

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



June 29, 2020

Mark Adcock
3060 LLC
9205 E Mexico Avenue
Denver, CO 80247

Re: Initial Submission Review – The Galena Street Office Warehouses – Site Plan
Application Number: **DA-1877-01**
Case Number: **2010-6015-01**

Dear Mr. Adcock:

Thank you for your initial submission, which we started to process on Tuesday, May 19, 2020. We reviewed it and attached our comments along with this cover letter. The first section of our review highlights our major comments. The following sections contain more specific comments, including those received from other city departments and community members.

The plans submitted are incomplete and are missing many elements and the standard level of detail required by the City of Aurora. As such, you will need to make another submission. Please review the Site Plan Manual and the Sample Site Plan and revise your previous work to include every required element and align with a more standard sheet layout as shown in the example. Once you have done this, send us a new submission on or before Friday, July 24, 2020 and your second review will begin.

Note that all our comments are numbered. When you resubmit, include a cover letter specifically responding to each item. The Planning Department reserves the right to reject any resubmissions that fail to address these items. If you have made any other changes to your documents other than those requested, be sure to also specifically list them in your letter.

Your estimated Planning Commission hearing date is currently set for Wednesday, September 9, 2020. Please remember that all abutter notices for public hearings must be sent and the site notices must be posted at least 10 days prior to the hearing date. These notifications are your responsibility and the lack of proper notification will cause the public hearing date to be postponed. It is important that you obtain an updated list of adjacent property owners from the county before the notices are sent out. Take all necessary steps to ensure an accurate list is obtained.

As always, if you have any comments or concerns, please give me a call. I may be reached at 303-739-7112.

Sincerely,

Christopher Johnson, Planner II
City of Aurora Planning Department

cc: Michael Groselle, Modern Engineering Solutions LLC
Scott Campbell, Neighborhood Liaison
Mark Geyer, ODA
Filed: K:\SDA\1877-01rev1.rtf



Initial Submission Review

SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- Review and address all formatting comments from all departments.
- Site Details and Building Elevations must be included with second submittal.
- Revise legends throughout and define every symbol and line type.
- Add all requested site plan notes.
- Review the Site Plan Manual and Sample Site Plan. There are many required elements missing from these plans.
- Provide elevations for Buildings 3 and 4 (see Item 5)
- Update required landscape tables (see Item 6)
- The site plan will not be approved by Public Works until the Preliminary Drainage is approved (see Item 7)
- Show and label the proposed drainage easement (see Item 7)
- Label all slopes (see Item 7)
- Show the ADA compliant pedestrian route on the site plan and photometric plan.
- One water meter will be required to serve each individual building (see Item 10)
- No portion of any building may encroach into any easement (see Item 11)

PLANNING DEPARTMENT COMMENTS

1. Community Questions, Comments and Concerns

1A. Thirteen (13) registered neighborhood organizations and sixteen (16) adjacent property owners were notified of the Site Plan application. No comments have been received from any members of the public.

2. Completeness and Clarity of the Application

2A. Please revise the Title Block to address all formatting comments. Include the legal description in the Title Block beneath the project title. Title Block must be shown on all sheets of the plan set. Additionally, a conditional use is no longer required for this proposal under the UDO regulations.

2B. Adjust the scale on the vicinity map to provide more detail for the subject site, it is too zoomed out and blurry as shown. The project location should be highlighted.

2C. The site plan notes can be included on the cover sheet. Review the sample site plan for examples of preferred cover sheet layout.

2D. Revise the sheet index for your next submittal. It is currently inaccurate and will be changed with the second submission. Change sheet numbers to simply be numeric in ascending order.

2E. Include the photometric plan in this plan set in the next submittal.

2F. Include a Data Block on the cover sheet including all required project information, such as required parking, site coverage data, building information, etc. A template can be provided.

2G. Remove the “Not For Construction” Label from all sheets except for the Landscape Plan.

2H. The “General Notes” you have provided are not typical for a site plan. Remove them and only include the Required Site Plan notes template from Planning, as well as any notes specifically requested by city departments.

2I. Remove the additional amendment block from the third sheet.

2J. Ensure that a legend is provided which explains any and all symbols used on the plans. Some symbols are shown with no explanation in a legend.



3. Site Plan Package

3A. This Site Plan does not meet City of Aurora standards for page layout, plan size, and content. Please review the site plan manual and revise your plans accordingly. These plans do not include the level of detail required by the city. There is a checklist in the manual listing every item which must be included on each sheet, and there are many elements missing, so each missing item is not listed on the plan. Every item listed in the Site Plan manual must be included for the second submittal before the project will be forwarded to Planning Commission, as well as any changes or unlisted items specifically requested by city departments in this letter.

3B. As discussed in preliminary reviews, the plans shown on the 4th sheet should both on their own sheets and drawn at the same scale as the utility and landscape plans. This scale does not provide the necessary detail or meet city standards.

3C. The zone district of all abutting properties must be shown on the site plan, along with Lot, Block, and Subdivision of each property.

4. Parking

4A. Minimum parking requirements do not appear to be met, but it is unclear without a data block.

4B. Bicycle parking is also required per the UDO. Required bicycle spaces are calculated based off the required number of vehicle parking spaces. All bicycle racks should be a standard inverted “U” design, and each rack counts as two spaces.

5. Site and Building Design Issues

5A. These building elevations are very simple and bland. Please review the standards detailed in section 146-4.8 of the UDO to ensure your proposal complies with building design. Consider adding elements to provide visual interest in architecture and break up the building massing, such as changes in the parapet height, recesses or bump outs in building plane, or physical awnings over entrances.

5B. Building materials must be labeled. A colored materials sample should be provided prior to the planning commission hearing. Corrugated metal is not a permitted material in Mixed-use districts. Please review the permitted materials listed in Table 4.8-5 of the UDO.

5C. Adjust the placement of the indicated label to make it legible. Address any other text/feature conflicts which are illegible.

5D. Include building elevations for buildings 3 and 4.

5E. Civil plan details are not necessary on the site plan. However, other site elements such as lighting fixtures, fences or walls, or other elements must be shown.

6. Landscaping Issues (Kelly Bish / 303-739-7189 / kbish@auroragov.org / Comments in bright teal w/ red lettering)

6A. Sheet 5

- Add the missing information from the required Standard Landscape Notes in the Landscape Reference Manual.
- Update required landscape tables as shown on PDF.
- Add required buffer labels with dimensions on all four sides.
- Label trash enclosure.
- Fill in missing plant quantities.
- Curbside landscape areas that are between six and ten feet in width shall be planted with shrubs at a minimum. It cannot be all irrigated bluegrass. See the Curbside Landscaping minimum plant material quantities for detached sidewalks for additional information.
- The base map layout does not match the Site Plan.
- More information is needed on buildings 3&4 to know what type (if any) additional landscaping may be required on the entrance door side.
- A terminal landscaped islands required on the ends of parking rows.
- Add distinctive landscaping at the entryways where shown.
- To understand how to calculate the street tree and street frontage buffer length, reference points have been marked on the plan.
- Add the label “Not For Construction” to the plan.



REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

7. Civil Engineering (Kristin Tanabe / 303-739-7306 / ktanabe@auroragov.org / Comments in green)

Sheet C1

7A. The Site Plan will not be approved by Public Works until the preliminary drainage letter/report is approved.

7B. Please remove AutoCAD SHX text items in the comment section. Please flatten to reduce select-ability of the items.

7C. Please include the photometric plan sheet in the site plan packet.

Sheet C2 Notes

7D. Add the following notes to the Site Plan Notes:

“In locations where utility easements overlap drainage easements, only subsurface utilities shall be permitted within the portion of the utility easement that overlaps the drainage easement. Installation of above ground utilities within a drainage easement requires prior written approval by City Engineer”

AND

“The streetlight or pedestrian light installation within the public right-of-way shall be designed, funded, and constructed by the developer/owner. Ownership and maintenance of the street/pedestrian lights shall be the responsibility of the City of Aurora once they have been accepted. Street light and/or pedestrian photometrics plans shall be prepared and submitted to the City for review and approval and shall become a part of the approved civil construction plans for the project. An electrical plan showing site location of lights, electrical one line and grounding details shall be submitting to the Permit Center for review by the Building Department. The owner is responsible for obtaining an address for the meter(s) from the Planning Department. A Building Permit for the meter and a Public Inspections Permit for the street lights are required. Certificate of occupancies will not be issued until the street and/or pedestrian lighting plans are approved, constructed, and initially accepted.”

Sheet C2 Site Plan

7E. Clarify what is meant by “Drainage Boundaries”.

7F. Please provide a legend for all symbols used on the plans.

7G. Utilities do not need to be shown on the site plan.

7H. Indicate the pavement material.

7I. For detention ponds: Show/label drainage easement. Also show/label access easement dedicated from drainage easement to public ROW for maintenance access. Show/label 100-year water surface elevation, show/label maintenance access to the bottom of the pond and the top of the outlet structure. Indicate the direction of emergency overflow.

7J. Clarify whether the indicated feature is supposed to be a cross pan. Please show/label cross pan per COA standard and include the detail number.

7K. Provide a dimension for the existing and proposed sidewalks. Please show the linework for the proposed ramps. Typical throughout.

7L. Proposed street lights are required on Galena Street. Please show and label proposed street lights.

7M. Directional ramps are the current standard. Please update both ramps to meet current standards and include the standard detail number.

Sheet C3

7N. This scale is not adequate for the grading and the text used on this sheet is too small. Please use a similar scale to sheet 3. The grading and utility plan can be combined.

7O. Add a label indicating if the proposed storm sewer will be public or private and who will maintain it.

7P. Label all slopes. A 2% minimum slope is required for swales, or provide an underdrain, typical. A minimum 1% slope for asphalt, 0.5% slope for concrete, typical. The minimum slope away from the building is 5% for 10 feet for landscape areas, and 2% for impervious areas.



7Q. Is storm sewer proposed? Sidewalk chase? How is the flow conveyed?

7R. A pan is required to convey drainage in pavement. Please show and label.

7S. Show and label proposed street lights.

7T. For detention ponds: Show/label drainage easement. Also show/label access easement dedicated from drainage easement to public ROW for maintenance access. Show/label 100-year water surface elevation, show/label maintenance access to the bottom of the pond and the top of the outlet structure. Indicate the direction of emergency overflow.

Sheet C5

7U. Landscaping cannot impede the function of the detention areas.

Photometric Plan

7V. Please include this sheet in the site plan packet.

7W. Show/label proposed street lights on Galena Street. Include light fixtures. Street lights in public right of way will be owned and maintained by the City of Aurora and must meet COA standards. Draft lighting standards are available upon request.

7X. Add a note that street light locations are conceptual. Final street light locations will be determined with photometric analysis submitted with the lighting plans in the civil plan submittal.

8. Traffic Engineering (Brianna Medema / 303-739-7336 / bmedema@auroragov.org / Comments in orange)

Site Plan Set

8A. Add the following note:

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.

8B. Sheet 3: Add stop sign. Replace these 15'x30' sight triangles with COA STD TE-13.1 sight triangles. Add sight triangle for stop condition on Galena St. Drawn triangle is only an example, see COA STD TE-13.1 for actual dimensions, use 35mph for Design Speed. Show & label existing stop sign.

8C. Sheet 5: Add Note for plantings in sight triangles (see pre-app notes). See Site Plan for comments on sight triangles. Please note sight triangles as shown are not acceptable.

9. Fire / Life Safety (Mark Apodaca / 303-739-7656 / mapodaca@auroragov.org / Comments in blue)

Site Plan Set

1. Sheet 1 of 8 / Cover
 - Provide Utility sheet.
 - Provide Site data block.
2. Sheet 2 of 8 / Notes
 - See comments for add notes.
3. Sheet 3 of 8 / Site
 - See comment for scaling and ratio.
 - See comment for abutting fire hydrant.
 - If applicable show FDC, Knox box, riser room.
 - Show exterior accessible route.
4. Sheet 4 of 8 / Grading
 - See comments for accessible signage.
 - If applicable show FDC, Knox box, riser room.
5. Sheet 6 of 8 / Elevations
 - If applicable show FDC, Knox box, riser room.
6. Sheet 8 of 8 / Photometric
 - Identify exterior accessible route with a heavy dashed line.



10. Aurora Water (Daniel Pershing / 303-326-8867 / ddpershi@auroragov.org / Comments in red)

Sheet C2

10A. Since multiple addresses are shown and appear to be commercial uses, one meter will be required to serve each individual building. Therefore, the waterline will need to be looped throughout the site providing frontage to all buildings. Life safety may also require Fire Suppression service to be provided for this use.

10B. Utilities should be shown on their own sheet to avoid busyness.

10C. I assume an inlet would be required here to go from surface flows to underground piping.

Sheet C3

10D. Line Types appear to be turned off. Please show all existing and proposed utilities on this plan.

10E. Is this the Utility Plan?

11. Real Property (Maurice Brooks / 303-739-7294 / mbrooks@auroragov.org / Comments in magenta)

Sheet C2 Notes

11A. Change Note 6 to state the following, verbatim:

“All crossings or encroachments into easements and rights-of-way owned by the City of Aurora ("City") identified as being privately-owned and maintained herein are acknowledged by the undersigned as being subject to City's use and occupancy of said easements or rights-of-way. The undersigned, its successors and assigns, further agrees to remove, repair, replace, relocate, modify, or otherwise adjust said crossings or encroachments upon request from the City and at no expense to the City. The City reserves the right to make full use of the easements and rights-of-way as may be necessary or convenient and the City retains all rights to operate, maintain, install, repair, remove or relocate any City facilities located within said easements and rights-of-way at any time and in such a manner as it deems necessary or convenient.”

Sheet C2

11B. No portions of any building may encroach, cross, or hang over any easement. Typical throughout.

11C. Show the easement for the proposed water line. Address throughout.

11D. Add the subdivision information. Address throughout.

11E. Begin this easement release process with Andy Niquette. Contact Andy Niquette (aniquett@auroragov.org) for the easement concerns.

11F. Add record information for the easement to be vacated. Address throughout.

11G. Add “by separate document” to the label for all proposed easements. Address throughout.

12. Xcel Energy (Donna George / 303-571-3306 / donna.l.george@xcelenergy.com)

12A. Please review the attached comment letter.



Right of Way & Permits

1123 West 3rd Avenue
Denver, Colorado 80223
Telephone: **303.571.3306**
Facsimile: 303. 571. 3284
donna.l.george@xcelenergy.com

June 23, 2020

City and County of Denver Development Services
201 West Colfax, Dept. 205
Denver, Colorado 80202

Attn: Christopher Johnson

Re: Galena Street Office Warehouses, Case # DA-1877-01

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the site plans for **Galena Street Office Warehouses**. The property owner/developer/contractor must complete the application process for any new natural gas or electric service, or modification to existing facilities via xcelenergy.com/InstallAndConnect. It is then the responsibility of the developer to contact the Designer assigned to the project for approval of design details. Additional easements may need to be acquired by separate document for new facilities.

As a safety precaution, PSCo would like to remind the developer to call the Utility Notification Center by dialing 811 for utility locates prior to construction.

Donna George
Right of Way and Permits
Public Service Company of Colorado dba Xcel Energy
Office: 303-571-3306 – Email: donna.l.george@xcelenergy.com

MANUAL Site Plan Manual



City of Aurora Planning & Development Services
15151 E. Alameda Parkway, Aurora, CO 80012 • Phone: 303-739-7250 • Fax: 303-739-7268

This manual is also available on our web site.

Go to <https://www.auroragov.org/CityHall/FormsAndApplications/Development/index.htm>



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Chapter I • Introduction

“Be a great place to locate, expand, operate a business, and provide for well-planned growth and development.” – 2012 City Council Policy Goal

Generally.

The purpose of this manual is to provide landowners, developers and their consultants information to assist them in preparing a site plan or contextual site plan for submittal to the city of Aurora, [Planning & Development Services Department](#). In an effort to keep this manual concise, some information is summarized and in other cases a hyperlink is provided to direct the user to more detailed information.

Note: The Planning & Development Services Department’s review and approval of site plans is the first step in the city of Aurora’s six step development review process. The six steps include:

1. Site Plan Review
2. Civil Construction Plans Review
3. Building Plans Review
4. Irrigation Plans Review
5. Construction Permits
6. Construction Inspections and Certificate of Occupancy

Digital Format.

In February 2012, the city instituted a new policy requiring all site plans and contextual site plans to be submitted electronically in a digital format. Electronic submittals have produced cost savings, eliminated waste, and enhanced the flow of information between the city, external agencies, neighborhoods, and the applicant.

Structure of this Manual.

- **Chapter II.** Application Submittal Process provides an overview of each step in the site plan application submittal process.
- **Chapter III.** Application Submittal Requirements provides instructions for scaling a site plan, a sample site plan for reference, a checklist of required site plan elements, a list of accompanying documents to submit with the site plan, and hyperlinks to additional information.
- **Chapter IV.** Application Review & Approval Process provides an overview of steps involved in the review and approval of site plans including the public hearing process and recording of site plan entitlements with the county.
- **Appendix.** Regulatory Framework provides a brief overview of the legislative requirements governing site plans and the use of land in the city.

A Note about Site Plans and Contextual Site Plans.

While essentially similar in regards to submittal requirements, the principal difference between a site plan and a contextual site plan is twofold:

1. **Approval Process:** Most [site plans](#) require a public hearing with review and a vote by the Planning & Zoning Commission. Contextual site plans can be administratively approved by the Director of Planning & Development Services.
2. **Zoning:** Site plans generally apply to land in the core city. [Contextual site plans](#) are linked with the E-470 and Northeast Plains Zone Districts which cover large portions of the city in proximity to E-470 and DIA.

Unless a distinction is needed to address their respective requirements, this manual generically refers to all site plans and contextual site plans as site plans.

Chapter II • Site Plan Application Submittal Process

Introduction.

Below are the steps necessary to submit a complete site plan to be reviewed and approved on schedule. Incomplete application submittals can create inefficiencies for the applicant and city staff – it is the goal of the Planning & Development Services Department to avoid these situations whenever possible.

Pre-Application Meeting.

The meeting provides landowners, developers, and their consultants with an understanding of the city's submittal requirements to obtain development approval and building permits and provide initial feedback on their preliminary site plan. A project manager in the [Office of Development Assistance](#) hosts the meeting with the Development Review Team which is composed of city staff from departments involved in the development review process including the Office of Development Assistance, Aurora Water, Neighborhood Services, Planning & Development Services, Parks, Recreation & Open Space, and Public Works. For an overview of the entire city development review process, please refer to the [city of Aurora's Development Handbook](#).

Prior to the pre-application meeting, a Planning Case Manager in the Department of Planning & Development Services is assigned to each site plan and attends the meeting with the applicant. The primary role and responsibility of the Planning Case Manager is to manage the applicant's site plan through the application submittal and review process by distilling and facilitating the resolution of site plan issues.

NOTE: While the project manager guides the applicant through the entire six-step development approval process described in Chapter I, the Planning Case Manager provides guidance to the applicant only through the first step — the site plan review process.

Prior to the pre-application meeting, the Development Review Team examines the applicant's preliminary site plan and prepares comments. The Development Review Team comments are documented in writing and upon completion of the pre-application meeting, applicants receive detailed written comments from the Office of Development Assistance.

Site Plan Development and Refinement.

The time between the pre-application and pre-submittal meeting is when the applicant and their design team establish a rapport with the Planning Case Manager and the Development Review Team about issues identified at the pre-application meeting. Early communication focused on issue resolution helps to ensure the site plan is reviewed in a timely and efficient manner.

Pre-Submittal Meeting.

When the site plan is ready to be submitted, the applicant shall contact the Planning Case Manager to schedule a pre-submittal meeting. This meeting takes approximately one hour to complete and is scheduled at least one week prior to the formal application submittal. The applicant shall bring one copy of the entire site plan package to the meeting. The purpose of the meeting is to:

- Discuss responses to the Development Review Team's pre-application meeting notes
- Explain the electronic application submittal process.

NOTE: During the pre-submittal meeting, Planning & Development Services staff will provide the applicant access to the project on the city's website and email the applicant a link to the website along with a username, a temporary password, and instructions on how to access the city's electronic system.

- Review all the materials to be submitted as part of the application package.

NOTE: Chapter III of this manual describes Site Plan Application Submittal Requirements

- Confirm the number of referral agencies and abutting property owners for the electronic submission
- Provide an estimate of the [application fee](#) and instructions for paying the fee online.

Chapter II • Site Plan Application Submittal Process continued

NOTE: If a [subdivision plat](#) is submitted along with the site plan, please contact the Real Property Services Division of the Public Works Department. Real Property Services requires a separate pre-submittal meeting for subdivision plats at least one week prior to uploading the plat and site plan to the city of Aurora Development Application Review website.

Formal Site Plan Application Submittal and Fees.

Once the applicant has uploaded all of their site plan application materials onto the city of Aurora's Development Application Review website, city staff will review the application for completeness. When staff determines the application is complete (this typically takes between two and three business days), the applicant will receive an email

invoice from the city. If the applicant pays the invoice before Thursday at noon, the application will begin the review process that week. If payment of the invoice occurs after Thursday noon of any week, the start of the review process will be postponed until the following week.

NOTE: Step-by-step digital submittal instructions are provided at the pre-submittal meeting and can also be found in the [City of Aurora Development Review Plans Submission and Referral Website Applicant Instruction Guide](#).

Chapter III • Site Plan Application Submittal Requirements

Introduction.

This chapter provides details on the submittal requirements for a site plan application. The chapter is divided into two sections.

Section 1: The Site Plan.

There are eight primary elements that make up the site plan. These elements and their components are listed in the tables below beginning with the cover sheet.

Section 2: Accompanying Documents.

These documents are to be submitted along with the site plan.

Section 1: The Site Plan

General Instructions.

Scale. All site plans shall be drawn at a uniform engineering scale.

- 1 inch = 40 feet minimum

Font Size. All lettering and numbering must be at a font size that is legible when reduced to an 11 inch by 17 inch format.

Sample Site Plan. A sample site plan is available as an example to assist the applicant with the preparation of their site plan.

NOTE: Depending upon the complexity of the particular site plan, the applicant may combine elements of the site plan onto a single sheet.

Consistent Detailing. All existing and proposed site plan elements (e.g., sidewalks, parking spaces, fire lanes, building envelopes, etc.) shall be labeled (unless a legend is provided) and dimensioned (unless a detail is provided).

Chapter III • Site Plan Application Submittal Requirements continued

Site Plan Checklist

1. Cover Sheet

- Title
 - The title shall appear in bold letters across the top of the cover sheet.
 - If the site plan includes a conditional use, include the words “And Conditional Use” in the title at the end of the project name.
 - If the site plan includes any waivers, include the words “With Waivers” in the title at the end of the project name.
 - If the project is part of an existing development, the name of the existing development shall appear in the title. For example, “Target at Buckingham Square”.
 - If the project is not part of an existing development, the title shall be unique to Aurora.
 - Do not use the word “Subdivision” or “Filing” as part of a site plan title.
- Legal Description Block
- Signature Block
 - The Signature Block is provided in Word format to the applicant.
- Amendment Block
 - The Amendment Block is provided in CAD.DWG format to the applicant
 - Size: two inch by three inch format is recommended.
 - Please note this area is used for amendments following approval of a site plan.
- Required Site Plan Notes
 - The Required Site Plan Notes are provided in Word format to the applicant.
- Data Block
 - The Data Block is provided in CAD.DWG format to the applicant.
- Contacts
 - List the name, addresses and phone numbers of the property owner’s consulting team.
- Sheet Index
- Vicinity Map
 - Place a vicinity map of the project site on the cover page in a three inch by four inch block at a scale that includes the closest major arterial street intersection and all surrounding local streets.

Chapter III • Site Plan Application Submittal Requirements continued

2. Context Map

For some applications, the Planning & Development Services Department may ask for a context map. The purpose of the context map is to ensure the site plan “fits” into the context of the surrounding land uses and the neighborhood. The type of information shown shall include the following components (existing and proposed):

- Adjacent and connecting street network
- Trails, parks, and open space amenities
- Pedestrian connections, bicycle facilities
- Building footprints and other public improvements
- Topographic contours in 2-foot intervals

3. Site Plan

- Abutting Zone Districts
 - Identify zoning on all abutting properties.
- ADA Route
 - The city of Aurora enforces handicapped accessibility requirements based on the 2009 International Building Code, Chapter 11, and the American National Standards Institute (ICC/ANSI) A117-2003
- Bar Scale
- Bike Racks
 - Please refer to City Code [Section 146-1508](#)
- Building Footprints
- Curbs, Curb Cuts, and Crosspan
 - Please refer to the [Roadway and Design Construction Specifications](#)
- Detention/ Water Quality Ponds
 - Please refer to City Code [Section 146-1434](#)
- Drainage Inlets and Manholes
- Easements: Existing and Proposed
 - Please note that easements proposed as part of a concurrent subdivision plat application shall be labeled as proposed on the site plan
- Entry Monuments
 - Footprint located on the site plan
 - Include dimensions to the street flow line and the property line at the closest point
- Fences/Gates Across Driveways or Easements
 - Locations shown and labeled
 - Materials, color, and height labeled
 - Please refer to City Code [Section 146-1743](#)
 - For pool fences please refer to City Code [Section 146-1742 \(A\)](#)
- Fire Hydrants/FDC/etc.
- Fire Lanes
- Handicap Ramps
- Handicap Parking Stalls
 - Please refer to City Code [Section 146-1507](#)
- Legend
 - Provide graphic symbols and distinguish line types (on each sheet as appropriate)
- Lot Dimensions, Boundaries, and Lot and Block Numbers
- Mailbox Locations
 - The applicant shall discuss USPS cluster mailbox location guidelines with the Planning Case Manager.
- Monument Signs
 - Label the footprint, height, material, color, and lighting method
 - Include dimensions to the street flow line and the property line at the closest point
 - Please refer to City Code [Section 146-1619](#) for sign identification and marking requirements

Chapter III • Site Plan Application Submittal Requirements continued

- Motor Vehicle, Pedestrian, and Bicycle Connections
 - Please refer to City Code [Section 146-1107](#)
- North Arrow
- Open Space Tracts and Common Areas
- Parking Stalls
 - Please refer to City Code [Section 146-1509](#)
 - If constructing a parking lot, please refer to the Preliminary Landscape Plan (# 5 below).
- Phasing
 - Identify phasing areas and describe the improvements by area
- Plan Cross Sections
 - Provide, as needed, to illustrate specific topographical or sight line issues
- Retaining Walls
 - Provide and label all locations
 - Identify and label all materials, colors, and heights
- Right-Of-Way Dedications: Existing and Proposed
- Setbacks
 - For commercial sites, please refer to City Code [Section 146-1100\(G\)](#)
- Sidewalks and Trails
 - For trails, provide cross section and label materials
 - Please refer to City Code [Section 146-1107](#)
- Sight Distance Triangles
 - Please refer to City Code [Section 146-1100 \(I\)](#)
- Sign Program and Design
 - Please refer to City Code [Section 146-1617](#)
- Site Lighting
 - Please refer to City Code [Section 146-1509 \(H\)](#)
- Street and Pedestrian Lighting
 - Please refer to Section 2.11 in the [Roadway and Design Construction Specifications](#)
 - Please refer to TE 18.3 and TE 18.4 in the [Roadway and Design Construction Specifications](#) if the project is in an Urban Center or in a TOD
- Street Cross Sections
- Street Furniture
- Streets and Driveways
 - Label the names of public, private, and abutting streets.
- Traffic Signals: Existing and Proposed
 - Identify parties and funding responsibilities for new traffic signal costs
- Trash Enclosures
 - Dimension the distance between enclosure and building if proximate
 - Please refer to City Code [Section 146-1433](#)

Chapter III • Site Plan Application Submittal Requirements continued

4. Grading and Utility Schematic

- Title Block
- North Arrow
- Scale
- Sheet Index Map
- Drainage Inlets, Manholes, Head Walls
 - Label private or public as applicable
- Drainage and Utility Easements
- Fire Hydrants/FDC, etc.
- Fire Lanes
- Grading Including Existing and Proposed Contours
 - Label contour intervals
- Grease Interceptors (when applicable)
- Site Utility Layout: Existing and Proposed Schematic Layout
- Site Improvements Legend
- Street and Site Lighting
 - Please refer to City Code [Section 146-1509 \(H\)](#)
- Streets and Driveways
 - Label the names of public, private, and abutting streets
- Top of Wall and Bottom of Wall Elevations
 - Identify spot elevations when requested
- Estimate Locations of Water Meters and Related Pocket Utility Easements
- Water Quality/Detention Ponds
- Water and Sanitary Sewer Service Lines

5. Preliminary Landscape Plan

Please refer to the [Landscape Manual](#) for additional information.

- Project Title
- Landscape Architect/Designer
 - Include name, address, email address, and phone number
- Title Block
- North Arrow
- Graphic Scale
 - 1 inch = 40 feet minimum
- Sheet Index Map
- Plant Material Symbol Legend
- 404 Permit and Wetlands Application: If applicable
 - Please refer to City Code [Section 146-1421](#)
- Tree Preservation and Protection Plan and Black Forest Ordinance
 - Please discuss this issue with the Planning & Development Services Landscape Architect and the Forestry Division before submitting
 - Please refer to City Code [Section 146-1470](#)
- Building Foundation/Perimeter Landscape Table
 - Please refer to City Code [Section 146-1451](#)
- Detention/Water Quality Ponds
 - Type
 - Area
 - Depth
 - Identify and label retaining wall materials and colors
 - Please refer to City Code [Section 146-1434](#)
- Site/ Neighborhood Entryways
 - Detail as applicable
 - Please refer to City Code [Section 146-1450](#)

Chapter III • Site Plan Application Submittal Requirements continued

- Fences/ Gates Across Driveways or Easements
 - Identify and label locations
 - Identify and label materials, color, and height
 - Please refer to City Code [Section 146-1743](#)
 - For pool fences please refer to City Code [Section 146-1742 \(A\)](#)
- Landscape and Urban Design Master Plan
 - Landscape palette
 - Standard buffers
 - Street furniture
 - Lighting
 - Signs
- Landscape Area Table and Outlining Water Conservation Areas
 - Please refer to City Code [Section 146-1427](#)
- Landscape Street Perimeter Buffer Table
 - Please refer to City Code [Section 146-1423](#)
- Landscape and Site Improvements Legend
- Monument Signs
 - Label the footprint, height, material, color, and lighting method
 - Include dimensions to the street flow line and the property line at the closest point.
 - Please refer to City Code [Section 146-1619](#) for identification plate instructions
- Parking Lot Landscaping, Islands, and Screening
 - Please refer to City Code [Section 146-1439](#) and [Section 146-1440](#)
- Phasing
 - Identify phasing areas and describe the improvements by area
- Proposed Waivers List
 - Please discuss this with the Planning & Development Services Landscape Architect before submitting
- Retaining Walls
 - Identify and label locations, materials, colors, and height
- Service Areas and Trash Enclosures
 - Identify screening methods and materials
 - Please refer to City Code [Section 146-1433](#)
- Standard Landscape Notes ONLY
 - Please do not include contractor notes
 - Label each sheet NOT FOR CONSTRUCTION
- Site Lighting
 - Please refer to City Code [Section 146-1509 \(H\)](#)
- Site Utility Services and Easements: Existing and Proposed
- Re-Vegetation Plan
 - A re-vegetation plan is required when non-irrigated native, dry-land, and restorative grasses are proposed. Please discuss this issue with the Planning & Development Services Landscape Architect before submitting
 - Please refer to City Code [Section 146-1429 \(B\)](#)

Chapter III • Site Plan Application Submittal Requirements continued

6. Building Elevations

Elevations shall be line drawings, drawn to scale, and with material callouts.

Building Height

- Please refer to City Code [Section 146-2001](#) for definitions of building, height, and structure
- Please refer to City Code [Section 146-1102](#) for building heights
- Please refer to City Code [Section 146-1102 \(B\)](#) for height waivers

Building Light Fixtures

Wall Signs

- Identify the general location of signs on the building elevations as a dashed line
- Dimension sign area envelope
- Please refer to City Code [Section 146-1620](#)

Screening Rooftop Equipment

- Label the rooftop equipment and screening with dashed lines
- Please refer to City Code [Section 146-1300](#)

7. Site Plan Details Sheet

For most site plans, one or more pages are devoted to design details. The Planning Case Manager will discuss requirements with the applicant.

Cross Sections

- Not identified on the site plan

Fence or Retaining Wall Detail

- Identify and label materials, colors, and height

Signs

- Label the footprint, height, materials, colors, and lighting method
- Include dimensions to the street flow line and the property line at the closest point
- Please refer to City Code [Section 146-1619](#) for sign identification and marking requirements

Street Furniture and Site Lighting

- Provide a photo or drawing of sufficient quality to determine compliance with the development plan standards where they exist
- Label all benches, trash receptacles, bollards, pedestrian lighting, wall fixtures, etc., however please do not include entire cut-sheets or model numbers in the site plan set

Trash Enclosures

- Elevation and section with material callout

8. Photometric Plan

For site plans that affect surrounding development, the Planning & Development Services Department will ask for a photometric plan. The photometric plan shall note that all site lighting shall be downcast and full cutoff.

Show the illumination levels on the site 10 feet beyond all property levels

- Please refer to City Code [Section 146-1509 \(H\)](#)

Section 2: Accompanying Documents

Overview.

The supplemental items listed below shall be submitted at the time of site plan application unless otherwise noted.

Note: The minimum size font for accompanying documents shall be 11-point with a serif font or 10-point with a sans serif font.

1. **Letter of Introduction.** The applicant shall prepare and sign a letter of introduction for the project. Address the letter to the Planning Case Manager and include the following information:
 - Description of the type of land use proposed (i.e., commercial or residential; retail, office, flex, or industrial; single family detached, townhomes, or multi-family; infill, redevelopment, or Greenfield; etc.)
 - Location of the project
 - Size of the project in acres
 - Intensity of development
 - Residential Projects: total number of dwelling units and dwelling units/acre
 - Commercial Projects: total square feet of building and FAR
 - List of, and justification for, any proposed waivers of the city code
 - List of the names, addresses, and phone numbers of the property owner and any project consultants
 - A justification for how the site plan conforms to the site plan criteria in [Section 146-405\(F\)](#) in the City Code.

NOTE: The original letter of introduction with original signatures shall be submitted to the Planning Case Manager within one week of the electronic site plan submittal.

2. **Proof of Ownership.**

- Certified copy of the recorded deed
- Title policy or commitment dated within 120 days of final approval of the site plan.

NOTE: If a subdivision plat is being concurrently submitted with a site plan, a title policy or commitment is required by the Public Works Department for the subdivision plat and shall suffice as proof of ownership for the site plan.

3. **Building Material Samples.** A full color PDF of the project's building materials shall be submitted with the site plan application.

NOTE: Prior to the Planning & Zoning Commission public hearing, the applicant shall submit building materials samples to the Planning Case Manager on a display board. All materials and colors shall be labeled, securely fastened to the boards, and include the name of the project.

4. **Colored Elevations.** Please note that a colored elevation of the proposed building may be requested by the Planning Case Manager if they determine it is necessary for the Planning & Zoning Commission public hearing.
5. **Response to Pre-Application Comments.** The applicant shall prepare a letter that lists and responds to each comment made at the pre-application meeting. Please take care in responding to these comments. Comments that address significant issues necessitate a thorough response.
6. **Abutting Property Owners.** The applicant shall input the names and addresses of abutting property owners as part of the electronic submission of the application. Abutting property owner information is obtained from the county assessor's office.

NOTE: Abutting property owner refers to two or more properties or zone lots sharing a common border or separated only by a public or private right-of-way or by public open space or body of water not more than 1,000 feet in width. In a case of property held in condominium ownership, abutting means all the individuals holding undivided ownership in the abutting property.
7. **GIS/CAD Instructions for Addressing.** For addressing purposes, the applicant shall submit ESRI shape files or CAD.DWG files to with the site plan. Please refer to the [Instructions for Submitting Digital Files for Addressing](#).

Additional Requirements.

During the pre-application meeting, the Development Review team will inform the applicant whether any additional technical documents need to be submitted with the site plan. In these instances, the Planning Case Manager will provide the applicant with contact information for staff who will assist the applicant in preparing the technical documents.

Chapter IV • Site Plan Application Review and Approval Process

Introduction.

City Code [Section 146-405\(F\)](#) establishes the review and approval criteria for site plans. These criteria are primarily design criteria that play a vital role in the site plan application review process.

Keeping the Site Plan on Schedule.

About a week after the electronic submittal of the site plan, the applicant will receive a letter from the Planning & Development Services Department with the following information:

- A [schedule](#) for the review of the application including deadline dates for staff and external agency review comments and deadline dates for the applicant's revised submittals
- A tentative Planning & Zoning Commission Hearing or Administrative Decision date

In order for projects to stay on schedule, it is crucial that all deadlines identified in the letter from the Planning & Development Services Department be met. The most successful applicants are those who work diligently with their Planning Case Manager and the Development Review Team to understand and resolve referral comments as soon as possible. Applicants should plan to work closely with neighborhood groups to resolve outstanding issues before the application goes to a public hearing. Please contact the Neighborhood Liaison assigned to the case for assistance in setting up a neighborhood meeting.

NOTE: Seemingly minor issues can delay a project as easily as a major issue. Therefore, the Development Review Team recommends all referral comments be treated with a measure of urgency.

Neighborhood Meetings.

Although not a City Code requirement, it is strongly recommended that the applicant attend a neighborhood meeting to resolve any outstanding issues before the site plan application goes to a public hearing.

Public Notice.

City Code [Section 146-204\(D\)](#) and [Section 146-410\(D\)](#) require that mailed, posted, and published notification be provided to all adjacent property owners and the general public at least 10 calendar days in advance of any public hearing. The city handles the published notification requirement, but the applicant is responsible for mailing notification to adjacent property owners and posting the site. The Planning Case Manager will review all public notification requirements with the applicant well in advance of any public hearings. Please refer to the [Public Notification Instruction Form](#) for additional instructions.

NOTE: Applications not complying with public notification requirements are automatically continued to the next public hearing.

Severed Mineral Rights.

The applicant has the responsibility to notify the owners of severed mineral rights that a site plan application is pending. This notice shall occur 30 days prior to the first public hearing or administrative decision date. A certification that mineral rights owners have been notified shall be submitted to the Planning Case Manager prior to the public hearing or administrative decision date. Please refer to the [Severed Mineral Rights Notice](#) or contact the Planning Case Manager for additional information.

Chapter IV • Site Plan Application Review and Approval Process continued

The Staff Report.

At least one week before the scheduled public hearing for a site plan application, the Planning Case Manager composes and submits a staff report on the applicant's development proposal for the Planning & Zoning Commission. The Planning Case Manager's staff report includes, but is not limited to, the following elements:

- Applicant information
- Project summary
- Applicant's development request
- Neighborhood comments
- Major issues discussed
- Public notification details
- Analysis of the application's conformance with City Code [Section 146-405\(F\)](#)
- Analysis of the application's conformance with the city's [comprehensive plan](#)
- Exhibits
- Land use analysis
- Staff recommendation

The applicant shall submit PDF graphics to the Planning Case Manager for inclusion in the staff report at least 10 days prior to the scheduled public hearing. The PDF graphics shall include the refined site plan, landscape plan, building elevations, and any other relevant graphic information requested by the Planning Case Manager.

Planning & Zoning Commission Public Hearings.

The following procedural steps occur at the Planning & Zoning Commission (Commission) hearing:

- The Planning Case Manager makes a presentation which usually includes an overview of the staff report
- The Commission members have an opportunity to ask any questions they may have of the Planning Case Manager, the applicant or members of the general public who testify of the hearing.

NOTE: Commission members may also ask questions of the applicant and any member of the public who comments at the hearing.

- If the applicant chooses, they have 10 minutes maximum to make a presentation on the project

- The public has an opportunity to comment on the project
- The applicant responds to public comments
- The Commission renders a decision

Administrative Decisions.

For administrative decisions regarding a contextual site plan, the Director of Planning & Development Services renders a decision regarding the application following the standard public notification process described above.

Appeals.

Decisions of the Commission or Director of Planning & Development Services may be appealed through the procedures in City Code [Section 146-204\(E\)](#).

Technical Corrections.

As a condition of approval, the Commission or Director of Planning & Development Services may ask that "technical issues" be addressed before a site plan is recorded and building permits issued. Following a final decision on development applications, the Planning Case Manager will send a letter to the applicant documenting the approval and a list of any outstanding technical issues.

NOTE: It is critical that the applicant work closely with the Planning Case Manager to resolve "technical issues" to the site plan to ensure final project mylars can be recorded and building permits issued.

Final Mylars

After the technical issues are addressed and the site plan has been coordinated with approved civil engineering drawings, the site plan mylars will be ready to be signed by the property owner and notarized, and submitted to the city. The Planning & Development Services Department will check and route the site plan mylars for city signatures and arrange recording of the plan with the county in which the project is located. Please refer to the [Mylar Checklist](#) for additional information. Mylars not compliant with these standards will be rejected.

NOTE: If a subdivision plat was required with the site plan, the subdivision plat shall also be recorded before a building permit can be issued for the site plan.

Appendix. Regulatory Framework

Legislative Authority. The city of Aurora is a home rule municipality created pursuant to Article XX of the Colorado Constitution. As a home rule municipality, the city has plenary legislative authority over local matters, such as land use and zoning.

Aurora Municipal Code. The eight code sections discussed below provide an overview of the legal framework utilized by the city to regulate and enforce the use of land, particularly as it relates to site plans. The purpose of these regulations is to provide for the systematic development of land in the city while promoting the health, safety, and general welfare of the city and its residents in an economically efficient and predictable manner.

Section 146-104 • Application of Provisions

This code section provides the city with the broad power to regulate the use of land.

Section 146- 201 • Enforcement

This code section allows the city to discontinue any land use not in compliance with the Aurora Municipal Code.

Section 146-203 • Denial of an Application Based on Past Applicant Performance

This code section authorizes the city to deny a new land use application based on an applicant's past performance.

Section 146-204 • Development Application Review Procedures

This code section describes development application procedures, including but not limited to, waivers, public hearings and notifications, and appeals.

Section 146-205 • Vested Rights

This code section provides a comprehensive overview of vested rights issues, including but not limited to, established vested rights, termination of vested rights, subsequent reviews and approvals, and other provisions related to vested rights.

Section 146-405 • Site Plans

This code section provides criteria related to the submittal, review and approval of site plans. The following site plan review criteria are specified in this section of the city code: applicability, method of review, criteria for review and approval, site plan waivers, and amendments.

Section 146-409 • E-470 Corridor and Northeast Plains Contextual Site Plan (CSP)

This code section provides an overview of the criteria for the review and approval of CSPs in the E-470 Corridor and Northeast Plains Zone Districts. The regulations include, but are not limited to: criteria for the review and approval of a CSP and site improvements.

Section 146-410 • Approval Procedures for Development Applications in the E-470 Corridor or Northeast Plains Zoning Districts

This code section contains essential information regarding procedures in the development application process for applications in the E-470 Corridor or Northeast Plains Zoning Districts including appeals, call-up provisions, public notification, and waivers.

DATA BLOCK

LAND AREA WITHIN PROPERTY LINES	xxxxx AC.
NUMBER OF BUILDINGS	1
BUILDING HEIGHT	xx'-x"
TOTAL BUILDING COVERAGE AND GFA	xx,xxx S.F. (xx.xx %)
HARD SURFACE AREA	xx,xxx S.F. (xx.xx %)
LANDSCAPE AREA	xx,xxx S.F. (xx.xx %)
SIDEWALKS AND PATIOS	x,xxx S.F. (xx.xx %)
PRESENT ZONING CLASSIFICATION	xxxx
MAXIMUM PERMITTED/ALLOWABLE SIGN AREA	xx.xx SF *
PROPOSED TOTAL SIGN AREA	xxx SF
PROPOSED NUMBER OF SIGNS	x
PROPOSED MONUMENT SIGN	x
PROPOSED MONUMENT SIGN AREA	x SF PER SIDE
PARKING SPACES REQUIRED	xx
PARKING SPACES PROVIDED	xx
ACCESSIBLE SPACES REQUIRED	x
ACCESSIBLE SPACES PROVIDED	x
LOADING SPACES REQUIRED	x
LOADING SPACES PROVIDED	x

Required Site Plan Notes

(Copy applicable notes to your Site Plan)

1. The developer, his successors and assigns, including the homeowners or merchants association, shall be responsible for installation, maintenance and replacement of all fire lane signs as required by the City of Aurora.
2. All signs must conform to the City of Aurora sign code.
3. Right of way for ingress and egress for service and emergency vehicles is granted over, across, on and through any and all private roads and ways now or hereafter established on the described property, and the same are hereby designated as "Service/Emergency and Utility Easements" and shall be posted "No Parking - Fire Lane."
4. "Accessible exterior routes" shall be provided from public transportation stops, accessible parking, accessible passenger loading zones and public sidewalks to the accessible building entrance they serve. At least 60% of all building entrances shall be the most practical direct route. No slope along this route may exceed 1:20 without providing a ramp with a maximum slope of 1:12 and handrails. Crosswalks along this route shall be wide enough to wholly contain the curb ramp with a minimum width of 36", and shall be painted with white stripes. Required accessible means of egress shall be continuous from each required accessible occupied area to the public way. The "Accessible Exterior Routes" shall comply with U.B.C. Chapter 11, Appendix 11, and C.A.B.O./A.N.S.I. 117.1. *(Note to Applicant: Please see Exhibit B8 under the Development/Design Standards section of this Guidebook for items to be shown on a Site Plan).*
5. The applicant has the obligation to comply with all applicable requirements of the American with Disabilities Act.
6. The developer, his successors and assigns, shall be responsible for installation, maintenance and replacement of all landscaping materials shown or indicated on the approved Site Plan or Landscape Plan on file in the Planning Department. All landscaping will be installed prior to issuance of Certificate of Occupancy.
7. All crossings or encroachments by private landscape irrigation lines or systems and/or private utilities into easements and street rights-of-way owned by the City of Aurora are acknowledged by the undersigned as being subject to City of Aurora's use and occupancy of the said easements or rights-of-way. The undersigned, their successors and assigns, hereby agree to indemnify the City of Aurora for any loss, damage or repair to city facilities that may result from the installation, operation or maintenance of said private irrigation lines or systems and/or private utilities
8. The approval of this document does not constitute final approval of grading, drainage, utility, public improvements and building plans. Construction plans must be reviewed and approved by the appropriate agency prior to the issuance of building permits.
9. All building address numbers shall comply with Sections 126-271 and 126-278 of the Aurora City Code.
10. All rooftop mechanical equipment and vents greater than eight (8) inches in diameter must be screened. Screening may be done either with an extended parapet wall or a freestanding

screen wall. Screens shall be at least as high as the equipment they hide. If equipment is visible because screens don't meet this minimum height requirement, the Director of Planning may require construction modifications prior to the issuance of a permanent Certificate of Occupancy.

11. Notwithstanding any surface improvements, landscaping, planting or changes shown in these site or construction plans, or actually constructed or put in place, all utility easements must remain unobstructed and fully accessible along their entire length to allow for adequate maintenance equipment. Additionally, no installation, planting, change in the surface, etc., shall interfere with the operation of the utility lines placed within the easement. By submitting these site or construction plans for approval, the landowner recognizes and accepts the terms, conditions and requirements of this note.
12. Final grade shall be at least six (6) inches below any exterior wood siding on the premises.
13. All interested parties are hereby alerted that this Site Plan is subject to administrative changes and as shown on the original Site Plan on file in the Aurora City Planning Office at the Municipal Building. A copy of the official current plan may be purchased there. Likewise, Site Plans are required to agree with the approved subdivision plat of record at the time of a building permit; and if not, must be amended to agree with the plat as needed, or vice versa.
14. Errors in approved Site Plans resulting from computations or inconsistencies in the drawings made by the applicant are the responsibility of the property owner of record. Where found, the current minimum Code requirements will apply at the time of building permit. Please be sure that all plan computations are correct.
15. All representations and commitments made by applicants and property owners at public hearings regarding this plan are binding upon the applicant, property owner, and its heirs, successors, and assigns.
16. Architectural features, such as bay windows, fireplaces, roof overhangs, gutters, eaves, foundations, footings, cantilevered walls, etc., are not allowed to encroach into any easement or fire lane.
17. *(This note is required only when applicable)--*
Attention Building Department: An acoustic analysis, prepared by an acoustic expert, and prepared according to the Planning Application Guidebook instructions, will identify building design features necessary to accomplish exterior noise reduction to achieve interior noise levels not exceeding Ldn ____ (Ldn value to be determined for each project) under worse-case noise conditions.
18. *(This note is required only when applicable)--*
The vendor of any future sale of the real property shall provide the required notice per City Code Section 146-1587(c) to be recorded with the County Clerk and Recorder and shall provide such notice to each prospective purchaser of any and all said property. See Exhibit C4 under the Airport Related Land Use Restrictions section of this Guidebook.
19. *(This note is required only when applicable) --*
State any requested waivers of development standards and the applicable terms and conditions pursuant thereto.

20. *For proposed auto repair/service uses, add the following note:*
- There will be no outside, overnight storage of vehicles on the site.
21. *For proposed auto sales lots, add the following notes:*
- No loading and unloading of vehicles will be allowed in the public rights-of-way.
 - No parking or sale of display vehicles will occur in the public rights-of-way.
 - No vehicle shall be parked, stored or displayed for purpose of sale in the designated display spaces that shows evidence of having flat tires or has exterior body damage that is obviously visible from public rights-of-way.
 - No vehicle ramp display equipment will be allowed on the site and no vehicle(s) for display or sale shall be mounted on vehicle ramp display equipment.

LEGAL DESCRIPTION

LOT 1, BLOCK 1, EAGLE'S NEST VILLAGE CENTER SUBDIVISION FILING NO. 1

HIGHLINE VISION AT EAGLES NEST VILLAGE CSP NO.8

LOT 1, BLOCK 1, EAGLE'S NEST VILLAGE CENTER SUBDIVISION FILING NO. 1
SITUATED IN THE SE 1/4 OF SECTION 19, T.5S., R.65W., OF THE 6TH P.M.
CITY OF AURORA, COUNTY OF ARAPAHOE, STATE OF COLORADO.
(AMENDMENT TO THE EXISTING LOT 1 CSP)

REQUIRED SITE PLAN NOTES

1. THE DEVELOPER, HIS SUCCESSORS AND ASSIGNS, INCLUDING THE HOMEOWNERS OR MERCHANTS ASSOCIATION, SHALL BE RESPONSIBLE FOR INSTALLATION, MAINTENANCE AND REPLACEMENT OF ALL FIRE LANE SIGNS AS REQUIRED BY THE CITY OF AURORA.
2. RIGHT OF WAY FOR INGRESS AND EGRESS FOR SERVICE AND EMERGENCY VEHICLES IS GRANTED OVER, ACROSS, ON AND THROUGH ANY AND ALL PRIVATE ROADS AND WAYS NOW OR HEREAFTER ESTABLISHED ON THE DESCRIBED PROPERTY, AND THE SAME ARE HEREBY DESIGNATED AS "SERVICE/EMERGENCY AND UTILITY EASEMENTS" AND SHALL BE POSTED "NO PARKING - FIRE LANE."
3. THE DEVELOPER, HIS SUCCESSORS AND ASSIGNS, SHALL BE RESPONSIBLE FOR INSTALLATION, MAINTENANCE AND REPLACEMENT OF ALL LANDSCAPING MATERIALS SHOWN OR INDICATED ON THE APPROVED SITE PLAN OR LANDSCAPE PLAN ON FILE IN THE PLANNING DEPARTMENT. ALL LANDSCAPING WILL BE INSTALLED PRIOR TO ISSUANCE OF CERTIFICATE OF OCCUPANCY.
4. THE APPROVAL OF THIS DOCUMENT DOES NOT CONSTITUTE FINAL APPROVAL OF GRADING, DRAINAGE, UTILITY, PUBLIC IMPROVEMENTS INCLUDING LANDSCAPING AND BUILDING PLANS. CONSTRUCTION PLANS MUST BE REVIEWED AND APPROVED BY THE APPROPRIATE AGENCY PRIOR TO THE ISSUANCE OF BUILDING PERMITS.
5. FINAL GRADE SHALL BE AT LEAST SIX (6) INCHES BELOW ANY EXTERIOR WOOD SIDING ON THE PREMISES.
6. ALL INTERESTED PARTIES ARE HEREBY ALERTED THAT THIS SITE PLAN IS SUBJECT TO ADMINISTRATIVE CHANGES AND AS SHOWN ON THE ORIGINAL SITE PLAN ON FILE IN THE AURORA CITY PLANNING OFFICE AT THE MUNICIPAL BUILDING.
7. ERRORS IN APPROVED SITE PLANS RESULTING FROM COMPUTATIONS OR INCONSISTENCIES IN THE DRAWINGS MADE BY THE APPLICANT ARE THE RESPONSIBILITY OF THE PROPERTY OWNER OF RECORD. WHERE FOUND, THE CURRENT MINIMUM CODE REQUIREMENTS WILL APPLY AT THE TIME OF BUILDING PERMIT.
8. ALL REPRESENTATIONS AND COMMITMENTS MADE BY APPLICANTS AND PROPERTY OWNERS AT PUBLIC HEARINGS REGARDING THIS PLAN ARE BINDING UPON THE APPLICANT, PROPERTY OWNER, AND ITS HEIRS, SUCCESSORS, AND ASSIGNS.
9. SITE SPECIFIC NOTES <TO BE DETERMINED>

SHEET INDEX

SHEET 1 OF 6	COVER SHEET
SHEET 2 OF 6	SITE PLAN
SHEET 3 OF 6	GRADING AND UTILITY SCHEMATIC
SHEET 4 OF 6	PRELIMINARY LANDSCAPE PLAN
SHEET 5 OF 6	BUILDING ELEVATIONS
SHEET 6 OF 6	SITE SECTIONS AND DETAILS

OWNER'S SIGNATURES

HIGHLINE VISION CONTEXTUAL SITE PLAN

LEGAL DESCRIPTION: SEE ABOVE

THIS SITE PLAN AND ANY AMENDMENTS HERETO, UPON APPROVAL BY THE CITY OF AURORA AND RECORDING, SHALL BE BINDING UPON THE APPLICANTS THEREFORE, THEIR SUCCESSORS AND ASSIGNS. THIS PLAN SHALL LIMIT AND CONTROL THE ISSUANCE AND VALIDITY OF ALL BUILDING PERMITS, AND SHALL RESTRICT AND LIMIT THE CONSTRUCTION, LOCATION, USE, OCCUPANCY AND OPERATION OF ALL LAND AND STRUCTURES WITHIN THIS PLAN TO ALL CONDITIONS, REQUIREMENTS, LOCATIONS AND LIMITATIONS SET FORTH HEREIN. ABANDONMENT, WITHDRAWAL OR AMENDMENT OF THIS PLAN MAY BE PERMITTED ONLY UPON APPROVAL OF THE CITY OF AURORA.

IN WITNESS THEREOF, PERSPECTIVE REAL ESTATE HOLDINGS HAS CAUSED THESE PRESENTS TO BE EXECUTED THIS _____ DAY OF _____ AD.

BY: _____ CORPORATE SEAL
(PRINCIPALS OR OWNERS)

STATE OF COLORADO)SS
COUNTY OF)SS

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____ AD,
BY _____ (PRINCIPALS OR OWNERS)

WITNESS MY HAND AND OFFICIAL SEAL

(NOTARY PUBLIC) NOTARY SEAL

MY COMMISSION EXPIRES: _____ NOTARY BUSINESS ADDRESS: _____

CITY OF AURORA APPROVALS

PLANNING DIRECTOR: _____ DATE: _____

PLANNING COMMISSION: _____ DATE: _____
(CHAIRPERSON)

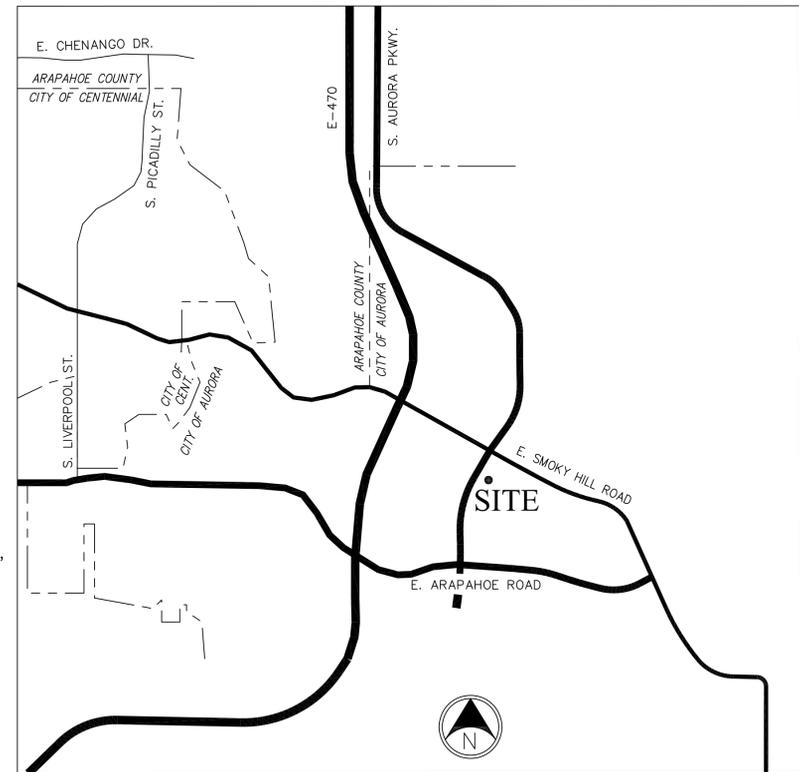
CITY COUNCIL: _____ DATE: _____
(MAYOR)

ATTEST: _____ DATE: _____
(CITY CLERK)

DATABASE APPROVAL DATE: _____

RECORDER'S CERTIFICATE

ACCEPTED FOR FILING IN THE OFFICE OF THE CLERK AND RECORDER OF _____ COLORADO AT _____ O'CLOCK ____ M, THIS _____ DAY OF _____ AD, _____.
CLERK AND RECORDER: _____ DEPUTY: _____



VICINITY MAP
NOT TO SCALE
DATA BLOCK

LAND AREA WITHIN PROPERTY LINES	1.5146 AC.
NUMBER OF BUILDINGS	1
BUILDING HEIGHT	28'-4"
TOTAL BUILDING COVERAGE AND GFA	10,393 S.F. (15.75 %)
HARD SURFACE AREA	23,704 S.F. (35.93 %)
LANDSCAPE AREA	23,986 S.F. (36.36 %)
SIDEWALKS AND PATIOS	7,893 S.F. (11.96 %)
PRESENT ZONING CLASSIFICATION	E-470 CAC
MAXIMUM PERMITTED/ALLOWABLE SIGN AREA	210.75 SF *
PROPOSED TOTAL SIGN AREA	210 SF
PROPOSED NUMBER OF SIGNS	3
PROPOSED MONUMENT SIGN	1
PROPOSED MONUMENT SIGN AREA	8 SF PER SIDE
PARKING SPACES REQUIRED	47
PARKING SPACES PROVIDED	57
ACCESSIBLE SPACES REQUIRED	3
ACCESSIBLE SPACES PROVIDED	3
LOADING SPACES REQUIRED	1
LOADING SPACES PROVIDED	1

* ALLOWABLE SIGNAGE CALCULATION:
121.5' FRONTAGE
100LF X 2 = 200 SF
21.5LF X 0.5 = 10.75 SF
TOTAL = 210.75 SF

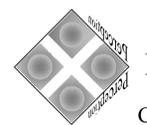
PARKING CALCULATION

BUILDING	AREA	RATIO	TOTAL STALLS REQ'D	TOTAL STALLS PROVIDED
MEDICAL CLINIC	10,393 SF	1/225 SF	47	57

AMENDMENTS



COVER SHEET
SHEET 1 OF 6
OCTOBER 28, 2010



Perception
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Consulting Civil Engineers

6732 West Coal Mine Ave., Suite 419 Littleton, Colorado 80123
Office: 303-232-8088 Fax: 303-232-5255

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STERLING DESIGN GROUP, INC.
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303-734-8975 FAX
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DEVELOPER
PERSPECTIVE REAL ESTATE HOLDINGS
20971 E. SMOKY HILL ROAD, SUITE 101
CENTENNIAL, COLORADO 80015
720-870-2828
720-870-2117 FAX
CONTACT: SHARI BROWN

HIGHLINE VISION AT EAGLES NEST VILLAGE CSP NO.8

LOT 1, BLOCK 1, EAGLE'S NEST VILLAGE CENTER SUBDIVISION FILING NO. 1
SITUATED IN THE SE 1/4 OF SECTION 19, T.5S., R.65W., OF THE 6TH P.M.
CITY OF AURORA, COUNTY OF ARAPAHOE, STATE OF COLORADO.
(AMENDMENT TO THE EXISTING LOT 1 CSP)

AMENDMENTS

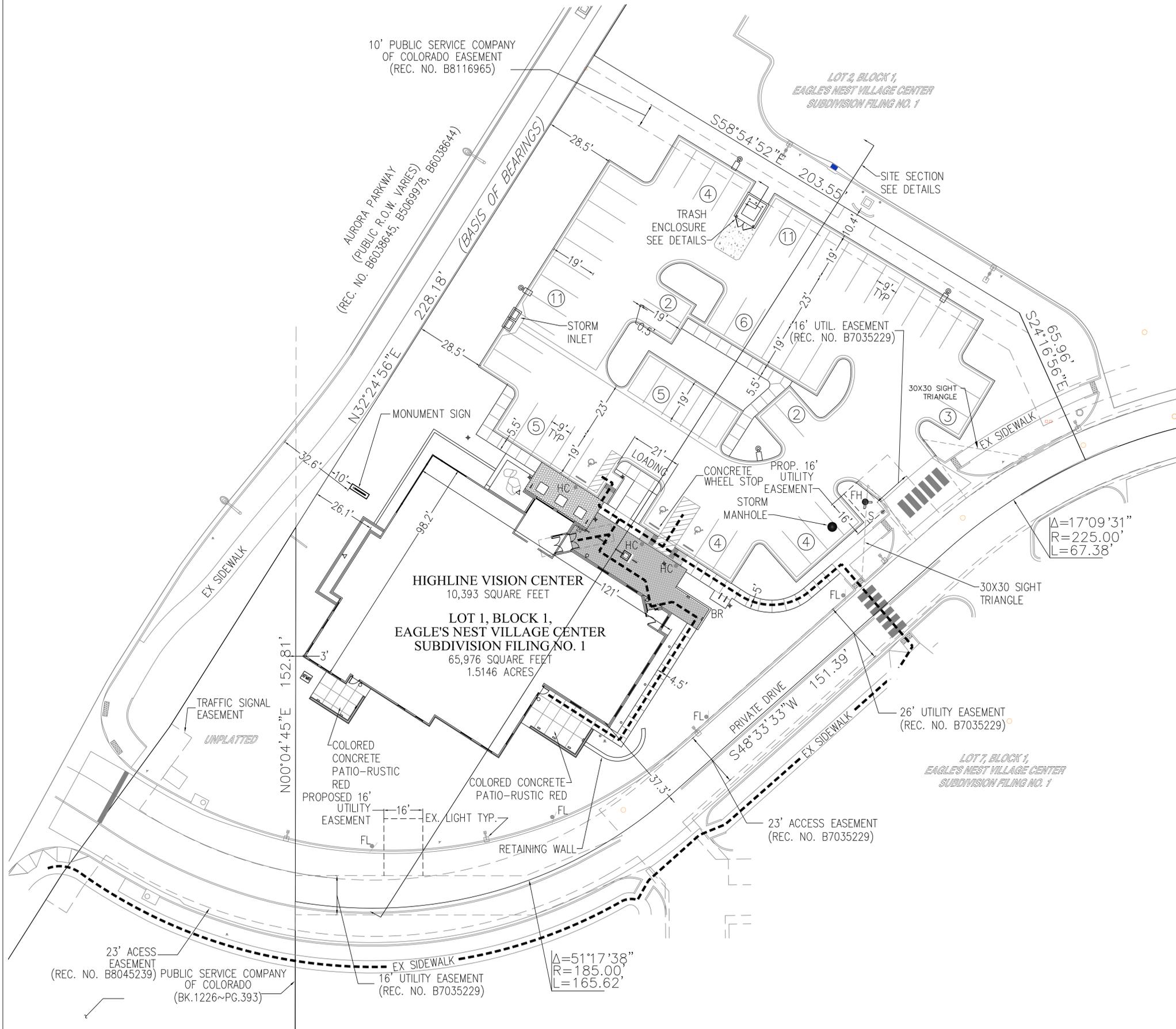
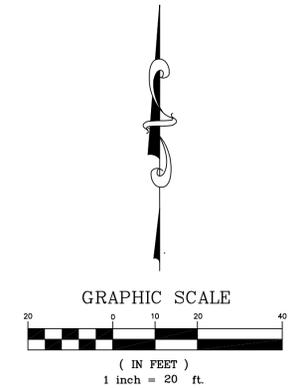
NOTES

ALL SITE UTILITY DEVICES SHALL BE PAINTED TO MATCH BUILDING.

THE FINAL PLAT OF EAGLES NEST VILLAGE CENTER SUBDIVISION FILING NO.1 GRANTS A RIGHT-OF-WAY FOR INGRESS AND EGRESS FOR SERVICE AND EMERGENCY VEHICLES OVER, ACROSS, ON AND THROUGH ANY AND ALL PRIVATE ROADS, WAYS, AND FIRE LANES NOW OR HEREAFTER ESTABLISHED ON THE PROPERTY. THE SAME ARE DESIGNATED AS FIRE LANES AND EMERGENCY AND SERVICE VEHICLE ROADS.

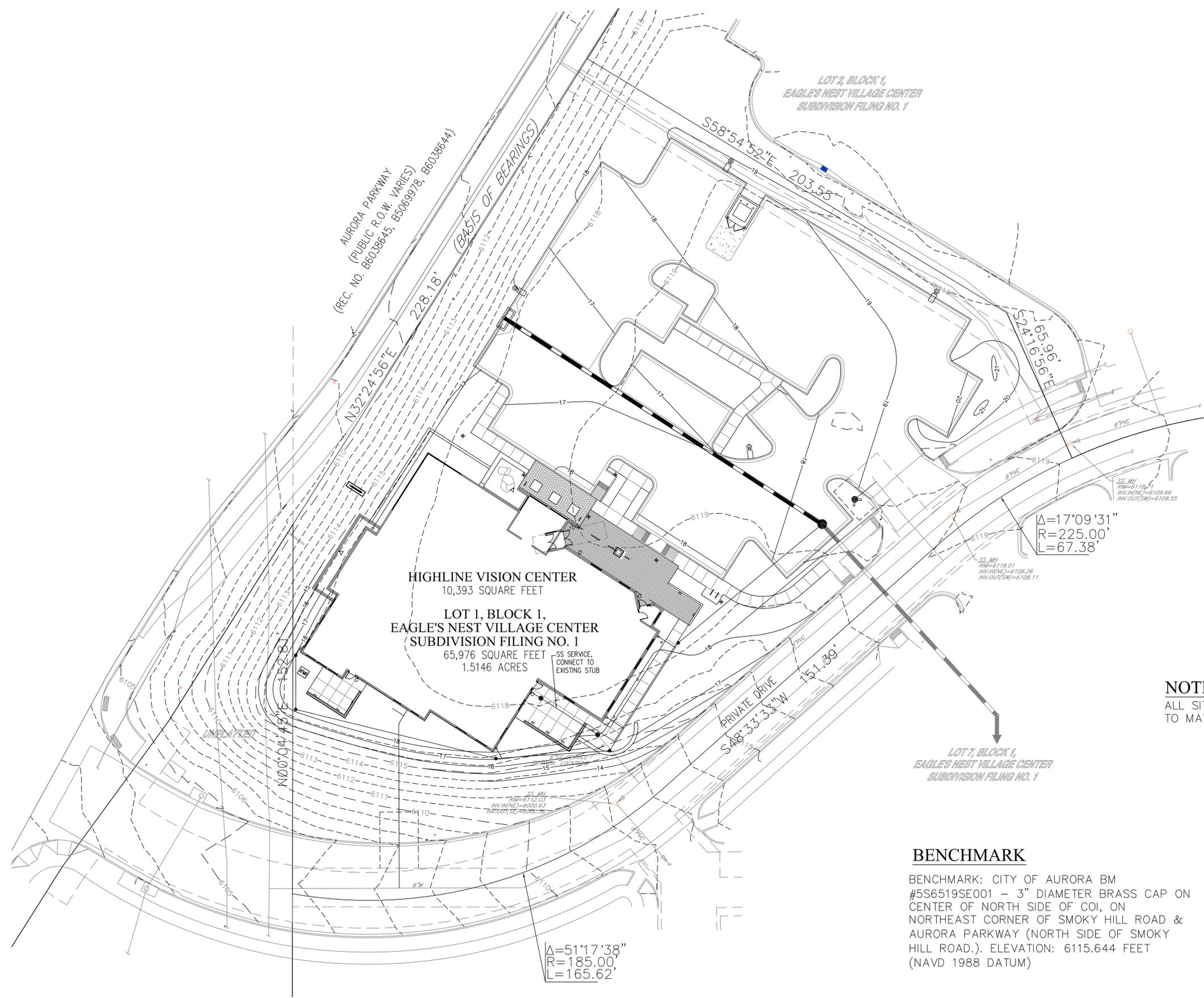
LEGEND

	PROPERTY LINE
	HANDICAP PARKING STALL *
	PARKING COUNT PER ROW
	CONCRETE SIDEWALK
	HANDICAP RAMP
	FIRE HYDRANT
	BIKE RACK *
	HANDICAP PARKING SIGN *
	STOP SIGN *
	NO PARKING FIRE LANE SIGN *
	PROPOSED HEAVY-DUTY CONCRETE PAVEMENT
	EXISTING CURB AND GUTTER
	PROPOSED CURB AND GUTTER
	PROPOSED SITE LIGHTING
	EASEMENT
	PROPOSED ICC/ANSI A117.1 ACCESSIBLE ROUTE
	PROPOSED TRANSFORMER
	PROPOSED CONCRETE PAVEMENT TREATMENT
	PROPOSED CONCRETE PAVEMENT TREATMENT
	PROPOSED CROSSWALK



HIGHLINE VISION AT EAGLES NEST VILLAGE CSP NO.8
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AMENDMENTS



GRADING LEGEND

- PROPERTY LINE
- EXISTING CURB AND GUTTER
- PROPOSED CURB AND GUTTER
- PROPOSED SIDEWALK
- PROPOSED HANDICAP RAMP
- PROPOSED HEAVY-DUTY CONCRETE PAVEMENT
- EXISTING CONTOUR
- PROPOSED CONTOUR
- EXISTING SPOT ELEVATION
- PROPOSED SPOT ELEVATION
- PROPOSED WALL

UTILITY LEGEND

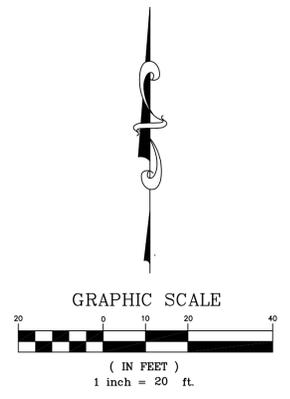
- PROPERTY LINE
- EXISTING STORM SEWER WITH MANHOLE
- EXISTING SANITARY SEWER WITH MANHOLE
- EXISTING WATERLINE W/ HYDRANT AND VALVE
- PROPOSED STORM SEWER W/ MANHOLE AND INLET
- PROPOSED SANITARY SEWER W/ MANHOLE AND CLEANOUT
- PROPOSED WATERLINE W/ HYDRANT AND VALVE
- EASEMENT
- EXISTING SITE LIGHTING
- PROPOSED SITE LIGHTING
- PROPOSED TRANSFORMER
- PROPOSED WATER METER
- EXISTING ELECTRIC
- EXISTING TELEPHONE
- EXISTING GAS

NOTE

ALL SITE UTILITY DEVICES SHALL BE PAINTED TO MATCH BUILDING.

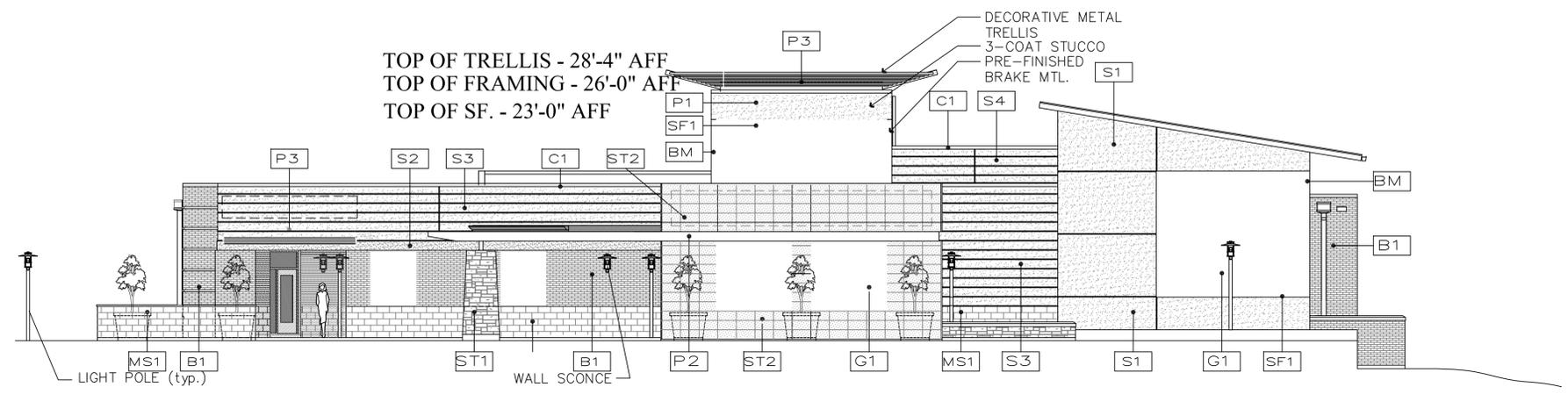
BENCHMARK

BENCHMARK: CITY OF AURORA BM #5S6519SE001 - 3" DIAMETER BRASS CAP ON CENTER OF NORTH SIDE OF COI, ON NORTHEAST CORNER OF SMOKY HILL ROAD & AURORA PARKWAY (NORTH SIDE OF SMOKY HILL ROAD.). ELEVATION: 6115.644 FEET (NAVD 1988 DATUM)

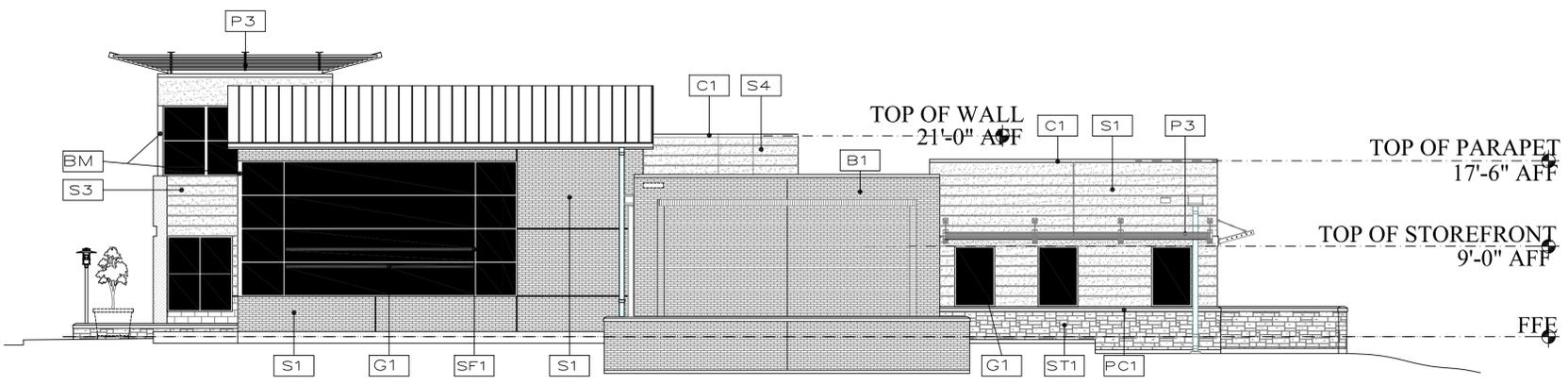


$\Delta=51^{\circ}17'38''$
 $R=185.00'$
 $L=165.62'$

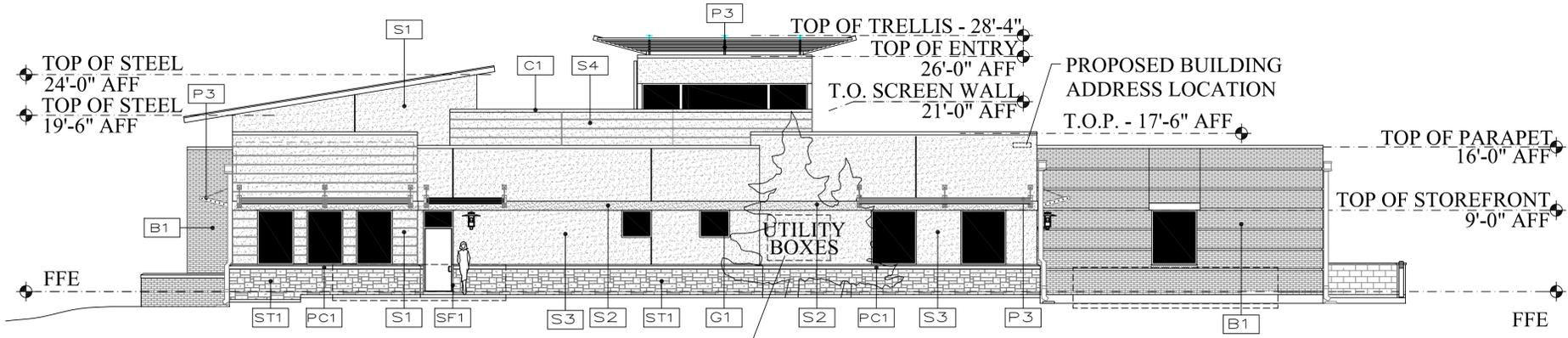
$\Delta=17^{\circ}09'31''$
 $R=225.00'$
 $L=67.38'$



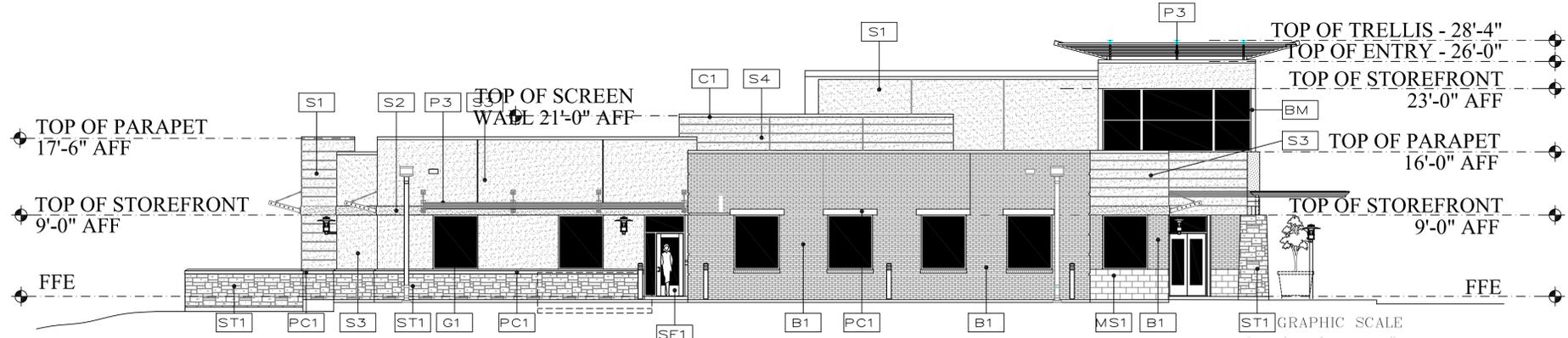
NORTH ELEVATION



WEST ELEVATION



SOUTH ELEVATION



EAST ELEVATION

MATERIAL LEGEND:

3- COAT CEMENTITIOUS STUCCO:

- S1 TAN
 - S2 ZINC-COTE
 - S3 RUSTIC RED
 - S4 ROSMARY
- STONE:**
- ST1 CULTURED STONE

PRECAST CONCRETE:

- PC1 MESA BUFF

CONCRETE MASONRY UNIT:

- MS1 SPLIT FACE, BASALITE

BRICK:

- B1 MONTEREY

PAINT:

- P1 ZINC-COTE
- P2 RUSTIC RED
- P3 GAUNTLET GRAY

PRE-FINISHED COPING:

- C1 GAUNTLET GRAY

ALUMINUM STOREFRONT:

- SF1 CLEAR ANODIZED ALUMINUM
- BM BREAK METAL TO MATCH STOREFRONT

INSULATED GLASS:

- G1 CLEAR GLASS

ADDITIONAL NOTES:

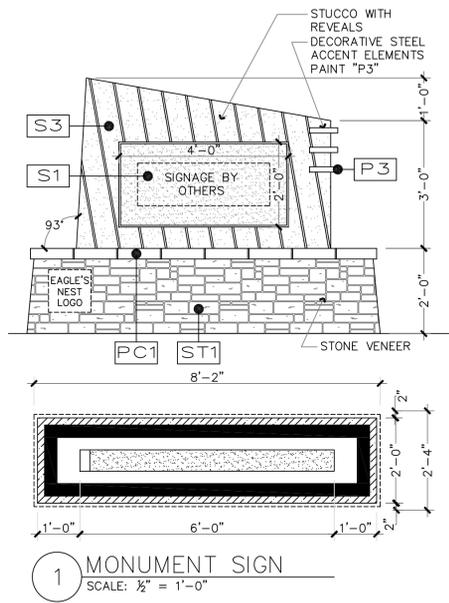
1. ALL PREFINISHED METAL COPING TO BE "GAUNTLET GRAY"
2. ALL STOREFRONT TO BE "CLEAR ANODIZED ALUMINUM"
3. ALL GUTTER AND DOWN SPOUTS TO BE PREFINISHED "GAUNTLET GRAY"
4. ALL STUCCO REVEALS TO BE CLEAR ANODIZED ALUMINUM
5. ALL GLASS TO BE CLEAR GLASS
6. STANDING SEAM METAL ROOF & SOFFITS TO BE CLEAR ANODIZED ALUMINUM
7. ALL METAL WORK, AWNINGS, ETC TO BE PAINTED "P3" GAUNTLET GRAY

FAZIO
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308-B CONGRESS AVE. AUSTIN, TX 78701
www.fazioarchitects.com

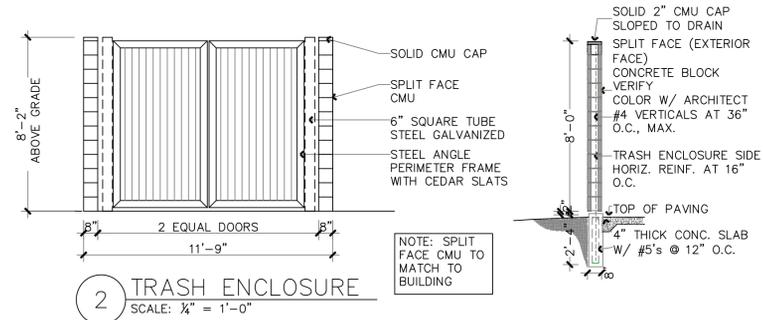
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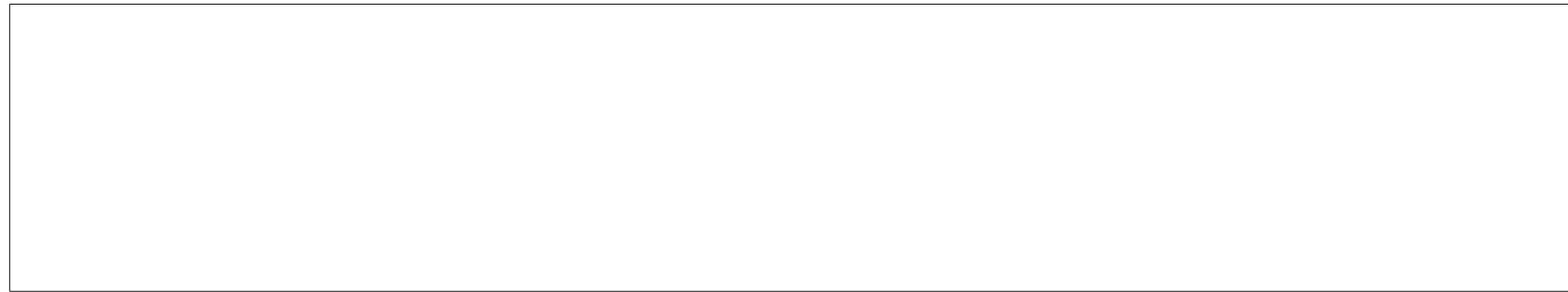
BUILDING EXT. ELEVATIONS
SHEET 5 OF 6
SEPTEMBER 7, 2010



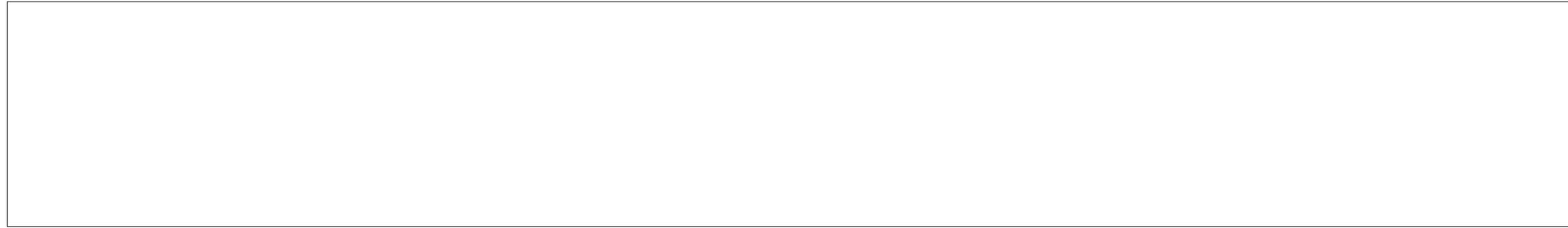
1 MONUMENT SIGN
SCALE: 1/8" = 1'-0"



2 TRASH ENCLOSURE
SCALE: 1/4" = 1'-0"



SITE SECTION A-A



SITE SECTION B-B

HIGHLINE VISION AT EAGLES NEST VILLAGE CSP NO.8

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