



Planning Division  
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Aurora, Colorado 80012  
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*AuroraGov.org*

November 22, 2024

Joe Swensson  
Opus Development Company LLC  
950 17th St Ste 1500  
Denver, CO 80211

**Re: Initial Submission Review: Sun Empire - Site Plan Amendment with Adjustment**  
**Application Number: DA-2284-03**  
**Case Numbers: 2022-6022-01**

Dear Joe Swensson:

Thank you for your initial submission, which we started to process on Monday, October 28, 2024. We have reviewed your plans and attached our comments along with this cover letter. The first section of the review highlights our major comments. The following sections contain more specific comments, including those received from other city departments and community members.

The submitted site plan was not amended, and the departments will need another round of review to understand the location and scale of the changes to the signage. Please revise your previous work and send us a new submission on or before December 23, 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 Planning & Zoning Commission hearing date is set for January 8, 2025. 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 303.739.7259 or [amuca@auroragov.org](mailto:amuca@auroragov.org).

Sincerely,

Ariana Muca, Planner II  
City of Aurora Planning Department

cc: Jay Fourniea - Opus Architects And Engineers 10350 Bren Rd W Minnetonka MN 55343  
Ariana Muca, Case Manager  
Brit Vigil, ODA

Filed: K:\\$DA\DA-2284-03rev1.rtf



## Initial Submission Review

### SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- The Site Plan will need to be modified to account for any proposed signage.
- The Site Plan and Letter of Introduction are required to show the location and details of any proposed signage. Please ensure that any proposed signage details are consistent on all submitted plans and documents.
- Per pre-submittal discussions, it was indicated that mitigation would be offered by above-and-beyond sign design and materials. However, the submission indicates increasing landscape plantings and design. Revise the proposal to clarify, and if landscape mitigation is proposed, then revisions to the landscape must be shown on the plans.
- Due to the incompleteness of the application, further comments will be provided at the time of the second review.

### PLANNING DEPARTMENT COMMENTS

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

1A. No citizen comment was received during the first review.

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

- 2A. The Site Plan submitted does not reflect the 20-foot signage modification. Please revise the Site Plan to ensure consistency. The Site Plan provided does not meet city standards for site plan amendment applications. In order for Staff to provide a comprehensive review of the application, the Applicant should reach out to their assigned case manager for examples and a review of the process so that all requirements are understood.
- 2B. As discussed in the pre-submittal meeting, the application is an amendment to the recorded Site Plan. Per the Site Plan Amendment process, all documents and plans, including the Site Plan, must be revised to show any changed conditions. Please refer to previous Site Plan Amendment applications that have been submitted by the Applicant’s team. It is important to note that any amendment goes on the front cover of the Site Plan, and all modifications need a rev cloud with a delta reference number.
- 2C. Under the amendment section on the cover sheet please include a delta 1 and a description of the amendment.
- 2D. Please rev cloud and delta 1 for each sheet that is being modified
- 2E. Similar to all site plan applications, the adjustment language needs to be included on the cover sheet. The adjustment code section, what the code states, and what is being proposed are required to be on the cover sheet. An example has been provided below:

WESTLAKE VISTA DEVELOPMENT STANDARD #1	PROPOSED STANDARD
SEC. 4.2.2 GENERAL DIMENSIONAL STANDARDS, TABLE 4.2-1 RESIDENTIAL STANDARDS – SUBAREAS A AND B	SEC. 4.2.3.A SUBAREA C SMALL RESIDENTIAL LOT STANDARDS, TABLE 4.2-5, AND SEC. 4.2.3.C GREEN COURT DWELLINGS. STANDARDS INCLUDE: MINIMUM LOT AREA AND FRONTAGE, MINIMUM SETBACKS, MAXIMUM BUILDING HEIGHT, REQUIRED OPEN SPACE, ARCHITECTURAL STANDARDS, AND GARAGE MITIGATION
DIMENSIONAL STANDARDS INCLUDE: MINIMUM LOT AREA AND FRONTAGE, MINIMUM SETBACKS, MAXIMUM BUILDING HEIGHT	

- 2F. Please revise the title to “Site plan with adjustment.”
- 2G. On the side with the dated amendment, there is a number 9. What is the number 9 referencing? This is Amendment 1.
- 2H. Page 2 of 86 has a note stating, “All signs must conform to the City of Aurora Sign code.” The note should be amended as the application no longer follows the UDO sign code.
- 2I. Please delta 1 and rev cloud where the 20-foot sign is located on the site plan.



**3. Signage & Lighting Comments**

- 3A. As discussed in the pre-submittal meeting and via email correspondence (dated 10/22/23), signage details are required. Page 69 of 86 shows the approved signage. There is no amendment included. Please revise and add the 20-foot sign on all applicable plan sheets.
- 3B. Per the pre-submittal meeting, the applicant stated that landscape would not be part of the design mitigation for the application and that the design mitigation would be sign material. As noted above, the landscape review was not required for the first review but will be provided at the time of the second review. Please amend the landscape plan and planting tables to show this design mitigation.
- 3C. Please include a 3D detail of the 20-foot sign and any surrounding landscaping.
- 3D. In the Letter of Introduction, please include the amended UDO code section, associated justification, and design mitigation details.

**REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES**

**4.Civil Engineering** (Julie Bingham/ 303.739.7403 / [jbingham@auroragov.org](mailto:jbingham@auroragov.org))

- 4A. No further comments till the site plan has been updated.

**5.Traffic Engineering** (Jason Igo / [jigo@auroragov.org](mailto:jigo@auroragov.org) / Comments in amber)

- 5A. The monument sign is not in the sight triangle and is out of the clear zone. No further comments till the site plan has been updated.

**6.Land Development Services** (Maurice Brooks / 303.739.7294 / [mbrooks@auroragov.org](mailto:mbrooks@auroragov.org) / Comments in magenta)

- 6A. Please show the amended sign on the Site Plan Amendment a note saying which sign and showing the change - Label the Sign on the drawing.

**7.Land Development Services** (Grace Gray / [ggray@auroragov.org](mailto:ggray@auroragov.org) / 303.739.7277 / Comments in magenta)

- 7A. ADVISORY COMMENTS: ALL DEPARTMENTS REQUIRING A LICENSE, EASEMENT DEDICATIONS OR RELEASES NEED TO BE STARTED. 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)