



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

*AuroraGov.org*

October 17, 2024

Jessica Glavas  
QuikTrip Corporation  
1200 Washington St. Suite 175  
Thornton, CO, 80241

**Re: Second Submission Review: QuikTrip 4263 – Site Plan & Conditional Use**  
**Application Number:** DA-1483-03  
**Case Numbers:** 2000-6044-07; 2000-6044-08

Dear Jessica Glavas:

Thank you for your submission, which we started to process on September 26, 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 November 15, 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 303.739.7468 or [Jschirem@auroragov.org](mailto:Jschirem@auroragov.org).

Sincerely,

James Schireman, Planner I  
City of Aurora Planning Department

cc: Shelby Madrid, Agent, (Kimley Horn and Associates)  
Lorianne Thennes, ODA  
Filed: K:\\$DA\ K:\Dept\Planning and Dev Serv\ZDR\\$DA\1483-03



## *Second Submittal*

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

- Please address Traffic’s comments regarding the proposed Traffic Impact Study
- Our landscaping department has several outstanding comments from the 1<sup>st</sup> review. Please address them and include redline responses to ensure they are entirely addressed.
- Planning requires a response to the CUP criteria in order to present this site plan to the commission. Please revise the response to factor in the comments below. Please feel free to contact me if you have any questions addressing the criteria.
- RTD identified a need for bus stop relocation and boarding area redesign adjacent to Parker Road.
- The relocated multitenant monument sign along Parker Rd. is currently in the ROW. Please relocate it to be within the property line.

### **GENERAL PLANNING DEPARTMENT COMMENTS**

- Six (6) adjacent property owners were notified of this application, and none provided comment regarding the proposed use and design on this round of review.
- Only one (1) HOA required notice and had no comments regarding the proposed use on this round of review, so no neighborhood meeting will be required at this time.
- Of the external agencies notified, Xcel Energy, Colorado Department of Transportation, Xcel Energy provided repeat advisory comments, and RTD clarified the need for bus stop alterations and a temporary bus stop during construction along Parker Rd.

### **1. Site Plan Organization**

#### **Sheet 2**

- 1A. (Repeat Comment) - Label all of the surrounding properties with their corresponding zone district.

#### **Sheet 3**

- 1B. There’s a typo on-site plan note 27 for the “Single Tenant Monument Sign”.

#### **Sheet 16**

- 1C. Interior plans are not used for site plan submittals, this sheet can be removed.

#### **Sheet 19**

- 1D. Please include the trash enclosure as a separate detail drawing. It does not make sense for it to be part of the elevations.

### **2. Conditional Use Comments**

- 2A. A response to the conditional use criterion was not provided with the 2<sup>nd</sup> submittal. All of the comments are repeat comments from the first review, and the conditional use response must be provided before the public hearing can occur.
- 2B. The response to criterion four (4) references parking abutting Tower Road, which is not in the vicinity of this site plan. Please revise the CUP responses to factor in the unique conditions of the Parker and Havana site specifically.
- 2C. Please respond to the CUP criterion as exactly listed in section 146-5.4.3.A.3. Summaries of code criteria are not acceptable to demonstrate adherence to the code. Revise the responses and include them as a separate item from the overall letter of introduction.



- 2D. In your next submittal, please include a separate operations plan that clarifies some of the following items, as well as any other potential adverse impacts generated by this use:
- Will the convenience store serve alcohol or feature a full-service kitchen?
  - What security measures are typically utilized, and how will the development address unhoused users?
  - What safety precautions are in place regarding fueling safety, especially regarding spills or leaks? What state agency regulates underground tanks?

### **3. Access and Connectivity Comments**

#### **Sheet 10**

- 3A. Rather than providing an additional pedestrian connection on the northern half of the store, we discussed providing further landscaping to make a natural barrier. Please increase the planting in this area in accordance with the other landscaping comments to strengthen the route adjacent to the plaza as the primary entrance.

### **4. Parking Comments**

#### **Sheet 1**

- 4A. The existing parking row in the site data table indicates 113 existing parking spaces, which does not seem to match the number of existing spaces confined to the area of improvements. Please clarify what the total is within the area. The image in the redlines clarifies how I reached a total of 89 spaces.
- 4B. Please affirm that all parking spaces are 9' by 19'. Some along the east side of the storefront appear 8' wide.

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

- 5A. Architecture satisfies the standards within our code, this aspect has been approved.

### **6. Signage & Lighting Comments**

#### **Sheet 1**

- 6A. Please refer to the redlines to clarify the allowable signage totals. Extra multi-tenant monument signs should not count towards the signage total, and the proposed individual tenant signage cannot exceed the maximum allowable area.

#### **Sheet 3**

- 6B. Clarify that both of the monument signs shown on the site plan notes are multi-tenant signs. If any single-tenant monument signs are proposed, include them as well.

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

#### **General Comments**

- 7A. Many of the following comments are repeat comments from the first review. Please include a comment and redline response to ensure all of the landscaping comments are addressed with your next submittal.

#### **Sheet 6**

- 7B. Is there another existing or proposed utility along Parker Road?

#### **Sheet 9**

- 7C. The north arrow is not oriented correctly.

#### **Sheet 10**

- 7D. Remove this sheet as the city does not review landscape construction drawings i.e. specifications.

#### **Sheet 11**

- 7E. (Repeat Comment) - Please have this sheet occur right have Sheet 6 or the utility plan.



- 7F. While a very nice evergreen, Taxus do not grow here. Please select another plant.
- 7G. Grasses in the curbside landscape are required to be five gallons. No more than 40% of the total shrub count may be ornamental grasses. If trees are required, then no more than 28 grasses are permitted.
- 7H. Provide a north arrow and scale.
- 7I. Remove the contractor-directed note from the Landscape Schedule.
- 7J. Correct the sidewalk and shrub overlap along Havana Street.
- 7K. The curbside landscape is supposed to have a "diversity" of plant materials of varying heights, textures, colors, etc. for aesthetic interest. Only two different plants are being provided.
- 7L. Bluegrass is no longer permitted unless in parks, activated spaces, etc. This can be native seeds or shrubs.
- 7M. Dimension and label the street frontage buffer as required by the Havana Overlay District. A nine-foot-wide buffer is required along both street frontages since both are within the Havana Overlay District. Five feet can be provided with a low wall and a double row of shrubs. The Manzanita alone will not screen the parking lot.
- 7N. Turn the accessible route information off on this sheet.
- 7O. Add the missing hatches to the legend.
- 7P. Dimension and label the non-street buffer.
- 7Q. Don't hatch the sidewalk for clarity. However, darken the edges of the walk
- 7R. Based upon the width of the curbside area along Parker Road, it can either be all native seed with trees or you must provide one shrub per 40sf of curbside area, but it cannot just be rock mulch.
- 7S. Label the bus stop.
- 7T. The internal area adjacent to Parker Road is essentially a parking lot. Ensure that the shrub material being provided will screen the area from Parker Road.

#### **Sheet 12**

- 7U. If space does not allow for the required quantity of plant material to be provided, ask for an adjustment and do not try and squeeze plant material in for the sake of trying to meet UDO requirements when it will be detrimental to the success of the landscape. There are several shrubs required by the Havana Overlay District and it does not appear to be feasible to meet that requirement. If trees can be provided, then they may count towards the required vegetation.
- 7V. Update the landscape tables per the comments provided.

#### **Sheet 14.**

- 7W. Regarding detail, L6, the city does not allow plant material to be mulched with decomposed granite.

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

- 8A. No further comments, approved.

### **REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES**

#### **9. Civil Engineering** (Sara Siggue / 303-739-1958 / [ssiggue@auroragov.org](mailto:ssiggue@auroragov.org) / Comments in green)

##### **Sheet 3**

- 9A. Curb return radii at Arterial and driveway intersections at both Parker and Havana entrances should be a min of 25'.

##### **Sheet 5**

- 9B. (Repeat Comment) - Private street, private driveway, parking lot drive, and fire lane grades, other than single-family residential, may be 4% maximum when sloping down toward the public street and up to 6% maximum when sloping up toward the public street.

The city would be supportive of such a variance, but the variance should be identified in subsequent civil plan submittals.



- 9C. Provide a typical section for the wall. Any retaining walls over 30" require railing.
- 9D. (Advisory Comment) - Please review section 4.02.7.03.3.1 regarding when structural calcs are required. Structural calcs, if applicable, will be required with the first submittal of the civil plans.

### **Sheet 20**

- 9E. (Repeat Comment) - Additional streetlights may be required along Parker and Havana streets to comply with current photometric standards, if necessary. Public streets shall have public streetlights in conformance with COA standards. For each street, identify the following information as part of the site plan submittal in conformance with Section 2.12.0.1 of the Roadway Manual:
- Roadway Classification (typical section name)
  - Adjacent Land Use Category (i.e., TOD), as applicable
  - Number of lanes
  - Back-to-back curb width
  - Pedestrian Activity Level
  - Pavement Type: R3, for all lighting calculations.

### **Sheet 26**

- 9F. (Repeat Comment) – Please relocate signs outside of the right-of-way.

## **10. Traffic Engineering ( Dean Kaiser / 303-739-7584 / [djkaiser@auroragov.org](mailto:djkaiser@auroragov.org) / Comments in orange)**

### **Sheet 3**

- 10A. Consider adjusting the fire lane so it does not encroach with the parking stalls on the southern side of the storefront.

### **Traffic Impact Study**

- 10B. Fig 2: storage length discrepancies (check formatting)
- 10C. Fig 6: trip distribution discrepancies
- 10D. Fig 7 & 8: pass-by trip distribution questions
- 10E. Fig 11 & 12: traffic volume differences compared to Background volumes
- 10F. Pg. 27: statements questioned
- 10G. Pg. 28: turn lane issue
- 10H. Table 5: values compared to Fig 2
- 10I. Sect 5.6, Appendix G: sentence needs to be removed
- 10J. Figs 13 & 14: Check storage lengths
- 10K. Appendix G and tables need to be removed

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

### **Sheet 3**

- 11A. See note to adjust the fire lane so the parking stall does not encroach.
- 11B. See comment for emergency fuel shutoff switch location.

### **Sheet 7**

- 11C. See fire lane connector sign detail.
- 11D. See the updated fire truck turning template detail.

### **Sheet 15**

- 11E. See note to label the emergency fuel shutoff switch.

### **Sheet 17**

- 11F. (Repeat Comment) - See comments to show and label the emergency fuel shutoff and Knox box.



**Sheet 18**

- 11G. (Repeat Comment) - Show and label the accessible route.
- 11H. (Repeat Comment) - Show and label the 23' fire lane easement.

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

**Sheet 9**

- 12A. This application's tree mitigation plan has been routed to Forestry and will provide comments shortly. Apologies for the delay.

**13. Land Development Services (Roger Nelson / 303-587-2657 / [ronelson@auroragov.org](mailto:ronelson@auroragov.org) / Comments in magenta)**

**Sheet 1**

- 13A. Adding the following note: 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.

**Sheet 2**

- 13B. All signs located within easements will need license agreements.
- 13C. Coordinate with Aurora Water to confirm if the water meter needs to be covered by easement.

**Sheet 3**

- 13D. Fire lane easement needs to be dedicated by separate document.
- 13E. The other easement dedications (Fire Lane and Access easement; Water Easement) by separate documents should be completed prior to any building permits. (submit documents to [dedicationproperty@auroragov.org](mailto:dedicationproperty@auroragov.org)) The intake team will process them and move them into the system.

**14. Real Property Easements (Grace Gray / 303-739-7277 / [ggray@auroragov.org](mailto:ggray@auroragov.org))**

- 14A. (Repeat Comment) - Easement dedications should be submitted to [dedicationproperty@auroragov.org](mailto:dedicationproperty@auroragov.org), and releases submitted to [releaseeasements@auroragov.org](mailto:releaseeasements@auroragov.org).

**15. Aurora Water (Samantha Bayliff / 303-739-7490 / [sbayliff@auroragov.org](mailto:sbayliff@auroragov.org) / Comments in red)**

- 15A. All prior comments appear to be addressed. I will still be referred to on future revisions to ensure Aurora Water's requirements are met.

**OTHER AGENCY COMMENTS**

**16. Arapahoe County Planning (Terri Maulik / 720-874-6650 / [referrals@arapahoegov.org](mailto:referrals@arapahoegov.org))**

- 16A. Approved, no further comments.

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

- 17A. (Repeat advisory comment) - The developer is required to complete the application process for any new natural gas or electric service, as well as any modification or relocation of existing facilities.
- 17B. (Repeat advisory comment) - Additional easements will need to be acquired by separate documents for new facilities (I.E. transformer). Please contact a right-of-way agent regarding the easement process



17C. (Repeat advisory comment) - As a safety precaution, please contact Colorado 811 for utility locates before construction.

**18. Colorado Department of Transportation** (Steve Loeffler / 303-757-9891 / [steven.loeffler@state.co.us](mailto:steven.loeffler@state.co.us))

18A. CDOT did not respond to the traffic responses provided. I will reach out to them to ensure we've reached a consensus, otherwise, they will be asked to provide further clarification, thank you.

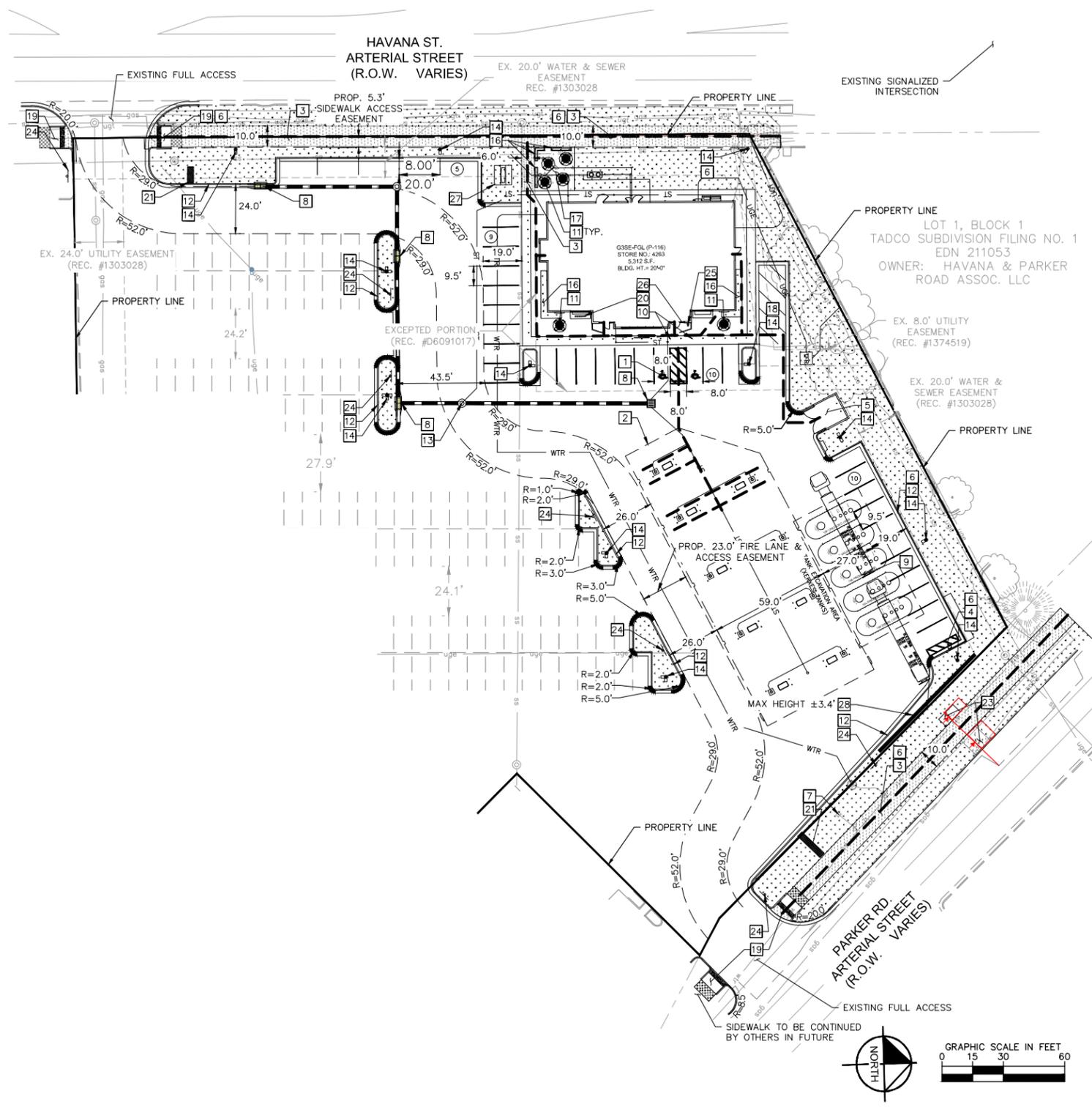
**19. RTD** (Clayton Woodruff / 303-299-2943 / [clayton.woodruff@rtd-denver.com](mailto:clayton.woodruff@rtd-denver.com))

19A. There will be a need for a temporary bus stop during construction so please coordinate with RTD with the location and installation. Please refer to the provided redlines for bus stop alterations.

19B. The boarding area needs to be realigned with the full width of the bus pad - see drawing. There is no grading information within the bus stop, so we will need to see a detail showing the grading of the boarding area to confirm ADA and RTD requirements are being met.

# QUIKTRIP 4263 SITE PLAN AND CONDITIONAL USE

A PARCEL OF LAND IN THE SOUTHWEST 1/4 SECTION 26, TOWNSHIP 4  
SOUTH, RANGE 67 WEST, 6TH P.M.  
COUNTY OF ARAPAHOE, STATE OF COLORADO



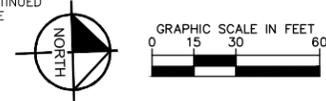
**LEGEND:**

- PROPERTY LINE
- - - EXISTING EASEMENT
- - - PROPOSED EASEMENT
- ACCESSIBLE PATH
- 6" VERTICAL CURB PER COA STD DTL S7.1
- PROPOSED CONCRETE
- PROPOSED SIDEWALK
- PROPOSED LANDSCAPE
- ⊗ NUMBER OF PROPOSED PARKING SPACES
- ⊙ NUMBER OF EXISTING PARKING SPACES
- ⊕ PROPOSED SITE LIGHTING
- ⊖ EXISTING SITE LIGHTING TO REMAIN
- ⊗ PROPOSED STORM INLET
- ⊙ PROPOSED STORM MANHOLE
- ⊗ EXISTING TREE TO REMAIN

**GENERAL NOTES:**

- DIMENSIONS ARE TO FACE OF CURB UNLESS OTHERWISE NOTED.
- SIGNS TO COMPLY WITH MUTCD LATEST EDITION, UNLESS NOTED.
- ALL PROPOSED PARKING STALLS ARE 90 DEGREES, 9.5' WIDE AND 18' LONG UNLESS OTHERWISE NOTED.
- ALL ABOVE GRADE UTILITY BOXES SHALL BE PER THE UTILITY PROVIDER.
- LANDSCAPING SHALL BE PROVIDED PER THE LANDSCAPE PLAN.
- REFER TO LIGHTING AND PHOTOMETRIC PLANS FOR SITE LIGHT DETAILS
- THE DEVELOPER IS RESPONSIBLE FOR SIGNING AND STRIPING ALL PUBLIC STREETS. THE DEVELOPER IS REQUIRED TO PLACE TRAFFIC CONTROL, STREET NAME, AND GUIDE SIGNS ON ALL PUBLIC STREETS AND PRIVATE STREETS APPROACHING AN INTERSECTION WITH A PUBLIC STREET. SIGNS SHALL BE FURNISHED AND INSTALLED PER THE MOST CURRENT EDITIONS OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND CITY STANDARDS, AND SHOWN ON THE SIGNING AND STRIPING PLAN FOR THE DEVELOPMENT.

- SITE PLAN NOTES:**
- 1 VAN ACCESSIBLE PARKING
  - 2 FUEL CANOPY
  - 3 PROPOSED SIDEWALK, WIDTH PER PLAN
  - 4 AIR STATION (REFER TO SHEET 7)
  - 5 TRASH ENCLOSURE
  - 6 LANDSCAPE AREA (REFER TO LANDSCAPE PLANS)
  - 7 EXISTING FIRE HYDRANT ASSEMBLY
  - 8 STORM INLET (REFER TO GRADING PLAN)
  - 9 UNDERGROUND FUEL TANKS (5-15,000 GAL)
  - 10 ADA PARKING SIGNAGE (REFER TO SHEET 7)
  - 11 OUTDOOR SEATING (REFER TO SHEET 7)
  - 12 CONCRETE CURB & GUTTER
  - 13 STORM SEWER MANHOLE
  - 14 SITE LIGHT
  - 15 EXISTING MULTI-TENANT SIGNAGE TO REMAIN, TYPE PER PLAN
  - 16 LANDSCAPE PLANTER (TYP.) (REFER TO LANDSCAPE PLANS)
  - 17 431 SF PATIO AREA W/ PATTERNED CONCRETE
  - 18 16' X 40' LOADING SPACE
  - 19 PROPOSED ACCESSIBLE RAMP
  - 20 BIKE RACK (REFER TO SHEET 8)
  - 21 RELOCATED MULTI-TENANT MONUMENT SIGN (REFER TO SIGNAGE PLAN)
  - 22 NOT USED
  - 23 RELOCATED BUS STOP PAD AND LOADING AREA
  - 24 PROPOSED "NO PARKING" FIRE LANE SIGNAGE (REFER TO SHEET 7)
  - 25 EMERGENCY FUEL SHUTOFF SWITCH (REFER TO SHEET 8)
  - 26 KNOX BOX
  - 27 PROPOSED SIGNLE TENANT MONUMENT SIGN
  - 28 PROPOSED WALL (REFER TO SHEET 5)



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NO.	REVISION	BY	DATE	APPR.

**Kimley»Horn**  
2024 KIMLEY-HORN AND ASSOCIATES, INC.  
6200 S South Syracuse Way #500  
Greenwood Village, Colorado 80111 (303) 228-2300

DESIGNED BY: SAM  
DRAWN BY: SPD  
CHECKED BY: SAM  
DATE: 08/30/24

QUIKTRIP 4263  
PARKER RD. & HAVANA  
SITE PLAN  
DETAILED SITE PLAN

NOT FOR CONSTRUCTION  
**Kimley»Horn**  
Kimley-Horn and Associates, Inc.

PROJECT NO.  
096888046

DRAWING NAME  
096888046\_SP.DWG

