

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



September 16, 2019

Kyong Kim  
Citi Design and Construction  
6439 S Walden Way  
Aurora, CO 80016

**Re:** Fourth Submission Review – New Gate Church Youth Center – Site Plan  
**Application Number:** DA-2004-00  
**Case Number:** 2016-6039-00

Dear Mr. Kim:

Thank you for your fourth submission, which we started to process on August 21, 2019. We reviewed it 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.

Several issues still remain; however, a full submittal is not required at this time. The comments contained in this letter can be addressed in a technical submittal after the Planning and Zoning Commission hearing. Please revise your work and send us a technical submission after the public hearing. Your Planning and Zoning Commission hearing date is set for Wednesday, October 9, 2019. Please come into the Planning and Development Services Department on Tuesday, September 24, 2019; your public hearing signs and notice will be ready for pick-up. This sign and notice must be posted on-site and mailed at least 10 calendar days prior to the hearing (September 29, 2019). Please email me pictures of the posted sign and the Certificates of Mailing from the post office on or before this date. If you have questions on the notice requirements, please let me know.

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 give me a call. I may be reached at 303-739-7121 or [dosoba@auroragov.org](mailto:dosoba@auroragov.org).

Sincerely,

Dan Osoba, Planner II  
City of Aurora Planning Department

cc: Troy Campbell, Coffey Engineering and Surveying  
Susan Barkman, Neighborhood Liaison  
Mark Geyer, ODA  
Filed: K:\\$DA\2004-00rev4.rtf



## *Fourth Submission Review*

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

- In the Parking Waiver Request, please add the Code Section to be Waived: Code Section 146-1504. (see Item 3)
- A license agreement is required for the pipe in the right-of-way and drainage easement as well as for the outlet structure. Please continue to work with Real Property to finalize this agreement. (see Item 7)
- 3rd Request: Previous Site Plan had building description as 2432 SF on second floor what occupancy is this? This might make the building be required to be sprinklered. Please clarify. (see Item 9)
- Begin the easement dedication process with Andy Niquette. The Site Plan will not be approved until the easements are ready to record. You can contact Andy at 303.739.7325 or [aniquett@auroragov.org](mailto:aniquett@auroragov.org) (see Item 10)
- Begin the license agreement process with Real Property. (see Item 10)

### **PLANNING DEPARTMENT COMMENTS**

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

1A. Referrals were sent to 17 registered neighborhood organizations and 23 adjacent property owners. No public comments have been received in this review.

1C. A physical materials board will be required for your Planning and Zoning Commission public hearing. Please be prepared to create a materials board prior to this hearing.

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

2A. The file locations and titles are ok for review; however, they should not appear on the final mylar set.

2B. Move the legend or the graphic so they do not overlap.

2c. Add "With Waiver" to the Site Plan title.

#### **3. Parking Issues**

3A. In the Parking Waiver Request, please add the Code Section to be Waived: Code Section 146-1504.

#### **4. Architectural and Urban Design Issues**

4A. Add a call-out for the material on the columns.

4B. The response letter indicated that the material for the window frame was updated. Please revise the call out on Sheet 14.

#### **5. Signage**

5A. Change the total signage allowance to 144 square feet (the total width of the building).

5B. Remove "0 SQ. FT." and add "PER SEPARATE SIGN PERMIT".

5C. 5 signs are permitted, please update the table.

#### **6. Waivers**

6A. In the Parking Waiver Request, please add the Code Section to be Waived: Code Section 146-1504.

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

#### **7. Civil Engineering** (Kristin Tanabe / 303-739-7306 / [ktanabe@auroragov.org](mailto:ktanabe@auroragov.org) / Comments in green)

7A. The Site Plan will not be approved by Public Works until the Preliminary Drainage Report is approved.

7B. Fix the leader for the proposed pond maintenance access as shown in the redlines.

7C. A license agreement is required for the pipe in the right-of-way and drainage easement as well as for the outlet structure. Please continue to work with Real Property to finalize this agreement.

7D. The walls shown on the plan have heights greater than 30-inches and include a handrail. There isn't a "Landscape Wall" called out on the plans. Please modify the detail accordingly.



**8. Aurora Water** (Steven Dekoski / 303-739-7490 / [sdeksoski@auroragov.org](mailto:sdeksoski@auroragov.org) / Comments in red)

8A. All Aurora Water comments and issues have been resolved.

**9. Fire / Life Safety** (John Van Essen / 303-739-7489 / [jvanesse@auroragov.org](mailto:jvanesse@auroragov.org) / Comments in blue)

*Sheet 3*

9A. NOTE: if the second floor has an A-3 Occupancy within it, sprinklers will be required. This is the third request for verification of the occupancy of the second floor. If a room has 50 or more occupants, then it is considered an A-3 Occupancy and sprinklers will be required. Please call me to discuss at the number above.

*Sheet ES-1*

9B. Please have the accessible route line match the line in the legend below as shown on the redlines (dashed, not solid).

9C. Please change the label on the accessible route from ADA to Accessible Route.

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

10A. Add "Tract B, Meadowood Filing No. 1" to the plan as shown in the redlines on all applicable sheets.

10B. Begin the easement dedication process with Andy Niquette. The Site Plan will not be approved until the easements are ready to record. You can contact Andy at 303.739.7325 or [aniquett@auroragov.org](mailto:aniquett@auroragov.org). This process typically takes approximately 6-8 weeks.

10C. Please work with Real Property to begin the process for the license agreement as noted in comment 7C. The Site Plan will not be approved until the license agreement is approved. This process typically takes approximately 6-8 weeks.