



Date: March 1st, 2023

To: Dan Osoba, Planner II
City of Aurora Planning Department

From: Garrett Graham
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Cottonwood Creek – Phase 1 (Pre-App #1637220)

This document is a response to the Cottonwood Creek Phase 1 Pre-Application comments we received on June 30, 2022 from the Office of Development Assistance. Responses are below in **RED**:

Key Issues:

► **Cottonwood Creek Master Plan:** Compliance with the Cottonwood Creek Master Plan is required. The Master Plan is currently under review. Please review these notes for further information.

PCS Response: Acknowledged.

► **Block Length:** There are several blocks shown within the concept plan that area larger than 700-feet. The maximum block length shall be 700-feet and the perimeter of blocks shall not exceed 2,800-feet. This is measured at the curb line of adjacent streets. See page eight for further information.

PCS Response: Instance of 700ft block lengths have been removed.

► **Oil and Gas Pads:** According to the proposal, there is significant distance between the oil/gas properties. If this should change, note that a 350' separation is required between any oil/gas "pad" (area with facilities, not property line) and any open space or park for which credit is being requested.

PCS Response: Acknowledged.

► **Utility Restrictions:** The city-owned property to the west includes the Coal Creek and Senac Creek floodplain. This property is covered by a Conservation Easement that restricts the construction of utilities. Sanitary sewer lines from this development must avoid going through this property and should plan to connect to the future interceptor on the west side of this area either within the Jewell Avenue right-of-way or within the future east-west Yale Avenue right-of-way. Storm sewer conveyance will be required through this area, but should be limited to open channels, that, as much as possible, preserve or mimic existing conditions/vegetation.

WPS Response: Acknowledged. Sanitary Sewer lines from the proposed Cottonwood Creek development have been aligned to avoid conflicting with this existing conservation easement. Water will be installed within Jewell Right of Way. All storm sewer flows will be conveyed through an low impact open channels that are proposed to prevent storm erosion. Previous discussions with Engineering Services, PROS and



MHFD, including a field walk has determined the chosen routes of the channels to Coal Creek. The geomorphologist has prepared the channel designs.

► **Active Bald Eagles Nest:** PROS will be looking for a letter of support from CPW regarding the design, location and potential disturbance to the nest in order to sign off on this project. Construction during active nesting season which runs from December through July is prohibited.

Response: Acknowledged – Cottonwood Creek has obtained an environmental consultant that is observing and creating a report that will include recommendations that can be confirmed with CPW.

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

Response: Acknowledged.

► **Mile High Flood District (MHFD):** This application will be referred to MHFD for review and comment. It is advised that coordination with MHFD is started as soon as possible. The channel improvements shall be provided in conformance with the approved master drainage report and Public Improvement Plan. The channel improvements shall also be coordinated with PROS.

WPS Response: Acknowledged. Coordination with MHFD, Engineering Services, COA drainage, and PROS has occurred prior to 1st submittal.

► **SEMSWA Coordination:** Permitting requirements will need to be coordinated with SEMSWA if the construction of culverts extends into unincorporated Arapahoe County.

WPS Response: Acknowledged.

► **Floodplain Development Permit:** A floodplain development permit is required for any work within the floodplain including detention pond outfalls. No platted lots are permitted within the floodplain. The lowest point on each lot shall be at least one foot above the Base Flood Elevation (BFE) and the lowest floor of each structure shall be at least two feet above the BFE.

WPS Response: Acknowledged.

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:

- Cottonwood Creek Master Plan
- Block Length and Perimeter Requirements
- Small Lot Standards

Project Overview:

- Zoning: R-2 Medium Density District
- Character Area: Subarea C
- Proposed Use: Mixed Residential
- Permitted Use: Yes

**Type of Application:**

- Subdivision Plat(s)
- Site Plan(s)

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.

PCS Response: Acknowledged.

Important Links:

- [Unified Development Ordinance \(UDO\)](#)
- [Aurora Places Comprehensive Plan](#)
- [CAD Data Submittal Standard](#)
- [Colorado Oil and Gas Conservation Commission](#)
- [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](#)
- [Subdivision Plat Manual](#)
- [Subdivision Plat Checklist](#)

Standards and Issues:**1. Zoning and Placetype****1A. Zoning**

The purpose of the R-2 district is to promote and preserve various types of medium density housing with adequate amounts of usable common space and amenities. Development pursuant to a Small Residential Lot option is allowed in Subarea C. This district is intended for use close to collector streets and public transit facilities. The primary use in this district is single-family residences, but several types of attached dwellings are also permitted. The district generally prohibits commercial activity except for home occupations and typical neighborhood services.

PCS Response: Acknowledged, we are using the small lot option for the Cottonwood and have provided a lot type compliance chart of the cover sheet of the Site Plan.

1B. Placetype

The property is located within the "Emerging Neighborhood" and "Commercial Hub" Placetype per the Aurora Places Plan. The "Emerging Neighborhood" Placetype is a newer largely residential neighborhood



in previously undeveloped areas. They are neighborhoods that have typically been built in the past 25 years and represent an opportunity to further diversify neighborhood choices. This This Placetype typical includes single-family detached, attached, duplex and multifamily residential, but also may include supporting commercial and institutional land uses. The “Commercial Hub” Placetype primarily contains uses that provide goods and services to nearby “Established Neighborhood” Placetypes. The “Commercial Hub” Placetype is located at the northwest corner of the property identified in this Pre-App. Both vehicular and pedestrian connections are expected to connect this Placetype to the residential neighborhood.

PCS Response: Acknowledged, as part of this site plan we are proposing a mix of single family lots. The commercial hub intended for the NW corner of this site plan will be a future separate site plan submittal that will be developed at the time a commercial services are viable for this area.

1C. Cottonwood Creek Master Plan

The Cottonwood Creek Master Plan is currently in review (DA-2019-01) and requires technical submissions to resolve outstanding comments from the 3rd Review. The Master Plan identifies two (3) neighborhoods this proposal will be located in: Columbine, Bluestar, and Sundrops. Ensure that the prescribed number of units and maximum density in each Planning Area are not exceeded. Additional comments regarding small lot calculations, small lot standards, and product mix can be found in the development standards in this letter.

PCS Response: For the first Site Plan on this portion of Cottonwood, we are just platting lots north of Iliff Avenue within Village 1 – Columbine. This village will match planning area densities to match the Master Plan and ensure small lot calculations, small lot standards and product mix can be achieved.

1D. Public Art

The Cottonwood Creek Public Art Plan has been approved as part of the Master Plan review process. There are three locations for public art within the proposed area; each of which within a neighborhood. Please refer to the approved public art plan for construction timing, budget, and design inspiration.

PCS Response: Since this first phase will just address the Columbine Village, we will just be developing just one public art location which will be within the PA-55 Neighborhood Park. The other public art locations will be developed at the time the other villages within Columbine are platted and developed.

2. Land Use

2A. Administrative Activity Center

The proposed Administrative Activity Center is located to match the proposed location per the Master Plan at the southeast corner of E Jewell Avenue and S Monaghan Road. The intended land uses shall be consistent with the MU-N District as a neighborhood scale commercial node and the Planning Area shall be highly connected to the rest of the subdivision by a system of trails, sidewalks and bike paths. It is expected that these pedestrian networks are shown on your Site Plan submission to provide excellent access to the activity center.

PCS Response: This administrative activity center intended for the NW corner of this site plan will be a separate site plan submittal that will occur at the time a commercial area is viable. In the interim, are showing access points into this parcel for future development.

3. Development Standards



3A. Dimensional Standards

Utilize Section 146-4.2.1.C to calculate the residential density. Include the proposed density in the Site Plan data block.

PCS Response: Acknowledged.

Dimensional standards for the single-family detached (small and standard) and two-family duplexes are listed below. Please ensure that the lot typicals and lot matrix provided on the Site Plan indicate the correct setbacks per the proposed housing type. The lot matrix will be helpful to outline required setbacks, especially because there will be variety in lot shapes due to the topography.

Single-Family Detached Standard

Lot Size: 4,500 s.f.
Lot Frontage: 50-feet
Front Setback to House: 15-feet*
Front Setback to Garage: 20-feet*
Side Setback: 5-feet
Corner Side Setback (Local Street): 12.5-feet
Rear Setback: 10-feet
Max Height: 38-feet

Single-Family Detached Small

Lot Size: < 4,500 s.f.
Lot Frontage: < 50-feet
Front Setback to House: 10-feet*
Front Setback to Garage: 18-feet*
Side Setback: 5-feet
Corner Side Setback (Local Street): 12.5-feet
Rear Setback: 10-feet
Max Height: 38-feet

Two-Family Duplex (Small Lot)

Lot Size: 1,250 s.f. per lot
Lot Frontage: 25-feet per lot
Front Setback to House: 10-feet
Front Setback to Porch: 5-feet
Side Setback: 5-feet
Corner Side Setback (Local Street): 12.5-feet
Rear Setback (alley-loaded): 3-feet
Max Height: 38-feet

Single-Family Attached Townhome (Note: this lot type does not count as a small lot if it directly fronts a street and is accessed by an alley)

Lot Size: 1,380 s.f. for end units; 1,250 for interior units.
Lot Frontage: 20-feet for end units; 18-feet for interior units
Front Setback to House: 10-feet



Front Setback to Porch: 5-feet
Side Setback: 10-feet for end units; 0-feet for interior units
Corner Side Setback (Local Street): 12.5-feet
Rear Setback (alley-loaded): 3-feet
Max Height: 38-feet

*Note: these setbacks may be reduced for alternate-loaded residential product. Please see Table 4.2-6 for details.

PCS Response: Acknowledged, however the 12.5ft corner sideyard setbacks listed above for all product types is incorrect. Instead they should be 10ft and this site plans shows are corner sideyard setbacks as such.

3B. Small Residential Lot Standards

Each small residential lot shall incorporate a private usable outdoor space that contains at least 180 s.f. of area and has a minimum length and width dimension of 10-feet. Show this open space on lot typicals and include dimensions. Each small residential lot shall be within 1,320 feet of a park or open space as defined by PROS or a designated open space, which may include a trail corridor with a minimum width of 50-feet.

PCS Response: Acknowledged.

At least 50-percent of all single-family detached standard lots shall contain alternate-loaded residential product or have garages recessed as described in Section 146-4.6.5.C.8.a.ii. At least 75-percent of single-family detached small lots shall contain alternate-loaded residential product or must have garages recessed as described in the section above. An alternate-load garage configuration is a home design having garage doors facing in a direction other than the street on which the home fronts. Please delineate the lots as alternate-loaded or front-loaded on the Site Plan within the lot matrix and provide a percentage for standard and small lots. Small lot requirements including but not limited to those mentioned above are evaluated on a neighborhood basis as identified in the Master Plan.

PCS Response: Acknowledged, this alternate load small lots have been delineated on the lot matrix on the cover sheet

3C. Subdivision Standards

The maximum block length shall be 700-feet and the perimeter of blocks shall not exceed 2,800-feet. This is measured at the curb line of adjacent streets. There are several blocks shown within the concept plan that area larger than 700-feet. Please revise the blocks or designate a tract at least 30-feet wide that contains a 5-foot walk between residential lots to break up longer blocks. If a tract is used to separate blocks, the walk should connect from one street to another or from one street to a trail in an open space and not dead-end after the lots.

PCS Response: Acknowledged, lots have been updated to be no longer than 700ft in length and are either broken up by roads or tract break that extend pedestrian walks through to trail corridors or other portions of this phase.

Per Section 146-4.3.9.C, all blocks shall be bordered by public or private streets or by private common space or dedicated park land or open space that is at least 30-feet in width. There are several tracts



that appear to be less than 30-feet in width between corner lots and adjacent right-of-way. Please ensure the area is at least 30-feet or move the lot line to directly abut the right-of-way. A double frontage lot is a lot in which the front and rear property line abut a street right-of-way. Double frontage lots are not permitted adjacent to local or collector streets and shall be avoided to the maximum extent practicable along arterial streets. Where these cannot be avoided along arterial streets, buffering of rear yards from arterial streets shall include a landscape buffer at least 20-feet in width between the rear lot line and right-of-way.

PCS Response: All tracts between lots and adjacent right-of-way have been updated to be 30ft wide or greater.

3D. *Common Space and Amenities*

Tab 9 Open Space, Circulation and Neighborhoods Map and Form J within the Master Plan indicates that PA-45, 54, 46, 47, 48, 49, and 50 parks shall be constructed and available for public use when the adjacent infrastructure is completed with the surrounding development areas or 50% of the issuance of residential permits. Please review Form J for each park type and trigger requirement.

PCS Response: For this initial Site Plan & Plat Submittal, we are constructing just the planning areas within the Columbine Village area. Within this Village, the parks that that will developed are PA's 46, 47 and 55.

3E. *Access and Connectivity*

The two-turn rule requires that all lots be able to be accessed by two or less local streets after leaving the arterial/collector grid. In order to maintain this two-turn rule, the streets labeled as collectors on the Master Plan shall remain collector streets. If they remain collectors, there is no issue with the two-turn rule.

PCS Response: Acknowledged, all collectors shown on the Master Plan are to remain as collectors for this Site Plan and Plat submittal.

3F. *Parking, Loading, and Stacking*

Off-street parking is required by Section 146-4.6. Based on the information provided, two (2) parking spaces are required per single-family detached and two-family dwelling. In addition to vehicle parking, the neighborhood park and pocket park should include bicycle parking spaces. There is not a specific requirement for number of spaces, but these should be shown on the Site Plan and a detail should be provided. 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 adjacent to trailheads, parks, open space, and activity centers.

PCS Response: Acknowledged, off-street parking and bicycle parking have been provided as part of this Site Plan and Plat submittal.

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

General Landscape Plan Comments

Prepare the landscape plans in accordance with the Cottonwood Creek Master Plan (MP), the City's Unified Development Ordinance (UDO) and the Landscape Reference Manual. The landscape comments provided herein are based upon the following code section 146-4.7 Landscape, Water Conservation, Stormwater Management. Please ensure that that the landscape architect or designer



has a copy of these documents as well as our project specific comments.

PCS Response: Acknowledged.

Landscape Plan Preparation

Please label all landscape sheets "Not for Construction". Landscape construction drawings are not required and therefore do not necessitate the signature, stamp and seal of a licensed landscape architect upon final approval by the City of Aurora. Landscape plans are used by the city to determine compliance with the landscape standards and for code enforcement purposes.

PCS Response: Acknowledged, a "Not for Construction" label has been provided on all sheets.

Landscape plans must be prepared on 24" x 36" sheets. Plans shall have plant symbols, plant labels with quantities, and a plant schedule upon first submission or a complete review will not be possible. Landscape plans shall include the necessary landscape tables for each of the required landscape treatments (i.e. standard right-of-way landscaping, street and non-street frontage buffers, building perimeter landscape tables etc.) to demonstrate compliance with code requirements. Should any of the above information be missing, it may result in additional submittals and ultimately delays in approval of the plan set.

PCS Response: Acknowledged, these elements have been provided on the landscape site plan sheets.

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.

PCS Response: Acknowledged, sight distance triangles have been provided on these plans.

Cottonwood Creek Master Plan (MP)

The Cottonwood Creek MP is currently undergoing a third review and has not been approved. Many outstanding landscape comments remain to be addressed within the MP. Tentative comments relative to landscaping are included below. Prior to submission of a formal site plan, the designer consult the completed/approved document for landscape standards that may be more restrictive than the UDO.

- The primary entry into Cottonwood Creek as part of Village 1 or the northern half of the development is supposed to include a park as the main entry feature. Enhanced landscaping is specified to help differentiate the entryway from other planted areas of the site.

PCS Response: Acknowledged, this enhanced entry and landscaping into the Village at the intersection of E. Jewell Ave and Street A per the Master Plan.

- A primary entry monument and secondary neighborhood gateway monuments have been identified within this Phase 1 development.

PCS Response: Acknowledged.

- Buffers along arterial streets shall comply with the UDO standards.

PCS Response: Acknowledged.

- Street A, the main local road off Jewell Avenue into the community shall have a landscaped median.



PCS Response: Entry median added to S Del Ray (former Street A).

- The detention areas and drainage ways along Yamaha Creek are to consist on enhanced interactive learning opportunities.

PCS Response: The boundary of this first phase does not extend down to Yamaha Creek, however future site plan submittal that do include Yamaha Creek will address recreation within this area.

- A minimum 150' wide landscaped buffer is required between any existing oil and gas pad site and proposed residential development.

PCS Response: Acknowledged, this buffer along with landscape has been provided.

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.

PCS Response: Acknowledged, street trees have located per UDO standards.

The UDO requires plantings within the curbside landscape to vary depending upon the width required by the street cross section A xeric landscape would consist of shrubs and ornamental grasses being provided in a minimum five gallon size at a ratio of one shrub per 40 sf. of curbside landscaping. Curbside landscapes 10' or greater in width may have sod, if desired.

PCS Response: Acknowledged.

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

In all development areas of land that have been disturbed during construction and are required or designated to be preserved and protected from future development for nonpublic active and passive recreation areas and facilities, trails, wildlife habitat or the preservation of view corridors and natural land features, shall be landscaped with one tree and ten shrubs per 4,000 square feet. This excludes areas defined as street buffers, detention and water quality ponds, undisturbed marshes, wetlands, 100-year floodways and lakes are excluded. Please include a plan that clearly delineates the tract areas that doesn't include the landscaping.

PCS Response: Acknowledged.

Section 146-4.7.5 P. Residential Yard Landscape

All new single family detached, attached and two-family residential homes shall provide for front and side yard landscaping for corner lot yards visible from public view to meet the water-wise or turf landscape options. Front yard landscape requirements can be found in Table 4.7-3 Residential Yard Landscape Requirements. The table provides a starting point for those lots that are 4,500sf or larger. Smaller lot sizes shall utilize the requirements of this table as much as possible but may need to modify the standards to reflect the lot sizes being proposed.

PCS Response: Acknowledged.

Trees are required in all front yards and shall be located outside of any proposed easements. Front



yard landscape lot typicals should be provided that demonstrate the quantities of plant material proposed and shall include all utilities, setbacks and easements. An overall lot plan should be provided that designates the landscaping to be provided by lot type in the front yards.

PCS Response: Acknowledged.

The city does offer developers a \$1,000 tap credit for each home that has a separate meter and participates in the “xeric” front yard landscape requirements. For further information on the xeric tap credit, contact Tim York in Aurora Water at 303.326.8819 for the specific landscape requirements. Landscaping shall be completed prior to the issuance of a final certificate of occupancy. Temporary certificates may be granted at the discretion of the Building Department when certificates are requested outside of the normal landscaping season of April 1st through October 31.

PCS Response: Acknowledged.

Section 146-4.7.5.J.3. Multifamily and Single Family Attached (Townhome) Residential Structures
 All new single family attached townhome buildings shall provide building perimeter landscaping. Plant beds shall be an average of six feet wide and shall consist of 1.25 plants per five linear feet of unit perimeter footage. At least five percent should be a mixture of evergreen and deciduous trees, at least 15% shall be tall shrubs with a mature height of six feet and up to 80% shall be a mixture of evergreen and deciduous shrubs chosen to create seasonal interest. An example table compliance has been provided below.

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

PCS Response: Acknowledged, no structures are being proposed as part of this site plan.

Section 146-4.7.5 J. Building Perimeter Landscaping

The proposed community center will require building perimeter landscaping in accordance this section. Building perimeter landscaping is required when building elevations face public rights-of-way, residential neighborhoods, public open space, or whenever an entrance door is present. Landscape each elevation with one tree equivalent per each 40 linear feet of elevation length. Building perimeter landscaping provided within 20’ of the building face may count towards the building perimeter landscaping requirements including landscaping provided within parking lot islands. Depending upon the length of the building, landscaping may need to be pro-rated if less than 40 linear feet. Landscaping shall be broken down by building face and not as an entire entity.

PCS Response: The community center will be submitted as a separate site plan in the future.

Section 146-4.7.5 I Site Entryways and Intersections.

Provide a distinctive landscape feature at each site entrance. In accordance with the MP, there have been several different monuments identified along the boundary and at the entrance to this development that should include distinctive landscape features of specimen quality plant material that will provide visual interest during all seasons.



PCS Response: Acknowledge, this distinctive landscape design and character has been provided at S. Del Ray Street entry from E. Jewell. Avenue.

Section 146-4.7.8. B. 2.b. Service, Loading, Storage and Trash Area Screening All trash enclosures and recycling bins must be enclosed and setback at least 12 feet from adjacent properties with residential or commercial uses. Service areas visible from streets or residences shall be screened by fences, walls, landscaping, berms or any combination of items. Fencing and wall screening shall be accompanied by landscaping on the exterior side to soften the appearance of the wall and/or fence. Evergreen plantings are required along the exterior.

PCS Response: Acknowledged.

Section 146-4.7.3 M. Detention and Water Quality Ponds

The city encourages applicants to utilize Low Impact Development (LID) techniques as permanent best management practices (BMPs). Some examples of LID techniques are depicted in the images below and include permeable pavements, vegetative swales and rain gardens. Applicants may propose their own BMPs or work with the City of Aurora's Water and/or Public Work's Departments.



Porous Pavement



Vegetative Swale



Rain Garden

All detention pond facilities shall not exceed six feet in depth. The area within the tract surrounding the pond shall contain a minimum of one tree and 10 shrubs or the approved tree and shrub equivalents per 4000 square feet above the 100-year water surface elevation. When overlapping landscape standards occur such as when buffers, detention/water quality and parking lot landscape requirements fall within the buffer, they may be counted towards meeting the buffer requirements, however the most restrictive requirements shall be met.

PCS Response: Acknowledged, detention ponds have been landscaped per UDO standards.

Section 146-4.7.3. C. Irrigation

All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, Aurora Water will require the applicant to divide their landscape into water conserving, non-water conserving and non-irrigated areas as part of the landscape submittal. A table summarizing these areas shall also be provided. Contact Timothy York at (303) 326-8819 regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system.

PCS Response: Acknowledged, a water usage table with tap sizes will be included for the landscape site plan submittal.



3H. Building Design Standards

Section 146-4.8 of the UDO contains specific standards for the design of buildings. Additionally, the Cottonwood Creek Master Plan Tab 12 Architectural Design Standards contains architectural standards that must be incorporated into the design of the model/elevation plans submitted to the Building Division.

PCS Response: Acknowledged, The community center building will be designed and submitted as part of a separate future site plan submittal.

See the table below for applicable building design standards and ensure that the building elevations meet all applicable requirements.

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						
Facade 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.

PCS Response: Acknowledged, the community center building will be designed and submitted as part of a separate future site plan submittal.

The models will need to follow the styles and level of quality and detail shown in the Master Plan. Please be aware that code has specific requirements for design variety and durability, and that the building elevations must meet a minimum score of 17 points in Section 146-4.8.3.F, Table 4.8-2 in order to receive building permits.

PCS Response: PCS Response: Acknowledged, The community center building will be designed and submitted as part of a separate future site plan submittal.

3I. Exterior Lighting

Standards for exterior lighting are found in Section 146-4.9. Show typical details of lighting on the



plan and on building elevations. In this application, if there are structures in the neighborhood park or pocket park, please include exterior lighting on any elevation sheet. Please conform with lighting details as provided in Tab 10 of the Master Plan.

PCS Response: Acknowledged, currently no buildings are being proposed within the neighborhood or pocket parks.

3J. Signs

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

PCS Response: Community and neighborhood monument signage has been located on plans and conforms to current UDO standards and Cottonwood Creek Master Plan.

4. Adjustments

Section 146-5.4.4 details the definitions, applicability, procedures, and criteria of approval for all adjustments to development standards. If any adjustments are requested, they must clearly be listed and justified in the Letter of Introduction. They must also be listed on the cover sheet of the Site Plan and any other sheets on which they are applicable. 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.

PCS Response: Currently, no adjustments are being proposed as part of this site plan and plat.

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.

WPS 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.

PCS 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.

WPS Response: Attached with submittal.



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.

PCS Response: Acknowledged.

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.

WPS Response: Acknowledged. Coordinated with Real Property on 2/7/2023.

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.

PCS Response: Acknowledged.

Community Engagement Coordinator:

- Scott Campbell is the Community Engagement Coordinator 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.

PCS 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.

PCS Response: Acknowledged.

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

PCS Response: Thank you.

Aurora Public Schools

Based on the land use plan in the Cottonwood Creek Masterplan development application, the school land dedication requirement is approximately 54 acres.

The location, size and configuration of the proposed school site labeled PA-78 will meet the district's need for one P-8 school provided the acreage does not include land for streets, storm drainage, pre-existing easements, excessive slope or any other condition that would preclude development of the entire site. The proposed 16.7-acre school site labeled as PA-75 is smaller than the



18 acres Aurora Public Schools requires for a P-8 school. The school site is located adjacent to a 11-acre neighborhood park and Aurora Public Schools is open to a joint school/park playfield as part of the school site.

Aurora Public Schools will require cash-in-lieu for the school land obligation above the acreage to be dedicated for the school sites in order to serve high school age students at other district locations. The school district will apply the school land dedication requirement for the purposes of calculating cash-in-lieu as site plans are approved. The district will request cash-in-lieu of land when the balance of the obligation from approved site plans exceeds the school sites that will be dedicated. In accordance with Section 4.3.18 of the Unified Development Ordinance, land value for cash-in-lieu will be based on fair market value of zoned land with infrastructure in place. Cash-in-lieu is due prior to plat recording.

PCS Response: Acknowledged, thank you.

Oil and Gas Development

Oil and Gas has reviewed your project area for any influence of oil and gas activities, and we note the following items which were presented to you during the pre-application meeting.

There are no known plugged and abandoned (P&A) wells within your site. We do not anticipate any subsurface hazards during construction related to plugged oil and gas wells. There are no regional pipelines in your area. There are multiple horizontal wells drilled under your project area, and additional wells are expected in the future. These wells are at a depth of 7,950' below the ground surface and are not anticipated to have any effect on your surface development. 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.

The Crestone Midstream natural gas/crude oil gathering easement runs along the northern, eastern, southeastern, and northwestern boundaries of the development area. The easement contains an existing natural gas line and will soon have a crude oil line in the same easement. The easement is not shown on the Pre-App Site Plan but needs to be incorporated into your design plans. Please reach out if you need additional information on the location of this easement.

There are two existing Crestone Well Sites in your development area, which you noted in your presentation materials. The Well Site to the northwest contains one well, the Cottonwood Creek 4-65 27 1H. This well is already in its Production Stage and is expected to continue producing for up to thirty (30) years. No additional wells have been approved at this Well Site, so we expect that the site will remain substantially in the same condition during its lifetime.

The Well Site to the southeast, which we refer to as Cottonwood Creek South, currently has four (4) producing wells which were drilled in Phase 1. This site has been approved by an Operator Agreement to be expanded in the future to the north (Phase 2), and four (4) additional wells will be drilled there. Crestone recently indicated its intent to drill those wells in Q2 and Q3 of 2024, but their plans are subject to change, and the City does not have direction over Crestone's drilling schedule. The Oil & Gas Division will facilitate a discussion with Crestone Peak Resources, if you wish, to discuss their plans and timeline more specifically.

WPS Response: Easements are shown on site plan and lines are being located/potholed.

Your project plan incorporates a setback around the two existing well pads, but there is no distance label and no scale bar on the map, so it is not possible to determine what the setback distance is. Currently, Aurora City Code requires a 150' setback from existing oil and gas locations,



measured from any equipment (the term used is Oil and Gas Facility) on the location to the residential lot line. This topic is under discussion by City Council, and changes to the distance or measurement may be made in the future. We note that other new developments in Aurora have used a 500' foot setback between an oil and gas location and residences, and you find this distance is more acceptable to the community and future residents.

In January 2021, the Colorado Oil & Gas Conservation Commission (COGCC) implemented new rules which include a two thousand-foot (2000') setback between oil and gas locations and certain surface features, including residences and schools. The setback is measured from the edge of the Working Pad Surface (WPS) to a residential building unit.

A portion of your site is within this 2000' setback from an existing and/or planned oil and gas facility. Currently, there are no City regulations against constructing residences within this setback from an existing oil and gas facility, however, there is a pre-sale requirement to notify future owners of the fact.

The following notice language appears in UDO section 146-3.3.5.DD.7 (Oil and Gas Facility):

7. "Notice to Purchasers

a. A seller of real property upon which an oil or gas well or facility has been located shall provide written notice of the existence of such well to a purchaser of such real property prior to the closing of the sale. The seller shall cause the following notice to be recorded with the clerk and recorder of the appropriate county:

Notice: The property known as [legal description and address] contains an oil and/or gas well.

This requirement to provide notice to prospective purchasers and record such notice shall only apply to the transaction between the developer or builder and the initial purchaser and does not apply upon any subsequent sale of the property.

b. Vendors of residentially zoned real property **within a state-determined setback** shall provide the following notice to prospective purchasers in 14-point bold type on a single sheet of paper that is signed by the prospective purchaser prior to entering into a contract for purchase:

Notice of nearby oil and gas facility.

This property is located within a state-determined setback from an oil and gas facility.

Vendors of residentially zoned real property within a state-determined setback from an oil and gas facility shall cause the following notice to be recorded with the clerk and recorder of the appropriate county:

Notice

The property known as [legal description and address] is located within a state determined setback from an oil and gas facility.

This requirement to provide notice to prospective purchasers and record such notice shall only apply to the transaction between the developer or builder and the initial purchaser and does not apply upon any subsequent sale of the property."

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

Response: Acknowledged.



Additional information regarding oil and gas development can be found in the data and maps on the Colorado Oil & Gas Conservation Commission website at [COGCC Home \(cogcc.state.co.us\)](http://cogcc.state.co.us) and [COGCC GISOnline \(cogccmap.state.co.us\)](http://cogccmap.state.co.us).

Response: Acknowledged.

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:

- The proposal includes 2,115 single family units within the Cottonwood Creek Master Plan.
- The proposal includes oil and gas well sites.
- The proposal includes development within ¼ mile of an active bald eagle nest.
- The Proposal includes development adjacent to the Triple Creek conservation easement area.

For additional criteria regarding dedication eligibility, refer to the [PROS Dedication and Development Criteria Manual](#).

PCS Response: Acknowledged, some of this information has changed since our first phase only include lots north of Illif Avenue.

Population Impact:

For single-family homes, population calculations for the project are based on an average household size multiplier of 2.65 persons per unit, resulting in an overall projected population of 5,605 persons residing in 2,115 units.

PCS Response: Acknowledged, however we have broken up this Site Plan to only plat lots for the first neighborhood north of Illif Ave, which is called Village 1 – Columbine. This first plat proposes an initial 831 single family units as part of this phase, however Columbine Village will eventually add an additional 255 alley-load townhomes and duplexes for a total of 1,086 units within this village as part of a future site plan and plat submittal.

Land Dedication:

To ensure that adequate park land and open space areas are available to meet the needs of the population introduced into the city by the new dwelling units, Section 147-48(b) of City Code specifies that land shall either be dedicated on-site within the project's limits or a cash payment in-lieu of land dedication shall be paid. The required dedication acreage is computed by applying the following City of Aurora service standards to the projected population for the project:

- 3.0 acres for neighborhood park purposes per 1,000 persons
- acres for community park purposes per 1,000 persons
- 7.8 acres for open space per 1,000 persons

PCS Response: Acknowledged.

The resulting acreage required for single-family units is as follows:

Neighborhood Park Land 16.81 acres
Community Park Land 06.17 acres
Open Space 43.72 acres
Total Land Dedication 66.70 acres



PCS Response: Acknowledged, however we have broken up this Site Plan to only plat lots for the first neighborhood north of Illif Ave, which is called Village 1 – Columbine. This first plat proposes and initial 831 single family units as part of this phase, however Columbine Village will eventually add an additional 255 alley-loads townhomes and duplexes for a total of 1,086 units within this village as part of a future site plan and plat submittal.

Neighborhood Park Design:

The following are criteria for neighborhood parks:

- A service radius of ½ mile is required for neighborhood parks to all residences. Please ensure that all residential has access to a neighborhood park within ½ mile.
- Neighborhood parks may not be fully surrounded by road; therefore, the NAC may not be considered for neighborhood park credit.
- Neighborhood parks must be a minimum of 3 acres if owned and maintained by an HOA or 5 acres if to be owned and maintained by the City of Aurora. Parking lots, floodways, retention, and detention areas which do not drain within 24 hours may not be counted toward park land dedication.
- All neighborhood parks must provide the following:
 - 2 playgrounds (one for ages 2-5, one for 5-12)
 - A picnic facility,
 - Grass open play area which is level and can provide a regulation soccer field (300'x225')
 - Courts (some, not all)
 - Restrooms (if applicable)
 - Internal Paths
 - Security Lighting
 - Landscaping and Irrigation
 - Site furniture/benches
 - Bike racks
 - Trash receptacles
 - Dog waste pick up stations

Response: Acknowledged, these neighborhood park elements have been included.

Pocket Park Design:

Pocket parks may be used to provide open space land dedication where there are gaps in Neighborhood Park Service Radii.

Pocket park design includes the following:

- Minimum size is ½ acres up to 5 acres
- Must include open turf lawns suitable for informal games,
- Landscaping
- Site furniture including benches and tables
- Trash receptacles
- Security lighting
- Additional facilities such as playgrounds, pavilions, and/or courts based on the needs of the neighborhood.

PCS Response: Acknowledged, these pocket park elements have been included.



Open Space:

Land Dedication for Open Space must be outside of the 100-year floodplain. Please ensure that dedicated open space is included in Form J for only areas outside of the floodplain. Please identify a well-connected open space network throughout the site which provides a community trail network which connects neighborhood parks and central amenities to the residential network. Ensure that there is both north-south pedestrian connectivity as well as an east west connection through the site. Trails through open space corridors for open space land dedication credit should be a minimum of 10' hard surface with 10' of native open space on both sides of the corridor. Other open spaces must include conservation, education, or recreational value.

PCS Response: Acknowledged, Yamaha Creek is not being developed as part of this phase but future site plans for this area will ensure that open space trail requirements are met.

Trail Connections:

The city-owned open space along Coal Creek and Senac Creek to the west of this development is planned to include the Triple Creek Trail. This regional trail will run from the Sand Creek Greenway Trail at Colfax Avenue to the Aurora Reservoir. First Creek runs through the northeast portion of this development and is planned to include a regional trail that will run several miles to the north. The applicant is required to build this proposed 10' wide concrete trail within a 70' wide undeveloped corridor. The open space along Yamaha Creek should include a trail that, with the help of sidewalk links, will connect Triple Creek Trail to the First Creek Trail. The existing character of Yamaha Creek should be preserved as much as possible.

PCS Response: Acknowledged, Yamaha Creek is not being developed as part of this phase but future site plans for this area will ensure these trail connections are made.

Medians:

Please coordinate with PROS if there are any planned medians in major arterials to be constructed with the project.

PCS Response: Acknowledged, future medians will be coordinated with PROS. For this phase though, our site plans just include half sections for major arterials which do not include the landscape medians.

Oil and Gas Pads

On the submitted plans, there is significant distance between the oil/gas properties. If this should change, note that a 350' separation is required between any oil/gas "pad" (area with facilities, not property line) and any open space or park for which credit is being requested.

PCS Response: Acknowledged.

Special Landscape Buffer

If multi-family dwellings or single-family attached units are proposed, a 25' wide Special Landscape Buffer is required between the property line associated with these units and any park or open space area receiving credit towards requirements. This area must be landscape with a minimum of one tree and 10 shrubs per 30 linear feet of length.

PCS Response: Duplex and Townhomes will be platted in the future in PA-84 as part of a separate site plan submittal.



Utility restrictions within Triple Creek Greenway Conservation Easement

The city-owned property to the west includes the Coal Creek and Senac Creek floodplain. This property is covered by a Conservation Easement that restricts the construction of utilities. Sanitary sewer lines from this development must avoid going through this property and should plan to connect to the future interceptor on the west side of this area either within the Jewell Avenue right-of-way or within the future east-west Yale Avenue right-of-way. Storm sewer conveyance will be required through this area, but should be limited to open channels, that, as much as possible, preserve or mimic existing conditions/vegetation.

WPS Response: Acknowledged. Sanitary Sewer lines from the proposed Cottonwood Creek development have been realigned to avoid conflicting with this existing conservation easement. All storm sewer flows will be conveyed through an open channel that mimics existing conditions. Channel design intent is to limit disturbance within the conservation easement.

Active Bald Eagles Nest

PROS will be looking for a letter of support from CPW regarding the design, location and potential disturbance to the nest in order to sign off on this project. Construction during active nesting season which runs from December through July is prohibited. PROS encourage any area within that ¼ mile be designated as open space to satisfy any Park and Open Space requirements.

WPS Response: Cottonwood Creek has obtained an environmental consultant that is observing and creating a report that will include recommendations that can be confirmed with CPW.

Community Park Development Fees:

In accordance with Section 146-306 of City Code, Park Development Fees shall be collected by the city to cover the cost of constructing new park facilities to serve the needs of the projected population. Fees are based on the park land dedication acreages and an annual cost per acre for construction of park facilities. The fees, which are computed and collected on a per-unit basis, shall be paid at time of building permit issuance. The current per-unit fee of \$527.30 would apply if permits for construction of the residential units are pulled in 2022, and the total paid under either scenario would be as follows:

2,115 Single Family Units

\$1,115,239.50

PCS Response: Acknowledged, however we have broken up this Site Plan to only plat lots for the first neighborhood north of Illif Ave, which is called Village 1 – Columbine. This first plat proposes and initial 831 single family units as part of this phase, however Columbine Village will eventually add an additional 255 alley-loads townhomes and duplexes for a total of 1,086 units within this village as part of a future site plan and plat submittal. So the above community parks development fees need adjusted per the platting of these initial 831 units.

PROS Requirements Caveat:

The monetary calculations presented herein are estimates based on park construction costs and a per-acre value for infill development at this point in time (current year 2022). The timing for implementation of the project may affect the ultimate amount of fees collected and other payments imposed to satisfy park-related obligations. Furthermore, if aspects of your project change, such as the number of dwelling units proposed, the park land dedication requirements may also change.

PCS Response: Acknowledged, the dwelling units proposed have changed these fees owed will need adjusted.



Forestry Division

There are trees on this property within the creek, but it appears they will be preserved during construction activities. Protection measures are required for all trees.

PCS Response: The portion of Yamaha Creek within Cottonwood Creek will not be platted as part of this first phase.

Forestry's Role in Site Plan Review

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://auroraver2.hosted.civiclive.com/cms/One.aspx?portalId=16242704&pageId=16529352>

PCS Response: Acknowledged, however the portion of Yamaha Creek within Cottonwood Creek will not be platted as part of this first phase.

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.

PCS Response: Acknowledged, no Ash species are being proposed as part of this site plan.

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:

▶ The Master Utility Study must be approved prior to site plan submission.

WPS Response: Master Plan and supporting docs have been approved by COA departments.

▶ Water meters are to be 5-feet from side property lines and 10-feet from other utility services.

WPS Response: Noted. Water services have been shown with proper spacing.

▶ Connection fees of those in effect at time of payment.

WPS Response: Acknowledged.

▶ Please note, Aurora Water is processing a non-functional turf ordinance which will limit the amount of cool-weather turf allowed in all developments. Please find the ordinance [here](#) under Item 5. Please plan to incorporate these requirements in your future submittals.

PCS Response: Acknowledged.

▶ Utility conformance letters are required for each development showing that the site is in conformance with the Master Utility Study.

WPS Response: Utility Conformance letter included with the submittal.



► Portions of the sanitary outfall must be constructed for this site to receive sanitary service and must be constructed in accordance with the design documents and this development's Public Improvement Plan.

WPS Response: Understood. Senac Interceptor plans are approved, but not constructed. Our backbone ISP shows sanitary connecting the Cottonwood site to Senac Interceptor.

► A **domestic allocation agreement** will be required for connections 2" and larger.

WPS Response: Acknowledged.

Utility Services Available:

- Water service may be provided from: Extensions per Master Utility Plan
WPS Response: Acknowledged.
- Sanitary sewer service may be provided from: Extensions per Master Utility Plan
WPS Response: Acknowledged.
- Project is located on the following Map Page: 13AB
WPS Response: Thank you..

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.**WPS Response: Acknowledged.**
- 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).
WPS 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.
WPS Response: Acknowledged.
- For a full listing of Utility Fees, please see the **Aurora Water Fee Schedules**.
WPS Response: Acknowledged.



- 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.

WPS 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 Master Traffic Impact Study (MTIS) will be required. See below for additional information.
 - If an interim roadway/access network is proposed, a traffic analysis for this condition would be required.

WPS Response: Acknowledged.

▶ Multiple internal locations are suitable candidates for single lane roundabouts or compact roundabouts. Roundabouts create an appropriate crossing location adjacent to parks and other pedestrian destinations. Ensure appropriate pedestrian crossing locations are provided in key areas. Roundabouts at arterial locations may be reviewed on a case-by-case basis. Roundabouts for collectors and collector intersections are an appropriate traffic calming and intersection control element.

WPS Response: A roundabout is proposed at Iliff/Del Ray intersection. Roundabout calcs and exhibits have been included with the backbone ISP submittal.

▶ Traffic Signal Escrow at multiple intersections will be required as determined by MTIS.

WPS Response: Acknowledged.

▶ Site access drives/streets shall be spaced a minimum 150' CL-CL along collector and local roads including from intersections. Alleys shall be preferably be aligned or spaced a minimum 75' CL-CL along collectors and local roads including from intersections.

WPS Response: Site plan meets this criteria.

▶ Intersection access spacing from arterials shall be at least 300 feet (from centerline of arterial to centerline of interior intersection).

WPS Response: Acknowledged.

▶ Street legs at intersections shall be perpendicular to one another +- 5 degrees

WPS Response: Site plan meets this criteria.

▶ Parking stalls shall be a minimum 50' and driveway shall be a minimum 75' from the flow line of the adjacent street.

WPS Response: Acknowledged.

▶ Pedestrian enhancements and traffic calming elements will be an area of focus of review for this site. See TIS requirements below.

WPS Response: Acknowledged.



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

○ Conduit

- Conduit material shall be Schedule 80 HDPE (or similar).
 - A # 14 AWG stranded copper conductor shall be installed for city underground locating purposes.
 - A nylon pull tape with a minimum 1,250 lb. tensile strength shall be installed in all new conduit.

WPS Response: Acknowledged.

○ Pull Box

- Pull boxes shall be 30"x48"x24", with two-piece interlocking lids. City conduit shall be installed into City Pull Boxes.

WPS Response: Acknowledged.

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

WPS Response: Existing access points shown. Only the Monaghan extension seems to apply. The remaining opposing access points are future.

- Label the access movements on the Site Plan.

WPS Response: Information provided.

- 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](#).

PCS Response: Sight distance triangles have been shown on the landscape site plan as well as street trees are shown a minimum 50ft back from all stop signs.

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'

PCS Response: Note has been added to all landscape enlargement sheets.

- 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:
 - 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.

WPS Response: Information included on Site Plan sheets.



- Homes and drives are allowed to front on collector streets if the average daily traffic volume is less than 4,000 and certain mitigation measures are provided. Indicate the mitigation measures on the Site Plan. See Section 4.04.2.02.4 of the *Roadway Design & Construction Specifications*, October 2016 edition.

WPS Response: No homes fronting collector streets are proposed.

- Homes are allowed to front a local street within 75-feet of an arterial street if the average daily traffic volume is less than 2,000 and certain mitigation measures are provided. Indicate the mitigation measures on the Site Plan/Contextual Site Plan. See Section 4.07.7.02.5.04 of the *Roadway Design & Construction Specifications*, October 2016 edition.

WPS Response: Criteria has been met.

ROW/Plat:

- Designate a Public Access Easement along private drives/streets.

WPS Response: Included on plat.

- A traffic signal easement shall be required at multiple intersections, per the MTIS, to accommodate the proposed traffic signal pole, underground conduits, pull boxes and signal control cabinet.

WPS Response: Included on plat.

Traffic Signal Escrow:

- Multiple intersections are potential candidates for a future traffic signal if and when signal warrants are met. As an adjacent landowner/developer, you must participate in the cost of the traffic signal installation. Add the following note to the Site Plan:

(Applicant/owner name, address, phone) shall be responsible for payment of %/50%/100% of the traffic signalization costs for the intersection of _____ and _____, if and when traffic signal warrants are satisfied. Traffic signal warrants to consider shall be as described in the most recently adopted version of Manual on Uniform Traffic Control Devices, as of the date or dates of any such warrant studies. For warrant purposes, the minor street approach traffic shall typically be comprised of all through and left-turn movement and 50% of right turn movements unless otherwise determined by the traffic engineer. **Pursuant to 147-37.5 of city code, the percentage of the traffic signalization costs identified above shall be paid to the city by the applicant / owner, to be held in escrow for such purpose, prior to the issuance of a building permit for the related development or as otherwise required by city code.** The percentage above will be applied to the entire traffic signalization cost as estimated at the time of the escrow deposit to calculate specific dollar funding requirement.

WPS Response: Acknowledged. The note above has been added to the Site Plan.

Traffic Impact Study:

- A Traffic Impact Study will be required for this site which will include addressing the following specific items:
 - 1) Existing, buildout and 2040 average daily traffic counts.



LSC Response: The TIS includes the requested information

- 2) Trip Generation from the site.

LSC Response: The TIS includes the requested information

- 3) Site Circulation Plan and interior intersection control

LSC Response: The TIS includes the requested information

- 4) Include detailed analysis, including vehicle queuing evaluation, of:

- a) All site access points, including internal collector/collector or higher classified intersections
- b) Intersection of Jewell Avenue at Hayesmount Road
- c) Intersection of Yale Avenue at Hayesmount Road
- d) Intersection of Jewell Avenue at Monaghan Road
- e) Intersection of Yale Avenue at Monaghan Road
- f) Intersection of Jewell Avenue at Powhatan Road
- g) Intersection of Yale Avenue at Powhatan Road

LSC Response: The TIS includes the requested analysis.

- 5) Interior roadway ADT & classification

LSC Response: The TIS includes the requested information.

- 6) Signal Warrant Analyses of multiple intersections– Warrant 1,2,3 all to be included (collect 72 hr tube counts for analysis)

LSC Response: The TIS includes the requested analysis.

- 7) If a traffic signal or multiway stop warrant is met at an intersection, then a roundabout shall also be considered at the intersection.

LSC Response: Noted.

- 8) Analysis of pedestrian connectivity, including vehicle/pedestrian crossing of trails. Enhancements will be required and any concerns with sight distance need to be addressed

LSC Response: The TIS includes the requested information.

- 9) Discussion of the application of elements from the Traffic Calming Toolbox and countermeasures applicable from the FHWA Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations (July 2018) to address any concerns for speeding, pedestrian crossings, etc. Techniques in the Traffic Calming Toolbox include: Advanced Yield Lines, Enhanced Crosswalk, High-Visibility Signs and Markings, In-Street Pedestrian Crossing Signs, Enhanced Pedestrian Crossing Sign Devices (HAWK or RRFB), Mid-Block Lane Narrowing, Curb Extension, Angled Parking, Pedestrian Safety Island, Staggered Pedestrian Safety Island, Lane Narrowing, Mini Roundabout, Speed Cushions and Chicane. Details of Enhanced Crosswalk, compact roundabout, speed cushions and chicane may be made available if requested.

LSC Response: The TIS includes the requested information.

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.
LSC Response: Acknowledged, a copy of the TIS was sent directly to Steve Gomez as part of the initial submittal.
- The Traffic Study shall also be uploaded with the rest of the submittal.
LSC Response: Acknowledged, TIS has been uploaded with the remaining submittal.
- Previously approved Traffic Impact Studies/Letters are available through this [link](#).
LSC Response: Acknowledged.

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

LSC 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.

Key Issues:

- The public improvements shall be provided in conformance with the approved Public Improvement Plan. Internal roads shall meet City of Aurora standards to be considered public.
WPS Response: Acknowledged.
- The site plan will not be accepted in for review until the master drainage report is approved.
WPS Response: Acknowledged. Master drainage report has been approved.
- A preliminary drainage report shall be submitted with each site plan. Detention and water quality/EURV shall be provided in conformance with the approved master drainage report. The detention ponds shall be in place prior to paving or building permits and shall be accepted prior to issuance of Certificate of Occupancy or Temporary Certificate of Occupancy.
WPS Response: Preliminary drainage reports have been submitted with the Site Plans.
- 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. The channel improvements shall be provided in conformance with the approved master drainage report and Public Improvement Plan. The channel improvements shall also be coordinated with PROS.
WPS Response: Acknowledged. Coordination with MHFD, Engineering Services, COA drainage, and PROS has occurred prior to 1st submittal.
- Permitting requirements will need to be coordinated with SEMSWA if the construction of culverts extends into unincorporated Arapahoe County.
WPS Response: Acknowledged.



- A floodplain development permit is required for any work within the floodplain including detention pond outfalls. No platted lots are permitted within the floodplain. The lowest point on each lot shall be at least one foot above the Base Flood Elevation (BFE) and the lowest floor of each structure shall be at least two feet above the BFE.

WPS Response: Acknowledged.

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

WPS Response: Acknowledged.

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.
WPS Response: Acknowledged and used in design.
- Mountable curb and gutter shall be used on all Type 1 and 2 streets. All other streets, including those within the Urban Centers and TODs shall use 6" vertical curb and gutter.
WPS Response: Acknowledged and used in design.
- Curb ramps must be shown (located) on the plans at all curb returns, "T" intersections, residential mail kiosks or clustered mailboxes, and any other location of public necessity. Detailed grading of the curb ramps shall be included in the civil plans.
WPS 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.
WPS 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.
WPS 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. Structural calculations are required with the first civil plan submittal for all cast in place walls and walls greater than four feet in height. Please refer to Section 4.02 of the Roadway Manual for additional retaining wall requirements.



WPS Response: Acknowledged.

- 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.

WPS Response: Acknowledged.

- Homes and drives are allowed to front collector streets if the average daily traffic volume is less than 4,000 and certain mitigation measures are provided. Indicate the mitigation measures on the Site Plan. See Section 4.04.2.02.4 of the *Roadway Design & Construction Specifications*, October 2016 edition.

WPS Response: Acknowledged. Only homes fronting collector streets have private drives with easements.

- Homes are allowed to front a local street within 75-feet of an arterial street if the average daily traffic volume is less than 2,000 and certain mitigation measures are provided. Indicate the mitigation measures on the Site Plan/Contextual Site Plan. See Section 4.07.7.02.5.04 of the *Roadway Design & Construction Specifications*, October 2016 edition.

WPS Response: Criteria has been met.

- 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.

WPS Response: Acknowledged. A Street Lighting Plan will be submitted with the Civil Plan submittal.

ROW/Easements/Plat:

- ROW dedication is required for public streets.

WPS Response: Acknowledged.

- 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.

WPS Response: Plat shows R=25' at arterials, R=20' at collectors and R=15' at locals.

- 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.

WPS Response: A presubmittal with Real Property has taken place, the plat has been accepted for submittal.

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. Full spectrum detention is required for this project.

WPS Response: Acknowledged.

- 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.

WPS 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 approved or Stormwater Permits will be issued.

WPS 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.

WPS Response: Acknowledged.

- 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.

WPS Response: Underground detention is not proposed.



- Release rate for the detention pond shall be based upon the “Storm Drainage Design and Technical Criteria” Manual, latest revision.
WPS Response: Acknowledged.
- Cross pans are not allowed across collector or arterial roadways, nor are they allowed on roadways with storm sewer systems.
WPS 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.
WPS Response: Acknowledged.
- For alley loaded product areas with more than the equivalent of 2 lots draining to the private alley, flows cannot cross the sidewalk. One of the following treatments shall be utilized unless otherwise approved by the City Engineer: 1. The 2-year storm event shall be collected prior to the sidewalk crossing. 2. The alley v-pan shall be warped to curb returns which shall include curb ramps with truncated domes. 3. The v-pan of the alley shall be perpetuated to the connecting street with the approaching the alley terminated with truncated domes just prior to the alley. Any warping of the v-pan shall occur downstream of a line parallel to the adjacent sidewalk.
WPS 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.
WPS Response: : The site outfalls are along the west edge and are conveyed to Coal Creek. There is one drainage crossing in basin D that connects to northern neighbors in existing condition. This flow eventually connects back to the site at Jewell/Monaghan intersection. During the Master Drainage review process it was proposed to keep this drainage onsite and convey through the Cottonwood site.
- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed
WPS Response: Provided storm sewer throughout the site where applicable.

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.

Address Directory Signs for Single-Family Dwellings Facing Green Belts Instead of Public Right-of-Way:

An approved address directory shall be shown within the detail sheet of the site plan and/or civil plan sign package. Address Directory Signs must be installed at properties where the single-family unit is facing a green belt and access to the unit is from garage of an adjacent access road.



- Adjacent public/ private roadways, or fire lane easements/public access easements must provide emergency access to within 150' of all exterior portions of the first floor of each structure. The utilization of a greenbelt product cannot exceed this requirement.

WPS Response: Acknowledged.

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.

WPS Response: Acknowledged. Westwood will work with the City for addressing. The Site plans submitted only have lots.

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;

WPS Response: Acknowledged.

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 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.

WPS Response: Acknowledged.

- Show the distance of new or existing lot lines to proposed exterior walls of structures on the site plan.

WPS Response: The site plan shows setback and easement guidelines for each lot type.

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.

- [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](#)

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**

- 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.

WPS Response: Acknowledged. This site plan is for single family product with COA standards used for local roadways.

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.

- In single-family detached residential sites, the IFC reflects an exception in Section 507.5.1 that allows IRC R-3 dwellings to utilize a 600' on center spacing of fire hydrants.

WPS Response: 500' spacing used from 2021 IFC table C102.1.

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:

- Our jurisdiction has amended the IFC through a city ordinance that removes the requirement for fire sprinkling R-3 Single-Family residences. During the pre-application meeting it was stated that these units would be IRC R-3 Occupancy. If this is changed to IBC R-2 occupancy, then a fire sprinkler system will be required for these units.

WPS Response: We do not anticipate that the homes will be required to have fire sprinklers, but ultimately the builders will determine the construction type.

Accessibility Requirements:

The City of Aurora reviews accessibility requirements based on 2015/2021 IBC, Chapter 11, the 2009/2017 ICC/ANSI A117.1 and the 2003 Colorado State [House Bill 03-1221](#), Article 5, Standards for Accessible Housing.

- **Residential**
- Please show the location of all mail kiosks proposed within this site. Public Works will require a curb ramp to access the mail kiosks from the adjacent urban streets. A detail will be needed of the mail kiosk layout that includes the mailboxes, sidewalk, street and curb that reflect the way these elements will meet the accessibility requirements of the ADA, USPS, ICC A117.1, 2009/2017 edition.

WPS Response: Mail kiosks shown on site plan connected to public sidewalks and will follow accessibility standards.

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.

WPS Response: Included on Site Plan.

Phasing Plans:

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

WPS Response: Acknowledged.

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.

(Framework and General Development Plan Note) Whelen Warning System Requirements

- As each CSP and Plat are submitted, a possible land dedication for placement of a Whelen Siren system will be assessed.

WPS Response: Whelen warning land dedication is shown at corner of Iliff and Hayesmount.

- Whelen Siren Access Requirements:
 - o Provide a 12' wide concrete access drive.
 - o Design as a 6" reinforced concrete drive surface.
 - o Show it as coming alongside the tower for parking and maintenance.
 - o If this access drive creates a dead end longer than 150', a turnaround is highly recommended, and we may need to discuss it further. If it is less than 150', it should be adequate without a turnaround. (You should be able to control the length of the access drive since you have some latitude re: the tower setback from the community center access drive).

WPS Response: Whelen warning access is shown at corner of Iliff and Hayesmount.

- (Plat Note) If Plat Contains Fire Lane Easement
- (Site Plan Note) Addressing
- (Site Plan Note) Americans with Disabilities Act
- (Site Plan Note) Emergency Ingress and Egress
- (Site Plan Note) Fire Lane Easements
- (Site Plan Note) Fire Lane Signs

Site Plan 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.

WPS 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
- Access to within 150 feet of Each Structure
- Access Road Width with a Hydrant



- [Aerial Fire Apparatus Access Roads](#)
- [Fire Apparatus Access Road Specifications](#)
- [Combined Fire Lane, Public Access and Utility Easements](#)
- [Construction of Fire Lane Easements and Emergency Access Easement](#)
- [Cul-De-Sac's](#)
- [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](#)
- [Motor Courts - Where Motor Courts and Looped Lanes are utilized please provide a dedicated Fire Lane Easement within the required width of each drive aisle \(23' for Motor Courts and 18' for Looped Lanes\) as depicted in the \[Unified Development Ordinance, Section 146-4.2.E\]\(#\)](#)
- [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](#)

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.

WPS Response: Not applicable for this site plan.

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.

WPS Response: Acknowledged.

- 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.



WPS Response: Acknowledged. A presubmittal meeting was held 2/7 with Real Property.

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](#).

Separate Documents:

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

WPS Response: Acknowledged. Applicable items submitted.

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 weeks** to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.

WPS Response: Discussion with Real Property indicated that off-site easements would run concurrently with Civil CD's. Timeline mentioned above noted.

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 weeks** to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.

WPS 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 Civil Plans are approved.

WPS Response: Acknowledged.

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.

WPS Response: Acknowledged.