

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



February 15, 2022

Skip Bailey  
Majestic Realty Co  
20100 E 32<sup>nd</sup> Pkwy Ste. 150  
Aurora, CO 80011

**Re: Initial Submission Review –Majestic Commercenter Phase 2 – Site Plan Amendment**

Application Number: **DA-1127-40**

Case Numbers: **1997-6060-06**

Dear Skip Bailey:

Thank you for your initial submission, which we started to process on Monday, January 24, 2022. We have reviewed your plans 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 on or before Tuesday, March 1, 2022.

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.

Your estimated administrative decision date is tentatively set for March 9, 2022. Please remember that all abutter notices for decisions must be sent and the site notices must be posted at least 10 days prior to the decision date. These notifications are your responsibility and the lack of proper notification will cause the decision date to be postponed. It is important that you obtain an updated list of adjacent property owners from the county before the notices are sent out. Take all necessary steps to ensure an accurate list is obtained.

As always, if you have any comments or concerns, please let me know. I may be reached at 303-739-7132 or [egates@auroragov.org](mailto:egates@auroragov.org).

Sincerely,

Erik Gates, Planner 1  
City of Aurora Planning Department

cc: Brian Holmes, Ware Malcomb  
Scott Campbell, Community Engagement Coordinator  
Daunte Rushton, ODA  
Filed: K:\\$DA\1100-1199\1127-40rev1



## *Initial Submission Review*

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

- Make sure to bubble and mark all changes to the Majestic Commercenter Phase 2 Site Plan.
- Show pedestrian connectivity from the new additional parking to the Building 9 entrances.
- Check to see if the proposed Building 9 canopy will disrupt the existing trees in that area.
- Additional plant material throughout, including trees and shrubs, needs to be shown.
- Provide curb ramps where required and update existing curb ramps.
- A traffic letter will likely be required due to change in use.
- A number of easement issues and license agreement issues have been identified throughout.
- When uploading documents please be mindful of the categories you upload under.

### **PLANNING DEPARTMENT COMMENTS**

#### **1. Community Questions, Comments and Concerns**

- 1B. There were no community comments on this application.

#### **2. Completeness and Clarity of the Application (Comments in teal)**

[Site Plan Overall]

- 2A. All changes throughout the plans should be bubbled red and include a delta with the number “5” next to the change in order to document all changes made through this amendment.

[Site Plan Page 1]

- 2B. The site plan that you are amending covers the entire highlighted area. Please adjust the vicinity map accordingly.  
2C. Deltas denoting changes made by this amendment only should be colored red.

#### **3. Zoning and Land Use Comments (Comments in teal)**

[Site Plan Page 2]

- 3A. Will this lot be split to include the parking within Building 9’s parcel? Otherwise this lot may be considered to have an Outdoor Storage primary use and may require a screening fence.

#### **4. Streets and Pedestrian Issues (Comments in teal)**

[Site Plan Page 2]

- 4A. The existing and proposed fence appears to separate Building 9 from this new parking almost completely. All parking will need direct pedestrian access to the building it is serving. Please show this connectivity, with crosswalks if necessary.

#### **5. Parking Issues (Comments in teal)**

- 5A. There are no parking comments from Planning in this review.

#### **6. Architectural and Urban Design Issues (Comments in teal)**

[Site Plan Page 6]

- 6A. Show a detail of the guardrail that includes height, color, and style.

[Site Plan Page 12]

- 6B. Show a detail of the proposed fencing in the site plan. Need to see patterning in addition to material, color, & height.

#### **7. Signage Issues (Comments in teal)**

[Site Plan Overall]

- 7A. Be sure to note the location of any new signage. If any new monument signs are added, provide a detail.



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

[Site Plan Page 1]

- 8A. Update Site Plan Note number 4 to reflect the landscaping being installed with the expanded/new parking lot. Landscaping shall be installed upon construction of the parking lot.
- 8B. The location of this project is not correctly identified on this map.

[Site Plan Page 5]

- 8C. The canopy proposed appears as if it will impact the existing trees. Please verify if this is the case. I don't see how the extent of the canopy will not extend into the area currently occupied by the trees.
- 8D. If the canopy addition is being included as part of this amendment, then it needs to be listed in the letter of introduction and a number five with a triangle needs to be added next to the canopy addition. The cover sheet where the amendment is listed, needs to include language regarding the canopy addition.

[Site Plan Page 6]

- 8E. The canopy addition as shown needs to be bubbled and a number five in a triangle added.

[Site Plan Page 7]

- 8F. Add a bubble to the new items being proposed as well as a triangle with a number five. Typical.

[Site Plan Page 11]

- 8G. Dimension and label the buffer being provided.
- 8H. Adjust the location of the evergreen tree so that it is not under the deciduous tree.
- 8I. Darken the PCC shrubs. Too light.
- 8J. Add additional shrubs to the parking lot island where indicated.
- 8K. Darken the parking spaces where indicated.
- 8L. Include the actual fire hydrant.
- 8M. The remainder of the streetscape should be included as part of this application because there will not be further development of the remainder of the parcel as it is being used for drainage. Please reference the approved site plan/landscape plan - Majestic Commerce Center Phase 11. Case number 97-6060-1. Include the landscaping as previously approved. If Ash trees were specified, please choose a different tree species as they are no longer permitted to be used due to the impending arrival of the Emerald Ash Borer.
- 8N. Because the drainage tract appears to be part of this property, but the design of it is being addressed by a separate application, that needs to be listed as a note here and the appropriate plan referenced.

[Site Plan Page 12]

- 8O. Add a triangle and a number 5 to this sheet to correspond with the amendment listed on the cover sheet.
- 8P. Dimension and label the street frontage buffer being provided.
- 8Q. Label the item where indicated.
- 8R. Label the swing gate.
- 8S. The remainder of the streetscape along E. 35th Drive should be included as part of this application because there will not be further development of the remainder of the parcel as it is being used for drainage.
- 8T. Provide a detail of the proposed fence. Planning does not have access to the civil plans. The detail should include the material, height, color etc.

[Site Plan Page 13]

- 8U. Add a triangle and a number 5 to this sheet to correspond with the amendment listed on the cover sheet.
- 8V. Multi stem is typically a shrub. This species does come in a tree form, but it should be listed at 2" and not multi-stem. If a multi-stem shrub is desired, then move this under the shrub category.
- 8W. Update the tables where indicated.
- 8X. Is Ware Malcomb the Landscape Architect for this amendment? If not, please show the landscape architect's information here.
- 8Y. Update note 4 under the City of Aurora Standard Notes and Tables. See comment on the plan sheet.
- 8Z. Remove the tables indicated.



## **REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES**

### **9. Civil Engineering** (Julie Bingham / 303-739-7403 / [jbingham@auroragov.org](mailto:jbingham@auroragov.org) / Comments in green)

[Site Plan Page 1]

9A. The site plan will not be approved by public works until the preliminary drainage letter/report is approved.

[Site Plan Page 2]

9B. Add Update the existing curb ramps on both sides of the access to current standards.

9C. Label/dimension all existing and proposed easements.

9D. Dimension the existing sidewalks, typical.

9E. If there is a proposed cross pan, please label.

9F. Remove the copyright statement

9G. Curb ramps are required

9H. Is this fence going to be in conflict with the inlet proposed here?

[Site Plan Page 3]

9I. Permanent Show/label all existing/proposed easements.

9J. Label the access drive slopes.

9K. Is there a curb opening here? Label if so, typical.

[Site Plan Page 4]

9L. Add a note indicating if the storm sewer is public or private and who will maintain it.

9M. Show/label all existing/proposed easements.

[Site Plan Page 11]

9N. Show all proposed storm sewers on the landscape plan. Please ensure the tree are a minimum of 10' from storm sewer.

### **10. Traffic Engineering** (Kyle Morris / 720-587-2668 / [kdmorris@auroragov.org](mailto:kdmorris@auroragov.org) / Comments in amber)

[Site Plan Page 1]

10A. Please provide background information on why this parking is being installed. Which buildings will this parking service? Will there be any use by the development on the south side of 35th.? A traffic letter will likely be required due to change in use. Feel free to reach out to me (Kyle Morris) for additional coordination.

[Site Plan Page 2]

10B. Dimension distance from gate to adjacent FL. Typical.

10C. Call out "Full-Movement Access". Typical.

10D. Dimension distance from gate to adjacent road flowline. 35' minimum is required.

10E. Show sight triangles at proposed accesses, per COA TE-13. Typical.

10F. Call out all gates. Typical.

10G. What will this space be used for? Existing truck parking won't be feasible with proposed fence layout.

[Site Plan Page 11]

10H. Show requested sight triangles on landscaping sheets in addition to the site plan sheet.

### **11. Fire / Life Safety** (Ted Caviness / 303-739-7628 / [tcavines@auroragov.org](mailto:tcavines@auroragov.org) / Comments in blue)

[Site Plan Page 1]

11A. See Provide 2015-IBC accessible parking calculations for the added parking spaces. To include ADA signage, ADA routes, ADA Illumination floor levels and scalable details of parking space, isles & ramps.

### **12. Aurora Water** (Steven Dekoskie / 303-739-7490 / [sdekoski@auroragov.org](mailto:sdekoski@auroragov.org) / Comments in red)

[Site Plan Page 4]

12A. Are these lines private? Confirm this is existing, not seeing these lines in AW's GIS.

12B. Show drainage easement through this portion of the lot.

12C. Is this the only drainage inlet to serve the entire new parking lot?

12D. Show 24" RCP stub on to this lot.

12E. Show existing 8" DIP water main & utility easement.



[Site Plan Page 11]

12F. No landscaping in utility easements.

**13. Real Property** (Maurice Brooks / 303-739-7294 / [mbrooks@auroragov.org](mailto:mbrooks@auroragov.org) / Comments in magenta)

13A. There are some easement issues and some License Agreement issues. See the comments on the document(s). Contact Andy Niquette [dedicationproperty@auroragov.org](mailto:dedicationproperty@auroragov.org) for the easement concerns and Contact Grace Gray ([ggray@auroragov.org](mailto:ggray@auroragov.org)) for the License Agreement concerns. Please note that the site plan cannot be approved until all the items needed are submitted, fully reviewed and ready to record. Send in the separate documents still needed. Some of my comments are phrases or inserts, so they are not always Capitalized. This does not present any less importance to the phrases or inserts. All the comments are based on the visual representations from the documents, by text or graphics.

[Site Plan Page 1]

13B. All crossings or encroachments into easements and rights-of-way owned by the City of Aurora ("City") identified as being privately-owned and maintained herein are acknowledged by the undersigned as being subject to City's use and occupancy of said easements or rights-of-way. The undersigned, its successors and assigns, further agrees to remove, repair, replace, relocate, modify, or otherwise adjust said crossings or encroachments upon request from the City and at no expense to the City. The City reserves the right to make full use of the easements and rights-of-way as may be necessary or convenient and the City retains all rights to operate, maintain, install, repair, remove or relocate any City facilities located within said easements and rights-of-way at any time and in such a manner as it deems necessary or convenient.

Architectural features (i.e. bay windows, fireplaces, roof overhang, gutters, eaves, foundation, footings, cantilevered walls, etc.) are not allowed to encroach into any easement or fire lane.

[Site Plan Page 2]

13C. Change this name. Multiple instances throughout.

13D. Show Lot Line dimensions (B&D). Typical.

13E. Show Lot Line dimensions (curve data). Typical.

[Site Plan Page 3]

13F. Make the R.O.W. line solid.

13G. This easement needs to be dedicated by separate document. Contact Andy Niquette at [dedicationproperty@auroragov.org](mailto:dedicationproperty@auroragov.org) to start this dedication.

13H. Cover this fence/gates with a License Agreement for the encroachment into the easement. Typical.

13I. If this is a public hydrant, then it will need to be covered by an easement. Typical.

13J. Show and label the existing easement in this location. Multiple instances throughout.

13K. Please confirm with Fire/Life Safety Dept. that the parking in the Fire Lane is okay.

[Site Plan Page 4]

13L. Possibly new easements are needed here. Confirm with Aurora Water

**14. Adams County Department of Planning and Development** (720-523-6859

[/developmentsubmittals@adcogov.org](mailto:developmentsubmittals@adcogov.org))

14A. Thank you for including Adams County in the review for Majestic Commercenter Phase 2 – Site Plan Amendment. We have no comment on the subject referral.

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

15A. Please be aware PSCo owns and operates existing natural gas and electric distribution facilities within the subject property. 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.

15B. Should the project require any new natural gas or electric service or modification to existing facilities, the property owner/developer/contractor must complete the application process via [xcelenergy.com/InstallAndConnect](http://xcelenergy.com/InstallAndConnect).

15C. If additional easements need to be acquired by separate PSCo document, a Right-of-Way Agent will need to be contacted.