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*AuroraGov.org*

January 13, 2025

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

**Re: Initial 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 initial submission, which we started to process on December 16, 2024. 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 outside agencies.

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 February 4, 2025.

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.

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\2400-00rev1.doc



## Initial Submission Review

### SUMMARY OF KEY COMMENTS

- Provide an Operations Plan as part of the Letter of Introduction (see Item 1)
- Refine the adjustment requests (see Item 1)
- Include more details on the parking counts, dimensions, and types of parking spaces (see Item 1)
- Address all comments on the Landscape Plans (see Item 2)
- Ensure that there are no encroachments into the fire lane and that grading meets standards (see Item 3)
- Update the Traffic Letter and resubmit with the next submittal (see Item 4)
- Clarify if existing gates are being retained or removed, and review comments regarding locations (see Item 4)
- Address all comments from Fire / Life Safety on the fire lane corridors and accessible parking (see Item 5)
- Review comments from Aurora Water on the utility corridors (see Item 6)
- Coordinate with Forestry on the required tree inventory prior to the next submittal (see Item 8)
- Update the Site Plan and Plat per Land Development Review comments (see Item 10)
- Respond to Xcel Energy comments with the next submittal (see Item 11)
- Set up a meeting with APS (see Item 12)

### 1. Planning (Sarah Wile / 303-739-7857 / [swile@auroragov.org](mailto:swile@auroragov.org) / Comments in teal)

- 1A. No neighborhood comments have been received since the initial application submittal. Therefore, the neighborhood meeting requirement will be waived at this time. If any comments are received in the future, this will be reevaluated.
- 1B. As part of the Letter of Introduction, please provide an Operations Plan (similar to what was provided during the pre-application stage) that discusses the different uses and types of housing options within the building. This will help the Planning Commission better understand the operations of the project. Include the estimated number of people that will be served, the estimated number of staff, hours of operation, etc. A map showing the concept plans for inside of the building would be helpful as well.
- 1C. Provide more detail on what is proposed within each phase in the Letter of Introduction. Parking information should be provided as part of this.
- 1D. In the Letter of Introduction, provide more details regarding the parking stall size adjustment. Note how many of the parking spaces are deficient versus how many parking spaces comply with the UDO. Also clarify if any spaces (and how many) are less than 16' in length. If any spaces are being removed entirely due to their size, note that as well.
- 1E. The adjustment request for trash enclosure screening can be removed since it is being screened naturally from its location relative to the building.
- 1F. The fence-related adjustment should be split up into two separate adjustments since they are different requirements – one for fence height and one for fence material. Please reflect this in the Letter of Introduction and on the Cover Sheet, and provide justification for both in the Letter of Introduction.
- 1G. Make minor changes to how the adjustment requests are noted on the Cover Sheet. State code section, the exact language from the UDO, and then what is requested. Please do not include any justification or reasoning behind the adjustment; that should only be in the Letter of Introduction.
- 1H. Clarify the building height in the Data Block. It states that the building height is 49'-4", but the building elevations appear to show the building at 72'.
- 1I. Revise how the phasing is shown in the Data Block so it is broken down into two sections, one for Phase 1 and one for Phase 2. See redline comments for additional information.
- 1J. Verify the address utilized on the Cover Sheet (currently notes the address is in Denver, not Aurora) and update the legal description below the title to reflect the new Plat since the Plat will be recorded prior to the Site Plan.
- 1K. The title on a few of the Phase 2 sheets includes the Subdivision Plat name (JQH Commercial Park) as part of the Site Plan title. Please remove that portion of the title from the applicable sheets.



- 1L. Note the parking space dimensions for each row of parking on Sheets 5 and 18 so the dimensions can be reviewed easier relative to other items on the site.
- 1M. Add a scale bar on all sheets so the 1"=40' scale can be verified.
- 1N. Provide a detail of the existing monument sign, including the height and material of the base. The sign text does not / should not be included.
- 1O. Please clarify if any RV / larger van parking is being provided as part of the Site Plan. This was discussed in previous conversations, but it does not appear to be shown anywhere. This is still recommended since some people may have these vehicles and the proposed parking spaces are too small to fit them.
- 1P. On the Parking Plans for each phase, include a table that identifies the total number of parking spaces proposed and breakdown how many will be for staff parking, resident parking, RV parking, accessible parking, etc. Also clarify the difference between "Tier 1 and 2" parking and "Tier 3" parking as this is not explained anywhere.
- 1Q. The masonry column detail is missing on Sheet 15. Please include with the next submittal.
- 1R. On Sheet 18, please add a note regarding phasing for Phase 2. Will it all be constructed concurrently, or is there a potential that it may be done incrementally? Please clarify this so there won't be issues if there is a "phase within a phase" in the future.

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

*Sheet 1*

- 2A. Because of the location of the trash enclosure, staff agrees that the trash enclosure will be screened by default. Therefore, an adjustment is not required.

*Sheet 13*

- 2B. Label the dog park and staff areas.
- 2C. Label the building.
- 2D. While they are xeric, the OPB are not considered a shrub. The highlighted islands are required to have 12 shrubs. Ornamental grasses can be 30%.
- 2E. Six shrubs are required for each single island where noted.
- 2F. Code does not support the use of crusher fines as a mulch treatment.

*Sheet 14*

- 2G. Update the plant schedule per redline comments.
- 2H. Update the Site Data Table where requested.
- 2I. Remove the Street Perimeter and Non-Street Buffer table and the Water Use table.
- 2J. Note any landscape adjustments on this sheet (in addition to the Cover Sheet).

*Sheet 24*

- 2K. Label the resident activity space.
- 2L. Only darken the landscaping being provided for Phase 2. The landscaping for Phase 1 should be grayed bck slightly.

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

- 3A. Label the roadway classification for 40<sup>th</sup> Avenue.
- 3B. Label the inner and outer radius of the fire lane.
- 3C. It appears that trees and part of the curb and gutter are encroaching with the fire lane in multiple locations. Nothing should block the fire lane.
- 3D. Ensure that the grading within the fire lane does not exceed the maximum 4% cross slope and 10% longitudinal slope.
- 3E. Label the fire lane corridor where requested.

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

- 4A. Address all comments on the Traffic Letter and resubmit with the next submittal.
- 4B. Please clarify if the existing gates are being kept or removed.
- 4C. The gate at the far west access needs to be moved back to 45'.



- 4D. The far west access can only be a right-in / right-out.
- 4E. Remove the sight triangle where requested on Sheet 5.
- 4F. Move the sight triangle behind the crosswalk.
- 4G. Call out all existing street signs, including stop signs.

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

- 5A. In the Data Block, show the 2021 IBC construction type, the 2021 IBC occupancy type, whether the building is sprinklered or not, and the type of sprinkler system (if applicable).
- 5B. Show the number of accessible parking spaces for each phase in the Data Block, including van accessible spaces.
- 5C. Remove the requested notes from Sheet 2.
- 5D. Provide an implementation plan as shown on Sheet 2.
- 5E. Change from "Fire Access Corridor" to "Fire Lane Corridor."
- 5F. Show the fire lane turning radii. For a 23' fire lane, it should have a 29' inside turning radii and 52' outside turning radii.
- 5G. Provide gating details for all gates that are remaining. Show the knox box locations and 6' minimum clearance at the bottom of the gate to the finished grade. Also label the type of gating or barrier system.
- 5H. Speed humps are not permitted in the fire lane.
- 5I. Turn the requested hydrants so they face the fire lane.
- 5J. Provide a knox box at the main entrance and at the fire riser room door. Use the knox box symbol and add to the legend.
- 5K. No encroachments are allowed into the fire lane in any location.
- 5L. Provide spot elevations and slope percentages for all accessible parking.
- 5M. Show the accessible route from the main entrances and accessible parking to the public right-of-way. It should be shown with a heavy dashed line.
- 5N. Show grade slope percentages in the fire lane corridors.
- 5O. One of the hydrant leaders is pointing to a light pole.
- 5P. Show the fire riser room location where requested.
- 5Q. The FDC must be within 100' of a fire hydrant.
- 5R. Label the piping of the fire service water line supporting the interior automatic fire sprinkler system.
- 5S. Provide fire lane signs where requested.
- 5T. Columns cannot be located in the fire lane.
- 5U. A licensed contractor is required to obtain a valid building permit through the Aurora Building Division prior to the installation of any gating system utilized by first responders to enter the site.
- 5V. Show the fire lane corridors, accessible parking, and the accessible route on the Photometric Plan.
- 5W. On the Building Elevation sheets, show the knox box, FDC, and fire riser room door locations.
- 5X. Provide parking count totals on Sheet 23 and ensure compliance with IBC requirements.

**6. Aurora Water** (Ashley Duncan / 720-859-4319 / [aduncan@auroragov.org](mailto: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. Ensure that the symbology on Sheet 3 matches the lines being used in the Site Plan.
- 6C. Remove the fixture unit table as this is required on Civil Plans. To confirm the existing sizes work, please contact the Aurora Water reviewer. A fixture unit table is required for each of the meters.
- 6D. License agreements are required for the fence encroaching in the utility corridors.
- 6E. Show all existing water lines on Sheet 7.
- 6F. Ensure that all storm lines match up and connect.
- 6G. Call out requested line as an existing private fire line.
- 6H. Show the water line going through the utility corridor.
- 6I. Show the full extension of the water line where requested and ensure there's a corridor around it.
- 6J. Identify how the sanitary lines connect to the main.



**7. PROS (Adison Petti / 303-739-7437 / [apetti@auroragov.org](mailto:apetti@auroragov.org) / Comments in purple)**

- 7A. Based on the proposed use, PROS' land dedication requirements are not applicable to the ARNC and will not be imposed. Despite this, PROS supports incorporating park and recreation amenities, including publicly accessible spaces, into the overall Site Plan. We support the concept of making supportive housing more integrated into the community, which can be achieved, in part, by making the campus more open and inviting for interaction between the residents and others who live and work nearby. The provision of a Small Urban Park (SUP) to meet the requirements of the MU-C zoning district could advance potential positive outcomes in that regard. Coordinate with the Case Manager in the Planning & Business Development Department to discuss whether a SUP which conforms to PROS' design criteria and serves as a public plaza or outdoor meeting area might be an appropriate component for the site.

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

- 8A. Please contact Forestry. We were unable to inventory the trees because the site is secured and we need permission to gain access.

**9. Public Art (Roberta Bloom / 303-739-7647 / [rbloom@auroragov.org](mailto:rbloom@auroragov.org))**

- 9A. As a city construction project, ARNC has generated some funding for public art. Working with Elly Watson and Emma Knight, AIPP has identified an appropriate art selection panel, which has met twice. They defined a site for the artwork and developed the criteria for an RFQ for artists which was posted through CaFE. 63 artists applied and 3 finalists were selected. The finalists will present their formal proposals during interviews in mid January, 2025. The artwork is to be installed prior to the opening of the facility later in 2025.

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

- 10A. Address all comments on the Site Plan and Plat.
- 10B. 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.
- 10C. Advisory Comment: Send in the Certificate of Taxes Due showing they are paid in full up to and through the Plat approval date of recording. This can be obtained from the County Treasurer's office. This Certificate of Taxes should be submitted at the time of your final submittal of the electronic Plat for recording.
- 10D. 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.
- 10E. Advisory Comment: All missing reception numbers will need to be inserted prior to Plat acceptance.

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

- 11A. See attached comment letter.

**12. Aurora Public School District (Josh Hensley / 303-365-7812 / [jdhensley@aurorak12.org](mailto:jdhensley@aurorak12.org))**

- 12A. Aurora Public Schools has no specific comments regarding the Site Plan application. At the appropriate time, APS respectfully requests an appointment with Aurora officials overseeing the Regional Navigation Campus to learn about the programming that will be offered at the Campus and to understand how the school district can best support school age children who may reside at the facility.



**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

January 2, 2025

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

Attn: Sarah Wile

**Re: Aurora Regional Navigation Campus (ARNC), Case # DA-2400-00**

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the plan for **Aurora Regional Navigation Campus (ARNC)** and requests that the PSCo easement recorded at Rec. No. 736865 Book 3309 Page 713 on April 30, 1987 in Adams County is shown on the plat.

Please be aware PSCo owns and operates existing natural gas and underground electric distribution facilities within the subject property. The property owner/developer/contractor must complete the application process for any new natural gas or electric service, or modification to existing facilities via [xcelenergy.com/InstallAndConnect](https://www.xcelenergy.com/InstallAndConnect). It is then the responsibility of the developer to contact the Designer assigned to the project for approval of design details.

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.

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