

June 23, 2020

City of Aurora  
Laura Rickhoff  
15151 E. Alameda Pkwy  
Aurora, CO 80012

**Re: The Aurora Highlands - Bridgewater Neighborhood (#1446258)/Pre-Application Meeting held April 16, 2020**

Dear Ms. Rickhoff:

Thank you for reviewing the Aurora Highlands – Bridgewater Neighborhood Pre-Application Meeting held on April 16, 2020 along with City staff. Valuable feedback was received on April 30, 2020 and the following pages detail the responses to comments. Should you have any questions or concerns, please feel free to reach out by phone, at 303-892-1166 or by email, [scrowder@norris-design.com](mailto:scrowder@norris-design.com).

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

Sincerely,  
Norris Design

Samantha Crowder  
Senior Associate

## PLANNING PHASE

### *Standards and Issues:*

#### 1. **Zoning and Placetype**

##### 1A. *Zoning*

The subject property is zoned R-2 (Medium Density Residential District) in Character Subarea C. The purpose of the R-2 District is to promote and preserve various types of medium density housing with adequate amounts of usable common space and amenities. Development pursuant to a Small Residential Lot option is allowed in Subarea C. The primary use in this district is single-family residences, but several types of attached dwellings are also permitted.

**Response: Comment noted.**

##### 1B. *Placetype*

The site is identified as Emerging Neighborhood by the Aurora Places Comprehensive Plan. An Emerging Neighborhood placetype is a newer, largely residential community in previously undeveloped areas. This placetype is intended to provide complete neighborhoods with mixed residential housing types, pedestrian and bicycle infrastructure, making it walkable and well-connected throughout the community and to adjacent placetypes; with highly accessible parks and open space integrated into the neighborhood.

**Response: Comment noted. Filing 10 meets the intent of the “Emerging Neighborhoods” placetype as outlined in the Comprehensive Plan.**

##### 1C. *Master Plan*

The proposed development is located within Village 4 and includes portions of Planning Areas 52 and 55 of The Aurora Highlands Framework Development Plan (FDP). Residential density and lot size are included in the FDP Urban Design Standards with the condition of compliance with the Unified Development Ordinance (UDO). Therefore, the residential lot design standards shall be as required in the UDO. Framework Development Plans are now referenced as “Master Plans” in the UDO, but for these notes, FDP will be referenced.

**Response: Comment noted.**

##### 1D. *Airport Influence District*

This property is located within the Airport Influence District of Denver International Airport (DIA). The avigation easement must be conveyed to the city of Aurora and DIA. The City will record the easement with the Adams County Clerk and Recorder along with the first plat in accordance with Section 146-2.6.2.B.2. The easement form can be found on the “Forms & Applications” link noted above.

**Response: An avigation easement has been included with this application.**

Vendors of real property located within the Airport Influence District are required to provide notice to prospective purchasers in accordance with Section 146-2.6.2.B.3.b. The notice will state that the property may be subject to some of the annoyances or inconveniences associated with proximity to an airport including noise, vibration, and odors.

**Response: Comment noted. Notification to future home will be issued.**

DIA and FAA will review the application for height restrictions, reflectivity, potential dust emissions and the location of the proposed water detention/water quality ponds. Contact R. Porter Ingram at 303-739-7227 with any additional questions regarding the AID regulations.

**Response: Comment noted.**

##### 1E. *Preliminary Plat*

The proposed development is subject to approval of a Preliminary Plat. Development of property located in Subarea C can be approved administratively by the Planning Director subject to the approval criteria in UDO Section 146-5.4.2.A.3.b. If any Major Adjustments (Section 146- 5.4.4.D) are requested as part of the application, a public hearing before the Planning and Zoning Commission will be required.

**Response: Comment noted. No adjustments are proposed at this time.**

#### 1F. Final Plat

A Final Plat is required for the proposed development and is subject to the criteria in Section 146-5.4.2.A.3.c. The Final Plat can be reviewed concurrent with the Preliminary Plat. However, it is encouraged to be submitted following the first review of the Preliminary Plat to ensure the layout meets code standards prior to generating engineered documents.

**Response: A final plat is included with this application.**

#### 1G. Neighborhood Activity Center

The FDP identifies a Neighborhood Activity Center (NAC) immediately south of the proposed development. Please be advised that although the NAC is not included in the proposed development, the location and spacing requirements in Section 146-920 and uses in Table 9.2 from the old Zoning Code should be referenced for the future programming.

**Response: Comment noted.**

## 2. Development Standards

### 2A. Density of Use and Residential Dimensional Standards

Residential districts in Subarea C shall conform with the dimensional standards outlined in Section 146-4.2.2, Table 4.2-2. Standard, front-loaded single-family residential lots shall be a minimum of 4,500 square feet with a minimum 50' lot frontage. If small lot standards are applied, refer to Section 146-4.2.3 and Table 4.2-5. To meet the intent of the small lot allowances, the requirements of the code section must be met in each logical development area. Typically, a development area is bounded by arterial and collector streets or drainage corridors and ranges in size from 100 to 200 acres. In this case, the logical development area for the purpose of "small lot" evaluation is limited to the area bounded on the north by TAH Parkway, on the south and east by Collectors and on the west by Main Street. The proposed development consists of 179 lots; therefore, please be advised of the following standards:

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

- i. No more than 35 percent of the total number of lots in the Master Plan may be front-loaded Small Residential Lots.
- ii. No more than 60 percent of the total number of lots in the Master Plan may be a single type as described in Section 146-4.2.3.A.8.
- iii. A minimum of 40 percent of the total number of lots in the Master Plan must meet or exceed the standards for minimum lot width and minimum lot area for "single family detached dwelling, standard" shown in Table 4.2-2.
- iv. If a Master Plan includes 200 lots or more, a minimum 10 percent of the total number of lots must be lots with at least 60 feet of lot frontage and 6,000 square feet of lot area.

**Response: Filing 10 complies with the development standards as outlined in the UDO.**

### 2B. Building Setbacks and Orientation

The setbacks for front-loaded single-family standard lots are as follows: Front: House 15', Garage 20'; Side: 5'; and, Rear: 10'. Small, front loaded lots require: Front: House 10', Garage 15'; Side: 5'; and, Rear: 10'. Provide typical lot diagrams to illustrate the setbacks for each lot type.

**Response: Single family lots proposed comply with the single-family standard lot setback criteria.**

2C. *Subdivision Standards, Lot Design and Layout*

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 along arterial streets cannot be avoided, buffering of back yards from those streets shall include a landscaped buffer at least 20 feet in width between the rear lot line of any residential lot and the closest edge of curbside landscaping area adjacent to the street, per Section 146-4.7.3.

**Response: Comment noted. Homes within Filing 10 are proposed to front or side onto collectors wherever possible. Where not possible, such as along Main street and future Hogan Park Street, additional buffering is proposed.**

2D. *Lot Access*

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

**Response: All homes proposed within Filing 10 have direct access to the public street.**

2E. *Access and Connectivity*

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

**Response: Comment acknowledged. Streets have been labeled per city standards.**

Access and connectivity standards can be found in Section 146-4.5. All local streets shall be organized so that each lot may be accessed by traveling over no more than two (2) local streets after departing from the grid of arterial or collector (Section 146-4.5.3.B.1). The conceptual plan exceeds this standard in a few locations, so access should be modified prior to a formal submittal to comply with code. Additional context for the roadway network located south of the proposed development is also required. Please identify a conceptual roadway plan to demonstrate additional connectivity and provide an approximate lot count. This information is necessary to confirm the traffic volume on the east/west through street will be compatible with a local street at buildout.

**Response: Comment noted. Thank you. All homes proposed meet this requirement.**

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

**Response: Block length has been limited to 700' where possible. Where block lengths extend past 700', a mid-block tract has been provided.**

2F. *On-Site Amenities and Use of Open Space.*

Provide pedestrian and bicycle access throughout the neighborhood. Show connections to the existing and proposed open space and trail networks within and beyond the site boundary that provides connectivity for all residents.

**Response: Pedestrian and bicycle access have been provided throughout the site. Future connections beyond the site boundary have been identified.**

#### 2G. Interstate Gas Easement

The proposed development bisects the existing Interstate Gas Easement. The proposed development will be referred to the appropriate outside agency and they will determine setbacks of lots or houses from the nearest gas easement. Staff also recommends coordinating with the agency prior to submittal.

**Response: The Applicant has coordinated with the agency and confirmed that the proposed setbacks are in compliance to their requirements.**

#### 2H. Landscape, Water Conservation, Stormwater Management

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

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

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

**Response: Landscape plans have been prepared in accordance with the proper requirements. Necessary landscape tables have been provided.**

- 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.  
**Response: “Not For Construction” has been included on all landscape sheets.**
- Landscape plans must be 18” x 24 and have plant symbols, plant labels with quantities, and a plant schedule upon first submission or a complete review will not be possible. This may result in additional submittals and ultimately delays in approval of the plan set.  
**Response: Plant symbols, labels with quantities, and a plant schedule is included.**
- B. FDP Tab 14 Landscape Requirements. The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within the FDP. If a standard is not addressed in the FDP, Article 4.7 of the UDO shall be referenced. The applicant is responsible for reviewing the FDP and UDO and determining all applicable landscape requirements.
- Street Frontage Landscaping. Provide one shade/street tree per 40 linear feet of street frontage along all arterial, collector and interior local public streets. When a detached walk and tree lawn are provided according to Public Works street cross section requirements, street trees shall be provided within the designated tree lawn. Avoid the use of blue grass sod and install a more xeric sod mixture for the tree lawn. In lieu of sod, consider the installation of shrubs, perennials and ornamental grasses.  
**Response: Comment Noted. Street Frontage Landscaping has been provided.**

Double frontage lots adjacent to arterial streets should be avoided where practicable. Where double frontage lots cannot be avoided, buffering of backyards shall include a landscaped setback at least 20 feet in width.

**Response: Comment Noted.**

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

**Response: Comment Noted. Lot typical has been provided for Single Family Detached Lots.**

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

**Response: Comment Noted. Not applicable to this application. Detention, Retention, or Water Quality ponds in adjacent tracts outside of the property boundary will be designed with future submittals.**

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

**Response: Comment noted. Not applicable to this application.**

- Special Landscape Requirements at Entryways and Intersections. Provide a distinctive landscape feature at each site entrance. Distinctive landscape features should consist of specimen quality plant material that will provide visual interest during all seasons.

**Response: Distinctive landscape features at each site entrance has been provided.**

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

**Response: Comment Noted.**

## 21. Building Design Standards

Architecture Standards are included in Tab 12 of the FDP. In addition to the FDP, please refer to the UDO requirements. The higher standard will be required. Building design should 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.

**Response: Comment noted. Architecture will be in compliance with the FDP and UDO standards.**

TABLE 5.1

TAH ARCHITECTURAL FEATURE SCORING SYSTEM				
FEATURE	POINTS			TOTAL
	1	2	3	
<b>Windows</b>				
Full height, recessed window of at least 7'-0" tall and 2" recess		X		
A band of at least 3 windows on the front elevation		X		
Glass on entry doors	X			
Glass on garage doors	X			
Window(s) above entry door	X			
Clerestory windows, in a band of 2 or more windows	X			
2 or more windows of at least 12 sq. ft. on each side and rear elevation		X		
Window grids that appropriately reflect the elevation style	X			
Flat, awning roof above window		X		
Corner windows with no more than 12" trim		X		
<b>Roofs</b>				
Clay or concrete tile			X	
At least 20 sq. ft. of metal roof			X	
At least 24" roof overhang on all four sides			X	
Flat roof parapet of at least 30 linear feet; Refer to Section 4.2.D			X	
Variation of plate height of at least 2'-0"			X	
Dimensional roof shingles with at least a 30 year warranty	X			
Roof pitch of at least 2 gable roofs, no more than 8:12		X		
Roof pitch lower than 3:12 on at least 3 elements		X		
Arched roof form			X	
<b>Building Form</b>				
Single-story elements on the front elevation and at least one other elevation.			X	
Garage not visible on front elevation			X	
Fascia of at least 6" wide	X			
Single-story, ranch plan		X		
<b>Architectural Details &amp; Styles</b>				
<b>Masonry</b>	Plan / Elevation with 15% masonry (minimum, standard)			
	Plan / Elevation with 20-29% masonry	X		
	Plan / Elevation with 30% or greater masonry		X	
<b>Porches</b>	Front Covered Porch of at least 50 sq. ft.		X	
	Eave bracket details	X		
<b>Detailing</b>	Railing at porch or balcony		X	
	<b>Other Materials</b>	Siding expressed with two different types, either in differing widths, or design (i.e. vertical, horizontal, lap widths, board and batten, etc.)		X

Single-family detached home models need to follow the styles and level of quality and detail shown in the approved FDP. Please be aware that code also has specific requirements for design variety and durability. For the development area proposed, recessed garages or "Alternate-Loaded" configurations are required for at least 50% of the front-loaded products proposed.

**Response: Comment noted. Architecture will be in compliance with the FDP and UDO standards.**

Architecture Standards are implemented through an Architectural Feature Scoring System (see FDP Tab 12, Table 5.1 on next page) and each residential design shall meet a minimum of 20 points. The FDP also requires a letter from the Community Wide Architectural Review Committee Approval (CARC) with each plot plan submitted to the city.

**Response: Comment noted. Architecture will be in compliance with the FDP and UDO standards.**

#### 2J. Exterior Lighting

Standard for exterior lighting are found in the FDP Urban Design Standards, Tab 10, and Section 146-4.9. Show typical details of lighting on the plan and on building elevations.

**Response: Final design will be provided with the construction documents.**

#### 2I. Signs

Sign standards are included in the FDP Urban Design Standards, Tab 10 and Code Section 146-4.10. Please review both documents for complete details. Show the location of any proposed monument signs on the plans. Signage is permitted at neighborhood entrances on arterial or collector streets.

**Response: Monumentation signs have been included and identified at neighborhood entrances.**

### 3. Adjustments

Section 146-5.4.4 details the definitions, applicability, procedures, and criteria of approval for all adjustments to development standards. If any adjustments are requested, they must clearly be listed and justified in the Letter of Introduction. They must also be listed on the cover sheet of the Site Plan and any other sheets on which they are applicable. Approval 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: There are no adjustments currently requested with this application.**

### 4. Submittal Reminders

#### 4A. 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: CAD Data will be provided upon approval of the Construction Documents and prior to recording.**

#### 4B. 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: Larger files have been flattened.**

#### 4C. Mineral Rights Notification

Please fill out the Mineral Rights Affidavit and supply this document to your Case Manager with the application submittal.

***Response: A Mineral Rights Affidavit has been included with this application.***

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

***Response: In lieu of an in-person pre-submittal meeting the required form was submitted and coordinated with staff prior to the initial upload of documents for review.***

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

***Response: Comment noted. The final plat has been coordinated with Real Property prior to the initial upload.***

*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: Comment noted.***

*Neighborhood Services Liaison:*

- Your Neighborhood Services Liaison is Scott Campbell. Since there are no registered neighborhoods within a one-mile radius of this site plan area, there is no neighborhood referral list. However, this project will be referred to the adjacent property owners as well as it will be listed on our website [www.aurora4biz.org](http://www.aurora4biz.org) where residents can make comments throughout the project review. Should there turn out to be substantive comments on this project, Scott can assist with the meeting planning.
- 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 Neighborhood Services page of the city website.

***Response: Comment noted.***

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

*Project Characterization:*

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

- Your proposal includes single family detached lots and parks/open space within PA-52 and PA-55.
- The FDP indicates that all park land dedication requirements will be satisfied on site within the development.

*Proposed Open Space:*

In order to receive open space land dedication credit, a tract is required to provide a conservation, recreation, or educational value for the community. Passive open spaces intended for conservation and passive recreation purposes may be considered for credit based on programming, size, and orientation with the roadway. Please work with PROS on the design and programming to meet the intent of dedicated open space. Please be aware that traffic eyebrows are not eligible for land dedication credit. In the submittals, clearly identify which open space tracts meet the criteria for open space land dedication credit and include the spreadsheet showing the running totals of park and open space land dedication. Show all proposed facilities within open space/pocket park tracts.

**Response: Comment Noted. Amenities have been provided within the Trail Nodes.**

*FDP Requirements:*

As shown on Form J, the development of PA-52 triggers a 7.1-acre neighborhood park in PA-58 and the development of PA-55 triggers a 2.5 acre shared-use park within PA-60a. However, the overriding criteria will be that a neighborhood park is open with a service radius that includes these proposed neighborhoods when 50% of the homes receive their CO. In order for these neighborhoods to be served by either of these parks, there will need to be a pedestrian/bicycle safe route/trail between the neighborhoods and the park when the 50% threshold is reached.

**Response: Comment noted. Thank you.**

In addition, the open space/trail corridor that occupies the gas pipeline easement (between PA-52 and PA-55) and associated required trail nodes must be constructed in conjunction with these Planning Areas. In the submittals, show the location of the proposed trail nodes and the proposed facilities.

**Response: Proposed Trail Nodes have been identified and include appropriate amenities.**

*Proposed Trail:*

The proposed trail crosses a proposed street. Show what safety measures will be taken to protect trail users in this location.

**Response: Striping is proposed at street crossing.**

Additional connections between these neighborhoods and the proposed trail network should be considered to improve access. Several open space tracts appear to provide opportunities for these connections, especially toward the northeast of PA-55 where a trail in the Parkway corridor is nearby.

**Response: Additional connections between the neighborhood and proposed trail network have been identified.**

**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:*

- A looped water system is required to serve this development. All lots require frontage to water and sewer mains. All utilities are to be installed in conformance with the approved master utility study.

**Response: Comment acknowledged.**

- All downstream sanitary sewer must be installed and initially accepted prior to connections from this development.

**Response: Comment acknowledged.**

- A drainage easement is required for the detention basin to provide maintenance access.

**Response: Comment acknowledged.**

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

**Response: Comment acknowledged.**

*Utility Services Available:*

- Water service may be provided from: Extension of a looped water main.
- Sanitary sewer service may be provided from: Extension of public main.
- The project is located on Map Pages 1V and 1U.

**Response: Comment acknowledged.**

*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
  - Grease Interceptors are required for commercial kitchens
  - Sand/Oil Interceptors are required for vehicle maintenance facilities
  - All utility connections in the arterial roadway are required to be bores.

**Response: Comment acknowledged, required information will be shown.**
- 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: Comment acknowledged.**

*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 at time of building permit and are based on the amount of impervious surface created by this project.

**Response: Comment Acknowledged.**
- 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: Comment acknowledged.**
- For a full listing of Utility Fees, please see the Aurora Water Fee Schedules.

**Response: Comment acknowledged.**

**Public Works Department**

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

*Key Issues:*

- A detailed Traffic Impact Study will be required. See below for additional information.

**Response: Comment acknowledge, a TIS will be provided.**
- Main Street is classified as a minor arterial.
  - Per the City's Roadway Design and Construction Manual, section 4.07.7.02.5.01 "Access points shall be no closer than 300 feet to arterial intersections. Depending on site characteristics access control may be required."
    - Based on the above criteria and discussion with Traffic Management, no access onto Main Street that is full movement will be allowed closer than 300', based on centerline to centerline measurement. Consider adjusting to have any proposed access points closer than 300' be either exit only or physically limited to right-in / right-out or redesigning to have first access point at 300' spacing.

**Response: The Main Street access will be a ¾ movement. North and southbound traffic will be able to make a left or right into the development, but westbound traffic will only have a right turn out movement.**

- Traffic Signal Escrow may be required for local roadway intersections on the east/west sides of the development at Main Street and the eastern collector. Signal warrant analyses for future build years will determine the need for signalization.

**Response: Comment acknowledged.**

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

**Response: The adjacent and opposing access points have been shown on the site plan.**

- Label the access movements on the Site Plan.

**Response: The access movements have been labeled.**

- Objects and structures shall not impede vision within these 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.

**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: Note has been added to landscape plan sheets. Planting within sight triangles comply with the height requirement.**

- The east/west connection between Main Street and the eastern collector may need to be designated as a collector street, pending the results of the Traffic Impact Study. Homes and drives are allowed to front this street if the average daily traffic volume is less than 4,000 and certain mitigation measures are provided. Indicate the mitigation measures on the Site Plan. See Section 4.04.2.02.4 of the Roadway Design & Construction Specifications, October 2016 edition.

**Response: The traffic study indicates this will be a local roadway.**

#### ROW/Plat:

- 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: Comment noted. Thank you.**

#### Improvements:

- 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 note to the Preliminary Plat: Signs shall be furnished and installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards and shown on the signing and striping plan for the development.

**Response: Signs have been shown. The requested note is provided on sheet 1 of the Preliminary**

#### Plat.

- Show the installation, by developer, “Right Turn Only”/”Do Not Enter” signs at appropriate location(s). Signs shall be installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards.

**Response: Appropriate signage has been added to the plans.**

- 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. Add a note to the Site Plan indicating this commitment.

**Response: The requested note is provided on sheet 1 of the Preliminary Plat.**

- An enhanced pedestrian crossing (beyond required ADA ramps) at the east/west local roadway crossing of the Gas Easement/Trail will be required.

**Response: The trail crossing occurs at an intersection.**

- A Traffic Impact Study will be required for this site which will include addressing the following specific items:
  1. Existing, buildout and 2040 average daily traffic counts.
  2. Trip Generation from the site and comparison to Master.
  3. Internal Roadway Network analysis & classification
    - a. Discussion of conformance to Section 4.04 Horizontal Alignment, Street layout of City’s Roadway Design and Construction Manual
  4. Internal intersection control
  5. Include detailed analysis of:
    - a. All site access points
    - b. Intersection of The Aurora Highlands Parkway & Main Street
    - c. Intersection of The Aurora Highlands Parkway & Eastern Collector Roadway
  6. Signal Warrant Analyses of a) above– Warrant 1,2,3 all to be included (collect 72-hour tube counts for analysis)
  7. If a traffic signal or multiway stop warrant is met at an intersection, then a roundabout shall also be considered at the intersection.
  8. Discussion of the application of elements from the Traffic Calming Toolbox to address any concerns for speeding, pedestrian crossings, etc. Techniques in the Traffic Calming Toolbox may: 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.

**Response: The requested elements have been provided in the TIS.**

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

Submitting the Traffic Study:

- The Traffic Study shall be sent directly to *Brianna Medema* at [bmedema@aurora.gov](mailto:bmedema@aurora.gov) as soon as possible.
- The Traffic Study shall also be uploaded with the rest of the submittal.

**Response: A traffic study has been provided.**

- Based on our review of the Traffic Impact Study, additional improvements may be required.

**Response: Comment acknowledged.**

## **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 shall be in conformance with the approved Public Improvement Plan.  
**Response: Comment acknowledged.**
  
- A preliminary drainage report shall be submitted with the site plan for each subdivision filing. On-site detention and water quality shall be in conformance with the master drainage study.  
**Response: A preliminary drainage report has been provided.**
  
- The preliminary plat shall distinguish which improvements are to be completed by the metro district and which by this development.  
**Response: Info shown on the site and grading plans is required to be completed by this development.**
  
- These applications will be referred to Mile High Flood District for review and comment. Final plat cannot be recorded for any lots within the existing 100-year floodplain until the LOMR is approved.  
**Response: Comment acknowledged, no lots are proposed within the existing 100-year floodplain.**

### *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: Comment acknowledged.**
  
- 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: Comment acknowledged.**
  
- 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: Comment acknowledged.**
  
- Flared curb cuts, Standard Detail S7.4, are not permitted for commercial/industrial or residential driveways where traffic movements would be substantial. When the number of parking spaces exceeds 20, curb returns are required and the curb return radii shall be labeled on the plan.  
**Response: Comment acknowledged.**
  
- Pedestrian Bicycle Railings will be required at and continuous along vertical separations of 30 inches, or greater, or on slopes greater than or equal to 3:1 adjacent to pedestrian areas. See Standard Detail S18.  
**Response: Comment acknowledged.**

- Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guard or hand rails may be required.  
**Response: Comment acknowledged.**
- Homes and drives are allowed to front collector streets if the average daily traffic volume is less than 4,000 and certain mitigation measures are provided. Indicate the mitigation measures on the Site Plan. See Section 4.04.2.02.4 of the Roadway Design & Construction Specifications, October 2016 edition.  
**Response: Comment acknowledged.**
- Homes are allowed to front a local street within 75-feet of an arterial street if the average daily traffic volume is less than 2,000 and certain mitigation measures are provided. Indicate the mitigation measures on the Site Plan/Contextual Site Plan. See Section 4.07.7.02.5.04 of the Roadway Design & Construction Specifications, October 2016 edition.  
**Response: Comment acknowledged.**
- 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 within the development.**
- Streetlights are required along adjacent roadways. Please refer to the Draft Lighting Standards for streetlight spacing, location, wattage, etc., information. Streetlights 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. Streetlight locations shown on the site plan are conceptual. The street lighting plan shall be included with the Civil Plan submittal and will determine final streetlight locations based on a photometric analysis.  
**Response: Comment acknowledged.**

*ROW/Easements/Plats:*

- ROW dedication is required for public streets.  
**Response: Comment acknowledged.**
- The dedication of a 25-foot lot corner radius is required at the intersection of arterial roadways, a 20-foot lot corner radius is required at the intersection of collector roadways, and a 15-foot lot corner radius is required at the intersection of arterial roadways.  
**Response: Comment acknowledged.**
- 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.
  - A drainage easement shall be required for any detention/water quality facilities on site. This drainage easement shall tie to a public way.
  - Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way.
  - Public access/fire lane easement shall be required for fire lanes outside of public right-of-way. Please coordinate with Life Safety for their alignment.  
**Response: Comment acknowledged, the required easements will be provided.**

*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 plan and report has been provided.***

- Under the provisions of Colorado Revised Statute 37-92-602(8), any detention or infiltration facility that becomes operational after August 5, 2015, is required to notify downstream water rights holders prior to operation. 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: The required downstream notifications will be performed.***

- 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: Comment acknowledged.***

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

***Response: Comment acknowledged.***

- 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: Comment acknowledged.***

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

***Response: Comment acknowledged.***

#### **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: Comment noted. Thank you.***

#### **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.

**Response: Comment acknowledged.**

#### 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.

- Dead-End Fire Lane Detail
- Fire Lane Sign Detail
- Grading Plan
- Sign Package
- Signature Block
- Street Standards and Street Section Details

**Response: Required details will be provided.**

#### Fire Department Access:

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

- Fire Lane Easement
  - o Based on the discussion during the pre-application meeting, it appears to be the developer's intent that all residential structures will be within 150' of adjacent roadways and will front onto an adjacent public or private street building to a public street standard. Where this is the case, fire lane easement would not be required within this site. In the event this initial design approach changes, please utilize the fire lane criteria listed below.
  - o The first phase of construction must include two points of emergency access and a looped water supply to support on site fire hydrants.
- Motor Courts and Looped Lanes – 146-1108

**Response: Comment acknowledged.**

#### Fire Hydrants:

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

- In single-family detached residential sites, the IFC reflects an exception in Section 507.5.1 that allows IRC R-3 dwellings to utilize a 600' on center spacing of fire hydrants.
- The first phase of construction must include a looped water supply to support on site fire hydrants.

**Response: Comment acknowledged.**

#### 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: Comment noted. Thank you.**

#### Handicap Accessibility Requirements:

The City of Aurora reviews handicapped 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 mail box, how the postal service will load the mail boxes, along with curb ramp and sidewalks abutting the mail kiosks.

**Response: Mail kiosk locations are noted within the plans and a detail is provided.**

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: Individual sheets have their own legends detailing the specific improvements shown on the sheet.**

Petroleum and Gas Line Easements:

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

**Response: The Applicant has coordinated with the agency and confirmed that the proposed setbacks are in compliance to their requirements.**

Phasing Plans:

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

**Response: Phasing is shown on the overall site plan.**

Photometric Plan:

- Add the following note to the Photometric Site Plan:  
ILLUMINATION WITHIN THE SITE MUST COMPLY WITH THE 2015 INTERNATIONAL BUILDING CODE REQUIREMENT FROM SECTION 1006 - MEANS OF EGRESS ILLUMINATION. SECTION 1006. ILLUMINATION REQUIRED: THE MEANS OF EGRESS, INCLUDING THE EXIT DISCHARGE, SHALL BE ILLUMINATED AT ALL TIMES THE BUILDING IS OCCUPIED. SECTION 1006.2 ILLUMINATION LEVEL. THE MEANS OF EGRESS ILLUMINATION LEVEL SHALL NOT BE LESS THAN 1 FOOT-CANDLE (11 LUX) AT THE FLOOR LEVEL AND CONTINUING TO THE "PUBLIC WAY".
- Add the "accessible route" (heavy dashed line) to the photometric plan and verify minimum 1 foot-candle of illumination along its entire length.

**Response: Photometric plans will be included with the construction documents.**

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) 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.
- (Site Plan Note) Americans with Disabilities Act
- (Site Plan Note) Emergency Ingress and Egress
- (Site Plan Note) Emergency Responder Radio Coverage

**Response: Comment acknowledged.**

*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: A data block is provided on the cover sheet.**

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.

- Access to within 150 feet of Each Structure

**Response: Comment acknowledged.**

Trash Enclosure:

Per the 2015 International Fire Code, Section 304.3.3, dumpsters and containers with an individual capacity of 1.5 cubic yards or more shall not be stored in buildings or placed within 5 feet of combustible walls, openings, or combustible roof eave lines.

**Response: Comment acknowledged.**

**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.*

*Key Issues:*

- Match the numbering of the Final Plat with the Preliminary Plat.  
**Response: Comment acknowledged.**
- Obtain a copy of the CIG Encroachment Agreement(s) for crossing of the pipeline by public/private street.  
**Response: The team will continue to work with CIG on the additional crossings.**
- A Master License agreement for encroachments is needed per Final Plat.  
**Response: Comment acknowledged.**

*Subdivision Plats:*

- The property is currently platted; however, due to your proposed use, it will need to be resubdivided (replatted) at this time in order to obtain a building permit. Plats must be prepared using City of Aurora specifications provided in the most current Subdivision Plat Checklist. Plat reviews may run concurrently with your other Planning Dept. submittals.  
**Response: Comment acknowledged.**
- A pre-submittal meeting with Real Property is required on all plat submittals so our team may verify that basic elements have been addressed before they are submitted to Planning. This 30-minute meeting is for the 1st submittal of plats only and is by appointment only. Call Darren Akrie at 303.739.7300 to schedule your appointment. The person preparing the plat and your project manager should attend the meeting. Please bring two sets of the plat.

***Response: Comment acknowledged.***

*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 Site Plan Checklist.

***Response: Comment acknowledged.***

*Separate Documents:*

- A separate document refers to a process to describe and record an encumbrance (easement, license etc.) or release of such on property when a subdivision plat already exists. The document usually consists of a legal description and drawing. Each are reviewed and approved by the city, signed by the property owner as well as the appropriate city officials and recorded with the county.

***Response: Comment acknowledged.***

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

***Response: Comment acknowledged.***

- You may have items that encroach into city-owned property or easements (i.e. retaining walls, medians, stairs, etc.). If allowed, these types of encroachments require a License Agreement. Requirements can be found in the License Agreement Packet. It takes 8-10 weeks to complete the process after submittal. The License Agreement must be completed before the Site Plan is recorded.

***Response: Comment acknowledged.***

- Real Property may require a Monumented Field Survey, but we are unable to determine that until we make our first review.

***Response: Comment acknowledged.***

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

***Response: Comment noted. Thank you.***