

Planning Division
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November 13, 2023

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

Re: Second 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 second submission, which we started to process on October 19, 2023. 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 December 4, 2023.

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.

At this time, the estimated Planning & Zoning Commission hearing date has been rescheduled for February 14, 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 303-739-7184 or stimms@auroragov.org.

Sincerely,

Steve Timms, AICP, Planning Supervisor
City of Aurora Planning Department

cc: Stacey Weeks, Norris Design, 1101 Bannock Street, Denver, CO 80204
Lori Anne Thennes, ODA
Filed: K:\\$DA\2350-00rev2



Second Submission Review

SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- Compliance with Comprehensive Plan and Other Long-Range Plans
- State of Current Building
- Building and Civil Details, including current Landscape Regulations
- Technical Line Work

PLANNING DEPARTMENT GENERAL COMMENTS

This site serves as a critical entryway location and is located along the important Alameda high-profile corridor. There are several long-range plans that address this particular area of the city. These plans include 1) the City Center Station Area Plan, 2) the City Center Vision planning process, and 3) the Aurora Places Comprehensive Plan. In addition to the master plans, the Unified Development Ordinance (UDO) serves as the planning and zoning regulations for the Mixed-Use Regional (MU-R) District together with the review and approval criteria for both the site plan and the conditional use permit. Based on the review of the submitted application and these long-range plans, along with UDO requirements and review criteria, there are strong concerns about the proposal at this location. These concerns were brought up during the pre-application process last year. Your updated narrative does speak to the reactivation of this semi-vacant site along with the deteriorating nature of the existing office building.

Since so much of the City's recommendation falls within the current use of the office building, staff would like to visit this building to observe first-hand the vacancy and the maintenance issues associated with the building. Can we please schedule some time after Thanksgiving to visit the site and inside the property? After this site visit, and in conjunction with your updated narrative, I would like to discuss with the Planning Manager this application to see if the current recommendation of denial may be modified.

1. Community Questions, Comments, and Concerns

- 1A. Review comments were received by one outside agency (Xcel Energy) and they have no additional comments on the application.

2. Narrative

- 2A. Please describe in more detail the existing sf of the building, how much is currently leased, when the lease ends for the current tenant, and how long the other tenant spaces have been vacant.
- 2B. Please include some interior photos that show the current deterioration and lack of modern amenities of the building.

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.
- 3B. Sheet 1: Under the City of Aurora approvals, please delete the signature line for the City Council and City Clerk, and this application will not be presented before them.
- 3C. Sheet 3: Please provide a detail and size in sf of the proposed plaza area.
- 3D. Sheet 12: Please enlarge the detail of the monument sign so that the overall height and size can be seen clearly.
- 3E. Sheet 13: Please rename the elevations north, south, east, and west.
- 3F. Sheet 13: Please verify that the windows along the rear (south) elevation are real or faux windows.
- 3G. Sheets 14 and 15: For any wall signage, please include a dashed box with approximate sf of sign size.
- 3H. Sheet 14: This elevation does not match the Alameda elevation on Sheet 13 which has more windows. Please update to reflect the greater number of windows.
- 3I. Sheet 15: The Crystal St side elevation does not match the elevation on Sheet 13 which shows larger



windows. Please update to reflect the larger windows.

- 3J. Sheet 16: For any canopy signage, please include a dashed box and approximate sf of sign size.

4. Traffic Impact Sheets:

- 4A. Please update the traffic study to reflect the latest site plan information within the document.

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

Sheet 7

- 5A. Remove the reference to the previous landscape code within note six within the City of Aurora Notes.
- 5B. Specify a mulch type within note eleven.
- 5C. While there are both attached and detached sidewalks being proposed, a table for the required street trees and curbside landscaping should be provided. When attached sidewalks occur, the street trees would be located behind the back of the walk. Required is one tree per 40 sf. One shrub per 40 sf of the curbside area with detached walks.
- 5D. Update the landscape tables per the comments provided.
- 5E. The north building perimeter landscape requirement is not being met. Either meet the code or request an adjustment, express a hardship, and provide mitigating measures to offset the adjustment request.

Sheet 8

- 5F. Correct the ornamental tree size to be two inches minimum.

Sheet 9

- 5G. Darken the property line.
- 5H. Buffers are measured from the back of the walk. Correct the buffer measurement along the northern property boundary line.
- 5I. Add a deciduous canopy tree to the end parking lot island adjacent to the trash enclosure.
- 5J. Is it possible to route the roof drain connections so that it avoids the landscape parking lot landscape island? Technically two trees are required here per code and an adjustment should be requested. A tree is required to terminate each parking row. There are two rows of parking terminating at this island. Staff would be fine if one tree could be provided.
- 5K. Label the building.
- 5L. Label the unlabeled plants.
- 5M. Update the building perimeter landscape table on Sheet 7 for the south side. The information in the table is incomplete. All this plant material can be counted toward the required building perimeter requirements.

6. Addressing (Phil Turner / 303-739-7357 / pcturner@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 / Comments in green)

- 7A. Sheet 3: Label subdivision name
- 7B. Sheet 3: The previous review asked for a sidewalk easement at the Crystal intersection to access the curb ramp. Providing a utility easement does not meet this criterion.
- 7C. Sheet 3: COA Maps has Crystal St. listed as a private street.
- 7D. Sheet 3: Repeat comment: Label paving. All parking areas shall be surfaced with concrete, asphalt, brick paver, or stone pavers (4.07.7 of the 2023 COA Roadway Manual) Per comment response: Label added to note all parking and drive aisles will be paved concrete or asphalt. No label has been added.
- 7E. Sheet 3: Show the ADA path from the public ROW to the site.
- 7F. Sheet 3: Please see typo redlines on this sheet.
- 7G. Sheet 3: Advisory Note: Coordinate with Kinder Morgan during the civil plan process. The plans are showing 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.
- 7H. Sheet 4: Light is 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.
- 7I. Sheet 4: Please fix redline symbols, labels, and text.
- 7J. Sheet 4: Light is not shown on the photometrics sheet.
- 7K. Sheet 4: Lots of information, labels, overlapping text, etc. Please clean up this grading sheet as much as possible.
- 7L. Sheet 20: Label Alameda Parkway and the classification.
- 7M. Sheet 20: Label Crystal Street and the classification
- 7N. Sheet 20: Fix the orientation. The north arrow points up top to match the rest of the plan sheets.

8. Traffic Engineering Jason Igo/ jigo@auroragov.org Comments in amber)

- 8A. Sheet 9: Provide sight triangle. All landscaping needs to be less than 24" tall in sight triangle.

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

Sheet 1

- 9A. Remove the line about ICC Code Year.

Sheet 2

- 9B. Replace all of note 4 with the following note.

Sheet 3

- 9C. Show and label existing easements per the document provided.
- 9D. Relocate the Knox box to the front of the building.
- 9E. Add a crosswalk in this location for an accessible route to dispensers.
- 9F. Use the information provided to locate ESO. TYP

Sheet 4

- 9G. Show and label the removal of the existing fire service line within the site.
- 9H. Relocate the fire hydrant to the position shown. Provide and show fire hydrant lateral.

Sheet 6

- 9I. Replace L11 with this example.
- 9J. Check with the Planning Department regarding the length of this parking space.

Sheet 9

- 9K. Show the location of the Knox box.
- 9L. Show relocation of fire hydrant.

Sheet 17

- 9M. ESOs cannot be located within 20' of a fuel dispenser. Relocate to meet the requirements of the IFC and NFPA standards. See notes provided.



10. Aurora Water (Daniel Pershing/ Comments in red)

- 10A. Sheet 1: The site plan will not be approved by Aurora Water until the preliminary drainage report is approved.
- 10B. Sheet 3: Provide the max height or height range for the proposed retaining wall. Any retaining walls over 30" require railing. Any CIP walls and any walls over 4' require structural calculations.
- 10C. Sheet 3: Structural encroachments are not allowed within utility easements. Please remove the low wall or relocate the hydrant/easement away from the wall.
- 10D. Sheet 4: If additional fire lane easement dedication is required. Please ensure cross slopes within the easement do not exceed 4%
- 10E. Sheet 5: Please show the alignment of the existing fire service line and label if the line is to remain or be removed as a part of this project.
- 10F. Sheet 5: Please adjust line work to clearly differentiate between existing and proposed utilities.
- 10G. Sheet 5: Please revise line work to clearly distinguish what is existing and what is proposed.
- 10H. Sheet 5: The following information does not need to be provided on the site plan and is typically handled on the Civil plan submittal. To prevent conflicting information between the site plan and civil plans, I recommend removing the following information from the site plan: Horizontal control, Length of utilities, Slope of sanitary, and storm Invert elevations on sanitary and storm.

11. Forestry (Rebecca Lamphear / 303-739-7139 / rlamphea@auroragov.org / Comments in purple)

- 11A. Indicate how mitigation will be achieved. Tree mitigation is always above and beyond the Landscape Code requirements. Any tree that is removed from this site will either require replacement within the landscape or be mitigated through payment to the Community Tree Fund.
- 11B. Delete signature blocks on page 11.
- 11C. Delete or update note #1 on page 7. There is a note that states all trees to be removed, the tree mitigation table has some trees being preserved.

12. Land Development Easements Grace Gray ggray@auroragov.org Comments in magenta)

- 12A. Once I receive comments from Easements, I will forward these along to you or you may also reach out to Grace directly to obtain comments.

13.Xcel Energy (Donna George)

- 13A. No additional comments at this time.