



Planning Division  
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November 22, 2021

Robert Vacek  
Western Industrial Contractors  
14805 E Moncrieff Pl  
Aurora, CO 80011

**Re: Second Submission Review: Porteos W.I.C. – Site Plan and Plat**  
**Application Number: DA-1903-29**  
**Case Numbers: 2021-6039-00; 2021-3049-00**

Dear Mr. Vacek:

Thank you for your second submission, which we started to process on November 3, 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 some important issues remain, you will need to make a *technical corrections* submission **after** the administrative decision. Note that all our comments are numbered. When you resubmit, include a cover letter specifically responding to each item. 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.

Your estimated Administrative Decision date is now set for Wednesday, December 8, 2021. Please remember that all abutter notices for administrative decisions must be sent and the site notices (signs) must be posted at least 10 days prior to the hearing date. These notifications are your responsibility and the lack of proper notification will cause the public hearing date to be postponed. It is important that you obtain an updated list of adjacent property owners from the county before the notices are sent out. Take all necessary steps to ensure an accurate list is obtained. Staff will have the signs available to pick up and will send you the Notice of Pending Administrative Decision via email by Wednesday, November 24<sup>th</sup> to send to abutters. Please provide proof of mailing and proof of sign posting to your case manager prior to the decision date.

As always, if you have any comments or concerns, please feel free to email or email me. I may be reached at [abenton@auroragov.org](mailto:abenton@auroragov.org) or 303-739-7209.

Sincerely,

*Antonnio Benton II*

Antonnio Benton II, Planner I  
City of Aurora Planning Department

cc: Matt Hardman, Arco Murray 999 18th St Ste 2110 Denver CO 80202  
Scott Campbell, Neighborhood Liaison  
Cesarina Dancy, ODA  
Filed: K:\SDA\1903-29rev2.rtf



## Second Submission Review

### SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENT

- Include fence elevations in your next submission (Planning)
- Chain link fencing is not permitted along street frontages or where visible from a street in industrial districts. (Landscaping)
- The site plan will not be approved by public works until the preliminary drainage letter/report is approved. (Civil Engineering)
- The developer is responsible for signing and striping all public streets. (Traffic)
- When referencing other plans use the civil plans approval number or the application number. (Aurora Water)
- Address easements and licensing agreements issues. (Real Property)
- Provide fire access doors. (Life Safety)
- Please submit a preliminary digital addressing. (Addressing)

### PLANNING DEPARTMENT COMMENTS

#### **1. Planning Design Review** (Antonnio Benton/ [abenton@auroragov.org](mailto:abenton@auroragov.org) / 303-739-7209 / comments in dark teal)

##### Site Plan Set

- 1A. (Repeat comment) Provide fence elevations showing size and materials used in your next submission. If fence elevations are not included with you next submission, it will be rejected.
- 1B. (Repeat Comment) Add a note indicating the type of windows/glass that will be installed in the office portion of the building, particularly the level of transparency and color. City code prohibits highly reflective glass.
- 1C. On sheet 4, there is a call out for 6 bike parking spaces, but 12 bicycle parking spaces are required. Identify and add the required number of bicycle parking spaces on this site plan sheet.
- 1D. Recommend a change in window fenestration pattern along the south elevation.
- 1E. Update your Letter of Introduction to include hours of operations, number of employees, and a general description of operations. Remove all pre-application meeting notes and responses from the letter.
- 1F. Increased human scale elements are needed enhance at the office entrance. Per city code, at least three human scale façade character elements are required on the primary façade of building located in the airport zone district. You can meet this requirement by incorporating elements such as vertical and horizontal relief, varied and projecting planes, and extended glazing.
- 1G. The proposed common outdoor space should include decorative pavement treatments, pedestrian scaled lighting, site furniture and landscaped borders and amenities such as seat walls and raised planters.

#### **2. Landscaping** (Kelly K. Bish, PLA, LEED AP / [kbish@auroragov.org](mailto:kbish@auroragov.org) / 303-739-7189 comments in teal)

##### Sheet 3 of 12

- 2A. Chain link fencing is not permitted along street frontages or where visible from a street in industrial districts. This needs to comply with Section 146-4.7.9. J. 1.b. of the UDO.

##### Sheet 8 of 12

- 2B. The landscape sheets are not being saved as PDF's to match the rest of the sheets in the plan set.
  - 2C. Add edger to separate the seeded area from the shrub bed.
  - 2D. Chain link fencing is not permitted along street frontages or where visible from a street in industrial districts. This needs to comply with Section 146-4.7.9. J. 1.b. of the UDO.
  - 2E. Label the monument sign.
  - 2F. Scale is off or the sheet is not printed as a pdf correctly.
  - 2G. Change the reference to the previously designed streetscape along Street C to refer to Case Numbers: 2012-7001-06, 2020-6011-00, 2020-3016-00.
  - 2H. Update the Required Landscape table information with the notes provided. Sheet 9 of 12
- ##### Sheet 8 of 12
- 2I. Shift the indicated trees out of the easement.
  - 2J. Provide two additional trees along the eastern property boundary to meet code.



Sheet 9 of 12

- 2K. Provide an additional fencing type in compliance with the UDO that is permitted along street frontages. Chain link fencing is not.

## REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

### **3. Civil Engineering** (Julie Bingham / [jbingham@auroragov.org](mailto:jbingham@auroragov.org) / 303-739-7403 / comments in green)

- 3A. The site plan will not be approved by public works until the preliminary drainage letter/report is approved.
- 3B. Revise the second sentence to be:  
Certificate of occupancy will not be issued until the street and/or pedestrian lighting plans are approved, constructed, and initially accepted.
- 3C. Repeat of note #7 on left.
- 3D. Coordinate storm with landscaping sheet. Please ensure that trees are minimum of 10' from storm.
- 3E. Max 4% cross slope in fire lane.
- 3F. 2% minimum slope in swale.
- 3G. 2% minimum in unpaved areas, typical.
- 3H. Remove copyright, typical.
- 3I. Please consolidate lighting details to one sheet. Please also remove copyright from all sheets.

### **4. Traffic** (Steven Gomez / [segomez@auroragov.org](mailto:segomez@auroragov.org) / 720-739-7300 / comments in gold)

- 4A. The developer is responsible for signing and striping all public streets. The developer is required to place traffic control, street name, and guide signs on all public streets and private streets approaching an intersection with a public street. Signs shall be furnished and installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards and shown on the signing and striping plan for the development.
- 4B. Gates must be set back from adjacent street flowline by either 35' or the length of longest-expected vehicle. As proposed, it appears ~45' is provided. If necessary, confirm a vehicle (tractor-trailer?) can fit in this space.
- 4C. Callout crosswalk striping.
- 4D. Callout ADA striping, typ.
- 4E. Southbound thru lane must align with receiving thru lane on Street D, to eliminate conflicts between left turns from Street D and site egress. As shown, this appears to be offset by about 12'.
- 4F. Add STOP sign.
- 4G. Callout parking striping, typ.
- 4H. Add STOP sign.
- 4I. Callout crosswalk striping.

### **5. Aurora Water** (Casey Ballard / [cballard@auroragov.org](mailto:cballard@auroragov.org) / 303-739-7382 / comments in red)

- 5A. When referencing other plans use the civil plans approval number or the application number.
- 5B. Does this access continue through this site?
- 5C. Meter easement is typically 10-feet. Preference is to keep the fire service out of this easement. Depending on meter size a larger easement may be required. See Section 5.04 for additional information.
- 5D. Meter size will be verified during civil plan review.

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

- 6A. Make the margins to comply with the County margin requirements. Since the private roadway is now going to be a Public R.O.W. you will need to add the notations to that effect. Label the R.O.W. and add centerline monuments with dimensions and curve data between the monuments. There are some offsite easement issues and some License Agreement issues. See the comments on the document(s). Contact Andy Niquette [dedicationproperty@auroragov.org](mailto:dedicationproperty@auroragov.org) for the easement concerns and Contact Grace Gray ([ggray@auroragov.org](mailto:ggray@auroragov.org)) for the License Agreement concerns. Please note that the site plan may not be approved until all the items needed are submitted, fully reviewed and ready to record. Send in the separate documents still needed.



**7. Life Safety** (Mark Apodaca/ [mapodaca@auroragov.org](mailto:mapodaca@auroragov.org) / 303-739-7656 / comments in blue)

7A. Please remove duplicate notes.

7B. Provide gate detail, show knox box, 6" minimum clearance from ground to bottom of gate, & swing gates shall swing into site.

7C. Provide trash enclosure detail, show latch mechanism and gates.

7D. Max 4% cross slope in fire lane.

7E. Provide fire access doors, not less than 1 access door shall be provided in each 100 linear feet, see 2015 IFC section 3206.6.1.1.

7F. Updated sign details.

7G. This appears to be the domestic water line. Please verify. Typical

7H. Call out/label fire service line. Typical.

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

8A. 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:

- Parcels
- Street lines
- Building footprints (If available)

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: [tinyurl.com/3xe6ds46](http://tinyurl.com/3xe6ds46) or by contacting [CADGIS@auroragov.org](mailto:CADGIS@auroragov.org)

**9. Adams County Planning Department** ([developmentsubmittals@adcogov.org](mailto:developmentsubmittals@adcogov.org) / 720-523-6859)

9A. Thank you for including Adams County in the review for Porteos W.I.C. - Site Plan and Plat. We have no comment on the subject referral.