

Planning Division  
15151 E. Alameda Parkway, Ste. 2300  
Aurora, Colorado 80012  
303.739.7250



Worth Discovering • [auroragov.org](http://auroragov.org)

February 21, 2025

Matt Hopper  
Aerotropolis Area Coordinating Metro District  
8390 E Crescent Pkwy Ste 300  
Greenwood Village CO 80111

**Re: Initial Submission Review – The Aurora Highlands Parkway Median Landscape - Site Plan**  
Application Number: DA-2342-06  
Case Number: 2025-6003-00

Dear Matt Hopper:

Thank you for your initial submittal, which we started to process on January 27, 2025. We have reviewed your plans and attached our comments along with this cover letter. The first section of our review highlights our major comments. The following sections contain more specific comments, including those received from other city departments and agencies.

Since several important issues remain, you will need to make another submission. Please revise your previous work and send us a new submission on or before March 14, 2025. Note that all our comments are numbered. When you resubmit, include a cover letter specifically responding to each item. The Planning Department reserves the right to reject any resubmissions that fail to address these items. If you have made any other changes to your documents other than those requested, be sure to also specifically list them in your letter.

Please be advised, that projects that go one year without a submission will be considered inactive and require a 25% restart fee to be reactivated. After 18 months of inactivity, projects that are not reactivated will be closed and retired. As always, if you have any comments or concerns, please give me a call. I can be reached at 303-739-7261.

Sincerely,

Debbie Bickmire, Senior Planner  
City of Aurora Planning and Development Services

Attachment: Xcel Comments

cc: Dave Center, ARTA  
Margie Krell, Aecom  
Jacob Cox, Director of Development Services  
Justin Andrews, ODA  
Filed: K:\\$DA\2342-06rev1.rtf



## *Initial Submittal Review*

### **SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS**

- Revise sheet order, add bike racks, tables, and benches (Planning)
- Remove curbside landscape from table (Landscaping)
- Include tree protection notes (Forestry)
- Include a grading plan, show street classifications (Public Works Engineering)
- Label grades on walks and trails (PROS)
- Add sight triangle (Traffic)

### **PLANNING DEPARTMENT COMMENTS**

#### **1. Community Questions, Comments and Concerns**

- 1A. Referrals were sent to four (4) adjacent property owners, two (2) registered neighborhood organizations, and two (2) outside agencies. Written comments were received from one outside agency. Please respond to their comments within the response letter for your next submission.

#### **2. Completeness and Clarity of Application**

##### **Letter of Introduction**

- 2A. Reference the Master Plan and the Highlands Creek Open Space corridor.  
2B. Edit the narrative to be clear about what is in this site plan vs. future development.  
2C. See the comments and suggestions on the redlines.

##### **Site Plan**

- 2D. Add “Parkway” to the site plan title. Ensure the title is shown consistently in the title block on all sheets.  
2E. Reposition the sheets per the notations on the redlines.  
2F. Update the sheet index to include all sheets.  
2G. Label the major streets noted in the Vicinity Map.  
2H. Revise the Data Block to include acreage and all the categories provided in the example. Clarify that the site area includes Tract J as well as the area to the back of the curb of The Aurora Highlands Parkway.  
2I. Sheet 8 should be relabeled as Site Plan and moved to be the second sheet.  
2J. See the Highlands Creek Open Space Exhibit that is included in MP Landscape Standards for the proposed uses within this tract. The plans are conceptual; however, we expect the intent to be met.  
2K. Only one bench is noted. Please add additional seating.  
2L. Add bike racks and trash receptacles. Include details for each.  
2M. Add a detail for the headwalls. Identify the top and bottom wall heights.  
2N. Include details of the golf basket and the tee boxes.  
2O. Include a detail for the proposed lights.  
2P. Add contour labels.  
2Q. Remove all RSN numbers. Only EDNs can be referenced.

#### **3. Landscaping**

- 3A. Curbside landscape is not required within the median. Please provide 1 tree and 10 shrubs per 4,000 square feet of area outside of the 100-year flood elevation.  
3B. Advisory comment: Trees shall be planted within a 3-4' diameter bed with mulch.  
3C. Are trees permitted within the flood area? Please confirm with Aurora Water.  
3D. Add contour labels.  
3E. Show existing and proposed grading. Label top and bottom wall elevations.  
3F. Show and label all existing and proposed easements.



- 3G. Move the sod and seed schedules to the Landscape Table sheet.
- 3H. Ensure all symbols are included in the Legend. Remove any that are not used.

#### **REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES**

**4. Civil Engineering** (Sara Siggue / 303-960-1349 / [ssiggue@auroragov.org](mailto:ssiggue@auroragov.org) / Comments in green)

- 4A. Please include a grading plan with the next submittal.
- 4B. Label the roadway classifications and right-of-way width(s).

**5A. Traffic Engineering** (Dean Kaiser / [djkaiser@auroragov.org](mailto:djkaiser@auroragov.org) / Comments in amber)

- 5A. Add an intersection sight distance triangle to the northern intersection.

**6. Aurora Water** (Jennifer Wynn / [jwynn@auroragov.org](mailto:jwynn@auroragov.org) / Comments in red)

- 6A. No comments at this time.

**7. PROS** (Scott Hammons / 303-739-7169 / [shammons@auroragov.org](mailto:shammons@auroragov.org) / Comments in purple)

- 7A. Please label grades and widths on all sidewalks trails and paths on all grading sheets. Cross slopes shall not exceed 2% and longitudinal slopes shall not exceed 5%. Where 5% is exceeded, ensure compliance with ADA requirements

**8. Forestry** (Rebecca Lamphear / 303-739-7139 / [rlamphea@auroragov.org](mailto:rlamphea@auroragov.org) / Comments in purple)

- 8A. Several of the existing trees are close to the crusher fines trail. Please make sure they are at least 3' away from any soil disturbance.
- 8B. Any trees that are preserved on the site during construction activities shall follow the standard details for Tree Protection per the current Parks, Recreation & Open Space Dedication and Development Criteria manual. The Tree Protection notes shall be included on the plan. The link for the manual can be found at:  
<https://www.auroragov.org/cms/one.aspx?pageId=16394080>

**9. Land Development Services** (Maurice Brooks / [mbrooks@auroragov.org](mailto:mbrooks@auroragov.org) / Comments in magenta)

- 9A. No comments at this time.

**10. Easements** (Grace Gray / [ggray@auroragov.org](mailto:ggray@auroragov.org))

- 10A. All departments requiring a license, easement dedications, or releases need to be started. Easement dedications are to be submitted to [dedicationproperty@auroragov.org](mailto:dedicationproperty@auroragov.org), and releases are to be submitted to [releaseeasements@auroragov.org](mailto:releaseeasements@auroragov.org).

**11. Xcel Energy** (Donna George / [donna.l.george@xcelenergy.com](mailto:donna.l.george@xcelenergy.com) / 303-571-3306)

- 11A. Please see the attached comments.



**Right of Way & Permits**

1123 West 3<sup>rd</sup> Avenue  
Denver, Colorado 80223  
Telephone: **303.571.3306**  
Facsimile: 303.571.3284  
donna.l.george@xcelenergy.com

February 6, 2025

City of Aurora Planning and Development Services  
15151 E. Alameda Parkway, 2<sup>nd</sup> Floor  
Aurora, CO 80012

Attn: Debbie Bickmire

**Re: The Aurora Highlands Parkway Median Landscape, Case # DA-2342-06**

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the site plan for **The Aurora Highlands Parkway Median Landscape**. Please contact Colorado 811 for locates before excavating. Use caution and hand dig when excavating within 18-inches of each side of the marked facilities. Please be aware that all risk and responsibility for this request are unilaterally that of the Applicant/Requestor.

Additionally, avoid placement of shrubs and trees over underground facilities and in front of the access doors of pad-mounted underground equipment. This will help avoid having to move and possibly destroy plants during maintenance and repair operations. Damaged or destroyed plant material will not be replaced.

For any new natural gas or electric service, the property owner/developer/contractor must complete the application process via [www.xcelenergy.com/InstallAndConnect](http://www.xcelenergy.com/InstallAndConnect).

Donna George  
Right of Way and Permits  
Public Service Company of Colorado dba Xcel Energy  
Office: 303-571-3306 – Email: [donna.l.george@xcelenergy.com](mailto:donna.l.george@xcelenergy.com)