

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



Worth Discovering • auroragov.org

April 5, 2024

Danielle Prescott
Kimley-Horn and Associates Inc.
6200 S Syracuse Way Ste 300
Greenwood Village, CO 80111

Re: Initial Submission Review – Quiktrip 4274 – Conditional Use and Site Plan
Application Number: **DA-2373-00**
Case Numbers: **2024-6009-00, 2024-6009-01**

Dear Ms. Prescott:

Thank you for your initial submission, which we started to process on March 14th, 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 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 April 25th, 2024, to maintain your estimated Planning Commission hearing date.

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.

Your estimated Planning Commission date is tentatively set for June 12th, 2024. Please remember that all abutter notices for 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 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 303-739-7132 or egates@auroragov.org.

Sincerely,

Erik Gates, Planner II
City of Aurora Planning Department

cc: Maddy Kish, Kimley-Horn
Ashley Goodrich, Quiktrip Corporation
Lorianne Thennes, ODA
Filed: K:\SDA\2300-2399\2373-00rev1



Initial Submission Review

SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- Outstanding fees totaling **\$18,352.00** are still due. These will need to be paid prior to acceptance of the second submission.
- Please include a photometric plan and operations plan on the next submittal. [Planning]
- A minimum 10' buffer depth is required with the installation of a low wall. The buffer between the underground storage tanks and the Smoky Hill Rd sidewalk appears to be only 4' from the back of walk. [Landscaping]
- Provide a transition, for example 45 degree, or curved transition to attached walk adjacent to the bus shelter. Construct curb returns and receiving ramps opposite the proposed curb returns/ramps on this site [Civil Engineering]
- The proposed signalization upgrade is in construction currently. The City has plans illustrating equipment locations that need to be incorporated into this site plan exhibit. [Traffic Engineering]
- Please revisit the Accessible Parking and Access Aisle layout and ensure it complies with Chapter 5 of the 2017 A117.1 ANSI Standard. [Fire/Life Safety]
- There will be several trees impacted by the project. Excavation for a walkway and sidewalk need to stay at least 6' and 9' respectively from Colorado Spruce trees, if this cannot be achieved then they will require removal. [Forestry]
- Nothing can be planted above grease interceptor and tree trunks must be at least 8ft from meter. [Aurora Water]
- Storm Drain Development Fee Due: \$1,389.80. [Revenue/TAPS]
- Numerous labeling comments. See the red line comments on the plat and site plan. [Land Development Review]
- Please see the outside agency reviews from Xcel Energy and RTD.

PLANNING DEPARTMENT COMMENTS

1. Community Questions, Comments and Concerns

1B. There were no community comments received on this review cycle.

2. Completeness and Clarity of the Application (Comments in teal)

[Letter of Introduction]

2A. An operations plan addressing hours of operation, number of employees, any security measures, etc needs to be included in the letter of introduction or as a separate document.

2B. The letter of introduction needs to specifically address the criteria for approval of major site plans found in [Section 146-5.4.3.B.2.c](#) and of conditional uses found in [Section 146-5.4.3.A.3](#).

[Site Plan Page 1]

2C. A photometric plan needs to be included in this set showing the site lighting spillover 10 ft into adjacent properties.

2D. Do not include the plat in the site plan title.

3. Zoning and Land Use Comments (Comments in teal)

3A. There were no zoning or land use comments on this review.

4. Streets and Pedestrian Issues (Comments in teal)

[Site Plan Page 3]

4A. A more direct pedestrian path from the Chambers Rd sidewalk to the building should be provided somewhere where indicated.



5. Parking Issues (Comments in teal)

- 5A. Bike racks need to provide contact for two different points of a bike, such as provided by an inverted bike rack. Ribbon style bike racks don't meet code.
- 5B. Dimensions should be included on the sidewalk between the parking spaces and the doors into the building.
- 5C. Project data block should include number of bicycle parking spaces provide.

6. Architectural and Urban Design Issues (Comments in teal)

[Site Plan Page 9]

- 6A. An additional human scale element is needed for this east elevation facing Chamber's Rd per Section 146-4.8.D.3. This can include architectural detailing, display cases, entry definition, building corner enhancements, wall art, or a landscape wall.

[Site Plan Page 10]

- 6B. Use cardinal directions for labeling the canopy elevations.
- 6C. The south canopy elevation facing Smoky Hill Rd needs horizontal articulation either through a color change or height change as was done for the east and west elevations.

7. Signage Issues (Comments in teal)

[Site Plan Page 1]

- 7A. Permitted signage allowed is based off of 1 building frontage (the longest frontage with a public entrance). Permitted sign area should be 185 sf based on the elevation drawings provided.

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

[Site Plan Page 6]

- 8A. The North arrow needs to be reoriented. North is to the left.
- 8B. Ornamental grasses are not permitted for purposes of screening a parking lot. A double row of shrubs is required. A non-street buffer is required on the west side unless an adjustment as proposed in the pre-application meeting/letter is requested. Staff would be in support of the adjustment request. The response to the pre-application comments indicated that the applicant elected to meet the non-street buffer requirements in lieu of requesting an adjustment. The buffer is currently not being met.
- 8C. Adjust the parking lot landscaping as there appears to have been a site plan layout change.
- 8D. Turn the native seed hatch off in the planting bed where indicated.
- 8E. The proposed landscape beds adjacent to the building are not wide enough to accommodate a 2'-4' wide tall shrub.
- 8F. Can the identified shrubs be planted where indicated given the utility?
- 8G. One of the street trees may need to be removed given the underground utility.
- 8H. What is the identified object as circled?
- 8I. Native seed is permitted by code, but just be aware that the use of spray and/or rotor irrigation heads is no longer permitted and subsurface irrigation may be difficult to use for the establishment of native seed.
- 8J. Include the plant abbreviation/call out for each plant.
- 8K. Will the identified existing tree survive the construction activities of a sidewalk and then have half its roots covered over by cement?
- 8L. Make sure the plant symbols on the plan and legend match.
- 8M. Separate the grasses from the shrubs.
- 8N. This area between the underground storage tanks and Smoky Hill Rd sidewalk is not meeting the minimum buffer depth required by code. A minimum 10' buffer depth is required with the installation of a low wall. This appears to be only 4'. Street frontage buffers are measured from the back of walk and not the property line.
- 8O. Add the east side of the building to the building perimeter landscape table.
- 8P. Update the other landscape tables per the comments provided.

**9. Addressing (Phil Turner / 303-739-7271 / pcturner@auroragov.org)**

9A. Please submit a preliminary digital addressing .SHP or a .DWG file as soon as possible. This digital file is used for street naming, addressing and preliminary GIS analysis. Include the following layers as a minimum:

- Parcels
- Street lines
- Building footprints (If available)

Please ensure that the digital file is provided in a NAD 83 feet, State plane, Central Colorado projection so it will display correctly within our GIS system. Please provide a CAD .dwg file that is a 2013 CAD version. Please eliminate any line work outside of the target area. More information can be found at:

<https://auroragov.org/CADtoGISstandards> OR by contacting CADGIS@auroragov.org.

REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES**10. Civil Engineering (John Springs / 303-739-7572 / jsprings@auroragov.org / Comments in green)**

[Site Plan Page 1]

10A. Sheets 9 thru 11 were omitted on this submittal. Provide lighting plans with the next submittal.

[Site Plan Page 2]

10B. Remove these notes which are required on the civil plans.

10C. "Accessible exterior routes" shall be provided from public transportation stops, accessible parking, accessible passenger loading zones and public sidewalks to the accessible building entrance they serve. At least 50% of all building entrances shall be the most practical direct route. No slope along this route may exceed 1:20 without providing a ramp with a maximum slope of 1:12 and handrails. Crosswalks along this route shall be wide enough to wholly contain the curb ramp with a minimum width of 36", and shall be painted with white stripes. Required accessible means of egress shall be continuous from each required accessible occupied area to the public way. The "Accessible Exterior Routes" shall comply with U.B.C. Chapter 11, Appendix 11, and C.A.B.O./A.N.S.I. 117.1. (Note to Applicant: Please see Exhibit B8 under the Development/Design Standards section of this Guidebook for items to be shown on a Site Plan).

10D. All crossings or encroachments by private landscape irrigation lines or systems and/or private utilities into easements and street rights-of-way owned by the City of Aurora are acknowledged by the undersigned as being subject to City of Aurora's use and occupancy of the said easements or rights-of-way. The undersigned, their successors, and assigns, hereby agree to indemnify the City of Aurora for any loss, damage, or repair to city facilities that may result from the installation, operation, or maintenance of said private irrigation lines or systems and/or private utilities.

10E. Add Note: The streetlight or pedestrian light installation within the public right-of-way shall be designed, funded, and constructed by the developer/owner. Ownership and maintenance of the street/pedestrian lights shall be the responsibility of the City of Aurora once they have been accepted. Street light and/or pedestrian photometrics plans shall be prepared and submitted to the City for review and approval and shall become a part of the approved civil construction plans for the project. An electrical plan showing site location of lights, electrical one line and grounding details shall be submitted to the Permit Center for review by the Building Department. The owner is responsible for obtaining an address for the meter(s) from the Planning Department. A Building Permit for the meter and a Public Inspections Permit for the street lights are required. Certificate of occupancies will not be issued until the street and/or pedestrian lighting plans are approved, constructed, and initially accepted.

10F. Add Note: Final grade shall be at least six (6) inches below any exterior wood siding on the premises.

10G. Add Note: All representations and commitments made by applicants and property owners at public hearings regarding this plan are binding upon the applicant, property owner, and its heirs, successors, and assigns.

10H. Add Note: Architectural features, such as bay windows, fireplaces, roof overhangs, gutters, eaves, foundations, footings, cantilevered walls, etc., are not allowed to encroach into any easement or fire lane.

[Site Plan Page 3]

10I. Advisory note: On the civil plan submittal, North is required to point up or to the right.

10J. Advisory Note: Minimum curb return and property line radii along Arterials is 25', as shown in Table 4.04.5.02. (4.04.5.03 of the 2023 COA Roadway Manual)

10K. Provide a transition, for example 45 degree, or curved transition to attached walk adjacent to the bus shelter.



- 10L. Sidewalk (we don't use "pedestrian easement" terminology)
- 10M. Construct curb returns and receiving ramps opposite the proposed curb returns/ramps on this site.
- 10N. Provide the below information in the plans: -Label Roadway classification -Dimension ROW -Typical sections.
- 10O. Check leader placement.
- 10P. Label proposed curb return radii, lot corner/ROW radii.
- 10Q. Implement a more natural transition of the sidewalk.
- [Site Plan Page 4]
- 10R. Show the proposed signal by HSIP and ensure you have the minimum 5'x5' landing. Per the pre-application notes, ensure your design is coordinated with COA signal design.
- 10S. Ramp crossing Chambers should be aligned with the direction of pedestrian travel. If paired ramps do not work well due to the skew of the intersection, we may consider a full drop ramp.
- 10T. Callout existing street lights. Advisory note: Photometric analysis for ROW lighting of Chambers and Smokey Hill will be required with the civil plan submittal.
- 10U. Add Note: The resultant grade in any direction within accessible parking areas shall not exceed two percent.
- 10V. Add Note: The maximum cross slope in an accessible path shall not exceed two percent. The maximum longitudinal slope in an accessible path shall not exceed five percent.
- 10W. Add Note: Minimum slope on unpaved areas is 2%, minimum slope on asphalt is 1%, and minimum slope on concrete is 0.5%.
- 10X. . . . Private street, private driveway, parking lot drive, and fire lane grades, other than single-family residential, may be up to 6% maximum when sloping up toward the public street. (4.05.4 of the 2023 COA Roadway Manual).
- 10Y. Identify the pavement material type.
- 10Z. Min grade in asphalt is 1%, min grade in concrete is 0.5% (typ) (2.08.1.06 of the 2023 COA Roadway Manual).
- 10AA. Max grade outside ROW is 3:1.
- [Site Plan Pages 5, 9, & 10]
- 10BB. Remove this note. Copyright Notes Copyright notes nor notes restricting reproduction shall not be placed on the signature sets or any reports submitted for approval. The City must be able to make copies of the approved plans and reports at any time without written authorization from the plan's or report's author. (2.03.5.10 of the 2023 COA Roadway Manual).
- [Plat Page 2]
- 10CC. Minimum curb return and property line radii at intersecting Arterials is 25', as shown in Table 4.04.5.02. (4.04.5.03 of the 2023 COA Roadway Manual).
- 10DD. Provide traffic signal easement at this corner as needed in coordination with the PW Traffic division.

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

[Site Plan Page 2]

- 11A. Revise to read: Chambers Road and Smoky Hill Road, when the traffic signal upgrade project is completed.

[Site Plan Page 3]

- 11B. The proposed signalization upgrade is in construction currently. The City has plans illustrating equipment locations that need to be incorporated into this site plan exhibit.
- 11C. TIS proposes dual left turn lane length extension.
- 11D. TIS proposes left turn length extension.
- 11E. Provide dimensions for parking spaces if different from those near HC spaces.
- 11F. Provide truck turning template figure for site accesses as well as internal site circulation.
- 11G. Illustrate full curb, ramp and STOP sign on this side of access.
- [Traffic Impact Study]
- 11H. Minor comments, including Chambers/Smoky Hill left turn storage lengths, access background volume depictions, non pass-by direction percentages, LOS E highlights.



12. Fire / Life Safety (Erick Bumpass / 303-739-7627 / ebumpass@auroragov.org / Comments in blue)

12A. Please provide a Photometric Plan that using a heavy dashed line, clearly delineates the Accessible Route to a Public Way and Include a Legend.

[Site Plan Page 1]

12B. Please correct the code cycles referenced in the data block to the 2021.

12C. Please include the construction type in the data block.

12D. Please delineate the number of Accessible and van Accessible Parking Spaces both required and provided per the requirements of 1106.1 of the IBC.

[Site Plan Page 2]

12E. Please correct the address note #2 to read as shown.

12F. Please correct the code cycles referenced in note #4 to the 2021 IBC and the 2017 A117.1 ANSI Standard.

12G. Please correct the code cycle referenced in note #7 to the 2021 IFC.

[Site Plan Page 3]

12H. Please show the Accessible Route connecting to a Public Way.

12I. Please revisit the Accessible Parking and Access Aisle layout and ensure it complies with Chapter 5 of the 2017 A117.1 ANSI Standard. The configuration shown does not comply with the code.

12J. Please show the Emergency Stop to be located within the required distances per 2302.2 of the 2021 IFC and show the distances to all fuel dispensers on the plans.

12K. Please relabel the ADA Signage to read "Accessible Parking Signage".

12L. Show the location of all existing and proposed water mains and fire hydrants within or abutting the site. The location and bearing of existing fire hydrants located (within 400' or the next existing fire hydrant) symbol with an arrow identifying the distance from the symbol to the existing fire hydrant.

12M. Will there be a propane Storage Cage for exchange on site? If so, please show the location on the site plan.

12N. Show the proposed location for the existing Hydrant to be relocated to and include a symbol in the legend for the new Hydrant location.

12O. Please relabel the ADA Route "Accessible Route"

[Site Plan Page 5]

12P. Please change the code reference on sheet #5 to the 2021 IFC.

12Q. Please show the Tow-Away Visual Aide at the Accessible Parking Sign Detail.

[Site Plan Page 6]

12R. Please correct note #2 on the Fire Life Safety Landscape Notes on sheet 6 to read as shown.

[Site Plan Page 9]

12S. Please show the Emergency Stop location on the building exterior on the elevation plans.

13. Forestry (Becky Lamphear / 303-739-7177 / rlamphea@auroragov.org / Comments in Purple)

[Site Plan Page 7]

13A. There will be several trees impacted by the project. Excavation for a walkway and sidewalk need to stay at least 6' and 9' respectively from Colorado Spruce trees, if this cannot be achieved then they will require removal. 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.

13B. Please provide tree mitigation table provided below. Please identify how tree mitigation will be achieved. If trees will be planted on the site, please show a symbol indicating trees that are specific to tree mitigation on the landscape plan.

13C. The caliper inches that will be lost are 63", but only 22" would be required for planting back onto the site. The mitigation value is \$4,560.00.



13D.

TREE #	SPECIES	DIAMETER	MITIGATION VALUE	COMMENTS	MITIGATION INCHES
1	Honeylocust	14	\$1,219.87		6
2	Honeylocust	16	\$1,587.44		6
3	Honeylocust	18	\$1,002.01		4
4	Colorado Spruce	6	\$229.90	Possible removal due to walkway	2
5	Colorado Spruce	9	\$518.30	Possible removal due to sidewalk	4
Total		63	\$4,557.52		22

13E. NOTE: Mitigation values based on International Society of Arboriculture's Guide to Plant Appraisal. Species, diameter, condition, and location factors were included in the assessment.

14. Aurora Water (Jennifer Wynn / 734-258-6523 / jwynn@auroragov.org / Comments in red)

[Site Plan Page 1]

14A. Advisory Comment: Site Plan can not be approved until PDR is approved.

[Site Plan Page 4]

14B. Please specify as wet tap with size if necessary

14C. Please label sizes and materials of existing sanitary, storm, and water mains.

14D. 1.5" meter and tap already exist for this site. Please indicate that the old service will be abandoned and capped at the main if it is not being reused

14E. Please show proposed easements on this page.

14F. If existing sanitary service will not be used, please specify that it will be capped at the main.

14G. We recommend using the existing sanitary service for this site if possible.

[Site Plan Page 6]

14H. Nothing can be planted above grease interceptor.

14I. Tree trunks must be at least 8ft from meter.

[Plat Page 3]

14J. Please rename the area of underground detention as Drainage Easement.

14K. Private storm does not need easement.

14L. Please keep this easement but rename as Access Easement.

15. Revenue/TAPS (Melody Oestmann / moestman@auroragov.org)

15A. Storm Drain Development Fee Due: \$1,242 X 1.119 acres = \$1,389.80.

16. Land Development Review (Roger Nelson / 720-587-2657 / ronelson@auroragov.org / Comments in magenta)

16A. Numerous labeling comments. See the red line comments on the plat and site plan.

[Plat Page 1]

16B. (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.)

16C. (Advisory Comment) Be advised - 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. And in turn, you may need to update the Title Commitment to bring it within the 30-day time limit. Please check these items before sending the plat in for recording.



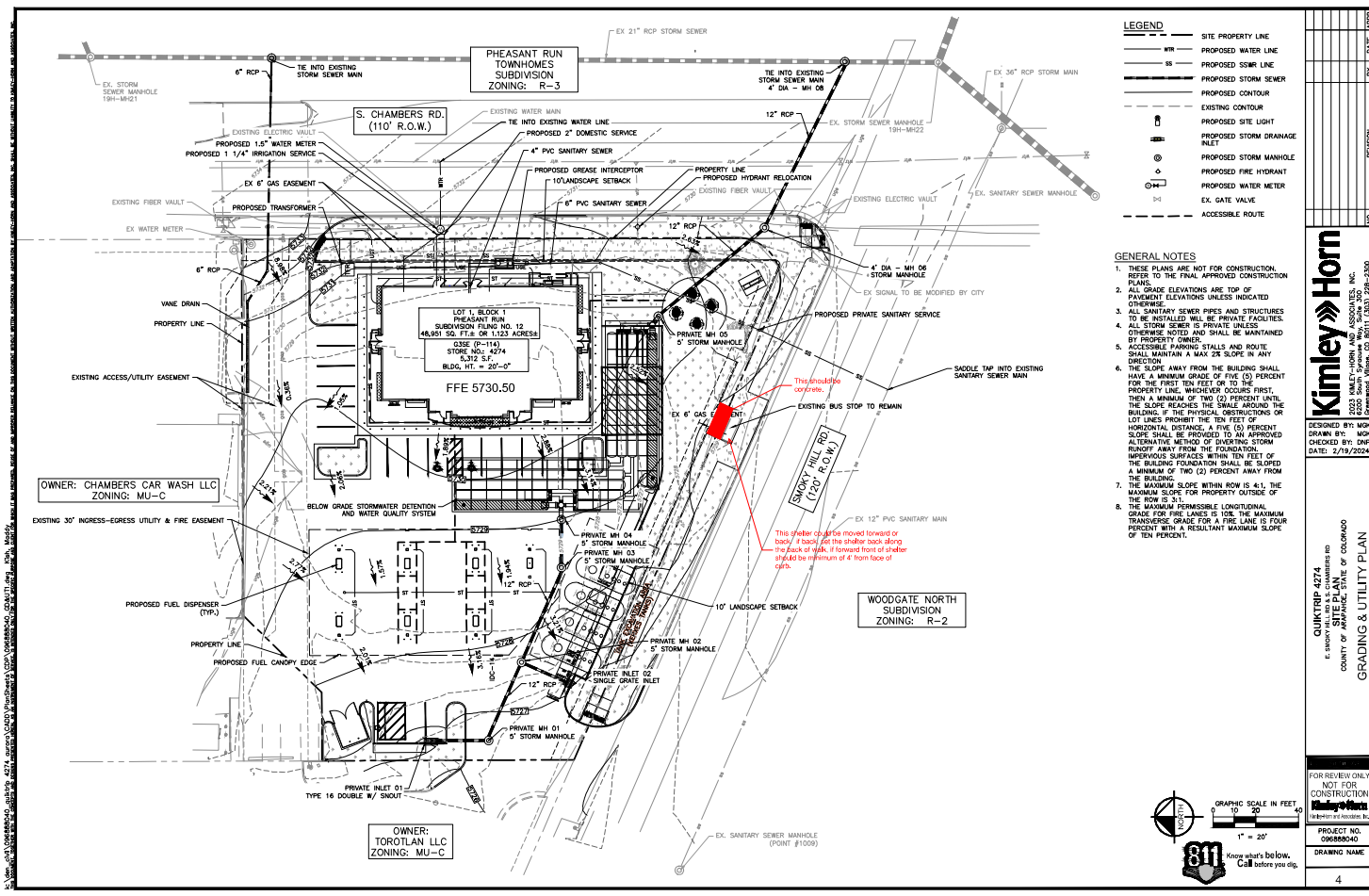
- 16D. Send in a closure report for the plat exterior boundary per COA 2023 Subdivision Plat Checklist Item #19.d.
- 16E. Send in the State Monument Records for the aliquot corners used in the plat.
- 16F. Advisory Comment: All missing reception numbers will need to be inserted prior to plat acceptance. (Typical)

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

- 17A. Please be aware PSCo owns and operates existing natural gas and electric distribution and service 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 including relocation and/or removal via 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.
- 17B. Additional easements will need to be acquired by separate document for new facilities (i.e. transformer) – be sure to contact the Designer and request that they connect with a Right-of-Way Agent.
- 17C. As a safety precaution, PSCo would like to remind the developer to contact Colorado 811 for utility locates prior to construction.

18. Regional Transportation District (C Scott Woodruff / 303-299-2943 / clayton.woodruff@rtd-denver.com)

- 18A. The RTD would like to request the complete reconstruction of the bus boarding area including the shelter pad.
- 18B. The shelter could be moved forward or back. If back, set the shelter back along the back of walk. If forward, the front of the shelter should be a minimum of 4' from face of curb.
- 18C. The indicated area behind the shelter should be concrete.



- LEGEND**
- SITE PROPERTY LINE
 - PROPOSED WATER LINE
 - PROPOSED SEWER LINE
 - PROPOSED STORM SEWER
 - PROPOSED CONTOUR
 - EXISTING CONTOUR
 - PROPOSED SITE LIGHT
 - PROPOSED STORM DRAINAGE INLET
 - PROPOSED STORM MANHOLE
 - PROPOSED FIRE HYDRANT
 - PROPOSED WATER METER
 - EX. GATE VALVE
 - ACCESSIBLE ROUTE

- GENERAL NOTES**
1. THESE PLANS ARE NOT FOR CONSTRUCTION. REFER TO THE FINAL APPROVED CONSTRUCTION PLANS.
 2. ALL GRADE ELEVATIONS ARE TOP OF PAVEMENT ELEVATIONS UNLESS INDICATED OTHERWISE.
 3. ALL SANITARY SEWER PIPES AND STRUCTURES TO BE INSTALLED WILL BE PRIVATE FACILITIES. ALL STORM SEWER IS PRIVATE UNLESS OTHERWISE NOTED AND SHALL BE MAINTAINED BY PROPERTY OWNER.
 4. ACCESSIBLE PARKING STALLS AND ROUTE, SHALL MAINTAIN A MAX 2% SLOPE IN ANY DIRECTION.
 5. THE SLOPE AWAY FROM THE BUILDING SHALL HAVE A MINIMUM GRADE OF FIVE (5) PERCENT FOR THE FIRST TEN FEET ON TO THE PROPERTY LINE, WHICHEVER OCCURS FIRST, THEN A MINIMUM OF TWO (2) PERCENT UNTIL THE SLOPE REACHES THE CURB AROUND THE BUILDING. IF THE PHYSICAL OBSTRUCTIONS OR LOT LINES PREVENT THE TEN FEET OF HORIZONTAL DISTANCE, A FIVE (5) PERCENT SLOPE SHALL BE PROVIDED TO AN APPROVED ALTERNATIVE METHOD OF DIVERGING STORM RUNOFF AWAY FROM THE FOUNDATION. IMPERVIOUS SURFACES WITHIN TEN FEET OF THE BUILDING FOUNDATION SHALL BE SLOPED A MINIMUM OF TWO (2) PERCENT AWAY FROM THE BUILDING.
 6. THE MAXIMUM SLOPE WITHIN ROW IS 4:1. THE MAXIMUM SLOPE FOR PROPERTY OUTSIDE OF THE ROW IS 3:1.
 7. THE MAXIMUM PERMISSIBLE LONGITUDINAL GRADE FOR FIRE LANES IS 10%. THE MAXIMUM TRANSVERSE GRADE FOR A FIRE LANE IS FOUR PERCENT WITH A RESULTANT MAXIMUM SLOPE OF TEN PERCENT.

Kimley»Horn

DESIGNED BY: MOK
DRAWN BY: MOK
CHECKED BY: DNP
DATE: 2/19/2024

QUICKTRIP 4274
E. HOUSTON RD.
SITE PLAN
COUNTY OF ANNEAPOLIS, STATE OF MARYLAND
GRADING & UTILITY PLAN

FOR REVIEW ONLY
NOT FOR
CONSTRUCTION

811
Know what's below.
Call before you dig.

PROJECT NO.
DRAWING NAME

4