

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



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December 18, 2017

Josh Taylor  
Vertical Construction Management  
1209 South White Chapel Blvd, Suite 180  
Southlake, TX 76092

**Re: First Technical Submission Review - Saddle Rock East Coffee Shop - GDP Amdt, and Site Plan Amdt**

Application Number: **DA-1216-20**  
Case Numbers: **1998-2007-04; 2017-6034-00**

Dear Mr. Taylor:

Thank you for your first technical submission, which we received on Friday, December 1, 2017. We reviewed it and attached our comments along with this cover letter.

Since several important issues still remain, you will need to make another technical submission. 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.

The city has developed CAD Data Submittal Standards for internal and external use to streamline the process of importing AutoCAD information into the city's Enterprise GIS. ***Please note that a digital submission meeting the CAD Data Submittal Standards is required before your final site plan mylars can be routed for signatures or recorded.*** Please review the [CAD Data Submittal Standards](#) and email your Case Manager the .DWG file before submitting your final site plan mylars. Once received, the city's AutoCAD Operator will run an audit report and your Case Manager will let you know within 2-3 days whether the .DWG file meets or does not meet the city's CAD Data Submittal Standards.

As always, if you have any comments or concerns, please give me a call. I may be reached at (303) 739-7249 or at [sullman@auroragov.org](mailto:sullman@auroragov.org).

Sincerely,

Sara Ullman, Planner  
City of Aurora Planning Department

cc: Mindy Parnes, Planning Department  
Jon Spencer, Sterling Design Associates LLC, 2009 W Littleton Blvd #300, Littleton CO 80120  
Margee Cannon, Neighborhood Liaison  
Gary Sandel, ODA  
Filed: H:\\$DA\1216-20tech1.rtf



## *First Technical Submission Review*

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

- Tree Mitigation Fees must be paid prior to recordation.
- A .dwg is still required for addressing.
- Please remove all Copyright notes from the Site Plan.
- The required 2% maximum slope must be shown. Please see comments from Public Works.
- Please ensure all sheets are updated to reflect the most recent changes regarding building architecture, the location of the trash enclosure, and the alignment of the sidewalk.
- Easement dedication by separate document is needed for the Utility Easement.
- Please label all easements and include sizes. See redline comments.

### **PLANNING DEPARTMENT COMMENTS**

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

- Please update the site plan on Sheet 8 and 12 to show the new location of the trash enclosure and the new alignment of the sidewalk adjacent to the interior access drive.
- Please provide sheet numbers and sheet titles for the sign program sheets.
- Please update the west elevation on Sheet 13 as it has since been revised to provide spandrel glass treatments.
- Please complete the private easement with CenturyLink.
- Please remove all Copyright notes on the Sign Plan Sheets. This Site Plan is a public document subject to reproduction. Site Plans may not have any statements prohibiting their reproduction without written consent. An acceptable note would read, "The design is for the subject project and not to be used for other projects".

#### **2. Landscape Design Issues**

Kelly Bish/ [kbish@auroragov.org](mailto:kbish@auroragov.org) / (303) 739-7189

No additional comments at this time.

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

#### **3. Addressing**

Cathryn Day, Planner II/GIS Addresser, [cday@auroragov.org](mailto:cday@auroragov.org) , 303-739-7357

Still require an addressing .dwg for site plan. Please contact Cathryn Day for instructions.

#### **4. Building and Life Safety**

Neil Wiegert/ [nwiegert@auroragov.org](mailto:nwiegert@auroragov.org)/ 303-739-7613

Ted Caviness / [tcavines@auroragov.org](mailto:tcavines@auroragov.org) / 303.739.7628

No additional comments at this time.

#### **5. Civil Engineering**

Janet Bender, Project Engineer, PE CFM/ [jbender@auroragov.org](mailto:jbender@auroragov.org)/ 303-739-7512 / comments in green

The following is a list of comments on the site plan, please also refer to green comments on site plan.

- Please note this will be public documents subject to reproduction, please remove copyrights as well as reproduction restrictions on all sheets where they are shown.

Sheet 3:

- The 2% maximum slope to be shown on the truncated domes is perpendicular to the flow line. (As noted previously that civil plans may require more detail to the curb ramps including elevations, slopes and landing areas.)



## **6. Real Property**

Reviewed by Maurice Brooks / [mbrooks@auroragov.org](mailto:mbrooks@auroragov.org) / 303-739-7294 / PDF comments in magenta

Darren Akrie / [dakrie@auroragov.org](mailto:dakrie@auroragov.org) / 303-739-7331

SHEET 2

- Please see site plan for redline comments. I have identified at least one easement that you are proposing along the north side of your site. If you have not done so already please start the easement dedication with Maurice Brooks in Real Property at 303-739-7300 for submittal requirements. Once Maurice has received what he needs, it usually takes 4-6 weeks to complete the process. The site plan and/or plat will not be recorded until these documents are complete and ready to record. Maurice needs to have received your packet by the time I receive your next submittal from Planning or you may not have your project approved by the proposed date given on your timeline.
- Please label all easements and include sizes. See redline comments.

## **7. Forestry**

Jacque Chomiak / [jchomiak@auroragov.org](mailto:jchomiak@auroragov.org) / (303)739-7178

December 11, 2017 - Applicant has determined to pay \$760.35 into the Community Tree Fund. Payment must be made before plans can be recorded.

## **8. Traffic Engineering**

Victor Rachael / [vrachael@auroragov.org](mailto:vrachael@auroragov.org) / (303) 739-7309

No additional comments at this time.