



Planning Division
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Aurora, Colorado 80012
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February 16, 2018

Nisha Kharbanda
7451 S Gartrell Road
Aurora Colorado

Re: Initial Submission Review –Gartrell Crossing at Saddle Rock East Conditional Use
Application Number: **DA-1216-21**
Case Number: **2010-6006-01**

Dear Ms. Kharbanda:

Thank you for your initial submission, which we started to process on January 24, 2018. We reviewed it and attached our comments along with this cover letter.

Another formal submission is not necessary, however, **please email your case manager a revised Letter of Introduction and Operations Plan by February 28, 2018.**

Your estimated Planning Commission hearing date is still set for Wednesday, March 14, 2018. 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, to include checking with adjacent builders if development activity and/or sales are taking place on properties adjacent to your site.

As always, if you have any comments or concerns, please give me a call. I may be reached at (303) 739-7249 or at sullman@auroragov.org.

Sincerely,

Sara Ullman, Planner
City of Aurora Planning Department

cc: Mindy Parnes, Planning Department
Pawan Kharbanda, pawan@kritek.org
Margee Cannon, Neighborhood Liaison
Gary Sandel, ODA
Filed: K:\\$DA\1216-21rev1



First Submission Review

1. Community Comments

No neighborhood comments have been received as of February 12, 2018.

SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

PLANNING DEPARTMENT COMMENTS

Sara Ullman/ sullman@auroragov.org/ 393-739-7249

2. Completeness and Clarity of the Application

Letter of Introduction

- Please see the redlined documents for specific edits. In general, please revise the Letter of Introduction to include the following information:

- The number of years the store has been operating.
- The number of years the applicant has worked at/operated the subject business.
- Reference the store's adjacency to residential and highlight mitigation techniques to minimize potential nuisances associated with the operation and/or the after hours proposal.
- Describe delivery operations and how the requested 24 hour operation may change the delivery schedule and/or truck route.

Operations Plan

- Thank you for providing such a detailed plan. Please see the redlined documents for specific edits. In general, please revise the Operations Plan so that it also includes the following information:

- Delivery operations (Include types of deliveries and types of delivery vehicles, hours of the day and frequency of deliveries, truck route, estimated unloading time, and how deliveries will change if the store is granted 24 hour use)
- Trash pick-up and snow removal operations
- Shift schedules and the number of employees per shift
- Parking operations for patrons and employees
- Lighting operations
- Liquor sales operations (Describe the hours of liquor sales and how it is monitored/stored)
- Security system
- Any mitigation techniques that will be employed in order to minimize any potential nuisances such as noise and lighting related to the proposed 24 hour use

REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

3. Traffic Engineering

Victor Rachael/ (303) 739-7309/ vrachael@auroragov.org

No comments at this time.

4. Neighborhood Services

Margee Cannon/ (303) 739-7287/ mcannon@auroragov.org

No comments at this time.

5. Life Safety

William Polk/ (303) 739-7371/ wpolk@auroragov.org

No comments at this time.