

Planning Division  
15151 E. Alameda Parkway, Ste. 2300  
Aurora, Colorado 80012  
303.739.7250



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July 22, 2020

Cindy Sauls  
Aurora Public Schools  
1369 Airport Boulevard  
Aurora, CO 80011

**Re: Initial Submission Review – Virginia Court Elementary School - Advisory Site Plan Amendment**  
Application Number: **DA-1209-04**  
Case Number: **2006-6010-01**

Dear Ms. Sauls,

Thank you for your initial submission, which we started to process on Monday, June 29<sup>th</sup>, 2020. We reviewed it 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 issues still remain, you will need to make a technical submission. Please review your previous work and send us a new technical submission after your Advisory Hearing presentation with the Planning Commission. Note that all our comments are numbered. When you resubmit, include a cover letter specifically responding to each item marked with an asterisk. 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. Please also note that your proposal includes easements which must be dedicated. These can be dedicated by separate document, but they must be completed by contacting Andy Niquette in the Real Property Division. Please reach out to Andy as soon as possible as the easement dedication process takes approximately 6-8 weeks.

Your Virtual Advisory Planning Commission presentation date is set for Wednesday, August 12<sup>th</sup>, 2020 at Study Session, prior to the official hearing. Please be prepared to have representatives available to attend the Study Session and have a presentation prepared. As always, if you have any comments or concerns, please email me at [chjohnso@auroragov.org](mailto:chjohnso@auroragov.org).

Sincerely,

Christopher Johnson, Planner II  
City of Aurora Planning Department

Cc: Jamie Bitler, Larson Incitti Architects  
Scott Campbell, Neighborhood Services  
Mark Geyer, ODA  
K:\\$DA\1209-04rev1



## *Initial Submission Review*

### **KEY COMMENTS FROM ALL DEPARTMENTS**

- Please provide colored perspectives, renderings, and or elevations which show the addition and existing building.
- Review Landscaping comments concerning parking lot screening.
- Revise labels and naming as requested.
- Begin all easement dedications as soon as possible.

### **PLANNING DEPARTMENT COMMENTS**

Christopher Johnson / [chjohnso@auroragov.org](mailto:chjohnso@auroragov.org) / 303-739-7112

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

1A. Notification requirements are the responsibility of Aurora Public Schools.

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

2A. As noted above, please identify the Site Plan sheet by relabeling Sheet 4.

2B. Please include a legend on the Site Plan sheet.

2C. Please include title blocks on each page. Please use the formatting similar to the site plan shown in the graphic provided here.

#### **3. Traffic and Street Layout Issues**

4A. See comments from Fire/Life Safety for required fire and emergency access easements.

#### **4. Parking**

4A. Off-street parking is required by Section 4.6.3 of the UDO. Additional information regarding number of classrooms and seating capacity in the largest assembly area of the school is needed in order to issue further comments on parking compliance. Code requires 1 space per classroom plus 1 space per 10 seating capacity in the largest assembly area. Please include this information in a revised letter of introduction and/or addendum. The provision of 53 parking spaces as shown is an increase over the existing site conditions.

#### **5. Architectural and Urban Design Issues**

5A. Please submit color perspective renderings of the building at least three days prior to your scheduled virtual Planning Commission presentation. Providing renderings that show the entirety of the proposed building with the new additions is preferred.

5B. Staff supports the high-quality design of the school and the continued architectural details on all four sides of the building.

#### **6. Landscape Design Issues**

Kelly Bish / [kbis@aurorgov.org](mailto:kbis@aurorgov.org) / 303.739.7189 / PDF comments highlighted in teal.

According to Colorado State Statutes, public schools are exempt from the city's landscape requirements. However, we ask that you consider the implementation of the following comments in an effort to be more environmentally responsible and to blend the new school building into the existing surrounding community.

#### **SHEET LP101: LANDSCAPE PLAN**

6A. Please provide a plant schedule for the trees and label/call-out the trees so that staff can determine that xeric trees and no ash trees are being specified. The city has an approved tree list in the Landscape Reference Manual available on line.

6B. Please remove the designated text as this refers to the former landscape code no longer in use.

6C. Consider adding screening along the parking lot to screen the cars and headlight glare from the neighboring residential lots across the street during pick up and drop offs and parking during special evening events.



6D. Will there be a conflict with the trees and storm pipe? Maybe consider relocating the trees adjacent to the building.

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

### **7. Building Department**

Ted Caviness / [tcavines@auroragov.org](mailto:tcavines@auroragov.org) / 303.739.7628 / Comments in blue

#### **SHEET 4: COVER SHEET**

7A. The same notes included in the Advisory Site Plan were provided on the Civil Plans.

7B. Provide a legend and key for all new signage and striping.

7C. Show and label bus drop off area.

7D. Confirm, is this a one-way drive aisle? If posted as such, the fire lane width can be reduced down to 16' and the bus pick-up and drop width to 7' 6". Provide a dashed line delineation reflecting the fire lane dedication for this area.

7E. Use a heavy dashed line identify the fire lanes. (Typical all sheets). Update fire lane label using the following example: "23' FIRE LANE/UTILITY/PUBLIC ACCESS EASEMENT" (as applicable)

7F. Site Plan submittal to show Knox Box locations, FDC location, & Gating details.

7G. Show and label front main entrance if being relocated.

7H. Relocate the FDC to this location and show fire hydrant within 100 feet of this FDC.

7I. Show and label the Riser Room and show exterior door.

7J. Revise the indicated label to read as 6" DIP FIRE SVC CONNECTION (PRIVATE).

7K. The fire lane needs to be reconfigured to eliminate the ~240-foot deficiency in the 2015-IFC hose reach requirement, as shown.

#### **SHEET 5: PAVING, STRIPING, AND SIGNAGE PLAN**

7L. Provide a revised Signage & Striping Package to show new signage and striping; all new signs shall meet the following graphic examples as shown.

### **8. Traffic**

Brianna Medema / [bmedema@auroragov.org](mailto:bmedema@auroragov.org) / 303.739-7336 / Comments in gold

No comments received at this time.

### **9. Civil Engineering**

Kristin Tanabe / 303.739.7306 / [ktanabe@auroragov.org](mailto:ktanabe@auroragov.org) / 303.739.7306 / Comments in green

#### **SHEET 1: COVER SHEET**

9A. This site plan will not be approved by Public Works until the Preliminary Drainage letter/report is approved.

9B. Please add the following notes:

“The approval of this document does not constitute final approval of grading, drainage, utility, public improvements and building plans. Construction plans must be reviewed and approved by the appropriate agency prior to the issuance of building permits.”

AND

“In locations where utility easements overlap drainage easements, only subsurface utilities shall be permitted within the portion of the utility easement that overlaps the drainage easement. Installation of above ground utilities within a drainage easement requires prior written approval by City Engineer.”

#### **SHEET 3: GRADING & DRAINAGE PLAN**

9C. Storm sewer does not become public until it connects to public storm. If Aurora water allows this to be public, 18" RCP is minimum required for public storm sewer. They also do not prefer to have storm sewer under sidewalk.

9D. Label slopes. Minimum slope away from the building is 5% for 10 feet for landscape areas, min 2% for impervious areas.



- 9E. Show/label 100-year water surface elevation. Indicate direction of emergency overflow.
- 9F. Maintenance access is also required to the top of the outlet structure.
- 9G. If this area is a permanent BMP providing water quality capture volume, a drainage easement is required.
- 9H. Add a note indicating if the storm sewer is public or private and who will maintain it. Include this note on the Utility Plan sheet as well.

SHEETS 4 AND 5

- 9I. Be sure to label the detention pond as private.

**10. Real Property**

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

Andy Niquette / [aniquett@auroragov.org](mailto:aniquett@auroragov.org) / 303-739-7325

SHEET 1: COVER SHEET

10A: Insert "City of Aurora"

SHEET 4

- 10B. Dedicate easements by separate document. Contact Andy Niquette to begin the application process. Please keep in mind easement dedication takes approximately 6-8 weeks to complete.

**11. Aurora Water**

Daniel Pershing / [ddpershi@auroragov.org](mailto:ddpershi@auroragov.org) / 303-739-7646 / Comments in red

SHEET 3: GRADING AND DRAINAGE PLAN

11A. This storm segment should be private as it is not conveying ROW flows.

11B. Please provide access to the bottom and top of the outlet structure.

**12. Forestry**

Rebecca Lamphear / [rlamphea@auroragov.org](mailto:rlamphea@auroragov.org) / 303.739.7177

12A. According to Aurora School District there are no funds available to abide by the Tree Preservation Policy.



## Public Works and Development

6924 South Lima Street  
Centennial, CO 80112-3853  
Phone: 720-874-6500  
Fax: 720-874-6611  
Relay Colorado: 711  
[www.arapahoegov.com](http://www.arapahoegov.com)

**BRYAN D. WEIMER, PWLF**  
Director

July 15, 2020

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

Re: Virginia Court Elementary School Advisory Site Plan Amendment  
Application Number: DA-1209-04

Arapahoe County Engineering thanks you for giving us the opportunity to the Virginia Court Elementary School Advisory Site Plan Amendment. Engineering Staff has reviewed the proposed Site Plan and use. The Engineering Division 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.

Sincerely,

Sarah White  
Engineering Services  
Cc Arapahoe County Case #O20-091



July 14, 2020

The City of Aurora  
15151 E Alameda Pky  
Aurora CO 80012  
303-739-7280

Development Application: DA-1209-04  
Project Number: 1452412  
Project Name: VIRGINIA COURT ELEMENTARY SCHOOL - SITE PLAN AMENDMENT  
Location: QS:09E - WEST SIDE OF TROY ST AT VIRGINIA CT Lot 020, Block 043,  
AURORA  
HILLS SUB NO. 4

Christopher Johnson - [chjohnso@auroragov.org](mailto:chjohnso@auroragov.org) - 303-739-7250

After review, CenturyLink has the following comments regarding the review request submitted:

CenturyLink does have facilities in the area of their addition. The provided Plat does not show a conflict. If a conflict is found during construction, the developer will be responsible for relocating the line.

Please note, the engineer that reviewed this information is William Benson. If any changes should need to be made, please contact them at - 720 501 5812

Thank you!

Sincerely,

*Les Gutierrez*

Les Gutierrez, ROW-AGENT  
[Les.Gutierrez@centurylink.com](mailto:Les.Gutierrez@centurylink.com)  
505-767-7440



(P829910)



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

July 17, 2020

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

Attn: Christopher Johnson

**Re: Virginia Court Elementary School, Case # DA-1209-04**

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the site plans for **Virginia Court Elementary School** and has **no apparent conflict**.

Please be aware PSCo owns and operates existing natural gas and electric distribution and service facilities within the subject property. As a safety precaution, PSCo would like to remind the developer to call the Utility Notification Center by dialing 811 for utility locates prior to construction.

Should the project require any new natural gas or electric service or modification to existing facilities, the property owner/developer/contractor must complete the application process via [xcelenergy.com/InstallAndConnect](http://xcelenergy.com/InstallAndConnect).

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