

December 23, 2020

Cesarina Dancy
City of Aurora Office of Development Assistance
15151 East Alameda Parkway, Suite 5200
Aurora, Colorado 80012

Re: Gun Club Road
Martin/Martin, Inc. Project No.: 19.1043C10
City of Aurora Project No.: 1487665

GENERAL COMMENTS AND RESPONSES

Key Issues:

- Coordination with Applicable Documents: Please ensure that the Preliminary Plat and Subdivision Plat are consistent with the recently-approved High Point at DIA Master Plan, as well as the Hyde Industrial Preliminary Plat that is currently under review.

Response: Submitted documents have been coordinated with associated plats and master plans.

- Access and Connectivity: As discussed in the pre-application meeting, east-west drive lanes that are designed to public street standards (with sidewalks and curbside landscaping) shall be provided to connect the commercial parcels proposed on both sides of 64th Avenue. These drive lanes will allow inter-parcel connectivity and improve access between the commercial and industrial portions of High Point at DIA. Because uses are unknown at this time, the drive lanes, do not need to be designed with the subject application. However, a note is required in the preliminary plat that they will be provided as commercial or industrial uses are proposed on either side of 64th Avenue.

Response: Phasing, Roadway, and traffic signage & striping notes have been added to the plans.

- Street Standards: The High Point at DIA Public Improvements Plan (PIP) identifies Gun Club Road as a 2-lane collector with an 80' ROW. Please comply with the design standards in the High Point at DIA Master Plan in addition to the requirements in the UDO and North East Aurora Transportation Study (NEATS). The curbside landscape installation will not be required until the time of development of the adjacent site(s). All proposed streets need to be labeled according to the city's street standard ordinance, Chapter 126-1 and 126-36.

Response: Comment noted, we utilize the PIP, Master Plan and NEATS.

- Utility Service: Please include any water mains needed within the proposed roads. Service connections are not allowed to the 24-inch water main within 64th Avenue. To provide service to the proposed lots, internal, main-line loops will need to be provided. It is encouraged to limit the number of main-line taps onto the 24-inch main.

Response: Comment noted, connections to the 24-inch water main to be limited. Typically, connections for the commercial parcels will be looped and made to the line located within Gun Club Road.



- Right-of-Way Dedication: ROW dedication is required for an additional future right-turn lane along Gun Club Road and/or 64th Avenue to meet the laneage needs as identified in the Master Traffic Impact Study. In addition, a traffic signal easement shall be required at the intersection of Gun Club Road and 64th Avenue to accommodate the proposed traffic signal pole, underground conduits, pull boxes and signal control cabinet.
Response: Comment noted, updates to the traffic report are anticipated and the associated easements will be dedicated if needed by separate documents or on the associated plat.
- Commercial Parks: Your proposal includes platting several lots for future commercial along 64th Avenue. Please note that there are a handful of commercial parks within these parcels that have been identified on the High Point FDP. PROS suggests including those tracts with the initial plat if the location can be determined now. If not, please note that you will be required to do a replat a later date to include the commercial park tracts in coordination with each site plan.
Response: Comment noted, parks will most likely be determined with future site plan and/or replats.

PLANNING PHASE

PLANNING DEPARTMENT:

The Planning comments are numbered, when you submit your application, include a letter of introduction responding to each of the numbered comments including key issues from other departments.

Key Issues:

- Future Access and Connectivity
Response: Future connection and access to be determined with updated traffic memo and future site plans, along with CDs for Gun Club.
- Conformance with High Point at DIA Master Plan
Response: Plans are based on High Point at DIA Master Plan.
- Coordination with Hyde Industrial
Response: Plans and discussion coordination with Hyde Industrial is currently happening.

General Zoning Code Review of your Property:

1. Zoning and Land Use Issues

1A. The Mixed-Use Airport District shall enable the creation of master planned developments that allow for a mix of uses, located and designed in accordance with the Comprehensive Plan, and that will allow Aurora to leverage the economic opportunities created by Denver International Airport. For non-residential uses, the emphasis is on high-quality corporate office and business parks that desire or require high visibility and easy access to Denver International Airport, I-70, or E-470, as well as complementary hotel and conference facilities, limited and supporting retail, commercial, and service uses. The regional detention channel is consistent with the uses permitted in the MU- A District.)



The Airport District is intended to take advantage of the nearby regional and national transportation hubs and infrastructure, to expand employment opportunities created by the strategic location of these lands near the airports operating in or near Aurora, and to ensure that development is located and designed to be consistent with the continued efficient operation of these airports. Industry hubs and a variety of commercial, light manufacturing, distribution uses, and research and development campuses are anticipated to be developed in this classification. The regional detention channel is consistent with the uses permitted in the Airport District

Response: Comment noted.

1B. Placetype

The subject properties are within the Industry Hub Placetype. This Placetype includes areas typically dedicated to manufacturing, warehousing, distribution, fulfillment centers, freight operations, and renewable energy enterprises. This Placetype plays an important role in the city's employment base and economy but can sometimes create outdoor activity and should be appropriately buffered from residential and commercial areas. Adjoining roadways should accommodate traffic without negatively impacting quieter areas or traffic on local streets. Commercial uses are considered supporting land uses within this Placetype.

Response: Comment noted.

1C. Master plan

Please ensure that the Preliminary Plat and Subdivision Plat are consistent with the recently- approved High Point at DIA Master Plan, as well as the Hyde Industrial Preliminary Plat that is currently under review.

Response: Comment noted, we based these plans on the High Point at IDA Master Plan.

2. Land Use

2A. Phasing

Define the phasing of improvements, if applicable, consistent with the phasing identified in the Public Improvement Plan (PIP) and/or other plans. Identify a timeline for each phase and the responsible parties for installation and maintenance and describe how each phase will independently support future Preliminary Plats. Also identify any associated off-site improvements that may be required.

Response: Comment noted, currently this project is planned for a current phase. Future possible improvements for ponds have been identified.

2B. Dedicated Right-of-Way and Easements.

Please identify all existing rights-of-way and easements adjacent to and/or within the proposed development and include the recordation information.

Response: Comment noted, currently this project is planned to have an associated plat for dedications.

2C. Identify Existing and Proposed Features



Clearly define the limits of work and identify the location(s) of significant adjacent features such as the drainage features and utility locations. The protection of natural features is required.

Response: Comment noted, overall sheet provided to show approximate existing and proposed features.

3. Development Standards

3A. Dimensional Standards

The High Point at DIA Public Improvements Plan (PIP) identifies Gun Club Road as a 2-lane collector with an 80' ROW. Please comply with design standards in High Point at DIA Master Plan in addition to requirements in the UDO and NEATS. The curbside landscape installation will not be required until the time of development of the adjacent site(s). All proposed streets need to be labeled according to the city's street standard ordinance, Chapter 126-1 and 126-36.

Response: Comment noted, plans based on associated PIP, UDO and NEATS.

3B. Subdivision Standards

Through-Connectivity

Per Section 146-4.3.8, all subdivisions shall comply with the requirements in Section 146-4.5 (Access and Connectivity) at the time of Preliminary Plat and Subdivision Plat approval.

Access to Public Streets

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

Remainder Parcels Prohibited

No subdivision of land shall result in any remainder parcel or tract that does not otherwise meet the standards for a required open space, drainage area, buffer, or other area required by the UDO.

Response: Comment noted, ISP and Plat based on overall Master Plan PIP and UDO.

3C. Access and Connectivity

As discussed in the pre-application meeting, east-west drive lanes, that are designed to public street standards, (with sidewalks and curbside landscaping) shall be provided to connect the commercial parcels proposed on both sides of 64th Avenue. These drive lanes will allow inter-parcel connectivity and improve access between the commercial and industrial portions of High Point at DIA. Because uses are unknown at this time, the drive lanes do not need to be designed with the subject application. However, a note is required in the Preliminary Plat that states that they will be provided as commercial or industrial uses are proposed on either side of 64th Avenue.

Response: Comment noted, ISP and Plat based on overall connectivity of development.



3D. Landscape, Water Conservation, Stormwater Management

General Landscape Plan Comments

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

Response: Comment noted, landscape design team based upon UDO.

Landscape Plan Preparation

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

Landscape plans must be prepared on 24" x 36" sheets, except in Adams County where plans should be prepared on 18"x 24" sheets. Plans shall have plant symbols, plant labels with quantities, and a plant schedule upon first submission or a complete review will not be possible. Landscape plans shall include the necessary landscape tables for each of the required landscape treatments

(i.e. standard right-of-way landscaping, street and non-street frontage buffers, building perimeter landscape tables etc.) to demonstrate compliance with code requirements. Should any of the above information be missing, it may result in additional submittals and ultimately delays in approval of the plan set.

Sight Triangles

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

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

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

Section 146-4.7.5.C.2.a. (Required Landscaping, Curbside Landscaping)

Provide one shade/street tree per 40 linear feet of street frontage along all proposed streets. Trees shall be provided within the designated curbside landscape area. Street trees shall be located 50' from the face of a stop sign to maintain regulatory sign visibility. Refer to Figure 4.7-2. Evergreen trees may not be used to meet the street tree requirement.

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



a ratio of one shrub/grass per 40 square feet of curbside landscape. Grasses may only be provided to a maximum of 40%. Shrubs and grasses must be five-gallon size at time of installation. For curbside landscapes six to ten foot in width, a combination of shrubs/grasses with native seed may be provided or all shrubs and grasses. Any curbside landscape areas ten feet in width or greater may be sod if desired. Sod may not be installed unless the curbside landscape is a minimum of ten feet wide.

Given that developments will be forthcoming in the future, a deferral for the installation of the landscaping may be requested until the individual commercial pad sites and industrial developments are constructed to avoid the removal of vegetation and irrigation that may conflict with driveway connections and/or curb cuts.

Section 146-4.7.3.C. (Irrigation)

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

Response: Comment noted, landscape sheets are not for construction and are based on the above referenced sections.

3E. Lighting

Standards for lighting are found in Section 146-4.9. Show the location(s) of proposed street lighting and include typical details on the plans.

Response: Comment noted, proposed lighting locations shown on plans.

3F. Signs

Section 146-4.10 governs signage standards. Please review this section for complete details. Identify whether directional signage and/or wayfinding signage is proposed within the Preliminary Plat. Show the location of any signs on the plans.

Response: Comment noted, approximate location and type of signs placed on the plans.

4. Adjustments

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



Response: Understood, thank you.

5. Landscape Design Issues

5A. CAD Data Submittal Standards

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

Response: Understood, thank you.

5B. PDF Requirements

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

Response: Understood, thank you.

5C. Mineral Rights Notification

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

Response: Understood, Mineral Rights Affidavit to be submitted with following submittal, thank you.

PARKS, RECREATION AND OPEN SPACE DEPARTMENT (PROS)

Commercial Parks: Your proposal includes platting several lots for future commercial along 64th Avenue. Please note that there are a handful of commercial parks within these parcels that have been identified on the High Point FDP. PROS suggests including those tracts with the initial plat if the location can be determined now. If not, please note that you will be required to do a replat at a later date to include the commercial park tracts in coordination with each site plan.

Response: Comment noted, parks will most likely be determined with future site plans and/or replats.

AURORA WATER

Key Issues:

- Include any water mains needed within the proposed roads. Service connections are not allowed to the 24-inch water main within 64th Avenue. To provide service to the proposed lots, internal, main-line loops will need to be provided. It is encouraged to limit the number of main-line taps onto the 24-inch main.



Response: Water main shown within Gun Club Road with stubs to future adjacent sites to limit the number connections to 24-inch main.

- Ensure that placement of the sanitary sewer is not within any oil/gas easements. The full width of any sanitary sewer easement should be outside of oil/gas easements.

Response: Comment noted, future coordination on the location of sanitary sewer, ROW, easements, and gas lines will be needed during the CD process.

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

Response: Comment noted, future domestic allocation agreement to be provided for connections that are 2" and larger.

Utility Services Available:

- Water service may be provided from: Extension of public mains.

Response: Comment noted, thank you.

- Sanitary sewer service may be provided from: Extension of public mains.

Response: Comment noted, thank you.

- The project is located on Map Pages 93U

Response: Comment noted, thank you.

Utility Service Requirements:

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

Response: Comment noted, thank you.

Utility Development Fees:

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

Response: Comment noted, storm drainage development fee to be paid prior to recording if needed.



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

Response: Comment noted, thank you.

PUBLIC WORKS DEPARTMENT

Key Issues:

- Pending something unforeseen, such as public comment, Traffic Engineering will not require a Traffic Study at this time as the previously approved Master Traffic Impact Study included this roadway.

Response: Coordination with the Master Traffic Impact Study is anticipated. An updated memo may be provided based upon updated areas, land-uses, etc

- Construct roadway in accordance to the Master Traffic Impact Study.

Response: Coordination with the Master Traffic Impact Study is anticipated. An updated memo may be provided based upon updated areas, land-uses, etc

- Proposed commercial parcels will need to come into the city for the pre-app process/Site Plan process and additional Traffic Letters or Traffic Studies and potential shared access roadways may be required but are to be determined later based on the proposed development.

Response: Proposed commercial parcels will have follow up and future site plans based on their proposed development.

- This proposal does not include any trail system.

Response: Regional near by trails provided with Possum Gully improvements.

- Add note indicating that Traffic Signal Escrow is identified, and will apply to later vertical development per the Traffic Signal Escrow Ordinance.
 - Show all adjacent and opposing access points on the Site Plan.
 - Label the access movements on the Site Plan.
 - Objects and structures shall not impede vision within these sight triangles. Landscaping shall be restricted to less than 26-inches in the sight triangles. Show sight triangles on the site plan and landscaping plan at all access points in accordance with City of Aurora Standard Traffic Detail TE-13 In addition, street trees shall be set back from Stop signs and other Regulatory signs as detailed in City of Aurora Standard Traffic Detail TE-13.3.

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

Response: Note 15 added to the cover sheet of the landscape plans



- Show existing stop signs and street name signs or the installation of new stop signs and street name signs by developer at the site access points onto public streets. Add the following not to the Site Plan:
 - The developer is responsible for signing and striping all public streets. The developer is required to place traffic control, street name, and guide signs on all public streets and private streets approaching an intersection with a public street. Signs shall be furnished and installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards and shown on the signing and striping plan for the development.
- Right turn lanes for major intersections shall consider alternative geometric configurations (standard geometry for channelized right turn lanes with acceleration lane, compound curves for channelized right turn lanes without acceleration lanes).
- Based on our review of the Traffic Impact Study / Traffic Letter, additional improvements may be required.

Response: Comment noted future signage and studies to be included with upcoming submittals.

ROW/Plat:

- A traffic signal easement shall be required at the intersection of 64th Avenue and Gun Club Road to accommodate the proposed traffic signal pole, underground conduits, pull boxes and signal control cabinet.

Response: Traffic signal easement shall be dedicated by separate documents at time of CDs.

- Designate a Public Access Easement along private roadways.

Response: Comment noted, access easement to be dedicated if needed.

- ROW dedication is required for an additional future right turn lane along Gun Club Road and / or 64th Avenue to meet the laneage needs as identified in the Master Traffic Impact Study.

Response: Comment noted, ROW/easement to be dedicated if needed and determined by future updated traffic study.

ENGINEERING DIVISION

Key Issues:

Public improvements shall be per the Public Improvement Plan (PIP)

Response: Proposed plans/improvements based on the associated PIP.



A preliminary drainage report shall be submitted with the site plan. A separate report is required for each filing. Detention and water quality shall be in conformance with the master drainage study. Interim facilities or offsite improvements may be required until downstream facilities are completed.

Response: Preliminary drainage report based on Master Drainage Study submitted with this site plan.

Improvements:

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

Response: Street section updated per comments.

- Curb ramps must be shown (located) on the plans at all curb returns and any other location of public necessity. Refer to Standard Detail S9. Any street grades in excess of three percent will require detailed grading of the curb ramps.

Response: Curb ramps currently shown at intersection of 64th and Gun Club.

- Flared curb cuts, Standard Detail S7.4, are not permitted for commercial/industrial or residential driveways where traffic movements would be substantial. When the number of parking spaces exceeds 20, curb returns are required, and the curb return radii shall be labeled on the plan.

Response: Comment noted, thank you.

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

Response: Comment noted, thank you.

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

Response: Comment noted, thank you.

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

Response: Comment noted, thank you.

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

Response: Comment noted, thank you.



ROW/Easements/Plat:

- ROW dedication is required for public streets.

Response: Right-of-Way dedication will be by accompanied plat submittal.

- The dedication of a 25-foot lot corner radius is required at the intersection of Gun Club Road and 64th Avenue

Response: Right-of-Way dedication will be by accompanied plat submittal.

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

Response: Right-of-Way and easement dedications will be by separate documents during the CD phase of the project.

Drainage:

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

Response: Preliminary Drainage Plan and Report have been submitted with this project.

- 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.

- ***Response: Comment noted, thank you.***

- Under the provisions of Colorado Revised Statute 37-92-602(8), any detention or infiltration facility that becomes operational after August 5, 2015, is required to notify downstream water rights holders prior to operation. Urban Drainage and Flood Control District (UDFCD) has created a spreadsheet form (called SDI Design Data) for determining compliance with the statute and a web portal that will send a weekly e-mail notification to downstream water rights holders, satisfying the notification requirements. The developer will be responsible for having a professional engineer, licensed in the State of Colorado, complete the SDI Design Data and uploading to the web portal. Public Works Engineering will verify the



information matches the final drainage report. Notification must be made before Civil Plans will be approved or Stormwater Permits will be issued.

Response: Comment noted, an SDI sheet will be uploaded.

- Detention of storm drainage is required for this site and shall be incorporated on the site, unless other accommodations are approved by the City Engineer.

Response: WQ pond provided.

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

Response: Comment noted, thank you.

- Storm water from concentrated points of discharge from a minor storm event shall not be allowed to flow over sidewalks but shall drain to the roadway by the use of sidewalk chase sections. Sidewalk chase sections shall not be located within a curb cut, driveway, curb ramp, or curb return.

Response: Comment noted, thank you.

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

Response: Comment noted, thank you.

FIRE/LIFE SAFETY COMMENTS – BUILDING DIVISION

Key Issue:

- The comments being provided simply address the 6 new parcels presented. Primarily, life safety’s goal would be to ensure that a looped water supply and adequate fire access are available to support these sites. These requirements will be evaluated at the time of future Site Plan submittals to the city..

Response: Comment noted, thank you.

REAL PROPERTY DIVISION

Key Issues:

- Submit plans for ROW Dedication. Show ownership split or single owner.

Response: Right-of-Way dedication will be by separate documents during the CD phase of the project and will distinguish split or single ownership.

- Any other easements outside this ROW may be dedicated by separate document.

Response: Easement dedication will be by separate documents during the CD phase of the project.



Subdivision Plats:

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

Response: Comment noted, a plat submitted with this ISP.

Site Plans:

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

Response: Comment noted, Real Property information will be shown on Site Plan.

Separate Documents:

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

Response: Comment noted, thank you.

- Offsite easement dedications may be required in order to make your project work. It's up to the developer to obtain these easements for the City, pay compensation, etc. Dedication documents must be prepared using Real Property specifications which can be found in the Dedication Packet. Once complete and accurate easement dedication information is submitted to Real Property, it takes about 8-10 weeks to complete the process. They must be complete and ready to record before Real Property will record the plat and/or site plan.

Response: Comment noted, thank you.

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

Response: Comment noted, thank you.

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

Response: Comment noted, thank you.



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

Response: Comment noted, thank you.

Please do not hesitate to contact me with any questions.

Sincerely,

Greg Proulx, PE
Professional Engineer