



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

AuroraGov.org

March 4, 2025

Elly Watson
City of Aurora
15151 E Alameda Parkway
Aurora, CO 80012

Re: Second Submission Review: Aurora Regional Navigation Campus – Site Plan and Replat
Application Number: DA-2400-00
Case Number: 2024-6053-00; 2024-3062-00

Dear Elly Watson:

Thank you for your second submission, which we received on February 11, 2025. The review letter contains comments from all city departments and outside agencies.

Although there are still outstanding comments that need to be addressed, the Planning and Zoning Commission public hearing is tentatively scheduled for March 26, 2025. Notice requirements need to be completed by Friday, March 14 in order to remain on this date. More information will be sent about this later this week. In addition, a revised Letter of Introduction must be received by Friday, March 14 (see Item 1). Following the public hearing, a technical corrections submittal is required to address all remaining comments on the Site Plan and Plat.

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.

Projects that have gone one year without submission will be considered inactive and require a 25% restart fee to be reactivated. After 18 months of inactivity, projects that are not reacted will be closed and retired.

As always, if you have any comments or concerns, please give me a call. I may be reached at 303-739-7857.

Sincerely,

Sarah Wile, AICP
Senior Planner III, City of Aurora
Planning & Business Development Department

cc: Sheridan Staats, HDR
Bennie McMullen, HDR
Brit Vigil, ODA
Filed: K:\\$DA\2400-00rev2.doc



Second Submission Review

1. Planning (Sarah Wile / 303-739-7857 / swile@auroragov.org / Comments in teal)

- 1A. A few changes are needed to the Letter of Introduction and these changes must be made by March 14th to ensure that all details are accurate prior to the public hearing. The most important change is correcting the adjustment requests – Adjustment #4 related to Aurora Water requirements is *not* considered an adjustment because it is not governed by the UDO and must be approved separately by Aurora Water outside of the Site Plan process. This should be removed from the letter entirely. In addition, minor changes are needed related to signage and parking in the letter (see Items 1B and 1C). Please send this document directly to your Case Manager by the deadline.
- 1B. The design of the proposed “vehicular directional signs” included in the Letter of Introduction does not comply with Section 146-4.1.6 (<https://aurora.municipal.codes/UDO/146-4.10.6>), which limits sign height requirements for incidental site signs such as this. In addition, these signs should be monument signs that are affixed directly to the ground, or a base, in lieu of pole signs. Please review this section of the UDO and update the sign detail to comply with code. This should be done prior to March 14th. When you resubmit the Site Plan for a technical submittal after the public hearing, please include the sign locations and the sign detail in the Site Plan and not just in the Letter of Introduction.
- 1C. One of the rows of parking shown in green in the Letter of Introduction and identified as meeting the UDO standards in the tables appears to only be 18’ long. Please change these to yellow if they are only 18’ long and update the tables accordingly. Staff appreciates that the proposal now includes restriping so that most spaces will be 9’x19’.
- 1D. Update the sheet sizes for the documents attached to the Letter of Introduction to be 11”x17”.
- 1E. Staff recommends removing the Demolition Plan (Sheet 5) from the Site Plan as this is not needed in the plan set and is reviewed under a separate permit through Building.
- 1F. In order for the application to proceed to the Planning and Zoning Commission public hearing on March 26th, all public notice requirements must be completed by March 14th, and the updated Letter of Introduction addressing staff’s comments must be received by March 14th. Please ensure that these are completed so the public hearing is not pushed back to the next meeting.

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

- 2A. The symbols for concrete pavement and crusher fines on Sheet 14 are very similar. Please change one of these.
- 2B. No crusher fines are permitted where noted on Sheet 14.
- 2C. While a note has been placed on Sheet 15 regarding the mulch treatment, please add an additional note to Sheets 14 and 26 that states that all plantings will be mulched with shredded cedar mulch.
- 2D. Remove the non-landscape adjustments from Sheet 15. Those should only be noted on the Cover Sheet.

3. Civil Engineering (Jonathan Phan / 303-326-8273 / jphan@auroragov.org / Comments in green)

- 3A. Reference the specific COA standard detail for the curb and gutter on Sheet 6.
- 3B. Advisory: Accessible parking cannot exceed 2% per Section 4.B.1.b of the 2025 Roadway Manual.
- 3C. Remove slope areas where requested on Sheet 7 since that level of detail is not required in a Site Plan. Slopes should be away from the building. This may be required for Civil Plans.

4. Traffic Engineering (Jason Igo / 303-739-1792 / jigo@auroragov.org / Comments in orange)

- 4A. Traffic Engineering prefers the crossbar striping instead of the cross hatch shown for pedestrian crossings.
- 4B. Remove the requested segment of paving markings shown on Sheet 9. Markings should not be located behind parking spaces.
- 4C. The 200-foot-long striped area on the east side of the building is very long. Can it be broken down into two separate sections?



5. Fire / Life Safety (Mark Apodaca / 303-739-7656 / mapodaca@auroragov.org / Comments in blue)

- 5A. Update the accessible parking in Phase 2 on the Cover Sheet based on what is shown in the Site Plan.
- 5B. Include EV parking spaces in the table on the Cover Sheet (if applicable).
- 5C. Keep the fire corridor out of the landscaping where requested on Sheets 6 and 14.
- 5D. The automatic sliding gate should be 27'-29'. The gate width must cross the full width of the drive aisle.
- 5E. Provide the arm gate widths.
- 5F. Show FDC symbols where requested.
- 5G. Show the existing hydrant locations on all Landscape Plan sheets.
- 5H. Clarify if EV parking spaces are proposed on Sheet 25. If providing an EV charging parking space, provide one accessible EV parking stall. The EV parking stall could be incorporated into an existing accessible space.

6. Aurora Water (Ashley Duncan / 720-859-4319 / aduncan@auroragov.org / Comments in red)

- 6A. The Site Plan will not be approved by Aurora Water until the Preliminary Drainage Report has been approved.
- 6B. Confirm the correct locations of the water line connections on Sheet 8.
- 6C. Confirm the correct location of the fire line connection to the building on Sheet 8.
- 6D. Update the legend / callouts on Sheet 8 where requested.
- 6E. Identify the missing connections on Sheet 8.

7. Land Development (Maurice Brooks / 303-739-7294 / mbrooks@auroragov.org / Comments in magenta)

- 7A. Address all comments on the Site Plan and Plat.
- 7B. Send in the closure sheet for the legal description per the Subdivision Plat Checklist.
- 7C. Advisory Comment: Send in the updated Title Commitment to be dated within 30 calendar days of the Plat approval date. This Commitment should be submitted at the time of your final submittal of the electronic Plat for recording.
- 7D. Advisory Comment: Sometimes the margins or scale factor may not match the County or City standards as stated in the Subdivision Plat Checklist. If any of these factors are misaligned or scale does not match the drawing information, then this may cause the Plat to be sent back and corrected and thus adding time to your submittal. Please check these items before sending the Plat in for recording.