

March 16, 2021

City of Aurora  
Ms. Debbie Bickmire  
15151 E. Alameda Pkwy  
Aurora, CO 80012

**Re: Initial Submission Review – The Aurora Highlands Site Plan No. 15 and Final Plat**

Application Number: **DA-2062-21**  
Case Numbers: **2020-3061-00; 2020-4023-00**

Dear Ms. Bickmire:

Thank you for taking the time to review the initial submission for Filing 15 and Final Plat for The Aurora Highlands. We received comments and valuable feedback on January 4, 2020. Please see the following pages for responses to comments. If you have any questions, please feel free to reach out by phone at 303-892-1166 or by email, [scrowder@norris-design.com](mailto:scrowder@norris-design.com).

We look forward to making this project a success with the City of Aurora.

Sincerely,  
Norris Design



Samantha Crowder  
Senior Associate

## *Initial Submission Review*

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

- Application fee payment (Planning)
- Provide a .dwg file (Addressing)
- Include all landscaped tracts in the Landscape Table (Landscape)
- Approval subject to final approval of Preliminary Drainage Report (Public Works Engineering)
- Show existing and proposed hydrants, include a signage and striping plan (Life/Safety)
- Show water meter locations and sanitary sewer on the utility sheet (Water)
- Provide variety in node designs (PROS)
- Add reception numbers and city assigned street names (Real Property)

### **PLANNING DEPARTMENT COMMENTS**

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

1A. Referrals were sent to 10 adjacent property owners, 4 outside agencies, and 2 registered neighborhood organizations within one mile of the site. Written comments were received from Xcel Energy and Aurora Public Schools and can be found within or attached to this letter. Please respond to their comments within the response letter for your next submission. No other comments were received.

**Response: Thank you.**

#### **2. Streets and Access**

2A. Revise street names to city assigned names on all included documents.

**Response: Street names will be updated once provided / approved by the City.**

2B. Identify the right-of-way width and street classification for all streets.

**Response: This information has been added.**

2C. Provide a map reference for the street sections on Sheet 3.

**Response: Calls have been added to the Site Plan.**

2D. Alleys are private. Please remove right-of-way reference.

**Response: ROW has been removed.**

2E. Alleys require access easements.

**Response: Access easements are added.**

2F. Sidewalks to lots facing the future neighborhood park must be included in a tract that is included with this site plan and plat.

**Response: A tract has been provided.**

2G. Revise the southern half of "Street B" to include the off-street bike trail per discussion with staff.

**Response: The trail is added with a tract and easement.**

2H. Given the widths of the alleys, please explain why a 5' setback is proposed for some lots and full driveways are proposed for others.

**Response: The setback is updated to 3'. This is to allow for larger utility easement along the front of the lots.**

2I. In addition to the number of parking spaces required for each Green Court Dwelling by Section 146-4.6 (Parking, Loading, and Stacking), the Green Court development must provide guest parking for motor vehicles at the rate of one-half parking space per Green Court Dwelling. Required guest parking must be located within 200 feet of the front entrance of the dwelling it serves and must be located (a) on a public or private street, or (b) in a parking lot or garage abutting and visible from a public or private street. Please add guest parking for the green court (or open space fronting) lots to the Site Data.

**Response: Per the meeting held with Staff on January 20, 2021 and the response emailed on January 29, 2021, the parking provided sufficiently meets the UDO.**

**3. Completeness and Clarity of Application**

3A. Please remit the application fee of \$48,716.64 prior to another submittal.

**Response: Fees have been paid via check prior to the resubmission.**

3B. Revise the Letter of Introduction to address inconsistencies in the descriptions of the proposed lot types and acreage.

**Response: The Letter of Introduction has been revised.**

3C. Due to feedback from applicants we are revising the naming convention from "Preliminary Plat" to "Site Plan." Please revise the plans accordingly.

**Response:**

**The title is revised, and naming convention has been changed on our sheets.**

3D. Please include all signature blocks on the cover sheet. Rearrange the text and move the site plan notes to the second sheet.

**Response: Signature block has been updated and site plan notes have been moved.**

3D. Revise the Site Data block to separately identify the number of duplex units from single family detached units.

**Response: Site Plan Data Block has been updated.**

3E. Revise the Vicinity Map to show the approved streets within the Aurora Highlands.

**Response: This information is shown to provided general guidance to the location of the site.**

3F. Show all existing easements and label. Identify if any are to be released.

**Response: The request is followed; however, easement that are not recorded are being requested. We have shown the easement that we understand to be proposed and called out for the ones we understand to be vacated.**

3G. What is the status of the drainage easement that parallels Main Street? It encroaches into proposed lots and will need to be released before the proposed Site Plan can be recorded.

**Response: Similar, we understand the easements is proposed but not recorded. The easement will be vacated if it is recorded.**

3H. Identify lots adjacent to the proposed bike trail that may have a different side setback than those identified in the Lot Dimension Table on Sheet 4.

**Response: Because the lots adjacent to bike lane are adjacent to an additional 6' of landscaping as a part of this tract, these lots are considered interior lots and would reflect standards setbacks noted on sheet 4.**

3I. Revise the screens used in the Lot Tracking Exhibit. They are too similar to read well.

**Response: Symbols have been added for clarity.**

3J. Please clarify the purpose of Sheet 7. The lot data is incomplete and there are no notes.

**Response: This sheet is removed and a phasing sheet is added with notes for phasing.**

3K. Label adjacent property by referencing specific subdivision information. For adjacent site plans, preliminary plats, and /or infrastructure site plans, please include the case number for reference.

**Response: The information is provided as we understand. It would be helpful if staff could provide the information that is requested, as we are not aware of all the applications that area in process with the City. Please provide a redline with the requested information.**

3L. Show lot area and tract area in square feet only.

**Response: Revised.**

3M. Identify the required building setback from the CIG easement for all adjacent lots.

**Response: This information is added.**

3N. Lot 32, Block 17 is shown as a lot on the Plat and Site Plan, but as a tract on the landscape plans. Please clarify. If this is a lot, identify how the lot will have access.

**Response: The lot has been revised to a tract on the plat and site plan.**

3O. See redlines for all comments and notations.

**Response: We have provided a response to Staff comments on the provided redlines.**

4. **Landscaping Issues** (Debbie Bickmire / 303-739-7261 / [dbickmir@auroragov.org](mailto:dbickmir@auroragov.org) / Comments in teal)

4A. Add Tracts W, Y, X, Z and AA to the Tract Landscape Table.

**Response: Tracts have been added to the table.**

4B. Clarify the overlap represented as “Transferred Landscape” for ISP #1 and Preliminary Plat #9. ISP #1 did not include any buffer area along Main Street. Include a reference to the case number(s) of adjacent plans.

**Response: Per the direction of Planning in a meeting on 2/26/21, all the landscape buffer areas included in the ISP will be removed from the site plan and moved to the ISP-01 Amendment-01 set. All reference to transferred landscape has been removed. Case numbers have been provided for adjacent plans.**

4C. Provide a typical landscape plan for lots fronting on an open space tract. Provide a detail for open space fronting lots and illustrate how the fronts of those homes will have a usable space that is characteristic of a green court and provides the homeowners a sense of place. Reference Section 146-4.2.3.C for Green Court design standards including sidewalks, pedestrian access and front entry features.

**Response: A lot typical for lots facing open space has been added. Lots meet the requirements in the code section referenced.**

4D. Please label the tracts in a bolder font so they are more visible.

**Response: Tracts have been labelled in a bolder font.**

4E. Itemize the landscape requirement for the duplex and alley loaded lots. Revise the “Townhome” name of the alley loaded product as it has a different meaning per the UDO.

**Response: Duplex will meet the small lots standard as approved in CSP-02. Townhome has been replaced with single family detached small lots.**

4F. Lot 32, Block 17 is shown as a landscape area on Sheet L2.10. Review and revise the plat or the landscape plan.

**Response: Plat has been revised.**

4G. Make sure labels are readable through applied screens.

**Response: Text masks have been applied to labels to make them more readable.**

4H. Some turf screens are too light and will not be visible on mylar. Please revise.

**Response: Recreation turf hatches have been darkened on the enlargement sheets for more visibility.**

4I. See redlines for all comments and notations.

**Response: Redlines have been addressed and responded to.**

5. **Addressing** (Phil Turner / 303-739-7357 / [pcturner@auroragov.org](mailto:pcturner@auroragov.org))

5A. Please submit a preliminary digital addressing .shp or .dwg file as soon as possible. This digital file is used for street naming, addressing and preliminary GIS analysis. Include the following layers as a minimum: parcels, street lines. Please ensure the digital file is provided in a NAD 83 feet, State Plane, Central Colorado projection so it will display correctly within our GIS system. Please provide a CAD .dwg file that is a 2013 CAD version. Please eliminate any line work outside of the target area. More information can be at <http://tinyurl.com/AuroraCAD> or by contacting [CADGIS@auroragov.org](mailto:CADGIS@auroragov.org).

**Response: Addressing will be since once CAD is static.**

**REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES**

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

**Site Plan**

6A. The Site Plan will not be approved by Public Works until the Preliminary Drainage Report is approved.

**Response: A preliminary drainage study is provided.**

6B. Alleys are privately owned and maintained.

**Response: Noted.**

6C. Label the typical lot corner radius in the typical lot details.

**Response: The lot corner radii are labeled.**

6D. Remove the reference to right-of-way in the alley section. The detail also shows the tract as 23' wide and there is no dimension showing 26'.

**Response: The ROW reference is removed. The dimensions are updated, the 23-feet is for the fire lane, the alley tract is 26' wide.**

6E. Identify the standard detail as COA Standard Detail S7.1 for the mountable curb and gutter.

**Response: The detail call is revised.**

6F. Why is there additional space between the back of sidewalk and the right-of-way in the street sections?

**Response: The additional width is provided to allow for maintenance and access. It also provides a buffer between the walk and private property.**

6G. Show and label a sidewalk easement in Tract A.

**Response: Easements are included for the sidewalks that are tracts. The sidewalk along Main Street is located in the ROW not in the tract.**

6H. Clarify the streetlight note to state, "by separate analysis submitted with the street lighting plan in the civil plan submittal."

**Response: The note is provided to show direction that a lighting plan will need to be submitted and approved.**

6I. The plat shows a 23-foot fire lane easement in Tract H. There is no "COA Easement." Alleys are private.

**Response: The fire lane easements and COA utility easements are updated. Additionally, access easements are provided in the alleys. All alleys have a note added to the Legend stating they are access and utility easements in their entirety.**

6J. A 20' curb return radius is required at collector streets.

**Response: The radii are revised.**

6K. Sidewalk easements are required for public sidewalks outside of the right-of-way, or state that sidewalks will be privately maintained.

**Response: Easements are added for sidewalks located in the tracts. General Note 11 was added.**

6L. Cross pans are not permitted where storm sewer is available.

**Response: The site plan is updated to provide storm sewer at the intersection and the pans are removed.**

6M. Label street slopes and slopes through tracts. A 2% minimum slope is required in all non-paved areas.

**Response: A note is added to the plans that landscaped areas shall have a minimum of 2-percent slope.**

6N. Per Section 4.03.3 of the Roadway Manual, when two streets slope toward an intersection, an inlet shall be placed on the through street's uphill point of curb return and the intersecting street's uphill point of curb return. This applies to all intersections.

**Response: The site plan is updated to provide storm sewer at the intersection and the pans are removed.**

6O. No alternative alley treatments have been indicated, as required in the pre-application notes. On alleys in proximity to storm sewer, area inlets before the end of the alley can be provided to collect the two-year storm event.

**Response: Storm sewer has been added.**

6P. Add a note to all grading sheets to indicate if the storm sewer system is public or private and whom will be responsible for maintenance.

**Response: Alleys are proposed as private and owned by the metro district. The requested storm sewer at the end of the alley to collect the 2-year storm flows will tie to a public system and be aligned in both private alleys and public ROW. The portion of the storm sewer in the alley will be private and the system will become public and next downstream manhole. A note is added to the plan indicating this statement. A call is added to alley storm sewer as private.**

6Q. Reverse curve requires 40-feet per Figure 4.07.10.1.

**Response: The roadway geometry is updated to follow the City standard.**

6R. Remove the AutoCad SHX text and flatten to reduce the select ability of items.

**Response: The PDFs are flattened.**

**Plat**

6S. A 20-foot corner radius is required at collector streets.

**Response: Acknowledged. This has been Addressed.**

6T. There should be a sidewalk easement in Tract A.

**Response: Sidewalk Easement added**

**7. Traffic Engineering (Carl Harline / 303-739-7548 / charline@auroragov.org / Comments in amber)**

**Site Plan**

7A. Traffic comments are forthcoming and will be sent by separate cover.

**Response: Thank you.**

**8. Fire / Life Safety (William Polk / 303-739-7371 / wpolk@auroragov.org / Comments in blue)**

**Site Plan**

8A. Add the note provided on the Cover Sheet.

**Response: The requested note was added.**

8B. A phasing plan must be provided with the Site Plan and the civil plan submittals. The phasing plan must illustrate each phase and provide a narrative that describes how the phasing will implement the required two points of access and a looped water supply at all times during the phased construction. Also, make sure to incorporate Water and Public Works phasing requirements into the phasing plan.

**Response: Comment noted, the phasing plan is updated.**

8C. Include a signage and striping package with the Site Plan and civil plans. Include fire lane and handicapped parking signs, sign details, handicapped parking stall details, and locations for all. The sign package shall include all signs as required by other City of Aurora departments. See Sheet 2 for all comments.

**Response: The signage information is provided.**

8D. Add the notes on Sheet 7 as provided on the redlines.

**Response: The requested notes are added.**

8E. Show all proposed fire hydrants for the site and any fire hydrants located on streets that are adjacent/about this site. Show on all Site Plan and Utility Sheets.

**Response: The location of the hydrants onsite and offsite are shown on the site plan and utility plan.**

8F. Please note that all alleys are not required to be fire lane easements. See redlines for specific requirements.

**Response: The requested notes have been added to the plans. This overall plan was removed, and the information was added to the phasing plan.**

8G. Will the proposed site be gated?

**Response: No, it will not be gated.**

**9. Aurora Water (Steve Dekoskie / 303-739-7490 / sdekoskie@auroragov.org / Comments in red)**

**Site Plan**

9A. Show the water meter pit locations on each typical lot type (Sheet 2) with 10' pocket easement, if not located in the right-of-way. Meter pits are to be located in a landscaped area, 2' from any concrete. Water and sewer lines are not permitted under driveways.

**Response: Water meter locations were added to the typical lot details. The pocket easement is shown for the meter location in the alley. For duplex lots the meter is proposed along a lot line where there will not be party wall along the lot line.**



9B. A looped water supply is required for each phase of development.

**Response: Phased information is provided on the phasing plan that shows the connection points.**

9C. Please show water meter locations and sanitary sewer services on the utility sheets. Water and sewer services should not be installed under driveways.

**Response: The service locations are shown on the plans. In situations where there are duplex lots and alley loaded lots, the City standards are modified. With duplex lots there are unavoidable situations where a sanitary sewer service may be aligned under and driveway.**

9D. A license agreement is required for any fencing, gating, and landscaping across the utility easements. No trees permitted in utility easements. Vehicle access is required to all manholes.

**Response: Acknowledged. Thank you.**

9E. A 26-foot wide utility easement is required for 2 public mains.

**Response: The utility easement is provided in alleys where there are two public mains. A drainage easement is provided for the proposed storm sewer in the alleys.**

**10. PROS (Doug Hintzman / 303-739-7147 / [dhintzman@auroragov.org](mailto:dhintzman@auroragov.org) / Comments in purple)**

10A. Adjust the open space calculations as noted on Sheet 4 of the redlines. Areas with a primary purpose of access to/from private residences are not eligible.

**Response: Per discussion with PROS, this area will be included as open space credit.**

10B. The area that includes sidewalks (in the neighborhood park site) will not receive open space or neighborhood park credit.

**Response: Per discussion with PROS, this area will be included as open space credit.**

10C. The area within Tract E that is used for access to private residences will not be eligible for open space credit.

**Response: Per discussion with PROS, this area will be included as open space credit.**

10D. Change equipment in Tract E to 3 different play features rather than 3 of the same feature. Kids will find that much more interesting and challenging.

**Response: 3 springers with different designs have been added to the playground.**

10E. Provide shade for the benches in Tract J. Trail users and nearby residents will appreciate shade in the rest areas.

**Response: Shade has been added, thank you.**

10F. The 4 trail nodes are too similar. For the benefit of trail users and nearby residents, provide some variety in experience and visual appearance. Possible features would be shade structures, artwork (2D or 3D), educational panels, exercise equipment, playground piece in EWF bed, frisbee golf hole, etc. Frisbee golf hole should be oriented so that mis-throws don't hit trail or sidewalk users, end up in the street or end up in someone's backyard. An off-leash dog area could be considered where it could be far enough from the main trail.

**Response: The node meets the intent set forth in the FDP.**

10G. The addition of masonry columns to the trail nodes will help make them different from the others.

**Response: The node meets the intent set forth in the FDP.**



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

**Site Plan**

11A. Show the boundary data on the Site Plan.

**Response: The boundary data is provided.**

11B. Easement names should be consistent with the plat.

**Response: The easement calls on the Site Plan and plat are being coordinated. Please note some of the easement that being requested are shown on title and thus not shown. They are being shown and called to be vacated before they are recorded.**

11C. There are existing easements that need to be released prior to any building permits being issued.

**Response: There are easements that are proposed that have not been recorded but are being shown for reference and callout as to be vacated. The timing of this is not certain. The easement may never get recorded. Drainage Easement vacation has been prepared and we will get these to Andy for review.**

11D. All lots must have direct access to the public right-of-way. See redlines for specific locations.

**Response: Alley loaded lots have access to the alleys, an allowed use for the alley is access easement are being provided.**

11E. Revise street names to be consistent with the plat.

**Response: Comment noted. Street names added.**

11F. Identify adjacent plat information or label "Unplatted."

**Response: Adjacent plat information is added.**

11G. A license agreement is required for any encroachments into easements. Please contact Grace Gray at ggray@auroragov.org to initiate the process. It can take 6-8 weeks to finalize and can hold up the recordation of the Site Plan and Plat.

**Response: Acknowledged. Thank you.**

11H. Contact Andy Niquette at aniquett@auroragov.org to begin the easement release process.

**Response: Andy has been contacted.**

**Plat**

11I. Provide an updated Title Commitment.

**Response: Updated TC Referenced.**

11J. Label all streets within ½ mile of the proposed site.

**Response: Surrounding Plats are not recorded yet. Street names have been provided for Filing 10 & 11, Filing No. 9 street names are not final. Filing 7 has no street names yet. Scale of vicinity map does not allow room for all interior streets. Major Street names are shown.**

11K. Add the descriptions of the monuments at the end of the Basis of Bearing line.

**Response: As the B.O.B note states the map sheets describe these monuments per state statues.**

11L. Review General Note 9. Not all streets listed are included in this plat.

**Response: Thank you. Addressed.**

11M. Fill in the reception numbers as noted on the redlines.

**Response: Rec No's will be filled in when the referenced documents get recorded.**

11N. Send in a .dwg file so street names can be assigned.

**Response: Street names added.**

11O. Add the bearings and distances, curve data along the street rights-of-way.

**Response: Centerline controls the blocks. R.O.W. are a direct offset from the centerline control.**

11P. Label existing easements and include reception numbers.

**Response: Rec No's will be filled in when the referenced documents get recorded.**

11Q. Show a line to delineate between two different types of easements.

**Response: Addressed. Detail sheets may need to be added. Due to timeframe given this was not achievable before this submittal.**

11R. Add street centerline information as noted on redlines.

**Response: Acknowledged. This has been Addressed.**

11S. Building permits will not be issued for lots located within existing easements until the easements are vacated.

**Response: Drainage Easement vacation L&E is prepared and we will get them to Andy.**

11T. All lots require direct access to a public right-of-way.

**Response: Alley loaded lots have access to the alleys, an allowed use for the alley is access.**

**12. Revenue (Aurora Water/TAPS/ Diana Porter / 303-739-7395 / dsporter@auroragov.org)**

12A. Storm Drainage Development Fees due: 73.127 acres x \$1,242.00 = \$90,823.73

Make check payable to City of Aurora.

**Response: These will be paid with civil engineering review.**

**13. Aurora Public Schools (Josh Hensely / jhensley@aurorak12.org)**

13A. APS agreed to apply the school dedication requirement for the purpose of calculating cash-in-lieu of land as Site Plans are approved for Aurora Highlands. The district will request cash-in-lieu of land when the balance of the obligation from approved Site Plans and Plats exceeds the acreage of school sites dedicated. In accordance with Section 4.3.18 of the United Development Ordinance, the school obligation for the residential units proposed as part of Site Plans and Plats 1-15 do not exceed the total planned school land dedication for the overall development so there will be no cash-in-lieu of land due with this filing.

**Response: Acknowledged. Thank you.**

**AURORA PUBLIC SCHOOLS - STUDENT YIELD**  
12/18/2020

**Aurora Highlands - Site Plan NO 15**

Dwelling Type	Units	Yield Ratio	Student Yield
SFD	300	0.7	210
MF-LOW	112	0.3	34
MF-HIGH		0.145	0
<b>TOTAL</b>	<b>412</b>		<b>244</b>

YIELD	ELEMENTARY		MIDDLE SCHOOL		K-8 TOTAL	HIGH SCHOOL		K-12
	RATIO	STUDENTS	RATIO	STUDENTS	STUDENTS	RATIO	STUDENTS	TOTAL
SF	0.34	102	0.18	48	150	0.2	60	210
MF-LOW	0.17	19	0.08	9	28	0.05	6	34
MF-HIGH	0.075	0	0.04	0	0	0.03	0	0
<b>TOTAL</b>		<b>121</b>		<b>57</b>	<b>178</b>		<b>66</b>	<b>244</b>

SCHOOL TYPE	STUDENT YIELD	ACRES PER CHILD	ACRES REQUIRED
ELEMENTARY	121	0.0175	2.1182
MIDDLE	57	0.025	1.4240
HIGH	66	0.032	2.0992
<b>TOTAL</b>	<b>244</b>		<b>5.6414</b>

**Aurora Highlands Development Tracking - 12/18/2020**

Filing	SFD	MFL	MFH	Units	K-8	HS	Total Yield	Dedication Requirement
CSP 1	84			84	42	17	59	1.3734
CSP 2	182	44		226	102	39	141	3.265
CSP 3								
Plat 4	9			9	5	2	7	0.1472
Plat 5	47			47	24	9	33	0.7685
Plat 6	26			26	13	5	18	0.4251
Plat 7	238	136		374	153	54	207	4.7855
Plat 8	174			174	87	35	122	2.8449
Plat 9								
Plat 10	176			176	88	35	123	2.8776
Plat 11								
Plat 13	13			13	7	3	10	0.2126
Plat 14	156	62		218	94	34	128	2.9583
Plat 15	300	112		412	178	66	244	5.6414
<b>Total</b>	<b>1,405</b>	<b>354</b>	<b>0</b>	<b>1,759</b>	<b>793</b>	<b>299</b>	<b>1,092</b>	<b>25.2995</b>

**14. Xcel Energy** (Donna George / donna.l.george@xcelenergy.com)

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has determined there are potential conflicts with the above captioned project. There does not appear to be a tract use table – in order to provide continuous service throughout the development, will all tracts be for utility use, particularly for crossing? Within these blocks and lots it is unclear where natural gas and electric distribution facilities will be located:

- Block 7, Lots 13-19
- Block 8, Lots 12-17
- Block 12, Lots 1-7
- Block 13, Lots 1-6

**Response: Proposed dry utility easements are shown on the plans and plat.**

The property owner/developer/contractor must complete the application process for any new natural gas or electric service 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.

**Response: Acknowledged. Thank you.**