

July 2, 2020

City of Aurora  
Ms. Nancy Bailey  
15151 E. Alameda Pkwy  
Aurora, CO 80012

**Re: The Aurora Highlands – Filings 5 and 6 – Century (#1440619)/Pre-Application Meeting Held March 12, 2020**

Dear Ms. Bailey:

Thank you for taking the time to review Filings 5 and 6 for The Aurora Highlands Pre-Application Meeting held on March 12, 2020 along with City Staff. Valuable feedback as received on March 27, 2020. Please see the following pages for responses to comments. If you have any questions, please feel free to reach out by phone at 303-892-1166 or by email, [scrowder@norris-design.com](mailto:scrowder@norris-design.com).

We look forward to making this project a success with the City of Aurora.

Sincerely,  
Norris Design

Samantha Crowder  
Senior Associate

### **Planning and Development Services Department**

The Planning comments are numbered. When submitting an application, please include a letter of introduction responding to each of the numbered comments, including key issues from other departments.

#### *Key Issues:*

- Access and Block Length
- Lot Layout
- Design Variety
- Conformance with the UDO and The Aurora Highlands FDP

#### *Project Overview:*

- Zoning: R-2 (Medium Density Residential District)
- Subarea: C
- Proposed Uses: Single-Family Detached and Motor Courts
- Permitted Use: Yes

#### *Types of Applications:*

- Preliminary Plat
- Subdivision Plat

#### *Procedures:*

- A Summary Table of Procedures can be found in Section 146-5.2 Table 5.2-1.
- The application can be reviewed and approved administratively by the Planning Director. Please note that if any Major Adjustments are requested as part of the application, a public hearing before the Planning and Zoning Commission will be required. The application will be reviewed in a 12-13-week timeframe and will be processed electronically through our development review website, found in the links below.

#### *Important Links:*

- [Unified Development Ordinance \(UDO\)](#)
- [Aurora Places Comprehensive Plan](#)
- [CAD Data Submittal Standard](#)
- [Colorado Oil and Gas Conservation Commission](#)
- [Landscape Reference Manual](#)
- [Development Review Website](#)
- [Online Application and Plan Submittal Guide](#)
- [Transportation Studies & Plans](#)
- [Pre-Submittal Checklist](#)
- [Forms & Applications Page](#)
- [Aurora Map Gallery](#)
- [Adams County Assessor Map](#)
- [Site Plan Manual](#)
- [Subdivision Plat Manual](#)
- [Subdivision Plat Checklist](#)

*Standards and Issues:*

**1. Zoning and Land Use Issues**

1A. The subject property is zoned R-2 (Medium Density Residential District) in Subarea C and is located within Planning Area 19 of The Aurora Highlands Framework Development Plan (FDP). Framework Development Plans are now referenced as “Master Plans” in the Unified Development Ordinance (UDO), but for the purpose of these notes, FDPs will be referenced.

**Response: Comment noted. Thank you.**

1B. Residential density and lot size are included in the FDP Urban Standards with the condition of compliance with the Unified Development Ordinance (UDO), upon adoption. The UDO became effective September 21, 2019. Therefore, the site design standards shall be as required in the UDO.

**Response: Residential density proposed is in compliance with the FDP Urban Design Standards and the UDO.**

1C. A Major Subdivision Final Plat is required for the proposed development and is subject to the criteria in UDO Section 146-5.4.2.A.3.c. The final plat can be reviewed concurrent with the Preliminary Plat, however, it is encouraged to be submitted following the first review of the Preliminary Plat to ensure the layout meets code standards prior to generating engineering documents.

**Response: Comment noted. A Major Subdivision Final Plat is included with this application.**

**2. Traffic and Street Layout Issues**

All proposed streets, whether public or private, need to be labeled according to the city’s street standards ordinance, Chapter 126-1 and 126-36. City design standards for local streets call for 5.5’ detached sidewalks and 8’ curbside landscape.

**Response: Streets labeled appropriately.**

Access and connectivity standards can be found in Section 4.5. All local streets shall be organized so that each lot may be accessed by traveling over no more than two (2) local streets after departing from the grid of arterial or collector (Section 146-4.5.3.B.1). In Subarea C, the maximum block length and width shall be 700 feet, and the perimeter of new blocks created for residential development, measured at the curb line of adjacent streets, shall not exceed 2,800 feet (Section 146-4.3.9.B). In all subareas, each block shall be bordered by public or private streets meeting the requirements of Section 146-4.5 and with all applicable Aurora Roadway Design and Construction Specifications, or by private common space or dedicated park land or open space at least 30’ in width. The expectation is any common space used will connect one street to another and include a sidewalk connection.

**Response: Comment acknowledged.**

**3. Site Design Issues**

3A. *Density of Use and Residential Dimensional Standards.*

Residential Districts in Subarea C shall conform with the dimensional standards outlined in Section 146-4.2.2, Table 4.2-2. Standard, front-loaded single-family residential lots shall be a minimum of 4,500 square feet with a minimum 50’ lot frontage. If small lot standards are applied, refer to Section 146-4.2.3 and Table 4.2-5. To meet the intent of the small lot allowances the requirements of the code section must be met in each logical development area. Typically, a development area is bounded by arterial and collector streets or drainage corridors and range in size from 100 to 200 acres. Please be advised of the following standards:

In the R-2 zone district, a Master Plan containing 100 residential lots or more may include up to 50 percent Small Residential Lots subject to all of the following standards (Section 146-4.2.3.d.):

- i. No more than 35 percent of the total number of lots in the Master Plan may be front-loaded Small Residential Lots.
- ii. No more than 60 percent of the total number of lots in the Master Plan may be a single type as described in UDO Section 146-4.2.3.A.8.
- iii. A minimum of 40 percent of the total number of lots in the Master Plan must meet or exceed the standards for minimum lot width and minimum lot area for “single family detached dwelling, standard” shown in Table 4.2-2.
- iv. If a Master Plan includes 200 lots or more, a minimum 10 percent of the total number of lots must be lots with at least 60 feet of lot frontage and 6,000 square feet of lot area.

***Response: Residential density and lot types proposed with this filing are in compliance with the FDP Urban Design Standards and the UDO.***

### 3B. Lot Design and Layout

Double frontage lots shall not be permitted adjacent to local or collector streets and shall be avoided to the maximum extent practicable along arterial streets. The conceptual plan includes some double frontage lots along the main street, so these should be modified prior to a formal submittal to comply with code. Where double frontage lots along arterial streets cannot be avoided, buffering of back yards from those streets shall include a landscaped buffer at least 20 feet in width between the rear lot line of any residential lot and the closest edge of curbside landscaping area adjacent to the street, per Section 146-4.7.3.

***Response: In locations where lots are double fronted a 20-foot landscape buffer is present.***

### 3C. Building Setbacks and Orientation.

The setbacks for front-loaded single-family standard lots are as follows: Front: House 15 feet, Garage 20'; Side: 5'; and, Rear: 10 feet. Small, front loaded lots require: Front: House 10 feet, Garage 15'; Side: 5'; and, Rear: 10 feet. Provide typical lot diagrams to illustrate the setbacks for each lot type.

Dwellings in a motor court shall comply with the standards in Section 146-4.2.3.E. The minimum lot size of each lot is 2,500 square feet with a minimum lot width of 50 feet, as measured at the centerline of the private, shared drive lane. Dwelling units that abut a public or private street shall have front doors facing that street, and any fence between the dwelling and the street shall comply with the requirements of Section 146-4.7.9.L (Fences and Walls in Residential Developments). See Figure 4.2-3 for the required setbacks and dimensions. Provide typical lot diagrams to illustrate the setbacks, utilities, access easements and fire access for each motor court configuration.

***Response: The proposed dwellings are in compliance with minimum setbacks per the FDP and the UDO. A typical lot diagram is included with this application for reference.***

### 3D. Lot Access.

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

***Response: All lots proposed are served via front access to an adjacent public right-of-way.***

For the development area proposed, recessed garages or “Alternate-Loaded” configurations are required for at least 50% of the front-loaded products proposed.

***Response: Comment noted. Homes proposed will comply with “alternative-load” requirements. These will be further outlined at time of building permit.***

### 3E. Private Open Space.

Each small residential lot shall incorporate a private, usable outdoor space or spaces with direct access to the dwelling unit on the lot. The required private, usable outdoor space shall contain at least 180 square feet

of area and have minimum length and width dimensions of 10 feet. See Section 146-4.2.3.A.5 for additional standards.

**Response: Comment noted. There are no “small lots” proposed with this filing.**

### 3F. On-Site Amenities and Use of Open Space.

Provide pedestrian and bicycle access throughout the neighborhood. Show connections to the existing and proposed open space and trail networks within and beyond the site boundary that provides connectivity for all residents. The FDP identifies a neighborhood connection between the pocket park and the future school site. Per Section 146-4.2.3.A.5.b, each small residential lot and single-family attached dwelling must be within 1,320 feet of a park or open space.

**Response: Trails have been identified on the master fence and trail plan.**

### 3G. Site Lighting

On-site streets shall be lit with lighting fixtures no more than 25 feet tall. Fixtures shall be of a downcast type and should follow the FDP design standards. Lighting along streets and landscaped areas shall comply with the Aurora Roadway Design and Construction Specifications Manual and be of a unified design.

**Response: Comment acknowledged. Street lights will be detailed with the construction documents.**

## 4. Environmental Issues

### 4A. Noise Impact Boundary Area (NIBA)

This property is in the Noise Impact Boundary Area (NIBA) of Denver International Airport. The NIBA includes those areas located between the 55 Ldn and 60 Ldn contours. New residential uses or new residential structures permitted by the underlying zone must provide and include noise level reduction in the design and construction of all habitable structures. Residential construction requirements in the NIBA can be found in Section 146-2.6.2.B.3.

**Response: Comment noted. Thank you.**

### 4B. DIA AID

This property is located within the Airport Influence District of Denver International Airport (DIA). The aviation easement must be conveyed to the city of Aurora and DIA. The City will record the easement with the Adams County Clerk and Recorder along with the first plat in accordance with Section 146-2.6.2.B.2 of the Unified Development Ordinance. The easement form is available on the City website at [www.auroragov.org](http://www.auroragov.org), Doing Business, Forms & Applications, City Planning.

**Response: An aviation easement has been included with this application.**

### 4C. Additional AID Requirements and Referral Request to DIA

Vendors of real property located within the Airport Influence District are required to provide notice to prospective purchasers in accordance with Section 146-2.6.2.B.3.b. 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.

DIA and FAA will review the application for height restrictions, reflectivity, potential dust emissions and the location of the proposed water detention/water quality ponds. Contact R. Porter Ingram with the City Planning Department at 303-739-7227 with any additional questions regarding the AID regulations.

**Response: Comment noted. Appropriate notice will be provided to future home buyers per City requirements.**

## 5. Landscape Design Issues

**A. General Landscape Plan Comments.** Prepare your landscape plans in accordance with the requirements found in Section 146-4.7 and the Landscape Reference Manual. Please ensure that the

landscape architect or designer has a copy of these documents as well as the project-specific comments.

***Response: Landscape plans have been prepared in accordance to the manual.***

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.

***Response: All necessary landscape tables have been included.***

- **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 are used by the City to determine compliance with the landscape standards and for code enforcement purposes.

***Response: “Not for Construction” has been shown on all landscape sheets.***

Landscape Plans must have plant symbols, plant labels with quantities, and a plant schedule upon first submission or a complete review will not be possible. This may result in additional submittals and ultimately delays in approval of the plan set.

***Response: Plant symbols, labels, quantities, and landscape schedule has been included.***

- **Site Triangles.** Include sight distance and 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: Site triangles have been included in the landscape plans.***

- B. **FDP Landscape Standards.** Comply with the landscape standards in FDP Tab #11. Include unique landscape design features that characterize and carry out the FDP theme(s).

***Response: Landscape design is consistent with the FDP.***

- C. **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 UDO and determining all applicable landscape conditions.

***Response: Comment noted. Thank you.***

- **Curbside Landscaping.** For all street frontages, provide one street tree per 40 linear feet. Refer to Section 146-4.7.5(C)2.a. Street trees shall be provided within the designated curbside landscape area. Avoid the use of bluegrass sod and where feasible, use the curbside landscape to serve as water quality areas. Refer to the images below as examples of more naturalized plantings.

***Response: Required street trees and landscaping have been provided.***



- **Landscape Street Buffers.** A 20' wide landscape street frontage buffer shall be provided along 42nd Avenue, Denali Boulevard and Aurora Highlands Parkway. The street buffers shall include 1 tree and 10 shrubs per 40 linear feet.  
***Response: Required buffer and landscaping has been provided.***
- **Special Landscape Buffers.** All new development or redevelopment proposed adjacent to dedicated public park land and open space areas, including trail corridors shall provide a 25-foot buffer, which can be reduced by implementing design incentives. Landscaping shall include a total number of trees and shrubs equal to one tree and ten shrubs per 30 feet when the site contains residential development.  
***Response: Required buffer and landscaping has been provided.***
- **Additional Requirements for Residential Development.** All new single-family detached residences shall provide front and side yard (corner lots) and curbside landscaping in accordance UDO Section 146-4.7.5, Table 4.7-2 (Required Landscaping Buffer Widths and Allowed Reductions) and 4.7-3 (Residential Yard Landscape Requirements). Shrub quantities vary depending upon the lot size. Landscaping shall be completed prior to issuance of a final certificate of occupancy. Temporary certificates may be granted at the discretion of the Building Department when certificates are requested outside of the normal landscaping season of April 1<sup>st</sup> through October 31. Builders may want to consider the xeric option as a tap credit of \$1000.00 per lot is issued for each front yard utilizing xeric front yard landscape requirements. Contact Tim York in Aurora Water at (303) 739-8819 for additional questions.  
***Response: Typical lot landscaping has been provided.***
- **Special Landscape Requirements at Entryways and Intersections.** Provide a distinctive landscape feature at each site entrance. Distinctive landscape features should consist of specimen quality plant material that will provide visual interest during all seasons. Refer to Section 146-4.7.5 L. Site Entryways and Intersections.  
***Response: Specimen quality plant material and monumentation has been provided at the site entrance.***
- **Private Common Open Space/Tract Landscaping.** Common open space and detention areas shall provide landscape consisting of 1 tree and 10 shrubs per 4,000 square feet in accordance with Section 4.7.5.I.  
***Response: Required landscaping has been provided.***
- **Retaining Walls.**  
 Design standards for retaining walls are outlined in Section 146-4.7.9.T. Retaining walls in residential development shall be a maximum 48 inches tall adjacent to rear lot lines and common open space, and

30 inches tall adjacent to side lot lines. Terraced retaining walls are not permitted within the side yards of single family detached homes. Walls shall be terraced until the required amount of slope has been taken up. Slopes between walls shall not exceed one foot of rise for each four feet of run (4 to 1). The area between each wall shall be landscaped with one or more of the following: shrubs or groundcover in accordance with Section 146-4.7.3.B.5 (Living Material Requirements). Each wall shall be separated by not less than 36 inches.

**Response: Retaining walls are designed within the required standards.**

- **Detention and Water Quality Ponds.**

The city encourages all applicants to utilize LID (Low Impact Development) principles 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.

Applicants may propose their own BMPs or refer to the Urban Drainage and Flood Control District's Storm Drainage Criteria Manual where multiple examples of BMPs are described. Aurora Water has 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, Engineering Services Manager 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.

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. 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: This comment does not apply to this preliminary plat. Comment has been noted and will be implemented on future preliminary plats.**

- **Irrigation.** All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, Aurora Water requires 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 regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system. Refer to Section 146-4.7.3.C.

**Response: Comment noted. Thank you.**

## 6. Architectural and Urban Design

### 6A. Design Standards

Provide architecture and urban design standards consistent with the FDP Architectural Standards. Review the building design and architectural standards listed in the FDP and Section 146-4.8. Include an Architectural Standards Matrix with the preliminary plat to identify the styles and level of quality and detail identified in the FDP. A materials board identifying colors and building materials should be provided when the application is submitted. Elevations are not required in the preliminary plat. However, typical elevations

are encouraged to demonstrate the architectural character of the development and can be submitted as a separate exhibit.

**Response: Architecture and urban design proposed is consistent with the FDP. A materials board are provided to the Architectural Review Committee prior to application for building permit.**

#### 6B. Residential Building Design Standards.

All new single-family residential construction shall meet the building design standards in UDO Section 146-4.8. Table 4.8-1 identifies the standards for building design standards, massing and articulation, building materials, and roof design for single family detached dwellings.

**Response: All proposed architecture shall meet the standards required within the UDO and the approved FDP.**

The following bullet points are not an all-inclusive list of the design standards found within Section 146-4.8.3. The applicant is responsible for reviewing the building design standards and determine all applicable conditions.

- Model home design variety
- Elevation repetition
- Garage doors as a percentage of front facades
- Paint scheme repetition
- Roof line variation
- Distribution of masonry and architectural features
- Placement of windows

**Response: Comment noted. Thank you.**

Please note that enhanced elevations with additional architectural detail is needed along rear elevations adjacent to any open space or street.

**Response: Noted. All proposed architecture shall meet the standards required within the UDO and the approved FDP.**

#### 6C. Design Variety

Design variety standards can be found in Section 146-4.8.3. In a subdivision plat consisting of 50 or more lots, at least four different home model varieties shall be constructed, each with a distinct floor plan and elevations. No identical model home elevation shall be repeated directly across the street and no model elevation shall be repeated more than once every four lots. Approved paint schemes shall not be repeated more than once every four lots or directly across the street. The design variety for motor courts shall be applied the same as a cul-de-sac.

**Response: Noted. All proposed architecture shall meet the standards required within the UDO and the approved FDP.**

#### 6D. Fences and Walls

Proposed fencing and walls should be consistent with the FDP Urban Design Standards. Identify all fence types and locations on the preliminary plat and landscape plans and include details for each fence type. Please note any fencing along collector street frontages are required to be constructed by and maintained by the Metro District or Homeowner's Association. Fences adjacent to open space shall meet the open space fence standards. A 3-rail open space fence with pet mesh is required to keep pets within private

property and to keep wild animals out of private property. Any rear yards facing a street must be setback twenty feet and the associated tract must be landscaped.

**Response: All proposed fencing will comply with the FDP.**

**7. Signage**

Please indicate where monument signs (if any) are proposed for the neighborhood and ensure they are located outside of any easements. All ground signs should be at least 4 feet back from the property line and 21 feet back from the flow line. Please refer to Section 146-4.10 for complete regulations.

**Response: Monumentation has been included and identified on the landscape plan.**

**8. Adjustments**

Section 146-5.4.4 details the definitions, applicability, procedures, and criteria of approval for all adjustments to development standards. If any adjustments are requested, they must clearly be listed and justified in the Letter of Introduction. They must also be listed on the cover sheet of the Site Plan and any other sheets on which they are applicable. If an adjustment does not meet the limits for administrative approval under Section 146-5.4.4.F, then the adjustment will require approval from the Planning and Zoning Commission.

**Response: No adjustments are being requested with this application.**

**9. Submittal Reminders**

*9A. CAD Data Submittal Standards*

The city has developed CAD Data Submittal Standards for internal and external use to streamline the process of importing AutoCAD information into the City's Enterprise GIS. A digital submission meeting the CAD Data Submittal Standards is required before final mylars can be routed for signatures or recorded for all applications. Please review these standards and ensure that files are in the correct format to avoid future delays.

**Response: Comment acknowledged. CAD information will be provided with signature sets as required.**

*9B. PDF Requirements*

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

**Response: Noted. Files will be flattened prior to upload.**

*9C. Mineral Rights Notification*

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

**Response: A mineral rights affidavit is included with this application.**

*Pre-Submittal Meeting:*

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

Please note that a separate pre-submittal meeting is required with Real Property for the Subdivision Plat prior to application submittal. Please contact Real Property directly to schedule this meeting.

**Response: In lieu of an in-person pre-submittal meeting, a form was filled out and shared with staff.**

*Community Participation:*

Please work proactively with registered neighborhood organizations and adjacent property owners. Registered neighborhood organizations within a one-mile radius and adjacent property owners will formally be notified of the application when a submittal has been made to the Planning and Development Services Department.

**Response: Comment noted. Thank you.**

*Neighborhood Services Liaison:*

- Your Neighborhood Services Liaison is Scott Campbell. Since there are no registered neighborhoods within a one-mile radius of this site plan area, there is no neighborhood referral list. However, this project will be referred to the adjacent property owners as well as it will be listed on our website [www.aurora4biz.org](http://www.aurora4biz.org) where residents can make comments throughout the project review. Should there turn out to be substantive comments on this project, Scott can assist with the meeting planning.
- All meetings with registered neighborhood organizations should also include the Planning and Development Services Department Case Manager so that questions concerning the UDO and procedures can be properly addressed. The Case Manager will record any project-related commitments that are made 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: Comment noted. Thank you.**

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

*Project Characterization:*

Based on your proposal, the following information has relevance to the determination of PROS' requirements for this project:

- Your proposal includes single family detached lots and open space within PA-19.

*Proposed Open Space:*

In order to receive open space land dedication credit, a tract is required to provide a conservation, recreation, or educational value for the community. Please note that Pocket Parks may not be surrounded by roadways, unless of adequate size to allow for appropriate buffers between the roadways and activity areas. Passive open spaces intended for conservation and passive recreation purposes may be considered based on programming, size, and orientation with the roadway. Please work with PROS on the design and programming to meet the intent of dedicated open space. Please be aware that traffic eyebrows are not eligible for land dedication credit. In the submittals, clearly identify which open space tracts meet the criteria for open space land dedication credit and include the spreadsheet showing the running totals of park and open space land dedication. Show all proposed facilities within open space/pocket park tracts.

**Response: Comment noted. Thank you.**

*FDP Requirements:*

As shown on Form J, the development of PA-19 triggers a 3.5 acre neighborhood park in PA-18 and a 8.7 acre open space/trail corridor. In the submittals, show the location and proposed facilities within these areas.

**Response: As discussed with Planning and PROS Staff, Filing 8 will initially be served by the 7.5 acre neighborhood park proposed as a part of Filing 3. Filing 8 is within a ½ mile service radius of this first neighborhood park in Filing 3 and also within the population requirements for homes currently proposed within the Filing 3 service radius. The 3.5 acre neighborhood park will be located in PA-18 and will be a part of a future application.**

*Proposed Trail:*

The proposed trail crosses a proposed street. Show what safety measures will be taken to protect trail users in this location.

**Response:** *A trail crossing at the proposed street has been provided. Please refer to the engineering drawings.*

### **Forestry Division**

Trees will be impacted for this Phase of the Aurora Highlands project. A page for tree mitigation will need to be added to the submittal regarding the trees that will be removed and/or preserved.

#### *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:** *Tree mitigation efforts are shown on the tree mitigation plan.*

#### *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. The tree inventory is already complete so please make sure that the chart is added to the Landscape Plan for tree mitigation.

**Response:** *Existing trees are shown on the tree mitigation plan.*

- 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.

**Response:** *Tree mitigation efforts are shown on the tree mitigation plan.*

- 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 preserved on the site. Additional information can be found on the tree mitigation plan.*

#### *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:** *Comment noted. Thank you.*

### **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:*

- Development fees are due at time of final plat.
- Utilities need to be extended in accordance with the approved master utility study.
- Looping of water mains are required with each phase.
- Dead end water mains can serve a maximum of 12 residential units.
- Civil plans are to include a phasing sheet showing what utilities will be installed with each phase.
- Water meters are to be in a landscaped area. Motorcourt houses can be served via meter banking.
- Any meter outside of the public ROW requires a utility easement.
- A domestic allocation agreement will be required starting in 2019 for connections 2" and larger.

*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.

***Response: Items applicable to Filing 8 are included on the Preliminary Plat Utility Plan.***
- 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).

*Utility Development Fees:*

- A partial Storm Drainage Development fee is required prior to the recording of the Subdivision Plat or at the time of building permit approval if a Plat is not required. Additional Storm Drainage fees may be charged and are based on the amount of impervious surface created by this project.
  - The Water Transmission Development Fee and the Sanitary Sewer Interceptor Fee have been combined into the water connection fee and are required to be paid after issuance of building permit and prior to issuance of the Certificate of Occupancy.
  - For a full listing of Utility Fees, please see the Aurora Water Fee Schedules.
- Response: Comment acknowledged.***

**Public Works Department**

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

*Key Issues:*

- A full Traffic Impact Study will be required. The focus for review will be on conformance with The Aurora Highlands Transportation Impact Study (FHU, August 2018) and in meeting the standards established in the Traffic Impact Study Guidelines. See below for additional information.
- Response: The Traffic Impact Study for the residential area defined by TAH Parkway, Main St, 42<sup>nd</sup> Ave, and Denali Blvd. was approved with the Filing 5 application.***
- Denali Boulevard is classified as a minor arterial.

- Per the City's Roadway Design and Construction Manual, section 4.07.7.02.5.01 "Access points shall be no closer than 300-feet to arterial inspections. Depending on site characteristics access control may be required."
  - Based on a careful reading of the above criteria and discussion with Traffic Management, no full movement access onto 26th Avenue or The Aurora Highlands Parkway or 38th Place (to be renamed 39th Avenue) will be allowed closer than 300', based on centerline to centerline measurement. Consider adjusting to have any proposed access points closer than 300' be either exit only or physically limited to right-in / right-out or redesigning to have the first access point at 300' spacing.
  - Variance from these criteria must be supported by full operational and queuing analysis of the proposed configuration prior to approval. Such an analysis has not yet been received by Traffic Engineering as of the date of these notes.

***Response: The Traffic Impact Study for the residential area defined by TAH Parkway, Main St, 42<sup>nd</sup> Ave, and Denali Blvd. was approved with the Filing 5 application.***

- Traffic Signal Escrow will apply for 42<sup>nd</sup> Avenue & Denali Boulevard (25%), 42<sup>nd</sup> Avenue & Main Street (50%).

***Response: Comment acknowledged.***

- Preliminary Plat will need to include access driveways for Motor Court units, including sight triangles demonstrating that there are no obstacles (structures or vegetation exceeding TE-13 guidelines) within departure sightlines.

***Response: Access driveways for the motor court units are shown on the Preliminary Plat.***

- Show all adjacent and opposing access points on the Site Plan.

***Response: All access points shown on the site plan.***

- Label the access movements on the Site Plan.

***Response: Access movements labeled on site plan.***

- Objects and structures shall not impede the vision within these site triangles. Landscaping shall be restricted to less than 26-inches in the sight triangles. Show site triangles on the site plan and landscaping plan at all access points in accordance with City of Aurora Standard Traffic Detail TE-13 of Aurora Standard Traffic Detail TE-13.3.

**Add the following note landscape plans: 'All proposed landscaping within the site triangle shall be in compliance with COA Roadway Specifications. Section 4.04.2.10'**

***Response: Note has been included on landscape plan.***

#### *ROW/Plat:*

- Designate a Public Access Easement along private roadways.

***Response: Public access and utility easement provided along private roadways.***

- A private cross-access agreement is recommended for maintenance and snow removal. The developer is responsible for establishing this agreement with the adjacent property owner.

***Response: Comment noted. Thank you.***

#### *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 Preliminary Plat: 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.

***Response: Street signs are shown and identified on the site plan. The note is included on the Preliminary Plat.***

- 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: Note is included on the Preliminary Plat.***

- A Traffic Impact Study will be required for this site which will include addressing the following specific items:
  1. Existing, buildout and 2040 average daily traffic counts.
  2. Include detailed analysis of:
    - a. 38<sup>th</sup> Place and Denali Boulevard (with queuing analysis, to include evaluation of northbound left-turning queuing)
    - b. 42<sup>nd</sup> Avenue and Denali Boulevard
    - c. 42<sup>nd</sup> Avenue and Main Street
    - d. The Aurora Highlands Parkway and Denali Boulevard (roundabout analysis with appropriate software as specified in Aurora TIS Guidelines)
    - e. Main Street and the Aurora Highlands Parkway
    - f. Intersections of collector roadways that are internal to the site.
  3. Signal Warrant Analyses of intersections b. c. and e. Warrant 1, 2, 3 all to be included (collect 72hr. tube counts for analysis).
  4. Analysis of pedestrian connectivity, Pedestrian LOS.
  5. Discussion of the application of elements from the Traffic Calming Toolbox to address any concerns for speeding, pedestrian crossings, etc. Techniques in the Traffic Calming Toolbox may: Advanced Yield Lines, Enhanced Crosswalk, High-Visibility Signs and Markings, In-Street Pedestrian Crossing Signs, Enhanced Pedestrian Crossing Sign Devices (HAWK or RFB), Mid-Block Lane Narrowing, Curb Extension, Angled Parking, Pedestrian Safety Island, Staggered Pedestrian Safety Island, Lane Narrowing, Mini Roundabout, Speed Cushions and Chicane. Details of Enhanced Crosswalk, compact roundabout, speed cushions and chicane may be made available if requested.

***Response: The Traffic Impact Study for the residential area defined by TAH Parkway, Main St, 42<sup>nd</sup> Ave, and Denali Blvd. was approved with the Filing 5 application.***

The Traffic Study shall be prepared in accordance with the City of Aurora Traffic Impact Study Guidelines.

**Submitting the Traffic Study:**

- The Traffic Study shall be sent directly to Brianna Medema at [bmedema@auroragov.org](mailto:bmedema@auroragov.org) as soon as possible.
- The Traffic Study shall also be uploaded with the rest of the submittal.

***Response: The Traffic Impact Study for the residential area defined by TAH Parkway, Main St, 42<sup>nd</sup> Ave, and Denali Blvd. was approved with the Filing 5 application.***

- Based on our review of the Traffic Impact Study, additional improvements may be required.

***Response: The Traffic Impact Study for the residential area defined by TAH Parkway, Main St, 42<sup>nd</sup> Ave, and Denali Blvd. was approved with the Filing 5 application.***

### **Engineering Division**

*The Engineering Division review 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 shall be in conformance with the approved Public Improvement Plan.
- A Preliminary drainage report shall be submitted with the preliminary plat for each subdivision filing. On-site detention and water quality shall be in conformance with the master drainage study.
- The preliminary plat shall distinguish which improvements are not to be completed by the district and which by the development.
- These applications will be referred to Mile High Flood District for review and comment.

#### *Improvements:*

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

- Typical roadway constructions are specified in the City Code and summarized in Section 4.08 with details shown in the Standard Detail S1.  
***Response: Comment acknowledged. Cross sections are per the city's Roadway manual.***
- Mountable curb and gutter shall be used on all Type 1 and 2 streets. All other streets, including those within the Urban Centers and TODs shall use 6" vertical curb and gutter.  
***Response: Comment acknowledged.***
- Curb ramps must be shown (located) on the plans at all curb returns, "T" intersections, residential mail kiosks or clustered mailboxes, and any other location of public necessity. Refer to Standard Detail S9. Any street grades more than three percent will require detailed grading of the curb ramps.  
***Response: Comment acknowledged. Curb ramps shown on site plan. Curb ramp details will be provided in construction documents.***
- Flared curb cuts, Standard Detail S7.4, are not permitted for commercial/industrial or residential driveways where traffic movements would be substantial. When the number of parking spaces exceeds 20, curb returns are required, and the curb return radii shall be labeled on the plan.  
***Response: Comment acknowledged.***
- Pedestrian Bicycle Railings will be required at and continuous along vertical separations of 30 inches, or greater, or on slopes greater than or equal to 3:1 adjacent to pedestrian areas. See Standard Detail S18.  
***Response: Comment acknowledged.***
- 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: Comment acknowledged.***
- Hand drives can front collector streets if the average daily traffic volume is less than 4,000 and certain mitigation measures are provided. Indicate the mitigation measures on the Site Plan. See Section 4.04.2.02.4 of the Roadway Design & Construction Specifications, October 2016 edition.  
***Response: Comment acknowledged.***

- Homes can front a local street within 75-feet of an arterial street if the average daily traffic volume is less than 2,000 and certain mitigation measures are provided. Indicate the mitigation measures on the Site Plan/Contextual Site Plan. See Section 4.07.7.02.5.04 of the Roadway Design & Construction Specifications, October 2016 edition.

**Response: Comment acknowledged.**

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

**Response: Gates are not a part of this application.**

- Street lights are required along adjacent roadways. Please refer to the Draft Lighting Standards for street light spacing, location, wattage, etc., information. Street lights along public right-of-way shall become City owned and maintained once they have been installed and the final acceptance letter for the lights has been issued. Street light locations shown on the site plan are conceptual. The street lighting plan shall be included with the Civil Plan submittal and will determine final street light locations based on a photometric analysis.

**Response: Street light design will be provided with construction documents.**

*ROW/Easements/Plat:*

- ROW dedication is required for public streets.

**Response: Comment acknowledged.**

- The dedication of a 25-foot lot corner radius is required at the intersection of arterial roadways, a 20-foot lot corner radius is required at the intersection of collector roadways, and a 15-foot lot corner radius is required at the intersection of arterial roadways.

**Response: Comment acknowledged.**

- Please coordinate with the Real Property Division of Public Works for the dedication of any required easements. If a plat will be prepared for this development, the plat can cover the required easements.
  - 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: Comment acknowledged. Offsite easements will be coordinated with Real Property.**

*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.

**Response: A PDR is included with this application.**

- 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.

**Response: Comment acknowledged.**

- 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.

**Response: Comment acknowledged. Detention and water quality for this development has been accounted for offsite.**

- Release rate for the detention pond shall be based upon the "Storm Drainage Design and Technical Criteria" Manual, latest revision.

**Response: Comment acknowledged. Detention and water quality for this development has been accounted for offsite.**

- 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.

**Response: Comment acknowledged.**

- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed.

**Response: Comment acknowledged.**

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

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

#### **Key Issues:**

- Any loop lane that exceeds 250' shall be a minimum width of 30' providing a 23' fire lane easement and 7' for parking

**Response: Comment acknowledged.**

- The developer is responsible for construction of all on-site and off-site infrastructure needed to establish two points of emergency access to the overall site and each internal phase of construction. This requirement includes, but is not limited to, the construction of any emergency crossings improvements, looped water supply and fire hydrants as required by the adopted fire code and city ordinances.

**Response: Comment acknowledged.**

- The portion of 38th Place (to be renamed 39th Avenue) that has been identified as a "Temporary Road", West of the CIG easement, shall not be used or identified as a second point of access.

**Response: The 38<sup>th</sup> Place/39<sup>th</sup> Ave will be severed as part of this application.**

- A phasing plan must be provided with the Planning Department's Preliminary Plat submittal and the Public Works Department's Civil Plans submittals. The phasing plan must reflect a looped water supply to the overall site. Where the interior of the site will be constructed in multiple phases, please provide an interior phasing plan showing two points of access with a looped water supply to each phase of the development.  
**Response: Comment acknowledged. Phasing plan will be included in the Preliminary Plat.**

*Address Directory Signs for Single-Family Dwellings Facing Green Belts instead of Public Right-of-Way:*

An approved address directory shall be shown within the detail sheet of the site plan and/or civil plan sign package. Address Directory Signs must be installed at properties where the single-family unit is facing a green belt and access to the unit is from garage of an adjacent access road.

- Adjacent public/ private roadways, or fire lane easements/public access easements must provide emergency access to within 150' of all exterior portions of the first floor of each structure. The utilization of a greenbelt product cannot exceed this requirement.

**Response: Comment acknowledged. Appropriate easements are provided.**

*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. The applicant will coordinate addressing with Phil Turner.**

*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: Comment acknowledged.**

*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.

- Alternative Fire Lane Surfacing Material
- Alternative Fire Lane Surface Signs
- 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
- Keep Drive Aisle Passable at All Times Signs
- Sign Package
- Signature Block
- Street Standards and Street Section Details

**Response: Comment acknowledged.**

*Emergency Responder Radio Coverage:*

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

- Based on the size of the proposed structure(s), Fire/Life Safety is not asking for a radio assessment unless the site is reconfigured to utilize larger structures at time of submittal.

**Response: Comment noted. Thank you.**

*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:

- Designated Fire Lane
- Fire Lane Easement
  - o Each phase of construction must include two points of emergency access and a looped water supply to support on site fire hydrants and fire service lines.

**Response: Comment acknowledged.**

- Public Street Adjacent to Site
  - o Structures greater than 30' in height and adjacent to a public street must provide a 26' wide fire area capable of accommodating aerial fire apparatus (ladder trucks). The intent is to establish a fire apparatus parking area no greater than 30' and no less than 15' from the exterior wall of the structure. This fire apparatus area must be posted as "No Parking-Tow Away Zone" to ensure availability for fire apparatus.

**Response: Comment acknowledged.**

- Urban Street Standards
  - o The site reflects the use of urban street standards. To accommodate large emergency response vehicles, where structures are greater than 30' in height, a minimum of 26' of paved surface width can be required by means of driveways, "No On-Street Parking" areas or other equivalent design features.

**Response: Comment acknowledged.**

*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.

- In single-family detached residential sites, the IFC reflects an exception in Section 507.5.1 that allows IRC R-3 dwellings to utilize a 600' on center spacing of fire hydrants.
- Changes made to the site from the current proposal may require additional onsite hydrants once site plan is submitted.
- The site reflects the use of urban street standards. Placement of fire hydrants within urban streets designations should begin at intersections. Where fire hydrants are required along urban streets using on-street parking, a 20' minimum section in front of a fire hydrant must be visually designated as "No On-Street Parking" or a landscape island bump-out could be used to place the fire hydrant a minimum of 3'-6" to a maximum 8' from face of curb.

**Response: Comment acknowledged.**

*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:*

- Our jurisdiction has amended the IFC through a city ordinance that removes the requirement for fire sprinkling R-3 Single-Family residences. During the pre-application meeting it was stated that these units would be IRC R-3 Occupancy. If this is changed to IBC R-2 occupancy, then a fire sprinkler system will be required for these units.

***Response: Comment noted. Thank you.***

***Flag Lots:***

A flag lot is considered a parcel of land that is entirely dependent upon an adjacent property for access to a public street and to a public water supply. A flag lot can create an area of land that is undevelopable unless a dedicated means of access and water is established at the time of the subdivision of the site.

***Response: Comment acknowledged. No flag lots are proposed.***

***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.

***Response: Comment acknowledged. No gating system proposed with this application.***

***Handicap Accessibility Requirements:***

The City of Aurora reviews handicapped accessibility requirements based on 2015 IBC, Chapter 11, the 2009 ICC/ANSI A117.1 and the 2003 Colorado State House Bill 03-1221, Article 5, Standards for Accessible Housing.

- Residential

***Response: Comment noted. Thank you.***

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

- Residential

***Response: Comment noted. Thank you.***

***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: Legends provided throughout the plan set.***

***Phasing Plans:***

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

***Response: Comment acknowledged.***

***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 does not contain a Dedicated Fire Lane Easement
- (Plat Note) If Plat Contains Fire Lane Easement
- (Site Plan Note) Addressing
- (Site Plan Note) Aircraft Noise Reduction (LDN)
  - This area is within a \_\_ LDN noise mitigation area. Sec. 22-425
- (Site Plan Note) Alternative Fire Lane Surfacing Materials.
- (Site Plan Note) Americans with Disabilities Act
- (Site Plan Note) Emergency Ingress and Egress
- (Site Plan Note) Fire Lane Easements
- (Site Plan Note) Fire Lane Signs
- (Site Plan Note) Right of Way for Ingress and Egress of Emergency Vehicles

***Response: Required notes will be provided on the various documents.***

*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: Data block is included on the cover sheet.***

*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.
  - The fire code official is authorized to increase the dimension of 150 feet reach requirement where the building is fire sprinkled in accordance with the 2015 IFC, Section 503.1.1 where allowed by code. If granted approval, a fire sprinkled structure may utilize 200-foot reach criteria in place of the 150-foot standard requirement.
  - Where fire hydrants and fire department connections are provided adjacent to vehicular access drive aisles, they will need to be dedicated as fire lane easements in order to provide emergency access to them.
- Access Road Width with a Hydrant
- Aerial Fire Apparatus Access Roads
- Alternative Fire Lane Surfaces
  - Alternative fire lane surfaces other than asphalt or concrete will require a license agreement through Real Property within Public Works.
- Fire Apparatus Access Road Specifications
  - If an existing fire lane or public roadway has to 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
- Cul-De-Sac's
- Dead-end Fire Apparatus Access Roadways
- Dead-End Public Streets
- 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.
- Motor Courts - Where motor Courts and Looped Lanes are utilized please provide a dedicated Fire Lane Easement within the required width of each drive aisle (23' for Motor Courts and 18' for Looped Lanes) as depicted in Aurora Building and Zoning Code, Section 146-1108.
- No Parking is allowed within a Fire Lane Easement
- Private Streets Constructed to Public Street Standards
- Pocket Utility Easements for Fire Hydrants
- Public Street Systems Adjacent to Site
- Public Streets Constructed to the Urban Street Standards
- Remoteness

- Single Point of Access through an Adjacent Jurisdiction
- Speed Bumps
- Snow Removal Storage Areas
- Two points of Emergency Access
- Urban Street Standards
- Width and Turning Radius

**Response: Applicable information is included on the site plan.**

#### *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: Comment acknowledged.**

#### **Real Property Division**

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

#### *Key Issues:*

- Apply for Re-Plats per direction of ODA and Planning.  
**Response: Comment acknowledged.**
- Easements can be dedicated on each Final Plat. ROW might need be dedicated by separate document.  
**Response: Comment acknowledged.**
- A new Master License Agreement may be needed for each Final Plat.  
**Response: Comment acknowledged.**
- An encroachment agreement with CIG is needed and is to be submitted for City records.  
**Response: Comment acknowledged.**

#### *Subdivision Plats:*

- The property is currently platted; however, due to your proposed use, it will need to be resubdivided (replatted) at this time in order to obtain a building permit. Plats must be prepared using City of Aurora specifications provided in the most current Subdivision Plat Checklist. Plat reviews may run concurrently with your other Planning Department submittals.  
**Response: Comment acknowledged.**
- A pre-submittal meeting with Real Property is required on all plat submittals so our team may verify that basic elements have been addressed before they are submitted to Planning. This 30-minute meeting is for the 1st submittal of plats only and is by appointment only. Call Darren Akrie at 303.739.7300 to schedule your appointment. The person preparing the plat and your project manager should attend the meeting. Please bring two sets of the plat.  
**Response: Comment acknowledged.**

#### *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.

***Response: Comment acknowledged.***

- Offsite easement dedications may be required to make your project work. It's up to the developer to obtain these easements for the city, pay compensation, etc. Dedication documents must be prepared using Real Property specifications which can be found in the Dedication Packet. Once complete and accurate easement dedication information is submitted to Real Property, it takes about 8-10 weeks to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.

***Response: Comment acknowledged.***

- 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 8-10 weeks to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.

***Response: Comment acknowledged.***

- You may have items that encroach into city-owned property or easements (i.e. retaining walls, medians, stairs, etc.). If allowed, these types of encroachments require a License Agreement. Requirements can be found in the License Agreement Packet. It takes 8-10 weeks to complete the process after submittal.

***Response: Comment acknowledged.***

- Real Property may require a Monumental Field Survey, but we are unable to determine that until we make our first review.

***Response: Comment acknowledged.***

- If a requirement for new street lighting is identified during the review process, this may be an opportunity to partner with cell carrier providers. New technology allows these providers to incorporate their technology with street lighting. These carriers are willing to take on the cost of purchasing and installing a light with qualifying projects. Please contact Leslie Gaylord at 303.739.7901 for additional details and contact information.

***Response: Comment acknowledged.***