



Planning Division  
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September 3, 2020

James Waller  
1635 Foxtrail Drive, Suite 214  
Loveland, CO 80538

**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. Waller:

Thank you for your initial submission, which we started to process on August 10, 2020. We reviewed it 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, outside agencies, and neighborhood groups.

Since several 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 Monday, September 28, 2020. Please note that payment of application fees is required prior to the second submittal.

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 Planning Commission hearing is tentatively scheduled for November 10, 2020 if the submittal is received by the date noted above and all comments have been sufficiently addressed. Please remember that all abutter notices for public hearings must be sent and the site notices must be posted at least 10 days prior to the hearing date. These notifications are your responsibility and the lack of proper notification will cause the public hearing 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 give me a call. I may be reached at [rloomis@auroragov.org](mailto:rloomis@auroragov.org) or 303-739-7220.

Sincerely,

Ryan Loomis, Senior Planner  
City of Aurora Planning Department

cc: David Welty, Nelson Worldwide  
Cesarina Dancy, ODA  
Scott Campbell, Neighborhood Liaison  
Filed: K:\SDA\2238-00rev1.rtf

Attached: Xcel Energy; Mile High Flood District; CDOT; RTD



## *Initial Submission Review*

### **SUMMARY OF KEY COMMENTS**

- Pay application fees prior to second submittal
- Remove unnecessary symbology on site plan for more clarity.
- Provide color elevations.
- Provide additional building perimeter landscaping.
- Dedicate the drainage easement by separate document.
- Ensure proper slope grades are provided.
- Show sight triangles from intersections.
- Update the diameters located on the tree mitigation plan.
- Address the issue regarding structure crossing over a tract line per Life Safety comment. A Subdivision Replat may be required.

### **PLANNING DEPARTMENT COMMENTS**

#### **1. Planning Comments (Ryan Loomis / [rloomis@auroragov.org](mailto:rloomis@auroragov.org) / 303-739-7220 / Comments in teal)**

##### Redlines to Cover Sheet (Sheet 1)

- 1A. Rename title to “Bank of America at Chambers Plaza Site Plan with Adjustment and Conditional Use” and update all sheets.
- 1B. List the Adjustment request and the Conditional Use request on the Cover Sheet
- 1C. Include sign information in Project Data block. Please see example provided.
- 1D. Label proposed use as a Bank with Drive-Through.
- 1E. Please move the Amendment box to lower right and move signatures up.
- 1F. Place lines for signature and date in the signature block.
- 1G. 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.

##### Redlines to Site Plan (Sheet 2)

- 1H. Revise how the detention pond is shown so it’s not a gray box.
- 1I. Remove the “Northing and Easting” calculations. The Site Plan should read more clearly.
- 1J. Please show curb line of parking lot abutting detention pond.
- 1K. Show direction of queuing of cars for drive-through
- 1L. 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.

##### Redlines to Elevations/Materials Board (Sheets 11 and 12)

- 1M. Provide colored elevations for the bank and upload as a separate document with the next submittal.
- 1N. 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.
- 1O. Provide percentages of each building material.
- 1P. 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
- 1Q. Show where the rooftop equipment is located relative to the parapet so we can ensure it is not visible.



#### Redlines to Letter of Introduction

- 1R. 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.
- 1S. Address the Approval Criteria for the drive-through Conditional Use. See Section 146-5.4.3.A.3.
- 1T. 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.
- 1U. Address the Approval Criteria for the parking lot frontage allowance. See Section 146-5.4.4.D.3.
- 1V. 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.

#### Miscellaneous

- 1W. Please fill out the [Mineral Rights Affidavit](#) and supply this document to your Case Manager with the application submittal.
- 1X. 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.
- 1Y. 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.

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

##### Redlines to Landscape Plan (Sheet 5)

- 2A. Add a tree in the designated parking lot island. All parking rows are to terminate with a tree.
- 2B. Provide the additional building perimeter landscaping or ask for an adjustment.
- 2C. 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.
- 2D. 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.
- 2E. Dimension and label the buffer along Colfax Avenue.
- 2F. Darken the sidewalk outline/edges as it is difficult to read.
- 2G. Make the tree species along the entrance drive one species.
- 2H. Provide the actual detention basin seed mix.
- 2I. Update the plant schedule as noted.
- 2J. 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.
- 2K. Add a table that demonstrates compliance with the detention water quality requirements.
- 2L. Make sure the data table numbers provided on this sheet and the cover sheet coincide.

##### Redlines to Tree Mitigation Plan and Landscape Notes (Sheet 6)

- 2M. Update the landscape notes to only include the notes
- 2N. 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.

##### Redlines to Building Elevation (Sheet 11)

- 2O. 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.



- 3. Addressing** (Phil Turner / [pturner@auroragov.org](mailto:pturner@auroragov.org) / 303-739-7271)
- 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, including Parcels; Street lines; Building footprints (If available)
- 3B. 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).

### REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

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

Redlines to Cover Sheet (Sheet 1)

- 4A. Revise note #7 as detailed.

Redlines to Site Plan (Sheet 2)

- 4B. Show the boundary of the easement with a dashed line.
- 4C. Dedicate the Drainage easement by separate document. Contact Andy Niquette ([aniquett@auroragov.org](mailto: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.
- 4D. Please clarify if highlighted line is a Tract line? if so, then label the Tracts on both sides of the line.
- 4E. Confirm with Fire/Life Safety if new building can cross the Tract line.
- 4F. Make the property line solid/continuous on all appropriate sheets.
- 4G. Add bar scale ratio.

**5. Civil Engineering** (Kristin Tanabe/ [ktanabe@auroragov.org](mailto:ktanabe@auroragov.org) / 303-739-7431/ Comments in green)

Redlines to Cover Sheet (Sheet 1)

- 5A. The site plan will not be approved by public works until the preliminary drainage letter/report is approved.
- 5B. Add the provided note under Site Plan Notes.

Redlines to Site Plan (Sheet 2)

- 5C. Please do not hatch the detention pond so surface features can be shown. Show/label pond maintenance access.
- 5D. Railing is required for all walls over 30".
- 5E. Label/dimension existing sidewalk.

Redlines to Grading Plan (Sheet 3)

- 5F. Remove hatch so pond elements can be seen (Max 4:1 side slopes, min 2% slope in pond bottom).
- 5G. 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.
- 5H. Label slopes (Min 1% slope for asphalt, 0.5% for concrete).
- 5I. For accessible path, slope away from the building can be less than 2% but must be at least 1.5%, preferably 1.8%.
- 5J. Minimum slope away from building is 5% for 10 feet of landscape areas, minimum 2% for impervious areas.
- 5K. 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)

Redlines to Site Details (Sheet 8)

- 5L. Indicate where the property line is in relation to the footing. No portion of the wall can be over the property line.
- 5M. Structural calculations for all cast in place walls required with the first civil plan submittal.
- 5N. Railing or barrier required for all retaining walls over 30".



**6. Traffic** (Brianna Medema / [bmedema@auroragov.org](mailto:bmedema@auroragov.org) / 303-739-7336 / Comments in gold)

Redlines to Cover Sheet (Sheet 1)

- 6A. Traffic Letter has been approved.
- 6B. Add the provided note under Site Plan Notes.

Redlines to Site Plan (Sheet 2)

- 6C. Add sight triangles from the highlighted stop location (west side of crosswalk)
- 6D. Shift stop sign to east.
- 6E. Label existing signage, if not present add Stop sign for SB approach.

Redlines to Landscape Plan (Sheet 5)

- 6F. Add sight triangle from this intersection.

**7. Life Safety** (Jeff Goorman / [jgoorman@auroragov.org](mailto:jgoorman@auroragov.org) / (303) 739-7464 / Comments in blue)

Redlines to Site Plan (Sheet 2)

- 7A. 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.
- 7B. Structure cannot encroach over the property or Tract line. Contact Real Property to remove or relocate this property line.
- 7C. Place fire lane sign in these locations along the existing fire lane

Redlines to Overall Photometric Site Plan (Sheet 9)

- 7D. 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.

**8. Forestry** (Becky Lamphear / [rlamphear@auroragov.org](mailto:rlamphear@auroragov.org) /303-739-7177 / Comments in purple)

Redlines to Tree Mitigation Plan (Sheet 6)

- 8A. 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.
- 8B. Update the diameters located on the tree mitigation plan, several were incorrect. Please include grading on this sheet as well.
- 8C. 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.
- 8D. 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



TREE #	SPECIES	DIAMETER	MITIGATION VALUE	COMMENTS	MITIGATION 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

**9. Aurora Water (Ryan Tigera / [rtigera@auroragov.org](mailto:rtigera@auroragov.org) / 303-326-8867 Comments in red)**

Redlines to Utility Plan (Sheet 4)

9A. Provide access to outlet structure and bottom of pond.

9B. All points of connection and utility conflicts to be potholed and the clearance information included on the civil plans prior approval. (typ).

9C. Label as "private" existing storm sewer.

9D. Aurora Water GIS shows this as a 10 inch sewer main.

9E. Remove material type for irrigation line on site plan. Work with Tim York to determine the correct material and size for irrigation plans.

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

10A. See attached letter dated August 28, 2020.

**11. Mile High Flood District (Mark Schutte / 303-455-6277)**

11A. No comments per letter dated August 19, 2020.

**12. Colorado Department of Transportation (Steve Loeffler)**

12A. See attached letter dated August 17, 2020.

**13. RTD (Clayton Woodruff / [clayton.woodruff@rtd-denver.com](mailto:clayton.woodruff@rtd-denver.com) / 303-299-2943)**

13A. No comment per email dated August 19, 2020.



**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

August 28, 2020

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

Attn: Ryan Loomis

**Re: Bank of America at Chambers Plaza, Case # DA-2238-00**

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the conditional use and site plan for **Bank of America at Chambers Plaza**. Please be aware 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.

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.

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

**MAINTENANCE ELIGIBILITY PROGRAM (MEP)****MHFD Referral Review Comments**

For Internal MHFD Use Only.	
MEP ID:	106325
Submittal ID:	10005104
MEP Phase:	Referral

**Date:** August 19, 2020  
**To:** Ryan Loomis  
*Via Aurora website*  
**RE:** MHFD Referral Review Comments

<b>Project Name:</b>	Bank of America at Chambers Plaza (RSN 1461956)
<b>Location:</b>	Northeast of Chambers Rd and Colfax Ave
<b>Drainageway:</b>	Granby Ditch

This letter is in response to the request for our comments concerning the referenced project. We have reviewed this proposal only as it relates to maintenance eligibility of major drainage features, in this case:

- Not applicable

We have no comments on the referenced project as it is not eligible for maintenance. The site is not adjacent to a major drainageway or mapped floodplain and does not include any proposed UDFCD master plan improvements. We do not need to review future submittals.

We appreciate the opportunity to review this proposal. Please feel free to contact me with any questions.

Sincerely,



**Mark Schutte, P.E., CFM**  
Project Engineer, Watershed Services  
Mile High Flood District

# STATE OF COLORADO

## Traffic & Safety

Region 1

2829 W. Howard Place

Denver, Colorado 80204



COLORADO  
Department of Transportation

Project Name: **Bank of America at Chambers Plaza**

Print Date:

Highway:

Mile Marker:

### Drainage Comments:

I have reviewed the attached drainage report, I concluded that there will be no negative drainage impact to Colfax, and the existing conditions have been maintained and improved

Samer 8-31-2020

### Traffic Comments:

Jl 8/25/2020

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 trip distribution and counts from the current site was not given.

The access to the east of the site is not a current safety concern.

As long as the banking drive thru is going west to east there should not be a back up on to Colfax.

### Permits Comments:

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.

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.

CDOT will want to review the drainage report to insure there will be no negative impact to the State Highway.

--Steve Loeffler, 8-17-2020

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

RS 08-31-2020



# STATE OF COLORADO

## Traffic & Safety

Region 1

2829 W. Howard Place

Denver, Colorado 80204



**COLORADO**  
Department of Transportation

Project Name: **Bank of America at Chambers Plaza**

Print Date:

8/31/2020

Highway:

040

Mile Marker:

### Traffic Comments:

Jl 8/25/2020

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