

2/26/2025

Stacy Wasinger  
City of Aurora – Planning Department  
15151 E. Alameda Parkway, Suite 2300  
Aurora, Colorado 80012

RE: Second Submission Review: Bank of America at Aurora Plaza Site Plan and Conditional Use  
Application Number: DA-2339-01  
Case Numbers: 1981-6061-19; 1981-6061-20

Dear Mrs. Wasinger,

Please find below our responses to the 2<sup>nd</sup> review comments on the Site Plan and Conditional Use for the proposed Bank of America. To facilitate your review, we have included our responses starting with **Response:** for each response.

## **PLANNING DEPARTMENT COMMENTS**

### **1. Zoning and Use Comments**

1A. Written comments received from Xcel Energy are attached to this letter. Please respond to their comments within the response letter for your next submission.

**Response: We are aware that BOA will need to submit for any new natural gas or electric service plus and additional easements.**

1B. *Repeat comment:* Please clarify authorization from the Wendy's parcel to move the driveway. The easement was provided, but it is not clear that it includes moving the entrance of the driveway.

- *Update:* Thank you for the clarification on the additional easement. Please work with Land Development Review Services on any easement to be completed by separate document. For this case, the easement will need to be in place prior to recording the site plan.
- Note that a mylar change or amendment will be required if the existing site plan for Wendy's is affected (i.e. parking or other site features are significantly changed). The site plan of record for that development is attached to this letter.

**Response: Noted, thank you.**

#### Site Plan

##### Sheet 1:

1C. Remove the City Council portion of the approvals box from the lower right corner.

**Response: City Council notation removed.**

1D. Please clarify and revise the allowable signage calculation per UDO 146-4.10.5.B. The building frontage on Mississippi Ave. is approximately 60 feet, which would allow a maximum sign area of 120 square feet. Signage details are not required with the site plan, but the maximum area must be updated.

**Response: Updated to 121.76 SF for 60.88 LF frontage**

##### Sheet 2:

1E. Please dimension all buildings, parking spaces, drive-thru covering, easements, and any other features on the site plan. This will help clarify parking stall dimensions, stacking area, etc.

**Response: Dimensions added.**

1F. Include case numbers and title of adjoining approved site plans.

- MARSHALLS AURORA PLAZA (CN 1981-6061-12)
- WENDY'S AT MICHAELS AURORA PLAZA (CN 1981-6061-16)
- MURPHY FUEL AT MARSHALL PLAZA (CN 1981-6061-17 and 1981-6061-18)

**Response: Adjacent site information added.**

##### Sheets 2 and 5:

1G. *Repeat comment:* Note any proposed fences and walls. Please provide details as well. See UDO 146-4.7.9.T for retaining wall requirements.

- *Update:* Thank you for clarifying the height and location of the retaining walls. Per the details provided regarding the retaining walls, it appears that the maximum height of the lower retaining wall is 6 feet and the higher retaining wall is 4 feet 8 inches above grade, with an over 5 foot separation. If this is accurate, then the code requirement is met, and an adjustment is not needed. The height of the wall is measured from adjoining grade to the top of the wall and the required separation in code is 36 inches.

**Response: Noted, thank you. The orientation that you note is correct.**

## **2. Streets and Pedestrian Comments**

*Sheet 9:*

2A. *Repeat comment:* Thank you for the inclusion of an outdoor plaza area. Please include pedestrian features such as decorative pavement, pedestrian scale lighting, shade features, site furniture, landscape borders with amenities such as tree cut-outs and raised planters, etc.

- *Update:* Thank you for the clarification regarding the provided table and chairs. The requirement can be satisfied in multiple layouts and with different features. Due to the use and location, consider alternatives, such as raised planters and benches, to meet this requirement.

**Response: Noted, thank you. Picnic tables and bike racks are being provided for employee and visitor experience alike.**

2B. Please show or extend the pedestrian connection to the parcel to the north per UDO Table 4.5—3.

**Response: Pedestrian connection added at west side of west entrance.**

## **3. Parking Comments**

3A. *Repeat comment:* See UDO Table 4.6-4 for parking lot design requirements. The parking spaces must be 9' by 19' (not 18').

- *Update:* Please include dimensions for both head-in and angled parking to demonstrate code requirements. Also include dimensions for stacking space areas.

**Response: Dimension strings added across site on Sheet 2.**

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

4A. *Repeat comment:* Please provide color elevations and a digital material board.

**Response: Please see attached updated exterior elevations and previously submitted material board.**

4B. *Repeat comment:* The north and east elevations will require additional articulation (such as a vertical element, material change, recess or pop-out, etc.) to break up the plane.

- *Update:* Thank you for the additional information and clarification of articulation. The east elevation will still need an additional element, such as a window (or faux window), horizontal element, or other element to break up the façade plane.

**Response: Please see attached updated exterior elevations.**

4C. *Repeat comment:* Include an elevation/detail of the trash enclosure.

- *Update:* Thank you for the clarification that there is no trash enclosure on-site. Is the trash collection location in the overall complex instead?

**Response: Trash accumulation inside the bank is minimal. The regularly scheduled cleaning crew takes all on site trash with them, and any shredded material are picked up by a secured collection service. No trash is sent to any exterior location on site or adjacent.**

## **5. Landscaping Issues** (Tammy Cook / [tdcook@auroragov.org](mailto:tdcook@auroragov.org) / Comments in bright teal)

*Site Plan:*

*Sheet 2:*

5A. A 9' attached walk is not shown here.

**Response: Note changed to 21, incorrectly noted as 22.**

Sheet 4:

5B. If the intent is for this walk to be constructed as part of this application, both this sheet and the landscape plans must show this walkway. When will this walk be constructed?

**Response: The walk is not to be constructed now, but the city required that the site design be receptive for a future walk (since we had a lot of grade difference) and time frame not provided by the city. Landscape plans have been revised to show both conditions.**

Sheet 7:

5C. Although there is an encumbrance along this perimeter an adjustment will be required for the Street Trees for the curbside landscape.

**Response: Exception request has been added to cover sheet for the curbside landscape requirements.**

Sheet 9:

5D. The Civil base is still showing a future 10-foot walk where the plant material is shown along this perimeter. What is the timing anticipated on this "future walk"?

**Response: The walk is not to be constructed now, but the city required that the site design be receptive for a future walk (since we had a lot of grade difference) and time frame not provided by the city. Landscape plans have been revised to show both conditions.**

5E. Provide the dimension of this planting area measured from the back of the walk for when the walk is to be constructed.

**Response: Dimension has been added to plan**

5F. You should include both conditions on different sheets. When the sidewalk gets constructed, there needs to be a landscape plan for that, or it will be all rock in the future. Include a table documenting the UDO curbside landscape requirements for the detached sidewalk condition. A note should be added to the "Attached" Condition landscape plan that says: A detached sidewalk along Mississippi Road is anticipated in the future. Landscaping for the curbside can be found on sheet X.

**Response: The additional landscape condition has been added to this set.**

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

6A. 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:

- parcels
- street lines
- building footprints (if available)

**Response: Submitted and Phil Turner noted it was 15167 E Mississippi. Digital file was sent to Phil on 2/25/25**

6B. 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: <https://auroragov.org/cadtogisstandards> or by contacting [cadgis@auroragov.org](mailto:cadgis@auroragov.org)

**Response: Submitted and Phil Turner noted it was 15167 E Mississippi. Digital file was sent to Phil on 2/25/25**

#### **7. Planning Transportation (Tom Worker-Braddock / 303-739-7340 / [tworker@auroragov.org](mailto:tworker@auroragov.org) / Comments in bright teal)**

7A. No further comment at this time.

**Response: Noted, thank you.**

## REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

### 8. Civil Engineering (Jonathan Phan / 303-739-8273 / [jphan@auroragov.org](mailto:jphan@auroragov.org) / Comments in green)

#### Site Plan

##### *Sheet 1*

8A. Advisory note: Civil plans will be submitted under the 2025 Roadway Manual.

**Response: Noted, thank you.**

##### *Sheet 2*

8B. Please show the receiving ramp. ADA requires a complete path of travel (TYP.).

**Response: Adjacent site layout shown.**

8C. Advisory note: If this sign is within the sidewalk easement a license agreement is needed.

**Response: Sign is not within any easements.**

8D. Mississippi Ave is an arterial road (TYP.).

**Response: Noted and corrected.**

##### *Sheet 4*

8E. Please provide the slope percentage (TYP.).

**Response: Slopes added to ADA areas.**

8F. Label existing contours (TYP.) (3.J.1.a of the 2025 Roadway Manual).

**Response: Contour labels added.**

8G. Show the grading to be sloped away from the building within 10 feet (4.B.1.c of the 2025 COA Roadway Manual) (TYP.).

**Response: Slope arrows added, but it does slope way for 10' minimum.**

8H. What is this heavier line-type weight supposed to be?

**Response: Index contours (5')**

8I. Label roadway classification and dimension the ROW width (TYP.).

**Response: Added for Mississippi.**

##### *Sheet 5*

8J. Remove the approval block as it's not needed on the site plan.

**Response: Removed.**

##### *Sheet 14*

8K. Please show and call out the existing streetlights (TYP.).

**Response: Streetlights added.**

8L. Advisory note: During the civil plans you will need to evaluate the existing public streetlights for conformance with the 2025 Roadway Manual. Additional streetlights may be needed.

**Response: Noted.**

##### *Sidewalk Deferral Letter*

8M. Identify how many linear feet of sidewalk are being deferred.

**Response: 176 lineal feet noted as deferred.**

8N. Identify the section of code and the specific criteria the code follows under <https://aurora.municipal.codes/UDO/146-5.3.19.B>

**Response: 146-5.3.19.B.1.c - Be more efficiently constructed at the time of development of adjacent parcels.**

8O. Update dimension to 10'.

**Response: Updated as requested.**

### 9. Traffic Engineering (Dean Kaiser / 303-739-7584 / [djkaiser@auroragov.org](mailto:djkaiser@auroragov.org) / Comments in orange)

#### Site Plan

##### *Sheet 3*

9A. REPEAT COMMENT, provide dimension of access width.

**Response: Dimensions added.**

9B. REPEAT COMMENT, parking space is 9'x19' per UDO 4.6.5 Table 4.6-4

**Response: Dimensions added, but 9'x18' allowable with 2' overhang.**

9C. Relocate further north closer to the exit.

- Response: Moved north.**
- 9D. Need to provide vehicle turning template to verify vehicles can turn hard left to get into left drive-thru lane.  
**Response: Template added to the plan.**
- 9E. Provide dimensions (for drive-thru).  
**Response: Added to the plan.**
- 9F. Add STOP sign.  
**Response: Added to the plan.**
- 9G. REPEAT COMMENT, provide dimension of access width.  
**Response: Added to the plan.**

Traffic Impact Study

Page 1:

- 9H. TIS is approved.  
**Response: Noted, thank you.**

**10. Fire / Life Safety** (Carl Horst / 303-739-7639 / [chorst@auroragov.org](mailto:chorst@auroragov.org) / Comments in blue)

- 10A. Please update the data block to reflect the following items;
- 2021 IBC Construction Occupancy classification  
**Response: Group B added to the table.**

Sheet 2:

- 10B. Please label the fire lane signs and provide one fire lane sign in the location shown at the northwest corner. The center sign placed at the north may be moved to this location.  
**Response: Relocated as requested.**
- 10C. Please provide a legend that shows the bollards.  
**Response: Bollards added to the legend.**
- 10D. Please Identify the access aisle and the accessible van parking spot individually.  
**Response: Accessible parking delineated more.**

Sheet 3:

- 10E. Please provide detailed graphic examples of signage to be installed. Example given.  
**Response: Graphics added.**

Sheet 4:

- 10F. Please provide the slope percentages along the accessible route, Aisle and parking.  
**Response: Slopes added to ADA areas.**
- 10G. Please provide a legend that shows the bollards.  
**Response: Bollards added to the legend.**
- 10H. Please Identify the access aisle and the accessible van parking spot individually.  
**Response: Accessible parking delineated more.**
- 10I. Please label the fire lane signs and provide one fire lane sign in the location shown at the northwest corner. The center sign placed at the north may be moved to this location.  
**Response: Relocated as requested.**

Sheet 14:

- 10J. Please identify the full path of the accessible route by dash delineation.  
**Response: Added to the plan.**

**11.Aurora Water** (Samantha Bayliff / 303-739-7490 / [sbayliff@auroragov.org](mailto:sbayliff@auroragov.org) / Comments in red)

Site Plan

Sheet 2:

- 11A. This is the drainage report RSN, not the civil plans. Additionally, this site has been approved. Use EDN 224290.  
**Response: Revised as requested.**

Sheet 6:

- 11B. If you intend to include text calling out these easements and providing EDN numbers, don't cut them off.

- Response: Removed from the plan.**
- 11C. REPEAT COMMENT: remove these labels from the utility plan.  
**Response: Property line callouts removed.**
- 11D. Call this out as "proposed"  
**Response: Revised as requested.**
- 11E. REPEAT COMMENT: Per approved plans directly to the west (EDN 224290), the water stub is not being provided by the adjacent property. See below for the approved waterline for the adjacent property that is currently under construction.  
**Response: Revised as requested.**
- 11F. Dedicate water easement by separate document. The site plan will not be approved until the easement has been dedicated.  
**Response: Easement will be submitted soon. In contact with Ani Jones regarding pending submittal.**
- 11G. Mississippi (correct typo).  
**Response: Revised as requested.**
- 11H. REPEAT COMMENT: call out the removal of the plug as well.  
**Response: Revised as requested.**
- 11I. This is not the correct RSN and the project is now approved, so these should be EDN 224290.  
**Response: Revised.**
- 11J. Since there is no existing waterline stub, this comment is not relevant.  
**Response: Removed.**
- 11K. REPEAT COMMENT: define AHJ on the plan sheet.  
**Response: Changed to Xcel Energy.**
- 11L. Odd formatting?  
**Response: Modified.**

**12. Forestry** (Becky Lamphear/ 303-739-7139 / [rlamphea@auroragov.org](mailto:rlamphea@auroragov.org) / Comments in purple)

- 12A. PLEASE CONTACT AURORA FORESTRY.  
**Response: Aurora forestry has been contacted,02/12-02/14 to discuss tree mitigation.**
- 12B. Tree mitigation is always above and beyond the Landscape Code requirements.  
**Response: Client has opted to pay the community tree fund and is now reflected on our sheets.**
- 12C. Shrubs and grasses cannot count towards tree mitigation for planting back on site. Mitigation must be in the form of planting trees, payment into the community tree fund, or a combination of both. The applicant can also upsize trees required by the landscape code.  
**Response: Client has opted to pay the community tree fund and is now reflected on our sheets.**
- 12D. The caliper inches that will be lost are 70", but only 22" would be required for planting back onto the site. The mitigation value is \$2,940.00.

TREE #	SPECIES	DIAMETER	MITIGATION VALUE	COMMENTS	MITIGATION INCHES
1	White Ash	14	\$828.85		6
2	White Ash	16	\$539.30		3
3	Silver Maple	14	\$507.68		3
4	Pear	7	\$240.68		3
5	Pear	7	\$240.68		3
6	Crab	6	\$291.26		2
7	Crab	6	\$291.26		2
Total		70	\$2,939.71		22

1. 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.

**Response: Mitigation chart has been revised to represent updated values and calculations.**

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

*Sheet 1*

13A. Add this standard Site Plan Note:

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 the City's use and occupancy of said easements or rights-of-way. The undersigned, its successors, and assigns, further agree 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.

**Response: Note added.**

*Sheet 2-5*

13B. Continue with the easement dedications by separate documents (Typ.) They should be completed prior to any building permits.

**Response: Noted, thank you. Easements will be submitted soon. In contact with Ani Jones regarding pending submittal.**

13C. Add the size of the easement (Typ.)

**Response: Added, some vary in width and are noted as such.**

13D. Add "Private" as indicated for Utility easement.

**Response: Added.**

**14. Easements** (Grace Gray / 303-739-7277 / [ggray@auroragov.org](mailto:ggray@auroragov.org))

14A. Easement dedications to be submitted to [dedicationproperty@auroragov.org](mailto:dedicationproperty@auroragov.org), releases to be submitted to [releaseeasements@auroragov.org](mailto:releaseeasements@auroragov.org).

**Response: Noted, thank you.**

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

15A. Please see attached.

**Response: Emailed Donna George on 2/5/25. Email is attached.**

**16. Arapahoe County** (Terri Maulik / 720-874-6840 / [referrals@arapahoegov.com](mailto:referrals@arapahoegov.com))

16A. Planning Division: 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.

**Response: Noted, thank you.**

Sincerely,  
**GALLOWAY**

Todd Hager  
[toddhager@gallowayus.com](mailto:toddhager@gallowayus.com)

## Todd Hager

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**From:** George, Donna L <Donna.L.George@xcelenergy.com>  
**Sent:** Thursday, February 6, 2025 5:49 AM  
**To:** Todd Hager  
**Cc:** Wasinger, Stacy  
**Subject:** RE: Xcel Comments for DA-2339-01 Bank of America @ Aurora Plaza

Hi Todd,

Because there was a comment to see a response to my first letter, I was wondering what that response was. I take it that what you stated below is the response, and I am fine with that 😊

Thanks!

**Donna George**  
**Xcel Energy | You. Us. Together.**  
Right of Way and Permits Referral Processor  
Electric & Gas Distribution, Gas Transmission  
1123 West 3<sup>rd</sup> Avenue, Denver, CO 80223  
**O: 303-571-3306**  
**E:** [Donna.L.George@xcelenergy.com](mailto:Donna.L.George@xcelenergy.com)  
**Direct Supervisor:** [adam.r.pena@xcelenergy.com](mailto:adam.r.pena@xcelenergy.com)  
[www.xcelenergy.com](http://www.xcelenergy.com)

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**From:** Todd Hager <ToddHager@GallowayUS.com>  
**Sent:** Wednesday, February 5, 2025 3:57 PM  
**To:** George, Donna L <Donna.L.George@xcelenergy.com>  
**Cc:** Wasinger, Stacy <SWasinge@auroragov.org>  
**Subject:** Xcel Comments for DA-2339-01 Bank of America @ Aurora Plaza

**EXTERNAL - STOP & THINK** before opening links and attachments.

Donna,

I just got around to reviewing the comments from the second referral for DA-2339-01 Bank of America @ Aurora Plaza. It appears that my former colleague uploaded the wrong response letter for your review.

I wanted to see that the first comments from 10/25/24 were essentially the same for the second referral. We are aware that BOA will need to submit for any new natural gas or electric service plus and additional easements.

I just wanted to touch base with you regarding this project and if you had any updated comments per the plans in the referral sans the incorrect response letter.

Thanks,



**Todd Hager**

DEVELOPMENT SERVICES MANAGER

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