



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

May 3, 2024

Dan Kmiecik
Ambrose Property Group
8888 Keystone Crossing Suite 1150
Indianapolis, IN 46240

Re: Initial Submission Review – Porteos Industrial at Porteos - Site Plan Amendment and Replat
Application Number: **DA-1903-38**
Case Numbers: **2020-6030-02;2024-3015-00**

Dear Mr. Kmiecik:

Thank you for your initial submission, which we started to process on April 11, 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 May 24, 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.

The estimated Administrative Decisions date is set *tentatively* for Wednesday, July 3, 2024. Please remember that all abutter notices 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 303-739-7541 or rrabbaa@auroragov.org.

Sincerely,

Rachid Rabbaa, Planner II
City of Aurora Planning Department

cc: Brad Cooney - Kimley-Horn Associates 4582 S Ulster Street Denver, CO 80237
Rachid Rabbaa, Case Manager
Jacob Cox, ODA
Filed: K:\SDA\DA-1903-38rev1.rtf



Initial Submission Review

SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- See redlined comments from the Planning department (see Items 2-8)
- A civil plan revision is required. The site plan amendment won't be approved until the civil plan revision is submitted (see Item 9)
- Please see the 2040 analyses since this is a site plan amendment. Trip generation distribution figure needed with distribution compared to 2021 TIS. (see Item 10)
- Please clarify that the Replat is not affecting the existing Fire Lane Easements. If they are affected, please clearly show it on the plans (see Item 11)
- All portions of the public water line must remain inside a water easement. Please see all the comments from the Water department on the Site Plan and Plat. (see Item 12)
- Advisory Comment) Send in the updated Title Commitment to be dated within 30 calendar days of the plat approval date. (This Commitment should be submitted at the time of your final submittal of the electronic Plat for recording.) (see item 14-15)

PLANNING DEPARTMENT COMMENTS

1. Community Questions, Comments and Concerns

- 1A. Name: Steve Loeffler
Organization: 2829 West Howard Place
Address: Colorado Department of Transportation Denver CO 80204
Phone: 3037579891
Email: steven.loeffler@state.co.us
Comment: This development is off of the state highway system. We have no comments.
- 1B. Name: DONNA GEORGE
Organization: XCEL ENERGY PUBLIC SERVICE CO
Address: 550 15TH ST, SUITE 700 DENVER, CO 80202
Phone: 3035713306
Email: donna.l.george@xcelenergy.com
Comment: Please see attached at the end of the letter.
- 1C. Name: Scott Woodruff
Organization: RTD Engineering
Address: Regional Transportation District
1560 Broadway, Suite 700, FAS-73 | Denver, CO 80202
Phone: 303-299-2943
Email: clayton.woodruff@rtd-denver.com
Comment: This review is for Design concepts and to identify any necessary improvements to RTD stops and property 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.

2. Completeness and Clarity of the Application

- 2A. Please add a new cover sheet with a new Data Table that reflects what exists and what is proposed to be added or modified.
- 2B. All the added sheets (for example sheet 31) need to be bubbled on the entire page including the title block.
- 2C. Every sheet that has a layout change needs to be bubbled and deltas added to the amendments box.



3. Streets and Pedestrian Comments

- 3A. Pedestrian Access (accessible route) needs to be provided to the main building entrance from the new parking lots. Show this with a thick dashed line to the building entrance(s). It is not clear how the pedestrian network connects to the areas of the site.

4. Parking Comments

- 4A. Parking layout dimensional requirements for head-in parking are 19 ft depth and 9 ft width. Please add dimensional to the new added Parking layout.

5. Architectural and Urban Design Comments

- 5A. The fence is an addition or amendment to the original site plan and should be circled on the landscape plan sheets.
- 5B. Please provide an updated photometric -Show typical details of lighting on the plan.

6. Signage

- 6A. Advisory: If any monument signs are proposed their footprint must be shown on the Site Plan and Landscape Plan, with details provided on materials, colors, proposed lighting, etc. on the Architectural Details page. All monument signs must match the design aspects of the building.

7. Landscaping Issues (Tammy Cook /954-684-0532 / TammyC@cgasolutions.com / Comments in bright teal)

- 7A. Label Powhatan Road.
- 7B. Label all exterior streets on this Key Map.
- 7C. Per the pre-application comments: Parking Lot landscaping- The current layout exceeds the 60% parking permitted along arterial streets and will require additional buffering and/or landscape enhancements to mitigate visual impacts. Plant material should attain a height of 3' in three years. Berming is encouraged to increase screening.
- 7D. Per the pre-app comments, for the overall landscape:
50% of the plant material provided should be evergreen trees. 38% has been provided.
All truck loading and storage areas shall be oriented internal to the parcel areas and will be screened from public streets and open space networks. On the south perimeter, the truck loading area has not been adequately screened. Additional evergreen trees are noted on the plans.
Landscape along arterial and collector roads:
Plant quantities to follow city code requirements but be clustered rather than on center spacing.
A minimum 15' setback shall be implemented along the length of the arterial and collector roads at intersection corners the setback shall be 20'. Where monument signs are proposed at intersection corners, the setbacks shall be 40'. Show on plans where monument signs are proposed.
- 7E. Note: 30% of the tree species are evergreen.
- 7F. Provide the CN# instead of the DA#.
- 7G. Label Street Frontage Buffer.
- 7H. Label and dimension all easements.
- 7I. Label the 15' existing Amoco Pipeline Co. Easement.
- 7J. Include the shrubs and ornamental grasses to the this Plant Schedule on all sheets.
- 7K. The existing trees and the proposed fence appear to be on top of the existing trees, adjust the proposed fencing.
- 7L. Label and dimension the street frontage buffer.
- 7M. At least 30% of the tree species in the non-street buffers shall be evergreen.
- 7N. Label the Non-street perimeter buffer and provide the dimension.
- 7O. Label and dimension the non-street frontage buffer.
- 7P. Per the UDO, deciduous canopy trees are required in these parking lot islands. Sidewalks may not displace the required landscaping.



- 7Q. Label the 15' existing Amoco Pipeline Co. Easement.
- 7R. Grasses should not be used for screening as they do not provide screening in the winter.
- 7S. Label the existing 66' Panhandle Easter Pipeline Co. Easement.
- 7T. Per the UDO, deciduous canopy trees are required in these parking lot islands. Sidewalks may not displace the required landscaping.
- 7U. Label the existing 66' Panhandle Easter Pipeline Co. Easement
- 7V. Provide additional evergreen trees for screening the overhead doors along this perimeter.
- 7W. Provide additional evergreen trees for screening the overhead doors along this perimeter.
- 7X. Per the UDO, deciduous canopy trees are required in these parking lot islands. Sidewalks may not displace the required landscaping.
- 7Y. The leader lines are disconnected from the actual labels.
- 7Z. The fence is an addition or amendment to the original site plan and should be circled on the landscape plan sheets.
- 7AA. Show the property line as a traditional line type. A long dash and two short dashes.
- 7BB. Provide 6 shrubs in these islands per the UDO.

8. Addressing (Phil Turner / 303-739-7357 / pcturner@auroragov.org)

- 8A. No comments.

REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

9. Civil Engineering (Moustapha Agrignan / 303-739-7306 / magrigna@auroragov.org / Comments in green)

- 9A. **Advisory note:** A civil plan revision is required, The site plan amendment won't be approved until the civil plan revision is submitted.
- 9B. Add maximum height to the detail.
- 9C. Callout or add it to the legend (TYP.)
- 9D. This sheet is an added sheet from the approved set. Please bubble the entire page including the title block.
- 9E. Provide owners/Cities and Counties on the east and west side of the city line limits.
- 9F. Provide pedestrian refuge island.
- 9G. Provide fire lane radii (TYP.)
- 9H. Show the sidewalk and the ROW
- 9I. Please add the following 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." TYP.
- 9J. Advisory: Please review section 4.02.7.03.3.1 regarding when structural calcs are required. Structural calcs, if applicable, will be required with the first submittal of the civil plans.
- 9K. Please add the following note: "The maximum slope within ROW is 4:1, the maximum slope for property outside of the ROW is 3:1."
- 9L. Please add the following note: "Detailed layout and design for proposed curb ramps within right of way or along an accessible route will be completed with the civil plans." TYP.
- 9M. Please add the following 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." TYP.
- 9N. Please add the following notes: "Minimum pavement slopes: 1% for asphalt, 0.5% for concrete." TYP.
- 9O. Advisory: Please review section 4.02.7.03.3.1 regarding when structural calcs are required. Structural calcs, if applicable, will be required with the first submittal of the civil plans.



- 9P. This sheet(31) is an added sheet from the approved set. Please bubble the entire page including the title block.
- 9Q. Provide more slope labels(slope arrow and the grade percentages)TYP.
- 9R. Minimum 2% for the unpaved area (TYP.)
- 9S. This sheet is an added sheet from the approved set. Please bubbled the entire page including the title block

10. Traffic Engineering (Dean Kaiser / 303-739-7584 / djkaiser@auroragov.org / Comments in amber)

Traffic Study Letter:

- 10A. Reviewed Need to see 2040 analyses since this is a site plan amendment. Trip gen distribution figure needed with distribution compare o 2021 TIS.
- 10B. 36.1% increase in peak hour trips
- 10C. No long-term analyses provided. As a site plan amendment, need to see long-term analysis compared to the original TIS from 2021. The change in trip gen for Building 1 is what seems be adding to the increased site traffic so will need the 2040 analysis to ensure the local lane configurations are sufficient for the entire site.
- 10D. 2023 Background Traffic Vols from 2021 Report.
- 10E. Provide a Trip Gen Volumes Figure before this 2025 Total Volume Figure for clarity. Are you using same distribution as per the 2021 TIS? Provide distribution percentages as well.

Site Plan

- 10F. Traffic signal easement needs to be illustrated.
- 10G. DO NOT ENTER signs required since this is to be one-way inbound.
- 10H. Provide roadway width dimension.
- 10I. STOP sign required.
- 10J. Call out crosswalk.
- 10K. Add RLMTR sign.

11. Fire / Life Safety (Erick Bumpass / 303-739-7627 / ebumpass@auroragov.org/ Comments in blue)

- 11A. Please clarify that the Replat is not affecting the existing Fire Lane Easements. If they are affected, please clearly show it on the plans.
- 11B. Please confirm there are no changes or additions to the Gating Systems on site.

12. Aurora Water (Jennifer Wynn / 734-258-6523 / jwynn@auroragov.org / Comments in red)

Plat

- 12A. Please show missing 10' Water Easement for hydrant approx here on the South side of the main easement.
- 12B. Easement can not be vacated without re-dedication since it contains existing hydrant.
- 12C. Site plan shows 5 easement for hydrants along this are, but plat only shows 4.
- 12D. Site plan shows hydrant with easement approx here.
- 12E. Missing hydrant water easement behind this label and on sheet 4.
- 12F. Please label as "Existing Access Easements" to match site plan.
- 12G. Typical Comment: Please update naming to specific type of utility. For example, "23' Fire Lane, Water & Access Easement"
- 12H. Rename all to Water instead of Utility.
- 12I. Please use specific utility labels like Water and Sewer. Show consistent naming with Site Plan.
- 12J. Please ensure site plan and plat match. Site Plan shows hydrant on South side.
- 12K. Please label Water Easement, as shown on the Site Plan.

Site Plan

- 12L. Per the City's new Water Master Plan, this water main to be installed must be 24".
- 12M. Please ensure pole is at least 5ft from existing water meter.
- 12N. Please point to both sections of the easement for clarity.
- 12O. Typical Comment: Please update naming to specific type of utility. For example, "23' Fire Lane, Water & Access Easement."



- 12P. Typical Comment: Please rename to 10' Water Easement.
- 12Q. 26' Fire Lane and Water Easement.
- 12R. Fire Lane & Water Easement.
- 12S. All portions of the public water line must remain inside a water easement.
- 12T. This is labeled as a 23' Fire Lane, Water, and Access Easement on the plat. Please be consistent with all labels and types of easements.
- 12U. Plat shows that the hydrant should be on the Northern side of the main easement.
- 12V. Plat shows hydrant on the North of the main easement. Please be consistent.
- 12W. TYP: Please provide water main sizes.
- 12X. Plat shows hydrants alternating North and South of the main.
- 12Y. A PRV will be required as part of the connection to the pressure zone 3C waterline in 64th.

13. Forestry (Becky Lamphear/ 303-739-7177 / rlamphea@auroragov.org / Comments in purple)

- 13A. No comments.

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

Plat

- 14A. Remove from description, shown in graphic.
- 14B. Offsite easement dedications are dedicated by separate document. See 2023 COA Plat Checklist Item no. 17.
- 14C. Provide metes-and-bounds description. See 2023 COA Plat Checklist Item no. 5.
- 14D. Insert Dedication: "Have laid out, platted,..." See 2023 COA Checklist Item No. 6.
- 14E. (Advisory Comment) Send in the updated Title Commitment to be dated within 30 calendar days of the plat approval date. (This Commitment should be submitted at the time of your final submittal of the electronic Plat for recording.)
- 14F. (Advisory Comment) Be advised - sometimes the margins or scale factor may not match the County or City standards as stated in the Subdivision Plat Checklist. If any of these factors are misaligned or scale does not match the drawing information, then this may cause the plat to be sent back and corrected and thus adding time to your submittal. And in turn, you may need to update the Title Commitment to bring it within the 30-day time limit. Please check these items before sending the plat in for recording.
- 14G. Send in the closure sheet for the description.
- 14H. Send in the State Monument Records for the aliquot corners used in the plat.
- 14I. See the red line comments on the plat and site plan.
- 14J. Label publicly dedicated streets within ½ mile of the site (Typical) COA 2023 Subdivision Plat Checklist Item #3.
- 14K. Use statement from 2023 COA Plat Checklist Item No. 11.
- 14L. See 2023 COA Plat Checklist Item No. 12. 1. Make note of the reason for not accepting the existing monument.
- 14M. Insert statement on sidewalk easements. See 2023 COA Plat Checklist Item No. 12. d.,
- 14N. Insert: A resubdivision of Lots 1,2, and 3 of Block 1, Porteous Subdivision Filing No. 6, in the Northwest Quarter.
- 14O. Existing easements cannot be released by the plat. See 2023 COA Checklist Item No. 16, b. Typical.
- 14P. Provide size of monument.
- 14Q. Do not show vacated easements. Typical.
- 14R. Existing easements cannot be released by the plat. See 2023 COA Checklist Item No. 16, b.
- 14S. Create a key map showing what areas of the overall parcel are on which map. See 2023 COA Checklist Item No. 3.
- 14T. Consistent easement widths are not generally supported by curve and line information.
- 14U. Radius distances support a 25' easement distance?
- 14V. Consistent easement widths are not generally supported by curve and line information.



- 14W. Consistent easement widths are not generally supported by curve information.
- 14X. Show tie distance where easement line crosses lot line, per COA Plat Checklist Item No. 16. b.
- 14Y. Consistent easement widths are not generally supported by curve and line information.

Site Plan

- 14Z. On page 1, insert description from plat: "A resubdivision of lots 1,2 and 3, Porteous Subdivision No. 6, in the Northwest Quarter, etc.
- 14AA. Use lot and block names, description, areas and easement info. from Porteous Subdivision Filing No. 7. Typical, all sheets.
- 14BB. Around the perimeter of the of the plat boundary or lot lines, show dimensions, bearings and curve data. See 2022 Site Plan Checklist Item No. 2. Typical all sheets.
- 14CC. Use lot and block names, description, areas and easement info. from Porteous Subdivision Filing No. 7. Typical, all sheets.
- 14DD. Use lot and block names, description, areas and easement info. from Porteous Subdivision Filing No. 7. Typical, all sheets.
- 14EE. Use lot and block names, description, areas and easement info. from Porteous Subdivision Filing No. 7. Typical, all sheets, though not noted after this sheet.
- 14FF. Use lot and block names, description, areas and easement info. from Porteous Subdivision Filing No. 7. Typical, all sheets.
- 14GG. Use lot and block names, description, areas and easement info. from Porteous Subdivision Filing No. 7. Typical, all sheets.
- 14HH. Use lot and block names, description, areas and easement info. from Porteous Subdivision Filing No. 7. Typical, all sheets.
- 14II. Use lot and block names, description, areas and easement info. from Porteous Subdivision Filing No. 7. Typical, all sheets.

15. Land Development Services (Grace Gray / 303-739-7277 / ggray@auroragov.org / Comments in magenta)

- 15A. EASEMENT DEDICATIONS TO BE SUBMITTED TO DEDICATIONPROPERTY@AURORAGOV.ORG
RELEASES TO BE SUBMITTED TO RELEASEEASEMENTS@AURORAGOV.ORG

16.Revenue (Melody Oestmann / 303-739-7244 / moestman@auroragov.org / Comments in magenta)

- 16A. No comments.

17. Xcel (Donna George /303-751-3306 / Donna.L.George@xcelenergy.com

- 17A. Please see the attached letter



Right of Way & Permits

1123 West 3rd Avenue
Denver, Colorado 80223
Telephone: **303.571.3306**
Facsimile: 303.571.3284
Donna.L.George@xcelenergy.com

April 19, 2024

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

Attn: Rachid Rabbaa

Re: Porteos Industrial at Porteos - Porteos Subdivision Filing No. 7, Case # DA-1903-38

Public Service Company of Colorado's (PSCo) Right of Way and Permits Referral Desk has determined an **engineering review** is necessary for the above captioned project. Public Service Company has an existing high-pressure natural gas transmission pipeline and associated land rights along the west property line. Any activity including grading, proposed landscaping, erosion control or similar activities involving our existing right-of-way will require Public Service Company approval. Encroachments across Public Service Company's easements must be reviewed for safety standards, operational and maintenance clearances, liability issues, and acknowledged with a Public Service Company License Agreement to be executed with the property owner. PSCo is requesting that, prior to any final approval of the development plan, it is the responsibility of the property owner/developer/contractor to contact PSCo's Encroachment Team for development plan review and execution of a License Agreement at [encroachment requests \(xcelenergy.com\)](https://www.xcelenergy.com/encroachment-requests) (scroll down to Encroachment Requests and click on APPLY NOW to upload all files in PDF format).

Please be aware PSCo owns and operates existing natural gas and electric distribution facilities within the subject property. 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://www.xcelenergy.com/InstallAndConnect). It is then the responsibility of the developer to contact the Designer assigned to the project for approval of design details.

PSCo requests that the following language or plat note is placed on the preliminary and final plats for the subdivision:

Utility easements are dedicated to the City of Aurora for the benefit of the applicable utility providers for the installation, maintenance, and replacement of electric, gas, television, cable, and telecommunications facilities. Utility easements shall also be granted within any access easements and private streets in the subdivision. Permanent structures, improvements, objects, buildings, wells, water meters and other objects that may interfere with the utility facilities or use thereof (Interfering Objects) shall not be permitted within said utility easements and the utility providers, as grantees, may remove any Interfering Objects at no cost to such grantees, including, without limitation, vegetation. Public Service Company of Colorado (PSCo) and its successors reserve the right to require additional easements and to require the property owner to grant PSCo an easement on its standard form.

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

As a safety precaution, PSCo would like to remind the developer to contact Colorado 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