

March 9, 2022

Laura Rickhoff  
City of Aurora  
15151 E. Alameda Parkway, Suite 5200  
Aurora, CO 80012

RE: Response to Comments  
The Aurora Highlands – North Pre-Application Meeting  
#1574870

Dear Laura:

The following responses to the preapplication comments are provided with this Area A Site Plan submittal.

#### **Comment**

1. **Application Processing:** The Aurora Highlands development team has conveyed their intent to provide three Site Plan submittals for the proposed development area consisting of approximately 640 acres. Through progressive discussions with city staff leading up to the pre-application meeting and as further discussed at the meeting, the city has identified several key challenges with the proposed approach. These challenges are summarized below and further detailed throughout these notes. The developer may proceed with the proposed processing approach at their own risk, considering the information presented in these notes.
  - The size of the Site Plan set and corresponding Preliminary Drainage Report and Plan. The level of detail required in these documents will likely necessitate unprecedented document sizes. Therefore, the city must establish extended review timelines as necessary, as well as staggered submittals. Please refer to the comments from Planning and Public Works Engineering regarding county established at the time of the pre-submittal meeting. Please note the scope of plans and studies may also necessitate additional review time from outside referral agencies such as DEN, Mile High Flood District, Adams County, etc.
  - The intention to plat the planned residential filings in the future as several subdivisions within one site plan area is unprecedented and may delay processing. For example, Real Property Services will not sign off on a subdivision plat for one area of a site plan if the entire site plan is not approved.
  - Future amendments. Another challenge with planning and engineering the development on this scale is the potential for multiple future amendments to the site plans and preliminary drainage reports. Amendments will need to be approved before plats and civil plans may proceed and processing multiple amendments to these documents is not the city's desired approach as there is risk of future confusion and processing delays. It does not benefit the developer, nor the city, to try and review multiple amendments in process and evolving simultaneously through the review process.
  - Platting separately from the site plan process. Standard city process calls for subdivision plats to be filed along with site plans. To review roadway design, additional street data must be included

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with the site plan if plats are filed separately and this level of detail is not typically included in a site plan. Please find more information in the Public Works Engineering comments within these notes.

- **Public Improvement Phasing/Site Plan Limits.** With site plans of this size proposed to contain several homebuilder subdivisions each, it will be challenging to ensure clarity in scope of which improvements will be provided by the Metro District (AACMD) versus what will be the responsibility of the homebuilders. Phasing and the responsibility of on- and off-site public improvements must be clearly defined. Interim conditions must be addressed, as per standard, in the Preliminary Drainage Report, Site Plan and Traffic Studies, and changes to these conditions will necessitate amendments. Overlap and/or splitting requirements between Site Plans shall not be permitted.

***Response: These general comments are acknowledged, as has been discussed. We appreciate the flexibility that the City has provided in allowing the larger site plan submittals, with plat to follow with Construction Drawings in the future.***

**Comment**

2. **Planning Pre-Submittal Meeting:** As discussed at the pre-application meeting, the city expects a robust pre-submittal meeting given the scope of the submittal and numerous unknown factors at the time of pre-application, including: acreage, number of submitted sheets, number of proposed subdivision filings within one site plan submittal, etc. The applicant will need to provide the proposed site plan and associated studies one week in advance of the pre-submittal meeting for staff to assess the scope of the application and develop a review timeline ensuring adequate city time for review while also helping meet The Aurora Highlands' goals.

***Response: Acknowledged.***

**Comment**

3. **Staggered Submittals:** As discussed at the pre-application meeting, the city requires at least three weeks between submittals. However, the city advises The Aurora Highlands to consider waiting to submit a second site plan until comments from the review of the first site plan have been considered. It is anticipated that comments on the first review of the first site plan will overlap and inform the second site plan. See Planning comments on page nine.

***Response: Acknowledged.***

**Comment**

4. **Airport Influence District:** Vendors of real property located within the Airport Influence District are required to provide notice to prospective purchasers in accordance with Section 146-2.6.2.B.3.b.

***Response: Acknowledged.***

**Comment**

5. **Lot Design and Layout:** Residential density and lot dimensions are included in the Master Plan with the condition of compliance with the Unified Development Ordinance (UDO). Therefore, the residential lot design standards shall be as required in the UDO. Please carefully review the UDO standards for lot design and layout beginning on page nine. Double fronted lots are not permitted adjacent to local or collector streets and shall be avoided to the maximum extent practicable along arterial streets (UDO Section 146-4.3.10.C). The proposed plan includes lots that back to Tibet Road, which is classified as a collector. You are encouraged to re-work the plan to minimize the number of double fronted lots; staff will not be supportive of adjustments for double fronted lots.

***Response: The site plan has been reworked such that an increased setback is provided where double fronted lots could not be logically avoided.***

**Comment**

6. **Access:** All local streets shall be organized so that each lot may be accessed by traveling over no more than two (2) local streets after departing from the grid of arterial or collector streets (UDO Section 146-4.5.3.B.1). There are areas within the proposed Site Plans that will need to be revised to meet this requirement. Please find further information, including notes on neighborhood and development-wide cross access requirements, beginning on page 10.

***Response: Site plan has been updated to ensure no residential lot requires travelling more than 2 local streets from an arterial or collector.***

**Comment**

7. **Buffer from Industrial Development:** An increased buffer is strongly encouraged along 48th Avenue, where industrial development is proposed to the north, east of Harvest Road.

***Response: Buffer along 48<sup>th</sup> Avenue has been increased.***

**Comment**

8. **Easements:** The site plan shall also show and dimension all tracts and easements (drainage, fire, utility etc). Should the portions of the design change or easements be added or significantly modified at the time of subdivision plat, the site plan will require an amendment, and with a site plan amendment, the preliminary drainage report and plan shall also be amended.

***Response: Dimensions are provided on the site plan for tracts and easements.***

**Comment**

9. **Oil and Gas Facilities:** Per previous meetings with city staff and as discussed at the pre-application meeting, the city requires the developer to physically locate the Dry and Abandoned Well located within this development area and will require a 150' x 150' setback around the wellhead in the form of a permanent easement dedicated to the city. Per city research, the wellhead appears to be in a planned residential lot and not the open space to the south. If the developer confirms this is the case, lot layout in the area must be redesigned as no permanent structures or public facilities will be allowed within the easement. There are also planned and/or existing oil and gas facilities within 2000' of the planned residential development and the city requires a Notice to Purchasers. Please find more information on requirements of the Oil and Gas Division beginning on page 16.

***Response: Site plan has been edited to provide appropriate setback around the abandoned well.***

**Comment**

10. **Parks and Open Space:** Open space areas are required to be constructed when adjacent filings are constructed. At the time of the first site plan submittal for this north area, the developer shall submit a schedule for park/open space submittals that shows how the developer will meet the parks development criteria established by the Framework Development Plan/Master Plan. This schedule will be reviewed and approved by Parks, Recreation and Open Space (PROS). Approval of each residential filing by PROS will require compliance with this schedule. Please find more information in the PROS comments on page 20.

If the Community Park as shown with the pre-application meeting submittal comes in with these site plans, there is a PROS Master Planning process which culminates in approval by the Parks Advisory Board.

***Response: Acknowledged. The parks tracker will continue to be updated as schedules for the planning area buildouts are able to be estimated by builders.***

**Comment**

11. **Water Service:** There is a planned water line crossing E-470 required with this development. The crossing will need to be completed prior to the abandonment of the existing 24" water line. Per a meeting with city staff on September 23, 2021, the size of this line was to be confirmed by additional modeling which Aurora Water completed on September 29, 2021. Per this modeling study, the size of the line can remain at 16".

Please also note no more than 12 units may be served from a dead end main and this should be taken into consideration when designing the cul-de-sacs within this development.

***Response: Acknowledged.***

**Comment**

12. **Traffic Analysis:** A Master Traffic Impact Study (MTIS) will be required for each site plan subarea, A-C. A more detailed traffic study scoping meeting between the applicant and COA staff is highly recommended to be held to determine the requirements of the MTIS for each specific site plan area. Please find further comments from the Traffic Engineering Division beginning on page 22, detailing the required scopes of these studies.

***Response: A TIS is provided with the Site Plan submittal***

**Comment**

13. **Preliminary Drainage Reports:** Preliminary Drainage Reports and Plans shall be per city requirements and to the level of detail of previously approved Preliminary Drainage Reports within The Aurora Highlands. Please find further detail in the Engineering comments beginning on page 25.

***Response: PDR provided with this submittal.***

**Comment**

14. **Outside Agency Referral:** This application will be referred to Mile High Flood District (MHFD) for review and comment. It is advised that coordination with MHFD is started as soon as possible. Channels shown on the master plan shall be MHFD Maintenance eligible and geomorphically designed. Regional MEP ponds shall be designed to city and MHFD standards.

***Response: Acknowledged.***

**Comment**

15. **Conformance Letters:** As filings for each planning area are submitted and finalized, a traffic letter of conformance to each "Area" shall be required to confirm that planning area-level access points, circulation, connectivity, and trip generation fall within the scope of the Master Traffic Impact Study. A preliminary drainage letter shall be submitted with each subdivision plat confirming conformance to the previously approved preliminary drainage report. As noted above, any changes to the subdivision will require a revision the preliminary drainage report, with review fees applied, and changes shall not be submitted with the preliminary drainage letter for the subdivision.

***Response: A full TIS is provided.***

**Comment**

16. **Intersection Spacing:** As an arterial roadway, 48th Avenue and The Aurora Highlands Parkway requires that adjacent intersections must be offset by a minimum of 300' from centerline to centerline (see potential conflicts identified in PA-5.2, PA-6, PA-29.1, PA-29.2, and PA-46). Requests for deviation from this standard must be complimented by detailed traffic queuing analyses.

***Response: Roadway network has been revised per these spacing requirements.***

**Comment**

17. **Civil Plan Submittal:** To avoid confusion during the review process, scheduling of a pre-submittal meeting for the civil plans will not be permitted without an approved Preliminary Drainage Report, nor will it be permitted during a site plan or preliminary drainage report amendment.

***Response: Acknowledged. We will discuss any potential for earlier CD submittal as PDR nears approval.***

**Comment**

18. **Permanent Emergency Vehicle Access:** Per the Public Improvements Plan (PIP) provision: 'In general, roadway improvements will be triggered if access, life safety and/or traffic demands warrant construction', the city is asking for installation of the south half of E. 48th Avenue connecting to the existing E-470 overpass. The roadway must be installed with the first phase of construction as the permanent secondary access point of access to The Aurora Highlands site.

***Response: Acknowledged. AECOM is working on the design for 48<sup>th</sup> Avenue.***

**Planning and Development Services Department**

The Planning comments are numbered. When submitting an application, please include a letter of introduction responding to each of the numbered comments, including key issues from other departments.

**Key Issues:**

**Comment**

1. Increased connectivity and access to adjacent Site Plans.

***Response: Connectivity has been increased.***

**Comment**

2. Increased review timelines and staggered submittals.

***Response: Increased review timelines and staggered submittals have been discussed and agreed to.***

**Comment**

3. Provide an enhanced buffer on 48th Avenue.

***Response: The buffer along 48<sup>th</sup> has been increased. Further detail on the enhancements will be provided by AECOM with 48<sup>th</sup> Avenue plans.***

**Comment**

4. Include Design and Lot Standards.

***Response: Lot standards included.***

**Comment**

5. Compliance with The Aurora Highlands Master Plan.

***Response: This site plan is in conformance with the TAH Master Plan.***

**Project Overview:**

January 19, 2022

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**Comment**

1. Zoning: R-2 (Medium Density Residential District).

***Response: Noted.***

**Comment**

2. Character Area: Subarea C.

***Response: Noted.***

**Comment**

3. Proposed Use: Single Family Residential.

***Response: Noted.***

**Comment**

4. Permitted Use: Yes.

***Response: Noted***

**Type of Applications:**

**Comment**

1. Site Plan(s).

***Response: Site plan is broken into 3 areas. Subsequent submittals to follow.***

**Comment**

2. Final Subdivision Plat(s).

***Response: Final Plats will be provided with construction drawings as discussed.***

**Standards and Issues:**

**Comment**

**1. Zoning and Placetype**

- A. *Zoning* - The subject property is zoned R-2 (Medium Density Residential District) in Character Subarea C. The purpose of the R-2 District is to promote and preserve various types of medium density housing with adequate amounts of usable common space and amenities. Development pursuant to a Small Residential Lot option is allowed in Subarea C. The primary use in this district is single-family residences, but several types of attached dwellings are also permitted.
- B. *Placetype* - The site is identified as Emerging Neighborhood by the Aurora Places Comprehensive Plan. An Emerging Neighborhood placetype is a newer, largely residential community in previously undeveloped areas. This placetype is intended to provide complete neighborhoods with mixed residential housing types, pedestrian and bicycle infrastructure, making it walkable and well connected throughout the community and to adjacent placetypes; with highly accessible parks and open space integrated into the neighborhood.
- C. *Master Plan* - The proposed development is located within Villages 6, 7 and 8 of The Aurora Highlands Master Plan. Residential density and lot dimensions are included in the Master Plan with the condition of compliance with the Unified Development Ordinance (UDO). Therefore, the residential lot design standards shall be as required in the UDO.
- D. *Airport Influence District* - This property is located within the Airport Influence District of Denver International Airport (DEN). An avigation easement has been conveyed to the city of Aurora and DEN. Vendors of real property located within the Airport Influence District are required to provide notice to prospective purchasers in accordance with Section 146-2.6.2.B.3.b. The notice

will state that the property may be subject to some of the annoyances or inconveniences associated with proximity to an airport including noise, vibration, and odors. DEN and FAA will review the application for height restrictions, reflectivity, potential dust emissions and the location of the proposed water detention/water quality ponds.

- E. *Site Plans(s)* - The proposed development is subject to the approval of a more than one Site Plan. Development of property located in Subarea C can be approved administratively by the Planning Director subject to the approval criteria in UDO Section 146-5.4.2.A.3.b. If any Major Adjustments (Section 146- 5.4.4.D) are requested as part of the application, a public hearing before the Planning and Zoning Commission will be required. Please reference the Site Plan Manual for the requirements to be included in each Site Plan submittal.

Clearly identify the limits of each Site Plan. Overlapping and/or splitting requirements between Site Plans shall not be permitted.

- F. *Review Times and Staggered Submittals* - As discussed during the pre-application meeting, due to the size and complexity of the proposed Site Plans, staff will require additional time to conduct reviews. An exact schedule will be determined at a pre-submittal meeting with the applicant, consultants and Development Review staff. The city will require draft plans and studies one week prior to the scheduled pre-submittal meeting in which to evaluate the scope of the review. The city's best estimate at this time, based on previous large site plan submittals (though not of this size), currently published review timelines, and without understanding the scope of the submitted plans and studies, is that review periods will likely be in the 5-6-week timeframe.

Our expectation is that submittals will be staggered. The purpose of this is to allow staff to dedicate the appropriate attention to each review, as well as to ensure the consultants will have the necessary feedback to make sure that the plans and studies of each filing are consistent and coordinated. Additional coordination is necessary to determine the appropriate timeframe; however, we expect the submittals to be staggered at a minimum of 3 weeks.

***Response: All Noted.***

## **Comment**

### **2. Development Standards**

- A. *Density of Use and Residential Dimensional Standards* - Residential districts in Subarea C shall conform with the special dimensional standards outlined in Section 146-4.2.3 and Table 4.2-5. The maximum permitted residential density for the Master Plan is 5 dwelling units per acre. Standard front-loaded single-family residential lots shall be a minimum of 4,500 square feet with a minimum 50' lot frontage. A small lot is a lot that is less than either 50 feet in width or 4,500 square feet in area.

Subdivisions in Subarea C that include Small Residential Lots shall comply with provisions for lot distribution and product mix in Section 146-4.2.3.A (Subarea C Small Residential Lot Standards). Include a tracking chart with each Site Plan that identifies the quantity of each product type in the Site Plan, as well as, the overall quantities for the Master Plan.

A Master Plan containing 100 residential lots or more may include up to 50 percent Small Residential Lots subject to all of the following standards (Section 146-4.2.3.d.):

- i. No more than 35 percent of the total number of lots in the Master Plan may be front-loaded Small Residential Lots.

- ii. No more than 60 percent of the total number of lots in the Master Plan may be a single type as described in Section 146-4.2.3.A.8.
- iii. A minimum of 40 percent of the total number of lots in the Master Plan must meet or exceed the standards for minimum lot width and minimum lot area for “single family detached dwelling, standard” shown in Table 4.2-2.
- iv. If a Master Plan includes 200 lots or more, a minimum 10 percent of the total number of lots must be lots with at least 60 feet of lot frontage and 6,000 square feet of lot area.

***Response: Noted. Sub Area C to be submitted separately***

- B. *Building Setbacks and Orientation* - Minimum building setbacks are outlined in Section 146-4.2.3, Table 4.2-6. Provide typical lot diagrams to illustrate the setbacks for each lot type included in the Site Plan. The setbacks for a front-loaded single-family small lot are as follows: Front: House 10', Garage 18'; Side: 5'; and, Rear: 10'. Small, alternate loaded lots require: Front: House 10', Porch 5'; Side: 5'; and, Rear/Alley: 3'. Front loaded duplex lots require: Front: House 10', Garage 18'; Side: 5'; and, Rear: 10'.

***Response: Setbacks shown on typical lot diagram.***

- C. *Subdivision Standards, Lot design and Layout* - All lots shall have direct or indirect access to a dedicated in public or private street. Indirect access through an easement may be approved by the city for alternative lot layouts defined in the UDO, based on considerations of pedestrian, bicycle, motor vehicle, and emergency vehicle access and safety, and through connectivity.

Double frontage lots shall not be permitted adjacent to local or collector streets and shall be avoided to the maximum extent practicable along arterial streets (Section 146-4.3.10.C). Where double frontage lots along arterial streets cannot be avoided, buffering of back yards from those streets shall include a landscaped buffer at least 20 feet in width between the rear lot line of any residential lot and the closest edge of curbside landscaping area adjacent to the street, per Section 146-4.7.3.

The proposed plan includes lots that back to collectors in numerous areas. You are encouraged to re-work the plan to minimize the number of double fronted lots. Staff will not be supportive of adjustments for double fronted lots.

***Response: Double fronted lots removed to the extent feasible. Where double fronted lots could not realistically be avoided, the setbacks have been increased.***

- D. *Access and Connectivity* - All proposed streets, whether public or private, need to be labeled according to the city's street standards ordinance, Chapter 126-1 and 126-36. City design standards for local streets call for 5.5' detached sidewalks and 8' curbside landscape.

Access and connectivity standards can be found in Section 146-4.5. All local streets shall be organized so that each lot may be accessed by traveling over no more than two (2) local streets after departing from the grid of arterial or collector streets (Section 146-4.5.3.B.1). There are areas within the proposed Site Plans that will need to be revised to meet this requirement.

Additionally, the expectation is that cross access shall be provided between what will be individual filings for different builders. Access along 48th Avenue, a major arterial, should be limited, as well as coordinated with adjacent development so access points will be aligned or appropriately offset. Each filing should also have access “internally” to the larger Aurora



Highlands community. See the image below that illustrates the expectation, at a minimum.

Where adjacent land has not been platted, subdivisions shall be designed so that at least one local street is constructed as a stub street intended as a future through connection to the adjacent parcel within each one quarter mile of boundary length.

In Subarea C, the maximum block length and width shall be 700 feet, and the perimeter of new blocks created for residential development, measured at the curb line of the adjacent streets, shall not exceed 2,800 feet (Section 146-4.3.9.B). Each block shall be bordered by public or private streets meeting the requirements of Section 146-4.5 and with all applicable Aurora Roadway Design and Construction Specifications, or by private common space or dedicated park land or open space at least 30' in width. The expectation is the intervening common space will connect one street to another and include a sidewalk connection.

***Response: Interconnectivity has been expanded. Areas B & C to be submitted separately.***

- E. *Phasing* - Describe the phasing of improvements and utilities consistent with the phasing identified in the Public Improvement Plan and/or other site plans. Include a timeline for each phase and the parties responsible for installation and maintenance and describe how each phase will support the proposed and future Site Plans. Also identify any associated off-site improvements that may be required.

***Response: Phasing plan provided.***

- F. *Landscape, Water Conservation, Stormwater Management* - Landscape standards are established in Tabs 12 and 14 of The Aurora Highlands Master Plan. If a standard is not addressed in the Master Plan, Article 4.7 of the UDO shall be referenced. The general landscape comments on your proposal are listed below and reference the requirements of Master Plan Tab 14:

#### General Landscape Plans

Prepare the landscape plans in accordance with the requirements found in the approved The Aurora Highlands Master Plan, the UDO, and the Landscape Reference Manual. Please ensure that your landscape architect or designer has a copy of these documents as well as our project specific comments.

Provide the necessary landscape tables in order to demonstrate compliance with code requirements. Tables shall be provided for each of the required landscape treatments i.e. street frontage and buffer tables etc.

#### 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 are used by the City to determine compliance with the landscape standards and for code enforcement purposes.

Landscape plans must include plant symbols, plant labels with quantities, and a plant schedule upon first submission or a complete review will not be possible. This may result in additional submittals and ultimately delays in approval of the plan set.

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.

Master Plan - Tab 14 Landscape Requirements.

The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within the Master Plan. If a standard is not addressed in the Master Plan, Article 4.7 of the UDO shall be referenced. The applicant is responsible for reviewing the Master Plan and UDO and determining all applicable landscape requirements.

Street Frontage Landscaping.

Provide one shade/street tree per 40 linear feet of street frontage along all arterial, collector and interior local public streets. When a detached walk and tree lawn are provided according to Public Works street cross section requirements, street trees shall be provided within the designated tree lawn. Avoid the use of blue grass sod and install a more xeric sod mixture for the tree lawn. In lieu of sod, consider the installation of shrubs, perennials and ornamental grasses.

Street Frontage Landscape Buffers.

Provide a 20' wide street frontage buffer as measured from the back of walk along all streets, public or private) adjacent to the proposed residential development. Landscaping shall consist of one tree and ten shrubs per each forty linear feet of buffer length. Landscaping shall be installed along the exterior sides of 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 similar. When overlapping landscape standards occur such as detention/water quality landscape requirements fall within the landscape buffer, they may be counted towards meeting the buffer requirements, however, the most restrictive requirements shall be met. Staff will determine whether an overlap exists once a site plan is submitted. No portions of buildings, including porches or patios, drive lanes, sidewalks, detention ponds, parking stalls, dumpsters or dumpster enclosures shall be permitted within the buffer.

Double frontage lots adjacent to arterial streets should be avoided where practicable. Where double frontage lots cannot be avoided, buffering of backyards shall include a landscaped setback at least 20 feet in width. An increased buffer is strongly encouraged along 48th Avenue, where industrial development is proposed to the north, east of Harvest Road.

Front, Side and Rear Yard Landscaping.

All single-family residences shall provide front, side and rear yard landscaping. Requirements for residential lot landscapes may be found in Master Plan Tab 14, Section 146-1450 and Tables 14.3 A & B. Front and side yard (corner lots) landscapes and the tree lawns adjacent to each lot must be completed prior to issuance of a final certificate of occupancy. Temporary certificates may be granted at the discretion of the Building Department when certificates are requested outside of the normal landscaping season - April 1st through October 31st.

Detention, Retention and Water Quality Ponds.

The city encourages all applicants to utilize LID (Low Impact Development) principles as permanent best management practices (BMP's) whenever possible in order to avoid the installation of large unsightly detention ponds. Applicants may propose their own BMP's or refer to Urban Drainage and Flood Control District's Storm Drainage Criteria Manual where multiple examples of BMP's are described, such as grass buffers, grass swales, permeable pavements etc.

Should the applicant choose to utilize a traditional detention pond, pond depths shall not exceed 6' in depth. The area within the tract surrounding the pond shall contain a minimum of 1 tree and 10 shrubs or the approved tree and shrub equivalents per 4,000 sf.

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.

Irrigation.

All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, Aurora Water requires that the applicant divide their landscape into water conserving, non-water conserving and non-irrigated areas as part of the landscape submittal. A table summarizing these areas shall also be provided. Contact Timothy York at (303) 739-8819 regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system

***Response: All Noted. Based on the approved MDR and FDP, the detention ponds will exceed 6' in depth. These are large regional throttling ponds, and cannot realistically be sized to meet the 6' depth requested.***

- G. *Building Design Standards* - Architecture Standards are included in Tab 12 of the Master Plan. In addition to the Master Plan, please refer to the requirements in UDO Section 146-4.8. The higher standard will be required. Building design should incorporate material changes and architectural features such as textured surfaces, projections, color, overhangs, and changes in parapet height to improve the façade and create an inviting and attractive street presence.

Single-family detached home models need to follow the styles and level of quality and detail shown in the approved Master Plan. Please be aware that Master Plan has specific requirements for design variety and durability and that the building elevations that must be met in order to receive building permits.

***Response: Noted***

- K. *Fencing* - Please show the location of all proposed fences and walls. If different types of fencing are proposed, include details for each. Fencing standards are outlined in the Urban Design standards, as well as, Master Plan Tab 14, Section 146-1741. Fences adjacent to arterials and collectors shall incorporate masonry columns with a minimum cross section of 18" x 18". Columns shall be placed at all fence corners, points of transitions and the distance between columns shall not exceed 120 feet. The maximum length of continuous fence shall not exceed 1500 feet, with the maximum length of fence plane not to exceed 500 feet.

Fences adjacent to open areas shall be an open style and are subject to the approval of PROS

(Parks, Open Space and Recreation). If the fence is located along a street (within 75 feet of a street right-of-way) columns shall be required.

**Response: Noted. Fences and wall locations shown.**

- L. *Exterior Lighting* - Standards for exterior lighting are found in Section 146-4.9. Show typical details of lighting on the plan and on building elevations.

**Response: Lighting plans provided.**

- M. *Signs* - Section 146-4.10 governs signage standards. Please review this section for complete details. Show the location of any monument signs on the plans and indicate the location of wall-mounted signs on the building elevations.

**Response: Monument sign locations shown.**

### **Comment**

#### **3. Adjustments**

Section 146-5.4.4 details the definitions, applicability, procedures, and criteria of approval for all adjustments to development standards. If any adjustments are requested, they must clearly be listed and justified in the Letter of Introduction. They must also be listed on the cover sheet of the Site Plan and any other sheets on which they are applicable. Approvals of adjustment requests are not guaranteed. Adjustment requests should identify the reason for the adjustment, efforts to minimize the adjustment, and design elements proposed to mitigate the standards proposed for reduction. Typically, mitigation techniques should go above and beyond requirements from other code sections. If an adjustment does not meet the limits for administrative approval under Section 146-5.4.4.F, then the adjustment will require approval from the Planning and Zoning Commission.

**Response: Noted.**

### **Comment**

#### **4. Submittal Reminders**

- A. *CAD Data Submittal Standards* - 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. A digital submission meeting the CAD Data Submittal Standards is required before final mylars can be routed for signatures or recorded for all applications. Please review these standards and ensure that files are in the correct format to avoid future delays.
- B. *PDF Requirements* - The application will be uploaded through the city's development review website as separate PDFs. Please ensure that all AutoCAD SHX text items are removed from the "Comment" section during the PDF creation process and that the sheets are flattened to reduce ability to select items. PDFs will be rejected during pre-acceptance reviews if they do not comply with this requirement, which could result in delays.
- C. *Mineral Rights Notification* - Please fill out the Mineral Rights Affidavit and supply this document to your Case Manager with the application submittal.

**Response: Noted. Mineral Rights included with submittal**

### **Comment**

#### **5. Submittal Meeting:**

Contact the assigned Case Manager to schedule a pre-submittal meeting at least one week prior to submitting an application. At the pre-submittal meeting, staff will review the submittal requirements, discuss the review timeline, provide a fee estimate, and review the process for uploading files and inputting adjacent property owners.

Please note that a separate pre-submittal meeting is required with Real Property for the Subdivision Plat prior to application submittal. Please contact Real Property directly to schedule this meeting.

***Response: Noted.***

**Comment**

**6. Community Participation:**

Please work proactively with registered neighborhood organizations and adjacent property owners. Registered neighborhood organizations within a one-mile radius and adjacent property owners will formally be notified of the application when a submittal has been made to the Planning and Development Services Department.

***Response: Noted.***

**Comment**

**7. Neighborhood Services Liaison:**

- Scott Campbell is the neighborhood liaison for the project. He has put together a report attached to these notes listing the registered neighborhood organizations within one-mile of your proposed project and can assist in scheduling and facilitating meetings with community members. Please work with the organizations that express interest in your project to address comments and mitigate concerns
- All meetings with registered neighborhood organizations should also include the Planning and Development Services Department Case Manager so that questions concerning the UDO and procedures can be properly addressed. The Case Manager will record any project-related commitments that are made to the community at these meetings.
- Additional information about the Neighborhood Liaison Program can be found on the Housing and Community Services page of the city website.

***Response: Noted.***

**Oil and Gas Development**

**Comment**

1. We have reviewed the area of your development. There are plugged and abandoned (P&A) wells in the area of your development, in addition to an existing and/or planned oil and gas facility.

The Colorado Oil and Gas Conservation Commission (COGCC) maps indicate there is a dry and abandoned (D&A) well within the proposed development. The applicant is responsible for locating the plugged well and to ensure adequate measures are taken to secure/buffer the location during construction. As a courtesy to the development community, the city is sometimes able to provide specific location information about such plugged wells, to make your search easier. The D&A well in your area is the Emma E McVey #1 well (API# 05-001-06531). The latitude/longitude coordinates for the well are 39.76752, -104.68529. These coordinates were obtained by the Oil and Gas Division Field Inspector when he was on location during replugging operations by Crestone Peak Resources in April 2021.

It is anticipated that all plugged wells will need to be re-entered at some point in the future by the city to re-plug or remediate. At a minimum, there needs to be a 150-foot by 150-foot permanent easement to the city around the plugged wellhead for future access. Access to the easement area must be provided from a public street. We will work with you to assist in the planning of an appropriate easement area and location. This easement allows city staff to perform an annual soil

test over the plugged well and allows access for equipment needed when future remediation work is required. No permanent structures or park facilities are allowed within the easement.

Based on your current plans, it appears that the plugged well is within a planned residential parcel. A map showing the plugged well location based on our information and your current development plans is attached for your reference. A residential lot is not an appropriate use around a plugged well. Please provide the coordinates of the plugged well to your surveying company and verify the location of the well. For all Site Plans, Maps and Plats submitted to the city, clearly label and show the well location on all pertinent sheets. If you agree that the plugged well is currently sited on a residential lot, please modify your development plans to correct this situation.

Please note that while wells display on the COGCC map with a latitude and longitude, for older wells, those values have been calculated from the footage references from section lines. They are likely close to the correct spot but may not be exact. The applicant is still responsible to physically locate such abandoned wells. The city will work with you to determine appropriate setbacks from various surface features once the wells have been located. For more information please review the city's Plugged and Abandoned Oil and Gas Well Criteria.

There may be existing underground pipelines in rights-of-way. If you have questions or concerns about this, the Oil & Gas Division can assist with providing additional information.

Plugged and Abandoned (P&A) wells did produce hydrocarbons during the life of the well. Wells plugged more recently should have clear records with COGCC of the existence of any flowlines connected to the wells, and how those flowlines were handled during final remediation. Some lines are removed, and some are left buried in place. Wells plugged further in the past may not have records at COGCC regarding flowlines. Note that some flowlines were asbestos-wrapped fiberglass instead of steel and may require special precautions if removal is necessary.

Dry and Abandoned (D&A) wells typically never produced hydrocarbons to the surface unless it was a small volume production test. Most will not have buried flowlines associated with them. Some sites could have had earthen production pits which are now filled in but still contain residual hydrocarbons. Soil testing may provide evidence of the location of a former pit and should be performed prior to constructing a building over such a pit.

In January 2021, the Colorado Oil & Gas Conservation Commission (COGCC) implemented new rules which include a two thousand-foot (2000') setback between oil and gas locations and certain surface features, including residences and schools. The setback is measured from the edge of the oil and gas location (also referred to as the "well pad," which represents the area of greatest extent of surface disturbance around a well.)

- a. A seller of real property upon which an oil or gas well or facility has been located shall provide written notice of the existence of such well to a purchaser of such real property prior to the closing of the sale. The seller shall cause the following notice to be recorded with the clerk and recorder of the appropriate county:

**Notice: The property known as [legal description and address] contains an oil and/or gas well.**

This requirement to provide notice to prospective purchasers and record such notice shall only apply to the transaction between the developer or builder and the initial purchaser and does

not apply upon any subsequent sale of the property.

- b. Vendors of residentially zoned real property within a state-determined setback shall provide the following notice to prospective purchasers in 14-point bold type on a single sheet of paper that is signed by the prospective purchaser prior to entering into a contract for purchase:

**Notice of nearby oil and gas facility. This property is located within a state-determined setback from an oil and gas facility.**

Vendors of residentially zoned real property within a state-determined setback from an oil and gas facility shall cause the following notice to be recorded with the clerk and recorder of the appropriate county:

**Notice - The property known as [legal description and address] is located within a state-determined setback from an oil and gas facility.**

This requirement to provide notice to prospective purchasers and record such notice shall only apply to the transaction between the developer or builder and the initial purchaser and does not apply upon any subsequent sale of the property.”

It is at your discretion whether you choose to construct residences within the state setback or modify your development plans to accommodate such. City of Aurora regulations regarding setbacks from oil and gas facilities are subject to change in the future. Even though Colorado voters struck down a proposed 2,500’ setback in 2018, future public perception may change once the new COGCC rules are implemented.

The Oil & Gas Division will work with you during your project development to help you understand the location of current and future oil and gas facilities that may affect your site.

Currently there are one or more horizontal wells drilled underneath your site. The wells are at a depth of greater than 7,000 feet below the surface. The operation of the well is not anticipated to impact your surface operations. In the future, additional horizontal wells may be drilled underneath your development area. The City of Aurora has no authority or control over subsurface well equipment or operations. Contact the Colorado Oil & Gas Conservation Commission (COGCC) for more information.

Additional information regarding oil and gas development can be found in the data and maps on the Colorado Oil & Gas Conservation Commission website at COGCC Home ([cogcc.state.co.us](http://cogcc.state.co.us)) and COGCC GISOnline ([cogccmap.state.co.us](http://cogccmap.state.co.us)).

Should you have any questions about oil and gas development, please reach out to Jeffrey Moore, Manager of the Oil & Gas Division.

***Response: All noted. The appropriate setbacks have been accommodated based on the location provided for the abandoned well.***

**Parks, Recreation & Open Space Department (PROS)**

**Comment**

**1. Connections:**

Parks and open space lie between neighborhoods making it important to have trails across these areas to connect them. Submittals for these park and open space areas should show these connections. Where there are mid-block street crossings that provide convenient connections between neighborhoods, parks, open spaces and schools, submittals should show enhanced crossings (e.g. signalized).

***Response: Noted. The future SP submittals for the details of all open spaces will include the trail connections.***

**Comment**

**2. Local Recreation Facilities:**

Pocket parks should be included within each residential filing so that new residents have some recreation facilities before neighborhood parks are required to be constructed.

***Response: NAC's and other open spaces provided with the residential filings.***

**Comment**

**3. Community Park:**

The FDP includes a proposed Community Park within this area and the following requirements will apply to it:

1. Minimum size is 40 acres
2. Construction is to be completed prior to 50% of lots within The Aurora Highlands receiving their C.O.
3. If to be PROS owned and maintained as indicated on Form J, then
  - a. Master Plan must be approved by the Parks Advisory Board
  - b. Construction documents must be approved by PROS
  - c. Park must be maintained by the Metro District or developer for 3 years

***Response: Noted. This park will be submitted for review and approval in the future.***

**Comment**

**4. Existing Gas Well:**

A 150' x 150' setback is required around the Dry and Abandoned (D&A) wellhead. No public use areas (sidewalks, trails, playgrounds, shelter, play fields, etc.) can be located within the buffer.

***Response: Setback provided based on location of abandoned well.***

**Comment**

**5. Construction of Open Space:**

Open space areas are required to be constructed when adjacent filings are constructed.

***Response: Noted.***

**Comment**

**6. Construction of Neighborhood Parks:**

Generally, neighborhood parks are required to be constructed (i.e. completed) when 50% of lots within the service radius have received a C.O. (PROS will review the specifics of this approach to determine if modifications are needed due to geography and completion rates of different filings.) This approach is similar to the agreement made during submittals of filings in the southern portions of The Aurora Highlands. At the time of the first residential submittal for this north area, the developer shall submit a schedule for park/open space submittals that shows how the developer will meet the above criteria. This schedule will be reviewed and approved by PROS. Approval of each residential filing by PROS will require compliance with this schedule.



**Response: Noted. The parks tracker will continue to be updated and followed.**

**Comment**

**7. Facilities within Parks:**

If any changes to the facilities within neighborhood parks (as listed within the Form J) will be proposed, applicant should discuss those will PROS as soon as possible for review and approval.

**Response: Noted.**

**Aurora Public Schools**

**Comment**

1. The approved FDP states that the developer will coordinate with the school district on the final size and configuration of school sites before site plans that include schools are approved. Additionally, APS agreed to apply the school land dedication requirement for the purpose of calculating cash-in-lieu of land as site plans are approved for the Aurora Highlands. The district will request cash-in-lieu of land when the balance of the obligation from approved CSPs and site plans exceeds the acreage of school sites to be dedicated.

**Response: Noted.**

**Aurora Water**

Aurora Water will receive a referral of the Site Plan and Subdivision Plat for review and comment. Please respond to all Water Department comments with your initial submittal.

**Key Issues:**

As a reminder, a 16" waterline crossing for E-470 is required for this development. The crossing will need to be completed prior to the abandonment of the existing 24" waterline.

Utilities must be sized and installed per the approved MUS. Each phase requires a looped waterline and an outfall for storm and sanitary connecting to existing infrastructure. ► Dead end water mains can only serve 12 units at the maximum.

A domestic allocation agreement will be required for connections 2" and larger.

**Response: Key issues all noted.**

**Comment**

**1. Utility Services Available:**

- Water service may be provided per the approved Master Utility Study (MUS).
- Sanitary sewer service may be provided per the approved MUS.
- The project is located on Map Page 98W.

**Response: Noted.**

**Comment**

**2. Utility Services Requirements:**

- A Site Plan is required for this project and must show existing and proposed utilities including:
  - Public/Private Mains

- Service Lines
- Water Meters
- Fire Suppression Lines
- Fire Hydrants necessary to service your development
- All utility connections in the arterial roadway are required to be bores.

- General utility design criteria can be found in Section 5 of the Standards and Specifications Regarding Water, Sanitary Sewer and Storm Drainage Infrastructure (Utility Manual).

***Response: Noted All existing and proposed utilities shown on the SP.***

**Comment**

**3. 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.
- 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.
- For a full listing of Utility Fees, please see the Aurora Water Fee Schedules.
- Commercial users with meters one and one-half inches and smaller with landscaped areas not served by a separate irrigation system shall be charged an outdoor fee based upon the total landscaped area.

***Response: Fees Noted***

**Public Works Department**

Traffic Engineering will receive a referral of the Site Plan, Subdivision Plat, and Civils for review and comment.

**Comment**

1. A Master Traffic Impact Study will be required for each "Area" as indicated in pre-application documents provided by the applicant (i.e. Area A, B, & C, as labeled, will each require an individual MTIS). Each MTIS shall evaluate short-term build year traffic, any interim conditions in the roadway network, and assume long-range build year of 2040 to include all traffic generated by this and all other The Aurora Highlands development. o As filings for each planning area are submitted and finalized, a traffic letter of conformance to each "Area" shall be required to confirm that planning area-level access points, circulation, connectivity, and trip generation fall within the scope of the Master Traffic Impact Study.

***Response: TIS provided***

**Comment**

2. As an arterial roadway, 48th Avenue and The Aurora Highlands Parkway requires that adjacent intersections must be offset by a minimum of 300' from centerline to centerline (see potential conflicts identified in PA-5.2, PA-6, PA-29.1, PA-29.2, and PA-46). Requests for deviation from this standard must be complimented by detailed traffic queuing analyses.

***Response: Intersection locations adjusted along 48<sup>th</sup> Avenue.***

**Comment**

3. Residential driveways must also be located a minimum of 75' from the flowline of the adjacent arterial.

***Response: Residential driveway locations revised to provide the 75' offset.***

**Comment**

4. Lot frontage needs to comply with COA requirements (see below for additional information).

***Response: Noted.***

**Comment**

5. Coordination with adjacent developments will be required, especially for phasing/interim conditions.

***Response: Noted.***

**Comment**

6. Applicant shall install two 2" conduits and pull boxes to be owned/maintained by the City of Aurora, for future fiber optic interconnect of traffic signals along arterial roadways (48th Avenue and The Aurora Highlands Parkway).

- Conduit
  - Conduit material shall be Schedule 80 HDPE (or similar).
  - A # 14 AWG stranded copper conductor shall be installed for city underground locating purposes.
  - A nylon pull tape with a minimum 1,250 lb. tensile strength shall be installed in all new conduit.
- Pull Box
  - Pull boxes shall be 30"x48"x24", with two-piece interlocking lids.
  - City conduit shall be installed into City Pull Boxes.

***Response: Noted. These plans do not include improvements to 48<sup>th</sup> Avenue or TAH Pkwy.***

**Comment**

7. Show all adjacent and opposing access points on the Site Plan.

***Response: Access points shown on SP.***

**Comment**

8. Label the access movements on the Site Plan.

***Response: Access points shown on Context plan. Where needed, turn lanes will be shown.***

**Comment**

9. Objects and structures shall not impede vision within 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'.

***Response: Sight triangles shown on SP. Note added to landscape plan notes.***

**Comment**

10. 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 not 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.

***Response: Signs shown on SP.***

**Comment**

11. Homes and drives are allowed to front on collector streets if the average daily traffic volume is less than 4,000 and certain mitigation measures are provided. Indicate the mitigation measures on the Site Plan. See Section 4.04.2.02.4 of the Roadway Design & Construction Specifications, October 2016 edition.

***Response: Noted***

**Comment**

12. Homes are allowed to front a local street within 75-feet (FL-FL) of an arterial street if the average daily traffic volume is less than 2,000 and certain mitigation measures are provided. Indicate the mitigation measures on the Site Plan/Contextual Site Plan. See Section 4.07.7.02.5.04 of the Roadway Design & Construction Specifications, October 2016 edition.

***Response: Noted***

**ROW/Plat:**

**Comment**

1. Designate a Public Access Easement along private roadways.

***Response: PAE will be dedicated on the plat. Note added to Site Plan.***

**Comment**

2. A traffic signal easement shall be required at multiple intersections as determined and warranted in the MTIS to accommodate the proposed traffic signal pole, underground conduits, pull boxes and signal control cabinet.

***Response: Traffic signal easements will be provided as necessary on plat.***

**Improvements:**

**Comment**

1. Right turn lanes for major intersections shall consider alternative geometric configurations (standard geometry for channelized right turn lanes with acceleration lane, compound curves for channelized right turn lanes without acceleration lanes).

***Response: Noted.***

**Traffic Signal Escrow:**

**Comment**

1. Multiple intersections are potential candidates for a future traffic signal if and when signal warrants

are met. As an adjacent land owner/developer, you must participate in the cost of the traffic signal installation. Add the following note to the Site Plan:

- **(Applicant/owner name, address, phone)** shall be responsible for payment of 25%/50%/75/100% of the traffic signalization costs for multiple intersections, if and when traffic signal warrants are satisfied. Traffic signal warrants to consider shall be as described in the most recently adopted version of Manual on Uniform Traffic Control Devices, as of the date or dates of any such warrant studies. For warrant purposes, the minor street approach traffic shall typically be comprised of all through and left-turn movement and 50% of right turn movements unless otherwise determined by the traffic engineer. **Pursuant to 147-37.5 of city code, the percentage of the traffic signalization costs identified above shall be paid to the city by the applicant / owner, to be held in escrow for such purpose, prior to the issuance of a building permit for the related development or as otherwise required by city code.** The percentage above will be applied to the entire traffic signalization cost as estimated at the time of the escrow deposit to calculate specific dollar funding requirement.

**Response: Noted.**

### **Traffic Impact Study:**

#### **Comment**

1. A Master Traffic Impact Study (MTIS) will be required for this all Areas as described in the Key Issues section. A more detailed traffic study scoping meeting between the applicant and COA staff is highly recommended to be held to determine the requirements of the MTIS for each specific Area which may include addressing the following specific items:
  - 1) Existing, buildout (completion year) and 2040 average daily traffic counts.
    - a) The city can provide some historic count data, but the city has also taken pre-post COVID19 count data that can support scaling of counts taken during this time. Coordinate, via email, with Steve Gomez on this item.
    - b) Ensure any interim phases are fully analyzed for all analysis years as applicable to each Phase.
    - c) Trip Generation from the site.
    - d) Site Circulation Plan.
  - 2) Include detailed analysis of:
    - a) All site access points
    - b) Intersections internal to each site that are classified as collector/collector and higher classified intersections.
    - c) Key intersections as determined as part of the traffic scoping meeting.
  - 3) Signal Warrant Analyses of multiple intersections as identified in the MTIS– Warrant 1,2,3 all to be included (collect 72 hr. tube counts for analysis). When any intersection/access point to an Area has a traffic load exceeding 4,000 ADT, a signal warrant analysis shall be completed.
  - 4) If a traffic signal or multiway stop warrant is met at an intersection, then a roundabout shall also be considered at the intersection.
  - 5) Analysis of pedestrian connectivity.
  - 6) Discussion of the application of elements from the Traffic Calming Toolbox and countermeasures applicable from the FHWA Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations (July 2018) to address any concerns for speeding, pedestrian crossings, etc. Techniques in the Traffic Calming Toolbox include: Advanced Yield Lines, Enhanced Crosswalk, High-Visibility Signs and Markings, In-Street Pedestrian Crossing Signs, Enhanced Pedestrian Crossing Sign Devices (HAWK or RRFB), Mid-Block Lane Narrowing, Curb Extension, Angled Parking, Pedestrian Safety Island, Staggered Pedestrian Safety Island, Lane

Narrowing, Mini Roundabout, Speed Cushions and Chicane. Details of Enhanced Crosswalk, compact roundabout, speed cushions and chicane may be made available if requested.

**Response: TIS provided with this submittal as discussed.**

**Comment**

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

Submitting the Traffic Study:

- The Traffic Study shall be sent directly to Steve Gomez at segomez@auroragov.org as soon as possible.
- The Traffic Study shall also be uploaded with the rest of the submittal.
- Previously approved Traffic Impact Studies/Letters are available through this link.

**Response: Noted.**

**Engineering Division**

The Engineering Division reviews the drainage and public improvement components of your project plans. Engineering reviews referrals of the Site Plan and Subdivision Plat from the Planning Department.

**Key Issues:**

**Comment**

1. As expressed at previous meetings, Public Works identifies multiple challenges with the proposed process with multiple subdivision filings within each proposed site plan submittal.

**Response: Noted.**

**Comment**

2. Per discussions at the pre-application meeting, the owner will not allow builders to make any modifications to site plan, the builders will have to work with the lots purchased.

**Response: Correct. The SP as submitted has been reviewed by the corresponding builders.**

**Comment**

3. Public improvements shall be in conformance with the Public Improvement Plan (PIP). Phasing shall be included in the site plan.

**Response: Noted.**

**Comment**

4. Internal roads shall meet all City of Aurora criteria to be considered public roadways. Alleys and motor courts are private. Since the subdivision plats will be submitted later in the process, additional street data shall be included on the site plan submittal. This includes right of way widths, centerline geometry, pavement widening information at knuckles or bulb outs, and cul-de-sacs. The site plan shall also show and dimension all tracts and easements (drainage, fire, utility etc). Should the portions of the design change or easements added or significantly modified at the time of subdivision plat, the site plan will require an amendment, and with a site plan amendment, the preliminary drainage report and plan shall also be amended.

**Response: Noted.**

**Comment**

5. A preliminary drainage report shall be submitted with each site plan. Detention and water quality/EURV shall be in conformance with the updated master drainage study as well as any adjacent drainage studies. The preliminary drainage reports shall include phasing and identify required interim conditions/improvements. Phasing for each subdivision shall include interim conditions when it is constructed and address offsite drainage as well as downstream infrastructure and required site infrastructure at the time the specific subdivision is constructed. With the proposed process there will be multiple phasing plans required with the preliminary drainage report and plan. Any future changes to phasing will require an amendment to the preliminary drainage report submitted with the site plan. Preliminary drainage report amendments shall be limited to one at a time.

***Response: PDR provided. It includes phasing requirements.***

**Comment**

6. Scheduling of a pre-submittal meeting for the civil plans will not be permitted without an approved Preliminary Drainage Report, nor will it be permitted during a site plan or preliminary drainage amendment. If there are changes to either document, it will hold up the entire area of the site plan until the site plan documents and preliminary drainage report and plan are updated.

***Response: Noted. We will discuss Civil submittal timing as PDR nears approval.***

**Comment**

7. A preliminary drainage letter shall be submitted with each subdivision plat confirming conformance to the previously approved preliminary drainage report. As noted above, any changes to the subdivision will require a revision the preliminary drainage report, with review fees applied, and changes shall not be submitted with the preliminary drainage letter for the subdivision.

***Response: Drainage letter will be provided with the CD/plat submittals in the future.***

**Comment**

8. The subject Preliminary Drainage Report and Plans shall be per City requirements and to the level of detail of previously approved Preliminary Drainage Reports within TAH. Emergency overflow paths shall be provided, and the required adjacent finished floor elevation and cross sections assuring a minimum 1' of freeboard to FFE. This includes all areas of the site plan including park and open space areas.

***Response: Noted. Overflow paths and Cross sections are provided.***

**Comment**

9. This application will be referred to Mile High Flood District (MHFD) for review and comment. It is advised that coordination with MHFD is started as soon as possible. Channels shown on the master plan shall be MHFD Maintenance eligible and geomorphically designed. Regional MEP ponds shall be designed to City and MHFD standards.

***Response: Noted.***

**Comment**

10. Final Drainage Reports with the civil plans shall only include infrastructure for the subject subdivision filing any downstream infrastructure must be designed and constructed with the downstream filing.

***Response: Noted. Most of the major drainage infrastructure will be included with a District CD package ahead of any planning area CDs in this SP area.***

**Comment**

11. Review timelines for site plans and preliminary drainage reports are likely to be increased from published standards. The review period will be determined at the pre-submittal meeting with Development Review staff based on the documents provided.

***Response: Noted.***

**Comment**

12. ROW, easements, subdivision plats, and license agreements must be recorded and/or executed prior to civil plan approval.

***Response: Noted.***

**Comment**

13. Previously approved plans and reports can be found on the City's website. Instructions can be found here: Getting to Engineering Documents Online. Older documents can be provided upon request.

***Response: Noted.***

**Improvements:**

Sections and details referenced in the Improvements section refer to the City's Roadway Design and Construction Specifications (Roadway Manual).

**Comment**

1. Typical roadway sections are specified in the City Code and summarized in Section 4.08 with details shown in the Standard Detail S1.

***Response: Noted.***

**Comment**

2. Mountable curb and gutter shall be used on all Type 1 and 2 streets. All other streets, including those within the Urban Centers and TODs shall use 6" vertical curb and gutter.

***Response: Noted.***

**Comment**

3. Curb ramps must be shown (located) on the plans at all curb returns, "T" intersections, residential mail kiosks or clustered mailboxes, and any other location of public necessity. Refer to Standard Detail S9. Detailed grading of the curb ramps shall be included in the civil plans.

***Response: Noted***

**Comment**

4. 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.

***Response: Noted.***

**Comment**

5. 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.

***Response: Noted.***



**Comment**

6. Homes and drives are allowed to front collector streets if the average daily traffic volume is less than 4,000 and certain mitigation measures are provided. Indicate the mitigation measures on the Site Plan. See Section 4.04.2.02.4 of the Roadway Design & Construction Specifications, October 2016 edition.

***Response: Noted***

**Comment**

7. Homes are allowed to front a local street within 75-feet of an arterial street if the average daily traffic volume is less than 2,000 and certain mitigation measures are provided. Indicate the mitigation measures on the Site Plan/Contextual Site Plan. See Section 4.07.7.02.5.04 of the Roadway Design & Construction Specifications, October 2016 edition.

***Response: Noted.***

**Comment**

8. If gates are incorporated into the design of the development they are required to be setback from the street flow line a minimum of 35-feet or one truck length, whichever is greater.

***Response: Noted.***

**Comment**

9. Street lights are required along adjacent roadways. Please refer to the Draft Lighting Standards for street light spacing, location, wattage, etc., information. Street lights along public right-of-way shall become City owned and maintained once they have been installed and the final acceptance letter for the lights has been issued. Street light locations shown on the site plan are conceptual. The street lighting plan shall be included with the Civil Plan submittal and will determine final street light locations based on a photometric analysis.

***Response: Noted. Lighting plans provided.***

**ROW/Easements/Plat:**

**Comment**

1. ROW dedication is required for public streets.

***Response: Noted. Plat will be provided with CDs to dedicate ROW.***

**Comment**

2. The dedication of a 25-foot lot corner radius is required at the intersection of arterial roadways, a 20-foot lot corner radius is required at the intersection of collector roadways, and a 15-foot lot corner radius is required at the intersection of local roadways.

***Response: Lot corner radii provided and note included on Site Plan sheets.***

**Comment**

3. 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.

**Response: Noted. All will be provided with CDs/Plat.**

**Drainage:**

**Comment**

1. Per Section 138-367 of the Aurora Municipal Code, a Preliminary Drainage plan and report is required prior to Site Plan or Plat approval. A Preliminary Drainage Plan and Report shall be submitted at the time of Planning Department application submittal. A review fee shall be paid to the City prior to acceptance of the preliminary drainage report. The site plan will not be approved until the preliminary drainage report is approved. Full spectrum detention is required for this project.

**Response: Noted. PDR is provided.**

**Comment**

2. The engineer is responsible for researching and determining if there has been a study by Mile High Flood District (MHFD) proposing improvements within or adjacent to said development. Any such improvements may be required to be constructed with the subject development. Coordination with MHFD and the City shall be initiated in such case at the master plan level or as soon as determined with any proposed development.

**Response: Noted.**

**Comment**

3. 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. Mile High Flood District (MHFD) has created a spreadsheet form (called SDI Design Data) for determining compliance with the statute and a web portal that will send a weekly email 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.

**Response: Noted.**

**Comment**

4. Detention of storm drainage is required for this site and shall be incorporated on the site, unless other accommodations are approved by the City Engineer.

**Response: Noted. Detention and storm drainage is provided.**

**Comment**

5. Release rate for the detention pond shall be based upon the "Storm Drainage Design and Technical Criteria" Manual, latest revision.

**Response: Noted.**

**Comment**

6. 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.

**Response: Noted.**

**Comment**

7. For alley loaded product areas with more than the equivalent of 2 lots draining to the private alley, flows cannot cross the sidewalk. One of the following treatments shall be utilized unless otherwise approved by the City Engineer: 1. The 2-year storm event shall be collected prior to the sidewalk crossing. 2. The alley v-pan shall be warped to curb returns which shall include curb ramps with truncated domes. 3. The v-pan of the alley shall be perpetuated to the connecting street with the sidewalk approaching the alley terminated with truncated domes just prior to the alley. Any warping of the v-pan shall occur downstream of a line parallel to the adjacent sidewalk.

***Response: Noted.***

**Comment**

8. A public storm sewer system appears to be located near this site. Please have your Engineer or Surveyor verify and tie your site drainage into it.

***Response: Site drainage is connecting to existing outfall at 18<sup>th</sup> and 470 as shown on FDP.***

**Comment**

9. Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed.

***Response: Storm sewer provided***

**Fire/Life Safety Comments – Building Division**

The Building Division will receive a referral of the Site Plan and Subdivision Plat for review and comment. They will review these documents for Life Safety (Fire Code) and Building Code issues.

**Key Issue:**

**Comment**

1. Per the Public Improvements Plan (PIP) provision: 'In general, roadway improvements will be triggered if access, life safety and/or traffic demands warrant construction', the city is asking for installation of the south half of E. 48th Avenue connecting to the existing E-470 overpass. The roadway must be installed with the first phase of construction as the permanent secondary access point of access to The Aurora Highlands site.

***Response: Noted. AECOM is working on the design of 48<sup>th</sup> Avenue.***

**Address Directory Signs for Single-Family Dwellings Facing Green Belts instead of Public Right-of-Way:**

**Comment**

1. An approved address directory shall be shown within the detail sheet of the site plan and/or civil plan sign package. Address Directory Signs must be installed at properties where the single-family unit is facing a green belt and access to the unit is from garage of an adjacent access road.
  - Adjacent public/ private roadways, or fire lane easements/public access easements must provide emergency access to within 150' of all exterior portions of the first floor of each structure. The utilization of a greenbelt product cannot exceed this requirement.

***Response: To be provided with Civil CDs & plat.***

**Addressing Requirements:**

**Comment**

1. All buildings or structures, except accessory buildings, shall display the proper building number in the manner provided in this article. It shall be the responsibility of the owner, occupant or any person obtaining a building permit to place such number in the manner provided in the Aurora City Code of Ordinance, Chapter 126 - Article VII - Numbering of Buildings.

***Response: Noted.***

**Adopted Codes by the City of Aurora – Setbacks:**

**Comment**

1. 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.
  - The Aurora Building Division currently utilizes the adopted 2015 International Codes Series except for the 2020 NEC. Our next code adoption cycle will be for the 2021 International Code Series.
  - Show any new lot lines and distance to proposed exterior walls on the site plan.

***Response: Noted. Setbacks to be shown on CDs.***

**Civil Plans:**

**Comment**

1. 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.
  - Dead-End Fire Lane Detail
  - Fire Lane Sign Detail
  - Grading Plan
  - Handicap Accessible Parking Signs
  - Sign Package
  - Signature Block
  - Street Standards and Street Section Details

***Response: These plans and details will be provided with CDs***

**Fire Department Access:**

**Comment**

1. Based on the information presented so far, the type(s) of fire apparatus access road(s) needed for this particular site is:
  - Fire Lane Easement - Buildings less than 30' in height require only a 23' wide fire lane easement with 29' inside and 52' outside turning radii. Building greater than 30' in height require a 26' wide fire lane easement with a 26' inside and 49' outside turning radii.
    - Buildings greater than 30' in height are regulated by the 2015 IFC Section D105 and require a both a 26' Fire Lane Easement and two points of emergency access. Typically, the 26' fire lane easement is located on the front main entry side of the structure within a minimum of 15' and a maximum of 30' from the exterior wall of the building. Structures greater than 30' in height also require a second point of emergency access.
    - **Motor Courts and Looped Lanes – 146-1108 Fire Hydrants:**

The number and spacing of fire hydrants are determined using the 2015 IFC, Appendix B & C. As indicated in the previously stated code sections, fire hydrant coverage requirements include both internal site areas and abutting public street systems.

- In single-family detached residential sites, the IFC reflects an exception in Section 507.5.1 that allows IRC R-3 dwellings to utilize a 600' on center spacing of fire hydrants.

***Response: Noted.***

#### **Fire Sprinkled Structures:**

##### **Comment**

1. The requirements for the installation of a fire sprinkler system are provided within the Chapter 9 of the 2015 IFC and IBC.

General Comments:

- Our jurisdiction has amended the IFC through a city ordinance that removes the requirement for fire sprinkling R-3 Single-Family residences. During the pre-application meeting it was stated that these units would be IRC R-3 Occupancy. If this is changed to IBC R-2 occupancy, then a fire sprinkler system will be required for these units.

***Response: Noted.***

#### **Accessibility Requirements:**

##### **Comment**

1. The City of Aurora reviews accessibility requirements based on 2015 IBC, Chapter 11 and the 2009 ICC/ANSI A117.1
  - Residential
  - The site plan and the civil plans must reflect the location of outside mail kiosks. A detail of the types of mail kiosks must be included along with a drawing showing how the residents will access their mail box, how the postal service will load the mail boxes, along with curb ramp and sidewalks abutting the mail kiosks.

***Response: Noted. Mail kiosks shown and detail provided.***

#### **Legend:**

##### **Comment**

1. The cover sheet must include a "Site Plan Legend" reflecting both existing and/or proposed site elements that are existing or proposed within site.

***Response: Legend provided***

#### **Petroleum and Gas Line Easements:**

##### **Comment**

1. Please review either 49 CFR part 195, Transportation of Hazardous Liquids by Pipeline criteria or 49 CFR part 192, Transportation of Natural and Other Gas by Pipeline criteria to determine minimum distance criteria of a pipe line proximity of any private dwelling, industrial building, or place of public assembly in which persons work, congregate, or assemble. The applicant also gain assistance by obtaining a letter from the petroleum or gas line easement owner indicating the minimum distance they would allow the buried gas line and easement line to the proposed exterior wall. Submit this

letter with the planning documents for recordation.

***Response: Noted.***

**Phasing Plans:**

**Comment**

1. A phasing plan must be provided with the Planning Departments Site Plan and the Public Works Departments Civil Plans submittals.

***Response: Phasing plans provided.***

**Site Plan, Civil Plan, Framework and General Development Plan, and Plat Notes:**

**Comment**

1. The notes being provided below must be included on the cover sheet of the indicated submittal type.
  - (Plat Note) If Plat does not contain a Dedicated Fire Lane Easement
  - (Plat Note) If Plat Contains Fire Lane Easement
  - (Site Plan Note) Addressing
  - (Site Plan Note) Aircraft Noise Reduction (LDN)
    - This area is within a noise mitigation area. Sec. 22-425
  - (Site Plan Note) Americans with Disabilities Act
  - (Site Plan Note) Emergency Ingress and Egress
  - (Site Plan Note) Fire Lane Easements
  - (Site Plan Note) Fire Lane Signs

***Response: Notes included.***

**Site Plan Data Block:**

**Comment**

1. 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.

***Response: Data Block provided***

**Special Design Considerations:**

**Comment**

1. 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.
  - Access to within 150 feet of Each Structure
  - Access Road Width with a Hydrant
  - Aerial Fire Apparatus Access Roads
  - Fire Apparatus Access Road Specifications
    - If an existing fire lane or public roadway has to be removed or relocated for any reason, the portion replaced must follow the current specifications of the Public Works Department.
  - Combined Fire Lane, Public Access and Utility Easements

- Construction of Fire Lane Easements and Emergency Access Easement
  - Cul-De-Sac's
  - Dead-end Fire Apparatus Access Roadways
  - Dead-End Public Streets
  - Encroachment into Emergency Access or Fire Lane Easements are Prohibited
  - Grade
  - Labeling of Easements on the Site Plan, Plat and Civil Plans
  - 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.
- Motor Courts
    - Where Motor Courts and Looped Lanes are utilized please provide a dedicated Fire Lane Easement within the required width of each drive aisle (23' for Motor Courts and 18' for Looped Lanes) as depicted in the Unified Development Ordinance, Section 146-4.2.E.
  - No Parking is allowed within a Fire Lane Easement
  - Private Streets Constructed to Public Street Standards
  - Pocket Utility Easements for Fire Hydrants
  - Public Street Systems Adjacent to Site
  - Remoteness
  - Speed Bumps
  - Snow Removal Storage Areas
  - Two points of Emergency Access
  - Width and Turning Radius

***Response: Noted. Appropriate information shown on SP. Additional information will be provided on CDs and Plat.***

### **Real Property Division**

The Real Property Division reviews the Site Plan and processes Subdivision Plats, Easements, and License Agreements that may be necessary for development of property.

### **Subdivision Plats:**

#### **Comment**

1. The property has never been platted and shall be subdivided at this time in order to obtain a building permit. Plats must be prepared using City of Aurora specifications provided in our most current Subdivision Plat Checklist. Plat review may run concurrently with your other Planning Department submittals, or if desired, final plats may be submitted at a later date by individual homebuilders.

***Response: Noted. Plat will be provided with Planning Area CDs.***

#### **Comment**

2. A **pre-submittal meeting** with Real Property is required on all plat submittals so our team may verify that basic elements have been addressed before they are submitted to Planning. This 30-minute meeting is for the 1st submittal of plats only and is by appointment only. Call Darren Akrie at

303.739.7300 to schedule your appointment. The person preparing the plat and your project manager should attend the meeting. Please bring two sets of the plat.

***Response: Noted.***

#### **Site Plans:**

##### **Comment**

1. A Site Plan will be required by the Planning Department. Real Property has items that need to appear on that site plan above and beyond what other departments may require. These items are listed on the Real Property Subdivision Plat Checklist.

***Response: Noted***

#### **Separate Documents:**

##### **Comment**

1. During the pre-application meeting no requirement for separate documents were specifically identified for your site as proposed. However, review of your actual Site Plan when submitted may identify additional conditions which will require a separate document. Following are the links to additional information if needed later in your formal review process:
  - Dedications Packet
  - Easement Release
  - Revocable License Packet
  - License Agreement Packet

***Response: Noted.***

##### **Comment**

2. **Offsite easement dedications** may be required to make your project work. It's up to the developer to obtain these easements for the city, pay compensation, etc. Dedication documents must be prepared using Real Property specifications which can be found in the Dedications Packet. Once complete and accurate easement dedication information is submitted to Real Property, it takes about 8-10 weeks to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.

***Response: Noted. Easements will be acquired at time of CDs & Plat.***

##### **Comment**

3. If there are existing easements that are no longer needed, the city will require the developer to make application to the city to release those easements. Easement release documents must be prepared using Real Property specifications and are available in the Easement Release Packet. Once complete and accurate easement release information is submitted to Real Property, it takes about 8-10 weeks to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.

***Response: Noted. To be addressed at time of CDs & Plat.***

##### **Comment**

4. No portion of any roofed structure may encroach into any easement. However, you may have items that encroach into city-owned property or easements (i.e. retaining walls, medians, etc.). If allowed, these types of encroachments require a License Agreement. Requirements can be found in the License Agreement Packet. It takes 8-10 weeks to complete the process after submittal. The License Agreement must be completed before the Site Plan is recorded.



**Response: Noted**

**Comment**

5. If a requirement for new street lighting is identified during the review process, this may be an opportunity to partner with cell carrier providers. New technology allows these providers to incorporate their technology with street lighting. These carriers are willing to take on the cost of purchasing and installing a light with qualifying projects. Please contact Leslie Gaylord at 303.739.7901 for additional details and contact information.

**Response:**

The Construction Document Phase is when Engineering and Building plans are reviewed against City Codes for compliance. It is an administrative process and usually occurs after Planning Commission or Planning Director decisions. Permits are issued from these documents.

**Civil Engineering Plans**

**Comment**

1. Civil Construction Plans are required for your project as proposed and shall be submitted electronically.

**Response: Noted.**

**Comment**

2. Use of the Batch Standards Checker Tool is requested for this project.

**Response: Noted.**

**Comment**

3. Civil Engineering Plan Review (see links below for additional information):
  - Process
  - Review Schedule
  - Fees

**Response: Noted.**

**Comment**

4. Prior to submittal of the electronic Civil Construction Plans, the civil consultant must schedule a presubmittal meeting with Christopher Eravelly at 303.739.7457. One paper set of Civil Plans and Reports is required for this pre-submittal review. Also bring a copy of the pre-application meeting notes and a copy of the submitted site plan, including the landscape plan. At this meeting the Civil Plans shall be reviewed for completeness. A checklist is used to ascertain completeness. The engineer shall fill out the checklist and bring it to the pre-submittal meeting. A pre-submittal meeting will not be scheduled until there are no outstanding comments remaining on the preliminary drainage report/letter.
  - Civil Construction Document Plan Set generally includes the following plans:
    - Stormwater Management Plan
    - Final Drainage Plan/Report
    - Final Grading Plan
    - Utility Plan and Profiles
    - Street Plan and Profiles
    - Area Grading Plans

- Signing and Striping Plan
- Street Lighting Plan
- Phasing shown on the Site Plan shall also be represented on the Civil Plan drawings.

***Response: Noted.***

### **Aurora Water**

#### **General Requirements:**

#### **Comment**

1. Utility Plans will be required with the Civil Engineering Plans:
  - Utility Plans shall be prepared in accordance with the Utility Manual - Utility Plans must be approved prior to obtaining building permits - Utility Plans must include:
    - Fixture Unit Table and Meter Sizing Tables
    - Water Service and Water Meter locations o Sanitary Sewer Service Lines o Resistivity Tests for any public water mains installation per Section 20 of the Utility Manual.
  - Cross Connection Control Devices are required for:
    - Fire Service Lines
    - Commercial and Domestic Water Service Lines.
    - These devices are required to be located within the building or within a heated and drained vault after the water meter.

***Response: Noted.***

#### **Comment**

2. A Stormwater Quality Discharge Permit and Stormwater Management Plan and Report will be required for this project. See the latest revision of the City of Aurora Rules and Regulations Regarding Stormwater Discharges Associated with Construction Activities Manual (SWMP Manual) for more detailed requirements. A Colorado Discharge Permit System (CDPS) (CDPS) permit may be required by the State Health Department if a City of Aurora Stormwater Quality Discharge Permit is required.

***Response: Noted.***

#### **Comment**

3. CAD Data Submittal Standard: 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.

***Response: Noted.***

### **Public Works Department**

#### **Engineering Division**

#### **General Requirements:**

**Comment**

1. All new developments and redevelopments are required to develop and implement a permanent condition Stormwater Management Plan (SWMP) in conjunction with the overall drainage plan for the site. The SWQCP shall be included in and become part of the preliminary and final drainage reports. The SWQCP shall discuss and propose the solutions to permanently enhance the quality of stormwater runoff through the site.

***Response: Noted. SWMP to be provided with CDs.***

**Comment**

2. The SWMP shall be developed by applying the permanent water quality “best management practices” described in Volume 3 of the USDCM. The SWMP shall be shown in a separate section of the drainage report. Proposed permanent stormwater quality enhancement facilities shall be sized and located on the drainage map (see section 2.42, “Storm Drainage Design and Technical Criteria” manual). The development community is encouraged to use multiple BMPs in creative and non-traditional site design to achieve the water quality objectives.

***Response: Noted.***

**Comment**

3. A drainage easement is required for stormwater quality detention ponds. This easement shall connect to an access easement that ties to public right of way for access to the facilities. These easements shall be executed prior to the approval of the Civil Plans.

***Response: Noted. Easement to be provided at time of CDs & Plat***

**Comment**

4. An Inspection and Maintenance Plan (I and M Plan) shall be developed concurrently with the design of the permanent BMP’s and submitted with the final drainage plan and report for approval. Refer to Section 5.09 of the Water, Sanitary Sewer, and Storm Drainage Infrastructure Standards and Specifications as well as the 2010 Storm Drainage Design & Technical Criteria manual’s appendices for direction on preparing an I and M Plan, including the Maintenance Agreement. A signed Maintenance Agreement shall be submitted with the signature set of civil plans and must be approved prior to approval of the civil plans.

***Response: Noted. I&M will be provided with FDR.***

**Comment**

5. The civil plans will not be approved until the preliminary drainage report is approved and the plat is ready for recordation.

***Response: Noted. Civil plan submittal timing to be discussed as PDR approaches approval.***

**Roadway Design and Construction Specifications:**

**Comment**

1. Roadway construction shall conform to the “City’s Roadway Design and Construction Specifications” latest edition. The City considers the burden on you (the developer) for not only your front footage, but also to construct all needed offsite transitions to match the existing roadway(s).

***Response: Noted.***

**Comment**

2. All road cuts or other roadway disturbances within the City of Aurora’s public right-of-way shall be repaired and restored according to the standards specified in Section 36 of the City’s Roadway

Design and Construction Specifications, and any other requirements specified elsewhere. If more than 500 square feet of existing roadway is disturbed within one block, the construction area shall be milled and overlaid prior to the issuance of the Certificate of Occupancy.

***Response: Noted.***

**Comment**

3. Fire lanes. All primary fire lanes shall be constructed to an improved pavement surface (concrete, asphalt, or pavers). Secondary accesses in landscaping and other areas, need to be designed in accordance with the City's adopted Fire Code requirements, but may be permitted to utilize other materials and options. The proposed secondary access materials shall be approved by both Life Safety (Fire Marshal) and the City Engineer.

***Response: Noted.***

**Building Plans**

**Building Division Comments:**

**Comment**

1. Building Plan Review
  - Process
  - Review Schedule
  - Fees

The comments made during the meeting address large-scale issues. We strongly recommend that a code consultation meeting be scheduled to discuss more detailed concerns.

During the development review process, you will not need to submit any documentation to the Fire Department for review. The Life Safety group within the Aurora Building Division conducts all site development and construction plan reviews on behalf of the Aurora Fire Department.

The links below contain additional information and requirements for completion, submittal, and permitting of your building plans.

***Response: Noted***

**Permit Types:**

**Comment**

1. Based on the information provided during the pre-application meeting, the Building Division would classify your proposed scope of work under the following permit type.
  - Single Family Residential or Master Plan Single Family Permits

***Response: Noted***

**Key Issues:**

**Comment**

1. The Aurora Building Division currently utilizes the adopted 2015 International Codes Series except for the 2020 NEC. Our next code adoption cycle will be for the 2021 International Code Series.

***Response: Noted.***

**Comment**

2. If your architect would like to set up a preliminary building construction plan submittal meeting please contact our Plans Examiner Manager Jose Rodriguez ([jrodrig@auroragov.org](mailto:jrodrig@auroragov.org)).

***Response: Noted.***

**Accessibility:**

**Comment**

1. The City of Aurora enforces handicapped accessibility requirements based on 2015 IBC, Chapter 11, and the 2009 ICC 117.1.

***Response: Noted.***

**Adopted Codes by the City of Aurora:**

**Comment**

1. This "link" will provide a current listing of all adopted building codes and ordinances utilized by the Aurora Building Division. To view the 2015 International Codes please utilize the following hyperlink; [ICC Codes Online](#).

***Response: Noted.***

**Building Division General Comments:**

**Comment**

1. The function of the Building Division in the development process involves assistance with building code questions. This "link" will provide answers to the most typical initial questions concerning the role of the Building Division.

***Response: Noted.***

**Checklist for Plan Review Submittals:**

**Comment**

1. The Aurora Building Division has established a number of checklists that reflect specific construction plan submittal and permit requirements. A copy of these checklists can be obtained through the City of Aurora website or by clicking on the link provided here.

***Response: Noted.***

**Day Night Sound Level (LDN or DNL):**

**Comment**

1. C.O.A Building and Zoning Code, Section 22-425 through 22-434 provides three methods for residential and commercial building design/construction to comply with the aircraft noise reduction criteria of this Code.

***Response: Noted.***

**Geographic Design Criteria:**

**Comment**

1. New construction must adhere to the climatic and geographic design criteria provided using the hyperlink above.

**Response: Noted.**

**Occupancy Specific Building Code Requirements:**

**Comment**

1. Based on the information provided, your building occupancy or occupancies are as follows:
  - R-3 IRC Occupancy - Residential occupancies shall include buildings arranged for occupancy as Residential Care/Assisted Living Facilities including more than five but not more than 16 occupants, excluding staff. Group R-4 shall meet construction requirements for Group R-3 or shall comply with the IRC.

**Response: Noted.**

**Multi-Family Master Plans:**

**Comment**

1. A master plan can be submitted for identical multi-family structures in place of separate submittals for different addresses.

**Response: Noted.**

**Previously Approved Single-Family Master Plans for New Subdivisions:**

**Comment**

1. Master plans can be used for each identical townhouse type. Please utilize our IRC ONE AND TWO FAMILY RESIDENTIAL checklist.

**Townhouses:**

- Townhomes are considered single-family one and/or two-family dwellings by the International Residential Code (IRC) and designated as Group R-3 occupancies. As such, R-3 occupancies are to be served by individual utilities where the individual home owner has sole control of the shut off and main circuit breaker for their property. Ganged Meters for Gas and electric are not allowed in the City of Aurora for IRC R-3 townhouses. Where ganged meters are intended, the townhouses will be designated as International Building Code (IBC) group R-2 occupancies requiring residential fire sprinkler installations. The site plan and civil plan utility sheets must show service entrances for all utilities in order to define occupancy designation for the structures.

**Response: Noted.**

**Request for Modification or Alternative Material:**

**Comment**

1. Per the 2015 IFC, Section 104.10 and 104.10.1, whenever there are practical difficulties involved in carrying out the provisions of this code, the fire code official shall have the authority to grant modifications for individual cases, provided the fire code official shall first find that special individual reason makes the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, life and fire safety requirements.

**Response: Noted.**

**Real Property Division**

**Comment**

1. **Reminder** – Prior to building plans submittal, processing of any/all required separate documents should be started so that this process does not interfere with permit issuance.

***Response: Noted.***

Before any construction may commence, a contractor licensed in the City of Aurora must be issued the appropriate **permits** for all work to be performed. Licensing information is available on the city's website.

**Aurora Water**

**Utility Connection Fees:**

- Water Service Connection Fee
- Metro Sanitary Sewer Connection Fee
- Sanitary Sewer Connection Fee

**Comment**

1. Fees may only be paid after issuance of building permit and must be paid prior to issuance of the Certificate of Occupancy. This is required for new services and when meter sizes are upsized.

- Wet Tap Fees:
  - Apply when making connections to existing water mains for water line extensions, fire hydrant lines, and fire service lines.
- Irrigation Water Meter Fees:
  - Will be calculated in accordance with the City Ordinance for irrigated common areas in Single Family Detached and Commercial areas.
  - The Landscape Plan must identify the “NON-WATER CONSERVING” and “WATER CONSERVING” areas used for the meter fee calculations.
- For a full listing of Utility Fees, please see the Aurora Water Fee Schedule.

***Response: Noted.***

**Public Works Department**

**Engineering Division**

**Comment**

1. A geotechnical and pavement design report is not required for paving of new or existing private parking lots, fire lanes, driveways, and private streets (other than TODs and Urban Centers). The civil plans shall have the default pavement thickness, obtained from the Roadway Manual, labeled on the plans and a note indicating the type of soils within the project, unless the developer submits a pavement design for review and approval. A paving permit for this private infrastructure is not required. A Private Development Pavement certification shall be required to be submitted prior to issuing a Certificate of Occupancy. See Section 5.01.2.02 for more information. The developer/contractor is responsible for the required testing, backfill, and compaction for all wet

utilities prior to paving. It is the developer/contractor's risk to begin paving without the initial acceptance of the wet utilities.

Public streets are required to have geotechnical and pavement design reports approved before a paving permit will be issued. Please note the requirement for composite pavement sections in Section 5.00. Also, streets are required to have French drains (for concrete pavements and bituminous composite pavement sections) at the back of curb at low points in the streets and be extended 100-feet on both sides of the low point, unless the geotechnical pavement design report indicates the presence of high ground water. Then, the French drains shall be extended in accordance with the recommendations of the pavement design report.

***Response: Noted.***

**Comment**

2. A new Certificate of Occupancy needs to be issued for this site. Aurora City Code requires all public improvements (see definition below) be completed, escrowed for, a deferral granted, or have a Public Improvement Plan (PIP), indicating when the improvements will be installed, in place prior to issuance of the Certificate of Occupancy.

***Response: Noted.***

**Comment**

3. Public improvements shall mean and include, but not by way of limitation, the construction, reconstruction, and improvement of the following:
  - major and minor arterials
  - collector streets
  - local streets
  - one-half of all streets abutting subdivided or platted land, including any required offsite transitions back to existing street sections
  - fire lanes
  - alleys
  - culverts
  - curbs, gutters, curb ramps, and sidewalks
  - monuments and range boxes
  - sanitary sewer mains, including laterals to each lot line
  - storm drainage
  - detention and water quality facilities, including necessary structures
  - channel facilities
  - street lighting
  - median construction
  - water mains, hydrants and valves
  - tree plantings and landscaping
  - repairs and replacements thereof necessitated by construction activity pursuant to issuance of a City of Aurora certificate of occupancy.

***Response: Noted.***

**Building Division**

**Key Issue:**



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**Comment**

1. Once the building permit is issued it is recommended that the General Contractor (GC) schedule a preconstruction meeting through the Office of Development Assistance Project Manager. The meeting will consist of the Public Improvement Supervisor, Building Division Inspector Supervisors, and a Fire/Life Safety Supervisor. These meeting are highly beneficial to both the GC and city staff in addressing inspection requirements that assist in obtaining a TCO or CO in a timely manner.

***Response: Noted.***

**Construction Permits:**

**Comment**

1. Please click on the link provided for a listing of required construction permits.

***Response: Noted.***

**Comment**

2. Fire Safety during Construction, Alteration or Demolition of a Building:  
Utilize the requirements of the 2015 IFC, Chapter 33 for both construction and demolition of any structure within your site. To obtain a full copy for fire department access and water supplies to a construction site, please call the Building Department at 303.739.7420.

***Response: Noted.***

**Access Roadways during Construction**

**Comment**

1. Please click on the "link" provided for requirements for fire department access during construction.

***Response: Noted.***

Sincerely,

MATRIX DESIGN GROUP, INC.



Jeff Killion, PE

cc: 21.1229.007, Task 1.0