

Planning Division
15151 E. Alameda Parkway, Ste. 2300
Aurora, Colorado 80012
303.739.7250



February 24, 2021

Oyun Namjig
Premier Investment Properties, LLC
9579 Kentwick Cir
Centennial, CO 80112

Re: Initial Submission Review – 570 Potomac Street Retail – Site Plan
Application Number: **DA-2219-00**
Case Numbers: **2021-6001-00**

Dear Oyun Namjig:

Thank you for your initial submission, which we started to process on January 25, 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 remain, you will need to make another submission. Please revise your previous work and send us a new submission on or before March 15, 2021.

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 Planning Commission hearing date is tentatively set for April 14, 2021. Note that due to the adjustments being requested, this application must go to a public hearing. Please remember that all abutter notices for public hearings must be sent and the site notices 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. More information and details will be included in the second review letter as the application is closer to the hearing.

As always, if you have any comments or concerns, please let me know. I may be reached at (303)-739-7121 or dosoba@auroragov.org.

Sincerely,

Dan Osoba, Planner II
City of Aurora Planning Department

cc: Lucy Van Dusen, RMG Engineers
Brian Pippin, Haselden
Scott Campbell, Neighborhood Liaison
Laura Rickhoff, ODA
Filed: K:\SDA\2219-00rev1



Initial Submission Review

SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- The adjustments need to provide justification and mitigation on both the cover sheet of the Site Plan and within the Letter of Introduction.
- Additional architectural features, fencing, or other enhancements will be expected along the southern property line to mitigate adjustment requests for landscaping.
- Corrugated metal is not a permitted building material.
- The Potomac Street site access is to be right-in/right-out.

PLANNING DEPARTMENT COMMENTS

1. Community Questions, Comments and Concerns

- 1A. Responses were received from Arapahoe County Engineering and Mile High Flood District, but both did not have comments. Please see the Xcel Energy Comment letter attached at the end of this review. Additionally, one comment was received from the adjacent property owner to the north:
- Stephanie Martinez, Suncor Energy USA
smartinez@suncor.com
720.219.7653
Comment: We are not comfortable with access to our lot via the South entrance and it may be blocked in the future. We have concerns for disruption of our business, customers and employee safety.

2. Completeness and Clarity of the Application

Generally

- 2A. Ensure all sheets are sized 24"x36" (Arch D).

Sheet 1

- 2B. Modify the sheet list per the order below:
- Cover Sheet
 - Site Plan (see comment below regarding the Architectural Site Plan and Site Layout Plan)
 - Grading and Drainage Plan
 - Utilities Layout Plan
 - Landscape Plan
 - Landscape Notes and Details
 - Site Details: this is a required new sheet to illustrate the various site details requested in the redlines.
 - Exterior Elevations
 - Colored Elevations/Materials
 - Site Photometric 1
 - Site Photometric 2
- 2C. The title should be revised to read: 570 Potomac Street Retail – Site Plan with Adjustments
- 2D. Remove the City Council line item from the signature block as it is not required with this application.
- 2E. Remove the color perspective from the cover sheet.
- 2F. Zoom out on the vicinity map. It should show Chambers to the east, Peoria to the west, and Colfax to the north.
- 2G. Include the Code Study information within the data block on the cover sheet. Each item should be a separate line item in the block.

Sheet 2

- 2H. The information on sheet 2 Architectural Site Plan is very similar to the Site Layout Plan. Please rename



the sheet to Site Plan and include only one of these two sheets. The information on both should remain on the single sheet.

- 2I. Detail drawings of the bike racks must be provided. Please provide a separate detail sheet for all items in the redlines requiring detail drawings.

3. Zoning and Land Use Comments

Sheet 1

- 3A. The zoning is MU-C only. Remove B-1 and B-3 from the data block.
- 3B. Major adjustment requests must be listed on the cover sheet. The code sections requested and associated justification for the request must be included. The 2nd submission will not be accepted without this information. Please see the Letter of Introduction redlines for further details.

Sheet 2

- 3C. Modify the adjacent zone districts per the redlines. All districts shown on this submission are outdated districts.
- 3D. The landscape buffer past the building should be increased as feasible. See the data block redlines for the parking requirements per code. There may be space to remove some parking and provide a code compliant buffer in the area shown on the redlines.
- 3E. The wood picket fence will need to be upgraded (if allowed by the adjacent owner) in order to qualify for the landscape buffer reduction from 25-feet to 18-feet. Please coordinate with the adjacent owner prior to the next submission if this option is proposed. Any correspondence or approvals of design should be included in subsequent submittals.

Letter of Introduction Comments

- 3F. For all adjustments that remain: cite the Code Section the request is being applied to. Please see the redlines for details.
- 3G. Remove the adjustment requests 2, 3, and 4. 2 and 3 are not code requirements and 4 is permitted without an adjustment because the landscape buffer area is encumbered by an easement.
- 3H. As proposed, an adjustment for the southern buffer width is required (Sec. 146-4.7.5.G). That can be reduced to 12', but a masonry wall is required as an incentive feature. If a decorative fence is provided, the minimum width is 18'. In order to qualify for a 18' width in the landscape incentive features, the 6' existing wood fence would need to be upgraded to a taller decorative fence. This will require coordination with the adjacent property owner and an adjustment from 18' to 14'.
- 3I. 146-405 is not the correct code section. Revise to 146-5.4.3.B.2.c.i. Instead of just saying the project conforms to the criteria, please list the criteria and indicate how the criteria is being met.

4. Pedestrian Issues

Sheet 2

- 4A. Verify that the adjacent property owner is okay with closing the opening in their fence. Correspondence will be required to verify they accept this modification.

5. Parking Issues

Sheet 1

- 5A. Parking is required at 2.5 spaces per 1,000 s.f. Only 15 parking spaces are required, one of which is the accessible parking space. Please modify the data in the table.

Sheet 2

- 5B. Dimension the parking spaces in the area shown.

6. Architectural and Urban Design Issues

Sheet 3

- 6A. Corrugated metal is not a permitted building material for commercial buildings. Please revise.



- 6B. Verify that the stucco is a 3-coat stucco and not EIFS. Note: EIFS is not a permitted building material.
- 6C. Membrane roofing is not a permitted roofing material.
- 6D. Indicate the roofing material on the elevations.
- 6E. The wainscot must wrap around the building at least 5-feet. Please add a dimension for this on sheet for the south elevation.
- 6F. Verify the awning material.
- 6G. Additional architectural features/element are expected as mitigation measures for any adjustments of the required buffer widths along the south elevation. It may be worth discussion options and expectations for this before your 2nd submission. Please coordinate with me if you would like to discuss.
- 6H. At least one horizontal articulation method must be utilized on the north and south elevation at a rate of 1 per 50 linear feet. The middle of the elevations lack one of these methods identified in Section 146-4.8-3.
- 6I. Mechanical equipment must be screened. Please provide either a parapet or the material utilized to screen the rooftop units, typical on all elevations.
- 6J. Include vertical dimensions for the wainscot and parapet changes, typical for all elevations.
- 6K. Provide an electronic materials board illustrating the various materials proposed on the building and roof.

Sheet 5

- 6L. Trash enclosures must be CMU masonry material. The gate may be wood fence material or metal, but must be opaque. Please include a detail drawing of the enclosure.
- 6M. The trash enclosure should not be placed next to the fire lane. The garbage truck will not be able to stay in the fire lane to pick up the trash.

7. Signage Issues

Sheet 1

- 7A. The maximum permitted sign area is 223.25 s.f. This is for all signage, including the monument signage area. The calculation is 2 s.f. per each linear foot for the first 100 linear feet of the building with a public entrance + ½ s.f. for each linear foot thereafter. Please revise the data in the block.
- 7B. Include the maximum number of signs and the proposed number of signs. The elevations indicate more than 6, which is the maximum permitted sign total.

Sheet 3

- 7C. 7 signs (including the 1 monument sign) are proposed. The maximum allowed is 6; however, additional signage up to a maximum of 8 is permitted through an administrative adjustment pursuant to Section 146-5.4.4.F.

Sheet 5

- 7D. The monument sign must be 21' from the flowline and outside of any sight triangles after they are corrected and drawn in.

8. Landscaping Issues (Kelly Bish / 303-739-7189 / kbish@auroragov.org / Comments in bright teal)

Sheet 1

- 8A. Please Note: Either the scale or sheet size etc. is not consistent throughout the plan set. The landscape, lighting and civil plan sheets are not the correct size and should match the architectural sheets/ cover sheet. Also, include a consistent title block throughout the plan set.
- 8B. Please come up with a consistent sheet numbering system throughout the plan set. 1 of 11, 2 of 11 etc.

Sheet 6

- 8C. Update the cross section to include the easements that overlap that swale.

*Sheet 8*

- 8D. Do not include the existing planting areas that are being removed on the landscape plan. Show the ultimate condition only.
- 8E. Add the six required trees to the south side of the building face in order to meet the required buffer.
- 8F. Do not include more than 40% ornamental grasses within the parking lot islands.
- 8G. There are utilities proposed along Potomac Street to service the new building, add the required street tree where indicated. It may also be used to meet the buffer requirements.
- 8H. When measuring the street buffer length, do not include the driveway.
- 8I. Remove the verbiage where noted for adjustments.
- 8J. Darken/thicken the property line.
- 8K. Dimension and label all provided street and non-street buffers.
- 8L. Do not use ornamental grasses to screen parking areas.
- 8M. List under a heading title adjustments, all the landscape adjustments being requested. *Note: adjustments must be due to a hardship and should be accompanied by some type of mitigation. Mitigation depending upon the adjustment request might be enhanced architecture, upsized plant material, increased plant material in another location etc.*
- 8N. Update the various tables as noted.
- 8O. Bldg. perimeter landscaping is required on the north side of the building as well. Update the table. Approximately 150lf or 4 trees or 40 shrubs or a combination of shrubs and trees. Parking lot islands may count if the plant material is within 20' of the north building face.

Sheet 9

- 8P. Update the General Notes where indicated.
- 8Q. Provide notes regarding the proposed surface material of the walks and drives and the proposed lighting type.

9. Addressing (Phil Turner / 303-739-7357 / pcturner@auroragov.org)

- 9A. Please provide a digital .shp or .dwg file for addressing and other GIS mapping purposes. Include the parcel, street line, easement and building footprint layers at a minimum. Please ensure that the digital file provided in a NAD 83 feet, Stateplane, Central Colorado projection so it will display correctly within our GIS system. Please eliminate any line work outside of the target area. Please contact me if you need additional information about this digital file.

REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES**10. Civil Engineering (Kristin Tanabe / 303-739-7306 / KTanabe@auroragov.org / Comments in green)***Sheet 1*

- 10A. This Site Plan will not be approved by Public Works until the Preliminary Drainage Report is approved.
- 10B. This will be a public document and must be able to be reproduced. Please remove the copyright statement.
- 10C. Add the note as shown on the redlined Site Plan cover sheet.

Sheet 2

- 10D. Why is this sheet different than the Site Plan? It seems these sheets are duplicating information.
- 10E. A retaining wall was identified in the area called out in the redlines on other plans.
- 10F. Per the Pre-App Notes, the access is to be updated to curb returns with curb ramps. Label the curb return radius and ramps.

Sheet 5



- 10G. A drainage easement is required for the water quality device, with a minimum of 4' from the edge of the device. An access easement is required from the drainage easement to the ROW.
- 10H. Is there a stop sign at the location shown?
- 10I. Please make sure all sheets are submitted full size.
- 10J. Label and dimension the existing sidewalk.
- 10K. Include access easement in the easement call out.
- 10L. Add the street name and dimension the existing ROW.
- 10M. Update the curb ramps and include the radii per the comment on sheet 2.

Sheet 6

- 10N. It is difficult to tell the extent of the retaining wall. Please clarify.
- 10O. Add a note indicating if the storm sewer system is public or private and who will maintain it.
- 10P. The minimum slope required for a swale is 2%, or provide a concrete pan, typical.
- 10Q. For ADA access, as close to 2% should be proposed. 1.8% is preferred, 1.5% is the minimum acceptable slope.
- 10R. The minimum slope for asphalt is 1%.
- 10S. Update the drainage easement and water quality device location per the comment on sheet 2.
- 10T. The minimum slope away from the building is 5% for 10' for landscape areas, and a minimum of 2% for impervious areas.
- 10U. The minimum slope in all non-paved areas including landscape islands is 2%.
- 10V. Update the curb ramps and include the radii per the comment on sheet 2.

Sheet 7

- 10W. Add a note indicating if the storm sewer system is public or private and who will maintain it.

Sheet 8

- 10X. Show and label the proposed storm sewer.
- 10Y. There will be a drainage easement in the area shown and trees are not permitted.

11. Traffic Engineering (Brianna Medema / 303-739-7336 / bmedema@auroragov.org / Comments in amber)

Traffic Impact Letter

- 11A. The proposed site access at Potomac Street should be right-in/right-out per the Pre-App Notes. The access falls within the intersection influence area.
- 11B. Provide a discussion section on the proposed signage and pork chop island installation appropriate for a right-in/right-out. Update the figures and other discussion sections accordingly.
- 11C. The internal existing access location is not shown correctly. Provide left turn templates, which will likely reveal conflicts.
- 11D. Please see other comments on the redlined Traffic Impact Letter.

Site Plan Comments

Sheet 1

- 11E. Add the note as shown on the cover sheet redlines.

Sheet 2

- 11F. Show the left turn templates. Offset accesses will likely cause conflicts. Mitigation may be necessary.
- 11G. Provide a minimum clearance between the ramp and the planter for ADA accessibility. The current location is unacceptable. Consider moving it to the locations shown on the redlines.
- 11H. Label the parking depth.
- 11I. Remove the 30'x30' sight triangles. These are no longer part of the City's code.
- 11J. Draw the sight triangles per COA TE-13.

*Sheet 5*

- 11K. Show all access movements including in's and out's. The traffic letter identifies the access shown as a full movement. Please coordinate with the traffic letter and determine if a right-in/right-out is acceptable.
- 11L. Provide a stop sign and any additional signage and/or islands identified in the traffic letter.

Sheet 8

- 11M. The planter interferes with the ADA accessibility, please relocate per the comment above on sheet 2.
- 11N. Draw the sight triangle per COA TE-13. SPI GO6, and BER CRI will not be allowed within the sight triangle. This comment does not constitute a full review. Please check the plant heights once the triangles are drawn in.

12. Fire / Life Safety (Jeff Goorman / 303-739-7464 / jgoorman@auroragov.org / Comments in blue)*Sheet 1*

- 12A. Provide the construction type in the data block.
- 12B. Identify if the building is sprinkled or non-sprinkled in the data block.
- 12C. Correct "Sprinklered" to "Sprinkled".
- 12D. Include the number of Van Accessible Spaces (1) in the data block.
- 12E. Note the City of Aurora has adopted the 2015 IBC.
- 12F. Provide the occupancy classification in the data block.

Sheet 3

- 12G. Please provide a sign package detail. This can be placed on a separate sheet. Please refer to the example in the redlines.
- 12H. Please show the location of the FDC and FDC sign on elevation drawings. Please refer to the FDC symbol on the redlines, typical.
- 12I. Please show the location of the Knox box on the elevations. Refer to the Knox box symbol on the redlines, typical.
- 12J. Please show the location of the Riser Room exterior door and sign on the elevations, typical.

Sheet 5

- 12K. Work the Real Property on the vacation of the access agreement and dedication of the fire lane.
- 12L. The beginning and end of the fire lane must be clearly marked. Provide fire lane ends here signage.
- 12M. Provide a detail of the trash enclosure and include a gate detail.
- 12N. Replace ADA with Accessible, typical.
- 12O. Verify the scale, typical for all sheets. On this sheet, it appears the scale is 1" = 33'.
- 12P. Verify all code sets are correct. City of Aurora has adopted the A117-2009.
- 12Q. The bollards shown are encroaching into the fire lane. No encroachments are allowed in the fire lane. Please see both locations called out in the redlines.
- 12R. Provide fire lane signage to clearly identify the beginning of the fire lane.
- 12S. It appears that notes 4 and 6 are included in the notes on the cover sheet. Please remove the duplicate notes from this sheet.
- 12T. Place notes 1 and 5 from this sheet onto the cover sheet notes. Please place general notes on the cover sheet and notes specific to an individual sheet on that sheet, typical.

Sheet 7

- 12U. Show the locations of the Knox box, typical.
- 12V. Show the location of the FDC. It must be within 100' of the hydrant near the main entrance to the building, typical.
- 12W. Please verify if this building is sprinkled. It appears it is sprinkled with a fire suppression/service line.
- 12X. Show the location of the Fire Sprinkler Riser Room to include the exterior door, typical.



- 12Y. Replace HC with Accessible, typical for all sheets.
- 12Z. Provide a bold dashed line to show the exterior accessible route throughout the site to the required accessible entrances (60%), site amenities (mail, trash and similar), and transportation stops (or to the edge of the site near public transportation stops). Maintain a minimum 1 ft candle to all exterior accessible routes.

13. Aurora Water (Daniel Pershing / 303-739-7646 / ddpershi@auroragov.org / Comments in red)

Sheet 6

- 13A. Please add a note for the private storm infrastructure.
- 13B. Why is the site being graded to flow away from the ROW? This is causing slope issues on storm.

Sheet 7

- 13C. The storm pipe slopes must be a minimum of 0.5%.
- 13D. The meter will not be allowed in the swale as no grading is allowed in a utility easement.
- 13E. Label the size.
- 13F. Please show and dimension the utility easement for the meter.

14. Forestry (Rebecca Lamphear / 303-739-7177 / rlamphea@auroragov.org / Comments in purple)

Sheet 2

- 14A. The adjacent property located at 13782 E 6th Ave has several trees, which will likely be impacted by the new asphalt along the north side of the property. We are requesting that you send a certified letter to the adjacent owner indicating the methods used to protect these trees, as well as remedies as a result of potential damage incurred from the development. Please provide the City of Aurora a copy of this letter including the date sent and received.

Sheet 9

- 14B. Trees are present on the property to the north and must be protected throughout all phases of development. Any trees that are preserved on the site during construction activities shall follow the standard details for Tree Protection per the current Parks, Recreation and Open Space Dedication and Development Criteria manual. The tree protection notes shall be included on the plan. The link for the manual can be found here:
<https://auroraver2.hosted.civiclive.com/cms/One.aspx?portalId=16242704&pageId=16529352>

15. Real Property (Maurice Brooks / 303-739-7294 / mbrooks@auroragov.org / Comments in magenta)

- 15A. Work with Andy Niquette (aniquett@auroragov.org) to begin the easement dedication process for this development. The Site Plan will not be approved and building permits will not be issued until the easement documents are completed and ready to record.



Right of Way & Permits

1123 West 3rd Avenue
Denver, Colorado 80223
Telephone: **303.571.3306**
Facsimile: 303. 571. 3284
donna.l.george@xcelenergy.com

February 4, 2021

City of Aurora Planning and Development Services
15151 E. Alameda Parkway, 2nd Floor
Aurora, CO 80012

Attn: Daniel Osoba

Re: 570 Potomac Street Retail, Case # DA-2219-00

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the site plans for **570 Potomac Street Retail**. Please be aware PSCo owns and operates existing overhead electric distribution facilities along the southerly property line. The property owner/developer/contractor must complete the application process for any new natural gas or electric service, or modification to existing facilities via xcelenergy.com/InstallAndConnect. It is then the responsibility of the developer to contact the Designer assigned to the project for approval of design details. Additional easements may need to be acquired by separate document for new facilities.

As a safety precaution, PSCo would like to remind the developer to call the Utility Notification Center by dialing 811 for utility locates prior to construction.

Donna George
Right of Way and Permits
Public Service Company of Colorado / Xcel Energy
Office: 303-571-3306 – Email: donna.l.george@xcelenergy.com