



October 16, 2020

City of Aurora  
Planning and Development Services Department  
Attention: Mr. Ryan Loomis  
15151 E. Alameda Parkway, Suite 2300  
Aurora, CO 80012

**RE: Initial Submission Review: Bank of America at Chambers Plaza – Conditional Use and Site Plan**  
**Application Number: DA-2238-00**  
**Case Number: 1979-6022-22; 1979-6022-23**

Dear Mr. Loomis:

Thank you for the comments on October 16, 2020 for the above-mentioned project. In an effort to address your comments concisely and simplify your review of the site plan, we have summarized your comments and our responses below.

## **COMMENT RESPONSE LETTER**

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

1. Pay application fees prior to second submittal
  - *Response: Application fees of \$17,401.00 have been paid – check dated 8/28/2020*
2. Remove unnecessary symbology on site plan for more clarity.
  - *Response: Unnecessary symbology has been removed*
3. Provide color elevations.
  - *Response: Color elevations have been provided as a separate document as requested*
4. Provide additional building perimeter landscaping.
  - *Response: No building landscaping added to East or West side of building. Refer to civil plans.*
5. Dedicate the drainage easement by separate document.
  - *Response: Easement will be dedicated via separate document once the drainage easement is finalized with Public Works*
6. Ensure proper slope grades are provided.
  - *Response: Adequate slopes are being maintained*
7. Show sight triangles from intersections.
  - *Response: Sight triangles have been added*
8. Update the diameters located on the tree mitigation plan.
  - *Response: Diameters updated on mitigation plan*

9. Address the issue regarding structure crossing over a tract line per Life Safety comment. A Subdivision Replat may be required.
  - *Response: The property line is no longer present, and has been removed from the plans*

## PLANNING DEPARTMENT COMMENTS

### PLANNING

RYAN LOOMIS / [RLOOMIS@AURORAGOV.ORG](mailto:RLOOMIS@AURORAGOV.ORG) / 303-739-7220

1. Sheet 1 – Cover Sheet
  - A. Rename title to “Bank of America at Chambers Plaza Site Plan with Adjustment and Conditional Use” and update all sheets.
    - *Response: Title Block has been renamed and updated.*
  - B. List the Adjustment request and the Conditional Use request on the Cover Sheet.
    - *Response: The Adjustment and Conditional Use request have been added*
  - C. Include sign information in Project Data block. Please see example provided.
    - *Response: Sign information has been added*
  - D. Label proposed use as a Bank with Drive-Through.
    - *Response: Proposed use has been updated*
  - E. Please move the Amendment box to lower right and move signatures up.
    - *Response: Amendment box has been moved to the lower right hand corner, and signature blocks have been moved up.*
  - F. Place lines for signature and date in the signature block.
    - *Response: Lines have been added in the signature block*
  - G. Very difficult to tell which parcel the project is on with the current vicinity map because there's no context. Suggest using an aerial with an outline, otherwise the site is floating in the middle of nowhere.
    - *Response: Areal has been added*
2. Sheet 2 – Site Plan
  - H. Revise how the detention pond is shown so it's not a gray box.
    - *Response: Gray box has been removed for the detention pond*
  - I. Remove the “Northing and Easting” calculations. The Site Plan should read more clearly.
    - *Response: “Northing and Easting” calculation have been removed*
  - J. Please show curb line of parking lot abutting detention pond.
    - *Response: Curb line has been made visible*
  - K. Show direction of queuing of cars for drive-through
    - *Response: Direction of queuing cars has been added*
  - L. The symbology for landscaping should be removed from site plan since it's on the landscape plan. Site plan should be cleaner and easy to read.
    - *Response: Landscape symbology has been removed*
3. Sheets 11 and 12 – Elevations/Materials Board
  - M. Provide colored elevations for the bank and upload as a separate document with the next submittal.

- *Response: Colored elevations have been provided as a separate document as requested*
- N. Please include the table 4.8-8 that shows compliance with the architectural standards to ensure the building design meets all the requirements. The table has a scoring system. The building seems very one-dimensional, could be improved, especially along the south elevation adjacent to Colfax.
  - *Response: Table 4.8-8 has been added and has been scored to show compliance with four sided architecture*
- O. Provide percentages of each building material.
  - *Response: Material percentages of each building material has been added for each facade*
- P. Remove the signage from the elevations and only include a dashed outline that is labeled "potential signage location" since signage is reviewed under a separate sign permit
  - *Response: Signage has been removed and replaced with a dashed outline and labeled "Potential Signage Location"*
- Q. Show where the rooftop equipment is located relative to the parapet so we can ensure it is not visible.
  - *Response: Rooftop equipment has been added to demonstrate that all units are hidden. Tallest unit is 10" below top of parapet wall.*
- 4. Letter of introduction
  - R. The letter says 15007 E Colfax is the address and the site plan says 15077 E Colfax is the address. Please list the correct address, which appears to be 15077 E. Colfax.
    - *Response: The address has been updated to match the site plan.*
  - S. Address the Approval Criteria for the drive-through Conditional Use. See Section 146-5.4.3.A.3.
    - *Response: The Approval Criteria met was specified and added.*
  - T. Remove all references to a "Variance" as this is a request for an Adjustment to allow more than 25 percent of the lot frontage to be occupied by surface parking. Clarify the percentage requested as your discussion is little confusing.
    - *Response: Variance has been removed.*
  - U. Address the Approval Criteria for the parking lot frontage allowance. See Section 146-5.4.4.D.3.
    - *Response: Addressing this section was completed.*
  - V. Include discussion in this letter about the design of the building and how it complies with architecture standards. See comments provided in Elevation/Materials Board section above.
    - *Response: Discussion of the building and materiality has been added to the letter of introduction to demonstrate compliance with four sided architectural guidelines.*
- 5. Miscellaneous
  - W. Please fill out the Mineral Rights Affidavit and supply this document to your Case Manager with the application submittal.
    - *Response: Mineral Rights Affidavit has been provided.*

- X. Payment of application fees is required prior to second submittal. Based on the requirement to submit a Subdivision Plat, a new invoice will be sent to include these fees.
  - *Response: Application fees were paid, \$17,401.00, check dated 8/28/2020*
- Y. Per Life Safety comment 7B regarding the structure crossing over lot lines, this may require a Subdivision Replat. Work with Life Safety and Real Property to finalize requirement. A Subdivision Replat may be required and would cause an additional process and fee.
  - *Response: The property line is no longer present and has been removed from the plans*

## LANDSCAPING

KELLY K. BISH / [KBISH@AURORAGOV.ORG](mailto:KBISH@AURORAGOV.ORG) / 303-739-7189

1. Sheet 5 – Landscape Plan
  - A. Add a tree in the designated parking lot island. All parking rows are to terminate with a tree.
    - *Response: Tree added*
  - B. Provide the additional building perimeter landscaping or ask for an adjustment.
    - *Response: Adjustment asked for. There is no building perimeter landscaping on the East or West sides of the building.*
  - C. Do not hatch the shrub beds. Handle the mulch treatment as a note only. It makes it more difficult to see the plant material when it is hatched.
    - *Response: Rock mulch hatch in shrub bed removed and note added.*
  - D. Change out the ornamental grasses being used as screening for the parking lot. The new Unified Development Ordinance does not permit the use of ornamental grasses to screen parking.
    - *Response: Ornamental grassed removed from parking lot screening along Colfax Ave and replaced with deciduous shrub species.*
  - E. Dimension and label the buffer along Colfax Avenue.
    - *Response: Landscape buffer labeled and dimensioned on Colfax Avenue.*
  - F. Darken the sidewalk outline/edges as it is difficult to read.
    - *Response: Sidewalk edged darkened.*
  - G. Make the tree species along the entrance drive one species.
    - *Response: Tree species adjusted along entrance drive. Only one species is now proposed.*
  - H. Provide the actual detention basin seed mix.
    - *Response: Detention basin seed mix provided on page 7.*
  - I. Update the plant schedule as noted.
    - *Response: Plant schedule updated*
  - J. Provide a table demonstrating the high and low water uses by square footage. These should also be represented as a percentage of the overall landscape area.
    - *Response: Water use table added to page 5.*
  - K. Add a table that demonstrates compliance with the detention water quality requirements.

- *Response: Detention water quality requirements accounted for in landscape calculations table.*
- L. Make sure the data table numbers provided on this sheet and the cover sheet coincide.
  - *Response: Data table numbers correspond with cover sheet numbers.*
- 2. Sheet 6 – Tree Mitigation Plan and Landscape Notes
  - M. Update the landscape notes to only include the notes
    - *Response: Landscape notes updated to only include 5 notes specified by the City of Aurora.*
  - N. The landscape notes should only consist of the 5 notes required as detailed in the Landscape Reference Manual in addition to any Building/Public/Life Safety and Public Works required notes.
    - *Response: Landscape notes updated to only include 5 notes specified by the City of Aurora.*
- 3. Sheet 11 – Building Elevation
  - O. Will there be any utilities mounted to the exterior of the building? Gas meters, electric meters etc. If so, please indicate where those will be.
    - *Response: Electrical meter and gas meter to be installed on North Elevation (minor facade) Landscaping shrubs to be installed in front of meters per landscape plan.*

#### ADDRESSING

**PHIL TURNER / [PCTURNER@AURORAGOV.ORG](mailto:PCTURNER@AURORAGOV.ORG) / 303-739-7271**

1. 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: A preliminary .DWG will be submitted shortly.*
2. 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.
  - *Response: Understood, the digital file will be provided in the correct coordinate system.*

#### REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

##### REAL PROPERTY

**MAURICE BROOKS / [MBROOKS@AURORAGOV.ORG](mailto:MBROOKS@AURORAGOV.ORG) / 303-739-7294**

1. Sheet 1 – Cover Sheet
  - A. Revise note #7 as detailed.
    - *Response: Note #7 has been revised*
2. Sheet 2 – Site Plan
  - B. Show the boundary of the easement with a dashed line.
    - *Response: Easement boundary has been updated to a dashed line*
  - C. Dedicate the Drainage easement by separate document. Contact Andy Niquette (aniquett@auroragov.org) for the easement concerns. Please note that the site plan

cannot be approved until all the items needed are submitted, fully reviewed and ready to record.

- *Response: Easement will be dedicated via separate document once the drainage easement is finalized with Public Works*

D. Please clarify if highlighted line is a Tract line? if so, then label the Tracts on both sides of the line.

- *Response: The property line is no longer present and has been removed from the plans*

E. Confirm with Fire/Life Safety if new building can cross the Tract line.

- *Response: The property line is no longer present and has been removed from the plans*

F. Make the property line solid/continuous on all appropriate sheets.

- *Response: Property line has been updated to solid/continuous*

G. Add bar scale ratio.

- *Response: Bar scale ratio has been added*

## CIVIL ENGINEERING

KRISTIN TANABE / [KTANABE@AURORAGOV.ORG](mailto:KTANABE@AURORAGOV.ORG) / 303-739-7431

### 1. Sheet 1 – Cover Sheet

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

- *Response: Understood, Preliminary Drainage Report has been resubmitted as of 10/12*

B. Add the provided note under Site Plan Notes.

- *Response: Note has been added*

### 2. Sheet 2 – Site Plan

C. Please do not hatch the detention pond so surface features can be shown. Show/label pond maintenance access.

- *Response: Hatching has been removed, and maintenance access has been labeled*

D. Railing is required for all walls over 30".

- *Response: Railing added to the retaining wall*

E. Label/dimension existing sidewalk.

- *Response: Dimension and label have been added*

### 3. Sheet 3 – Grading Plan

F. Remove hatch so pond elements can be seen (Max 4:1 side slopes, min 2% slope in pond bottom).

- *Response: Hatching has been removed*

G. Show/label pond maintenance access. Access is required to the pond bottom and the top of the outlet structure. An access easement is required from the drainage easement to public right of way. Show/label 100-year water surface elevation. Indicate direction of emergency overflow.

- *Response: Access easement has been added. Emergency overflow direction and 100-year water surface elevation have been added.*

H. Label slopes (Min 1% slope for asphalt, 0.5% for concrete).

- *Response: Slopes have been labeled*
- I. For accessible path, slope away from the building can be less than 2% but must be at least 1.5%, preferably 1.8%.
  - *Response: Adequate slope away from the building is being maintained*
- J. Minimum slope away from building is 5% for 10 feet of landscape areas, minimum 2% for impervious areas.
  - *Response: Noted, adequate slopes maintained*
- K. Add a note indicating if the storm sewer system is public or private and indicate who will provide maintenance. (See same note on Sheet 4)
  - *Response: Note has been added to both sheets*
- 4. Sheet 8 – Site Details
  - L. Indicate where the property line is in relation to the footing. No portion of the wall can be over the property line.
    - *Response:*
  - M. Structural calculations for all cast in place walls required with the first civil plan submittal.
    - *Response: Noted*
  - N. Railing or barrier required for all retaining walls over 30".
    - *Response: Railing has been added*

## TRAFFIC

**BRIANNA MEDEMA / [BMEDEMA@AURORAGOV.ORG](mailto:BMEDEMA@AURORAGOV.ORG) / 303-739-7336**

- 1. Sheet 1 – Cover Sheet
  - A. Traffic Letter has been approved.
    - *Response: Thank you for your review*
  - B. Add the provided note under Site Plan Notes.
    - *Response: Note has been added*
- 2. Sheet 2 – Site Plan
  - C. Add sight triangles from the highlighted stop location (west side of crosswalk)
    - *Response: Sight triangles have been added*
  - D. Shift stop sign to east.
    - *Response: Stop sign has been moved*
  - E. Label existing signage, if not present add Stop sign for SB approach.
    - *Response: Label added to existing signage*
- 3. Sheet 5 – Landscape Plan
  - F. Add sight triangle from this intersection.
    - *Response: Site Triangle added.*

## LIFE SAFETY

**JEFF GOORMAN / [JGOORMAN@AURORAGOV.ORG](mailto:JGOORMAN@AURORAGOV.ORG) / 303-739-7464**

- 1. Sheet 2 – Site Plan
  - A. There are multiple fire lane signs in this area, but it appears that no fire lanes easements in this area. Remove these fire lane signs.
    - *Response: Fire lane signs have been removed*



- B. Structure cannot encroach over the property or Tract line. Contact Real Property to remove or relocate this property line.
    - *Response: The property line is no longer present and has been removed from the plans*
  - C. Place fire lane sign in these locations along the existing fire lane
    - *Response: Fire land signs have been added*
2. Sheet 9 – Overall Photometric Site Plan
- D. Provide a bold dashed line to show exterior accessible route throughout site to required accessible entrances (60%), site amenities (Mail, Trash & similar) and transportation stops (or to edge of site near public transportation stops). Maintain minimum 1 ft candle to all exterior accessible routes.
    - *Response: Bold dashed line placed to show exterior accessible route. Maintained 1 ft-candle minimum to all exterior accessible routes.*

## FORESTRY

BECKY LAMPHEAR / [RLAMPHEAR@AUORAGOV.ORG](mailto:RLAMPHEAR@AUORAGOV.ORG) / 303-739-7177

1. Sheet 6 – Tree Mitigation Plan
- A. There will be trees affected by development. Due to the condition of trees on the site, relocation is not an option. The use of tree equivalents is not permitted to mitigate for tree loss. And 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.
    - *Response: Mitigation table added to tree mitigation plan and included funds to be paid to The Tree Fund.*
  - B. Update the diameters located on the tree mitigation plan, several were incorrect. Please include grading on this sheet as well.
    - *Response: Grading included and tree diameters updated.*
  - C. 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.
    - *Response: Mitigation table added to tree mitigation plan and included funds to be paid to The Tree Fund.*
  - D. The caliper inches that will be lost are 153", but only 77" would be required for planting back onto the site. The mitigation value is \$21,800.00
  - E. *Response: Acknowledged.*

| TREE # | SPECIES        | DIAMETER | MITIGATION<br>VALUE | COMMENTS | MITIGATION<br>INCHES |
|--------|----------------|----------|---------------------|----------|----------------------|
| 4      | Ponderosa Pine | 15       | \$1,359.32          |          | 8                    |
| 5      | Ponderosa Pine | 20       | \$2,415.93          |          | 10                   |
| 6      | Ponderosa Pine | 19       | \$2,180.46          |          | 10                   |



|              |                |            |                    |           |
|--------------|----------------|------------|--------------------|-----------|
| 7            | Ponderosa Pine | 32         | \$6,055.19         | 16        |
| 8            | Ponderosa Pine | 32         | \$6,055.19         | 16        |
| 9            | Ponderosa Pine | 15         | \$1,359.32         | 8         |
| 10           | Ponderosa Pine | 20         | \$2,415.93         | 10        |
| <b>Total</b> |                | <b>153</b> | <b>\$21,841.35</b> | <b>77</b> |

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: Acknowledged.*

#### AURORA WATER

**RYAN TIGERA / [RTIGERA@AUORAGOV.ORG](mailto:RTIGERA@AUORAGOV.ORG) / 303-571-3306**

##### 1. Sheet 4 – Utility Plan

- A. Provide access to outlet structure and bottom of pond.
  - *Response: Access easement has been added*
- B. All points of connection and utility conflicts to be potholed and the clearance information included on the civil plans prior approval. (typ).
  - *Response: Note has been added*
- C. Label as “private” existing storm sewer.
  - *Response: Private label has been added*
- D. Aurora Water GIS shows this as a 10 inch sewer main.
  - *Response: Note has been changed to reflect the 10” main*
- E. Remove material type for irrigation line on site plan. Work with Tim York to determine the correct material and size for irrigation plans.
  - *Response: Material type has been removed from callout*

#### XCEL ENERGY

**DONNA GEORGE / [DONNA.L.GEORGE@XCELENERGY.COM](mailto:DONNA.L.GEORGE@XCELENERGY.COM) / 303-571-3306**

- 1. Public service Company of Colorado (PSCo) owns and operates existing natural gas and electric distribution facilities within the proposed project area. The property owner/developer/contractor must complete the application process for any new natural gas or electric service, or modification to existing facilities including relocation and/or removal via [xcelenergy.com/InstallAndConnect](http://xcelenergy.com/InstallAndConnect). It is then the responsibility of the developer to contact the Designer assigned to the project for approval of design details. Additional easements may need to be acquired by separate document for new facilities.
  - *Response: Noted, Thank you for your review*
- 2. Call the Utility Notification Center by dialing 811 for utility locates prior to construction.
  - *Response: Noted*

#### MILE HIGH FLOOD DISTRICT

**MARK SCHUTTE / 303-455-6277**

- 1. No comments per letter dated August 19, 2020
  - *Response: Thank you for your review*

#### COLORADO DEPARTMENT OF TRANSPORTATION

## STEVE LOEFFLER

### 1. Drainage Comments

- A. I have reviewed the attached drainage report, I conclude that there will be no negative drainage impact to Colfax, and the existing conditions have been maintained and improved.
- *Response: Thank you for your review*

### 2. Traffic Comments

- A. The intersection at Colfax and Alutura Blvd is a safety concern. It is a LOSS 4. Not sure if this development would be adding trips to this intersection since distribution and counts from the current site was not given.
- *Response: Per our traffic letter there will be decrease in daily vehicle trips*
- B. The access to the east of the site is not a safety concern.
- *Response: Thank you for your review*
- C. As long as the bank drive thru is going west to east, there should not be a backup on to Colfax.
- *Response: Thank you for your review*

### 3. Permits Comments

- A. 8-17-2020 Any signing for this development must be on premise and cannot be either partly or wholly in the State Highway Right-of-Way and must comply with any other applicable rules governing outdoor advertising in Colorado per the State of Colorado rules, 2 CCR 601-3.
- *Response: Noted, Thank you for your review*
- B. This section of Colfax is under a contract maintenance agreement between the City of Aurora and CDOT so any work in the State Highway Right-of-Way which includes, but is not limited to utility, landscaping, or survey work would only need permitting from Aurora.
- *Response: Noted, Thank you for your review*
- C. CDOT will want to review the drainage report to insure there will be no negative impact to the State Highway.
- *Response: Per comments received 8/31/2020, reviewer, named Samer, stated no negative impact to the State Highway after review of submitted Drainage Report.*
- D. This is a scrape-off and replacement of an existing pad site. No issues with proposed plans. The TIS fails to ID if the abutting access to the shopping center has an existing access permit. If not, I advocate that a "no-build" access permit be required for this driveway to at minimum, establish a baseline of traffic count. While there may not be any construction, there could be a safety need to add markings such as a crosswalk, a stop bar etc. at the right in-out access.
- *Response: An access permit is not required due to the proposed development not increasing traffic volumes compared to the existing use by more than 20 percent. Daily and morning peak hour trips are expected to decrease afternoon peak hour trips are expected to increase by one (1) trip.*

## RTD

CLAYTON WOODRUFF/ [CLAYTON.WOODRUFF@RTD-DENVER.COM](mailto:CLAYTON.WOODRUFF@RTD-DENVER.COM) / 303-229-2943

1. No comment per email dated August 19, 2020

- *Response: Thank you for your review*

With Kimley-Horn, you should expect more and will experience better. Please contact me at 720-636-8273 or [emily.felton@kimley-horn.com](mailto:emily.felton@kimley-horn.com) should you have any questions.

Sincerely,

Please add signature when VPN access is available to you.

KIMLEY-HORN AND ASSOCIATES, INC.

Emily Felton