



Planning Division
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AuroraGov.org

8/9/2024

Elly Watson
City of Aurora
15151 E Alameda Pkwy.
Aurora, CO, 80012

Re: Initial Submission Review: Aurora Fire Station No. 9 Rebuild – Site Plan & Conditional Use
Application Number: DA-2387-00
Case Numbers: 2024-6029-00; 2024-6029-01

Dear Elly Watson:

Thank you for your initial submission, which we started to process on July 15, 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 August 29, 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 for October 9, 2024. 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 303-739-7468 or Jschirem@auroragov.org.

Sincerely,

James Schireman, Planner I
City of Aurora Planning Department

cc: Devon Jackson (RS&H)
102 E Moreno Ave, Colorado Springs, CO, 80903
Lorianne Thennes, ODA



Initial Submittal

SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- You will need to prepare separate documents that demonstrate how you satisfy the criterion regarding conditional uses and adjustments, including an operations narrative of the proposed use.
- The proposed trash enclosure conflicts with the required 25' rear setback necessary for non-residential uses adjacent to residential zones. Consider relocating the enclosure or requesting an adjustment.
- You will need to provide a tree mitigation plan.
- The proposed accessible parking does not feature a 50' throat depth and should be relocated.
- The water line shown on site is not looped.
- All hydrants must meet the siting requirements as shown in the redlines and tap to public waterlines, not private ones.

PLANNING DEPARTMENT COMMENTS

- Three (3) adjacent property owners were notified of this application, and none provided comment regarding the proposed use and design. Thirteen (13) registered homeowners associations (HOAs) were required to be notified of the application.
- Of the three external agencies notified, two had no comments regarding this application. We are still waiting for Xcel Energy to provide comments regarding this application.
- Because the planning application fees have been paid, no additional planning fees are required at this time.

1. Site Plan Organization and Clarity

Sheet 1

- 1A. Because the site plan requires an adjustment and a conditional use, the site plan title should read: "Aurora Fire Station #9 With Adjustments and Conditional Use."
- 1B. The vicinity map should feature the names of nearby local streets close to the proposed site.
- 1C. Relocate the sheet index table to the center of the cover sheet for easy organization.
- 1D. Include site plan notes 4 and 7 and realign the site plan notes.
- 1E. Because you are requesting an adjustment, the cover sheet needs to feature an adjustment block that identifies the section(s) of code you are requesting an adjustment from, and how the standard is being modified. You do not need to list the proposed mitigation within this amendment block, as that is addressed in the separate request for adjustment document.
- 1F. Site plan note #19, regarding conditional uses, needs to state this site plan features a "Public Facility" conditional use.

Sheet 2

- 1G. Label all of the surrounding properties with their corresponding zone district.
- 1H. The rear property line needs to feature a 25' rear setback as well since it is adjacent to residential as well.
- 1I. The site data and parking table on this sheet seem to largely repeat info from the cover sheet and could be removed for extra room on this site plan sheet.

Sheet 5

- 1J. Did some other department request the coordination signature block? Otherwise, it does not seem to be necessary to include.

2. Conditional Use Comments

- 2A. Please include notes or a meeting summary that addresses any questions that were raised at the neighborhood meeting that occurred and how the applicant intends to address any adverse impacts.
- 2B. Please include a separate document that serves as an applicant response to the conditional use criterion found in the section <https://aurora.municipal.codes/UDO/146-5.4.3.A.3>. Some immediate items/potential impacts that could benefit from clarification in the conditional use operations plan and narrative are as



follows:

- What is the typical procedure regarding the use of sirens as engines leave the station? Are measures in place to minimize noise while also prioritizing life safety?
- What equipment is in place to ensure vehicles and equipment are adequately cleaned and free of any hazardous pollutants?
- What landscaping and architectural measures were implemented to ensure the new station enhances the neighborhood?
- What is the overall service area for the station, and what are some potential benefits the upgraded station provides to homes in the area served by the station?
- How many staff are stationed at this station during the day and night?
- How many calls on average does the station answer in a day? How about in a week?

3. Potential Adjustment Comments

- 3A. All adjustments requested should be identified in a separate document titled “Aurora Fire Station 9, Requests for Adjustments.” The document needs to explicitly address each section of code you are requesting an adjustment from, and each instance of each adjustment. I.E., a request to reduce a setback from 25’ to 5’ does not cover the entire site and should reference each property line that requires the reduced setback. The document should also highlight the mitigating factors and approaches utilized in each instance of adjustment to achieve the original intent of the section being adjusted.
- In the case of a reduced setback, increased plantings for greater screening or more architectural features to provide an enhanced view could be viewed as acceptable mitigation. Both approaches would be especially appropriate for the western property line that is directly adjacent to residential.
- 3B. The request for adjustments document should explicitly address the criteria for approval listed in section <https://aurora.municipal.codes/UDO/146-5.4.4.D.3>.

Sheet 2

- 3C. The reduced setback shown on sheet 2 should show what the actual provided setback is, and then in parentheses below say: (Reduced from 25’ per adjustment X) referring back to the matching adjustment block item on the cover sheet.
- 3D. If you are going to request an adjustment to the rear setback to accommodate the trash enclosure, that will require a separate adjustment item in the adjustment block on the cover sheet, as well as entirely separate mitigating approaches.

4. Dimensional Standards

Sheet 2

- 4A. The proposed trash enclosure is currently encroaching on the 25’ rear setback that should be provided because this site is adjacent to residential.

5. Architectural and Urban Design Comments

Sheet 5

- 5A. The metal used in this building appears to be corrugated metal, which per permitted building material table 4.8-5, buildings consisting of corrugated metal need to feature at least 42 inches of masonry wainscoting around the perimeter of the building.
- 5B. This secondary facade needs to provide 2 features/elements in each of the facade character element categories. The facade needs more treatment in the massing and human scale categories. Consider adding awnings, windows, projections, or a landscape wall as approaches to satisfy this section.

Because this is a conditional use, and this façade is especially close to adjacent residential, we would require that this façade feature an increased number of features and alternate non-metal materials such as



masonry to better integrate it with the surrounding residential buildings.

Sheet 6

- 5B. This secondary facade needs to provide 2 features/elements in each of the facade character element categories. The facade needs more treatment in the massing and human scale categories. Consider adding awnings, windows, projections, or a landscape wall as approaches to satisfy this section.

6. Signage & Lighting Comments

Sheets 5 & 6

- 6A. Please show any building-mounted light fixtures on the plan elevations, confirming they will be downcast and not project excess light into adjacent residential properties.

Sheet 7

- 6B. Please confirm that the brick veneer present on the monument sign will either match the masonry present on the primary building or feature historic brick material from the previous station.

7. Landscaping Issues (Kelly Bish / 303-739-7189 / kbish@auroragov.org / Comments in bright teal)

Sheet 1

- 7A. In the sheet index and on the sheet number on subsequent, use only a numeral for the sheet number. A prefix such as LS for landscaping is not preferred.
- 7B. Landscaping-related sheets should be placed after the utility plans.
- 7C. Tree removal on site necessitates a tree mitigation plan which should be included in the site plan.

Sheet 7

- 7D. Include a detail of the proposed retaining wall. Include the material, height, and color.
- 7E. Why is it important to call out the width of the street on the fence detail? It does not seem applicable to this project. Is the fence as proposed the one being used along the west, south, and east sides of the southern half of the development? If so, label the detail differently to reflect that.

Sheet 8

- 7F. Remove the Landscape Notes.
- 7G. Include a separate tree mitigation plan. If any trees are to remain, they should be included on the landscape plan with different symbology. Trees to be removed should not be included in the landscape plan. Work with the Forestry Division on the requirements for a tree mitigation plan.
- 7H. Landscape plan sheets should go after utility plan sheets. This includes the tree mitigation plan as well.
- 7I. Turn off the interior of the building and only include the outline of the building.
- 7J. Dimension and label the western buffer. This does not appear to meet the minimum buffer width of 12'. An adjustment is necessary. Staff does support the use of the building wall as the buffer reduction feature.
- 7K. Parking is not permitted to encroach into the required buffer. An adjustment should be requested. Dimension and label the street frontage buffer. To avoid an adjustment, is it possible to locate this non-accessible space to the rear where the other parking is located?
- 7L. Label the street.
- 7M. Add labels to the requested items.
- 7N. Darken/thicken the property line.
- 7O. Update the tree quantity where indicated.
- 7P. Dimension and label the southern buffer. While the buffer width is being met, the buffer reduction feature in this case would be a masonry wall. That is not being provided and therefore an adjustment should be requested.
- 7Q. Squeegiee or the Denver Botanic Gardens soil mix is acceptable. Crushed Granite is not permitted as an actual mulch treatment.



Sheet 10

- 7R. Update the Landscape Notes per the comments provided.
- 7S. Add the remaining identified landscape notes.
- 7T. Update the Landscape Requirements tables per the review comments provided.
- 7U. Enlarge the Plant Schedule as the font is too small.
- 7V. Move the quantity column in the plant schedule as noted.

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

- 8A. 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

9. Civil Engineering (Kendra Hanagami / 303-739-7295 / khanagam@auroragov.org / Comments in green)

Sheet 2

- 9A. Per the COA roadway manual, including private/public denotation and roadway classification as well as ROW width and easements on all sheets.
- 9B. Include a note that says the existing public street light photometric will be evaluated with the civil plan submittal, and additional public streetlights may be required to meet current roadway manual requirements.
- 9C. There appears to be some work that falls outside the bounds of the property line. Please provide a letter of authorization that this offsite work is allowed.

Sheet 11

- 9D. Please adjust the overlapping text on this page.

Sheet 15

- 9E. Please identify all of these light fixtures as private.

10. Traffic Engineering (Jason Igo / 303.739.1792 / jigo@auroragov.org / Comments in orange)

Sheet 2

- 10A. A throat depth of 50' is required for parking spots, consider relocating the accessible spots located near the building entrance.
- 10B. The proposed monument sign is within the sight triangle of this intersection and should be relocated.
- 10C. The sight triangle for this area should follow TE-13, and therefore the distance provided for this application is not correct.
- 10D. The north side of E. Mexico Avenue and its access points should be visible on the site plan.
- 10E. Add a stop sign to the northeast corner of the site.

11. Fire / Life Safety (Richard Tenorio / 303-739-7628 / rtenorio@auroragov.org / Comments in blue)

Sheet 2

- 11A. Use the proper naming convention for the vehicle gate, per the redlines.

Sheet 4

- 11B. The fire service line appears to be a dead-end water line with a fire hydrant.
- 11C. The water line shown is not looped and the sum of all bends exceeds the maximum allowable 90 degrees.
- 11D. Adhere to the hydrant siting requirements listed in the diagram included in the redlines.



Sheet 5

- 11E. Show the location of the FDC with proper signage.

Sheet 7

- 11F. A minimum of 7' is required for accessible parking signage, measured from the top of the grade to the bottom of the sign.

Sheet 8

- 11G. Show the proposed hydrant on the landscape plan and demonstrate there is proper clearance to operate the hydrant.

Sheet 11

- 11H. Adhere to the hydrant siting requirements listed in the diagram included in the redlines.

Sheet 14

- 11I. The Accessible Route must terminate at the public way and into the accessible parking loading area.
11J. The Photometric Plan must show the Accessible Route throughout the site. Please ensure that a minimum of 1-foot candle of lighting is provided within the accessible route.

Sheet 15

- 11K. Show on this sheet an elevation and proposed location for the card reader or key pad at the electric gate entrance.

12. Aurora Water (Ashley Duncan / 720-859-4319 / aduncan@auroragov.org / Comments in red)

Sheet 1

- 12A. Advisory comment, the site plan will not be approved until the associated drainage documents have been approved.

Sheet 4

- 12B. Identify a portion of water service downstream of the Meter as Private.
12C. Identify the portion of water service upstream of Meter as Public.
12D. Meters must be sited within a water easement unless located within the ROW.
12E. Confirm that the hydrant installed will be new and not a re-installation of the existing one. The hydrant must also be located within a water easement, unless in the ROW.
12F. Delete the reference to a fire line, this hydrant is connected to a public hydrant lateral.
12G. All sanitary bends require double clean-outs per specification (typ).
12H. Remove the size specifications regarding the sand and oil separator, this will be determined at the building review.
12I. Public fire hydrants cannot be tapped from a private fire line. Hydrants must be tapped from public mains and included with a dedicated water easement.
12J. Use of existing sanitary sewer will require verification of current condition.
12K. Per specification 5.05.4, fire lines may only have one 90-degree bend, and the sum of all bends cannot exceed 90 degrees. Hydraulic calculations may be required at the time of the civil plan if this requirement is exceeded.
12L. Identify the Fire Line as private, which should typically be ductile iron pipe unless resistivity tests require pvc.
12M. The license agreement will be required for storm sewer crossing in an existing water and sanitary sewer easement.
12N. Include more information about the type and size of the existing sanitary sewer line in site plan notes.
12O. The water meter must be located in a landscaped area, not in the curb and gutter. Must be within an easement or in ROW.



Sheet 11

- 12P. No trees are allowed in a water easement or within 8' of a water easement.

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

Sheet 10

- 13A. There are several mature trees that could be impacted by the proposed reconstruction of the facility as well as the demolition of the existing building. Mitigation could be substantial due to the size and number of trees. Any tree, except for the Russian-olive, will require mitigation if removed.
- 13B. There are also trees that should be protected that are located on the neighboring property to the west and south. Communication with those neighboring properties will be required so that they understand tree protection measures, possible tree loss and how their site plan will be made whole so they are still in compliance with it should damage occur. If the trees are damaged during development activities, the entity who damaged them will be required to mitigate their loss or injury. The neighboring property owner should be contacted using registered mail to notify them of your plan to develop and how you plan to protect the tree(s). Forestry will need you to submit this letter with your plan so that we are sure the neighboring property owner has been notified.
- When the site plan is submitted, please show and label all existing trees on a separate sheet called Tree Mitigation Plan and indicate which existing trees will be preserved or removed. Please include grading on this sheet as well. Forestry Division staff will conduct a tree assessment after the initial submittal, which includes species, size, condition, and location factors.
 - Once Forestry Staff conducts the tree assessment, a spreadsheet will be provided showing the dollar value of the trees that will be removed as well as the number of inches required for replacement back onto the site.
 - Civil and SWMP plans will not be approved by Aurora Forestry until tree mitigation has been approved through the Site Plan Process.
 - Any trees that are preserved on the site during construction activities shall follow the standard details for Tree Protection per the current Parks, Recreation & Open Space Dedication and Development Criteria manual. The Tree Protection notes shall be included on the plan. The link for the manual can be found at: <https://www.auroragov.org/cms/one.aspx?pageId=16394080>

14. Land Development Services (Roger Nelson / 303-587-2657 / ronelson@auroragov.org / Comments in magenta)

Sheet 1

- 15A. Eliminate the unnecessary spaces from the site plan notes.
- 15B. Update the legal description to feature the proper reception number, per the redlines.
- 15C. Include the note regarding easement liability and responsibility, per the redlines.

Sheet 2

- 15D. Please note that any fencing located within a utility easement might be damaged or destroyed during utility work without recourse.
- 15E. Consider relocating the proposed monument sign to not fall within the 10' utility easement.
- 15F. Affirm and label the ROW width for E. Mexico Ave.
- 15G. The leader line is not pointing to the metal security fence.

OTHER AGENCY COMMENTS

15. Arapahoe County Planning

- 15A. No Comments.

16. Arapahoe County Public Works



16A. No Comments.

17. Xcel Energy (Donna George / 303-571-3306 / donna.l.george@xcelenergy.com)

17A. When I receive comments on this proposal from Xcel Energy, I will pass them along to you.