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August 7, 2019

Heather Lamboy
Planning Department, City of Aurora
15151 E. Alameda Parkway
Aurora, CO 80012

**Re: Saddle Rock CCSD School Infill Site (#1342323)/Pre-Application Meeting held January 17, 2019
– Comment Responses**

Dear Ms. Lamboy:

This letter is in response to the City of Aurora comments received following our Pre-Application meeting. Please see the responses following the comment in *red italics*.

Key Issues:

- ▶ **Code Compliance:** The project as currently proposed has many issues that do not meet code requirements and which the Planning Department will be unable to support. In summary, these issues pertain to: lack of appropriate access points, non-compliant density, lot widths and configurations, parking and garage locations, and amenity space. Details of these issues are found in the Planning Department section of these notes beginning on page five.
Response: Noted. See responses to specific comments in this response letter.
- ▶ **Neighborhood Meetings:** It is highly recommended that meetings with the neighborhood groups (and involving the School District) be held. Neighborhood comments will play significantly in the decision making process.
Response: A neighborhood meeting was held on February 26, 2019.
- ▶ **Alley Loaded Product:** The Saddle Rock Golf Club North GDP requires that 2-car garages be provided. Per zoning code, garage doors may not occupy more than 47% of the total width of the front building elevation. Additionally, [Section 146-1302\(C\)](#) states more requirements specific to garages, including a requirement for at least 50% of the total residences to have recessed or alternate-loaded garages. With your currently proposed lot widths, these requirements will not be possible to meet. As such, planning would suggest the use of an east-west street grid with blocks and alleys so that garages can be accommodated in the rear of the residences.
Response: Lot widths have been substantially increased to meet requirements for garage doors. Alley loaded products will not be utilized on this site.
- ▶ **Storm Water Drainage:** A drainage easement with vehicle maintenance access is required for the existing drainage-way located at the north side of the site. Storm water conveyance with a drainage easement is also required to have the storm water flows reach the detention basin on the south side of the site. The exhibit provided for the pre-app meeting shows multiple lots which prohibit flows to the south.
Response: The existing drainage way will not be manipulated as a part of this site development. Storm water flows will move to the south. See updated plans for storm drainage path and easements. The applicant is willing to discuss improvements to the existing drainage way once updated site layout has been reviewed. No vehicle maintenance is being showed as a part of this submittal.

Planning Department

General Zoning Code Review of your Property:

- Your property is zoned *General Development Plan – Saddle Rock Golf Club North*.
Response: Noted.
- The use you propose, single-family detached residential is subject to a GDP Amendment, Site Plan and Plat approval.
Response: Noted.
- Since this site is governed by a General Development Plan, a GDP amendment will be required to permit the sizes of lots that are proposed, and the designation of this area as only “residential.” A GDP Amendment must be reviewed and approved by the Planning Commission and the City Council.
Response: Lot quantity and lot sizes have been updated to meet the requirements of the GDP. No GDP amendment is anticipated moving forward.

Type of Application(s):

- As part of your application, you will need to make the following land use requests:
 - [General Development Plan Amendment](#)
 - [Site Plan](#)
 - [Subdivision Plat](#)*Response: Noted. No GDP amendment is anticipated moving forward.*
- Your project will require approval in a public hearing before the Planning Commission for the Site Plan. The GDP Amendment to permit reduced lot sizes, a change in density or development standards requires both the Planning Commission and the City Council must review and approval.
Response: Noted. No GDP amendment is anticipated moving forward as reduced lot sizes and change of density is no longer being proposed.
- The following applications, [manuals](#) and [design standards](#) may also be helpful in completing your application for submittal:
 - City of Aurora [CAD Data Submittal Standard](#)
 - [Fence Ordinance](#), City Code Chapter 146, Article 17
 - [Landscape Reference Manual](#)
 - [Landscape Ordinance \[Chapter 146, Article 14\]](#)
 - [On-Line Application](#)
 - [On-line Application and Plan Submittal Guide](#)
 - Preliminary list of community groups and homeowners associations within a one mile radius of your proposed development
 - Residential Masonry and Quality Construction Standards Ordinance [22-133]
 - Saddle Rock Design Guidelines
 - [Site Plan Manual](#)
 - [Southeast Area Transportation Study \(SEATS\)](#)
 - Street Standards Ordinance [[126-1](#)] and [[126-36](#)]
 - Street Standards, Roadway Cross Sections
 - [Subdivision Plat Manual](#)
 - [Subdivision Plat Checklist](#)
 - Subdivision Ordinance [[Chapter 147](#)]
 - Xeriscape Plant List (see Landscape Manual)*Response: Noted.*



Standards and Issues:

1. Zoning and Land Use Issues

Your project as currently proposed has many issues that do not meet code requirements which the Planning Department will be unable to support. In summary, these issues pertain to:

- Lack of appropriate access points
- Non-compliant density
- Lot widths and configurations
- Parking and garage locations
- Amenity Space

The following notes will go into detail on these specific issues and others for your reference. However, the City of Aurora suggests you revise your plans based off of this preliminary review in order to create a proposal which will meet all regulations and requirements.

Response: Noted. See specific responses to specific comments in this document.

2. Traffic and Street Layout Issues

All accesses to this site must be designed so that there is a 90-degree intersection approach. Please review comments from the Traffic Division for full detail on this restriction. There are also several concerns with the proposed layout. As it is currently shown, the street pattern does not meet requirements for circulation and connectivity within the site.

Response: 90 degree intersection approaches have been added. See specific responses to specific comments in this document.

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. Your streets need to meet Public Works street section requirements, and accommodate on-street parking, Fire Lane widths, and sidewalks. City design standards call for 5.5 foot wide detached sidewalks with an 8 foot wide tree lawn.

Response: Noted.

3. Site Design Issues

3A. *Density of Use.* Per the Saddle Rock Golf Club North GDP Parcel Summary, the maximum density units to the acre for Single-Family Detached – Moderate Density is 3.1. Based on the acreage listed above, this would entitle a home developer to a maximum of 24 dwelling units (3.1 x 7.95 acres). If a developer proposed a site plan and plat for 24 units at this site, they are allowed to pursue their application through an administrative decision, per the GDP. Any additional density will require a review and approval by the Planning Commission and the City Council.

Response: Currently 30 units are being proposed for a total density of 3.77. This does exceed the Moderate Density requirement of 3.1. However, the current GDP specifically allows for 33 units on this site. As such, we believe that we are within the guidelines and regulations for the site.

Small Lots

In addition to the Saddle Rock North GDP, the following table applies to any small lots proposed in a development, per Article 11 of the [Zoning Code](#):

Master Planned Communities. In a master planned community, the maximum percentage of small lots shall be determined pursuant to those columns of Table 11.1 below, applicable to master planned communities.

Table 11.1
Maximum Permitted Percentages of Small Lots Permitted

	Master Planned Community
All Aurora Zone Districts with maximum sfd density of 2 du/gross ac or less (including E-470 Low Density Residential Subareas)	15%
All Aurora Zone Districts with maximum sfd density of 4 du/gross ac or less (including E-470 Reservoir Density Residential Subareas)	25%
All Aurora Zone Districts with maximum sfd density of 8 du/gross ac or less (including E-470 Medium Density Residential Subareas)	35%
NO LOTS SMALLER THAN 3,700 SF SHALL BE PERMITTED IN ANY ZONE DISTRICT	

Currently, small lots are classified as anything less than 6,000 square-feet or with a lot frontage of less than 55-feet (35-feet on a cul-de-sac). The Saddle Rock Golf Club North GDP does not have a small lot designation in the GDP – they reference single-family cluster development to create more functional open space within a filing. *The permitted density is comparable to the SFD- Moderate regulations according to the GDP. If the single-family cluster development is sought, additional design standards apply. Please keep in mind that single-family cluster development references the requirement for functional open space within a filing.*

Response: Small lots are no longer being proposed. All lots meet the minimum 6,000 square foot requirement set forth by the Saddle Rock North Design Guidelines.

3B. *Building Orientation & Street Network.* The proposed street network is problematic for multiple reasons. First, any proposed increase in density should be limited along the eastern portion of the site, and a transition to larger lot sizes should be provided adjacent to existing residential development to the north and west. Staff suggests orienting smaller lots to Ponderosa Street and the internal street (as illustrated in the graphic), with larger lots that transition to the existing neighborhood. Do not forget that there should also be a common shared amenity on the site, preferably located toward the central portion of the site. In this design, guest parking can be provided on street. Creating a street network such as this to provide alley loaded residences would offer many benefits for the overall site, such as creating space in front of the houses for pedestrians, parking, and a more inviting neighborhood and street presence, better site access and circulation.

Response: Proposed density is no longer being proposed as increased. The largest lots are primarily located adjacent to the existing neighborhood. A shared amenity is provided along Ponderosa Trail S. and across the street from the existing trail connection. The Saddle Rock North Design Guidelines do not allow for on street parking. Alley loaded design is not being considered.

3C. *Lot Sizes and Configurations.* The zoning code requires that, when lots are provided along curves or cul de sacs, the frontage may be reduced to no less than 35 feet as measured at the lot’s front right of way line. This requirement makes many of the lots unlikely to be permitted. Additionally, the Saddle Rock GDP requires that no lot may be smaller than 3,700 square feet. Furthermore, small lots are not permitted to exceed 25% of the Master Planned Community.

Response: Frontages along curves and cul de sacs all meet the minimum frontage of 35 feet. Small lots are no longer being proposed. All lots meet the minimum 6,000 square foot requirement set forth by the



Saddle Rock North Design Guidelines.

3D. *Garages.* The Saddle Rock Golf Club North GDP requires that 2-car garages be provided. Per Code [Section 146-914\(D\)8](#), garage doors may not occupy more than 47% of the total width of the front building elevation. Additionally, [Section 146-1302\(C\)](#) states more requirements specific to garages, including a requirement for at least 50% of the total residences to have recessed or alternate-loaded garages. With your currently proposed lot widths, these requirements will not be possible to meet. As such, planning would suggest the use of an east-west street grid with blocks and alleys so that garages can be accommodated in the rear of the residences. This would allow the desired smaller width of lots and meet the garage and building design requirements of code.

Response: Small lots are no longer being proposed and average frontage widths are now closer to 55' and can accommodate the requirements related to garage doors.

3E. *On-Site Amenities and Use of Open Space.* The provision of private and public open space is required by code for residential uses. Each lot shall incorporate a private, useable outdoor space with direct access to the lot's dwelling unit that contains at least 360 square feet, and minimum dimensions of 18x20 feet. This may be difficult to accomplish with smaller lot sizes, dependent on building footprints.

Response: Small lots are no longer being proposed. All lots have a minimum of 6,000 square feet.

Additionally centralized open space needs to be provided for the proposed density of units and population. Public open space areas should also contain useable amenities and landscaping. As it will likely become necessary to reduce the density of this site, increasing the size of open space may help gain support for the GDP Amendment requests, as well as meet requirements from other departments. Please review Parks, Recreation, and Open Space Department comments below.

Response: A centralized open space is being provided with a butterfly garden and benches.

A connection should be provided to the trail across the street that leads to the E-470 multi-use trail.

Response: The open space is across for the E-470 multi-use trail and provides for a connection to the trail.

3F. *Parking.* On-Site parking is required by [Section 1504](#) of the Zoning Code as well as the Saddle Rock Golf Club North GDP. For single-family detached homes, 2 spaces are required per unit, which are to be accommodated in a garage or driveway outside of the required front setback. Two guest spaces are also required per unit. As the current proposal only provides for front loaded garages, this would result in a street network that has driveways almost continuously along either side, thereby precluding the accommodation of on-street guest parking.

Please be aware that the Saddle Rock covenants do not permit on-street parking; therefore, all guest parking must be either accommodated on the individual lots or in small parking areas, such as illustrated in this graphic *[graphic has been excluded in this response]* for a different portion of the neighborhood.

Response: Noted. With the increased lot size, this accounts for a two-car garage for required resident parking and the ability to accommodate two guest spaces in the driveway.

3G. *Site Lighting.* In general, sidewalks, internal pedestrian paths, and bicycle paths shall be lit with full cutoff lighting fixtures no more than 16 feet tall and providing consistent illumination of at least one foot-candle on the walking surface. On-site street lights shall be lit with full cutoff type lighting fixtures no more than 25 feet tall. Design of lighting fixtures shall be shown on the Site Plan set, and should be consistent with the design guidelines of the Saddle Rock Golf Club North GDP.

Response: Noted. Please see the photometric plans and cut sheets provided in the submittal.

Show typical details of lighting on the plan and/or building elevations.

Response: Noted. Please see the photometric plans and cut sheets provided in the submittal.

4. Landscape Design Issues

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

A. General Landscape Plan Comments. Prepare your landscape plans in accordance with the requirements found in the City of Aurora Zoning code, specifically [Article 14](#), the Saddle Rock Golf Club North Amended General Development Plan (GDP) as well as 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.

Please be advised the city is in the process of adopting a new zoning code that includes updated landscape standards. The adoption process is tentatively scheduled to be completed in early to mid-2019. Should an updated site plan be submitted after the adoption process, the proposed application would be subject to the new zoning code standards. The proposed draft zoning code can be found on line using this link: https://www.auroragov.org/UserFiles/Servers/Server_1881137/Image/Planning/1.%20Aurora%20UDO%20Public%20Hearing%20Draft%2010-9-18%20--%20clean.pdf

If a formal submittal is made prior to the adoption of the new zoning code, the applicant shall comply with the current landscape standards as noted below. Please ensure that your landscape architect or designer has a copy of these documents as well as our project specific comments. The landscape plan shall include the necessary landscape tables in order to demonstrate compliance with code requirements. Tables shall be provided 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.

- **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/Contextual Site Plan submittal process must be drawn on 24”x36” sheets, have plant symbols, plant labels with 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.

Response: Noted. Plans have been prepared accordingly.

- **PDF Creation Process.** Please ensure that during the PDF creation process, that all AutoCAD SHX 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.

Response: Noted.

B. Saddle Rock GDP

The following bullet points are not necessarily and all-inclusive list of the landscape requirements found within the previously approved GDP. The applicant is responsible for reviewing the GDP and determining all applicable landscape conditions.

- Common Area Landscaping – All common areas along arterials and Class II roads, buffers, entry areas, pedestrian walkways or areas adjacent to the golf course...shall be landscaped in accordance with a detailed plan which shall indicate plant materials, grading, soil preparation, irrigation, signs, lighting etc.



Landscape plans shall be prepared by a Landscape Architect.

- Off street parking may be allowed within setbacks, but shall not compromise landscaping and other buffering measures.
- Except as otherwise noted, all City of Aurora Ordinances, regulations and rules uniformly applicable and in effect at the time of Site Plan and/or Subdivision plat approval shall be applicable to the development of this property.

Response: Noted. Plans have been prepared accordingly.

D. Article 14 Landscape Ordinance Requirements

The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within Article 14. The applicant is responsible for reviewing the landscape code and determining all applicable landscape conditions.

Response: Noted. Plans have been prepared accordingly.

- **Standard Right-of-Way Landscaping.** Provide one shade/street tree per 40 linear feet of street frontage whether metro district/HOA owned and maintained. All streets are to be constructed to city standards which includes the provision of sidewalks, tree lawns and street trees. When a detached walk and tree lawn are provided according to Public Works street cross section requirements, street trees shall be provided within the designated tree lawn.

Response: Noted. Where possible, trees have been included at 1 tree per 40 LF. However, the required sight triangles and utilities prevent trees being planted in large portions. As such, this site plan is being submitted with a request for a waiver on the street tree requirement.

When a detached walk and tree lawn are absent, street trees shall be located from four to five feet from the back of walk, curb or pavement. Refer to [Section 146-1450](#) Additional Requirements for Residential Development (B).

Response: Noted. Along Ponderosa Trail S. trees have been included in the tree lawn as possible. Existing utilities prevent the planting of trees behind the walk. On interior streets, trees have been shown at 10' behind the attached walk to stay out of proposed, required gas and utility easements.

Avoid the use of blue grass sod and provide a more xeric approach. In lieu of tree lawn, applicants may elect to provide shrubs, perennials and ornamental grasses at a ratio of 0.025 plants per square foot of sod. All shrubs and ornamental grasses must be installed at five gallon size.

Response: Blue grass sod use has been minimized to fit within the aesthetic design requirements of the Saddle Rock North Design Guidelines and the desires of the City of Aurora.

- **Additional Requirements for Residential Development.** All single family residential homes are required to install front and side yard landscaping in accordance with [Section 146.1450](#) (E) Additional Requirements for Residential Development. While this is still a viable option, Aurora Water is currently offering developers a \$1,000 tap credit for each home that installs the xeric front yard option in an effort to encourage more intensive water conservation efforts.

The xeric option includes landscape elements such as boulders, rock and wood mulch, potentially berming, walls, fences, various shrubs, trees and perennials, but no sod. For further information regarding the xeric front yard landscape requirements and how to obtain the \$1,000 tap credit, please contact Tim York at (303) 326-8819 or tyork@auroragov.org.

Regardless of the landscape option chosen, developers shall provide a prototypical front yard landscape plan. More than one prototypical plan may be necessary depending upon the number of different lot sizes proposed and the number of landscape options desired i.e. xeric vs. traditional. As a starting point, refer to Tables 14.3A and 14.3B within Article 14 for the minimum front and side yard landscaping options.



Please find below examples of prototypical front yard landscape plans. *[graphic has been excluded in this response]*.

Response: Noted. Landscape plans for individual lots are not being supplied as a part of this submittal. However, the requirements for the front and side yards have been added to the cover sheet and will be the responsibility of the Developer.

- **Private Common Open Space** – Unless specified elsewhere in the GDP, developers are required to landscape lands that have been disturbed during construction and will be preserved and protected from future development for non-public active and passive recreation, trails, wildlife habitats and view corridors with landscaping. Landscaping shall consist of 1 tree and 10 shrubs per 4,000 sf of area or tracts. Refer to [Section 146-1425](#) Private Common Open Space.
Response: Noted. Plans have been prepared accordingly.
- **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 146-1450](#) Additional Requirements for Residential Development (C) Special Landscape Requirements at Entryways and Intersections.
Response: Noted. Plans have been prepared accordingly.
- **Detention, Retention and Water Quality Ponds.** Should an on-site detention pond be required as well as water quality, 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. Some examples of LID techniques are depicted in the images below *[graphics have been excluded in this response]* and include permeable pavements, vegetative swales and rain gardens.

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 such as grass buffers, grass swales, permeable pavements etc. The City of Aurora Water Department has recently completed a study and produced a manual entitled “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 Jonathan Villines at jvilline@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. 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 146-1434](#) Detention, Retention and Water Quality Ponds.

Response: Noted. Plans have been prepared accordingly.

5. **Irrigation.** Refer to [Section 146-1430](#). All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, the City Water Department 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 requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system.

Response: Noted. Plans have been prepared accordingly. Irrigation plans for review and approval by Aurora Water will be prepared after CSP approval.

5. Architectural and Urban Design

5A. Design Standards

The project is governed by the Saddle Rock GDP Architectural Standards and the Saddle Rock Design Guidelines. Please note that the proposed house designs must be approved by the Saddle Rock Architectural Control Committee. In short, the Saddle Rock GDP requires high quality development. This includes that all rear and side elevations reflect the architectural integrity of the front elevation. Similar wood trim, accent materials, and architectural character shall be extended to the rear and side elevations. Special design standards also apply to rear yard decks and fences.

[Section 146-405\(F\)8](#) of the Zoning Code establishes the approval criteria for building architecture and urban design. Building elevations will need to be included as part of your site plan, and should call out dimensions, exterior finishes and color schemes. We will also ask for color and material samples with the initial submittal. As a general rule, “high quality of design” usually means that architectural details should be continued on all four sides of all buildings open to view.

If your application will include specific single-family detached home models, your models will need to follow the styles and level of quality and detail shown in your approved General Development Plan. Be sure that your Site Plan street layouts and lotting plans have been properly sized and configured to easily accommodate the typical home designs and other design requirements of your approved GDP.

Response: Noted. At this time, no architectural plans are being provided. The cover sheet of the application notes the architectural requirements for both Saddle Rock and the City of Aurora.

6. Signage

The total allowable square footage of signs is based on a zoning code formula tied to location of the property and building frontage. All ground signs should be at least 10 feet back from the property line and 21 feet back from the flow line. In non-residential areas, ground signs abutting arterial streets may be up to 12 feet high; ground signs abutting other streets and areas are limited to 8 feet in height. Please refer to [Article 16](#) of the Zoning Code for complete regulations. Based on the information you have supplied us, your total sign area should be limited to 96 square feet and shall be no taller than 6 feet. You will be allowed up to 2 individual signs at the entrances to the subdivision.

Response: Noted. Plans have been prepared accordingly.

7. GDP Amendment

From the material you supplied us, it appears that to develop the tract of land the proposed configuration would require a GDP Amendment and, as currently designed, staff is very unlikely to support an amendment. Please adjust your design accordingly.

If you decide to request an amendment, you must clearly justify the variances from the GDP in your *Letter of Introduction* according to the criteria listed in [Section 405](#) of the Zoning Code.

Response: Proposed unit count, lot size and provided amenities have been updated and discussed with Planning staff. No GDP amendment is anticipated moving forward.

8. 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.



Response: Mineral right information is included in this submittal package.

9. 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 Standard are required by consultants on development projects when submitting to the City for signature sets and on capital projects funded by the City. Details of the CAD Data Submittal Standard can be found on the [CAD Standards](#) web page.

Response: Noted. Plans have been prepared accordingly.

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 was held on August 6, 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: Neighborhoods have been met with and we look forward to any comments or concerns that may arise. Emails were sent to Neighborhood meeting attendees when formal submittal was made.

Neighborhood Services Liaison:

- Your Neighborhood Services Liaison is Scott Campbell. He 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: Neighborhoods have been met with and we look forward to any comments or concerns that may arise as a result of referrals. Concerns or comments that were heard at the neighborhood meetings have been addressed to the best of our ability in this submittal package.

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 41 single family homes
Response: Updated submittal includes 30 single family homes.

Population Impact

For single-family homes, population calculations for the project are based on an average household size multiplier of 2.65 persons per unit, resulting in an overall projected population of 109 persons residing in



41 units.

Response: The updated overall projected population is 80 residents residing in 30 units.

Land Dedication

To ensure that adequate park land and open space areas are available to meet the needs of the population introduced into the city by the new dwelling units, Section 147-48(b) of City Code specifies that land shall either be dedicated on-site within the project’s limits or a cash payment in-lieu of land dedication shall be paid. The required dedication acreage is computed by applying the following standards to the projected population for the project (Please note, these numbers could change is the number of lots is reduced):

- 3.0 acres for neighborhood park purposes per 1,000 persons
- 1.1 acres for community park purposes per 1,000 persons
- 7.8 acres for open space purposes per 1,000 persons

The resulting acreage required is as follows:

41 Single Family Homes

Neighborhood Park Land	0.33 acres
Community Park Land	0.12 acres
<u>Open Space Land</u>	<u>0.85 acres</u>

Total Land Dedication 1.30 acres

Response: The updated acreage required is as follows:

<u>30 Single Family Homes</u>	<u>Required</u>
<i>Neighborhood Park Land</i>	<i>0.25 acres</i>
<i>Community Park Land</i>	<i>0.09 acres</i>
<u><i>Open Space Land</i></u>	<u><i>0.63 acres</i></u>
<i>Total Land Dedication</i>	<i>0.97 acres</i>

The project provides a total of 1.61 acres of open space.

Cash-in-Lieu Payment –

Given the small overall acreage of park land impact generated by the population increase and the fact that the subject development is not conducive to on-site dedication due to minimum park size criteria, the land dedication shall be satisfied by a cash-in-lieu payment prior to subdivision plat/replat. The amount of the payment is computed by multiplying the dedication acreage by the estimated market value for the land.

Response: Noted. The applicant requests that the City of Aurora provide an estimated market value for the land. This will be used in conjunction with other available market data.

Park Development Fees:

In accordance with Section 146-306 of City Code, Park Development Fees shall be collected by the city to cover the cost of constructing new park facilities to serve the needs of the projected population. These fees apply to the project because park facilities are not proposed to be provided on-site. Fees are based on the park land dedication acreages and an annual cost per acre for construction of park facilities. The fees, which are computed and collected on a per-unit basis, shall be paid at time of building permit issuance. The current per-unit fee of \$1,900.64 would apply if permits for construction of the residential units are pulled in 2019, and the total paid under either scenario would be as follows (Please note, these numbers could change is the number of lots is reduced):

Response: Noted.



41 Units

\$77,926.30

Response: Fee with reduced unit count is anticipated to be \$57,019.20

PROS Requirements Caveat:

The monetary calculations presented herein are estimates based on park construction costs at this point in time (current year 2019). The timing for implementation of the project may affect the ultimate amount of fees collected and other payments imposed to satisfy park-related obligations. Furthermore, if aspects of your project change, such as the number of dwelling units proposed, the park land dedication requirements may also change.

Forestry Division

Saddle Rock: There are several large trees located along the north and south side of this property that will be impacted by development.

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 preservation notes, details and table have been included with the landscape plan. While some of the existing trees will remain on-site, several will have to be removed. 108 caliper inches are expected to be removed while 87 inches are anticipated to be replaced. A combination of replacement and tree mitigation funding will be required. Due to minimal trees and clustered nature, a separate Tree Preservation Plan is not being provided.

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. If there is interest in determining mitigation requirements before your submittal, there is the option of hiring a consulting arborist; a list can be obtained from Forestry upon request. Forestry would require a meeting with the arborist selected to make sure that we are in agreement on the appraisal.

Response: Noted. Due to location of trees and clustering of most trees, all trees are shown on the landscape plans and labeled as to remain or removal.

- 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: Noted

- 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: Details are provided on the landscape detail sheets.

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: No ash trees are utilized.

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:

- ▶ A drainage easement with vehicle maintenance access is required for the existing drainage-way located at the north side of the site.

Response: The applicant is willing to discuss improvements to the existing drainage way once updated site layout has been reviewed. No vehicle maintenance is being showed as a part of this submittal.

- ▶ Storm water conveyance with a drainage easement is also required to have the storm water flows reach the detention basin on the south side of the site. The exhibit provided shows multiple lots which prohibit flows to the south.

Response: A drainage swale and 16' wide easement has been provided on the western property line to assist in conveying drainage to the detention pond to the south.

- ▶ A looped water supply is required for this site. All lots must front public water and sewer mains. All public mains must be installed in an easement or public ROW.

Response: Due to topography and site layout a looped water line is not provided.

- ▶ 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 the 8" Poly Vinyl Chloride (PVC) pipe in Ponderosa Trail.
- Sanitary sewer service may be provided from the 8" PVC in Ponderosa Trail.
- The project is located on Map Page 24T.

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
 - All utility connections in the arterial roadway are required to be bores.

Response: Noted. Plans have been prepared accordingly.

- 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: Noted

Utility Development Fees:

- The 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.

Response: Noted

- 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.

Response: Noted

- 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:

- ▶ A Traffic Letter is required. See below for additional information.
- ▶ A pedestrian crossing of Ponderosa Trail needs to be addressed. Enhancements will be required and concerns with sight distance need to be addressed.
Response: Noted. Pedestrian crossing is still in development at the time of this submittal.
- ▶ Internal roads shall intersect at a 90 degree with Ponderosa Trail South. See the City’s Roadway Design and Construction Specification for additional criteria.
Response: Noted. Plans have been prepared accordingly.
 - ▶ Ponderosa Trail South access road spacing shall be at least 150 feet to adjacent or opposing roads.
Response: Noted. Plans have been prepared accordingly.
- ▶ Due to the curve along Ponderosa Trail South, the sight triangles are larger than normal. Ensure no buildings or other obstructions are present in sight triangles. If this land is included in a lot, sight triangle easements would be required.
Response: Noted. Plans have been prepared accordingly.
- Show all adjacent and opposing access points on the Site Plan.
Response: Noted. Plans have been prepared accordingly.
- Label the access movements on the Site Plan.
Response: Noted. Plans have been prepared accordingly.
- 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](#).
Response: Noted. Plans have been prepared accordingly.



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

Response: Noted. Plans have been prepared accordingly.

ROW/Plat:

- Designate a Public Access Easement along internal access roads.

Response: Internal roads are being dedicated to the City. Roads have been labeled as “Proposed Public Road”.

- 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: Noted. Developer will work with the homeowner’s association to establish an agreement for maintenance and snow removal.

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. 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: Noted. Plans have been prepared accordingly. Signs shown meet the Saddle Rock Design Guidelines.

- 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: Noted. Plans have been prepared accordingly. See the Directional Signage Detail for note.

- A full Traffic Impact Study will not be required. The applicant shall prepare a detailed letter to address the following items. The letter shall be signed and stamped by a professional engineer licensed in the State of Colorado, and address:

- Trip Generation from the site.
- Site Circulation Plan
- Discussion of the application of elements from the Traffic Calming Toolbox to address any concerns for pedestrian crossings, etc. Techniques in the Traffic Calming Toolbox may include: 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.

The Traffic Letter shall be prepared in accordance with the [City of Aurora Traffic Impact Study Guidelines](#).

Submitting the Traffic Letter:

- The Traffic Letter shall be sent directly to Brianna Medema at bmedema@auroragov.org as soon as possible.
- The Traffic Letter shall also be uploaded with the rest of the submittal.

Response: A traffic letter will be sent directly to Brianna Medema as requested. Traffic letter is also included in the submittal package

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

Response: Acknowledged.

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:

- ▶ There is concern utilizing such a narrow street section in how circulation and on street parking will work for the development.

Response: Street section shows a 33' roadway and 48'ROW. Please note, this is substantially larger than the 24' to 28' width called for in the Saddle Rock North Design Guidelines (page 9). Street parking is not allowed.

- ▶ Street lights are required on Ponderosa Trail.

Response: Noted. Plans have been prepared accordingly.

Improvements:

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

- Typical roadway sections are specified in the City Code and summarized in Section 4.08 with details shown in the Standard Detail S1.

Response: Noted. Plans have been prepared accordingly.

- 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: Noted. Plans have been prepared accordingly.

- 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 in excess of three percent will require detailed grading of the curb ramps.

Response: Noted. Plans have been prepared accordingly.

- 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: Noted. Plans have been prepared accordingly.

- 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: Noted. Plans have been prepared accordingly.

- 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: Noted. Plans have been prepared accordingly.

- The maximum private access drive slope may be 4% (non-residential) when sloping down toward the public street and up to 6% maximum when sloping up toward the public street.

Response: Noted. Plans have been prepared accordingly.

- Street lights are required along adjacent roadways. Street light spacing, location, wattage, etc., information is contained in Section 4.10. See Section 2.12 for Street Lighting Plan submittal

requirements. 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. The street lighting plan shall be included with the Civil Plan submittal.

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.

Response: Acknowledged.

- Sidewalk easements may be required for new sidewalk installed.

Response: Acknowledged.

- A drainage easement shall be required for any detention/water quality facilities on site. This drainage easement shall tie to a public way.

Response: Acknowledged.

- Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way.

Response: Acknowledged.

- 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: Acknowledged.

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. Analysis is required to determine if existing ponds and storm infrastructure are adequately sized to convey developed flows from this site. If not, on site detention and water quality facilities shall be provided.

Response: Acknowledged.

- 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: Acknowledged.

- 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: Acknowledged.



-
- A public storm sewer system appears to be located near this site. Please have your Engineer or Surveyor verify and tie your site drainage into it.

Response: Acknowledged.

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

Response: Acknowledged.

- This site is located within the Cherry Creek Reservoir drainage basin and storm drainage water quality enhancement facilities are required as part of this site development. These are land intensive facilities and should be incorporated into the landscaping area of your site or some other public use facility on your site unless already provided by previously approved drainage reports.

Response: 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.

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.

- [Combined Fire Lane and Pedestrian Sidewalks](#)
- [Dead-End Fire Lane Detail](#)
- [Fire Lane Sign Detail](#)
- [Grading Plan](#)
- [Handicap Accessible Parking Signs](#)
- [Sign Package](#)
- [Signature Block](#)
- [Street Standards and Street Section Details](#)

Response: Noted.

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. 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.

Response: Noted.

- 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.

Response: n/a

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:

- [Fire Lane Easement](#)
- The roadway connection between E. Alexander Drive and Harvest Road must be completed to establish a permanent second point of public and emergency access to his overall site.

Response: n/a This section of road is not in the project area.

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 includes both internal site areas and abutting public street systems.

Response: Fire hydrants are shown on plans..

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.

Response: n/a

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: n/a

Framework & General Development Plans:

The link provided will provide the developer with important fire department requirements that must be reflected within a framework or general development plan.

- With an update of the FDP being required by the Planning Department, Fire/Life Safety is required to reassess the locations of Whelen siren systems in this area.

Response: n/a

Handicap Accessibility Requirements:

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

- [Commercial](#)



Response: n/a

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.

- A Knox box will be required at each fire riser room door. Please label and show these Knox boxes on the site plan amendment submitting to the Planning Department.
- Approved Knox Hardware is required for existing buildings at the main entry of the structure, at the exterior door of a fire riser/fire pump room and at the fire department connections (caps/plugs). Please label and show these Knox boxes on the site plan amendment submitting to the Planning Department.

Response: n/a

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. Plans have been prepared accordingly.

Loading and Unloading Areas:

The site plan must show the location of the loading and unloading areas. These areas must not encroach into the dedicated or designated fire lane easement.

Response: n/a

Motor Fuel Dispensing Sites:

(Note: Advisory Comment Only – No motor fuel dispensing stations within 500' of this site.) Automotive motor fuel-dispensing facilities, marine motor fuel-dispensing facilities, fleet vehicle motor fuel-dispensing facilities, aircraft motor-vehicle fuel-dispensing facilities and repair garages must reflect the specific elements within the site plan submittal.

Response: n/a

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. ILLUMINATION 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".

Response: Noted. Plans have been prepared accordingly.

- Add the "accessible route" (heavy dashed line) to the photometric plan and verify minimum 1 foot- candle of illumination along its entire length.

Response: n/a

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.

- [\(Framework and General Development Plan Note\) On-Site and Off-Site Infrastructure Requirement](#)
- [\(Framework and General Development Plan Note\) Whelen Warning System Requirements](#)
- Whelen Siren Access Requirements:



- Provide a 12' wide concrete access drive.
- Design as a 6" reinforced concrete drive surface.
- Show it as coming alongside the tower for parking and maintenance.
- If this access drive creates a dead end longer than 150', a turnaround is highly recommended, and we may need to discuss it further. If it is less than 150', it should be adequate without a turnaround. (You should be able to control the length of the access drive since you have some latitude re: the tower setback from the community center access drive.)
- [\(Plat Note\) 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 \(LDN\)](#)
- [\(Site Plan Note\) Alternative Fire Lane Surfacing Materials.](#)
- [\(Site Plan Note\) Americans with Disabilities Act](#)
- [\(Site Plan Note\) Emergency Ingress and Egress](#)
- [\(Site Plan Note\) Emergency Responder Radio Coverage](#)
- [\(Site Plan Note\) Fire Lane Easements](#)
- [\(Site Plan Note\) Fire Lane Signs](#)

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. Plans have been prepared accordingly.

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 fire lane must be replaced using the current specifications of the Public Works Department

Response: Noted. Plans have been prepared accordingly.

- [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 structures may utilize a 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 has to be removed or relocated for any reason, the fire lane must be replaced using the current fire lane specifications of the Public Works Department.
- [Combined Fire Lane, Public Access and Utility Easements](#)
- [Construction of Fire Lane Easements and Emergency Access Easement](#)



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- [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 installations of gating systems crossing a dedicated fire lane easement will require a license agreement though Real Property.
 - [No Parking is allowed within a Fire Lane Easement](#)
 - [Pocket Utility Easements for Fire Hydrants](#)
 - [Public Street Systems Adjacent to Site](#)
 - [Remoteness](#)
 - [Speed Bumps](#)
 - [Snow Removal Storage Areas](#)
 - [Two points of Emergency Access](#)
 - [Width and Turning Radius](#)

Response: The above access and fire lane conditions are acknowledged.

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: n/a

[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.

Subdivision Plats:

- The property has never been platted and will be required to be subdivided at this time in order to obtain a building permit. Plats must be prepared using City of Aurora specifications given in our most current [Subdivision Plat Checklist](#). The review of the plat can run concurrently with your other Planning Dept. submittals.

Response: Acknowledged.

- A **pre-submittal meeting** with Real Property is required on all plat submittals so that we can make sure the 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 and bring two sets of the plat.

Response: Meeting was held with Darren on June 28, 2019.

Site Plans:

A site plan will 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. Plans have been prepared accordingly.

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: Noted.

- 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](#)

Response: Noted.

- 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.

Response: Noted.

- 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.

Response: Noted.

All Construction Document Phase and Construction Phase comments are noted.

Please don't hesitate to contact me should you have any questions about these comment responses.

Sincerely,
THK ASSOCIATES, INC.



Julie Gamec, RLA, LEED AP BD+C, Assoc. AIA
Project Manager
303-770-7201