



Planning Division  
15151 E. Alameda Parkway, Ste. 2300  
Aurora, Colorado 80012

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September 24, 2021

Beau Sisson  
Zubha Pop Foods LLC.  
4415 Highway 6  
Sugarland, TX 77478

**Re: Initial Submission Review:** Popeye's at Citadel – Site Plan and Conditional Use  
**Application Number:** DA-1422-17  
**Case Numbers:** 2017-6017-09; 2017-6017-10

Dear Mr. Sisson:

Thank you for your second submission, which we started to process on September 7, 2021. We reviewed it and attached our comments along with this cover letter. The first section of our review highlights our major comments. The following sections contain more specific comments, including those received from other city departments and community members.

Since several important issues still remain, you will need to make another submission. Please revise your previous work and send us a new submission on or before Monday, October 11, 2021.

Note that all our comments are numbered. When you resubmit, include a cover letter specifically responding to each item marked with an asterisk. The Planning Department reserves the right to reject any resubmissions that fail to address these items. If you have made any other changes to your documents other than those requested, be sure to also specifically list them in your letter.

Because the second submittal was late, your estimated Planning Commission hearing date is now tentatively scheduled for Tuesday, November 23, 2021. This date will be further confirmed at the time of your third submittal.

As always, if you have any comments or concerns, please let me know. I may be reached at 303.739.7227 or [atibbs@auroragov.org](mailto:atibbs@auroragov.org).

Sincerely,

Aja Tibbs, Planner II  
City of Aurora Planning Department

cc: William Fellhoelter, Cole  
Meg Allen, Neighborhood Liaison  
Cesarina Dancy, ODA  
Filed: K:\SDA\1422-13rev1.rtf



## *Second Submission Review*

### **SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS**

- Landscaping, access/drive isles, and sidewalks need to be shown for all public improvements adjacent to the site. A sidewalk is required for both sides of the access drive (along the west side of your property). All adjacent landscaping and street improvements will be required with this development. Coordinate with the master developer and add notes to indicate who will be installing the improvements.
- Three massing elements are required on the north and west elevations, and two are required for the south and east elevations. Currently, only one of the five requirements have been provided for all four sides - which is a wall off-set. We understand that meeting these massing elements can be difficult with a smaller building, but the parapet height variation (min. of 3') does appear to be achievable. Please revise the elevations to comply with this requirement, or an adjustment will be required.
- There should be a sidewalk along the western private entry drive as well as the required Curbside Landscaping.
- Traffic has suggested shifting the secondary ADA route. If the new alignment requires the ADA parking to impact the proposed outdoor dining area, please note that the outdoor dining area must still be provided. Please also refer to the landscaping requirements for parking islands or end caps. The outdoor area would ideally be bordered by landscaping elements.
- Provide details and placement of site furnishings such as trash receptacles, benches, and tables/chairs for the outdoor seating area. These should be consistent with the requirements of the master plan. Refer to Section 3.4 of the Master Plan.
- Submit preliminary digital addressing files for GIS use.
- From the grading it appears that this is a retaining wall. Please include a standard section for the wall, the material, maximum height or height range. If the wall is over 30", it will require railings. If it is over 4', structural calculations will be required.
- Private Drive Lane A must be installed and accepted prior to the issuance of the CO/TCO.
- Provide pedestrian circulation and safety discussion. Are there any additional safety measures you would recommend at the crossing at the exit of the drive through lane, such as cross walk striping and signage?
- Points of connection and utility conflicts are to be potholed prior to civil plan approval.
- Cover the Water Meter(s) with a pocket Utility easement. Dedicate the easement by separate document.

### **PLANNING DEPARTMENT COMMENTS**

#### **1. Planning and Development Services (Aja Tibbs / 303-739-7227 / [atibbs@auroragov.org](mailto:atibbs@auroragov.org))**

##### **GENERAL COMMENTS**

1A. Please revise and resubmit the colored elevations to match changes being requested with the site plan submittal.

This document will be presented to the Planning Commission for the conditional use hearing.

1B. Please note that the site plan revisions do not indicate that a monument sign will be constructed on the site. If this is requested during building permit or construction, an amendment to this site plan would be required.

##### **SITE PLAN**

###### **Sheet 3/Site Plan**

1C. Landscaping, access/drive isles, and sidewalks need to be shown for all public improvements adjacent to the site. A sidewalk is required for both sides of the access drive (along the west side of your property). All adjacent landscaping and street improvements will be required with this development. Coordinate with the master developer and add notes to indicate who will be installing the improvements.

1D. Provide details and placement of site furnishings such as trash receptacles, benches, and tables/chairs for the outdoor seating area. These should be consistent with the requirements of the master plan. Refer to Section 3.4 of the Master Plan.

1E. Draw property line in dark bold lines and label building setbacks to property line.



#### Sheet 9/Building Elevations

1F. Three massing elements are required on the north and west elevations, and two are required for the south and east elevations. Currently, only one of the five requirements have been provided for all four sides - which is a wall off-set. We understand that meeting these massing elements can be difficult with a smaller building, but the parapet height variation (min. of 3') does appear to be achievable. Please revise the elevations to comply with this requirement, or an adjustment will be required.

1G. Please also note that the material changes on the north and east elevations from wood paneling to brick do not improve the elevations compliance with these standards. The elevations originally submitted provide more variation and variety in building materials and staff would prefer these elements be returned to the proposal.

#### Sheet 15/Lighting Plan

1H. Show lighting levels beyond the extent of the property – to the surrounding/adjacent access drives. Please be sure to include street lighting fixtures, if necessary, to demonstrate that all walking paths are appropriately lit.

1I. Draw the sidewalk and pedestrian way that is installed along the eastern and western property lines. The pedestrian walkways along the east side of the property should be lit with pedestrian lighting no taller than 12' in height. Refer to Section 4.5.4.D.2.b.i. for the applicable requirement. Section 3.1.1. Design Guidelines state the “mid-block connections should be well lit.”

1J. Remove unnecessary photometry sheets. The light fixture details only need to show the style, type, and size of the proposed fixtures. The light fixture sheets should be labeled to match the corresponding photometric plan.

### **2. Landscaping** (Chad Giron / 303-739-7185/ [cgiron@auroragov.org](mailto:cgiron@auroragov.org) / Comments in bright teal)

#### Sheet 10/Landscape Plan

2A. Darken the proposed turf hatch so it matches the site plan.

2B. There should be a sidewalk along the western private entry drive as well as the required Curbside Landscaping.

2C. Make the property line show on the site plan as dark as it is in the legend.

2D. Please outline the area on the site plan that the highlighted note is referencing on the east and west side.

2E. Update the required landscape tables as shown.

2F. The proposed Cotoneasters can grow to over 6' tall. Please consider the context of the location and adjacent landscape and consider specifying shrubs reaching a max height closer to 4'.

2G. The terminal ends of all parking rows must have a shade tree.

2H. The areas in front of the screen wall adjacent to Colfax cannot be just sod. Per code, any proposed wall shall include a combination of shrubs, ornamental grasses and perennials on the outside of the wall.

2I. A cross-section detail showing the profile and wall height must be included with this Site Plan submittal.

2J. Since this site is adjacent to streets on all four sides, you must include all four streets in the Curbside Landscape and Street Frontage Landscape Buffer Tables. Include description in the Notes column if the landscaping is being installed by Master Developer.

2K. Use the dimension shown to measure the north building elevation. You should only need 1 tree or 10 shrubs to satisfy the north building perimeter landscape requirement.

2L. A landscape code "Adjustment" will need to be requested because there is not enough room behind the walk to meet the street frontage buffer requirement to the south. Please consider adding additional landscaping elsewhere on the site to mitigate the potential loss of landscape on the south side with the potential adjustment approval. Describe in your adjustment request where the additional landscape will be located.

2M. The narrow area highlighted on the south side cannot be just rock mulch. Please add some type of small shrub, ornamental grass, ground cover, etc.

### **3. Addressing** (Phil Turner / [pcturner@auroragov.org](mailto:pcturner@auroragov.org) / 303-739-7271)

3A. Please submit a preliminary digital addressing .SHP or a .DWG file as soon as possible. This digital file is used for street naming, addressing and preliminary GIS analysis. Include the following layers as a minimum, including Parcels; Street lines; Building footprints (If available)



3B. Please ensure that the digital file is provided in a NAD 83 feet, State plane, Central Colorado projection so it will display correctly within our GIS system. Please provide a CAD .dwg file that is a 2013 CAD version. Please eliminate any line work outside of the target area. More information can be found at: <http://tinyurl.com/AuroraCAD> or by contacting [CADGIS@auroragov.org](mailto:CADGIS@auroragov.org)

## **REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES**

### **4. Civil Engineering** (Kristin Tanabe / 303-739-7306 / [ktanabe@auroragov.org](mailto:ktanabe@auroragov.org) / Comments in green)

#### Sheet 1/Cover Sheet

4A. The site plan will not be approved by public works until the preliminary drainage letter/report is approved.

#### Sheet 3/Site Plan

4B. Add a note that the adjacent public improvements must be completed prior to the issuance of the Certificate of Occupancy.

4C. From the grading it appears that this is a retaining wall. Please include a standard section for the wall, the material, maximum height or height range. If the wall is over 30", it will require railings. If it is over 4', structural calculations will be required.

4D. Show/label existing fire lane/utility easement.

4E. Label the private street.

4F. Label/dimension the existing sidewalk.

4G. Call out ROW width for Colfax.

4H. Call out curb ramps and show with detectable warning domes.

4I. Please label curb return radii. Show connection to existing. Recommend a minimum of 15' radii of access curb returns.

4J. Private Drive Lane A must be installed and accepted prior to the issuance of the CO/TCO.

4K. Dimension "existing" sidewalk.

#### Sheet 4/Grading Plan

4L. Call out the material, maximum height or height range for the retaining walls. If the wall is over 30", it will require railings. If it is over 4', structural calculations will be required.

4M. Add a note indicating if the storm sewer system is public or private and who will maintain it.

4N. Label the private street.

4O. Label slopes in landscape areas. (typ) Minimum 5% slope in landscape areas for the first 10' away from the building.

4P. What is this leader pointing to?

4Q. What is this connecting to?

#### Sheet 5/Utility Plan

4S. Label the private street.

4T. Add a note indicating if the storm sewer system is public or private and who will maintain it.

#### Sheet 7/Detail Sheet

4U. Remove from site plan set entirely. Pavement design will be per the pavement report.

### **5. Traffic** (Kyle Morris / [dkmorris@auroragov.org](mailto:dkmorris@auroragov.org) / 303-587-2668 / Comments in gold)

#### Sheet 3/Site Plan:

5A. Can parking be shifted to allow for the following ADA route? This will provide directional crossings.

5B. Provide crosswalk striping.

5C. Clearly show detectable warning domes at all crossing ramps. (typ.)

5D. A few parking spots could be shifted to accommodate ADA route revision.



5C. Provide additional striping to more clearly delineate the drive aisles. May use turning template to optimize shape of hatched area.

#### TRAFFIC LETTER

1. Provide pedestrian circulation and safety discussion. Are there any additional safety measures you would recommend at the crossing at the exit of the drive through lane, such as cross walk striping and signage?
2. Provide access discussion. Provide a general description of the location using other roads and intersections as landmarks, state that it is a full-movement access.
3. Provide internal queuing discussion. Please reference findings from Drive-Through Queue Generation, 1st Edition by Mike Spack, P.E., PTOE. Reference the recommended storage length presented in the article for fast food restaurants (12 vehicles or 240 feet) and compare to how much on site storage is available. Provide any client data for on site queuing, if available.

#### **6. Fire / Life Safety** (William Polk / 303-739-7371 / [wpolk@auroragov.org](mailto:wpolk@auroragov.org) / Comments in blue)

Sheet 2/Notes Sheet

6A. Remove crossed out notes.

Sheet 6/Detail Sheet

6B. Add fire lane signs to the signage package and show their location on the site plan.

Sheet 10/Landscape Plan

6C. Show and label the fire lane signs on the North side of Drive Lane A.

Sheet 15/Photometric Plan

6D. As mentioned in previous review, continue the accessible path to accessible parking aisle and the trash enclosure.

#### **7. Aurora Water** (Daniel Pershing/ 303-739-7646 / [ddpershi@auroragov.org](mailto:ddpershi@auroragov.org) / Comments in red)

Sheet 2/Notes Sheet

7A. Points of connection and utility conflicts are to be potholed prior to civil plan approval.

Sheet 5/Utility Plan

7B. The exact location and continuation of domestic service is to be shown on civil plan submittal.

7C. Please label as an irrigation meter.

7D. Per Section 5.04, minimum cover is 4.5 ft.

7E. Design of the service line from main to meter pit is to be included on civil plan set by civil engineer. Contractor may install service line per approved plans. Please clarify intention of this note.

7F. FYI: 2 inch meter requires a Aurora Water fixture unit table to be included on civil plan submittal. Domestic and irrigation meter require a allocation agreement prior to meter set. Please work with your civil plan reviewer regarding any questions.

7G. Please reference Section 5.04 for easement widths based on meter size. Meter is to be located in center of easement in a landscaped area.

7H. Domestic service line should enter and exit meter pit in a straight line per Standard Detail 205-1. Service line can bend on the downstream side once it exits meter pit.

7I. Per Section 23.05.1, 4 inch service line tapping an 8 inch main should occur at a saddle tee and not the existing manhole.

#### **8. Real Property** (Maurice Brooks / 303-739-7294 / [mbrooks@auroragov.org](mailto:mbrooks@auroragov.org) / Comments in magenta)

See the red line comments on the site plan. Dedication needed Utility easement by separate document. Add the needed notes. Contact Andy Niquette at [dedicationproperty@auroragov.org](mailto:dedicationproperty@auroragov.org) to start the dedication process. There is a reference to a document Reception Number D8169331, shown throughout the pages. Check this document. Label on the Site Plan, the easements in the Drive Lane A.



Sheet 2/ Notes Sheet

8A. Add the following note: All crossings or encroachments into easements and rights-of-way owned by the City of Aurora ("City") identified as being privately-owned and maintained herein are acknowledged by the undersigned as being subject to City's use and occupancy of said easements or rights-of-way. The undersigned, its successors and assigns, further agrees to remove, repair, replace, relocate, modify, or otherwise adjust said crossings or encroachments upon request from the City and at no expense to the City. The City reserves the right to make full use of the easements and rights-of-way as may be necessary or convenient and the City retains all rights to operate, maintain, install, repair, remove or relocate any City facilities located within said easements and rights-of-way at any time and in such a manner as it deems necessary or convenient.

8B. Architectural features (i.e. bay windows, fireplaces, roof overhang, gutters, eaves, foundation, footings, cantilevered walls, etc.) are not allowed to encroach into any easement or fire lane.

Sheet 5/Utility Plan

8C. Cover the Water Meter(s) with a pocket Utility easement. Dedicate the easement by separate document.