

November 1, 2018

Mr. Patrick Caldwell, Senior Planner  
**City of Westminster, Community Development**  
4800 W. 92<sup>nd</sup> Ave.  
Westminster, CO 80031

**Re: Rose Hill Annexation, Comprehensive Plan Amendment, Rezoning, Preliminary Development Plan and Final Plat, Response to Pre-Application Comments**

Dear Mr. Caldwell:

Thank you for providing the comments and questions in response to the pre-application meeting held on July 18, 2018. We have reviewed all comments and addressed them in this letter.

We look forward to working closely with City Staff through the application and approval processes to realize this community vision. Please let us know if you have any questions or if you need any additional information.

Sincerely,  
Norris Design



Bonnie L. Niziolek, LEED® AP  
Principal

## ALTA SURVEY

- The Rose Hill property has been in the same ownership for almost 90 years. Development has occurred on adjacent properties, and any internal changes do not appear to have required a survey. The PDP submittal should be based on an ALTA survey that accurately represents the boundaries of the PDP. The ALTA survey also shows topography, easements, existing structures, driveways, overhead utility lines, and provides dimensions of the perimeter.

**Response: The PDP has been prepared based on the ALTA survey prepared by Aztec Consultants.**

- The ALTA Survey assists with verifying the accuracy of the areas to be annexed, documenting ownership, displaying public right-of-ways, as well as other items for the PDP.

**Response: Noted.**

## ANNEXATION

- Some adjacent streets, and a small parcel of land in PA-B are not within the City's corporate limits, and will need to be annexed into the City. Timing of the annexations will be coordinated with the public hearing for this PDP.

**Response: Noted; thank you.**

- The W.M.C. 11-5-1 references provisions of Sections 31-12-101, et seq., C.R.S., as may from time to time to be amended, for annexation procedures. The City's preference for the annexations of privately owned parcels for this PDP is to use the process identified as "annexation by petition." The City will annex the public rights-of-way per Sections 31-12-101, et seq., C.R.S. in coordination with the private annexations for the PDP.

**Response: Noted, thank you.**

- On the PDP exhibit identify the pieces of land and right-of-way to be annexed. Ownership and acreage should be identified on the exhibit. Also, taxing districts that encompass the areas to be annexed should be noted on the exhibit. These include fire, parks, drainage, or similar types of districts.

**Response: Property to be annexed within Planning Area B has been identified. Any applicable districts have been identified on Sheet 6 of the PDP**

- See the Trakit file titled "PRE18-0039 REDLINE COM 1 ROSE HILL Annexation Map" for comments on the proposed annexation.

**Response: Noted; thank you.**

## COMPREHENSIVE PLAN

- An amendment to the City's Comprehensive Plan will be required for several of the Planning Areas (PA). After the first review cycle of the formal submittal of the Comprehensive Plan amendment, a determination will be made by the Planning Manager regarding submittal of the PDP.

**Response: Per the discussion with City Staff on 8/30/18, the applicant understands it is the City's preference that the Comprehensive Plan amendment request shall be heard at separate hearings than those for the PDP request. It is the intention of the applicant that the PDP be reviewed concurrently with the Comprehensive Plan Land Use amendment; we believe the additional detail**

***provided within the PDP help explain and support the Comprehensive Plan Land Use amendment request. We understand they need to be their own agenda items and will be voted on separately.***

- With the application for the Comprehensive Plan amendments provide a written explanation for each PA that will justify the requested changes.

***Response: A written narrative for the Comprehensive Plan amendments is provided, including specific explanation and context descriptions for each Planning Area.***

- Due to the exceptional nature of the project's size and scope the City will review the proposed Comprehensive Plan changes prior to the review of the PDP. The Comprehensive Plan amendments will proceed on a separate track that will precede full review of the PDP, and the Comprehensive Plan may have a public hearing and review by the City Council and Planning Commission that is separate from the PDP hearings.

***Response: Noted; see response above.***

- The Pre-Application information indicated the following changes to the Comprehensive Plan.
  - PA(B) is requested to change from R-3.5 to R-8.
  - PA(C) is requested to change from Mixed Use and R-18 to R-18 only.
  - PA(D) is requested to change from Office to R-18 and Office.
  - PA(E) is requested to change from Office to Open Space.

***Response: Confirmed.***

- With the formal PDP plan submittal provide a table/chart in the Rose Hill PDP that lists the Planning Areas in one column, the gross acreage in one column, the land use designation and description in one column, the maximum residential dwellings in one column, the FAR maximum (if applicable) in one column, the FAR minimum (if applicable) in one column. The Comprehensive Plan review will precede the PDP, and the PDP will need to accurately show the Comprehensive Plan designations.

***Response: Noted; the requested land use charts are included within the PDP document.***

- The Comprehensive Plan Amendment application and instructions are posted at [www.cityofwestminster.us/Government/Departments/CommunityDevelopment/DevelopinWestminster/DevelopmentReviewResources](http://www.cityofwestminster.us/Government/Departments/CommunityDevelopment/DevelopinWestminster/DevelopmentReviewResources) Please note that if any part of the requested Comprehensive Plan Amendments is denied, that re-application cannot be made for a period of one year.

***Response: Noted; thank you.***

- The City must evaluate the Comprehensive Plan amendment per the criteria set forth in W.M.C. 11-5-21
- Response: Noted; thank you.***

- A noticed public hearing before the Planning Commission and the City Council will be required for review of the Comprehensive Plan amendment. This will be coordinated with the public hearings for the PDP and annexations for this site.

***Response: Noted; thank you.***

## PRELIMINARY DEVELOPMENT PLAN

The Preliminary Development Plan (PDP) is the effective zoning document for the site. This site has never had a PDP.

**Response: Noted.**

- The commercial uses will need to follow the City's Retail/Commercial Design Guidelines, the Landscape Design Guidelines, and the TMUND Guidelines.  
**Response: Prototypes for retail / commercial uses have been included in the PDP. As noted on the PDP the design standards included are intended to supersede the City's design guidelines to avoid conflicts. Language has been included identifying key conformance exceptions from these design guidelines.**
- The full acreage of the Planning Area (PA) is used in the calculation of density of a PA. The PA includes area dedicated for public and private open space, streets and alleys, public parks, private parks, public easements, etc. This is referenced as gross acreage. On the PDP label the area of each PA using the gross acreage.  
**Response: Planning Areas are labeled with gross acreage.**
- The Comprehensive Plan defines the Floor Area Ratio (FAR) as the ratio of total building square footage to land square footage. On the PDP label the areas on the plan where an FAR is to be used. Typically this is used for a non-residential land use, but there may be some parcels where an FAR for residential use is appropriate, such as the Commercial Mixed Use areas of a PA. Include a minimum and maximum FAR.  
**Response: Where nonresidential uses are proposed maximum square footages have been provided per planning area. Given the exact limits of these nonresidential locations are not known a FAR has not been provided to avoid potential issues with any net FAR calculations. The square footages provided create a maximum allowance, but provide flexibility in the ultimate location of the nonresidential components to encourage their success.**

### Existing Conditions

- Include a sheet in the PDP that indicates the existing conditions. Show the dedicated public streets, existing utilities, easements, topography, structures, drive aisles, trees, etc.  
**Response: An Existing Conditions sheet is provided as Sheet 7 of the PDP. ROW, easements, utilities, topography, tree clusters and structures are shown.**
- Include notes on this Existing Conditions sheet to state items "to be vacated," "to remain," "to be relocated," etc.  
**Response: Items have been noted that will require vacation and relocation.**
- The existing plat, dated as 1891, covers most of the site and indicates lots and a street network.  
**Response: Noted.**
- Include a note, or a graphic to clarify which areas of the 1891 plat that are within this PDP boundary will be vacated. Some items, such as dedicated right-of-way, require City Council review and approval with an ordinance to accomplish the vacation. Other items, such as lot lines can be adjusted through a less formal administrative review.

**Response: Please refer to the ALTA survey prepared by Aztec Consultants. Additionally, items have been noted that will require vacation on the Existing Conditions map.**

- If any existing partial or fully constructed right of ways on the 1891 plat are to be retained, then label those partial or fully constructed right of ways as “Existing, not to be vacated”.

**Response: Items have been noted that will require vacation. The intent is that if items are not noted to be vacated, they will remain.**

- If any public right of ways are part of the PDP area, but are outside of the 1891 plat, then note or show graphically. Label these existing public right of ways as “Existing”.

**Response: The ROW widths noted on the Existing Conditions map are existing widths.**

- If any other land area included in this PDP is outside of the 1891 plat, then so note and show graphically.

**Response: This has not been graphically shown, however, we can tell you that all Planning Areas except for PA-B(1) and B(2) are located within the limits of the 1891 and 1911 plats.**

- Label the land use, zoning classifications, and subdivision names of all adjacent properties. State the name of the incorporated municipality or County name if the properties are not with the City of Westminster municipal boundaries.

**Response: The requested information has been added to the Existing Conditions Map.**

- Existing environmentally significant features such as wetlands, trees 4 inch caliper or larger, canals, drainage ways, sources of odors or fumes, etc. should be noted as existing conditions.

- **Response: Environmental features are noted or shown on the Existing Conditions map. As discussed in our meeting on August 29th, this additional detail with respect to the trees will be provided at time of ODP but we have generally shown the areas with potential trees larger than 4”.**

#### Existing Utility Conditions

- Typically the Utility conditions are not addressed on a PDP. This site is unique because the majority of the properties that surround this site were developed more than 50 years ago, and the utility infrastructure does not appear adequate to handle the proposed quantity of residential and commercial service commitments. Show the existing stub locations at the perimeter of the site where potential utility connections are anticipated. The Utility Study due with the formal Technical submittal may show that some stubs may not be available, or they may need to be upgraded, or relocated, but the existing connection points must be noted on the PDP.

**Response: Various connections points are noted on the Utility Plan. Additional information is provided on the exhibits within the Utility Report. In addition to the Utility Study included with this application, the applicant is working with the City’s consultant on an analysis of the surrounding infrastructure and has been in communication with City staff on the analysis. Additional information will be provided to the City when it’s available.**

#### Project Concept

- Include in the PDP a written explanation of the project concept. There are 5 separated parcels in the boundaries of the PDP, and a concept for each of the parcels needs to be discussed.

***Response: A Project Scope and Intent is provided on Sheet 1 of the PDP. The overall Rose Hill community is intended to be one master planned community that is a comprehensive design intent. All parcels, regardless of their location and comprehensive plan land use designation, follow the same project concept and design standards to create a cohesive community.***

- If any of the PA's have different uses within the parcel, then provide a concept statement for the variant PA's.

***Response: A Project Scope and Intent is provided on Sheet 1 of the PDP. The overall Rose Hill community is intended to be one master planned community that is a comprehensive design intent. All parcels, regardless of their location and comprehensive plan land use designation, follow the same project concept and design standards to create a cohesive community. The Comprehensive Plan Land Use Amendment narrative provides specific details on the individual parcels.***

- The project phasing is an integral part of the concept. Include a graphic as well as a chart that shows the projected phasing of the PA's. The preliminary phasing should be linked to the timing of the road and/or utility upgrades that will provide public access, and/or water service, or sanitary services, or storm sewer services to the PA.

***Response: A phasing plan has been included as Sheet 16 of the PDP submittal.***

#### Standard Statements

- Include Standard Statements in the PDP. These statements are in the PDP template.  
***Response: Standard Statements are provided in the PDP.***
- Statements for Service Commitments and Recovery Costs need to be included in the PDP.  
***Response: Noted, Service Commitments and Recovery Costs are referenced in the PDP and are intended to be included in the Development Agreement.***

#### Public Land Dedication

- Public Land Dedication (PLD) for residential use is required by W.M.C. 11-6-8.  
***Response: Noted.***
- To determine the PLD provide the quantity of Multi-Family, Single-Family Attached, and Single-Family Detached dwelling units for each PA. W.M.C. 11-6-8(B)(2) provides guidance on calculating the PLD acreage required. List the acreage due for PLD.  
***Response: It is our understanding the Public Land Dedication requirements are under review by the City and are likely to change. We have proposed an alternative approach to Public Land Dedication as outlined in the submitted PDP; this proposal complements the extensive regional park system surrounding the community and ensures all residents are in close proximity to park amenities. A minimum of 3.3 ac of land per 1000 people will be provided across the overall community through a mix of the park, urban parks and open space categories. This includes parks and open spaces that will be owned and maintained by the City and parks and open space that are owned and maintained by the Metro District and open to the public. The proposed land dedication calculations are consistent with the land dedication requirements found at Downtown Westminster to the west.***

- Show on the PDP the location of the land to be dedicated to the City to meet the PLD requirement. State the timing of the dedication and indicate in which phase the PLD is located.  
**Response: Proposed neighborhood parks, urban parks, and trail corridors have been identified on the PDP plan. Park dedication will occur at time of Final Plat of individual filings.**
- If a cash-in-lieu of land dedication is requested, then provide the cash-in-lieu of land amount in the PDP. W.M.C. 11-6-8(B)(4) provides guidance on calculating the cash-in-lieu of land amount. State the timing of the cash-in-lieu payment, and indicate which phase the payment is to be made.  
**Response: The proposed Public Land Dedication alternative is intended to be provided as physical land dedication.**
- See the Trakit file PRE18-0039 REDLINE COM 1 Parks Open Space Trails Plan-01 for additional comments on PLD.  
**Response: Noted; thank you.**

#### Public Art

- Public Art is required for non-residential, and for multi-family development.  
**Response: Noted; this requirement is included in the PDP for non-residential and multi-family development.**
- Purchase and installation of art is an option, but the City's preference is to accept a cash-in-lieu of art amount.  
**Response: Noted.**
- The formula for calculating the cash-in-lieu of art is in the City's Retail/Commercial Design Guidelines. Show the cash-in-lieu calculations for the non-residential and multi-family amounts on the PDP.  
**Response: The requirements for public art is noted in the PDP; the specific cash-in-lieu amounts are not included since we don't know the ultimate size of those developments at this time.**

#### School Land Dedication

- School land dedication may be required per W.M.C. 11-6-(8)(F). This will be determined after consultation with the school district. If land dedication is required then show the proposed school location and acreage on the PDP.  
**Response: Recent discussions with the school district have indicated no school land dedication is required; the schools are under capacity and additional land is not needed. Westminster OC, LLC will work with the school district to provide cash-in-lieu of land dedication to meet the district's needs.**
- Cash-in-lieu of land may be required. If cash-in-lieu of land is required then use the methodology of W.M.C. 11-6-(8)(F)(2). Show the cash-in-lieu calculations on the PDP.  
**Response: Recent discussions with the school district have indicated no school land dedication is required; the schools are under capacity and additional land is not needed. Westminster OC, LLC will work with the school district to provide cash-in-lieu of land dedication to meet the district's needs.**

## Planning Area Information

- Add a note to state “All PA’s must be constructed to at least 90% of the density or FAR that is shown on the approved PDP.”  
**Response: Conceptual plans and density projections are subject to change due to physical constraints and market conditions. The proposed Rose Hill community is likely to take 10-15 years to be built and the housing market, buyer preferences and building technology are changing more now than they ever have; it’s not possible to guarantee a minimum density, however, the special regulations included in the PDP encourage development that meets this density intent.**
- For each PA list the “allowed” uses and the “prohibited” uses for each PA.  
**Response: The land use table notes either ‘permitted’ (as shown in the City’s Land Development Code) or ‘not permitted’ for each use and is broken down by PA.**
- PA size should be measured to the centerline of the adjacent major right-of-way that is within the ownership of the applicant. Federal Boulevard, 88<sup>th</sup> Avenue, 80<sup>th</sup> Avenue, and Lowell Boulevard right-of-ways are mostly in the ownership of Adams County, or the City of Westminster. The surveyed edge of these right-of-ways should be the edge of PA’s that are adjacent. The ALTA survey should determine a clear edge for the right-of-ways. Other existing streets, such as Irving Street, may also not be in the ownership of the applicant.  
**Response: We believe the PA sizes have been calculated as requested. The ALTA survey prepared by AzTec Consultants clearly identifies ROW and property boundaries.**
- PA size for areas that do not have a dedicated public right-of-way as an edge should have general dimensions, and the measurement should be to the centerline of a proposed right-of-way, or edge to a logical change in land use.  
**Response: PDP Planning Areas are conceptual and include a gross area dimension.**
- For each PA a specific land use must be assigned. The land uses should be defined elsewhere on the PDP. If there are multiple land uses in a PA then those sub uses should be included with an acreage assigned. An example would be a 10 acre PA with a 1 acre private park, a 2 acre detention pond, a 1 acre commercial area, and 6 acres of Attached residential use.  
**Response: General land uses are identified in the Land Use Chart on Sheet 9 and are defined on Sheet 19. The proposed Rose Hill community is likely to take 10-15 years to be built and the housing market, buyer preferences and building technology are changing more now than they ever have; it’s not possible to specific land uses within each of the PAs at this time. It’s critical to maintain flexibility with the PDP document to allow uses to be located in places the encourage their ultimate success. Final acreages for land uses, specific residential types, parks, open spaces and right-of-way to be dedicated will be provided at time of the Site Specific Official Development Plan.**
- For each PA a specific density or FAR must be assigned, as appropriate. The density must have a realistic link to the PA and other uses internal to the PA. Using the example above, if the PDP allowed a maximum 12 du/acre on the PA, then the 6 acre Attached residential use parcel would be allowed 72 dwellings maximum, not the 120 dwellings of 12 dwellings/acre across the entire 10 acre PA.  
**Response: Planning Area densities and unit counts have been revised as requested.**



## Circulation System

- A multi-modal circulation system needs to be shown at a conceptual level.
  - The PDP must indicate a vehicle circulation plan at a collector road status level, and above. The PDP does not need to have the local streets and alleys shown, but a framework for circulation needs be shown.  
**Response: The PDP land use plan establishes proposed vehicular right-of-way for circulation.**
  - A pedestrian circulation plan must be indicated. For a PDP graphics can be used to show the system hierarchy, and its links and connections to green spaces, focal points, transit stops, and similar destinations and amenities within and external to the PDP.  
**Response: The Parks, Open Space & Trails Plan along with the included street sections establish pedestrian corridors and connections to destinations.**
  - A bicycle circulation plan must be indicated. Bicycle circulation graphics need to be clear as with the vehicle and pedestrian circulation systems.  
**Response: Bicycle circulation is indicated on the Parks, Open Space & Trails plan and the provided typical Street Sections; please refer to Sheet 11-15.**
- Because the site is a large infill with fully developed properties on all sides the City prefers that the connections to internal and external destinations be shown with realistic connections, rather than arrows that might indicate a general connection that may not be a realistic or logical link.  
**Response: The Parks, Open Space & Trails plan shows design intent for connections; the specific details of these connections need to be studied along with the Site Specific Development Plans to ensure the design is logical with not just the existing conditions, but also the future conditions. These specific details will be included at the time of the Site Specific Development Plan.**
- Street, alley, lanes, and drive aisle profiles must be shown. Include the single, as well as joint use of these circulation components. If a bike path is to be on-street, then the labeling/graphics needs to be clear to convey that type of joint use. Similarly, if a bike path is to be shared with a pedestrian connection then the joint use must be clear.  
**Response: Various cross-sections are provided on Sheets 11-15 of the PDP submittal.**

## Engineering

- See the Engineering comments on the Trakit file titled PRE18-0039 REDLINE Rose Hill-Pre-App-Land Use Plan.  
**Response: Noted; thank you.**
- Show all existing utilities and easements. Note whether they will be removed, or remain.  
**Response: An Existing Conditions sheet is provided as Sheet 7 of the PDP. ROW, easements, utilities, topography, tree clusters and structures are shown. Items have been noted that will require vacation and relocation. Additionally, the existing utilities are noted on the Utility Plan within the PDP.**

- Traffic, Utility, and Drainage studies will be required for this PDP with the first Technical submittal. The results of the studies may change items on the PDP, and a PDP amendment may be needed for the PDP to coordinate with the results of those studies.  
**Response: The required studies are provided with this submittal.**
- Proposed vacations of plats, rights-of-ways, streets, or public easements need to be noted on the PDP. The vacations need to be approved prior to issuance of a building permit. The replats will need to comply with the City requirements for platting of property.  
**Response: Comment noted; items have been noted that will require vacation on the Existing Conditions map.**
- For any public improvements a Public Improvements Agreement (PIA) will be required prior to the issuance of the Building Permit. The PIA is reviewed following the ODP approval.  
**Response: Noted; thank you.**

#### Public Works

- The City is concerned that the off-site infrastructure that would connect to provide utility services to these 5 separated parcels is not adequate. The Utility Study, and Drainage Study submitted with the PDP will need to address off-site infrastructure timing and linkage to proposed land uses and densities.  
**Response: Understood; we are currently working with the City and its consultant to model the potential impacts and additional information will be provided when available.**
- See comments on the Trakit file titled PRE18-0039 REDLINE Rose Hill-Pre-App-Land Use Plan site plan for Public Works comments.  
**Response: Noted; thank you.**
- Irrigation plans are not part of the ODP, but need to be submitted with the second review of the ODP. The irrigation plans are reviewed separately by City Staff, and concurrent with the second review. The irrigation plans are not recorded.  
**Response: Noted; thank you.**

#### Landscape

- The City Landscape Design Regulations and Commercial Design Guidelines apply to this proposal.  
**Response: Noted; thank you. The PDP includes discussion of the relationship between the City's standard design guidelines and those proposed in this PDP to avoid conflicting guidelines.**
- Provide an existing conditions plan with accurate property lines showing all on-site landscaping and trees. Note caliper inches for trees in excess of 4 inches.  
**Response: As discussed in our meeting on August 29th, this additional detail will be provided at time of ODP, but we have generally shown the areas with potential trees larger than 4".**
- See the comments on the Trakit files named PRE18-0039 REDLINE Rose Hill-Pre-App-Land Use Plan, and PRE18-0039 REDLINE COM 1 Rose Hill-Pre-App-Architecture-01.

**Response: Noted; thank you.**

- A Landscape and Private Improvements Agreement (LPIA) is required to be in place prior to the issuance of the Building Permit.

**Response: Noted; thank you.**

### Architecture/Building Form

- The PDP will set standards for commercial buildings, mixed commercial with residential buildings, and residential buildings. The PDP pre-app submittal provided three residential building prototypes. The formal PDP will need to show prototypes for commercial buildings, and mixed commercial with residential buildings.

**Response: Understood. The PDP includes 6 form types including a combined commercial, office and mixed-use building type. This section references the City's TMUND Design Guidelines for additional detail.**

- The TMUND Guidelines, the City's Residential Design Guidelines, and the Commercial Design Guidelines provide direction on building design. Notes; prototype building forms; prototype roof forms; criteria on yard privacy; attached garage criteria; detached garage criteria for location; parking design; setback information; details on porches, decks, stairs; details on wall surfaces; etc. must be addressed in the PDP for the varied building prototypes.

**Response: Understood. The PDP incorporates those elements as follows:**

1. **Prototype building forms are shown on Sheets 21 – 23 with development standards on Sheets 24-27.**
  2. **With the amazing views from the site, prescriptions on minimum roof pitches have been omitted to allow for roof top patios.**
  3. **Private outdoor space is addressed on Sheet 26 with side yard use easements addressed on Sheet 25.**
  4. **Garage and parking criteria are addressed on Sheets 25.**
  5. **Setback information is addressed in the development standards section on Sheet 26.**
  6. **Porches are addressed in the private outdoor space criteria and the streetscape criteria on Sheet 26.**
  7. **Wall surfaces are addressed with the building material section on Sheet 27.**
- The PDP proposed density for residential use is not appropriate for a prototype with an attached front-loaded garage.  
**Response: Front-loaded garages are a good option to both add diversity of form and fit in unique site corners but the community does not intend to feature front-loaded garage prototypes extensively. This is consistent with existing communities with a TMUND land use designation. At this time we cannot fully anticipate and prescribe all the unique site corners; it is most appropriate to assess the inclusion of the front-loaded garage prototypes on a case by case basis during the development review process and future ODPs.**
  - For each residential dwelling the City is supportive of functional outdoor space. For single-family detached dwellings on alleys the City has encouraged a minimum 20 ft. by 20 ft. rear yard, and a front porch with a

functional area of 80 square feet with a minimum depth of 6 feet measured from the porch edge to the wall plane.

**Response: Criteria for usable private outdoor space is provided on Sheet 26. The sizes are smaller than the 20 ft X 20 ft but are based on the following criteria:**

- **The smallest elevated outdoor living space of 64 sf is based on the minimum balcony depth of 8 ft. by an assumed width of 8 ft as listed in the Townhome/Row Home building form in TMUND.**
  - **The Townhome/Row House building form in TMUND also lists a minimum depth for a private yard as 15'. Using that dimension as a baseline for both a minimum width and depth, 225 sf became the baseline rear yard space for the single family attached building form.**
  - **The largest outdoor living space listed in the table is 300 sf, a 25% reduction from the 20 ft X 20 ft requirement. Justification for this reduction is the resulting space (roughly 17 ft X 18 ft) is equally usable but more in line with the proposed water efficiency and relatively attainable housing goals of Rose Hill.**
  - **The reference points listed above gave enough starting points for the Door Yard, Courtyard and other options to fit into a tiered matrix where the different sizes also respect the increasing costs to build the more finished space options.**
- For other residential prototypes the City has supported a variety of options for private outdoor space such as balconies, decks, roof terraces, patios, etc. The proposed prototypes in the PDP must include these options.  
**Response: Please refer to the private outdoor living space matrix on Sheet 26.**
  - For commercial and mixed commercial and residential uses building prototypes must be included in the PDP. The residential components in the prototypes must have evident private outdoor spaces.  
**Response: Please refer to Sheets 21-23 for the building prototypes and the private outdoor living space matrix on Sheet 26.**
  - The City requires high quality architecture on all sides of buildings. The PDP must note design criteria that meets or exceeds the minimum requirements noted in the design guidelines.  
**Response: Sheet 27 lists requirements for broken massing and enhanced claddings on public facing elevations. These requirements are based on Westminster's design guidelines. With allowed building spacing to be smaller, the non-public elevations are less visible thus the emphasis on public facing elevations.**
  - The City will review the architecture of individual buildings with the formal submittal of the ODP for review.  
**Response: Understood.**

## OFFICIAL DEVELOPMENT PLAN

A master ODP will be required after the PDP is approved by the City Council. A master ODP includes existing conditions, proposed site plans, utility information, grading information, a photometric study, building elevations, a landscape plan, and details related to these items. Exceptions to any guidelines should be listed in a section titled EXCEPTIONS in the ODP. The City will review these with the submittal. This includes encroachments into the landscape setback.

**Response: Per discussion with City Staff on 8/30/18 a master ODP is not required; the next step in developing each filing will be through the Site Specific Development Plan and Final Plat processes.**