

March 12, 2021

Ryan Loomis  
City of Aurora  
Planning Division  
15151 E. Alameda Parkway, Ste. 2300  
Aurora, CO 80012

RE: Murphy Fuel at Citadel (DA-1422-13; 2017-6017-03; 2020-3053-00)

Dear Ryan,

Please find below our submittal package addressing the 1<sup>st</sup> review comments for the proposed Murphy Oil. This letter is to address comments we received from you on 12-01-2020. To facilitate your review, we have included the original conditions in *italicized* font and have provided our responses in **bold**.

**Summary of Key Comments from All Departments:**

- 1) *You have an outstanding submittal fee invoice in the amount of \$20,480.00, which must be paid prior to the acceptance of your second submittal.*  
**Response: The invoice has been paid.**
- 2) *Remove all AutoCAD text items and flatten PDF for next submittal.*  
**Response: The PDF has been flattened.**
- 3) *Provide an approval letter from the Citadel DRC with next submittal.*  
**Response: The approval letter has been included with this submittal.**
- 4) *Review recommendations for enhancing outdoor patio/plaza, including better lighting, more transparency connection with building, etc.*  
**Response: The outdoor patio has been revised.**
- 5) *Site Plan will not be approved by Public Works until the Preliminary Drainage Letter/Report is approved.*  
**Response: Acknowledged.**
- 6) *Private drive must not be completed from Altura Blvd to Kmart Plaza to the east prior to the issuance of a Certificate of Occupancy.*  
**Response: Acknowledged.**
- 7) *Please add the complete Sign Package to this Site Plan.*  
**Response: Completed.**
- 8) *Please label Public Access, Fire Lane and Utility Easement.*  
**Response: Completed.**
- 9) *Several easements need to be released. Contact Andy Niquette ([aniquett@auroragov.org](mailto:aniquett@auroragov.org)) for the easement concerns.*  
**Response: Acknowledged.**
- 10) *Review comments from outside agencies.*  
**Response: Acknowledged.**



**Planning and Development Services – Ryan Loomis**

*Community Questions, Comments and Concerns*

- A) *Nine outside referral agencies, eight registered neighborhood organizations, and nine adjacent property owners were notified of the application. No comments were received from members of the public. Due to the lack of neighborhood comment, no neighborhood meeting will be required for this proposal. Comments were received from 3 outside agencies, which are attached at the end of the letter.*

**Response: Acknowledged.**

- B) *Provide a Letter of Authorization from current Property Owner.*

**Response: A letter of authorization has been provided with this submittal package.**

- C) *The Citadel on Colfax Design Review Committee will need to provide input on the proposal prior to the second submission.*

**Response: The approval letter has been included with this submittal.**

- D) *As a reminder, the revised east/west street alignment and changes to landscaping, streetlights, etc. must be updated on the approved Citadel on Colfax Master Plan, via a mylar change application prior to final mylar submittal for this site plan.*

**Response: Acknowledged.**

*SITE PLAN*

*Redlines to Cover Sheet, Sheet 1*

- E) *Required bicycle parking is only one bicycle space (10% of vehicle parking per UDO).*

**Response: Table has been updated on the cover sheet.**

*Redlines to Site Plan, Sheet 2*

- F) *Clearly label all proposed property lines.*

**Response: Property lines have been shown in the legend.**

- G) *Provide cross-section of how the propane tank and ice unit uses will look. Recommend these be placed to the left of patio with landscape screening views from Altura and east/west street. Place bike rack out front where units are currently shown.*

**Response: Propane and ice unit details have been included on sheet 2.3.**

- H) *Recommend a door into convenience store be placed here to allow access to patio. This would also provide more “eyes” on the pedestrian area and meet Citadel Guidelines and Standards 3.9. Per Citadel Guidelines and Standards 3.9, plazas should feature entrances to retail spaces along their perimeter to activate the space.*

**Response: Additional cameras will be used to provide more eyes on the patio area.**

- I) *Show layout of outdoor furniture, such as benches, table & chairs, trash receptacles, etc. Refer to the Citadel Master Plan, as it provides typical street furniture, bike racks, etc.*

**Response: The street furniture has been labeled.**

- J) *Show in legend the type of paving material for plaza. Per Citadel Guidelines and Standard 3.9, paving materials shall incorporate colored, patterned or decorative concrete, brick or stone pavers, exposed aggregates and/or other decorative finish elements.*

**Response: The material has been added to the legend.**

- K) *What is the concrete area shown?*

**Response: The concrete transformer pad has been called out.**

- L) *Show what side is the project side for each section for clarity.*

**Response: Project side has been labeled.**

- M) *Recommend sliding canopy, tanks, and vents north to allow for straight sidewalk.*

**Response: Tank vents are now internal to the canopy columns.**

- N) *The Citadel Master Plan shows a bus stop here. Please label. Seating shall be placed to serve bus stops per Citadel Guidelines and Standards document.*

**Response: The bus stop has been labeled.**

- O) *Show detail for trash enclosure on site plan set (although shown on colored rendering). Per Citadel Guidelines and Standards 3.5, materials for all walls around trash enclosure and screen walls shall be complementary to the building it serves utilizing the same finishes or colors.*

**Response: Trash enclosure details have been included.**

*Redlines to Landscape Plan, Sheet 5*

- P) *Citadel Guidelines and Standards 3.9 call for 1 shade tree for plazas. Possible location could be area shown by cutting short the paved area.*

**Response: Acknowledged**

- Q) *Per UDO Section 146-3.3.5.OO.9.e.ii, show at the intersection of buffer strips fronting on public and private streets, a distinctive landscaped area at least 10 percent larger in size than the area that would otherwise be formed by the intersection of the required buffer strips shall be provided. Landscaping in this intersection area shall consist of plant specimens having a high degree of visual interest during all times of the year.*

**Response: Completed**

*Redlines to Photometric Plan, Sheet 7*

- R) *Per Citadel Guidelines and Standards 3.12 pedestrian lighting fixtures shall be a maximum of 16 feet tall.*

**Response: Acknowledged.**

- S) *Ensure lighting is provided for patio, such as bollard lighting. Lighting shall be a maximum of 16 feet tall and designed to illuminate pedestrian pathways and provide for human safety and security.*

**Response: Lighting has been provided for the patio area.**

- T) *Use only 1 digit for sheet numbering. No "0"*

**Response: Acknowledged.**

*Redlines to Elevations, Sheet 9*

- U) *Recommend these windows be clear to allow for "eyes" onto the pedestrian walkway to Colfax for safety and security. Per the Citadel Guidelines and Standards 4.5, buildings fronting or facing streets or publicly accessible open spaces or plazas shall include a minimum of 30% ground floor transparency.*

**Response: Additional cameras will be used to provide eyes on the walkway area.**

*Redlines to Elevations, Sheet 10*

- V) *Recommend these windows be clear to allow for "eyes" onto the plaza for safety and security. Also recommend a pedestrian door in area to allow access to plaza. Per the Citadel Guidelines and Standards 4.5, buildings fronting or facing streets or publicly accessible open spaces or plazas shall include a minimum 30% ground floor transparency.*

**Response: Additional cameras will be used to provide eyes on the patio area.**

*Plat*

- W) *Remove all AutoCAD text items and flatten PDF for next submittal.*

**Response: The PDF has been flattened.**

**Landscaping – Kelly Bish:**

*SITE PLAN*

*Redlines to Site Plan, Sheet 2*

- A) *Label/Number what appears to be the transformer pad.*

**Response: The transformer has been labeled.**

*Redlines to Grading Plan, Sheet 3*

- B) *Provide to some top and bottom of wall elevations along the length of the wall.*

**Response: Completed.**

*Redlines to Landscape Plan, Sheet 5*

- C) *Dimension and label the buffers provided along E. Colfax Avenue and N. Altura Boulevard.*

**Response: Completed**

- D) *Because street trees and buffer trees are restricted due to the utilities in these areas, place them interior to the site. They should be deciduous canopy trees and may be counted toward the buffer requirement and street tree requirement given the utility encumbrance.*

**Response: Completed**

- E) *Add trees along the eastern private drive.*

**Response: A tree has been added where space allows.**

- F) *If possible, attach the sidewalk so that the landscape areas are not bisected by the walk along the private drive to the east.*

**Response: Acknowledged**

- G) *Amendments to the UDO were recently adopted that prohibit no more than 20% of the street frontage landscape buffer to be ornamental grasses. In addition, all proposed shrub material must attain a height of between 3'-4'. Please adjust the plant material proposed behind the wall or interior to the site to meet this requirement. Given the quantity of grasses proposed along the exterior side, no ornamental grasses should be installed along the interior side of the wall.*

**Response: Completed, no ornamental grasses have been proposed along the interior side of the wall.**

- H) *Label the building "Murphy Oil Convenience Store"*

**Response: Completed**

- I) *While accessibility for maintenance is necessary, this needs to be screened given its prominence at the entrance to the development. Extend the wall.*

**Response: Screening and a vertical architectural element has been added.**

- J) *Because the minimum buffer width is not being met along N. Altura Boulevard, adjust the quantity of ornamental grasses being proposed as they will provide little to no screening during the winter months and the mugo pine will take years before they provide any type of buffer so replace with plant material that will grow more quickly.*

**Response: Completed**

- K) *Show the property line as traditional line type. A long dash and short dashes.*

**Response: Completed**

- L) *There are utilities mounted to the wall along the western side of the building that require screening. Provide a vertical architectural element. These should not be visible as this is the main entrance into the development. Refer to Section 146-4.7.8. A.*

**Response: Screening and a vertical architectural element has been added.**

M) *What is the circle in the pedestrian plaza area? Label.*

**Response: The pedestrian plaza area has been updated.**

N) *Provide a table with square footages and percentages of water conserving vs. non-water conserving landscape areas. Refer to the Landscape Reference Manual.*

**Response: Completed**

O) *Meet the building perimeter landscape requirements for the east side or request an adjustment. Remember adjustments must express a hardship and then offer a mitigating measure to offset the adjustment request. Adjustments must be included in the letter of introduction, on the cover sheet of the plan set and on the landscape plan.*

**Response: Completed**

P) *Street trees may not count toward the required buffer trees as they are there own requirement. Update the plan and table accordingly.*

**Response: Acknowledged and completed**

Q) *Update the tables provided per the comments.*

**Response: Completed**

*Redlines to Landscape Details and Notes, Sheet 6*

R) *Update the notes as per the review comments provided.*

**Response: Completed**

S) *Add an elevation/detail for the trash enclosure. The master plan requires a solid wall with a gate or door.*

**Response: Please refer to sheet 2.2 for the elevation/detail for the trash enclosure.**

T) *20% of the trees must be upsized to 3" caliper per planning area.*

**Response: Completed**

*Redlines to Exterior Building Elevations, Sheet 10*

U) *The mechanical equipment will be highly visible along the western side of the building along N. Altura Boulevard and is required to be screened. See commentary on landscape plan and this sheet.*

**Response: A screen wall has been added.**

**Addressing – Phil Turner:**

A) *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, including Parcels; Street lines; Building footprints (If available)*

**Response: CAD files have been included with this submittal.**

B) *Please ensure that the digital file is provided in a NAVD 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 targeted area. More information can be found at: <http://tinyurl.com/AuroraCAD> or by contacting [CADGIS@auroragov.org](mailto:CADGIS@auroragov.org)*

**Response: CAD files have been included with this submittal.**

**Civil Engineering – Kristin Tanabe:**

*SITE PLAN*

*Redlines to Cover Sheet, Sheet 1*

- A) *The Site Plan will not be approved by Public Works until the Preliminary Drainage Letter/Report is approved.*

**Response: Acknowledged**

- B) *The shown note is already note 17.*

**Response: Deleted.**

*Redlines to Site Plan, Sheet 2*

- C) *Advisory Note: The minimum text size for civil plans is 0.10. Much of the text here is smaller than that and difficult to read.*

**Response: Acknowledged**

- D) *Show/label the existing sidewalk.*

**Response: Completed**

- E) *Label pan.*

**Response: Completed**

- F) *Add a note that the private drive must be completed from Altura Blvd to Kmart Plaza to the east prior to the issuance of a Certificate of Occupancy.*

**Response: Completed**

- G) *Label proposed cross pan.*

**Response: Completed**

- H) *Verify with traffic if there should be stop sign at this intersection.*

**Response: Completed. Stop sign has been added.**

- I) *Verify with Fire/Life Safety if a fire lane easement is required. The private drive is not build to public street standards.*

**Response: Note has been removed. Fire lane easements have been labeled.**

- J) *Show/label proposed lights on private street.*

**Response: Completed**

- K) *Dimension each travel lane or provide the overall dimension flowline to flowline.*

**Response: Completed**

*Redlines to Grading Plan, Sheet 3*

- L) *Label slope of access road.*

**Response: Completed**

- M) *Minimum slope away from the building is 5% slope for 10 feet for landscape areas, min 2% for impervious areas.*

**Response: Completed**

- N) *In areas for ADA, 1.8% slope is permitted, 1.5% slope minimum required.*

**Response: Completed**

- O) *Add a note indicating if the storm sewer is public or private and who will maintain it.*

**Response: Completed**

- P) *Show/label proposed lights on private street.*  
**Response: Completed**

*Redlines to Utility Plan, Sheet 4*

- Q) *Show/label proposed lights on private sheet.*  
**Response: Completed**

*Redlines to Photometric Plan*

- R) *Show/label proposed lights on private street.*  
**Response: Completed**

**Traffic – Brianna Medema**

- A) *Please contact Brianna Medema for Traffic comments.*  
**Response: Responses to traffic comments have been done directly in the PDF that has been included with this submittal.**

**Fire/Life Safety – John J. Van Essen:**

**SITE PLAN**

*Redlines to Site Plan, Sheet 1*

- A) *Please revise Note 19 to Read: The 2015 International Fire Code (IFC), requires all buildings to be assessed for adequate Emergency Responder Radio Coverage (ERRC). At the time the structure is at final frame and final electrical inspections, the general contractor (GC) will be required to hire an approved and qualified independent 3<sup>rd</sup> party to assess the radio frequency levels within the structure. Once completed, the 3<sup>rd</sup> party will provide the results of the test to the both the GC and the Aurora Building Division as to whether the structure passed or failed the preliminary radio surveillance. A structure that has passed this surveillance requires no further action by the GC. A failed radio surveillance will require a licensed contractor to submit plans to the Aurora Building Division to obtain a building permit for the installation of an ERRC system prior to installation. This assessment and installation are at the owner or developer's expense. Future interior or exterior modifications to the structure after the original Certificate of Occupancy is issued will require a reassessment for adequate radio frequency coverage.*  
**Response: Completed**

- B) *Please show compliance to the 2015 IFC Amendment 66-33 limiting Fuel Dispensing Facilities Stations to within 500 feet of an E; I; or R-4 Occupancy.*  
**Response: Completed**

- C) *Please revise the Site Data Block as shown.*  
**Response: Completed**

*Redlines to Site Plan, Sheet 2*

- D) *Please show symbol and label the Knox Box.*  
**Response: Completed**
- E) *Please label and show the Van Accessible Spaces. Please show and label the Van Accessible Signs and Curb-Stops to protect the signs.*  
**Response: Completed**
- F) *Please add the Type of Fuel and Gallonage's of the Tanks.*  
**Response: Completed**
- G) *Please label the Bollards.*  
**Response: Completed**

- H) Please add "with Bollard Protection".  
**Response: Completed**

*Redlines to Site Plan, Sheet 3*

- I) Please add the complete Sign Package to this Site Plan. Details should include but are not limited to the following:
- Fire lane signs include post
  - Handicap accessible parking signs include post
  - Handicap accessible curb ramp detail
  - Handicap accessible parking layout. Provide a symbol and label for the location of the handicap accessible sign with this layout. Ensure the sign is back far enough not to be within the curb "roll-over" area.
  - Striping details for crosswalks.
- Response: Completed**

- J) Please label Public Access, Fire Lane and Utility Easement.  
**Response: Completed**

- K) I believe this is a currently a Public Access, Fire Lane and Utility Easement. Please relabel.  
**Response: Completed**

*Redlines to Site Plan, Sheet 9*

- L) Please label and show the symbol for the Knox Box.  
**Response: Completed**

*PLAT*

- M) Please label 24' Public Access, Fire Lane and Utility Easement.  
**Response: Completed**
- N) Please label 30' Public Access, Fire Lane and Utility Easement.  
**Response: Completed**

**Aurora Water – Steve Dekoski:**  
**SITE PLAN**

*Redlines to Utility Plan, Sheet 4*

- A) Typically this service line would run from the building after the backflow device. Backflow devices can't be located outside due to freeze potential.  
**Response: The service line is now coming from the building, after the backflow.**
- B) Include sanitary service line size. 4" services can't connect to a manhole, must be a tee connection on the main. 6" services may connect to a manhole.  
**Response: Proposed service is 6".**

**Real Property – Maurice Brooks:**

- A) See the red line comments on the Plat and Site Plan. There are several easements that need to be released. To keep the uniformity of the proposed easements, you may need to dedicate the off-site easement at this time, instead of later by others. Contact Andy Niquette ([aniquett@auroragov.org](mailto:aniquett@auroragov.org)) for the easement concerns. The easements running through the proposed subterranean storage tanks will need to be released (vacated) prior to the acceptance to the Site Plan. This action will avoid the conflict with City Code about having no structures in any easements. Keep this time frame in mind, so it does not cause any consternation on the completion of the project.  
**Response: Acknowledged.**



**Xcel Energy – Donna George:**

- A) *Please review the attached letter from Xcel Energy and address all comments.*  
**Response: Letter reviewed. An application will be submitted to Xcel.**

**Tri-County Health Department:**

- A) *Please review the attached letter from Tri-County Health Department and address all comments.*  
**Response: Letter reviewed. An application will be submitted through TCHD.**

**RTD – Clayton Scott Woodruff:**

- A) *No comments.*  
**Response: Acknowledged**

**CDOT – Richard Solomon:**

- A) *Please review the attached letter from CDOT and address all comments.*  
**Response: The letter has been reviewed and responses to the comments have been included with this submittal.**

Sincerely,

**GALLOWAY**

Jim Erwin-Svoboda, PE  
Civil Engineering Project Manager  
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