

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



March 2, 2023

Carl Koebel  
Koebel & Co  
5291 E Yale Ave  
Denver, CO 80222

**Re: Initial Submission Review – Site Plan w/Adjustment and Plat**  
Application Number: **DA-2241-05**  
Case Numbers: 2023-6006-00; 2023-3005-00

Dear Applicant Name:

Thank you for your initial submission, which we started to process on February 6, 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 March 24, 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 list them specifically in your letter.

The estimated Planning & Zoning Commission hearing date *is tentatively scheduled for May 10, 2023*. 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 303-739-7450 or [efuselier@auroragov.org](mailto:efuselier@auroragov.org).

Sincerely,

Liz Fuselier, Planner I  
City of Aurora Planning Department

cc: Ted Swan Ware Malcomb 990 S Broadway, Suite 230 Denver CO 80209  
Jacob Cox ODA  
Filed: K:\\$DA\2241-05rev1



## *Initial Submission Review*

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

- Development Fees (Planning)
- Data Block (Planning)
- Public Art Location (Planning)
- Pedestrian Connection (Planning)
- PIP – E-470 Frontage Road Completion (Planning/Public Works/Landscaping)
- Parking Lot Frontage (Planning)
- Parking Counts (Planning)
- Roofline (Planning)
- Renderings (Planning)
- Exterior Product Usage (Planning)
- Service Entrance View (Planning)
- Signage (Planning)
- Exterior Lighting (Planning)
- Update Landscape Notes (Landscaping)
- Curbside Landscaping (Landscaping)
- Adjustments (Planning/Landscaping)
- Dimension and Label Buffers (Landscaping)
- ISP Approval (Public Works)
- Preliminary Drainage (Public Works)
- Retaining Walls (Public Works)
- Water Line Easements (Water)
- Slope (Water)
- City Trail Intersections (PROS)
- Trail Alignment (PROS)
- Easement Dedications and License Agreements (Real Property)
- Public Service of CO and E-470 Authority Comment Letters (External Agencies)

### **PLANNING DEPARTMENT COMMENTS**

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

- 1A. Fees in the amount of \$23,818.53 are due prior to the second submission.
- 1B. Data Block: Outdoor space should only include patio space; remove sidewalks. Add building lengths/heights and depths with the next submission.
- 1C. Remove the term "submittal notes" or "site plan submittal" from all sheets.
- 1D. Cover Sheet: Please provide the percentage of each product used with next submittal. You may provide overall percentages of use as well as percentages of product use on each building face.
- 1E. Per the Aurora One Master Plan (See Tab 7), a Secondary Public Art Location is mandated for the Northwest corner of the site. Please provide information on how this will be satisfied with your next submission. Please contact Roberta Bloom ([RBloom@auroragov.org](mailto:RBloom@auroragov.org)) with any questions on this requirement.
- 1F. Provide an updated Letter of Introduction with the next submittal; include language as to how the requested adjustment(s) will be mitigated.
- 1G. Please remove the storm sewer lines on sheets 3 and 4 of the site plan set.



## **2. Streets and Pedestrian Comments**

- 2A. Per Code Section 146-4.5.4 of the Unified Development Ordinance (UDO), provide pedestrian connections between internal and perimeter sidewalks at a maximum of 1,320 feet along the perimeter street (i.e., pedestrians along the perimeter sidewalks shall be able to find a sidewalk connection into the internal sidewalk system without walking more than 1,320 feet along the perimeter of such a site.)
- 2B. Refer to the Public Improvement Plan within the Aurora One Master Plan (Sheet 27) as to how the frontage road will be completed. Per the PIP it will need to be a Local-Type 1 roadway.



## **3. Parking Comments**

- 3A. Consider adding EV charging stations to offset some of the extensive parking. For each electric vehicle charging station provided, the minimum number of required off-street parking spaces may be reduced by two. Each charging station counts toward the minimum number of required parking spaces.
- 3B. No more than 60 percent of the lot frontage on arterial and collector streets to a depth of 60 feet shall be occupied by surface parking. Please refer to Code Section 146-4.6.5 of the UDO. The current iteration of the parking frontage along Valdai does not meet this code requirement. Please request an adjustment to this code section with your next submittal if the current arrangement will not change. Include justification for this adjustment request within the Letter of Introduction.
- 3C. Please provide parking stall dimensions with the next submittal. See Table 4.6-5 for reference. Label all sidewalk and island widths. Add and show pedestrian striping to allow for a safe and convenient pedestrian connection to the building. See Table 4.5-3 in Code Section 146-4.5.4.D.2
- 3D. Add parking counts for each section within the parking lot.

## **4. Architectural and Urban Design Comments**

- 4A. Please refer to Code Section 146-4.8.8.A.2.B for continuous roofline guidance. Where flat roofs are used, the design or height of the parapet shall include at least one change in setback or height of at least three feet along every 60 linear feet of façade. On all structures exceeding three stories in height, all flat roofs shall be internally drained, and external scuppers and wall drains shall be prohibited.
- 4B. Per code: For every 50 linear feet, mixed-use and multi-family developments shall use at least two of the horizontal articulation methods shown in Table 4.8-3 at an interval of 50 feet or less on each street-facing building façade. Please enhance the northern and eastern elevations to better comply with the code. Please note this project (eastern edge) sits within the *Highway Frontage Zone Along E-470* within the Aurora Master Plan. Hence, where possible, buildings will have 360-degree architecture. The highway façade shall receive a similar level of quality and details as the main façade.
- 4C. Please identify how servicing of the building will occur. How will vehicles enter and exit to the east?
- 4D. Please provide color renderings and a materials board of the building elevations with your next submittal.
- 4E. Corrugated metal is not permitted in this zoning district. Please provide additional information about the “ribbed metal panels” product being used throughout. See Section 146-4.8.6 for reference on permitted building materials.



- 4F. Please also provide material specifications, warranty information, and manufacturing information with the next submittal. If available, please provide a local example utilizing the exterior products.
- 4G. Sheet 18: Show roof mechanical screening elevations with the next submittal.
- 4H. Sheet 18: Ground level of the building- Please label these features and describe their purpose with the next submission. What are these features made of? Provide spec sheets with the next submission.
- 4I. Per the Aurora One Master Plan (Sheet 20), *Service entrances and associated activities should be hidden from view of E-470 through orientation of the building, screening, or buffering*. Please provide site line cut sheets for the eastern, southern, and northern elevations with the next submittal.
- 4J. Is any fencing proposed for the perimeter? Gating? Please show and include it with the next submittal.

### **5. Signage & Lighting Comments**

- 5A. Remove the name “Innovus” from signage on all elevation versions. The signage should be left blank. See Section 146-4.10.5 (Permitted Signage) for sign allowances. On the 6<sup>th</sup> Avenue, street frontage, one square foot of sign area for each linear foot of building frontage for the first 200 feet of building frontage; then one-half square feet of sign area for each linear foot of building frontage thereafter as measured along the building frontage (the longest building frontage with a public entrance), up to the limit in Subsection c below.
  - Maximum Total Sign Area. Maximum total sign area shall not exceed 600 square feet.
- 5B. Monument signage is considered one of the five types of signs allowed and is included in the total allowable square footage as calculated above.

Location of Monument Signs.

  - Monument signs shall be located on the Site Plan showing the size of the sign face, setback, and sight triangle.
  - If any monument sign is located in an easement, a revocable license must be obtained prior to permit issuance.
  - No monument sign may be erected in a median.
  - Maximum Height. The maximum height of monument signs shall be determined by the location as follows, measured from grade to top of the sign: Along arterial streets: 12 feet; Along all other streets: 8 feet.
  - Total Sign Area Allowed. The maximum size of a monument sign face is 100 square feet unless otherwise noted in this Section 146-4.10.
  - Maximum Individual Sign Area. No individual sign shall exceed 200 square feet.
- 5C. Show the location of all exterior building lighting with the next submittal.

### **6. Landscaping Issues (Kelly Bish / 303-739-7189 / [kbish@auroragov.org](mailto:kbish@auroragov.org) / Comments in bright teal)**

- 6A. General Comment:

In accordance with the Public Improvement Plan, the E-470 Frontage Road is considered a Local Type 1 road and this applicant is obligated to construct this road to develop the site as proposed. Include the road as part of this Site Plan with the next submission or provide a separate Infrastructure Site Plan submitted concurrently with this application addressing the full build-out of this road including the sidewalk and curbside landscape i.e., street trees and understory plantings. Trees shall be planted at a ratio of one tree per 35 linear feet.
- 6B. Sheet 10

Update the standard landscape notes where indicated.  
Add “Not for Construction” to all landscape plan sheets.  
Update the landscape tables per the comments provided.
- 6C. Sheet 11

If any of the shrub plant material that is listed within the seed mixes is being used to meet code requirements i.e., buffers, screening, etc. found on sheet 16, that plant material should be shown as individual plants. If the shrubs are extra and above code requirements, then they can be represented by a hatch.



Please add: Refer to Aurora Phase 1 Infrastructure Site Plan, CN# 2022-6006 to the reference of a separate package for the curbside landscape.

Dimension and label the street frontage buffer.

It appears as if the intent is to have a more natural and native landscape concept for the site. However, the code requires that all shrub beds be contained within the edger. Specifically, it states the following found in Section 146-4.7.3.B.8.Plant Beds.

- a. Plant beds shall be separated from turf and other areas by metal edging or approved equivalent material.
- b. All shrubs, ornamental grasses, perennials, and groundcovers shall be located within plant beds.

The applicant can request an adjustment by expressing hardship and offering mitigating measures to offset the adjustment request. Given that all plants are to be mulched with shredded bark mulch, how would that be contained around all these shrubs and how would the maintenance of this area be done given the random planting of these plants within the proposed seed mixes?

Add a graphic scale to all the landscape plan sheets.

6D. Sheet 12

Darken the parking spaces and the utilities on all landscape plan sheets.

Please add: Refer to Aurora Phase 1 Infrastructure Site Plan, CN# 2022-6006 to the reference of a separate package for the curbside landscape.

Parking lot islands are not permitted to have seeds of any type. Shrubs/ornamental grasses/ trees and rock/wood mulch. Not seed or sod.

While it is understood that the design is intended to be xeric, the parking lot requires screening. The current design will not provide screening and some of the plant material i.e., yucca is not a suitable plant material for screening purposes. Given the proximity of the required buffer and the requirement to provide parking lot screening, the plant material for the two requirements may overlap, but the parking lot must be screened. See the example on this page.

6E. Sheet 13

The smaller islands require six shrubs and the larger parking lot islands require 12 shrubs.

Dimension and label the 25' wide Special Landscape Buffer.

Ensure that the parking lot is being screened. Refer to previous comments on Sheet 12.

Add a graphic scale to all the landscape plan sheets.

6F. Sheet 14

Please add: Refer to Aurora Phase 1 Infrastructure Site Plan, CN# 2022-6006 to the reference of a separate package for the curbside landscape.

6G. Sheet 16

What are the anticipated quantities of these shrubs within the different areas where the hatches are being used?

**7. Addressing** (Phil Turner / 303-739-7357 / [pcturner@auroragov.org](mailto:pcturner@auroragov.org))

- 7A. 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.

**REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES**

**8. Civil Engineering** (Julie Bingham / 303-739-7306 / [KTanabe@auroragov.org](mailto:KTanabe@auroragov.org) / Comments in green)

- 8A. The ISP shall be approved prior to the approval of this site plan.
- 8B. Sheet 2-Add note.
- 8C. Per the approved public improvement plan, this road is a local type 1 and is required with this planning area. The design for the full section of the road should be provided with this plan set. Provide a typical section for the street. It should match the PIP and the standard COA section for a local type 1.





- 8D. Identify/dedicate the required ROW (64'). Show/label the centerline of the proposed street.
- 8E. Curb ramps are required at the curb return. They will connect to the sidewalk that is required for this street.
- 8F. Label/dimension the ROW. This label is covering up a dimension.
- 8G. Public streetlights are required for the public street. Please add the following note:  
"Proposed street light locations are conceptual. Final locations will be determined with photometric analysis submitted with the street lighting plans in the civil plan submittal."
- 8H. Why is S9.4 being referenced? S9.4 is a midblock ramp detail.
- 8I. Provide a typical section for the retaining wall.
- 8J. Minimum 26' radius for the fire lane.
- 8K. 15' ROW radii at the intersection of two local streets.
- 8L. Sheet 4: Is this accurate? Is there an ADA ramp on the ISP that provides an east-west crossing? If so, a ramp on the opposing side of the street should be provided.
- 8M. Sheet 5: Minimum 2% slope in unpaved/landscaped areas. Typical across the site. Please provide slope labels showing conformance.
- 8N. Sheet 6: Provide the max height or height range for the proposed retaining wall. Any retaining walls over 30" require a railing. Any CIP walls and any walls over 4' requires structural calculations.
- 8O. This looks like a swale. Provide a sidewalk chase for the sidewalk. Concentrated flows are not permitted to cross sidewalks.
- 8P. Sheet 8: Label the drainage tract.
- 8Q. Sheet 22: Public streetlights are required along the required street. Please specify the fixture, pole height in conformance with City's pre-approved fixture list.

**9. Traffic Engineering** (Carl Harline / 303-739-7584 / [Charline@Auroragov.org](mailto:Charline@Auroragov.org) / Comments in amber)

- 9A. Traffic comments shall be provided under separate cover and will be sent directly to the applicant by the reviewer when completed.

**10. Fire / Life Safety** (Will Polk / 303-739-7371 / [wpolk@auroragov.org](mailto:wpolk@auroragov.org) / Comments in blue)

- 10A. Sheet 6: What improvements will be made? Relocate this fire hydrant.

**11. Aurora Water** (Daniel Pershing / 303-739-7490 / [Ddpershi@auroragov.org](mailto:Ddpershi@auroragov.org) / Comments in red)

- 11A. The site plan will not be approved by Aurora Water until the preliminary drainage report is approved.
- 11B. Please reference EDN for all existing infrastructure.
- 11C. No waterline in this portion of the easement. Please revise the extent of the water easement dedication accordingly.
- 11D. Watermain extension through the site is to be Public. The only private infrastructure is the fireline itself.
- 11E. At a street intersection where two streets slope down to the intersection, an inlet shall be placed on the through street's uphill PCR and on the intersecting street's uphill PCR.
- 11F. Label graded slope. Ensure 3:1 Max slope is met.
- 11G. Revise notation from fire line to Waterline.
- 11H. As a reminder, no structural encroachments are allowed within utility easements.
- 11I. Please separate into two points of connection (one for the meter and one for the fire line).
- 11J. Relocate the meter closer to the street being tapped. Adjust easement dedication accordingly.
- 11K. Label the flowline slope of the swale (2% minimum required).
- 11L. Minimum slope away from the building is 5% for 10' for landscape areas, a minimum of 2% for impervious areas.
- 11M. PIP shows a connection to the 30" WL for service to this planning area. Please ensure this layout is in conformance with the master documents.

**12. PROS** (Curtis Bish / 303-739-7131 / [cbish@auroragov.org](mailto:cbish@auroragov.org) / Comments in mauve)

- 12A. If this is the curbside landscaping area, where will the sidewalk be? Clarify.
- 12B. Make the trail intersect the sidewalk at 90 degrees with 12' radii.



- 12C. Sheet 13: Is this connection point anticipated to align with a future ingress/egress for development on the east side of the frontage road? If so, a curb ramp should be provided.
- 12D. If a midblock crossing for pedestrians and bicyclists isn't supported/allowed by Public Works at this location, the trail on the east side of Valdai Street should be shifted to align with the intersection to the north to provide a safe crossing.

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

- 13A. Cover sheet: Add the rest of the description - (Subdivision Filing) Add the metes and bounds description to match the plat.
- 13B. Cover sheet: See change of note comment.
- 13C. Sheet 3: Make the subdivision line bolder. Add the R.O.W. line of 6th Ave. to match the plat (7' to Plat boundary line). Dedicate an off-site easement to connect to the R.O.W.. Does this street exist? Add record info - how was it granted or dedicated? License Agreement within the 10' Utility easement. Add the 10' Utility easement on the perimeter of the plat boundary. Add easement line from plat. Label the easement (match the plat).
- 13D. Sheet 3 (continued): Does this street exist? Add record info - how was it granted or dedicated?

**14. Public Service of Colorado** (Donna George/303-571-3306/ [donna.l.george@xcelenergy.com](mailto:donna.l.george@xcelenergy.com))

- 14A. See attached letter.

**15. E-470 Public Highway Authority** (Brandi Kemper)/303-537-3727/ [bkemper@e-470.com](mailto:bkemper@e-470.com)

- 15A. Please respond to the following comments: Occupying space for utility work, access, and any construction within the E-470 ROW and MUE (multi-use easement) is subject to and will be in compliance with the E-470 Public Highway Authority Permit Manual, April 2008, as may be amended from time to time (the "Permit Manual") and will require an E-470 Construction or Access Permit. The administration fee is \$750.00 and \$75,000 per acre for construction.  
A permit will be required from E-470 for any encroachment or disturbance to E-470 ROW or MUE prior to construction. • Here is a link to our permit: <https://www.e-470.com/Pages/WorkingWithUs/Permits.aspx>  
Clearly identify the E-470 ROW and MUE on all applicable drawings.  
A 10' wide concrete regional trail will be constructed along E-470 in the future. Please coordinate with the City of Aurora, Arapahoe County, and E-470 for trail improvements that may connect to the regional trail system. • Developed flows from the site will need to be treated and discharged at or below historic rates. An entity will need to take responsibility for the ongoing maintenance of proposed improvements within the ROW and MUE.  
Survey monuments along and within the E-470 ROW/MUE which are disturbed shall be reset and conform to the E-470 coordinate system.  
Revegetation of disturbed areas within the E-470 property will need to meet E-470 seed mix specifications. A comment/response document would be helpful to track the revisions to each submittal.  
Additional comments will be issued as the design progresses.



**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](mailto:donna.l.george@xcelenergy.com)

February 23, 2023

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

Attn: Elizabeth Fuselier

**Re: Innovus Commercial Office Building, Case # DA-2241-05**

Public Service Company of Colorado's (PSCo) Right of Way and Permits Referral Desk has reviewed the documentation for **Innovus Commercial Office Building** and requests that 10-foot-wide utility easements are dedicated around the perimeter of the lot, particularly along all roadways. Public Service Company also requests that all utility easements are depicted graphically on the preliminary and final plats. While these easements may accommodate certain utilities to be installed in the subdivision, some additional easements (i.e. for transformer facilities) may be required as planning and building progresses.

PSCo also requests that the following language or plat note is placed on the preliminary and final plats for the subdivision:

*Permanent structures, improvements, objects, buildings, wells, water meters and other objects that may interfere with the utility facilities or use thereof (Interfering Objects) shall not be permitted within said utility easements and the utility providers, as grantees, may remove any Interfering Objects at no cost to such grantees, including, without limitation, vegetation. Public Service Company of Colorado (PSCo) and its successors reserve the right to require additional easements and to require the property owner to grant PSCo an easement on its standard form.*

In addition, 31-23-214 (3), C.R.S., requires the subdivider, at the time of subdivision platting, to provide for major utility facilities such as electric substation sites, gas or electric transmission line easements and gas regulator/meter station sites as deemed necessary by PSCo. While this provision will not be required on every plat, when necessary, PSCo will work with the subdivider to identify appropriate locations. This statute also requires the subdivider to submit a letter of agreement to the municipal/county commission that adequate provision of electrical and/or gas service has been provided to the subdivisions.

The property owner/developer/contractor must complete the application process for any new natural gas or electric service via [xcelenergy.com/InstallAndConnect](https://xcelenergy.com/InstallAndConnect). It is then the responsibility of the developer to contact the Designer assigned to the project for approval of design details.

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](mailto:donna.l.george@xcelenergy.com)