



November 06, 2024

Lorianne Thennes  
Project Manager  
Development Services Department – City of Aurora  
15151 E. Alameda Pkwy  
Aurora, CO 80012

Re: Skydance (#1832615)/Pre-Application Meeting held September 5, 2024

Ms. Thennes:

Thank you for all of the staff comments from the pre-application meeting with City Staff. Please see below the applicant team responses (in red) to the various key issues. We look forward to continuing to work with Aurora Staff on the Skydance project.

Sincerely,  
Alan Cunningham  
PCS Group

**Key Issues:**

► Planning Process: The percentage of overall proposed residential uses exceeds what is permitted in the UDO for the MU-A District, therefore an adjustment to the Land Use Map is required, which prompts the need for a Master Plan Amendment. The required Letter of Introduction should address how the project meets the Master Plan criteria for approval. As part of the amendment, all tabs will need to be updated to reflect the revised land uses, as well as the Public Improvements Plan, Master Utility Study, Master Drainage Report, and Master Traffic Impact Study. Please coordinate with Sarah Wile to discuss the simplest and most efficient way to format the proposed revisions.

Response: Acknowledged. Master plan tabs and letter of introduction have been updated. Proposed revisions have been noted in a spreadsheet submitted with the other required documents.

► Site Design: In Tab 10 (Urban Design Standards), please update the illustrative street network plan with your amendment. Please update the design standards to reflect the land use changes. In addition, please enhance the commercial design standards along 56th Avenue to ensure that buildings will have street frontage, and that parking is located internal



to the site.

**Response:** Tabs have been updated to reflect the new plan.

- Master Utility Study: The Master Utility Study (MUS) shall be amended to reflect changes in parcel sizes, as well as changes in use and unit density. New calculations shall be provided to show the new water demand and sanitary loadings. Mains shall be redesigned as necessary.

**Response:** An amended MUS has been provided.

- Master Drainage Plan: The proposed reconfiguration of the Skydance site and modifications to the Master Plan will require an amendment to the Master Drainage Plan. Even if it is determined that the proposed changes will not result in the resizing of any previously planned drainage facilities, an Amendment Letter including relevant calculations and analysis should still be submitted to support this conclusion. Changes in drainage facility sizing or roadway sections resulting from the proposed site reconfiguration may impact previously approved and/or under review Preliminary Drainage Plans/Reports and Final Drainage Plans/Reports.

**Response:** A Master Drainage Amendment Letter has been provided.

- Public Works: A Detailed Master Traffic Impact Study (MTIS) will be required for this Master Plan amendment. See page 14 for specific requirements. An amendment is required to the Public Improvement Plan with the master plan to identify the public improvements required for each of the amended planning areas to develop independently.

**Response:** The Master Traffic Impact Study was updated and provided.

## **Standards and Issues:**

### **1. Zoning and Placetype**

#### **1A. Zoning**

The purpose of the MU-A District is to enable the development of master planned developments that allow for a mix of uses, located and designed in accordance with the Comprehensive Plan, and that will allow Aurora to leverage the economic opportunities created by Denver International Airport. A wide variety of attached and detached single-family, two-family, and low- to medium- density multi-family housing is permitted. Higher densities are allowed primarily when residential development is adjacent to an activity center. Employment centers are focused near the Denver International Airport and the I-70

and E-470 major transportation corridors. For non-residential uses, the emphasis is on high-quality corporate office and business parks that desire or require high visibility and easy access to Denver International Airport, I-70, or E-470, as well as limited and supporting retail, commercial, and service uses that are not regional destinations. The district encourages well designed and planned commercial developments in proximity to employment centers and major activity centers. Please note that there are restrictions on the percentage of land dedicated to both residential uses and single-family detached uses within a Master Plan in the MU- A District discussed more in Item 2A.

**Response: Acknowledged.**

### **1B. Overlay Districts**

#### **55 LDN Subarea**

This site is within the 55 LDN Subarea, which is composed of lands located between the 55 LDN and 60 LDN noise contours. New residential uses shall provide and include noise level reduction measures in the design and construction of all habitable structures.

**Response: Acknowledged.**

### **Avigation Easements**

Because the property is within the Airport Influence District surrounding Denver International Airport, an avigation easement with the city and the airport shall be conveyed by the person subdividing lands or initiating construction of any structure on already subdivided lands. Such avigation easement shall be an easement for right-of-way for unobstructed passage of aircraft above the property and shall waive any right of cause of action against the city of associated airport arising from noise, vibrations, fumes, dust, fuel particles, and other effects caused by aircraft and airport operations. The avigation easement shall be in a form approved by the city and shall be recorded in the office of Clerk and Recorder for the county where the property is located before permit or plat approval is granted. Please verify that this easement has been provided.

**Response: Easement has been provided.**

### **1C. Placetype**

The subject property is within the City Corridor and Emerging Neighborhood placetypes in the Aurora Places Comprehensive Plan. The City Corridor is a placetype that contributes to the economic and fiscal success of the city. Corridors are centered along the city's major roadways, home to a wide range of uses, including commercial, retail, institutional, service,

and some residential. The focus of the City Corridor placetype is commercial activity, and as such, its primary uses are restaurants, retail, office, and commercial services. The Emerging Neighborhood placetype is characterized by a newer, largely residential neighborhood in previously undeveloped areas. This placetype is more than just an isolated residential subdivision but is instead a complete neighborhood with mixed residential housing types and pedestrian and bicycle infrastructure. This makes it walkable and well-connected throughout the neighborhood and to adjacent placetypes, with highly accessible parks and open space integrated into the neighborhood.

**Response: Acknowledged – a mix of residential, commercial, and open space uses are provided with the revised plan.**

#### **ID. Master Plan**

A Master Plan Amendment will be required to guide development in the area and provide for a similar site design and architectural vocabulary and theme across the site. The Master Plan will provide guidance for design development and ensure predictability as each Site Plan is proposed for the development. The master developer is responsible for managing the development and disposition of sites from planning refinement to final buildout, overseeing site preparation and shared infrastructure development, design review, maintenance, and asset management.

**Response: Acknowledged**

The required Letter of Introduction should address how the project meets the Master Plan criteria for approval. A Master Plan shall only be recommended for approval if:

- It is consistent with the Comprehensive Plan, the purpose statement for the zone district(s) where the property is located, the use regulations in Article 146-3 for the zone district(s), and all other adopted plans and policies of the City Council;
- It identifies a Master Developer and Master Plan that will foster future development of the property which complies with all applicable standards;
- It will result in a coordinated system of streets, trails, sidewalks, open spaces, and infrastructure systems that are integrated into the surrounding area and does not create significant adverse impacts on the surrounding area; and
- It will improve or expand multi-modal with park and open space connections to adjacent sites, neighborhoods, and urban centers.

As part of the amendment, all tabs will need to be updated to reflect the revised land uses, as

well as the Public Improvements Plan, Master Utility Study, Master Drainage Report, and Master Traffic Impact Study. Detailed justification must be provided for any adjustment requests and shall be mitigated through enhanced design standards and other measures. Please coordinate with Sarah Wile to discuss the simplest and most efficient way to format the proposed revisions. Creating new tabs with no details or clouding will likely be best, but there would need to be an associated list of the changes made to each sheet and tab for reference purposes.

**Response:** The letter of introduction and all relevant tabs have been updated.

## **2.Land Uses**

### **2A. Proposed Land Uses**

The proposed land uses – single-family detached, single-family attached, multi-family, and commercial – are permitted in the MU-A District. However, the amount of residential development in MU-A is limited per Section 146-2.4.8.D. “No more than 50 percent of the gross land area included in any Master Plan shall permit Household Living Uses or Group Living Uses listed in Table 3.2-1, and no more than 50 percent of the gross land area in residential uses in any Master Plan may be developed with single-family detached dwellings.” The proposed Land Use Map includes approximately 61% of the land area as residential uses, so an adjustment will be required. Please ensure that detailed justification is provided for the change as part of the submittal.

**Response:** Acknowledged- adjustment justification has been provided.

## **3. Development Standards**

### **3A. Dimensional Standards**

Detailed dimensional standards for all proposed uses are included in Section 146-4.2 (Table 4.2- 2). Please also review the use-specific standards in Section 146-3.3.2 (Residential) and Section 146-3.3.5 (Commercial). If any Small Residential Lots are included, please refer to Section 146-4.2.3.A. The updated number of Small Residential Lots must be noted in Tab 8.

**Response:** Acknowledged- Tab 8 Updated

### **3B. Subdivision Standards**

#### **Block Dimensions**

Per Section 146-4.3.9, the maximum block length and width shall be 700 feet, and the perimeter of new blocks created for residential development, measured at the curb line of adjacent streets, shall not exceed 2,800 feet. Each block shall be bordered by public or private

streets meeting the requirements of Section 146-4.5, or by private common space or dedicated park land or open space at least 30 feet in width.

Response: Acknowledged

### **Lot Design and Layout**

All lots shall have direct or indirect access to a dedicated public or private street. Indirect access through an easement may be approved by the city for alternative lot layouts defined in the UDO, based on considerations of pedestrians, bicycle, emergency vehicle access and safety, and through- connectivity.

Response: Acknowledged

### **Double Frontage Lots**

Double frontage lots shall not be permitted adjacent to local or collector streets and shall be avoided to the maximum extent practicable along arterial streets. Where double frontage lots cannot be avoided along arterial streets, buffering of backyards from those streets shall include a landscaped buffer at least 20 feet in width between the rear lot line of any residential lot and the closet edge of curbside landscaping area adjacent to the street.

Response: Acknowledged

### **Remainder Parcels Prohibited**

No subdivision of land shall result in any remainder parcel or tract that does not otherwise meet the standards for a required open space, drainage area, buffer, or other area required by the UDO.

Response: Acknowledged

### **Variety of Lot Sizes**

Each subdivision that contains more than 40 gross acres, but less than 160 gross acres of land shall include lots from at least two different lot size categories in Section 146-4.3.10.F, and at least 10 percent of the residential lots shall be in each size category.

Response: Acknowledged

### **Sidewalks, Trails, and Bicycle Paths**

All properties shall provide an interconnected system of sidewalks that directly connect all lots to and within commercial centers, employment areas, designated parks and open spaces, and other uses. All lots, except those Motor Court Dwelling lots that do not abut a

public street, shall include or directly abut a sidewalk. All subdivisions shall contain the trails and bicycle paths shown in the Comprehensive Plan, the Bicycle and Pedestrian Master Plan, and other approved planning and design studies that identify trail connectivity needs.

**Response: Acknowledged**

### **3C. Access and Connectivity**

All Master Plans shall provide through connectivity for mobility and to promote clear and efficient access for emergency vehicles. Each subdivision shall organize all local streets so that each lot may be accessed by traveling over no more than two local streets after departing the grid of arterial and collector streets. All streets shall also align across major arterials unless the Planning Director and Director of Public Works determine that an alternative alignment will increase pedestrian, bicycle, or automobile safety or reduce traffic congestion. **Response: Acknowledged**

In Tab 10 (Urban Design Standards), please update the illustrative street network plan with your amendment. The purpose of this conceptual plan is to ensure that there is adequate connectivity within and between each Planning Area in the development, as well as to adjacent developments.

**Response: Acknowledged – Tab 10 has been updated.**

### **3D. Landscape, Water Conservation, Stormwater Management**

If needed, please update any standards in Tab 11 that are related to the changing land uses.

**Response: Acknowledged – Tab 11 has been updated.**

### **3E. Design Standards**

Section 146-4.8 contains the baseline standards for the design of homes and buildings within the Master Plan. Please update the design standards to reflect the land use changes. In addition, please enhance the commercial design standards along 56th Avenue to ensure that buildings will have street frontage and that parking is located internal to the site.

**Response: Acknowledged – Tabs have been updated.**

## **4.Adjustments**

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

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

**Response: Acknowledged. Adjustments provided with justification.**

## **5.Submittal Reminders**

### **5A. PDF Requirements**

The application will be uploaded through the city's development review website as separate PDFs. Please ensure that all AutoCAD SHX text items are removed from the "Comment" section during the PDF creation process and that the sheets are flattened to reduce ability to select items. PDFs will be rejected during pre-acceptance reviews if they do not comply with this requirement, which could result in delays.

**Response: Acknowledged.**

### **5B. Mineral Rights Notification**

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

**Response: Acknowledged.**

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

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

**Response: Acknowledged.**

### **Community Participation:**

The City of Aurora promotes citizen participation in the development review process. One way to promote this participation is through a community meeting. Registered neighborhood organizations within a one- mile radius and adjacent property owners will formally be notified of the application when a submittal has been made to the Planning and Development





Services Department. Occasionally, it will be necessary to hold a community meeting to discuss the application. Your Planning Case Manager can assist and inform you if a community meeting will be required.

#### **Community Meetings:**

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

**Response: Acknowledged.**

#### **Energy and Environment Development**

There are no known plugged and abandoned (P&A) wells within your site and no existing or planned oil and gas surface facilities on your site at this time. There may be existing underground pipelines in rights-of-way. If you have questions or concerns about this, the Energy & Environment Division can assist by providing additional information.

In the future, a horizontal well may be drilled underneath your site. If so, the depth would be greater than 7,000 feet below the surface. At that depth, we do not expect any effects to be felt at the surface. Please be advised there is a regional natural gas transmission line that runs along the south end of the proposed project area belonging to CIG Colorado Interstate





Gas Co. The City of Aurora has no authority or control over subsurface well equipment or operations. Contact the Colorado Energy & Carbon Management Commission (ECMC) for more information. Should you have any questions about oil and gas development, please reach out to Jeffrey S. Moore, Manager of the Energy & Environment Division.

**Response: Acknowledged.**

### **Parks, Recreation & Open Space Department (PROS)**

The applicant proposes eliminating the park labeled PA-28 due to a significant reduction in the number of residential units planned. The total projected population impact for the proposed amendment is 2286 persons in 885 units. The associated land dedication requirement is 6.86 acres for neighborhood parks and 2.51 acres for community parks, totaling 9.37 acres. Total dedication indicated in the amendment is 11.26 acres, in alignment with PROS requirements.

**Response: Acknowledged.**

### **Aurora Public Schools**

In accordance with Section 4.3.18 of the Unified Development Ordinance, the school land dedication obligation based on the proposed amendment to the master plan is approximately 6 acres. This school land requirement is based on the number and types of residential units in this submittal and is subject to change if the proposed land uses change. Aurora Public Schools will accept cash-in-lieu of land for this obligation valued at market value of zoned land with infrastructure in place. Cash-in-lieu is due at the time of first plat recording.

**Response: Acknowledged.**

### **Aurora Water**

#### **Utilities**

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

#### **Key Issue:**

- The Master Utility Study (MUS) shall be amended to reflect changes in parcel sizes, as well as changes in use and unit density. New calculations shall be provided to show the new water demand and sanitary loadings. Mains shall be redesigned as necessary.

**Response: An amended MUS has been provided.**

Utility Services Available:

- Water service may be provided per the revised MUS
- Sanitary sewer service may be provided per the revised MUS
- Project is located on the following Map Pages: 95S

Response: Acknowledged.

**Utility Service Requirements:**

- 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).
- All commercial and industrial users that discharge wastewater to the City of Aurora are to meet Metro Water Recovery's Industrial Pre-Treatment Program. Applicants are encouraged to reach out to Metro Water Recovery early in the planning process to learn more about the program requirements.
- Note that Aurora Water reserves the right to enact certain restrictions that may include curtailment of water taps or usage of non-functional turf as established by City Ordinance.
- Please reference Ordinance No. 2022-46 pertaining to the use and restrictions of turf and ornamental water features.
- Utility Development Fees:
- A partial Storm Drainage Development fee is required prior to the recording of the Subdivision Plat or at the time of building permit approval if a Plat is not required. Additional Storm Drainage fees may be charged and are based on the amount of impervious surface created by this project.
- The Water Transmission Development Fee and the Sanitary Sewer Interceptor Fee have been combined into the water connection fee and are required to be paid after issuance of building permit and prior to issuance of the Certificate of Occupancy.
- For a full listing of Utility Fees, please see the Aurora Water Fee Schedules. Connection fees should be paid prior to December 31st which are subject to increases as approved by City Council.
- Commercial users with meters one and one-half inches and smaller with landscaped areas not served by a separate irrigation system shall be charged an outdoor fee based upon the total landscaped area.

Response: Acknowledged

## Stormwater Management

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

### Key Issues:

- The proposed reconfiguration of the Skydance site and modifications to the Master Plan will require an amendment to the Master Drainage Plan. Even if it is determined that the proposed changes will not result in the resizing of any previously planned drainage facilities, an Amendment Letter including relevant calculations and analysis should still be submitted to support this conclusion. See section 2.3 Master Drainage Report in the City of Aurora Storm Drainage Design and Technical Criteria Manual for report requirements.

**Response: A Master Drainage Amendment Letter has been provided.**

- Changes in drainage facility sizing or roadway sections resulting from the proposed site reconfiguration may impact previously approved and/or under review Preliminary Drainage Plans/Reports and Final Drainage Plans/Reports. The Master Drainage Plan Amendment to be submitted shall document in table format all previously approved and under-review documents that will be modified as a result of the re-configuration.

**Response: A Master Drainage Amendment Letter has been provided.**

- A Master Drainage Report Review Checklist should be completed and signed by a professional engineer and uploaded with the Master Drainage Amendment for the first review. The Checklist can be located at the following link: Design Standards and Checklists.

**Response: A Master Drainage Amendment Letter has been provided, as well as the checklist.**

- Note that Master Drainage Report (MDR) review fees paid at the time of initial submittal only cover the first three reviews. If additional reviews are required, then new fees will be required.

**Response: Acknowledged**

- ▶ The City of Aurora has an updated Drainage Criteria Manual (August 2024) which should be used for this Master Drainage Amendment and all future submittals. You are highly encouraged to read section 1.5 SIGNIFICANT UPDATES BY CHAPTER and Section 1.6 REVISIONS for a summary of the changes in the City's Criteria. The Manual can be downloaded at the following link: [Aurora Water Design Standards](#)

**Response:** A Master Drainage Amendment Letter has been provided to address this.

- Important reference materials can be accessed via the City's GIS tools.

**Response:** Acknowledged

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

**Response:** Acknowledged

#### **Relevant documents:**

Moffit/Skydance Master Drainage Plan (COA EDN 222152)

Skydance Filing No. 1, Preliminary Drainage Report (COA EDN 223266)

Skydance Subdivision Flg No. 1 (Civil Plans and FDR) (Under Review RSN 1701040)

Skydance Filing No. 2, Preliminary Drainage Report (COA EDN 224004)

Skydance Subdivision Flg No. 2 (Civil Plans and FDR) (Under Review RSN 1788133)

Skydance Filing No. 2, Preliminary Drainage Report (Under Review RSN 1769153)

- The site is located within 10,000 feet of Denver International Airport. Pond drain times for sites adjacent to air operations areas are limited by FAA recommendations contained in Advisory Circular 150/5200-33C dated 2/21/2020 and by additional guidance specific to Denver International Airport. These drain time limitations are intended to minimize wildlife attractants and potential interference with air traffic. The

drain time limitations preclude pond designers from obtaining the full drain times recommended by the Mile High Flood District (MHFD) for Water Quality Capture Volume (WQCV) and Excess Urban Runoff Volume (EURV). The total drain times for ponds within this area is 40 hours.

**Response: Acknowledged**

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

**Response: Acknowledged**

- Per City of Aurora Storm Drainage Design and Technical Criteria Section 10.11, underground detention may be used only as a last resort and must be approved by variance, 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.

**Response: Acknowledged**

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

**Response: Acknowledged**

- Stormwater Conveyance - Notification of Adjacent Property Owners link is provided below. Please coordinate with adjacent property owners and include a copy of the

memorandum in your Master Drainage Amendment. Stormwater Conveyance – Notification of Adjacent Property Owners

**Response: Acknowledged**

- Digital files supporting this submittal should be uploaded at the time of first review, examples are CUHP, SWMM, HEC-RAS, and MHFD Detention files.

**Response: Acknowledged, but not necessary.**

### **Public Works Department**

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

Key Issue:

- ▶ A Detailed Master Traffic Impact Study (MTIS) will be required for this Master Plan amendment. See below for additional information.
- If an interim roadway/access network is proposed, a traffic analysis for this condition will be required.
- Label the access movements on the amended Master Plan.

**Response: The MTS was updated with the updated site plan. The interim roadway/access network is not part of the MTS but has been part of the filing level traffic analyses and will continue to be provided. The accesses are labeled, and the movements are shown in the figures.**

### **Traffic Impact Study:**

A Traffic Impact Study will be required for this site which will include addressing the following specific items: **Response: The MTS was updated with the below requirements.**

1. Existing, buildout and 2050 average daily traffic counts on each arterial roadway.
2. Trip Generation to/from the site.
3. Site Circulation Plan
4. Include detailed analysis of:
  - a) All intersections previously reviewed in the 2022 MTIS prepared by Fox-Tuttle
5. Interior roadway ADT & classification
6. Signal Warrant Analyses of arterial and other significant intersections expecting high volumes of traffic Warrants 1 & 2 to be included (collect a minimum of eight (8) hr. counts for 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.

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 Dean J. Kaiser at [djkaiser@auroragov.org](mailto:djkaiser@auroragov.org) as soon as possible.
- The Traffic Study shall also be uploaded with the rest of the submittal.
- Previously approved Traffic Impact Studies/Letters are available through this link.
- Based on our review of the Traffic Impact Study, additional improvements may be required.

Response: The MTS was updated

**Engineering Division**

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

**Key Issues:**

- An amendment is required to the Public Improvement Plan with the master plan to identify the public improvements required for each of the amended planning areas to develop independently.

Response: An amended PIP has been provided.

- The 2023 Roadway Manual has been adopted as of February 1, 2023. The link to the updated Roadway Manual can be found below. Should your civil plans be submitted after January 1, 2025, they must meet the criteria of the 2025 Roadway Manual, which will be adopted on January 1, 2025.

Response: Acknowledged

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

Response: Acknowledged



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

Response: Acknowledged

**The following comments are applicable to future site plan submittals:**

**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 Standard Detail S1.

Response: Acknowledged

- Mountable curb and gutter shall be used on all Type 1 and 2 streets. All other streets, including those within the Urban Centers and TODs shall use 6" vertical curb and gutter.

- Response: Acknowledged

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

Response: Acknowledged

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

Response: Acknowledged

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

Response: Acknowledged

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

Response: 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.

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.

Response: Acknowledged

- 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.

Response: Acknowledged

- If gates are incorporated into the design of the development, they are required to be setback from the street flow line a minimum of 35-feet or one truck length, whichever is greater.

Response: Acknowledged

- Streetlights are required along adjacent roadways. Please refer to the 2023 Roadway Manual for streetlight spacing, location, wattage, etc., information. Streetlights 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. Streetlight

locations shown on the site plan are conceptual. The streetlighting plan shall be included with the Civil Plan submittal and will determine final streetlight locations based on a photometric analysis.

**Response: Acknowledged**

- Dust free surface. If some other surface is approved for a site that is not improved (concrete or asphalt pavement), it needs to be dust free and maintained in a dust free condition. As part of the site plan approval process, the applicant shall place on the site plan/contextual site plan a complete description of the material proposed to be used, any and all dust control additives or treatments, and the maintenance schedule of the periodic additives or treatments. Additionally, a note shall be added to the site plan/contextual site plan that: "The property owner/developer shall maintain the dust free surface as provided within the site plan/contextual site plan. Otherwise, if the property owner/developer fails to maintain the dust free surface as identified within the site plan/contextual site plan and fails to correct the condition after notification of the condition, the property owner/ developer agrees to remove it and replace it with an improved surface such as concrete or asphalt within the specified time of the notification.

**Response: Acknowledged**

#### **ROW/Easements/Plat:**

- ROW dedication is required for public streets.

**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.

**Response: Acknowledged**

- Please coordinate with the Real Property Division of Public Works for the dedication of any required easements. If a plat will be prepared for this development, the plat can cover the required easements.
  - Sidewalk easements may be required for new sidewalk installed.
  - A drainage easement shall be required for any detention/water quality facilities

on site. This drainage easement shall tie to a public way. Please coordinate with Aurora Water for their alignment.

- Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way. Please coordinate with Aurora Water for their alignment.
- Public access/fire lane easement shall be required for fire lanes outside of public right-of-way. Please coordinate with Life Safety for their alignment.

**Response: Acknowledged**

### **Fire/Life Safety Comments – Building Division**

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

#### **Key Issue:**

- Fire/Life Safety will be interested in reviewing the revised Master Plan, PIP, Master Utility Study to ensure the looped water supply, required fire flows and emergency access points remain in compliance with the previously approved Master Plan.

**Response: Acknowledged**

### **Land Development Review Services Division**

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

#### **Key Issue:**

- Please note that these are standard comments made during the development phase; similar comments will be generated later on down the line.

**Response: Acknowledged.**

### **Subdivision Plats:**

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

**Response: Acknowledged.**

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

Response: Acknowledged.

### Site Plans:

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

### Separate Documents:

- During the pre-application meeting no requirement for separate documents were specifically identified for your site as proposed. However, review of your actual Site Plan when submitted may identify additional conditions which will require a separate document. Following are the links to additional information if needed later in your formal review process:
  - Dedications Packet
  - Easement Release
  - License Agreement Packet
- **Offsite easement dedications** may be required to make your project work. It's up to the developer to obtain these easements for the city, pay compensation, etc. Dedication documents must be prepared using Land Development Review Services specifications which can be found in the Dedications Packet. Once complete and accurate easement dedication information is submitted to Land Development Review Services, it takes about 8-10 weeks to complete the process. They must be complete and ready to record before Land Development Review Services will record the Plat and/or Site Plan.
- If there are existing easements that are no longer needed, the city will require the developer to make application to the city to release those easements. Easement release documents must be prepared using Land Development Review Services specifications and are available in the Easement Release Packet. Once complete and



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

- You may have items that encroach into city-owned property or easements (i.e. retaining walls, medians, stairs, etc.). If allowed, these types of encroachments require a License Agreement. Requirements can be found in the License Agreement Packet. It takes 8-10 weeks to complete the process after submittal. The License Agreement must be completed before the Site Plan is recorded.
- If a requirement for new street lighting is identified during the review process, this may be an opportunity to partner with cell carrier providers. New technology allows these providers to incorporate their technology with street lighting. These carriers are willing to take on the cost of purchasing and installing a light with qualifying projects. Please contact Leslie Gaylord at 303.739.7901 for additional details and contact information.

**Response: All of the above site plan requirements are acknowledged.**

