



Planning Division  
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Aurora, Colorado 80012  
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May 12, 2022

Chad Ballard  
Paradigm Systems, Inc.  
2513 Elmira Street  
Aurora, CO 80010

**Re: Initial Submission Review:** Elmira North – Site Plan with Adjustment and Subdivision Plat  
**Application Number:** DA-2029-02  
**Case Numbers:** 2022-3026-00; 2017-6009-01

Dear Mr. Ballard:

Thank you for your initial submission, which we started to process on April 18, 2022. We reviewed it and attached our comments along with this cover letter. The review letter contains comments from all city departments, outside agencies, and community members.

Since many important issues still remain, you will need to make another submission. Please revise your previous work and send us a new submission on or before June 3, 2022 to remain on schedule.

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.

As always, if you have any comments or concerns, please give me a call. I may be reached at 303-739-7857.

Sincerely,

Sarah Wile, AICP  
Senior Planner, City of Aurora  
Planning & Development Services Department

cc: Kay Galligan, Factor Design Build  
Jesse Donovan, Brightlighter Engineering  
Laura Rickoff, ODA  
Filed: K:\SDA\2029-02rev1.rtf



## Initial Submission Review

### **1. Planning** (Sarah Wile / 303-739-7857 / [swile@auroragov.org](mailto:swile@auroragov.org) / Comments in teal)

1A. Referrals were sent to 8 registered neighborhood organizations and 3 adjacent property owners. One comment was received from a registered neighborhood organization that did not identify any specific concerns with the project. Staff recommends reaching out directly to this individual and providing them the building elevations, but it does not appear that a neighborhood meeting will be required.

*Name: Nadine Caldwell*

*Organization: Northwest Aurora Neighborhood Organization (NANO)*

*Email: [bnthdnth@comcast.net](mailto:bnthdnth@comcast.net)*

*Comment: Looks like a great plan for residential/mixed use. Nice to see they are finally doing this part of the project. Great views for 3rd floor residential. Did not see any plans of what the building will look like. Is this coming later?*

1B. Please update the Letter of Introduction to include the additional information outlined in the redline comments. This letter should provide a broad overview of the project and members of the public or Planning Commission should be able to read this letter and understand what is proposed without looking at the Site Plan.

1C. Update the title of the Site Plan on all sheets to be “**Elmira North – Site Plan with Adjustment**” to match the name of the project in the city system. If this is not the title you would like, please coordinate with your Case Manager to update this prior to resubmitting.

**1C.) Titleblock has been updated.**

1D. Revise the Vicinity Map to be more “zoomed in” so the location of the Site Plan can be seen easily. See redline comments for the approximate limits of what should be shown. Ensure that all surrounding streets are labeled.

1E. Please revise the Amendment Block to remove the text. This is reserved for amendments made after a Site Plan is approved and recorded, so the note is not applicable.

1F. Fix the spelling errors in the Site Plan Notes and add additional notes per comments from other departments.

1G. Before recordation of the subject Site Plan, a mylar change will be needed to the Phase 1 Site Plan to bubble the applicable sheets for changes and add the Case Number for this application (CN 2017-6009-01) so there are correct references on both plan sets to the other document.

1H. Update the legal description on the Cover Sheet to account for the proposed **Elmira North Subdivision Filing No. 1 Plat**. The Plat will be recorded prior to or concurrently with the Site Plan, so the Site Plan should reflect the updated Plat.

1I. For 13,000+ square feet of office space between both phases, the UDO requires 33 parking spaces, plus two parking spaces for the residential (35 spaces total) and 25 are proposed. Therefore, an adjustment will need to be requested. The previous zoning district (SIR) did not have specific parking requirements, so the number of spots required was based on what could be provided. That has now changed and there are defined requirements. Include the specific calculations below the Data Block to show how the requirements were determined.

1J. As noted above in Item 1I, an adjustment will need to be requested from Section 146-4.6.3 related on-site parking requirements based on the zoning changes made since the original application was submitted. The adjustment should be noted on the Cover Sheet and in the Letter of Introduction. The Letter of Introduction should also include detailed justification for the adjustment per the criteria in the UDO. Staff is supportive of the adjustment request due to the existing conditions and the infill nature of the project, but it does need to be accounted for. Parking alternatives in Section 146-4.6.4 can also be used as justification, like credit for bicycle parking, and credit for on-street parking.



1K. Please make updates to the Data Block related to square footages / percentages, signage, bicycle parking, and automobile parking. See redline comments for additional information.

1L. The phasing of the project (Phase 1 vs. Phase 2) should be shown consistently throughout the Site Plan. Some sheets have areas grayed back that are not grayed back on other sheets and some sheets do not include a clear phasing line at all (like Sheets 2 and 5).

11M. Please update labeling throughout the plan set per redline comments and ensure that all items that are relevant to this phase (i.e. parking space dimensions, trash enclosure, fencing, etc.) are still called out on the Site Plan even if they are already constructed or outside the “limits” of this phase.

1N. Please clarify if an entry gate is still proposed within the parking lot. This was identified on the Phase 1 Site Plan, but is not shown on this one. If proposed, it needs to be called out on all sheets and a detail should be provided in this plan set since it impacts Phase 2 as well.

1O. Please prepare a shared parking agreement between the two phases since the buildings are on different lots and parking is proposed to be shared. This is precautionary in case one of the lots is sold off in the future to another individual and there are disagreements about which parking spaces are for which property. Please provide a draft of this prior to Planning Commission. The final version will need to be notarized, recorded, and provided to staff to keep in our records.

1P. Remove the architect stamp from the title block as this is not a requirement of the Site Plan

1Q. Provide a detail of the proposed monument sign base. It should identify the height, width, and materials of the base. Please do not include the actual sign text as part of this detail.

1R. Please identify the building material percentages on Sheets 7 and 8 for each building material to verify compliance with masonry requirements.

1S. The proposed building elevations are very impressive and will be a great addition to the area. Staff recommends providing colored elevations prior to Planning Commission in order to better illustrate what is proposed. This is not a requirement but is always helpful to allow the commissioners to better see the different materials and features of the building.

1T. The city has developed [CAD Data Submittal Standards](#) for internal and external use to streamline the process of importing AutoCAD information into the City's Enterprise GIS. A digital submission meeting the CAD Data Submittal Standards is required before final mylars can be routed for signatures or recorded for all applications. Please note that one file is required for the Plat and one of required for the Site Plan, each with unique layers.

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

2A. Add “Not For Construction” to the Landscape Plan.

2B. Add the remaining required landscape notes concerning lighting and the surface material of walks. These notes can be found in the Landscape Reference Manual available online.

2C. Include a note about the proposed mulch and edger treatments.

2D. Update the note to remove the reference to the previous landscape code.



2E. While the buffer table provided lists that a buffer width is required and provided, the actual widths have not been accounted for in the table.

2F. The utilities being shown do not seem to coincide with the utility locations shown on the Utility Plan.

2G. Darken the building outline and the tables being provided on this sheet.

**3. Civil Engineering** (Kristin Tanabe / 303-739-7306 / [ktanabe@auroragov.org](mailto:ktanabe@auroragov.org) / Comments in green)

3A. The Site Plan will not be approved by Public Works until the Preliminary Drainage Letter is approved.

3A.) Acknowledged, PDL has addressed comments and will submit with this submission.

3B. Add the requested notes to the Cover Sheet.

3C. Remove the copyright statement as the Site Plan is a public document and must be able to be reproduced.

3D. A minimum 45' flowline radius is required.

3D/E.) All roadway improvements shall adhere to Approved Phase I (218067)

3E. Per previous agreement, the removal and reconstruction of the full width of Elmira Street adjacent to the northern lots, including the cul-de-sac, should meet current City of Aurora standards. The improvements include required demolition, grading, pavement, utility adjustments and/or extensions as well as any repairs required to curb, gutter, sidewalk, curbside landscaping, including trees, due to damage from the reconstruction work. No TCO or CO will be issued for the proposed buildings until these improvements are completed and accepted.

3F. Show and label the proposed street lights.

3G. Label all existing and proposed improvements. Indicate on-site paving materials, dimension proposed parking spaces, and label / dimension proposed sidewalks.

3H. A minimum 15' radius is required where noted on Sheet 2.

3H.) All roadway improvements shall adhere to Approved Phase I (218067)

3I. Show and label the existing and proposed storm sewer.

3I.) All roadway improvements shall adhere to Approved Phase I (218067)

3J. See comments regarding slopes on Sheet 3.

3J.) Grading has been revised.

3K. Add a note on Sheet 3 indicating if the storm sewer system is public or private and who will maintain it.

3K.) Note has been added.

3L. Include fixtures for the propose street lights.

3M. Add a note that the street light locations are conceptual and that the final street light locations will be determined by a photometric analysis submitted with the street lighting plan on the Civil Plan submittal.

**4. Traffic Engineering** (Steve Gomez / 303-739-7336 / [segomez@auroragov.org](mailto:segomez@auroragov.org) / Comments in orange)

4A. The Traffic Letter is approved.

4B. Add the requested note to the Cover Sheet.

4C. Note the type of sign that is proposed on Sheet 5.

4D. Add sight triangles and the requested note to the Landscape Plan.



**5. Aurora Water** (Chong Woo / 303-739-7249 / [cwooo@auroragov.org](mailto:cwooo@auroragov.org) / Comments in green)

5A. Depict the storm inlet and outfall pipe.

5A.) Storm inlet and out fall has been shown and called out as part "Proposed Storm System as part of Approved Phase I Plans: 218067"

5B. The water service and meter are public and must be in a utility easement from the main. The meter must be in a landscaped area. The meter will be designated as commercial and a fixture unit table will be required at Civil Plan review to verify the 2" size.

5C. Show the 6" gate valve.

5C.) 6" Gate valve has been added.

5D. Label the proposed fire service as private.

5D.) Label has been updated.

5E. According to city GIS, the existing is a 6" main. Show a reducer at the tie-in point.

5F. Provide a pocket utility easement.

5G. The gate valve noted on Sheet 4 can be eliminated as a valve already exists at the Elmira Street.

5H. Show the meter and ensure no trees are within the easement.

5I. Connection fees shall apply for landscaped areas. See Aurora Water connection fees schedule.

5B.) Fixture count will be provided in Civil Plans. Meter is in landscaped area with own easement.

5E.) Reducer has been shown and called out.

5F.) FH is public ROW and location has been approved per Phase I (218067)

5G.) General layout has been updated per Phase I plans

**6. PROS** (Alex Grimsman / 303-739-7154 / [agrimisma@auroragov.org](mailto:agrimisma@auroragov.org) / Comments in purple)

*Cash-in-Lieu Payment*

6A. Given the small overall acreage of park land impact generated by the population increase and the fact that the subject development is not conducive to on-site dedication due to minimum park size criteria, the land dedication shall be satisfied by a cash-in-lieu payment prior to Plat approval.

6B. The amount of the payment is computed by multiplying the dedication acreage by the estimated market value for the land. Being an infill development, this project can take advantage of a less-than-market-rate value which the city offers to reduce the cost of PROS' requirements for infill. The current per-acre value of \$60,200 multiplied by the dedication acreage results in the following potential cash-in-lieu payments: 1 Unit = \$602.00.

*Park Development Fees*

6C. In accordance with Section 146-306 of City Code, Park Development Fees shall be collected by the city to cover the cost of constructing new park facilities to serve the needs of the projected population. These fees apply to the project because park facilities are not proposed to be provided on-site. Fees are based on the park land dedication acreages and an annual cost per acre for construction of park facilities. The fees, which are computed and collected on a per-unit basis, shall be paid at time of building permit issuance. The current per-unit fee of \$1,847.38 would apply if permits for construction of the residential units are pulled in 2022, and the total paid would be as follows: 1 Unit = \$1,958.22.

**7. Fire / Life Safety** (Will Polk / 303-739-7371 / [wpolk@auroragov.org](mailto:wpolk@auroragov.org) / Comments in blue)

7A. Will this site be gated? If so, please review the requirements noted on the Cover Sheet.

7B. A second accessible parking space will be required based on the number of required parking spaces.

7C. The Data Block title indicates Phase 2, but the parking count addresses Phase 1. Please clarify the parking and accessible parking count requirements.



7D. Indicate the IBC edition this site will be constructed under.

7E. Will there be a mail kiosk amenity? If so, please confirm that USPS has approved the appropriate mode of delivery and kiosk locations. See redline comments.

7F. Identify if accessible units will be provided.

7G. How will the garage address accessible parking and access?

7H. Show the location of the fire riser room, FDC and Knox Boxes on all requested sheets.

7I. Identify accessible entrances for both occupancies.

7J. Show any existing fire hydrants.

7K. Include signage and striping within the plan set.

7L. Provide a 3' paved path to the exterior fire riser room door if one will be provided.

7M. Show the accessible route on the Photometric Plan per redline comments.

**8. Real Property** (Ian Wood / 720-486-4531 / [iwood@auroragov.org](mailto:iwood@auroragov.org) / Comments in magenta)

8A. Address all redline comments on the Plat.

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

9A. See the attached comment letter.

**10. Aurora Public Schools** (Josh Hensley / 303-365-7812 / [jdhensley@aurorak12.org](mailto:jdhensley@aurorak12.org))

10A. In accordance with Section 146-4.3.18 of the Unified Development Ordinance, the school land dedication obligation for the 581 proposed apartments is 1.9013 acres. Aurora Public Schools will accept cash-in-lieu of land for this obligation valued at market value of zoned land with infrastructure in place. Cash-in-lieu is due prior to Plat approval.



**Right of Way & Permits**

1123 West 3<sup>rd</sup> Avenue  
Denver, Colorado 80223  
Telephone: **303.571.3306**  
Facsimile: 303. 571. 3284  
donna.l.george@xcelenergy.com

May 6, 2022

City of Aurora Planning and Development Services  
15151 E. Alameda Parkway, 2<sup>nd</sup> Floor  
Aurora, CO 80012

Attn: Sarah Wile

**Re: Elmira North, Case # DA-2029-02**

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the site plan and replat for **Elmira North**. Please be aware PSCo owns and operates existing 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 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.

If additional easements need to be acquired by separate PSCo document (i.e. transformer), a Right-of-Way Agent will need to be contacted.

As a safety precaution, PSCo would like to remind the developer to call the Utility Notification Center by dialing 811 for utility locates prior to construction.

No resubmittals necessary.

Donna George  
Right of Way and Permits  
Public Service Company of Colorado dba Xcel Energy  
Office: 303-571-3306 – Email: donna.l.george@xcelenergy.com

**AURORA PUBLIC SCHOOLS - STUDENT YIELD**

5/5/2022

**Elmira North - DA-2029-02**

Dwelling Type	Units	Yield Ratio	Student Yield
SFD		0.7	0
MF-LOW		0.3	0
MF-HIGH	1	0.145	0
TOTAL	1		0

YIELD	ELEMENTARY		MIDDLE SCHOOL		K-8 TOTAL	HIGH SCHOOL		K-12
	RATIO	STUDENTS	RATIO	STUDENTS	STUDENTS	RATIO	STUDENTS	TOTAL
SF	0.34	0	0.16	0	0	0.2	0	0
MF-LOW	0.17	0	0.08	0	0	0.05	0	0
MF-HIGH	0.075	0	0.04	0	0	0.03	0	0
TOTAL		0		0	0		0	0

SCHOOL TYPE	STUDENT YIELD	ACRES PER CHILD	ACRES REQUIRED
ELEMENTARY	0	0.0175	0.0013
MIDDLE	0	0.025	0.0010
HIGH	0	0.032	0.0010
TOTAL	0		0.0033