

March 3, 2025

Jazmine Marte, Development Project Manager  
Office of Development Assistance  
15151 East Alameda Parkway, Suite 5200  
Aurora, Colorado 80012

**RE: HIGHPOINT CHURCH – SITE PLAN AMENDMENT**

Dear Mrs. Marte,

Enclosed is the Site Plan submittal for the Highpoint Church parking lot and courtyard addition, located on the northeast corner of S Aurora Parkway and S Southlands Parkway in Aurora, Colorado. The current land use is a place of worship and will remain as such. The current zoning for the property is MU-R & R-2. Overall disturbance area for this project will be approximately less than four acres.

Highpoint Church plans to add an addition to the existing parking lot and a courtyard area. The parking lot addition will not only improve current issues with the existing parking capacity for the church, but it will also accommodate some future growth. The improvements to the site include the parking lot expansion and all associated parking islands, ADA ramps and ADA sidewalk access, modifying some existing drive aisles, as well as modifying existing ADA ramps and some portions of existing sidewalks to ensure code compliance, adding stormwater best management practices to offset the increase of runoff produced by the parking lot addition, adding one additional fire hydrant and lateral with associated easements, adding an additional fire lane, all proposed striping/paving, all landscaping and lighting associated with the additional parking lot, and the necessary improvements to existing landscaping. The improvements to the site also include adding a courtyard area to the western portion of the site that directly abuts the church building's western exterior walls. The addition of this courtyard will improve the overall appearance of the church from S. Southlands Parkway.

The courtyard area will be a combination of landscaping and mixed pavements in between the Highpoint Church building itself and the existing onsite Basin (Pond #11). This area will provide the church additional outdoor recreation area for church congregation. Stormwater management will be provided for this landscaping area and will be included in this submittal package.

The existing plat contains Lots 1 and 2, Block 1, as well as a parcel of unplatted land to the east of the site adjacent to an existing Regional Basin and directly to the north. We will be combining Lot 1, Lot 2, and the portion of unplatted land to the east all into Lot 1, Block 1. The remaining portion of the unplatted parcel to the north will become Lot 2, Block 1. A revised Plat has been provided with this submittal package.

Construction activities will include improving the sidewalks, ADA ramps, and curb and gutter abutting the parking lot. Although the existing Regional Detention accounts for 100% of the additional runoff and water quality from the site improvements, it is also the intention of Highpoint Church to improve the current drainage of the site by adding a proposed bioswale and a proposed sediment basin to maximize capture of runoff from the proposed site to increase water quality before flowing to the adjacent Regional Basin. Further detail has been provided within the Preliminary Drainage Letter and associated calculations. Highpoint Church intends to add landscaping and improve the existing landscaping to improve the

aesthetics and help reduce the overall runoff from the site. Existing trees will be protected or replaced as required.

The submittal package and other planning documentation will be in accordance with all City of Aurora code and specifications. The January 2025 Roadway Design and Construction Specifications was utilized for all design.

The proposed submittal package complies with the City Code, and any other plans and policies adopted by the City Council such as the use of the Mile High Flood District's Urban Drainage Criteria Manuals. The proposed parking lot addition will have no impact, nor disturb any existing environmental features. The landscaping will conform to adopted standards and guidelines by the city council. Any improvements to the site will also be in step with the city's architectural and aesthetic appeal for its historical preservations.

In order to complete the Site Plan and Plat process, Highpoint Church has compiled an experienced team consisting of:

**Owner**

Highpoint Church  
6450 S. Southlands Parkway  
Aurora, Colorado 80016  
(303) 366-2603

**Engineer**

Samuel Engineering, Inc.  
8450 E. Crescent Parkway, Suite 200  
Greenwood Village, Colorado 80111  
(303) 714-4840

**Landscape Architect**

Outdoor Design Group, Inc.  
5690 Webster Street  
Arvada, Colorado 80002  
(303) 993-4811

**Surveyor**

Foresight West Surveying, Inc.  
1309 S. Inca Street  
Denver, Colorado 80223  
(303) 504-4440

The Highpoint Church team looks forward to working with the city in efficiently processing this Site Plan. Please do not hesitate to contact me if you have any questions or require any additional information.

Sincerely,

Lauren Root  
Senior Civil Engineer

Cc: Andrew Billings, Architect, Project Lead