



August 16, 2020

Mark Geyer
City of Aurora
Planning
Department
15151 E. Alameda Parkway, Suite 2300
Aurora, CO 80012

Re: Tibet Road ISP – Library Time (#1461228)/Pre-Application Meeting held June 18, 2020

Dear Mr. Geyer,

On behalf of Oakwood Homes, Dewberry Engineering, and Terracina Design, we have reviewed the comments dated July 2, 2020. The following is a response to comments.

Key Issues:

- ▶ **Process: Preliminary Plat (formerly Infrastructure Site Plan):** The proposed Preliminary Plat will generally need to identify street improvements, grading, utilities, and landscaping. Please use the “Site Plan Manual” for contents of the plan submittal. In the Unified Development Ordinance, the Preliminary Plat replaces the Contextual Site Plan (CSP). **Response: Acknowledged**
- ▶ **Street Classifications:** Please see the additional information from the transportation Planner related to street classifications beginning on page six. **Response: Acknowledged**
- ▶ **School Site Landscape Frontage:** Please include language to require curbside landscape installation at the time of the school development. Schools are not obligated to provide street trees or curbside landscape. Therefore, should the school not provide the required landscape, the City will expect it to be installed by the developer. **Response: Curbside landscape along school site to be installed by developer at time of school development.**
- ▶ **Parks Recreation and Open Space:** Please see comments related to the expected grade-separated trail crossing as well as trail improvements, on page 10. **Response: See response regarding trail crossing.**

STEP I – PLANNING PHASE

Key Issues:

- ▶ Conformance with the Green Valley Ranch East Master Plan (FDP) and the Northeast Area Transportation Study Refresh (NEATS)
- ▶ Right-of-Way Dedication
- ▶ Curbside landscape requirement for the school site

Standards and Issues:

1. **Zoning and Placetype**
 - 1A. *Zoning*

Re: Tibet Road ISP – Library Time (#1461228)/Pre-Application Meeting held June 18, 2020

The site is located within the R-2 district, which is intended to promote and preserve various types of medium density housing. The uses in this district are intended to be close to collector streets and public transit facilities. **Response: Acknowledged**

1B. Placetype

The site is located with the Emerging Neighborhood placetype, characterized by newer, largely residential neighborhoods in previously undeveloped areas. This placetype is more than just isolated residential subdivisions, but instead are complete neighborhood with mixed residential housing types and pedestrian and bicycle infrastructure, which makes it walkable and well-connected throughout the neighborhood and to adjacent placetypes, with highly accessible parks and open space integrated into the neighborhood. **Response: Acknowledged**

1C. Master Plan

This project will be subject to the standards listed in the approved Green Valley Ranch East (GVRE) Master Plan (FDP). The Master Plan contains specific standards including, but not limited to, fence and lighting standards, and landscape design specifications, including allowed plantings. Please note that all standards in the Master Plan are intended to supplement other adopted city codes, unless an adjustment / waiver was specifically granted. **Response: Acknowledged**

1D. Preliminary Plat (formerly Infrastructure Site Plan)

The application will be reviewed and approved based on the criteria in Section 146-5.4.2.A.2.b. The proposed Preliminary Plat will generally need to identify street improvements, grading, utilities, and landscaping. Please use the “Site Plan Manual” for contents of the plan submittal. In the UDO, the Preliminary Plat replaces the Contextual Site Plan (CSP). **Response: Addressed**

2. Development Standards

2A. Dimensional Standards

The GVRE Public Improvements Plan (PIP) identifies Tibet Road as a 3-lane collector based on the overall transportation system analysis of the area and the forecasted traffic volumes. NEATS, however, identifies Tibet Road as a 4-lane arterial between 38th Avenue and 56th Avenue. The City may support a modified street section that includes buffered bike lanes. Please see the Transportation Planning and Traffic comments for additional information. All proposed streets need to be labeled according to the city’s street standard ordinance, Chapter 126-1 and 126-36. **Response: Addressed**

2B. Transportation Planning

NEATS (2018) Figure 13 identifies Tibet street as a 4-lane minor arterial between 38th Avenue and 64th Avenue. NEATS (2018) Build Out Volumes, Figure 10, would support Tibet Street being a collector at some point south of 48th as long as Tibet Street transitioned to a 4-lane minor arterial at or south of 48th Avenue. **Response: Tibet Road Phase 1 has been designed to a 3 lane collector.**

NEATS (2018) Figure 17 indicates Tibet is designated a secondary bike route between 38th and 64th with on-street separated bike lanes. See NEATS (2018) Appendix I, Figures I-3. If Tibet Street does transition functional classifications between a 4-lane minor arterial and a collector, the higher quality on-street bike facilities should remain due to possible residual effects of traffic continuing on from the higher speed 4 lane arterial section. **Response: Bike lanes are included.**

2C. Right-of-Way Dedication

The right-of-way for Tibet Road can be dedicated by plat or by separate document. Please identify proposed easements and utilities on private property adjacent to the right-of-way. Utilities should

not be located in the curbside landscape (between the back of curb and the sidewalk) in order to accommodate required landscaping and tree plantings. **Response: Right-of-Way will be dedicated by separate document.**

2D. Lighting

Standards for exterior lighting are found in Section 146-4.9. Lighting along public streets and landscaped areas shall comply with the Aurora Roadway Design and Construction Specifications Manual and be of a unified design. Include typical details of lighting on the plans. **Response: Noted**

2E. Future School Site

Please include language to require curbside landscape installation at the time of the school development. Schools are not obligated to provide street trees or curbside landscape. Therefore, should the school not provide the required landscape, the City will expect it to be installed by the developer. **Response: Language added regarding school.**

3. Landscape Design

3A. General Landscape Plan Comments

Prepare the landscape plans in accordance with requirements found in the GVRE Master Plan and the Unified Development Ordinance (UDO). The landscape comments provided herein are based upon the code regulations and should follow Section 146-4.7 (Landscape, Water Conservation, Stormwater Management) and the [Landscape Reference Manual](#). Please ensure that the landscape architect or designer has a copy of these documents, as well as the project specific comments. **Response: Noted**

3B. Landscape Plan Preparation

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

3C. Section 146-4.7 (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 both streets (Section 146-4.7.5.C). When a detached walk and curbside landscape are provided according to Public Works street cross section requirements, street trees shall be provided within the designated curbside landscape. The curbside landscape installation will not be required until the time of development of the adjacent site(s). **Response: Noted**

Plantings permitted within the curbside landscape area vary depending upon the width required by the street cross section. Curbside landscape widths three feet or less may be rock mulch, but no white rock is permitted. Curbside landscape widths four to six feet in width shall be shrubs,

Re: Tibet Road ISP – Library Time (#1461228)/Pre-Application Meeting held June 18, 2020

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 five-gallon size at time of installation. For curbside landscapes six to ten feet in width, a combination of shrubs/grasses with native seed may be provided or all shrubs and grasses. Sod may not be installed unless the curbside landscape is a minimum of ten feet wide. **Response: Treelawn provided along Tibet and 42nd Ave are 8.5' wide. A combination of shrubs/grasses with native seed will be used as part of curbside landscape plan.**

- *Median Landscape*

If medians are included in the proposed design, the median landscape design should identify any proposed phasing and maintenance obligations. The City does not maintain medians in collector streets, so please identify who will be responsible for maintenance. **Response: No medians are included in this plan.**

- *Irrigation*

Refer to [Section 146-4.7.3.C](#). All developments shall install an automatic irrigation system for landscape areas. To assess the irrigation tap fees, Aurora Water requires 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. Irrigation plans may be submitted as part of the phased landscape installation. Coordinate with Timothy York at 303-326-8819 regarding phasing of irrigation plan submittals and application fees will be necessary. An irrigation permit is required prior to the installation of an irrigation system. **Response: Noted**

- *Detention Pond and Water Quality Measures*

In order to meet water quality objectives, the city encourages applicants to utilize Low Impact Development (LID) techniques as permanent best management practices (BMPs). Many of the LID practices have an integrated vegetative component which supports the treatment, evapotranspiration and infiltration functions so that storm water is treated at the source. Some examples of LID techniques are depicted in the images below and include permeable pavements, vegetative swales, and rain gardens. **Response: Noted**

Applicants may propose their own BMPs or work with Aurora Water / Public Works. Aurora Water recently completed a study and produced a manual titled “Low Impact Development Techniques for Urban Redevelopment in Aurora.”. Applicants are encouraged to utilize this document as an introduction to LID/BMP techniques. **Response: Acknowledged.**

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. 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 146-4.7.5.M](#). **Response: Water quality pond landscape will be shown in Filing 8 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

Re: Tibet Road ISP – Library Time (#1461228)/Pre-Application Meeting held June 18, 2020

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: Noted. No adjustments are necessary at this time.**

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: This will be submitted at a future date prior to approval.**

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: Addressed**

5C. Mineral Rights Notification

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

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: Noted**

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: Noted**

Neighborhood Services Liaison:

- Meg Allen is the neighborhood liaison for the project. She has put together a report attached to these notes listing the registered neighborhood organizations within one-mile of your proposed project and

Re: Tibet Road ISP – Library Time (#1461228)/Pre-Application Meeting held June 18, 2020

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

Response: Noted

- 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.

Parks, Recreation & Open Space Department (PROS)

Regional Trail Crossing:

The FDP identifies a grade separated crossing under Tibet Road along Tributary T within this development. Based on the extent planned with this ISP, the bridge over the Tributary T will need to be built to accommodate a 12' clearance from the trail surface and provide the width necessary to safely connect the trail underneath. (See PROS detail T-1.2 Multi-Use Trail – Special Conditions for requirements related to drop-offs, riprap and walls that often are next to trails under roads.) **Response: The FDP indicated a “potential grade separated crossing” at this location. After further analysis, the offset double box culvert design needed for sediment capacity with this geomorphic channel design do not allow for enough clearance to accommodate such a trail. Furthermore, the approved parks master plan shows an at grade crossing at this location.**

Please note that the section identified for Tibet is a collector and therefore will not have a landscaped median that will be maintained by PROS. **Response: Noted**

Park / Regional Trail Connections:

The approved Master Plan for the neighborhood park shows a trail connecting the park to the sidewalk on the west side of Tibet. The submitted plan shows the park trail connecting to the regional trail without a connection to Tibet. This is an acceptable change, but there will need to be connections between the regional trail and the sidewalks on both the east and west sides of Tibet. These connections will need to have a slope less than 5%. **Response: The regional trail will connect to the sidewalk on both sides of Tibet. An at grade crossing across Tibet will be provided with slope of no more than 5%.**

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:

- ▶ Based on prior records a sanitary sewer crossing of 48th Avenue at Tibet is in place, however, there is no record of this being accepted. Field confirmation of this sewer existing is required. If this does not exist it must be installed as part of this work. **Response: This is beyond the scope of this roadway design.**
- ▶ Utilities are to be installed in accordance with the approved MUS wherever pavement is proposed and to ensure proper looping of water mains. **Response: Addressed**
A [domestic allocation agreement](#) will be required for connections 2” and larger.

Re: Tibet Road ISP – Library Time (#1461228)/Pre-Application Meeting held June 18, 2020

Utility Services Available:

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

Response: Addressed

- 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: 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 and are based on the amount of impervious surface created by this project. **Response: Noted**
- The Water Transmission Development Fee and the Sanitary Sewer Interceptor Fee have been combined into the water connection fee and are required to be paid after issuance of building permit and prior to issuance of the Certificate of Occupancy. **Response: Noted**
- For a full listing of Utility Fees, please see the [Aurora Water Fee Schedules](#). **Response: Noted**

Public Works Department

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

Key Issues:

- ▶ No Traffic Impact Study or Traffic Letter will be required with this development. The adjacent Detailed TISs & Project Peak's Detailed TIS have identified needed improvements at the intersection of 38th Avenue & Tibet Road.
 - Tibet roadway approaching 38th Avenue shall provide the required future auxiliary lanes for the future signalized intersection.
 - Roadway classification in MTIS & NEATS does not match. See comments in Transportation Planning section. Appropriate bike facilities (separated bike lane or protected bike lane) are a requirement of this segment to allow for a reduced classification and segment in this area.
Response: Tibet Road Phase 1 has been designed as a 3 lane collector. It has been widened to match the existing width of the roadway just north of 38th Ave.
- ▶ Traffic Signal Escrow would be required when the adjacent Planning Area is built (Building permits) and will not be required with roadway construction. **Response: Noted**
- Show all adjacent and opposing access points on the Site Plan. **Response: Addressed**
- Label the access movements on the Site Plan. **Response: Addressed**

Re: Tibet Road ISP – Library Time (#1461228)/Pre-Application Meeting held June 18, 2020

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](#). **Response: Addressed**

In addition, street trees shall be set back from Stop signs and other Regulatory signs as detailed in [City of Aurora Standard Traffic Detail TE-13.3](#). **Response: Noted**

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 added**

ROW/Plat:

- Designate a Public Access Easement along private roadways. Tibet Rd is anticipated to be a public roadway. **Response: N/a.**
- A traffic signal easement shall be required at the anticipated future signalized intersections to accommodate the proposed traffic signal pole, underground conduits, pull boxes and signal control cabinet. **Response: There is sufficient ROW available so no easement is required.**

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 Site Plan:
 - The developer is responsible for signing and striping all public streets. The developer is required to place traffic control, street name, and guide signs on all public streets and private streets approaching an intersection with a public street. Signs shall be furnished and installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards, and shown on the signing and striping plan for the development. **Response: Addressed**
- Based on our review of the existing approved Detailed Traffic Impact Studies, additional improvements may be required. **Response: 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. Adequate turn arounds shall be provided for any dead-end roadways. **Response: We are showing barricades at the upper end of dead end roadways to prevent vehicular access.**
- ▶ A preliminary drainage report shall be submitted with the site plan. On-site detention and water quality is required and shall be in conformance with the master drainage study. **Response: A water quality pond has been included in the submittal package.**
- ▶ The Trib T improvements need to be coordinated with this street improvement. Mile High Flood District will be referred these plans for review and comment. **Response: Acknowledged.**

Improvements:

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

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

Re: Tibet Road ISP – Library Time (#1461228)/Pre-Application Meeting held June 18, 2020

- 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: Addressed**
- 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: Acknowledged**
- 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: Per current master studies, only a water quality pond is required. This has been provided.**
- Release rate for the detention pond shall be based upon the [“Storm Drainage Design and Technical Criteria”](#) Manual, latest revision. **Response: 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: Acknowledged**
- 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: Acknowledged**
- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed. **Response: Addressed**

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.

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.

- [Signature Block](#)
- [Street Standards and Street Section Details](#)

Response: 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. **Response: Acknowledged**

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.

Re: Tibet Road ISP – Library Time (#1461228)/Pre-Application Meeting held June 18, 2020

- [\(Plat Note\) If Plat does not contain a Dedicated Fire Lane Easement](#)
- [\(Site Plan Note\) Americans with Disabilities Act](#)
- [\(Site Plan Note\) Emergency Ingress and Egress](#)

Response: Addressed

Special Design Considerations:

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

- [Abutting Fire Lane or Public Access Easement to Property](#)
 - If an existing fire lane or public street must be removed or relocated for any reason, the roadway must be replaced using the current specifications of the Public Works Department.
- [Cul-De-Sac's](#)
- [Dead-End Public Streets](#)
- [Private Streets Constructed to Public Street Standards](#)
- [Public Street Systems Adjacent to Site](#)
- [Remoteness](#)
- [Two points of Emergency Access](#)

Response: Addressed

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. **Response: Acknowledged**

Key Issue:

- Right of way dedication can occur at the time of platting or can be dedicated by separate document.

Response: This will be done via separate document

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: Addressed**

Separate Documents:

- [Dedications Packet](#)
-
- The developer may need to **dedicate new easements** and/or street right-of-way on the site. Since a new subdivision plat is not required, these dedications must be done by separate legal document. These legal documents must be prepared using Real Property specifications which are found in the [Dedications 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: This will be done at a future date.**
- As shown in your proposed plans, there is an existing street right-of-way that needs to be vacated. **Street vacations** must go to City Council via ordinance. The process begins with the owner making application to the Planning Department. As part of that application, Real Property will need a legal description and exhibit for the portion of the street being vacated prepared to our specifications. The specifications on how to prepare the legal description and exhibit are available in the [Dedications Packet](#). **Response: There is no existing street ROW to be vacated.**
- 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

Re: Tibet Road ISP – Library Time (#1461228)/Pre-Application Meeting held June 18, 2020

installing a light with qualifying projects. Please contact *Leslie Gaylord* at 303.739.7901 for additional details and contact information. **Response: Noted**

STEP II – CONSTRUCTION DOCUMENT PHASE

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

Civil Engineering Plans

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

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

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

[Aurora Water](#)

General Requirements:

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

Re: Tibet Road ISP – Library Time (#1461228)/Pre-Application Meeting held June 18, 2020

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

Construction Stormwater Quality Requirements:

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

Public Works Department

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

Traffic Division

- Construction Documents should reflect all approved accesses, and laneage, and right of way and easement dedications. **Response: Acknowledged**
- The Construction Documents shall include an Interim and an Ultimate Signing and Striping Plan, a Traffic Signalization Plan (if signalization is warranted for build year), and Traffic Control Plans. If lane closures are required per the Traffic Control Plans, occupancy fees will apply. The calculation for these fees are available on the City's website or in the Development Handbook. **Response: Acknowledged**
- Place a note on the Construction Site Plan or Grading Plan indicating all construction vehicles (including construction workers' vehicles) shall access the site from arterials and not through the adjacent residential neighborhood(s). **Response: This will be done.**

Engineering Division

General Requirements:

- All new developments and redevelopments are required to develop and implement a permanent condition Stormwater Management Plan (SWMP) in conjunction with the overall drainage plan for the site. The SWQCP shall be included in and become part of the preliminary and final drainage reports. The SWQCP shall discuss and propose the solutions to permanently enhance the quality of stormwater runoff through the site. **Response: This will be done at a future date.**

Re: Tibet Road ISP – Library Time (#1461228)/Pre-Application Meeting held June 18, 2020

- The SWMP shall be developed by applying the permanent water quality “best management practices” described in Volume 3 of the USDCM. The SWMP shall be shown in a separate section of the drainage report. Proposed permanent stormwater quality enhancement facilities shall be sized and located on the drainage map (see section 2.42, [“Storm Drainage Design and Technical Criteria”](#) manual). The development community is encouraged to use multiple BMPs in creative and non-traditional site design to achieve the water quality objectives. **Response: Acknowledged**
- A drainage easement is required for stormwater quality detention ponds. This easement shall connect to an access easement that ties to public right of way for access to the facilities. These easements shall be executed prior to the approval of the Civil Plans. **Response: This will be done at a future date.**
- An Inspection and Maintenance Plan (I and M Plan) shall be developed concurrently with the design of the permanent BMP’s and submitted with the final drainage plan and report for approval. See the 2010 [Storm Drainage Design & Technical Criteria](#) manual’s appendices for direction on preparing an I and M Plan, including the Maintenance Agreement. A signed Maintenance Agreement shall be submitted to the Water Department prior to issuance of a certificate of occupancy, or if no CO, then prior to approval of the Civil plans. **Response: This will be provided at a later date**
- The civil plans will not be approved until the preliminary drainage report/letter is approved and the plat is ready for recordation. **Response: Acknowledged**

Roadway Design and Construction Specifications:

- Roadway construction shall conform to the [“City’s Roadway Design and Construction Specifications”](#) latest edition. The City considers the burden on you (the developer) for not only your front footage, but also to construct all needed offsite transitions to match the existing roadway(s). **Response: Acknowledged**
- All road cuts or other roadway disturbances within the City of Aurora’s public right-of-way shall be repaired and restored according to the standards specified in Section 36 of the City’s Roadway Design and Construction Specifications, and any other requirements specified elsewhere. If more than 500 square feet of existing roadway is disturbed within one block, the construction area shall be milled and overlaid prior to the end of the project or as directed by the City Engineer. **Response: Acknowledged**
- Fire lanes. All primary fire lanes shall be constructed to an improved pavement surface (concrete, asphalt, or pavers). Secondary accesses in landscaping and other areas, need to be designed in accordance with the City’s adopted Fire Code requirements, but may be permitted to utilize other materials and options. The proposed secondary access materials shall be approved by both Life Safety (Fire Marshal) and the City Engineer. **Response: N/A**

Building Plans

Building Division Comments:

Building Plan Review

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

The comments made during the meeting address large-scale issues. We strongly recommend that a code

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consultation meeting be scheduled to discuss more detailed concerns.

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

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

- No building division comments are being provided since no new construction is associated to these street improvements.

Real Property Division

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

STEP III – CONSTRUCTION PHASE

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

Aurora Water

Utility Connection Fees:

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

Fees may only be paid after issuance of building permit and must be paid prior to issuance of the Certificate of Occupancy. This is required for new services and when meter sizes are upsized. **Response: No new buildings will be built as part of these road plans. Curbside landscape will be installed at time of adjacent construction and connected to that irrigation system**

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

Public Works Department

Engineering Division

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

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

- Public improvements shall mean and include, but not by way of limitation, the construction, reconstruction, and improvement of the following:
 - collector streets
 - curbs, gutters, curb ramps, and sidewalks
 - monuments and range boxes
 - sanitary sewer mains, including laterals to each lot line
 - storm drainage
 - detention and water quality facilities, including necessary structures
 - channel facilities – need to be coordinated for Trib T
 - street lighting
 - water mains, hydrants and valves
 - tree plantings and landscaping
 - repairs and replacements thereof necessitated by construction activity pursuant to issuance of a City of Aurora certificate of occupancy.

Building Division

Key Issue:

- No building division comments are being provided since no new construction is associated to these street improvements.

Access Roadways during Construction:

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