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May 28, 2021

City of Aurora
Office of Development Assistance
15151 E Alameda Parkway, Suite 5200
Aurora, Colorado 80012
303.739.7345

RE: Popeyes Louisiana kitchen at Citadel on Colfax (#1436611)/pre-application meeting held February 20, 2020

Below are Cole's responses to the comments from the plan reviewers conducted by the Planning & Development Planning Division record number (#1436611 for the Popeyes Louisiana Kitchen located on 15050 E Colfax Ave. All comments are addressed, and the plans are updated accordingly. All responses are in **Red bold**.

- Key issues:
 - Land use and process: the use you propose, a restaurant with drive-thru, is permitted as a conditional use subject to major site plan approval. Both the major site plan and conditional use applications can run concurrently and will require a public hearing.
 - **Understood, will apply for conditional use permit**
 - Citadel on Colfax master plan: please ensure that the major site plan complies with all components of the citadel on Colfax master plan, including landscaping, amenities, easement, and utilities. In addition, the citadel on Colfax design review committee will need to review the proposal prior to the first application submission and approve it during city review. As discussed in the pre-application meeting, a mylar change application to revise the pedestrian streetlight detail on the approved master plan to match the installed lights will need to be submitted and approved prior to the first upload.
 - **Understood, Cole to follow citadel mater plan.**
 - Site design and connectivity: planning has several concerns with the layout as proposed. Please see comments beginning on page 7 for more detail on drive-thru orientation and pedestrian access.
 - **These have been addressed and site design has been modified.**
 - Open space improvements: the citadel on Colfax master plan includes an open space corridor with a trail to provide pedestrian connectivity throughout the site. Currently, the trail improvements seem to have been finalized but there has been no indication of the completion of the landscape improvements. With your submittal, please provide language regarding the status of the landscape improvements within the corridor and the anticipated schedule for completion. The landscaping should be installed per the master plan.
 - **Trail is not near our site, landscaping of Popeyes will follow master plan.**
 - Public improvements: public improvements on Colfax avenue must be completed prior to the issuance of a certificate of occupancy (co). The access drive shall be constructed as

indicated in the phasing plan. A typical section shall be provided in the site plan and shall include sidewalk(s). In addition, the master developer has the responsibility to construct the traffic signal at Colfax avenue & Altura boulevard prior to co within this development. Cross property access from the property to the east to the Altura boulevard signal shall be maintained (as indicated in the CDOT access permit).

- **Understood, city will not issue certificate of occupancy (co) until master developer completes access drive and signal.**
- Floodplain: if the proposed building is located in the currently mapped floodplain, no co will be given until the LOMR is approved. The base flood elevations for Granby ditch shall be shown on the site plan.
 - **Proposed building is not in floodplain**
- Planning department
 - 1. Zoning and land use issues
 - B. Citadel on Colfax master plan
 - Please ensure that the major site plan complies with all components of the citadel on Colfax master plan, including landscaping, amenities, easement, and utilities.
 - **Understood, Cole to follow citadel mater plan.**
 - The citadel on Colfax design review committee will need to review the proposal prior to the first application submission and approve it during city review.
 - **Understood, Cole to follow citadel mater plan.**
 - 2. Traffic and street layout issues
 - B. Public improvements phasing plan as part of the development of planning area 3 (block 8, lot 2), please ensure that all improvements identified in the citadel on Colfax public improvements phasing plan are constructed. This includes streetscape improvements, street construction, water line and sanitary sewer construction, lighting, and landscaping, with an urban design intent such as detached sidewalks along the east/west drive aisle to the south and along the access drive to Colfax avenue to the west.

Please note that improvements to the drainage channel are required prior to any development occurring on the overall citadel on Colfax master development site, along with construction of the open space trail.

The east/west drive aisle to the south must be connected through to the existing adjacent site to the east, and the existing access from that adjacent property to Colfax avenue shall be closed.

 - **Understood, no construction to start until phasing plan**
 - C. Access points - please ensure that there is a 20-foot minimum stacking distance adhered to from any access point, per section 4.6.7 of the udo.
 - **Understood, no stacking within 20' of entrance**
 - 3. Environmental issues
 - B. The city of aurora has no environmental records on this site. As our records may be incomplete, please contact the environmental health division of the tri-county

health department at 303.220.9200, and the Colorado department of public health and environment (CDPHE) at 303.692.2000 for more information.

- **Tri county health has no records, Colorado department of public health and environment has yet to return call.**

4. Site design issues

The layout of, and access to, planning area 3 should be considered holistically with the rest of planning area 3 and the access drive to Colfax avenue directly adjacent to the west and with the development adjacent to the east, as well as the drive aisle to the south and access generally to Colfax avenue. Fully utilize the lot to the planning area boundaries.

Any fencing, non-vegetative screening, or energy & resource conservation measures should be called out on the plan and in the narrative. Fencing and screening are detailed in section 3.13 of the citadel on Colfax Design Guidelines and Standards as well as on the approved Master Plan.

- **Understood, will call out items per master plan**

C. Building and Drive-Thru Orientation

Section 4.8.4.B of the UDO describes requirements related to building orientation, including that the structure must be “double-fronted” so that an entrance faces the parking lot and another entrances fronts on the street or public space. Each façade with a main pedestrian entry shall additionally orient on to a pedestrian amenity area; staff suggests that the proposed patio space between the building and Colfax will meet the “plaza or courtyard” requirement.

Sections 3.3.6.E and 4.6.7 of the UDO include drive-thru facility layout standards such as locating the drive-thru to the side or rear of the building and ensuring that no interference with access to the parking spaces exist.

Critically, drive-thrus must be designed to not conflict with pedestrian mobility or create risk to pedestrian safety.

Examples of drive-thru design on irregularly-shaped and/or small lots in the area include:

Virginia & Broadway, Denver / Jackson & Colfax, Denver /
Pennsylvania & Colfax, Denver

- **Understood, Cole to follow Citadel master plan.**

D. Site Connectivity-Pedestrian and Vehicle Access

Safe pedestrian access will be crucial for this site. Care must be paid to the site design so that customers can safely traverse the parking lot, including drive-thru, to reach the building on foot, as well as from the detached sidewalk along the east/west drive aisle to the south and along the access drive to Colfax Avenue to the west. A change in color or material to differentiate the designated pedestrian crossings to the building would help alleviate that concern; any pedestrian connections across drive aisles will also necessitate a change in color or material. Openings in the landscaping along Colfax Avenue will be supported by staff to facilitate access to the building from the sidewalk. Pedestrian walkways must provide at least 5 feet of clear walking area; an additional

2 feet of width must be added to walkways abutting parking areas to accommodate vehicular overhang.

- **Understood, will comply.**

Provide and label a handicap accessible route to the entrance(s) of the building, to handicap accessible parking spaces, and to the public right-of-way. Provide and label the access to the trash enclosure.

- **Understood, will comply.**

Please show the intended internal traffic pattern on the plans, including for emergency response vehicles, and conform to Section 4.5.4 of the UDO and Section 3.6 of the Citadel on Colfax Design Guidelines and Standards.

- **Understood, will comply.**

E. Parking and Stacking

The provisions of Section 4.6.7 of the UDO also pertain to drive-thru stacking areas. Stacking spaces must be 8.5'x19' in size, and there must be seven spaces total including four before the order station.

The restaurant drive-thru use entails 4 parking spaces per 1,000 square feet of gross floor area, and each small retail sales use entails 2.5 spaces per 1,000 square feet of gross floor area. As public transportation, shared parking throughout the development, and an urban design is encouraged and intended for mobility to and through Citadel on Colfax, overparking will not be supported by the City. No more than 25% of the lot frontage on Colfax Avenue can be occupied by surface parking.

- **Understood, will comply.**

5. Landscape Design Issues

For further information, please feel free to contact our Senior Landscape Architect, Kelly K. Bish, PLA, LEED AP. The general landscape comments on your proposal are listed below:

B. General Landscape Plan Comments

- Prepare your landscape plans in accordance with the requirements found in the Citadel on Colfax Design Standards, Citadel on Colfax Master Plan with Waivers and the recently adopted Unified Development Code (UDO). The UDO effective date was September 21, 2019 and can be found online by clicking this link: [New Unified Development](#). The landscape comments provided herein are based upon the above documents and should follow Section 146-4.7 Landscape, Water Conservation, Stormwater Management and the Landscape Reference Manual. Please ensure that your landscape architect or designer has a copy of these as well as our project specific comments.
 - **Understood, will comply.**
- Landscape Plan Preparation
 - Please label all landscape sheets "Not for Construction".
Landscape construction drawings are not required and therefore do not necessitate the signature, stamp and seal of a licensed landscape architect upon final approval by the City of Aurora.

Landscape plans submitted with a site plan or redevelopment plan are used by the City to determine compliance with the landscape standards and for code enforcement purposes.

- **Understood, will comply.**

- Landscape plans submitted during the Development Application submittal process must be prepared on 24"x36" sheets and have plant symbols, plant labels with quantities, and a plant schedule upon first submission or a complete review will not be possible and may result in additional submittals and ultimately delays in approval of the plan set.

- **Understood, will comply.**

- Sight Triangles

- Include sight distance triangles per the Roadway Design and Construction Specifications document. All landscaping within the designated triangles shall not exceed 26" in height as measured from the roadway surface.

- **Understood, will comply.**

C. The Citadel on Colfax Master Plan with Waivers

The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within the Citadel on Colfax Master Plan with Waivers. The applicant is responsible for reviewing this master plan and determining all applicable landscape conditions. Coordinate with your Case Manager for a copy of this master plan should it not be available on line.

- **Understood, will comply and ask case manager for master plan.**

- Landscaping associated with the roadway improvements as shown in the Master Plan are to be installed with this application. This includes the E Colfax Avenue. The plant material specified however, will not provide the required year-round screening and so a wall should be provided to mitigate the proposed parking that is not permitted to face E Colfax Avenue.

- **Understood, will comply.**

- The applicant shall include the plantings on their landscape plan, grayed back and listed to be installed by the master developer prior to issuance of a final certificate of occupancy.

- **Understood, will comply.**

- The Master Plan includes the installation of a retaining wall. The applicant should continue to utilize this wall to screen the parking areas and drive through.

- **Understood, will comply. And use retaining wall no north side of lot to screen parking**

- A monument sign has been identified along the E Colfax frontage and this application should include that as part of their site plan submission.

- **Cole has no record of monument sign, no longer applies.**

- The eastern property boundary buffer is to be installed by the developer of PA 3 once the inter-parcel access through PA 3 is completed. The developer of the commercial parcel shall design the buffer in accordance with the current landscape code at the time of individual site plan submittal.

- **Understood.**

D. Citadel on Colfax Design Standards

The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within the Citadel on Colfax Design Standards. The applicant is responsible for reviewing these standards and determining all applicable landscape conditions. Coordinate with your Case Manager for a copy of these design standards should they not be available on line.

- Lots and Block Patterns
 - Buildings should line the sidewalk and frame the public zones while parking areas should be screened by architectural and landscape treatments.
 - **Understood, will comply.**
- Streets
 - Tree lawns may be landscaped with sod or in lieu of sod a combination of shrubs, ornamental grasses and perennials.
 - **Understood, will comply.**
- Streetscapes
 - One tree species per block, both sides of the street. Trees must be deciduous canopy trees. Ornamental trees may be used as accents at intersections.
 - **Understood, will comply.**
- Service Areas
 - On-site loading shall not be located near pedestrian-use areas.
 - **Understood, will comply.**
 - No service areas shall be located on Colfax Avenue.
 - **Understood, will comply.**
 - Service and delivery activities shall be separated from primary building access points and screened from public view.
 - **Understood, will comply.**
 - Trash enclosures shall be screened from view by solid screen walls with a gate or door.
 - **Understood, will comply.**
 - Trash enclosures and dumpsters shall not be permitted within buffer areas.
 - **Understood, will comply.**
- Pedestrian Access and Circulation
 - Pedestrian walkways shall provide not less than 5' clear walking area. In areas where the walkway abuts a parking area, an

additional 2' feet of unpaved width shall be added to accommodate vehicular overhangs.

- **Understood, will comply.**

- General Landscape Design
 - 20% of the trees must be up sized to 3" caliper per planning area.
 - **Understood, will comply.**
 - One face of a retaining wall may exceed 6' in height.
 - **Understood, will comply.**
- Plazas
 - The patio space being provided along E Colfax Avenue shall provide 1 tree for each 2,000 sf of plaza area. In addition, a minimum of 15% of the plaza shall be composed of planting materials.
 - **No proposed patios in current design**
 - Paving materials shall incorporate colored, patterned or decorative concrete, brick or stone pavers, exposed aggregate and/or other decorative finish elements.
 - **No proposed patios in current design**
- Parking Lot Standards
 - Parking shall comply with city code and shall be located away from pedestrian zones and from street frontages to minimize their visibility.
 - **Understood, will comply.**
 - Screen walls, fences, berms or landscaped areas are to be used to screen loading and service areas where possible.
 - **Understood, will comply.**
 - Surface parking lots may not front Main Street. Any surface parking lot that abuts a major perimeter street such as Colfax, must provide an enhanced landscape buffer in addition to a wall or berm per city code. The landscaping provided as part of the Citadel Master Plan with Waivers will not provide sufficient year-round screening of the proposed parking areas and therefore a wall should be provided as proposed in the Master Plan.
 - **Understood, will comply.**
 - Parking lots that abut a perimeter street must provide a 10' wide landscape buffer on the exterior side of either a low wall, hedge or berm.
 - **Understood, will comply.**
 - The landscape design standards for surface parking areas shall meet the City of Aurora landscape standards.
 - **Understood, will comply.**
 - No more than 10 parking spaces may occur in a row without a landscape parking island.

- **Understood, will comply.**

E. Section 146-4.7 Landscape, Water Conservation, Stormwater Management Requirements

- The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within Section 146-4.7. The applicant is responsible for reviewing this section of the UDO and determining all applicable landscape conditions.

- Standard Rights-of-Way Landscaping. Street trees shall be provided in accordance with the approved Citadel on Colfax Master Plan with Waivers. While there are utilities along E Colfax Avenue that prevent the installation of street trees within the designated curbside landscape area, it may be possible to provide trees between the back of walk and edge of pavement i.e. parking and patio area. If possible, provide street trees at a ratio of one (1) tree per 40 linear feet of street frontage. Refer to Section 146-4.7.5 Required Landscaping (C) Curbside Landscaping 2.a.

In addition, both the shared access drive (future drive lane) along the south and the proposed access drive from E Colfax Avenue along the western property boundary should be treated like a street and include detached sidewalks for pedestrian connectivity and street trees. Street trees shall be provided at a ratio of one tree per 40 linear feet. Plantings within the curbside landscape area vary depending upon the width required by the street cross section. Curbside landscape widths three feet or less may be rock mulch, no white rock. Curbside landscape widths four to six feet in width shall be shrubs, ornamental grasses and perennials at a ratio of one shrub/grass per 40 square feet of curbside landscape. Grasses may only be provided to a maximum of 40%. Shrubs and grasses must be five-gallon size at time of installation. For curbside landscapes six to ten foot in width, a combination of shrubs/grasses with native seed may be provided or all shrubs and grasses. Any curbside landscape areas ten feet in width or greater may be sod if desired. Sod may not be installed unless the curbside landscape is a minimum of ten feet wide.

- **Layout has changed since this comment was made, will apply as much as we can from design recommendations.**
- Landscape Street Buffers. All commercial developments are required to provide a 20' wide landscape street frontage buffer, which may be reduced to 10' when xeriscape and landscape incentive features as described in Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions are installed. This would be applicable to E. Colfax Avenue. Should the layout as proposed remain with a formal Site Plan submittal, then the street frontage buffer would not be applicable. All buffers are

measured inward from back of walk or from the right of way if no walk is provided. Landscape the street buffer with one tree and 10 shrubs per each 40 linear feet of buffer length. Plant material shall be installed along the exterior sides of the proposed fencing or walls.

Shrubs and ornamental grasses may not be substituted for trees in the buffer unless the applicant demonstrates to staff that the site is encumbered. Encumbrances shall include overhead and underground utilities, floodplain, easements or the like. If an encumbrance is present and the applicant wishes to use tree equivalents, then one 2.5" deciduous tree or 8'-10' evergreen tree is equivalent to 12 five-gallon shrubs or a 2" deciduous tree or 6' tall evergreen tree is equivalent to 10 five-gallon shrubs. When over lapping landscape standards occur such as when building perimeter, detention/water quality and/or parking lot landscape requirements fall within the landscape buffer, they may be counted towards meeting the buffer requirements, however, the most restrictive requirements shall be met. Refer to Section 146-4.7.5 D. Street Frontage Landscape Buffers.

- **Understood, will comply.**

- Non-Street Frontage Buffers. In accordance with the approved Citadel on Colfax Master Plan with Waivers, the eastern property boundary buffer is to be installed by the developer of PA 3 once the inter-parcel access through PA 3 is completed. Refer to the Master Plan. Buffer requirements are to meet current city code. Because the street access adjacent to this parcel is being removed, the buffer requirement shall be based upon the commercial to non-residential development requirement. A 10' wide buffer is required, that can be reduced to five feet with the installation of specific landscape incentive features as detailed in Table 4.7-2 Required Landscape Buffer Widths and Allowed Reductions. Provide one tree and five shrubs per 40 linear feet with at least 30% of the tree species being evergreen. Plant material shall be chosen based upon their ability to provide appropriate screening and shall be selected to reach a mature height of no less than 5 feet. Perennials and shrubs with a height of less than five feet at maturity shall only be used as accents and may not count toward more than 25 percent of the buffer requirement. While Junipers are commonly used for buffer screening, alternative plant material shall be integrated into the buffer that are better suited to winter snow loads and provide year- round visual interest. Refer to Section 146-4.7.5. E. Non-Street Perimeter Buffers for an alternative plant list. The city will work with the applicant on the quantity of plant material to be provided given the existing vegetation on the adjoining lot.

- **Understood, will comply.**

- Parking Lot Landscaping. Both interior and exterior parking lot landscaping is required for all proposed parking lots. No parking row shall exceed 15 spaces without an intervening landscaped island, median or landscaped peninsula. All parking rows must terminate in a landscaped island. The perimeter of all parking lots shall be screened from public rights-of-way, public open space and adjacent property with one or a combination of methods shown in Section 146-4.7.5 K. Street frontage landscape buffers may be combined with the parking lot screening requirements to satisfy both if the two requirements should overlap. City staff will determine whether the overlap exists once a formal site plan submittal is made. When not integrated as part of a required buffer, a minimum four-foot buffer width shall be provided around the perimeter of the parking lot.

Screening shall consist of a berm between 3' - 4' tall with a maximum slope of 3:1 in combination with evergreen and deciduous trees and shrubs. Screening should be integrated with streetscape plantings whenever possible. If berms are not practical, then one of the following options shall provide equivalent screening:

- A low continuous hedge between 3' - 4' tall planted in a double row at 3 feet on center in a triangular pattern or;
- A decorative masonry wall between 3' - 4' tall in combination with landscaping.

Shrubs must reach a height of 3' at maturity and at least 50% of the shrub material shall be flowering species. Large shade and evergreen tree species and/or small tree or large shrub species shall be used as accents throughout the screen planting in conjunction with buffer and street frontage plantings to offset the horizontal lines of a typical shrub bed. Ornamental grasses are not permitted to screen parking lots.

Also provide and landscape each parking lot island with one tree and six five-gallon shrubs per 9' X 19' island. No more than an average of 15 parking spaces are permitted in a row without a landscape island. All parking rows shall be provided with a terminal landscaped island. Landscaping shall consist of one deciduous canopy tree and six shrubs per 9'x19' island and two trees and 12 shrubs per 9'x38' island. Ornamental trees may be used as accents at the ends of parking rows but shall not be used as the primary shade tree within the parking lot. Refer to Section 146-4.7.5 K.

- **Understood, will comply.**
- Building Perimeter Landscaping. Building perimeter landscaping is required when building elevations face public rights-of-way,

residential neighborhoods, public open space, or whenever an entrance door is present. Landscape each elevation with one tree equivalent per each 40 linear feet of elevation length. One tree equivalent is equal to one tree, or 12 five-gallon shrubs for a 2.5" tree or 8'-10' tall evergreen tree or 10 shrubs for a 2" tree or 6' evergreen tree. Any combination of plant material may be used that totals the required number of tree equivalents. Refer to Section 146-4.7.5 J. Building Perimeter Landscaping. Building perimeter landscaping provided within 20' of the building face may count towards the building perimeter landscaping requirements including landscaping provided within parking lot islands.

- **Understood, will comply.**

- Special Landscape Requirements at Entryways and Intersections. Provide a distinctive landscape feature at each site entrance. Distinctive landscape features should consist of specimen quality plant material that will provide visual interest during all seasons. Refer to Section 146-4.7.5 L. Site Entryways and Intersections.

- **Understood, will comply.**

- Service, Loading, Storage and Trash Area Screening. All trash dumpsters and recycling bins must be enclosed and setback at least 12 feet from adjacent properties with residential or commercial uses. Service areas visible from streets or residences shall be screened by fences, walls, landscaping, berms or any combination of items. Fencing and wall screening shall be accompanied by landscaping on the exterior side to soften the appearance of the wall and/or fence. Evergreen plantings are required along the exterior. Refer to Section 146-4.7.8 B. 2.b.

- **Understood, will comply.**

F. Irrigation

- Refer to Section 146-4.7.3 C. Irrigation. All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, the City Water Department will require the applicant divide their landscape into water conserving, non-water conserving and non-irrigated areas as part of the landscape submittal. A table summarizing the quantities along with a plan shall be provided that clearly delineates the water conserving vs. non-water conserving areas. Contact Timothy York at 303.326.8819 in Aurora Water regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system.

- **Understood, will comply for irrigation plan at construction doc submittal per conversation with Aja Tibbs on 2021-05-13**

6. Mineral Rights Notification Requirements

Please fill out the Mineral Rights Affidavit / Severed Mineral Rights Notice and supply this document to your Case Manager at the time of site plan submittal.

- **Understood, will comply.**

7. New CAD Standards

The City of Aurora has developed a CAD Data Submittal Standard for internal and external use to streamline the process of importing AutoCAD information into the City's Enterprise GIS. Digital Submission meeting the CAD Data Submittal Standard are required by consultants on development projects when submitting to the City for signature sets and on capital projects funded by the City. Details of the CAD Data Submittal Standard can be found on the CAD Standards web page.

- **Understood, will comply at time of Construction Doc submittal. (per conversation with Aja Tibbs)**

Pre-submittal Meeting:

- Parks, Recreation & Open Space Department (PROS)

Project Characterization

Based on your proposal, the following information has relevance to the determination of PROS' requirements for this project:

- Your proposed site is within the Citadel on Colfax Master Plan
- Landscape improvements are required to be finished within the open space trail corridor

Open Space Improvements

The Citadel Masterplan includes an open space corridor with a trail to provide pedestrian connectivity throughout the site. Currently, the trail improvements seem to have been finalized but there has been no indication of the completion of the landscape improvements. With your submittal, please provide language regarding the status of the landscape improvements within the corridor and the anticipated schedule for completion. The landscape should be installed per the master plan.

Screening

Please ensure that all loading areas are screened from the open space and trail per Planning standards and that facades facing the open space are enhanced.

- B. **No loading zones nor any trails located near our site that can be found in survey limits. Will coordinate with Master developer on this item.**

- Aurora Water

○ Key Issues:

- A water fixture unit table is required to determine the size of the water meter.
 - **Understood, will comply.**
- Water quality and detention is required per the master utility study.
- The detention pond must be certified prior to the issuance of Certificate of Occupancy.
 - **Understood, no CO before Detention Pond is Certified.**
- A domestic allocation agreement will be required starting in 2019 for connections 2" and larger.
 - **Understood, will comply.**

○ Utility Services Available:

- Water service may be provided from the 8" PVC in the drive aisle.

- **Understood**
 - Sanitary sewer service may be provided from the 8" PVC in the drive aisle.
 - **Understood**
 - The project is located on Map Page 5H.
 - **Understood**
- Utility Service Requirements:
 - A Site Plan is required for this project and must show existing and proposed utilities including:
 - Public/Private Mains
 - **Understood, will comply.**
 - Service Lines
 - **Understood, will comply.**
 - Water Meters
 - **Understood, will comply.**
 - Fire Suppression Lines
 - **Understood, will comply.**
 - Fire Hydrants necessary to service your development
 - **Understood, will comply.**
 - Grease Interceptors are required for commercial kitchens
 - **Understood, will comply.**
 - Sand/Oil Interceptors are required for vehicle maintenance facilities
 - **Understood, will comply.**
 - All utility connections in the arterial roadway are required to be bores.
 - **Understood, will comply.**
- Utility Development Fees:
 - A partial Storm Drainage Development fee is required prior to the recording of the Subdivision Plat or at the time of building permit approval if a Plat is not required. Additional Storm Drainage fees may be charged and are based on the amount of impervious surface created by this project.
 - **Understood, will comply.**
 - The Water Transmission Development Fee and the Sanitary Sewer Interceptor Fee have been combined into the water connection fee and are required to be paid after issuance of building permit and prior to issuance of the Certificate of Occupancy.
 - **Understood, will comply.**
 - For a full listing of Utility Fees, please see the Aurora Water Fee Schedules.
 - **Understood, will comply.**
- Public Works Department
 - Key Issues:
 - A Traffic Letter of Conformance is required. See below for additional information. A Master Traffic Impact Study (MTIS) has been approved with the master development.
 - **Understood, will comply.**

- Site circulation/Site layout is anticipated to be updated based on discussions during the pre-app meeting. Traffic Engineering supports two access points to the southern access drive.
 - **Site layout has been updated.**
- The Master Developer has the responsibility to construct the Traffic Signal at Colfax Avenue & Altura Boulevard prior to CO within this development. Cross property access from the property to the east to the Altura Boulevard signal shall be maintained (as indicated in the CDOT access permit).
 - **Understood, co will not be issued until master developer builds the traffic signal.**
- Colfax Avenue is a state highway. Approval and access permits will need to be obtained from the Colorado Department of Transportation (CDOT), and have been sought and received for the adjacent Right-in/Right-out and Colfax Ave & Altura Blvd. Please contact Marilyn Cross at CDOT, phone number 303.512.4266. Developers/applicants are encouraged to contact CDOT early on in the review process to determine if the proposed development is in conformance with the previously approved Access Permits. Please note that the Master Traffic Impact Study anticipated this use for this parcel.
 - **Comment for master developer**
- Show all adjacent and opposing access points on the Site Plan.
 - **Understood, will comply. Currently nothing is built, so nothing to show**
- Label the access movements on the Site Plan.
 - **Understood, will comply.**
- Objects and structures shall not impede vision within these sight triangles. Landscaping shall be restricted to less than 26-inches in the sight triangles. Show sight triangles on the site plan and landscaping plan at all access points in accordance with City of Aurora Standard Traffic Detail TE-13 In addition, street trees shall be set back from Stop signs and other Regulatory signs as detailed in City of Aurora Standard Traffic Detail TE-13.3. Add the following note landscape plans: 'All proposed landscaping within the sight triangle shall be in compliance with COA Roadway Specifications, Section 4.04.2.10'
 - **Understood, will comply.**
- ROW/Plat:
 - Designate a Public Access Easement along private roadways if not previous dedicated by master developer.
 - **Understood, will comply.**
 - **Survey shows 30' access easement**
 - A private cross-access agreement is recommended for maintenance and snow removal. The developer is responsible for establishing this agreement with the adjacent property owner.
 - **Comment for previous design, only one entrance to site. No longer needed.**
- Improvements:

- Show existing stop signs and street name signs or the installation of new stop signs and street name signs by developer at the site access points onto public streets. Add the following note to the Site Plan:
 - 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.
 - **Comment for master developer.**
 - Show the installation, by developer, “Right Turn Only”/“Do Not Enter” signs at appropriate location(s). Signs shall be installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards.
 - **Comment for master developer.**
 - A full Traffic Impact Study will not be required. The applicant shall prepare a detailed letter to address the following items. The letter shall be signed and stamped by a professional engineer licensed in the State of Colorado, and address:
 - Trip Generation from the site and Conformance to the Master Traffic Impact Study.
 - Site Circulation Plan
 - Queuing analysis including a comparison of the development proposal to the recommended Design Queues as presented in ITE Summer 2012, Drive-Through Queue Generation, 1st Edition by Mike Spack, P.E., PTOE. For Fast Food restaurants, this is 240 feet or 12 vehicles. Ensure recommended queue is outside of fire lanes or any off-site access.

The Traffic Letter shall be prepared in accordance with the City of Aurora Traffic Impact Study Guidelines.

Submitting the Traffic Letter:

- The Traffic Letter shall be sent directly to Brianna Medema at bmedema@auroragov.org as soon as possible.
- The Traffic Letter shall also be uploaded with the rest of the submittal.
- Based on our review of the Traffic Letter of Conformance, additional improvements may be required.
 - **Understood, traffic letter will be submitted.**
- Engineering Division
 - Key Issues:
 - Public improvements on Colfax Avenue must be completed prior to the issuance of a Certificate of Occupancy (CO). The access drive shall be

constructed as indicated in the phasing plan. A typical section shall be provided in the site plan and shall include sidewalk.

- **Public improvements have been completed**
- A preliminary drainage letter shall be submitted with the site plan. On-site detention and water quality shall be in conformance with the approved master drainage study. A pond certificate for the proposed facilities shall be provided prior to the issuance of a CO.
 - **Understood, CO will not be issued until mater developer gets pond certified.**
- If the proposed building is located in the currently mapped floodplain, no CO will be given until the LOMR is approved. The base flood elevations for Granby Ditch shall be shown on the site plan.
 - **Building is not in flood plain.**
- Improvements:
 - Curb ramps must be shown (located) on the plans at all curb returns and any other location of public necessity. Refer to Standard Detail S9. Any street grades in excess of three percent will require detailed grading of the curb ramps.
 - **Understood, will comply.**
 - Flared curb cuts, Standard Detail S7.4, are not permitted for commercial/industrial or residential driveways where traffic movements would be substantial. When the number of parking spaces exceeds 20, curb returns are required, and the curb return radii shall be labeled on the plan.
 - **Understood, will comply.**
 - Pedestrian Bicycle Railings will be required at and continuous along vertical separations of 30 inches, or greater, or on slopes greater than or equal to 3:1 adjacent to pedestrian areas. See Standard Detail S18.
 - **Understood, will comply.**
 - Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guard or hand rails may be required.
 - **Understood, will comply.**
 - The maximum private access drive slope may be 4% (non-residential) when sloping down toward the public street and up to 6% maximum when sloping up toward the public street.
 - **Understood, will comply.**
 - Street lights are required along the access drive. Please refer to the draft lighting standards for requirements. The proposed lights will be private.
 - **Comment for master developer.**
- ROW/Easements/Plat:
 - Please coordinate with the Real Property Division of Public Works for the dedication of any required easements. If a plat will be prepared for this development, the plat can cover the required easements.

- Sidewalk easements may be required for new sidewalk installed.
- A drainage easement shall be required for any detention/water quality facilities on site. This drainage easement shall tie to a public way.
- Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way.
- Public access/fire lane easement shall be required for fire lanes outside of public right-of-way. Please coordinate with Life Safety for their alignment.

- **Comments for master developer.**

- Drainage:

- A preliminary drainage letter may be submitted in lieu of a preliminary drainage study. It should state the approved drainage patterns will not be altered and the imperviousness will not change from the approved drainage study covering this development. The letter shall include calculations for onsite improvements, compare peak flows to the previously approved report, and include any relevant sheets from said report. A drainage plan sized no larger than 11" x 17", shall be included, as well as a comparison of the proposed drainage plan to the previously approved plan, with the proposed area highlighted. Additional information may be requested from the reviewing engineer to ensure adequate analysis. It will need to be signed and stamped by a Professional Engineer licensed in the State of Colorado. The letter shall be submitted to Engineering at the time of the Planning Department application submittal. A review fee shall be paid to the city prior to acceptance of the letter. The site plan will not be approved until the preliminary drainage letter is approved.
- Under the provisions of Colorado Revised Statute 37-92-602(8), any detention or infiltration facility that becomes operational after August 5, 2015, is required to notify downstream water rights holders prior to operation. Urban Drainage and Flood Control District (UDFCD) has created a spreadsheet form (called SDI Design Data) for determining compliance with the statute and a web portal that will send a weekly e-mail notification to downstream water rights holders, satisfying the notification requirements. The developer will be responsible for having a professional engineer, licensed in the State of Colorado, complete the SDI Design Data and uploading to the web portal. Public Works Engineering will verify the information matches the final drainage report. Notification must be made before Civil Plans will be approved or Stormwater Permits will be issued.
- Storm water from concentrated points of discharge from a minor storm event shall not be allowed to flow over sidewalks but shall drain to the roadway by the use of sidewalk chase sections. Sidewalk chase sections

shall not be located within a curb cut, driveway, curb ramp, or curb return.

- A storm sewer system appears to be located near this site. Please have your Engineer or Surveyor verify and tie your site drainage into it.
- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed.
 - Understood, drainage letter will be included.
-
- Fire/Life Safety Comments - Building Division
 - Key Issue:
 - A fire lane easement overlay will now be required for all abutting internal 24'/26' Access and Utility Easements abutting this site.
 - Understood, will comply, and show proposed easements.
 - Adopted Codes by the City of Aurora – Setbacks:
 - The site plan and civil plans must reflect the setback requirements of the 2015 International Building and Fire Code for placement of the structure(s) in relation to adjacent buildings, property lines, public ways, accessible walkways, etc. To view the 2015 International Codes please utilize the following hyperlink; ICC Codes Online.
 - Understood, will comply.
 - Civil Plans:
 - Based on the discussion within the pre-application meeting the following information must be reflected within the Civil Plan package submitted to Public Works Department.
 - Fire Lane Sign Detail
 - Understood, will comply.
 - Grading Plan
 - Understood, will comply.
 - Handicap Accessible Parking Signs
 - Understood, will comply.
 - Sign Package
 - Understood, will comply.
 - Signature Block
 - Understood, will comply.
 - Street Standards and Street Section Details
 - Understood, will comply.
 - Fire Department Access:

Based on the information presented so far, the type(s) of fire apparatus access road(s) needed for this site is:

 - Fire Lane Easement
 - A fire lane easement overlay will now be required for all abutting internal 24'/26' Access and Utility Easements abutting this site.
 - Understood, will comply and show proposed easements.
 - Fire Hydrants:

- Based on the proximity of the structure to existing fire hydrants, Fire/Life Safety is not asking for additional fire hydrants to support this site. Please show and label existing fire hydrants abutting this site on the site plan submitted to the Planning Department and Civil Plans submitted to Public Works.
 - **Understood, will comply.**
 - Site Plan, Civil Plan, Framework and General Development Plan, and Plat Notes:
The notes being provided below must be included on the cover sheet of the indicated submittal type.
 - (Plat Note) If Plat Contains Fire Lane Easement
 - **Understood, will comply.**
 - (Site Plan Note) Accessibility Note for Commercial Projects
 - **Understood, will comply.**
 - (Site Plan Note) Addressing
 - **Understood, will comply.**
 - (Site Plan Note) Americans with Disabilities Act
 - **Understood, will comply.**
 - (Site Plan Note) Emergency Ingress and Egress
 - **Understood, will comply.**
 - (Site Plan Note) Emergency Responder Radio Coverage
 - **Understood, will comply.**
 - (Site Plan Note) Fire Lane Easements
 - **Understood, will comply.**
 - (Site Plan Note) Fire Lane Signs
 - **Understood, will comply.**
 - Site Plan Data Block:
The site plan must include a “Data Block” on the cover sheet that reflects all items indicated within the “link” that apply to your project.
 - **Understood, will comply.**
 - Special Design Considerations:
Based on the information presented in the pre-application meeting, these additional Life Safety criteria must be shown on the site plan, plat and civil plans.
 - Abutting Fire Lane or Public Access Easement to Property
 - If an existing fire lane or public street has to be removed or relocated for any reason, the roadway must be replaced using the current specifications of the Public Works Department.
 - **Understood, will comply.**
 - Access to within 150 feet of Each Structure
 - The fire code official is authorized to increase the dimension of 150 feet reach requirement where the building is fire sprinkled in accordance with the 2015 IFC, Section 503.1.1 where allowed by code. If granted approval, a fire sprinkled structure may utilize 200-foot reach criteria in place of the 150-foot standard requirement.
 - **Understood, will comply.**
 - Fire Apparatus Access Road Specifications

- If an existing fire lane or public roadway must be removed or relocated for any reason, the portion replaced must be in compliance with the current specifications of the Public Works Department.
 - **Understood, will comply.**
- Combined Fire Lane, Public Access and Utility Easements
 - **Understood, will comply.**
- Construction of Fire Lane Easements and Emergency Access Easement
 - **Understood, will comply.**
- Dead-end Fire Apparatus Access Roadways
 - **Does not apply to this site**
- Encroachment into Emergency Access or Fire Lane Easements are Prohibited
 - **Understood, will comply.**
- Grade
 - **Understood, will comply.**
- Labeling of Easements on the Site Plan, Plat and Civil Plans
 - **Understood, will comply.**
- License Agreement
 - Construction of fire lanes using alternative surfacing materials other than asphalt and concrete and/or installations of gating systems crossing a dedicated fire lane easement will require a license agreement though Real Property.
 - **Understood, will comply.**
- No Parking is allowed within a Fire Lane Easement
 - **Understood, will comply.**
- Pocket Utility Easements for Fire Hydrants
 - **Understood, will comply.**
- Public Street Systems Adjacent to Site
 - **Understood, will comply.**
- Speed Bumps
 - **Does not apply to this site**
- Snow Removal Storage Areas
 - **Does not apply to this site**
- Width and Turning Radius
 - **Understood, will comply.**

Here are the pre-application comment responses for Arch/Urban Design. Please add to your comments as necessary and let us know if you have any questions or need additional items with provided responses.

- 6A - Design Standards: Proposed structure has been redesigned from multi-tenant building to single-tenant restaurant only. Changes to massing, materials, colors, and four sided architecture with articulation, variety, scale, and glazing have been incorporated in new design.
- 6B - Citadel on Colfax Design Guidelines and Standards: Proposed structure has been redesigned from multi-tenant building to single-tenant restaurant only. Changes to massing, materials, colors, and four sided architecture with articulation, variety, scale, and glazing have been incorporated in new

- 6C - Screening of Mechanicals and Dumpsters: All roof top mechanicals will be fully screened by parapets, as shown on revised colored elevations. Dumpsters, as well as many of the utilities, will be screened by an enclosure wall at the rear of the building that matches the building facade colors, materials, and design.

We appreciate your assistance in answering our questions and contact us if you have any questions.

Thank you,
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