



July 1, 2024

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Re: Windler Master Plan (#1793602)/Pre-Application Meeting held May 16, 2024

Dear Jazmine,

Thank you for providing the formal Staff Comments for the Windler Master Plan Amendment Pre-Application meeting with the Development Review Team. Below you will find a list of responses to your comments.

Pre-Application Review – Applicant Response

SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

► **Master Plan:** The Windler Master Plan will need to be amended to provide revised and aligned zoning boundaries for R-2 and MU-A. Depending on the proposal, provide revised or updated master plan tabs. The amendment should clarify how the changes will comply with the MU-A District Specific Standards. Based on discussions, it appears that updated design standards, street network layout, public improvements, and park requirements are items that may need to be amended.

Response: The Master Plan Amendment includes updated Tabs where changes have been made in response to land use and zoning boundary changes. The letter of introduction provides further description of the changes made.

► **Proposed Land Use:** The pre-application submittal included revised zoning districts to increase the boundaries for R-2 and to rezone the MU-R district to MU-A which would also increase the boundaries for MU-A. Priorities for staff with this proposal are any reductions in density and commercial uses. The proposed master plan amendment should seek to address how the proposal complies with the comprehensive plan placetypes and retains the important mixed-use character of the area. Commercial services and development integrated within the residential neighborhoods of this area continues to be a high priority for the Planning Commission and City Council.

Response: Only very minor changes to commercial acreage or residential density are proposed in this amendment. Consistency with the Comprehensive Plan has been addressed in the Letter of Introduction.

► **Dimensional Standards:** Rezoning to MU-A will allow the use of the FRLO standards. Generally, this flexibility allows the dimensional standards to be further refined and defined at the time of site plan

for each FRLO neighborhood. Lot configurations and typical drawings should not be included in the Master Plan document. However, please review UDO dimensional standards for reference of lot layouts that have been vetted and can meet city standards. These can be used when preparing the site plan and determining if anything irregular is being proposed. As noted in previous reviews, this flexibility in lot sizes, setbacks and density is only appropriate when paired with frequent and close access to parks and open space, small blocks, alley-loaded products, and high-quality architectural design.

Response: Lot typicals are not included as part of the Master Plan. New Building Design Standards have been incorporated into Tab 12.

► **Access and Connectivity:** Access and connectivity should comply with the approved Windler Public Improvement Plan. Please update the Letter of Intent to clarify any proposed changes to the street layouts, sidewalks, pedestrian paths, trails, etc. If there are changes, then please provide updated tabs for the Windler Master Plan as needed.

Response: Updated connectivity has been documented in Tab 9 and the Street Classification Exhibit

► **Aurora Water:** An amendment to the approved Master Utility Study (#222155) is required to include new water demands and sanitary sewer loading rates for proposed zoning changes. It will be the developer's responsibility to improve offsite utilities, if the new water demands and sanitary sewer loading rates dictate. All utilities must be installed in conformance with the approved amended MUS. Additionally, a MUS conformance letter is required with the civil plan submittals.

Response: At the request of City Staff, Letters of Conformance have been provided to staff for review prior to formal submittal.

► **Stormwater Management:** A Stormwater Management Plan (SWMP) & report are required.

Response: At the request of City Staff, Letters of Conformance have been provided to staff for review prior to formal submittal.

► **Drainage:** A Master Drainage Letter amendment shall be submitted with the site plan. The amendment shall demonstrate that the revisions are accounted for in previously approved development detention and water quality/EURV ponds.

Response: At the request of City Staff, Letters of Conformance have been provided to staff for review prior to formal submittal.

► **Traffic:** A new Master Traffic Impact Study (MTIS) will be required with this Master Plan update. See page 16 for additional information.

Response: At the request of City Staff, Letters of Conformance have been provided to staff for review prior to formal submittal.

► **Traffic Signal Escrow:** Multiple intersections are potential candidates for a future traffic signal if and when signal warrants are met. As an adjacent landowner/developer, you must participate in the cost of the traffic signal installation.

Response: Acknowledged

PLANNING DEPARTMENT COMMENTS

Key Issues:

- ▶ Revise planning areas and street alignments to logically align with the proposed zoning boundary revisions.
- ▶ Clarify land use and/density changes with the proposal.
- ▶ Retain important FRLD requirements such as areas planned for neighborhood-serving (at a minimum) retail and service uses, small urban block sizes, and high-quality parks with easy access for daily use.

Response: Specific issues are addressed below.

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. 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).

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.

The purpose of the MU-A district is to enable the development 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. A wide variety of attached and detached single-family, two-family, and low- to medium-density multifamily housing is permitted. Development pursuant to a Small Residential Lot option is also available in Subarea C. Higher densities are allowed primarily when residential development is adjacent to an activity center. Employment centers are focused near the Denver International Airport and the I-70 and E-470 major transportation corridors. 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, as well as limited and supporting retail, commercial, and service uses that are not regional destinations. This district also supports the economic development potential of fringe areas along the I-70 corridor and encourages well designed and planned commercial developments in proximity to employment centers and major activity centers. Other uses permitted in this district are as shown in Table 3.2-1 (Permitted



Use Table).

In addition, Section 146-2.4.8.D requires additional District Specific Standards for MU-A:

1. Amount of Residential Development Limited. After the Effective Date, no more than 50 percent of the gross land area included in any Master Plan shall permit Household Living Uses or Group Living Uses listed in Table 3.2-1, and no more than 50 percent of the gross land area in residential use in any Master Plan may be developed with single-family detached dwellings.
2. Flexible Development Options (FRLO). All land in the MU-A zone district in Subarea C shall comply with the permitted and conditional uses as shown in the Use Regulations in Article [146-3](#) and shall comply with the dimensional standards applicable to the MU-A zone district shown in Section [146-4.2](#) (Dimensional Standards), except that:
 - a. Residential development may occur pursuant to the optional provisions of Section [146-4.2.3.A](#) (Subarea C Small Residential Lot Standards) or other provisions in Section [146-4.2.3](#) applicable to particular land uses or forms of development. If the Small Residential Lot option is selected or other provisions of Section [146-4.2.3](#) apply, those provisions shall supersede any inconsistent standards in Article [146-3](#) Use Regulations and Article [146-4](#) Development Standards; and
 - b. Portions of the land may be developed as mixed-use centers in accordance with the standards applicable to the MU-N zone district or the MU-C zone district pursuant to the procedures in Sections [146-5.4.3.I](#) (Administrative Activity Center Designation). (Ord. No. 2019-49 § 1, 08-19-2019).

Zoning Map Amendments (Rezoning). All applicable provisions of Section [146-5.3](#) (Common Procedures) apply unless specifically modified by the provisions of this Section [146-5.4.1.C](#). Please update the letter of intent to provide detailed information regarding the zoning amendment.

Response: The Letter of Introduction outlines how this Master Plan Amendment complies with the proposed zoning.

1B. *Overlay Districts Avigation Easements*

The subject site is located within the Airport Influence District surrounding Denver International Airport. Please be advised that an avigation easement with the city and the airport has been conveyed and recorded with the county clerk. Please contact Jeffrey Moore at 303.739.7676 or jmoore@auroragov.org with any questions you may have.

Response: 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, including 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.

An emerging neighborhood placetype is a newer largely residential neighborhood in previously undeveloped areas. They are neighborhoods that have typically been built in the last 25 years and represent an opportunity to further diversify neighborhood choices. This placetype is more than just an isolated residential subdivision but is instead a complete neighborhood with mixed residential housing types and pedestrian and bicycle infrastructure.

Response: The proposed land use adjustments are in alignment with the City of Aurora Comprehensive Plan and are outlined in the Letter of Introduction.

1D. *Master Plan*

The Windler Master Plan will need to be amended to provide revised and aligned zoning boundaries for R-2 and MU-A. Depending on the proposal, provide revised or updated master plan tabs. The amendment should clarify how the changes will comply with the MU-A District Specific Standards as mentioned in Section 2.4.8.D. Based on discussions, it appears that updated design standards, street network layout, public improvements, and park requirements are items that may need to be amended.

Response: Master Plan tabs provided as part of this submittal include: Tabs 8, 9, 10 and 12, as well as the Street Classification Exhibit.

2. *Land Use*

2A. *Historic Land Use*

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

2B. *Proposed Land Use*

The pre-application submittal included revised zoning districts to increase the boundaries for R-2 and to rezone the MU-R district to MU-A which would also increase the boundaries for MU-A. The purpose for rezoning these areas is to provide needed changes for a variety of Small Residential Lots and FRLO housing types allowed within the R-2 and MU-A zoning districts.

Priorities for staff with this proposal are to address any reductions in density and/or commercial uses. The proposed master plan amendment should seek to address how the proposal complies with the comprehensive plan placetypes and retains the important mixed-use character of the area. Commercial services and development integrated within the residential neighborhoods of this area continues to be a high priority for the Planning Commission and City Council.

Response: Only very minor changes in overall unit count or densities are proposed. Integrated commercial/retail/services within the residential neighborhoods remains a priority for the development team as well.

3. *Development Standards*

3A. *Dimensional Standards*

Rezoning to MU-A will allow the use of the FRLO standards. Generally, this flexibility allows the dimensional standards to be further refined and defined at the time of site plan for each FRLO neighborhood. Lot configurations and typical drawings should not be included in the master plan document. However, please review UDO dimensional standards in Tables 4.2-2, 4.2-5, and 4.2-6. for reference of lot layouts that have been vetted and can meet city standards. These can be used when preparing the site plan and determining if anything irregular is being proposed. As noted in previous

reviews, this flexibility in lot sizes, setbacks and density is only appropriate when paired with frequent and close access to parks and open space, small blocks, alley-loaded products, and high-quality architectural design.

Response: Lot typicals have not been provided with this Amendment, but updated building design standards have been incorporated into Tab 12.

3B. *Landscape, Water Conservation, Stormwater Management*

No landscape requirements associated with this Master Plan amendment.

3C. *Common Space and Amenities*

Clarify if parks and open spaces are being significantly relocated or modified within the new neighborhood design layout. Address if density changes trigger new requirements to the approved Form J. Demonstrate the general locations of plaza and park amenities in the urban design standards. It is a priority of staff to retain urban amenities within the commercial/main street areas, and the general locations or priority areas for these types of neighborhood amenities should be outlined within the amendment.

FRLO areas should be accompanied by a high degree of diverse and quality parks and open spaces. Small pocket parks should be activated with play spaces, site furniture with shade structures, etc. The smaller lot and home sizes being proposed in this area must be balanced with easy and close access to common areas for day-to-day use.

Response: Minor adjustments to parks and open spaces have been made in response to new road alignments and lot layouts. Minor changes to unit counts and updates to the distribution of housing types have triggered the need to revise park and open space dedication requirements. It is our intent to continue to provide a robust park and open network within Windler. These revisions have been identified and updated in Form J.

3D. *Access and Connectivity*

Access and connectivity should comply with the approved Windler Public Improvement Plan. Please update the letter of intent to clarify any proposed changes to the street layouts, sidewalks, pedestrian paths, trails, etc. If there are changes, then please provide updated tabs for the Windler Master Plan as needed.

As discussed with the initial master plan, FRLO neighborhoods should retain a stricter neighborhood block network of no more than 660' in length. While longer blocks are permitted by code with breaks in the block, (use of a pedestrian paseo), it is our expectation that these only be used in instances that streets cannot be constructed, such as limited access areas to abutting arterial and highway roadways. Flexible lot and setback requirements are only appropriate when integrated with small urban blocks.

Response: Updated connectivity has been documented in Tab 9 and the Street Classification Exhibit. We will continue to comply with the approved FRLO standards within the Master Plan.

3E. *Building Design Standards*

Attainability housing concept discussions should continue to be further defined and refined with staff. Additional information is needed to determine the best path forward for each proposed adjustment/alternative. Generally speaking, a majority of the requests at this point should be pursued

as adjustments during the site plan stage for each applicable neighborhood. Staff will continue to coordinate these items to address any mitigation measures, or if needed, amendments to the master plan.

Clarify if any new housing types are being proposed with this master plan amendment. Some of the lot configurations shown in the conceptual lot plan do not appear consistent with previously approved or discussed housing types.

Response: New building standards have been added to Tab 12 to address housing attainability. We will continue to work with staff to refine these standards.

4. *Submittal Reminders*

4A. *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.

4B. *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.

4C. *Mineral Rights Notification*

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

Response: Acknowledged. Mineral Rights Affidavit was excluded from the Pre-Submittal Required Documents

Pre-Submittal Meeting:

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

Please note that a separate pre-submittal meeting is required with the Land Development Review Services Division for the Subdivision Plat prior to application submittal. Please contact them directly to schedule this meeting.

Response: Acknowledged.

Community Participation:

The City of Aurora promotes citizen participation in the development review process. One way to promote this participation is through a community meeting. 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. Occasionally, it will be necessary to hold a community meeting to discuss the application. Your Planning Case Manager can assist and inform you if a community meeting will be required.

Community Meetings:

- Currently, the city is utilizing Kerri Drumm with Purpose Aligned Consulting to facilitate these meetings. Please work with your assigned Planning Case Manager to schedule these meetings.
- These community meetings allow applicants an opportunity to present their proposal to adjacent neighborhoods and any impacted citizens. The meetings also allow residents to share their questions and opinions about the proposal to both the applicant and City staff.
- All meetings with registered neighborhood organizations should also include the Planning and Development Services Department Case Manager so that questions concerning the UDO and land use procedures can be properly addressed. The applicant will be expected to take meeting notes and include any project-related commitments that are made to the community at these meetings. After the meeting, please continue to work with the organizations that express interest in your project to address comments and mitigate concerns.
- Additional information about Community Meetings can be provided by reaching out to the Planning Case Manager for the application or by visiting the Planning and Development Services page of the city website.
- You can also find adjacent neighborhood groups associated with your site via this link: [Aurora Registered Neighborhood Associations - HOAs \(arcgis.com\)](#)

Response: Acknowledged.

Energy and Environment Development

There are no existing or planned oil and gas surface facilities on your site or within 2,000' of your site at this time. There may be existing underground pipelines in rights-of-way. If you have questions or concerns about this, the Energy & Environment Division can assist by providing additional information.

The Colorado Energy & Carbon Management Commission (ECMC) for maps indicate there are plugged and abandoned (P&A) wells within proximity of the proposed development. The applicant is responsible for locating the abandoned wells and to ensure adequate measures are taken to secure/buffer their locations during construction.

Please note that while wells display on the ECMC map with a latitude and longitude, for older wells, those values have been calculated from the footage references from section lines. They are likely close to the correct spot but may not be exact. The applicant is still responsible to physically locate such abandoned wells. The city will work with you to determine appropriate setbacks from various surface features once the wells have been located. The city recommends a permanent easement of 200 feet by 200 feet surrounding the P&A well, with no permanent structures within this easement.

Plugged and Abandoned (P&A) wells did produce hydrocarbons during the life of the well. Wells plugged more recently should have clear records with ECMC of the existence of any flowlines connected to the



wells, and how those flowlines were handled during final remediation. Some lines are removed, and some are left buried in place. Wells plugged further in the past may not have records at ECMC regarding flowlines. Note that some flowlines were asbestos-wrapped fiberglass instead of steel and may require special precautions if removal is necessary.

Additional information regarding oil and gas development can be found in the data and maps on the Colorado Energy & Carbon Management Commission (ECMC) website at ECMC Home (ecmc.state.co.us/#/home) and ECMC GISOnline (https://cogccmap.state.co.us/cogcc_gis_online/).

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

Response: Acknowledged.

Parks, Recreation & Open Space Department (PROS)

Project Characterization

The following information has relevance to the determination of PROS' review of this project:

- Any increase in development density must be reflected in an appropriate change to parks and open space credit.

Response: Minor adjustments to parks and open spaces have been made in response to new road alignments and lot layouts. Minor changes to unit counts and updates to the distribution of housing types have triggered the need to revise park and open space dedication requirements. It is our intent to continue to provide a robust park and open network within Windler. These revisions have been identified and updated in Form J.

Aurora Water

Utilities

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:

- ▶ An amendment to the approved Master Utility Study (#222155) is required to include new water demands and sanitary sewer loading rates for proposed zoning changes. It will be the developer's responsibility to improve offsite utilities, if the new water demands and sanitary sewer loading rates dictate. All utilities must be installed in conformance with the approved amended MUS.
- ▶ An MUS conformance letter is required with the civil plan submittals.
- ▶ A Stormwater Management Plan (SWMP) & report are required.
- ▶ Water quality and detention are required for this development.

Response: Acknowledged. At the request of City Staff, Letters of Conformance have been provided to staff for review prior to formal submittal.

Stormwater Management

Aurora Water reviews the drainage and public improvement components of your project plans. Drainage design standards can be found in the city's "[Storm Drainage Design and Technical Criteria](#)" and "[Standards and Specifications Regarding Water, Sanitary Sewer and Storm Drainage Infrastructure](#)".

Key Issues:

- ▶ A Master Drainage Letter amendment shall be submitted with the site plan. The amendment shall demonstrate that the revisions are accounted for in previously approved development detention and water quality/EURV ponds. As a reminder, any ponds shall be in place prior to paving, and it shall be accepted prior to the issuance of Temporary Certificates of Occupancy (TCOs) or Certificates of Occupancy (COs).
- ▶ Updated Digital files supporting this submittal should be uploaded at the time of first review, examples are CUHP, SWMM, HEC-RAS, and MHFD Detention files.
- ▶ A master drainage report review checklist should be completed and signed by a professional engineer and uploaded with the report first review. The checklist can be located at: <https://www.auroragov.org/cms/One.aspx?portalId=16242704&pageId=16533628>
- ▶ The lowest point of entry (LPE) shall be minimum one-foot above all emergency overflow elevations and all 100-year ponding and flow depths.
- ▶ Note that for all master drainage letters (MDL) review fees will be limited to the first three reviews. If additional reviews are required, fourth and greater, then new fees will be required.
- ▶ This site will be subject to Ordinance No. 2022-46 pertaining to the use of turf and water features.
- ▶ The City of Aurora has an updated drainage criteria manual which should be used for this and all future submittals. It is highly encouraged that you read section 1.5 SIGNIFICANT UPDATES BY CHAPTER to determine changes in the city's criteria. The manual can be downloaded at:

Response: Acknowledged. At the request of City Staff, Letters of Conformance have been provided to staff for review prior to formal submittal.

Public Works Department

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

Key Issues:

- ▶ A new Master Traffic Impact Study (MTIS) will be required with this Master Plan update. See below for additional information.
 - The update shall reflect the most recent proposed land use and densities, internal street network and access locations.
 - The applicant shall schedule a scoping meeting with COA Traffic to discuss the MTIS requirements.
- ▶ The site roadway layout shall conform to both the City's Roadway Design and Construction Specifications (current version is 2023) and the Unified Development Ordinance (UDO).
- ▶ Traffic calming elements will be an area of focus of review for this site. See MTIS requirements below.
- ▶ Traffic signal escrow for multiple intersections are anticipated for future signalized locations. See below for additional information

Response: Acknowledged. At the request of City Staff, Letters of Conformance have been provided to staff for review prior to formal submittal.

Engineering Division

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

Key Issues:

- ▶ Clearly identify what is changing with the master plan amendment.
 - Verify that the local street network and proposed accesses are not intended to be revised.

- ▶ The updated Roadway Manual has been adopted as of February 1, 2023. The link to the updated Roadway Manual can be found below.
- ▶ The City has updated its civil plan submittal intake process which became effective June 26, 2023. A civil plan pre-submittal is no longer required. Please review the new submittal instructions [here](#).
- ▶ 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.

Response: Acknowledged. All revisions to the master plan have been rev-clouded.

