

# Westwood

Date: April 29th, 2022  
To: Jacob Cox, Senior Project Manager  
City of Aurora

From: Tom Odle  
Westwood Professional Services  
10333 E. Dry Creek Road, Suite 240  
Englewood, CO 80112

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This document is a response to the E470 & 6<sup>th</sup> Parkway – Commercial (#1446257) Pre-Application Meeting held on April 16th, 2020 from the Office of Development Assistance. Responses are below in **RED**:

## Key Issues

► **Master Plan:** The E-470 and 6<sup>th</sup> Parkway Master Plan (FDP), which was approved in 2019, guides development on this site. The existing Master Plan must be amended as part of this application to remove the portion being platted from the 100-year floodplain as shown on all tabs. An accurate depiction of the new floodplain should be provided. The subject ISP should comply with all street cross sections and design standards note in the Master Plan. Please note that the Master Drainage Report and Master Utility Study must be completed prior to this ISP application being accepted.

**Response (WPS):** The Master Drainage Report has since been revised and approved. A channel along the south will keep the site out of flood plain. The Master Plan was also amended to reflect the channel.

► **Southern Access:** Improvements to Bayaud Avenue as illustrated include access on City of Aurora Right of Way, which has dedicated use predetermined for a trail head per our Parks Department. Please coordinate any roadway improvements with PROS. We would be happy to facilitate that coordination.

**Response (WPS):** Sanitary, storm and looped water system are all shown on the amended Master Plan as Phase I infrastructure. Westwood has coordinated with the civil engineer representing Lamar Landing and agreed to reserve room for connections to be made to existing sanitary and storm mains.

► **Southern Access:** Improvements to Bayaud Avenue as illustrated include access on City of Aurora Right of Way, which has dedicated use predetermined for a trail head per our Parks Department. Please coordinate any roadway improvements with PROS. We would be happy to facilitate that coordination.

**Response (WPS):** Coordination with City and PROs during the Master Plan amendment process established that the channel maintenance and trail head would become dual purposed and placed south of the channel.

► **Floodplain:** Updated floodplain information shows the 100-year floodplain extending into the site. This development will be referred to Mile High Flood District for review and comment. The flows must be conveyed through the site or other improvements as determined through the review process.

**Response (WPS):** Master Drainage Report revised and approved to address.

## Standards and Issues:

### 1. Zoning and Placetype

#### 1A. Zoning

The MU-R District is intended to serve “image making” areas in Aurora such as gateways, major arterial street and highway intersections, and regional activity centers. The MU-R District allows for a mix of medium- to high-density residential

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and regional commercial uses. It intends to promote a distinctive, unified character and to ensure high quality development. More specifically, the district intends to promote 1) a larger scale of development that presents a recognizable skyline or silhouette, and a visible transition in building massing and concentration from a visible focal point; 2) a safe and pleasant pedestrian and bicycle environment connected to the streets and walkways; 3) nodes for multi-modal movement, including mass transit facilities; and 4) a pleasant visual environment with high-quality architectural materials, properly sized and positioned signage, and intensive landscaping with generous outdoor common areas.

**Response (PCS):** Per MU-R designation Monument signage has been included along 6<sup>th</sup>, at the corner of 6<sup>th</sup> and N. Gun Club Road, and at the secondary entrance located on N. Gun Club Road to provide ample and appropriately sized site signage. Particular attention has been paid to the design of multi-modal access for vehicular, bicycle, and pedestrian access including a regional trail connection to the south. Varying levels of landscape adhering to COA code has been proposed to buffer the site from E-470, as well as 6<sup>th</sup> Ave, and the trail connection/maintenance path along the southern property border. Whereas the E-470 and southern trail buffers focus more on a native design aesthetic, the curbside, monument, and 6<sup>th</sup> avenue buffer landscapes provide a more structured/formal design aesthetic both aesthetics appropriately placed for adjacent land uses.

## 1B. *Overlay Districts*

Because the property is within the Airport Influence District surrounding Buckley Air Force Base

/ Centennial Airport / Front Range Airport / Denver International Airport, 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 on the "Forms and Applications" link found above. Please contact Porter Ingram at 303-739-7227 or pingrum@auroragov.org with any questions you may have.

**Response (WPS):** Buckley AFB avigation easement included with submittal.

## 1C. *Placetype*

The subject property is within the Innovation District in the Aurora Places Comprehensive Plan. The Innovation District is described as an area where leading-edge anchor institutions and businesses connect with start-ups and business incubators. This placetype fosters new ideas and enterprises bringing together different people, companies and institutions and are key to increasing employment within the city. Transit, pedestrian, and bicycle accessibility to and through the Innovation District is critical. Typical land uses include office, institutional, commercial retail / service, and restaurants.

**Response (PCS):** The commercial/retail design provided safely accommodates pedestrian and bicycle circulation and access to the site. Regional trail access along the southern property boundary further allows for easy access to the development further meeting the intent of the Innovation District as it relates to the goals of the district listed above.

## 1D. *Master Plan*

The E-470 and 6<sup>th</sup> Parkway Master Plan (FDP), which was approved in 2019, guides development on this site. The existing Master Plan must be amended as part of this application to remove the portion being platted from the 100-year floodplain as shown on all tabs. An accurate depiction of the new floodplain should be provided. The subject ISP should comply with all street cross sections and design standards note in the Master Plan. Please note that the Master Drainage Report and Master Utility Study must be completed prior to this ISP application being accepted.

**Response (WPS):** The Master Plan and Master Utility Study has been amended and is in technical review with Aurora. The Master Drainage Report has been amended and approved.

## 2. Land Use

### 2A. Historic Land Use

The subject property is currently vacant land. There is an existing trailhead southwest of the site that must be coordinated with PROS to ensure proper buffering and access.

**Response (WPS):** Coordination with City and PROS during the Master Plan amendment process established that the channel maintenance and trail head would become dual purposed and placed south of the channel.

### 2B. Proposed Land Use

Although only infrastructure is proposed with the subject application, please be aware that the pad sites that are platted will need to comply with all development standards in the MU-R District. As discussed during the pre-application meeting, staff has concerns about platting Pad #12 at this time as it is in a separate Planning Area (PA-1) and could inhibit how the buildings fronting on the Walkable Main Street are designed in the future. With the submittal, please provide a conceptual plan that shows how buildings could fit within the lots that are being platted to ensure that the lot sizes are functional and can meet the MU-R District standards or leave Pad#12 out of the submittal. Applicable standards to consider when platting pad sites include:

- At least 40% of the street frontage of each development parcel fronting on the Walkable Main Street shall be bordered by plazas or buildings with facades located no more than 15' from the sidewalk.
- Where buildings are adjacent to a plaza adjacent to a Walkable Main Street site, they shall contain at least one of the following elements facing the plaza: building entries or windows, arcades, outdoor seating or cafes, or a similar feature that encourages pedestrian use of the plaza.
- No more than 15% of the Walkable Main Street frontage of any site shall be occupied by off-street parking.
- Drive-thru uses shall not be permitted on Walkable Main Street sites.
- Parking areas shall be designed to be shared between nearby uses to the maximum extent practicable.
- Buildings adjacent to the Walkable Main Street shall be oriented so that primary pedestrian entries face that street.

**Response (PCS):** Acknowledged, these standards will be adhered to at the time future commercial pad sites are developed as their own separate site plans within this commercial site.

## 3. Development Standards

### 3A. Dimensional Standards

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Per Table 4.2-3, there is a 15' maximum setback for at least 50% of the ground floor frontage along the Walkable Main Street, and along all other streets, there is a 10' minimum setback. Side and rear setbacks should comply with Section 146-4.7. There is a maximum 45' building separation along the Walkable Main Street and a maximum of 180' building separation along arterials and collectors in the MU-R District. The maximum building height is 100'.

**Response (PCS):** Acknowledged, these dimensional standards will be adhered to at the time future commercial pad sites are developed as their own separate site plans within this commercial site.

### 3B. Subdivision Standards

Per Section 146-4.3.9, the maximum block length and width shall be 700' and each block shall be bordered by public or private streets meeting the requirements of Section 146-4.5 (Access and Connectivity), or by private common space or dedicated open space at least 30' in width. The common space should connect one street to another and include a sidewalk connection.

**Response (PCS):** Acknowledged, these block length standards will be adhered to at the time future commercial pad sites are developed as their own separate site plans within this commercial site.

### 3C. Common Space and Amenities

Per Section 146-2.4.7, at least 25% of the land area within each non-residential development site (except Walkable Main Street sites) shall be outdoor common area, which shall be located and landscaped to connect with adjacent public spaces. The outdoor common areas should be landscaped and/or include a pedestrian gathering area with paving that differs in texture or color from standard concrete paving. Per the Master Plan, a 5,000 square-foot plaza is also required at the corner of the Walkable Main Street and the Boundary Road. Public spaces shall be designed to promote social interaction, leisure opportunities, public gathering and activities, and/or to create focal points and activity nodes within development.

**Response (PCS):** Acknowledged, these common space and amenities standards will be adhered to at the time future commercial pad sites are developed as their own separate site plans within this commercial site.

### 3D. Access and Connectivity

Per Section 146-2.4.7, a network of walkways that directly connects each major pedestrian entrance of each primary building to the sidewalk system or another primary building shall be provided so that pedestrians can move from each perimeter street to each major pedestrian entrance of a primary building on a sidewalk or walkway. All streets and sidewalks should be consistent with the cross sections that were approved in the E-470 and 6<sup>th</sup> Parkway Master Plan.

**Response (PCS):** Acknowledged, these common space and amenities standards will be adhered to at the time future commercial pad sites are developed as their own separate site plans within this commercial site. A connection has been provided though along the southern border that connects pedestrians and cyclists to the future PROS trailhead.

### 3E. Landscape, Water Conservation, Stormwater Management

- General Landscape Plan Comments: A landscape plan will be required as part of the Infrastructure Site Plan submission to address streetscape and

detention pond landscaping. While the detention pond landscaping shall be installed once the pond is complete, the installation of the curbside landscape may be phased as the individual pad sites develop if the Master Developer chooses to do so. During the review process, staff can work with the applicant on this approach. However, a note would need to be added to the ISP stating that the Master Developer shall install and complete all curbside landscape improvements for each lot no later than the 3 years after issuance of the first certificate of occupancy.

Landscape plans shall be prepared in accordance with the UDO (Section 146-4.7) and the Landscape Reference Manual. (UDO). Please ensure that the landscape architect or designer has a copy of these documents as well as our project specific comments. The landscape plan shall include the necessary landscape tables for each of the required landscape treatments (i.e. standard right-of-way landscaping and detention pond landscaping) to demonstrate compliance with code requirements.

**Response (PCS): Acknowledged, the landscape plans have the associated charts included and notes have been added to the plans.**

- 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 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 (PCS): All landscape plans have been labeled as requested with ‘Not For Construction’ and have been created to be read at scale on 24” x 36” sized sheets. Landscape plans contain plant symbols as well as plant labels with quantities for the areas of improvement are in process.**

- Sight Triangles: Include sight 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.  
**Response (PCS): Sight triangle are shown at internal private roadways. Intersections at 6<sup>th</sup> Ave Pkwy and Gun Club Rd are either signaled or Right in/Right Out with protected accel lanes.**
- Landscape, Water Conservation, Stormwater Management Requirements: The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within Section 146-4.7. The applicant is responsible for reviewing this section of the UDO and determining all applicable landscape conditions.
- Curbside Landscape: Provide one shade / street tree per 40 linear feet of street frontage along all street frontages. Refer to Section 146-4.7.5.C (Required Landscaping). When a detached walk and curbside landscape

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are provided, street trees shall be provided within the designated curbside landscape. When a detached walk and curbside landscape are absent, street trees shall be located from four to five feet from the back of walk, curb or pavement.

Plantings permitted within the curbside landscape area vary depending upon the width required by the street cross section. Curbside landscape widths 3' or less may be rock mulch (no white rock). Curbside landscape widths 4'-6' in width shall be shrubs, ornamental grasses and perennials at a ratio of one shrub/grass per 40 square feet of curbside landscape. Grasses may only be provided to a maximum of 40%. Shrubs and grasses must be 5-gallon size at time of installation. For curbside landscapes 6'-10' in width, a combination of shrubs/grasses with native seed may be provided or all shrubs and grasses. Any curbside landscape areas 10' in width or greater may be sod if desired. Sod may not be installed unless the curbside landscape is a minimum of 10' wide.

**Response (PCS):** Curbside landscape has been designed to be in adherence to the requirements found within the UDO section 146-4.7. A mix of groundcover applications (turf, cobble, rock mulch) have been addressed to accommodate the varying widths of the curbside landscape.

- **Detention Pond and Water Quality Measures:** 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 BMPs or work with Aurora Water and Public Works. Aurora Water produced a manual titled "Low Impact Development Techniques for Urban Redevelopment in Aurora." Applicants are encouraged to utilize this document as an introduction to these techniques. 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 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 square feet above the 100-year water surface elevation. Depending upon the ultimate location of the pond, staff may work with the applicant to determine whether landscaping of the pond would be necessary depending upon its visibility and aesthetic impact to the surrounding developments. 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. Landscaping shall be provided in accordance with Section 146-4.7.3.M. (Detention and Water Quality Ponds).

**Response (WPS):** Proposed detention pond will be full spectrum and include water quality volumes.

- **Irrigation:** Refer to Section 146-4.7.3.C. All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, the city water department will require that 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. Coordinate with Timothy York at (303) 326-8819 regarding irrigation plan submittals and application fees. An irrigation permit is required prior to the installation of an irrigation system.

**Response (PCS):** Acknowledged, irrigation CDs will be provided at the time of civil CD submittal separate from this site plan process.

### 3F. Building Design Standards

Section 146-4.8 contains specific standards for the design of buildings. 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. The architectural standards in the E-470 and 6<sup>th</sup> Parkway Master Plan will also apply. Additional comments regarding architecture will be required when a building is proposed on-site.

**Response (PCS):** This ISP does not include the locations of the buildings, just the pad sites. Individual pad sites will be submitted as future separate site plans and will adhere to these standards.

### 3G. 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. Please note that per Section 12.46-2.4.7.M, lighting fixtures on the Walkable Main Street shall include pedestrian lighting.

**Response (PCS):** Individual pad sites will be submitted as future separate site plans and will adhere to these lighting standards.

### 3H. Signs

Section 146-4.10 governs signage standards. Please review this section for completed details. Show the location of any monument signs on the ISP.

**Response (PCS):** General monumentation has been located on the landscape site plans.

## 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 (PCS): Acknowledged, no adjustments are being requested as part of this site plan.**

## 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 (WPS): Noted, CAD will be submitted in correct format once plans are at signature set stage.**

### 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 (WPS): Noted, PDFs have been set to remove these items.**

### 5C. Mineral Rights Notification

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

**Response (WPS): Noted, in process.**

### 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.

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 (PCS): Acknowledged**

### Community Participation:

Please work proactively with registered neighborhood organizations and adjacent property

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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 (PCS): Acknowledged.**

## *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 [Neighborhood Services](#) page of the city website.

**Response (PCS): We will with Scott Campbell on any required neighborhood meetings.**

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

### *Project Characterization*

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

- Your proposed site abuts a future regional trailhead, PROS owned open space to the south, and the E470 MUE.
- Note that if residential should be included, park land dedication criteria will apply.

**Response (PCS): Acknowledged.**

### **Future Trailhead and Open Space**

A future regional trailhead is currently being designed near the southwestern edge of your property. As part of this project, an open space tract was purchased directly south of your property which will connect Gun Club Road to the trailhead for user access. As this land was purchased with Arapahoe County Open Space funds, the City of Aurora is required to retain as much of the native open space as possible and therefore will not support the full build out of Bayaud Avenue on this property. It is important that any access prioritize pedestrian safety and maintain low volumes while maximizing open space. Please work with PROS to determine how connectivity may begin internal to this site to create a natural access for pedestrians and vehicles to the trailhead.

**Response (WPS): Coordination with City and PROs during the Master Plan amendment process established that the channel maintenance and trail head would become dual purposed and placed south of the channel. Coordination will continue into Site Plan process.**

### **Special Landscape Buffer**

Whenever development is proposed adjacent to public park or open space, a 25' special landscape buffer is required. This buffer is also detailed within the Masterplan for this site and is measured from the property line in and includes 1 tree and 10 shrubs per 30 linear feet. This buffer will apply on the southern edge of your property as well as a portion of the west adjacent to the future trailhead site. For the portion adjacent to the MUE you can work with the Public Highway Authority to determine if some of the 25' may be within the MUE

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itself.

**Response (PCS):** A 25' special landscape buffer has been proposed and is to include 1 tree and 10 shrubs per 30 linear feet.

## 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:

- ▶ Sanitary sewer outfall, storm outfall and looped water line to be constructed in first phase.  
**Response (WPS):** Infrastructure proposed matches the Master Plan currently in technical review.
- ▶ Master Utility Study required to be completed for this project.  
**Response (WPS):** MUS in technical review stage.
- ▶ No grading in existing utility easements.  
**Response (WPS):** Minor grading between 6<sup>th</sup> Ave and site is necessary since the existing site sits well below adjacent roadways, otherwise a low area will be created. We recognize the Storm and Sanitary Manhole rim elevations will be required to be raised.
- ▶ Extend sewer main north of East 6th Avenue Parkway to provide service to northern parcel in conjunction with roadway improvements.  
**Response (WPS):** Lamar landing has been contacted and agreed to be responsible for connection to existing mains. Space for pipes and construction will be reserved to accommodate needed connections.
- ▶ Access from paved right of way to sanitary sewer interceptor and storm main manholes location on site. Access shall tie into additional right of way for drive in and drive out capabilities.  
**Response (WPS):** Access to existing infrastructure will be maintained with the proposed site.
- ▶ A domestic allocation agreement will be required starting in 2019 for connections 2" and larger.  
**Response (WPS):** Noted.

### Utility Services Available:

- Water service may be provided from: 42-inch steel main in Gun Club Road.
- Sanitary sewer service may be provided from: 30-inch PVC main at the northern portion of the site.
- The project is located on the following Map Page 07T.  
**Response (WPS):** Noted. Water and Sanitary connections shown on Site Plan match the Master Plan currently in technical review stage.

### 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 (WPS):** Noted and shown when applicable.
- General utility design criteria can be found in Section 5 of the Standards and

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Specifications Regarding Water, Sanitary Sewer and Storm Drainage Infrastructure (Utility Manual).

Response (WPS): 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.
- ☒ The Water Transmission Development Fee and the Sanitary Sewer Interceptor Fee have been combined into the water connection fee and are required to be paid after issuance of building permit and prior to issuance of the Certificate of Occupancy.
- ☒ For a full listing of Utility Fees, please see the [Aurora Water Fee Schedules](#).  
Response (WPS): 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 the Master Traffic Impact Study will be required. The traffic letter will need to focus on internal site circulation and queuing analyses at adjacent intersections.  
Response (WPS): The site plan only shows infrastructure as no pads currently have buyers with proposed uses. Once that occurs, a conformance letter to show that the traffic demands match the master TIS will be submitted.
- ▶ Improvements to Bayaud Avenue as illustrated include access on City of Aurora Right of Way, which has dedicated use predetermined for PROS. Please coordinate any roadway improvements with that department.  
Response (WPS): Noted, coordination to continue.
- ▶ Consideration should be given to determine feasibility of an access point on 6<sup>th</sup> Avenue with this phase of development.  
Response (WPS): A right in/right out access is proposed and matches master TIS and the Master Plan.
- ▶ The intersection of Gun Club Road and Ellsworth Avenue is a potential candidate for a future traffic signal if and when signal warrants are met, which would include the need for cost-sharing per information provided below.  
Response (WPS): Noted in master TIS and the Master Plan. Shown as well on site plan.
- ☒ Show all adjacent and opposing access points on the Site Plan.  
Response (WPS): Shown on striping 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-](#)

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13.3.

Response (WPS): Sight triangle are shown at internal private roadways. Intersections at 6<sup>th</sup> Ave and Gun Club are either signalized or Right in/Right Out with protected accel lanes.

**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 (PCS): Acknowledged this note has been added to the cover sheet of the landscape site plan.

## 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 SitePlan:
  - 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 (WPS): Note added and existing signs shown on signing/stripping plan.
  
- ☒ The intersection of Gun Club Road and Ellsworth Avenue is a potential candidate for a future traffic signal if and when signal warrants are met. As an adjacent land owner/developer, you must participate in the cost of the traffic signal installation. Please note that if any development includes Pad #5 & #10 or north comes in, they will be responsible for 25% of the traffic signalization cost for the intersection of Gun Club Rd & Ellsworth Ave & 25% of the traffic signalization cost for the intersection of 6<sup>th</sup> Pkwy & Gun Club Rd. Add the following note to the Site Plan:
  - **(Applicant/owner name, address, phone)** shall be responsible for payment of 25% of the traffic signalization costs for the intersection of Gun Club Rd and Ellsworth Ave, if and when traffic signal warrants are satisfied. Traffic signal warrants to consider shall be as described in the most recently adopted version of Manual on Uniform Traffic Control Devices, as of the date or dates of any such warrant studies. For warrant purposes, the minor street approach traffic shall typically be comprised of all through and left-turn movement and 50% of right turn movements unless otherwise determined by the traffic engineer. **Pursuant to 147-37.5 of city code, the percentage of the traffic signalization costs identified above shall be paid to the city by the applicant / owner, to be held in escrow for such purpose, prior to the issuance of a building permit for the related development or as otherwise required by city code.** The percentage above will be applied to the entire traffic signalization cost as estimated at the time of the escrow deposit to calculate specific dollar funding requirement.

Response (WPS): Note added.
  
- ☒ 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.

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- Site Circulation Plan
- Signal Warrant Analysis at Gun Club Road and Ellsworth Avenue.

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.

**Response (WPS):** The site plan only shows infrastructure as no pads currently have buyers with proposed uses. Once that occurs, a conformance letter to show that the traffic demands match the master TIS will be submitted.

## **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 installed per the approved PIP. Any landscape in medians that is not constructed with this development may be covered by a deferral agreement.

**Response (WPS):** Site plan matched PIP currently in technical review stage. Noted.

☒ The master drainage study must be approved prior to any site plan submittal. A preliminary drainage report shall be submitted with the site plan. Detention and water quality shall be in conformance with the master drainage study.

**Response (WPS):** MDR is approved for the Master Plan and a Prelim Drainage Report has been submitted with the Site Plan.

☒ Updated floodplain information shows the 100-year floodplain extending into the site. This development will be referred to Mile High Flood District for review and comment. The flows must be conveyed through the site or other improvements as determined through the review process.

**Response (WPS):** MDR and the Master Plan have addressed this with MHFD and a channel along the southern border is proposed.

### 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 (WPS):** Typical roadways following City code used where applicable for public roads. Internal roads are private and match the Master Plan.

☒ Curb ramps must be shown (located) on the plans at all curb returns 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 (WPS):** Curb ramps shown and labeled. They will follow City standards and detailed as necessary on Construction Drawings.

☒ 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 (WPS):** Noted and not proposed on this site plan as only pads are currently proposed.

# Westwood

- ☒ 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 (WPS): Noted, but not applicable to this site.

- ☒ 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 (WPS): Noted.

- ☒ The maximum private access drive slope may be 4% (non-residential) when sloping down toward the public street and up to 6% maximum when sloping up toward the public street.

Response (WPS): Noted and will be adhered to.

- ☒ 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 (WPS): Noted, but not applicable.

- ☒ Street lights and pedestrian 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 (WPS): Noted.

## ROW/Easements/Plat:

- ☒ ROW dedication is required for adjacent public roadways as determined by the final design.

Response (WPS): ROW dedication shown and is part of the submitted Final Plat.

- ☒ The dedication of a 25-foot lot corner radius is required at the intersection of 6<sup>th</sup> Parkway and Gun Club Road.

Response (WPS): A 25-foot lot corner radius used at the corner of 6<sup>th</sup> and Gun Club.

- ☒ Please coordinate with the Real Property Division of Public Works for the dedication of any required easements. If a plat will be prepared for this development, the plat can cover the required easements.

- Sidewalk easements may be required for new sidewalk installed.
- A drainage easement shall be required for any detention/water quality facilities on site. This drainage easement shall tie to a public way.
- Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way.
- Public access/fire lane easement shall be required for fire lanes outside of public right-of-way. Please coordinate with Life Safety for their alignment.

Response (WPS): Plat contains these items as needed.

## Drainage:

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

# Westwood

- ☒ 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 (WPS): Preliminary drainage report submitted with site plan.**

- ☒ 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 (WPS): Preliminary drainage report proposes full spectrum on-site detention and will upload stamped SDI Design Data to web portal.**

- ☒ 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 (WPS): Preliminary drainage report shows on-site detention.**

- ☒ Release rate for the detention pond shall be based upon the "[Storm Drainage Design and Technical Criteria](#)" Manual, latest revision.

**Response (WPS): Preliminary drainage report follows criteria.**

- ☒ 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 (WPS): Concentrated flows will not flow over sidewalks.**

- ☒ 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 (WPS): Low point of site sits the proposed detention pond outlet downstream of the storm sewer system and enters the existing culvert at E470.**

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

**Response (WPS): Necessary storm infrastructure shown.**

## **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.*

# Westwood

## 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 (WPS): N/A for this infrastructure only site plan.

## 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 (WPS): N/A for this infrastructure only site plan.

## *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](#)
  - The developer of the site will be required to install fire lane signs in areas where the site abuts an existing fire lane easement that is currently without adequate signage.
- ☒ [Grading Plan](#)
- ☒ [Handicap Accessible Parking Signs](#)
- ☒ [Sign Package](#)
- ☒ [Signature Block](#)

## *Emergency Responder Radio Coverage:*

The 2015 International Fire Code requires all buildings to be assessed for adequate emergency responder radio coverage.

- ☒ The 2015 International Fire Code (IFC), requires all buildings to be assessed for adequate Emergency Responder Radio Coverage (ERRC). At the time the structure is at final frame and final electrical inspections, the general contractor (GC) will be required to hire an approved and qualified independent 3rd party to assess the radio frequency levels within the structure. Once completed, the 3rd party will provide the results of the test to both the GC and the Aurora Building Division as to whether the structure passed or failed the preliminary radio surveillance. A structure that has passed this surveillance requires no further action by the GC. A failed radio surveillance will require a licensed contractor to submit plans to the aurora building division to obtain a building permit for the installation of an ERRC system prior to installation. This assessment and installation is at the owner or developers expense. Future interior or exterior modifications to the structure after the original Certificate of Occupancy is issued will require a reassessment for adequate radio frequency coverage.

Response (WPS): N/A for this infrastructure only site plan.

- ☒ Core and shells structures will not require this assessment, but the tenant finish that follows and prior to issuance of the certificate of occupancy will be required to conduct this assessment, install a system where needed.

Response (WPS): N/A for this infrastructure only site plan.

# Westwood

## 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

- Buildings less than 30' in height require only a 23' wide fire lane easement with 29' inside and 52' outside turning radii. Building greater than 30' in height require a 26' wide fire lane easement with a 26' inside and 49' outside turning radii.

**Response (WPS): All access is 23' minimum. Roadways adjacent to any future structure that could exceed 30' in height has 26' on site plan.**

- Buildings greater than 30' in height are regulated by the 2015 IFC Section D105 and require a both a 26' Fire Lane Easement and two points of emergency access. Typically, the 26' fire lane easement is located on the front main entry side of the structure within a minimum of 15' and a maximum of 30' from the exterior wall of the building. Structures greater than 30' in height also require a second point of emergency access.

**Response (WPS): All access is 23' minimum. Roadways adjacent to any future structure that could exceed 30' in height has 26' on site plan. All areas have 2 points of access minimum on proposed site plan.**

- The first phase of construction must include two points of emergency access and a looped water supply to support on site fire hydrants and fire service lines.

**Response (WPS): Two points of access provided and water & roads loop.**

## 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.

**Response (WPS): Hydrant spacing reflects commercial use.**

## 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.

**Response (WPS): N/A for this infrastructure only site plan.**

## Handicap Accessibility Requirements:

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

- Commercial

**Response (WPS): N/A for this infrastructure only site plan.**

## 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 (WPS): N/A for this infrastructure only site plan.**

## 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 (WPS): Legend included for site plan.**

# Westwood

## Phasing Plans:

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

**Response (WPS): N/A backbone infrastructure proposed as altogether to leave stub connections for pads. No phasing proposed.**

## 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 (WPS): N/A for this infrastructure only site plan. Roadway lighting meets spacing requirements.**

## 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 Contains Fire Lane Easement
- (Site Plan Note) Accessibility Note for Commercial Projects
- (Site Plan Note) Addressing
- (Site Plan Note) Aircraft Noise Reduction (LDN)
  - o This area is within a noise mitigation area. Sec. 22-425
- (Site Plan Note) Americans with Disabilities Act
- (Site Plan Note) Emergency Responder Radio Coverage
- (Site Plan Note) Fire Lane Easements
- (Site Plan Note) Fire Lane Signs

**Response (WPS): N/A for this infrastructure only site plan.**

## 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 (WPS): Data Block included on cover sheet of site plan.**

## 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
  - o The fire code official is authorized to increase the dimension of 150 feet reach requirement where the building is fire sprinkled in accordance with the 2015 IFC, Section 503.1.1 where allowed by code. If granted approval, a fire sprinkled structure may utilize 200-foot reach criteria in place of the 150-foot standard requirement.
  - o Where fire hydrants and fire department connections are provided adjacent to vehicular access drive aisles, they will need to be dedicated as

fire lane easements in order to provide emergency access to them.

**Response (WPS):** N/A for this infrastructure only site plan.

- ☒ [Access Road Width with a Hydrant](#)
- ☒ [Aerial Fire Apparatus Access Roads](#)
- ☒ [Fire Apparatus Access Road Specifications](#)
  - If an existing fire lane or public roadway must be removed or relocated for any reason, the portion replaced must be in compliance with the current specifications of the Public Works Department.
- ☒ [Combined Fire Lane, Public Access and Utility Easements](#)
- ☒ [Construction of Fire Lane Easements and Emergency Access Easement](#)
- ☒ [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](#)
- ☒ [No Parking is allowed within a Fire Lane Easement](#)
- ☒ [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 (WPS):** Site plan and plat have only internal private roads. Easements for public access, emergency access, and utility easements are included for the private road tracts.

### 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 (WPS):** N/A for this infrastructure only 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.*

### *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.
- ☒ A **presubmittal 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 (WPS):** A Draft Plat set was sent on 5/12.

# Westwood

## 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](#).

## Separate Documents:

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

☒ **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 [Dedication Packet](#). Once complete and accurate easement dedication information is submitted to Real Property, it takes **about 4-6 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 (WPS): 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 **4-6 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 (WPS): Noted.

☒ 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 **4-6 weeks** to complete the process after submittal. The License Agreement must be completed before the Site Plan is recorded.

Response (WPS): 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 Gaylord* at 303.739.7901 for additional details and contact information.

Response (WPS): Noted.