



Office of Development Assistance
15151 E. Alameda Parkway, Suite 5200
Aurora, Colorado 80012
303.739.7345

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April 19, 2019

Mike Salmina – mike.salmina@meritagehomes.com

Meritage Homes
8400 E Prentice Ave, Ste 200
Greenwood Village, CO 80111

Responses provided by Henry Deisgn Group, Inc. and
Proof Civil Consulting Engineers, 9/18/2020

Re: Murphy Creek - PA-16 and 20 (#1357869)/Pre-Application Meeting held April 04, 2019

Dear Mr. Salmina:

I would like to take this opportunity to thank you for considering the City of Aurora for the Murphy Creek - PA-16 And 20 project. As your assigned Project Manager, I remain available as a resource as you initiate the review and approval process in the city.

Attached to this letter are the formal Staff Comments from your Pre-Application Meeting with the Development Review Team. I have taken the opportunity to highlight a few key issues below that may require further consideration prior to a formal submittal of your Development Application. These, as well as those on the attached pages, will need to be addressed either before or during the development review process.

Key Issues:

- ▶ **Zoning:** It may be advantageous for you to employ the R-2 Medium Density District as proposed in the Unified Development Ordinance, which is the update to the current Zoning Code. Part of the update to the code includes a zoning map update. Currently Planning Areas 16 and 20 are recommended for the R-2 zone district. It may be beneficial to consider using the R-2 Residential-Medium Density District as development standards for this project. The site is currently controlled by the Murphy Creek General Development Plan (GDP).
It is our understanding the parcel needs to follow the regulations of the GDP versus the R-2 District of the UDO. To rezone only this parcel to R-2 would be considered spot zoning if the entire Murphy Creek GDP is not rezoned. There is no intention to rezone the Murphy Creek neighborhood.
- ▶ **Access:** The Traffic Division is concerned with the Level of Service (LOS) and safety of the project's access points to Jewell Avenue. Specifically, the anticipated LOS for the exiting left movements. This access is not anticipated to meet Traffic Signalization warrants at any point in the future, based on the total number of units. This access point may need to be physically channelized into a ¾ movement (Right-in/ Left-in/ Right-out). Ensure the Traffic Letter of Conformance addresses this concern or proposes a physically channelized ¾ intersection.
Traffic Conformance Letter prepared, and results show how eastbound and westbound left turn movements are anticipated to have acceptable levels of service by Year 2040

(LOS C or better during morning and afternoon peak traffic hours), operating as a full-movement intersection. Full-movement characteristics are consistently with the Murphy Creek Ranch traffic impact analysis, prepared by LSC Transportation Consultants, Inc. dated November 2000. Additionally, a signal warrant analysis was not performed as Year 2040 traffic volumes do not trigger the need for signal control.

Because both planning areas have over 30 homes, two points of access will be required. These secondary access points will be via Fire Lanes with automatic gating systems. Please provide median breaks at these access points to allow access from either direction.

Understood. Median design for Jewell Ave. is part of the design for Jewell Ave that has been prepared by CVL and submitted to the City for review and approval.

- ▶ **Public Improvements:** The south half of Jewell Avenue shall be completed, including necessary transitions, prior to the issuance of any Certificate of Occupancy. The existing curb ramps on Jewell Avenue shall be updated to meet current City of Aurora Standards. Internal roads need to meet City of Aurora standards in order to be considered public. This includes centerline radii, cul-de-sac radii, and sidewalk width.

Understood. The civil construction plans for Jewell Avenue adjacent to the site have been prepared by CVL and are currently being reviewed by the City. The internal roads will be public streets and the street cross section, access and curve radius have been coordinated with Public Works.

- ▶ **Architectural Design:** There are design standards for single-family detached housing that requires masonry and limits the garage to 47% of the front elevation. Additionally, Murphy Creek Design Standards apply, and the proposed development will have to be reviewed and approved by the Murphy Creek Metro District Architectural Review Committee.

The architectural design of the homes meets the requirements of the Murphy Creek GDP. A letter from the architectural review committee is included with the submittal.

The comments reflect information provided on your submittal materials as well as the discussion within the meeting and are meant to provide general direction to you in the preparation of the actual submittals. If the plans change significantly for the project, another pre-application meeting would be advised.

Again, thank you for attending the Pre-Application Meeting with our Development Review Team; I trust the meeting was helpful. If you have any questions or require additional information, please do not hesitate to contact me at 303.739.7588 or mgeyer@auroragov.org

Sincerely,



Mark Geyer
Project Manager

cc: Karen Henry – khenry@henrydesigngroup.com

Development Review Team
File



City of Aurora Development Process

While the development process is described in more detail in the [Development Handbook](#), the following information will help you gain a quick understanding of your next steps in the process and understand the formatting of the attached staff comments:

Step I - Planning Phase

- The application is submitted to the Planning Department.
- The Planning Department refers the plan to other city departments for comment.
- Neighborhood meeting(s) are scheduled as necessary.
- The project can be reviewed and approved administratively if the R-2 Medium-Density District is used. If the current PD zoning is kept, the project will require approval in a public hearing before the Planning Commission.
- A Subdivision Plat is approved administratively during the same time line.

Step II - Construction Document Phase

Civil Engineering Plans: Generally includes grading, storm drainage, stormwater management plan, public utilities, and street construction plans.

- A preliminary drainage report is a part of the site plan submittal (Step I above). Final drainage plans are included in the civil engineering plans package.
- A pre-submittal meeting with Public Works Engineering is required prior to electronic submittal of final civil plans for review. This review is separate from the Planning Phase review above and requires a per-sheet review fee at the time of submittal.

Building Plans: (construction plans for structures)

- Usually reviewed after the Planning Department decision is made.

All data submitted in AutoCAD 13 or higher as part of this project should be in conformance with the City of Aurora CAD Data Submittal Standard. The standards and template can be found here: [CAD Data Submittal Standard](#)

Step III - Construction Phase

Building/Civil Permits:

- **Stormwater Quality Discharge** permits must be issued prior to any site work (Aurora Water).
- **Public Improvement permits** can be issued after civil plan approvals.
- **Building permits** are issued only after Steps I & II are complete (site plan/civil plan), and building plans are approved.

Inspections: Certificate of Occupancy (CO) is granted once all work and inspections are complete.

STAFF COMMENTS - PRE-APPLICATION MEETING

Re: Murphy Creek - Pa-16 And 20 (#1357869)/Pre-Application Meeting held April 04, 2019

Purpose of the Pre-Application Notes

These comments summarize the City’s land use ordinances, policies, design standards, and code requirements that apply to your project. They are based on the material you have supplied us and will alert you to key issues involved in your project. They are not intended to provide a complete review of your proposal. Several electronic links have been included within the body of these comments, some specific to your project and some more general in nature. Note that these comments are valid for a period of six months.

Please do not hesitate to contact **Mark Geyer, ODA Project Manager**, who assembled these notes.

Contact Information

Below is a list of City of Aurora Departments/Divisions that were represented at the meeting and contact information for the individual City Staff members present.

City Manager’s Office

Office of Development Assistance
Mark Geyer
303.739.7588
mgeyer@auroragov.org

Thelma Gutierrez
303.739.7352
tgutierr@auroraogov.org

Planning

Zoning and Plan Review
Heather Lamboy
303.739.7184
hlamboy@auroragov.org

Landscape Design
Kelly Bish, RLA, LEED AP
303.739.7189
kbish@auroragov.org

Parks, Recreation & Open Space

Planning Design and Construction
Michelle Teller
303.739.7437
mteller@auroragov.org

Forestry
Jacque Chomiak
303.739.7178
jchomiak@auroragov.org

Aurora Water

Ryan Tigera
303.326.8867
rtigera@auroragov.org

Public Works

Traffic Division
Brianna Medema
303.739.7336
bmedema@auroragov.org

Drainage and Public Improvements
Engineering Division
Kristin Tanabe
303.739.7306
ktanabe@auroragov.org

Life Safety and Building Division

John Van Essen
303.739.7489
jvanesse@auroragov.org

Real Property Division
Darren Akrie
303.739.7331
dakrie@auroragov.org

Neighborhood Services

Neighborhood Support
Scott Campbell
303.739.7280
scambel@auroragov.org

Aurora Public Schools

Joshua Hensley
303.365.7812 x28463
jdhensley@aurorak12.org

STEP I – PLANNING PHASE

Planning Department

Re: Murphy Creek - Pa-16 And 20 (#1357869)/Pre-Application Meeting held April 04, 2019

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:

- ▶ It may be beneficial to consider using the R-2 Residential-Medium Density District as development standards for this project. The site is currently controlled by the Murphy Creek General Development Plan (GDP).

It is our understanding the parcel needs to follow the regulations of the GDP versus the R-2 District of the UDO. To rezone only this parcel to R-2 would be considered spot zoning if the entire Murphy Creek GDP is not rezoned. There is no intention to rezone the Murphy Creek neighborhood.

- ▶ The Murphy Creek Design Review Committee must review and approve the architectural design of the project.

The architectural design of the homes meets the requirements of the Murphy Creek GDP. A letter from the architectural review committee is included with the submittal.

- ▶ An on-site pocket park for each planning area should be provided as a community amenity. **All park land dedication for Murphy Creek has been met. However, a pocket park is provided in the parcel south of E. Jewell Avenue. The pocket park is accessible for all residents within this filing.**

General Zoning Code Review of your Property:

- Your property is zoned *PD-Residential*.

Comment acknowledged.

- The use you propose, single-family detached residential, is permitted by the current zoning, but subject to a Site Plan and Plat approval.

Comment acknowledged. A Preliminary Plat is provided instead of a Site Plan in accordance with entitlement procedures of the UDO.

- It would be advantageous for you to employ the R-2 Medium Density District as proposed in the Unified Development Ordinance, which is the update to the current Zoning Code. Part of the update to the code includes a zoning map update. Currently Planning Areas 16 and 20 are recommended for the R-2 zone district.

Comment previously addressed above.

Type of Application(s):

- As part of your application, you will need to make the following land use requests:

- [Rezoning](#)
- [Site Plan](#)
- [Framework Development Plan](#)
- [Site Plan](#)
- [Subdivision Plat](#)
- [Subdivision Plat Checklist](#)

- The project can be reviewed and approved administratively if the R-2 Medium-Density District is used. If the current PD zoning is kept, the project will require approval in a public hearing before the Planning Commission.

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The PD will remain in place; therefore, it is acknowledged the Preliminary Plat will be reviewed by the Planning Commission.

- The following applications, [manuals](#) and [design standards](#) may also be helpful in completing your application for submittal:
 - [Air Influence Districts](#)
 - Design Standards for Title 32 Metro Districts
 - [Fence Ordinance](#), City Code Chapter 146, Article 17
 - [Fitzsimons Boundary Area District Ordinance](#) [Chapter 146, Sections 708 - 712]
 - Floodplain Ordinance
 - [Landscape Reference Manual](#)
 - [Landscape Ordinance \[Chapter 146, Article 14\]](#)
 - [On-Line Application](#)
 - [On-line Application and Plan Submittal Guide](#)
 - Preliminary list of community groups and homeowners associations within a one mile radius of your proposed development
 - Residential Masonry and Quality Construction Standards Ordinance [22-133]
 - [Site Plan Manual](#)
 - [Southeast Area Transportation Study](#) (SEATS)
 - Street Standards Ordinance [[126-1](#)] and [[126-36](#)]
 - Street Standards, Roadway Cross Sections
 - [Subdivision Plat Manual](#)
 - [Subdivision Plat Checklist](#)
 - Subdivision Ordinance [[Chapter 147](#)]
 - Xeriscape Plant List (see Landscape Manual)
 - Zoning criteria for each land use approval requested

Standards and Issues:

1. Zoning and Land Use Issues

The subject property is currently zoned PD-Murphy Creek. As you may know, a General Development Plan is a site-plan controlled zoning district, and unique standards apply according to the GDP. The Unified Development Ordinance (UDO) is currently under review and will update the code requirements for development. Furthermore, the zoning map will be updated to reflect the new zoning districts. This site is proposed for a R-2 Medium Density District. The R-2 district standards may better align with this proposal, especially due to the fact that the proposed lots will not be considered as small under the UDO.

The proposed neighborhood will remain under the control of the Murphy Creek GDP. A waiver to the GDP minimum lot size has been discussed with the HOA and is being requested with this application.

2. Traffic and Street Layout Issues

Planning Areas 16 and 20 are accessed via East Jewell Avenue. Due to topography constraints, this will be the primary access for the tracts. Please be aware that movements may be limited by right-in, right-out access points.

Comment acknowledged.

All proposed streets whether public or private need to be labeled according to our street standard ordinance, Chapter [126-1](#) and [126-36](#) of the city code. City design standards call for detached sidewalks and tree lawns.

Comment previously addressed. The internal roads will be public streets and the street cross section, access and curve radius have been coordinated with Public Works.

3. Environmental Issues

Buckley AID:

Because this property is located within the Airport Influence District of Buckley Air Force Base (BAFB), the applicant must assure that an avigation easement has been conveyed to the City of Aurora for this parcel and that this easement has been recorded with the Adams County Clerk and Recorder along with the first plat in accordance with Section 146-817 of the Aurora Zoning Code.

To streamline this process, the City of Aurora will record the avigation easement for the applicant. The applicant is responsible for the following:

- Completing the easement form
- Obtaining the property owner's signature
- Notarizing the document
- Including a legal description of the property
- Including a survey of the property

The completed easement form can be dropped off or e-mailed to Porter Ingram at pingrum@auroragov.org. It may also be e-mailed to the case manager. The easement form is available on the city website at www.auroragov.org, Business Services, Development Center, Development Process, Forms & Applications.

Development in the AID shall comply with height restrictions in the underlying zone district, which do not intrude into 14 CFR 77 surfaces for military airports.

Vendors of real property located within the Airport Influence District are required to provide notice to prospective purchasers in accordance with Section 146-811. The notice will state that the property may be subject to some of the annoyances or inconveniences associated with proximity to an airport including noise, vibration, and odors. Please contact Porter Ingram at 303-739-7227 with any additional questions regarding the AID.

Understood. An avigation easement will be recorded for the property. It is currently being prepared by the Owner's attorney.

4. Site Design Issues

4A. *Density of Use.* The proposed density for this project complies with both the GDP and the proposed R-2 Medium Density District.

Comment acknowledged.

4B. *Building Orientation.* There are design standards for single-family detached housing that requires masonry and limits the garage to 47% of the front elevation. Additionally, Murphy Creek Design Standards apply, and the proposed development will have to be reviewed and approved by the Murphy Creek Metro District Architectural Review Committee.

The proposed architecture meets the requirements of the Murphy Creek GDP. A letter approving the architectural design is provided with this submittal.

4C. *Pedestrian Circulation and Linkages to Off-Site Trails & Open Space.* You may employ the golf trail network to link the sites to open space and community amenities. There may be times when those trails may not be used, such as during a golf tournament, and signage will be required to communicate this restriction to trail users.

Per recent discussions with PROS, pedestrian access will not be provided to the golf course cart paths. Pedestrian access will be via the sidewalks along E. Jewell Avenue that will tie into the regional trail along Murphy Creek.

4D. *On-Site Vehicular Circulation.* There was discussion at the pre-application meeting regarding street design, turning radii, and emergency access. Please refer to Public Works comments for additional detail. All streets, whether public or private, must comply with street design standards. **Comment previously addressed. The internal roads will be public streets and the street cross section, access and curve radius have been coordinated with Public Works.**

4E. *On-Site Amenities and Use of Open Space.* The proposed site plan did not incorporate any on-site pocket park. A park amenity will be required for each Planning Area. There may be some opportunity to provide amenities in the usable open space adjacent to the detention pond, but additional gathering areas must be provided. **Comment previously addressed. All park land dedication for Murphy Creek has been met. However, a pocket park is provided in the parcel south of E. Jewell Avenue. The pocket park is accessible for all residents within this filing.**

4F. *Parking*

On-Site parking is required by [Section 1504](#) of the Zoning Code. Based on the information you've provided, each dwelling unit must provide 2 resident spaces and 2 guest spaces. Guest parking can be accommodated on the street in addition to on driveways.

A total of 4 parking spaces per residence are provided in the garage and driveway. Additional guest parking spaces are available on the public streets.

4G. *Site Lighting*

[Section 146-918](#) governs the design of site lighting for [Contextual Site Plans](#) in the E-470 zone. In general, sidewalks, internal pedestrian paths, and bicycle paths shall be lit with full cutoff lighting fixtures no more than 16 feet tall and providing consistent illumination of at least one foot-candle on the walking surface, except in Low Density Residential subareas. On-site streets and parking areas shall be lit with full cutoff type lighting fixtures no more than 25 feet tall. Fixtures shall be of a downcast type.

Comment acknowledged.

5. Landscape Design Issues

For further information, please feel free to contact our Senior Landscape Architect, Kelly K. Bish, PLA, LEED AP. The general landscape comments on your proposal are listed below:

A. General Landscape Plan Comments. Prepare your landscape plans in accordance with the requirements found in the approved Murphy Creek General Development Plan – Amendment #1 (GDP), the City of Aurora Zoning code, [Article 14](#) Landscape Ordinance as well as the [Landscape Reference Manual](#). Please ensure that your landscape architect or designer has a copy of these documents as well as our project specific comments.

Please be advised the city is in the process of adopting a new zoning code that includes updated landscape standards. The adoption process is tentatively scheduled to be completed in mid-2019. Should an updated site plan be submitted after the adoption process, the proposed application would be subject to the new zoning code standards. The proposed zoning code can be found online using this [link](#).

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If a formal submittal is made prior to the adoption of the new zoning code, the applicant shall comply with the landscape standards found within Article 14 and the Landscape Reference Manual. Please ensure that your landscape architect or designer has a copy of these documents as well as our project specific comments. The landscape plan shall include the necessary landscape tables in order to demonstrate compliance with code requirements. Tables shall be provided 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.

Provide the necessary landscape tables for each of the required landscape treatments (i.e. street frontage, buffer tables, etc.) in order to demonstrate compliance with code requirements.

The landscape design is provided in compliance with the 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 submitted with a site plan or redevelopment plan are used by the City to determine compliance with the landscape standards and for code enforcement purposes.

The Landscape Plans are labeled “Not for Construction”.

Landscape plans submitted during the Development Application/Contextual Site Plan submittal process must be prepared on 24”x36” sheets and have plant symbols, plant labels with quantities, and a plant schedule upon first submission or a complete review will not be possible and may result in additional submittals and ultimately delays in approval of the plan set.

The Landscape Plan is on 24”x36” sheets.

- **PDF Plan Creation Process** - Please ensure that during the PDF creation process, that all AutoCAD SHX text items are removed from the comment section and that the landscape sheets are flattened to reduce the select-ability of items. Instructions can be provided by your Case Manager if there are questions as to how to change the AutoCAD settings during the creation of the PDFs. Plans submitted for city pre-acceptance review will be rejected if it is determined that plans do not comply. This could result in delays in application start times if the applicant is asked to re- upload corrected PDFs.

Comment acknowledged,

- **Sight Triangles** – Include sight distance and sight 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.

Sight visibility triangles are indicated on the Landscape Plan and all landscaping complies with the design criteria. The note regarding Sight Visibility Triangle from Public Works has been added to the plans.

B. Murphy Creek GDP

The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within the GDP. The applicant is responsible for reviewing this document and determining all applicable landscape requirements.

- A 25’ setback is required along all arterial and collector streets. This includes landscape buffers. Reductions are possible with incentive features.
- The perimeter of all sites should be buffered with landscaped areas.

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- Detention, retention and water quality ponds shall be landscaped with one tree and ten shrubs per 4000 square feet of tract area.
- Common open space tracts shall be landscaped with one tree and ten shrubs per 4000sf of tract area.
- Front yard landscaping shall comply with Article 14.
- Street trees are required at a ratio of 1 tree per 40 linear feet of public or private right-of-way.
- 45% of residential site plans shall be landscaped areas. Landscape areas include private landscape areas, playgrounds, recreation areas and plazas. It includes interior circulation used exclusively by pedestrians. Public rights of way are not included in the calculation.
- Jewell Avenue shall have 10' wide tree lawns along the north and south sides of the street.
- Except as otherwise noted in the GDP, all city of Aurora ordinances in effect at the time of site plan approval shall be applicable to the development of this property.

The landscape has been designed in accordance with the GDP guidelines. The site is bordered by open space (?) on all sides with the exception of the frontage along E. Jewell Avenue. As such the golf course frontage does not have landscape buffer areas per the GDP for SFD residential. A landscape buffer is provided along E. Jewell Avenue.

C. Article 14 Landscape Ordinance Requirements. The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within Article 14. The applicant is responsible for reviewing the landscape code and determining all applicable landscape requirements. **Comments Acknowledged.**

- **Standard Right-of-Way Landscaping.** Provide one shade/street tree per 40 linear feet of street frontage along all streets. Refer to [Section 146-1450](#) (B). Additional Requirements for Residential Development. When a detached walk and tree lawn are provided according to Public Works street cross section requirements, street trees shall be provided within the designated tree lawn. When a detached walk and tree lawn are absent, street trees shall be located from four to five feet from the back of walk, curb or pavement. Avoid the use of blue grass sod and install a more xeric sod mixture for the tree lawn. In lieu of sod, consider the installation of shrubs, perennials and ornamental grasses at a ratio of one five gallon plant per 40 square feet of sod.

Provided.

- **Front yard Landscape requirements for Single Family Detached and Duplex Residences.** All new single family detached, two family and single family attached duplex residences shall provide front and side yard (corner lots) and tree lawn landscaping in accordance [Section 146-1450](#) Additional Requirements for Residential Development (E) and in accordance with Tables 14.3A and 14.3B Home Yard Landscaping Turf and Xeric Options. Shrub quantities vary depending upon the lot size. Landscaping shall be completed prior to issuance of a final certificate of occupancy. Temporary certificates may be granted at the discretion of the Building Department when certificates are requested outside of the normal landscaping season of April 1st through October 31.

Provided.

Builders may want to consider the new xeric front yard landscape option as a tap credit of \$1,000.00 per lot is issued for each front yard utilizing these new requirements. Contact Aurora Water, Tim York at (303) 326-8819 for the specific landscape requirements.

The new requirements will be provided to allow for the \$1,000 lot credit.

- **Private Common Open Space** – Developers are required to landscape lands that have been disturbed during construction and will be preserved and protected from future development for non-public active and passive recreation, trails, wildlife habitats and view corridors with

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landscaping. This includes all areas not defined as street buffers. Landscaping shall consist of 1 tree and 10 shrubs per 4,000 square feet of area or tracts. Refer to [Section 146-1425](#) Private Common Open Space.

Provided.

- **Special Landscape Features.** Provide a distinctive landscape feature at each site entrance. Distinctive landscape features should consist of specimen quality plant material that will provide visual interest during all seasons. Refer to Section 146-1451 Additional Requirements for Non-Residential Development (C) Special Landscape Requirements at Entryways and Intersections. This may be incorporated into your proposed signage, if any.

An entry monument is provided at the SE corner of Jewell and the entry road.

- **Detention, Retention and Water Quality Ponds.** Should an on-site detention pond be required as well as water quality, the city encourages all applicants to utilize LID (Low Impact Development) principles as permanent Best Management Practices (BMPs). Many of the LID practices have an integrated vegetative component which supports the treatment, evapotranspiration and infiltration functions so that storm water is treated at the source. With the implementation of LID techniques, landowners can benefit from the environmental quality and aesthetics of the area in which they live and work. Some examples of LID techniques are depicted in the images below and include permeable pavements, vegetative swales and rain gardens.



Vegetative Swale



Porous Pavement



Rain Garden

Applicants may propose their own BMPs or refer to the Urban Drainage and Flood Control District's Storm Drainage Criteria Manual where multiple examples of BMPs are described such as grass buffers, grass swales, permeable pavements etc. The City of Aurora Water

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Department has recently completed a study and produced a manual entitled “Low Impact Development Techniques for Urban Redevelopment in Aurora”. Applicants are encouraged to utilize this document as an introduction to LID/BMP techniques. To obtain a copy, please contact Vern Adam, Engineering Services Manager at Vadam@auroragov.org. The applicant may also wish to review the Ultra-Urban Green Infrastructure Guidelines published by the City and County of Denver/ Public Works.

All detention pond facilities shall not exceed 6’ in depth. The area within the tract surrounding the pond shall contain a minimum of 1 tree and 10 shrubs or the approved tree and shrub equivalents per 4000 square feet above the 100 year water surface elevation. When overlapping landscape standards occur such as when buffers, detention/water quality and parking lot landscape requirements fall within the buffer, they may be counted towards meeting the buffer requirements, however the most restrictive requirements shall be met. Landscaping shall be provided in accordance with [Section 146-1434](#) Detention, Retention and Water Quality Ponds. **Understood. Two EURV ponds are proposed for this development that will be less than 6’ in depth from crest of weir to bottom of pond.**

- **Irrigation.** Refer to [Section 146-1430](#). All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, the City Water Dept. will require 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 in Aurora Water regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system. **An irrigation plan will be provided to the Aurora Water Department at the time of Civil CDs.**

6. Architectural and Urban Design

6A. *Design Standards.* This project is subject to the Murphy Creek GDP design standards, and must be reviewed by the Murphy Creek Design Review Committee prior to submission of an application. An approval letter must be provided with the initial submittal.

The GDP states, “Murphy Creek’s Traditional Neighborhood House Design Criteria is developing a format in which the contemporary home built with today’s construction technology and materials can produce the quality, image and charm of many older neighborhoods. These neighborhoods were generally built by a series of builders, each one expressing elements from traditional, recognized architectural styles.”

[Section 146-405\(F\)8](#) of the zoning code establishes the approval criteria for building architecture and urban design. Where standards are silent in the GDP, City Code applies.

Building elevations will need to be included as part of your site plan, and should call out dimensions, exterior finishes and color schemes. We will also ask for color and material samples with the initial submittal. As a general rule, “high quality of design” usually means that architectural details should be continued on all four sides of all buildings open to view.

Staff suggests that you incorporate material changes and architectural features such as glazing, textured surfaces, projections, color, overhangs and changes in parapet height to improve the façade

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and create an inviting and attractive street presence. Use changes in the wall planes, both horizontally and vertically, a variety of durable materials, and quality architecture to create visually interesting buildings.

Please be aware that this application will be referred to the Murphy Creek neighborhood association. Residents of Murphy Creek have expressed the desire that all future development be of high-quality design that is compatible with the existing Murphy Creek North neighborhood.

Comments previously addressed.

6B. Residential Design Standards

If your application will include specific single-family detached home models, your models will need to follow the styles and level of quality and detail shown in your approved GDP. Be sure, however, that your CSP street layouts and lotting plans have been properly sized and configured to easily accommodate the typical home designs and other design requirements of your approved GDP.

The architectural design is in compliance with the GDP.

7. Signage

The total allowable square footage of signs is based on a zoning code formula tied to location of the property and building frontage. All ground signs should be at least 10 feet back from the property line and 21 feet back from the flow line. Please refer to [Article 16](#) of the Zoning Code for complete regulations. Subdivision identification signs cannot exceed 96 square feet; please be sure that all proposed signs comply with the Murphy Creek GDP design standards.

Comment acknowledged.

8. Waivers

From the material you supplied us, it appears that waivers of development standards are involved if you chose to develop the property under the current GDP entitlement. If you were to pursue utilizing the proposed UDO R-2 standards, we determined that no waivers would be required.

If you decide to request any waivers, you must clearly list them in your *Letter of Introduction* and justify them according to the criteria listed in [Section 405](#) of the Zoning Code. You must also list them on the cover sheet of your Site Plan or other drawings on which they occur.

The requested waivers are stated in both the Preliminary Plat and within the Letter of Introduction.

9. Mineral Rights Notification Requirements

Please fill out the [Mineral Rights Affidavit](#) / [Severed Mineral Rights Notice](#) and supply this document to your Case Manager at the time of site plan submittal.

Mineral notices will be provided in accordance with State Statute in advance of the Planning Commission hearing. An affidavit of notice will be provided.

10. New CAD Standards

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.

Comment acknowledged

Re: Murphy Creek - Pa-16 And 20 (#1357869)/Pre-Application Meeting held April 04, 2019

Pre-submittal Meeting:

At least one week prior to submitting an application, you will be required to hold a Pre-submittal meeting with your assigned Case Manager to ensure that your entire application package is complete and determine your application fee. Please contact your Case Manager in advance to schedule.

A Presubmittal meeting was held on September 9, 2020

Community Participation:

You are encouraged to work proactively with neighborhood groups and adjacent property owners. Neighborhood groups within a mile radius will formally be notified of this project when submittal has been made to the Planning Department.

A general attendance neighborhood meeting was held on June 4, 2019. A second meeting was held with key members of the HOA and Meritage Homes on December 4, 2019.

Neighborhood Services Liaison:

- Your Neighborhood Services Liaison is Scott Campbell. He has put together a report attached to these notes listing the registered groups within one mile of your proposed project and can assist in scheduling and facilitating meetings with community members. It is recommended that you work with the neighborhood organizations that express interest in your project to mediate and mitigate concerns.
- All meetings with neighborhood associations should also include your Planning Department Case Manager so that questions concerning City Code or policies and procedures can be properly addressed. We will record any project-related commitments that you make to the community at these meetings.
- Additional information about the Neighborhood Liaison Program can be found on the [Neighborhood Services](#) page of the city website.

Comment acknowledged. Another meeting will be held during the review process if determined by staff to be necessary or if requested by the neighborhood.

[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 includes 32 lots within PA-16 and 41 lots within PA-20.
- Your proposed site is adjacent to the Murphy Creek Golf Course

Trail Connections:

PROS Golf Division has identified that there is staff on site that will advise residents to stay off of internal pathways (unless golfing) during peak times such as during tournaments or busy seasons. Due to the close proximity of the club house, it may be ideal to make a direct connection from your site to the existing cart path that is on the west side of PA-16. Please work closely with PROS on the location of this potential connection. You may want to consider creating a small path in between two lots on the west side for proper access to that connection.

In order to direct residential traffic directly to the clubhouse, our Golf Division has requested that an appropriate sign be placed on site which directs the residents onto the cart path and toward the club house. The intent with this is to minimize free-roam on paths throughout the course, although this is allowed during off-peak hours and residents are encouraged to use the course to golf. Please continue to work with PROS to determine language of all trail signage.

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Comment previously addressed. Per recent discussions with PROS, pedestrian access will not be provided to the golf course cart paths. Pedestrian access will be via the sidewalks along E. Jewell Avenue that will tie into the regional trail along Murphy Creek.

Fencing:

This development property is located directly adjacent to the Murphy Creek Golf Course, a City of Aurora property managed by the Golf Division of Parks, recreation and Open Space Department. Residential developments adjacent to park or open space property are required to install the PROS Open Space 3-rail fence with pet mesh, standard detail F-1.0 within the private property along the common property line with the golf course. Provide fencing plans as a component of the CSP.

All fencing will be in accordance with the GDP requirements.

Golf Course Waiver and Property Owner Notification:

In accordance with the Golf Course Development Agreement, all purchasers of property within 1,000 feet of the Murphy Creek Golf Course shall be informed of the risks commonly associated with the ownership of property adjacent to a golf course. Purchasers shall also provide the City of Aurora and the Golf Course Enterprise with a release from liability from said purchasers, successors and assigns from risks and hazards associated with the golf course in a form acceptable to the City and the Golf Course Enterprise. The release shall be deemed a covenant running with the land and shall be recorded in real property records of the Arapahoe County Clerk and Recorder and with the City of Aurora. No certificate of Occupancy shall be issued for any residential unit until a release of liability is delivered to the City of Aurora and the Golf Course Enterprise.

Notice will be provided to all new residents as requested.

Golf Fees:

Each dwelling unit within the Murphy Creek South subdivision shall be assessed golf development fees in accordance with past golf course agreements as follows:

Single-family Dwelling Unit - \$600/DU

Fee acknowledged.

Park Development Fees:

Per the requirements of Annexation Agreement 85-251 recorded for the Murphy Creek subdivision, the applicant shall pay \$300 per dwelling unit for Park Development Fees payable at the time of building permit issuance.

Fee acknowledged.

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 2019). 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.

Comment acknowledged.

Forestry Division

There are several trees on this property that will be impacted by development. However, the trees are not large enough to require tree mitigation. No tree mitigation will be required.

Comment acknowledged.

Aurora Public Schools

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The school land dedication requirement for the Murphy Creek GDP was satisfied with the 2002 school site agreement. There is no additional school land requirement for the proposed residential development of Planning Areas 16 and 20.

Comment acknowledged.

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.

- ▶ Conform to latest approved Master Utility Study. **Understood, the proposed design complies.**
- ▶ A looped water main is required for frontage to residential units. **Looped water mains have been provided on the north and south sides of Jewell**
- ▶ Individual water and sanitary service lines are required for each unit. **Provided in current submittal**
- ▶ Access is to be provided within five-feet to existing sanitary sewer manholes on property. **Understood.**
- ▶ A [domestic allocation agreement](#) will be required starting in 2019 for connections 2” and larger. **Understood.**

Utility Services Available:

- Water service may be provided from: 8 inch water stubs to the north and south off of Jewell Avenue. **These connection points are shown on the Preliminary Plat.**
- Sanitary sewer service may be provided from: 12-inch sanitary sewer runs north/south on property. **This is reflected on the Preliminary Plat**
- The project is located on Map Pages 12V and 13V. **Understood**

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
 - Grease Interceptors are required for commercial kitchens
 - Sand/Oil Interceptors are required for vehicle maintenance facilities
 - All utility connections in the arterial roadway are required to be bores.

This has been provided with the Preliminary Plat

- 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).

Utility Development Fees:

- The 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 will be based on the amount of impervious surface created by the 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.

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Understood

- For a full listing of Utility Fees, please see the [Aurora Water Fee Schedules](#).

Public Works Department

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

Key Issues

- ▶ Traffic Letter of Conformance is required. See below for additional information. Traffic Conformance Letter provided.
- ▶ Traffic is concerned with the Level of Service (LOS) and safety of the project's access points to Jewell Avenue. Specifically the anticipated LOS for the exiting left movements. This access is not anticipated to meet Traffic Signalization warrants at any point in the future, based on the total number of units. This may need to be physically channelized into a ¾ movement (Right-in/ Left-in/ Right-out). Ensure the Traffic Letter of Conformance addresses this concern or proposes a physically channelized ¾ intersection.

Traffic Conformance Letter prepared, and results show how eastbound and westbound left turn movements are anticipated to have acceptable levels of service by Year 2040 (LOS C or better during morning and afternoon peak traffic hours), operating as a full-movement intersection. Full-movement characteristics are consistently with the Murphy Creek Ranch traffic impact analysis, prepared by LSC Transportation Consultants, Inc. dated November 2000. Additionally, a signal warrant analysis was not performed as Year 2040 traffic volumes do not trigger the need for signal control.

- ▶ The GDP has a note indicating "Right In/ Right Out/ Left In" at this access point.

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

This is reflected on the Preliminary Plat

- The access onto Jewell Ave shall align with the opposing street to the north.

This is reflected on the Preliminary Plat

- Label the access movements on the Site Plan.

This is reflected on the Preliminary Plat

- 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](#).

Understood

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'

This is reflected on the Preliminary Plat

- 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: 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.

The requested note has been added to the Site Plan

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- Show the installation, by developer, “Right Turn Only” signs at the exit of the development out to Jewell Ave. Signs shall be installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards.

The development has a proposed full movement access to Jewell.

- 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. Add a note to the Site Plan indicating this commitment.

The requested note has been added to the Site Plan

- A full Traffic Impact Study will not be required. The applicant shall prepare a detailed letter to address the following items. The letter shall be signed and stamped by a professional engineer licensed in the State of Colorado, and address:
 - Trip Generation from the site.
 - Site Circulation Plan
 - Analysis of Site Access to Jewell Ave (Counts, Signal Warrant, LOS and queuing analysis), if any other proposal vs physical channelized ¾ movement, limiting left-out.

Traffic Conformance Letter detailing anticipated intersection LOS operations provided. Queue analysis not provided as it is understood any vehicle queuing would be a result of northbound or southbound movements and would accommodate on-site. Signal warrant not included as intersection LOS and traffic volumes do not trigger the need for signalization, and would be inconsistent with what was previously proposed within the Murphy Creek Ranch traffic impact analysis prepared for the overall development area, prepared by LSC Transportation Consultants, Inc. dated November 2000.

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

Submitting the Traffic Letter:

- The Traffic Letter shall be sent directly to Brianna Medema at bmedema@auroragov.org as soon as possible.
- The Traffic Letter shall also be uploaded with the rest of 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:

- ▶ The south half of Jewell Avenue shall be completed, including necessary transitions, prior to the issuance of any Certificate of Occupancy. The existing curb ramps on Jewell Avenue shall be updated to meet current City of Aurora Standards. **Understood. The design of Jewell adjacent to the site has been prepared by CVL and is currently being reviewed by the City.**
- ▶ Internal roads need to meet City of Aurora standards in order to be considered public. This includes centerline radii, cul-de-sac radii, and sidewalk width. **The roadway design has been coordinated with the City prior to the initial Preliminary Plat submittal and we understand that it meets public street standards.**

Improvements:

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

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- 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.
- Curb ramps must be shown (located) on the plans at all curb returns, "T" intersections, residential mail kiosks or clustered mailboxes, and any other location of public necessity. Refer to Standard Detail S9. Any street grades in excess of three percent will require detailed grading of the curb ramps.
- 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.
- 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.
- 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.
- 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.
- If gates are incorporated into the design of the development they are required to be setback from the street flow line a minimum of 35-feet or one truck length, whichever is greater.
- Street lights are required along adjacent roadways. Street light spacing, location, wattage, etc., information is contained in Section 4.10. See Section 2.12 for Street Lighting Plan submittal requirements. 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. The street lighting plan shall be included with the Civil Plan submittal.
- The street standards require the construction of an entry island where local streets intersect arterial streets as shown in Standard Detail S14. Show this island on the plan. The island shall be constructed and the interior of the island shall be maintained by the developer/owner/metro district. Add a note to the site plan and civil plans indicating this responsibility. A license agreement will be required for construction/maintenance of the island within the ROW.

These comments have been applied to the site design and more detailed information will be provided with the Civil CDs.

ROW/Easements/Plat:

- ROW dedication is required for public roads.
- 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.

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- 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.

Understood. These items will be coordinated with Real Property as the project progresses.

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.
- **Understood. A preliminary drainage report has been submitted with the initial planning submittal.**
- 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.

Understood.

- Detention of storm drainage shall be incorporated on the site as required by the approved master drainage report for Murphy Creek.
Water quality (EURV) ponds have been included in the development per the master drainage plan requirements.
- Release rate for the detention pond shall be based upon the "[Storm Drainage Design and Technical Criteria](#)" Manual, latest revision.
Understood.
- 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.
Understood.
- A public storm sewer system appears to be located near this site. Please have your Engineer or Surveyor verify and tie your site drainage into it.

The existing storm sewer connection on PA16 will be used as the outfall for the proposed EURV pond on the north. There is no adequate storm sewer outfall that we could find for the proposed pond on the south. Per coordination with the City and MHFD, the southern pond will discharge near the existing outfall of the 48" RCP that runs offsite along the south side of PA20.

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

Fire/Life Safety Comments - Building Division

The Building Division will receive a referral of the Site Plan and Subdivision Plat for review and comment. They will review these documents for Life Safety (Fire Code) and Building Code issues.

Key Issues:

- ▶ Because both planning areas have over 30 homes, two points of access will be required. These secondary access points will be via Fire Lane lanes with automatic gating systems.
- ▶ Please provide median breaks at these above access points to allow access from either direction.

Understood. These comments have been incorporated into the proposed Preliminary Plat. Jewell is not being designed as a part of this project; however, appropriate notes have been added to the Preliminary Plat.

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.

Understood.

Adopted Codes by the City of Aurora – Setbacks:

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

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.

- [Alternative Fire Lane Surfacing Material](#)
- [Alternative Fire Lane Surface Signs](#)
- [Combined Fire Lane and Pedestrian Sidewalks](#)
- [Fire Lane Sign Detail](#)
- [Grading Plan](#)
- [Sign Package](#)
- [Signature Block](#)
- [Street Standards and Street Section Details](#)

A standard City street section is proposed with the current application, which meets City standards. The requested plans will be provided with the Civil CD submittal.

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:

- [Designated Fire Lane](#)
- [Fire Lane Easement](#)
- [Emergency Access Easement](#)

Understood.

Fire Hydrants:

The number and spacing of fire hydrants are determined using the 2015 IFC, Appendix B & C.

Fire Hydrants have been shown on the proposed Utility Plan in the Preliminary Plat.

Fire Sprinkled Structures:

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

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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.

Understood. No fire sprinklers are proposed.

Gated Entry:

The installation of any gating system will require a City of Aurora licensed contractor to obtain a building permit through the Aurora Building Division prior to the start of any work. This would be considered a structural, life safety and electrical review within the Building Division that is conducted on behalf of the Fire Chief.

- If a gating system is to be installed at a site access point, it must be set back from the flow line of the street at least 35 feet or one design vehicle length, whichever is larger, and be approved by the City of Aurora's Fire and Life Safety department. Gating systems located within close proximity to public right-of-way (ROW) may also be assessed by the City of Aurora Traffic Manager or designee and could require a traffic analysis to determine the appropriate distance of gating system to said flow line of ROW. Where a gating system crosses a dedicated or designated fire access roadway please reference the Security Gates section of the latest edition of the International Fire Code (IFC). The installation of security gates across a fire apparatus access road shall be approved by the Fire Chief (designated Fire Chiefs representative).

Understood.

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.

Legends are included in the Preliminary Plat that identify existing and proposed site elements.

Phasing Plans:

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

Site Plan, Civil 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 Contains Fire Lane Easement](#)
- [\(Plat Note\)If Plat Contains an Emergency Access Easement](#)
- [\(Site Plan Note\) Access Control Gate or Barrier Systems](#)
- [\(Site Plan Note\) Addressing](#)
- [\(Site Plan Note\) Aircraft Noise Reduction \(LDN\)](#)
- [\(Site Plan Note\) Alternative Fire Lane Surfacing Materials.](#)
- [\(Site Plan Note\) Americans with Disabilities Act](#)
- [\(Site Plan Note\) Emergency Ingress and Egress](#)
- [\(Site Plan Note\) Fire Lane Easements](#)
- [\(Site Plan Note\) Fire Lane Signs](#)
- [\(Site Plan Note\) Right of Way for Ingress and Egress of Emergency Vehicles](#)

Understood. Appropriate notes have been added to the Preliminary Plat.

Photometric Plan:

- Add the following note to the Photometric Site Plan:

ILLUMINATION WITHIN THE SITE MUST COMPLY WITH THE 2015 INTERNATIONAL BUILDING CODE REQUIREMENT FROM SECTION 1006 - MEANS OF EGRESS ILLUMINATION. SECTION 1006. ILLUMINATION REQUIRED: THE MEANS OF EGRESS, INCLUDING THE EXIT DISCHARGE, SHALL BE ILLUMINATED AT ALL TIMES THE

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BUILDING IS OCCUPIED. SECTION 1006.2 ILLUMINATION LEVEL. THE MEANS OF EGRESS ILLUMINATION LEVEL SHALL NOT BE LESS THAN 1 FOOT-CANDLE (11 LUX) AT THE FLOOR LEVEL, AND CONTINUING TO THE "PUBLIC WAY".

- Add the "accessible route" (heavy dashed line) to the photometric plan and verify minimum 1 foot-candle of illumination along its entire length.

A photometric plan has not been provided given the neighborhood is for single family detached lots and no pedestrian scale lights are proposed.

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.

A Preliminary Plat Data Block has been 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.

- [Access to within 150 feet of Each Structure](#)
- The fire code official is authorized to increase the dimension of 150 feet reach requirement where the building is fire sprinkled in accordance with the 2015 IFC, Section 503.1.1 where allowed by code. If granted approval, a fire sprinkled structures may utilize a 200 foot reach criteria in place of the 150 foot standard requirement.
- [Alternative Fire Lane Surfaces](#)
 - Alternative fire lane surfaces other than asphalt or concrete will require a license agreement through Real Property within Public Works.
- [Fire Apparatus Access Road Specifications](#)
- [Combined Fire Lane, Public Access and Utility Easements](#)
- [Construction of Fire Lane Easements and Emergency Access Easement](#)
- [Cul-De-Sac's](#)
- [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 will require a license agreement through Real Property.
 - The automatic gating systems across the Fire Lanes (the secondary access points) will require a license agreement through Real Property.
- [No Parking is allowed within a Fire Lane Easement](#)
- [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](#)

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.

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Subdivision Plats:

- The property has never been platted and will be required to be subdivided at this time in order to obtain a building permit. Plats must be prepared using City of Aurora specifications given in our most current [Subdivision Plat Checklist](#). The review of the plat can run concurrently with your other Planning Dept. submittals.
 - **Understood. A Final Plat will be submitted for this project after we are comfortable with the site layout based on Preliminary Plat comments.**
- A **pre-submittal meeting** with Real Property is required on all plat submittals so that we can make sure the 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 and bring two sets of the plat.
 - **Understood. We will schedule this meeting prior to the first Final Plat submittal.**

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](#).

Understood.

Separate Documents:

- 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 that may require a separate document. Following are the links to additional information if needed later in your formal review process:
 - [Dedications Packet](#)
 - [Easement Release](#)
 - [License Agreement Packet](#)**Understood.**
- **Off-site 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 4-6 weeks to complete the process. They must be complete and ready to record before Real Property will record the plat and/or site plan.
 - **Understood. Coordination of offsite easements has begun and will continue with the City.**
- 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 4-6 weeks to complete the process. They must be complete and ready to record before Real Property will record the plat and/or site plan.
 - **No easement releases are anticipated with this development.**

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- 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 4-6 weeks to complete the process after submittal. The License Agreement must be completed before the site plan is recorded.
 - **Understood.**

STEP II – CONSTRUCTION DOCUMENT PHASE

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

Civil Engineering Plans

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

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

- 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.*

Aurora Water

General Requirements:

- Utility Plans will be required with the Civil Engineering Plans:

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

Construction Stormwater Quality Requirements:

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

Public Works Department

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

Traffic Division

- Construction Documents should reflect all approved accesses, and laneage, and right of way and easement dedications.
- 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 are 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 Jewell Ave, via Gun Club Road south of 6th Avenue, and not through the adjacent residential neighborhood(s).

Engineering Division

General Requirements:

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- All new developments and redevelopments are required to develop and implement a permanent condition Stormwater Quality Control Plan (SWQCP) 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 SWQCP shall be developed by applying the permanent water quality “best management practices” described in Volume 3 of the USDCM. The SWQCP 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 a public way for access to the facilities. This easement 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. See the 2010 [Storm Drainage Design & Technical Criteria](#) manual’s appendices for direction on preparing an I and M Plan, including the Maintenance Agreement. A signed Maintenance Agreement shall be submitted to the Water Department prior to issuance of a certificate of occupancy, or if no CO, then prior to approval of the Civil plans.
- The civil plans will not be approved until the preliminary drainage report/letter is approved and the plat is ready for recordation.

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).
- This project is required to widen an existing street. Per [Section 4.05.10](#) cores of the existing pavement are required. If the cores indicate the existing pavement is not adequate then, this project is responsible for the removal and replacement of the existing pavement with a properly designed pavement section. A minimum of 24-feet of pavement or one-half of the street section, whichever is more, is required. Any construction beyond the street centerline in order to match existing grades to make a safe, drivable surface will also be this project’s responsibility.
- 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 Marshall) and the City Engineer.

Building Plans

Building Division Comments:

Building Plan Review

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

The comments made during the meeting address large-scale issues. We strongly recommend that a code 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.
 - [Counter Permits](#)
 - [Limited Plan Permits](#)
 - [Single Family Residential or Master Plan Single Family Permits](#)

Additional Building Construction Plan Checklists: Based on the information provided, you may also need the following Checklists:

- [Modular, Construction Trailer, Mobile Home](#)

Fire (click on this [link](#) to find checklist below)

- Gating Systems across Fire Apparatus Roads

Key Issue:

- It is recommended that a preliminary meeting be scheduled with your design team and the Aurora Building Division prior to formal submittal of building construction plans. This meeting gives both the applicant and city staff the ability to clarify online submittals requirements, code requirements and interpretations to ensure mutual compliance with our currently adopted codes.

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 International Codes please utilize the following hyperlink; [ICC Codes Online](#)

Building Division General Comments:

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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.

- IBC R-3 Occupancy - Residential occupancies where the occupants are primarily permanent in nature and not classified as R-I, R-2, R-4 or I, and where buildings do not contain more than two dwelling units; adult and child care facilities that provide accommodations for five or fewer persons of any age for less than 24 hours. Includes congregate living facilities with 16 or fewer persons.
- U Occupancy - Buildings and structures of any accessory character, and miscellaneous structures not classified in any specific occupancy.

[Previously Approved Single-Family Master Plans for new Subdivisions:](#)

Master plans approved for one subdivision can be approved for another subdivision. The Building Division would bring in a previously approved master plan for a new subdivision as a revision to the original. The new AMANDA folder would reflect the new subdivision(s)/filling(s) that a previously approved master is intended to be approved for.

[Request for Modification or Alternative Material:](#) (On in the website please select “Plan Review Services”)

Per the 2015 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.

STEP III – CONSTRUCTION PHASE

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

Aurora Water

Utility Connection Fees:

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

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

- 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.

Re: Murphy Creek - Pa-16 And 20 (#1357869)/Pre-Application Meeting held April 04, 2019

- Public improvements shall mean and include, but not by way of limitation, the construction, reconstruction, and improvement of the following:
 - major arterial
 - local or private streets
 - fire lanes
 - 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 meeting 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 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.

Secondary Access Roadways during Construction:

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

Re: Murphy Creek - Pa-16 And 20 (#1357869)/Pre-Application Meeting held April 04, 2019



City of Aurora

Neighborhood Services
15151 E Alameda Parkway
Aurora, Colorado 80012
Phone: 303-739-7280
Fax: 303-739-7191
www.auroragov.org

PRE-APPLICATION CONFERENCE

TO: Mike Salmina and John Garretson
FROM: Scott Campbell
DATE: Thursday, April 4, 2019
SUBJECT: Murphy Creek - PA 16 and 20
LOCATION: Flatrock Trail and E Jewell Ave SWC

Listed below are the neighborhood associations that are currently registered with the Neighborhood Support Division within one mile of your proposed project. Once your application has been formally submitted each Neighborhood Organization will receive a copy of your application along with a comment card to be returned to the Planning Department. The comment card allows neighborhood organizations to share their concerns about the application prior to Planning Commission. Since the neighborhood list is updated frequently, it is recommended if you submit your application to the Planning Department anytime after 30 days of today's date, you should obtain a new, current list. Your Planning Case Manager will have an updated list available at your pre-submittal meeting.

As an applicant for a proposed development or use approval in the City of Aurora, you are strongly encouraged, but not required, to set up a neighborhood meeting with these representatives as soon as possible, but no later than 21 days prior to your scheduled public hearing. The purpose of this meeting is to explain your proposed development or use approval, and if necessary, to work with neighborhood representatives to address their concerns. Your assigned Neighborhood Liaison will assist you in scheduling and mediating the meeting at your request. The liaison will also provide you with an updated and accurate neighborhood association mailing list prior to the meeting. Adjacent property owner address information is available on the Adams and Arapahoe Count web sites at www.co.arapahoe.co.us and www.co.adams.co.us. It is the applicant's responsibility to mail and/or e-mail a letter of invitation to all neighborhoods and adjacent property owners at least 10 days prior to the meeting. A sample letter of invitation is included in this packet. The assigned Planning Case Manager will attend the meeting to note any agreements made by the applicant, and will include those agreements in their presentation at public hearings. You may anticipate being asked at public hearings if you have met with nearby neighborhoods and the result of such meetings.

As the Neighborhood Liaison for this area, I am available to assist you in communicating with the neighborhood listed below. For assistance or to set up a neighborhood meeting, please contact me at 303-739-7280.

Re: Murphy Creek - Pa-16 And 20 (#1357869)/Pre-Application Meeting held April 04, 2019

Flatrock Trail and E Jewell Ave SWC

Report Ran On Thursday, April 4, 2019

| # | ORGANIZATION | CONTACT | PHONE |
|-----|-----------------------------|---|---------------|
| 41 | GUN CLUB ESTATES | KIRK MULBACH 1011 S ADDISON WAY AURORA CO 80018 | (303)367-0386 |
| 397 | MCGC Neighbors | KIRK_MULBACH@MARXOKUBO.COM MARGARET A. "MARGIE" SOBEY 1403 SOUTH ADDISON COURT AURORA CO 80018 | (303)881-2682 |
| 343 | MURPHY CREEK MASTER ASSN | MSOBEY@MCGCNEIGHBORS.ORG 4950 S YOSEMITE ST F2-506 GREENWOOD VILLAGE CO 8C | (303)459-4919 |
| 405 | THE PARKWAYS @ MURPHY CREEK | IRENE@SAMMGT.COM SUMMIT MGMT 14901 E HAMPDEN AVE AURORA CO 80014 | (303)693-2118 |
| | | EHUBBARD@CCHOAPROS.COM | |

- 343-Murphy Creek Master Assoc.
- 397-Murphy Creek / Gun Club Neighbors
- 404-Murphy Creek Metro Dist 1-4
- 405-The Parkways at Murphy Creek
- 41-Gun Club Estates H.O.A.

Murphy Creek - PA 16 and 20

