

City of Santa Fe, New Mexico

Attachment A

Development Review Team Comments

- 1. Zoning Memorandum**
- 2. Technical Review Division Memorandum**
- 3. Water Utility Memorandum**
- 4. Fire Department Memorandum**
- 5. ADA Memorandum**
- 6. Landscaping Memorandum**
- 7. Wastewater Memorandum**
- 8. Traffic Memorandum**

Date: 10/30/2024

DRT Member: Carly Venditti

Dept/Div: Current Planning – Land Use

Case No.: 2024-9318

Case Planner: Carly Venditti

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1.		
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1. Clarify non-residential private open space on site plan. A 20% reduction was granted in open space requirements due to passive water harvesting credits, only 30% of lot required to meet non-residential open space requirements (14-5.5(D)(6)).	Second Review/Resubmittal	The 30% requirement has been corrected on the Site Development Plan, with additional information provided showing the open space calculations for the site that aligns with the passive water harvesting strategies.

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Development Review Team (DRT) Comment Form

Date: 11/8/24
 DRT Member: Dee Beingessner
 Dept/Div: Land Use Engineering
 Case No.: Case #2024-9318 Hobbs Development Plan
 Case Planner: Carly Venditti, Senior Planner

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	Must be completed by:	Applicant Response**:
1. Drainage Report must contain a discussion of the required volumes of the ponds to detain stormwater on site. Explain why CN numbers for proposed conditions are the same for all basins.	Prior to recordation	Summary and discussion of required ponding volumes has been expanded in section II.A.1 in the revised report.

Technical Corrections:	Must be completed by:	Applicant Response**:
1. Label ponds on terrain management plans, including the pond designation, volume and overall maximum depth of water.	Prior to Plan Approval and Engineer's Estimate for probable costs	Completed
2. Include plan and profile sheets for storm drains.		Completed
3. Include pond detail sections. Also need details of storm drain inlets.		Completed
4. See comments on plan sheets.		Completed

***The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.*

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Date: 10/28/2024

DRT Member: Clinton Peterson

Dept/Div: Public Utilities / Water

Case No.: Division 2024-9318

Case Planner: Carly Venditti

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case # 2024-xxxx

Conditions of Approval:	Must be completed by:	Applicant response**:
1. An approved Agreement to Construct and Dedicate (ACD) will be required for new fire services	Prior to Building Permit Approval	Will be completed prior to Building Permit Approval
2. An approved Water Plan will be required for all new public water infrastructure and fire services.	Prior to Public Hearing	Provided clarifications on the Public and Private Water Plans
3. A separate irrigation meter will be required if the total landscaped area is 1,000 square feet or greater. An approved backflow prevention device shall also be installed beyond the meter on any new irrigation service.	At the time of development	Will be completed prior to site development.

Technical Corrections:	Must be completed by:	Applicant response**:
1. Developer shall work with CoSFW Engineering to appropriately size and locate meters and fire service.	Prior to Water Plan Approval	Clarifications Water Plans provided & meter sizing calculations provided to COSFW with on-going coordination
2. Submit public water plan to City for review and approval using CoSFW Water Plan Template	Prior to Water Plan Approval	Completed

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

Development Review Team (DRT) Comment Form

Date: October 18, 2024

DRT Member: Geronimo Griego, Fire Marshal

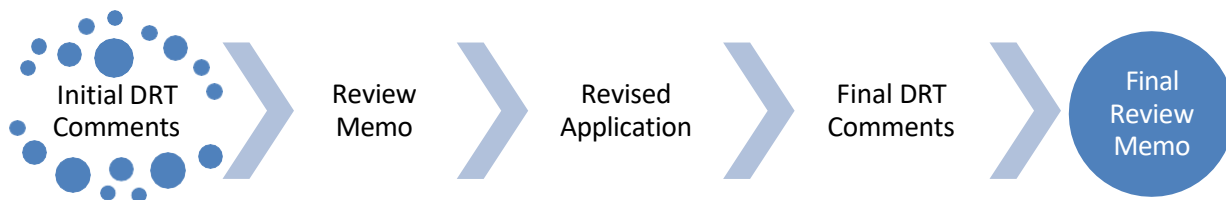
Dept/Div: Fire Prevention Divisions

Case No.: 2024-xxxx_Project Hobbs Development Plan

Case Planner: Carly Venditti, Senior Planner

DRT Review Schedule – 9-12+ weeks*

Initial DRT Comments are due to the case planner within three weeks of the *DRT Application Intake* meeting. Initial DRT review should confirm that the application is complete (i.e. Water Budget has been submitted) and/or identify additional submittals or corrections (i.e. Water Budget needs revision). The case planner will review and convey all *Initial DRT Comments* to the applicant via a *Review Memo*. The applicant must respond to all *Initial DRT Comments* and submit a revised application for Final Review. *Final DRT Comments* are due to the case planner within two weeks of receipt of the revised application. The case planner will review and convey all *Final DRT Comments* to the applicant in a *Final Review Memo*. The complete DRT Review Timeline can range from 9-12+ weeks, depending on the complexity and quality of the application and the total number of applications under review.

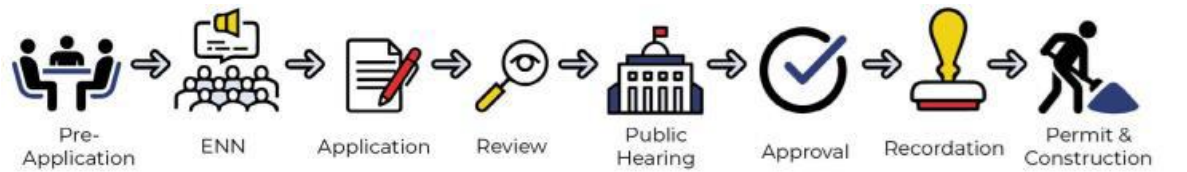


Timing of Conditions of Approval + Technical Corrections

While all DRT conditions of approval and technical corrections must be met by the applicant, the timing of compliance varies. In the “Must be completed by” column in the following tables, please time your conditions of approval and technical corrections to the following development review stages:

- a. *Prior to Public Hearing* – these conditions/technical corrections must be addressed before the case may move forward to the public hearing phase of the Development Review Process.
- b. *Prior to Recordation* – these conditions/technical corrections may be resolved after the public hearing but must be addressed before the Development Plan or Subdivision plat is recorded.
- c. *Prior Building Permit Approval* – these conditions/technical corrections can be addressed during the building permit review process, but prior to issuance of the permit.
- d. *At the time of Construction* – these conditions/technical corrections can be addressed during the construction and inspection processes.

Development Review Process Flow Chart



*See the *2024 Development Review Schedule* for details

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	Must be completed by:	Applicant Response**:
1. Shall comply with International Fire Code 2021 & and other requirements below	Prior to recordation	Completed, additional note added to Fire 1 plan.
2. Shall indicate height of building on fire plan one to comply with IFC 2021 Appendix D for buildings higher than 30 feet for fire lane widths at 26 feet minimum.	Prior to recordation	Building height included (33'-0"), notes about 26' fire access lane widths, as well as additional dimensions on the Fire1 plan.
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant Response**:
1.		
2.		
3.		
4.		

***The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.*

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

- 1.
- 2.
- 3.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Date: 10/31/24

DRT Member: Teddy Padilla

Dept/Div: Land Use Dept. Technical Review

Case No.: 2024-9318 Hobbs Project

Case Planner: Carly Venditti

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case # 2024-9318

Conditions of Approval:	Must be completed by:	Applicant response**:
1.		
2.		
Technical Corrections:	Must be completed by:	Applicant response**:
1. Accessible path(s) of travel route shall be provided from the Public Right-of-Way and accessible parking aisle(s) to accessible building entrance(s) and shall comply with Section 302, floor surface, 303.4 Ramps, 401 Accessible routes, 403 Walking surfaces, 405 ramps. Ensure accessible route(s) from the Public Right-of-Way and accessible parking space aisle(s) to building entrance(s) are provided and maintained. Provide detectable warning surfaces at curb ramps and transitions to driveway crossings along the accessible paths of travel as applicable.	Prior to recordation	Accessible route to/ from Hart Road Public Right-of-Way has been included at the second (plan south) driveway entrance. All pedestrian routes have been designed to meet ADA standards. Detectable warning surfaces at ramps and driveway crossings have been included
2. IEBC Section 705, Accessibility: Businesses must comply with the provisions of the ADA Standards to the "maximum extent feasible" with a building alteration. The costs for the added ADA work is considered disproportionate if it is over 20% of the costs of the project. Improvements should be prioritized up to the 20% limit: entrance; route to the primary function area;. IBC 1104.1 Site arrival points: At least	Prior to recordation	Accessible route from Public Right-of-Way has been included at the second (plan south) driveway entrance where facility associates access the site and is aligned with the accessible parking area and is the most direct route to the primary building entrance.
3. Must add sidewalks along the property on Aviation Dr from property line to property line. SFCC 23-1.6 23-1.7.	Prior to recordation	Comment to be resolved prior to Recordation.

4. Driveway crossings must have Detectable Warning Strips placed at curb ramps.	Prior to recordation	Detectable warning surfaces @ ramps & driveway crossings included.
5. ADA Accessible Parking Stalls and Aisles must comply with the 2015 NM Accessible Parking Checklist and the floor slope calculations added to the plan set.	Prior to recordation	Spot grades for ADA Accessible Parking Stalls and Aisles provided as part of the Terrain Management Plan

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

Explanation of Conditions or Corrections (if needed):

Date: 10/30/2024

DRT Member: Lawrence Rivera

Dept/Div: Landscape, Irrigation, Outdoor Lighting

Case No.: 2024-9318, Project Hobbs Development Plan

Case Planner: Carly Venditti, Senior Planner, 505.955.6656, cavenditti@santafenm.gov

Conditions of Approval and Technical Corrections Tables

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Case #

Conditions of Approval:	Must be completed by:	Applicant response**:
1.		
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant response**:
1. Provide street trees in the southwest area of Aviation Drive to the west of the driveway.	Prior to Recordation	This will be addressed prior to recordation.
2. The Hart Business Park landscape along the curb around the site shall be cleaned and new mulch placed. Any diseased, damaged, or dead plant material shall be removed and replaced. Missing street trees shall be replaced.	Prior to Recordation	
3. <i>14-8.4(E)(4)(h) irrigation systems shall be zoned by levels of water use. For the most efficient water use, plants with similar water use requirements shall be grouped together. Trees and shrubs shall have separate zones. Drought tolerant and very low water-use trees shall have a separate zone. Native shrubs and very Low water-use shrubs shall be irrigated on a separate zone. Separate zones are required for permanent and temporary irrigation lines.</i>	Prior to Recordation	This will be addressed prior to recordation.
4. Provide the water needs description for each plant on the plant schedule, as shown in the city approved plant list.	Prior to Recordation	This will be addressed prior to recordation.
5. Retention ponds deeper than three feet require a security fence and maintenance gate. Fence shall be five feet in height. The following shall also apply 14-8.4(J) Screening and Buffering, 14-8.5 Walls and Fences.	Prior to Recordation	Fencing has been included around ponds with depths that exceed 3 feet.

6. A water level measuring device with zero set at finish grade located at the center of each pond is required.	Prior to Recordation	Completed.
7. Install insulated backflow preventer enclosure on a 4" concrete pad with GFI receptacle at proper height with heat tape per COSF Irrigation Standards. Use figure 4-9 on page IV-17 of the Landscape Irrigation Design Standards.	Prior to Recordation	Comment will be incorporated into plans prior to recordation.
8. Multi-Outlet Emitters require an eight-inch round valve box.	Prior to Recordation	Comment will be incorporated into plans prior to recordation.
9. Valve boxes within the gravel areas shall be tan in color.	Prior to Recordation	Comment will be incorporated into plans prior to recordation.
10. Landscape Irrigation Design Standards (LIDS Code) requires ball valves be used for all isolation valves.	Prior to Recordation	Comment will be incorporated into plans prior to recordation.

Alternative Means of Compliance Analysis (As permitted by Section 14-3.15, Minor Modifications)

Alternative Means of Compliance	
Criterion a: Site Conditions including the configuration of the lot, topography or existing vegetation, to make full compliance impossible or impractical.	Criterion Met: Yes
<p>Response: There are very few large vacant lots within the City that are zoned I-1 and that can accommodate the larger warehouse buildings that the Hart Business Park subdivision was created for. Although there are no site issues with the configuration of the lot or topography, larger buildings such as the proposed request would require a substantial amount of trees in the order of 296 not including the parking lots and ponds. While it can be accomplished, it is impractical and irresponsible to allow such water use in an arid desert climate that is still recovering from years of drought conditions, and it would be more advantageous to keep the area as sustainable open spaces as much as possible.</p>	
<p>Alternative means of compliance: The development landscape plan proposes a 50% reduction of the required open space trees to still provide the necessary buffering and overall aesthetic of the project, while limiting the use of water and allowing an expanded spacing to encourage full canopy growth without the need for over trimming of the trees. The proposed tree density with 37% evergreen species will provide a more natural landscape form in the open space. The reduction in trees by 50% does not include the existing trees onsite. When the existing trees are calculated with the proposed trees the reduction is tabulated at a proposed 38% reduction from the ordinance for the open space area.</p>	
Criterion b: The proposed alternate means of compliance are appropriate to the design, especially in response to landscape or site design consistent with the surrounding area or with the historic character of Santa Fe; and	Criterion Met: Yes
<p>Response: the proposed request is consistent with the surrounding area as it is located within an industrial business park and adjacent to the City of Santa Fe Municipal Airport, automobile junk yard and sand and gravel yard. The proposed landscape will add to the overall visual aesthetics to this area of the City.</p>	
<p>Alternative means of compliance: The shrubs for the open space calculation have still been provided at the required ordinance quantity and have been distributed throughout the project with emphasis placed on screening the perimeter of the site around the proposed fencing. This soft perimeter edge is supplemented with shrubs planted throughout the site to accompany the natural arrangement of trees. The required planting for both the parking lot and the ponding areas has been provided to meet the ordinance requirements without any proposed reduction.</p>	
Criteria c) The proposed alternate means of compliance promote good stormwater management, water conservation and water harvesting equal to or greater than the original requirement.	Criterion Met: Yes
<p>Response: Considerate attention to the sensitivity of the arid climate and reduction of trees will conserve a considerable amount of water furthermore stormwater will be properly utilized to minimize water provided from the irrigation system.</p>	
<p>Alternative means of compliance: The existing landform of the site slopes from Aviation Drive down to Hart Drive. The grading plan has been developed with natural contouring to capture the rainwater into three basins. These basins will be</p>	

provided as the main rainwater collection areas; however, the proposed contours have been designed to create a more naturalistic flow of onsite rainwater and planting has been intensified in the areas feeding toward the main basins to allow the trees and shrubs to utilize the rainwater and limit the use of irrigation.

The water budget calculations have been provided for the proposed design at 1.05-acre-feet per year for years one and two, and 0.75-acre-feet per year at year three. A design calculation was also completed for the landscape quantity that would be required per the ordinance (without the reduction in trees) at 1.29-acre-feet per year for year one, and 0.92-acre-feet per year at year two and three. The proposed reduction in trees saves approximately 80,000 gallons during year one and 55,000 gallons by year 3.

Development Review Team (DRT) Comment Form

Date: November 1, 2024

DRT Member: Stan Holland, Engineer

Dept/Div: Public Utilities\Wastewater

Case No.: 2024-9318 -Hobbs Project

Case Planner: Carly Venditti

Conditions of Approval:	Must be completed by:	Applicant response**:
1. All 6 inch or 4 inch sewer service lines shall be SCH 40 PVC pipe	Prior to Recordation	Completed.
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant Response**:
1.		
2.		
3.		
4.		

**The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. [list any additional items]
- 2.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Development Review Team (DRT) Comment Form

Date: November 18, 2024

DRT Member: Leroy N. Pacheco, PE and Philip Gallegos, PE (Wilson & Company)

Dept/Div: Public Works/Traffic

Case No.: 2024-9318 Project Hobbs

Case Planner: Carly A. Venditti, Senior Planner

Conditions of Approval and Technical Corrections

Review by this division/department has determined that this application will meet applicable standards if the following Conditions of Approval and Technical Corrections are met:

Conditions of Approval:	Must be completed by:	Applicant Response**:
1. None		
2.		
3.		
4.		
5.		
6.		

Technical Corrections:	Must be completed by:	Applicant Response**:
1. None (see attached Wilson & NMDOT review memos)		
2.		
3.		
4.		

***The Applicant must respond to the condition of approval or technical correction, indicating they have met the requirement and providing a reference in their revised submittals. If the applicant has not met the requirement, they must indicate as much and provide a response.*

The applicant should be aware that the following code provisions or other requirements will apply to future phases of development of this project:

1. The traffic impact analysis and technical memo reviews have met general acceptance for planning commission hearing. Note that as the public infrastructure plans move forward to building permit, these will be subject to additional reviews and possible corrections to meet Public Works standards for roadways, ADA, signing, striping, lighting, etc. prior to building permit approval.
2. City of Santa Fe Building Code, Chapter 23-3.2 states that before commencement of any new construction, it is **mandatory** for the owner to obtain approval from the public works department for any driveway curb cut or sidewalk crossing. This approval must be issued **before** a building permit for such new construction is approved.
- 3.

Explanation of Conditions or Corrections (if needed):

(see following pages for notes required)

Form Updated: March 2024

From: Gallegos, Phil Philip.Gallegos@wilsonco.com
Subject: Project Hobbs TIA Review
Date: November 8, 2024 at 12:04 PM
To: Leroy Nicholas Pacheco, PE Engineer@leroypacheco.com
Cc: Luna, Robert Robert.Luna@wilsonco.com

PG

Leroy, I have reviewed the Project Hobbs TIA dated October 3, 2024 and concur with the findings in the report and concur that a right-turn deceleration lane at Hart Rd and Driveway 2 meets the necessary thresholds as per the State Access Management Manual (SAMM). As agreed during the scoping meeting held on September 9, 2024 the SAMM was utilized since the NM 599/Airport Rd Intersection was analyzed. The TIA should be shared with the NMDOT since the NM 599/Airport Rd. Intersection was analyzed as part of the TIA and it is suggested that dual westbound left-turn lanes would alleviate the queuing issues at the intersection. This movement will experience LOS F in the Horizon Year of 2035.

Please let me know if you have any questions or need more information. Thanks, Phil

Phil Gallegos, PE
Civil Engineer

Wilson & Company, Inc., Engineers & Architects
4401 Masthead Street NE, Suite 150 | Albuquerque, NM 87109
505-348-4126 (direct)
wilsonco.com

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Project Hobbs Technical Memo for right turn deceleration lane at Driveway #2 on Hart Road

From Gallegos, Phil <Philip.Gallegos@wilsonco.com>
To engineer@leroykacheco.com<Engineer@leroykacheco.com>
CC Luna, Robert<Robert.Luna@wilsonco.com>
Date Thursday, November 14th, 2024 at 9:39 AM

Leroy, I have reviewed the Project Hobbs Technical Memo right turn deceleration lane at Driveway #2 on Hart Road prepared by Amanda Herrera, PE with NV5 Engineer of Record (EOR) and find no objections to the EOR's analysis and recommendations. Please let me know if you have any questions or need more information. Thanks, Phil

Phil Gallegos, PE

Civil Engineer

Wilson & Company, Inc., Engineers & Architects

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From: Martinez, Javier A, DOT Javier.Martinez@dot.nm.gov
Subject: RE: [EXTERNAL] Project Hobbs Traffic Impact Analysis and NMDOT
Date: November 14, 2024 at 2:24 PM
To: Leroy Nicholas Pacheco, PE Engineer@leroypacheco.com, Amanda Herrera amanda.herrera@nv5.com, Bethany Judd bethany.judd@nv5.com, Victoria Dalton victoria@jwsiebert.com, Steve Backman SBackman@bhdevco.com, Crystal Scudder cscudder@bhdevco.com, mmoore@santafenm.gov, CARLY A. cavenditti@santafenm.gov, Esquibel, Daniel daesquibel@santafenm.gov



Good Afternoon Leroy,
I have reviewed the recommendations and concur with Wilson & Company's review.
No further review is required from NMDOT for this development.
Thank you,

Javier Martinez, P.E.
NMDOT District 5
Assistant District Engineer -Engineering Support
505-500-2360

From: Leroy Nicholas Pacheco, PE <Engineer@leroypacheco.com>
Sent: Tuesday, November 12, 2024 12:58 PM
To: Amanda Herrera <amanda.herrera@nv5.com>; Bethany Judd <bethany.judd@nv5.com>; Victoria Dalton <victoria@jwsiebert.com>; Steve Backman <SBackman@bhdevco.com>; Crystal Scudder <cscudder@bhdevco.com>; mmoore@santafenm.gov; CARLY A. <cavenditti@santafenm.gov>; Esquibel, Daniel <daesquibel@santafenm.gov>; Martinez, Javier A, DOT <Javier.Martinez@dot.nm.gov>
Subject: [EXTERNAL] Project Hobbs Traffic Impact Analysis and NMDOT

CAUTION: This email originated outside of our organization. Exercise caution prior to clicking on links or opening attachments.

Hi Amanda

Wilson & Company has completed review of your TIS and concurs with its analysis and recommendations.

Because of the queuing issues in the existing condition, and the recommended short and long term resolution of those issues that were discussed in your report at the NMDOT intersection of NM-599 and Airport Road, the NMDOT has requested to review and submit comments to the city as part of Public Works traffic memo to the DRT.

Would you please send Javier Martinez, PE a link to an FTP site where he can download the TIS and the development and site infrastructure plans. Javier is copied to this email.

Also, after your traffic studies scope was approved by Wilson & Company, the city submitted the attached TIA Guidelines letter for consideration by future developments. Since your project was already under review, and because one of the studied intersections is an NMDOT facility, we approved use of the NMDOT SAMM guidelines. Would you please take a look at the right turn lane guidelines in the new document (pages 17-19) and send me a supplemental memo that describes how these guidelines would affect the right turn lane analysis, and what your professional opinion as a licensed engineer is with respect to its use at this location. The guidelines do not override professional judgement for a specific situation and language in the footnotes are written to that effect. Call if you have questions about this request for a supplemental memo.

If the NMDOT has no additional comments on your TIA, then it is currently approved as written.

Thanks!
Leroy Nicholas Pacheco, PE
Email: engineer@leroypacheco.com
Phone Number: 505-218-6853
Cell Phone: 505-423-4068

Sent with [Proton Mail](#) secure email.