



Jun 10, 2022

Cesarina Dancy  
Planning & Development Services  
15151 E. Alameda Parkway  
Aurora, Colorado 80012

**Re: Windler Neighborhood H-I – Response to Pre-Application Meeting**

Ms. Dancy,

Thank you for your comments regarding the pre-application meeting for Windler Neighborhood C. The following are staff comments dated May 26, 2022 from the Development Review Team. Olsson responses are in **RED** text. Civitas responses are in **BLUE** text.

**Planning and Development Services Department**

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

***Key Issues:***

- Paired homes/duplexes are not a permitted use within the MU-R portion of Neighborhood I (PA-19)
- A primary connection path (10' min.) is planned along the east side of Buhana Street and north side of 50<sup>th</sup> Avenue.
- The Windler Master Plan still needs to be finalized and changes may impact or modify the design requirements for this site plan.

***Project Overview:***

- Zoning: R-2 (Residential-Medium Density) and MU-R (Mixed-Use Regional)
- Character Area: Subarea C
- Proposed Use: Mixed-Use Residential
- Permitted Use: Yes

***Type of Application:***

- Subdivision Plat
- Site Plan (Subarea C)

***Procedures:***

- A Summary Table of Procedures can be found in Section 146-5.2, Table 5.2-1.
- The application can be reviewed and approved administratively by the Planning Director. Please note that if any Major Adjustments are requested as part of the application, a public hearing before the Planning and Zoning Commission will be

required. The application will be reviewed in a 12-13-week timeframe and will be processed electronically through our development review website, found in the links below.

**Important Links:**

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

**Standards and Issues:**

**1. Zoning and Placetype**

**1A. Zoning**

The purpose of the R-2 district is to promote and preserve various types of medium density housing with adequate amounts of usable common space and amenities. Development pursuant to a Small Residential Lot option is allowed in Subarea C. This district is intended for use close to collector streets and public transit facilities. The primary use in this district is single-family residences, but several types of attached dwellings are also permitted. The district generally prohibits commercial activity except for home occupations and typical neighborhood services. Other uses are as shown in Table 3.2-1 (Permitted Use Table).

[Acknowledged](#)

The purpose of the MU-R district is 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 and regional commercial uses, as well as other uses as shown in Table 3.2-1 (Permitted Use Table). The MU-R district 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.

## Acknowledged

### 1B. *Overlay Districts Avigation Easements*

Because the property is within the Airport Influence District surrounding 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 [here](#). Please contact *Karen Hancock* at 303.739.7107 or [khancock@auroragov.org](mailto:khancock@auroragov.org) with any questions you may have.

## Acknowledged

### 1C. *Placetype*

The City Corridor placetype will contribute to the economic and fiscal success of the city. Corridors are centered along the city's major roadways, home to a wide range of uses, included commercial, retail, institutional, service and some residential. This placetype is generally auto-oriented, but should also accommodate pedestrians, bicyclists, and transit service. City corridors should include amenities such as sidewalks, crosswalks, benches, pedestrian-scale lighting and landscaping that make it easy for pedestrians to safely and comfortably navigate the area.

## Acknowledged

### 1D. *Master Plan*

The updated Windler Master Plan, which has not yet been finalized, will apply to this project. Design standards, the surrounding street network layout, public improvements and park requirements are just a few of the items that need to be finalized within the master plan to apply to this site's development. Neighborhood H appears to cover Planning Area 15 and 16 (PA-15, PA-16) which is planned for a maximum of 372 dwelling units. Neighborhood I appears to cover Planning Areas 18 and 19 (PA-18, PA-19) which is planned for 303 dwelling units. Planning areas PA-15, PA-16 and PA-18 are identified as part of the Flexible Residential Lot Option (FRLO) Neighborhood 3. Planning Area 19 is located within the MU-R zone district and is not eligible for flexible lot options. When making your site plan submittal, please be sure to reference the planning areas and FRLO neighborhood within the site plan, so that it is clear how the master plan and zoning requirements will apply to the proposed development.

## Acknowledged

**Acknowledged, FRLO and Planning Area labelling added to plan set.**

The location of parks of various types and open space must be consistent with the Windler Master Plan and the acreage must match the required areas per Form J. Site amenities including benches, picnic tables, trash receptacles, shade features, and pedestrian-scale lighting must be shown on the Site Plan and detail drawings must be provided to be consistent with the Urban Design standards as illustrated in the Windler Master Plan. Architectural design of the proposed dwellings does not need to be included in the Site Plan but must be consistent

with the Architectural Design standards illustrated in the Master Plan when they are submitted for building permits.

[Acknowledged](#)  
[Acknowledged](#)

## 2. Land Use

### 2A. Historic Land Use

The existing property is currently vacant and has been historically used for open space and/or agriculture.

[Acknowledged](#)  
[Acknowledged](#)

### 2B. Proposed Land Use

This pre-application included the submittal of two planning areas/neighborhoods which were each divided and described in two parts (H, H.1, I, I.1).

Neighborhood H (PA-15 and PA-16) proposes 322 single-family residential units that are a mixture of detached and attached housing types ranging from 2 and 3 story townhomes, paired homes, and single-family detached homes both alley and front loaded. Neighborhood H is 44 acres and roughly 7.3 du/ac. It also includes a linear park along the west and south sides of the neighborhood that connect to Discover Park to the east, and a diagonal linear open space connecting Discover Park to the east to Longs Peak views on the west.

As identified in the proposal, Neighborhood I is split between two zone districts and must be tracked to meet separate standards. Neighborhood I.1 (PA-18) is zoned R-2 and still within the FRLO Neighborhood 3. Neighborhood I.1 proposes 133 units across 12 acres that are a mixture of detached and attached housing types ranging from 2 and 3 story townhomes, paired homes, and single-family detached homes that are both alley and front loaded. Neighborhood I (PA-19) proposes 123 units across 7.9 acres of attached housing types ranging from 2 and 3 story townhomes, paired homes, and single-family detached homes that are both alley and front loaded. Paired homes are not a permitted use within the MU-R zone district. Higher densities are required within the MU-R zone district, so single-family and two-family uses are prohibited on these blocks. A series of courtyards and landscaping pockets are also proposed within this neighborhood on a grid-like pattern.

[Understood. We can only achieve a certain number of higher density/multi-family residential product throughout Windler. We believe higher density will be better placed closer to the heart of the MUR zone district which is planned along 56<sup>th</sup> Ave. - an arterial road between Buchanan St. and Denali St. adjacent to Windler North Administrative Activity Center. At this location the higher density/multi-family residential sites will have better accessibility from both arterial and collector streets. Locating higher density/multi-family residential at this location will also help activate the AAC which will be part of Windler Village North Main Street core area.](#)

[It is our intent to offer a mix of housing types in Neighborhood I. Based on justification above related to access and relationship to AAC, Neighborhood I is buried with no direct access from arterial and collector streets. Without paired homes, the neighborhood would have very limited housing product. Allowing paired home within Neighborhood I would help a better mix of housing type for this neighborhood which also in line page 42 of Aurora Place.](#)

## Acknowledged

### 3. Development Standards

#### 3A. Dimensional Standards

Planning Areas 15, 16, and 18 are located within the Flexible Residential Lot Neighborhood 3 as designated in the most current draft of the Windler Master Plan. This designation allows for flexibility in the lot and dimensional standard requirements. Therefore, the site plan submittal will need to clearly identify and outline requirements for all dimensional standards for each product type proposed within that plan. As a starting point, please use the standard and small lot tables within the UDO and modify them as needed. Dimensional standards for standard lots can be found in Table 4.2-2 and for small lots in Tables 4.2-5 and 4.2-6. Additional standards for green courts can be found in Section 146-4.2.3.C. When outlining the requirements for each product type, please provide both dimensional tables and lot typical diagrams. If lot and block tables are provided and include setbacks or lot sizes, please ensure that all three types match and correspond with each other. Other requirements relating to site layout apply including but not limited to requirements that lots front on streets or green courts and narrow lots are required to be alley loaded.

Each lot type included in the Site Plan is consistent with the proposed lot types as defined in the Master Plan. Lot typical illustrates front, side, corner side, and rear setbacks, typical easement location(s), and lot dimensions are included in this submittal. All narrow lots front on streets and green courts are alley loaded. See sheet C1.3 for typical lot dimensions.

In exchange for the flexibility of dimensional standards, the site plan application is expected to provide a diverse mix of housing product types as outlined within the master plan. Per the Windler Master Plan, the allowance for an increase in density (12 du/acre), should be applied across each FRLO and will need to be tracked within each site plan submittal. Additionally, the master plan identifies the requirement to provide a minimum diversity of housing type within each FRLO. Please include a chart on the site plan to begin this tracking process and expand upon the chart with each site plan submittal in FRLO 1.

A graphic showing housing type mix is included in the submittal to track housing product types proposed for PA-15, PA-15, PA-18, and PA-19 to make sure the proposed plan meets the requirement as outlined in Windler Master Plan. See sheet C1.2 for Residential Product Plan.

All proposed development within Planning Area 19 will be required to meet the MU-R zoning district standards. Standards for development in this planning area can be found in Table 4.2-3. Generally, the minimum front setback is 10' and side and rear setbacks are determined based off of the landscaping requirements within Section 146-4.7. There are no small lot or flexible residential lot standards applicable to this area.

Acknowledged

Acknowledged

#### 3B. Subdivision Standards

Block dimensions need to comply with the standards outlined within the Windler Master Plan FRLO standards included in the Urban Design Standards, Tab 10. The block dimensional requirements are not yet finalized (they were a condition of the master plan approval) but is expected to be more stringent than the current UDO standards. Ultimately, the minimum 700' block length should be reduced in exchange for the allowance of flexible residential

development to include lots smaller than what is currently permitted within the UDO small lot standards. Please continue working with staff to finalize the block dimensional standards within the master plan and draft a corresponding plan that will meet these requirements. The proposed block network generally appears to follow a stricter standard of 660' as has been preliminarily discussed, and staff does not have any concerns with the block layout shown in this proposal.

[Acknowledged](#)

Residential lots need to abut street right-of-way or green court common areas. Undevelopable tracts or lots should not be created unless required by code.

[Acknowledged](#)

**The Master Plan is in its final submission for approval and no further changes are anticipated prior to approval.**

### *3C. Common Space and Amenities*

Parks and open spaces should be consistent with the Tab 9 of the Windler Master Plan. Though not finalized, the neighborhood layouts appear consistent with the plan. When making your site plan submittal, please be sure to identify each of the park and open spaces with the various park types identified within the master plan – including the linear parks or local parks that are newly created for this community.

[Acknowledged](#)

[Acknowledged](#)

### *3D. Access and Connectivity*

Per the Master Plan Tab 9, Open Space and Circulation Plan, a Primary Connection (1' sidewalk/path) is planned in relation to the Linear Park system and runs along the north side of 50<sup>th</sup> Avenue, east side of Buchanan Street and will connect to the north side of 53<sup>rd</sup> Avenue. These connections are an important part of the circulation plan and are essential to the community wide multimodal transportation plan.

[We have strengthened the pedestrian connectivity by adding 6' Enhanced Park Connector" sidewalk that connect to Primary and Secondary pedestrian routes. Detail pedestrian circulation plan is included in this submittal.](#)

The proposed street network appears to comply with the street and block standards in both the UDO and the draft Windler Master Plan. Generally speaking, new subdivisions should provide an interconnected system of streets, sidewalks and trails that provide excellent access through, to and from the proposed neighborhood. The proposed, multimodal street network appears to provide this network through a gridded street system, access to the Denali collector, detached sidewalks on both sides of the street, and connection to the larger off-street bike network through the linear park/primary connection routes.

The Windler Master Plan has identified a series of streets such as Buchanan, 50<sup>th</sup>, 53<sup>rd</sup>, etc. which provide the connectivity generally required within UDO. However, it has been unclear if these streets will be built as collectors or local roads. This site plan proposal indicates that they are intended to be local roads, which presents some challenges with the UDO standards that require every lot to be accessed from not more than two local roads after departing an arterial or collector. (Section 146-4.5.3.B.1.)

Per internal discussions after the Pre-App Meeting, the “connector” streets that function similar to a collector street but have a proposed street section that is not compliant with the Aurora Roadway Manual are adequate to be consistent with the intent of the requirement to provide through connectivity to the subdivision. These “connector” streets may be used to meet the requirements of the section listed above and the two-turn requirement per Section 146-4.5.3.B.1: Each subdivision shall organize all local streets so that each lot may be accessed by travelling over no more than two local streets after departing from the grid arterial or collector [“connector”]. Elements of these connector streets that allow them to support the two-turn requirement include but are not limited to: (1) They are continuous streets that connect parallel arterials or arterials and parallel large collectors; (2) They either have on-street bike lanes or include comprehensively designed parallel on-street or off-street facilities; (3) Lot access from these connectors is limited similar to a true collector street; (4) On-street parking is typically supported and encouraged in most contexts which may be contingent on speed of volumes; (5) They are supported by a frequent, and highly-connected local street network surrounding which support the connector street by distributing traffic volumes and slowing speeds along the connector.

The master traffic study is still under review and the functionality or adequacy of the proposed street sections relative to projected volumes and speeds is not approved and could be subject to change.

**Acknowledged**

### *3E. Parking, Loading, and Stacking*

Off-street parking is required by Section 146-4.6. Based on the information provided, 2 parking spaces per dwelling unit are required per dwelling unit (for all proposed product types). Include the required and provided parking within the Site Plan data table and also indicate whether street parking will be permitted on any of the local or connector streets. Bicycle spaces, if provided (not required), must be shown on the Site Plan and a detail drawing must be provided that illustrates the bicycle rack design. These spaces should be located within parks and open space, along trail connections and trailheads, and adjacent to other site amenities. These bicycle racks must comply with Section 146-4.6.3.F.2 including providing a design that includes 2 points of contact with each bicycle. Each inverted “U” rack counts as two bicycle parking spaces.

[Each lot will have 2 car garages and all neighborhood/local streets will have on street parking.](#)

[Bicycle racks and its detail are included in the Site Plan submittal.](#)

**Acknowledged**

Section 146-4.6.5 details requirements for the design and placement of parking areas. Generally, parking areas should be located and designed to provide for adequate vehicle circulation, safe pedestrian connections, screening from adjacent sites and streets, and to avoid abutting significant stretches of adjacent streets. Section 146-4.6.5.A.4. addresses special standards for single-family attached residential requirements, and Section 146-4.6.5.C. addresses garage design requirements for single-family and two-family residential lots.

**Acknowledged**

**Acknowledged**

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

Landscaping comments will be provided at the time of site plan submittal. Refer to Section 146-4.7 and the Landscaping Design Standards within Windler Master Plan for design requirements of this proposal. Notes have also been provided for previous neighborhood plans within Windler that may also be used for reference.

Acknowledged  
Acknowledged

### 3G. Building Design Standards

The proposed site plan must comply with the Architectural Design Standards within the Windler Master Plan, Tab 12, as well as Section 146-4.8 of the UDO which contains specific standards for the design of the 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.

Acknowledged

Code requires that you incorporate material changes and architectural features such as glazing, texture surfaces, projections, color, overhangs, and changes in parapet height to improve the façade and create an inviting and attractive street presence. Buildings must be designed to create a clear base, middle, and cap, with specific instructions and tips for how this can be achieved in Section 146-4.8.5.C. Ground floor designs should support a pedestrian-friendly environment, provide visual interest, and help to create an atmosphere that promotes foot traffic. Code also requires that you use changes in the wall planes, both horizontally and vertically, at specific intervals and provide a variety of durable materials to create visually interesting buildings. Architectural details shall be continued on all four sides of the buildings to prevent the back of the house appearance. See the table below for applicable building design standards and ensure that the building elevations meet all applicable requirements.

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

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

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

If the application will include specific single-family detached home models, the models for proposed residential developments will need to follow the styles and level of quality and detail

shown in the approved Master Plans. Please be aware that code has specific requirements for design variety and durability, and that the building elevations must meet a minimum score of 17 points in Section 146-4.8.3.F, Table 4.8-2 in order to receive building permits.

[Acknowledged](#)

Building elevations are required with the site plan submittal for all proposed attached product of three or more units, single-family and two-family architectural review may be reviewed and submitted at building permit master plan.

[Acknowledged. Building elevations will be included in the next submittal](#)

Per the Master Plan, approval of an architectural review by the Windler Design Review Committee will be required for all proposed development. Please coordinate with all builders regarding expectations for this review process. Contact information regarding the Windler Design Review Committee is Kevin Yoshida at [kevin@ideate.design](mailto:kevin@ideate.design) or 303.807.0737.

[Acknowledged](#)

### 3H. *Exterior Lighting*

Standards for exterior lighting are found in Section 146-4.9. Show typical details of lighting on the plan and on building elevations. Include a photometric plan and lighting specifications for pedestrian lighting that might be proposed with park or other common area amenities.

[Acknowledged. Photometric plan for park areas will be included with second submittal.](#)

### 3I. *Signs & Fencing*

Section 146-4.10 governs signage standards. Please review this section for complete details. Show the location of any monument signs on the plans and indicate the location of wall-mounted signs on the building elevations. If a separate sign plan will be submitted, please outline this expectation within your letter of introduction.

[Windler wide monument sign locations have been identified in the master plan and signage easements have been established at the planning level. Windler team is preparing the overall signage submittal for the City review and approval. We have included proposed monument sign locations in each neighborhood when they applied and design the landscape around it. We will refine the landscape plan if needed to integrate with the final signage location and design based on final approval of the overall signage master plan.](#)

Provide a plan for neighborhood fencing with the site plan submittal. Identify the fencing type and location of all proposed master developer / community-wide fencing. Outline general standards and requirements for any anticipated private property owner fencing.

[Fencing Plan is included in the site plan submittal that include propose locations and details of the 3' demarcation fence, and 5' privacy fence. Please refer to Sheet L0.03](#)

## **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.

[Acknowledged](#)

**Acknowledged. No adjustments to the UDO are requested. Adjustments to Public Works standards are listed on the utility and roadway typical section sheets and LOI.**

## **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.

[Acknowledged](#)

**Acknowledged**

### **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.

[Acknowledged](#)

**Acknowledged**

### **5C. Mineral Rights Notification**

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

**Acknowledged. Filled and included with submittal.**

### **Pre-Submittal Meeting:**

Contact the assigned Case Manager to schedule a pre-submittal meeting at least one week prior to submitting an application. At the pre-submittal meeting, staff will review the submittal requirements, discuss the review timeline, provide a fee estimate, and review the process for uploading files and inputting adjacent property owners.

**Acknowledged**

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.

**Acknowledged**

### **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.

## Acknowledged

### **Community Engagement Coordinator:**

- Maria Saldana is the Community Engagement Coordinator 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 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 Community Engagement Program can be found on the [Housing and Community Services](#) page of the city website.

### **Oil and Gas Development**

We have reviewed the area of your development. There are no known plugged and abandoned (P&A) wells within your site. We do not anticipate any subsurface hazards during construction related to plugged oil and gas wells. Note that there may be existing underground pipelines in rights-of-ways. If you have questions or concerns about this, the Oil & Gas Division can assist with providing additional information.

In January 2021, the Colorado Oil & Gas Conservation Commission (COGCC) will implement new rules which include a two thousand-foot (2000') setback between oil and gas locations and certain surface features, including residences and schools. The setback is measured from the edge of the oil and gas location (also referred to as the "well pad," which represents the area of greatest extent of surface disturbance around a well.)

A portion of your site is within this 2000' setback from a planned oil and gas facility. Axis Exploration is planning to construct the Quicksilver/DIBC 18 well site in the northeast area of your development. The current planned location for this well site is not approved through the Axis Exploration Operator Agreement with the City. The Operator Agreement does state that if an alternate location is found in Section 16 and/or Section 7 of Township 3S, Range 65W, the Operator make seek to have the Operator Agreement amended in order to have this alternate location added to the Operator Agreement, and therefore approved. No permitting documents have been submitted to the City for review, for the current planned location or any alternate location. For the current planned location, the COGCC Form 2A location permit has been approved by the COGCC. The COGCC Form 2 well permits for the current planned location have expired.

Currently, there are no City regulations against constructing residences within this setback from an existing oil and gas facility, however, there is a pre-sale requirement to notify future owners of the fact.

The following notice language appears in UDO section 146-3.3.5.DD.2:

“Notice to Purchasers

- a. A seller of real property upon which an oil or gas well or facility has been located shall provide written notice of the existence of such well to a purchaser of such real property prior to the closing of the sale. The seller shall cause the following notice to be recorded with the clerk and recorder of the appropriate county:

**Notice: The property known as [legal description and address] contains an oil and/or gas well.**

This requirement to provide notice to prospective purchasers and record such notice shall only apply to the transaction between the developer or builder and the initial purchaser and does not apply upon any subsequent sale of the property.

- b. Vendors of residentially zoned real property **within a state-determined setback** shall provide the following notice to prospective purchasers in 14-point bold type on a single sheet of paper that is signed by the prospective purchaser prior to entering into a contract for purchase:

**Notice of nearby oil and gas facility.**

**This property is located within a state-determined setback from an oil and gas facility.**

Vendors of residentially zoned real property within a state-determined setback from an oil and gas facility shall cause the following notice to be recorded with the clerk and recorder of the appropriate county:

**Notice**

**The property known as [legal description and address] is located within a state-determined setback from an oil and gas facility.**

This requirement to provide notice to prospective purchasers and record such notice shall only apply to the transaction between the developer or builder and the initial purchaser and does not apply upon any subsequent sale of the property.”

It is at your discretion whether you choose to construct residences within the state setback or modify your development plans to accommodate such. City of Aurora regulations regarding setbacks from oil and gas facilities are subject to change in the future. Even though Colorado voters struck down a proposed 2,500’ setback in 2018, future public perception may change now that the new COGCC rules are in effect.

The Oil & Gas Division will work with you during your project development to help you understand the location of current and future oil and gas facilities that may affect your site.

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

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

Additional information regarding oil and gas development can be found in the data and maps on the Colorado Oil & Gas Conservation Commission website at [COGCC Home \(cogcc.state.co.us\)](http://cogcc.state.co.us) and [COGCC GISOnline \(cogccmap.state.co.us\)](http://cogccmap.state.co.us).

Acknowledged

### **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 proposal is within (under review) Windler Master Plan – Outstanding comments will need to be addressed within the current under review master plan.
- Your proposal includes 578 single family attached and detached units

#### ***Population Impact:***

For single-family homes, population calculations for the project are based on an average household size multiplier of 2.65 persons per unit, resulting in an overall projected population of 1,532 persons residing in 578 units.

#### ***Land Dedication***

To ensure that adequate park land and open space areas are available to meet the needs of the population introduced into the city by the new dwelling units, section 147-48(b) of city code specifies that land shall either be dedicated on-site within the project's limits or a cash payment in-lieu of land dedication shall be paid. The required dedication acreage is computed by applying the following standards to the projected population for the project:

- 3.0 acres for neighborhood park purposes per 1,000 persons
- 1.1 acres for community park purposes per 1,000 persons
- 7.8 acres for open space purposes per 1,000 persons

The resulting acreage required is as follows:

#### **578 Single Family Units**

Neighborhood Park Land	4.60 acres
Community Park Land	1.68 acres
<u>Open Space Land</u>	<u>11.95 acres</u>
Total Land Dedication	18.23 acres

Please update all land dedication mentioned within the existing Form J to meet current standards as outlined above.

The Current Windler Neighborhood H and I Parks and open space plan includes about 12 Acres of Linear, Pocket and Local Parks (as defined in the Masterplans), The Neighborhood Park requirement is satisfied by nearby Discovery Park. The plan employs a dynamic and interconnected system of the forementioned Pocket Parks, Linear Parks, and Local parks to supplement the program offered in Discovery Park. The foundational Windler philosophy is to

amplify recreation and social overlap thru the inclusion many parks (as opposed to larger scale parks) that are of a much higher standard of park experience as defined by the quality of materialization, a higher standard of maintenance, and the types of amenities they feature. The system of pocket, linear and local parks throughout Neighborhoods H and I have been designed to connect with each other, connect to important walkable streets, trails, other neighborhoods, and many other significant Windler destinations. These parks are designed to encourage movement thru the various neighborhood and will ultimately result in more people getting to know each other, playing, recreating, and building community together.

### **Open Space:**

Land Dedication for Open Space must be outside of the 100-year floodplain. Please ensure that dedicated open space is included in Form J for only areas outside of the floodplain. Please identify a well-connected open space network throughout the site which provides a community trail network which connects neighborhood parks and central amenities to the residential network. Ensure that there is both north-south pedestrian connectivity as well as an east west connection through the site. Trails through open space corridors for open space land dedication credit should be a minimum of 10' hard surface with 10' of native open space on both sides of the corridor. Other open spaces must include conservation, education, or recreational value.

Acknowledged, the park system does include many destination parks with recreation, public gathering environments, play features and will incorporate interactive art and educational features. The plan features a network of trails defined thru a hierarchy of trail typologies including primary 10', secondary 8' and 6' enhanced public walks as defined in the masterplan as special and important pedestrian links that do not require harder surface to function well. These walks will feature more intense planting and amenities.

Connectivity is a key component to good open space design. Please ensure that there is strong pedestrian connectivity within the development and to connect into the adjacent open space and trail corridors proposed for the remainder of the Windler development and outside of the development.

Acknowledged, the parks, Alleys, paseos, green courts, street sidewalk network and the trail network all work together to ensure a fully connected and walkable urban neighborhood.

### **Neighborhood Park Design:**

The following are criteria for neighborhood parks:

- A service radius of ½ mile is required for neighborhood parks to all residences. Please ensure that all residential has access to a neighborhood park within ½ mile.
  - Acknowledged
- Neighborhood parks may not be fully surrounded by road; therefore, the NAC may not be considered for neighborhood park credit.
  - The plan employs a network of Pocket, Linear and Local Parks interconnected throughout the neighborhoods to satisfy the recreational and social needs of the neighborhoods. The parks are lined with streets but surrounded by them.
- Neighborhood parks must be a minimum of 3 acres if owned and maintained by an HOA or 5 acres if to be owned and maintained by the City of Aurora. Parking lots, floodways, retention, and detention areas which do not drain within 24 hours may not be counted toward park land dedication.

- Acknowledged, the Pocket Park and linear parks unaggregated satisfy the following criteria
- All neighborhood parks must provide the following:
  - 2 playgrounds (one for ages 2-5, one for 5-12)
  - A picnic facility,
  - Grass open play area which is level and can provide a regulation soccer field (300'x225')
    - Satisfied at the Adjacent Discovery Park
  - Courts (some, not all)
  - Restrooms (if applicable)
    - Not applicable as these parks are near or adjacent to other parks and Activity nodes that have public restrooms
  - Internal Paths
  - Security Lighting
  - Landscaping and Irrigation
  - Site furniture/benches
  - Bike racks
  - Trash receptacles
  - Dog waste pick up stations

**Pocket Park Design:**

Pocket parks may be used to provide open space land dedication where there are gaps in Neighborhood Park Service Radii.

[Acknowledged](#)

Pocket park design includes the following:

- Minimum size is ½ acres up to 5 acres
- Must include open turf lawns suitable for informal games,
- Landscaping
- Site furniture including benches and tables
- Trash receptacles
- Security lighting
- Additional facilities such as playgrounds, pavilions, and/or courts based on the needs of the neighborhood.

**Community Park Cash-in-Lieu Payment**

Given the small overall acreage of community park land impact generated by the population increase and the fact that the subject development is not conducive to on-site community park land dedication due to minimum park size criteria, the community park land dedication shall be satisfied by a cash-in-lieu payment prior to subdivision plat/replat. The amount of the payment is computed by multiplying the dedication acreage by the estimated market value for the land.

**Community Park Development Fees:**

In accordance with Section 146-306 of City Code, Park Development Fees shall be collected by the city to cover the cost of constructing new park facilities to serve the needs of the projected population. Fees are based on the park land dedication acreages and an annual cost per acre for construction of park facilities. The fees, which are computed and collected on a per-unit basis, shall be paid at time of building permit issuance. The current per-unit fee of \$527.30

would apply if permits for construction of the residential units are pulled in 2022, and the total paid under either scenario would be as follows:

**578 Units**  
\$304,779.40

***PROS Requirements Caveat:***

The monetary calculations presented herein are estimates based on park construction costs and a per-acre value for infill development at this point in time (current year 2022). The timing for implementation of the project may affect the ultimate amount of fees collected and other payments imposed to satisfy park-related obligations. Furthermore, if aspects of your project change, such as the number of dwelling units proposed, the park land dedication requirements may also change.

**Aurora Public Schools**

Based on the land use plan in the Windler Zoning Map Amendment and Master Plan application, the total school land dedication obligation requirement is approximately 40 acres. As part of the Master Plan application process, Aurora Public Schools responded that it needs an 18-acre school site to serve the future residents of the Windler community. Aurora Public Schools requires cash-in-lieu of land for the school obligation that exceeds the 18-acre school site. The value of cash-in-lieu of school land will be based on the fair market value of zoned land with infrastructure in place.

**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:***

▶ Provide MUS conformance letter at time of pre-submittal of Civil Plans

***Acknowledged***

▶ Water meters and hydrants to be located in pocket utility easements when not in ROW. Ensure you are meeting minimum easement sizes as listed in section 5 of Aurora Water standards. Show and label all easement dimensions in plans.

▶ Banked meter systems to be per Aurora Water standards. Each individual meter in the banked system, to be individually connected to the main.

▶ Frontage to water and sewer mains are required for each property.

▶ Backflow preventers are required on all water services, irrigation lines, and fire suppression lines.

▶ SWMP will be required for vertical construction. A revision to the overlot grading SWMP can be submitted to include the vertical construction or submit a new vertical construction SWMP.

▶ Please contact Aurora Water regarding placing water mains in green courts.

▶ A domestic allocation agreement will be required for connections 1.5" and larger.

### Acknowledged

#### **Utility Services Available:**

- Water service may be provided from: Per MUS
- Sanitary sewer service may be provided from: Per MUS
- Project is located on the following Map Pages: 96V

#### **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.
- 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).

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.
- 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](#).
- Commercial users with meters one and one-half inches and smaller with landscaped areas not served by a separate irrigation system shall be charged an outdoor fee based upon the total landscaped area.

Acknowledged

### Public Works Department

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

#### **Key Issues:**

► A Detailed Traffic Impact Study (TIS), in conformance with Windler Master Traffic Impact Study (MTIS), will be required for this development. See below for additional information.

- If an interim roadway/access network is proposed, a traffic analysis for this condition would be required.

**Acknowledged, a traffic study is included in the submittal.**

► Site access drives/streets shall be spaced a minimum 300' CL-CL along Denali Street including from intersections.

**Acknowledged. All roads along Denali Street meet 300' CL-CL requirement.**

► Site access drives/streets shall be spaced a minimum 150' CL-CL along collector and local roads including from intersections. Alleys shall be spaced a minimum 75' CL-CL along collectors and local roads including from intersections.

**Acknowledged. All roads meet 150' CL-CL requirement. All alleys meet the 75' CL-CL requirements.**

► Traffic calming elements will be an area of focus of review for this site. See TIS requirements below.

► Applicant shall install two 2" conduits and pull boxes to be owned/maintained by the City of Aurora, for future fiber optic interconnect of traffic signals along arterial roadways (i.e. Harvest Road).

- Conduit
  - Conduit material shall be Schedule 80 HDPE (or similar).
  - A # 14 AWG stranded copper conductor shall be installed for city underground locating purposes.
  - A nylon pull tape with a minimum 1,250 lb tensile strength shall be installed in all new conduit.
- Pull Box
  - Pull boxes shall be 30"x48"x24", with two-piece interlocking lids.
  - City conduit shall be installed into City Pull Boxes.

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

**Acknowledged and shown.**

- Label the access movements on the Site Plan.

**Acknowledged and labelled**

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

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

**Note added to Landscape sheets.**

- 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.

**Note added to Site Plan.**

**ROW/Plat:**

- Designate a Public Access Easement along private drives/streets.  
**Public Access easement is designated on all private alleys.**

**Traffic Impact Study:**

- A Traffic Impact Study, in conformance with the Windler MTIS, will be required for this site which will include addressing the following specific items:
  - 1) Existing, buildout and 2040 average daily traffic counts.
  - 2) Trip Generation from the site.
  - 3) Site Circulation Plan and interior intersection control
  - 4) Include detailed analysis of:
    - a) All site access points
    - b) Internal collector/collector or higher classified intersection
    - c) Intersection of 53<sup>rd</sup> Avenue at Buchanan Street
    - d) Intersection of 53<sup>rd</sup> Avenue at Denali Street
    - e) Intersection of 50<sup>th</sup> Avenue at Buchanan Street
    - f) Intersection of 50<sup>th</sup> Avenue at Denali Street
    - g) Intersection of 48<sup>th</sup> Avenue at Buchanan Street
    - h) Intersection of 48<sup>th</sup> Avenue at Denali Street
  - 5) Interior roadway ADT & classification
  - 6) If a traffic signal or multiway stop warrant is met at an intersection, then a roundabout shall also be considered at the intersection.
  - 7) Analysis of pedestrian connectivity. Enhancements will be required and any concerns with sight distance need to be addressed
  - 8) Discussion of the application of elements from the Traffic Calming Toolbox and countermeasures applicable from the FHWA Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations (July 2018) to address any concerns for speeding, pedestrian crossings, etc. Techniques in the Traffic Calming Toolbox include: Advanced Yield Lines, Enhanced Crosswalk, High-Visibility Signs and Markings, In-Street Pedestrian Crossing Signs, Enhanced Pedestrian Crossing Sign Devices (HAWK or RRFB), Mid-Block Lane Narrowing, Curb Extension, Angled Parking, Pedestrian Safety Island, Staggered Pedestrian Safety Island, Lane Narrowing, Mini Roundabout, Speed Cushions and Chicane. Details of Enhanced Crosswalk, compact roundabout, speed cushions and chicane may be made available if requested.

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

**Submitting the Traffic Study:**

- The Traffic Study shall be sent directly to *Steve Gomez* at [segomez@auroragov.org](mailto:segomez@auroragov.org) as soon as possible.
- The Traffic Study shall also be uploaded with the rest of the submittal.
- Previously approved Traffic Impact Studies/Letters are available through this [link](#).

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

Based on further discussion with Steve Gomez on 5/27/2022, we have clarified the traffic study requirements and the resulting document is included with the submittal.

### **Engineering Division**

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

#### **Key Issues:**

- ▶ Public improvements for this development shall be in conformance with Public Improvement Plan (PIP), which is still under review. There also appear to be inconsistencies in the roadway classifications between the PIP and the current proposals.

Acknowledged, the PIP is being updated for final approval.

- ▶ The infrastructure plans for the adjacent roadways shall be approved prior to the approval of the site plans.

Acknowledged

- ▶ Internal roadways shall meet City of Aurora standards. Additionally, refer to Section 4.04.2.01.2 of the Roadway Manual for the applicable uses of the Local Type 2 roadway section.

Acknowledged, Local Type 2 roadway section is used only where applicable under the COA standard.

- ▶ A preliminary drainage report shall be submitted with the site plan. Detention and water quality/EURV shall be in conformance with the master drainage study. Downstream facilities must be installed prior to any on site paving and completed and accepted prior to the issuance of a Temporary Certificate of Occupancy (TCO) or Certificate of Occupancy (CO).

Acknowledged, a preliminary drainage report is included in the submittal.

- ▶ Previously approved plans and reports can be found on the city's website. Instructions can be found here: [Getting to Engineering Documents Online](#). Older documents can be provided upon request.

Acknowledged

#### **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.
- Mountable curb and gutter shall be used on all Type 1 and 2 streets. All other streets, including those within the Urban Centers and TODs shall use 6" vertical curb and gutter.  
6" vertical curb is proposed on the Type 1 and 2 streets where lots are alley loaded.
- 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. Detailed grading of the curb ramps shall be included in the civil plans.

- 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.  
**Alleys with more than 20 spaces or more than 10 units (2 spaces per garage per unit are listed below.**
  - Alley 21 and 22 (2 entrances), 22 lots access
  - Alley 26 and 27 (2 entrances), 25 lots access
  - Alley 28 and 29 (2 entrances), 44 lots access
  - Alley 34, 35 and 36 (2 entrances), 30 lots access
  - Alley 42, 43 and 44 (2 entrances), 30 lots access**Justification: We request to keep these alley intersections as flared curb cuts. This helps maintain the definition and character of narrow private alleys as driveways, not to be mistaken as public streets. All the lots within the blocks exceeding the number of parking spaces have two entrances.**
- 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.  
**No cases to require ped bicycle railings are currently anticipated.**
- Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guard or handrails may be required.  
**No retaining walls are anticipated at this time.**
- Homes and drives are allowed to front collector streets if the average daily traffic volume is less than 4,000 and certain mitigation measures are provided. Indicate the mitigation measures on the Site Plan. See Section 4.04.2.02.4 of the *Roadway Design & Construction Specifications*, October 2016 edition.  
**Lots fronting on Denali Street (collector) have an additional front setback. The setback is indicated on the site plan.**
- Homes are allowed to front a local street within 75-feet of an arterial street if the average daily traffic volume is less than 2,000 and certain mitigation measures are provided. Indicate the mitigation measures on the Site Plan/Contextual Site Plan. See Section 4.07.7.02.5.04 of the *Roadway Design & Construction Specifications*, October 2016 edition.  
**No instances of this case are proposed.**
- Streetlights are required along adjacent roadways. Please refer to the Draft Lighting Standards for streetlight spacing, location, wattage, etc., information. Streetlights along public right-of-way shall become city-owned and maintained once they have been installed and the final acceptance letter for the lights has been issued. Streetlight locations shown on the site plan are conceptual. The street lighting plan shall be included with the Civil Plan submittal and will determine final street light locations based on a photometric analysis.  
**Acknowledged. Street lights are shown on the Site Plan. A photometric analysis for the parks and mailbox locations will be provided with the 2<sup>nd</sup> Submittal.**

**ROW/Easements/Plat:**

- ROW dedication is required for public roadways.
- The dedication of a 25-foot lot corner radius is required at the intersection of arterial roadways, a 20-foot lot corner radius is required at the intersection of collector roadways, and a 15-foot lot corner radius is required at the intersection of local roadways.
- 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.

**Acknowledged.**

**Drainage:**

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

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

**Acknowledged, a Preliminary Drainage Report (PDR) and plan are included in the submittal.**

- The engineer is responsible for researching and determining if there has been a study by Mile High Flood District (MHFD) proposing improvements within or adjacent to said development. Any such improvements may be required to be constructed with the subject development. Coordination with MHFD and the city shall be initiated in such case at the master plan level or as soon as determined with any proposed development.

**Acknowledged. No MHFD improvements are known to be within the project limits.**

- 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. Mile High Flood District (MHFD) 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.

**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.

**Acknowledged, regional detention facilities are being utilized. Refer to PDR.**

- Per City of Aurora Storm Drainage Design and Technical Criteria Section 3.61, underground detention may be used only as a last resort and must be approved by the City Engineer, when all other alternatives are exhausted. If a development chooses to propose underground detention, they are doing so at-risk of significant redesign if the underground detention is not approved. A variance, with supporting documentation, in the preliminary drainage report for underground detention will be evaluated on a case by case basis.

**Acknowledged**

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

**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.

**Acknowledged**

- For alley loaded product areas with more than the equivalent of 2 lots draining to the private alley, flows cannot cross the sidewalk. One of the following treatments shall be utilized unless otherwise approved by the City Engineer: 1. The 2-year storm event shall be collected prior to the sidewalk crossing. 2. The alley v-pan shall be warped to curb returns which shall include curb ramps with truncated domes. 3. The v-pan of the alley shall be perpetuated to the connecting street with the sidewalk approaching the alley terminated with truncated domes just prior to the alley. Any warping of the v-pan shall occur downstream of a line parallel to the adjacent sidewalk.

**Acknowledged, detailed grading of the alley intersections with public sidewalks will be provided with the Civil Construction Plans.**

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

**Acknowledged**

- Storm sewer system does not extend to this site.
  - Extend storm sewer to this site; or
  - Discharge onto the street through a chase; or
  - Discharge onto the adjacent property in accordance with the approved master drainage study/preliminary drainage study for this development.

**Acknowledged. Refer to PDR and utility plan for proposed storm sewer extensions.**

**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.*

**Address Directory Signs for Single-Family Dwellings Facing Green Belts instead of Public Right-of-Way:**

An approved address directory shall be shown within the detail sheet of the site plan and/or civil plan sign package. Address Directory Signs must be installed at properties where the single-family unit is facing a green belt and access to the unit is from garage of an adjacent access road.

- Adjacent public/ private roadways, or fire lane easements/public access easements must provide emergency access to within 150' of all exterior portions of the first floor of each structure. The utilization of a greenbelt product cannot exceed this requirement.

Acknowledged. 150' exterior access has been provided.

**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.

Acknowledged

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

The site plan and civil plans must reflect the setback requirements of the 2015/2021 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 2015/2021 International Codes please utilize the following hyperlink; [ICC Codes Online](#).

- The Aurora Building Division currently utilizes the adopted 2015 International Codes Series except for the 2020 NEC. Our next code adoption cycle will be for the 2021 International Code Series, along with the 2020 NEC as of January 8, 2022. A 9-month grace period will be allowed after the formal adoption of the 2021 ICC codes to utilize the 2015 ICC codes until October 31, 2022.
- Show the distance of new or existing lot lines to proposed exterior walls of structures on the 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](#)
- [Grading Plan](#)
- [Handicap Accessible Parking Signs](#)
- [Sign Package](#)
- [Signature Block](#)
- [Street Standards and Street Section Details](#)

Acknowledged, items included in submittal as applicable and required.

### **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.
  - Buildings greater than 30' in height are regulated by the 2015/2021IFC 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.

**Acknowledged. Fire lane easements of 23' width are provided based on a maximum building height of 30 feet. A fire access exhibit is provided to show fire access lanes and turning movements, as well as fire hydrants. Some private alleys do not meet minimum radii stated above, but the fire truck turning movements are provided to demonstrate that access and curves can be maneuvered by a standard Aurora Fire truck.**

### **Fire Hydrants:**

The number and spacing of fire hydrants are determined using the 2015/2021 IFC, Appendix B & C. As indicated in the previously stated code sections, fire hydrant coverage requirements include both internal site areas and abutting public street systems.

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

**Acknowledged. Fire Hydrant spacing of 600' is provided.**

### **Fire Sprinkled Structures:**

The requirements for the installation of a fire sprinkler system are provided within the Chapter 9 of the 2015/2021 IFC and IBC.

General Comments:

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

**Acknowledged. Buildings will be serviced through individual meters to meet R-3 requirements.**

### **Accessibility Requirements:**

The City of Aurora reviews accessibility requirements based on 2015/2021 IBC, Chapter 11, the 2009/2017 ICC/ANSI A117.1 and the 2003 Colorado State [House Bill 03-1221](#), Article 5, Standards for Accessible Housing.

- **Residential**

- Please show the location of all mail kiosks proposed within this site. Public Works will require a curb ramp to access the mail kiosks from the adjacent urban streets. A detail will be needed of the mail kiosk layout that includes the mailboxes, sidewalk, street and curb that reflect the way these elements will meet the accessibility requirements of the ADA, USPS, ICC A117.1, 2009/2017 edition.

Kiosk locations shown in plans.

**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.

Legend shown on second sheet of plans.

**Phasing Plans:**

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

No phasing is anticipated at this time.

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

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

- (Plat Note) If Plat does not contain a Dedicated Fire Lane Easement
- (Plat Note) If Plat Contains Fire Lane Easement
- (Site Plan Note) Addressing
- (Site Plan Note) Aircraft Noise Reduction (LDN)
  - This area is within a noise mitigation area. Sec. 22-425
- (Site Plan Note) Americans with Disabilities Act
- (Site Plan Note) Emergency Ingress and Egress
- (Site Plan Note) Fire Lane Easements
- (Site Plan Note) Fire Lane Signs

Acknowledged

**Site Plan Data Block:**

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

Acknowledged. Site data block provided.

**Special Design Considerations:**

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

- Abutting Fire Lane or Public Access Easement to Property
  - If an existing fire lane or public street has to be removed or relocated for any reason, the roadway must be replaced using the current specifications of the Public Works Department.
- Access to within 150 feet of Each Structure
- Access Road Width with a Hydrant
- Fire Apparatus Access Road Specifications

- If an existing fire lane or public roadway has to be removed or relocated for any reason, the portion replaced must follow 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](#)
- [Cul-De-Sac's](#)
- [Dead-end Fire Apparatus Access Roadways](#)
- [Dead-end Public Streets](#)
- [Encroachment into Emergency Access or Fire Lane Easements are Prohibited Grade](#)
- [Labeling of Easements on the Site Plan, Plat and Civil Plans](#)
- [License Agreement](#)
  - Construction of fire lanes using alternative surfacing materials other than asphalt and concrete and/or installations of gating systems crossing a dedicated fire lane easement will require a license agreement though Real Property.
- Motor Courts – Where Motor Courts and Looped Lanes are utilized please provide a dedicated Fire Lane Easement within the required width of each drive aisle (23' for Motor Courts and 18' for Looped Lanes) as depicted in [the Unified Development Ordinance, Section 146-4.2.E](#)
- [No Parking is allowed within a Fire Lane Easement](#)
- [Private Streets Constructed to Public Street Standards](#)
- [Pocket Utility Easements for Fire Hydrants](#)
- [Public Street Systems Adjacent to Site](#)
- [Remoteness](#)
- [Speed Bumps](#)
- [Snow Removal Storage Areas](#)
- [Two points of Emergency Access](#)
- [Width and Turning Radius](#)

**Trash Enclosure:**

Per the 2015/2021 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.

Acknowledged

**Real Property Division**

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

**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 1st submittal of plats only and is by appointment only. Call *Darren Akrie* at 303.739.7300 to schedule your appointment. The person preparing the plat and your project manager should attend the meeting. Please bring two sets of the plat.

### **Site Plans:**

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

### **Separate Documents:**

- A separate document refers to a process to describe and record an encumbrance (easement, license etc.) or release of such on property when a subdivision plat already exists. The document usually consists of a legal description and drawing. Each are reviewed and approved by the city, signed by the property owner as well as the appropriate city officials and recorded with the county.
- During the pre-application meeting no requirement for separate documents were specifically identified for your site as proposed. However, review of your actual Site Plan when submitted may identify additional conditions which will require a separate document. Following are the links to additional information if needed later in your formal review process:
  - [Dedications Packet](#)
  - [License Agreement Packet](#)
- **Offsite easement dedications** may be required to make your project work. It's up to the developer to obtain these easements for the city, pay compensation, etc. Dedication documents must be prepared using Real Property specifications which can be found in the [Dedications Packet](#). Once complete and accurate easement dedication information is submitted to Real Property, it takes **about 8 weeks** to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.
- If there are existing easements that are no longer needed, the city will require the developer to make application to the city to release those easements. Easement release documents must be prepared using Real Property specifications and are available in the [Easement Release Packet](#). Once complete and accurate easement release information is submitted to Real Property, it takes about **8 weeks** to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.
- No portion of any roofed structure may encroach into any easement. However, you may have items that encroach into city-owned property or easements (i.e. retaining walls, medians, stairs, etc.). If allowed, these types of encroachments require a **License Agreement**. Requirements can be found in the [License Agreement Packet](#). It takes **8 weeks** to complete the process after submittal. The License Agreement must be completed before the Site Plan is recorded.

- 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.

Acknowledged

### 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 or [ceravell@auroragov.org](mailto:ceravell@auroragov.org). Civil Plans and Reports are required for this pre-submittal review. Also copy of the pre-application meeting notes is required 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 submit it for the pre-submittal meeting. A pre-submittal meeting will not be scheduled until there are no outstanding comments remaining on the preliminary drainage report/letter.*

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

Acknowledged

[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
    - 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.

Acknowledged

**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.

Acknowledged

**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 Engineering**

- The Construction Documents shall include a Signing and Striping Plan and Traffic Control Plans. If lane closures are required per the Traffic Control Plans, occupancy fees will apply. The calculation for these fees is available on the city's website or in the Development Handbook.

- Place a note on the Construction Site Plan or Grading Plan indicating all construction vehicles (including construction workers' vehicles) shall access the site from designated truck routes, via 48<sup>th</sup> Avenue or Denali Street and not through the adjacent residential neighborhood(s).

Acknowledged

## **Engineering Division**

### ***General Requirements:***

- All new developments and redevelopments are required to develop and implement a permanent condition Stormwater Management Plan (SWMP) in conjunction with the overall drainage plan for the site. The SWQCP shall be included in and become part of the preliminary and final drainage reports. The SWQCP shall discuss and propose the solutions to permanently enhance the quality of stormwater runoff through the site.
- The SWMP shall be developed by applying the permanent water quality "best management practices" described in Volume 3 of the USDCM. The SWMP shall be shown in a separate section of the drainage report. Proposed permanent stormwater quality enhancement facilities shall be sized and located on the drainage map (see section 2.42, "[Storm Drainage Design and Technical Criteria](#)" manual). The development community is encouraged to use multiple BMPs in creative and non-traditional site design to achieve the water quality objectives.
- A drainage easement is required for stormwater quality detention ponds. This easement shall connect to an access easement that ties to public right of way for access to the facilities. These easements shall be executed prior to the approval of the Civil Plans.
- An Inspection and Maintenance Plan (I and M Plan) shall be developed concurrently with the design of the permanent BMP's and submitted with the final drainage plan and report for approval. Refer to Section 5.09 of the [Water, Sanitary Sewer, and Storm Drainage Infrastructure Standards and Specifications](#) as well as 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 with the signature set of civil plans and must be approved prior to approval of the Civil plans.
- The civil plans will not be approved until the preliminary drainage report/letter is approved and the plat is ready for recordation.

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).

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

Acknowledged

### **Building Division Comments:**

#### Building Plan Review

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

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

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

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

#### **Permit Types:**

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

#### **Key Issues:**

- ▶ If your architect would like to set up a preliminary building construction plan submittal meeting, please contact our Plans Examiner Manager Jose Rodriguez ([jrodrig@auroragov.org](mailto:jrodrig@auroragov.org)).
- ▶ On January 8, 2022 the 2021 versions of the International Codes became effective in the city of Aurora. Applicants who wish to build their projects to the requirements found in the 2021 codes are allowed to do so and should notify Building Division staff at time of permit submittal of this decision.

- ▶ The construction industry is experiencing unprecedented supply chain issues which has not only affected costs, but also inventory and delivery timelines. Due to nationwide shortages of various building materials, the city of Aurora is extending the deadline by which all submittals will be reviewed for compliance with the 2021 codes until October 31, 2022. As this date draws closer, we will provide updates on any changes to this deadline.
- ▶ In determining which code series to utilize (2015 or 2021) please be aware that once chosen, only that code series can be utilized throughout the plan review and inspection processes.

#### **Accessibility:**

The City of Aurora enforces handicapped accessibility requirements based on 2015/2021 IBC, Chapter 11, and the 2009/2017 ICC 117.1.

#### **Adopted Codes by the City of Aurora:**

This “link” will provide a current listing of all adopted building codes and ordinances utilized by the Aurora Building Division. To view the 2015/2021 International Codes please utilize the following hyperlink; [ICC Codes Online](#)

#### **Building Division General Comments:**

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

#### **Checklist for Plan Review Submittals:**

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

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

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

#### **Geographic Design Criteria:**

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

#### **Occupancy Specific Building Code Requirements:**

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

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

#### **Single-Family Master Plans:**

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

#### **Townhouses:**

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

***Request for Modification or Alternative Material:***

Per the 2015/2021 IFC, Section 104.10 and 104.10.1, whenever there are practical difficulties involved in carrying out the provisions of this code, the fire code official shall have the authority to grant modifications for individual cases, provided the fire code official shall first find that special individual reason makes the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, life and fire safety requirements.

**Real Property Division**

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

**Acknowledged. Civil Construction Document requirements will be met at time of Civil Plans.**

**CONSTRUCTION PHASE**

**Aurora Water**

**Utility Connection Fees:**

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

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

- Wet Tap Fees:
  - Apply when making connections to existing water mains for water line extensions, fire hydrant lines, and fire service lines.
- Irrigation Water Meter Fees:

- Will be calculated in accordance with the City Ordinance for irrigated common areas in Single- Family Detached and Commercial areas.
  - The Landscape Plan must identify the “NON-WATER CONSERVING” and “WATER CONSERVING” areas used for the meter fee calculations.
- For a full listing of Utility Fees, please see the [Aurora Water Fee Schedule](#).

## Public Works Department

### Engineering Division

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

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

- A new Certificate of Occupancy needs to be issued for this site. Aurora City Code requires all public improvements (see definition below) be completed, escrowed for, a deferral granted, or have a Public Improvement Plan (PIP), indicating when the improvements will be installed, in place prior to issuance of the Certificate of Occupancy.
- Public improvements shall mean and include, but not by way of limitation, the construction, reconstruction, and improvement of the following:
  - collector streets
  - local streets
  - one-half of all streets abutting subdivided or platted land, including any required offsite transitions back to existing street sections
  - fire lanes
  - alleys
  - culverts

- curbs, gutters, curb ramps, and sidewalks
- monuments and range boxes
- sanitary sewer mains, including laterals to each lot line
- storm drainage
- detention and water quality facilities, including necessary structures
- street lighting
- median construction
- water mains, hydrants and valves
- tree plantings and landscaping
- repairs and replacements thereof necessitated by construction activity pursuant to issuance of a City of Aurora certificate of occupancy.

### **Building Division**

#### ***Key Issue:***

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

#### **Construction Permits:**

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

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

Utilize the requirements of the 2015/2021 IFC, Chapter 33 for both construction and demolition of any structure within your site. To obtain a full copy for fire department access and water supplies to a construction site, please call the Building Department at 303.739.7420.

#### **Access Roadways during Construction:**

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

**Acknowledged. Construction Phase requirements will be met at time of construction.**

Regards,



Debbie Klisis  
Olsson