



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

*AuroraGov.org*

6/7/2024

Mark Shefchik  
Ryan Companies US Inc.  
533 S Third St. Ste. 100  
Minneapolis, MN 55415

**Re: Initial Submission Review: Project Lowry – Site Plan Amendment**  
**Application Number:** DA-2385-00  
**Case Numbers:** 1982-6005-09

Dear Mr. Shefchik:

Thank you for your initial submission, which we started to process on May 16<sup>th</sup>, 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 July 1<sup>st</sup>, 2024.

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 let me know. I may be reached at 303-739-7209 or [sgubrud@auroragov.org](mailto:sgubrud@auroragov.org).

Sincerely,

A handwritten signature in cursive script that reads "Stephen Gubrud".

Stephen Gubrud, Planner I  
City of Aurora Planning Department

cc: Blake Piotter, Ryan Companies  
Michael Hart, Kimley-Horn and Associates  
Brit Vigil, ODA  
Filed: K:\\$DA\2300-2399\2308-00rev1



## *Initial Submission Review*

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

- Organization of Documents and Notation of Existing Site Plan to be Amended.
- Issues With TIS Specifically Regarding Vehicle Queuing.
- Easement Encroachments and Release of Existing Easements

### **PLANNING DEPARTMENT COMMENTS**

#### **1. Community Questions, Comments, and Concerns**

- 1A. There were no public comments received during the initial review period therefore no neighborhood meeting is required at this juncture.
- 1B. Two comments from outside referral agencies were received. Please find these comments below following the comments provided by City review staff.

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

##### *Generally*

- 2A. This plan set, being a Site Plan Amendment, should contain or reference the existing site plan of record. Ideally, the case number for the modified plan set should be clearly indicated on the cover sheet and each sheet from the already approved site plan should be accounted for in the sheet index. You may cross out these sheets or mark them as void but please include an amendment delta and reference to replacement sheet(s).

##### *Site Plan*

##### *Cover Sheet*

- 2B. In the City of Aurora Approvals block, the City Council and Planning and Zoning Commission signature line may be removed. No such hearing is required for approval of this application.
- 2C. Please modify the title to read: PROJECT LOWRY - SITE PLAN in bold letters at the top of the sheet as shown.
- 2D. Please add to the amendment block any existing amendments from the site plan of record and associated deltas (the amendment block size will likely need to be increased). Then, add any new deltas in sequential order for the proposed changes. I would suggest (at minimum) 1 delta tied to the expansion areas and 1 delta tied to the new accessory building.
- 2E. The simplest (and likely necessary) method to reference items from the existing site plan would be to include those sheets in this amendment plan set. Please add any new sheets to the existing index.

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

##### *Generally*

- 3A. Please add the architectural sheets to the amendment set.

#### **4. Signage & Lighting Comments**

##### *Generally*

- 4A. As indicated in the pre-app note responses, please add fixture details for any new light fixtures (pole or wall mounted). Also, show any building-mounted fixtures in the building elevations and indicate them with a callout.

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

##### *Site Plan*

##### *Sheet 11*

- 5A. Is this existing concrete not being removed with the construction of the new 10' wide sidewalk?

##### *Sheet 32*

- 5B. While not previously required, the City of Aurora in accordance with Colorado State Statutes, is requiring the signature stamp and seal of a licensed landscape architect on all landscape plan sheets.



Sheet 33

5C. Make the key map larger. It doesn't have to be to scale and label the sheets rather than a solid hatch.

Sheet 35

5D. Label Pond "North."

Sheet 36

5E. Please provide taller shrub species like Viburnum, Serviceberry, Lilac, etc. While all nice shrubs, the current shrubs species will not provide much in terms of screening due to their size at maturity.

Sheet 38

5F. This area has been formalized into a parking lot now where the parking was not previously. This should include landscaped parking lot islands. This area is not unlike the parking area adjacent to it.

Sheet 39

5G. Label pond "South."

Sheet 40

5H. This area adjacent to the building is different than on other sheets in the plan set.

5I. Turn the concrete hatch off that overlaps with the curbside landscape

5J. Because these are existing trees being used to satisfy street tree requirements, identify the species.

5K. You can keep this or remove it as it is not required by code.

5L. These three trees do not have a label.

5M. These "Shrubs" are close enough to the street to be considered for the Tower Road Buffer. The shrubs that are being provided around the parking lot need to be revised to include taller shrub species such as Viburnum, Serviceberry, Lilac, etc. Potentially add some evergreens such as Bakeri Spruce, Columnar Austrian Pine, etc.

5N. These shrubs can be removed.

Sheet 41

5O. Matchline, See Sheet 40.

5P. Are trees possible along this section of Tower Road? Are there no utility conflicts? There appear to be fiber optic and electric.

5Q. Not sure that a tree will work here. It appears as if the sidewalk tapers here. Don't include this area in the curbside or street tree measurements.

5R. Turn the concrete hatch off that is overlapping with the curbside landscape.

5S. The buffer trees should remain as they are being permitted to satisfy the street tree requirement, but the shrubs can be removed. Because there is no development occurring adjacent to Tower Road in this location, a buffer is not necessary. Update the landscape tables accordingly.

5T. This appears to be correct.

Sheet 42

5U. Update. Remove the reference to the previous landscape code.

5V. Please put the grasses in their own category.

5W. Change wording: frontage buffer.

5X. If 218 shrubs are required, then only 87 may be ornamental grasses. You can have more grasses if the total shrub requirement is exceeded.

5Y. This is technically the correct way to handle the missing street trees, however....staff is willing to work with the applicant and allow the "buffer trees" to count for the street trees. The curbside area would need to have shrubs to count for the missing street trees but also count for the shrubs required as part of the curbside landscaping. The shrubs for the trees do not replace the need to meet the curbside shrub count. That would amount to a total of 479 shrubs which is too many shrubs for the curbside. Please update the table to reflect the use of the buffer trees as the street trees.

5Z. Relabel: 8,745.

5AA. Relabel: 218

5BB. Add: City staff has permitted the buffer trees along the back of the walk to count for the street trees.

5CC. Update/refine. There is a north and west expansion and a Salvage Building.

Sheet 43

5DD. No specifications.



Sheet 47

5EE. Add a legend on each sheet: Tree to be removed, remain/protect in place, etc. Also, add a note stating refer to Sheet 52 for the tree mitigation table.

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

6A. 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**

**7. Civil Engineering** (Sara Siggue / 303-960-1349 / [ssiggue@auroragov.org](mailto:ssiggue@auroragov.org) / Comments in green)

Site Plan

Sheet 7

7A. Label inside and outside turn radius at all fire lane easements that should meet the requirements in Section 4.07.1.01 of the Roadway Manual. (TYP)

Sheet 11

- 7B. Please include callout 15 in the key notes.
- 7C. Label the proposed curb return radii, typical. (TYP)
- 7D. Dedicate sidewalk easement for the sidewalk outside the ROW.

Sheet 12

7E. Ensure that the north arrow is indicated correctly.

Sheet 23

7F. Please add the following notes on all grading plan sheets:  
"Detailed layout and design for proposed curb ramps within the right of way or along an accessible route will be completed with the civil plans."

Sheet 25

7G. Please include these symbols in the legend.

**8. Traffic Engineering** (Steve Gomez/ 303-739-7336 / [sgomez@auroragov.org](mailto:sgomez@auroragov.org) / Comments in orange)

Site Plan

Sheet 7

8A. Callout all drive lane/aisle widths, typ.

Sheet 9

- 8B. Callout all drive lane widths.
- 8C. Provide raised median and pedestrian ramps.
- 8D. Add a STOP sign.

Sheet 10

- 8E. Add pedestrian ramps where indicated.
- 8F. Adjust north arrow.
- 8G. Verify callout is accurate.

Sheet 42

8H. Add note:  
All proposed landscaping within the sight triangle shall comply with COA Roadway Specifications, Section 4.04.2.10'

Traffic Impact Study

Sheet 1

- 8I. Comments provided on 05/31/24 seg
  1. Use DRCOG forecasts to develop background traffic growth rates. Update traffic analyses
  2. Use ITE Trip Generation Manual rates/equations for the expansion trip generation



3. Remove two-stage left turn movement from southern access analyses
4. For 2050 assume the widening of Tower Road to four-lanes. Update analyses
5. See comments throughout the report.

Sheet 12

8J. Use DRCOG 2020/2050 growth rate.

Sheet 16

8K. A single traffic count is not sufficient to support this statement. Use ITE trip generation rates.

Sheet 21

8L. Provide figures for 2050 laneage and traffic control.

Sheet 23

8M. Verify los/delay.

Sheet 25

8N. 2050 LOS E for total traffic is not acceptable.

8O. Highlight LOS E/F operations.

Sheet 68

8P. Set to zero for all years/scenarios, with no median storage.

Sheets 81 & 82

8Q. These queues are significant and will extend past adjacent intersections.

**9. Fire / Life Safety** (Rich Tenorio/ 303-739-7628 / [rtenorio@auroragov.org](mailto:rtenorio@auroragov.org) / Comments in blue)

Site Plan

Sheets 9, 10, 11 & 20

9A. Remove "& Fire Lane" where indicated.

Sheets 14, 16, 17 & 19

9B. Show the Vacation of Fire Lane Easements by recordation.

Sheet 16

9C. Should read "Sheet 14" where indicated.

Sheet 21

9D. The Fire Lane Easement is only required to be 26' at these locations. Show Fire Lane as 26' Fire Lane. Easements separate from Water Easements by recordation.

Sheets 25, 26 & 30

9E. Show all inside and outside turn radii at all Fire Lane Easements.  
TYP all Grading Sheets.

Sheet 31

9F. Grade to the bottom of the lowest sign is required to be a minimum of 84" or 7'-0."

Sheet 32

9G. Show the location of all existing and proposed fire hydrants on the Landscape Plan.  
(TYP all Landscape Sheets)

**10. Aurora Water** (Casey Ballard/ 303-258-7382 / [cballard@auroragov.org](mailto:cballard@auroragov.org) / Comments in red)

Site Plan

Cover Sheet

10A. Advisory Comment: The site plan cannot be approved until the preliminary drainage report is approved.

Sheet 14

10B. Easement cannot be released until the existing watermain has been fully removed.

10C. Minimum easement requirement is 16-feet for a single main. I would recommend reducing the easement to this to avoid having any light poles or other private infrastructure within the easement.  
See Section 5.04

10D. The electrical conduit should cross behind the hydrant outside of the water easement.

Sheet 16

10E. Hydrants older than five years will need to be replaced, not relocated.



- 10F. No structural encroachments are allowed within the easement. This includes foundation footings, roof overhands, stamped concrete, etc.
- 10G. What is this connection for? Fire services must be called out and domestic services must be through a meter.

Sheet 17

- 10H. Storm needs to be at least five-feet from the hydrant as measured from the outside of the pipe. Civil plans will need to include clearance information on the storm profile. Hydrant lateral is not to be lowered, if this situation is encountered then the storm will need to be moved. This crossing will require a license agreement. Typical for all storm crossings near hydrants.
- 10I. All private infrastructure crossing a public easement will require a license agreement.

Sheet 18

- 10J. Storm needs to be at least five-feet from the hydrant as measured from the outside of the pipe. Civil plans will need to include clearance information on the storm profile. Hydrant lateral is not to be lowered, if this situation is encountered then the storm will need to be moved.
- 10K. Any existing easement cannot be released until either a new easement is dedicated or the utility is no longer in service.

Sheet 20

- 10L. What is being connected to the water main at this location?
- 10M. Light poles cannot be within the water, sanitary, or storm easements.
- 10N. What operations are occurring within the salvage building? Any floor drains require sand/oil separators. Additional pre-treatment may be required depending on the building operations.
- 10O. Call out as a private service and remove the easement. just for this private service.
- 10P. I would advise maintaining five-feet from storm lines and light poles as measured from the outside of pole support/storm pipe.

Sheet 20

- 10Q. Fire service cannot run underneath the building. Fire service must be called out as a Private Fire Service

Sheet 21

- 10R. An easement is not required for a private service line.
- 10S. During civil plan review, a fixture unit table is required to ensure the existing meter can support the additional demands. A DSAA will be required as part of the civil plan to establish the increased water demand scenario.

Sheet 22

- 10T. See previous comments regarding easements.

**11. Forestry** (Jacque Chomiak / 303-739-7178 / [jchomiak@auroragov.org](mailto:jchomiak@auroragov.org) / Comments in purple)

Site Plan

Cover Sheet

- 11A. Please contact Aurora Forestry to schedule an appointment to access the property. A tree inventory and appraisal need to occur for trees to be removed.

**12. PROS** (Scott Hammons/ 303-739-7131 / [shammons@auroragov.org](mailto:shammons@auroragov.org) / Comments in mauve)

Site Plan

Sheet 36

- 12A. Call out a special landscape buffer.

**13.Land Development Services** (Rebecca Westerfield / 720-587-2657 / [rwesterf@auroragov.org](mailto:rwesterf@auroragov.org) / Comments in magenta)

Site Plan

Cover Sheet

- 13A. Add the following notes from the site plan checklist:  
All crossings or encroachments into easements and rights-of-way owned by the City of Aurora (“City”) identified as being privately-owned and maintained herein are acknowledged by the undersigned as being



subject to the City's use and occupancy of said easements or rights-of-way. The undersigned, its successors, and assigns, further agree to remove, repair, replace, relocate, modify, or otherwise adjust said crossings or encroachments upon request from the City and at no expense to the City. The City reserves the right to make full use of the easements and rights-of-way as may be necessary or convenient and the City retains all rights to operate, maintain, install, repair, remove, or relocate any City facilities located within said easements and rights-of-way at any time and in such a manner as it deems necessary or convenient. Architectural features (i.e. bay windows, fireplaces, roof overhang, gutters, eaves, foundation, footings, cantilevered walls, etc.) are not allowed to encroach into any easement or fire lane.

Sheets 1-18

13B. ALL EXISTING EASEMENTS TO BE RELEASED (NOT VACATED), MUST BE RELEASED BEFORE PERMITTING.

13C. ALL PROPOSED EASEMENTS MUST BE DEDICATED BEFORE PERMITTING.

Sheet 2

13D. Provide documentation of prior approval of the previous building expansion.

13E. We do not have a record of the 26' fire lane easement being released, and we do not have a record of a License Agreement. Please apply for an application to release the easement OR apply for a License Agreement to allow for the encroachment into the easement. This needs to be completed before permitting.

13F. We do not have a record of the 16' utility easement being released, and we do not have a record of a License Agreement. Please apply for an application to release the easement OR apply for a License Agreement to allow for the encroachment into the easement. This needs to be completed before permitting.

13G. Label 16' utility easement.

13H. Label 26' fire lane easement '

13I. Label 12' easement and apply for easement release OR a License Agreement to allow for the encroachment into the easement. This needs to be completed before permitting.

13J. One License Agreement can be used regarding the encroachments into the 26' fire lane easement and 16' utility easement.

13K. 691.59' according to the plat.

13L. Provide the basis of bearings to justify all callouts.

Sheets 4 & 6

13M. Apply for easement dedication for the proposed 20' water easement. Dedication needs to be completed before permitting.

13N. Apply for easement dedication for the proposed 10' utility easements. Dedication needs to be completed before permitting.

Sheet 7

13O. 26' easement must be RELEASED (NOT VACATED) before permitting.

13P. The proposed 20' water easement must be dedicated before permitting.

Sheets 7 & 8

13Q. All proposed 10' water easements must be dedicated before permitting.

13R. The proposed 36.8' water and fire lane easement must be dedicated before permitting.

**14. RTD (C. Scott Woodruff/ 303-299-2943 / [clayton.woodruff@rtd-denver.com](mailto:clayton.woodruff@rtd-denver.com))**

14A. The existing bus stop will need to be upgraded to ADA compliance. This boarding area will need to meet all ADA guidelines and RTD standard drawings for ADA bus boarding areas. Please see the attached standard drawings.

14B. This review is for Design concepts and to identify any necessary improvements to RTD stops and properties affected by the design. This review of the plans does not eliminate the need to acquire, and/or go through the acquisition process of any agreements, easements, or permits that may be required by the RTD for any work on or around our facilities and property.



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

15A. Please see the attached letter regarding comments from Xcel Energy.



**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

May 30, 2024

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

Attn: Stephen GuBrud

**Re: Project Lowry, Case # DA-2385-00**

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the site plan amendment for **Project Lowry**. Please be aware PSCo owns and operates existing natural gas distribution facilities within the subject property, and requests that the PSCo easement at Reception No. 429963 Book 2735 Page 16 on April 13, 1983 in Adams County is shown on the plan.

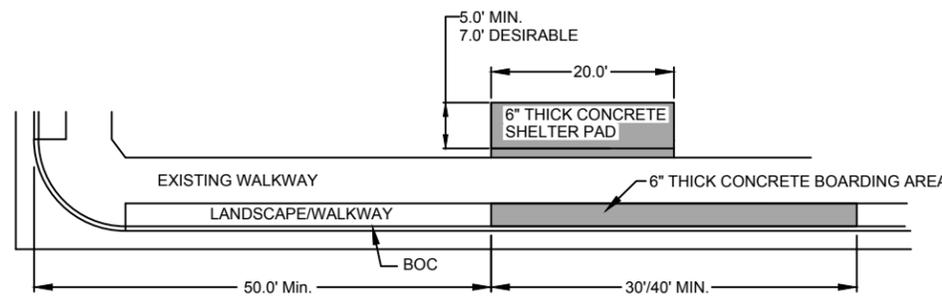
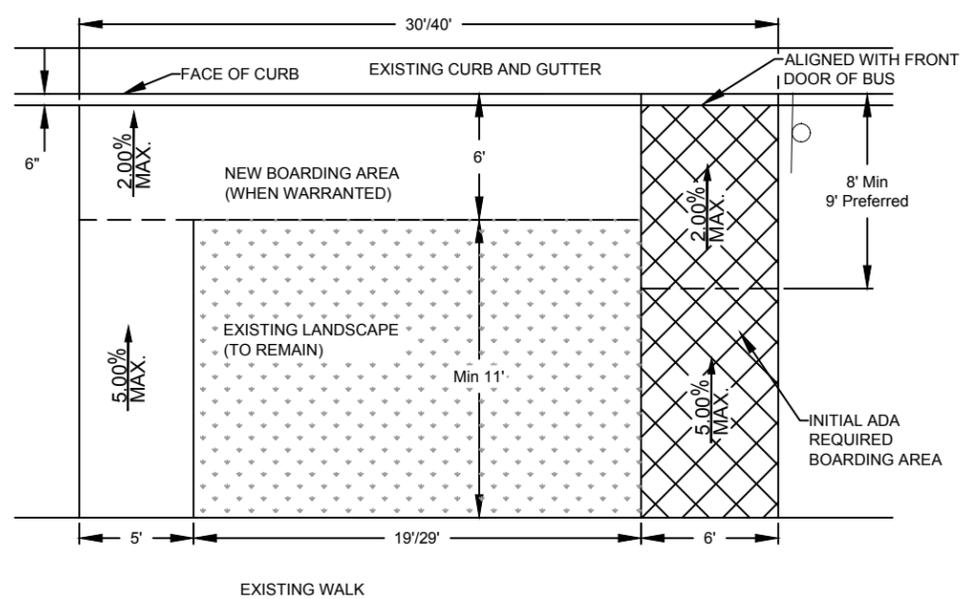
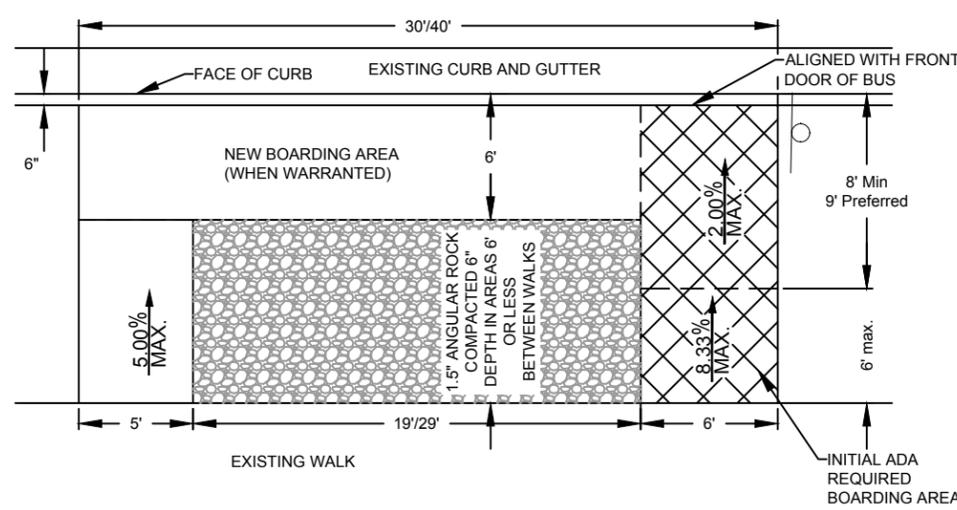
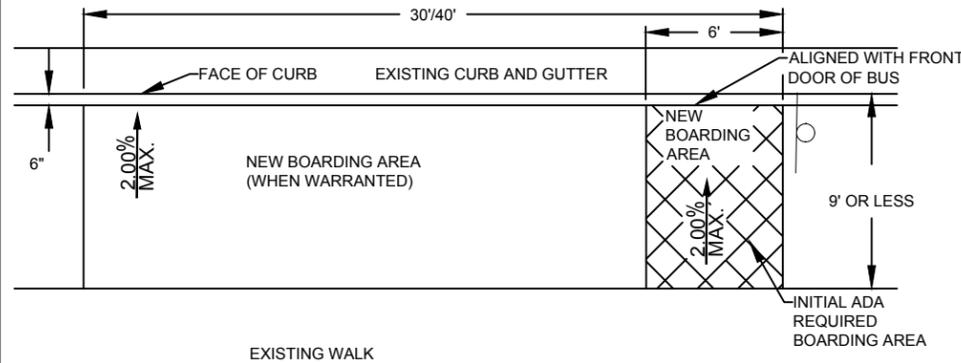
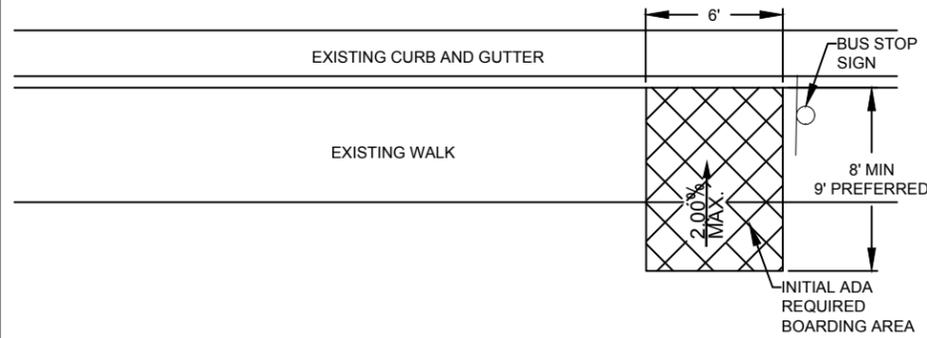
PSCo also has existing underground electric distribution facilities for streetlighting along the east property line. The property owner/developer/contractor must complete the application process for any new natural gas or electric service, or modification to existing facilities via [xcelenergy.com/InstallAndConnect](http://xcelenergy.com/InstallAndConnect). 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, a Right-of-Way Agent will need to be contacted.

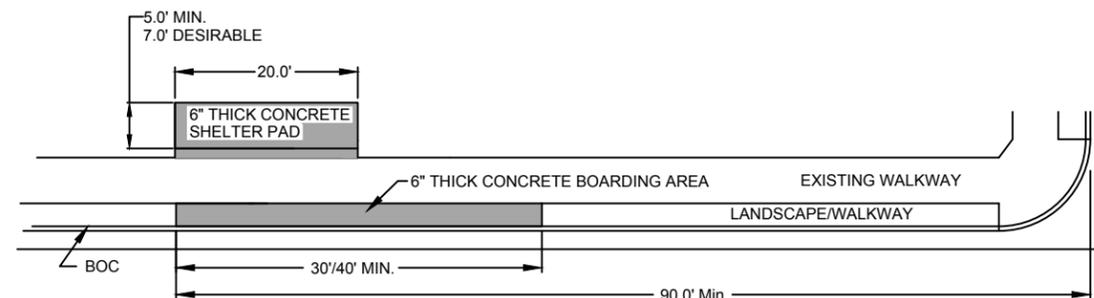
As a safety precaution, PSCo would like to remind the developer to contact Colorado 811 for utility locates prior to construction.

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

K:\CAD Library\StdDrawDwgSet\2015 Bus Std Dwgs\SD-C120-BsSplyr-2016.dwg, 6/10/2016 10:11:08 AM, \_AutoCAD PDF (General Documentation).pc3



← DIRECTION OF TRAFFIC NEAR SIDE OF BUS STOP



← DIRECTION OF TRAFFIC FAR SIDE OF BUS STOP

**NOTES:**

1. FAR SIDE BUS STOPS ARE PREFERRED.
2. BUS STOP LOCATIONS SHALL BE COORDINATED WITH RTD SERVICE PLANNING AND LOCAL AGENCIES.
3. BUS PAD INSTALLATION IS DETERMINED BY PAVING DESIGN, SOIL, AND SUBGRADE CONDITIONS, PREFERENCES OF LOCAL AGENCIES, AND FUNDING AVAILABILITY.
4. WIDTH OF BOARDING AREA CONCRETE BOARDING PAD SHALL BE 9' WHEN EXISTING ROW IS AVAILABLE, OTHERWISE A MINIMUM WIDTH OF 8' IS REQUIRED.
5. CONCRETE SHALL BE A MINIMUM THICKNESS OF 6".
6. A 6" THICK CONCRETE SHELTER PAD SHALL BE PROVIDED 20' IN LENGTH AND 5' MINIMUM (7' DESIRABLE) FOR PLACEMENT OF BUS SHELTER, SET BACK A MINIMUM OF 8' (9' DESIRABLE) TO ALLOW FOR DEPLOYMENT OF LIFTS FROM BUSES FOR THE AID OF DISABLED PASSENGERS.
7. FAR SIDE BUS STOPS SHALL HAVE FRONT OF BOARDING AREA PLACED 90' MINIMUM FROM FACE OF CURB OF THE EXISTING CROSS STREET.
8. NEAR SIDE BUS STOPS SHALL HAVE FRONT OF BOARDING AREA PLACED 50' MINIMUM FROM FACE OF CURB OF THE EXISTING CROSS STREET.
9. CONCRETE BOARDING AREA SHALL BE PROVIDED ENTIRE 30'/40' FROM FACE OF EXISTING WALK TO BACK OF CURB WHEN BUS SHELTER IS INSTALLED.

NO.	REVISIONS	BY	DATE

DESIGNED BY: --	DATE: #####	CHECKED BY: JS	DATE: #####
DRAWN BY: ##	DATE: #####	APPROVED BY: HJS	DATE: #####

FILE NAME: SEE LEFT MARGIN

HORIZ. SCALE: 1" = 10'

VERT. SCALE: 1" = 4'

**RTD ENGINEERING DIVISION**

REGIONAL TRANSPORTATION DISTRICT  
1600 BLAKE STREET  
DENVER, COLORADO 80202  
(303) 628-9000

**BUS INFRASTRUCTURE STANDARD DRAWINGS**  
REGIONAL TRANSPORTATION DISTRICT

**CIVIL**  
BUS STOP LAYOUT

SHEET REFERENCE NUMBER:  
SD-C101  
08 OF 68