



Planning Division  
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February 8, 2017

Melissa Stirdivant  
C/O Housing Authority of the City of Aurora  
2280 S. Xanadu Way  
Aurora, CO 80014

**Re: Third Submission Review - Village at Westerly Creek Phase 3 - Site Plan**  
Application Number: **DA-1639-01**  
Case Number: **2009-4001-02**

Dear Ms. Stirdivant:

Thank you for your third submission, which we started to process January 23, 2017. We reviewed it 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 important issues still remain, you will need to make a technical submission. Please revise your previous work and send us a new submission on or before February 24, 2017.

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.

As always, if you have any comments or concerns, please give me a call or send along an email. I may be reached at 303-739-7249 or [sullman@auroragov.org](mailto:sullman@auroragov.org).

Sincerely,

Sara Ullman  
Planner I  
City of Aurora Planning Department

cc: Mindy Parnes, Planning Department  
Gabriel Cullen, Studio Completiva, 3275 W 14th Ave Suite 201, Denver, CO 80204  
Marsha Osborn, Neighborhood Liaison  
Jacob Cox, ODA  
Filed: K:\\$DA\1639-01rev3.rtf



## *Second Submission Review*

### **SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS**

- Enhanced architectural detailing required on elevations of the maintenance building
- Continue working on necessary license agreements and easement releases
- Revisions and additional information required for the Site Data, Data Block, Waivers, and Site Plan Notes
- Illustrate the accessible routes

### **PLANNING DEPARTMENT COMMENTS**

#### **1. Community Questions Comments and Concerns**

1A. One community member spoke in favor of your project at your public hearing before the Planning Commission on January 25, 2017. The community member was in favor of the architecture, the open space amenities, and the programming of your proposed facilities.

#### **2. Completeness and Clarity of the Application**

2A. The title must read “VILLAGE AT WESTERLY CREEK- PHASE III SITE PLAN WITH WAIVERS”.

2B. The Site Plan Notes must be on sheet 2.

2C. Please eliminate any duplicate site plan notes. Ensure that all required site plan notes are included. See section 14 below, Required Site Plan Notes, for reference.

2D. Please revise your data block on the cover sheet as well as the site plan per redline comments to reflect code requirements for bicycle parking.

2E. Will the existing fence adjacent to Westerly Creek remain?

#### **3. Waivers Requested or Required**

3A. Please make the necessary corrections to your waiver requests on the cover sheet. See redline comments.

#### **4. Landscape Design Issues**

Comments by Kelly K. Bish PLA, LEED AP/ [Kbish@auroragov.org](mailto:Kbish@auroragov.org)/ (303) 739-7189/ PDF comments in teal.

L-03

4A. Enhanced architecture windows materials etc. may be used in lieu of the plant material due to site constraints, but that has not been provided.

4B. Please label what is east of the maintenance building. See redline comment.

L-04

4C. Adjust plant material accordingly around the newly placed fire hydrant

L-05

4D. It is unclear what is being showed in front of the sally port. What landscaping material will be used, or will it be concrete? See redline comment.

#### **5. Architectural and Urban Design Issues**

5A. As per previous review comments from Planning and Landscaping, please provide architectural detailing on the maintenance building such as trellises, or window materials. Due to site constraints, these enhanced architectural details may be used in lieu of the plant material required around the building.



## **6. Other Site Planning and Technical Issues**

6A. Please include the permitted and proposed sign area in the Site Data on the cover sheet. Section 146-1609 permits large multi-family dwellings (more than 24 units) to have one wall or monument sign per street frontage totaling a maximum of 96 square feet. Your proposed monument sign appears to have a sign face of 99 square feet. Please reduce the sign face of the monument sign so that it meets code requirements.

6B. Please address the Life Safety comment from your second review regarding illumination of accessible routes. Please illustrate the accessible routes from each building to the public Right of Way on your photometric plan. Accessible routes must be illuminated by a minimum of 1 foot-candle of light.

## **REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES**

### **7. Civil Engineering**

Redlined comments in green by Kristin Tanabe, [ktanabe@auroragov.org](mailto:ktanabe@auroragov.org), or 303-739-7306.

#### **SHEET 5**

7A. A minimum 1% slope is required for asphalt pavement and 0.5% slope for concrete, typical.

7B. Clarify what is part of the swale. A 2% minimum slope is required. See redline comment.

7C. A minimum 5% slope is required away from buildings for 10' in landscaped areas and a minimum 2% is required for paved areas.

### **8. Life Safety**

Neil Wiegert; 303-739-7613; [nwiegert@auroragov.org](mailto:nwiegert@auroragov.org)

#### **SHEET 2**

8A. Label the fire riser room.

#### **SHEET 3**

8B. Replace note #9 with the following:

ALL BUILDING ADDRESS NUMBERS SHALL COMPLY WITH THE AURORA CITY CODE, SECTION 126, ARTICLE VII -NUMBERING OF BUILDINGS.

8C. Delete the Accessibility Note for Commercial Projects Built Under the 2009 IBC.

#### **L-04 and L-03**

8D. Label all fire lane easements. (Coordinate labels with Sheet 7 of 44).

#### **SHEET 20-32**

8E. Please indicate building identification numbers on the building elevations fronting primary site arrival point(s). Use minimum 8" high characters. See redline comments.

#### **SHEET 43**

8F. Coordinating with the Site Plan, show the accessible route on this plan to verify minimum 1 foot-candle requirement. Indicate the accessible route with a dashed line.

### **9. Parks Department**

Comments by Chris Riccardiello, 303-739-7154 or [CRicciar@auroragov.org](mailto:CRicciar@auroragov.org)

9A. No further comments.



#### **10. Real Property**

Comments in magenta by Darren Akrie, [dakrie@auroragov.org](mailto:dakrie@auroragov.org) or 303-739-7331.

10A. There are several easements that need to be released and dedicated by separate documents. Contact Maurice Brooks to start these processes. The bollards in the proposed Fire Land and Utility easement need to be covered by a License Agreement. Continue working with Natasha Wade on this process. These processes can take between 6 to 8 weeks so it is recommended to promptly begin the process.

10B. Please note that if you have a blanket easement that was dedicated to QWEST Corporation (Reception No. D0069999) on your site then you will have to release the areas that you structures will be placed.

#### **11. Traffic Engineering**

See redlines on the sheet set. Comments by Victor Rachael, [vrachael@auroragov.org](mailto:vrachael@auroragov.org) or (303) 739-7309.

11A. No additional comments.

#### **12. Aurora Water**

Comments by Jonathan Villines – [jvilline@auroragov.org](mailto:jvilline@auroragov.org).

12A. Is there sanitary sewer service for the maintenance building?

#### **13. Addressing**

Cathryn Day, Planner II/GIS Addresser, [cday@auroragov.org](mailto:cday@auroragov.org) 303-739-7357

13A. An acceptable digital file has been received.

#### **14. Required Site Plan Notes**

(Copy applicable notes to your Site Plan)

1. The developer, his successors and assigns, including the homeowners or merchants association, shall be responsible for installation, maintenance and replacement of all fire lane signs as required by the City of Aurora.

2. All signs must conform to the City of Aurora sign code.

3. Right of way for ingress and egress for service and emergency vehicles is granted over, across, on and through any and all private roads and ways now or hereafter established on the described property, and the same are hereby designated as "Service/Emergency and Utility Easements "and shall be posted "No Parking - Fire Lane."

#### **4. Commercial Projects built under the 2015 IBC:**

"Accessible exterior routes" shall be provided from public transportation stops, accessible parking and accessible passenger loading zones and public sidewalks to 60% of the accessible building entrances they serve. The accessible route between accessible parking and accessible building entrances shall be the most practical direct route. The accessible route must be located within a sidewalk. No slope along this route may exceed 1:20 without providing a ramp with a maximum slope of 1:12 and handrails. Crosswalks along this route shall be wide enough to wholly contain the curb ramp with a minimum width of 36" and shall be painted with white stripes. The City of Aurora enforces handicapped accessibility requirements based on the 2015 international building code, chapter 11, and the International Code Council (ICC) a117.1-2009.

*(Note to Applicant: Please see ExhibitB8 under the Development/Design Standards section of this Guidebook for items to be shown on a Site Plan).*

5. The applicant has the obligation to comply with all applicable requirements of the Americans with Disabilities Act.

6. The developer, his successors and assigns, shall be responsible for installation, maintenance and replacement of all landscaping materials shown or indicated on the approved Site Plan or Landscape Plan on file in the Planning Department. All landscaping will be installed prior to issuance of Certificate of Occupancy.



7. All crossings or encroachments by private landscape irrigation systems or private utilities into easements and street rights-of-way owned by the City of Aurora are acknowledged by the undersigned as being subject to City of Aurora's use and occupancy of the said easements or rights-of-way. The undersigned, their successors and assigns, hereby agree to indemnify the City of Aurora for any loss, damage or repair to city facilities that may result from the installation, operation or maintenance of said private irrigation lines or systems and/or private utilities.
8. The approval of this document does not constitute final approval of grading, drainage, utility, public improvements and building plans. Construction plans must be reviewed and approved by the appropriate agency prior to the issuance of building permits.
9. All building address numbers shall comply with Sections 126-271 and 126-278 of the Aurora City Code.
10. All rooftop mechanical equipment and vents greater than eight (8) inches in diameter must be screened. Screening may be done either with an extended parapet wall or a freestanding screen wall. Screens shall be at least as high as the equipment they hide. If equipment is visible because screens don't meet this minimum height requirement, the Director of Planning may require construction modifications prior to the issuance of a permanent Certificate of Occupancy.
11. Notwithstanding any surface improvements, landscaping, planting or changes shown in these site or construction plans, or actually constructed or put in place, all utility easements must remain unobstructed and fully accessible along their entire length to allow for adequate maintenance equipment. Additionally, no installation, planting, change in the surface, etc., shall interfere with the operation of the utility lines placed within the easement. By submitting these site or construction plans for approval, the landowner recognizes and accepts the terms, conditions and requirements of this note.
12. Final grade shall be at least six (6) inches below any exterior wood siding on the premises.
13. All interested parties are hereby alerted that this Site Plan is subject to administrative changes and as shown on the original Site Plan on file in the Aurora City Planning Office at the Municipal Building. A copy of the official current plan may be purchased there. Likewise, Site Plans are required to agree with the approved subdivision plat of record at the time of a building permit; and if not, must be amended to agree with the plat as needed, or vice versa.
14. Errors in approved Site Plans resulting from computations or inconsistencies in the drawings made by the applicant are the responsibility of the property owner of record. Where found, the current minimum Code requirements will apply at the time of building permit. Please be sure that all plan computations are correct.
15. All representations and commitments made by applicants and property owners at public hearings regarding this plan are binding upon the applicant, property owner, and its heirs, successors, and assigns.
16. Architectural features, such as bay windows, fireplaces, roof overhangs, gutters, eaves, foundations, footings, cantilevered walls, etc, are not allowed to encroach into any easement or fire lane.

**Note:** This form is also available online:

<https://www.auroragov.org/CityHall/FormsAndApplications/Development/index.htm>