

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



**RESPONSE: OCTOBER 11, 2023**

September 22, 2023

Dayna Ashley-Oehm  
Aurora Housing Authority  
2280 S Xanadu Way  
Aurora, CO 80014

**Re: Second Submission Review – Potomac Campus Housing Aurora Housing Authority – Site Plan**  
Application Number: **DA-2322-02**  
Case Numbers: **2023-4013-00**

Dear Ms. Ashley-Oehm:

Thank you for your second submission, which we started to process on August 31, 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 by October 11, 2023. ***The next submittal may not be made unless and until the easement dedication process with Land Development Services process has begun.***

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.

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 II  
City of Aurora Planning Department

cc: Julie M. Eck-Davis Partnership Architects 2901 Blake Street Ste 100 Denver CO 80205  
Jacob Cox, ODA  
Filed: K:\\$DA\2322-02rev2



## Second Submission Review

### SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- Adjustment Language-Cover Sheet (Planning)
- Flatten all Sheets (Planning and Public Works)
- Fire Lane Easements(Fire/Life Safety)
- FDC/Knox Box Locations (Fire/Life Safety)
- Accessible Route (Fire/Life Safety)
- Preliminary Drainage Report (Aurora Water)
- Easement Dedication Process (Land Development Services)

### PLANNING DEPARTMENT COMMENTS

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

- 1A. Adjustment language on the cover sheet needs to be shortened. Please add a code section, section title, and 1-2 sentences describing adjustment. **Response: Adjustment language has been revised and code section, section title have been added.**
- 1B. Add the Phasing table to the cover sheet. Remove from Sheet 2. **Response: Phasing table has been added to the cover sheet and removed from sheet 2**
- 1C. Flatten all sheets by turning off the AutoCAD. **Response: Sheets have been flattened.**

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

- 2A. **Approved with minor comment.**
- 2B. **Sheet 9-**While ornamentals are deciduous trees, these can be installed at 2" if preferred. **Response: Ornamental trees have been changed to 2" caliper.**

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

- 3A. 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. **Response: Digital .DWG file will be provided when mylars are printed.**

### REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

#### 4. Civil Engineering (Kendra Hanagami / 303-739-7295 / [KHanagam@auroragov.org](mailto:KHanagam@auroragov.org) / Comments in green)

- 4A. **General Comment:** Please flatten this document and remove any SHX files or layers. **Response: The document has been flattened.**

#### 5. Traffic Engineering (Dean Kaiser / 303-739-7584/ [DJKaiser@auroragov.org](mailto:DJKaiser@auroragov.org)/ Comments in amber)

- 5A. **Sheet 3-** Identify 4" white parking stall markings (typ) **Response: 4" white parking stalls have been identified.**
- 5B. **Sheet 8-**Intersection sight triangle, prefer large caliper tree to not be in this sight triangle. **Response: Tree has been shifted back not to impede visibility into the road. Tree species chosen at this location will have a higher canopy to aid in visibility.**

#### 6. Fire / Life Safety (Steve Kirchner / 303-739-7489 / [stkirchn@auroragov.org](mailto:stkirchn@auroragov.org) / Comments in blue)

- 6A. Site Plan Comments:  
**Sheet 2**  
Only an End of Fire Lane sign is needed at these locations. **Response: Only an End of Fire Lane sign is provided**



and noted.

**Sheet 3**

Accessible route needs to extend to the farthest point in the loading aisle.

**Response:** Accessible route has been revised to farthest point in the loading aisle.

Show Knox box for riser room access. **Response:** Knox Box location for riser room access has been shown and labelled on plan.

**Sheet 4**

Show fire lane easements on grading sheet. Fire lane easement. **Response:** The easements are shown. Some are hard to see as the easement lines are on the flowline of curb and gutter and on property lines or edge of asphalt. We've added some additional easement call-outs for clarity.

Show and label accessible route on grading sheet and provide spot elevations. **Response:** The accessible route has been added to this sheet and spot elevations provided. We have confirmed that this route meets all of the slope requirements for an accessible route.

**Sheet 5**

Show location of Knox box for fire riser room. **Response:** Knox box added for the fire riser room and called out.



**Sheet 8**

Show location of Knox box for fire riser.

Landscape material cannot block sight of the FDC or FDC sign.

**Sheet 16**

Add these details.

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

7A. The site plan will not be approved by Aurora Water until the preliminary drainage report is approved.

7B. **Sheet 5**-If this is dedicated as part of this site plan, please label 10 FT width of easement. Otherwise, please label "By others". Dedicated as part of this site plan? Please clarify.

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

8A. Approved.

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

9A. Approved.

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

10A. Previously identified easements to be dedicated by separate documents have not been submitted at this time. *No additional submittal may be made until the easement dedication process has begun.*