

Planning Division  
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Aurora, Colorado 80012  
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May 18, 2021

Jeff Wilkins  
Ent Credit Union  
7520 Campus Dr  
Colorado Springs, CO 80920

**Re: Second Submission Review** – Ent Credit Union at Seven Hills Plaza – Conditional Use & Site Plan with Adjustment  
Application Number: **DA-1097-13**  
Case Numbers: **1983-6087-36; 1983-6087-37**

Dear Mr. Wilkins:

Thank you for your second submission, which we started to process on April 29, 2021. We have reviewed your plans 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 June 2, 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 has changed and is set for June 23, 2021. 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.

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

Sincerely,

Todd Hager, Planner II  
City of Aurora Planning Department

cc: Aaron McLean, Galloway & Company INC., 6162 S Willow Dr Ste 320, Greenwood Village, CO 80111  
Scott Campbell, Neighborhood Liaison  
Laura Rickhoff, ODA  
Filed: K:\\$DA\1097-13rev2.rtf



## *Second Submission Review*

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

- ✓ **Provide information on the Adjustment on Cover Sheet (Planning)**
- ✓ **An adjustment for building perimeter landscaping will be required based upon the latest submittal (Landscaping)**
- ✓ **Remove the label “Preliminary Not for Building Not for Construction” on all sheets**
- ✓ **Add the label “Not for Construction” on the landscape sheet set**
- ✓ **The site plan will not be approved by public works until the preliminary drainage letter/report is approved (Civil Engineering)**
- ✓ **Please submit a preliminary digital addressing .SHP or a .DWG file as soon as possible (Addressing)**

### **PLANNING DEPARTMENT COMMENTS**

#### **1. Zoning and Land Use Comments** (Todd Hager / 303-739-7112 / [thager@auroragov.org](mailto:thager@auroragov.org) / Comments in teal)

- 1A. There needs to be an Adjustment Block for the 60% parking frontage. My apologies I did not include that with the 1st review. Please have a slimmed down version of the criteria answers from Section 5.4.4.D. of the UDO that is in the letter of introduction. Please include the adjustment request and justification on the first page of the plan set.
- 1B. Remove the label “Preliminary Not for Building Not for Construction” on all sheets.
- 1C. Add the label “Not for Construction” on the landscape sheet set.

#### **2. Landscaping Issues** (Kelly Bish / 303-739-7189 / [kbish@auroragov.org](mailto:kbish@auroragov.org) / Comments in bright teal)

##### ***Landscape Plan***

- 2A. An adjustment for building perimeter landscaping will be required based upon the latest submittal. Both the southern and eastern sides of the building are non-compliant. There appears to be room along the southern building face for the required landscaping. Adjustments to the width of the planting bed are required along the east side of the building in order to accommodate the required plantings. Additional comments regarding landscaping will be provided with the third review.

#### **3. Addressing** (Phil Turner / 303-739-7357 / [pcturner@auroragov.org](mailto:pcturner@auroragov.org))

- 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:
  - 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: <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)

##### **Site Plan**

##### **Sheet 1**

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

##### **Sheet 2**

- 4B. Include material type for the proposed retaining wall.

##### **Sheet 4**

- 4C. Include drainage easement label in section for Private Water Quality Grass Swale.  
Drainage Report and Plan



4D. The drainage report and plan needs to be uploaded by the engineer to the civil DR folder. Drainage review will not be provided in the DA folder.

**5. Forestry** (Becky Lamphear / 720-739-777 / [rlamphea@auroragov.org](mailto:rlamphea@auroragov.org) )

No further comment.

**6. Traffic Engineering** (Brianna Medema / 303-739-7336 / [bmedema@auroragov.org](mailto:bmedema@auroragov.org) / Comments in amber)

No further comment.

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

Site Plan

Sheet 11

7A. Knox box must be no lower than 4' or higher than 6' above finished grade.

**8. Aurora Water** (Nina Khanzadeh / 303-739-7490 / [nkhanzadeh@auroragov.org](mailto:nkhanzadeh@auroragov.org) / Comments in red)

Site Plan

Sheet 5

8A. Show and label dimensions of all proposed utility easements.

Sheet 8

8B. Please include all proposed and existing easements in landscape plans. Note no trees or obstructions to enter existing or proposed utility easements.

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

No additional comment.

**10. Engineering Services, Arapahoe County** (Sarah White / 720-874-6500)

No additional comment.

**11. Xcel Energy** (Donna George / 303-571-3306 / [donna.l.george@xcelenergy.com](mailto:donna.l.george@xcelenergy.com))

No additional comment.