



Planning Division
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AuroraGov.org

October 10, 2024

Chris Fellows
Windler Public Improvement Authority
9155 E Nichols Ave, Suite 360
Centennial, CO 80112

Re: Second Submission Review: Windler Village North - Site Plan and Plat
Application Number: DA-1707-35
Case Numbers: 2024-4016-00, 2024-3035-00

Dear Chris Fellows:

Thank you for your second submission, which we started to process on September 23rd. We have reviewed your plans and attached our comments along with this cover letter. The first section of our review highlights our major comments. The following sections contain more specific comments, including those received from other city departments and community members.

Since several issues remain, you will need to proceed with a technical submission following the administrative decision (details below). Please revise your previous work and send us a new submission once a decision has been made. Please reach out if you are wanting or needing to make a submission prior to the decision date below.

Note that all our comments are numbered. When you resubmit, include a cover letter specifically responding to each item. The Planning Department reserves the right to reject any resubmissions that fail to address these items. If you have made any other changes to your documents other than those requested, be sure to also specifically list them in your letter.

The estimated Administrative Decision date has been tentatively scheduled for October 30th. Per the comments remaining, staff will be proposing conditions of approval requiring the missing photometric and approval of the pending master plan and zoning amendment applications. Please remember that all abutter notices must be sent and the site notices must be posted at least 10 days prior to the decision date. These notifications are your responsibility and the lack of proper notification will cause the decision date to be postponed. It is important that you obtain an updated list of adjacent property owners from the county before the notices are sent out. Take all necessary steps to ensure an accurate list is obtained.

As always, if you have any comments or concerns, please let me know. I may be reached at 303-739-7227 or atibbs@auroragov.org.

Sincerely,

Aja Tibbs, Planning Supervisor
City of Aurora Planning Department

cc: Jim Jannicke/ Tom Odle, Westwood, 10333 E Dry Creek Rd, Ste 400, Centennial, CO 80112
Cesarina Dancy, ODA
Filed: K:\\$DA\1700-1799\1707-35rev2



Second Submission Review

SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- Revise the landscape tables and typicals to meet the minimum requirements. (Landscaping)
- Provide Photometric lighting for private park areas (Planning and Civil Engineering)
- Consider adding an additional ped crossing, ramps, signing/stripping between for pedestrians in redlined locations where appropriate. (Traffic)
- In order to receive land dedication credit for parklets the space must be an “Amenity Space” per the master plan. PROS will not consider unamenitized spaces of this size for credit. (PROS)
- Ensure that the plat and site plan documents match. The lots and blocks, tracts, streets, and easements should be consistently shown on both documents. (All departments)

PLANNING DEPARTMENT COMMENTS

1. Completeness and Clarity of the Application

- 1A. Update the title and cover sheet to address redlines. Include standard items on the site data block.
- 1B. Ensure that all tracts, streets, easements and lots are correctly labeled between the site plan and plat.

2. Zoning and Subdivision Use Comments

- 2A. Thank you for making the master plan and zoning map amendment applications. These enable the proposed uses for this application and will be required to be approved prior to the approval of this site plan application. Since this application is tracking ahead of the rezoning process, staff will be recommending to the director that the site plan be conditioned upon the approval of the master plan amendment and rezone.
- 2B. Thank you for denoting the lots that will be developed for commercial uses with a future site plan submission.

3. Streets and Pedestrian Comments

- 3A. Consider if mid-block crossing(s) should be installed across N Buchanan St connecting the primary connection and pedestrian trails to North Park to the west. The east-west pedestrian movements in this area are not likely to divert to the nearby intersections before crossing the street.

4. Parking Comments

- 4A. Repeat Comment: Two parking spaces are required per residential unit for single-family detached, two family and single family attached uses. At least one space must be enclosed in a garage for single-family detached and two-family dwellings. Please consistently denote the two parking space areas within each of the housing type lot typical drawings.

5. Architectural and Urban Design Comments

- 5A. Generally, most of the questions and issues regarding the back-to-back lots have been resolved with this resubmission. Please see redline corrections for the back-to-back lot typical and setback/easement tables. There are also some inconsistencies between the site plan and the plat related to easement and landscape placement. With this unique product the lot typical and setback tables need to be further revised to ensure consistency with how they are used and referenced at the time of building permit.
- 5B. Will “front yard” trees be installed for the back-to-back lot configurations? The lot landscape typical drawings depict shade trees, but the text notes that front yard trees will be satisfied by the increased street tree ratio. Additionally, plantings will be required along the street when the garage entries are fronting the street. See redlines on the landscape typical drawing for additional notes.
- 5C. Thank you for updating the housing type documents, charts, and correlating them with the plat. Please make the minor corrections to the housing type map as redlined.

6. Signage & Lighting Comments

- 6A. Provide photometric lighting plan and details for private park spaces. Only street lighting is reviewed during the civil construction review process. Typically, this item would be required prior to decision so without a



review of these plans for code compliance, staff will be proposing this as a condition of approval. You may alternatively go through another round of review,

7. Landscaping Issues (Tammy Cook / 954-266-6488 / tcook@auroragov.org / Comments in bright teal)

Sheet 34:

- 7A. Repeat comment: show water/sewer connections and provide labels for each typical unit on all sheets 31-38.
- 7B. For the single family detached green court (35'X85') Show 14 shrubs as reflected on the plan.

Sheet 35:

- 7C. On 6A Two Family -duplex Alley Load (32'X85') for the end unit please show 32 shrubs and 4 orn. grasses as shown on the plan. For the Interior Unit please show 20 shrubs and 4 orn. grasses as shown on the plan.
- 7D. On SFA 2- Story Green Court Townhome (20'X80' – 6 Plex): The total required planting requirement in the table is 113, but only 72 are noted here & are shown on the plan. Please add the missing planting numbers.

Sheet 34:

- 7E. Make sure that the required planting is depicted with the same numbers on the planting plans and numbers below each typical.

Sheet 42:

- 7F. On 10A Single Family Attached - Back -to-Back Green Court Entry (69'X72') The shrubs should be 50 per the plan.

Sheet 44:

- 7G. Repeat Comment: On the Plant Schedule: The grasses in the curbside landscape must be 5 gallon. List the grasses that are duplicative, that is you may have Blonde Ambition grass being provided as 1 and 5 gallon because some are extra and others are required say in the curbside landscape. When listing them twice in the Plant Schedule, you can either show two different plant symbols one for 1 gallon and a different one for 5 gallon and then update the plan OR you can list them twice in the Plant Schedule and then just code them differently in the schedule and then of course on the plan. For example:

BOU BLO Bouteloua gracilis “Blonde Ambition” 1 gal.
BBA Bouteloua gracilis “Blonde Ambition” 5 gal.

The CAL STC is also located in the curbside landscape and must be specified as 5 gal.

Sheet 83:

- 7H. Add this hatch pattern (shown in the last submittal) on the plan and label the material in a Legend. (Typical) Show the street trees screened back to illustrate the trees that are included for the typicals. (On all typicals on Streets).

8. Addressing (Phil Turner / 303-739-7357 / pturner@auroragov.org)

- 8A. Please provide a digital .shp or .dwg file for addressing and other GIS mapping purposes. Include the parcel, street line, easement and building footprint layers at a minimum. Please ensure that the digital file provided in a NAD 83 feet, Stateplane, Central Colorado projection so it will display correctly within our GIS system. Please eliminate any line work outside of the target area. Please contact me if you need additional information about this digital file.

REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

9. Civil Engineering (Sergio Um / 303-739-7563 / sum@aurorago.org / Comments in green)

Sheet 1:

- 9A. No private lighting plan set has been provided. Provide on this site plan or no private lighting is in this area.

Sheet 12:

- 9B. Public streets shall have public streetlights in conformance with COA standards. For each street, identify the following information as part of the site plan submittal in conformance with Section 2.12.0.1 of the Roadway Manual:

- Roadway Classification (typical section name)
- Adjacent Land Use Category (i.e., TOD), as applicable
- Number of lanes



- Back-to-back curb width
- Pedestrian Activity Level
- Pavement Type: R3, for all lighting calculations

This information (if its not already shown) can be added to the street sections provided if desired.

9C. State limits of 54th Ave where it is a Connector Blvd

Sheet 17:

9D. Show CL radius. Radius shall be 425' for one way couplets

Sheet 20:

9E. This dimension is innacurate, there is a private tract in the median, not ROW

Sheet 21:

9F. Remove curb ramp crossing E. 55th Ave as there is no receiving curb ramp on the other side

9G. Lot numbers need to be legible (typ.) all lot numbers

9H. Tract labels need to be legible (typ.) all labels

9I. Label turning radii for fire lanes. Radius shall be 29' for inside turns and 52' for outside turns (typ.) all fire lanes

9J. Fix text overlap (typ.)

9K. Advisory Note: Mailbox kiosks in public ROW will need a license agreement prior to civil plan approvals.

9L. Advisory Note: Handrails need to be provided for walls over 30" Label wall material, maximum height, and label as private

Sheet 22:

9M. Add a note stating that crosspans will be reviewed in civil plans

9N. Lot numbers need to be legible (typ.) all lot numbers

9O. Tract labels need to be legible (typ.) all labels

9P. Fix text and label issues (see redlines)

9Q. Curb ramp widths shall match the curb ramp across

9R. Update easement and tract labels to match plat language

Sheet 87:

9S. Advisory Note: Handrails need to be provided for walls over 30"

10. Traffic Engineering (Steve Gomez / 303-739-7336 / segomez@auroragov.org / Comments in orange)

Site Plan & Landscape Plan

- 10A. Clarify access shown west of N Buchanan at E 54th Pl. Pedestrian ramp cannot be aligned with an access.
- 10B. Add missing sight triangles per COA TE-13 to site plan and landscape plan sheets. Ensure the correct site triangels are being used (see redlined corrections)
- 10C. Adjust mail kiosk in redlined location. (sheet 14)
- 10D. In coordination with any Postal Service requirements, mail kiosks shall be located:
- Outside of sight triangles as defined by COA Roadway Manual, standard TE-13
 - Outside of the influence area (including traffic queues) for a controlled intersection (stop-controlled, signal controlled, or otherwise)
 - A minimum of 30' away from stop signs (for stop sign visibility)
 - A maximum of 50' away from curb ramp crossings (curb ramps to be located on both sides of roadway)
 - Preferred location for mail kiosks is on side lots or other common areas for a neighborhood, and while meeting the above criteria, to avoid conflicts with mail kiosk traffic and specific homeowner ingress/egress
 - The United States Postal Service (USPS) must be included in the final determination for placement of mail kiosk within your site, what equipment is USPS approved and what is not. Please contact the USPS Growth Coordinator @ 303-853-6994
- 10E. Add pedestrian ramps in redlined locations
- 10F. Consider adding an additional ped crossing, ramps, signing/stripping between for pedestrians in redlined locations (where appropriate).
- 10G. Add, move or relocates stops signs in redlined locations.



- 10H. Verify mature plant height of ALL plants within ALL sight triangles meet COA 4.04.2.10 requirements. Remove/replace as necessary

11. Fire / Life Safety (Mark Apodaca / 303-739-7656 / mapodaca@auroragov.org / Comments in blue)

Sheet 1 of 80 / Cover

- 11A. See comment to update note #4.
11B. Provide a complete implementation table. Second request.
11C. Provide site data block information. Second request.

Sheet 19 of 80 / Site

- 11D. See comment to angle the fire lane signs.
11E. See comment to provide fire lane signs 50' on center alternating sides. Second request.
11F. See fire lane sign angel detail.

12. Aurora Water (Casey Ballard / 303-739-7382 / cballard@auroragov.org / Comments in red)

Site Plan

Sheet 23:

- 12A. Water meters are to be in a landscaped area, not a hard surface such as asphalt, curb/gutter, cross pan, sidewalk, etc.
12B. Meters are not to have any encroachments such as trees, roof overhands, picnic tables, fire pits, etc.

Sheet 24:

- 12C. Advisory: All easements that are no longer required need to be in the process of being released prior to civil plan approval. If they were to remain they would impact structure placement as no encroachments are allowed in these easements.

Sheet 25:

- 12D. For these private services, how will the owners maintain them? The private service is on another person's/entities property.
12E. These alley easements are to be Water and Sanitary Sewer easements. Typical for all alleys.

Sheet 47:

- 12F. Trees are to be at least 5-feet from meters.
12G. Typical for all meters.

Sheet 64:

- 12H. Meters are not to be within a hard surface.
12I. Ensure the utility information matches the current utility layout.

Sheet 82:

- 12J. Meter cannot be below a picnic table.

Utility Conformance Letter

- 12K. This site plan cannot be approved until the Master Plan Amendment and related Master Utility Study are approved.
12L. The application DA number referenced in the letter is incorrect. The number provided is for "Painted Prairie Fencing - Master Plan Amendment with Adjustment"

13. PROS (Scott Hammons / 303-739-7147 / shammons@auroragov.org / Comments in mauve)

- 13A. In order to receive land dedication credit for parklets the space must be an "Amenity Space" per the master plan. PROS will not consider unamenitized spaces of this size for credit.
13B. Please activate spaces in this planning area to the standard set forth in the PROS manual and the master plan.
13C. Please label grades and widths on all sidewalks trails and paths on all grading sheets. Cross slopes shall not exceed 2% and longitudinal slopes shall not exceed 5%. Where 5% is exceeded, ensure compliance with ADA requirements.



14. Land Development Services (Maurice Brooks / 303-799- / mbrooks@auroragov.org / Comments in magenta)

14A. (Advisory Comment) Be advised – sometimes the margins or scale factor may not match the County or City standards as stated in the Subdivision Plat Checklist. If any of these factors are misaligned or scale does not match the drawing information, then this may cause the plat to be sent back and corrected and thus adding time to your submittal. And in turn, you may need to update the Title Commitment to bring it within the 30-day time limit. Please check these items before sending the plat in for recording.

14B. Send in the closure sheet for the description.

14C. There may be some items that were not shown or pointed out in this review. The Subdivision Plat checklist is to be utilized as a guide. Any items not adhering to the Checklist may be pointed out in this or the subsequent reviews, then it is up to the Surveyor to have those changes made prior to the final submission of the plat for electronic recording.

See the Advisory Comments on the first page of the plat.

14D. Confirm the Mortgage Holder name – the Deed of Trust was not in the Title Commitment.

14E. Extend the “month” line in the City of Aurora Approvals statement.

Page 2:

14F. Change Notes 3, 6 & 10 as indicated.

Page 3:

14G. Match the Monument Record for the North ¼ Corner info.

Page 4:

14H. Delete the sidewalk easement - City does not want the maintenance responsibility (Tracts RR & SS) Confirm with the Engineering Department. Delete the Sidewalk easement reference in the Legend.

The rest of the pages:

14I. Extend 10' Utility easement adjacent to the street R.O.W. through all Tracts shown.

Sheet 13:

14J. Block 10 (next number would start with 29); change these Block number to 10 - there is no barrier/separation like a street R.O.W. or a Subdivision boundary line.

Page 14:

14K. These Lot numbers need to be a continuation of the numbers shown on

Page 15:

14L. Renumber these Block numbers to 11 (Typ.) Page 17 & 18: (Typ) Add all the easement lines and curves distances and curve data for each easement shown here and throughout the plat.

Site Plan:

Page 1:

14M. Add the standard Site Plan Note, as indicated.

Page 14:

14N. extend 10' Utility easement adjacent to the street R.O.W. through all Tracts shown.

Page 15:

14O. Please confirm with Aurora Engineering Dept to see if they want to maintain these pocket Sidewalk easements.; The Sidewalk chases here in the street R.O.W. will need to be covered by a License Agreement. The Agreement will confer the Maintenance responsibility back to the owner - Per Engineering Dept; Fix the text overlap.

Page 16:

14P. These Lot numbers need to be a continuation of the numbers shown on Sheet 13 - Block 10 (next number would start with 29); change these Block number to 10 - there is no barrier/separation like a street R.O.W. or a Subdivision boundary line.; add the Lots and Block numbers as indicated.

Page 17:

14Q. Add Tract and area.

Page 18:

14R. Renumber these Block numbers to 11 (Typ.); Text overlap; Add Tract and area.

Page 19:

14S. extend 10' Utility easement adjacent to the street R.O.W. through all Tracts shown. (Typ.)



15. Energy and Environment (Maria Alvarez, Sr., / 303-739-6824 / malvarez@auroragov.org)

15A. Approved by reviewer.

16. Denver International Airport – Planning (303-342-4105 / denplanningreferrals@flydenver.com)

16A. No comments received for the second submission.

17. Aurora Public Schools (Joshua Hensley / 303-365-7812 / jdhensley@aurorak12.org)

17A. No comments received for the second submission.

18. Xcel Energy (Donna George / 303-571-3306 / donna.l.george@xcelenergy.com)

- 18A. Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the subdivision plat for Windler Village North and has a conflict. It is unclear where the natural gas and electric distribution facilities will be located within many of the lots. It may be that they will be collocated within the 10-foot-wide utility easement in those particular lots?
- 18B. Please be aware that natural gas distribution facilities require minimum 6-foot-wide utility easements within each lot on the side of the lot that is drivable pavement (minimum 8-feet wide, 6-inches thick) with space for service truck access and plowing in snowy conditions with a minimum 5-foot clearance from any structure.
- 18C. Note that there are many lots where there are no apparent utility easements for either natural gas and/or electric distribution facilities.
- 18D. PSCo requests that the following language or plat note is placed on the preliminary and final plats for the subdivision:
Permanent structures, improvements, objects, buildings, wells, water meters and other objects that may interfere with the utility facilities or use thereof (Interfering Objects) shall not be permitted within said utility easements and the utility providers, as grantees, may remove any Interfering Objects at no cost to such grantees, including, without limitation, vegetation. Public Service Company of Colorado (PSCo) and its successors reserve the right to require additional easements and to require the property owner to grant PSCo an easement on its standard form.
- 18E. Upon recordation of the final version of the plat, PSCo requests that a copy is provided via email: ReferralsXcelDistribution@xcelenergy.com.
- 18F. In addition, 31-23-214 (3), C.R.S., requires the subdivider, at the time of subdivision platting, to provide for major utility facilities such as electric substation sites, gas or electric transmission line easements and gas regulator/meter station sites as deemed necessary by PSCo. While this provision will not be required on every plat, when necessary, PSCo will work with the subdivider to identify appropriate locations. This statute also requires the subdivider to submit a letter of agreement to the municipal/county commission that adequate provision of electrical and/or gas service has been provided to the subdivisions.
- 18G. PSCo owns and operates existing underground electric distribution facilities along E470. The property owner/developer/contractor must complete the application process for any new natural gas or electric service, or modification to existing facilities via xcelenergy.com/InstallAndConnect. It is then the responsibility of the developer to contact the Designer assigned to the project for approval of design details.
- 18H. For additional easements that may need to be acquired by separate PSCo document, the Designer must contact a Right-of-Way Agent.
- 18I. As a safety precaution, PSCo would like to remind the developer to contact Colorado 811 for utility locates prior to construction.