

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



December 23, 2019

Miranda Mooney
4582 S Ulster St Ste 1500
Denver, CO 80237

Re: Initial Submission Review – Aurora Commerce Center Buildings C & D – Site Plan Amendment
Case Number: **2003-6040-07**

Dear Ms. Mooney:

Thank you for your initial submission, which we started to process on December 9, 2019. 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 by January 6, 2020. Please note that an easement release and dedication is required as well as a license agreement which may be required. The review and approval process for the easement release/dedication and license agreement is typically 6-8 weeks. Please start this process because this amendment will not receive final approval until this is complete.

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.

If you have any comments or concerns, please let me know. I may be reached at (303)-739-7266 or cdalby@auroragov.org.

Sincerely,

Claire Dalby, Planner II
City of Aurora Planning Department



Initial Submission Review

PLANNING DEPARTMENT COMMENTS

1. Completeness and Clarity of the Application

- 1A. Please cloud all proposed revisions to the site plan. As submitted, what is being changed is unclear. Be advised that additional comments from referral departments are likely expected once these changes are made clear.
- 1B. Submit the full plan set and a letter of introduction indicating which sheets are changed.
- 1C. Modify data block on coversheet to reflect this most recent amendment.

2. Architectural and Urban Design Issues

- 2A. Please include elevations of proposed guard house.

3. Parking Issues

- 3A. Indicate any changes to parking configuration and parking counts.

4. Landscaping Issues (David Barrett / 303-739-7133 / wbarrett@auroragov.org)

- 4A. Label the guard house on the Landscape Plan.

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

- 5A. 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

REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

6. Civil Engineering (Kristin Tanabe / 303-739-7306 / KTanabe@auroragov.org / Comments in green)

- 6A. Please cloud all revisions.

7. Traffic Engineering (Brianna Medema / 303-739-7628 / bmedema@auroragov.org / Comments in amber)

- 7A. Sight triangles are based on stop sign location. Please revise based on current stop sign location (Sheet 21).

8. Fire / Life Safety (Ted Cavines / 303-739-7628 / tcavines@auroragov.org / Comments in blue)

- 8A. Leave Ex. Hydrant, route fencing around hydrant (Sheets 18 and 19).
- 8B. Provide a 4-foot man-way gate with Knox Box, cross hatch No Vehicle Parking in front of access and paved sidewalk (Sheets 18 and 19).
- 8C. Show a gate detail, location of gate and swing direction of gate (Sheet 18).
- 8D. Add to label, manual gate (Sheet 18).
- 8E. Hydrant moved (from indicated area) (Sheet 18).
- 8F. Do not move hydrant to indicated location (Sheet 18).
- 8G. Show location, label and detail for all fire lane signage (Sheet 18).
- 8H. Add to label of gate: automatic SOS operated, Knox Box Override, battery backup and swing width. Add



- a detail of each gate (Sheets 19, 20 and 21).
- 8I. Provide a Reserved Parking sign (Sheet 19).
 - 8J. Provide a detail for curb stop at each accessible parking stall (Sheet 19).
 - 8K. Provide graphic Tow Away symbol (Sheet 19).
 - 8L. 26' aerial fire lanes shall be located 15'-30' from structure, for one whole side, where provided (Sheet 20).
 - 8M. Show existing hydrant (Sheet 20).
 - 8N. Show fire lane turning radii. Shall be minimum of 29' inside and 52' outside for 23' fire lanes (Sheets 20 and 21).
 - 8O. Show all FDC(s) and Knox Box(es) on elevation sheets. Please reflect on all applicable elevation sheets (Sheet 40).
 - 8P. Show interconnected exterior accessible route to all site amenities and public transportation with a solid dash line. Please reflect on all applicable photometric sheets (Sheet 45).

9. Real Property (Darren Akrie / 303-739-7331 / dakrie@auroragov.org / Comments in pink

- 9A. Please add a vicinity map on your 1st page or provide the cover sheet which should reflect that.
- 9B. It appears that a portion of your fire lane alignment has changed. An easement release and dedication shall be required for this new alignment. Please Contact **Andy Niquette** in Real Property at 303-739-7300 for submittal requirements. Once Andy has received what he needs, it usually takes 6-8 weeks to complete the process. The site plan amendment will not receive final approval until these documents are complete and ready to record. Andy needs to have received your packet by the time I receive your next submittal from Planning or you may not have your project approved by the proposed date given on your timeline.
- 9C. If you have items such as the guard house and gate crossing within an easement then a license agreement shall be required. Contact **Grace Gray** in Real Property at 303-739-7300 or ggray@auroragov.org for submittal requirements. Once Grace receives what he needs, it usually takes 4-6 weeks to complete the process. The License must be complete and ready to record before we will give final approval for the site plan amendment. Grace needs to have received your packet by the time I receive your next submittal from Planning or you may not have your project approved by the proposed date given on your timeline.
- 9D. Yellow indicates existing fire lane (Sheet 17).
- 9E. Easement Release and new dedication required by separate document (Sheet 21).