



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

*AuroraGov.org*

March 12, 2024

Jessica Glavas  
Quiktrip Corporation  
12000 Washington Street, Suite 175  
Thornton, CO 80241

**Re: Third Submission Review: QuikTrip Store #4245- Conditional Use and Site Plan**  
**Application Number:** DA-2350-00  
**Case Numbers:** 2023-6024-00 (Site Plan) and 2023-6024-01 (Conditional Use)

Dear Jessica:

Thank you for your third submission, which we started to process on February 12, 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 March 18, 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.

We would like to have one more submittal before the Planning Commission hearing. At this time, the estimated Planning & Zoning Commission hearing date would be this spring, depending on when the next resubmittal can occur. 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 [stimms@auroragov.org](mailto:stimms@auroragov.org).

Sincerely,

Steve Timms, AICP  
Planning Supervisor  
City of Aurora Planning Department

cc: Stacey Weeks, Norris Design, Agent  
Lorianne Thennes, ODA  
Filed: K:\SDA\2350-00rev3



## *Third Submission Review*

### **PLANNING DEPARTMENT GENERAL COMMENTS**

Thank you for updating the narrative and including photos of the office building. I was able to meet with both the Planning Manager and the Planning Director to specifically talk about this case and the staff recommendation. It was very worthwhile to see the office building in person (inside and out) and to have the associated photos. Staff is in agreement that the office market has changed significantly since COVID-19 and that office tenants are looking for modern, up-to-date buildings with amenities. It is also apparent that there is a considerable amount of maintenance needed on this building. With these considerations, the staff is not opposed to the demolition of the building moving forward.

As it relates to the Conditional Use for the fueling station, after an extensive, internal discussion, I wanted to inform you that the overall staff recommendation on this project has shifted from denial to no recommendation. What this means is that at the PC hearing, staff will present both pros and cons associated with the request but will not recommend approval or denial for the overall application. If you would like to discuss what some of the pros and cons would be, I will be glad to discuss these further. Staff, of course, looks at the Comprehensive Plan for the City and any sub-area plans that are in effect for the area, along with the review and approval criteria for this application and some of the specifics of the use at this particular location.

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

1A. No additional community questions at this time.

#### **2. Narrative**

2A. There are still some concerns about an overconcentration of fueling and gasoline stations along Alameda near I-225. Can you please add to your narrative how this particular use is different (or similar) than the others already in existence?

#### **3. Site Plan and Conditional Use Comments**

3A. All Sheets: For the updated title, please repeat on each of the sheets (at the center top of each page) for ease of reference and identification. (repeat comment).

3B. Sheet 13: For the monument sign, can the base be made in the same masonry materials as the building?

3C. Multiple Sheets: For the screen walls, I think this is a nice feature and would like to see it remain, but I am sensitive to Forestry's comments. Can we make sure that the proposed walls will not negatively impact the existing trees in the area? (see forestry comments)

#### **4. Traffic Impact Sheets**

4A. No additional comments at this time.

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

Sheet 8

5A. Update the landscape tables per the comments provided.

Sheet 10

5B. Why are the street trees bunched to one end of the curbside? Why aren't all six required trees being provided?

5C. Why has a random section of sidewalk been added to the northern edge of the parking lot?

5D. Adjust the location of the proposed landscaping where identified around the transformer and the south side of the building.

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

- 6A. 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****7. Civil Engineering** (Sergio Um/ [sum@auroragov.org](mailto:sum@auroragov.org)/ Comments in green)

Sheet 3:

- 7A. Advisory Note: Coordinate with Kinder Morgan during the civil plan process. The plans show proposed work on an easement belonging to an outside agency. The City does not send out referrals to these agencies, it is the responsibility of the applicant to coordinate and send plans to them. During the civil plan review, please provide a letter of authorization or email correspondence with the agency showing that coordination is occurring. Per comment response: We believe these easements are owned by Xcel, and an agreement has been reached. Correspondence has been provided. Do not see the correspondence in AMANDA, provide with civil plans.

Sheet 4:

- 7B. REPEATED COMMENT: Several lights are not shown on the photometrics sheet. If this is an existing light that will remain, it should be part of the photometric analysis and should be shown on the lighting sheet, labeled differently to show that it is an existing light to remain. Per the comment response: An updated photometric plan will be provided in the next submittal. The photometric plan has not been updated.

Sheet 21:

- 7C. REPEATED COMMENT: Label Crystal Street and the classification.  
7D. Existing light not shown on this plan sheet, shown on grading plans.  
7E. Label Alameda Parkway and the classification  
7F. None of the comments from the last review were addressed nor responded to in the comment response  
7G. Ensure all proposed lights and existing remaining lights are shown on all plan sheets.  
7H. The proposed light missing on this plan sheet, as shown on the grading plans  
7I. REPEATED COMMENT: Fix the orientation. The north arrow shall point up to match the rest of the sheets.

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

Sheet 2:

- 8A. Add Note: The developer is responsible for signing and striping all public streets. The developer is required to place traffic control, street name, and guide signs on all public streets and private streets approaching an intersection with a public street. Signs shall be furnished and installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards, and shown on the signing and striping plan for the development

Sheet 5:

- 8B. Show existing stops.

Sheet 10:

- 8C. What are these plants in the sight triangle?  
8D. This looks like it could block the stop sign. JU BH are between 6-18' tall which would block the sign. They need to be 50' from the stop sign. Anything over 7' needs to be 50' from the stop sign.  
8E. Show existing stop signs. Trees need to be 50' from the stop sign based on TE-13.3.

**9. Fire / Life Safety** (Steve Kirchner/ [stkirchn@auroragov.org](mailto:stkirchn@auroragov.org)/ 303-739-7489/Comments in blue)

Site Plan Comments-Sheet 3



- 9A. You have the area around the pumps listed as ADA-accessible. A crosswalk is needed for access between the pumps and the building. Please see the photometric sheet.
- 9B. Set the existing hydrant back from the curb per the notes provided.

**10. Aurora Water (Daniel Pershing/ [dpershing@auroragov.org](mailto:dpershing@auroragov.org)/ Comments in red)**

Sheet 1:

- 10A. The site plan will not be approved by Aurora Water until the preliminary drainage report is approved.

Sheet 6:

- 10B. Service needs to be disconnected at the main if this is to be abandoned. Please label the service disconnect
- 10C. Advisory: If the service line is intended to be installed under the wall, I recommend a PVC sleeve to assist in the maintenance/replacement of the service.

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

- 11A. Remove screen walls, as the installation of these walls will negatively impact the root system of existing trees.
- 11B. Cannot approve the plan until tree mitigation has been paid, please contact Aurora Forestry to set up payment.

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

- 12A. Easement processes have not been started.