewer Manhole Sewer Pipe SUBTYPE - COLLECTOR Water Utility Authority

#### DECLARATION OF EASEMENT

This Declaration of Easement ("Declaration of Easement") is made effective as of this day of January, 2022 (the "Effective Date") by Cottonwood Classical Foundation, Inc. (the "Declarant"), whose address is 7801 Jefferson NE, Albuquerque, New Mexico.

#### RECITALS

- A. Declarant owns two contiguous parcels of real property located in Bernalillo County, New Mexico, the first being more particularly described on Exhibit A attached hereto ("Parcel 1"), and the second being more particularly described on Exhibit B attached hereto ("Parcel 2" and collectively with Parcel 1, the "Parcels").
- B. Declarant desires to declare a waterline utility and sanitary sewer easement over the Parcels for the benefit of each Parcel.

#### DECLARATION

- 1. <u>Waterline Easement</u>. Declarant does hereby declare a waterline utility easement over the Parcels as shown on the hatched area of Exhibit C attached hereto, subject to the terms and conditions stated herein (the "Waterline Easement").
- 2. <u>Sewer Easement</u>. Declarant does hereby declare a sanitary sewer easement over the Parcels as shown on the hatched area of Exhibit D attached hereto, subject to the terms and conditions stated herein (the "Sewer Easement" and collectively with the Waterline Easement, the "Easements").
- 3. <u>Purpose</u>. The Waterline Easement shall be used by Declarant and any third parties as allowed by Declarant, its successors or assigns, in order to construct, install, maintain, repair, modify, replace, and operate water lines for the benefit of the Parcels. The Sewer Easement shall be used by Declarant and any third parties as allowed by Declarant, its successors or assigns, in order to construct, install, maintain, repair, modify, replace, and operate sanitary sewage lines for the benefit of the Parcels.
- 4. <u>No Rights for Third Party</u>. Nothing contained in this Declaration of Easement shall be deemed to grant or confirm to any person other than Declarant, it successors and assigns, the right to assert or exercise a separate or independent right to enforce this Declaration of Easement. Such right is expressly held, retained, and shall be exercised solely by Declarant, its successors and assigns.
- 5. Easement Terms. The Easements granted herein, along with all rights, obligations, terms, conditions, and covenants contained herein, shall be binding on all owners of Parcel 1 and Parcel 2 and their respective transferees, legal representatives, heirs, successors in interest, assigns, mortgagees, and beneficiaries and shall run with the land. The benefit and burden of the Easements is automatically transferred when ownership of either Parcel 1 or Parcel 2 is transferred.

- 6. <u>Governing Law</u>. This Declaration of Easement, together with all exhibits hereto, shall be governed by and interpreted in accordance with the laws of the State of New Mexico, not including its conflict of law rules.
- 7. <u>Binding Agreement</u>. This Declaration of Easement shall be binding upon and shall be for the benefit of the heirs, successors, representatives, and assigns of Declarant, whether assigned, devised, or otherwise transferred in whole or in part.

[Signature page to follow]

IN WITNESS WHEREOF DECLARANT has executed this Declaration of

		Cottonwo	ood Classical Foundation, Inc.
			Wang, M.Ed., Cottonwood cical Foundation Secretary
STATE OF NEW MEXICO COUNTY OF Beinaillo	)	SS	Official Seal CATHY M GUTIERREZ Notary Public State of New Mexico My Commission Expires
This instrument was ack by Ray Wang, Assistant Director of	cnowledge Cottonwo	od Classica	on Tanuary 6, 2022  1 Foundation, Inc.  OTARY PUBLIC

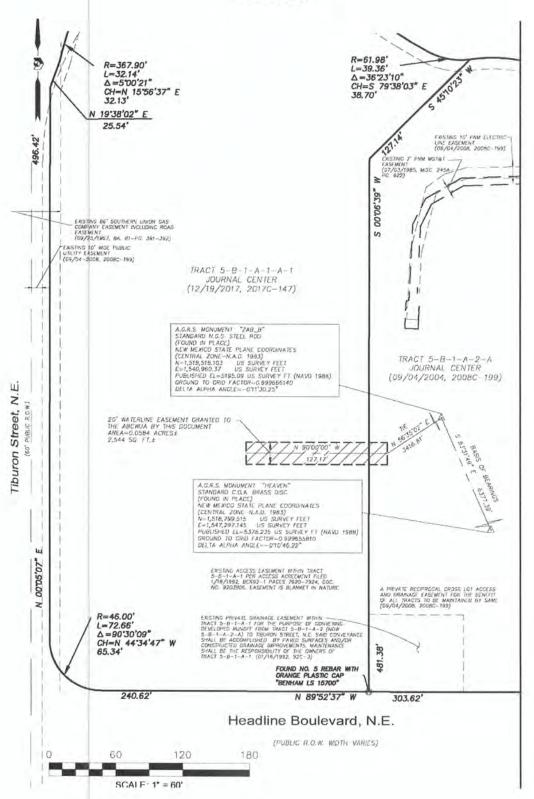
#### **EXHIBIT A**

Tract 5-B-1-A-1, Plat of Tracts 5-B-1-A-1, 5-B-1-B-1-A, 5C-1A-1, 5C-1A-2 and 5C-1B-1, JOURNAL CENTER, within Projected Section 23, Township 11 North, Range 3 East, N.M.P.M., Elena Gallegos Grant, Albuquerque, Bernalillo County, New Mexico, as the same is shown and designated on the plat filed in the office of the County Clerk of Bernalillo County, New Mexico on December 19, 2017, in Plat Book 2017C, page 147, as Doc. No. 2017120311.

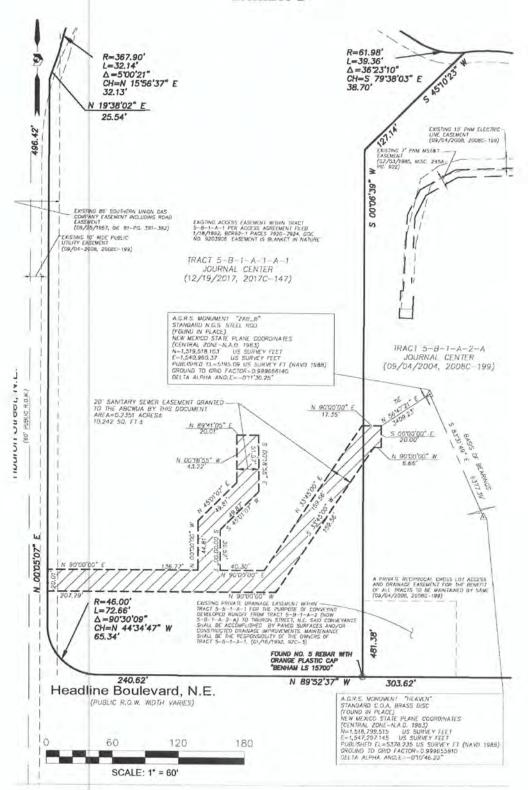
#### **EXHIBIT B**

Tract 5-B-1-A-2-A, of JOURNAL CENTER, within Projected Section 23, Township 11 North, Range 3 East, N.M.P.M., Elena Gallegos Grant, Albuquerque, Bernalillo County, New Mexico, as the same is shown and designated on the plat filed in the office of the County Clerk of Bernalillo County, New Mexico on September 4, 2008, in Plat Book 2008C, page 199.

#### **EXHIBIT C**



#### **EXHIBIT D**



#### September 9, 2021

<u>Chair</u> Steven Michael Quezada County of Bernalillo Commissioner, District 2

Vice Chair Klarissa J. Peña City of Albuquerque Councilor, District 3

Walt Benson
County of Bemalillo
Commissioner, District 4

Pat Davis City of Albuquerque Councilor, District 6

Trudy E. Jones City of Albuquerque Councilor, District 8

Timothy M. Keller City of Albuquerque Mayor

Charlene Pyskoty
County of Bernalillo
Commissioner, District 5

Ex-Officio Member Pablo R. Rael Village of Los Ranchos Board Trustee

Executive Director Mark S. Sanchez

Website www.abcwua.org

Jana Miller
Miller Engineering Consultants, Inc.
3500 Comanche NE, BLDG F
Albuquerque, NM 87107

RE: Water and Sanitary Sewer Availability Statement #210835
Project Name: Cottonwood Classical School Gym Expansion

Project Address: 7801 Jefferson Street NE

Legal Description: TR 5-B-1-A-2-A JOURNAL CENTER CONT

UPC: 101706338140010115 Zone Atlas Map: D-17-Z

Dear Ms. Miller:

**Project Description:** The subject site is located west of the intersection of Jefferson Street and Headline Boulevard within the City of Albuquerque. The proposed development consists of approximately 6.24 acres and the property is currently zoned NR-BP for non-residential, business park. The property lies within the Pressure Zone 2E in the Alameda Trunk. The request for availability indicates plans to expand the existing gym at the Cottonwood Classical Preparatory School. The gym expansion causes an increase in fire flow demand for the institutional use.

Existing Conditions: Water infrastructure in the area consists of the following:

- Ten-inch PVC distribution line (project #26-0848.0201-15) along Headline Road.
- 12-inch DIP distribution line (project #26-1170-83) along Jefferson Street.

Non-potable infrastructure in the area consists of the following:

Eight-inch PVC distribution line (project #26-5998.91-01) along Jefferson Street.

Sanitary sewer infrastructure in the area consists of the following:

 10-inch vitrified clay sanitary sewer collector (project #26-1170-83) along Jefferson Street.

**Water Service:** Water service to the site already exists and onsite private lines should be extended to accommodate this additional structure. New metered water service to the property is not required but can be provided via routine connection to the existing ten-inch distribution line along Headline Road or the 12-inch distribution line along Jefferson Street. The engineer is responsible for determining pressure losses and sizing of the service line(s) downstream of the public water line to serve the proposed development.

Service is also contingent upon compliance with the Fire Marshal's instantaneous fire flow requirements. Water service will not be sold without adequate fire protection. Water service will only be sold in conjunction with sanitary sewer service. Each legally platted property shall have individual, independent water services. No property shall share a water service with any other property.

Existing service lines and fire lines that will not be utilized are to be removed by shutting the valve near the distribution main. For fire lines, the line shall be capped near the public valve and valve access shall be grouted and collar removed.

Non-Potable Water Service: New metered non-potable water service to the property can be provided via routine connection to the existing eight-inch line along Jefferson Street. This site is not considered new development and is not required to connect to the non-potable line, the engineer is responsible for determining pressure losses and sizing of the service line(s) downstream of the public non-potable line to serve the proposed development.

Sanitary Sewer Service: Sanitary sewer service to the site already exists and onsite private lines should be extended to accommodate this additional structure. New sanitary sewer service to the property is not required but can be provided via routine connection to the existing ten-inch collector along Jefferson Street. No property shall share a private sewer service with any other property. The engineer is responsible for sizing the service line(s) upstream of the public sanitary sewer line to serve the proposed development.

**Fire Protection:** From the Fire Marshal's requirements the instantaneous fire flow requirements for the project are 1,875 gallons-per-minute. There is also a requirement of one fire hydrant, of which is existing. As modeled using InfoWater™ computer software, the fire flow can be met. Analysis was performed by simulating the required fire flow at existing hydrant #155.

Any changes to the proposed connection points shall be coordinated through Utility Development. All new required hydrants as well as their exact locations must be determined through the City of Albuquerque Fire Marshal's Office and verified through the Utility Development Office prior to sale of service.

The engineer is responsible for determining pressure losses and sizing of the fire line(s) downstream of the public water line to serve the proposed fire hydrants and/or fire suppression system.

Cross Connection Prevention: Per the Cross Connection Ordinance, all new non-residential premises must have a reduced pressure principle backflow prevention assembly approved by the Water Authority installed at each domestic service connection at a location accessible to the Water Authority. No tees, branches or possible connection fittings or openings are allowed between the reduced principle backflow prevention assembly and the service connection unless protected by a backflow prevention assembly. These requirements also apply to all remodeled non-residential premises when the work area of the building undergoing repairs, alterations or rehabilitation, as defined in the International Existing Building Code, exceeds 50 percent of the aggregate area of the building regardless of the costs of repairs, alteration or rehabilitation.

All non-residential irrigation water systems connected to the public water system shall have a pressure vacuum breaker, spill-resistant pressure vacuum breaker or a reduced pressure principle backflow prevention assembly installed after the service connection. Such devices shall be approved by the Water Authority. No tees, branches or possible connection fittings or openings are allowed between the containment backflow prevention assembly and the service connection.

All non-residential customers connected via piping to an alternative water source or an auxiliary water supply and the public water system shall install a containment reduced pressure principle backflow prevention assembly approved by the Water Authority after the potable service connection.

All new services to private fire protection systems shall be equipped with a containment reduced pressure principal backflow prevention assembly approved by the Water Authority and Fire Marshal having jurisdiction installed after the service connection. No tees, branches or possible connection fittings or openings are allowed between the containment backflow prevention assembly and the service connection. A double check valve assembly approved by the Water Authority and Fire Marshal having jurisdiction may be installed instead of a reduced pressure backflow prevention assembly provided the private fire protection system meets or exceed ANSI/NSF Standard 60 61 throughout the entire private fire protection system, the fire sprinkler drain discharges into atmosphere, and there are no reservoirs, fire department connections nor connections from auxiliary water supplies.

The Water Authority requests that all backflow (containment) devices be located above ground just outside the easement or roadway right-of-way. Contact Cross Connection at 289-3454 for more information.

**Easements:** Exclusive public water and sanitary sewer easements are required for all public lines that are to be constructed outside of any dedicated rights-of-way. A minimum width easement of 20 feet is required for a single utility and 25 feet for water and sewer both within the same easement. Easements for standard sized water meters need to be five feet by five feet and include the length of the water service if located on private property. For larger meters that require a meter vault, a 35 feet by 35 feet easement is required. Actual easement widths may vary depending on the depth of the lines to be installed. Acceptable easements must be documented prior to approval of service.

**Pro Rata:** Pro Rata is not owed and the property can utilize the services available upon completion of the requirements of this statement to connect to water and sanitary sewer.

**Design and Construction:** Design and construction of all required improvements will be at the developer/property owner's expense. Improvements must be coordinated through the Water Authority tapping permit process. Construction must be performed by a licensed and bonded public utility contractor.

**Utility Expansion Charge (UEC):** In addition to installation and construction costs, any new metered water services will be subject to both water and sanitary sewer Utility Expansion Charges (UEC) payable at the time of service application. All charges and rates collected will be based on the ordinances and policies in effect at the time service is actually requested and authorized. Per the Rate Ordinance, each customer classification on the same premise requires a separate meter.

**Water Use:** All new commercial developments shall be subject to the requirements for water usage and water conservation requirements as defined by the Water Authority, particularly the Water Waste Ordinance. Where available, outdoor water usage shall utilize reclaimed water.

Closure: This availability statement <u>provides a commitment</u> from the Water Authority to provide services to the development, as long as identified conditions are met. It will remain in effect for a period of one year from the date of issue and applies only to the development identified herein. Its validity is, in part, contingent upon the continuing accuracy of the information supplied by the developer. Changes in the proposed development may require reevaluation of availability and should be brought to the attention of the Utility Development Section of the Water Authority as soon as possible.

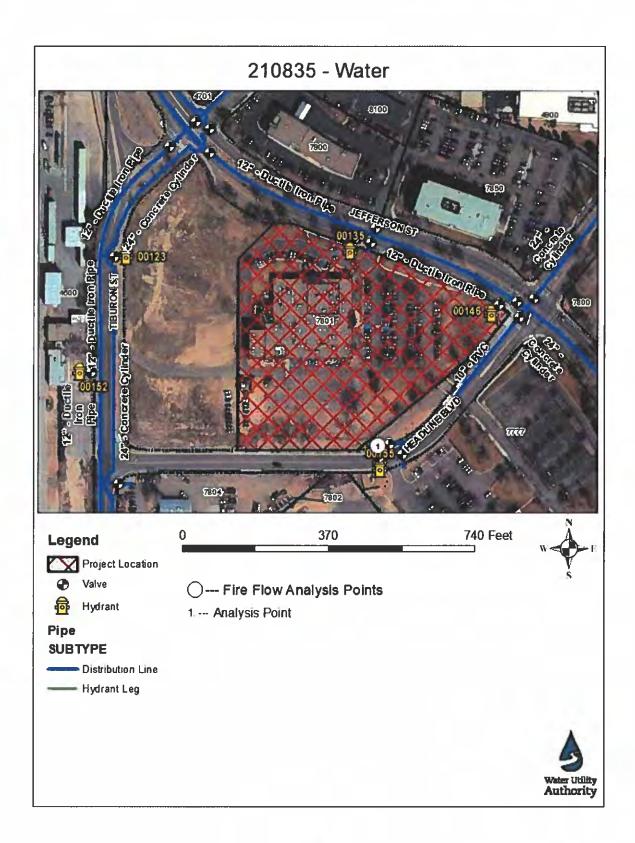
Please feel free to contact Mr. Kristopher Cadena in our Utility Development Section at (505) 289-3301 or email at <a href="mailto:kcadena@abcwua.org">kcadena@abcwua.org</a> if you have questions regarding the information presented herein or need additional information.

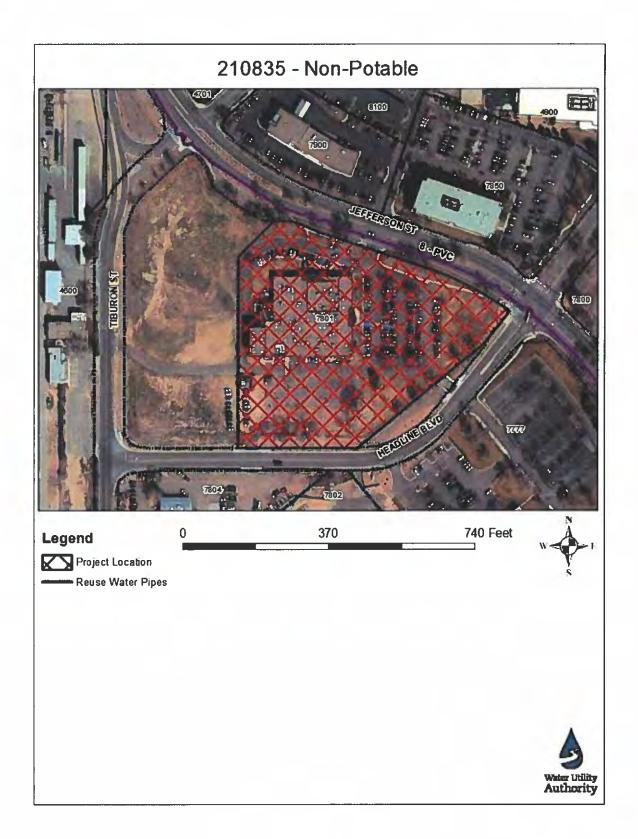
Sincerely,

Mark S. Sanchez Executive Director

m

Enclosures: Infrastructure Maps f/ Availability Statement 210835







#### Jones, Megan D.

**From:** JeremyT <jtt@fbtarch.com>

**Sent:** Monday, January 31, 2022 11:23 AM

**To:** Jones, Megan D.

**Subject:** FW: Cottonwood Classical Dumpster Enclosure (BP-2021-53266)

Attachments: Double trash enclosure minimum requirements.docx; C-102\_ENLARGED G & D PLAN.pdf; C-103\_SITE

UTILITY PLAN.pdf

Follow Up Flag: Follow up Flag Status: Flagged

**[EXTERNAL]** Forward to <a href="mailto:phishing@cabq.gov">phishing@cabq.gov</a> and delete if an email causes any concern.

Megan, you asked that I forward you the email correspondence with the solid waste department regarding the dumpster enclosure and drain. Please see below.

Attached is the updated grading plan and utility plans that show the revision. I will include these drawings in my final drawing package.



Jeremy Trumble, LEED AP BD+C, PRINCIPAL

One Park Square | 6501 Americas Pkwy NE, Ste. 300 | Albuquerque, NM 87110

PHO 505.883.5200 x126 CELL 505.980.2104 EMAIL jtt@fbtarch.com WEB fbtarch.com

NEW MEXICO
COLORADO
TEXAS

From: Marez, Adrian <amarez@cabq.gov> Sent: Tuesday, January 18, 2022 10:16 AM

To: JeremyT < jtt@fbtarch.com>

**Subject:** RE: Cottonwood Classical Dumpster Enclosure (BP-2021-53266)

Good morning Jeremy,

Here is the COA double trash enclosure requirements. Please drop curb down. Set the apron at asphalt level. Drain will be required centered and sloped to drain.

Can you please provide me a site plan to scale (1inch 20'-0") to check proper access for turning radius for trash and recycle truck. Our other concern is issues accessing to service with Buses and parent pick up. Questions please let me know!



ADRIAN MAREZ code enforcer inspector o 505.761-8382 m 505.681-2766 cabq.gov/solidwaste

From: JeremyT < <a href="mailto:jtt@fbtarch.com">jtt@fbtarch.com</a>>
Sent: Friday, January 14, 2022 12:56 PM

To: Marez, Adrian <amarez@cabq.gov>; Sandler, Michael <msandler@cabq.gov>

Subject: FW: Cottonwood Classical Dumpster Enclosure (BP-2021-53266)

#### **External**

Hi Adrian and Michael. I received an auto reply from Herman that he is out through the 31<sup>st</sup>. Can one of you please see my request below and let me know how I can get these answered?

jt



Jeremy Trumble, LEED AP BD+C, PRINCIPAL

One Park Square | 6501 Americas Pkwy NE, Ste. 300 | Albuquerque, NM 87110

PHO 505.883.5200 x126 CELL 505.980.2104 EMAIL jtt@fbtarch.com WEB fbtarch.com

NEW MEXICO COLORADO TEXAS

From: JeremyT

Sent: Friday, January 14, 2022 12:45 PM

To: hgallegos@cabq.gov

Cc: Diana C. Duran <dcd@fbtarch.com>

Subject: Cottonwood Classical Dumpster Enclosure (BP-2021-53266)

Hi Herman.

I have a question on your comments for Cottonwood Classicals dumpster enclosure. We will make the necessary revisions on the dimensions and apron reinforcement. There were two comments that I would like to clarify my options

- 1. Comment "Relocate trash enclosure so refuse vehicle does not drive over a sidewalk."
  - a. Clarification The current design shares the bus loop for the school. So the basic location is pretty critical for operations. In the attached PDF, the red area on the plan shows the proposed apron and a mountable curb. Is your concern getting up on the curb? Will this detail be acceptable?

- b. If not, the option might be to drop that curb down and set the apron at the asphalt level with it sloped to drain back out.
- 2. Comment "will food be distributed, if so a sanitary drain will be required."
  - a. We don't have a cooking facility at the school. All meals are pre-packaged and distributed at the concessions area near the gym. It was my understanding that the drain would only be required if food was being prepared at the facility?

Can you please clarify these two items? If it's possible to have a quick phone call I think that would be great to get me through these items.

Thanks and have a great weekend!

jt



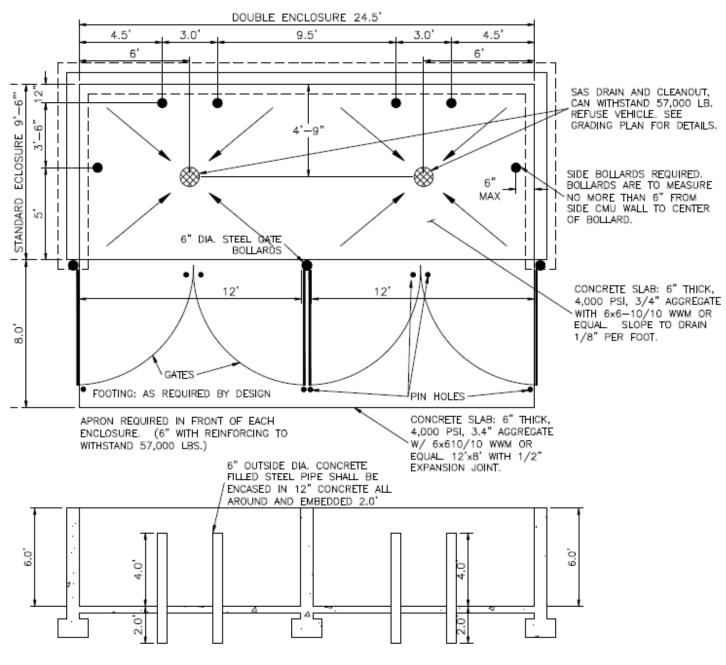
Jeremy Trumble, LEED AP BD+C, PRINCIPAL

One Park Square | 6501 Americas Pkwy NE, Ste. 300 | Albuquerque, NM 87110

PHO 505.883.5200 x126 CELL 505.980.2104 EMAIL jtt@fbtarch.com WEB fbtarch.com

NEW MEXICO COLORADO TEXAS

# City of Albuquerque Solid Waste Department Minimum Requirements for a Double Trash Enclosure

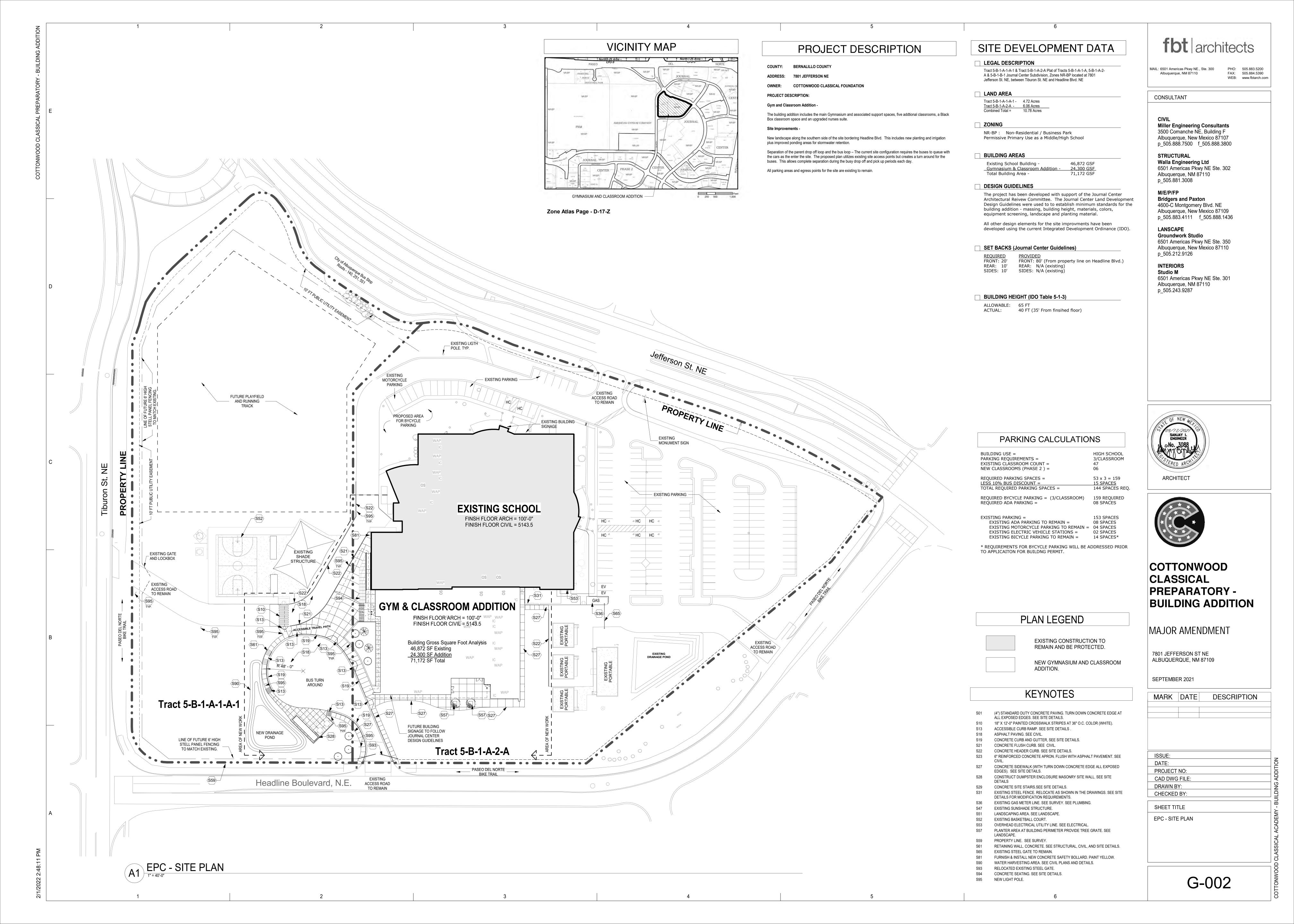


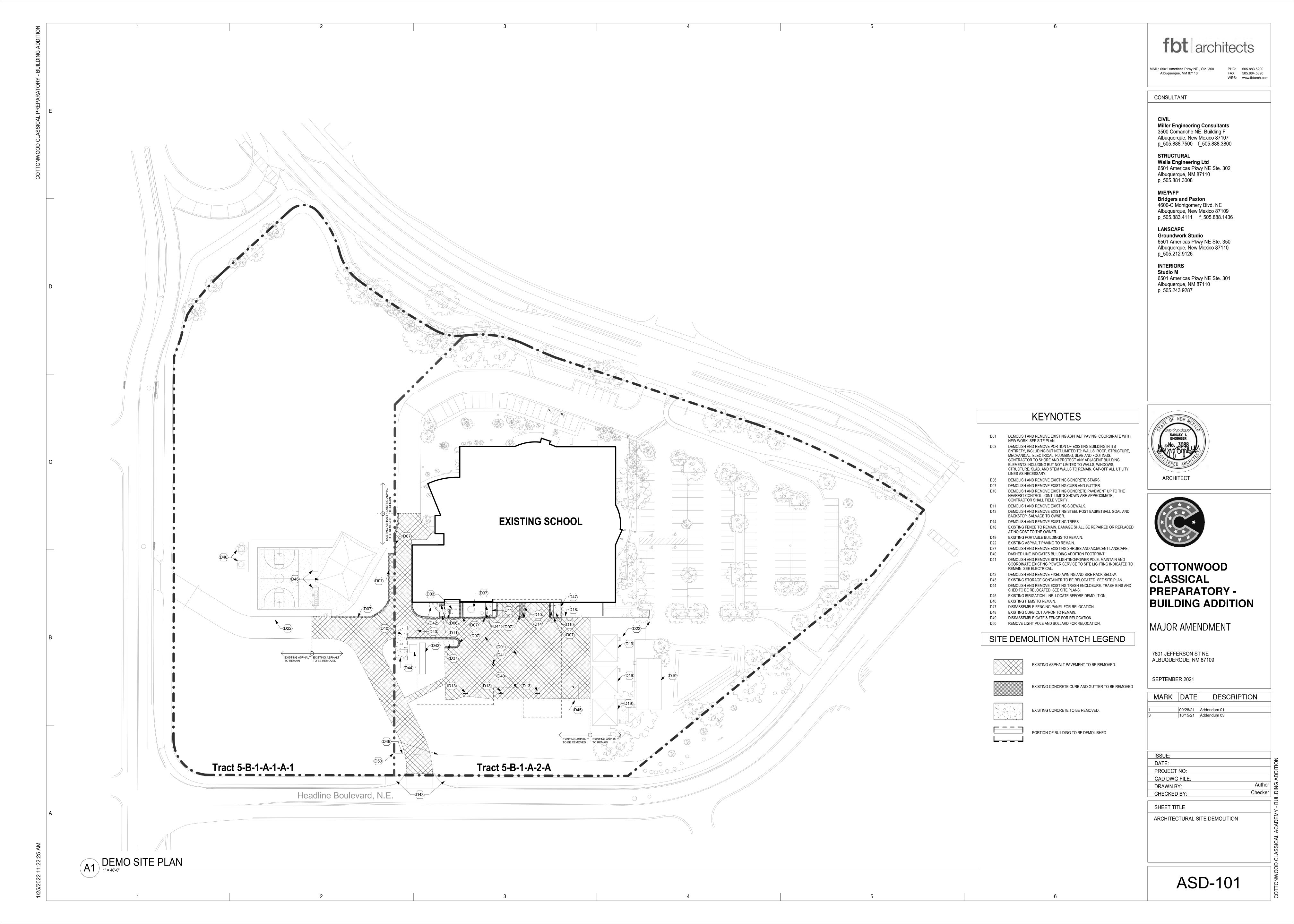
#### NOTE:

- THESE ARE THE MINIMUM REQUIREMENTS FOR TRASH ENCLOSURES. DESIGNS MAY VARY TO FIT THE SELECTED ENCLOSURE.
- SOLID WASTE IS TO PROVIDE ALL INSPECTIONS ON THE TRASH ENCLOSURE SUCH AS PRE-POUR FOR SLAB AND APRON, BOND BEAM, BOLLARD, AND FINAL INSPECTION WILL BE CONTINGENT FOR SOLID WASTE SIGN OFF FOR FINAL CO.

Additional Information concerning these specifications may be obtained by calling the Solid Waste Department at 505-761-8125

#### SITE PLAN





# fbt architects

MAIL: 6501 Americas Pkwy NE., Ste. 300 Albuquerque, NM 87110

PHO: 505.883.5200 FAX: 505.884.5390 WEB: www.fbtarch.com

CONSULTANT

**Miller Engineering Consultants** 3500 Comanche NE, Building F Albuquerque, New Mexico 87107 p\_505.888.7500 f\_505.888.3800

STRUCTURAL Walla Engineering Ltd 6501 Americas Pkwy NE Ste. 302 Albuquerque, NM 87110 p\_505.881.3008

Bridgers and Paxton
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LANSCAPE Groundwork Studio 6501 Americas Pkwy NE Ste. 350 Albuquerque, New Mexico 87110 p\_505.212.9126

INTERIORS Studio M 6501 Americas Pkwy NE Ste. 301 Albuquerque, NM 87110 p\_505.243.9287

### **KEYNOTES**

(4") STANDARD DUTY CONCRETE PAVING. TURN DOWN CONCRETE EDGE AT ALL EXPOSED EDGES. SEE SITE DETAILS.

1 1/2" O.C. STEEL GUARDRAIL. SEE SITE DETAILS. 18" X 12'-0" PAINTED CROSSWALK STRIPES AT 36" O.C. COLOR (WHITE).

CONCRETE CURB AND GUTTER, SEE SITE DETAILS.

CONCRETE HEADER CURB. SEE SITE DETAILS. 6" REINFORCED CONCRETE APRON. FLUSH WITH ASPHALT PAVEMENT.

8" CONCRETE RETAINING WALL. SEE SITE DETAILS AS-104. 16" CONCRETE SEAT WALL . SEE SITE DETAILS AS-104. CONCRETE SIDEWALK (WITH TURN DOWN CONCRETE EDGE ALL EXPOSED

CONSTRUCT DUMPSTER ENCLOSURE MASONRY SITE WALL. SEE SITE

CONCRETE SITE STAIRS.SEE SITE DETAILS. EXISTING STEEL FENCE. RELOCATE AS SHOWN IN THE DRAWINGS. SEE SITE DETAILS FOR MODIFICATION REQUIREMENTS. ACCESSIBLE CONCRETE RAMP. SEE SITE DETAILS.

LANDSCAPING AREA. SEE LANDSCAPE. OVERHEAD ELECTRICAL UTILITY LINE. SEE ELECTRICAL. PAINTED DIRECTIONAL ARROW. SEE SITE DETAILS.

EXISTING STEEL GATE TO REMAIN.

RELOCATED EXISTING STORAGE CONTAINER. RELOCATED ORNAMENTAL CORRIGATED METAL PANEL FENCE. CONNECT NEW POST TO EXISTING FENCE. SEE DETAIL E1/AS-103. LIGHT POSTS. COORDINATE LOCATION WITH ELECTRICAL DRAWINGS.

DASHED LINE INDICATES FIRE LANE AREA. PAINT CURB RED AS IDENTIFIED WITH "FIRE LANE" IN WHITE LETTERS, 3" TALL. SPACE "FIRE LANE" AT 10'-0" O.C. FOR LENGT OF PAINTED AREA. WATER HARVESTING AREA. SEE CIVIL PLANS AND DETAILS. PIPE HANDRAIL. SEE DETAILS. PAINT.

## SITE HATCH LEGEND

NEW NATIVE GRASS AREA 3" COMPACTED CRUSHER FINE

EXISTING REVEGITATIVE SEEDING AREA

**EXISTING BUILDING** 

ASPHALT PAVING





### COTTONWOOD CLASSICAL PREPARATORY -**BUILDING ADDITION**

MAJOR AMENDMENT

7801 JEFFERSON ST NE ALBUQUERQUE, NM 87109

SEPTEMBER 2021

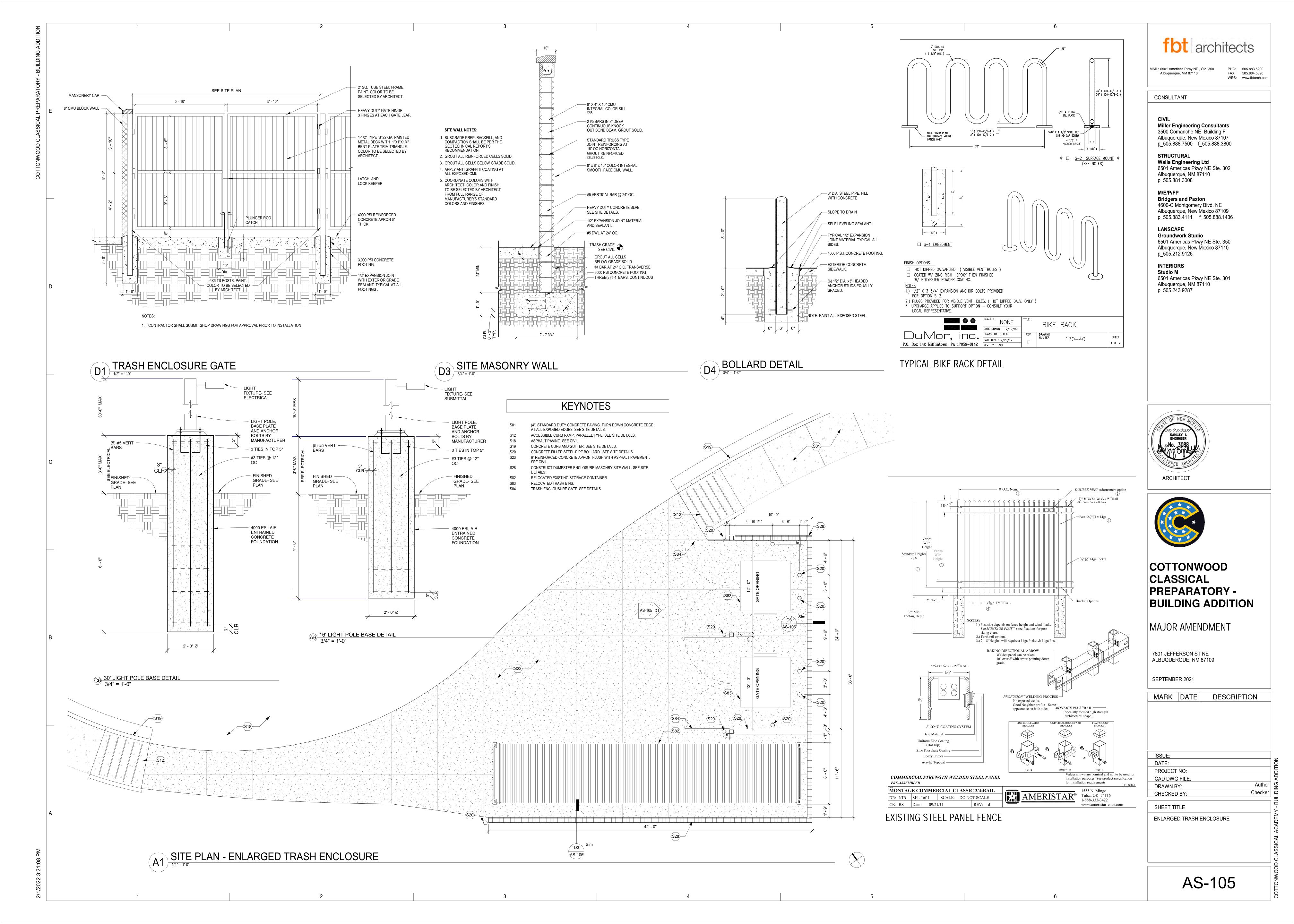
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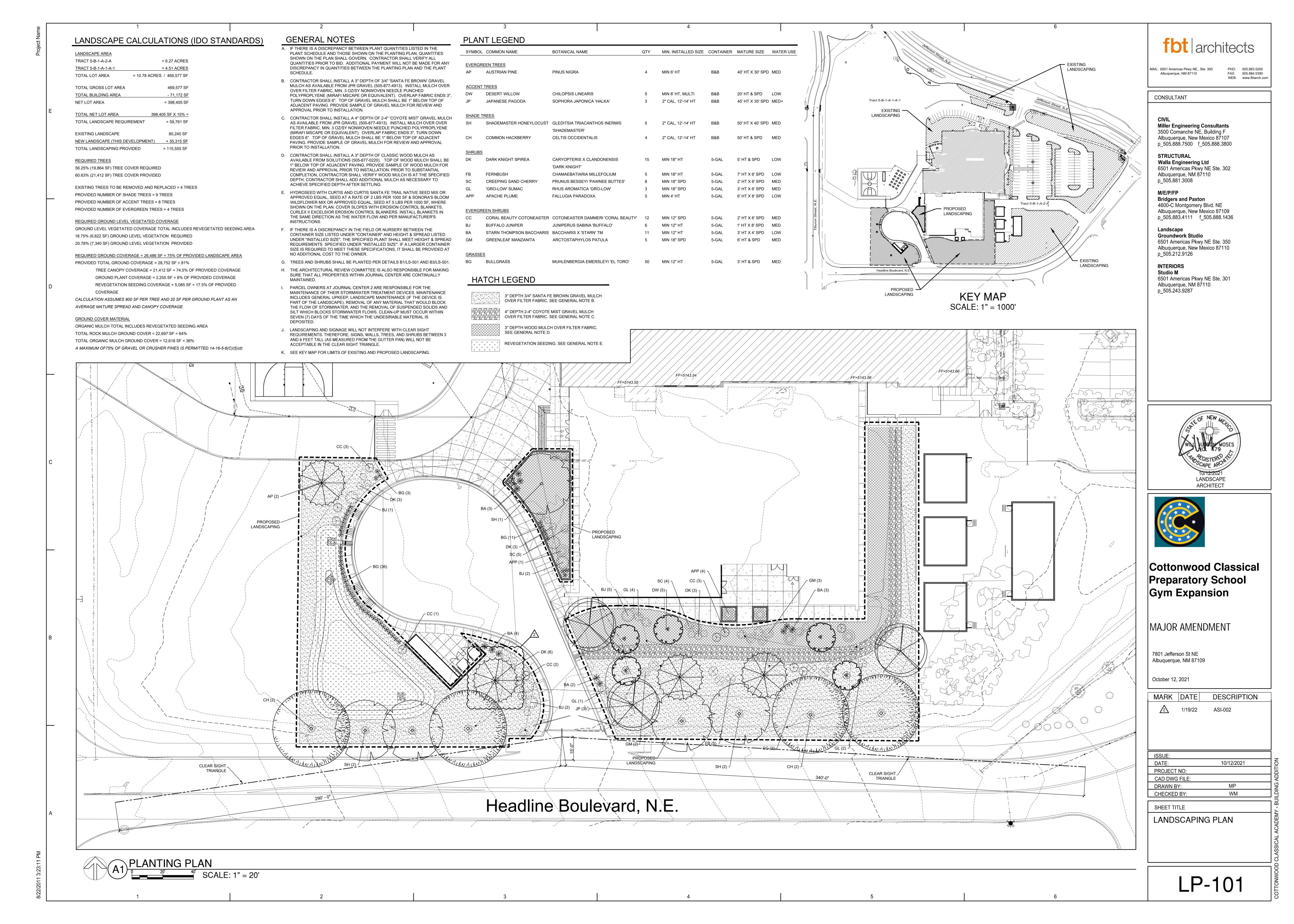
09/28/21 Addendum 01 10/15/21 Addendum 03

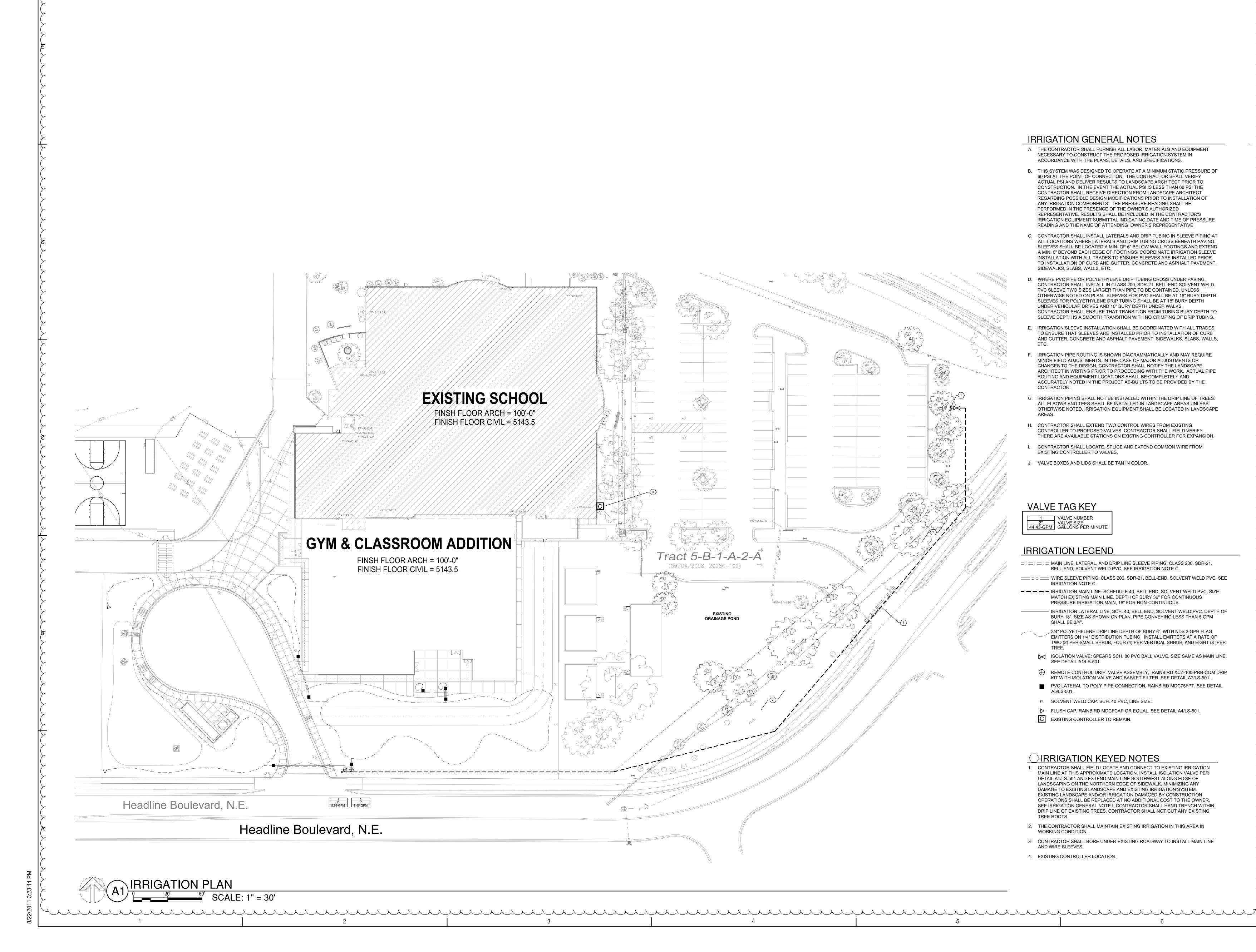
ISSUE: PROJECT NO: CAD DWG FILE: DRAWN BY: CHECKED BY: Author Checker SHEET TITLE

ENLARGED SITE PLAN

AS-102









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CONSULTANT

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**INTERIORS** Studio M

p 505.212.9126

6501 Americas Pkwy NE Ste. 301 Albuquerque, NM 87110 p\_505.243.9287





## **Cottonwood Classical Preparatory School** Gym Expansion

MAJOR AMENDMENT

7801 Jefferson St NE Albuquerque, NM 87109

October 12, 2021

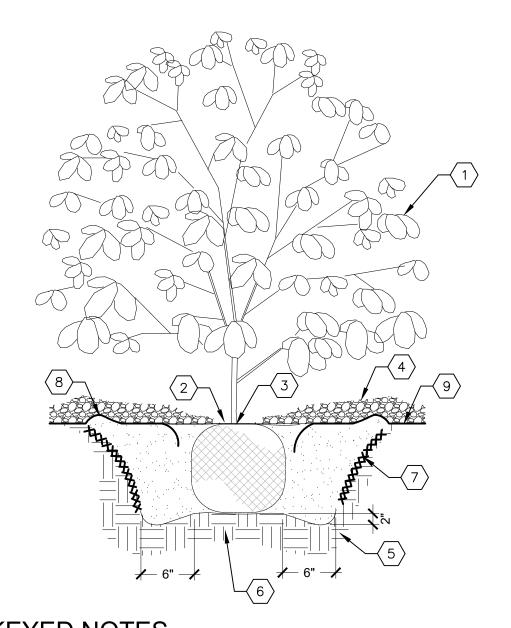
MARK DATE DESCRIPTION

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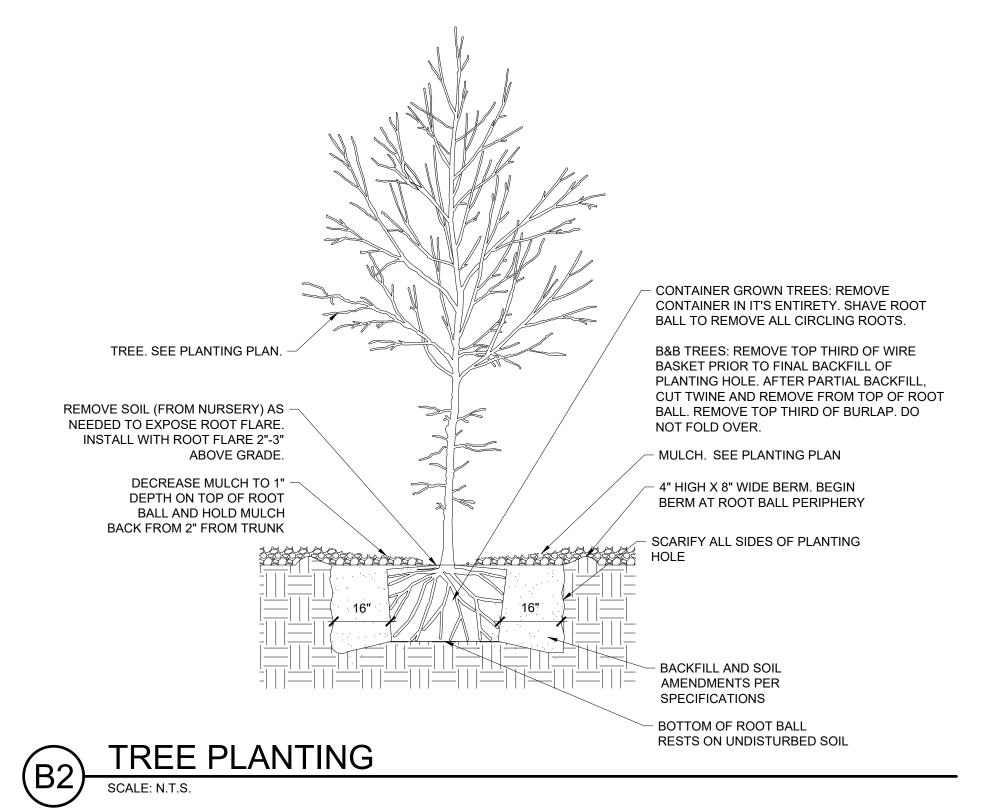
IRRIGATION PLAN

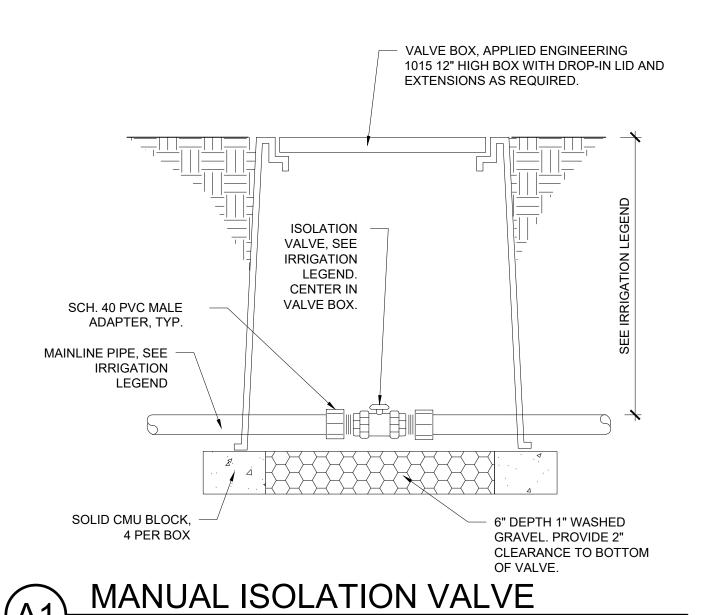
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## **KEYED NOTES**

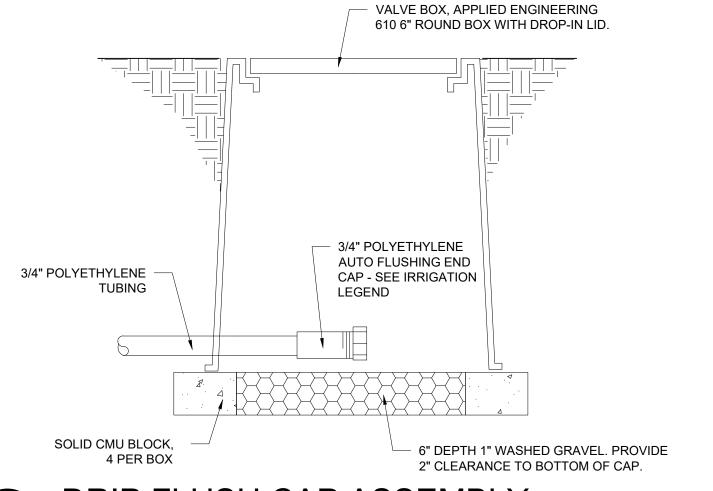
- SHRUB LOCATION AND SPECIES AS PER PLAN MULCH SHALL BE FEATHERED TO A 2" DEPTH ON TOP OF ROOT BALL AND SHALL BE HELD BACK 2" FROM SHRUB STEM(S) 3. PLANT WITH TOP OF ROOT BALL FLUSH WITH SUBGRADE (BOTTOM OF MULCH) 4. 4" DEPTH MULCH THROUGHOUT SHRUB BED UNLESS
- OTHERWISE NOTED 5. BACK FILL PER SPECIFICATIONS. LIGHTLY TAMP IN LIFTS AND WATER-IN TO ELIMINATE VOIDS AND AIR POCKETS 6. UNDISTURBED NATIVE SOIL
- SCARIFY AND LOSSEN EDGES OF PLANTING PIT 8. 2" HIGH x 6" WIDE BERM 9. WEED BARRIER FABRIC - SEE IRRIGATION PLANTING PLAN -
- TURN DOWN 6" AT EDGES SHRUB PLANTING



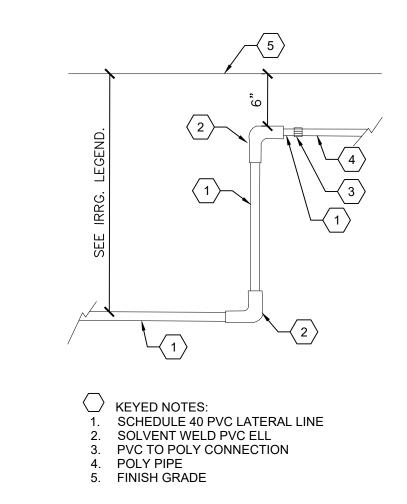


VALVE BOX, APPLIED ENGINEERING -WATERPROOF WIRE CONNECTOR, SEE 1320 12" HIGH BOX WITH DROP-IN LID SPECIFICATIONS AND EXTENSIONS AS REQUIRED. TOP OF VALVE BOX SHALL BE FLUSH WITH FINISH - RAIN BIRD DRIP VALVE ASSEMBLY, SEE IRRIGATION LEGEND 12" MIN. WIRE EXPANSION LOOPS -SCH. 80 PVC -NIPPLE, LENGTH AS RÉQUIRED. MAINLINE PIPE. SEE IRRIGATION LEGEND. SOLID CMU BLOCK, - LATERAL PIPE, SEE IRRIGATION 4 PER BOX LEGEND. SCH. 40 PVC MALE ADAPTER 6" DEPTH 1" WASHED GRAVEL. SCH. 80 PVC NIPPLE PROVIDE 2" CLEARANCE TO BOTTOM OF VALVE.









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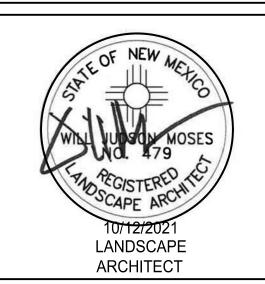
STRUCTURAL **Walla Engineering Ltd** 6501 Americas Pkwy NE Ste. 302 Albuquerque, NM 87110 p\_505.881.3008

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Landscape **Groundwork Studio** 6501 Americas Pkwy NE Ste. 350 Albuquerque, New Mexico 87110

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p\_505.243.9287





## **Cottonwood Classical** Preparatory School Gym Expansion

MAJOR AMENDMENT

7801 Jefferson St NE Albuquerque, NM 87109

October 12, 2021

2	MARK	DATE	DESCRIPTION
)	1	09/28/21	Addendum 01
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CAD DWG FILE:		
PROJECT NO:		
DATE:	10/12/2021	
ISSUE:		

SHEET TITLE LANDSCAPE DETAILS

LS-501

FLOOD ZONE MAP

FLOOD ZONE MAP 35001C0137H

### **SITE LOCATION**

The proposed project is located on approximately a 10.78-acre site on the campus of Cottonwood Classical Academy School and can be accessed from Headline Road via Jefferson Boulevard NE.

### EXISTING CONDITIONS

The overall existing site is estimated at 10.78 acres. The site is partially developed with a school and parking lot areas. There are two existing retention ponds on the site that collects runoff from a recent parking lot addition to the east side of the existing parking lot and a more recent portable building project.

Per the FMEA Panel on Sheet C-100 the site does not lie within a 100-year FEMA floodplain and is not impacted by offsite flows.

#### PROPOSED CONDITIONS

The proposed project would consist of a new gymnasium addition to be constructed on the south side of the existing school building. The gym addition will be constructed at the same finish floor as the existing school building with as swale along the east side of the gym and a new retention pond located south of the gym. A new cul-de-sac drop off road will also be constructed south and west of the gym addition. Runoff from the cul-de-sac will discharge into a new retention pond located west for the cul-de-sac roadway. These areas will be graded as indicted on Sheet C-101.

#### CONCLUSIONS

When developed as indicated on the grading and drainage plan, the increased runoff from the site is estimated at 1.93 cfs, and 0.14 acre-feet during the 100-year, 24-hour event. The first flush pond volume for the increase of 1.24 acre increase in impervious area has been estimated at 1890 cf. A new water harvest feature (retention pond) has been added to the site to address the first flush volume requirement. The retention pond is located west of the cul-de-sac area and will have a volume of 10,639 cubic feet, which is well above the first flush volume requirement. This retention pond has been enlarged to also account for a small 400 cf retention pond that was recently constructed for the portable building project, which will be displaced by the construction of this new gymnasium addition.

### HYDROLOGY CALCULATIONS

\ F	Precipita	ation Zone 2.	- 100-vear 9	Storm	P(360) =	2.33	in	P(1440) =	2.75	in
<u> </u>	Precipitation Zone 2 - 100-year Storm  Basin Land Tre				eatment Factors			(1110)	2.70	
	Basin	Area	Α	В	С	D	Ew	V(100-6)	V(100-24)	Q(100)
	(Ac) (Acres)				)		(in)	(af)	(af)	(cfs)
[	Existing Conditions									
	Site	10.780	0.000	0.000	4.430	6.350	1.713	1.539	1.75	43.76
	Total	10.780							1.75	43.76
Ē	Proposed Conditions									
Ī	Site	10.780	0.000	0.000	3.190	7.590	1.83	1.641	1.89	45.69
	Total	10.780							1.89	45.69

WEST WATER HARVEST AREA							
Pond Rating Table							
Side Slope 3:1		3:1					
Elev.	Area		Volume	Cum Volume	Cum Volume (CF)		
(ft)	(sq ft)	(ac)	(ac-ft)	(ac-ft)			
5134	2139	0.049	0	0			
5135	2982	0.068	0.059	0.059			
5136	4045	0.093	0.081	0.139			
5137	5085	0.117	0.105	0.244	10639		

### FIRST FLUSH CALCULATIONS

VFF =  $(54,014 \text{ SF* } 0.42^{\circ}/12)$ 

VFF = 1890 CF

### GENERAL NOTES:

- 1. EXISTING TOPOGRAPHIC SURVEY PERFORMED AND COMPILED BY PRECISION SURVEYS INC., ALBUQUERQUE, NEW MEXICO FIELD SURVEY PERFORMED IN MAY, 2021. MILLER ENGINEERING CONSULTANTS HAS UNDERTAKEN NO FIELD VERIFICATION OF THIS INFORMATION.
- 2. THE CONTRACTOR IS RESPONSIBLE FOR ALL TEMPORARY SEDIMENT AND EROSION CONTROL DEVICES DURING THE CONSTRUCTION PHASE.
- 3. CONTRACTOR SHALL OBTAIN A GRADING PERMIT FROM THE CITY OF ALBUQUERQUE, PRIOR TO ANY GRADING OR CONSTRUCTION.
- 4. TWO WORKING DAYS PRIOR TO ANY EXCAVATION CONTRACTOR MUST CONTACT LINE LOCATING SERVICE 260-1990 FOR LOCATION OF EXISTING UTILITIES.
- 5. ALL EMBANKMENTS SHALL BE PLACED AND COMPACTED IN LIFTS OF MAXIMUM OF 8". THE EMBANKMENTS SHALL BE WETTED AND COMPACTED TO 95% OPTIMUM DENSITY PER ASTM D1557 AND 95% UNDER ALL STRUCTURES INCLUDING DRIVEWAYS AND PARKING LOTS.
- 6. THE CONTRACTOR SHALL FIELD VERIFY LOCATION AND SIZE OF ALL UTILITIES PRIOR TO CONSTRUCTION.
- 7. ALL WORK PERFORMED SHALL COMPLY WITH THE REQUIREMENTS OF THE CITY OF ALBUQUERQUE STORM DRAINAGE REGULATIONS. ALL WORK PERFORMED SHALL COMPLY WITH THE REQUIREMENTS OF THE CITY OF ALBUQUERQUE "GRADING AND DRAINAGE DESIGN REQUIREMENTS AND POLICIES FOR LAND DEVELOPMENT."
- 8. THE OWNER, CONTRACTOR AND/OR BUILDER SHALL COMPLY WITH ALL APPROPRIATE LOCAL, STATE AND FEDERAL REGULATIONS AND REQUIREMENTS.
- 9. THE CONTRACTOR SHALL TAKE ALL APPROPRIATE AND REASONABLE MEASURES TO PREVENT SEDIMENT OR POLLUTANT LADEN STORM WATER FROM EXITING THE SITE DURING CONSTRUCTION. STORMWATER MAY BE DISCHARGED IN A MANNER, WHICH COMPLIES WITH THE APPROVED GRADING AND DRAINAGE PLAN.

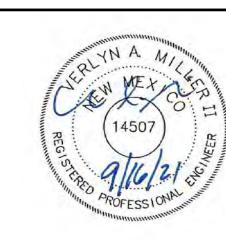
- 10. THE CONTRACTOR SHALL TAKE ALL APPROPRIATE MEASURES TO PREVENT THE MOVEMENT OF CONSTRUCTION RELATED SEDIMENT, DUST, MUD, POLLUTANTS, DEBRIS, WASTE, ETC FROM THE SITE BY WIND, STORM FLOW OR ANY OTHER METHOD EXCLUDING THE INTENTIONAL, LEGAL TRANSPORTATION OF SAME IN A MANNER ACCEPTABLE BY THE CITY.
- 11. THE CONTRACTOR SHALL NOT DISTURB AREAS OUTSIDE THE AREAS SHOWN AS "SLOPE LIMITS" ON THE GRADING AND DRAINAGE PLAN.
- 12. SEE ARCHITECTURAL DRAWINGS FOR SIDEWALK AND HANDICAPPED RAMPS, DETAILS AROUND THE BUILDING.
- 13. THE CONTRACTOR SHALL CONTACT THE PROJECT ENGINEER FOR CLARIFICATION IF THERE ARE ANY SPOT ELEVATIONS ON THE GRADING AND DRAINAGE PLAN WHICH APPEAR TO BE AMBIGUOUS OR DO NOT MEET THE INTENT OF THE GRADING AND DRAINAGE PLAN.
- 14. THE CONTRACTOR SHALL CONTACT THE PROJECT ENGINEER FOR CLARIFICATION IF THERE ARE SIDEWALKS OR CONCRETE FLATWORK WHICH DOES NOT MEET ADA ACCESSIBILITY REQUIREMENTS. ALL SIDEWALKS SHALL HAVE A MAXIMUM CROSS SLOPE OF 2.0%, ALL SIDEWALKS SHALL HAVE A MAXIMUM LONGITUDINAL SLOPE OF 5.0%, AND ALL RAMPS SHALL HAVE A MAXIMUM LONGITUDINAL SLOPE OF 15:1.
- 15. ALL SIDEWALKS AND CONCRETE FLATWORK SHALL HAVE A MINIMUM OF 0.5% SLOPE. CONTRACTOR SHALL CONTACT PROJECT ENGINEER IF THERE ARE SIDEWALKS OR CONCRETE FLATWORK WHICH DO NOT MEET THIS REQUIREMENT.
- 16. THE CONTRACTOR SHALL SUBMIT MATERIAL SUBMITTALS, CUT SHEETS AND SHOP DRAWINGS FOR ALL CIVIL RELATED ITEMS FOR REVIEW PRIOR TO CONSTRUCTION.
- 17. THIS PROJECT SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE 2014 EDITION OF THE NEW MEXICO STATE DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR HIGHWAY AND BRIDGE CONSTRUCTION (GREY BOOK).
- 18. ALL EXISTING MANHOLES, VALVES AND METERS SHALL BE ADJUSTED TO NEW FINISH GRADE.
- 19. THE CONTRACTOR SHALL SUBMIT A SEED MIX DESIGN TO THE OWNER FOR REVIEW AND APPROVAL PRIOR TO STARTING THE SEEDING ON THE PROJECT. THE SEED MIX DESIGN SHALL BE A SEED MIX RECOMMENDED BY NRCS FIELD OFFICE REPRESENTATIVE APPROPRIATE FOR PROJECT LOCATION.
- 20. ALL DISTURBED AREAS, NOT ADDRESSED BY ARCHITECTURAL LANDSCAPE PLAN WITH SLOPES OF LESS THAN 3:1 SHALL RECEIVE CLASS "A" SEEDING. ANY SLOPES THAT ARE 3:1 OR STEEPER SLOPES SHALL RECEIVE STEEP SLOPE SEEDING. THE STEEP SLOPE SEEDING SHALL CONSIST OF SEEDING IN CONJUNCTION WITH A 100% COCONUT FIBER BLEND EROSION BLANKET (NORTH AMERICAN GREEN C125) OR APPROVED

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## **Cottonwood Classical Preparatory School** Gym Expansion

MAJOR AMENDMENT

7801Jefferson St. NE

SEPTEMBER 2021

MARK DATE DESCRIPTION △ 01/25/22 UPDATE CALCS & REPORT

ISSUE:		
DATE:		
PROJECT NO:		Project Number
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DRAWN BY:	MEC	Author
CHECKED BY:	VAM	Checker

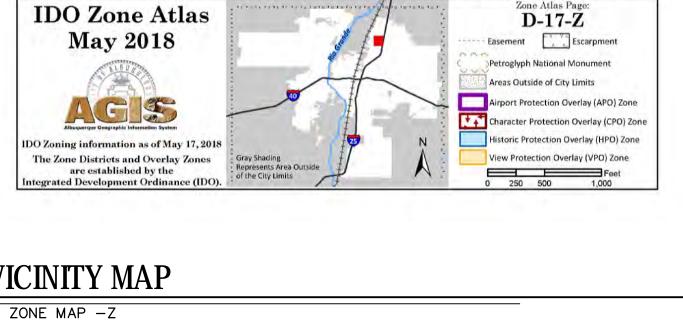
SHEET TITLE **HYDROLOGY** 

MILLER ENGINEERING CONSULTANTS

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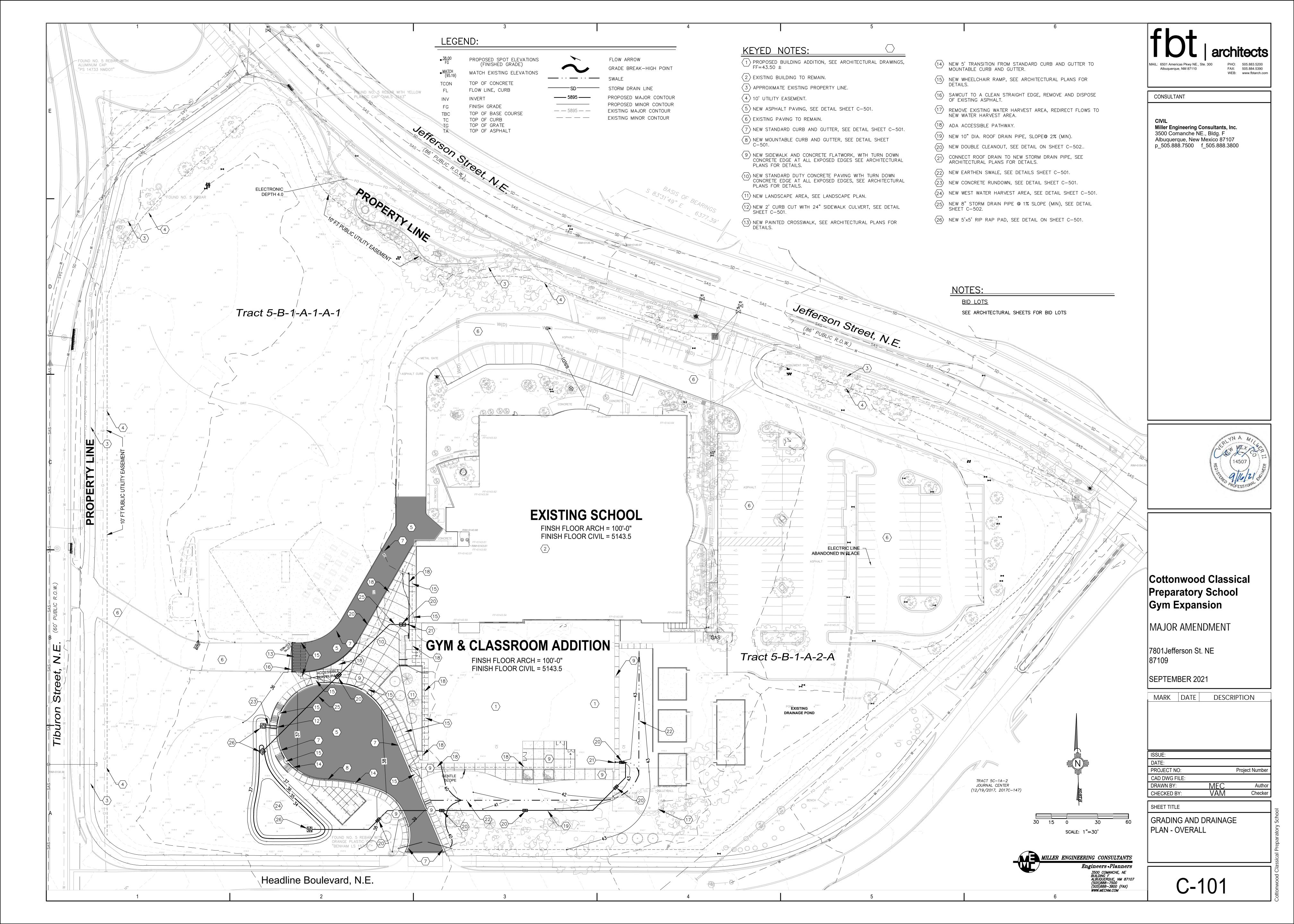


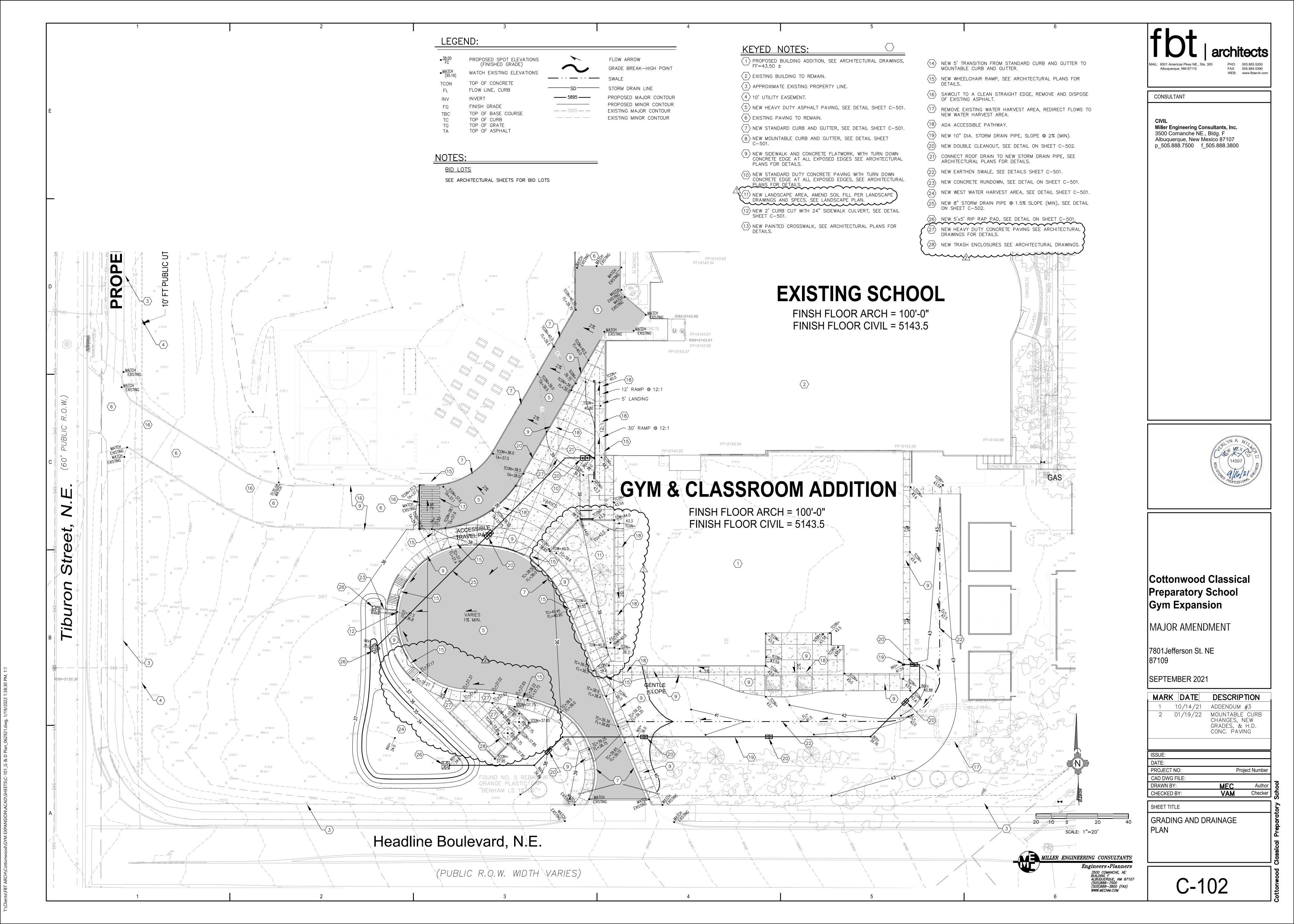
VICINITY MAP

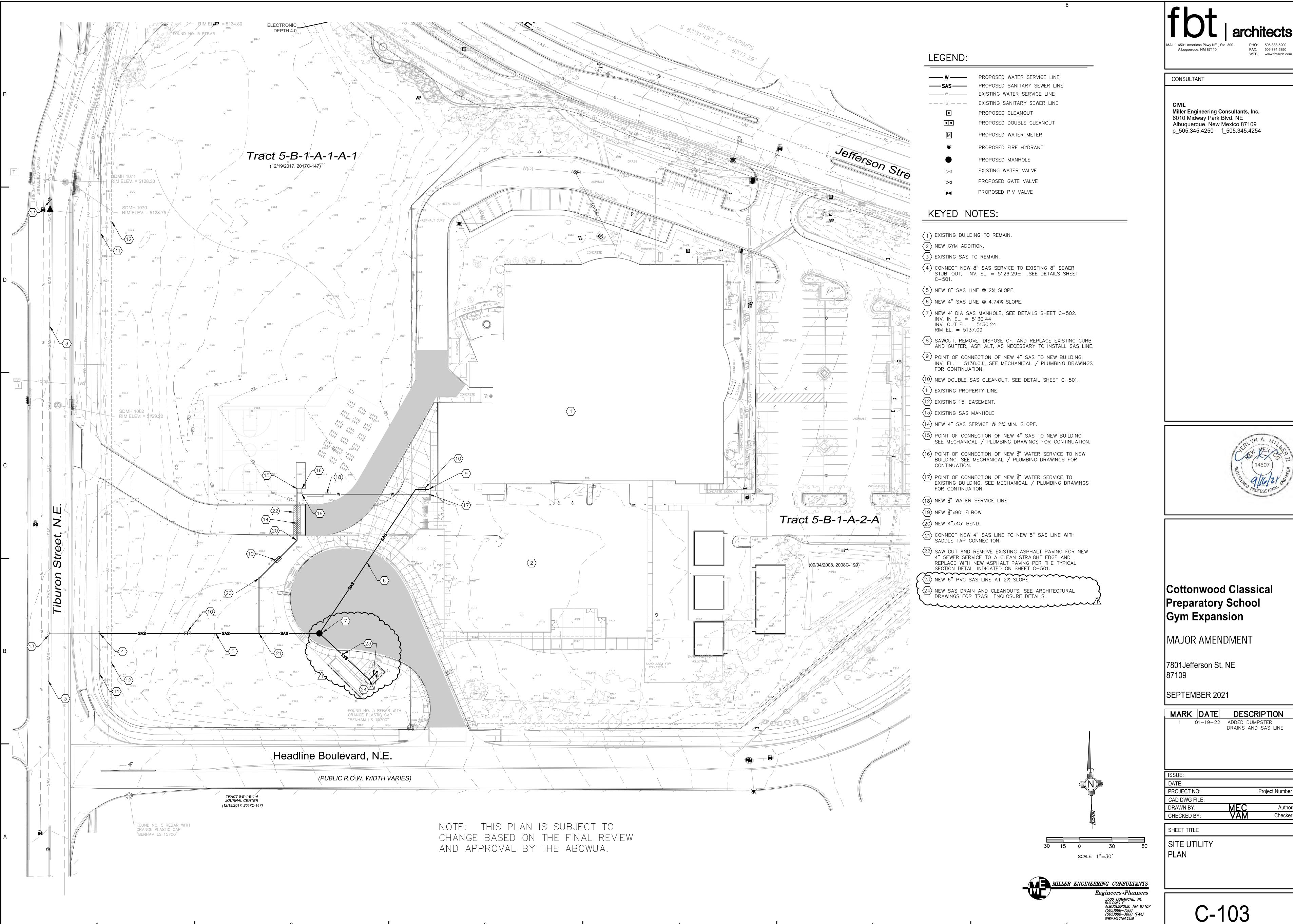
**IDO Zone Atlas** 

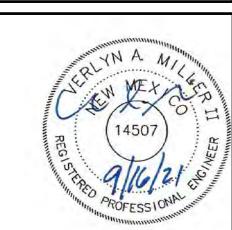
### RETENTION POND RATING CURVE

		WEST	T WATER HAP	RVEST AREA			
Pond R	ating Tabl	е					
Side Slo	ре	3:1					
Elev.	Area		Volume	Cum Volume	Cum Volume (CF)		
(ft)	(sq ft)	(ac)	(ac-ft)	(ac-ft)			
5134	2139	0.049	0	0			
5135	2982	0.068	0.059	0.059			
5136	4045	0.093	0.081	0.139			
E407	FOOF	0.447	0.405	0.044	40000		





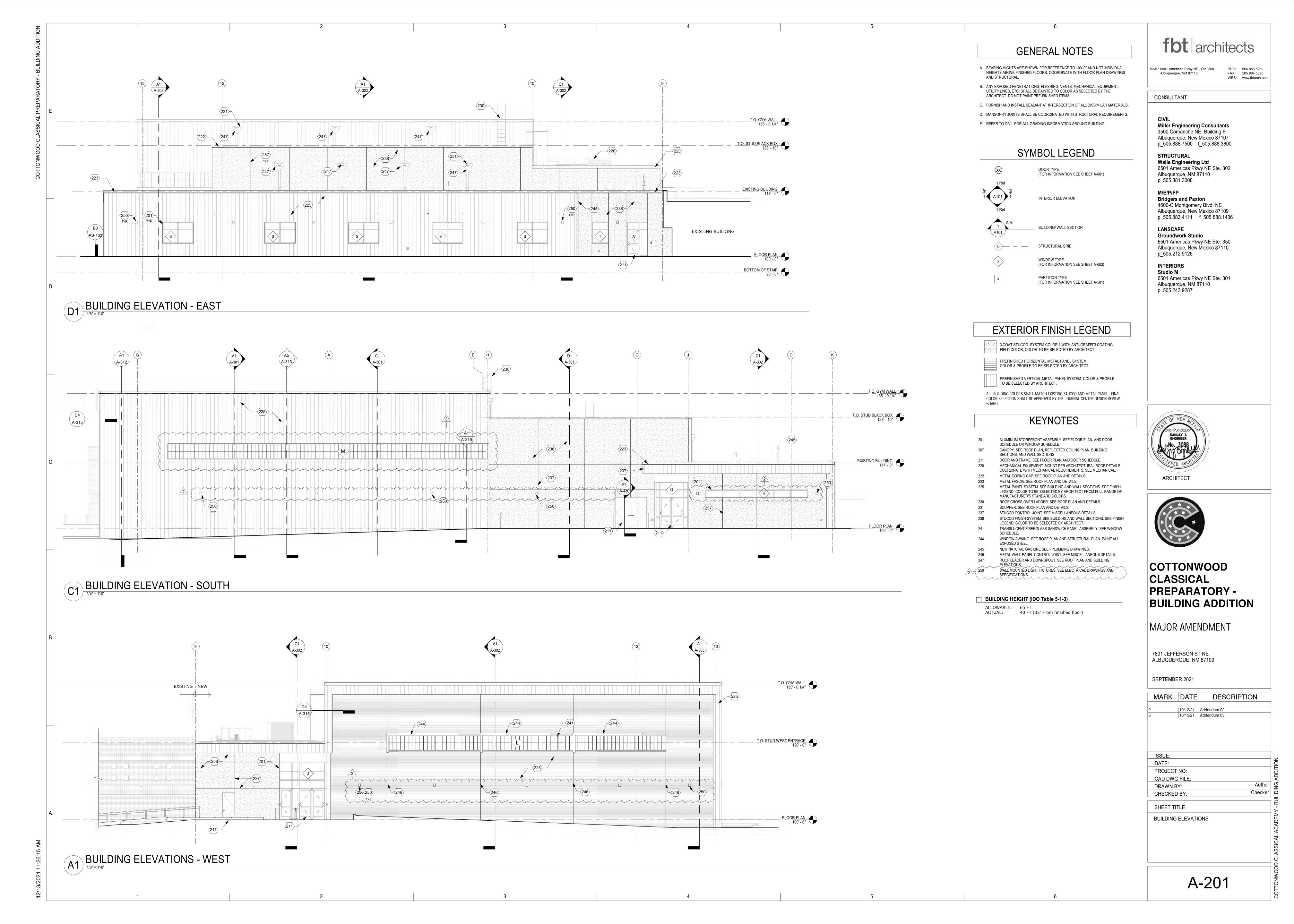


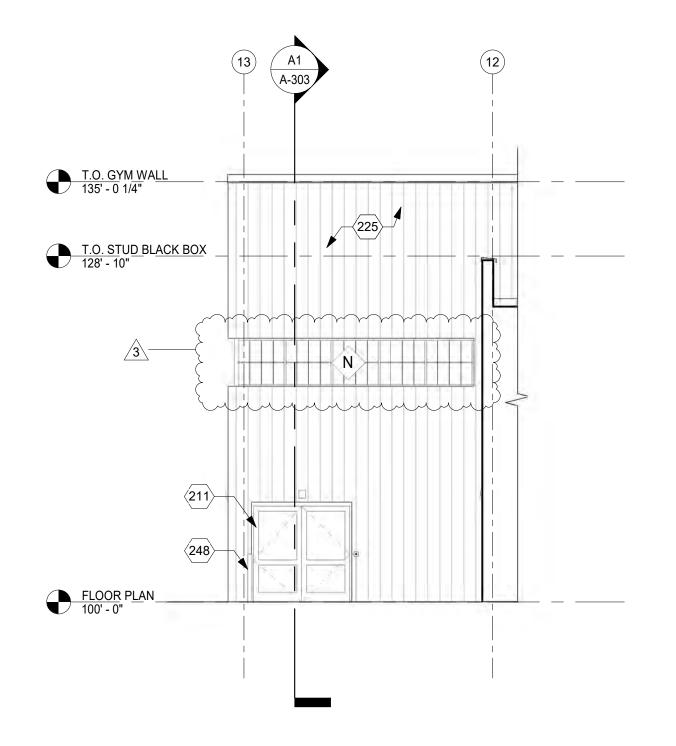


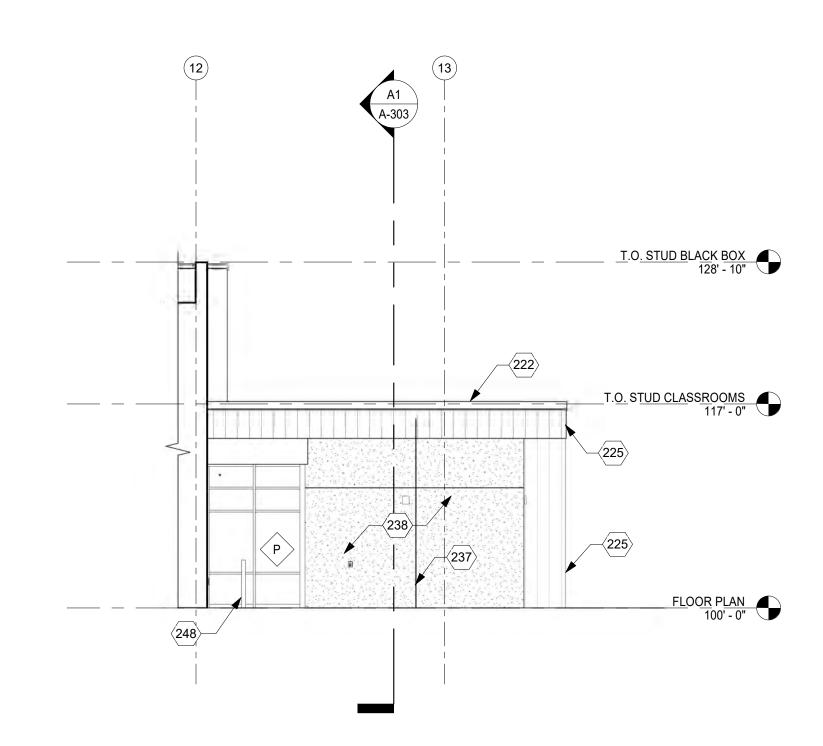
**Cottonwood Classical** 

MARK DATE DESCRIPTION 1 01-19-22 ADDED DUMPSTER DRAINS AND SAS LINE

Project Number Checker

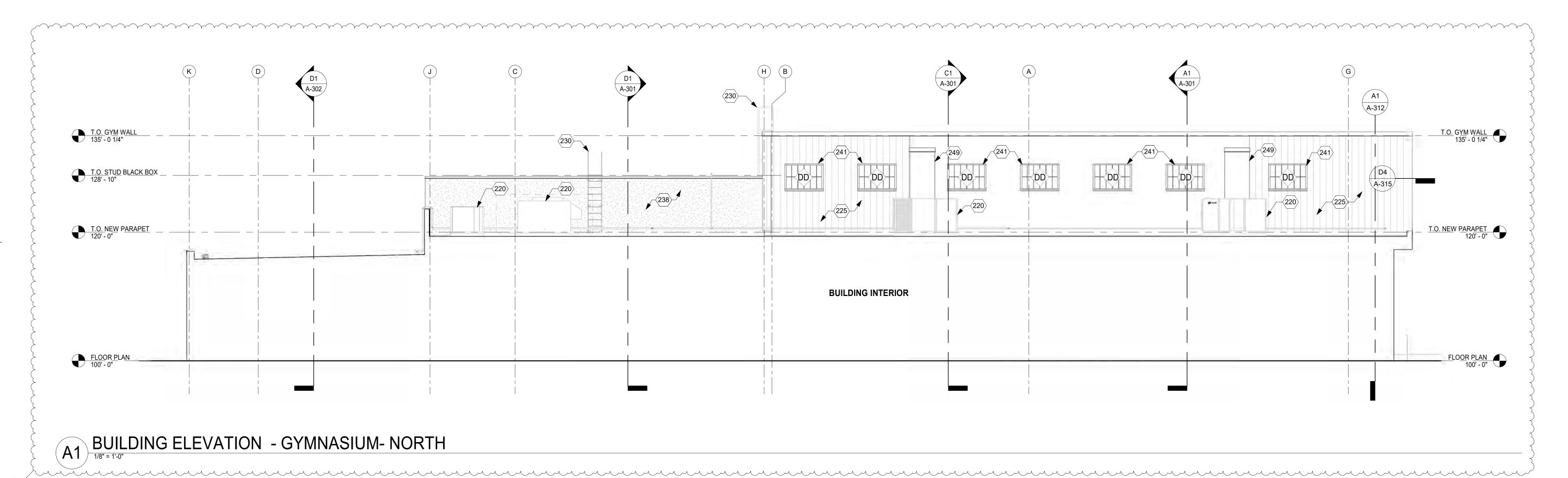






C1 BUILDING ELEVATION - GYMNSIUM

C3 BUILDING ELEVATION - SOUTH ENTRY



### **GENERAL NOTES**

- A. BEARING HIGHTS ARE SHOWN FOR REFERENCE TO 100'-0" AND NOT INDIVIDUAL HEIGHTS ABOVE FINISHED FLOORS. COORDINATE WITH FLOOR PLAN DRAWINGS AND STRUCTURAL.
- B. ANY EXPOSED PENETRATIONS, FLASHING, VENTS, MECHANICAL EQUIPMENT, UTILITY LINES, ETC. SHALL BE PAINTED TO COLOR AS SELECTED BY THE
- ARCHITECT. DO NOT PAINT PRE-FINISHED ITEMS.

  C. FURNISH AND INSTALL SEALANT AT INTERSECTION OF ALL DISSIMILAR MATERIALS.
- D. MANSONRY JOINTS SHALL BE COORDINATED WITH STRUCTURAL REQUIREMENTS.
- E. REFER TO CIVIL FOR ALL GRADING INFORMATION AROUND BUILDING.

## SYMBOL LEGEND

DOOR TYPE
(FOR INFORMATION SEE SHEET A-601)

1 Ref

A101

INTERIOR ELEVATION

SIM
BUILDING/ WALL SECTION

0 — — STRUCTURAL GRID

WINDOW TYPE
(FOR INFORMATION SEE SHEET A-603)

PARTITION TYPE

(FOR INFORMATION SEE SHEET A-501)

### EXTERIOR FINISH LEGEND

3 COAT STUCCO SYSTEM COLOR 1 WITH ANTI-GRAFFITI COATING. FIELD COLOR, COLOR TO BE SELECTED BY ARCHITECT.

PREFINISHED HORIZONTAL METAL PANEL SYSTEM. COLOR & PROFILE TO BE SELECTED BY ARCHITECT.

PREFINISHED VERTICAL METAL PANEL SYSTEM. COLOR & PROFILE TO BE SELECTED BY ARCHITECT.

ALL BUILDING COLORS SHALL MATCH EXISTING STUCCO AND METAL PANEL. FINAL COLOR SELECTION SHALL BE APPROVED BY THE JOURNAL CENTER DESIGN REVIEW

### **KEYNOTES**

- DOOR AND FRAME. SEE FLOOR PLAN AND DOOR SCHEDULE.
   MECHANICAL EQUIPMENT. MOUNT PER ARCHITECTURAL ROOF DETAILS. COORDINATE WITH MECHANICAL REQUIREMENTS. SEE MECHANICAL.
- METAL COPING CAP. SEE ROOF PLAN AND DETAILS.
   METAL PANEL SYSTEM. SEE BUILDING AND WALL SECTIONS. SEE FINISH LEGEND. COLOR TO BE SELECTED BY ARCHITECT FROM FULL RANGE OF MANUFACTURER'S STANDARD COLORS.
- MANUFACTURER'S STANDARD COLORS.

  ROOF CROSS-OVER LADDER. SEE ROOF PLAN AND DETAILS.

  STUCCO CONTROL JOINT, SEE MISCELLANEOUS DETAILS.

MECHANICAL CHASE. STOP METAL PANEL AT INSIDE CORNER AND FINISH

- 237 STUCCO CONTROL JOINT. SEE MISCELLANEOUS DETAILS.
  238 STUCCO FINISH SYSTEM. SEE BUILDING AND WALL SECTIONS. SEE FINISH LEGEND. COLOR TO BE SELECTED BY ARCHITECT.
- TRANSLUCENT FIBERGLASS SANDWICH PANEL ASSEMBLY. SEE WINDOW SCHEDULE.
   POST DOOR STOP. SEE SITE DETAILS AS-102/D2.

WITH ROOFING MEMBRANE. SEE PLAN DETAIL A5\A-315.

### ☐ BUILDING HEIGHT (IDO Table 5-1-3)

ALLOWABLE: 65 FT ACTUAL: 40 FT (35' From finsihed floor)

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### COTTONWOOD CLASSICAL PREPARATORY -BUILDING ADDITION

MAJOR AMENDMENT

7801 JEFFERSON ST NE ALBUQUERQUE, NM 87109

SEPTEMBER 2021

MARK DATE DESCRIPTION

10/12/21 Addendum 02 10/15/21 Addendum 03

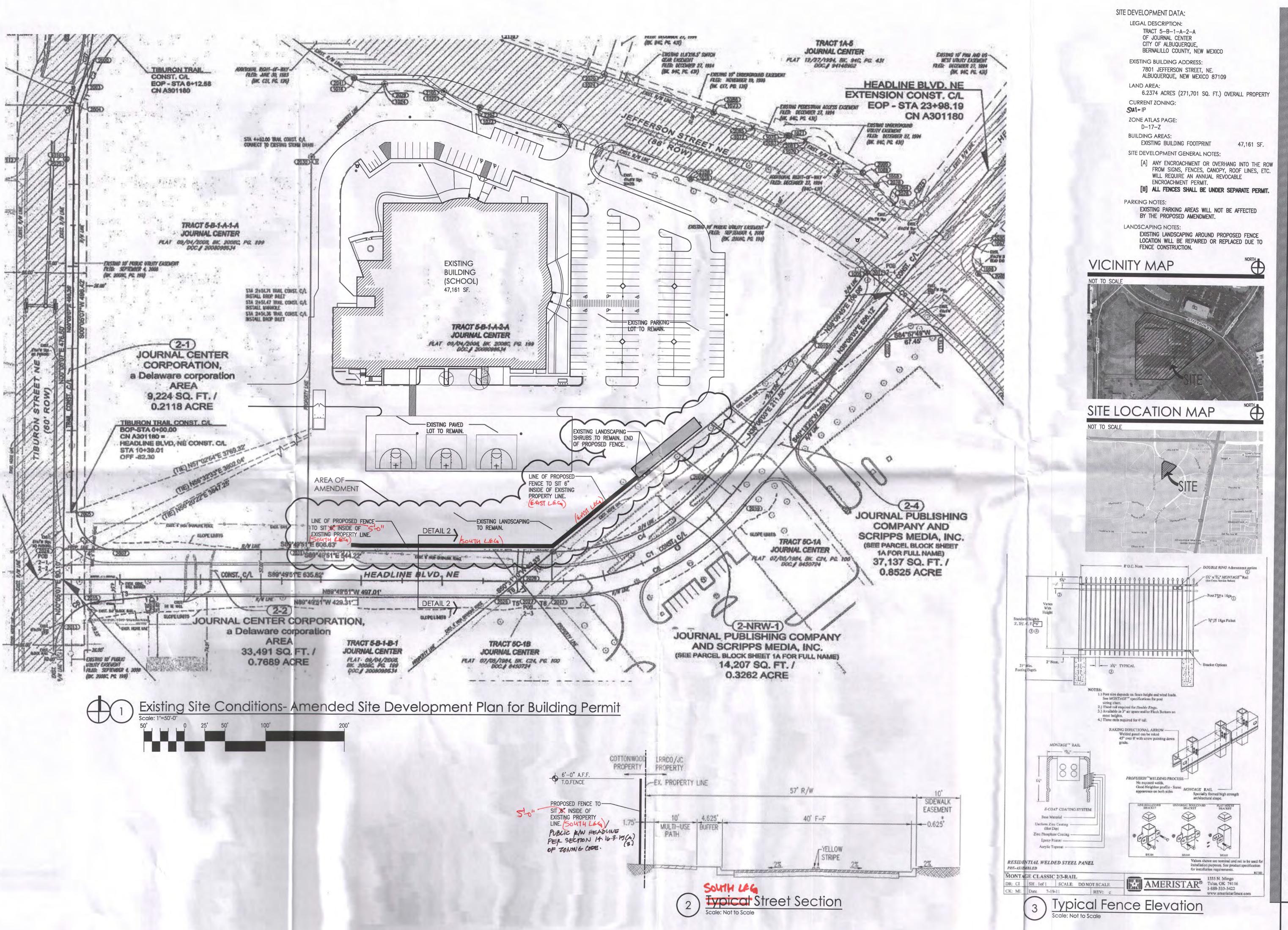
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BUILDING ELEVATIONS

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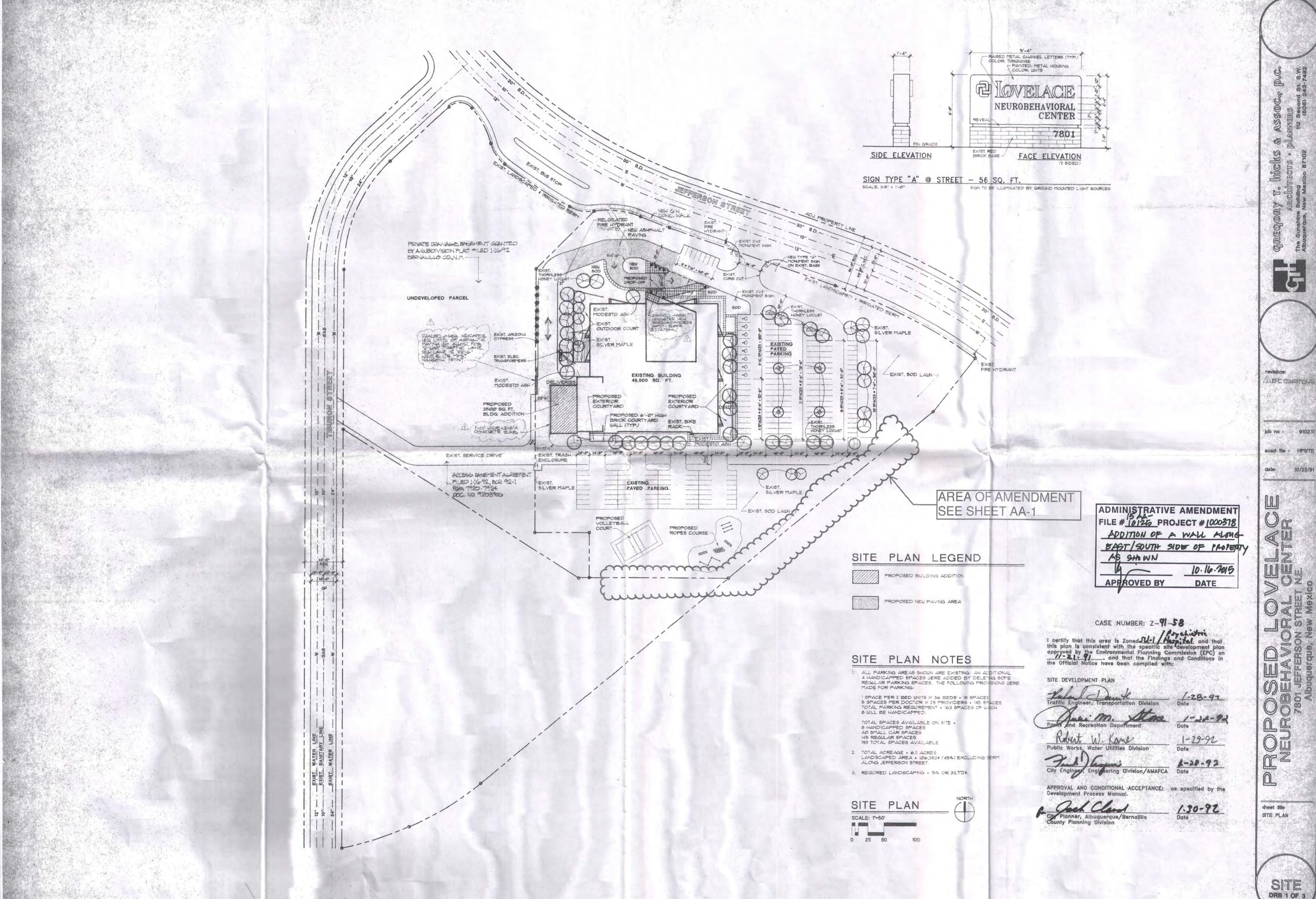
Mullen Heller

Architecture P.C.

1718 Central Avenue SW Suite D Albuquerque, NM 87104 505 268 4144[p]

at Cottonwood Classical Preparatory Schoolset NE. Fence at rson Street Proposed | 7801 Jeffers Albuquerque,

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