



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

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September 5, 2018

Michael Naughton
Mike Naughton Ford, Inc.
150 S Havana Street
Aurora, CO 80012

Re: First Submission Review – Mike Naughton Ford – Site Plan Minor Amendment
Case Number: **1985-6020-11**

Dear Mr. Naughton:

Thank you for your first submission, which we started to process on Thursday, August 16, 2018. 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 and community members.

Since several important issues still remain, you will need to make another submission. Please revise your previous work and send us a new submission on or before Thursday, September 28, 2018.

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) 739-7209 or at eobrien@auroragov.org.

Sincerely,

Elizabeth O'Brien, Planner
City of Aurora Planning Department

cc: Mindy Parnes, Planning Department
Ryan Seacrist, Infinity Land Consultants, LLC, 8668 Concord Center Dr., Englewood, CO 80112
Susan Barkman, Neighborhood Liaison
Gary Sandel, ODA
Filed: K:\\$MA\1985-6020-11rev1.rtf



First Submission Review

SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- Please see comments below for line work requirements. – Life Safety
- A drainage letter has not been submitted for this Site Plan Amendment. Public works will not approve the site plan amendment until the drainage letter is approved.– Civil Engineering
- Continue to work with Real Property to complete the easement release process. – Real Property
- Please see comments from Traffic Engineering regarding sight triangles. – Traffic
- Please upload a Letter of Introduction with the next submission. See below for comments regarding technical submission and labeling requirements – Planning

PLANNING DEPARTMENT COMMENTS

Elizabeth O'Brien / eobrien@auroragov.org / (303) 739 – 7209 / See comments in teal

1. Completeness and Clarity of the Application

Letter of Introduction / Operations Plan

- Please submit a Letter of Introduction.

Site Plan

- All sheets will need to have a consistent title that is clear and accurate.
- For the Minor Amendment process, the cover sheet shall remain original to the 2016 submission with redlines to show changes for this amendment. Please ensure that all components of the cover sheet are as they appear on the 2016 cover sheet. Clouded redlines with a delta are the preferred method for indicating change. Please see specific notes for details.

2. Easements

- Continue to work with Real Property to complete the easement release process.
- Please ensure that no built structures are encroaching into any easement on the site. Retaining walls that are proposed to be located within the easement will need a license agreement.

3. Site Plan Technical Details

Cover Sheet

- Title needs to be consistent throughout the pages of this submission.
- Anything that has been added to the coversheet for this amendment should be redlined with a delta.
- This data block needs to be updated with the new building coverage, etc. to reflect this amendment. Please do not add a new data block, but rather add delta and redlines to update this data block.
- See example edits. These should be accompanied with a delta that reflects the number of amendments this property has had since 2016. Please edit anything that will be changed by this addition, including signage, number of buildings, parking spaces, etc. Please also detail the square footage of the existing buildings on site and the addition of the sales building separately.
- Will this be changing? If so, please indicate here.
- This index has clearly been changed for this amendment. All components of the cover sheet should remain original to the 2016 cover sheet, with deltas to symbolize changes made. Please revise.
- Please list any previous amendments associated with this filing since 2016 as well as the current amendment in the amendment block.
- Amendments should be dated and have a brief description. Please label with a delta, the first of the amendments since 2016 will be Delta 1, then Delta 2, so on. Delta "x". "-Minor Amendment 8-09-2018 Demolition of existing sales rotunda and addition of new sales building for Mike Naughton Ford. Exterior elevation updates".



All Sheets

- Title needs to be consistent throughout the pages of this submission. Change title for all subsequent pages to read: "Aurora Highline Filing No. 3 Minor Site Plan Amendment No. X". X will depend on the number of amendments to come before this amendment since 2016.
- Legal description only necessary on the cover sheet.

Sheet 2

- Please make another note stating the purpose of the amendment, e.g. "Addition of new sales building." Etc.

Sheet 4

- Is this the building setback? Please label appropriately.
- Please label the square footage for the addition.
- Please make sure that no build structure is encroaching into any easements on the site.
- Please cloud around the proposed site area to determine project scope for this amendment.

Sheet 6

- Where is the proposed pole detail being incorporated on the site? Please reference the new location.
- Any retaining walls encroaching into existing easements need a license agreement.

Sheet 7

- As discussed in the pre-application notes, four-sided architecture should be a focus on this project. Please note that this project will also be referred to the Havana Business Improvement District during the next cycle of review.
- Please provide a materials board on this sheet for the elevations.
- Provide color elevations or indicate color of materials in legend.

4. Landscape Design Issues

W. David Barrett / wbarrett@auroragov.org / (303-739-7133 / PDF comments in teal.

No comments at this time.

REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

5. Building Department and Life Safety

Life Safety (Ted Caviness / (303) 739-7628 / tcavines@auroragov.org) / see comments in blue

Site Plan Comments

Sheet 4

- Show the new arrangement of fire lanes with dead-ends as heavy dashed lines seen in the example shown. If there will be no Civil Plans for this project, include the sign package with the next review.

Sheet 11

- Provide the exterior accessible route within the scope of this amendment with a heavy dashed line. Minimum illumination of 1 ft. candle shall be along the exterior accessible route(s).



6. Civil Engineering

Kristen Tanabe/ ktanabe@auroragov.org/ 303-739-7306 / see comments in green

Site Plan Comments

Sheet 1

- A drainage letter has not been submitted for this Site Plan Amendment. Please contact the Engineer on Duty at 303-739-7335 to create a civil folder for the drainage letter. Review fees will apply. Public works will not approve the site plan amendment until the drainage letter is approved.

Sheet 4

- Please distinguish between concrete sidewalk and concrete pavement (drivable).

Sheet 5

- Clearly show and label proposed contours
- Min. slope away from the building is 5% for 10' for landscape areas, min. 2% for impervious areas.

Sheet 6

- Concrete retaining walls require structural calculations to be submitted with the civil plans.

7. Real Property

Maurice Brooks/ mbrooks@auroragov.org / (303) 739-7294 / comments in pink

Darren Akrie/ dakrie@auroragov.org / (303) 739-7331 / comments in pink

Continue working with Andy Niquette in Real Property to complete the easement release process, once the easement has been release has been executed and it has been determined that additional easements are not needed then Real Property Services can sign off on the site plan. Please see below for further details:

Easement and R.O.W. Dedication: All easements and additional rights of way shown on the site plan will have to be dedicated by separate document. Contact Andy Niquette in Real Property at 303-739-7300 for submittal requirements. Once Andy has received what he needs, it usually takes 4-6 weeks to complete the process. The site plan will not be recorded until these documents are complete and ready to record. Andy 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.

License Agreement: The items identified on your site plan that are encroaching within easements dedicated to the City will have to be covered with a license agreement, please Contact Grace Gray in Real Property at 303-739-7300 or ggray@auroragov.org for submittal requirements. Once Grace receives what she needs, it usually takes 4-6 weeks to complete the process. The License must be complete and ready to record before we will record the site plan. Grace 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 refer to this link for document requirements.

https://www.auroragov.org/business_services/development_center/tools_and_resources/real_property/

8. Forestry

Jacque Chomiak / jchomiak@auroragov.org / 303-739-7178

There will be trees affected by renovation of the existing building in the area of the existing rotunda. Due to the location and size of trees on the site, relocation is not an option.



The use of tree equivalents is not permitted to mitigate for tree loss. And tree mitigation is always above and beyond the Landscape Code requirements. Any tree that is removed from this site will either require replacement within the landscape area or be mitigated through payment to the Community Tree Fund.

The tree protection notes are already on the plan, and should be followed for those trees that are to remain on the site during construction activities.

The tree mitigation chart has also been shown and will need to be updated for the next submittal. If payment will be made into the Tree Planting Fund, add another column to the chart indicating the payment amount that will be made. If trees will be planted on the site, please show a symbol indicating trees that are specific to tree mitigation.

The caliper inches that will be lost are 43", but only 26" would be required for planting back onto the site. The mitigation value is \$5,188.00.

NOTE: Mitigation values based on International Society of Arboriculture's Guide to Plant Appraisal. Species, diameter, condition, and location factors were included in the assessment.

TREE #	SPECIES	DIAMETER	MITIGATION VALUE	COMMENTS	MITIGATION INCHES
1	Littleleaf linden	15	\$451.68	Several limbs are growing into existing building	9
2	Blue spruce	13	\$2,031.73		8
3	Blue spruce	15	\$2,704.66		9
Total		43	\$5,188.06		26

9. Traffic Engineering

Brianna Medema / 303 - 739- 7336/ bmedema@auroragov.org / see comments in yellow

Site Plan Comments

Sheet 4

- Show sight triangles per COA STD TE-13.2 - Applies to all driveways. Left looking sight triangle needed at this location (back of yield sign).

Sheet 9

- Show sight triangles per COA STD TE-13.2 - Applies to all driveways. Left looking sight triangle needed at this location (back of yield sign).
- Add note: 'All proposed landscaping within the sight triangle shall be in compliance with COA Roadway Specifications, Section 4.04.2.10'