



Planning Division  
15151 E. Alameda Parkway, Ste. 2300  
Aurora, Colorado 80012  
phone 303.739.7217

*AuroraGov.org*

6/6/2024

Luke Taylor  
KT Development  
7951 E Maplewood Ave. Ste. 122  
Greenwood Village, CO 80111

**Re: Initial Submission Review: Woodspring Suites at Station 60 – Site Plan**  
**Application Number:** DA-2274-05  
**Case Numbers:** 2024-6022-00

Dear Mr. Taylor:

Thank you for your initial submission, which we started to process on May 16<sup>th</sup>, 2024. 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 July 1<sup>st</sup>, 2024.

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 this application will require another formal review, the Planning & Zoning Commission hearing date has not yet been set. 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 let me know. I may be reached at 303-739-7209 or [sgubrud@auroragov.org](mailto:sgubrud@auroragov.org).

Sincerely,

Stephen Gubrud, Planner I  
City of Aurora Planning Department

cc: Michael Drago, Entitlement and Engineering Solutions  
Brit Vigil, ODA  
Filed: K:\\$DA\2200-2299\2274-05rev1



## *Initial Submission Review*

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

- Inclusion of Required Notes, Measurements, Symbolology, etc.
- Site Details Needed for Signage, Lighting, and Amenities.
- Provision of Plant List for Comprehensive Landscape Review.

### **PLANNING DEPARTMENT COMMENTS**

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

- 1A. There were no public comments received during the initial review period therefore no neighborhood meeting is required at this juncture.
- 1B. Two comments from outside referral agencies were received. Please find these comments below following the comments provided by City review staff.

#### **2. Completeness and Clarity of the Application**

##### Generally

- 2A. The application fee has been paid. At this time, there are no additional planning application fees due.
- 2B. Under heading 3C (Common Space and Amenities), within the pre-app note responses, it is indicated that a common amenity space has been provided that exceeds the minimum required dimensions. Please provide a callout for this space and either label or provide a legend for the amenities provided i.e. trash receptacle(s), seating, ped scale lighting, etc.

##### Site Plan

##### Cover Sheet

- 2C. In the City of Aurora Approvals block, the City Council signature line may be removed. No City Council hearing is required for approval of this application.
- 2D. Please scale the vicinity map to more clearly show the project location. The map should be centered on the intersection of Colfax Avenue and Airport Boulevard for proper context. Smith Road (or thereabout) should be the northmost boundary shown.

##### Sheet 8

- 2E. Floor plans are not necessary for site plan approval and will be reviewed by the building division upon submittal of building permit(s). Please remove these sheets.

##### Sheet 12

- 2F. Roof plan is not required at this phase unless intended to show screening measures for rooftop equipment. If this is not the case, please remove this sheet.

##### Sheet 15

- 2G. Either add to this sheet or include an additional sheet listing and illustrating the details for the site. Site details to include:
- Fence/wall materials, color(s), and height.
  - Placeholder wall and monument sign info such as dimensions, materials, colors, and lighting method.
  - Site furniture and features such as bollards, trash receptacles, etc.
  - Pole and exterior building-mounted light fixtures to be used on-site.

#### **3. Zoning and Subdivision Use Comments**

##### Site Plan

##### Sheet 2

- 3A. Please label the Zoning District of all adjacent parcels. The majority should be MU-C however there is an adjacent R-2 on the northwest.
- 3B. Is there a reason for the property line to jog like this along the south edge? As mentioned in the plat review, ideally this edge would be a straight line to allow for efficient internal circulation routes.



#### **4. Streets and Pedestrian Comments**

##### Site Plan

##### Sheet 2

- 4A. Is this space also intended to serve as a future access/connection? If not, what is the purpose of this empty area?

#### **5. Parking Comments**

##### Site Plan

##### Generally

- 5A. The indicated number of on-site parking stalls exceeds the UDO requirements by approximately 31 stalls, which equates to a 34% increase from the minimum requirements. This is not inherently an issue but may provide some flexibility to improve the building orientation/ frontage or incorporate the required common space area as needed.

#### **6. Architectural and Urban Design Comments**

##### Site Plan

##### Sheet 2

- 6A. City code requires that each building within a mixed-use district front onto one of the following:
- A public or private street;
  - A public park, open space, or common green;
  - A plaza or courtyard or;
  - A pedestrian passage
- The hotel does not meet any of these circumstances as currently oriented.

##### Sheet 13

- 6B. City code requires the incorporation of various facade character elements for each elevation. A table of the facade types and required elements can be found at: <https://aurora.municipal.codes/UDO/146-4.8.7>. Please include a table indicating which features are being claimed for the building elevations.

#### **7. Signage & Lighting Comments**

##### Site Plan

##### Sheet 2

- 7A. Please provide a placeholder detail for the monument sign. This should include dimensions, materials, and color but does not need advertisement-specific details.
- 7B. If the site details include outdoor wall-mounted and sconce-style lighting fixtures, please be sure to include and clearly indicate building-mounted lighting fixtures on elevations.
- 7C. For the hotel wall signage, include dashed areas and proposed sizes that meet the City code.

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

##### Site Plan

##### Cover Sheet

- 8A. Sheet numbers should only be 1, 2, 3, 4 etc. do not include letters.
- 8B. Update. Should be "1".

##### Sheet 5

- 8C. Only include the final line work for the ultimate condition of Norfolk Street.
- 8D. Include the landscaping for the street grayed back. Update this call out as follows: Refer to Station 60 ISP Amendment & Street Vacation. CN#2021-6057-01.
- 8E. Update this existing call out: Refer to Station 60 ISP Amendment & Street Vacation. CN#2021-6057-01.
- 8F. Edit this landscaping. Remove the landscaping within the driveway access.
- 8G. Turn this dashed line off around the parking lot islands.
- 8H. A complete review was not possible as there was no plant list provided. Please provide a plant list with common and botanical names, plant symbols, quantities, sizes etc. so that a complete landscape plan



review can be provided.

- 8I. If the property line and right-of-way line are one in the same, turn the right-of-way line off. The gray line.
- 8J. Remeasure the buffer along the parking stalls. Parking is not permitted in the street frontage buffer, however a reduction in buffer depth is permitted. 15' seems to be provided. A determination on whether a hedge-type buffer reduction is being provided was not possible as there has not been a plant list included.
- 8K. Update. Provide a range based on the review comments provided on this page.
- 8L. IF the CAAC is five-gallon, the plant quantities meet code requirements. If these are 1 gallon, this island is short two plants. Twelve (12) shrubs are required. Typical all islands this size.
- 8M. What is happening here? Is this another private drive? If so, add it to the street buffer table, and show the sidewalk and curbside landscaping for the west side.
- 8N. Non-street buffers are not required, however, screening of the parking lot/areas is.

Sheet 6

- 8O. Remove these notes as they are construction-related and the Planning Department does not review landscape construction drawings.
- 8P. This note doesn't apply as it is not Jefferson County.
- 8Q. If necessary, any of the actual soil requirements can be combined with Aurora Standard Note #1.

**9. Addressing** (Phil Turner / 303-739-7357 / [pcturner@auroragov.org](mailto:pcturner@auroragov.org))

- 9A. Please provide a digital .shp or .dwg file for addressing and other GIS mapping purposes. Include the parcel, street line, easement and building footprint layers at a minimum. Please ensure that the digital file provided in a NAD 83 feet, Stateplane, Central Colorado projection so it will display correctly within our GIS system. Please eliminate any line work outside of the target area. Please contact me if you need additional information about this digital file.

**REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES**

**10. Civil Engineering** (Moustapha Agrignan / 303-739-7420 / [magrigna@auroragov.org](mailto:magrigna@auroragov.org) / Comments in green)

Site Plan

Cover Sheet

- 10A. Please modify the heading to read: City of Aurora Site Plan Notes.
- 10B. Advisory Note: Norfolk St needs to be constructed and accepted before the issuance of the TCO.

Sheet 2

- 10C. Provide street classification label.
- 10D. Ensure no cross pans are shown (TYP.).
- 10E. Label existing and proposed sidewalk dimensions (TYP.)
- 10F. Label proposed curb return radii (TYP.)
- 10G. Label existing and proposed ROW Lines (TYP.)
- 10H. Provide fire lane easement, easement width, and radii (on-site).
- 10I. Are you going to provide a receiving ramp?

Sheet 3

- 10J. Please remove all spot elevations. Spot elevations will be required at the Civil Plan process.
- 10K. Provide grading notes. Refer to the COA website (link below) for the new and up to date site plan notes and grading notes.[https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fcdnsm5-hosted.civiclive.com%2FUserFiles%2FServers%2FServer\\_1881137%2FFile%2F02.24\\_Site%2520Plan%2520Notes\\_Final%2520Revised.docx&wdOrigin=BROWSELINK](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fcdnsm5-hosted.civiclive.com%2FUserFiles%2FServers%2FServer_1881137%2FFile%2F02.24_Site%2520Plan%2520Notes_Final%2520Revised.docx&wdOrigin=BROWSELINK)
- 10L. Provide/define pavement material type.
- 10M. Advisory: The max. slope down to the public ROW is 4%.

**11. Traffic Engineering** (Jason Igo / 303-739-7420 / [jigo@auroragov.org](mailto:jigo@auroragov.org) / Comments in orange)

Site Plan

Sheet 2



- 11A. A porkchop island shall be provided to positively direct traffic.
- 11B. Label the type of intersection. Example (Full movement, Right in Right out, Three quarters.)
- 11C. Need 50' before the first parking space.
- 11D. Need to show stop sign.
- 11E. The sight triangle is not pointing at the correct spot. This looks like it is pointing at SB lanes.
- 11F. Can't verify sight triangles because they are cut off. Show the full length of sight triangles.
- 11G. Show the sight triangle for this intersection. It could need a sight easement.

Sheet 3

- 11H. Place a note on the Construction Site Plan or Grading Plan indicating all construction vehicles (including construction workers' vehicles) shall access the site from designated truck routes, via Norfolk Street and not through the adjacent residential neighborhood(s).

Sheet 5

- 11I. This is a right in right out access. It doesn't need the sight triangle to the north.
- 11J. Need to add a sight triangle for this intersection to verify what plants are in the sight triangle.
- 11K. Need to know the height of the different plants. No plants 7' tall shall be within 50' of a stop sign.

Traffic Impact Study

- 11L. Signal warrant analysis needs more information. Discuss how you derived volumes. The City typically uses 50% of the right turn volume for analysis. This doesn't break out right turn volume. Provide an eight-hour analysis for each hour evaluated. Describe all assumptions and how you obtained your volumes.

**12. Fire / Life Safety** (Rich Tenorio/ 303-739-7628 / [rtenorio@auroragov.org](mailto:rtenorio@auroragov.org) / Comments in blue)

Site Plan

Sheet 2

- 12A. FOR ADA PARKING SPACES Provide bollard-type signs or curb stops with ADA Parking Signs at the back of the curb.
- 12B. The Accessible Route must continue to the "public way".
- 12C. Verify this door, Sheet P3.1 has it labeled as the fire riser room door.

Sheet 4

- 12D. Verify this door, Sheet P1.1 has it labeled as a building entry, not the fire riser room door.

Sheet 5

- 12E. Show the location of fire hydrants on the Landscape Plan and add to the Legend.

Sheet 14

- 12F. Show and label the fire sprinkler riser room door on the Elevation Sheet. Add the location to the Legend.

**13. Aurora Water** (Jennifer Wynn/ 303-258-6523 / [jwynn@auroragov.org](mailto:jwynn@auroragov.org) / Comments in red)

Site Plan

Cover Sheet

- 13A. Advisory Comment: The site plan cannot be approved until the preliminary drainage report is approved.
- 13B. Please update this document to reflect any changes made in the Preliminary Drainage Report.

Sheet 4

- 13C. Please show the meter and service line as straight in the easement.
- 13D. Private fire line cannot be within the meter easement.
- 13E. Please add label 32 where indicated.
- 13F. Fire lines cannot have more than total 90 degrees of bend before entering a building
- 13G. This existing water main is 12" Asbestos.
- 13H. Asbestos water lines cannot be wet-tapped, please specify the connection as a cut-in tee.
- 13I. A private fire line shall only have one gate valve near the main connection. Additional valves are not permitted on fire lines.
- 13J. Please correct the existing public inlet.
- 13K. Advisory Comment: If this hotel is going to have a commercial kitchen or range hood it will need a grease interceptor. Please check with the owner to ensure it is not missed in these plans if necessary.
- 13L. Advisory Comment: Since the easements are to be dedicated by separate document, this site plan cannot



be approved until easements are in process.

- 13M. Please contact [jwynn@auroragov.org](mailto:jwynn@auroragov.org), we believe this main extension and easement may not be required at this time.
- 13N. Advisory Comment: Asbestos water mains cannot be tapped, and should be replaced by 10ft or to the nearest joint on either side with a pre-fab tap for the new hydrant lateral.
- 13O. Please provide cap or manhole for these storm ends.
- 13P. Please provide storm line size

Sheet 5

- 13Q. Please show at least 5ft between the fire line and tree.

**14. Land Development Services (Roger Nelson / 720-587-2657 / [ronelson@auroragov.org](mailto:ronelson@auroragov.org) / Comments in magenta)**

Site Plan

Cover Sheet

- 14A. Add "Site Plan" to the title.
- 14B. Add to legal description: BEING LOCATED IN THE SOUTHEAST ONE-QUARTER OF SECTION 32, TOWNSHIP 3 SOUTH, RANGE 66 WEST OF THE 6TH PM.

Sheet 2

- 14C. This easement can be dedicated by the Filing No. 2 Plat.
- 14D. Please label the filing number for this lot as well as for any adjacent lots (Station 60 Subdivision Filing No. 2?).
- 14E. Match B&D/Curve Data from Station 60 Subdivision Filing No. 2. N09°25'15"W 111.50'.
- 14F. Match B&D/Curve Data from Station 60 Subdivision Filing No. 2. N00°21'05"E 91.18'.
- 14G. Re-label :  
 $\Delta = 9^{\circ}18'28''R = 328.00'L = 53.28'CB = B04^{\circ}46'02''WC = 53.22'$
- 14H. Confirm measurement (19.00'?)
- 14I. Label: 10' Utility Easement. Reception No. 2022000093988?
- 14J. This easement can be dedicated by the Filing No. 2 Plat.
- 14K. Label: Lot 1, Block 1 Station 60 Subdivision Filing No. 1. Reception No. 2022000093988?
- 14L. Please provide/confirm ROW Recording Information.

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

- 15A. The RTD engineering review has no exceptions to this project at this time. This review is for Design concepts and to identify any necessary improvements to RTD stops and properties affected by the design. This review of the plans does not eliminate the need to acquire, and/or go through the acquisition process of any agreements, easements or permits that may be required by the RTD for any work on or around our facilities and property. Thank you.

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

- 16A. Please see the attached letter regarding comments from Xcel Energy.



**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 30, 2024

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

Attn: Stephen GuBrud

**Re: Woodspring Suites at Station 60, Case # DA-2274-05**

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the site plan for **Woodspring Suites at Station 60**. 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 via [xcelenergy.com/InstallAndConnect](https://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 (i.e. transformer) – be sure to ask the Designer to contact a Right-of-Way & Permits Agent in this event.

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](mailto:donna.l.george@xcelenergy.com)