



December 20, 2024

City of Aurora  
Stacy Wasinger  
15151 E. Alameda Parkway, Suite 5200  
Aurora, Colorado 80012

**Re: Parklands – Dominion (#1805155) / Pre-Application Meeting Comment Response**

Dear Ms. Wasinger:

Thank you for taking the time to review our pre-application submission for the Parklands – Dominion along with City staff held on June 20, 2024. Valuable feedback was received by City staff on July 3, 2024 and detailed response to comments can be found on the following pages.

Please feel free to contact me directly should you have any other comments, questions and/or special requests for additional information. We look forward to working with you to make this project a success.

Sincerely,  
Norris Design

A handwritten signature in black ink that reads "Diana Rael".

Diana Rael  
Principal



*Initial Submission Review*

**KEY ISSUES**

- **Master Plan:** This property is within the Parklands Master Plan. The Master Plan covers approximately 1,985 acres and is divided into three villages. This project is proposed in Village 2, Neighborhood 2. Although the proposed project is only a portion of the neighborhood, the proposal should address the Master Plan themes and be cohesive with other portions of Village 2.
- **Code Standards for Affordable Housing:** There are different standards in the Unified Development Ordinance (UDO) for affordable housing developments. The financing and type of affordability will need to be declared with the application to utilize these standards. If, for some reason, the financing changes and these apartments are no longer affordable, an updated site plan will be required to bring the development in compliance with those standards.
- **Site Layout:** The project is subject to multi-family residential requirements. All buildings must front a street and provide a minimum 20% open space. The site layout will need to be revised to meet these requirements. The street network should also be revised. The street access to the east must be coordinated with the commercial area as it will be the primary access and frontage for the commercial area. An east-west street, such as Alaska Drive., should also be considered to go through the site. Pedestrian connections to the proposed park southwest of the site and to the neighboring residential and commercial areas will need to be provided. These connections should be planned cohesively and support the overall street network.
- **Oil and Gas:** In January 2021 the Colorado Energy & Carbon Management Commission (ECMC) implemented new rules which include a two-thousand-foot (2000') setback between oil and gas locations and certain surface features, including residences and schools. A portion of your site is within this 2000' setback from an existing and/or planned oil and gas facility. Currently, there are no City regulations against constructing residences within this setback from an existing oil and gas facility, however, there is a pre-sale requirement to notify future owners.
- **Utilities:** A looped water supply is required to support fire hydrants and private fire lines. Water fixture unit tables will be required for each building.
- **Traffic:** A Detailed Traffic Impact Study (TIS) in conformance with the Parklands Development Master Traffic Study (MTS) will be required. See page 21 for additional information. Site access drives/streets shall be spaced a minimum 300' CL-CL along Alameda Avenue and a minimum 150' CL-CL on New Castle Street, including from intersections.
- **Public Improvements:** Public improvements shall be provided in conformance with the Parklands Public Improvement Plan (PIP) and in-process site plan (RSN 1710128). The in-process site plan (RSN 1710128) is required to be approved prior to this site plan approval.
- **Fire and Life Safety:** Multiple-family residential projects having more than 100 dwelling units shall be equipped throughout with two separate and approved fire apparatus access roads. These roads must meet the Remoteness Requirement. See page 26 for additional information.



## STEP I – PLANNING PHASE

### *Standards and Issues*

#### 1. Zoning and Placetype

##### 1A. Zoning

This property is located in the Medium-Density Residential District (R-2) zone. It is also designated as an Administrative Activity Center (AAC) in the Parklands Master Plan, which allows the property to be reviewed by Mixed-Use Corridor District (MU-C) standards.

The purpose of the R-2 district is to promote and preserve various types of medium density housing with adequate amounts of usable common space and amenities. Development pursuant to a Small Residential Lot option is allowed in Subarea C. This district is intended for use close to collector streets and public transit facilities. The primary use in this district is single-family residences, but several types of attached dwellings are also permitted. The district generally prohibits commercial activity except for home occupations and typical neighborhood services. Portions of the land may be developed as mixed-use centers in accordance with the standards applicable to the MU-N zone district or the MU-C zone district pursuant to the procedures in Sections 146-5.4.3.1 (Administrative Activity Center Designation).

The purpose of the MU-C district is to provide retail goods and services to satisfy the household and personal needs of the residents of nearby residential neighborhoods, those traveling on adjacent collector and arterial corridors, and to allow for higher intensity general business and service activities. The MU-C district should be located and designed to allow for access by pedestrians, bicyclists, and public transportation, in addition to automobiles. In Subareas A and B, the MU-C district is intended to promote sustainable infill redevelopment of older commercial sites, while mitigating the impacts of redevelopment on surrounding areas. In Subarea C, the MU-C district is intended to enable sustainable development of new medium-scale mixed-use centers.

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

##### 1B. Overlay Districts

##### *Avigation Easements*

Because the property is within the Airport Influence District surrounding Buckley Air Force Base, an avigation easement with the city and the airport shall be conveyed by the person subdividing lands or initiating construction of any structure on already subdivided lands. Such avigation easement shall be an easement for right-of-way for unobstructed passage of aircraft above the property and shall waive any right of cause of action against the city of associated airport arising from noise, vibrations, fumes, dust, fuel particles, and other effects caused by aircraft and airport operations. The avigation easement shall be in a form approved by the city and shall be recorded in the office of Clerk and Recorder for the county where the property is located before permit or plat approval is granted. The avigation easement form can be found here. Please contact Jeffrey Moore at 303. 739.7676 or [jsmoore@auroragov.org](mailto:jsmoore@auroragov.org) with any questions you may have.

***Response: Comment noted. A master avigation easement has been approved for the Parklands Master Plan.***

##### 1C. Placetype

This property is designated in the Emerging Neighborhood and Commercial Hub (primarily the southwest corner of E. Alameda Avenue and S. Powhaton Road) land use placetype.

An Emerging Neighborhood placetype is a newer largely residential neighborhood in previously undeveloped areas. They are neighborhoods that have typically been built in the past 25 years and



represent an opportunity to further diversify neighborhood choices. This placetype is more than just an isolated residential subdivision but is instead a complete neighborhood with mixed residential housing types and pedestrian and bicycle infrastructure. This makes it walkable and well-connected throughout the neighborhood and to adjacent placetypes, with highly accessible parks and open space integrated into the neighborhood. This placetype is similar to Established Neighborhoods with some important differences. These neighborhoods should offer a mix of housing types at various densities within the neighborhood fabric. Restaurants, retail and commercial services are supporting uses in this placetype and should be conveniently connected and accessible to residents of the neighborhood. Supporting uses also include a variety of neighborhood institutions and gathering places. Commercial uses should be located along main or perimeter streets rather than within primary residential areas.

Commercial Hubs are especially critical to the future economic and fiscal health of Aurora. This placetype primarily contains uses that provide goods and services to nearby Established and Emerging Neighborhoods but can also serve other placetypes in the area. This placetype is characterized by shopping centers and areas that provide a cluster of compatible businesses. It may be located along the city's corridors, often at the intersection of two arterial streets. Although varying in size and intensity, this placetype is more than just a small neighborhood-scaled commercial use. Improvements to these centers should better connect them to surrounding neighborhoods and provide a broader array of services and experiences. The Commercial Hub's primary uses are retail, commercial service and restaurant. Smaller community parks, trails, plazas, common greens and shared outdoor areas provide social gathering spaces as well. The Commercial Hub is intended to serve the needs of multiple nearby neighborhoods. Transit, pedestrian and bicycle connections should safely and conveniently link the Commercial Hub to other placetypes.

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

#### 1D. Master Plan

This property is within the Parklands Master Plan. The Master Plan covers approximately 1,985 acres and is divided into three villages. This project is proposed in Village 2, Neighborhood 2, known as "Meadows" in the Master Plan. Per the Master Plan "The Meadows neighborhood theme could focus on the surrounding prairie and landscape features. The neighborhood also has the opportunity of incorporating the themes into the Commercial Activity Center and Neighborhood Park. With the use of softer ground planes and rustic stone veneer, the neighborhood could provide a modern character in the active areas. And then use the overall community theme to use the residential spaces as a transitional zone into open space and the Community Park." Although the proposed project is only a portion of the neighborhood, the proposal should address the Master Plan themes and be cohesive with other portions of Village 2.

The Master Plan also contains additional standards regarding landscaping, lighting, building design, open space, and other critical site planning elements. Please reference the Master Plan as well as the UDO in development the site plan and plat applications.

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

## 2. Land Use

### 2A. Historic Land Use

This property is currently vacant. There is an active oil and gas site to the south of the property.

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

### 2B. Proposed Land Use

The proposed multi-family use is permitted by the zoning and the master plan. Compatibility with the future commercial site to the east and oil and gas site are key aspects to the site layout. In addition, be cognizant



of the proposed single-family attached and detached proposed in the adjacent Village 2 Filing No. 2. Particularly, the property lines shared with these uses should include all required buffers and neighborhood protection standards.

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

### 3. Development Standards

#### 3A. Dimensional Standards

Setbacks and other dimensional standards are found in UDO table 4.2-3 for the MU-C district. Residential uses are subject to the R-3 standards for setbacks in table 4.2-2. Setback requirements are 30 feet from an arterial street, 25 feet from a collector street, and 10 feet from a local street. General setbacks are 15 feet in the front, 5 feet on the sides, and 10 feet on the rear. Building height in the MU-C is limited to 75 feet; this standard changes to a 90-foot height limitation for affordable housing structures.

This will also be subject to the use-specific standards for multi-family residential in UDO 146-3.3.2.H. Please note that this section specifies that multifamily dwelling structures with outside staircases leading to units on floors above the ground floor are prohibited.

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

#### 3B. Subdivision Standards

With residential and mixed-use developments, the street network is a high priority. The UDO maximum block length is 700 feet. Please verify the block length and ensure it is less than 700 feet measured at the curb line. An additional street connection or a pedestrian corridor as a tract that is at least 30-feet (60-feet if more than 50% small lots are proposed) and contains a 5-foot walking path is needed if the block is longer than 700 feet. Note that per UDO 146-4.5.3, all lots must be accessed by traveling over not more than two local streets after departing the arterial or collector street.

Remainder parcels are prohibited. This plat should create the appropriate streets, lots, and tracts as needed to meet access and connectivity requirements in the UDO and Master Plan. All roads should align with existing or planned roads per Engineering Standards.

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

#### 3C. Neighborhood Protection Standards

There are proposed single-family residential lots to the south. This property will border at least two of these lots. Be cognizant of the buffers and neighborhood protection standards in UDO 146-4.4 that may apply, including building height limitations.

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

#### 3D. Common Space and Amenities

Per UDO 146-3.3.2.H.5, a minimum of 20% of the site shall be usable outdoor open space. This should include a mix of useable green spaces for recreation and common gathering spaces. In addition, buildings over 400 feet in length include at least one courtyard, plaza, or similar feature along the streetscape. The minimum size is 400 square feet, and the minimum dimension is 15 feet.

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

UDO 146-2.4.3.D.2 requires that development in the MU-C provide:

1. At least one public plaza or outdoor meeting area clearly visible from an adjacent street and
  - i. containing at least 400 square feet of plaza or meeting area.



2. At least one pedestrian and auto connection to the local street system in an adjacent
  - i. residential neighborhood, which connection shall be designed and located to allow residents
  - ii. of the neighborhood to enter mixed-use and non-residential area of the MU-C district without
  - iii. using an arterial street.
3. At least one walkable internal street or drivelane that
  - i. has a minimum travel width of 23 feet,
  - ii. is bordered by on-street parking and street trees,
  - iii. connects the MU-C zone district to one of the adjacent arterial or local streets,
  - iv. is bordered along at least 40 percent of its length by plazas or buildings with façades no more than 15 feet from the sidewalk, and
  - v. is interrupted by no more than one driveway per 100 linear feet.

Fulfillment of this code section should be coordinated with the adjacent commercial parcel, as well.

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

### 3E. Access and Connectivity

Well-connected streets that create a hierarchy of vehicular and pedestrian activity are essential to the overall layout of the development. This includes block length, east-west connections, and coordination with the future commercial area to the east.

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

Per UDO 146-3.3.2.H.1, "Each multifamily dwelling unit structure shall be accessed from a public or private street meeting the Aurora Roadway Design and Construction Specifications Manual. All buildings require at least one main pedestrian or dwelling unit entry with frontage and direct access onto the street and result in no single portion of horizontal façade greater than 150 feet without an entry. Affordable housing structures only require one entry with frontage and direct access to the street. Entries must comply with design options in Table 4.8-9."

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

The site layout as presented does not meet this requirement. Each structure will need to front a public or private street. Connectivity to the commercial parcel to the east is also required. To meet these requirements, a street should be provided along the east side of the property boundary, and east-west through the site at Alaska Drive or Nevada Avenue.

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

Pedestrian connections to the proposed park southwest of the site and to the neighboring residential and commercial areas will need to be provided. These connections should be planned cohesively and support the overall street network. See UDO 146-4.5.4 for full access and connectivity standards.

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

### 3F. Parking, Loading, and Stacking

Off-street parking is required by Section 146-4.6. Based on the information provided, a 246-unit apartment complex would require 246 parking spaces for residents and 50 guest parking spaces, including 7 accessible parking space(s). For an affordable structure, the required parking rate for residents is 0.85, which would lower the required parking spaces to 209 resident parking spaces and 50 guest spaces. Parking alternatives listed in Section 146-4.6.4 may reduce parking requirements. As proposed, the site is over-parked and could reduce the number of spaces with layout reconfigurations. In addition to vehicle parking, the development is required to provide 15 bicycle parking spaces. Bicycle spaces must comply with



Section 146-4.6.3.F.2 including providing a design that includes 2 points of contact with each bicycle. Each inverted "U" rack counts as two bicycle parking spaces. Place any bicycle parking in a convenient, paved, and well-lit location.

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

Section 146-4.6.5 details requirements for the design and placement of parking areas. Generally, parking areas should be located and designed to provide for adequate vehicle circulation, safe pedestrian connections, screening from adjacent sites and streets, and to avoid abutting significant stretches of adjacent streets.

Note that UDO 146-4.6.5.A.4.b requires that multi-family that does not meet the definition of affordable housing requires at least 40% of parking spaces in garages or carports and 50% of those cover spaces attached to a primary structure.

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

### 3G. Landscape, Water Conservation, Stormwater Management

#### *General Landscape Plan Comments*

Prepare your landscape plans in accordance with the Parklands Village Master Plan (MP), the Landscape Reference Manual as well as the Unified Development Ordinance (UDO). The landscape comments provided herein are based upon the above documents. Landscape requirements within the UDO should follow Section 146-4.7 Landscape, Water Conservation, Stormwater Management. The Landscape Reference Manual and Master Plan are available online. Please ensure that the landscape architect or designer has a copy of these documents as well as our project specific comments.

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

#### *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.

**Response:** *Landscape Plans have been labeled accordingly.*

Landscape plans submitted during the Development Application submittal process must be prepared on 24" x 36" 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.

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

#### *Sight Triangles*

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

**Response:** *Comment noted, sight distance triangles are shown on Landscape Plans. Plantings within designated triangles have been selected accordingly per requirements.*



*Parklands Village Master Plan with Adjustment (MP)*

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

- If the standards as outlined within the MP are more restrictive than the UDO, the more restrictive requirements shall be met.

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

*Section 146-4.7 Landscape, Water Conservation, Stormwater Management*

The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within this Section 146-4.7. The applicant is responsible for reviewing this section and determining all applicable landscape conditions.

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

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

Street trees and curbside landscaping have already been provided for E. Alameda Avenue and S. Newcastle Street as part of Parklands Village 2 Phase 2 Site Plan and Plat. Please include the curbside landscaping for these two streets grayed back with the following note "Refer to Case Number 2023-4011-00 for approved curbside landscaping.

***Response: Curbside landscaping for Alameda and Newcastle has been added and greyed back for reference to Parklands Village 2 Phase 2 Site Plan. Note that planting locations have been updated to accommodate new curb cuts, utilities, and sight distance triangles. An appropriate note has been added to all applicable sheets to reference the case number above.***

Curbside landscaping should be provided as part of this application for the street abutting the east side of the development. Street trees are required at a ratio of one street tree per 40 linear feet. Street trees shall be provided in the curbside landscape when a detached walk is provided or 4'-5' from behind the back of walk when an attached walk is provided. Street trees shall be located 50' from the face of a stop sign to maintain regulatory sign visibility. Refer to Figure 4.7-2.

***Response: Per discussions with the city, staff does not support this road to the east as being dedicated ROW and will be proposed as private, therefor the planting requirements noted above do not apply. This area will be accounted for with open space / tract requirements and planted accordingly.***

The UDO requires plantings within the curbside landscape to vary depending upon the width required by the street cross section. Refer to the UDO for specific curbside planting requirements.

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

*Section 146-4.7.5 D. Street Frontage Landscape Buffers*

Provide a 20' wide street frontage landscape buffer as measured from the back of walk along S. Newcastle Street and E. Alameda Avenue. All multi-family buildings proposed adjacent to collector and arterial streets are required to have a street frontage buffers. Buffer reductions are not permitted. Refer to Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions. Plant material shall consist of one tree and ten shrubs per forty linear feet of buffer length. 50% of the trees shall be evergreen species. Landscaping shall be installed along the exterior sides of proposed fencing or walls.

***Response: A 20' wide street frontage buffer has been provided along E Alameda Avenue, per its classification as an Arterial Road. S Newcastle St is classified as a Local Road, not a Collector, therefor no planting buffer is required.***



No portions of buildings, including porches or patios, drive lanes, sidewalks, detention ponds, parking stalls, dumpsters or dumpster enclosures shall be permitted within the buffer.

**Response: Comment noted, no obstructions are placed within the proposed perimeter buffer.**

*Section 146-4.7.5.E.2.b. Non-Street Perimeter Buffers*

Provide a 25' wide non-street perimeter buffer along the southern property boundary line adjacent to the oil and gas pad site. A reduction in the buffer width to 12' is possible depending upon the buffer reduction feature chosen as specified in Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions. While the buffer widths are less restrictive, plant quantities remain consistent. Plant material shall be provided at a ratio of one tree and five shrubs per 25 linear feet with 50% of the trees shall be evergreen species.

**Response: The residential units are beyond the setback oil and gas requirements.**

Where residential abuts a non-residential use, trees shall be upsized. Provide three-inch caliper deciduous trees and eight foot tall evergreen trees. Plant material shall be chosen based upon its ability to provide appropriate screening and shall be selected to reach a mature height of no less than five feet. While Junipers are commonly used for buffer screening, alternative plant material shall be integrated that are better suited to winter snow loads and provide year-round visual interest. Refer to the UDO for suggested alternative shrub species.

**Response: This condition does not occur for this site.**

*Section 146-4.7.5.J.3. Multifamily and Single Family Attached (Townhome) Residential Structures*

All new multi-family buildings shall provide for perimeter landscaping. Plant beds shall be an average of six feet wide and shall consist of 1.25 plants per five linear feet of unit perimeter footage. At least five percent should be a mixture of evergreen and deciduous trees, at least 15% shall be tall shrubs with a mature height of six feet and up to 80% shall be a mixture of evergreen and deciduous shrubs chosen to create seasonal interest. An example table demonstrating compliance has been provided below.

**Response: Comment noted, Landscape Building Perimeter plantings and tables are provided.**

Building Perimeter Landscape Table								
Building	Building Perimeter Landscape Description	Length	Trees Required	Trees Provided	Tall Shrubs Required	Tall Shrubs Provided	Regular Shrubs Required	Regular Shrubs Provided
1	Building 1 Elevation	207 LF						
	5% Trees (Mix of Evergreen and Deciduous)		3	3				
	15% Tall Shrubs				8	8		
	80% Other Shrubs						42	42
2	Building 2 Elevation	238 LF						
	5% Trees (Mix of Evergreen and Deciduous)		3	3				
	15% Tall Shrubs				9	9		
	80% Other Shrubs						48	48
3	Building 3 Elevation	208 LF						
	5% Trees (Mix of Evergreen and Deciduous)		3	3				

*Section 146-4.7.5 J. Building Perimeter Landscaping*

The proposed clubhouse will require building perimeter landscaping in accordance with this section of the UDO. Building perimeter landscaping is required where building elevations face public rights-of-way, residential neighborhoods, public open space, or whenever an entrance door is present. Landscape each elevation with one tree or tree equivalent per each 40 linear feet of elevation length.

**Response: Comment noted, Landscape Building Perimeter plantings and tables are provided.**



*Section 146-4.7.5 K. Parking Lot Landscaping*

Both interior and exterior parking lot landscaping is required for all proposed parking lots. No parking row shall exceed 15 spaces without an intervening landscaped island, median or landscaped peninsula. All parking rows must terminate in a landscaped island. The perimeter of all parking lots shall be screened from public rights-of-way, public open space and adjacent property with one or a combination of methods shown in this section. If required, street and non-street frontage landscape buffers may be combined with the parking lot screening requirements to satisfy both if the two requirements should overlap. City staff will determine whether the overlap exists once a formal site plan submittal is made.

***Response: Comment noted, all required internal and exterior parking lot landscape have been shown accordingly, with one tree and 6 shrubs per island, and a continuous screen where parking abuts adjacent property. Where utility conflicts persist with parking islands, required trees have been relocated or provided via a shrub equivalent at 10:1 ratio.***

*Section 146-4.7.5 I. Private Common Open Space/Tract Landscaping*

All areas of land that have been disturbed during construction and are required or designated to be preserved and protected from future development for non-public active and passive recreation area and facilities, trails, wildlife habitat or the preservation of view corridors and natural land features shall be landscaped with one tree and ten shrubs per 4,000 square feet.

***Response: Comment noted, Open Space/Tract Landscaping has been provided, please refer to table outlining requirements and provided quantities.***

*Section 146-4.7.8. B. 2.b. Service, Loading, Storage and Trash Area Screening*

All trash dumpsters and recycling bins must be enclosed and setback at least 12 feet from adjacent properties with residential or commercial uses. Service areas visible from streets or residences shall be screened by fences, walls, landscaping, berms or any combination of items. Fencing and wall screening shall be accompanied by landscaping on the exterior side to soften the appearance of the wall and/or fence. Evergreen plantings are required along the exterior.

***Response: Comment noted, landscape screening has been provided at all service, loading, and trash areas.***

*Section 146-4.7.5 L. Site Entryways and Intersections.*

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. This is often provided around any proposed signage and/or monumentation.

***Response: Comment noted, Site Entryways have been highlighted with monumentation signage, neighborhood masonry columns, and distinctive plant material – refer to landscape details for more information on proposed signage and columns.***

*Section 146-4.8.3. C. Irrigation*

All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, the Water Department will require the applicant divide their landscape into water conserving, non-water conserving and non-irrigated areas as part of the landscape submittal. A table summarizing the quantities along with a plan that clearly delineates these areas should be provided. Contact Timothy York at (303) 739-8819 or tyork@auroragov.org regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system.

***Response: A hydrozone plan has been included.***



### 3H. Building Design Standards

The Parklands Master Plan includes additional design standards and requirements. Please refer to that document, as well as the UDO. Section 146-4.8 of the UDO contains specific standards for the design of buildings. These standards include requirements for building orientation and spacing, breaking up the massing of building facades with articulation elements, four-sided building design, and permitted materials, among other things. Code requires 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 and create an inviting and attractive street presence. Buildings must be designed to create a clear base, middle, and cap, with specific instructions and tips for how this can be achieved in Section 146-4.8.5.C. Ground floor designs should support a pedestrian-friendly environment, provide visual interest, and help to create an atmosphere that promotes foot traffic. Code also requires that you use changes in the wall planes, both horizontally and vertically, at specific intervals and provide a variety of durable materials to create visually interesting buildings. Architectural details shall be continued on all four sides of the buildings to prevent the back of house appearance. See the table below for applicable building design standards and ensure that the building elevations meet all applicable requirements.

**Response: City's Building Design Standards have been implemented into the architectural design for the proposed development in the following ways:**

1. **All primary facades of buildings front either public or private streets. Also, the primary entrance is also located on public or private streets.**  
*Buildings that face each other have been placed an average of 40 feet or more from each other.*
2. **Primary buildings have been broken up from a horizontal articulation as follows: (a.) change in texture (materials used – cementitious horizontal siding, cementitious vertical panels and faux stone) and color (earth tone colors used); (b.) horizontal offset/projections; (c.) fenestration pattern; and (d.) change in roof height.**
3. **Primary buildings also have been broken up from a vertical articulation by the following:**
  - A. **Providing a stone and detailing at the “base” of the buildings.**
  - B. **Providing change of materials and variation of the window size in the “middle” of the buildings.**
  - C. **Providing roof line for the sloping roofs for the “cap” of the buildings.**
4. **No building is over 600 feet.**
5. **Quality building materials will be provided. Since the project is an affordable housing development, the minimum percentage of masonry on net façade area shall be 30% in stone.**

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

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

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



Masonry requirements for multi-family are found in UDO 1466-4.8.6 Table 4.8-6. Either:

- 60 percent (or 30 percent for an Affordable Housing Structure) shall be clad in brick or stone; or
- 80 percent (or 40 percent for an Affordable Housing Structure) shall be clad in stucco; or
- 80 percent (or 40 percent for an Affordable Housing Structure) shall be clad in a combination of stucco and brick, or stucco and stone.

***Response: Since the project is an affordable housing development, the development is only required to provide 30% of masonry on net facade area. Building Type 1 provides 31.3%, Building Type 2 provides 30.6%, Building Type 3 provides 30.5%, Building Type 4 provides 30.3% and Clubhouse provides 32.7% of masonry on net facade area.***

### 3I. Exterior Lighting

Standards for exterior lighting are found in Section 146-4.9. Show typical details of lighting on the plan and on building elevations. Lighting fixtures should be fully cut off and downward facing.

***Response: Exterior lighting has been designed per Section 146-4.9. Lighting plans show typical details of the lighting. Lighting fixtures are fully cut-off and downward facing.***

### 3J. Signs

Section 146-4.10 governs signage standards. Please review this section for complete details. Show the location of any monument signs on the plans and indicate the location of wall-mounted signs on the building elevations.

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

## 4. Adjustments

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

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

## 5. Submittal Renders

### 5A. CAD Data Submittal Standards

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

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

### 5B. PDF Requirements

The application will be uploaded through the city's development review website as separate PDFs. Please ensure that all AutoCAD SHX text items are removed from the "Comment" section during the PDF creation



process and that the sheets are flattened to reduce ability to select items. PDFs will be rejected during pre-acceptance reviews if they do not comply with this requirement, which could result in delays.

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

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

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

**Response: Noted, a Mineral Rights Affidavit is included with this application.**

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

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

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

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

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

#### **Community Participation:**

The City of Aurora promotes citizen participation in the development review process. One way to promote this participation is through a community meeting. Registered neighborhood organizations within a one-mile radius and adjacent property owners will formally be notified of the application when a submittal has been made to the Planning and Development Services Department. Occasionally, it will be necessary to hold a community meeting to discuss the application. Your Planning Case Manager can assist and inform you if a community meeting will be required.

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

#### **Community Meetings:**

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

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



6. Energy and Environment Development

In January 2021, the Colorado Energy & Carbon Management Commission (ECMC) implemented new rules which include a two-thousand-foot (2000') setback between oil and gas locations and certain surface features, including residences and schools. The setback is measured from the edge of the oil and gas location (also referred to as the "well pad," which represents the area of greatest extent of surface disturbance around a well.) The City of Aurora has an established reverse setback for this type of development that might be impacted by oil and gas. The minimum reverse setback is 150' from the working pad surface (equipment) to the property line boundary. In addition, A portion of your site is within this 2000' setback from an existing and/or planned oil and gas facility. Currently, there are no City regulations against constructing residences within this setback from an existing oil and gas facility, however, there is a pre-sale requirement to notify future owners of the fact.

***Response: This setback has been acknowledged. The 150' reverse setback has been provided on the Tract south of this site with Parklands Village 2 Filing No. 2. Owner acknowledges the pre-sale requirements.***

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

7. "Notice to Purchasers"

- A seller of real property upon which an oil or gas well or facility has been located shall provide written notice of the existence of such well to a purchaser of such real property prior to the closing of the sale. The seller shall cause the following notice to be recorded with the clerk and recorder of the appropriate county:
- **Notice: The property known as [legal description and address] contains an oil and/or gas well. This requirement to provide notice to prospective purchasers and record such notice shall only apply to the transaction between the developer or builder and the initial purchaser and does not apply upon any subsequent sale of the property.**
- Vendors of residentially zoned real property within a state-determined setback shall provide the following notice to prospective purchasers in 14-point bold type on a single sheet of paper that is signed by the prospective purchaser prior to entering into a contract for purchase:
- **Notice: Nearby oil and gas facility. This property is located within a state-determined setback from an oil and gas facility. Vendors of residentially zoned real property within a state-determined setback from an oil and gas facility shall cause the following notice to be recorded with the clerk and recorder of the appropriate county:**
- **Notice: The property known as [legal description and address] is located within a state-determined setback from an oil and gas facility. This requirement to provide notice to prospective purchasers and record such notice shall only apply to the transaction between the developer or builder and the initial purchaser and does not apply upon any subsequent sale of the property.**

***Response: The owner has reviewed and acknowledges these requirements.***

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



The Energy & Environment Division will work with you during your project development to help you understand the location of current and future oil and gas facilities that may affect your site. Currently there is a horizontal well drilled underneath your site. The well is at a depth of greater than 7,000 feet below the surface. The operation of the well is not anticipated to impact your surface development. The City of Aurora has no authority or control over subsurface well equipment or operations. Contact the Colorado Energy & Carbon Management Commission (ECMC) for more information.

Additional information regarding oil and gas development can be found in the data and maps on the Colorado Energy & Carbon Management Commission (ECMC) website at ECMC Home ([ecmc.state.co.us/#/home](http://ecmc.state.co.us/#/home)) and ECMC GISOnline ([https://cogccmap.state.co.us/cogcc\\_gis\\_online/](https://cogccmap.state.co.us/cogcc_gis_online/)). Should you have any questions about oil and gas development, please reach out to Jeffrey S. Moore, Manager of the Energy & Environment Division.

***Response: This setback has been acknowledged. The 150' reverse setback has been provided on the Tract south of this site with Parklands Village 2 Filing No. 2. Owner acknowledges the pre-sale requirements.***

7. Parks, Recreation & Open Space Department (PROS)

The Parklands Master Plan indicates that NP-5 fulfills PROS dedication requirements for PA-2B and PA-AAC-3. No additional dedication is required on site. Construction of NP-5 shall be completed by the issuance of the 350th C.O. within planning area 2B and AAC-3 or within 6 months of completion of infrastructure including adjacent roads and water service extension to the site, whichever is later. Park plan submittal should be included in the Filing that contains the trigger certificate of occupancy stated above.

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

8. Aurora Public Schools

The total school land dedication requirement based on the Parkland Village master plan is approximately 107 acres. Three school sites are included as part of the master plan. APS will require cash-in-lieu of land if and when the balance of the school obligation from approved residential site plans in the Parklands exceeds the school sites to be dedicated. The school land obligation for this proposed project would be fulfilled by the school site dedication and the district would not anticipate that cash-in-lieu would be required.

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

9. Aurora Water

*Utilities*

Aurora Water will receive a referral of the Site Plan and Subdivision Plat for review and comment. Please respond to all Water Department comments with your initial submittal.

***Response: Please see responses to Aurora Water comments below.***

**KEY ISSUES**

*Water:*

- Existing 24" PVC in Alameda Avenue (Zone 4)
- Proposed 36" Steel in Powhaton Road (Zone 4)
  - 12" PVC stub at S Newcastle Way.
  - 60" PW line in Powhaton Road, 5' clearance required at all utility crossings.

***Response: Acknowledged. Detailed utility design to be provided with civil construction documents.***



Sanitary:

- 24" PVC in Alameda Avenue with 12" stub south of Alameda in S Newcastle Way.  
**Response: Acknowledged. Detailed utility design to be provided with civil construction documents.**

Storm:

- Culverts (54") crossing Alameda Avenue in the NE section of the site. (First Creek)
  - All buildings are required to have frontage to water and sanitary sewer mains for individual service connections.
  - 26' utility easements for water & sewer.
  - Looped water supply is required to support fire hydrants and private fire lines.
  - water meters in landscaped areas, water utility easements if not in ROW.
  - Water fixture unit tables for each building.
  - 10' water easements for fire hydrants.
  - Irrigation meter required for common area landscaping.
  - No direct water service connections permitted on mains 16" and larger.
  - SWMP & report required.
  - Drainage easement required for the detention basin.**Response: Water and sewer mains are provided for individual building service connections. Please refer to Site Plan utility plans for proposed utility layout, easements, hydrants, and meters. SWMP report and plans to be provided with civil CDs. The drainage easement for the existing pond to be provided in the Parklands Village 2, Filing No. 2 plat.**

9A. Utility Services Available:

- Water service may be provided from: Extension of public mains.
- Sanitary sewer service may be provided from: Extension of public mains.
- Project is located on the following Map Pages: 9X  
**Response: Acknowledged.**

9B. 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 are necessary to service your development.
- All utility connections in the arterial roadway are required to be bored.  
**Response: Acknowledged. Please refer to utility plans for more details.**

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).

**Response: Acknowledged.**

All commercial and industrial users that discharge wastewater to the City of Aurora are to meet Metro Water Recovery's Industrial Pre-Treatment Program. Applicants are encouraged to reach out to Metro Water Recovery early in the planning process to learn more about the program requirements.

**Response: Acknowledged. This is not applicable to this development.**



Note that Aurora Water reserves the right to enact certain restrictions that may include curtailment of water taps or usage of non-functional turf as established by City Ordinance. Please reference Ordinance No. 2022-46 pertaining to the use and restrictions of turf and ornamental water features.

**Response: Acknowledged.**

9C. *Utility Development Fees:*

- A partial Storm Drainage Development fee is required prior to the recording of the Subdivision Plat or at the time of building permit approval if a Plat is not required. Additional Storm Drainage fees may be charged and are based on the amount of impervious surface created by this project.
- The Water Transmission Development Fee and the Sanitary Sewer Interceptor Fee have been combined into the water connection fee and are required to be paid after issuance of building permit and prior to issuance of the Certificate of Occupancy.
- For a full listing of Utility Fees, please see the Aurora Water Fee Schedules. Connection fees should be paid prior to December 31st which are subject to increases as approved by City Council.
- Commercial users with meters one and one-half inches and smaller with landscaped areas not served by a separate irrigation system shall be charged an outdoor fee based upon the total landscaped area.

**Response: Acknowledged.**

10. Stormwater Management

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

**KEY ISSUES**

A Preliminary Drainage Report shall be submitted with the site plan. Note that a Final Drainage Report shall be submitted with the Civil Plans. The Preliminary Drainage Report shall be submitted at the time of Planning Department application submittal. Refer to Sections 2.4.3 & 2.4.4/2.4.5 for submittal requirements. A review fee shall be paid to the City prior to acceptance of the Preliminary Drainage Report.

**Response: Acknowledged. PDR to be submitted with the initial Site Plan submittal. PDR to be accompanied by drainage plans and PDR checklist.**

Detention and Water Quality/EURV shall be in conformance with the Master Drainage Study and/or Public Improvement Plan. Ensure that the assumptions made for imperviousness in the Master Study are consistent with the proposed site.

**Response: Acknowledged. PDR addresses imperviousness assumptions and the site falls within compliance of master report.**

Detention and Water Quality shall be provided for all internal, perimeter, and any other roadways required by Public Works as a part of this development.

- This site should be in compliance with the new impervious values. These values may exceed those assumed in development of the proposed offsite Pond calculations. Either mitigate the additional volume with on-site Full Spectrum Detention or describe how the offsite pond will be modified to provide for the additional imperviousness.

Site is served by Off-site Detention and Water Quality/EURV pond. The pond shall be in place prior to paving, and it shall be accepted prior to the issuance of Temporary Certificate of Occupancy (TCO) or Certificate of Occupancy (CO). A Drainage Report Review Checklist should be completed and signed by a



professional engineer and uploaded with the Report/Letter for the first review. The Checklist can be located at the following link: Design Standards and Checklists. The lowest point of entry (LPE) shall be minimum one-foot above all Emergency Overflow Elevations and all 100-year ponding and flow depths. (update as necessary)

**Response: Acknowledged.**

Note that Preliminary Drainage Report (PDR) review fees will be limited to the first three reviews. If additional reviews are required, fourth and greater, then new fees will be required. The City of Aurora has an updated Drainage Criteria Manual which should be used for this and all future submittals. You are highly encouraged to read section 1.5 SIGNIFICANT UPDATES BY CHAPTER for a summary of the changes in the City's Criteria. The Manual can be downloaded at the following link: Aurora Water SDDTC 11-2023. Important reference materials can be accessed via the City's GIS tools.

**Response: Acknowledged.**

Drainage references provided in these notes may not be an exhaustive list or include all potentially relevant existing or under-review documents. Approved reports and plans can be found via the City's Property Map. Please note that approved City documents before approximately the year 2000 are generally not available on the City's website and must be requested by the Design Engineer from Aurora Water. The City can only provide copies of approved Master Drainage, Preliminary Drainage, Final Drainage, and Civil Plan documents. In cases where City review of these documents is on-going and they may have some impact on the project, it is the Design Engineer's responsibility to contact the Designers of the documents under-review and coordinate designs. Refer to Electronic Drawing Numbers (EDNs) 204225 (CP), 204280 (CP), 205072 (CP), and RSN 1710128 for supporting information related to your site.

**Response: Acknowledged.**

The site is located within 5 miles of Buckley Airforce Base. Pond drain times for sites adjacent to air operations areas are limited by FAA recommendations contained in Advisory Circular 150/5200-33C dated 2/21/2020. These drain time limitations are intended to minimize wildlife attractants and potential interference with air traffic. The drain time limitations preclude pond designers from obtaining the full drain times recommended by the Mile High Flood District (MHFD) for Water Quality Capture Volume (WQCV) and Excess Urban Runoff Volume (EURV). The total drain times for ponds within this area is 48 hours.

The Engineer is responsible for researching and determining if a study by Mile High Flood District (MHFD) has been completed proposing improvements within or adjacent to the Engineer's proposed development. Any such improvements may be required to be constructed as a part of that project. Coordination with the City shall be initiated in those instances at the Master Plan Level or as soon as determined with any proposed development.

**Response: Acknowledged.**

Under the provisions of Colorado Revised Statute 37-92-602(8), any detention or infiltration facility that becomes operational after August 5, 2015, is required to notify downstream water rights holders prior to operation. Mile High Flood District (MHFD) has created a spreadsheet form (called SDI Design Data) for determining compliance with the statute and a web portal that will send a weekly e-mail notification to downstream water rights holders, satisfying the notification requirements. The Developer will be responsible for having a Professional Engineer, licensed in the State of Colorado, complete the SDI Design Data and uploading to the State's web portal. Aurora Water 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.



Release rate for the detention pond shall be based upon the Storm Drainage Design and Technical Criteria Manual, latest revision, and in conformance with the MHFD's Master Drainage Study (MDP)/Outfall Systems Plan (OSP), as applicable.

**Response: Acknowledged.**

Per the 2023 Roadway Design Manual: The slope away from the building shall have a minimum grade of five (5) percent for the first ten feet or to the property line, whichever occurs first, then a minimum of two (2) percent until the slope reaches the swale around the building. If physical obstructions or lot lines prohibit the ten feet of horizontal distance, a five (5) percent slope shall be provided to an approved alternative method of diverting storm runoff away from the foundation. Swales used for this purpose shall be sloped a minimum of two (2) percent. In no condition shall the bottom of the swale at its highest point be less than Submittal Requirements and Procedures 2-32 2023 six inches below the grade at the foundation of any adjacent structure. Impervious surfaces within ten feet of the building foundation shall be sloped a minimum of two (2) percent away from the building. Per the 2023 Roadway Design Manual: Storm water from concentrated points of discharge from a storm event shall not be allowed to flow over sidewalks but shall drain to the roadway by the use of sidewalk chase sections. Sidewalk chase sections shall not be located within a curb cut, driveway, curb ramp, or curb return.

**Response: Acknowledged.**

See section 3.20 EASEMENTS AND TRACTS for specific information for maintenance access for channels, ponds, and all other storm features. Stormwater Conveyance - Notification of Adjacent Property Owners link: Stormwater Conveyance - Notification of Adjacent Property Owners. Digital files supporting this submittal should be uploaded at the time of first review, examples are CUHP, SWMM, HEC-RAS, and MHFD Detention files.

**Response: Acknowledged.**

11. Public Works Department

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

**KEY ISSUES**

A Detailed Traffic Impact Study (TIS) in conformance with the Parklands Development Master Traffic Study (MTS), will be required. See below for additional information.

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

**Response: Per meeting with public works on 9/11 (Steve Gomez), the TIS submitted with this Site Plan will be an updated master TIS for Parklands Village 2. This TIS will have supplemental analysis for the Dominion site.**

Site access drives/streets shall be spaced a minimum 300' CL-CL along Alameda Avenue and a minimum 150' CL-CL on New Castle Street, including from intersections.

**Response: Acknowledged. Per meeting with the City, the accesses have been aligned with Alaska and Nevada Street. The Alameda access exceeds 300' CL-CL.**

A minimum 50' throat depth from the adjacent street flow line to the first parking stall or internal intersection shall be provided.

**Response: Acknowledged.**



The site accesses shall be coordinated and/or aligned with adjacent development accesses or sufficiently off-set for opposing accesses, a minimum 75'.

**Response: Per meeting with the City, the accesses have been aligned with Alaska and Nevada Street. The Alameda access exceeds 300' CL-CL.**

Site access and internal intersections shall be perpendicular +/- 5 degrees.

**Response: This has been verified by civil engineer.**

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

**Response: TIS has analyzed Dominium site. Please refer to TIS.**

North-South and East-West collectors and adjacent to the school site are particular areas that need to be addressed.

**Response: Master TIS has been submitted which addresses neighboring collectors.**

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

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

**Response: Acknowledged.**

11A. Show all adjacent and opposing access points on the Site Plan.

**Response: Acknowledged.**

11B. Label the access movements on the Site Plan.

**Response: Acknowledged.**

11C. Objects and structures shall not impede vision within the sight triangles. Show sight triangles on the site plan and landscaping plan at all access points in accordance with City of Aurora Standard Traffic Detail TE-13. In addition, street trees shall be set back from Stop signs and other Regulatory signs as detailed in City of Aurora Standard Traffic Detail TE-13.3.

**Response: Comment noted, sight distance triangles are shown on Site Plan and Landscape Plans. Plantings within designated triangles have been selected accordingly per requirements.**

11D. Add the following note landscape plans: 'All proposed landscaping within the sight triangle shall be in compliance with COA Roadway Specifications, Section 4.04.2.10'

**Response: Note has been added to Landscape Plans.**

11E. 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.

**Response: Acknowledged.**



11F. **Add the following note to the Site Plan:** "The developer is responsible for signing and striping all public streets. The developer is required to place traffic control, street name, and guide signs on all public streets and private streets approaching an intersection with a public street. Signs shall be furnished and installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards, and shown on the signing and striping plan for the development."

**Response: This has been added to the Site Plan.**

11G. *ROW/Plat:*

Designate a Public Access Easement along private drives/streets.

Dedicate Public ROW for all public streets the applicant will be constructing.

**Response: Acknowledged.**

11H. *Traffic Impact Study*

A Traffic Impact Study will be required for this site which will include addressing the following specific items:

- 1) Existing and buildout average daily traffic counts.
- 2) Trip Generation from the site.
- 3) Site Circulation Plan
- 4) Include detailed analysis, including vehicle queuing evaluation, of:
  - a. All site access points
  - b. Intersection of Alameda Avenue at Harvest Road
  - c. Intersection of Alameda Avenue at Powhaton Road
  - d. Intersection of Alameda Avenue at New Castle Way
  - e. Intersection of Road 4 at Harvest Road
  - f. Intersection of Road 4 at Little River Street
  - g. Intersection of Road 4 at New Castle Way
  - h. Intersection of Road 4 at Powhaton Road
- 5) Interior roadway ADT & classification
- 6) Signal Warrant Analyses of multiple intersections– Warrant 1,2,3 all to be included (collect 72 hr. tube counts for analysis)
  - a. Intersection of Alameda Avenue at Harvest Road
  - b. Intersection of Alameda Avenue at Powhaton Road
  - c. Intersection of Road 4 at Harvest Road
  - d. Intersection of Road 4 at Powhaton Road
- 7) If a traffic signal or multiway stop warrant is met at an intersection, then a roundabout shall also be considered at the intersection.
- 8) Analysis of pedestrian connectivity, including vehicle/pedestrian crossing of trails. Enhancements will be required and any concerns with sight distance need to be addressed
- 9) Discussion of the application of elements from the Traffic Calming Toolbox and countermeasures applicable from the FHWA Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations (July 2018) to address any concerns for speeding, pedestrian crossings, etc. Techniques in the Traffic Calming Toolbox include: Advanced Yield Lines, Enhanced Crosswalk, High-Visibility Signs and Markings, In-Street Pedestrian Crossing Signs, Enhanced Pedestrian Crossing Sign Devices (HAWK or RRFB), Mid-Block Lane Narrowing, Curb Extension, Angled Parking, Pedestrian Safety Island, Staggered Pedestrian Safety Island, Lane Narrowing, Mini Roundabout, Speed Cushions and Chicane. Details of Enhanced Crosswalk, compact roundabout, speed cushions and chicane may be made available if requested.



The Traffic Study shall be prepared in accordance with the City of Aurora Traffic Impact Study Guidelines.  
**Response:** Per meeting with public works on 9/11 (Steve Gomez), the TIS submitted with this Site Plan will be an updated master TIS for Parklands Village 2. This TIS will have supplemental analysis for the Dominion site.

Submitting the Traffic Study:

The Traffic Study shall be sent directly to Steve Gomez at segomez@auroragov.org as soon as possible. The Traffic Study shall also be uploaded with the rest of the submittal. Previously approved Traffic Impact Studies/Letters are available through this link. Based on our review of the Traffic Impact Study, additional improvements may be required.

**Response:** This was submitted to Steve Gomez on 12/10 and is also attached with this submittal.

## 12. Engineering Division

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

### **KEY ISSUES:**

Public improvements shall be provided in conformance with the Parklands Public Improvement Plan (PIP) and in-process site plan (RSN 1710128). The in-process site plan (RSN 1710128) is required to be approved prior to this site plan approval. Public improvements shown on site plan (RSN 1710128) are required to be completed prior to issuance of TCO/CO for this development.

**Response:** Acknowledged.

Provide curb returns and ADA compliant curb ramps at all existing or proposed accesses that are directional and compliant with the 2023 Roadway Manual requirements.

**Response:** Acknowledged. See Site Plan exhibits.

If an alternative paving material is intended for the entrance access off of S Newcastle Street, it will require city engineer approval as well as a license agreement.

**Response:** No alternative paving material is proposed.

The updated Roadway Manual has been adopted as of February 1, 2023. The link to the updated Roadway Manual can be found below.

**Response:** Acknowledged.

The City has updated its civil plan submittal intake process which became effective June 26, 2023. A civil plan pre-submittal is no longer required. Please review the new submittal instructions here.

**Response:** Acknowledged.

Previously approved plans and reports can be found on the City's website. Instructions can be found here: Getting to Engineering Documents Online. Older documents can be provided upon request.

**Response:** Acknowledged.

### 12A. Improvements:

Sections and details referenced in the Improvements section refer to the city's Roadway Design and Construction Specifications (Roadway Manual).

**Response:** Acknowledged.



12B. Typical roadway sections are specified in the City Code and summarized in Section 4.08 with details shown in Standard Detail S1.

**Response: Acknowledged.**

12C. 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.

**Response: Acknowledged.**

12D. Curb ramps must be shown (located) on the plans at all curb returns, "T" intersections, residential mail kiosks or clustered mailboxes, and any other location of public necessity. Detailed grading of the curb ramps shall be included in the civil plans.

**Response: Acknowledged.**

12E. Flared curb cuts, Standard Detail S7.4, are not permitted for commercial/industrial or residential driveways where traffic movements would be substantial. When the number of parking spaces exceeds 20, curb returns are required, and the curb return radii shall be labeled on the plan.

**Response: Acknowledged. See Site Plan for radius information.**

12F. Pedestrian Bicycle Railings will be required at and continuous along vertical separations of 30 inches, or greater, or on slopes greater than or equal to 3:1 adjacent to pedestrian areas. See Standard Detail S18.

**Response: Acknowledged.**

12G. Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guards or handrails may be required. Structural calculations are required with the first civil plan submittal for walls that fall under the specifications listed in Table 4.02.7.03 in the Roadway Manual. Please refer to Section 4.02 of the Roadway Manual for additional retaining wall requirements.

**Response: No retaining walls are proposed for this site.**

12H. The maximum private access drive slope may be 4% (non-residential) when sloping down toward the public street and up to 6% maximum when sloping up toward the public street.

**Response: This has been met.**

12I. 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.

**Response: No gates are proposed.**

12J. Street lights are required along adjacent roadways. Please refer to the 2023 Roadway Manual for street light spacing, location, wattage, etc., information. Street lights along public right-of-way shall become City owned and maintained once they have been installed and the final acceptance letter for the lights has been issued. Street light locations shown on the site plan are conceptual. The street lighting plan shall be included with the Civil Plan submittal and will determine final street light locations based on a photometric analysis.

**Response: See photometrics for lighting details.**

12K. ROW/Easements/Plat:

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



with the Real Property Division of Public Works for the dedication of any required easements. If a plat will be prepared for this development, the plat can cover the required easements.

- Sidewalk easements may be required for new sidewalk installed.
- A drainage easement shall be required for any detention/water quality facilities on-site. This drainage easement shall tie to a public way. Please coordinate with Aurora Water for their alignment.
- Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way. Please coordinate with Aurora Water for their alignment.
- Public access/fire lane easement shall be required for fire lanes outside of public right-of-way. Please coordinate with Life Safety for their alignment.

***Response: Please see proposed plat with this submittal for all easements. No ROW dedication is proposed at this time for the site.***

### **13. 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 ISSUE**

*2021 IFC, Section D106.3 Remoteness. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses.*

***Response: Per meeting with Mike Dean on 10/17, the site has been re-worked and the accesses proposed meet this requirement. The two accesses on Newcastle and the one proposed from Alameda fall within this distance.***

#### **13A. Advisory Comment**

On behalf of the Aurora Fire Department, all plan reviews, permits, and inspection associated to site plans, civil plans, platting documents, the International Fire Code and fire protection systems are conducted by the Aurora Building Division's Fire/Life Safety Group. Please avoid contacting Aurora Fire Rescue or the Fire Prevention Bureau with associated questions since they will only differ your inquiries to the Aurora Building Division Fire/Life Safety Group.

***Response: Acknowledged.***

#### **13B. Accessibility Requirements**

The City of Aurora reviews accessibility requirements based on 2021 IBC, Chapter 11, the 2017 ICC A117.1 and the revised 2003 Colorado State House Bill 03-1221, Article 5, Standards for Accessible Housing.

**Accessibility Requirements - Residential - Apartments and Townhomes:** The site plan and the civil plans must reflect the location of the outside mail kiosk. Details of the types of mail kiosks must be included along with a drawing showing how the residents will access their mailbox, how the postal service will load the mailboxes, along with curb ramp and sidewalks abutting the mail kiosks. The site plan and the civil plans must show the location of Electric Vehicle (EV) charging stations and parking spaces. The City of Aurora reviews accessibility requirements based on 2021 IBC, Chapter 11, the 2017 ICC/ANSI A117.1:

**Accessibility Requirements – Commercial**

***Response: Acknowledged. Site Plan to depict mail kiosk location and connection to site. No EV spaces are provided at this time. EV Ready spaces are depicted on Site Plan.***

#### **13C. 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 numbers in the manner provided in the Aurora City Code of Ordinance, Chapter 126 - Article VII - Numbering of Buildings.

***Response: Acknowledged***

*13D. Adopted Codes By The City Of Aurora – Setbacks:*

The site plan and civil plans must reflect the setback requirements of the 2015/2021 International Building and Fire Code for placement of the structure(s) in relation to adjacent buildings, property lines, public ways, accessible walkways, etc. To view the 2015/2021 International Codes please utilize the following hyperlink: ICC Codes Online. The City of Aurora has adopted the 2021 International Codes and the 2023 National Electrical Code. Using the 2021 International Building Code adopted by the City of Aurora, the site plan submittal must show the distance between new or existing property lines and proposed exterior walls of structure(s).

***Response: The Site Plan and Civil Plans reflect the setback requirements of the 2015/2021 International Building and Fire Code.***

*13E. 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:

- Grading plan
- Handicap accessible parking signs
- Sign package
- Signature block
- Street standards and street section details

***Response: Acknowledged.***

*13F. Emergency Responder Radio Coverage:*

The 2021 International Fire Code requires all buildings to be assessed for adequate emergency responder radio coverage.

- The General Contractor (GC) will be required to hire an approved and qualified independent 3rd party to assess the radio frequency levels within the structure. Once completed, the 3rd party will provide the results of the test to both the GC and the Aurora Building Division as to whether the structure passed or failed the preliminary radio surveillance. A structure that has passed this surveillance requires no further action by the GC. A failed radio surveillance will require a licensed contractor to submit plans to the aurora building division to obtain a building permit for the installation of an ERRC system prior to installation. This assessment and installation are at the owner or developer's expense. Future interior or exterior modifications to the structure after the original Certificate of Occupancy is issued will require a reassessment for adequate radio frequency coverage.



**Where required in new buildings:**

- All building construction types will be assessed for adequate radio frequency levels. Exception: Group R- 3 occupancies; single-family dwellings, townhomes.
- The total building area is 50,000 square feet or more without basements.
- The total (single level) basement area is 10,000 square feet or more.
- Buildings 4 stories in height or greater.
- Use of building products such as low-emission glass.
- Building is within the shadows of other buildings.
- High piled storage Systems.
- The fire code official determines that acceptable radio coverage is needed for the safety and effectiveness of emergency responders

***Response: Acknowledged.***

**13G. Fire Department Access:**

Based on information presented so far, the type(s) of fire apparatus access road(s) needed for this particular site is:

- Fire lane easement
- Number of Fire Department Access Points to the site:
  - 2021 IFC, SECTION D106 - MULTIPLE-FAMILY RESIDENTIAL DEVELOPMENTS  
D106.1 Projects having more than 100 dwelling units. Multiple-family residential projects having more than 100 dwelling units shall be equipped throughout with two separate and approved fire apparatus access roads.
  - Exception: Projects having up to 200 dwelling units shall have not fewer than one approved fire apparatus access road where all buildings, including nonresidential occupancies, are equipped throughout with approved automatic sprinkler systems installed in accordance with Section 903.3.1.1 or 903.3.1.2.
  - IFC Commentary ❖ This section is intended to provide some specific guidance to jurisdictions for dealing with larger apartment complexes. Again, IFC Section 503 suggests that more than one access road is needed where there is a potential for an access road to be unavailable. In a large complex there is a large potential for loss. Lack of access should not become a factor in such a loss.
  - D106.2 Projects having more than 200 dwelling units. Multiple-family residential projects having more than 200 dwelling units shall be provided with two separate and approved fire apparatus access roads regardless of whether they are equipped with an approved automatic sprinkler system.
  - D106.3 Remoteness. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses.
  - Buildings less than 30' in height require only a 23' wide fire lane easement with 29' inside and 52' outside turning radii. Buildings greater than 30' in height require a 26' wide fire lane easement with a 26' inside and 49' outside turning radii.
  - Buildings greater than 30' in height are regulated by the 2021 IFC Section D105 and require both a 26' Fire Lane Easement and two points of emergency access. Typically, the 26' fire lane easement is located on the front main entry side of the structure within a minimum of 15' and a maximum of 30' from the exterior wall of the building. Structures greater than 30' in height also require a second point of emergency access.



***Response: Acknowledged. In meeting with Mike Dean on 10/17, we reviewed the site for the above criteria. We have made adjustments to address the comments above. Please see site plan exhibits for site layout.***

**13H. Fire Hydrants:**

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

- An onsite looped water supply will be needed where there are two or more fire appliances, such as fire hydrants and fire service lines supporting a fire sprinkled structure.
- A fire department connection will be required at the front main entry side of the structure. A fire hydrant will be required within 100' of the fire department connection.
- Please show the location of all fire hydrants within 400' of this site. Where fire hydrants are outside the boundaries of the site plan you can indicate the distance using a fire hydrant label or symbol with an arrow and distance.

***Response: Acknowledged.***

**13I. Fire Sprinklered Structures:**

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

***Response: Fire Sprinkler system will be NFPA 13.***

**13J. General Comments:**

- Fire sprinkled structures will require fire apparatus access to the fire department connection (FDC). Where the FDC is located interior of the site a dedicated fire lane easement will be required to ensure fire apparatus the ability to access the FDC.
- R-2 Apartments or Condominiums. A heated fire riser room with an exterior door will be required. A Knox box will be required on the right side of the entrance to the fire riser room. A fire control panel or unit that is tied into a master fire alarm panel will be required within the fire riser room. A fire department connection will be required at the front main entry side of the structure and within 100' of a fire hydrant.
- A fire department connection will be required at the front main entry side of the structure. A fire hydrant will be required within 100' of the fire department connection.
- 2021 IFC, Section 903.2.1.3 Group A-3. An automatic sprinkler system shall be provided throughout stories containing Group A-3 occupancies and throughout all stories from the Group A-3 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:
  1. The fire area exceeds 12,000 square feet (1115 m2).
  2. The fire area has an occupant load of 300 or more.
  3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.

***Response: Acknowledged.***

**13K. Knox Hardware:**

Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for lifesaving of fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an accessible location.

***Response: Access to or within a structure or a restricted area as related to a fire-fighting purposes, a Knox Hardware will be provided.***



13L. *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.

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

13M. *Phasing Plans:*

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

**Response:** *Phasing is not proposed on this site.*

13N. *Photometric Plan:*

- **Add the following note to the Photometric Site Plan:** "Illumination within the site must comply with the 2015/2021 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 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

**Response:** *Illumination within the site complies with the 2015/2021 international building code requirement from section 1006. Means of egress, including exit discharge, is above 1 foot-candle average minimum at floor level. "Accessible route" is included on the photometric plan.*

13O. *Site Plan, Civil Plan, Framework and General Development Plan, and Plat Notes:*

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

- (Plat Note) If Plat Contains Fire Lane Easement
- (Site Plan Note) Accessibility Note for Commercial Projects
- (Site Plan Note) Accessibility Note for Multi-Family Projects Built under the 2021 IBC/IRC and HB-1221
- (Site Plan Note) Addressing
- (Site Plan Note) Aircraft Noise Reduction (LDN)
  - This area is within noise mitigation area. Sec. 22-425.
- (Site Plan Note) Americans with Disabilities Act
- (Site Plan Note) Emergency Ingress and Egress
- (Site Plan Note) Emergency Responder Radio Coverage
- (Site Plan Note) Fire Lane Easements
- (Site Plan Note) Fire Lane Signs

**Response:** *Acknowledged.*

13P. *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.

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

13Q. *Special Design Considerations:*

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



- Abutting Fire Lane or Public Access Easement to Property
  - If an existing fire lane or public street has to be removed or relocated for any reason, the roadway must be replaced using the current specifications of the Public Works Department.
- Access to within 150 feet of each structure
  - 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 2021 IFC, Section 503.1.1. If granted approval, a fire sprinkled structure may utilize 200-foot reach criteria in place of the 150-foot standard requirement.
  - Where fire hydrants and fire department connections are provided adjacent to vehicular access drive aisles, they will need to be dedicated as fire lane easements in order to provide emergency access to them.
- Access Road Width with a Hydrant
- Aerial Fire Apparatus Access Roads
- Fire Apparatus Access Road Specifications
  - If an existing fire lane or public roadway must be removed or relocated for any reason, the portion replaced must follow the current specifications of the Public Works Department.
- Combined Fire Lane, Public Access and Utility Easements
- Construction of Fire Lane Easements and Emergency Access Easement
- Dead-end Fire Apparatus Access Roadways
- Dead-End Public Streets
- Encroachment into Emergency Access or Fire Lane Easements are Prohibited
- Grade
- Labeling of Easements on the Site Plan, Plat and Civil Plans
- No Parking is allowed within a Fire Lane Easement
- Private Streets Constructed to Public Street Standards
- Pocket Utility Easements for Fire Hydrants
- Public Street Systems Adjacent to Site
- Remoteness
- Speed Bumps
- Snow Removal Storage Areas
- Two points of Emergency Access
- Width and Turning Radius

**Response: Acknowledged.**

**13R. Trash Enclosure:**

Per the 2021 International Fire Code, Section 304.3.3, dumpsters and containers with an individual capacity of 1.5 cubic yards or more shall not be stored in buildings or placed within 5 feet of combustible walls, openings, or combustible roof eave lines.

**Response: Trash enclosures are not stored in any buildings and they are not placed within 5 feet of combustible walls, openings or combustible roof eave lines.**

**14. Land Development Review Service Division**

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



*14A. Subdivision Plats:*

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

***Response: Acknowledged. Plat to be submitted with Site Plan.***

A **pre-submittal meeting** with Land Development Review Services is required on all plat submittals so our team may verify that basic elements have been addressed before they are submitted to Planning. This 30-minute meeting is for the 1st submittal of plats only and is by appointment only. Call Darren Akrie at 303.739.7300 to schedule your appointment. The person preparing the plat and your project manager should attend the meeting. Please bring two sets of the plat.

***Response: Applicant will work with City to schedule pre-app meeting.***

*14B. Site Plans:*

A Site Plan will be required by the Planning Department. Land Development Review Services has items that need to appear on that site plan above and beyond what other departments may require. These items are listed on the Land Development Review Services Subdivision Plat Checklist.

***Response: Acknowledged. The checklist has been reviewed, and the Site Plan will contain necessary and applicable elements.***

*14C. Separate Documents*

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

During the pre-application meeting no requirement for separate documents were specifically identified for your site as proposed. However, review of your actual Site Plan when submitted may identify additional conditions which will require a separate document. Following are the links to additional information if needed later in your formal review process:

- [Dedications Packet](#)
- [Easement Release](#)
- [License Agreement Packet](#)

***Response: Acknowledged. If additional conditions are required, we will follow city direction.***

**Offsite easement dedications** may be required to make your project work. It's up to the developer to obtain these easements for the city, pay compensation, etc. Dedication documents must be prepared using Land Development Review Services specifications which can be found in the Dedications Packet. Once complete and accurate easement dedication information is submitted to Land Development Review Services, it takes about 8-10 weeks to complete the process. They must be complete and ready to record before Land Development Review Services will record the Plat and/or Site Plan.

***Response: Acknowledged. Off-site easements are required.***

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 Land Development Review Services specifications and are available in the Easement Release Packet. Once complete and accurate easement release information is submitted to Land Development Review



Services, it takes about 8-10 weeks to complete the process. They must be complete and ready to record before Land Development Review Services will record the Plat and/or Site Plan.

***Response: Acknowledged.***

**(Residential only)** No portion of any roofed structure may encroach into any easement. However, the city will allow certain items to encroach in easements such as fences, gates, retaining walls, monument signs, etc. as long as they do not interfere with the use of the easement. If your encroachment is approved, you must obtain a Revocable License from Land Development Review Services. It is the responsibility of the applicant to identify and include all encroachments on their Revocable License application which can be found in the Revocable License Packet. A Revocable License takes about 1-2 weeks to complete and must be complete before Land Development Review Services will record the Site Plan.

***Response: Acknowledged.***

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

***Response: Acknowledged.***

Land Development Review Services may require a Monumented Field Survey but are unable to determine that until the 1st review is completed. If a requirement for new street lighting is identified during the review process, this may be an opportunity to partner with cell carrier providers. New technology allows these providers to incorporate their technology with street lighting. These carriers are willing to take on the cost of purchasing and installing a light with qualifying projects. Please contact Leslie Gaylord at 303.739.7901 for additional details and contact information.

***Response: Acknowledged.***