

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



Worth Discovering • [auroragov.org](http://auroragov.org)

August 23, 2023

Curtis Bish  
City of Aurora  
15151 E Alameda Pkwy  
Aurora, CO 80012

**Re: Initial Submission Review – Colorado Freedom Memorial Visitors Center – Conditional Use and Advisory Site Plan**  
Application Number: **DA-2365-00**  
Case Numbers: **2023-6036-00, DA-6036-01**

Dear Mr. Bish:

Thank you for your initial submission, which we started to process on August 3<sup>rd</sup>, 2023. 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 September 8<sup>th</sup>, 2023.

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.

The estimated Planning & Zoning Commission hearing date is tentatively set for November 8<sup>th</sup>, 2023. 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 via email at [sgubrud@auroragov.org](mailto:sgubrud@auroragov.org).

Sincerely,

Stephen Gubrud, Planner I  
City of Aurora Planning Department

cc: Agent  
Name, ODA  
Filed: K:\\$DA\



## *Initial Submission Review*

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

- All site plan comments are of an advisory nature. Therefore, unless it is a life and safety issue the comments, while preferred, would not be mandatory.
- Landscaping requirements.
- Proper labeling and inclusion of Site Plan features (legends, measurements required language, etc.)

### **PLANNING DEPARTMENT COMMENTS**

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

- 1A. No community comments have been received at this time.  
*Response: Acknowledged*
- 1B. Please see outside referral comments located at the end of this letter.  
*Response: Acknowledged*
- 1C. Although all comments are of an advisory nature, the development application timeline and required public hearings process will follow the prescribed schedule two processes for this project.  
*Response: Acknowledged*

#### **2. Parking Comments**

- 2A. Proposed parking is more than ample to serve this site based on UDO parking minimums.  
*Response: Acknowledged*

#### **3. Conditional Use Comments**

- 3A. Applicant has stated that the visitors center will be open during “normal hours of operation.” Please be aware any after-hours events or operations may require the acquisition of further permits/approvals.  
*Response: Acknowledged*
- 3B. Conditional use approval criteria shall be adhered to and are not affected by the advisory nature of the associated site plan.  
*Response: Acknowledged*

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

##### *SP Sheet 16*

- 4A. Please be aware that EIFS and other synthetic stucco products are not permissible building materials within the City of Aurora. Traditional stucco is allowable.  
*Response: Acknowledged. EIFS or synthetic stucco will not be used.*

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

##### *SP Sheet 7*

- 5A. Remove the construction specifications. The city does not review landscape construction drawings.  
*Response: Removed*
- 5B. Minimum 2" dimension for the indicated item.  
*Response: Revised*
- 5C. Remove these from the plant schedule. The trees to be removed are not to be included in the landscape plan.  
*Response: Removed*
- 5D. Please remove the indicated notes.  
*Response: Removed*
- 5E. Add a note regarding the proposed mulch treatment.  
*Response: Provided*

##### *SP Sheet 8*

- 5F. Do not include the vegetation to be removed on the landscape plan. Only include existing trees to remain or proposed vegetation.



Response: Removed

5G. While this planting bed is not required by code, a single deciduous canopy should be provided.

Response: Provided, however due to utilities & light pole locations tree species / canopy is limited

5H. Provide a deciduous canopy tree here. Per the UDO, all the ends of the parking rows shall have a deciduous canopy tree. 12 shrubs should be provided here and not all perennials. There will be no landscaping within this island six months out of the year with perennials.

Response: Provided, however due to utilities & light pole locations tree species / canopy is limited

5I. Provide a deciduous canopy tree on each island and a minimum of six shrubs. The parking lot islands are not complying with the minimum UDO requirements.

Response: Provided

5J. Shift this tree so that it will not encroach on the deciduous shade tree in the parking lot island.

Response: Revised

5K. Add six shrubs here and remove some of the perennials.

Response: Revised

5L. Is this edger? If so, add to the legend.

Response: Revised

5M. The plant schedule on the previous sheet does not match this plant schedule. Include only one plant schedule.

Response: Removed

5N. Neither of these trees is on the plant schedule on the previous page.

Response: Updated

5O. Trees should be part of the parking lot screening, but a double row of shrubs is also required. Refer to Section 146-4.7.K.5.

Response: THE PROPOSED TREES ARE EVERGREEN AND PROVIDE SCREENING.

THERE IS NOT SPACE FOR EVERGREEN TREES & SHRUBS.

5P. Replace these Mugo Pines with a different shrub for screening purposes. These will take too long to grow to provide the required parking lot screening. Provide screening of the lot. Do not leave gaps.

Response: Revised

5Q. Provide the required parking lot perimeter screening. Refer to Section 146-4.7.K.5.

Response: Provided

5R. Provide a building perimeter landscape table and document compliance with the building perimeter landscape requirements. One tree or tree equivalent per 40 lf of building length. It is per building side and not cumulative. It is applicable to those sides of the building with a door or where the building faces a street.

Response: PER DISCUSSION WITH PROS STAFF DUE TO ARCHITECTURAL DESIGN & FUNCTION FOR PLAZA PERIMETER PLANTING IS PROVIDED OUTSIDE OF PLAZA AREA

5S. Building perimeter landscaping is required along these sides of the building.

Response: PER DISCUSSION WITH PROS STAFF DUE TO ARCHITECTURAL DESIGN & FUNCTION FOR PLAZA PERIMETER PLANTING IS PROVIDED OUTSIDE OF PLAZA AREA

5T. This landscape bed is not required but may be left if so desired.

Response: Acknowledged

5U. A few ornamental grasses are fine but meet the building perimeter landscape requirements and provide diversity. These grasses will be non-existent 6-7 months out of the year and provide no interest.

Response: Revised

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

6A. 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****7. Civil Engineering** (Cristpher Eravelly / 303-739-7457 / [ceravell@auroragov.org](mailto:ceravell@auroragov.org) / Comments in green)*Sheet 1*

- 7A. The streetlight or pedestrian light installation within the public right-of-way shall be designed, funded, and constructed by the developer/owner. Ownership and maintenance of the street/pedestrian lights shall be the responsibility of the City of Aurora once they have been accepted. Streetlight and/or pedestrian photometric plans shall be prepared and submitted to the City for review and approval and shall become a part of the approved civil construction plans for the project. An electrical plan showing the site location of lights, electrical one line, and grounding details shall be submitted to the Permit Center for review by the Building Department. The owner is responsible for obtaining an address for the meter(s) from the Planning Department. A Building Permit for the meter and a public inspection permit for the streetlights are required. Certificates of occupancies will not be issued until the street and/or pedestrian lighting plans are approved, constructed, and initially accepted.

Response: Note added as requested.

- 7B. Please add a street/pedestrian light note.

Response: Note added as requested.

*SP Sheet 3*

- 7C. Please include street classification per section 4.04.2 of the COA Roadway Design & Construction Specifications.

Response: Added as requested.

- 7D. Please show the dimensions of the existing sidewalk.

Response: Added as requested.

- 7E. · Minimum slopes note: "Add a note: "Minimum slope on unpaved areas is 2%, minimum slope on asphalt is 1%, and minimum slope on concrete is 0.5%."
- Maximum slopes note: "Add a note: "The maximum slope within ROW is 4:1, the maximum slope for property outside of the ROW is 3:1."
- Slope away from the building: "Add a note: "The slope away from the building shall have a minimum grade of five (5) percent for the first ten feet or to the property line, whichever occurs first, then a minimum of two (2) percent until the slope reaches the swale around the building. If physical obstructions or lot lines prohibit the ten feet of horizontal distance, a five (5) percent slope shall be provided to an approved alternative method of diverting storm runoff away from the foundation. Impervious surfaces within ten feet of the building foundation shall be sloped a minimum of two (2) percent away from the building."
- Fire lane slopes: "Add a note: "The maximum permissible longitudinal grade for fire lanes is 10%. The maximum transverse grade for a fire lane is four percent with a resultant maximum slope of ten percent."
- ADA parking: "Add a note: "The resultant grade in any direction within accessible parking areas shall not exceed two percent."
- ADA path: "Add a note: "The maximum cross slope in an accessible path shall not exceed two percent. The maximum longitudinal slope in an accessible path shall not exceed five percent."

Response: Notes added as requested.

- 7F. Please include the additional standard notes listed above.

Response: Notes added as requested.

**8. Traffic Engineering** (Dean Kaiser / 303-739-7584 / [djkaiser@auroragov.org](mailto:djkaiser@auroragov.org) / Comments in amber)*SP Sheet 3*

- 8A. Streetview shows this as an existing STOP sign, revise accordingly. Must maintain traffic control onto Telluride from access.

Response: Label corrected.

*Traffic Letter Sheet 1*



8B. Please label it as “street.”

[Response: Updated](#)

8C. 2023-08-16 (DJK) reviewed, conceptually agreed with the data provided and asked that verification of the facility's operations be confirmed.

[Response: Acknowledged](#)

*Traffic Letter Sheet 3*

8D.  $R^2$  is high for this (per ITE, "As the  $R^2$  value increases toward 1.0, the better the fit; as the  $R^2$  value decreases toward 0, the worse the fit." So, will accept the fitted curve equation value provided.

[Response: Acknowledged](#)

8E. Per the provided Operations Plan, there is a statement that "the hours of operation are likely to be regular business hours". Please clarify if this intends to mean weekend operation or does it mean standard weekday times. May need to see possible weekday peak generation as well.

[Response: Updated and weekday provided in trip generation table.](#)

*Traffic Letter Sheet 4*

8F. Please label it as “street.”

[Response: Updated](#)

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

*SP Sheet 4*

9A. Use this graphic to show ADA loading access to the sidewalk. Show transition to the sidewalk and ramps.

*SP Sheet 6, 17*

[Response: Fire/life safety comments not included in redlines so we are unsure exactly what this is referring to but have assumed it is intended to indicate the need to provide detectable warning pads where the sidewalk meets the loading area – added to plan.](#)

9B. Show a proposed Knox Box at the main entrance to the building.

[Response: A Proposed knox box has been located at the main entrance.](#)

**10. Aurora Water** (Iman Ghazali / 303-807-8869 / [ighazali@auroragov.org](mailto:ighazali@auroragov.org) / Comments in red)

*SP Sheet 6*

10A. Show the indicated feature on the plan.

[Response: Now shown on plan.](#)

10B. Call out connections to existing water, sanitary, and storm.

[Response: Callouts added as requested.](#)

10C. Label hydrant and ownership. If the public (owned and maintained by Aurora Water), then a utility corridor shall be dedicated for the hydrant and hydrant lateral from the ROW.

[Response: Added hydrant label and utility corridor as requested.](#)

10D. Relabel as “VCP.”

[Response: Changed as requested.](#)

10E. Double cleanouts are required within 5 ft of the sanitary service building connection.

[Response: Double cleanouts added and labeled.](#)

10F. Advisory: For the coming Civil Plan review, soil resistivity test results must be shown on the civil plan to determine the appropriate fire line and hydrant lateral materials. DIP will not be allowed for soil resistivity < 1000 Ohm-cm.

[Response: Noted. Changed pipe material to PVC for now but will be re-assessed with civil plans.](#)

10G. Include a legend in the schedule notes.

[Response: Easement was already labeled so the label was removed.](#)

**11. Forestry** (Rebecca Lamphear / 303-739-7177 / [rlamphea@auroragov.org](mailto:rlamphea@auroragov.org) / Comments in purple)

*SP Sheet 9*

11A. Please show a tree mitigation chart. 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. The caliper inches that will be



Response: Provided



lost are 93", but only 23" would be required for planting back onto the site. The mitigation value is \$1,920.00.

Please see the comments section of the review for the Required Tree Mitigation Table.

Response: Provided

**12. PROS** (Curtis Bish / 303-739-7131 / [cbish@auroragov.org](mailto:cbish@auroragov.org) / Comments in mauve)

12A. No comment(s) provided at this time.

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

SP Sheet 2, 3 & 6

13A. Add: by "separate document" where indicated.

Response: Added as requested.

13B. Change this name to match the plat.

Response: Name changed as requested.

13C. Add: Lot, Block, Subdivision name.

Response: Added as requested.

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

14A. Please see the attached comment letter.

**15. Arapahoe County Planning Division**

15A. Thank you for the opportunity to review and comment on this project. The Arapahoe County Planning Division has no comments; however, other departments and/or divisions may submit comments.



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

August 16, 2023

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

Attn: Stephen Gubrud

**Re: Colorado Freedom Memorial Visitor Center, Case # DA-2365-00**

Public Service Company of Colorado's (PSCo) Right of Way and Permits Referral Desk has reviewed the CUP/site plan for **Colorado Freedom Memorial Visitor Center**. Please be aware PSCo owns and operates existing underground electric distribution facilities to light poles in the existing parking lot, and to a transformer along Telluride. As a safety precaution, PSCo would like to remind the developer to contact Colorado 811 for utility locates prior to construction.

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 by the Designer.

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)