



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

*AuroraGov.org*

December 3, 2024

William Hrinko  
RTA Architects  
19 S Tejon Street, Suite 300  
Colorado Springs, CO 80903

**Re: Initial Submission Review: APS Freezer Warehouse Building – Advisory Site Plan**  
**Application Number: DA-1711-11**  
**Case Number: 2024-6042-00**

Dear Bill Hrinko:

Thank you for your initial submission, which we started to process on November 4, 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 referral agencies.

Per the Public-School Development Process Agreement (Agreement), the attached Planning Comments are advisory. Engineering Comments should be considered for the civil plan drawing submittal and review required in Step C of the Agreement. After you have had an opportunity to review the comments, please coordinate with your team to bring any questions and/or responses and we can schedule a Comment Review Meeting. This is an important meeting that will help city staff learn more about your plans to revise the site plan document for a final set and/or for the upcoming Planning Commission review. Per the MOU, a planning resubmittal will not be required, but you may choose to revise the documents for the Planning Commission, depending on the comments that are provided in this letter.

Your project is currently scheduled for the Planning Commission Study Session on Wednesday, January 8, 2024. Per the MOU, this will not be a public hearing so city staff will not be providing notice to abutting property owners or interested neighborhood groups. You are still strongly encouraged to coordinate the proposal with interested persons or groups in the community.

As always, if you have any comments or concerns, please let me know. I may be reached at 303-739-7112 or [swasinge@auroragov.org](mailto:swasinge@auroragov.org).

Sincerely,

Stacy Wasinger, Senior Planner  
City of Aurora Planning Department

cc: Danielle Breedlove - JVA Consulting Engineers  
Lorianne Thennes, ODA  
Filed: K:\\$DA\1711-11rev1



## Initial Submission Review

### SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- Per the MOU, the next step in the planning process is an advisory review before the Planning Commission. Prior to this meeting, please communicate with staff to address the comments below and inform the presentation that staff will be giving to the commission.
- The advisory site plan is currently scheduled to have a study session on the January 8, 2025 Planning Commission. Any updated plans or items should be submitted no later than December 27, 2024, for inclusion in the packet. If a second site plan review is requested prior to the PC study session, please let staff know and the PC meeting can be pushed back.
- Buffering of residential uses to the south should be addressed; please see comments from Buckley Space Force Base (see Item 11).
- Please review all comments, including engineering, traffic, fire/life-safety, and utilities. Note that some comments may be addressed through civil plan review.

### PLANNING DEPARTMENT COMMENTS

#### 1. Planning (Stacy Wasinger / 303-739-7112 / [swasinge@auroragov.org](mailto:swasinge@auroragov.org))

- 1A. Per the established Development Process Agreement in the MOU, APS is “responsible for determining the nature and extent, if any, of notification to neighborhood groups and abutting property owners.” Staff has not received any comments from neighbors or HOAs. Buckley Space Force Base has provided a comment (item 11). Staff encourages outreach to interested parties.
- 1B. A 55,154 square foot building consisting of storage freezers, a cooler, a dry storage warehouse, loading docks, and administration space for storage of foodservice products and supplies for APS Nutrition Services Department is proposed. This use is typically classified as “storage, distribution, and warehousing” per the Permitted Use Table in Section 146-3.2. However, the letter of introduction provided states that this development is considered “*commercial development under the memorandum of understanding with APS falling under school property development standards.*”
- 1C. Staff requests that an “as-built” digital plan be provided to the Planning department once the civil documents are approved, and construction begins.
- 1D. The advisory site plan is not approved or recorded, so the approval and recordation blocks can be removed from the cover sheet.
- 1E. Please include all ROW information in the vicinity map on the cover sheet.
- 1F. The data block information on Sheet SDP-1 Cover Sheet does not match the information in the narrative and response to pre-app notes (i.e. building gross floor area and height). Please coordinate any updates.
- 1G. As noted in the pre-application meeting, the site would be subject to the Neighborhood Protection Standards in UDO Section 146-4.4. As submitted, it appears that one standard the proposed building would not meet is the height limitation of 38 feet within 100 feet of the protected lots to the south. Per the pre-app response notes and plans, a 40’ high portion of the building approx. 120 feet long is proposed along the southern property line. The letter of introduction also notes that the plan deviates from landscape requirements to meet APS maintenance requirements.
- 1H. The pre-app responses indicate that no automobile entrance will be within 30’ of a protected lot. There is a fire lane on the south side of the building. Please note if this will be marked emergency access only.
- 1I. A detail on Sheet SDP-13 shows 10’ 2” high fence panels. The fence height maximum is 9 feet. See UDO 146-4.7.9.M, Table 4.7-5 for additional fence code details.
- 1J. The southern property line adjacent to residential does not show many new plantings. Are the easements prohibitive of trees in this area? Please also see Xcel’s comments regarding easements.
- 1K. Consider a pedestrian connection from the northwest entrance to E. Centretch Parkway. That entrance does not appear to have a clear pedestrian crosswalk through the loading area.
- 1L. Per UDO Sec. 146-4.6.6.A, off-street loading area shall be provided at a rate of 1 space per 50,000 sf. of gross floor area or fraction thereof, up to a maximum requirement of 2 spaces for non-residential uses. Per the pre-app response notes and plans, no loading spaces are being provided.



- 1M. Per UDO Sec. 146-4.6.3.F.1.a, in subarea B bicycle parking shall be provided at a rate of 5% of required car parking spaces. A minimum of 2 U-racks or similar bicycle parking should be provided. Per the pre-app response notes and plans, no bicycle storage spaces are being provided.
- 1N. Revise labels on the building elevations on Sheet SDP-14 that overlap.
- 1O. All materials are not called out or defined. Please add to the materials key. Typically, corrugated metal and synthetic stucco would not be permitted in the MU-OI district. Per the pre-app response notes and plans, building design and materials will meet design standards to the greatest extent possible. Please consider some additional horizontal elements or color changes to break up the wall plane, particularly on the south elevation.

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

*Sheet SDP-12 / Landscape Plan*

- 2A. Sheet SDP-12: Please label this material or add the symbology to the legend on this sheet.

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

- 3A. 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)
- 3B. 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)

## **REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES**

### **4. Civil Engineering (Farhad Sarwari / 303-739-7306 / [fsarwari@auroragov.org](mailto:fsarwari@auroragov.org) / Comments in green)**

*Sheet SDP-1 / Cover Sheet*

- 4A. 1st Review. Comments in green were made by PW/Development Services, Engineering reviewer Farhad Sarwari. Please reach out to him at [fsarwari@auroragov.org](mailto:fsarwari@auroragov.org) for any comments or questions. Ready for Technical Referral, Minor comments, Directional Ramps, Hatchings, Sidewalk Easement.
- 4B. Remove copyright notes restricting the reproduction of the approved plans and reports. (2.03.5.10 of the 2023 COA Roadway Manual). Check ALL SHEETS.
- 4C. Insufficient linework for vicinity map. Please show and label all existing streets around the project. The project area shall also be shown with shading and not a star.
- 4D. Important Note: COA 2025 Roadway Manual is applicable on all Civil Plans submitted on/after January 01, 2025. Link: [https://www.auroragov.org/business\\_services/development\\_center/codes\\_rules/design\\_standards/engineering\\_design\\_standards](https://www.auroragov.org/business_services/development_center/codes_rules/design_standards/engineering_design_standards)

*Sheet SDP-3 / City of Aurora Notes*

- 4E. Please add this note: Prior to final acceptance of public improvements, if the adjacent site is not under construction, the curb cut/curb returns, and cross pan must be removed and replaced with sidewalk, landscaping and curb and gutter at the developer's expense. The developer acknowledges the risk of constructing the curb cut without approved civil plans for the adjacent site showing the curb cut.

*Sheet SDP-4 / Grading and Drainage Plan*

- 4F. Per Pre-App Notes dated 6/13/24: Provide a 5.5' detached sidewalk (designated as a private sidewalk) along the south side of E Centretech Parkway.
- 4G. Please label as: N AIRPORT BLVD ARTERIAL-ASPHALT 110' ROW Correct on ALL SHEETS
- 4H. Please label as: E CENTRETECH PKWY PRIVATE Correct on ALL SHEETS
- 4I. Please add slope arrows with slopes in landscape areas. Max is 3:1.



- 4J. Please add all icons, symbols, line types, hatchings, and abbreviations to this legend.
- 4K. Please add a slope arrow with the slope for this access drive. 4% max when sloping down to the street and 6% max when sloping up to the street.
- 4L. Please add a slope arrow with the slope for this access drive. 4% max when sloping down to the street and 6% max when sloping up to the street.
- 4M. This area is marked as "asphalt paving" on sheet 6. Please hatch it accordingly.
- 4N. Please define these hatchings.
- 4O. Please define this hatching.
- 4P. This hatching is for concrete paving, while the concrete sidewalk has a different hatch type on sheet 2. Please revise.
- 4Q. Please extend this note and add: Curb Ramp at SW corner of this intersection will be replaced on the Civil Plans if it does not meet current COA standards.
- 4R. Please add a slope arrow with the slope for this access drive. 4% max when sloping down to the street and 6% max when sloping up to the street.

*Sheet SDP-6 / Horizontal Control Plan*

- 4S. Please provide typical roadway section for N. Airport Boulevard Use black lines/text for proposed paving and gray lines/text for the existing roadway.
- 4T. Please dimension the existing sidewalk.
- 4U. Please add hatching and dimension for the existing sidewalk.
- 4V. Please label curb return radii.
- 4W. Per Pre-App Notes dated 6/13/24: Provide curb returns and ADA-compliant curb ramps at all existing or proposed accesses that are directional and compliant with the 2023 Roadway Manual requirements.
- 4X. Please remove these cross pans. If they were allowed, they should be shown on the Civil Plans.
- 4Y. Per Pre-App Notes dated 6/13/24: Provide ADA-compliant curb ramps that are directional and compliant with the applicable Roadway Manual requirements. This ramp shall be facing the receiving ramp across E Centretech Pkwy.
- 4Z. Per Pre-App Notes dated 6/13/24: Sidewalk easement (0.5' beyond the eastern edge of the sidewalk) shall be dedicated through a separate document and shown on the site plan.
- 4AA. Please specify if there is an access. Per Pre-App Notes dated 6/13/24: Provide curb returns and ADA-compliant curb ramps at all existing or proposed accesses that are directional and compliant with the 2023 Roadway Manual requirements.
- 4BB. Public access easement for this sidewalk shall be dedicated through a separate document and shown on the site plan.
- 4CC. Please specify where this hatching is used. Is it for the asphalt paving on Airport Blvd?

*Sheet SDP-9 / Site Plan Details*

- 4DD. Plans shall include adequate details of special structures not covered by the City of Aurora Standard Details. Do not include City Standard Details in the plans, but reference them by detail number, only. (2.03.8 of the 2023 COA Roadway Manual)

*Sheet SDP-10 / Site Photometric Plan*

- 4EE. Per Pre-App Notes dated 6/13/24: Please provide additional streetlights. On Site Plans, COA only requires the conceptual location of streetlights for public streets. Please only show a general proposed streetlight symbol (on all related sheets) and do not add them to the luminaire schedule. Details and tags are also not required. This level of information is only required on Civil Plans.
- 4FF. Please add the following note: "Proposed streetlight locations are conceptual. Final locations will be determined with photometric analysis submitted with the street lighting plans in the civil plan submittal."

**5. Traffic Engineering** (Dean Kaiser / 303-739-1718 / [djkaiser@auroragov.org](mailto:djkaiser@auroragov.org) / Comments in orange)

Traffic Study

- 5A. Fig 3 counts at intersection #3 do not match the count sheet in the appendix.
- 5B. Trip Distribution needs justification and discussion on supply deliveries vs school facility deliveries
- 5C. Fig 4 volume discrepancies.
- 5D. Fig 5 & Fig 6 volume discrepancy.



- 5E. Fig 7 volume discrepancies and intersection issues.
- 5F. Recommendation issue, heavy vehicles not provided in counts, an unknown amount of all school-related traffic turning right NB from the Airport onto Centretech nor was any crash investigation performed at the intersection to make a concise determination for the need of RTL.
- 5G. HV call-outs are needed in count sheets for Airport & Centretech.
- 5H. Reminder, Pre-App notes had stated a traffic letter was required.

Site Plan

- 5I. Add a note to indicate signal equipment on this corner will be modified within the Civil Drawings.
- 5J. Provide continental crosswalk markings in channelized NB right turn lane.
- 5K. Provide new NB right turn lane width dimension.

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

*Sheet SDP-4 / Grading and Drainage Plan*

- 6A. Show and label the location of all vehicle and pedestrian gates proposed throughout this site. (TYP all sheets)
- 6B. Provide the details for all driving surfaces the fire apparatus will use to access the property.
- 6C. Label all fire lane easements, including the widths on this site by dedication.
- 6D. Buildings less than 30' in height require only a 23' wide fire lane easement with 29' inside and 52' outside turning radii. Buildings greater than 30' in height require a 26' wide fire lane easement with 26' inside and 49' outside turning radii.

*Sheet SDP-5 / Utility Plan*

- 6E. Provide the following labels on the drawings as shown in the graphic:
- 6F. Proposed Knox Box(es)
- 6G. Proposed Fire Riser Room
- 6H. Proposed 4" Fire Line DIP (private)
- 6I. Proposed FDC with approved Knox Caps

*Sheet SDP-13 / Landscape Details*

- 6J. Provide the Gating System details (drawings) on the Landscape Details Sheet.
- 6K. THE INSTALLATION OF SECURITY GATES ACROSS A FIRE APPARATUS ACCESS ROAD SHALL BE APPROVED. WHERE SECURITY GATES ARE INSTALLED AT PRIMARY ACCESS POINTS THOSE GATES SHALL HAVE AN APPROVED AUTOMATIC MEANS OF EMERGENCY OPERATION (SIREN OPERATED SYSTEM OR SOS), A KNOX KEY SWITCH OR KNOX BOX WITH A MEANS OF MANUAL OPERATION. SECURITY GATES INSTALLED AT SECONDARY ACCESS POINTS SHALL HAVE AN APPROVED MEANS OF OPERATION. THE SECURITY GATES AND THE EMERGENCY OPERATION SHALL BE MAINTAINED IN PROPER WORKING CONDITION AT ALL TIMES. IN THE EVENT THAT THERE ARE ELECTRIC GATE OPERATORS, THEY SHALL BE LISTED IN ACCORDANCE WITH UL 325. GATES INTENDED FOR AUTOMATIC OPERATION SHALL BE DESIGNED, CONSTRUCTED, AND INSTALLED IN COMPLIANCE WITH THE REQUIREMENTS OF ASTM F 2200.
- 6L. Provide the Gating Licensed Contractor Note.
- 6M. Additional Notes provided for Gating and Fencing on the Landscape Details Sheet.
- 6N. FENCES GREATER THAN 7' IN HEIGHT  
Per the 2021 IBC, Section 105.1 & 105.2, any owner or owner's authorized agent who intends to construct a fence(s) 7 feet high or greater regulated by the adopted International Building Code, or to cause any such work to be performed, shall first make application to the Aurora Building Division, and obtain the required permit.
- 6O. Also see the Aurora Unified Development Ordinance (UDO), Section 4.7.9 – FENCE AND WALL REGULATIONS for additional city requirements.
- 6P. Installation of fencing cannot physically or visually impede the responding fire crew's access to fire hydrants, fire department connections, Knox hardware, etc. Fences cannot be located within 5' of any fire hydrant. No portion of the fencing can encroach into a fire lane easement or other roadway used for emergency apparatus access.





*Sheet SDP-14 / Building Elevations*

- 6Q. SHOW AND LABEL THE FIRE RISER ROOM DOOR WITH KNOX BOX AND THE FDC LOCATION ON THE ELEVATION SHEET

**7. Aurora Water** (Ashley Duncan / 303-739-7490 / [aduncan@auroragov.org](mailto:aduncan@auroragov.org) / Comments in red)

*Sheet SDP-1 / Cover Sheet*

- 7A. Advisory Note: The site plan will not be approved by Aurora Water until the preliminary drainage report or letter is approved

*Sheet SDP-3 / City of Aurora Notes*

- 7B. Remove this table, you will provide the meter size on the civil plans  
7C. Utility and SWMP notes are not needed on the site plan, they will be on the civil plan

*Sheet SDP-5 / Utility Plan*

- 7D. Make sure all text can be read (TYP)  
7E. 5' horizontal clearance is needed between the fire line and service line. The fire line cannot be within the easement of the water meter  
7F. Remove the type, size, and length of all proposed water, sanitary, and storm lines  
7G. Add the size and material of the water line  
7H. Is this an existing inlet or a new one  
7I. Please add the line work for the bend here  
7J. The line needs to end at the building  
7K. The label needs to be pointing to the line  
7L. Call out the easements, and make sure they are approved before submitting civil plans  
7M. Fire service lines are to be private  
7N. If possible, please increase the clearance of the storm line from the FDC  
7O. What are these on the sanitary line? Please add to the legend

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

- 8A. No trees on this site.

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

*Sheet SDP- 2 / Legend, Notes, Abbreviations*

- 9A. Add the standard Site plan Note shown on SDP-02: *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 City's use and occupancy of said easements or rights-of-way. The undersigned, its successors, and assigns, further agrees 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.*

*Sheet SDP-5 / Utility Plan*

- 9B. See Advisory Comment on SDP-05: *Advisory - dedicate the Water easement for the proposed Water Meter and the Fire Hydrant. Confirm the size and configuration with Aurora Water Dept.*

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

10A.

Bus Operations	No exceptions
Bus Stop Program	No exceptions
Commuter Rail	No exceptions
Construction Management	No exceptions
Engineering	Per the discussion with Aurora Public Schools, there will be a new stop constructed far side of Centretch. The existing and new bus stop locations are not indicated on the plans nor is the curb repair required to relocate the stop. Please show these items on the next plan submittal.
Light Rail	No exceptions
Real Property	No exceptions
Service Development	No exceptions
Transit Oriented Development	No exceptions
Utilities	No exceptions

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.

**11. Buckley Space Force Base** (Robert “Porter” Ingram / [robert.ingrum@spaceforce.mil](mailto:robert.ingrum@spaceforce.mil))

11A. Buckley Space Force Base has had the opportunity to review the development application for the APS Freezer Warehouse Building, DA-1711-11. The installation is concerned about the visual impact of this project on its family housing that borders this project to the south. In an attempt to mitigate this impact, the installation would like to request that additional larger caliper size tree plantings be provided in the landscape area on the southside of the building. The installation has no other concerns regarding this application. Thank you for the opportunity to review this project. Let me know if you have any questions.

**12. Arapahoe County** (Terri Maulik / [referrals@arapahoegov.com](mailto:referrals@arapahoegov.com) )

12A. 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.

12B. Engineering Services Division: A no comment letter is attached. Thank you.

**13. Xcel Energy/PSCo** (Donna George / [ReferralsXcelDistribution@xcelenergy.com](mailto:ReferralsXcelDistribution@xcelenergy.com))

13A. Please see the attached comments.



**BRYAN D. WEIMER, PWLF**  
Director

## **Engineering Services Division Referral Comments**

Lima Plaza  
6924 South Lima Street  
Centennial, Colorado 80112-3853  
720-874-6500  
arapahoeco.gov

November 7, 2024

City of Aurora Planning & Development Services  
15151 E Alameda Parkway, Ste 2300  
Aurora, CO 80012  
Attn: Case Manager



RE: APS FREEZER WAREHOUSE BULDING - SITE PLAN  
DA-1711-11 (1842187)

Engineering Services Division of Arapahoe County Public Works and Development (Staff) thanks you for the opportunity to review the outside referral for the proposed project located in the City of Aurora. Staff has no comments regarding the referral at this time based on the information submitted.

Please know that other Divisions in the Arapahoe County Public Works Department may submit comments as well.

If you have any questions, please feel free to contact our offices at 720-874-6500.

Thank you,

Sue Liu, PE, CFM

Arapahoe County Public Works & Development  
Engineering Services Division  
cc Arapahoe County Case No. O24-217





**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

November 15, 2024

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

Attn: Stacy Wasinger

**Re: APS Freezer Warehouse Building, Case # DA-1711-11**

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the site plan for **APS Freezer Warehouse Building**. Please be aware PSCo owns and operates existing underground electric distribution facilities along the south property line, the west property line to a light pole which should be *shown on the plan*, and a portion of the north property line in the area of the drainage facilities. Note that proper clearances must be maintained including ground cover over buried facilities that should not be modified from original depths. In other words, if the original cover is changed (by less or more), PSCo facilities must be raised or lowered to accommodate that change. Contact Colorado 811 for locates before excavating. Use caution and hand dig when excavating within 18-inches of each side of the marked facilities. Please be aware that all risk and responsibility for this request are unilaterally that of the Applicant/Requestor.

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 *will* need to be acquired by separate document for new facilities (i.e. transformer) – be sure to have the Designer contact a Right-of-Way Agent.

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