

April 23, 2021

City of Aurora  
Planning and Development Services  
Todd Hager, Planner II  
15151 E. Alameda Parkway, Ste. 2300  
Aurora, Colorado 80012  
303-739-7250

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

Dear Mr. Hager,

Thank you for providing comments on the Initial review of the subject project. Below are responses to the comments received from staff in a letter dated April 1, 2021 as part of our 1<sup>st</sup> Site Plan review. The comments received in the staff comment letter are below with our responses in **bolded dynamo**.

## **Planning Department Comments**

### **1. Zoning and Land Use Comments – (Todd Hager – 303-739-7112)**

1A. All the site plan illustrations need to be enlarged for legibility. For instance, on the grading plan it is very hard to read the contours.

**Response: All text throughout the plan set is set to be 0.10 in height.**

1B. North arrow and scale bar should be at the bottom right of each sheet.

**Response: The north arrow and scale bar location has been moved to the bottom right of each sheet.**

1C. Photometric plan is difficult to read. Please increase the size of the site plan graphic.

**Response: All text throughout the plan set is set to be 0.10 in height.**

1D. Provide information on the Conditional Use on C. Drive-through facility is a conditional use accessory to a permitted use according to Sections 146-3.2 and 146-3.3. Approval criteria per Section 146-5.4.3.A.

**Response: A summary of the Conditional Use requirements and how this site meets all those requirements has been added on the Cover Sheet.**

1E. Per section 146-4.7.8.B.2.b. trash facilities must have a setback of 12 feet adjacent to commercial uses. Shall be large enough to accommodate both a dumpster and a recycling bin and shall be completely screened from view of public streets and adjacent properties using one of the techniques listed in Subsection 2.a. By reducing the parking provided closer to the required could provide alternative locations for the trash enclosure.



**Response: The trash enclosure has been shifted to meet the 12' setback. The enclosure size has been verified to be large enough to accommodate a dumpster and a recycle bin.**

1F. Maximum permitted sign area = 155.5 square feet. Maximum number of signs = 5.

**Response: Understood.**

1G. The sidewalk to the north should connect to adjacent commercial properties.

**Response: Per email exchange between Galloway & Company and Todd Hager on 4/19/2021 the existing sidewalk to the north is acceptable and the proposed pedestrian access to the west of this proposed property will suffice.**

1H. Remove adjacent property owner names. Add subdivision name, typical.

**Response: Adjacent property owners names have been replaced with the subdivision name.**

1I. Remove any signage. You may choose to include a dashed outline of proposed sign location. Signs are by separate permit.

**Response: Understood, proposed signage will not be shown, unless just a dashed outline.**

1J. Suggestion about reducing the visual impact of the parking area at the street. A denser landscape buffer as well as potential landscape islands that would break up the spaces. A low masonry wall can assist with screening as well. Refer to landscaping comment regarding the street frontage species not be enough. Staff would like to see more justification or additional landscape/screening for the second submittal in regard to the requested adjustment section 146-4.6.5.A.3.a. no more than 60 % of the lot frontage on arterial and collector streets to a depth of 60 feet shall be occupied by surface parking.

**Response: Additional and larger shrubs have been added for parking lot screening per suggestions of the city. See response to comment 2D/2E in landscaping section.**

1K. If there is a monument sign, make sure the base is illustrated on the Site Plan. Will need license agreement if within a utility easement. Monument sign detail needs to be on the details page. Only an outline of the text area and illustration of the base.

**Response: Understood, thank you.**

## **2. Landscaping Issues – (Kelly Bish – 303-739-7189)**

2A. The entrance into the shopping center is essentially being treated like a street with sidewalks etc., make these deciduous trees canopy trees and not upright/columnar species.

**Response: Where necessary, trees have been updated. See comments on plan for details.**

2B. Add a tree where indicated. All parking rows are required to terminate with a deciduous canopy tree.

**Response: Due to conflict with company mandated offset with an existing fiber optic cable location, a tree is unable to be added to suggested area. Additional shrubs have been added. See plans for details.**

2C. Plant material along here for the buffer should be selected to meet a minimum height of between 4'-5'.

**Response: Understood, plant material has been adjusted to meet height requirements.**

2D. This area must comply with both the street frontage buffer requirements as well as the parking lot screening

**Response: Understood, the area has been updated per the suggestions of the city/reviewer.**

2E. requirements. While the plant quantities are fine, the majority of the plant species are too short to meet either the street frontage buffer requirement of 4' minimum or the parking lot screening requirement of between 3-4' tall. Consider a more simplified layout with a double row of two different height shrubs and some accent plants in the very front.

**Response: Understood, the plant material has been adjusted per the city's suggestion.**

2F. Update the ornamental tree size in the plant schedule.

**Response: The tree sizes have been updated in the plant schedule where necessary per the requirements.**

2G. Make the landscape tables more legible by increasing the font size and the darkness.

**Response: Landscape tables have been formatted as suggested.**

2H. Update the tables as noted.

**Response: Tables have been updated as noted.**

2I. Be advised if a landscape requirement is not being met, than an adjustment must be requested and a hardship expressed. This would be applicable only to the building perimeter landscaping that is deficient. See additional commentary on the plan.

**Response: Understood, additional plantings to meet building perimeter landscaping have been added as possible.**

### **3. Addressing – (Phil Turner – 303-739-7357)**

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:

- Parcel
- 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)

**Response: Understood, a CAD file will be provided.**

## Referral Comments From other Departments and Agencies

### 4. Civil Engineering – (Kristin Tanabe – 303-739-7306)

4A. Please remove the copyright statement.

**Response: The copyright statement has been removed from all title blocks.**

4B. Show/label proposed and existing stop signs.

**Response: An additional label has been added to indicate the existing and proposed stop signs.**

4C. A drainage easement is required for the water quality swale.

**Response: Understood, a drainage easement has been added to encompass the swale.**

4D. Include easement label, typical all existing and proposed easements.

**Response: Existing and proposed easements have been labeled.**

4E. Label curb opening.

**Response: Curb openings have been labeled.**

4F. Directional ramps are standard with the intent of keeping pedestrians outside of the cross pan. Please refer to COA standard detail for ramps in ROW. Additional draft ramp details and information can be provided if needed.

**Response: Ramps have been revised per email exchange between the engineer and Kristin Tanabe on 4.18.2021. The two ramps along Hampden Avenue have been revised to reflect the draft ramp detail S9.3 to allow pedestrians to cross the access drive and Hampden Avenue.**

4G. Label existing cross pan.

**Response: Existing cross pan label has been added.**

4H. Please do not include standard details in the plans. Reference the detail number where needed.

**Response: Understood, standard details have been removed and referenced where needed.**

4I. Show roof drain locations.

**Response: Roof drain locations have been added. Roof drains are located on the west side of the building. Drains will discharge into the landscape area and proceed to the curb cut locations where the water quality swale will collect it.**

4J. Show/label drainage easement.

**Response: The proposed drainage easement has been added and labeled.**

4K. Provide additional slope labels in landscape areas. Minimum 2% slope.

**Response: Additional slope labels have been added within the landscape areas.**

4L. Provide additional slope labels away from the building or add a note stating the minimum requirements (5% for 10' for landscape areas and 2% for impervious areas).

**Response: A note has been added onto this sheet.**

4M. Add a note the water quality swale is to be maintained by the owner.

**Response: This note has been added.**

4N. Show/label swale with underdrain and sidewalk chase/concrete flume.

**Response: The proposed swale and underdrain are now shown and labeled.**

4O. A drainage easement is required for the water quality swale in this area. No trees may be planted to interfere with the water quality swale.

**Response: Understood, thank you.**

## **5. Forestry – (Becky Lamphear – 720-739-7177)**

5A. Please Trees will be impacted by this development. Due to the location, size and condition of trees on the site, relocation is not an option. The use of tree equivalents is not permitted to mitigate for tree loss. Tree mitigation is always above and beyond the Landscape Code requirements. Any tree that is removed from this site will either require replacement within the landscape or be mitigated through payment to the Community Tree Fund.

Please show a tree mitigation chart on the landscape plan taken from the Landscape Manual page 29. If payment will be made into the Tree Planting Fund, add another column to the chart indicating the payment amount that will be made. If trees will be planted on the site, please show a symbol indicating trees that are specific to tree mitigation.

The caliper inches that will be lost are 81", but only 31" would be required for planting back onto the site. The mitigation value is \$4,220.00.

TREE #	SPECIES	DIAMETER	MITIGATION VALUE	COMMENTS	MITIGATION INCHES
1	Green Ash	9	\$168.3		2
2	Juniper	6	\$185.4		2
3	Juniper	14	\$1,008.75		6
4	Honeylocust	14	\$975.90		6
5	Juniper	8	\$329.49		3
6	Juniper	10	\$514.74		4
7	Juniper	9	\$416.97		4
8	Juniper	11	\$622.81		4
Total		81	\$4,222.35		31

NOTE: Mitigation values based on International Society of Arboriculture's Guide to Plant Appraisal. Species, diameter, condition, and location factors were included in the assessment.

**Response: Tree mitigation table and labels have been added.**

## **6. Traffic Engineering – (Brianna Medema – 303-739-7336)**

6A. Add stop sign to the NW (double post on this pole with Do Not Enter sign).

**Response: A label has been added to the site plan indicating a post with double signage R1-1 "Stop" and R5-1 "Do Not Enter".**

6B. Entrance only needs painted arrow (18), & entrance only signage (NE).

**Response: Arrow striping and signage has been added to the northeast entrance.**

6C. Modify shaded area to not include fill/color Outline only is acceptable.

**Response: Site triangle fill has been removed.**

6D. Include all sight triangles.

**Response: Additional sight triangles have been added.**

6E. Add dimension for parking.

**Response: Per Aurora UDO Table 4.6-4 60 degree parking will have a curb length per space of 10.4 feet, space depth of 21 feet, space width of 9 feet, and a 1 way access aisle of 18 feet. Please see dimensions on site plan.**

6F. Add Traffic Signal Easement.

**Response: A 10' Traffic Easement already exists within the area that is requested.**

6G. Add sight triangle (use 50mph as design speed for Hampden Ave).

**Response: A 50 mph sight triangle has been added for Hampden Ave.**

6H. Stop sign detail or reference to R1-1 will be required with Civil Plan Sign & striping set.

**Response: Understood, thank you.**

6I. No dimensions on these are needed in Site Plan but will be required in Civil Plan Sign and Striping details.

**Response: Understood, thank you.**

6J. City Standard Striping is applicable in Sign & Striping set in Civil Plans. Can include them without the signatures on bottom, but preference to include reference to standard instead.

**Response: Understood, thank you.**

6K. Two sight triangles are missing (see added lines). Review plantings when all 3 sight triangles are included. JUSA, RHAR, SPAL are ok in sight triangles, Trees are ok, but may be required to be limbed up.

**Response: Two missing sight triangles have been added.**

6L. One POFR, 2-3' tall is too large in sight triangles.

**Response: The POFR will be moved out of the sight triangle or replaced with an acceptable height plant.**

6M. Trip Generation Letter - No City Comments, please PE stamp and resubmit.

**Response: Trip Generation Letter will be stamped and resubmitted.**

**7. Fire/Life Safety – (Mark Apodaca – 303-739-7656)**

7A. Notes 7 & 19 can be removed.

**Response: Understood, two notes have been removed.**

7B. Please revise the existing fire lane sign orientation. See note #3 of updated fire lane notes for fire lane sign orientation.

**Response: Understood.**

7C. Please verify if, the landscaping in front of main entrance is accurate.

**Response: Mislabeled note. Intended to be #23 for ADA Path.**

7D. Provide a knox box at main entrance. Show symbol and label for knox box. (Show knox box on Site, Utility, Landscape and Photometric Plans)

**Response: A knox box has been added and is visible on all sheets.**

7E. Replace Handicap with Accessible.

**Response: Handicap has been replaced with Accessible.**

7F. Updated fire lane signage and notes.

**Response: The fire lane signage and notes have been updated on the site plan sheet.**

**8. Aurora Water – (Nina Khanzadeh – 303-739-7490)**

8A. Note that water service to commercial site will require backflow preventer.

**Response: Understood, a backflow preventer will be internal to the building.**

8B. Show existing or proposed water meter in landscaped area. Show in pocket utility easement. Piping downstream of WM should be listed as private.

**Response: The existing water meter has been added and labeled to the plan sheet.**

8C. Provide preliminary drainage report.

**Response: Preliminary drainage report was provided on 1st submittal. We did receive deferred comments and have addressed them with this resubmittal package.**

8D. How will stormwater flows be conveyed? Roof drain to inlet?

**Response: All stormwater onsite will be routed through curb and gutter to curb cuts along the western curb line where runoff will enter a water quality swale, and ultimately discharge into the access road at the north of the site.**

8E. Show all utility easements on landscape plan

**Response: Understood, easements have been added to the landscape plan.**

**9. Real Property – (Maurice Brooks – 303-739-7294)**

9A. Add, Filing No.1., after Firestone Subdivision on all sheets.

**Response: Additional wording has been added to the title block on all sheets.**

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

10A. See attached letter.

**Response: Understood, thank you.**

**11. Xcel Energy – (Donna George – 303-571-3306)**

11A. See attached letter.

**Response: Understood, thank you.**

Sincerely,  
**GALLOWAY**

Aaron McLean  
Site Development Project Manager  
Email: [aaronmclean@gallowayus.com](mailto:aaronmclean@gallowayus.com)

Jenny Romano, PE  
Civil Engineer Project Manager  
[JennyRomano@GallowayUS.com](mailto:JennyRomano@GallowayUS.com)

Duncan Rady, EIT  
Civil Design Engineer  
[DuncanRady@GallowayUS.com](mailto:DuncanRady@GallowayUS.com)