

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



October 13, 2023

Sarah Vogl  
Aurora Housing Authority  
2280 S Xanadu Way  
Aurora, CO 80014

**Re: Second Submission Review** Residence at Willow Park –Site Plan Amendment  
Application Number: **DA-2360-00**  
Case Numbers: **1988-6056-03**

Dear Mrs. Vogl:

Thank you for your second submission, which we started to process on Friday September 22nd, 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 Friday, October 27, 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.

Your estimated Planning and Zoning Commission public hearing date will be revised based upon the third submission date. 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) 739-7220 or [bbravenec@auroragov.org](mailto:bbravenec@auroragov.org).

Sincerely,

A handwritten signature in cursive script that reads "Ben Bravenec".

Ben Bravenec  
Planner I

cc: Sarah Vogl, 2280 S Xanadu Way, Aurora, CO 80014  
Ben Bravenec, Case Manager  
Scott Campbell, Neighborhood Services  
Lori Anne Thennes, ODA  
Filed: K:\\$DA\2360-00rev1.rtf



## *Second Submission Review*

### **SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS**

- Planning asks to include missing materials in the legend.
- Show location of monument sign on the site plan.
- Update and revise the building perimeter landscape table per site plan comment.
- Pre-Application notes call for both sides of the existing shared access to E. Colorado Drive be updated Revise General Notes to match template note requirements.
- Easement processes have not been started.
- A new 8" PVC water main is required.

### **PLANNING DEPARTMENT COMMENTS**

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

- 1A. Thirty-Eight (38) registered neighborhood organizations were notified of the Site Plan application. As of the date of this letter all 6 public comments have been responded to.
- 1B. A neighborhood meeting was held on October 4<sup>th</sup>, one resident attended, a response to her comments is required.

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

- 2A. Site plan process will need to be approved at Planning and Zoning Commission due to process within subarea A
- 2B. See the attached data block format and revise on cover sheet.
- 2C. Be clear on the cover sheet what is part of the proposed area and existing area.
- 2D. Include unknown material in legend.
- 2E. Fix subarea on coversheet to "Subarea A".

#### **3. Urban Design and Site Plan Issues**

- 3A. Repeat Comments: Show common open space calculations and what areas are being counted as common open space on the landscape plan Sheet 7. Ensure that the plan matches the site data information on the cover sheet.

#### **4. Architectural Design**

- 4A. Repeat Comment: Please show monument sign on site plan.
- 4B. Repeat Comment: Include detail of shutter.

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

##### **Sheet 3**

- 5A. Add the identified hatch to the legend on this sheet.

##### **Sheet 5**

- 5B. Turn the existing site work that is being removed/modified off. It makes the utilities more difficult to read.

##### **Sheet 7**

- 5C. There should just be one line type for the utility easements. Include the utilities as depicted on the grading plan.

##### **Sheet 8**

- 5D. Update the Street Perimeter Buffer Table per the comments provided.
- 5E. There are trees proposed that are within 20' of the building face that should be used to satisfy the building perimeter landscape requirements.
- 5F. All parking rows are to terminate with a tree. Lesson the width of the poured in place rubber to allow for the tree.



- 5G. Trees required per UDO, may not be used to meet tree mitigation. Parking lot end cap islands are required to have deciduous trees and therefore cannot be used to satisfy tree mitigation requirements.
- 5H. When Serviceberry is being specified as multi-stem, it should be classified as a shrub and not a tree.
- 5I. Include the trash enclosure.
- 5J. Include the identified hatching in the legend.

**6. Addressing** (Phil Turner / (303) 739-7336 / [pcturner@auroragov.org](mailto:pcturner@auroragov.org) )

Review is not yet complete and comments will be sent to you directly (as applicable). Contact the reviewer directly for comments, and please revise the plans as needed prior to the next submittal.

**REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES**

**7. Civil Engineering** (Christopher Eravelly / (303) 739-7457 / [ceravell@auroragov.org](mailto:ceravell@auroragov.org) / Comments in Green)

**Sheet 02**

- 7A. Please add the following note: “Detailed layout and design for proposed curb ramps within right of way or along an accessible route will be complete with the civil plans.”
- 7B. Pre-Application notes call for both sides of the existing shared access to E. Colorado Drive be updated. Please add callout for this existing ramp also.

**Sheet 03**

- 7C. Please add the following note: “Detailed layout and design for proposed curb ramps within right of way or along an accessible route will be complete with the civil plans.”
- 7D. Repeat comment from first review: Add dimension for existing sidewalk.
- 7E. Repeat comment from first review: Please add street classification label.

**Sheet 04**

- 7F. Please do not specify ramp type in this Site Plan submittal. Only callout that ramps are to be updated, same as what is shown on other sheets in this set.
- 7G. Please add the following note: “Detailed layout and design for proposed curb ramps within right of way or along an accessible route will be complete with the civil plans.”

**8. Traffic Engineering** (Dean Kaiser / (303) 739-7584 / [djkaiser@auroragov.org](mailto:djkaiser@auroragov.org))

- 8A. Approved

**9. Life Safety** (Rich Tenorio / 303-739-77628 / [rtenorio@auroragov.org](mailto:rtenorio@auroragov.org) / Comments in blue)

Sheet 02 of 19 / Amendment Project Scope Plan

- 9A. Show hatched ADA loading area and curb ramp.

Sheet 05 of 19 / Preliminary Utility Plan

- 9B. The proposed fire hydrant shall face the fire lane.
- 9C. Show the FDC on the building. Sheet 12 of 19 shows an FDC on the north side of the building.

Sheet 08 of 19 / Planting Plan

- 9D. Show the location of all fire hydrants on the Planting Plan facing the fire lane.

Sheet 12 of 19 / Architectural Elevations

- 9E. FDC shown at a different location on sheet 5 of 19.

Sheet 13 of 19 / Architectural Elevations

- 9F. Show the exact location of the FDC where Sheet 5 of 19 has the FDC in this area. The previous sheet 12 of 19 shows an FDC on the north side of the building.



Sheet 16 of 19 / Electrical Site Photometrics

9G. The Accessible Route should lead into the ADA Parking loading spaces.

**10. Forestry** (Rebecca Lamphear / (303) 739-7177 / [rlamphea@auroragov.org](mailto:rlamphea@auroragov.org))

10A. Approved

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

Review is not yet complete and comments will be sent to you directly (as applicable). Contact the reviewer directly for comments, and please revise the plans as needed prior to the next submittal.

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

12A. Easements have not been started yet. Please start the dedication and release processes. Please find instruction at [https://www.auroragov.org/business\\_services/development\\_center/land\\_development\\_review\\_services](https://www.auroragov.org/business_services/development_center/land_development_review_services)

**13. Utilities** (Steven Dekoski / (303) 739-7490/ [sdekoski@auroragov.org](mailto:sdekoski@auroragov.org) / Comments in Red)

**Sheet 05**

- 13A. A new 8" PVC water main should be installed through the drive access of this development. There are too many conflicts and poor maintenance access with what is proposed. Show new 8" tee connection the main in E. Colorado Ave and abandon and remove the existing water main.
- 13B. Show easements for water meter and fire hydrant.
- 13C. Water meter must meet current specs. If not meeting current specs, then a new meter will be required.
- 13D. The water meters can't be located with the 16' easement for the water main. Water meter easements are 10' and should extend perpendicular to the water easement to accommodate each water meter. Find a landscaped area, outside the water easement for the water meters. Fixture unit tables required to determine the water meter sizing.
- 13E. Double sweet clean outs required for sewer service line.
- 13F. This proposed 6" water main alignment under private sidewalk and lawn and steps will not be approved.
- 13G. New 8x8 tee connection to main & 8" PVC main.

**14. Xcel Energy** (Donna George / (303) 571-3306 / [donna.I.george@xcelenergy.com](mailto:donna.I.george@xcelenergy.com))

14A. No further comments.