

Civil Response:

Landscape Architect (Streetscape) Response:

Landscape Architect Response:

Planner Response:

Architect Response:

Lighting Response:

City Manager's Office



City of Aurora

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

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February 3, 2022

Chris Fellows - chris@fellowsusa.com
The Fellows Companies
5600 Greenwood Plaza Blvd, Ste 200
Greenwood Village, CO 80111

Re: 1881 Homestead Farm Park (#1599988)/Pre-Application Meeting held January 20, 2022

Dear Mr. Fellows:

I would like to take this opportunity to thank you for considering the City of Aurora for the 1881 Homestead Farm Park 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:

- ▶ **Windler Master Plan:** The 1881 Homestead Farm Park site plan application must comply with the Windler Master Plan for which a major amendment is currently under review. A site plan should not be submitted until the master plan is substantially complete and compliance with all applicable standards of the Master Plan can be verified. Architectural, landscaping and site design standards, bike and pedestrian trail corridors and linkages, street alignments, phasing and public improvement requirements, sign themes and lighting styles are all examples of items that are established within the master plan that will apply to this project.
- ▶ **Tibet Road:** The Green Valley Ranch East FDP (GVRE Master Plan) indicates that Tibet Road shifts off of the section line alignment along the west side of the 1881 park site. A small portion of

land along the east side of Tibet is labeled as PA-21 (½ acre planning area of open space) within the GVRE Master Plan and is being designed within the Infrastructure Site Plan for Tibet. Please clarify if this will be a temporary design to be re-worked with the 1881 site development, and how the ultimate design of this land will be coordinated. In addition, evaluate a potential street crossing location on Tibet in relation to adjacent trail systems. Coordinate the alignment of this access with the master developer of Green Valley Ranch East.

- ▶ **Development Standards:** Review the Development Standards starting on page seven. These include dimensional standards, subdivision platting, parking, and access and connectivity.
- ▶ **Neighborhood Park and Trail Connection:** Per the Windler Master Plan, this site is identified to be a 11.8-acre neighborhood park. As proposed, the design does not comply with Parks, Recreation and Open Space (PROS) Neighborhood Park requirements. There are several areas which would be identified as private uses which are not permitted for land dedication; these include the restaurant, event center, marketplace, and potentially the stables. Please see PROS comments on page 13 for more detail and suggestions as well as information on the anticipated trail connection.
- ▶ **Engineering:** Please review Engineering comments on page 17 for detailed information on public improvements, Mile High Flood District (MHFD) referrals, stream design, and the requirements surrounding North Tributary to First Creek Tributary T, which is considered a Major Drainageway.

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

cc: Diane Lipovsky - hello@superbloom.net



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 Site Plan is approved administratively.
- The Subdivision Plat is approved administratively during the same time line.

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

Building Plans: (construction plans for structures)

- Usually reviewed after 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
303.739.7044
cdancy@auroragov.org

Megan Weikle
303.739.7357
mweikle@auroragov.org

Planning

Zoning and Plan Review
Aja Tibbs
303.739.7227
atibbs@auroragov.org

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

Parks, Recreation & Open Space

Planning Design and Construction
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Forestry
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Aurora Water

Steven Dekoskie
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Public Works

Traffic Division
Steve Gomez
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segomez@auroragov.org

Drainage and Public Improvements
Engineering Division
Julie Bingham
303.739.7403
jbingham@auroragov.org

Life Safety and Building Division
Mike Dean
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mdean@auroragov.org

Real Property Division
Darren Akrie
303.739.7331
dakrie@auroragov.org

Housing and Community Services

Community Engagement
Meg Allen
303.739.7258
mkallen@auroragov.org

Aurora Public Schools

Joshua Hensley
303.365.7812 x28463
jdhensley@aurorak12.org

Oil and Gas Division

Colin Brown
303.739.6824
cbrown@auroragov.org

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:

- ▶ The proposed uses will be classified as “Outdoor Recreation and Sports” per the permitted use table.
 - **Landscape Architect Response: Acknowledged**

- ▶ The site plan application must comply with the applicable Windler Master Plan. A major amendment (entirely new) master plan is currently under review. A site plan should not be submitted until the master plan is substantially complete, and compliance with all applicable standards of the Master Plan can be verified. Architectural, landscaping and site design standards, bike and pedestrian trail corridors and linkages, street alignments, phasing and public improvement requirements, sign themes and lighting styles are all examples of items that are established within the master plan that will apply to this project.
 - **Planner Response: Acknowledged**

- ▶ Looking at the Green Valley Ranch East FDP (GVRE Master Plan), it appears that Tibet Road shifts off of the section line alignment along the west side of the 1881 park site. A small sliver of land along the east side of Tibet is labeled as PA-21 (½ acre planning area of open space) within the GVRE Master Plan and is being designed within the Infrastructure Site Plan for Tibet. Please clarify if this will be a temporary design to be re-worked with the 1881 site development, and how the ultimate design of this land will be coordinated.
 - **Civil Response: This sliver of land will have the channel constructed by others. This project will enhance the channel landscaping as shown on these plans.**
 - **Landscape Architect Response: Channel landscaping is substantially enhanced in this project to provide visual continuity with 1881 park and to buffer views.**

- ▶ Evaluate a potential street crossing location on Tibet in relation to adjacent trail systems. Coordinate the alignment of this access with the master developer of Green Valley Ranch East.
 - **Civil Response: pedestrian street crossing is coordinated with the Tibet Rd plans. Additional streets connecting to Tibet Rd are included in the Neighborhood P Site Plan documents.**

Project Overview:

- Zoning: Mixed-Use Airport District (MU-A)
- Character Area: Subarea C
- Proposed Use: Outdoor Recreation and Sports
- Permitted Use: Yes

Type of Application:

- Final Plat
- Site Plan (Subarea C)

Procedures:

- A Summary Table of Procedures can be found in Section 146-5.2, Table 5.2-1.
- The application can be reviewed and approved administratively by the Planning Director. Please note that if any Major Adjustments are requested as part of the application, a public hearing before the Planning and Zoning Commission will be required. The application will be reviewed in a 12-13-week timeframe and will be processed electronically through our development review website, found in the links below. The construction of individual buildings will require site plan submittals in accordance with the submittal requirements in the Site Plan Manual which includes detailed site layout, final landscaping and architecture.

- **Landscape Architect Response: Acknowledged**

Standards and Issues:

- **Zoning and Placetype**

1A. *Zoning*

The purpose of the Mixed-use Airport district is to enable the development of master planned developments that allow for a mix of uses, located and designed in accordance with the Comprehensive Plan, and that will allow Aurora to leverage the economic opportunities created by Denver International Airport. A wide variety of attached and detached single-family, two-family, and low- to medium-density multifamily housing is permitted. Development pursuant to a Small Residential Lot option is also available in Subarea C. Higher densities are allowed primarily when residential development is adjacent to an activity center. Employment centers are focused near the Denver International Airport and the I-70 and E-470 major transportation corridors. For non-residential uses, the emphasis is on high-quality corporate office and business parks that desire or require high visibility and easy access to Denver International Airport, I-70, or E-470, as well as complementary hotel and conference facilities, as well as limited and supporting retail, commercial, and service uses that are not regional destinations. This district also supports the economic development potential of fringe areas along the I-70 corridor and encourages well designed and planned commercial developments in proximity to employment centers and major activity centers. Other uses permitted in this district are as shown in Table 3.2-1 (Permitted Use Table).

- **Landscape Architect Response: Acknowledged**

1B. *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 last 25 years and represent an opportunity to further diversify neighborhood choices. This placetype is more than just an isolated residential subdivision but is instead a complete neighborhood with mixed residential housing types and pedestrian and bicycle infrastructure.

- **Landscape Architect Response: Acknowledged**

1C. *Master Plan*

The updated Windler Master Plan, which has not yet been approved, will apply to this project. Design standards, the surrounding street network layout, public improvements and park requirements are just a few of the items that need to be finalized within the master plan to apply to this site's development. Continued coordination is required with the master developer for this property to ensure that this site plan in compliance with the master plan that will apply at the time

of submittal.

- **Landscape Architect Response: Acknowledged.**
- **Planner Response: Acknowledged**

- **Land Use**

2A. *Historic Land Use*

As you note, the proposed site has historic significance as the Windler Farmstead. Staff continues to encourage preservation of historic structures and elements of the site. Any work to honor the historic use of this property for future adjacent residents and the Aurora community is strongly supported. Please coordinate with staff if local or state designation will be requested to obtain the benefits of funding or building code applicability.

- **Architect Response: Although the site is not currently designated, the project team recognizes its eligibility and is approaching the treatment with the Secretary of the Interior Standards in mind. The project team includes a historic preservation architect to coordinate the work at the historic structures. The intent is to locally landmark the Barn, Silos and Small Milk Shed with the City of Aurora. The timing of this landmarking effort is still being flushed out. The current intent is for the landmarking effort to take place after rehabilitation.**
- **Landscape Architect Response: Our team has been working closely with City Historic Preservation officials to coordinate ideal timing and designations.**

2B. *Proposed Land Use*

In addition to restoration or rehabilitation of the historic structures on the property, the proposal includes educational programming, public open space and park area, farm or agricultural uses, greenhouse, a neighborhood marketplace and a community café or restaurant. Staff is classifying this use as “Outdoor Recreation and Sports” per the Permitted Use Table. It is a permitted use within the MU-A zoned district. Per the UDO, Outdoor Recreation and Sports uses most commonly include activities that occur outdoors in an urban and human-made environment as well as those activities traditionally associated with the natural environment. These activities may include outdoor education, play courts or playgrounds, fishing, golf courses, sports fields, horseback riding or other similar outdoor activities. Individual uses within the park will be evaluated in accordance with applicable design standards including but not limited to Use-Specific Standards (UDO 146- 3.3) and Development Standards (UDO 146-4).

- **Landscape Architect Response: Acknowledged.**

- **Development Standards**

3A. *Dimensional Standards*

Dimensional standards for the MU-A zone district can be found in Table 4.2-3 of the UDO. In general, all proposed structures will have a 25’ setback from the adjacent streets, and non-residential buildings have a max. 100’ building height. There is an additional height limit of 38’ for any structure within 75’ of an R-1 or R-2 zone district. Tibet will most likely provide the separation needed from the property to the west, but please keep this in mind when designing the site. The existing silos are exempt from the building height requirement, and proposed wind energy systems may be constructed up to 10’ above the building height requirement.

- **Architect Response: Noted, meeting requirements. Refer to building elevations.**

3B. *Subdivision Standards*

This property will need to be subdivided prior to the construction of any new building. Please coordinate with the master developer to determine if the property will be platted separately from the adjacent residential lots, or with a larger subdivision of land. Any submitted land plat will need to follow the overall layout and planned street network within the approved master plan. The

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plat and any development phasing should also align with the Public Improvement Plan (PIP) as established in the Windler Master Plan. Lastly, please coordinate with PROS and Real Property to determine if some of the commercial uses should be platted into separate lots. This will be required if any of the land will be under separate ownership or maintenance.

- **Landscape Architect Response: Noted. We are working with our client, team and the City as requested.**

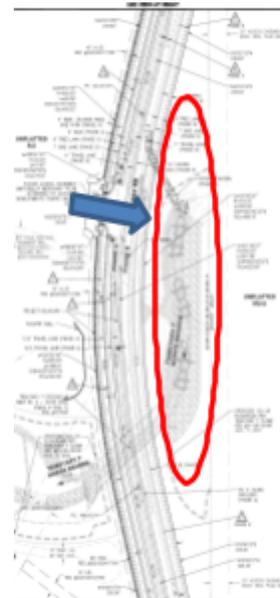
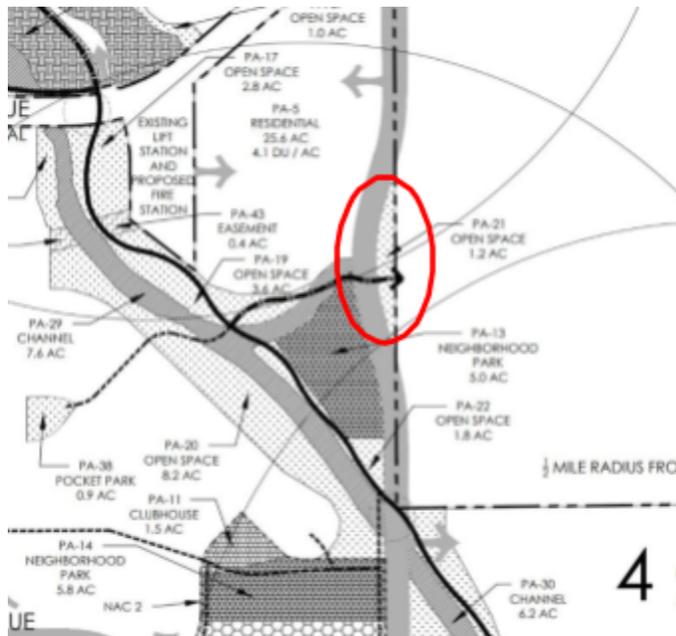
3C. Common Space and Amenities

Please further coordinate with PROS to determine what spaces and uses will qualify as a community park and/or open space for the overall Windler Master Plan. Though not yet approved, the draft Windler Master Plan indicates that this site will be constructed as an 11.83-acre park.

- **Landscape Architect Response: Please refer to enclosed Site Plan documents for updated park acreages.**

Looking at the Green Valley Ranch East FDP (GVRE Master Plan), it appears that Tibet Road shifts off of the section line alignment along the west side of the 1881 park site. A small sliver of land along the east side of Tibet is labeled as PA-21 (½ acre planning area of open space) within the GVRE Master Plan and is being designed within the Infrastructure Site Plan for Tibet. Please clarify if this will be a temporary design to be re-worked with the 1881 site development, and how the ultimate design of this land will be coordinated.

- **Civil Response: This is being dedicated as an easement. We intend to further enhance the channel work to complement the park design. A construction easement will be obtained if needed.**



3D. *Access and Connectivity*

Pedestrian and bike connectivity will be required to and through the site and should align with the network/system of trails that is established by surrounding development. Refer to the Windler Master Plan for areas north, east and south of the site, the Green Valley Ranch East Master Plan for connections across Tibet to the west side of the site. A community trail connection should be coordinated across Tibet into the 1881 Park. Please accommodate and account for its location on the proposed site plan.

- **Planner Response: Pedestrian, bike connectivity and community trail connections are being proposed to connect Windler wide and adjacent developments. We will work with you to make sure connections are provided which meet or exceed your requirements and expectations.**

Regulations for vehicle access can be found in Section 146-4.5.4. Table 4.5-1.B indicates that curb cuts should be located a minimum of 200 feet from each other and the minimum number of cuts should be used. Detached walks and street-side landscaping will be required per the Master Plan. These improvements may be constructed through a separate Infrastructure Site Plan (ISP) submittal by the master developer or through your site plan application. Either way, this site development cannot be finalized without the associated street and street-side improvements.

- **Civil Response: Refer to the Neighborhood P, PA 23,24,25, Site Plan submitted simultaneously.**

3E. *Parking, Loading, and Stacking*

Off-street parking is required by Section 146-4.6. Outdoor Recreation and Entertainment uses require 1 parking space per designed capacity for each facility. With the site plan submittal, please provide a detailed operations plan that outlines the proposed facilities and uses for each facility. Parking alternatives listed in Section 146-4.6.4 may reduce parking requirements, if needed. In addition to vehicle parking, the development is required to provide accessible and bicycle parking spaces. The total number of spaces required depends on the number of off-street parking spaces that are required (more information is needed to determine the calculation). 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.

- **Civil Response: (add comment response upon adding to site plan)**
- **Landscape Architect Response: Acknowledged.**

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. Section 146-4.6.5.D. outlines parking lot layout dimensions and standards, as well as surface, marking and stall standards for all parking areas. You may also want to consider if any loading spaces will be needed for the market area. Standards for loading areas are in Section 146-4.6.6.

- **Civil Response: (add comment response upon adding to site plan)**
- **Landscape Architect Response: We have done detailed parking and circulation studies, the fruits of which are submitted herein. Please refer to Civil SP drawings for detailed parking analysis.**

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

There is no provision within the Unified Development Code (UDO) that would address landscaping of public or private parks. However, the UDO does require that all street frontages include the installation of street trees and curbside landscaping. This would be found in Section

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146-4.7 Landscape, Water Conservation, Stormwater Management of the UDO.

- **Civil Response: Acknowledged, street trees are shown in public ROW in the adjacent Neighborhood P Site Plan.**
- **Landscape Architect Response: Acknowledged and provided.**

Landscape Plan Preparation

When submitting a landscape plan, 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.

- **Landscape Architect Response: Acknowledged**

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.

- **Landscape Architect Response: Acknowledged**

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.

- **Civil Response: sight triangles shown**
- **Landscape Architect Response: Acknowledged.**

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. The applicant is responsible for reviewing this section and determining all applicable landscape conditions.

- **Landscape Architect Response:**

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

Street trees are required at a ratio of one street tree per 40 linear feet along all street frontages. 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.

- **Landscape Architect Response: Acknowledged/Provided.**

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. Only curbside landscapes that are 10’ in width or greater, may be sod if desired.

- **Landscape Architect Response: Acknowledged.**

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.

- **Landscape Architect Response: Acknowledged.**

3G. *Building Design Standards*

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. 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.

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-family 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.
General building design standards						
Design variety	✓					
Distribution of masonry and architectural features	✓					
Windows	✓					
Building orientation and spacing			✓	✓	✓	✓
Massing and articulation						
Horizontal articulation		✓	✓	✓	✓	✓
Vertical articulation	✓		✓	✓	✓	✓ [1]
Maximum building length			✓	✓	✓	
Building materials						
Primary building materials	✓		✓	✓	✓	✓
Masonry standards		✓	✓			
Four-sided building design						
Façade character elements			✓	✓	✓	✓
Entry design			✓	✓	✓	✓
Roof design						
Roof materials	✓		✓	✓	✓	✓
Roof form	✓		✓	✓	✓	✓
Screening of mechanical equipment						
Rooftop equipment	✓		✓	✓	✓	✓
Ground-mounted equipment	✓		✓	✓	✓	✓
Garbage storage areas			✓	✓	✓	✓

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

In addition to the UDO standards, architectural theme and design elements will be established within the Windler Master Plan architectural standards. These standards will apply to all new proposed buildings on the property. Historic preservation standards for rehabilitation should be followed for the existing historic structures on-site. Please consult *Drake Brownfield* and *Life/Safety* for specific architectural treatments.

- **Architect Response: The buildings are in compliance with the design standards. We will be complying with historic standards.**

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The current draft of the Windler Master Plan intends to establish a Design Review Board/Committee. Once established, all site plan application submittals will likely be required to obtain design review approval from the established board or committee. Please account for this additional process and input during the application review process.

- **Landscape Architect Response: Acknowledged.**
- **Planner Response: Acknowledged**
- **Architect Response: Noted**

3H. 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. Design and theme elements for lighting are also addressed in the site design standards of the Windler Master Plan. All proposed lighting should also follow the applicable plan.

- **Lighting Response: Our team will not design to any drafts that are not adopted addendums.**

3I. Signs

Section 146-4.10 governs signage standards. Please review this section for complete details. Show the location of any monument signs or wayfinding signs on the plans and indicate the location of wall-mounted signs on the building elevations. Design and theme elements for signage are also addressed in the site design standards of the Windler Master plan. All proposed lighting should also follow the applicable plan.

- **Planner Response: Windler overall signage master plan is being prepared as separate submittal for the City review and approval. Proposed monument sign locations are included in each neighborhood when they applied. Landscape plan will be integrated with the final signage location and design based on final approval of the overall signage master plan.**
- **Lighting Response: CLS Acknowledged. Our team will provide lighting locations and specs for any exterior signage architectural lighting. Any signage by others will be provided by signage/branding consultant with power on plans by EE.**

- **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. 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.

- **Civil Response: (add comment response upon adding to site plan)**

- **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

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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.

- **Civil Response: Acknowledged**
- **Landscape Architect Response: Acknowledged**
- **Planner Response: Acknowledged**
- **Architect Response: Noted**
- **Lighting Response: Acknowledged**

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.

- **Civil Response: Acknowledged**
- **Landscape Architect Response: Acknowledged**
- **Planner Response: Acknowledged**
- **Architect Response: Noted**
- **Lighting Response: Acknowledged**

5C. Mineral Rights Notification

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

- **Civil Response: included in the submittal**

• **Public Art**

6A. Public Art Comments

Although several corrections are required to the proposed public art plan before it can be approved, the PAP does identify this park as a potential location for public art. The site plan needs to be consistent with the public art plan, and therefore should include the proposed public art piece(s), and relevant details including budget (based on the correct formula provided in earlier notes), location, timeline, theme, materials, and goals. Please contact *Robert Bloom*, rbloom@auroragov.org, with any additional questions regarding the public art plan.

- **Landscape Architect Response: We will coordinate with Mr. Bloom on the requirements for this parcel.**

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.

- **Civil Response: The submittal was coordinated with the Project Planner, Aja Tibbs.**

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.

- **Civil Response: Acknowledged, no plat required for this project**

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.

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- **Civil Response: Acknowledged**
- **Landscape Architect Response: Acknowledged**
- **Architect Response: OK**

Neighborhood Services Liaison:

- *Meg Allen* is the Community Engagement Coordinator for the project. She 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
 - **Civil Response: Acknowledged**
 - **Landscape Architect Response: Acknowledged**
- All meetings with registered neighborhood organizations should also include the Planning and Development Services Department Case Manager so that questions concerning the UDO and procedures can be properly addressed. The Case Manager will record any project-related commitments that are made to the community at these meetings.
 - **Civil Response: Acknowledged**
 - **Landscape Architect Response:**
- Additional information about the Community Engagement Program can be found on the [Housing and Community Services](#) page of the city website.

Library & Cultural Services

The Aurora History Museum and Historic Sites appreciates the thought and consideration given the historical resources present at the 1881 Farm and believes they will contribute greatly to a unique experience in future developments. AHMHS looks forward to future collaborations and the end goal of landmark designation for the historic resources. Please continue to coordinate with *Drake Brownfield*, Historic Preservation Specialist at 303.739.6661 or dbrownfi@auroragov.org.

- **Landscape Architect Response: Acknowledged. We have been coordinating with Drake throughout the process and will continue to do so.**
- **Architect Response: will do**

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 at this time.

- **Civil Response: Acknowledged**

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.

Should you have any questions about oil and gas development, please reach out to *Jeffrey Moore*, Manager of the Oil & Gas Division.

Parks, Recreation & Open Space Department (PROS)

Project Characterization

Based on your proposal, the following information has relevance to the determination of PROS' requirements for this project:

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- This park is identified within the Windler Master Plan currently under review as a neighborhood park site.
 - **Landscape Architect Response: Acknowledged**

Neighborhood Park

Per the Windler Master Plan currently under review, this site is identified to be a 11.8-acre neighborhood park. As shown, the proposed design does not comply with PROS Neighborhood Park requirements. There are several areas which would be identified as private uses which are not permitted for land dedication, these include the restaurant, event center, marketplace, and potentially the stables. Based on the proposed design, the following options should be explored:

- Remove all private uses and retain the site as a fully publicly accessible neighborhood park. Note that neighborhood parks may not be completely surrounded by roadways and parking does not count toward the land dedication.
- Retain this site as shown and remove this from the Windler Master Plan as a neighborhood park, retaining only the central channel and associated trail corridor as open space. Note if this option is chosen, another neighborhood park will need to be created on the west side of E470 within this development to ensure that equitable access is given to all residents and service radii is met.
- Or, PROS suggests moving all private elements to the north side of the channel and retaining the south side as a neighborhood park which allows for education, programming and other allowable uses to celebrate the original homestead. Any neighborhood park acreage displaced by the areas that are not creditable would need to be made up elsewhere within the master plan.

Please connect with PROS on the intent moving forward for this site to determine how this will impact the Master Plan.

- **Landscape Architect Response: It is our goal to create a unique experience that provides for an incredible community amenity that fosters education and reconnection with the land so that residents of Windler become stewards and advocates for their own food systems. We also have strong sustainability and fiscal responsibility goals, and we have incorporated the private uses as a means to fund the success of the remaining public areas, which are necessarily more intensive due to the strong agricultural, cultural and historical program.**

It is further our goal to make the park and its buildings as open and publicly accessible as possible. The restaurant is of course a private function, and we have excluded the building and patio areas from the open space calculations. The event center, whose patio would be open to the public when not in use, is also excluded from the calculations. However, the greenhouse and market center are the educational hub of the park. We envision extensive community training, classes and gatherings in these buildings, and imagine them to be open to the public. We are requesting that these areas be included in the calculations.

We further request that the City allow us to mix the uses as shown in the plans, as they provide the ideal combination of programmatic triangulation, optimization of topography and arrivals for the entire park.

Trail Connection

Per the Master Plan, a trail connection needs to be provided along the channel to connect residents from the Tibet Road crossing to the future parks and residential areas within the eastern half of the development. Please provide a minimum 30' corridor with an 8' concrete trail to meet the community trail standards. Please ensure it is connected out to the future connection at Tibet Road and has a safe pedestrian crossing identified on the internal roadway. This connection must be continued through the development over to the east side of E470.

- **Civil Response: This trail connection is shown within the Park, and also within the 48th Ave West plans DA-1707-10 and Tibet Rd plans DA-1707-08.**

Forestry Division

There are trees on this site that are existing around the area of the house and silos, but it is unclear if they will be impacted. Depending on the size and scope of the project related to the number of trees that will be impacted, will determine if we ask that you hire a Consulting Arborist for the tree inventory and appraisal.

- **Landscape Architect Response: Acknowledged.**

Tree Mitigation Requirements

- Trees on site that are 4" or greater in caliper that will be impacted by development require tree preservation or mitigation. The intention of the Tree Preservation Policy is to preserve trees that are in good condition and of high value during the process of development. Mitigation for trees removed from the property can be accomplished by trees being planted back onto the site through the landscape plan, payment made into the Tree Planting Fund, or a combination of the two. If trees are planted on the site, the mitigation requirement is an inch-for-inch replacement. This is in addition to the regular landscape requirements. For example, if a 10" tree is removed, 10 caliper inches must be replaced back onto the site. The use of tree equivalents is not acceptable for tree mitigation.
 - **Landscape Architect Response: There are currently 5 trees on site, all of which are 4"+ in caliper, but the majority of which are either dead or in substantial decline.**

Forestry's Role in Site Plan Review

- When the site plan is submitted, please show and label all existing trees on a separate sheet called Tree Mitigation Plan and indicate which existing trees will be preserved or removed. Please include grading on this sheet as well. Forestry Division staff will conduct a tree assessment after the initial submittal, which includes species, size, condition, and location factors, unless the scope is large, and it is required to hire a Consulting Arborist. However, if Forestry will conduct the inventory and appraisal, and there is interest in determining mitigation requirements before your submittal, there is the option of hiring a consulting arborist; a list can be obtained from Forestry upon request. Forestry would require a meeting with the arborist selected to make sure that we agree on the appraisal.
 - **Landscape Architect Response: Acknowledged, Tree Mitigation Plan provided.**
- Once the inventory and appraisal are complete, a spreadsheet will be provided showing the dollar value of the trees that will be removed as well as the number of inches required for replacement back onto the site. If a Consulting Arborist is hired, this information will be supplied by them. In most cases, the mitigation inches can be replaced on the site through upgrades to the landscape plan.
 - **Landscape Architect Response: Acknowledged.**
- Civil and SWMP plans will not be approved by Aurora Forestry until tree mitigation has been approved through the Site Plan Process.
 - **Landscape Architect Response: Acknowledged.**
- Any trees that are preserved on the site during construction activities shall follow the standard details for Tree Protection per the current Parks, Recreation & Open Space Dedication and Development Criteria manual. The Tree Protection notes shall be included on the plan. The link for the manual can be found at: <https://www.auroragov.org/cms/one.aspx?pageId=16394080>
- **Landscape Architect Response: Acknowledged.**

Ash Trees Prohibited

- Due to the invasive Emerald Ash Borer that has been infesting trees along the Front Range, all species of Ash are prohibited from planting within the City of Aurora – please be sure that your Landscape Architect is aware of this requirement.
 - **Landscape Architect Response: Acknowledged.**

Aurora Water

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

Key Issues:

- ▶ Water and sanitary sewer mains must be extended through this site development for service. All utilities must be installed in accordance with an approved master utility study (MUS). All buildings served water/sewer must have frontage to public water mains. A 26’ utility easement is required for two public mains. Show all proposed connections to existing utilities to serve this site and include existing utilities within the site. (Sanitary sewer main)
 - **Civil Response: Acknowledged. Utilities are shown in the Site Plan documents.**
- ▶ A looped water line through the eastern road will be required. All fire hydrants and private fire lines must be connected to a looped water supply.
 - **Civil Response: A water line is being constructed within the loop road surrounding the park shown in the Neighborhood P plans.**
- ▶ Water quality and detention are required for this site. An I&M plan is required for private detention facilities. Channel improvement must in accordance with MHFD standards.
 - **Civil Response: Water quality is being provided onsite and within the pond shown on the plans per the Windler Master Drainage Study**
- ▶ The bridges crossing the channel is to be private.
 - **Civil Response: Acknowledged**
 - **Landscape Architect Response: Acknowledged**
- ▶ Water fixture unit tables are required to determine the size of all water meters. Water meters must be in a landscaped area. 10’ pocket easements are required for water meters outside of the ROW.
 - **Civil Response: Further service information will be provided with the construction documents.**
- ▶ Accessory water use must be supplied with the use of a backflow prevention device.
 - **Civil Response: Acknowledged**
- ▶ A domestic allocation agreement will be required for connections 2” and larger.
 - **Civil Response: Acknowledged**

Utility Services Available:

- Water service may be provided from: Extension of public mains.
 - **Civil Response: Acknowledged**
- Sanitary sewer service may be provided from: Extension of public mains.
 - **Civil Response: Acknowledged**
- Project is located on the following Map Page: 98T
 - **Civil Response: Acknowledged**

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Utility Service Requirements:

- A Site Plan is required for this project and must show existing and proposed utilities including:
 - **Civil Response: Acknowledged**
 - Public/Private Mains
 - Service Lines
 - Water Meters
 - Fire Suppression Lines
 - Fire Hydrants necessary to service your development
 - Grease Interceptors are required for commercial kitchens
 - All utility connections in the arterial roadway are required to be bores
- 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).
 - **Civil Response: Acknowledged**

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](#).
- 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.
 - **Civil Response: Acknowledged**

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) will be required for this development. See below for additional information.
- ▶ Park access onto the loop road shall be located a minimum 150' CL-CL from Tibet Street.
 - **Civil Response: spacing is met**
- ▶ **The first head in parking stall at the eastern most access shall be located a minimum 50' from the flow line of the loop road.**
 - **Civil Response: (add comment response upon adding to site plan)**
- ▶ Applicant shall ensure appropriate pedestrian crossings are appropriately located, adequately signed and striped.
 - **Civil Response: Acknowledged. None are proposed within the Park boundaries.**
- ▶ Applicant shall include the rapid rectangular flashing beacon (RRFB) marked crossing on Tibet Street that connects to regional trail
 - **Civil Response: This is included in the Tibet Rd ISP, DA 1707-08, The trail connection in the park will align with the ped crossing.**
- ▶ 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 (Tibet Road).
 - 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.
 - **Civil Response: These will be shown on the Neighborhood/Residential development.**
- Show all adjacent and opposing access points on the Site Plan.
 - **Civil Response: shown on site plan**
- **Label the access movements on the Site Plan.**
 - **Civil Response: (add comment response upon adding to site plan)**
- 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](#).
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'
 - **Civil Response: Sight triangles shown and restrictions noted.**
 - **Landscape Architect Response: Ibid.**
- Show existing stop signs and street name signs or the installation of new stop signs and street name signs by developer at the site access points onto public streets. Add the following not to the Site Plan:

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- 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.
 - **Civil Response: No public streets will be constructed with the Park project.**

ROW/Plat:

- Designate a Public Access Easement along internal drives.

- **Civil Response: (add comment response upon adding to site plan)**

Traffic Impact Study:

- A Traffic Impact Study will be required for this site which will include addressing the following specific items:
 - Existing, buildout and 2040 average daily traffic counts.
 - Trip Generation from the site.
 - Site Circulation Plan
 - Include detailed analysis of:
 - All site access points
 - Intersection of 48th Avenue at Tibet Road
 - Analysis of pedestrian connectivity
 - 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](#).

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](#).

- **Civil Response: The traffic study for the area including Neighborhood P is included in the submittal.**

1) Based on our review of the Traffic Impact Study, additional improvements may be required.

- **Civil Response: Acknowledged**

Engineering Division

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

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Key Issues:

- ▶ Public improvements shall be provided in conformance with the Public Improvement Plan. The ISP for Tibet Road shall be approved prior to the approval of this site plan. The required public improvements shall be completed and accepted prior to the issuance of Certificate of Occupancy.
 - **Civil Response: Acknowledged**
- ▶ This site will be responsible for accommodating any offsite flows.
 - **Civil Response: Acknowledged, the water quality pond captures any offsite flows**
- ▶ The master drainage report shall be approved prior to accepting the site plan in for review.
 - **Civil Response: Acknowledged. The Windler Master Drainage Report is now approved.**
- ▶ A preliminary drainage report shall be submitted with the site plan. Detention and water quality/EURV shall be provided in conformance with the master drainage report.
 - **Civil Response: A Drainage Report is included with the submittal.**
- ▶ 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.
 - **Civil Response: Ongoing coordination with MHFD is occurring and North Tributary T concepts were approved in the Windler Master Drainage Study.**
- ▶ Concepts for a natural channel design for this stream (North Tributary to First Creek Tributary T) have been developed by Wright Water Engineers for the Green Valley Ranch East development, downstream of Tibet Road. This project should extend the natural channel design upstream. Staff is also open to considering a stream design that complements the historical and educational goals of this park.
 - **Civil Response: Acknowledged. The channel design follows the same drainage and hydraulic design considerations as developed downstream, and as approved in the Windler Master Drainage Study.**
 - **Landscape Architect Response: The aesthetic design of the channel is intended to be naturalized, appealing and work with the character of the park.**
- ▶ North Tributary to First Creek Tributary T is a Major Drainageway, so the 1% annual chance water-surface elevations shall be determined as part of the site design, and new structures shall be subject to the elevation requirements of Roadway Manual section 2.08.1.10. The elevation certificate shall be approved prior to issuance of the certificate of occupancy.
 - **Civil Response: (add comment response upon adding to site plan)**
- ▶ 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.
 - **Civil Response: Acknowledged**

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Improvements:

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

- Typical roadway sections are specified in the City Code and summarized in Section 4.08 with details shown in the Standard Detail S1.
 - **Civil Response: Acknowledged**
- Curb ramps must be shown (located) on the plans at all curb returns, “T” intersections, and any other location of public necessity. Detailed grading of the curb ramps shall be included in the civil plans.
 - **Civil Response: Acknowledged**
- 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.
 - **Civil Response: Acknowledged**
- 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.
 - **Civil Response: Acknowledged**
- Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guard or hand rails may be required.
 - **Civil Response: Acknowledged, potential retaining wall locations are shown**
- 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.
 - **Civil Response: Acknowledged**
- 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.
 - **Civil Response: No gates are anticipated**
- Street lights are required along adjacent roadways. Please refer to the Draft Lighting Standards 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.
 - **Civil Response: For the public street lighting, refer to the Neighborhood P Site Plan documents.**
 - **Lighting Response: Acknowledged. Adjacent road photometrics are in Olsson’s scope while within our site is by Cullen Lighting Studio. We will work together to only include their approved photometrics illuminance layout onto our overall photometrics plan.**

ROW/Easements/Plat:

- ROW dedication is required for public streets.
 - **Civil Response: No public streets are proposed for the park site.**
- 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.
 - **Civil Response: Acknowledged**

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- 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.
 - Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way.
 - Public access/fire lane easement shall be required for fire lanes outside of public right-of-way. Please coordinate with Life Safety for their alignment.
- **Civil Response: Acknowledged, easement locations will be developed as final utility and access locations are determined.**

Drainage:

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

- Per Section [138-367](#) of the Aurora Municipal Code, a Preliminary Drainage plan and report is required prior to Site Plan or Plat approval. A Preliminary Drainage Plan and Report shall be submitted at the time of Planning Department application submittal. A review fee shall be paid to the city prior to acceptance of the preliminary drainage report. The site plan will not be approved until the preliminary drainage report is approved.
 - **Civil Response: A preliminary drainage report is included in the submittal.**
- The engineer is responsible for researching and determining if there has been a study by Mile High Flood District (MHFD) proposing improvements within or adjacent to said development. Any such improvements may be required to be constructed with the subject development. Coordination with MHFD and the city shall be initiated in such case at the master plan level or as soon as determined with any proposed development.
 - **Civil 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 web portal. Public Works Engineering will verify the information matches the final drainage report. Notification must be made before Civil Plans will be approved or Stormwater Permits will be issued.
 - **Civil Response: Acknowledged**
- Detention of storm drainage is required for this site and shall be incorporated on the site, unless other accommodations are approved by the City Engineer.
 - **Civil Response: Detention is provided offsite per the Windler Master Drainage Study.**
- Per City of Aurora Storm Drainage Design and Technical Criteria Section 3.61, underground detention may be used only as a last resort and must be approved by the City Engineer, when all other alternatives are exhausted. If a development chooses to propose underground detention, they are doing so at-risk of significant redesign if the underground detention is not approved. A variance, with supporting documentation, in the preliminary drainage report for underground detention will be evaluated on a case by case basis.

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- **Civil Response: Acknowledged**
- Release rate for the detention pond shall be based upon the [“Storm Drainage Design and Technical Criteria”](#) Manual, latest revision.
 - **Civil Response: Acknowledged**
- 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.
 - **Civil Response: Acknowledged**
- A public storm sewer system appears to be located near this site. Please have your Engineer or Surveyor verify and tie your site drainage into it.
 - **Civil Response: All site drainage will be piped to the North Tributary T drainage channel.**
- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed.
 - **Civil Response: Acknowledged**

Fire/Life Safety Comments - Building Division

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

Key Issues:

- ▶ Please review the 2015/2021 IFC, Chapter 11 for Construction Requirements for Existing Buildings. The provisions of this chapter shall apply to existing buildings constructed prior to the adoption of this code.
- ▶ The Aurora Building Division currently utilizes the adopted 2015 International Codes Series except for the 2020 NEC. Our next code adoption cycle will be for the 2021 International Code Series, along with the 2020 NEC as of January 8, 2022. A 9-month grace period will be allowed after the formal adoption of the 2021 ICC codes to utilize the 2015 ICC codes until October 31, 2022.

Addressing Requirements:

All buildings or structures, except accessory buildings, shall display the proper building number in the manner provided in this article. It shall be the responsibility of the owner, occupant or any person obtaining a building permit to place such number in the manner provided in the Aurora City Code of Ordinance, Chapter 126 - Article VII - Numbering of Buildings.

- **Civil Response: Acknowledged**
- **Architect Response: Noted**

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 Aurora Building Division currently utilizes the adopted 2015 International Codes Series except for the 2020 NEC. Our next code adoption cycle will be for the 2021 International Code Series, along with the 2020 NEC as of 8 January 2022. An 8-month grace period will be allowed after the formal adoption of the 2021 ICC codes to utilize the 2015 ICC codes until October 31st of 2022.

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- Show the distance of new or existing lot lines to proposed exterior walls of structures on the site plan.
 - **Civil Response: Acknowledged**
 - **Landscaper Architect Response: Acknowledged**
 - **Architect Response: Noted**

Civil Plans:

Based on the discussion within the pre-application meeting the following information must be reflected within the Civil Plan package submitted to Public Works Department.

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

- **Civil Response: Acknowledged**

Emergency Responder Radio Coverage:

The 2015/2021 International Fire Code requires all buildings to be assessed for adequate emergency responder radio coverage.

- The 2015/2021 International Fire Code (IFC), requires all buildings to be assessed for adequate Emergency Responder Radio Coverage (ERRC). At the time the structure is at final frame and final electrical inspections, 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 developers' 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.
- Based on the size of some of the proposed structures, please be aware that buildings 5000 square feet or less and no more than one story in height, typically do not require a radio assessment.
 - **Civil Response: Acknowledged**
 - **Architect Response: All buildings are less than 5000 SF and are one story in height.**

Fire Department Access:

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

- [Fire Lane Easement](#)
 - 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.

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- 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 2015/2021IFC 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.
- **Civil Response: A fire lane is provided where needed at the Event Center drive and parking area**
- **Architect Response: Noted. All buildings are less than 30' in height.**

Fire Hydrants:

The number and spacing of fire hydrants are determined using the 2015/2021 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.

- **Civil Response: Acknowledged, fire hydrant locations are determined based on the Event Center and Restaurant having sprinkler systems, and the remaining buildings not being sprinklered. Adjacent fire hydrants along Tibet Road and the surrounding public streets are shown.**

Fire Sprinkled Structures:

The requirements for the installation of a fire sprinkler system are provided within the Chapter 9 of the 2015/2021 IFC and IBC.

General Comments:

- Commercial Cooking Equipment utilizing a Type I Hood will require a kitchen hood suppression system.
- Based on proposed structure(s) proximity to the adjacent streets a fire lane easement is typically not required for a site such as this one. The drive lane providing access to the fire department connection should reflect the ability to sustain an 85,000 lb.-imposed weight limit for a fire apparatus setting up adjacent to the fire department connection. This will insure fire apparatus do not damage the road surface in this area.
- **Civil Response: The fire lane shown on the site plan is anticipated to be constructed with grass pavers capable of supporting a 85,000 lb fire apparatus.**
- **Architect Response: Noted**

Gated Entry:

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

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

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road shall be approved by the Fire Chief (designated Fire Chiefs representative).

- A separate building permit is required for the installation of any gating system that may obstruct fire department access to the internal areas of a site. Prior to construction please submit plans and specifications of your proposed gating system to the Aurora Building Division. If you have any questions, please contact a Fire/Life Safety representative by calling 303.739.7420.
 - **Civil Response: No gates are proposed with the project.**
 - **Landscape Architect Response: Currently fencing**

Accessibility Requirements:

The City of Aurora reviews accessibility requirements based on 2015/2021 IBC, Chapter 11, the 2009/2017 ICC/ANSI A117.1.

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.

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.

Loading and Unloading Areas:

The site plan must show the location of the loading and unloading areas. These areas must not encroach into the dedicated or designated fire lane easement.

Phasing Plans:

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

- **Civil Response: Acknowledged**

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.
 - **Lighting Response: Response: Acknowledged. 'Accessible route' is to be provided by others for our use.**

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 does not contain a Dedicated Fire Lane Easement](#)
- [\(Plat Note\) If Plat Contains Fire Lane Easement](#)
- [\(Site Plan Note\) Access Control Gate or Barrier Systems](#)

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- [\(Site Plan Note\) Accessibility Note for Commercial Projects](#)
- [\(Site Plan Note\) Addressing](#)
- [\(Site Plan Note\) Aircraft Noise Reduction \(LDN\)](#)
 - This area is within a noise mitigation area. [Sec. 22-425](#)
- [\(Site Plan Note\) Alternative Fire Lane Surfacing Materials.](#)
- [\(Site Plan Note\) Americans with Disabilities Act](#)
- [\(Site Plan Note\) Emergency Ingress and Egress](#)
- [\(Site Plan Note\) Emergency Responder Radio Coverage](#)
- [\(Site Plan Note\) Fire Lane Easements](#)
- [\(Site Plan Note\) Fire Lane Signs](#)
 - **Civil Response: Acknowledged, site data block included in submittal**

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.

- **Civil Response: Acknowledged**

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.
 - **Civil Response: Acknowledged**
- [Access to within 150 feet of Each Structure](#)
 - The fire code official is authorized to increase the dimension of 150 feet reach requirement where the building is fire sprinkled in accordance with the 2015/2021 IFC, Section 503.1.1 where allowed by code. 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.
 - See the 2015/2021 IFC, Section 503.1.1 that discusses fire access requirements to within 150’ of “facilities” such as your outdoor amenity areas.
- [Access Road Width with a Hydrant](#)
- [Aerial Fire Apparatus Access Roads](#)
- [Alternative Fire Lane Surfaces](#)
 - Alternative fire lane surfaces other than asphalt or concrete will require a license agreement through Real Property within Public Works.
- [Fire Apparatus Access Road Specifications](#)
- [Combined Fire Lane, Public Access and Utility Easements](#)
- [Construction of Fire Lane Easements and Emergency Access Easement](#)
- [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](#)
- [License Agreement](#)

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- Construction of fire lanes using alternative surfacing materials other than asphalt and concrete and/or installations of gating systems crossing a dedicated fire lane easement will require a license agreement through Real Property.
 - [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](#)
-
- **Civil Response: Acknowledged**

Trash Enclosure:

Per the 2015/2021 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.

- **Civil Response: Acknowledged**
- **Landscape Architect Response: Acknowledged**
- **Architect Response: Noted.**

Real Property Division

The Real Property Division reviews the Site Plan and processes Subdivision Plats, Easements, and License Agreements that may be necessary for development of property.

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.
 - **Civil Response: The area is platted within the Windler Subdivision Filling No. 3 previously submitted with the Aurora Project # DA-1707-18**
- A **pre-submittal meeting** with Real Property 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.
 - **Civil Response: No new plat will be submitted with this project.**

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](#).

- **Civil Response: Acknowledged**

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Separate Documents:

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

- **Civil Response: Acknowledged**

- **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.

- **Civil Response: Acknowledged**

- No portion of any roofed structure may encroach into any easement. However, 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 weeks** to complete the process after submittal. The License Agreement must be completed before the Site Plan is recorded.

- **Architect Response: Acknowledged, not planning to have any encroachment**

- 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.
 - **Lighting Response: Street lighting by others, not Cullen Lighting Studio**