



January 18, 2023

Mr. Dan Osoba
City of Aurora
Planning Division
15151 E. Alameda Parkway, Suite 2300
Aurora, CO 80012

***RE: Initial Submission Review
Penske Center Expansion – Site Plan Amendment
Application Number: Da-1461-04
Case Numbers: 2000-6030-05***

Dear Mr. Osoba,

Thank you for the comments on January 11, 2023, for the above-mentioned project. In an effort to address your comments concisely and simplify your review of the Site Plan Amendment, we have summarized your comments and our responses below.

COMMENT RESPONSE LETTER: SITE PLAN AMENDMENT COMMENTS

SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- Include sheets 2-5 from the original set. Redline clouds should be included over the areas of change on the existing site plan sheets with a reference to the delta 2 amendment.
- The parking requirement is not correct. Refer to the pre-app notes: 1 space per 1.5 employees (okay per this table); plus 1 space per 150 gfa of maintenance space (not accounted for on this table). Revise based on this parking calculation.
- This expansion triggers the touch rule requirement that horizontal articulation, vertical articulation, building materials, four-sided building design, and roof form requirements in Section 146-4.8 are in compliance.
- Is this a new or existing gate? Please identify all new gating systems. If new, please include a sign package that includes gate details. See other gate notes on this sheet.
- There could be trees affected by the addition. Due to the location, size, and condition of trees on the site, relocation is not an option. 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.
- See the comments from Planning. (Items 1 and 5)
- Outstanding fees totaling \$25,490.40 have yet to be paid. These will need to be paid before we can accept a second submission.
- See all the comments from Landscape. Indicate and label all proposed lights on the landscape plans and be sure that they do not interfere with proposed trees. (Item 4)
- Please submit a preliminary digital addressing .SHP or a .DWG file as soon as possible (Item 5)

- Please remove AutoCad SHX test items in the comment section. Please flatten to reduce select-ability of the items.
- The site plan will not be approved by public works until the preliminary drainage letter/report is approved. Engineering (Item 6)
- See the comments and redline from Traffic Engineering. (Item 7)
- See the comments and redlines from Life Safety. (Item 8)
- See the comments and redlines from Aurora Water. (Item 9)
- See all the comments from Parks department (Item 11).
- See comments on easement documents, and the License Agreement document (Item 12)
- Storm Drain Development Fee Due at recording. 15.59 acres x \$1242 = \$19,362.78
- See the outside agency referral comments.

PLANNING DEPARTMENT COMMENTS

1. Community Questions, Comments and Concerns

- 1A. No comments, questions, or concerns were received from adjacent property owners or registered neighborhood groups. The requirement for a First Review Neighborhood Meeting has been waived.
- *Response: Acknowledged, thank you.*
- 1B. One (1) comment was received from Xcel Energy regarding this proposal. Please see their comment letter attached and ensure that you include a response to those comments in your second submission.
- *Response: Xcel comments have been included in this document.*

2. Completeness and Clarity of the Application

Generally

- 2A. Development Review Fees in the amount of \$15,580.90 are due prior to acceptance of your second submission.
- *Response: Acknowledged. Fee will be paid.*

Site Plan Sheet 1

- 2B. Sheets 2-5 are not included in this set. Please ensure the full set is included in the submission that is accurate to the updated sheet index.
- *Response: These original sheets have been included in the amendment submission with the revision delta.*
- 2C. Add a delta 2 revision and note to reference updated notes on page 6.
- *Response: Delta 2 and the additional note has been added to this section.*
- 2D. Add note 18 to the list of notes on sheet 6. It will apply as a condition of approval of the original site plan.
- *Response: Note 18 has been added to sheet 6.*
- 2E. Add site plan details to this sheet in your next submittal. Items to be added include: bike racks, fencing, gating systems, man gates, lighting fixtures, fire lane signage (update as necessary), accessible parking signage (update as necessary), and outdoor amenities such as benches, trash receptacles, etc.

- *Response: Detail sheet 10 has been added to the planset. Based on the 1/30/23 meeting, Engineer's understanding is that an amenity space is not required.*

Sheet 2

- 2F.** Include sheets 2-5 from the original set. Redline clouds should be included over the areas of change on the existing site plan sheets with a reference to the delta 2 amendment.
- *Response: These clouded sheets have been added to the planset.*
- 2G.** Correct note 1 and note 16 line break error.
- *Response: Text has been corrected.*
- 2H.** Remove Aurora Commerce Center FDP Ensure notes are applicable to this development.
- *Response: Text has been updated.*
- 2I.** Advisory note: the file save locations are okay for review, but will need to be removed from this plan set.
- *Response: Acknowledged.*
- 2J.** Add note 18 from the original notes.
- *Response: Note 18 from sheet 1 has been added to this section.*
- 2K.** Check the math and/or rounding – percentages add up to 101%.
- *Response: Areas in the project data table have been updated.*

Sheet 3

- 2L.** Change from “Conceptual” to “Overall”.
- *Response: Sheet title has been updated*

Sheet 4

- 2M.** Ensure the symbol matches the plan, typical on all sheets.
- *Response: Decorative iron fence linetype has been updated to match with the legend.*

Sheet 6

- 2N.** Label the line type called out on the redlines, typical on all sheets.
- *Response: This linetype has been added to the legend.*

3. Zoning and Land Use Comments

Sheet 2

- 3A.** Change the zoning M-1 to I-1.
- *Response: Zoning classification has been updated.*
- 3B.** If adjustments are requested, add them in the location shown. Justification, mitigation measures, and other compliance with adjustment review criteria should be included as a note and in the letter of introduction.
- *Response: Acknowledged. An adjustment request has been added with the above information.*

Sheet 4

- 3C.** Per the Pre-App Notes, a common outdoor space or amenity area is expected to be provided near the main entry to the building. The patio space should be approximately 6-8% of the total building area.
- *Response: Based on the 1/30/23 meeting, it was understood that the intent of the 6-8% amenity space requirement is for more retail/commercial uses. With this facility being a maintenance facility, the only people that would use this space would be the employees. The building has a driver's lounge as well as an employee breakroom. A patron area is also provided for those renting a vehicle. Please confirm that with these amenities already provided, an additional 1,300-1,700SF exterior amenity space is not required.*

Sheet 25

- 3D.** There are several items on this sheet that may require adjustment requests as they apply to the existing structure. Please coordinate with staff to determine the applicability of the adjustment requests and to weigh staff support of these requests.
- *Response: This comment has been addressed outside of formal review.*

4. Streets and Pedestrian Comments

Site Plan Sheet 4

- 4A.** Please indicate and label all proposed lights on the landscape plans and be sure that they do not interfere with the proposed trees.
- *Response: Lights have been labeled.*
- 4B.** Please provide a match line key map detail on all the landscape sheets.
- *Response: Matchlines and a keymap have been added.*

5. Parking Comments

Site Plan Sheet 2

- 5A.** For parking, provide a delineation of the gross floor area for the office space and maintenance area. Parking calculations only need to utilize the maintenance area, see comments below on the calculation.
- *Response: Office and light duty truck sales/rental floor area have been used for parking calculations.*
- 5B.** Office is not the land use category applicable to this expansion. Use "Automobile and Light Truck Sales and Rental".
- *Response: Calculations have been updated.*
- 5C.** Delineate the office and maintenance area per gross floor area instead of a warehouse.
- *Response: Office and light duty truck sales/rental floor area have been used for parking calculations.*
- 5D.** The parking requirement is not correct. Refer to the pre-app notes: 1 space per 1.5 employees (okay per this table); plus 1 space per 150 gfa of maintenance space (not accounted for on this table). Revise based on this parking calculation.
- *Response: Parking calculations have been updated.*

- 5E. Remove the distribution and office rows and revise per the requirements of the Automobile and Light Truck Sales and Rental category.
 - *Response: Land use has been revised.*
- 5F. Update the land use throughout the table.
 - *Response: Land use has been updated.*
- 5G. Accessible spaces requirements will need to be updated based on the change in required parking. Utilize table 4.6-2 to re-evaluate the required accessible space requirement.
 - *Response: Accessible parking requirements have been updated.*
- 5H. Only 4 u-racks are identified on the site plan (8 total spaces). Revise and ensure that 5% of the required parking spaces are included as bicycle parking (see other comments regarding parking requirements).
 - *Response: Additional bike racks have been provided to meet the 5% requirement.*

Sheet 4

- 5I. Use a circle with parking count to count the number of spaces by parking stall size.
 - *Response: Parking counts have been added to the plans in the format requested.*

6. Architectural and Urban Design Comments

Site Plan

Sheet 4

- 6A. Provide building dimensions on all sheets.
 - *Response: Building dimensions have been added to the sheets.*

Sheet 25

- 6B. Provide a colored rendering for use during review and PZC hearing.
 - *Response: A colored rendering has been provided.*
- 6C. Provide a materials calculation table indicating the percentages of metal, glass, and masonry on each elevation. Provide a total for the entire façade as well. Note that metal may not exceed 10% of the elevation facing E 32nd Ave.
 - *Response: A materials calculation table has been provided.*
- 6D. This expansion triggers the touch rule requirement that horizontal articulation, vertical articulation, building materials, four-sided building design, and roof form requirements in Section 146-4.8 are in compliance.
 - *Response: Please see revised elevations.*
- 6E. Show compliance with Table 4.8-8 Façade Character Elements for Four-Sided Building Design (copy the table and include it filed out on this sheet – use special purpose districts columns). The elevations have been labeled on the redlines in accordance with this section. Call out any façade character element utilized for points on each elevation.
 - *Response: Please see updated elevations.*
- 6F. Clarify if the metal is finished with the colors proposed or painted those colors. For maintenance purposes, the metal is preferred to be finished in the color provided rather than painted.
 - *Response: Please see updated elevations and colored renderings.*

- 6G. Advisory note: intense, bright, or fluorescent colors shall not be used as the predominant color on any wall or roof. These colors may be used as accents up to 10% of each elevation.
 - *Response: Acknowledged.*
- 6H. Call out the change in material and/or entry design feature. To comply with building design standards, this must be a canopy.
 - *Response: Change in material has been called out.*
- 6I. Ensure bollards are shown on the site plan sheets.
 - *Response: Bollards are shown in the site plan sheets.*
- 6J. Provide dimensions on the elevation plans for parapet height changes and existing/new delineations.
 - *Response: It is not feasible for the new pre-engineered metal building frame to change elevation heights across the width of the building so by adding the shade canopy structures we are creating delineation of the façade.*
- 6K. Label the vertical change in roof height. To count as a horizontal articulation method, this must be at least 3'.
 - *Response: Please see revised elevations and accompanying design narrative.*
- 6L. Single-story industrial buildings shall use one horizontal articulation method found in Table 4.8-3 every 100-feet. Label the method and provide dimensions, typical on all elevations.
 - *Response: Please see revised elevations and accompanying design narrative.*
- 6M. Label the parapet height. To count as a vertical articulation method, it must be at least 24".
 - *Response: Please see revised elevations and accompanying design narrative.*
- 6N. Provide a decorative fascia on the office expansion to comply with <https://aurora.municipal.codes/UDO/146-4.8.8.A.2.c>.
 - *Response: Decorative fascia has been provided.*
- 6O. What are the callouts? They do not have leaders and are not included on the key.
 - *Response: these are gridlines to reference between the perspectives.*

7. Signage & Lighting Comments

Site Plan Sheet 25

- 7A. Show only a dashed box area and indicate “existing sign area”. Actual content of wall signage should not be shown on the site plan.
 - *Response: Please see revised elevations and accompanying design narrative.*

8. Landscaping Issues (Tammy Cook / 954-684-0532/ tdcook@auroragov.org / Comments in bright teal)

Site Plan Sheet 16

- 8A. Show the existing trees to remain within the property darker and note them in a legend.
 - *Response A tree mitigation sheet has been prepared to show existing trees.*

Sheet 17

- 8B. At the Pre-application meeting it was recommended that since plant material was missing from 2000, that staff would support an updated landscape concept such as the planting concept to the right to be included for the E. 32nd Avenue planting.
 - *Response: Acknowledged.*

- 8C. At the pre-app. meeting it was recommended that the double row of shrubs or evergreen trees be a larger variety such as Viburnum, Lilac, or Serviceberry
 - *Response: Please see revised plans*
- 8D. Grasses should not be used for screening as they do not provide screening in the winter.
 - *Response: Please see revised plans*
- 8E. An island with a tree and six shrubs is required at each island.
 - *Response: A tree and six shrubs have been provided.*
- 8F. A tree is required at this location
 - *Response: An additional tree has been added.*

Sheet 18

- 8G. At the pre-app. meeting it was recommended that the double row of shrubs or evergreen trees be a larger variety such as Viburnum, Lilac, or Serviceberry.
 - *Response: Please see revised plans.*
- 8H. Label the fencing height, material, color, and detail.
 - *Response: A detail has been provided in the civil sheets.*
- 8I. Provide a dimension and label the Street Frontage buffer.
 - *Response: Dimension and label added.*
- 8J. A tree is required in this island.
 - *Response: A tree has been provided in this location.*

Sheet 19

- 8K. At the pre-app. meeting it was recommended that the double row of shrubs or evergreen trees be a larger variety such as Viburnum, Lilac, or Serviceberry.
 - *Response: Please see revised plans.*
- 8L. Label existing trees to remain.
 - *Response: The requested label has been added.*

Sheet 20

- 8M. Provide a tree in this terminal island.
 - *Response: An additional tree has been provided here.*

Sheet 24 & 25

- 8N. Label the 100-year WSEL line.
 - *Response: The 100-year WSEL.*

Sheet 26

- 8O. Is your intention to have red granite only or would consider x , y or z type rock? The red crushed granite is not a common rock mulch treatment used in Colorado.
 - *Response: Red is proposed to match existing.*

Sheet 27

- 8P. Revise some of the quantities for trees and shrubs in the tables.
 - *Response: Quantities have been revised as applicable.*
- 8Q. Include the requirements for the Planting around the Detention Pond.
 - *Response: Detention pond requirements have been added.*

Sheet 28

8R. Please remove the construction notes and as the City only reviews the plans for compliance with the code. Staff does not review construction documents.

- *Response: Notes have been removed.*

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

9A. 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.

- *Response: A DWG has been included in the submittal.*

REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

10. **Civil Engineering (Kristin Tanabe / 303-739-7306 / KTanabe@auroragov.org / Comments in green)**

Site Plan Sheet 1

10A. The site plan will not be approved by Public Works until the preliminary drainage letter/report is approved.

- *Response: Acknowledged.*

Sheet 4

10B. Dimension the proposed sidewalk.

- *Response: Proposed sidewalk has been dimensioned.*

10C. The existing accessible ramps need to be updated to current standards per the Pre-App Notes.

- *Response: Curb ramps within the accessible route have been shown as proposed.*

10D. Label the existing cross pans, typical.

- *Response: Cross pans have been labeled.*

10E. Dimension the existing sidewalk.

- *Response: The existing sidewalk has been dimensioned.*

10F. A minimum of 35' between the gate and the flowline of the street is required.

- *Response: This gate has been moved to at least 35' from the street flowline.*

Sheet 5

10G. Label as an access easement up to the drainage easement.

- *Response: Easement label has been updated.*

Sheet 7

10H. Label the FFE.

- *Response: FFE has been labeled.*

Sheet 8

10I. Minimum 2% slope in the bottom of the pond.

- *Response: Pond grading has been revised.*

10J. Indicate who will maintain it.

- *Response: Note has been updated to indicate that private drainage infrastructure will be maintained by the owner.*

Sheet 20

- 10K. Plantings should be above the 100-year WSEL in the pond.
■ *Response: Plantings are now above the 100-year WSEL.*

Sheet 26

- 10L. Site plans do not need to be stamped.
■ *Response: Acknowledged.*

11. Traffic Engineering (Dean Kaiser / 303-739-7584/ djkaiser@auroragov.org / Comments in amber)

- 11A. Traffic Engineering comments will appear on the documents; however, they have not been reviewed or finalized. Please coordinate with Carl Harline in Traffic Engineering at charline@auroragov.org | 303-739-7584 for a final set of review comments
■ *Response: Traffic comments have been received.*

12. Real Property ((Maurice Brooks/ 303-739-7294 / mbrooks@auroragov.org / Comments in magenta) Andy Niquette / 303-739-7325 / aniquette@auroragov.org

Site Plan

- 12A. Submit the easement documents to dedicationproperty@auroragov.org and the easement release document to releaseeasements@auroragov.org. For the License Agreement document submit the items to licenseagreement@auroragov.org to start the processes.
■ *Response: The easement release process has been started. License agreements will be submitted after the first civil plan submittal.*

13. Aurora Water (Steve Dekoski / 303-739-7490 / sdekoski@auroragov.org / Comments in red)

Site Plan

Sheet 3

- 13A. A water fixture unit table will be required with the civil plans to determine if the existing water has the capacity to serve the additions.
■ *Response: Acknowledged. A water fixture unit table will be submitted with the civil plans.*

Sheet 10

- 13B. Additional service bays may require the sand/oil interceptor to be replaced with a larger unit.
■ *Response: Acknowledged.*

14. Forestry (Rebecca Lamphear / 303-739-7177 / jchomiak@auroragov.org / Comments in purple)

Site Plan

Sheet 12

- 14A. There could be trees affected by the addition. Due to the location, size and condition of trees on the site, relocation is not an option. 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.
■ *Response: A tree mitigation plan has been included in the resubmittal.*
- 14B. (Nothing listed)
- 14C. 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.

■ *Response: A tree mitigation plan has been included in the resubmittal.*

14D. 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://auroraver2.hosted.civiclive.com/cms/One.aspx?portalId=16242704&pageId=16529352>

■ *Response: Acknowledged.*

14E. Please show a tree mitigation chart on the landscape plan taken from the Landscape Manual page 29. If payment will be made into the Tree Planting Fund, add another column to the chart indicating the payment amount that will be made. If trees will be planted on the site, please show a symbol indicating trees that are specific to tree mitigation.

■ *Response: A tree mitigation plan has been included in the resubmittal.*

15. Real Property (Maurice Brooks / 303-739-7294 / mbrooks@auroragov.org / Comments in magenta)

Site Plan Sheet 3-5

15A. Check the recording info.

■ *Response: Recording information has been corrected.*

15B. Add: to be dedicated by separate document.

■ *Response: Label has been updated to include by separate document.*

15C. Add: to be vacated by separate document.

■ *Response: Label has been updated to include by separate document.*

15D. A license agreement is required for the fence/gates at the location shown.

■ *Response: License agreements will include the fence and gates as shown.*

15E. Send in the sidewalk easement for review.

■ *Response: Sidewalk easement has been submitted.*

15F. Add "Lane" to the Fire "Lane" Easement.

■ *Response: Label has been updated.*

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

Public Service Company of Colorado's (PSCO) Right of Way & Permits Referral Desk has determined there is a potential conflict with the above captioned project. Public Service Company has existing electric transmission lines and associated land rights as shown within this property. Any activity including grading, proposed landscaping, erosion control or similar activities involving our existing right-of-way will require Public Service Company approval. Encroachments across Public Service Company's easements must be reviewed for safety standards, operational and maintenance clearances, liability issues, and acknowledged with a Public Service Company License Agreement to

be executed with the property owner. PSCo is requesting that, prior to any final approval of the site plan amendment, it is the responsibility of the property owner/developer/contractor to have this project assigned to a Land Rights Agent for development plan review and execution of a License Agreement (via either website www.xcelenergy.com/rightofway or email coloradorightofway@xcelenergy.com).

PSCo has no conflict with the building addition.

PSCo also has existing intermediate pressure natural gas and underground electric distribution facilities along East 32nd Avenue. For 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.

If additional easements need to be acquired by separate PSCo document, a Right-of-Way Agent will need to be contacted.

As a safety precaution, PSCo would like to remind the developer to contact Colorado 811 for utility locates prior to construction.

- *Response: Applicant will work to have a Land Rights Agent assigned to this case.*

We appreciate your review and approval of the development application. Please contact me at 303-974-3625 or Brad.Cooney@Kimley-Horn.com should you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Brad Cooney, PE

Project Manager