



Office of Development Assistance
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June 3, 2021

Catherine Schumacher - cschumac@auroragov.org
City Of Aurora Water
15151 E Alameda Ave Ste 3600
Aurora, CO 80012

Re: Murphy Creek LLC & COA Interconnection Vault (#1540365)/Pre-Application Meeting held May 20, 2021

Dear Ms. Schumacher:

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

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

Key Issues:

► **Planning Process:** Planning Staff will need more information in order to clarify staff support and requirements. Based on the exhibits submitted, it is unclear the potential impacts that the proposed easements and utility improvements may have on future development along both East Jewell Avenue and South Gun Club Road. Continue to work with Planning staff as you refine the plans. Staff is willing to host a workshop meeting to work through options with you.

► **Public Works Engineering:** A floodplain permit is required for any work within the floodplain including boring activities. If there is a site plan or other planning document process required, a preliminary drainage letter shall be submitted. Detention and water quality/EURV is required for any new impervious areas and shall be in compliance with the master drainage study. This application will be referred to Mile High Flood District (MHFD) for review and comment. It is advised that coordination with MHFD is started as soon as possible.

RESPONSE: Aurora Water Project Team has prepared a Development Application for the Project.

RESPONSE: Aurora Water Project Team met with Craig Perl -Sr Engineer in Public Works - on 08/05/2021 and confirmed a floodplain permit is not required for the Project nor is coordination with MHFD necessary. A Drainage Letter has been prepared for the Project and will be reviewed as part of the Civil Plan Review by Public Works. There is no planned water detention or water quality/EURV items associated with the Project.

► **Regional Trail:** PROS has been working with the master developer, Aurora Water and Mile High Flood District to determine the location of the future regional trail. Although an alignment has not been finalized, there may be a conflict with this proposal where the trail will connect to the underpass under East Jewell Avenue and head to the south. Coordinate with PROS as your project is refined, and more detail can be found on page nine of these notes.

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

Again, thank you for attending the Pre-Application Meeting with our Development Review Team; I trust the meeting was helpful. If you have any questions or require additional information, please do not hesitate to contact me at 303.739.7044 or cdancy@auroragov.org.

Sincerely,



Cesarina Dancy
Project Manager

RESPONSE: Aurora Water Project Team met with Michelle Teller on 08/02/2021. It was confirmed that this Project and the PROS Regional Trail are not be in conflict.



City of Aurora

Development Process

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

Step I - Planning Phase

- The application is submitted to the Planning Department.
- The Planning Department refers the plan to other city departments for comment.
- Neighborhood meeting(s) are scheduled as necessary.
- The Infrastructure Site Plan is approved at a public hearing.
- Subdivision Plat is not required at this time.

Step II - Construction Document Phase

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

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

Building Plans: (construction plans for structures)

- Usually reviewed after Planning decision is made.

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

Step III - Construction Phase

Building/Civil Permits:

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

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

STAFF COMMENTS - PRE-APPLICATION MEETING

Purpose of the Pre-Application Notes

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

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

Contact Information

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

City Manager's Office

Office of Development Assistance
Cesarina Dancy
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Thelma Gutierrez
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Planning

Zoning and Plan Review
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Landscape Design
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Parks, Recreation & Open Space

Planning Design and Construction
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Aurora Water

Casey Ballard
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Public Works

Traffic Division
Brianna Medema
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Drainage and Public Improvements
Engineering Division
Kristin Tanabe
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Life Safety and Building Division
Mike Dean
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Real Property
Andy Niquette
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Housing and Community Services

Neighborhood Support
Scott Campbell
303.739.7258/7441
scampbel@auroragov.org

Oil and Gas Division

Colin Brown
303.739.6824
cbrown@auroragov.org

Re: Murphy Creek LLC & CO.
May 20, 2021

RESPONSE: An Introductory Letter and Site Plan have been prepared. The Site Plan presents the requested permanent easements. The enclosed street cross section and placement of the vault considers future landscape and public improvements.

STEP I – PLANNING PHASE

Planning and Development Services Department

The Planning comments are numbered. When submitting an application, please include a letter of introduction responding to each of the numbered comments, including key issues from other departments.

Key Issues:

- ▶ Multiple vignettes need to be condensed into one sheet to see the overall scope of work in one location.
- ▶ The alternative options do not provide enough detail to understand the potential impacts that the proposed easements and utility improvements may have on future development along both East Jewell Avenue and South Gun Club Road.
- ▶ Submit cross sections referencing our streetscape design and its impacts on landscape and public improvements typical of the section.

Project Overview:

- Zoning: Murphy Creek Planned Development (PD)
- Character Area: Subarea C
- Proposed Use: Underground infrastructure and one above-ground vault are rerouted to be placed within the City of Aurora Easements rather than a third-party owner's property.
- Permitted Use: Yes, public utilities are a permitted use but the proposed location of the vault is not supported by Planning.

CLARIFICATION: The vault and infrastructure is mostly underground. Only 6-in of the vault roof footprint and the electrical and communication panels are aboveground - See the attached Site Plan and Elevation and the example vault photos. Portions of the vault infrastructure is on third-party owners property.

Type of Application:

- Infrastructure Site Plan

RESPONSE: The location of the new vault has been selected based on input from the property owner and Aurora Water. The installation of the new vault will not change the current permitted/land use of the property, this has been confirmed with Arapahoe County Assessor Office on 08/10/2021 by Jason Reynolds.

Procedures:

- A Summary Table of Procedures can be found in Section 146-5.2, Table 5.2-1.
- The application will require approval in a public hearing before the Planning and Zoning Commission. The application will be reviewed in a 12-13-week timeframe and will be processed electronically through our development review website.

Important Links:

- [CAD Data Submittal Standard](#)
- [Landscape Reference Manual](#)
- [Development Review Website](#)
- [Online Application and Plan Submittal Guide](#)
- [Transportation Studies & Plans](#)
- [Pre-Submittal Checklist](#)
- [Forms and Applications](#)
- [Aurora Map Gallery](#)
- [Arapahoe County Assessor Map](#)
- [Site Plan Manual](#)

RESPONSE: Acknowledged, however the Planning Department staff was going to confirm if a public hearing is needed for this Project.

Standards and Issues:

1. Zoning and Placetype

1A. Zoning

The site is located within the Murphy Creek Planned Development. The purpose of the planned development zone is to use new and imaginative concepts in urban design and land development to promote and improve the health, safety, and general welfare of the citizens of the city. Special design standards apply in Murphy Creek.

RESPONSE: Acknowledged. Refer to the attached Site Plan.

1B. Placetype – Commercial Hub

Commercial Hubs are especially critical to the future economic and fiscal health of Aurora. The Commercial Hub placetype primarily contains uses that provide goods and services to nearby Established and Emerging Neighborhoods but can also serve other placetypes in the area. Commercial Hub placetype is characterized by shopping centers and areas that provide a cluster of compatible businesses. It may be located along the city's corridors, or 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.

RESPONSE: Not applicable for this Project

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. 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.

2. Land Use

2A. Historic Land Use

This site is vacant and has never been developed. The vault was never intended to be in the right-of-way or city dedicated easements.

RESPONSE: The location of the new vault has been selected based on input from the property owner and Aurora Water.

3. Development Standards

3A. Dimensional Standards

Public utilities are advised to accommodate the UDO landscape private property a utility easement lots, etc. would be laid out will greenfield site, the proposed redesign for the delivery of the raw water and reuse water system enhancements should be located accordingly and be in compliance with the UDO. Section 146-4.7.5. Curbside Landscaping, Section 146-4.7.5 D. Street Frontage Landscape Buffers and Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions should be referenced.

RESPONSE: the new raw water pipeline and connections to the reuse pipeline fall within a street RoW or a new or existing permanent utility easement.

The placement of the vault considers landscape buffers and future street development. See the Site Plan and street cross section.

There are no buildings or parking lots associated with this project and future development by the property owner will comply with these requirements.

3B. Murphy Creek GDP

The following bullet points are not necessarily found within the GDP. The applicant is responsible for all applicable landscape requirements.

RESPONSE: The enclosed street cross section and placement of the vault considers future landscape and public improvements.

The Project does not change the drainage of any ponds.

- The perimeter of all sites should be buffered with landscaped areas. Minimum buffer areas shall be measured from a site's property line and not from the edge of a sidewalk or curb.
- Detention, retention and water quality ponds shall be landscaped with one tree and ten shrubs per 4000 square feet of tract area.

- Common open space tracts shall be landscaped with one tree and ten shrubs per 4000sf of tract area.

RESPONSE: Not applicable to this project. Future development by property owner will comply with these requirements.

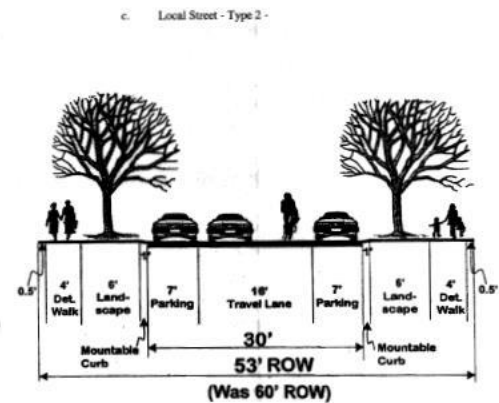
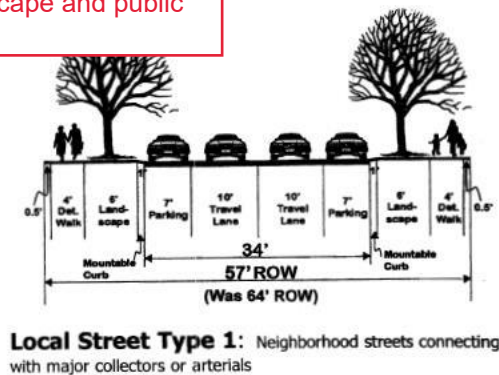
RESPONSE: Not applicable to this project. Future development by property owner will comply with these requirements.

- Front yard landscaping shall comply with Article 14.
- Street trees are required at a ratio of one tree per 40 linear feet of public or private right-of-way and may count towards the front yard landscape requirements.

3C. Subdivision Standards

Subdivision standards in the code call for a well-connected street network as well as pedestrian/bicycle network. The alternative options do not provide enough detail to understanding the potential impacts that the proposed easements and utility improvements may have on future street networks. There is currently no pedestrian connection to the proposed commercial development. Sidewalks, street trees and a landscape buffer should connect the amenity with the neighborhood in a direct manner following code. The current plans do not show street network development. This layout does not conform to the city's current street standards. Please revise your drawings to show the street scape along both East Jewell Avenue and South Gun Club Road.

RESPONSE: The enclosed street cross section and placement of the vault considers future landscape and public improvements.



RESPONSE: See pg1 and Items on Pg 6. These items will be required by the property owner when they develop the site.

3D. Landscape, Water Conservation, Stormwater Management

The alternative options do not provide enough detail to understand the potential impacts that the proposed easements and utility improvements may have on future development along both East Jewell Avenue and South Gun Club Road. In the alternatives, the proposed easements appear to encumber the future curbside landscape (tree lawn) and street frontage buffer areas. The Unified Development Ordinance (UDO) requires the installation of street trees as well as street frontage buffers. While shrubs are typically permitted in easements, trees are not but are a vital part of the city's streetscape and the aesthetic previously established for the Murphy Creek development.

Because this is a greenfield site, the proposed redesign for the delivery of the raw water and reuse water system enhancements should be located accordingly and not prohibit future compliance with the UDO by the property owner. The following code sections from the Unified Development Ordinance should be referenced when developing a final option. Section 146-4.7.5. Curbside Landscaping, Section 146-4.7.5 D. Street Frontage Landscape Buffers and Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions.

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

RESPONSE: Not applicable for this Project.

Re: Murphy Creek LLC & COA Interconnection Vault (#1540365)/Pre-Application Meeting held May 20, 2021

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

5. Submittal Reminders

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: Acknowledged. CAD Data Submittal and PDFs will meet these requirements.

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.

5C. Mineral Rights Notification

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

RESPONSE: Scheduled for 9/21/2021

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: Subdivision Plat is not required - See page 13

Please note that a separate pre-submittal meeting is required with Real Property for the Subdivision Plat prior to application submittal. Please contact Real Property directly to schedule this meeting.

Community Participation:

Please work proactively with registered neighborhood organizations and adjacent property owners. 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.

Neighborhood Services Liaison:

- Scott Campbell is the neighborhood liaison for the project. He has put together a report attached to these notes listing the registered neighborhood organizations within one-mile of your proposed project and can assist in scheduling and facilitating meetings with community members. Please work with the organizations that express interest in your project to address comments and mitigate concerns
- All meetings with registered neighborhood organizations should also include the Planning and Development Services Department Case Manager so that questions concerning the UDO and

RESPONSE: Acknowledged. Aurora Water Public Information Officer Elizabeth Lefebvre will work with Scott Campbell to inform the registered neighborhoods about the Project.

Re: Murphy Creek LLC & COA Interconnection Vault (#1540365)/Pre-Application Meeting held May 20, 2021

procedures can be properly addressed. The Case Manager will record any project-related commitments that are made to the community at these meetings.

- Additional information about the Neighborhood Liaison Program can be found on the [Housing and Community Services](#) page of the city website.

Oil and Gas Development

We have reviewed the area of your development. There are no known plugged and abandoned (P&A) wells within your site and no existing or planned oil and gas surface facilities on your site.

Acknowledged

In the future, a horizontal well may be drilled underneath your site. If so, the depth would be greater than 7,000 feet below the surface. At that depth, we do not expect any effects to be felt at the surface. The City of Aurora has no authority or control over subsurface well equipment or operations. Contact the Colorado Oil & Gas Conservation Commission (COGCC) for more information.

There may be existing underground pipelines in rights-of-ways. If you have questions or concerns about this, the Oil & Gas Division can assist with providing additional information.

Parks, Recreation & Open Space Department (PROS)

RESPONSE: Aurora Water Project Team met with Michelle Teller on 08/02/2021. It was confirmed that this Project and the PROS Regional Trail are not be in conflict.

Key Issues:

- Your project area is potentially within the space where the future Murphy Creek Regional Trail alignment may be.

Regional Trail:

PROS has been working with the developer, Aurora Water and Mile High Flood District to determine the location of the future regional trail. Although an alignment has not be finalized, there may be conflict where the trail will connect to the underpass under East Jewell Avenue and head south. Please coordinate with PROS on the following as your project is refined:

- Future grading will occur in order to make the trail ADA compliant. Based on the depth of the line and location of the vault there may be conflict with the future grading. Continue to keep PROS in the loop as you make these decisions.
- If any portions are on COA Golf Property instead of the private development, a corridor will be required. Please note in these cases PROS would ask that the contractor reseed and restore to the previous condition.

Aurora Water

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

Utility Services Available:

- Water service may be provided from: N/A
- Sanitary sewer service may be provided from: N/A
- Project is located on the following Map Pages: 13U

RESPONSE: Aurora Water will review the Project as part of the the Civil Plan Review with Public Works.

Re: Murphy Creek LLC & COA Interconnection Vault (#1540365)/Pre-Application Meeting held May 20, 2021

Utility Service Requirements:

- A Site Plan is required for this project and must show existing and proposed utilities including:

- Public/Private Mains
- Service Lines
- Water Meters
- Fire Suppression Lines
- Fire Hydrants necessary to service your development
- All utility connections in the arterial roadway are required to be bores.

RESPONSE: See attached Site Plan and Aurora Water will review the Project as part of the the Civil Plan Review with Public Works.

- General utility design criteria can be found in Section 5 of the [Standards and Specifications Regarding Water, Sanitary Sewer and Storm Drainage Infrastructure](#) (Utility Manual).

Utility Development Fees:

RESPONSE: Not required for this Project

- 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](#).
- 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.

Public Works Department

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

Acknowledged

RESPONSE: See attached Site Plan and Aurora Water will review the Project as part of the the Civil Plan Review with Public Works.

Key Issues:

- ▶ Pending something unforeseen, such as public comment, Traffic Engineering will not require a Traffic Study at this time.
- ▶ Label the construction and maintenance access points on the Site Plan/Civil Plans.

Not Applicable

- ▶ Later vertical development 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. This is typically accommodated within public ROW or just outside if there are existing utility conflicts.
 - 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.

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

RESPONSE: See attached Site Plan and Aurora Water will review the Project as part of the the Civil Plan Review with Public Works.

Not Applicable

- Objects and structures shall not impede vision within the sight triangles. Landscaping shall be restricted to less than 26-inches in the sight triangles. Show sight triangles on the site plan and landscaping plan at all access points in accordance with [City of Aurora Standard Traffic Detail TE-13](#). In addition, street trees shall be set back from Stop signs and other Regulatory signs as detailed in [City of Aurora Standard Traffic Detail TE-13.3](#).

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

Engineering Division

*The Engineering Division
Engineering reviews refer*

RESPONSE: Aurora Water Project Team met with Craig Perl -Sr Engineer in Public Works - on 08/05/2021 and confirmed a floodplain permit is not required for the Project nor is coordination with MHFD necessary. A Drainage Letter has been prepared for the Project and will be reviewed as part of the Civil Plan Review by Public Works. There is no planned water detention or water quality/EURV items associated with the Project.

Key Issues:

- ▶ There are no public improvements required with this application.
- ▶ A floodplain permit is required for any work within the floodplain including boring activities.
- ▶ If there is a site plan or other planning document process required, a preliminary drainage letter shall be submitted. Detention and water quality/EURV are required for any new impervious areas and shall be in compliance with the master drainage study.
- ▶ 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.
- ▶ This application will be referred to Mile High Flood District (MHFD) for review and comment. It is advised that coordination with MHFD is started as soon as possible.

Improvements:

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

- No public improvements are required with this application. Future roadway improvements shall be considered with the layout.

RESPONSE: Future roadway consideration have been included in the attached street cross sections

ROW/Easements/Plat:

- 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.

RESPONSE: See page 13

Drainage:

Drainage design standards can be found in the City's ["Storm Drainage Design and Technical Criteria"](#).

- A preliminary drainage letter may be submitted in lieu of a preliminary drainage study. It should state the approved drainage patterns will not be altered and address any changes in imperviousness from the approved drainage study covering this development. The letter shall include calculations for onsite improvements, compare peak flows to the previously approved report, and include any relevant sheets from said report. A drainage plan sized no larger than 11" x 17", shall be included, as well as a comparison of the proposed drainage plan to the previously approved plan, with the proposed area highlighted. Additional information may be requested from the reviewing engineer to ensure adequate analysis. It will need to be signed and stamped by a Professional Engineer licensed in the State of Colorado. The letter shall be submitted to Engineering at the time of the Planning Department

RESPONSE: Project has prepared a SWMP and a preliminary drainage letter which will be submitted as part of the Civil Plan Review with Public Works.

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application submittal. A review fee shall be paid to the City prior to acceptance of the letter. The site plan will not be approved until the preliminary drainage letter is approved.

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

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:

- The Fire/Life Safety comments are limited based on the small scope of work being proposed by Aurora Water to install an underground interaction raw water delivery vault.

Fire Department Access:

- A fire lane easement is not required for the installation of this underground interaction raw water delivery vault. Access will be provided for Aurora Water access only.

Awknowledged

Not applicable to this project or will be required by the property owner when they develop the site.

so far, the type(s) of fire apparatus access road(s) needed for this site is:

- Designated Fire Lane
- Fire Lane Easement
 - The existing fire lane easements within the site are sufficient, no additional fire lane easement is being required internally within this site. Please show and label existing fire lane easements within this site on the site plan submitted to the Planning Department.
 - The abutting public/private streets adjacent to this site are sufficient to provide emergency apparatus access, no additional fire lane easement is being required internally within this site.
 - Buildings less than 30' in height require only a 23' wide fire lane easement with 29' inside and 52' outside turning radii. Building 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 2015 IFC Section D105 and require a 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.
 - The fire lane easement will be required to be posted with fire lane signage and include stripping (painted cross-hatching) of the fire lane boundaries to ensure RV and vehicle storage is not parked within the dedicated fire lane easement (IFC Section 503.3).
 - The first phase of construction must include two points of emergency access and a looped water supply to support on site fire hydrants and fire service lines.
- Fire Lane Corridor
- Emergency Access Easement
- Motor Courts and Looped Lanes – 146-4
- Outdoor Storage Yards
- Public Street Adjacent to Site
 - Structures greater than 30' in height and adjacent to a public street must provide a 26' wide fire area capable of accommodating aerial fire apparatus (ladder trucks). The intent is to establish a fire apparatus parking area no greater than 30' and no less than 15' from the exterior wall of the structure. This fire apparatus area must be posted as "No Parking-Tow Away Zone" to ensure availability for fire apparatus.

Re: Murphy Creek LLC & COA Interconnection Vault (#1540365)/Pre-Application Meeting held May 20, 2021

Not applicable to this project or will be required by the property owner when they develop the site.

- Urban Street Standards

- The site reflects the use of urban street standards. To accommodate large emergency response vehicles, where structures are greater than 30' in height, a minimum of 26' of paved surface width can be required by means of driveways, "No On-Street Parking" areas or other equivalent design features.

Fire Hydrants:

- No fire hydrant requirements needed for this limited project.

Acknowledged

RESPONSE: This Project will require easements and a legal description and drawing will be prepared after the first round of Public Works Civil Plan review is complete - Oct 2021.

Tom Clark has been contacted about this project and will be involved in the upcoming easement process.

A separate fiber and electrical easement are not required. These utilities will be within the City's road RoW or the new permanent easement.

Real Property Division

The Real Property Division reviews the Site Plan and prepares Agreements that may be necessary for development of the project.

Key Issues:

- ▶ An easement and/or corridor is required for the vault and water line.
- ▶ Contact Tom Clark (tblark@auroragov.org) to apply for the easement or corridor.
- ▶ Coordinate with the land developer to pinpoint extent of easement(s) with consideration of landscaping.
- ▶ Electric and fiber may have to apply for private easements with the County.

Subdivision Plats:

- A subdivision plat is not required at this time.

Acknowledged

Site Plans:

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

RESPONSE: See attached Site Plan. Easement requests are included on the drawings.

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

RESPONSE: Not applicable for this Project

- The developer may need to **dedicate new easements** and/or street right-of-way on the site. Since a new subdivision plat is not required, these dedications must be done by separate legal document. These legal documents must be prepared using Real Property specifications which are found in the [Dedications](#)

RESPONSE: Discussed this Project with Tom Clark in Real Properties. See response above

Re: Murphy Creek LLC & COA Interconnection Vault (#1540365)/Pre-Application Meeting held May 20, 2021

[Packet](#). Once complete and accurate easement dedication information is submitted to Real Property, it takes about **4-6 weeks** to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.

- 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.
- Real Property may require a Monumented Field Survey, but we are unable to determine that until we make our first review.
- 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: Not applicable for this Project

RESPONSE: TBD

RESPONSE: No License Agreements are needed for Aurora Water utilities within City RoW.

STEP II – CONSTRUCTION DOCUMENT PHASE

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

Civil Engineering Plans

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

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

RESPONSE: Civil Plan Review Process had been initiated. Pre-Submittal meeting scheduled for 9/17/2021. Round 1 Submittal planned for 10/8/2021

Prior to submittal of the electronic Civil Construction Plans, the civil consultant must schedule a pre-submittal meeting with Christopher Eravelly at 303.739.7457. One paper set of Civil Plans and Reports is required for this pre-submittal review. Also bring a copy of the pre-application meeting notes and a copy of the submitted site plan, including the landscape plan. At this meeting the Civil Plans shall be reviewed for completeness. A [checklist](#) is used to ascertain completeness. The engineer shall fill out the checklist and bring it to the pre-submittal meeting. A pre-submittal meeting will not be scheduled until there are no outstanding comments remaining on the preliminary drainage report/letter.

- Civil Construction Document Plan Set generally includes the following plans:
 - Stormwater Management Plan
 - Final Drainage Plan/Letter
 - Final Grading Plan
 - Utility Plan and Profiles

➤ *Phasing shown on the Site Plan shall also be represented on the Civil Plan drawings.*

Aurora Water

General Requirements:

- Utility Plans will be required with the Civil Engineering Plans:
 - Utility Plans shall be prepared in accordance with the Utility Manual
 - Utility Plans must be approved prior to obtaining building permits
 - Utility Plans must include:
 - Fixture Unit Table and Meter Sizing Tables
 - Water Service and Water Meter locations
 - Sanitary Sewer Service Lines
 - Resistivity Tests for any public water mains installation per Section 20 of the Utility Manual.
 - Cross Connection Control Devices are required for:

RESPONSE: Has been prepared and submitted with Civil Plan Review.

Re: Murphy Creek LLC & COA Interconnection Vault (#1540365)/Pre-Application Meeting held May 20, 2021

- Fire Service Lines
- Commercial and Domestic Water Service Lines.
- These devices are required to be located within the building or within a heated and drained vault after the water meter.

RESPONSE: A SWMP has been prepared and submitted with Civil Plan Review.

Construction Stormwater Quality Requirements:

- A Stormwater Quality Discharge Permit and Stormwater Management Plan and Report may be required for this project if an acre or more of disturbance is anticipated (which includes equipment and material storage areas). See the latest revision of the [City of Aurora SWMP Manual](#) for more detailed requirements. A [CDPS](#) permit may be required by the State Health Department if a City of Aurora Stormwater Quality Discharge Permit is required.
- CAD Data Submittal Standard: The City of Aurora has developed a CAD Data Submittal Standard for internal and external use to streamline the process of importing AutoCAD information into the City's Enterprise GIS. Digital Submission meeting the CAD Data Submittal Standard are required by consultants on development projects when submitting to the City for signature sets and on capital projects funded by the City. Details of the CAD Data Submittal Standard can be found on the [CAD Standards](#) web page.

Public Works Department

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

Traffic Division

- Construction Documents should reflect all approved accesses, and laneage, and right of way and easement dedications.
- The Construction Documents shall include Civil Plans & Traffic Control Plans. If lane closures are required per the Traffic Control Plans, occupancy fees will apply. The calculation for these fees are available on the City's website or in the Development Handbook.
- Critical Traffic Control Areas, as identified by the Traffic Manager during Civil Plan review, are circumstances that develop resulting from temporary modifications to the roadway network. Critical Traffic Control Areas can include, but are not limited to:
 - lane closures resulting in reduction in vehicles capacity greater than 50%,
 - proximity to intersections, access drives, rail lines,
 - locations with higher multimodal movements, or
 - other special circumstances

Acknowledged

RESPONSE: Requirements for any TPCs are included in the Construction Specifications. Access will be off of Old Tom Morris Road which is not currently developed.

When identified, the contractor shall submit Traffic Control Plans (TCPs) Improvement Permit Application process for the City's review as soon four weeks in advance of construction. In addition, as part of the Public Improvement Permit and TCP, the contractor may be required to provide advance notice (minimum two weeks) to nearby impacted users. Notifications by the contractor may be required to neighboring residences, businesses, or impacted operations of emergency response entities (law enforcement, fire, and medical), transit, delivery companies, etc., as determined by the Traffic Manager at time of the TCP review.

- Place a note on the Construction Site Plan or Grading Plan indicating all construction vehicles (including construction workers' vehicles) shall access the site from East Jewell Avenue or Old Tom Morris, and not through the adjacent residential neighborhood(s).

RESPONSE: A has been prepared and submitted with Civil Plan Review.

Engineering Division

RESPONSE: A SWMP has been prepared and submitted with Civil Plan Review.

General Requirements:

- All new developments and redevelopments are required to develop and implement a permanent condition Stormwater Management Plan (SWMP) in conjunction with the overall drainage plan for the site. The SWQCP shall be included in and become part of the preliminary and final drainage reports. The SWQCP shall discuss and propose the solutions to permanently enhance the quality of stormwater runoff through the site.
- The SWMP shall be developed by applying the permanent water quality “best management practices” described in Volume 3 of the USDCM. The SWMP shall be shown in a separate section of the drainage report. Proposed permanent stormwater quality enhancement facilities shall be sized and located on the drainage map (see section 2.42, [“Storm Drainage Design and Technical Criteria”](#) manual). The development community is encouraged to use multiple BMPs in creative and non-traditional site design to achieve the water quality objectives.

RESPONSE: A preliminary drainage report has been prepared and submitted with Civil Plan Review.

- The civil plans will not be approved until the preliminary drainage report/letter is approved and the plat is ready for recordation.

RESPONSE: There will be no roadwork in E. Jewell Ave.

Roadway Design and Construction Specifications:

- All road cuts or other roadway disturbances within the City of Aurora’s public right-of-way shall be repaired and restored according to the standards specified in Section 36 of the City’s Roadway Design and Construction Specifications, and any other requirements specified elsewhere. If more than 500 square feet of existing roadway is disturbed within one block, the construction area shall be milled and overlaid prior to the end of the project or as directed by the City Engineer.

Building Plans

Building Division Comments:

Building Plan Review

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

The comments made during the meeting address large-scale issues. We strongly recommend that a code consultation meeting be scheduled to discuss more detailed concerns.

During the development review process, you will not need to submit any documentation to the Fire Department for review. The Life Safety group within the Aurora Building Division conducts all site development and construction plan reviews on behalf of the Aurora Fire Department.

Key Issue:

- No building division comments associated to the construction of an underground interaction raw water delivery vault.

RESPONSE: Acknowledged and Mike Dean confirmed at the ODA meeting that a Building Depart permit is not required.

Re: Murphy Creek LLC & COA Interconnection Vault (#1540365)/Pre-Application Meeting held May 20, 2021

Real Property Division

RESPONSE: See pg 13-14 above



Reminder – Prior to building plans submittal, processing of any/all required separate documents should be started so that this process does not interfere with permit issuance.

STEP III – CONSTRUCTION PHASE

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

Aurora Water

RESPONSE: Not applicable to this project or internal Aurora Water projects

Utility Connection Fees:

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

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

- Wet Tap Fees:
 - Apply when making connections to existing water mains for water line extensions, fire hydrant lines, and fire service lines.
- Irrigation Water Meter Fees:
 - Will be calculated in accordance with the City Ordinance for irrigated common areas in Single-Family Detached and Commercial areas.
 - The Landscape Plan must identify the "NON-WATER CONSERVING" and "WATER CONSERVING" areas used for the meter fee calculations.
- For a full listing of Utility Fees, please see the [Aurora Water Fee Schedule](#).

Public Works Department

RESPONSE: No paving associated with this project. Not applicable to this project or will be required by the property owner when they develop the site.


Engineering Division

- A geotechnical and pavement design report is not required for paving of new or existing private parking lots, fire lanes, driveways, and private streets (other than TODs and Urban Centers). The civil plans shall have the default pavement thickness, obtained from the Roadway Manual, labeled on the plans and a note indicating the type of soils within the project, unless the developer submits a pavement design for review and approval. A paving permit for this private infrastructure is **not** required. **A Private Development Pavement certification shall be required to be submitted prior to issuing a Certificate of Occupancy.** See [Section 5.01.2.02](#) for more information. The developer/contractor is responsible for the required testing, backfill, and compaction for all wet utilities prior to paving. It is the developer/contractor's risk to begin paving without the initial acceptance of the wet utilities.
- Public improvements shall mean and include, but not by way of limitation, the construction, reconstruction, and improvement of the following:
 - repairs and replacements thereof necessitated by construction activity pursuant to issuance of a City of Aurora certificate of occupancy.

Building Division

Key Issues:

- ▶ No building division comments associated to the construction of an underground interaction raw water delivery vault.



RESPONSE: Acknowledged and Mike Dean confirmed at the ODA meeting that a Building Depart permit is not required.



Pre-Application Conference

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

To: Catherine Schumacher
From: Scott Campbell
Date: May 20, 2021
Subject: Murphy Creek LLC and CoA Interconnection Vault
Location: SEC of Jewell Ave and Old Tom Morris Rd

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

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

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

The neighborhoods within 5280 feet of your proposed developments are:



List of Neighborhood Associations

Location: SEC of Jewell Ave

Record Id	HOA #	Organization	Contact	Phone
17-1307329-000-00-NA	423	E-470 Neighbors	MARGARET A. "MARGIE" SOBEY 1403 S ADDISON CT Aurora, CO 80018 MSOBEY@E470NEIGHBORS.ORG	(303) 881-2682
13-661787-000-00-NA	397	MCGC Neighbors	MARGARET A. "MARGIE" SOBEY 1403 SOUTH ADDISON COURT AURORA CO 80018 MSOBEY@MCGCNEIGHBORS.ORG	(303) 881-2682
04-135985-000-00-NA	343	MURPHY CREEK MASTER ASSN	IRENE BORISOV 4950 S YOSEMITE ST F2-506 GREENWOOD VI CO IRENE@SAMMGT.COM	(303) 459-4919
12-634511-000-00-NA	404	MURPHY CREEK METRO DIST 1-4	MARGIE SOBEY 14901 E HAMPDEN AVENUE, SUITE 320 AURORA CO 80014 MSOBEY@E470NEIGHBORS.ORG	(303) 693-2118
12-634539-000-00-NA	405	THE PARKWAYS @ MURPHY CREEK	ELIZABETH HUBBARD 14901 E HAMPDEN AVE AURORA CO 80014 EHUBBARD@CCHOAPROS.COM	(303) 693-2119
20-000021-NAM	438	Townhomes at Murphy Creek	Natasha Henricks 9101 E Kenyon Ave Ste 1200 Denver CO 80237 natasha@sammgt.com	(303) 459-4919

Re: Murphy Creek LLC & COA Interconnection Vault (#1540365)/Pre-Application Meeting held May 20, 2021

