

# HCI ENGINEERING

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A division of  
**HABERER CARPENTRY INC.**

Date: December 5, 2019

To: Aurora Office of Development Assistance 15151 E. Alameda Parkway, Suite 5200 Aurora, CO 80012	From: HCI Engineering 621 Southpark Drive Suite 1600 Littleton, CO 80120
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Attn: Mark Geyer

RE: Altec Industries – Response to Pre-Application Comments

Mark,

The following are our responses to the comments generated from the Pre-Application review

## **Zoning and Comprehensive Plan Issues**

### *1A. Minor Site Plan Amendment*

For the proposed 25,000 square-foot outdoor storage area increase, a Minor Site Plan Amendment is required. This amendment should update the existing three sheets of the approved Altec Site Plan (Case Number 1998-6006-01) and include new sheets as applicable. A note shall be added to the cover sheet of the Site Plan stating the following: "Outdoor storage areas are only permitted on asphalt, concrete, or other surface material approved by the Planning Director. Landscaped areas shall not be used for outdoor storage."

**Response: Note has been added.**

### *1B. Detailed Operations Plan*

A Detailed Operations Plan must be submitted with an application for your Minor Site Plan Amendment. This plan must include at least the following:

- Typical business practices: where repair/service is conducted, how long vehicles will be stored on site, etc.
- Projected number of vehicles to be stored in the new space
- Projected number of vehicles to be stored on the entire site
- Number of employees and number of shifts
- Hours of operation
- Due to the proximity of this property to the Colorado Freedom Memorial, please describe business operations that can create noise on-site and how these impacts may be mitigated.

**Response: Operations Plan has been included with this submittal.**

### *1C. Buckley Airport Influence District*

Because this property is located within the Airport Influence District of Buckley Air Force Base (BAFB), the applicant must assure that an aviation easement has been conveyed to the City of Aurora for this parcel and that this easement has been recorded with the Adams County Clerk and Recorder along with the first plat in accordance with Section 146-817 of the Aurora Zoning Code.

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To streamline this process, the City of Aurora will record the avigation easement for the applicant. The applicant is responsible for the following:

- Completing the easement form
- Obtaining the property owner's signature
- Notarizing the document
- Including a legal description of the property
- Including a survey of the property

The completed easement form can be dropped off or e-mailed to Porter Ingram at [pingrum@auroragov.org](mailto:pingrum@auroragov.org). It may also be e-mailed to the case manager. The easement form is available on the city website at [www.auroragov.org](http://www.auroragov.org), Business Services, Development Center, Development Process, Forms & Applications. Development in the AID shall comply with height restrictions in the underlying zone district, which do not intrude into 14 CFR 77 surfaces for military airports. Vendors of real property located within the Airport Influence District are required to provide notice to prospective purchasers in accordance with Section 146-811. The notice will state that the property may be subject to some of the annoyances or inconveniences associated with proximity to an airport including noise, vibration, and odors. Please contact Porter Ingram at 303-739-7227 with any additional questions regarding the AID.

**Response: The easement will be completed prior to approval.**

## **Traffic and Street Layout Issues**

2A. All proposed streets whether public or private need to be labeled according to our street standard ordinance, Chapter 126-1 and 126-36 of the city code. City design standards call for detached sidewalks and tree plantings with trees planted behind the walk along East 6 Avenue when right-of-way improvements are required, see item 2B below.

**Response: 6<sup>th</sup> Avenue improvements will be completed at the time of development of the southern lot.**

2B. Public improvements required by Public Works Engineering include updating curb ramps at the access points to this site on Telluride Street. Any new building additions or development on the southern lot will require a deferral of public improvements. A note shall be included on the Minor Site Plan Amendment to indicate this requirement. Please see comments from the Engineering Division for more details.

**Response: A note to improve curb ramps has been added to the Site Plan, and that development of the southern lot will trigger necessary improvements to 6<sup>th</sup> Avenue.**

## **Site Design Issues**

3A. *Compliance with the Approved Site Plan*

The existing site conditions must comply with the approved Site Plan. Any missing landscaping, parking lot striping or fencing shown on the approved Site Plan must be brought into conformance. The Minor Site Plan Amendment application will not be approved unless the property is brought into compliance with the existing, approved Site Plan.

**Response: A note has been added to the Site Plan.**

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## 3B. *Outdoor Storage*

The site must be screened from view from adjacent streets by an opaque screen with a height of nine (9) feet with perimeter landscape buffers that comply with Section 146-4.7.5F (See Landscaping comments below). No highly flammable or explosive liquids, solids, or gasses shall be stored in bulk above ground. Tanks, drums, or fuel directly associated with business operations is excluded provided they meet all life safety standards. Your detailed Operations Plan must show compliance with these requirements.

**Response: A fence that matches the existing fence and landscape buffer are proposed.**

## 3C. *Parking*

On-Site parking is required by Section 146-4.6.3 of the Unified Development Ordinance. Per Table 4.6-1, outdoor storage requires | parking space per peak-time employee. Please indicate the peak- time employee number in your detailed Operations Plan. The original Altec Site Plan shows 24 parking spaces. If any spaces are to be added or removed, the Site Data Table must be updated on the cover sheet of the Site Plan as part of your Minor Site Plan Amendment. Accessible parking spaces are required based on the total number of standard parking spaces required. In general, one (1) accessible parking space is required; however, it is subject to change based on the peak-time employee number. Additionally, bicycle parking racks are required for all non-residential land uses. Required bicycle parking is equal to five-percent (5%) of the total automobile parking spaces. Each “inverted-U” bicycle rack counts as two (2) spaces. Please indicate the location of the bicycle rack and the design on your Minor Site Plan Amendment.

**Response: No additional parking is proposed. The location for a single bike rack is shown.**

## 3D. *Site Lighting*

Show typical details of lighting on the plan and/or building elevations. There is not a photometric plan in the approved Site Plan; however, if new site lighting is proposed a photometric plan will be required as part of your Site Plan Amendment submittal. Lighting levels must be at least one foot- candle along all pedestrian routes. The handicap accessible route must be shown to the front main entrance on the photometric plan and indicate a lighting level of at least one foot-candle. Please note that due to the proximity to Buckley Air Force Base outdoor lighting must be downcast and cannot be illuminated all night.

**Response: No new site lighting is proposed.**

## **Landscape Issues**

For further information, please feel free to contact our Senior Landscape Architect, Kelly K. Bish, PLA, LEED AP. The general landscape comments on your proposal are listed below:

### 4A. *General Landscape Plan Comments.*

Prepare your landscape plans in accordance with the recently adopted Unified Development Code (UDC). The UDC effective date was September 21, 2019 and can be found online by clicking this link: [New Unified Development Ordinance](#). The landscape comments provided herein are based upon the new code regulations and should follow Section 146-4.7 Landscape, Water Conservation, Stormwater Management and the Landscape Reference Manual. Please ensure that your landscape architect or designer has a copy of these documents as well as our project specific comments.

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In addition, the applicant shall be required to bring their site into compliance with the previously approved landscape plan. If there is any missing or dead plant material as shown on the plan, it is required to be replaced and will be inspected as part of the building addition/renovations.

The landscape plan shall include the necessary landscape tables for each of the required landscape treatments (i.e. standard right-of-way landscaping, street and non-street frontage buffers, building perimeter landscape tables etc.) to demonstrate compliance with code requirements.

- Landscape Plan Preparation: Please label all landscape sheets “Not for Construction”. Landscape construction drawings are not required and therefore do not necessitate the signature, stamp and seal of a licensed landscape architect upon final approval by the City of Aurora. Landscape plans submitted with a site plan or redevelopment plan are used by the City to determine compliance with the landscape standards and for code enforcement purposes. Landscape plans submitted during the Development Application submittal process must be prepared on 24’x 36” sheets and have plant symbols, plant labels with quantities, and a plant schedule upon first submission or a complete review will not be possible and may result in additional submittals and ultimately delays in approval of the plan set.
- PDF Plan Creation Process - Please ensure that during the PDF creation process, that all AutoCAD SHxX text items are removed from the comment section and that the landscape sheets are flattened to reduce the select-ability of items. Instructions can be provided by your Case Manager if there are questions as to how to change the AutoCAD settings during the creation of the PDFs. Plans submitted for city pre-acceptance review will be rejected if it is determined that plans do not comply. This could result in delays in application start times if the applicant is asked to re- upload corrected PDFs.
- Sight Triangles — Include sight triangles per the Roadway Design and Construction Specifications document. All landscaping within the designated triangles shall not exceed 26” in height as measured from the roadway surface.

**Response: Proposed landscaping has been designed per the new UDC, and a note has been added to the cover stating all existing landscaping shall be brought into compliance with the previously approved plans. PDF has been prepared according to comment. Sight triangles were shown on the approved plans and remain unchanged.**

## *B. Section 146-4.7 Landscape, Water Conservation, Stormwater Management Requirements*

The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within Section 146-4.7. The applicant is responsible for reviewing this section of the UDC and determining all applicable landscape conditions.

- Non-Street Perimeter Buffers. Refer to Outdoor Storage and Screening requirements below.
- Outdoor Storage and Screening. Per Section 146-4.7.8 B. 2. Service, Loading, Storage and Trash Area Screening Standards, all outdoor storage yards shall be screened from view by an Opaque fence with a maximum height of nine feet, a berm or a wall with a maximum height of nine feet in combination with landscaping that completely conceals the view of those materials. Chain link fencing is not permitted for this purpose. Landscaping shall consist of one tree and 10 shrubs

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per 40 linear feet. This is being requested along the southern side of the proposed outdoor storage area that faces 6<sup>th</sup> Avenue.

In addition, all trash dumpsters and recycling bins placed on an existing or developing site must be enclosed and set back at least 12 feet from adjacent properties and be completely screened from public view from streets and adjacent properties. Screening shall include a minimum six-foot tall wall or opaque fence with exterior evergreen plantings. In addition, accessory features, parking lots and outdoor storage shall be screened from view.

**Response: Landscape buffer and fence are proposed to meet these criteria. No new trash enclosures are proposed.**

- Detention Pond and Water Quality Measures: In the event detention and/or water quality are required, the city encourages applicants to utilize Low Impact Development (LID) techniques as permanent best management practices (BMPs). Many of the LID practices have an integrated vegetative component which supports the treatment, evapotranspiration and infiltration functions so that storm water is treated at the source. With the implementation of LID techniques, landowners can benefit from the environmental quality and aesthetics of the area in which they live and work. Some examples of LID techniques are depicted in the images below and include permeable pavements, vegetative swales and rain gardens.

Applicants may propose their own BMPs or work with the City of Aurora's Water and/or Public Work's Departments. The City of Aurora Water Department has recently completed a study and produced a manual titled "Low Impact Development Techniques for Urban Redevelopment in Aurora". Applicants are encouraged to utilize this document as an introduction to LID/BMP techniques. To obtain a copy, please contact Vern Adam at [vadam@auroragov.org](mailto:vadam@auroragov.org). The applicant may also wish to review the Ultra-Urban Green Infrastructure Guidelines published by the City and County of Denver/ Public Works.

All detention pond facilities shall not exceed 6' in depth. The area within the tract surrounding the pond shall contain a minimum of 1 tree and 10 shrubs or the approved tree and shrub equivalents per 4000 square feet above the 100-year water surface elevation. Depending upon the ultimate location of the pond, staff may work with the applicant to determine whether landscaping of the pond would be necessary depending upon its visibility and aesthetic impact to the surrounding developments. When overlapping landscape standards occur such as when buffers, detention/water quality and parking lot landscape requirements fall within the buffer, they may be counted towards meeting the buffer requirements, however the most restrictive requirements shall be met. Landscaping shall be provided in accordance with Section 146-4.7.3 M. Detention and Water Quality Ponds.

**Response: The proposed pond improvements are designed to meet these criteria.**

- Irrigation. Refer to Section 146-4.7.3.C. All developments shall install an automatic irrigation system for landscape areas. To assess irrigation, tap fees, the City Water Dept. will require that the applicant divide their landscape into water conserving, non-water conserving and non-irrigated areas as part of the landscape submittal. A table summarizing these areas shall also be provided. Contact Timothy York at (303) 326-8819 in Aurora Water regarding irrigation plan

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requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system.

**Response: Noted.**

## **Architectural and Urban Design**

### *5A. Building Design*

If a future building addition is shown in this Minor Site Plan Amendment submittal, please illustrate the future elevation with a dashed line type. If the building addition is included in the scope of work at this time, the building elevations shown on the approved Site Plan must be updated. Building materials, roof form, color and style shall match the existing structure.

Show the location of any rooftop or mechanical equipment and vents greater than eight inches in diameter on the elevation drawings. All such equipment must be screened. Use drawings and notes to explain how this will be accomplished. Screening may be done either with an extended parapet wall, or a freestanding screen. In either case the screening must be at least as high as the equipment it hides. The following note to be labeled "Roof-Mounted Equipment Screening" must be added to the general notes section of all Site Plans.

**Response: No new building improvements are proposed with this amendment.**

## **Signage**

The total allowable square footage of signs is based on a zoning code formula tied to location of the property and building frontage. Ground monument signs must be set back at least 4-feet from the back of sidewalk and outside of any corner sight triangles as required by the Aurora Roadway Design and Construction Specifications Manual. The location of a proposed sign must be included on your Site Plan; however, the design and square footage will be reviewed in a separate building permit. Ground monument signs may be proposed with a maximum height of 12-feet. Based on the information you have supplied us, your total sign area for the entire property should be limited to 180 square feet. You will be allowed up to 5 individual signs.

**Response: No new signage is proposed with this amendment.**

## **Adjustments**

From the material you supplied us, it is unclear if any adjustments of development standards are involved. If you decide to request any adjustments, you must clearly list them in your Letter of Introduction and justify them according to the criteria listed in UDO Section 146-5.4.4 Flexibility and Relief Procedures. You must also list them on the cover sheet of your Site Plan or other drawings on which they occur.

**Response: No adjustments are desired with this amendment.**

## **Mineral Rights Notification Requirements**

Please fill out the Mineral Rights Affidavit / Severed Mineral Rights Notice and supply this document to your Case Manager at the time of site plan submittal.

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**Response: Mineral Rights Affidavit is provided with this submittal.**

## **New CAD Standards**

The City of Aurora has developed a CAD Data Submittal Standard for internal and external use to streamline the process of importing AutoCAD information into the City's Enterprise GIS. Digital Submission meeting the CAD Data Submittal Standards are required by consultants on development projects before submitting to the City for signature sets and on capital projects funded by the City. Please review the CAD Data Submittal Standards, including templates and required layer file labeling, at <http://tinyurl.com/AuroraCAD>.

**Response: No CAD has been provided with this submittal. Please inform the design team if this is required.**

## **Pre-submittal Meeting**

At least one week prior to submitting an application, you will be required to hold a Pre-submittal meeting with your assigned Case Manager to ensure that your entire application package is complete and determine your application fee. Please contact your Case Manager in advance to schedule.

**Response: Pre-submittal meeting will be held on 12/5/2019**

## **Community Participation**

You are encouraged to work proactively with neighborhood groups and adjacent property owners. Neighborhood groups within a mile radius will formally be notified of this project when submittal has been made to the Planning Department.

**Response: Noted.**

## **Neighborhood Services Liaison**

- Your Neighborhood Services Liaison is Meg Allen. She has put together a report attached to these notes listing the registered groups within one mile of your proposed project and can assist in scheduling and facilitating meetings with community members. It is recommended that you work with the neighborhood organizations that express interest in your project to mediate and mitigate concerns.
- All meetings with neighborhood associations should also include your Planning Department Case Manager so that questions concerning City Code or policies and procedures can be properly addressed. We will record any project-related commitments that you make to the community at these meetings.
- Additional information about the Neighborhood Liaison Program can be found on the Neighborhood Services page of the city website.

**Response: Noted.**

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

*Colorado Freedom Memorial Concerns:*

- Please be aware that your site is adjacent to Springhill Park and the Colorado Freedom Memorial. The memorial is a quiet, contemplative space where the community goes to mourn or partake in military-themed events. In order to better understand whether any increase in

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noise may occur with your proposal, please discuss your use and increase noise generated in your operations plan.

- PROS also recommends reaching out to Rick Crandall who is the President of the Colorado Freedom Memorial Foundation early in the process. It is likely that the Foundation will comment on the project and therefore, reaching out early in the process may be beneficial. You may reach him at (303) 248-3990 or through

**Response: Noted.**

## **Forestry Division**

There could be some trees on this property impacted by the improvement, per ADA requirements, of the sidewalk along Telluride Street.

### *Tree Mitigation Requirements:*

Trees on site that are 4" or greater in caliper that will be impacted by development require tree preservation or mitigation. The intention of the Tree Preservation Policy is to preserve trees that are in good condition and of high value during the process of development. Mitigation for trees removed from the property can be accomplished by trees being planted back onto the site through the landscape plan, payment made into the Tree Planting Fund, or a combination of the two. If trees are planted on the site, the mitigation requirement is an inch-for-inch replacement. This is in addition to the regular landscape requirements. For example, if a 10" tree is removed, 10 caliper inches must be replaced back onto the site. The use of tree equivalents are not acceptable for tree mitigation.

**Response: No trees will be disturbed with this amendment.**

### *Forestry's Role in Site Plan Review:*

- When the site plan is submitted, please show and label all existing trees on a separate sheet called Tree Mitigation Plan and indicate which existing trees will be preserved or removed. Please include grading on this sheet as well. Forestry Division staff will conduct a tree assessment after the initial submittal, which includes species, size, condition, and location factors.
- Once Forestry Staff conducts the tree assessment, a spreadsheet will be provided showing the dollar value of the trees that will be removed as well as the number of inches required for replacement back onto the site. In most cases, the mitigation inches can be replaced on the site through upgrades to the landscape plan. If there is not room to replace the number of inches that will be lost, payment can be made into the Tree Planting Fund based on the dollar value associated with tree loss.
- Any trees that are preserved on the site during construction activities shall follow the standard details for Tree Protection per the current Parks, Recreation & Open Space Dedication and Development Criteria manual. The Tree Protection notes shall be included on the plan. The link for the manual can be found at Parks, Recreation & Open Space Dedication and Development Criteria manual.

**Response: No trees will be disturbed with this amendment.**



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## *Ash Trees Prohibited:*

Due to the invasive Emerald Ash Borer that has been infesting trees along the Front Range, all species of Ash are prohibited from planting within the City of Aurora — please be sure that your Landscape Architect is aware of this new requirement.

**Response: Noted.**

## **Aurora Water**

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 Issues:*

- This property is currently serviced with water and sanitary. Therefore, there is nothing required from the water and wastewater standpoint.
- Since the site is already developed, there will not be storm drainage development fees. However, the impervious area is changing (even recycled asphalt increases imperviousness), and the storm drainage portion of the monthly water bill will be increasing due to the change in surface conditions.
- A domestic allocation agreement will be required starting in 2019 for connections 2" and larger.

**Response: Noted.**

## *Utility Services Available:*

- Water service may be provided from: Currently Serviced
- Sanitary sewer service may be provided from: Currently Serviced
- The project is located on Map Page 06L.

**Response: Noted.**

## *Utility Service Requirements:*

- A Site Plan is required for this project and must show existing and proposed utilities including:
  - Public/Private Mains
  - Service Lines
  - Water Meters
  - Fire Suppression Lines
  - Fire Hydrants necessary to service your development
  - Grease Interceptors are required for commercial kitchens
  - Sand/Oil Interceptors are required for vehicle maintenance facilities
  - All utility connections in the arterial roadway are required to be bores.
- 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).

**Response: Approved Utilities have not been altered as a part of this amendment.**

## *Utility Development Fees:*

- A partial Storm Drainage Development fee will not be required prior to the recording of the Subdivision Plat. Additional Storm Drainage fees may be charged and are based on the amount of impervious surface created by this project.

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- 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.

**Response: Noted.**

## **Public Works Department**

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

### *Key Issues:*

- Pending something unforeseen, such as public comment, Traffic Engineering will not require a Traffic Study at this time.
- No changes to the access points on Telluride Street are proposed.
- Show all adjacent and opposing access points on the Site Plan.
- Label the access movements on the Site Plan.
- Objects and structures shall not impede vision within these sight triangles. Landscaping shall be restricted to less than 26-inches in the sight triangles. Show sight triangles on the site plan and landscaping plan at all access points in accordance with City of Aurora Standard Traffic Detail TE-13 In addition, street trees shall be set back from Stop signs and other Regulatory signs as detailed in City of Aurora Standard Traffic Detail TE-13.3.

Add the following note to the landscape plans: 'All proposed landscaping within the sight triangle shall be in compliance with COA Roadway Specifications, Section 4.04.2.10'

**Response: No changes to the site access/movements are proposed with this amendment. Note has been added.**

### *ROW/Plat:*

- A traffic signal easement shall be required at the intersection of 6" Ave and Telluride St to accommodate future modifications/improvements to the traffic signal pole, underground conduits, pull boxes and signal control cabinet.

**Response: An easement will be dedicated prior to approvals.**

### *Improvements:*

- Show existing stop signs and street name signs or the installation of new stop signs and street name signs by developer at the site access points onto public streets. Add the following note to the Site Plan: Signs shall be furnished and installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards, and shown on the signing and striping plan for the development.
- The developer is responsible for signing and striping all public streets. The developer is required to place traffic control, street name, and guide signs on all public streets and private streets approaching an intersection with a public street. Add a note to the Site Plan indicating this commitment.

**Response: No new signage is proposed with this development. Note has been added to the Site Plan.**

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## **Engineering Division**

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

### *Key Issues:*

- Public improvements required with the yard expansion include updating the curb ramps at the access points on Telluride Street. In lieu of constructing additional sidewalk width, provide 5'x5' sidewalk passing zones on Telluride Street per ADA requirements. Any new building additions or development on the southern lot will require a deferral agreement for the future widening of 6" Avenue. A note shall be included on the site plan amendment to indicate this.
- A preliminary drainage report shall be submitted with the site plan. On-site detention and water quality is required. The existing detention pond may need to be modified to accommodate new required volumes. A drainage easement shall be dedicated for the detention pond. The drainage easement needs to connect to public right of way.

**Response: A note regarding sidewalk/ramp improvements has been added to the Site Plan. Drainage Report is included with this submittal.**

### *Improvements:*

Sections and details referenced in the Improvements section refer to the City's Roadway Design and Construction Specifications (Roadway Manual).

- Curb ramps must be shown (located) on the plans at all curb returns and any other location of public necessity. Refer to Standard Detail S9. Any street grades in excess of three percent will require detailed grading of the curb ramps.
- 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.
- Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guard or hand rails may be required.

**Response: No new curb ramps, railings or walls are proposed with this amendment.**

### *ROW/Easements/Plat:*

- 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.
  - Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way.
  - 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: Easements will be provided with the next submittal.**

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## *Drainage:*

Drainage design standards can be found in the City's "Storm Drainage Design and Technical Criteria".

- Per Section 138-367 of the Aurora Municipal Code, a Preliminary Drainage plan and report is required prior to Site Plan or Plat approval. A Preliminary Drainage Plan and Report shall be submitted at the time of Planning Department application submittal. A review fee shall be paid to the City prior to acceptance of the preliminary drainage report. The site plan will not be approved until the preliminary drainage report is approved.
- 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. Urban Drainage and Flood Control District (UDFCD) 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 web portal. Public Works Engineering 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.
- Detention of storm drainage is required for this site and shall be incorporated on the site, unless other accommodations are approved by the City Engineer.
- Release rate for the detention pond shall be based upon the "Storm Drainage Design and Technical Criteria" Manual, latest revision.
- Storm water from concentrated points of discharge from a minor storm event shall not be allowed to flow over sidewalks, but shall drain to the roadway by the use of sidewalk chase sections. Sidewalk chase sections shall not be located within a curb cut, driveway, curb ramp, or curb return.
- 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: The improvements to the detention pond have been designed to meet these standards. No improvements to the existing outlet structure are proposed, only additional volume has been added to the pond.**

## **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.

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## *Key Issues:*

- During the pre-application meeting the applicant discussed the possibility of a two phased project. The first phase being the outdoor storage yard, and the second phase being an addition to the existing structure. These notes are an attempt to address both phases.
- Please review the 2015 IFC, Chapter 11 for Construction Requirements for Existing Buildings. The provisions of this chapter shall apply to existing buildings constructed prior to the adoption of this code.

**Response: Noted.**

## *Addressing Requirements:*

All buildings or structures, except accessory buildings, shall display the proper building number in the manner provided in this article. It shall be the responsibility of the owner, occupant or any person obtaining a building permit to place such number in the manner provided in the Aurora City Code of Ordinance, Chapter 126 - Article VII - Numbering of Buildings.

**Response: Noted.**

## *Adopted Codes by the City of Aurora — Setbacks:*

The site plan and civil plans must reflect the setback requirements of the 2015 International Building and Fire Code for placement of the structure(s) in relation to adjacent buildings, property lines, public ways, accessible walkways, etc. To view the 2015 International Codes please utilize the following hyperlink; ICC Codes Online.

**Response: Noted.**

## *Civil Plans:*

Based on the discussion within the pre-application meeting the following information must be reflected within the Civil Plan package submitted to Public Works Department.

- Dead-End Fire Lane Detail
- Fire Lane Sign Detail
  - The developer of the site will be required to install fire lane signs in areas where the site abuts an existing fire lane easement that is currently without adequate signage.
- Grading Plan
- Handicap Accessible Parking Signs
- Sign Package
- Signature Block

**Response: These details and plans will be provided on the Civil Construction Drawings.**

## *Emergency Responder Radio Coverage:*

The 2015 International Fire Code requires all buildings to be assessed for adequate emergency responder radio coverage.

- The 2015 International Fire Code (IFC), requires all buildings to be assessed for adequate Emergency Responder Radio Coverage (ERRC). At the time the structure is at final frame and final electrical inspections, the general contractor (GC) will be required to hire an approved and qualified independent 3rd party to assess the radio frequency levels within the structure. Once completed, the 3rd party will provide the results of the test to both the GC and the Aurora Building Division as to whether the structure passed or failed the preliminary radio surveillance.

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A structure that has passed this surveillance requires no further action by the GC. A failed radio surveillance will require a licensed contractor to submit plans to the aurora building division to obtain a building permit for the installation of an ERRC system prior to installation. This assessment and installation is at the owner or developers expense. Future interior or exterior modifications to the structure after the original Certificate of Occupancy is issued will require a reassessment for adequate radio frequency coverage.

- Core and shells structures will not require this assessment, but the tenant finish that follows and prior to issuance of the certificate of occupancy will be required to conduct this assessment, install a system where needed.
- New additions to existing structures will require a full radio frequency survey of both the addition and the existing structure. (See Chapter 11 of the 2015 IFC)

**Response: Noted.**

## *Fire Department Access:*

Based on the information presented so far, the type(s) of fire apparatus access road(s) needed for this particular site is:

- The site currently has a dedicated fire lane easement in place. As long as the new addition does not encroach into or over the existing fire lane easement, it can remain as is. The new storage yard will require a newly dedicated fire lane easement to provide fire department access to within 150' of what is being stored.
- Fire Lane Easement
- Outdoor Storage Yards

**Response: The limits of the new easement are shown on the Site Plan. Easement will be provided with next submittal.**

## *Fire Hydrants:*

The number and spacing of fire hydrants are determined using the 2015 IFC, Appendix B & C. As indicated in the previously stated code sections, fire hydrant coverage requirements include both internal site areas and abutting public street systems.

- Based on the proximity of the structure to existing fire hydrants, Fire/Life Safety is not asking for additional fire hydrants to support this site. Please show and label existing fire hydrants abutting this site on the site plan submitted to the Planning Department and Civil Plans submitted to Public Works.

**Response: Noted.**

## *Fire Sprinkled Structures:*

The requirements for the installation of a fire sprinkler system are provided within the Chapter 9 of the 2015 IFC and IBC.

### *General Comments:*

- The new addition being proposed in phase two requires an extension of the existing fire sprinkler system into this new area.

**Response: Noted.**

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## *Gated Entry:*

The installation of any gating system will require a City of Aurora licensed contractor to obtain a building permit through the Aurora Building Division prior to the start of any work. This would be considered a structural, life safety and electrical review within the Building Division that is conducted on behalf of the Fire Chief.

- If a gating system is to be installed at a site access point, it must be set back from the flow line of the street at least 35 feet or one design vehicle length, whichever is larger, and be approved by the City of Aurora's Fire and Life Safety department. Gating systems located within close proximity to public right-of-way (ROW) may also be assessed by the City of Aurora Traffic Manager or designee and could require a traffic analysis to determine the appropriate distance of gating system to said flow line of ROW. Where a gating system crosses a dedicated or designated fire access roadway please reference the Security Gates section of the latest edition of the International Fire Code (IFC). The installation of security gates across a fire apparatus access road shall be approved by the Fire Chief (designated Fire Chiefs representative).
- A separate building permit is required for the installation of any gating system that may obstruct fire department access to the internal areas of a site. Prior to construction please submit plans and specifications of your proposed gating system to the Aurora Building Division. If you have any questions, please contact a Fire/Life Safety representative by calling 303-739-7420.

**Response: No new lock gate accesses are proposed.**

## *Handicap Accessibility Requirements:*

The City of Aurora reviews handicapped accessibility requirements based on 2015 IBC, Chapter 11, the 2009 ICC/ANSI A117.1.

- Commercial

**Response: Noted.**

## *Hazardous Materials:*

Per the 2015, IFC Chapter 50 — A permit through the Aurora Building Division is required for the prevention, control and mitigation of dangerous conditions related to storage, dispensing, use and handling of hazardous materials. To download a copy of the hazardous materials inventory statement checklists please visit our web site by clicking on the hyperlink provided.

**Response: Noted.**

## *High-piled Combustible Storage:*

For submittal requirements to the Aurora Building Codes Division please visit our website to download a copy of the 2015 High-Piled Combustible Storage Checklist by clicking on the hyperlink provided.

- Per the 2015 IFC, Section 3206.6 Building access. Where building access is required by Table 3206.2, fire apparatus access roads in accordance with Section 503 shall be provided within 150 feet (45 720 mm) of all portions of the exterior walls of buildings used for high-piled storage.

**Response: Noted.**

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## *Knox Hardware:*

Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an accessible location.

**Response: Noted.**

## *Legend:*

The cover sheet must include a "Site Plan Legend" reflecting both existing and/or proposed site elements that are existing or proposed within site.

**Response: Noted.**

## *Phasing Plans:*

A phasing plan must be provided with the Planning Departments Site Plan and the Public Works Departments Civil Plans submittals.

**Response: Future phasing is undetermined at this time.**

## *Photometric Plan:*

- -Add the following note to the Photometric Site Plan: ILLUMINATION WITHIN THE SITE MUST COMPLY WITH THE 2015 INTERNATIONAL BUILDING CODE REQUIREMENT FROM SECTION 1006 - MEANS OF EGRESS ILLUMINATION. SECTION 1006. IELUMINATION REQUIRED: THE MEANS OF EGRESS, INCLUDING THE EXIT DISCHARGE, SHALL BE ILLUMINATED AT ALL TIMES THE BUILDING IS OCCUPIED. SECTION 1006.2 ILLUMINATION LEVEL. THE MEANS OF EGRESS ILLUMINATION LEVEL SHALL NOT BE LESS THAN 1 FOOT-CANDLE (11 LUX) AT THE FLOOR LEVEL AND CONTINUING TO THE "PUBLIC WAY".
- Add the "accessible route" (heavy dashed line) to the photometric plan and verify minimum 1 foot- candle of illumination along its entire length.

**Response: No new lighting is proposed with this amendment.**

## *Site Plan, Civil Plan, Framework and General Development Plan and Plat Notes:*

The notes being provided below must be included on the cover sheet of the indicated submittal type.

- (Plat Note) If Plat Contains Fire Lane Easement
- (Site Plan Note) Access Control Gate or Barrier Systems
- (Site Plan Note) Accessibility Note for Commercial Projects
- (Site Plan Note) Addressing
- (Site Plan Note) Aircraft Noise Reduction (LDN)
  - This area is within a noise mitigation area. Sec. 22-425
- (Site Plan Note) Americans with Disabilities Act
- (Site Plan Note) Emergency Ingress and Egress
- (Site Plan Note) Emergency Responder Radio Coverage
- (Site Plan Note) Fire Lane Easements
- (Site Plan Note) Fire Lane Signs

**Response: Notes have been added as necessary.**



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## *Site Plan Data Block:*

The site plan must include a "Data Block" on the cover sheet that reflects all items indicated within the "link" that apply to your project.

**Response: Noted.**

## *Special Design Considerations:*

Based on the information presented in the pre-application meeting, these additional Life Safety criteria must be shown on the site plan, plat and civil plans.

- Abutting Fire Lane or Public Access Easement to Property
  - If an existing fire lane or public street has to be removed or relocated for any reason, the roadway must be replaced using the current specifications of the Public Works Department.
- Access to within 150 feet of Each Structure
  - See the 2015 IFC, Section 503.1.1 that discusses fire access requirements to within 150' of "facilities" such as your outdoor storage yard.
- Fire Apparatus Access Road Specifications
  - If an existing fire lane or public roadway must be removed or relocated for any reason, the portion replaced must be in compliance with the current specifications of the Public Works Department.
- Construction of Fire Lane Easements and Emergency Access Easement
- Dead-end Fire Apparatus Access Roadways
- Encroachment into Emergency Access or Fire Lane Easements are Prohibited
- Grade
- Labeling of Easements on the Site Plan, Plat and Civil Plans
- License Agreement
  - Construction of fire lanes using alternative surfacing materials other than asphalt and concrete and/or installations of gating systems crossing a dedicated fire lane easement will require a license agreement through Real Property.
- No Parking is allowed within a Fire Lane Easement
- Public Street Systems Adjacent to Site
- Speed Bumps
- Snow Removal Storage Areas
- Width and Turning Radius

**Response: Items will be added as necessary to both the Site Plan and Civil CDs.**

## *Trash Enclosure:*

Per the 2015 International Fire Code, Section 304.3.3, dumpsters and containers with an individual capacity of 1.5 cubic yards or more shall not be stored in buildings or placed within 5 feet of combustible walls, openings or combustible roof eave lines.

**Response: No new trash enclosures are proposed with this amendment.**

## **Real Property Division**

The Real Property Division reviews the Site Plan and processes Subdivision Plats, Easements and License Agreements that may be necessary for development of property.

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## *Subdivision Plats:*

N/A

## *Site Plans:*

A site plan may be required by the Planning Department. Real Property has items that need to appear on that site plan above and beyond what other departments may require. These items are listed on the Real Property Site Plan Checklist.

**Response: Noted.**

## *Separate Documents:*

- A separate document refers to a process to describe and record an encumbrance (easement, license etc.) or release of such on property when a subdivision plat already exists. The document usually consists of a legal description and drawing. Each are reviewed and approved by the City, signed by the property owner as well as the appropriate City officials and recorded with the County.
- 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 that may 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
- 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 Real Property specifications and are available in the Easement Release Packet. Once complete and accurate easement release information is submitted to Real Property, it takes about 4-6 weeks to complete the process. They must be complete and ready to record before Real Property will record the plat and/or site plan.
- The developer may need to dedicate new easements and/or street right-of-way on the site. Since a new subdivision plat is not required, these dedications must be done by separate legal document. These legal documents must be prepared using Real Property specifications which are found in the Dedications Packet. Once complete and accurate easement dedication information is submitted to Real Property, it takes about 4-6 weeks to complete the process. They must be complete and ready to record before Real Property 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 4-6 weeks to complete the process after submittal. The License Agreement must be completed before the site plan is recorded.
- If 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

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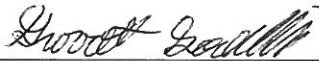
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installing a light with qualifying projects. Please contact Leslie Gaylord at 303-739-7901 for additional details and contact information.

**Response: Noted.**

Thank you for consideration of these plans.

Sincerely,



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Garrett Goodlin, Project Engineer