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March 18, 2021

Thomas Gissen - [thomas.gissen@meritagehomes.com](mailto:thomas.gissen@meritagehomes.com)  
Meritage Homes  
8400 Crescent Pkwy Ste 200  
Greenwood Village, CO 80111

**Re: Murphy Creek PA 13, 14 and 9C (#1520958)/Pre-Application Meeting held March 04, 2021  
RESPONSES PROVIDED JUNE 25, 2021 BY MERITAGE HOMES. INNOVATIVE LAND  
CONSULTANTS AND HENRY DESIGN GROUP.**

Dear Mr. Gissen:

I would like to take this opportunity to thank you for considering the City of Aurora for the Murphy Creek PA 13, 14 and 9C project. As your assigned Project Manager, I remain available as a resource as you initiate the review and approval process in the city.

Attached to this letter are the formal Staff Comments from your Pre-Application Meeting with the Development Review Team. I have taken the opportunity to highlight a few key issues below that may require further consideration prior to a formal submittal of your Development Application. These, as well as those on the attached pages, will need to be addressed either before or during the development review process.

***Key Issues:***

► **GDP Amendment:** To permit residential development in Planning Area 9C, a GDP Amendment will be required. The approval criteria for the amendment will be the same as the criteria for a zoning map change. Be sure to address these criteria in a Letter of Introduction for the application. In addition, a Zoning Map Amendment is required to remove the commercial development from the previously approved plans. These applications can run concurrently. Please see Planning comments for more details.

**Response: A GDP Amendment is proposed to change the land use designation of PA-9C to S.F.D. Small. This area will be added into PA-13 which permits 136 dwelling units. Although a change in land use is proposed, no additional dwelling units are being requested and traffic trip generation has been substantially reduced.**

**A description of the amendment and compliance with the approval criteria is addressed in the Letter of Introduction.**

- ▶ **Utilities:** All lots will require frontage to public water and sanitary sewer mains for service. A looped water supply is required to serve this development. A future sanitary sewer line for development south of Jewell Road is proposed to run adjacent to the channel improvements. Grading of the channel must allow for vehicle maintenance access to all proposed manholes.

**Response:** all lots will have frontage on a public water and sewer main for service. The easement for the sanitary sewer line adjacent to the drainage corridor is accommodated in the plans.

- ▶ **Public Improvements:** Public improvements for this project include updating the curb ramps at the intersection of Harvest Road and Jewell Avenue and Harvest Road and Flatrock Trail. Improvements on Flatrock Trail include a 6-foot detached sidewalk extended to the existing sidewalk, curbside landscaping and street lights. Internal roads must meet all City of Aurora standards, including centerline geometry, in order to be considered public streets.

**Response:** Noted and will be provided.

- ▶ **Pocket Park:** Adding a pocket park in this location will serve as a great amenity to residents. Please note that it will need to be privately owned and maintained. It is a PROS requirement that parks not be adjacent to arterial roadways to minimize safety concerns; as an alternative if there is no other workable site design, provide a significant setback and landscape design elements between any play equipment and the roadway. As the applicant works to determine what amenities will best suit the site, please keep in mind design techniques such as shrub rows, berms and landscape walls to create physical separation from Right-of-Way (ROW) and any play equipment, maintaining at least a 50' setback from the ROW for safety.

**Response:** Pocket Park nodes are proposed throughout the neighborhood. These nodes are connected by trails and sidewalks which ultimately connect to the regional trail/sidewalk along E. Jewell Avenue and the regional trail in the PSCO right-of-way adjacent to Harvest Road as indicated on the GDP. A trail is also proposed along the Colorado Interstate Gas Easement to connect to the existing trails throughout Murphy Creek north of this parcel. Parks and open space have been previously dedicated within Murphy Creek based on the ultimate buildout of Community including the full buildout of this site. Furthermore, this proposed neighborhood includes a significant reduction in the permitted number of dwelling units. As such, a series of pocket park nodes are provided but a central community park is not required. The primary pocket park node is one-half acre in size and provides a variety of amenities that are easily accessible to the residents through a connection to the trails and sidewalk system.

- ▶ **Traffic:** Please review the placement of ADA ramps at “T” intersections versus future driveway and utility locations. Traffic Engineering has included more detail on this on page 18 of these notes.

**Response:** Noted.

The comments reflect information provided on your submittal materials as well as the discussion within the meeting and are meant to provide general direction to you in the preparation of the actual submittals. If the plans change significantly for the project, another pre-application meeting would be advised.

Again, thank you for attending the Pre-Application Meeting with our Development Review Team; I trust the meeting was helpful. If you have any questions or require additional information, please do not hesitate to contact me at 303.739.7044 or [cdancy@auroragov.org](mailto:cdancy@auroragov.org).

Sincerely,



Cesarina Dancy  
Project Manager

cc: Karen Henry - [khenry@henrydesigngroup.com](mailto:khenry@henrydesigngroup.com)



## City of Aurora Development Process

While the development process is described in more detail in the [Development Handbook](#), the following information will help you gain a quick understanding of your next steps in the process and understand the formatting of the attached staff comments:

### Step I - Planning Phase

- The application is submitted to the Planning Department.
- The Planning Department refers the plan to other city departments for comment.
- Neighborhood meeting(s) are scheduled as necessary.
- The Site Plan, Zoning Map Amendment and GDP Amendment are approved at public hearings.
- The Subdivision Plat is approved administratively during the same time line.

### Step II - Construction Document Phase

**Civil Engineering Plans:** This generally includes grading, storm drainage, stormwater management plan, public utilities, and street construction plans.

- The preliminary drainage report is a part of the site plan submittal (Step I above). Final drainage plans are included in the civil engineering plans package.
- A pre-submittal meeting with Public Works Engineering is required prior to electronic submittal of final civil plans for review. This review is separate from the Planning Phase review above and requires a per-sheet review fee at the time of submittal.

**Building Plans:** (construction plans for structures)

- Usually reviewed after Planning decision is made.

All data submitted in AutoCAD 13 or higher as part of this project should be in conformance with the City of Aurora CAD Data Submittal Standard. The standards and template can be found here: [CAD Data Submittal Standard](#)

### Step III - Construction Phase

**Building/Civil Permits:**

- **Stormwater Quality Discharge** permits must be issued prior to any site work (Aurora Water).
- **Public Improvement permits** can be issued after civil plan approvals.
- **Building permits** are issued only after Steps I & II are complete (site plan/civil plan), and building plans are approved.

**Inspections:** Certificate of Occupancy (CO) is granted once all work and inspections are complete.

## STAFF COMMENTS - PRE-APPLICATION MEETING

### **Purpose of the Pre-Application Notes**

These comments summarize the city's land use ordinances, policies, design standards, and code requirements that apply to your project. They are based on the material you have supplied us and will alert you to key issues involved in your project. They are not intended to provide a complete review of your proposal. Several electronic links have been included within the body of these comments, some specific to your project and some more general in nature. Note that these comments are valid for a period of six months.

Please do not hesitate to contact **Cesarina Dancy, ODA Project Manager**, who assembled these notes.

### **Contact Information**

Below is a list of City of Aurora Departments/Divisions that were represented at the meeting and contact information for the individual City Staff members present.

#### **City Manager's Office**

Office of Development Assistance  
Cesarina Dancy  
303.739.7044  
[cdancy@auroragov.org](mailto:cdancy@auroragov.org)

Megan Weikle  
303.739.7357  
[mweikle@auroragov.org](mailto:mweikle@auroragov.org)

#### **Planning**

Zoning and Plan Review  
Ariana Muca  
303.739.7541  
[amuca@auroragov.org](mailto:amuca@auroragov.org)

Landscape Design  
Kelly Bish, RLA, LEED AP  
303.739.7189  
[kbish@auroragov.org](mailto:kbish@auroragov.org)

#### **Parks, Recreation & Open Space**

Planning Design and Construction  
Michelle Teller  
303.739.7437  
[mteller@auroragov.org](mailto:mteller@auroragov.org)

Forestry  
*Not represented at meeting*

#### **Aurora Water**

Steven Dekoskie  
303.739.7490  
[sdekoski@auroragov.org](mailto:sdekoski@auroragov.org)

#### **Public Works**

Traffic Division  
Brianna Medema  
303.739.7336  
[bmedema@auroragov.org](mailto:bmedema@auroragov.org)

Drainage and Public Improvements  
Engineering Division  
Kristin Tanabe  
303.739.7306  
[ktanabe@auroragov.org](mailto:ktanabe@auroragov.org)

Life Safety and Building Division  
Mike Dean  
303.739.7447  
[mdean@auroragov.org](mailto:mdean@auroragov.org)

Real Property Division  
Darren Akrie  
303.739.7331  
[dakrie@auroragov.org](mailto:dakrie@auroragov.org)

#### **Housing and Community Services**

Neighborhood Support  
Scott Campbell  
303.739.7441  
[scampbel@auroragov.org](mailto:scampbel@auroragov.org)

#### **Aurora Public Schools**

Joshua Hensley  
303.365.7812 x28463  
[jdhensley@aurorak12.org](mailto:jdhensley@aurorak12.org)

#### **Oil and Gas Division**

Jeffrey Moore  
303.739.7676  
[jsmoore@auroragov.org](mailto:jsmoore@auroragov.org)

Colin Brown  
303.739.6824  
[cbrown@auroragov.org](mailto:cbrown@auroragov.org)

## STEP I – PLANNING PHASE

### Planning and Development Services Department

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

#### **Key Issues:**

- ▶ This site plan must be reviewed by the Murphy Creek Architectural Review Committee for conformance with the architectural design standards.

**Response: A Master Declarant Approval Letter is included with this submittal. It is titled ‘Meritage Homes Architectural Approval’. In essence, the letter exempts the Builder (Meritage) from having to go through the DRC Approval process.**

**‘Under Article V, Section 13(b) of the Master Declaration of Covenants, Conditions, and Restrictions for Murphy Creek (attached), as long as a builder has received design approval from the Master Declarant, the builder is exempt from the other provisions of Article V. Murphy Creek Development, Inc., the Master Declarant, has issued such approval in its letter of June 25, 2021. Accordingly, Meritage is not required under the governing CCRs to obtain approval from the Murphy Creek Architectural Review Committee.’**

- ▶ A GDP Amendment is required.

**Response: A GDP Amendment is proposed to change the land use designation of PA-9C to S.F.D. Small. This area will be added into PA-13 which permits 136 dwelling units. Although a change in land use is proposed, no additional dwelling units are being requested. The GDP Amendment redline is included with the attached submittal documents.**

- ▶ Pedestrian and bicycle connections from the neighborhood (not just on the street) should be provided to the community park amenity and throughout the site.

**Response: Trails connecting to sidewalks, to the Jewell Avenue and Harvest Road Regional trails, the trail along the Gas line easement, and park nodes are provided throughout the proposed neighborhood.**

- ▶ Consolidate the small parks into one larger amenity space. Murphy Creek’s current amenities are stressed and overused. The development needs more large-scale outdoor amenity spaces and the PA-14 lot layout does not seem cohesive with the rest of the development. With one lot being set alone in the neighborhood in PA-14, it gives the appearance of a leftover lot. The eastern four lots in PA-14 stand alone and could be explored as two larger lots to anchor the end of the cul-de-sac.

**Response: Parks and open space have been previously dedicated based on the ultimate buildout of Murphy Creek. This proposed neighborhood is a significant reduction in number of dwelling units from the GDP zoning thereby lessening the burden on existing facilities. As such, a consolidated park is not provided. Park nodes with a variety of amenities are provided within the neighborhood which are easily accessible by sidewalks and trails. Additionally, these residents within this neighborhood will be paying a mil levy to District 3 and HOA dues which enables use of the Murphy Creek amenities.**

**The site plan has been revised to eliminate stand alone lots.**

**Re: Murphy Creek PA 13, 14 and 9C (#1520958)/Pre-Application Meeting held March 04, 2021**

- ▶ The cul-de-sac length should be carefully reviewed as it appears it could be longer than the 150' maximum length in the GDP.

**Response: The cul-de-sac length is per City of Aurora standards. 150-feet is not a requirement for this neighborhood as this is a limitation for private drive dead ends as stated under the Traditional Neighborhood Design criteria. This neighborhood is not proposed as a “Traditional Neighborhood” under the GDP.**

***Project Overview:***

- Zoning: Planned Development (PD) – Murphy Creek. As a PD, site-specific design standards apply.
  - Planning Area 13 (SFA or SFD, 14 (multi-family), and 9C (Commercial)
- Character Area: Subarea C
- Proposed Use: The current proposal is for a total of 129 single-family detached residential lots, trail corridors with small pocket park nodes and detention facilities.
- Permitted Use: The use in PA-14 and PA-13 is permitted by the current Murphy Creek PD, but subject to Site Plan and Plat approval. PA-9C is zoned as commercial and will need a General Development Plan Amendment to entitle residential development, along with the approval of a Site Plan and Plat

**Response: Noted.**

***Types of Application:***

- Zoning Map Amendment **Provided**
- Master Plan **Not required. This site is governed by the Murphy Creek GDP**
- Subdivision/Final Plat **A Plat is provided**
- Site Plan **Provided**
- Street/Plat Vacations **Not necessary with this proposal**
- GDP Site Amendment will require approval in a public hearing with City Council **Noted**

***Procedures:***

- A Summary Table of Procedures can be found in Section 146-5.2, Table 5.2-1.
- The GDP Amendment application and Zoning Map amendment will require approval in a public hearing before the Planning and Zoning Commission and the City Council. The Site Plan application will require approval from the Planning and Zoning Commission. The applications can run concurrently, and if the Site Plan is approved by the Planning and Zoning Commission, a condition of approval will be the approval of the GDP Amendment by the City Council. The application will be reviewed in a 12-13-week timeframe and will be processed electronically through our development review website.

**Response: Noted.**

***Important Links:***

- [CAD Data Submittal Standard](#)
- [Colorado Oil and Gas Conservation Commission](#)
- [Landscape Reference Manual](#)
- [Development Review Website](#)
- [Online Application and Plan Submittal Guide](#)
- [Transportation Studies & Plans](#)
- [Pre-Submittal Checklist](#)
- [Forms and Applications](#)
- [Aurora Map Gallery](#)
- [Arapahoe County Assessor Map](#)
- [Site Plan Manual](#)
- [Subdivision Plat Manual](#)

**Re: Murphy Creek PA 13, 14 and 9C (#1520958)/Pre-Application Meeting held March 04, 2021**

- [Subdivision Plat Checklist](#)
- [Unified Development Ordinance \(UDO\)](#)
- This application will be uploaded through our Planning Portal as separate PDFs. Please ensure that, during the PDF creation process, all AutoCAD SHX text items are removed from the comment section and that the sheets are flattened to reduce the select-ability of items. Plans submitted for city Pre-Acceptance review will be rejected if it is determined that plans do not comply; this could result in delays in application start times if the applicant is asked to re-upload corrected PDFs.

**Response: Noted.**

***Standards and Issues:***

**1. Zoning and Placetype**

*1A. Zoning*

The site is located within the Murphy Creek Planned Development. The purpose of the planned development zone is to use new and imaginative concepts in urban design and land development to promote and improve the health, safety, and general welfare of the citizens of the city. Special design standards apply in Murphy Creek, and proposed home designs must be reviewed and approved by the Murphy Creek Design Review Board.

As part of this application a request will need to be made to change Planning Area 9C from a commercial district to a residential district.

**Response: Noted and provided.**

*1B. Overlay Districts*

*Avigation Easements*

Because the property is within the Airport Influence District surrounding Buckley Air Force Base, an avigation easement with the city and the airport shall be conveyed by the person subdividing lands or initiating construction of any structure on already subdivided lands. Such avigation easement shall be an easement for right-of-way for unobstructed passage of aircraft above the property and shall waive any right of cause of action against the city of associated airport arising from noise, vibrations, fumes, dust, fuel particles, and other effects caused by aircraft and airport operations. The avigation easement shall be in a form approved by the city and shall be recorded in the office of Clerk and Recorder for the county where the property is located before permit or plat approval is granted. The avigation easement form can be found here. Please contact *Porter Ingram* at 303.739.7227 or [pingrum@auroragov.org](mailto:pingrum@auroragov.org) with any questions you may have.

**Response: The Avigation Easement is included in the submittal. Upon acceptance by the City, the easement will be recorded with Arapahoe County and the recorded version will be provided in advance of the Planning Commission hearing.**

*1C. Placetype*

The site is located in the “Emerging Neighborhood” Placetype. An Emerging Neighborhood placetype is a newer largely residential neighborhood in previously undeveloped areas. They are neighborhoods that have typically been built in the past 25 years and represent an opportunity to further diversify neighborhood choices. This placetype is more than just an isolated residential subdivision but is instead a complete neighborhood with mixed residential housing types and pedestrian and bicycle infrastructure. This makes it walkable and well-connected throughout the neighborhood and to adjacent placetypes, with highly accessible parks and open space integrated into the neighborhood.

**Response: Noted.**

*1D. Master Plan*

This site is part of the Murphy Creek General Development Plan (GDP), and is subject to standards set forth in the GDP. As such, the proposed homes must comply with the Murphy Creek Design

Guidelines, and all site amenities must comply with the design program set forth for the Murphy Creek neighborhood.

**Response: Noted and provided.**

**2. Land Use**

*2A. Historic Land Use*

This site is vacant and has never been developed. There are no existing entitlements other than being subject to the Murphy Creek GDP standards.

**Response: Noted.**

*2B. Proposed Land Use*

To permit residential development in Planning Area 9C, a GDP Amendment will be required. The approval criteria for the amendment would be the same as the zoning map change approval criteria. Be sure to address these criteria in a Letter of Introduction for the application.

**Response: Noted, The approval criteria has been addressed in the Letter of Introduction.**

*2C. Section 146-5.4.1. C.3 applies in this case:*

An application for initial zoning, rezoning, and changes to the Zoning Map for individual parcels or small areas shall only be recommended if the Planning Director and the Planning and Zoning Commission finds that the following criteria have been met and shall only be approved if City Council finds that the following criteria have been met.

i. The change to the Zoning Map is needed to correct an error (change in the character of surrounding areas does not constitute an error in the map); or

ii. The change to the Zoning Map is required because of changed conditions or circumstances on the property or in the surrounding area and:

a. The applicant has demonstrated that the proposed initial zoning or rezoning is consistent with the spirit and intent of the Comprehensive Plan, with other policies and plans adopted by the City Council, and with the purpose statement of the proposed new zone district(s)

b. The applicant has demonstrated that the size, scale, height, density, and multi-modal traffic impacts of the proposed initial zoning or rezoning are compatible with surrounding development or can be made compatible with surrounding development through approval conditions; and c. The application demonstrates that the change in zoning will not create significant dislocations of tenants or occupants of the property, or that any impacts are outweighed by other public benefits or progress toward other Comprehensive Plan goals that would be achieved by the approval of the application.

**Response: Noted, The approval criteria has been addressed in the Letter of Introduction**

**3. Development Standards**

*3A. Dimensional Standards*

The proposed residential development will have to comply with the lot size and setback standards set forth by the GDP. As proposed, the lots comply for Single Family Detached – small lots. At the time the GDP was written, a statement of compliance with city standards for lot dimensions and setbacks referred to City Code. Since the update of the Code and adoption of new dimensions for lot standards, the lots proposed will be considered ‘small lots’ for the purposes of setbacks and lot size. The GDP states “Common private drives must not exceed 150’”. The cul-de-sac within the proposed residential development in PA-14 will need to be adjusted to fit within the GDP standards.

**Response: This is an inaccurate statement. The dimensional standards must meet the requirements of the GDP not the UDO as this is a Planned Development. The statement for Common Private drives does not apply to this neighborhood has no private drives are**

proposed and this requirement applies to “Traditional Neighborhood Design” within the GDP. Small lot is a designation used within the GDP (S.F.D. Small) and is not subject to the Small Lot Standards of the UDO as criteria for S.F.D. Small are establish with the GDP. When the GDP is silent on a subject the UDO applies.

3B. *Subdivision Standards*

Subdivision standards in the code call for a well-connected street and pedestrian/bicycle network. The trail network through the site and to other areas of the neighborhood mostly meets code; however, there is no pedestrian connection to the proposed pocket park, which will be this development’s amenity. Trails should connect the amenity with the neighborhood in a direct manner.

**Response: Well-connected streets are provided within the neighborhood given the modified grid recognizing the site limitations. Trail and sidewalk connections are provided to the pocket park nodes and regional trails.**

The maximum block length is 700ft. If the block length is not broken by a street, then a 30-foot-wide common space with a trail connecting one street to another is required. The proposed connection may need to be wider to meet this requirement. Additional connections are required along Harvest Road.

**Response: Two trail connections are provided to Harvest Road. Vehicular connections with Harvest Road are not feasible due to the need to cross the 210-foot wide PSCO ROW. An adjustment is being requested for the block length. The requested Adjustment is indicated on the Site Plan and within the Letter of Introduction.**

Double frontage lots are not permitted along arterials or collectors. An alternative layout would be required along S Flatrock Trail to meet this requirement (ref. UDO 146-4.3.10.C).

**Response: The code section reads:**

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

**A 25-foot-wide buffer is provided along E. Jewell Avenue and S. Flatrock Trail to buffer the lots backing on these arterial and collector streets. Limited access and the need to align with existing intersections on S. Flatrock Trail limit design opportunities to avoid double frontage lots.**

*This may require an adjustment to the site layout or an adjustment approval by the Planning and Zoning Commission.*

**Response: Noted.**

*All blocks will be evaluated for a maximum block length of 700 feet and maximum perimeter of 2,800 feet (UDO Section 146-4.3.9).*

**Response: Noted as stated above an adjust to the 700 foot block length is requested. The street layout complies with the 2,800 feet.**

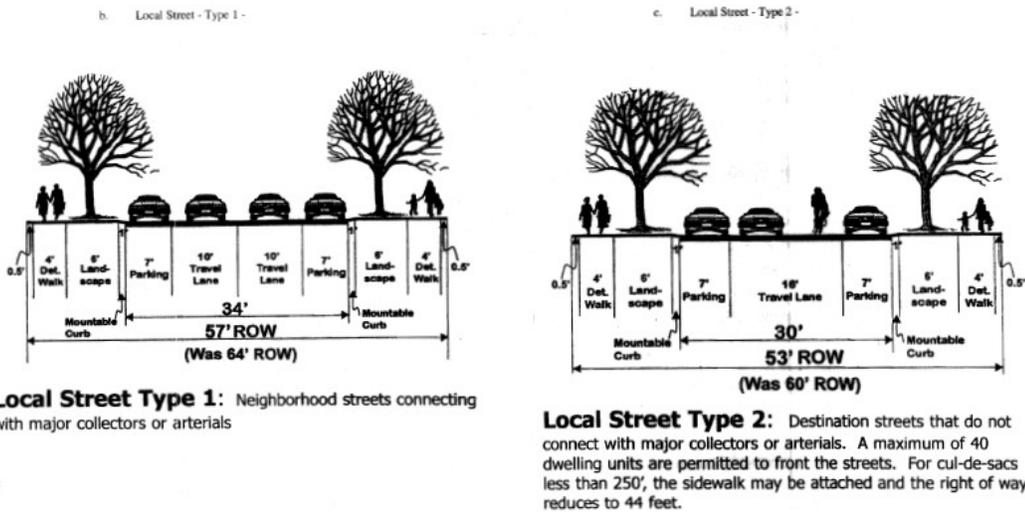
3C. *Common Space and Amenities*

The proposal includes a pocket park on the most northwest corner of the development. As per the GDP, the pocket park must be a minimum of 8000sf. This park should include amenities for the community, such as connections to walking trails, benches, a gazebo, and other such amenities. Additionally, several small pocket parks are proposed at the central part of PA-9C and PA-13. It is suggested that, instead of small areas of open space, a larger open space be considered. Murphy Creek’s parks and amenities are stressed and overused, and this is an opportunity to relieve that stress and give the community a central park. A tot lot may be attractive to families within the development.

**Response:** Parks and open space have been previously dedicated based on the ultimate buildout of Murphy Creek. This proposed neighborhood is a significant reduction in number of dwelling units from the GDP zoning thereby lessening the burden on existing facilities. As such, a consolidated pocket park is not provided. Park nodes with a variety of amenities are provided within the neighborhood which are easily accessible by sidewalks and trails. Again the 8,000 square foot pocket park requirement applies “Traditional Neighborhood Design” within the GDP. This neighborhood is designed to the S.F.D. Small Standards of the GDP. As such this requirement does not apply, However, the main pocket park node is one-half acre in size.

3D. *Access and Connectivity*

This development will be accessed via Flatrock Trail, which is a collector according to the city’s roadway classification standards. According to GDP standards, the roads connecting to Flatrock Trail should be Local Street Type 1 street sections, and all internal roads should be Local Street Type 2 sections. The applicant may find additional detail in the GDP.



**Response:** The primary loop street will be constructed to City of Aurora (COA) Local Street Type 1 section. Two east west streets connecting to the loop streets will be constructed to COA Local Street Type 2 standard. Planning Area 14 is proposed for 10-lots served by a cul-de-sac built to COA Local Street Type 2 Alternative which allows for a reduced right-of-way given the limited number of lots. Although the cu-de-sac is typically limited to a maximum of 250-feet in length, preliminary discussions with the City Engineer indicated the longer cul-de-sac would be acceptable. As requested, a detached walk has been provided at the entry. Unlike the majority of the Murphy Creek Community, this proposed neighborhood will not utilize the reduced street sections as stated in the Murphy as illustrated above.

3E. *Parking, Loading, and Stacking*

Off-street parking is required by Section 146-4.6. For single-family detached housing, each unit should have two spaces in a garage and two guest spaces in the driveway. On-street parking is also available for guests as well. Please refer to the design standards for placement of the garage, which typically must be set back from the front plane of the house.

**Response:** Noted and provided.

3F. *Landscape, Water Conservation, Stormwater Management*

General Landscape Plan Comments:

**Re: Murphy Creek PA 13, 14 and 9C (#1520958)/Pre-Application Meeting held March 04, 2021**

Prepare your landscape plans in accordance with the Murphy Creek General Development Plan – Amendment #1 (GDP), the Unified Development Ordinance (UDO) and Landscape Reference Manual. The landscape comments provided herein are based upon the following ordinance Section 146-4.7 (Landscape, Water Conservation, Stormwater Management). Please ensure that the landscape architect or designer has a copy of these documents as well as the project specific comments.

**Response: The landscape plan has been designed in compliance with the Murphy Creek GDP and the applicable code sections of the UDO.**

**Landscape Plan Preparation**

Please label all landscape sheets “Not for Construction”. Landscape construction drawings are not required and therefore do not necessitate the signature, stamp and seal of a licensed landscape architect upon final approval by the City of Aurora. Landscape plans are used by the city to determine compliance with the landscape standards and for code enforcement purposes.

Landscape plans must be prepared on 24” x 36” sheets. Plans shall have plant symbols, plant labels with quantities, and a plant schedule upon first submission or a complete review will not be possible. Landscape plans shall include the necessary landscape tables for each of the required landscape treatments (i.e. standard right-of-way landscaping, street and non-street frontage buffers, building perimeter landscape tables etc.) to demonstrate compliance with code requirements. Should any of the above information be missing, it may result in additional submittals and ultimately delays in approval of the plan set.

**Sight Triangles**

Include sight distance triangles per the Roadway Design and Construction Specifications document. All landscaping within the designated triangles shall not exceed 26” in height as measured from the roadway surface.

**Murphy Creek GDP**

The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within the GDP. The applicant is responsible for reviewing this document and determining all applicable landscape requirements.

- The perimeter of all sites should be buffered with landscaped areas. Minimum buffer areas shall be measured from a site’s property line and not from the edge of a sidewalk or curb.
- Detention, retention and water quality ponds shall be landscaped with one tree and ten shrubs per 4000 square feet of tract area.
- Common open space tracts shall be landscaped with one tree and ten shrubs per 4000sf of tract area.
- Front yard landscaping shall comply with Article 14.
- Street trees are required at a ratio of one tree per 40 linear feet of public or private right-of-way and may count towards the front yard landscape requirements.
- 45% of residential site plans shall be landscaped areas. Landscape areas include private landscape areas, playgrounds, recreation areas and plazas. It includes interior circulation used exclusively by pedestrians. Public rights of way are not included in the calculation.

**Section 146-4.7 Landscape, Water Conservation, Stormwater Management)**

The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within this section. The applicant is responsible for reviewing this section of the UDO and determining all applicable landscape conditions.

**Section 146-4.7.5. C. Required Landscaping, Curbside Landscaping**

**Re: Murphy Creek PA 13, 14 and 9C (#1520958)/Pre-Application Meeting held March 04, 2021**

Provide one shade/street tree per 40 linear feet of street frontage along all proposed streets. Street trees shall be provided within the designated curbside landscape area when detached walks are required or four to five feet from the back of walk, curb, or pavement when an attached sidewalk is installed. Street trees shall be located 50' from the face of a stop sign to maintain regulatory sign visibility. Refer to Figure 4.7-2.

The UDO requires plantings within the curbside landscape to vary depending upon the width required by the street cross section. Refer to this specific section of the UDO for permitted plantings. Sod is only permitted in curbside landscapes that are 10' or greater in width.

**Section 146-4.7.5 D. Street Frontage Landscape Buffers**

A 20' wide street frontage buffer is required along S. Flatrock Trail and E. Jewell Avenue where the rear yards of residential homes abut an arterial and/or collector street. Buffers are measured from the flow line after taking into consideration the required curbside landscape and detached sidewalk. Landscaping shall consist of one tree and 10 shrubs per each 40 linear feet of buffer and shall be installed along the exterior sides of proposed fencing or walls. Fifty percent of the tree species shall be evergreen. Buffer reductions are not permitted. When the rear lots abut a private common open space tract and the separation between the rear lot lines of a residential development from an arterial or collector street is greater than 20', no street buffer is required, but the private common open space/tract landscaping standards shall apply.

**Response: A 25-foot-wide buffer is provided in accordance with the GDP.**

Shrubs and ornamental grasses may not be substituted for trees in the buffer unless the applicant demonstrates to staff that the site is encumbered. Encumbrances shall include overhead and underground utilities, floodplain, easements or similar. When overlapping landscape standards occur, they may be counted towards meeting the buffer requirements, however, the most restrictive requirements shall be met.

**Section 146-4.7.5 P. Residential Yard**

All new single family detached residential homes shall provide for front and side yard landscaping for corner lot yards visible from public view to meet the water-wise or turf landscape options. Front yard landscape requirements can be found in Table 4.7-3 Residential Yard Landscape Requirements. The table provides a starting point for those lots that are 4,500sf or larger. Smaller lot sizes shall utilize the requirements of this table as much as possible but may need to modify the standards to reflect the lot sizes being proposed. The city does offer developers a \$1,000 tap credit for each home that has a separate meter and participates in the "xeric" front yard landscape requirements. For further information on the xeric tap credit, contact *Tim York* in Aurora Water at 303.326.8819 for the specific landscape requirements.

**Section 146-4.7.5 I. Private Common Open Space/Tract Landscaping**

All areas of land that have been disturbed during construction and are required or designated to be preserved and protected from future development for non-public active and passive recreation area and facilities, trails, wildlife habitat or the preservation of view corridors and natural land features shall landscape in accordance with one tree and 10 shrubs per 4,000 square feet.

**Section 146-4.7.5 L. (Site Entryways and Intersections)**

Provide a distinctive landscape feature at each site entrance. Distinctive landscape features should consist of specimen quality plant material that will provide visual interest during all seasons. This may be integrated with any proposed signage.

**Section 146-4.7.3 M. (Detention and Water Quality Ponds)**

**Re: Murphy Creek PA 13, 14 and 9C (#1520958)/Pre-Application Meeting held March 04, 2021**

To meet water quality objectives, the city encourages applicants to utilize Low Impact Development (LID) techniques as permanent best management practices (BMPs). Many of the LID practices have an integrated vegetative component which supports the treatment, evapotranspiration and infiltration functions so that storm water is treated at the source. With the implementation of LID techniques, property owners can benefit from the environmental quality and aesthetics of the area in which they live and work. Some examples of LID techniques are depicted in the images below and include permeable pavements, vegetative swales and rain gardens.



Applicants may propose their own BMP's or work Aurora Water/Public Works. Aurora Water has a manual titled "Low Impact Development Techniques for Urban Redevelopment in Aurora" that may be helpful. To obtain a copy, please contact *Vern Adam* at [vadam@auroragov.org](mailto:vadam@auroragov.org). The applicant may also wish to review the Ultra-Urban Green Infrastructure Guidelines published by the City and County of Denver.

All detention pond facilities shall not exceed six feet in depth. The area within the tract surrounding the pond shall contain a minimum of one tree and 10 shrubs or the approved tree and shrub equivalents per 4000 square feet above the 100-year water surface elevation. When overlapping landscape standards occur such as when buffers, detention/water quality and parking lot landscape requirements fall within the buffer, they may be counted towards meeting the buffer requirements, however the most restrictive requirements shall be met.

**Section 146-4.7.3. C. (Irrigation).**

All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, Aurora Water will require the applicant to divide their landscape into water conserving, non-water conserving and non-irrigated areas as part of the landscape submittal. A table summarizing these areas shall also be provided. Contact *Timothy York* at 303.326.8819 regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system.

**3G. Building Design Standards**

The GDP has detailed building design standards, which employs "traditional neighborhood design standards." Please remember that model homes must comply with GDP design standards and must be reviewed and approved by the Murphy Creek Design Review Board.

**Response: Traditional Neighborhood Design standards are not being proposed in this neighborhood. The GDP S.F.D Small Standards are being met.**

Where the GDP is silent on a standard, standards found in Section 146-4.8 of the UDO containing specific standards for the design of buildings should be consulted. These standards include requirements for building orientation and spacing, breaking up the massing of building facades with articulation elements, four-sided building design, and permitted materials, among other things.

**Re: Murphy Creek PA 13, 14 and 9C (#1520958)/Pre-Application Meeting held March 04, 2021**

Code and GDP standards requires that the plan incorporate material changes and architectural features such as glazing, textured surfaces, projections, color, overhangs, and changes in parapet height to improve the façade and create an inviting and attractive street presence. Code also requires that the plan employ changes in the wall planes, both horizontally and vertically, at specific intervals and provide a variety of durable materials to create visually interesting buildings. Architectural details shall be continued on all four sides of the buildings. See the table below for applicable building design standards and ensure that the building elevations meet all applicable requirements.

If the application will include specific single-family detached model homes, the models will need to follow the styles and level of quality and detail shown in the approved Master Plans. Please be aware that code has specific requirements for design variety and durability, and that the building elevations must meet a minimum score of 17 points in Section 146-4.8.3.F, Table 4.8-2 in order to receive building permits.

**Response:**

**Elevations of the proposed homes and colors and materials are included with this submittal. Additionally a chart of compliance with the GDP Architectural design standards is provided with the Architecture sheets within the Site Plan. The neighborhood is NOT proposed as “Traditional Neighborhood Design” and is not subject to these standards within the GDP. As stated above, the applicant is not required to have the site plan and architecture reviewed by the Murphy Creek Architectural Review Committee. Per the CC&R’s the Declarant has the right to provided architectural review approval as provided with this application.**

**The building design standards per the UDO will apply if the GDP Architectural Design Standards are silent on a subject.**

**Table 4.8-1**  
**Building Design Standards Applicability by Building Type**  
 Adjustments for Affordable Housing Structures appear in Sections 146-4.8.5 and 146-4.8.6

Standard	Single-family detached or two-family dwellings	Single-family attached	Multifamily buildings	Single-story non-residential buildings	Multi-story mixed-use or non-residential buildings	Large-scale retail large format-over 75,000 sq. ft. gfa.
<b>General building design standards</b>						
Design variety	✓					
Distribution of masonry and architectural features	✓					
Windows	✓					
Building orientation and spacing			✓	✓	✓	✓
<b>Massing and articulation</b>						
Horizontal articulation		✓	✓	✓	✓	✓
Vertical articulation	✓		✓		✓	✓ [1]
Maximum building length			✓	✓	✓	✓
<b>Building materials</b>						
Primary building materials	✓		✓	✓	✓	✓
Masonry standards		✓	✓			
<b>Four-sided building design</b>						
Façade character elements			✓	✓	✓	✓
Entry design			✓	✓	✓	✓
<b>Roof design</b>						
Roof materials	✓		✓	✓	✓	✓
Roof form	✓		✓	✓	✓	✓
<b>Screening of mechanical equipment</b>						
Rooftop equipment	✓		✓	✓	✓	✓
Ground-mounted equipment	✓		✓	✓	✓	✓
Garbage storage areas			✓	✓	✓	✓

Notes:  
 [1] Only applies when more than two stories or over 30 feet tall.

**3H. Exterior Lighting**

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

**Response: Lighting within this neighborhood is governed by the GDP. Outdoor lighting and a photometric plan will be provided with the Civil construction plans as has been previously required on other projects within Murphy Creek.**

3I. *Signs*

Section 146-4.10 governs signage standards. Please review this section for complete details. Show the location of any monument signs on the plans. Murphy Creek has a branded sign program, the details of which can be found in the GDP.

**Response: Signage is being provided in accordance with the GDP. No other signage is proposed with the exception of traffic control signs.**

**4. Adjustments**

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

**Response: The requested adjustment to the GDP and Aurora Unified Development Ordinance are indicated on both the Site Plan and in the Letter of Introduction. It is acknowledged that the Site Plan will go to the Planning and Zoning Commission as the neighborhood is within the Murphy Creek General Development Plan. As such, the commission will opine on the requested modifications.**

**5. Submittal Reminders**

5A. *CAD Data Submittal Standards*

The city has developed [CAD Data Submittal Standards](#) for internal and external use to streamline the process of importing AutoCAD information into the city's Enterprise GIS. A digital submission meeting the CAD Data Submittal Standards is required before final mylars can be routed for signatures or recorded for all applications. Please review these standards and ensure that files are in the correct format to avoid future delays.

**Response: Noted.**

5B. *PDF Requirements*

The application will be uploaded through the city's development review website as separate PDFs. Please ensure that all AutoCAD SHX text items are removed from the "Comment" section during the PDF creation process and that the sheets are flattened to reduce ability to select items. PDFs will be rejected during pre-acceptance reviews if they do not comply with this requirement, which could result in delays.

**Response: Noted.**

5C. *Mineral Rights Notification*

Please fill out the [Mineral Rights Affidavit](#) and supply this document to your Case Manager with the application submittal.

**Response: Mineral owners will be noticed of a pending hearing in accordance with State Statute. The Mineral Rights Affidavit is included with this submittal.**

***Pre-Submittal Meeting:***

Contact the assigned Case Manager to schedule a pre-submittal meeting at least one week prior to submitting an application. At the pre-submittal meeting, staff will review the submittal requirements,

**Re: Murphy Creek PA 13, 14 and 9C (#1520958)/Pre-Application Meeting held March 04, 2021**

discuss the review timeline, provide a fee estimate, and review the process for uploading files and inputting adjacent property owners.

**Response: A Presubmittal meeting was held on June 14, 2021.**

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

***Community Participation:***

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

**Response: A neighborhood meeting was held on November 17, 2020. Additional coordination has been ongoing between Meritage Homes and the Murphy Creek HOA board. During the process, an additional meeting may be held if determined to be necessary.**

***Neighborhood Services Liaison:***

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

**Oil and Gas Development**

We have reviewed the area of your development. There are no known plugged and abandoned (P&A) wells within your site and no existing or planned oil and gas surface facilities on your site.

In the future, a horizontal well may be drilled underneath your site. If so, the depth would be greater than 7,000 feet below the surface. At that depth, we do not expect any effects to be felt at the surface. The City of Aurora has no authority or control over subsurface well equipment or operations. Contact the Colorado Oil & Gas Conservation Commission (COGCC) for more information.

There may be existing underground pipelines in rights-of-way. If you have questions or concerns about this, the Oil & Gas Division can assist with providing additional information. There are two pipeline easements in the area of your development. Please be aware of these easements and gain the proper approval to perform any work within these easements.

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

**Response: Noted.**

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

**Project Characterization:**

**Re: Murphy Creek PA 13, 14 and 9C (#1520958)/Pre-Application Meeting held March 04, 2021**

Based on your proposal, the following information has relevance to the determination of PROS' requirements for this project:

- The proposal includes new single family detached residential within the Murphy Creek GDP.  
**Response: The proposal is for 120 dwelling units less than what is permitted by the GDP. Park and open space dedications have been fully met based on the original GDP which is building out at a lower unit count.**

**Trail Connectivity:**

Your proposed site is providing sufficient connections to the PSCO/Xcel easement and internally to key locations. Please note that the proposed connections to the trail along Harvest Road will need to be privately maintained. Please coordinate with Xcel for any required documentation.

**Response: Noted. Two off-street trail connections are provided the PSCO ROW existing trail,**

**Pocket Park:**

Adding a pocket park in this location will serve as a great amenity to residents. Please note that it will need to be privately owned and maintained. PROS requires that parks not be adjacent to arterial roadways to minimize safety concerns; as an alternative is there is no other workable site design, provide a significant setback and landscape design elements between any play equipment and the roadway. As the applicant works to determine what amenities will best suit the site, please keep in mind design techniques such as shrub rows, berms and landscape walls to create physical separation from right of way and any play equipment, maintaining at least a 50' setback from the right of way for safety.

**Response: Pocket Park nodes are provided within the neighborhood. These nodes provide a variety of amenities and are connected by off-street trails and sidewalks for easy access by the residents.**

**Golf Course Waiver and Property Owner Notification:**

In accordance with the Golf Course Development Agreement, all purchasers of property within 1,000 feet of the Murphy Creek Golf Course shall be informed of the risks commonly associated with the ownership of property adjacent to a golf course. Purchasers shall also provide the City of Aurora and the Golf Course Enterprise with a release from liability from said purchasers, successors and assigns from risks and hazards associated with the golf course in a form acceptable to the City and the Golf Course Enterprise. The release shall be deemed a covenant running with the land and shall be recorded in real property records of the Arapahoe County Clerk and Recorder and with the City of Aurora. No certificate of Occupancy shall be issued for any residential unit until a release of liability is delivered to the City of Aurora and the Golf Course Enterprise.

**Response: Disclosure of risks associated with nearby golf activities will be provided to affected future residents as required.**

**Golf Fees:**

Each dwelling unit within the Murphy Creek South subdivision shall be assessed golf development fees in accordance with past golf course agreements as follows:

**Single-family Dwelling Unit - \$600/DU**

**Park Development Fees:**

Per the requirements of Annexation Agreement 85-251 recorded for the Murphy Creek subdivision, the applicant shall pay \$300 per dwelling unit for Park Development Fees payable at the time of building permit issuance.

**PROS Requirements Caveat:**

The monetary calculations presented herein are estimates based on park construction costs and a per-acre value for infill development at this point in time (current year 2021). The timing for implementation of the project may affect the ultimate amount of fees collected and other payments imposed to satisfy park-related obligations. Furthermore, if aspects of your project change, such as the number of dwelling units proposed, the park land dedication requirements may also change.

**Aurora Public Schools**

The 2002 school land dedication agreement for the Murphy Creek subdivision was based on the approved land uses in the Murphy Creek GDP. This proposal would change the residential land use for planning areas 13, 14 and 9c and increase the projected student yield. In accordance with the Section 4.3.18 of the Unified Development Ordinance, there would be an additional school land dedication requirement of 0.7616 acres for the proposed land use change. Aurora Public Schools will accept cash-in-lieu of land for this obligation valued at market value of zoned land with infrastructure in place. Cash-in-lieu is due at the time of recording of the first plat.

**AURORA PUBLIC SCHOOLS - STUDENT YIELD**  
3/3/2021

**Murphy Creek GDP Approved Land Use**

Dwelling Type	Units	Yield Ratio	Student Yield
SFD	60	0.7	42
MF-LOW		0.3	0
MF-HIGH	112	0.145	16
<b>TOTAL</b>	<b>172</b>		<b>58</b>

YIELD	ELEMENTARY		MIDDLE SCHOOL		K-8 TOTAL	HIGH SCHOOL		K-12
	RATIO	STUDENTS	RATIO	STUDENTS	STUDENTS	RATIO	STUDENTS	TOTAL
SF	0.34	20	0.16	10	30	0.2	12	42
MF-LOW	0.17	0	0.08	0	0	0.05	0	0
MF-HIGH	0.075	8	0.04	4	13	0.03	3	16
<b>TOTAL</b>		<b>29</b>		<b>14</b>	<b>43</b>		<b>15</b>	<b>58</b>

SCHOOL TYPE	STUDENT YIELD	ACRES PER CHILD	ACRES REQUIRED
ELEMENTARY	29	0.0175	0.5040
MIDDLE	14	0.025	0.3520
HIGH	15	0.032	0.4915
<b>TOTAL</b>	<b>58</b>		<b>1.3475</b>

**PA 13, 14 and 9C Proposed Land Use Change**

Dwelling Type	Units	Yield Ratio	Student Yield
SFD	129	0.7	90
MF-LOW		0.3	0
MF-HIGH		0.145	0
<b>TOTAL</b>	<b>129</b>		<b>90</b>

YIELD	ELEMENTARY		MIDDLE SCHOOL		K-8 TOTAL	HIGH SCHOOL		K-12
	RATIO	STUDENTS	RATIO	STUDENTS	STUDENTS	RATIO	STUDENTS	TOTAL
SF	0.34	44	0.16	21	65	0.2	26	90
MF-LOW	0.17	0	0.08	0	0	0.05	0	0
MF-HIGH	0.075	0	0.04	0	0	0.03	0	0
<b>TOTAL</b>		<b>44</b>		<b>21</b>	<b>65</b>		<b>26</b>	<b>90</b>

SCHOOL TYPE	STUDENT YIELD	ACRES PER CHILD	ACRES REQUIRED
ELEMENTARY	44	0.0175	0.7676
MIDDLE	21	0.025	0.5160
HIGH	26	0.032	0.8256
<b>TOTAL</b>	<b>90</b>		<b>2.1092</b>

School Land Obligation Difference = 0.7616

**Response: The proposal actually reduces the number of dwelling units from the original GDP by 120 units. The applicant will coordinate with the district to understand the increase and cash-in-lieu requirements.**

**Aurora Water**

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

**Key Issues:**

**Re: Murphy Creek PA 13, 14 and 9C (#1520958)/Pre-Application Meeting held March 04, 2021**

- ▶ All lots require frontage to public water and sanitary sewer mains for service. A looped water supply is required to serve this development.  
**Response: Noted**
- ▶ A future sanitary sewer line for development south of Jewell Road is proposed to run adjacent to the channel improvements. Grading of the channel must allow for vehicle maintenance access to all proposed manholes.  
**Response: The sanitary adjacent to the drainage channel is being designed by others, as is the maintenance path for it. The improvements are shown on the Site Plan for reference.**
- ▶ Water quality and detention are required, along with an Inspection & Maintenance plan.  
**Response: Water quality and detention are being provided. The I&M Plan will be submitted with the civil CDs.**
- ▶ ECCV has a 48” water main in Harvest Road; verify with ECCV that grading will not impact this existing large diameter water main.  
**Response: There is no proposed grading in the vicinity of Harvest Road or within the PSCO area. The ECCV water line should not be impacted by this project.**
- ▶ A [domestic allocation agreement](#) will be required for connections 2” and larger.  
**Response: Noted.**

***Utility Services Available:***

- Water service may be provided from: Extension of public main.
- Sanitary sewer service may be provided from: Extension of public main.
- The project is located on Map Page 12V.

***Utility Service Requirements:***

- A Site Plan is required for this project and must show existing and proposed utilities including:
  - Public/Private Mains
  - Service Lines
  - Water Meters
  - Fire Suppression Lines
  - Fire Hydrants necessary to service your development
  - All utility connections in the arterial roadway are required to be bores.

**Response: Noted.**

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

**Response: Noted.**

***Utility Development Fees:***

- A partial Storm Drainage Development fee is required prior to the recording of the Subdivision Plat or at the time of building permit approval if a Plat is not required. Additional Storm Drainage fees may be charged and are based on the amount of impervious surface created by this project.

**Response: Noted**

- The Water Transmission Development Fee and the Sanitary Sewer Interceptor Fee have been combined into the water connection fee and are required to be paid after issuance of building permit and prior to issuance of the Certificate of Occupancy.

**Response: Noted**

**Re: Murphy Creek PA 13, 14 and 9C (#1520958)/Pre-Application Meeting held March 04, 2021**

- For a full listing of Utility Fees, please see the [Aurora Water Fee Schedules](#).  
**Response: Noted**

**Public Works Department**

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

**Key Issues:**

- ▶ A Traffic Letter of Conformance to Master Traffic Impact Study will be required. See below for additional information.

**Response: Noted and approved**

- ▶ Review placement of ADA ramps at T intersections vs future driveway and utility locations.
  - One parcel has difficult driveway connection to either roadway (parcel straddles yellow line).  
**Response: This area has been revised to be a tract, not a lot.**
  - T intersections normally have a pedestrian crossing on the right-hand side of the intersection. Ramp and driveways should have a 5' spacing, edge to edge. Utilities are not normally below driveways or ramps. Please layout anticipated driveway locations earlier vs later as some locations appear to be undevelopable as currently laid out.  
**Response: Driveways are anticipated to be on the high side of the lot. Ramps are located centered on a lot line to avoid conflicts.**
- ▶ Applicant shall install two 2" conduits and pull boxes to be owned/maintained by the City of Aurora, for future fiber optic interconnect of traffic signals along arterial roadways.

- Conduit

- Conduit material shall be Schedule 80 HDPE (or similar).
- A # 14 AWG stranded copper conductor shall be installed for city underground locating purposes.
- A nylon pull tape with a minimum 1,250lb tensile strength shall be installed in all new conduit.

- Pull Box

- Pull boxes shall be 30"x48"x24", with two-piece interlocking lids.
- City conduit shall be installed into City Pull Boxes.

**Response: Noted.**

- ▶ Parking – Ensure all counted on-street parking meets the following city setback standards ([here](#)):
  - Setback to driveways (5 feet), fire hydrants (15 feet) or crosswalks, stop signs and traffic signals (30 feet).  
**Response: Noted.**

- Show all adjacent and opposing access points on the Site Plan.  
**Response: Access points are shown on the Site Plan.**

- Label the access movements on the Site Plan.  
**Response: Access movements are shown on the Site Plan.**

- Objects and structures shall not impede vision within the sight triangles. Landscaping shall be restricted to less than 26-inches in the sight triangles. Show sight triangles on the site plan and landscaping plan at all access points in accordance with [City of Aurora Standard Traffic Detail TE-13](#). In addition, street trees shall be set back from Stop signs and other Regulatory signs as detailed in [City of Aurora Standard Traffic Detail TE-13.3](#).  
**Response: Noted.**

**Re: Murphy Creek PA 13, 14 and 9C (#1520958)/Pre-Application Meeting held March 04, 2021**

**Add the following note landscape plans:** 'All proposed landscaping within the sight triangle shall be in compliance with COA Roadway Specifications, Section 4.04.2.10'

**Response: The note was added to the Landscape Plan**

- Show existing stop signs and street name signs or the installation of new stop signs and street name signs by developer at the site access points onto public streets. Add the following not to the Site Plan:
  - The developer is responsible for signing and striping all public streets. The developer is required to place traffic control, street name, and guide signs on all public streets and private streets approaching an intersection with a public street. Signs shall be furnished and installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards and shown on the signing and striping plan for the development.

**Response: Note is included on the Site Plan.**

**ROW/Plat:**

- Designate a Public Access Easement along private roadways.  
**Response: No private roads are proposed.**
- A private cross-access agreement is recommended for maintenance and snow removal. The developer is responsible for establishing this agreement with the adjacent property owner.

**Response: Noted.**

**Traffic Letter:**

- A full Traffic Impact Study will not be required. The applicant shall prepare a detailed letter to address the following items. The letter shall be signed and stamped by a professional engineer licensed in the State of Colorado, and address:
  - Trip Generation from the site and conformance to Master Traffic Impact Study.
  - Site Circulation Plan & interior intersection control
  - Discussion and recommendations of the application of elements from the Traffic Calming Toolbox and countermeasures applicable from the FHA Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations (July 2018) to address any concerns for speeding, pedestrian crossings, etc. Techniques in the Traffic Calming Toolbox include: Advanced Yield Lines, Enhanced Crosswalk, High-Visibility Signs and Markings, In-Street Pedestrian Crossing Signs, Enhanced Pedestrian Crossing Sign Devices (HAWK or RFB), Mid-Block Lane Narrowing, Curb Extension, Angled Parking, Pedestrian Safety Island, Staggered Pedestrian Safety Island, Lane Narrowing, Mini Roundabout, Speed Cushions and Chicane. Details of Enhanced Crosswalk, compact roundabout, speed cushions and chicane may be made available if requested.

The Traffic Letter shall be prepared in accordance with the [City of Aurora Traffic Impact Study Guidelines](#).

***Submitting the Traffic Letter:***

- The Traffic Letter shall be sent directly to Brianna Medema at [bmedema@auroragov.org](mailto:bmedema@auroragov.org) as soon as possible.
  - The Traffic Letter shall also be uploaded with the rest of the submittal.
  - Previously approved Traffic Impact Studies/Letters are available through this [link](#).
- Based on our review of the Traffic Impact Study / Traffic Letter, additional improvements may be required.

**Re: Murphy Creek PA 13, 14 and 9C (#1520958)/Pre-Application Meeting held March 04, 2021**

**Response: Noted.**

### **Engineering Division**

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

#### ***Key Issues:***

- ▶ Public improvements for this project include updating the curb ramps at the intersection of Harvest Road and Jewell Avenue and Harvest Road and Flatrock Trail. Improvements on Flatrock Trail include a 6-foot detached sidewalk extended to the existing sidewalk, curbside landscaping and street lights. Internal roads must meet all City of Aurora standards including centerline geometry in order to be considered public streets.

**Response: Requested improvements have been provided. Internal streets have been designed to current Aurora criteria.**

- ▶ A preliminary drainage report shall be submitted with the site plan. On-site detention and water quality are required and shall be in conformance with the master drainage study.

**Response: Detention and water quality is provided.**

- ▶ While not immediately adjacent to Murphy Creek, this site does outfall to the creek system and this application will be referred to Mile High Flood District for review and comment.

**Response: Noted.**

- ▶ The 100-year water surface elevation for the “north outfall” shall be labeled on the plans. The lowest finished floor elevation for the adjacent lots must be at least 2’ above the 100-year water surface elevation. This includes basements and crawl spaces.

**Response: Noted.**

- ▶ The emergency overflow from the fire station detention pond flows to the drainage channel to the south. This emergency overflow route must be preserved.

**Response: The fire station pond’s emergency overflow isn’t to the north into the project site. The water ponds flow west into the fire station parking lot and overtops into S. Flatrock Trail without ever entering the project site.**

#### ***Improvements:***

*Sections and details referenced in the Improvements section refer to the city’s [Roadway Design and Construction Specifications \(Roadway Manual\)](#).*

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

**Response: Noted and provided.**

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

**Response: Noted.**

- Curb ramps must be shown (located) on the plans at all curb returns, “T” intersections, residential mail kiosks or clustered mailboxes, and any other location of public necessity. Refer to Standard Detail S9. Any street grades in excess of three percent will require detailed grading of the curb ramps.

**Response: Noted.**

- Pedestrian Bicycle Railings will be required at and continuous along vertical separations of 30 inches, or greater, or on slopes greater than or equal to 3:1 adjacent to pedestrian areas. See Standard Detail S18.

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**Response: Noted.**

- Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guard or handrails may be required.

**Response: No retaining walls are currently anticipated.**

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

**Response: No gates are proposed.**

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

**Response: Street lights are conceptually located on the Site Plan and will be fully detailed on the Civil CD plans consistent with City of Aurora practices.**

***ROW/Easements/Plat:***

- ROW dedication is required for all public streets.

**Response: Noted.**

- The dedication of a 20-foot lot corner radius is required at the intersection of the proposed internal streets and Flatrock Trail.

**Response: A 20' ROW radius has been provided at Flatrock Trail intersections.**

- Please coordinate with the Real Property Division of Public Works for the dedication of any required easements. If a plat will be prepared for this development, the plat can cover the required easements.
  - Sidewalk easements may be required for new sidewalk installed.
  - A drainage easement shall be required for any detention/water quality facilities on site. This drainage easement shall tie to a public way with an access easement.
  - Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way.
  - Public access/fire lane easement shall be required for fire lanes outside of public right-of-way. Please coordinate with Life Safety for their alignment.

**Response: Noted.**

***Drainage:***

*Drainage design standards can be found in the city's ["Storm Drainage Design and Technical Criteria"](#).*

- Per Section [138-367](#) of the Aurora Municipal Code, a Preliminary Drainage plan and report is required prior to Site Plan or Plat approval. A Preliminary Drainage Plan and Report shall be submitted at the time of Planning Department application submittal. A review fee shall be paid to the city prior to acceptance of the preliminary drainage report. The site plan will not be approved until the preliminary drainage report is approved.

**Response: A preliminary drainage report and plan are included with the Site Plan submittal.**

- Under the provisions of Colorado Revised Statute 37-92-602(8), any detention or infiltration facility that becomes operational after August 5, 2015, is required to notify downstream water rights holders

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prior to operation. Urban Drainage and Flood Control District (UDFCD) has created a spreadsheet form (called *SDI Design Data*) for determining compliance with the statute and a web portal that will send a weekly e-mail notification to downstream water rights holders, satisfying the notification requirements. The developer will be responsible for having a professional engineer, licensed in the State of Colorado, complete the *SDI Design Data* and uploading to the web portal. Public Works Engineering will verify the information matches the final drainage report. Notification must be made before Civil Plans will be approved or Stormwater Permits will be issued.

**Response: Noted.**

- Detention of storm drainage is required for this site and shall be incorporated on the site, unless other accommodations are approved by the City Engineer.  
**Response: Noted.**
- Release rate for the detention pond shall be based upon the [“Storm Drainage Design and Technical Criteria”](#) Manual, latest revision.  
**Response: Noted.**
- Storm water from concentrated points of discharge from a minor storm event shall not be allowed to flow over sidewalks but shall drain to the roadway by the use of sidewalk chase sections. Sidewalk chase sections shall not be located within a curb cut, driveway, curb ramp, or curb return.  
**Response: Noted.**
- A public storm sewer system appears to be located near this site. Please have your Engineer or Surveyor verify and tie your site drainage into it.  
**Response: Where available, the detention ponds outfall to existing storm sewer.**
- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed.  
**Response: Noted.**

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

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

**Addressing Requirements:**

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

**Response: Noted.**

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

The site plan and civil plans must reflect the setback requirements of the 2015 International Building and Fire Code for placement of the structure(s) in relation to adjacent buildings, property lines, public ways, accessible walkways, etc. To view the 2015 International Codes please utilize the following hyperlink; [ICC Codes Online](#).

- The Aurora Building Division currently utilizes the adopted 2015 International Codes Series except for the 2017 NEC. Our next code adoption cycle will be for the 2021 International Code Series.  
**Response: Noted.**

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**Civil Plans:**

Based on the discussion within the pre-application meeting the following information must be reflected within the Civil Plan package submitted to Public Works Department.

- [Combined Fire Lane and Pedestrian Sidewalks](#)
- [Dead-End Fire Lane Detail](#)
- [Fire Lane Sign Detail](#)
- [Grading Plan](#)
- [Sign Package](#)
- [Signature Block](#)
- [Street Standards and Street Section Details](#)

**Response: These will be provided with the Civil CD submittal**

**Fire Department Access:**

Based on the information presented so far, the type(s) of fire apparatus access road(s) needed for this particular site is:

- [Fire Lane Easement](#)
- See the 2015 IFC, Appendix D, Section D106.3 for remoteness requirements between two points of emergency access.

**Response: All fire access is provided via public streets.**

**Fire Hydrants:**

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

- Where the approved master utility study requires a waterline extension within Harvest Road, new fire hydrants will be needed on the west side of the street. Minimum spacing of fire hydrants is regulated by the code sections being shown.

**Response: The Murphy Creek MU Study doesn't include a water line in Harvest Road. No new water line is proposed in Harvest Road with this development. No new fire hydrants are proposed along Harvest Road.**

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

**Response: Noted.**

**Fire Sprinkled Structures:**

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

**General Comments:**

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

**Response: Noted.**

**Gated Entry: (Advisory comment)**

The installation of any gating system will require a City of Aurora licensed contractor to obtain a building permit through the Aurora Building Division prior to the start of any work. This would be considered a structural, life safety and electrical review within the Building Division that is conducted on behalf of the Fire Chief.

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- If a gating system is to be installed at a site access point, it must be set back from the flow line of the street at least 35 feet or one design vehicle length, whichever is larger, and be approved by the City of Aurora’s Fire and Life Safety department. Gating systems located within close proximity to public right-of-way (ROW) may also be assessed by the City of Aurora Traffic Manager or designee and could require a traffic analysis to determine the appropriate distance of gating system to said flow line of ROW. Where a gating system crosses a dedicated or designated fire access roadway please reference the Security Gates section of the latest edition of the International Fire Code (IFC). The installation of security gates across a fire apparatus access road shall be approved by the Fire Chief (designated Fire Chiefs representative).
- A separate building permit is required for the installation of any gating system that may obstruct fire department access to the internal areas of a site. Prior to construction please submit plans and specifications of your proposed gating system to the Aurora Building Division. If you have any questions, please contact a Fire/Life Safety representative by calling 303.739.7420.

**Response: No gating system is required nor proposed for this neighborhood.**

***Accessibility Requirements:***

The City of Aurora reviews accessibility requirements based on 2015 IBC, Chapter 11 and the 2009 ICC/ANSI A117.1

- [Residential](#)
- The site plan and the civil plans must reflect the location of outside mail kiosk. A detail of the types of mail kiosks must be included along with a drawing showing how the residents will access their mailbox, how the postal service will load the mailboxes, along with curb ramp and sidewalks abutting the mail kiosks.

**Response: Noted.**

***Knox Hardware:***

Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an accessible location.

**Response: Noted.**

***Legend:***

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

**Response: A legend is included.**

***Phasing Plans:***

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

**Response: There is no plan to phase this project.**

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

The notes being provided below must be included on the cover sheet of the indicated submittal type.

- [\(Plat Note\) If Plat does not contain a Dedicated Fire Lane Easement](#)
- [\(Plat Note\) If Plat Contains Fire Lane Easement](#)
- [\(Site Plan Note\) Access Control Gate or Barrier Systems](#)
- [\(Site Plan Note\) Addressing](#)
- [\(Site Plan Note\) Aircraft Noise Reduction \(LDN\)](#)
  - This area is within a noise mitigation area. [Sec. 22-425](#)
- [\(Site Plan Note\) Alternative Fire Lane Surfacing Materials.](#)

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- [\(Site Plan Note\) Americans with Disabilities Act](#)
  - [\(Site Plan Note\) Emergency Ingress and Egress](#)
  - [\(Site Plan Note\) Fire Lane Easements](#)
  - [\(Site Plan Note\) Fire Lane Signs](#)
- Response: Requested notes have been provided.**

**Site Plan Data Block:**

The site plan must include a “Data Block” on the cover sheet that reflects all items indicated within the “link” that apply to your project.

**Response: Noted.**

**Special Design Considerations:**

Based on the information presented in the pre-application meeting, these additional Life Safety criteria must be shown on the site plan, plat and civil plans.

- [Abutting Fire Lane or Public Access Easement to Property](#)
  - If an existing fire lane or public street has to be removed or relocated for any reason, the roadway must be replaced using the current specifications of the Public Works Department.
- [Access to within 150 feet of Each Structure](#)
- [Alternative Fire Lane Surfaces](#)
  - Alternative fire lane surfaces other than asphalt or concrete will require a license agreement through Real Property within Public Works.
- [Fire Apparatus Access Road Specifications](#)
- [Combined Fire Lane, Public Access and Utility Easements](#)
- [Construction of Fire Lane Easements and Emergency Access Easement](#)
- [Cul-De-Sac's](#)
- [Dead-end Fire Apparatus Access Roadways](#)
- [Dead-End Public Streets](#)
- [Encroachment into Emergency Access or Fire Lane Easements are Prohibited](#)
- [Grade](#)
- [Labeling of Easements on the Site Plan, Plat and Civil Plans](#)
- [License Agreement](#)
  - Construction of fire lanes using alternative surfacing materials other than asphalt and concrete and/or installations of gating systems crossing a dedicated fire lane easement will require a license agreement through Real Property.
- [No Parking is allowed within a Fire Lane Easement](#)
- [Private Streets Constructed to Public Street Standards](#)
- [Pocket Utility Easements for Fire Hydrants](#)
- [Public Street Systems Adjacent to Site](#)
- [Remoteness](#)
- [Speed Bumps](#)
- [Snow Removal Storage Areas](#)
- [Two points of Emergency Access](#)
- [Width and Turning Radius](#)

**Response: Relevant items are shown on the Site Plan.**

**Real Property Division**

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

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**Key Issue:**

- ▶ Your access path will be crossing within PSCO property; please contact PSCO for licensing or permits. If you need a contact, please reach out to *Darren Akrie* in the Real Property Division. His contact information is provided on page four.

**Response: Noted.**

**Subdivision Plats:**

- The property has never been platted and shall be subdivided at this time in order to obtain a building permit. Plats must be prepared using City of Aurora specifications provided in our most current [Subdivision Plat Checklist](#). Plat review may run concurrently with your other Planning Department submittals.

**Response: Noted.**

- A **pre-submittal meeting** with Real Property is required on all plat submittals so our team may verify that basic elements have been addressed before they are submitted to Planning. This 30-minute meeting is for the 1<sup>st</sup> submittal of plats only and is by appointment only. Call *Darren Akrie* at 303.739.7300 to schedule your appointment. The person preparing the plat and your project manager should attend the meeting. Please bring two sets of the plat.

**Response: A draft of the plat was provided to Darren Akrie for initial review.**

**Site Plans:**

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

**Response: Requested items are shown on the Site Plan.**

**Separate Documents:**

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

- [Dedications Packet](#)
- [License Agreement Packet](#)

**Response: Noted.**

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

**Response: Noted.**

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

**Response: No existing easements are impacted by the site development.**

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- The city will allow separate items such as retaining walls and stair risers to encroach into easement. If your encroachment is approved, you must obtain a **Revocable License** from Real Property. It is the responsibility of the applicant to identify and include all encroachments on their Revocable License application which can be found in the [Revocable License Packet](#). A Revocable License takes about **6-8 weeks** to complete and must be complete before Real Property will record the Site Plan.  
**Response: Noted.**
- No portion of any roofed structure or footers may encroach into any easement. However, the city will allow certain items to encroach in easements such as fences, gates, retaining walls, monument signs, etc. These perimeter type of encroachments will have to be owned and maintained by the HOA or Metro district. If allowed, these types of encroachments require a **License Agreement**. Requirements can be found in the [License Agreement Packet](#). It takes **8-10 weeks** to complete the process after submittal. The License Agreement must be completed before the Site Plan is recorded.  
**Response: Noted.**
- If a requirement for new street lighting is identified during the review process, this may be an opportunity to partner with cell carrier providers. New technology allows these providers to incorporate their technology with street lighting. These carriers are willing to take on the cost of purchasing and installing a light with qualifying projects. Please contact *Leslie Gaylor* at 303.739.7901 for additional details and contact information.  
**Response: Noted.**

## STEP II – CONSTRUCTION DOCUMENT PHASE

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

### Civil Engineering Plans

- Civil Construction Plans are required for your project as proposed and shall be submitted electronically.
- Use of the Batch Standards Checker Tool is requested for this project.
- Civil Engineering Plan Review (*see links below for additional information*):
  - [Process](#)
  - [Review Schedule](#)
  - [Fees](#)

*Prior to submittal of the electronic Civil Construction Plans, the civil consultant must schedule a pre-submittal meeting with Christopher Eravelly at 303.739.7457. One paper set of Civil Plans and Reports is required for this pre-submittal review. Also bring a copy of the pre-application meeting notes and a copy of the submitted site plan, including the landscape plan. At this meeting the Civil Plans shall be reviewed for completeness. A [checklist](#) is used to ascertain completeness. The engineer shall fill out the checklist and bring it to the pre-submittal meeting.*

- Civil Construction Document Plan Set generally includes the following plans:
  - Stormwater Management Plan
  - Final Drainage Plan/Report
  - Final Grading Plan
  - Utility Plan and Profiles
  - Street Plan and Profiles
  - Area Grading Plans
  - Signing and Striping Plan
  - Street Lighting Plan
- *Phasing shown on the Site Plan shall also be represented on the Civil Plan drawings.*

### [Aurora Water](#)

#### **General Requirements:**

- Utility Plans will be required with the Civil Engineering Plans:
  - Utility Plans shall be prepared in accordance with the Utility Manual
  - Utility Plans must be approved prior to obtaining building permits
  - Utility Plans must include:
    - Fixture Unit Table and Meter Sizing Tables

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- Water Service and Water Meter locations
- Sanitary Sewer Service Lines
- Resistivity Tests for any public water mains installation per Section 20 of the Utility Manual.
- Cross Connection Control Devices are required for:
  - Fire Service Lines
  - Commercial and Domestic Water Service Lines.
  - These devices are required to be located within the building or within a heated and drained vault after the water meter.

***Construction Stormwater Quality Requirements:***

- A Stormwater Quality Discharge Permit and Stormwater Management Plan and Report will be required for this project. See the latest revision of the City of Aurora [Rules and Regulations Regarding Stormwater Discharges Associated with Construction Activities](#) Manual (SWMP Manual) for more detailed requirements. A [Colorado Discharge Permit System \(CDPS\)](#) (CDPS) permit may be required by the State Health Department if a City of Aurora Stormwater Quality Discharge Permit is required.
- CAD Data Submittal Standard: The City of Aurora has developed a CAD Data Submittal Standard for internal and external use to streamline the process of importing AutoCAD information into the city's Enterprise GIS. Digital Submission meeting the CAD Data Submittal Standard are required by consultants on development projects when submitting to the city for signature sets and on capital projects funded by the city. Details of the CAD Data Submittal Standard can be found on the [CAD Standards](#) web page.

**Public Works Department**

*Construction documents should reflect all approved Access, Right of Way, Easements, and Public Improvements that were included and approved on the Site Plan and Plat for your project.*

**Traffic Division**

- The Construction Documents shall include Signing and Striping Plan, a Traffic Signalization Plan, and Traffic Control Plans. If lane closures are required per the Traffic Control Plans, occupancy fees will apply. The calculation for these fees is available on the city's website or in the Development Handbook.
- Critical Traffic Control Areas, as identified by the Traffic Manager during Civil Plan review, are circumstances that develop resulting from temporary modifications to the roadway network. Critical Traffic Control Areas can include, but are not limited to:
  - lane closures resulting in reduction in vehicles capacity greater than 50%,
  - proximity to intersections, access drives, rail lines,
  - locations with higher multimodal movements, or
  - other special circumstances

When identified, the contractor shall submit Traffic Control Plans (TCPs) to the city through the Public Improvement Permit Application process for the city's review as soon as possible or a minimum of four weeks in advance of construction. In addition, as part of the Public Improvement Permit and TCP, the contractor may be required to provide advance notice (minimum two weeks) to nearby impacted users. Notifications by the contractor may be required to neighboring residences, businesses, or impacted operations of emergency response entities (law enforcement, fire, and medical), transit, delivery companies, etc., as determined by the Traffic Manager at time of the TCP review.

**Re: Murphy Creek PA 13, 14 and 9C (#1520958)/Pre-Application Meeting held March 04, 2021**

- Place a note on the Construction Site Plan or Grading Plan indicating all construction vehicles (including construction workers' vehicles) shall access the site from Jewell Ave, via Flatrock Trail and not through the adjacent residential neighborhood(s).

**Engineering Division**

***General Requirements:***

- All new developments and redevelopments are required to develop and implement a permanent condition Stormwater Management Plan (SWMP) in conjunction with the overall drainage plan for the site. The SWQCP shall be included in and become part of the preliminary and final drainage reports. The SWQCP shall discuss and propose the solutions to permanently enhance the quality of stormwater runoff through the site.
- The SWMP shall be developed by applying the permanent water quality "best management practices" described in Volume 3 of the USDCM. The SWMP shall be shown in a separate section of the drainage report. Proposed permanent stormwater quality enhancement facilities shall be sized and located on the drainage map (see section 2.42, "[Storm Drainage Design and Technical Criteria](#)" manual). The development community is encouraged to use multiple BMPs in creative and non-traditional site design to achieve the water quality objectives.
- A drainage easement is required for stormwater quality detention ponds. This easement shall connect to an access easement that ties to public right of way for access to the facilities. These easements shall be executed prior to the approval of the Civil Plans.
- An Inspection and Maintenance Plan (I and M Plan) shall be developed concurrently with the design of the permanent BMP's and submitted with the final drainage plan and report for approval. See the 2010 [Storm Drainage Design & Technical Criteria](#) manual's appendices for direction on preparing an I and M Plan, including the Maintenance Agreement. A signed Maintenance Agreement shall be submitted to the Water Department prior to issuance of a certificate of occupancy, or if no CO, then prior to approval of the Civil plans.
- The civil plans will not be approved until the preliminary drainage report is approved and the plat is ready for recordation.

***Roadway Design and Construction Specifications:***

- All road cuts or other roadway disturbances within the City of Aurora's public right-of-way shall be repaired and restored according to the standards specified in Section 36 of the city's Roadway Design and Construction Specifications, and any other requirements specified elsewhere. If more than 500 square feet of existing roadway is disturbed within one block, the construction area shall be milled and overlaid prior to the issuance of the Certificate of Occupancy.

## Building Plans

### Building Division Comments:

#### Building Plan Review

- [Process](#)
- [Review Schedule](#)
- [Fees](#)

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

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

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

#### **Permit Types:**

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

*Additional Building Construction Plan Checklists: Based on the information provided, you may also need the following Checklists:*

- [Modular, Construction Trailer, Mobile Home Modular School Checklist](#)

*Fire (click on this [link](#) to find checklist below)*

- Gating Systems across Fire Apparatus Roads
- Knox Box
- Knox Box Rapid Entry

#### **Key Issues:**

- ▶ It is recommended that a preliminary meeting be scheduled with your design team and the Aurora Building Division prior to formal submittal of building construction plans. This meeting gives both the applicant and city staff the ability to clarify online submittals requirements, code requirements and interpretations to ensure mutual compliance with our currently adopted codes.

**Response: Noted.**

- ▶ The Aurora Building Division currently utilizes the adopted 2015 International Codes Series except for the 2017 NEC. Our next code adoption cycle will be for the 2021 International Code Series.

**Response: noted.**

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

**Response: The architect will contact the Building Department if required.**

#### Accessibility:

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

**[Adopted Codes by the City of Aurora:](#)**

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

**[Building Division General Comments:](#)**

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

**[Checklist for Plan Review Submittals:](#)**

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

**[Day-Night Sound Level \(LDN or DNL\):](#)**

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

**[Geographic Design Criteria:](#)**

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

**[Occupancy Specific Building Code Requirements:](#)**

Based on the information provided, your building occupancy or occupancies are as follows.

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

**[Single-Family Master Plans:](#)**

Master plans can be used for each identical townhouse type. Please utilize our [IRC ONE AND TWO FAMILY RESIDENTIAL](#) checklist.

**[Townhouses:](#)**

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

**[Request for Modification or Alternative Material:](#)**

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

**Real Property Division**

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

## STEP III – CONSTRUCTION PHASE

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

### [Aurora Water](#)

#### [Utility Connection Fees:](#)

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

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

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

### [Public Works Department](#)

#### [Engineering Division](#)

- A geotechnical and pavement design report is not required for paving of new or existing private parking lots, fire lanes, driveways, and private streets (other than TODs and Urban Centers). The civil plans shall have the default pavement thickness, obtained from the Roadway Manual, labeled on the plans and a note indicating the type of soils within the project, unless the developer submits a pavement design for review and approval. A paving permit for this private infrastructure is **not** required. **A Private Development Pavement certification shall be required to be submitted prior to issuing a Certificate of Occupancy.** See [Section 5.01.2.02](#) for more information. The developer/contractor is responsible for the required testing, backfill, and compaction for all wet utilities prior to paving. It is the developer/contractor's risk to begin paving without the initial acceptance of the wet utilities.

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

**Re: Murphy Creek PA 13, 14 and 9C (#1520958)/Pre-Application Meeting held March 04, 2021**

ground water. Then, the French drains shall be extended in accordance with the recommendations of the pavement design report.

- A new Certificate of Occupancy needs to be issued for this site. Aurora City Code requires all public improvements (see definition below) be completed, escrowed for, a deferral granted, or have a Public Improvement Plan (PIP), indicating when the improvements will be installed, in place prior to issuance of the Certificate of Occupancy.
- Public improvements shall mean and include, but not by way of limitation, the construction, reconstruction, and improvement of the following:
  - local streets
  - curbs, gutters, curb ramps, and sidewalks
  - monuments and range boxes
  - sanitary sewer mains, including laterals to each lot line
  - storm drainage
  - detention and water quality facilities, including necessary structures
  - street lighting
  - water mains, hydrants and valves
  - tree plantings and landscaping
  - repairs and replacements thereof necessitated by construction activity pursuant to issuance of a City of Aurora certificate of occupancy.

**Building Division**

***Key Issue:***

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

**Response: noted.**

**Construction Permits:**

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

***Fire Safety during Construction, Alteration or Demolition of a Building:***

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

**Access Roadways during Construction:**

Please click on the “link” provided for requirements for fire department access during construction.



## Pre-Application Conference

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Neighborhood Liaisons  
Housing and Community Services  
15151 E Alameda Parkway  
Aurora, Colorado 80012  
Phone: 303-739-7280  
Fax: 303-739-7191  
www.auroragov.org

To: Tom Gissen Meritage Homes  
From: Scott Campbell  
Date: March 4, 2021  
Subject: Murphy Creek PA 13, 14, and 9C  
Location: NWC of Harvest RD and E Jewell Ave

Listed below are the neighborhood associations that are currently registered with the Neighborhood Liaisons within one mile of your proposed project. Once your application has been formally submitted each Neighborhood Organization will receive a copy of your application along with a comment card to be returned to the Planning Department. The comment card allows neighborhood organizations to share their concerns about the application prior to Planning Commission. Since the neighborhood list is updated frequently, it is recommended if you submit your application to the Planning Department any time after 30 days of today's date, you should obtain a new, current list. Your Planning Case Manager will have an updated list available at your presubmittal meeting.

As an applicant for a proposed development or use approval in the City of Aurora, you are strongly encouraged, but not required, to set up a neighborhood meeting with these representatives as soon as possible, but no later than 21 days prior to your scheduled public hearing. The purpose of this meeting is to explain your proposed development or use approval, and if necessary, to work with neighborhood representatives to address their concerns. Your assigned Neighborhood Liaison will assist you in scheduling and mediating the meeting at your request. The liaison will also provide you with an updated and accurate neighborhood association mailing list prior to the meeting. Adjacent property owner address information is available on the Adams and Arapahoe County web sites at [www.co.arapahoe.co.us](http://www.co.arapahoe.co.us) and [www.co.adams.co.us](http://www.co.adams.co.us). It is the applicant's responsibility to mail and/or e-mail a letter of invitation to all neighborhoods and adjacent property owners at least 10 days prior to the meeting. A sample letter of invitation is included in this packet. The assigned Planning Case Manager will attend the meeting to note any agreements made by the applicant, and will include those agreements in their presentation at public hearings. You may anticipate being asked at public hearings if you have met with nearby neighborhoods and the result of such meetings.

As the Neighborhood Liaison for this area, I am available to assist you in communicating with the neighborhood listed below. For assistance or to set up a neighborhood meeting, please contact me at 303-739-7280.

The neighborhoods within 5280 feet of your proposed developments are:

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## List of Neighborhood Associations

Location: NWC of Harvest RD

Record Id	HOA #	Organization	Contact	Phone
17-1307329-000-00-NA	423	E-470 Neighbors	MARGARET A. "MARGIE" SOBEY 1403 S ADDISON CT Aurora, CO 80018 MSOBEY@E470NEIGHBORS.ORG	(303) 881-2682
13-661787-000-00-NA	397	MCGC Neighbors	MARGARET A. "MARGIE" SOBEY 1403 SOUTH ADDISON COURT AURORA CO 80018 MSOBEY@MCGCNEIGHBORS.ORG	(303) 881-2682
04-135985-000-00-NA	343	MURPHY CREEK MASTER ASSN	IRENE BORISOV 4950 S YOSEMITE ST F2-506 GREENWOOD VI CO IRENE@SAMMGT.COM	(303) 459-4919
12-634511-000-00-NA	404	MURPHY CREEK METRO DIST 1-4	MARGIE SOBEY 14901 E HAMPDEN AVENUE, SUITE 320 AURORA CO 80014 MSOBEY@E470NEIGHBORS.ORG	(303) 693-2118
12-634539-000-00-NA	405	THE PARKWAYS @ MURPHY CREEK	ELIZABETH HUBBARD 14901 E HAMPDEN AVE AURORA CO 80014 EHUBBARD@CCHOAPROS.COM	(303) 693-2119
20-000021-NAM	438	Townhomes at Murphy Creek	Natasha Henricks 9101 E Kenyon Ave Ste 1200 Denver CO 80237 natasha@sammgt.com	(303) 459-4919

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