



March 14, 2025

Sarah Wile
City of Aurora, Planning & Business Development Department
15151 E. Alameda Pkwy, Ste. 2300
Aurora, CO 80012

Re: Letter of Introduction: ARNC – Site Plan and Replat Submission Three
Application Number: DA-2400-00
Case Number: 2024-6053-00; 2024-3062-00

Dear Sarah,

The Aurora Regional Navigation Campus [ARNC] is looking to improve the site located at 15500 E 40th Ave, Denver, CO 80239. It is zoned in a MU-C district and the proposed public facility is an approved use. The project has minimal impact on the surrounding properties, it does not cause the development to go out of conformance, and it meets the code requirements of the City of Aurora.

The new campus will serve individuals experiencing homelessness or housing instability. All people coming to this new campus (participants, staff, service partners, volunteers, and guests) will have an opportunity to thrive at the ARNC only if each person feels safe, the property is visually welcoming, and the indoor environment incorporates open spaces and a sense of belonging, where everyone has an experience of being welcomed as part of a relational community, regardless of their circumstance. The existing property is to be renovated to provide the following, a colored program plan has been included at the end of this letter:

- **Welcome Center – a single point of entry into the building, where screening of all people and belongings will take place prior to campus admission**
 - Program includes check-in station using HMIS data; possession check with metal detectors, search tables, and a sanitation tent; an intake office for new participants; intake desks for returning participants, volunteers, and guests; small waiting area; shared mail room for entire facility; shared pet area for entire facility (this is to support a low barrier entry).
 - Hours of operation: 24/7
- **Day Center – a central, shared space used for day activities (replacing city of aurora's current day center)**
 - Program includes a large open lounge space open to public/day users as well as participants sleeping at the facility; an open dining room also shared by public/day users as well as participants sleeping at the facility, dining hours/groups to be controlled operationally; a shared laundry rooms for public/day users as well as Tier 1 and Tier 2 participants (described below); showers and restroom facilities; small flex rooms to be controlled operationally based on daily needs (i.e. small group meetings, meditation, quiet rooms, etc.); a donation center shop shared by entire facility; and a locker storage room for public/day users to store personal belongings on-site.
 - Capacity (day room): 308 people
 - Hours of operation: Day use only



- **Navigation Center – a series of meeting rooms to host a multitude of workforce, housing, and health support services. Services to be provided mainly by service partners and volunteers.**
 - Program includes 4 small meeting rooms (0-12 people); a computer training room for workplace training and resume building (0-60 people); 4 large program / training rooms to flex in configuration and size based on needs (0-135 people).
 - Capacity: Participants in this area will either come from day center or sleeping areas.
 - Hours of operation: Day use only
- **Tier 1 Participants – congregate, emergency overnight shelter**
 - Program includes congregate sleeping areas, dedicated showers and restroom facilities (shared with tier 2). Dining will take place in one central, shared area for the entire facility.
 - Capacity: 286 beds
 - Hours of operation: Overnight use only
- **Tier 2 Participants – engaged, semi-congregate shelter**
 - Program includes semi-congregate sleeping areas with a little more privacy and storage space, dedicated showers and restroom facilities (shared with tier 1). Dining will take place in one central, shared area for the entire facility.
 - Capacity: 114 beds
 - Hours of operation: Overnight use only
- **Tier 3 Participants – non-congregate transitional housing, with occupancy agreement**
 - Program includes private bedroom and bathroom with one or two occupants each. 6 total shared laundry and community rooms throughout. Dining will take place in one central, shared area for the entire facility.
 - Capacity: 351 beds.
 - Hours of operation: 24/7
- **Administration – offices and support areas for staff**
 - Program includes private and open offices, dedicated security room with video camera footage from campus, breakroom, locker rooms, exercise room, maintenance office/shop space, and dedicated back-of-house restrooms.
 - Capacity: 45 offices/desks.
 - Hours of operation: 24/7
- **Back of House Support Spaces –**
 - Program includes commercial kitchen, coolers, freezers, pantries, and warming kitchen; an industrial laundry center to be used by staff only; general building storage.
 - Hours of operation: 24/7

Project Scope of Work

This project is the renovation of former Crowne Plaza Hotel and Convention Center into the Aurora Regional Navigation Campus. The building renovation includes a change in occupancy from Assembly to I-1, condition 1 in the existing convention center to accommodate congregate sleeping areas for emergency shelter and engaged participants. Light renovation work includes existing indoor pool to be converted to pet area, existing convention center to accommodate new dorms, the addition of showers for day users and congregate living areas, and conversion of two bedrooms into one community space on each level of the existing hotel. The new occupants of the existing hotel bedrooms will have 30 day lease agreements managed by the operator; therefore, this portion of the building will remain an R-1 occupancy. The site renovations include modifying the existing parking lot configuration as well as adding perimeter security, a dog run, and phased future recreation space.



Due to the urgent needs of the homeless community, the project is currently planned to be constructed in two phases allowing the first phase to open as soon as possible. This first phase of work will provide safe indoor shelter, food and human services. Outside the existing building, this includes perimeter fencing with controlled entry gates and security cameras; secure and segregated staff and participant parking areas; a dog park (many homeless people will not come into shelters that do not allow pets) and a small outdoor break area for staff. The second phase of construction will add two outdoor amenity spaces for the participants that will be segregated to serve Tier 3 participants separately from Tier 1 and 2 participants. These outdoor spaces will replace some existing parking spaces, but the number of remaining spaces will meet or exceed the City's requirement for parking spaces on this site – see the attached parking exhibit with parking stall sizes and counts for each phase.

Changes Since First Planning Submission

- Our proposed site improvements, especially with phase one, do not affect much of the existing parking lot. However, majority of the existing striping is quite faded, or completely disintegrated, and there are an abundance of under-sized parking spaces and variable-width drive aisles (per Aurora's current UDO). After careful design consideration, full restriping is now included with phase one renovation work. The restriping allows for more consistent drive aisle widths and allows the parking lot to meeting the minimum parking requirements for the facility. The previously included variance request related to parking space sizes is no longer needed.
- The latest drawings include the removal of additional parking stalls due to sizing or fire lane comments. Under-sized parking spaces (min. 8'x16') will be signed as Compact Car Parking Only. Existing parking spaces that were less than 16' in length have been adjusted to parallel recreational vehicle parking. See the attached parking exhibit with parking stall sizes and counts for each phase.
- The maintenance of asphalt in disrepair has been noted on the plans. This will not be full-depth replacement of asphalt sections.
- We have adjusted the location of the north perimeter fence several feet north to minimize disturbance of existing trees, as well as to make the sliding gates work better with the existing conditions. In addition, after coordination with CDOT, we have eliminated the proposed fence along south property line (parallel to the I-70 exit ramp). The new fence will terminate at an existing chain-link fence post in the southeast corner and have a manual sliding gate spanning from the project's property line to CDOT's wall at the southwest corner to secure the perimeter.
- There are some hardscape modifications west of building, related to fire lane comments.
- Per facility operator's request, we have added exit only, manual turnstile gates at two locations. Both adjacent to pedestrian entries at the perimeter (north and west).
- One new light pole has been added to the southeast corner. Previous drawings showed this light pole as existing; however, field verification concluded it did not exist and is needed for minimum light levels.



Changes Since Second Planning Submission

- The existing site has more accessible parking stalls than required or needed for its new use. The design team reconsidered the accessible stalls located on the eastern portion of the existing parking lot to be mindful of the project scope and budget. These existing stalls are beyond the required minimum, would require regrading in phase one and would then be removed in phase two, and there will be no entry on the east side of the building. With all of this in mind, a portion of the existing accessible stalls on the east have been restriped to standard 9x19 sizes. This is reflected on the attached parking exhibit and overall counts.
- The fence line between the two main entry vehicular gates has been adjusted slightly due to the discovery of some existing utilities along the northern property line. The fence line remains with the project's property and avoids disruption of existing landscape as much as possible.

Adjustment Requests

ADJUSTMENT REQUEST 1: PARKING LOT LANDSCAPING

- a) ***Section 146.4.7.5.K – Parking Lot Landscaping requires that all parking lots be visually screened from the public right-of-way and adjacent properties. Screening can be achieved through a proposed berm, continuous landscaped hedge, or decorative masonry column.***

We are requesting an adjustment to this section of the UDO for screening of adjacent properties on the east and west sides of this property due to the limited planting space available between the existing parking lots and the property lines. A decent number of mature trees are already in place along these property lines, although they were planted in very narrow planting strips. As part of the site's security measures, perimeter fencing is proposed between the property lines and parking lots. Where possible the fence is placed to minimize impact on the existing trees, though some will need to be pruned or removed to install the fence. Additionally, given the site's use, maintaining unobstructed visibility is critical for security purposes. Implementing additional screening for the existing parking lots would conflict with the security requirements of the Aurora Regional Navigation Campus.

An adjustment is not anticipated for the north side of the property, facing E. 40th Ave., where much more space is available between the existing parking lots and the property line. This area has denser existing plantings and more room for the perimeter security fence and gates to be added with less disruption to the existing plantings.

ADJUSTMENT REQUEST 2: FENCE MATERIAL

- b) ***Section 146.4.7.9.D – Permitted Fence and Wall Materials specifies the allowable fence types along arterial and collector streets of CMU, pre-cast, wrought-iron, or wood.***

We are requesting an adjustment to this section to permit the use of an ornamental welded-wire fence along the frontage of the collector street (E 40th Avenue). Of the permitted materials CMU, pre-cast, and wood will not allow water to flow through where an existing drainage path is designed to overflow the curb to reach a swale in the E. 40th ROW. This fence material selection was supported by Aurora Water at a meeting on January 17th, 2025.

The proposed ornamental welded-wire fence is similar to the permitted wrought-iron; the proposed fence is made of powder-coated steel wire with narrow vertical spacing, and a few horizontal wires that are angled to make it more difficult to climb, this is important for maintaining perimeter security on campus where participants receiving services may need security from people or items not allowed. In addition, this proposed fence is a panelized system making any needed repairs more convenient and affordable than wrought iron. Our design does include the masonry columns requested, spaced at no more than 120' O.C. as directed.



ADJUSTMENT REQUEST 3: FENCE HEIGHT

- c) **Section 146.4.7.9.H – Permitted Fence and Wall Materials sets a maximum fence height of 6 feet for this zone district.**

We are requesting an increase in the maximum allowable fence height from 6 feet to 8 feet. This adjustment is necessary to meet the security and operational requirements of the proposed Aurora Regional Navigation Campus. The perimeter fencing must deter trespassers by preventing climbing and/or passing prohibited items around the fence while maintaining unobstructed visibility for the security cameras monitoring the site.

We appreciate your review and approval of our plans. Please contact me at sheridan.staats@hdrinc.com or at 303.524.8382 should you have any questions.

Sincerely,

HDR

A handwritten signature in black ink that reads "Sheridan Staats". The signature is written in a cursive, flowing style.

Sheridan Staats, AIA, NCARB, LEED AP, Fitwel
Architect

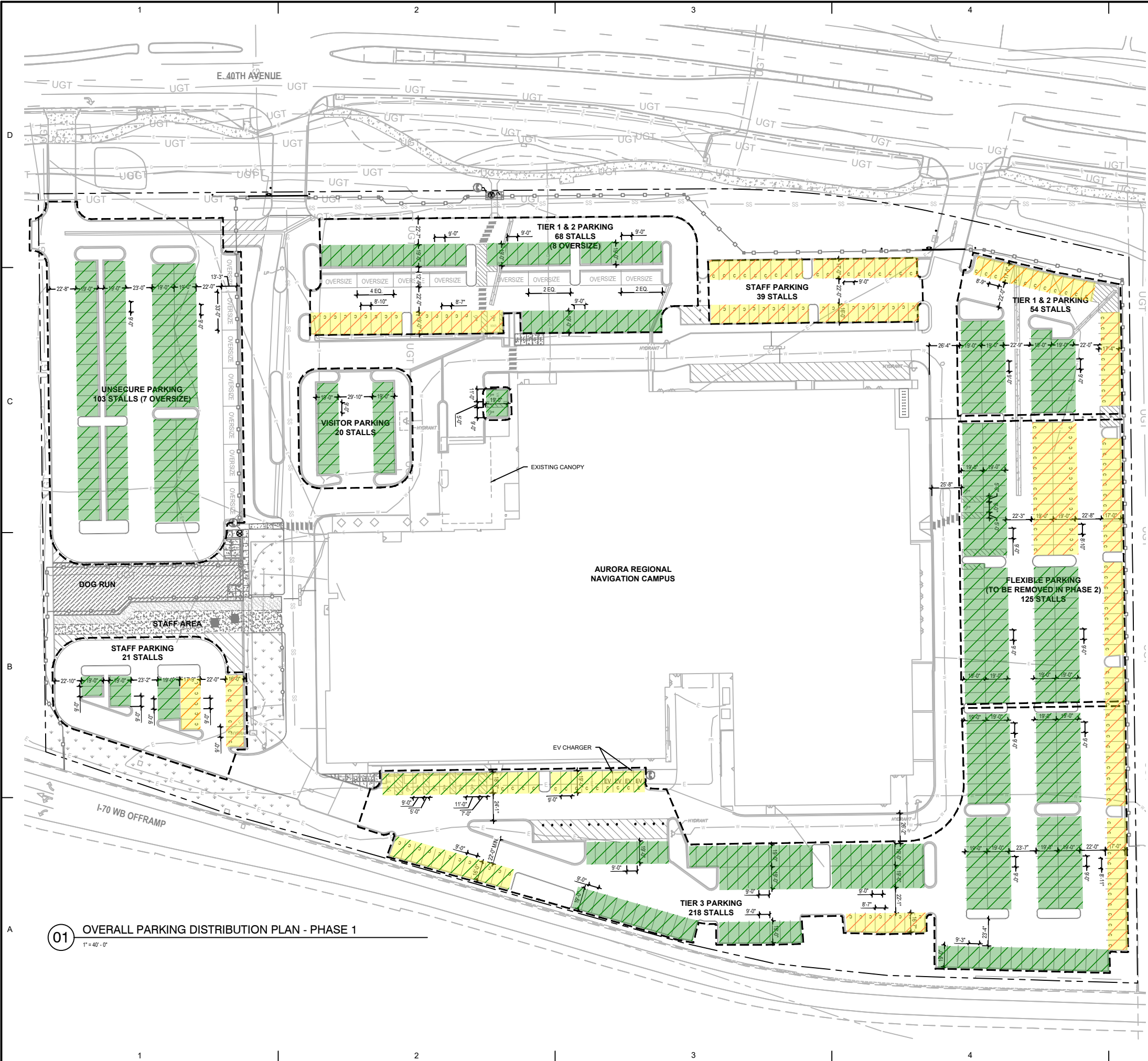
Attachments to this Letter

- Parking exhibit
- Building floor plan (colored by program)
- Signage and wayfinding drawings (site)

| PHASE 1 PARKING PROVIDED | | | | | | |
|--------------------------|--------------------|-----------------------|-----------|-----------------------|-------------------------|------------|
| | STANDARD 9'x19' | COMPACT 8'x16' (+) | ADA / VAN | EXISTING EV STALLS | OVERSIZE 13'x30' (+) | TOTAL |
| UNSECURED | 96 | | | | 7 | 103 |
| VISITOR | 18 | | 2 | | | 20 |
| STAFF | 9 | 51 | | | | 60 |
| TIER 1 / TIER 2 | 76 | 36 | 2 | | 8 | 122 |
| TIER 3 | 155 | 51 | 8 | 4 | | 218 |
| FLEXIBLE | 73 | 50 | 2 | | | 125 |
| TOTALS | 427 | 188 | 14 | | 15 | 644 |
| BIKE PARKING | 60 (30 RACKS) | | | | | |

| PHASE 2 PARKING PROVIDED | | | | | | |
|--------------------------|--------------------|-----------------------|-----------|-----------------------|-----------------------|------------|
| | STANDARD 9'x19' | COMPACT 8'x16' (+) | ADA / VAN | EXISTING EV STALLS | OVERSIZE (13'x33') | TOTAL |
| UNSECURED | 96 | | | | 7 | 103 |
| VISITOR | 18 | | 2 | | | 20 |
| STAFF | 9 | 51 | | | | 60 |
| TIER 1 / TIER 2 | 76 | 36 | 2 | | 8 | 122 |
| TIER 3 | 114 | 51 | 8 | 4 | | 177 |
| FLEXIBLE | 0 | 0 | 0 | | | 0 |
| TOTALS | 313 | 138 | 12 | | 15 | 478 |
| BIKE PARKING | 60 (30 RACKS) | | | | | |

| ARNC PARKING REQUIREMENT | | | | |
|---|------------------|--------------------|----------------------|-----------------------|
| Category: Civic, Cultural or Public Use Facility Club, Lodge, and Service Organization | | | | |
| Required Parking: 1 space per 4 persons design capacity | | | | |
| | Max Occupants | Minimum Parking | Accessible Spaces | Bicycle Spaces(5%) |
| TOTALS | 1203 | 301 | 8 | 60 |



- GENERAL NOTES:**
- REFER TO SHEET LD-000 FOR TREE PROTECTION AND PRESERVATION REQUIREMENTS.
 - RESTORE ANY DAMAGED OR INSUFFICIENT GROUND COVER MATERIALS IN-KIND IN EXISTING PARKING LOT ISLANDS, ADJACENT TO PROPOSED WORK, ETC.
 - REFER TO CIVIL SHEETS FOR DEMOLITION, UTILITY, AND GRADING SCOPE OF WORK.
 - PROPOSED SCOPE OF WORK INCLUDES RE-STRIPING OF EXISTING PARKING LOT(S). REFER TO PHASE 1 PARKING LAYOUT PLAN FOR STALL AND DRIVE AISLE DIMENSIONS.
 - REFER TO IRRIGATION DRAWINGS FOR REQUIRED SLEEVING AND IRRIGATION EQUIPMENT LAYOUT.
 - REFER TO PHASE 1 CIVIL SITE PLANS FOR ADA ACCESS ROUTES

- TIER 1:** CONGREGATE EMERGENCY SHELTER
- TIER 2:** ENGAGED SEMI-CONGREGATE SHELTER
- TIER 3:** NON-CONGREGATE SHELTER (W/ OCCUPANCY AGREEMENT)
- LAYOUT LEGEND**
- N. XXXXX
E. XXXXX
DIA
RXX
XX-XX"
C
- NORTHING/EASTING
DIAMETER
RADIUS
DIMENSION
CENTERLINE FOR LAYOUT

| APNC PARKING REQUIREMENT | | | | |
|---|---------------|-----------------|-------------------|--------------------|
| Category: Civic, Cultural or Public Use Facility, Club, Lodge, and Service Organization | | | | |
| Required Parking: 1 space per 4 persons design capacity | | | | |
| | Max Occupants | Minimum Parking | Accessible Spaces | Bicycle Spaces(5%) |
| TOTALS | 1203 | 301 | 8 | 60 |

| PHASE 1 PARKING PROVIDED | | | | | |
|----------------------------|-----------------|--------------------|----------|--------------------------------|----------------------|
| | STANDARD 9'x19' | COMPACT 8'x16' (+) | ADA/ VAN | EXISTING EV/STALLS 13'x30' (+) | OVERSIZE 13'x30' (+) |
| UNSECURED | 96 | | | | 7 |
| VISITOR | 18 | | 2 | | |
| STAFF | 9 | 51 | | | |
| TIER 1/ TIER 2 | 76 | 36 | 2 | | 8 |
| TIER 3 | 155 | 51 | 8 | 4 | |
| FLEXIBLE | 73 | 50 | 2 | | |
| TOTALS | 427 | 188 | 14 | 15 | 644 |
| BIKE PARKING 60 (30 RACKS) | | | | | |

PROJECT FOR

CITY OF AURORA

AURORA REGIONAL NAVIGATION CAMPUS

15500 E 40th Ave.
Aurora, CO 80239



| MARK | DATE | DESCRIPTION |
|------|------------|-------------------------------|
| 1 | 12/06/2024 | DEVELOPMENT APP. SUBMITTAL #1 |
| 2 | 02/04/2025 | DEVELOPMENT APP. SUBMITTAL #2 |
| 3 | 03/14/2025 | DEVELOPMENT APP. SUBMITTAL #3 |

HDR PROJECT NUMBER 10399429
ORIGINAL ISSUE

| | |
|----------------------|---------------|
| ARCHITECT | HDR |
| LANDSCAPE ARCHITECT | HDR |
| CIVIL ENGINEER | HDR |
| STRUCTURAL ENGINEER | HDR |
| WAYFINDING & SIGNAGE | TACITO DESIGN |
| COST ESTIMATING | RLB |

NOT FOR CONSTRUCTION

SHEET NAME

PHASE 1 PARKING INFORMATION SHEET

SCALE 1" = 40'-0"

SHEET NUMBER

LL-102

FILE NAME FILE NAME

LEGEND:

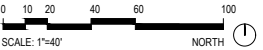


188 STALLS
DOES NOT MEET COA PARKING STALL STANDARD (19'X9') TO BE SIGNED AS COMPACT



427 STALLS
MEETS COA PARKING STALL STANDARD (19'X9')

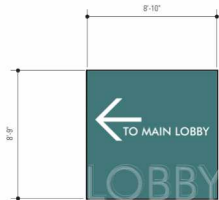
301 STALLS REQ.



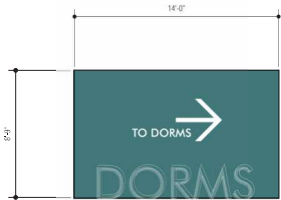
01 OVERALL PARKING DISTRIBUTION PLAN - PHASE 1
1" = 40'-0"



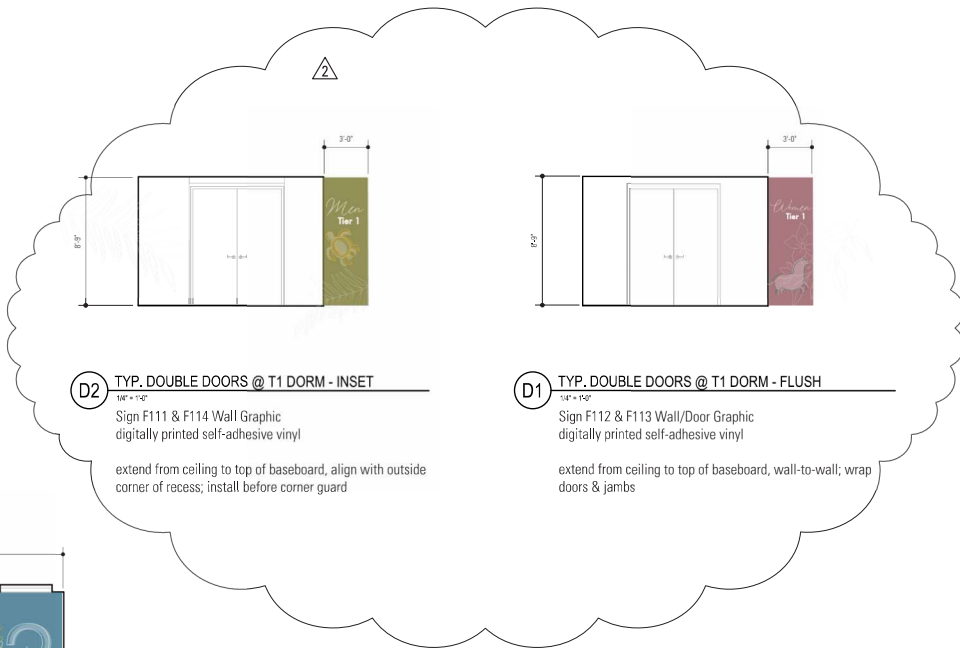
1/10/2023 3:50:11 PM \\1030023\3\5011 PM - Address: 3031/1030023_Aurora_Regional_Navigation_Campus_Signage_Covers.dwg User: jmcgovern



D4 TYP. WAYFINDING GRAPHIC WEST ELEVATION
1/4" = 1'-0"
Sign F1000 Wall/Door Graphic
digitally printed self-adhesive vinyl
extend from ceiling to top of baseboard

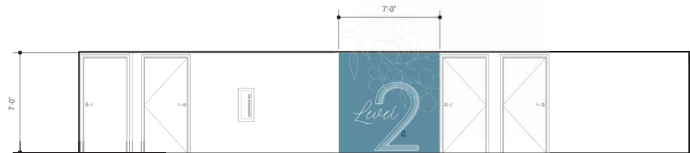


D3 TYP. WAYFINDING GRAPHIC NORTH ELEVATION
1/4" = 1'-0"
Sign F101 Wall/Door Graphic
digitally printed self-adhesive vinyl
extend from ceiling to top of baseboard

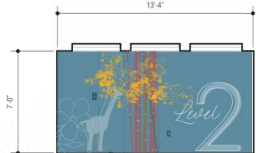


D2 TYP. DOUBLE DOORS @ T1 DORM - INSET
1/4" = 1'-0"
Sign F111 & F114 Wall/Door Graphic
digitally printed self-adhesive vinyl
extend from ceiling to top of baseboard, align with outside corner of recess; install before corner guard

D1 TYP. DOUBLE DOORS @ T1 DORM - FLUSH
1/4" = 1'-0"
Sign F112 & F113 Wall/Door Graphic
digitally printed self-adhesive vinyl
extend from ceiling to top of baseboard, wall-to-wall; wrap doors & jambs



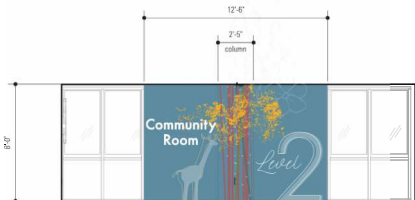
C4 INTERIOR ELEVATION @ END OF CORRIDOR WEST, TYP.
1/4" = 1'-0"
Sign F104, F200, F300, F400, F500 & F600 Wall/Door Graphic
digitally printed self-adhesive vinyl
extend from ceiling to top of baseboard



C3 INTERIOR ELEVATION @ ELEVATOR LOBBY WEST, TYP.
1/4" = 1'-0"
Sign F105, F202, F302, F402, F502 & F602 Wall/Door Graphic
digitally printed self-adhesive vinyl
extend from ceiling to top of baseboard, wall-to-wall; wrap engaged column at center of room



B4 INTERIOR ELEVATION @ CORRIDOR ELEVATOR LOBBY TO COMMUNITY ROOM, TYP.
1/4" = 1'-0"
Sign F107, F202, F302, F402, F502 & F602 Wall/Door Graphic
digitally printed self-adhesive vinyl
extend from ceiling to top of baseboard, wall-to-wall; wrap engaged column at center of room
Sign F107 shall be 7'-0" wide, field verify



B2 INTERIOR ELEVATION @ COMMUNITY ROOM NORTH, TYP
1/4" = 1'-0"
Sign F203, F303, F403, F503 & F603 Wall/Door Graphic
digitally printed self-adhesive vinyl
extend from ceiling to top of baseboard, wall-to-wall; wrap engaged column at center of room
Sign F603 shall be divided into two, 5'-0" wide parts



A3 INTERIOR ELEVATION @ CHECK-IN DESK
1/4" = 1'-0"
Sign F103 Wall/Door Graphic
digitally printed self-adhesive vinyl
extend from ceiling to align with top of counter, wall-to-wall



A2 INTERIOR ELEVATION @ MAIN ENTRY VESTIBULE
1/4" = 1'-0"
Sign F102 Wall/Door Graphic
digitally printed self-adhesive vinyl
extend from ceiling to top of baseboard, wall-to-wall



A1 EXTERIOR ELEVATION @ MAIN ENTRY DOORS
1/4" = 1'-0"
Sign EE100 Entry Door Identification
digitally printed exterior grade rough surface vinyl; clean surface as required prior to installation
1/2" thick flat cut out aluminum letters; mount with studs & silicone, as required; facility name only

WAYFINDING LEGEND

WAYFINDING GENERAL NOTES

field verify all existing conditions

all digitally printed graphics shall be printed highest resolution on heavy duty 3M material or equal; provide product specifications for approval

clean & prepare existing walls prior to installation

SHEET KEYNOTES



HDR Architecture, Inc.
1670 Broadway, Suite 3400
Denver, CO 80202
303-764-1520

CITY OF AURORA
AURORA REGIONAL
NAVIGATION CAMPUS
[ARNC]

15500 E 40TH AVE.
DENVER, CO 80239



| | |
|----------------------|--------------------|
| Project Manager | Sonnie McMan |
| Project Designer | James Bream |
| Project Architect | Shondra Smith |
| Landscape Architect | West Fred |
| Civil Engineer | Mark Jarrell |
| Structural Engineer | Colin Malinck |
| Mechanical Engineer | Justin Green |
| Electrical Engineer | Bray Johnson |
| Plumbing Engineer | Justin Green |
| Fire Protection | Ricardo Gonzalez |
| Interior Designer | Rosemary McFarland |
| Signage & Wayfinding | Rob Gray |

| MARK | DATE | DESCRIPTION |
|------|------------|-------------------------|
| 1 | 07/25/2023 | INTERIOR T1 PACKAGE |
| 2 | 08/14/2023 | ADDENDUM 02 |
| 3 | 01/18/2024 | ISSUED FOR CONSTRUCTION |

| | |
|----------------|----------|
| Sheet Number | 10396429 |
| Original Issue | 10/31/24 |

Key Plan

Sheet Name
**WAYFINDING
ELEVATIONS**

Sheet Number
WF-401

Project Status
ISSUED FOR CONSTRUCTION

