

Office of Development Assistance  
15151 E. Alameda Parkway, Suite 5200  
Aurora, Colorado 80012  
303.739.7345



Worth Discovering • [auroragov.org](http://auroragov.org)

pre submit  
8/23 - 8/24

June 16, 2021

Jon Fitzpatrick - [jfitzpatrick@pivotenergy.net](mailto:jfitzpatrick@pivotenergy.net)  
Pivot Energy  
1536 Wynkoop St 400  
Denver CO 80202

**Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021**

Dear Mr. Fitzpatrick:

I would like to take this opportunity to thank you for considering the City of Aurora for the Pivot Energy Solar project. As your assigned Project Manager, I remain available as a resource as you initiate the review and approval process in the city.

Attached to this letter are the formal Staff Comments from your Pre-Application Meeting with the Development Review Team. I have taken the opportunity to highlight a few key issues below that may require further consideration prior to a formal submittal of your Development Application. These, as well as those on the attached pages, will need to be addressed either before or during the development review process.

**Key Issues:**

► **Dimensional Standards:** This project is regulated by the APZ (Accident Potential Zone) and POS (Parks & Open Space) zoning districts. The use-specific standards in the Unified Development Ordinance (UDO) require solar collectors to conform with all requirements for height, setbacks, and landscaping within their respective zoning districts. **UNDERSTOOD**

► **Future Access:** The City would like to ensure that future development to the east of this property will have adequate access. To accommodate, the City will require some kind of note/memorialization that access can be provided from Tower Road through the parcel. Where a public access easement is dedicated for this route, please include a 23' fire lane easement. As you proceed with your Development Application, please work with the Planning Department and Fire/Life Safety to address this route. **A 23' FIRELANE EASEMENT IS PROVIDED FOR ACCESS TO THE EAST**

► **Buffering:** A portion of this property is located within a POS (Parks & Open Space) zoning district. When development occurs next to parks or open space, a 25' special landscape buffer is required. This buffer is measured from the property line in and may not be encroached into with any facilities. Per the UDO, landscaping shall include 1 tree and 10 shrubs per 30 linear feet but allows PROS the ultimate

authority of determining plant material. Given the circumstances of the use and the site conditions, PROS will be looking for native seed and xeric shrubs to be established on the property in lieu of any irrigated trees or shrubs. **SEED MIX IS INCLUDED ON SHEET 5 OF THE CONSTRUCTION DRAWINGS**

► **Prairie Dog Mitigation:** There is an abundance of prairie dogs within this site and the adjacent Triple Creek site that have made it difficult for Parks Recreation and Open Space (PROS) to establish native landscaping within the greenway without significant prairie dog measures. Beginning on page 10, PROS has listed the options available to help establish landscaping within the buffer. **Understood**

► **Aurora Water:** Based upon the information presented at the pre-application meeting, water and sewer services are not required at this site.

► **Traffic:** A Traffic Letter will be required to document the traffic generated by construction activity and any bearing that may have on necessary traffic controls for the construction phase. There is no requirement for evaluation of post-construction activity. The applicant shall install two 2" conduits and pull boxes to be owned/maintained by the City of Aurora, for a future fiber optic interconnect of the traffic signals along arterial roadways. Please coordinate with The City Transportation Projects Delivery (TPD) group on the proposed signal easements required at the 6th Avenue and Tower Road intersection. You will need to illustrate any signal easements associated with the 6th Avenue Widening project (and signal improvements to that intersection) on the Site Plan. Please review Traffic's comments beginning on page 11. **UNDERSTOOD. DETAILED RESPONSES ON PAGE 11.**

► **Public Improvements:** The existing and future right of way for Tower Road and 6<sup>th</sup> Avenue shall be shown on the submitted plans. All site improvements must remain outside of the future roadway.

► **Proximity to Firing Range:** The proposed improvements overlap the safety zone for the firing range that is located to the west of the property. Please refer to the attachment which details this in proximity to your proposed improvements. **Understood**

► **License Agreement:** Please continue working with Natasha Wade from the Real Property Division on a license agreement for the property's improvements. Within the agreement, you will include gating, fencing and any other items that may normally be recognized as encroachment items. **In process**

► **Fire/Life Safety:** Public Works requires that all entry points from a public roadway shall be paved or provided with an alternative surface material for the first 50' of access. Within this 50' section, Fire/Life Safety will require a 23' wide fire lane easement that is constructed to the standards for Public Works. If you would like to utilize alternative surface materials for the access, both Public Works and Fire/Life Safety will need to approve. Please coordinate with both Public Works and Fire/Life Safety on the materials that will be provided for access. **Have already started discussion with Mike Dean**

The comments reflect information provided on your submittal materials as well as the discussion within the meeting and are meant to provide general direction to you in the preparation of the actual submittals. If the plans change significantly for the project, another pre-application meeting would be advised.

Again, thank you for attending the Pre-Application Meeting with our Development Review Team; I trust the meeting was helpful. If you have any questions or require additional information, please do not hesitate to contact me at 303.739.7588 or [drushton@auroragov.org](mailto:drushton@auroragov.org).

Sincerely,

*Daunte Rushton*

Daunte Rushton  
Project Manager





## City of Aurora

### Development Process

While the development process is described in more detail in the [Development Handbook](#), the following information will help you gain a quick understanding of your next steps in the process and understand the formatting of the attached staff comments:

#### Step I - Planning Phase

- The application is submitted to the Planning Department.
- The Planning Department refers the plan to other city departments for comment.
- Neighborhood meeting(s) are scheduled as necessary.
- The Site Plan is approved at a public hearing.

#### Step II - Construction Document Phase

**Civil Engineering Plans:** This generally includes grading, storm drainage, stormwater management plan, public utilities, and street construction plans.

- Preliminary drainage report is a part of the site plan submittal (Step I above). Final drainage plans are included in the civil engineering plans package.
- A pre-submittal meeting with Public Works Engineering is required prior to electronic submittal of final civil plans for review. This review is separate from the Planning Phase review above and requires a per-sheet review fee at the time of submittal.

**Building Plans:** (construction plans for structures)

- Usually reviewed after Planning decision is made.

All data submitted in AutoCAD 13 or higher as part of this project should be in conformance with the City of Aurora CAD Data Submittal Standard. The standards and template can be found here: [CAD Data Submittal Standard](#)

#### Step III - Construction Phase

**Building/Civil Permits:**

- **Stormwater Quality Discharge** permits must be issued prior to any site work (Aurora Water).
- **Public Improvement permits** can be issued after civil plan approvals.
- **Building permits** are issued only after Steps I & II are complete (site plan/civil plan), and building plans are approved.

**Inspections:** Certificate of Occupancy (CO) is granted once all work and inspections are complete.

## STAFF COMMENTS - PRE-APPLICATION MEETING

### Purpose of the Pre-Application Notes

These comments summarize the city's land use ordinances, policies, design standards, and code requirements that apply to your project. They are based on the material you have supplied us and will alert you to key issues involved in your project. They are not intended to provide a complete review of your proposal. Several electronic links have been included within the body of these comments, some specific to your project and some more general in nature. Note that these comments are valid for a period of six months.

Please do not hesitate to contact **Daunte Rushton, ODA Project Manager**, who assembled these notes.

### Contact Information

Below is a list of City of Aurora Departments/Divisions that were represented at the meeting and contact information for the individual City Staff members present.

#### **City Manager's Office**

Office of Development Assistance  
Daunte Rushton  
303.739.7588  
[drushton@auroragov.org](mailto:drushton@auroragov.org)

Thelma Gutierrez  
303.739.7352  
[tgutierr@auroraogov.org](mailto:tgutierr@auroraogov.org)

#### **Planning**

Zoning and Plan Review  
Claire Dalby  
303.739.7266  
[cdalby@auroragov.org](mailto:cdalby@auroragov.org)

Landscape Design  
Kelly Bish, RLA, LEED AP  
303.739.7189  
[kbish@auroragov.org](mailto:kbish@auroragov.org)

**No comments**

#### **Parks, Recreation & Open Space**

Planning Design and Construction  
Michelle Teller  
303.739.7437  
[mteller@auroragov.org](mailto:mteller@auroragov.org)

#### **Aurora Water**

Nina Khanzadeh  
[nkhanzad@auroragov.org](mailto:nkhanzad@auroragov.org)

#### **Public Works**

Carl Harline  
303.739.7584  
[charline@auroragov.org](mailto:charline@auroragov.org)

#### **Housing and Community Services**

Neighborhood Support  
Meg Allen  
303.739.7258  
[mkallen@auroragov.org](mailto:mkallen@auroragov.org)

#### **Oil and Gas Division**

Colin Brown  
303.739.6824  
[cmbrown@auroragov.org](mailto:cmbrown@auroragov.org)

Drainage and Public Improvements  
Engineering Division  
Kristin Tanabe  
303.739.7306  
[ktanabe@auroragov.org](mailto:ktanabe@auroragov.org)

Life Safety and Building Division  
Mike Dean  
303.739.7447  
[mdean@auroragov.org](mailto:mdean@auroragov.org)

Real Property Division  
Darren Akrie  
303.739.7331  
[dakrie@auroragov.org](mailto:dakrie@auroragov.org)  
Andy Niquette



## STEP I – PLANNING PHASE

### 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:***

- ▶ Conformance with use-specific standards
- ▶ Future access road memorialization
- ▶ Conformance with zoning

#### ***Project Overview:***

- Zoning: APZ (Accident Potential Zone) and POS (Parks & Open Space)
- Character Area: Subarea B
- Proposed Use: 11-megawatt solar farm on approximately 60 acres
- Permitted Use: Yes



Total acreage reduced and reflected in submittal docs

#### ***Type of Application:***

- Site Plan

#### ***Procedures:***

- A Summary Table of Procedures can be found in Section 146-5.2, Table 5.2-1.
- The application will require approval in a public hearing before the Planning and Zoning Commission. The application will be reviewed in a 12-13-week timeframe and will be processed electronically through our development review website.

#### ***Important Links:***

- [Unified Development Ordinance \(UDO\)](#)
- [Aurora Places Comprehensive Plan](#)
- [CAD Data Submittal Standard](#)
- [Landscape Reference Manual](#)
- [Development Review Website](#)
- [Online Application and Plan Submittal Guide](#)
- [Pre-Submittal Checklist](#)
- [Forms and Applications](#)
- [Aurora Map Gallery](#)
- [Arapahoe County Assessor Map](#)
- [Site Plan Manual](#)

#### ***Standards and Issues:***

##### **1. Zoning and Placetype**

###### **1A. Zoning**

The proposed development site is zoned both APZ (Accident Potential Zone) and POS (Parks and Open Space). The purpose of the APZ district is to require development around military airport facilities to comply with the regulations of the U.S. Department of Defense, and any other

**Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021**

applicable aviation regulations regarding land uses, building heights, and other factors, to protect the public from hazard impacts of airport operations, promote sound land use planning and zoning practices, and encourage future development compatible with the continued operation of military airports. The general purpose of the POS district is to recognize existing park and open space lands and to designate and protect those locations for their contribution to serving public recreation and natural resource conservation needs. The proposed solar development aligns with the goals and purpose of both zone districts in that it will be entirely unmanned and uninhabited and will act as more of a temporary use as compared to permanent construction activities. Please note that Buckley Air Force Base will be sent a referral for the application. One issue that may be considered is whether or not any potential glare will affect air operations.

Understood. We have completed glare studies and can discuss with Buckley

**1B. Placetype**

The Aurora Places Comprehensive Plan designates the development area as within the Urban Green Space Placetype. This placetype designation is largely defined by three land uses; parks, trails, and open space. These uses may be of many types, from developed and programmed parks, to protected natural areas. The proposed solar array aligns with the placetype goals by preserving the land for future development/preservation that aligns with the placetype goals.

acknowledged

**2. Land Use**

**2A. Historic Land Use**

The site was annexed in the City of Aurora with Ordinance 77-062 in 1977. Aside from the small solar farm (Aurora Community Solar Gardens) developed just east of Tower Rd in 2013, the land has remained primarily unimproved and agricultural in nature.

**2B. Neighborhood Protection**

If needed, please ensure that glare mitigation occurs for any adjacent roadways and for Buckley Air Force Base to the South.

Understood. Anticipated glare is minimal and not hazardous

**3. Development Standards**

**3A. Dimensional Standards**

Use-specific standards require that solar collectors conform to all height, setback, and landscaping requirements within their respective zone districts.

Our project will conform.

**3B. Access and Connectivity**

All access roads will be required to meet Public Works requirements for roadway construction.

As discussed during the pre-application meeting, the City will require some kind of note/memorialization that access can be provided from Tower Road through the parcel to the east at some point in the future. This should not impact the scope of the currently proposed development however the City would like to ensure that any future development that occurs to the east will have adequate access. The exact method to accomplish this is still undecided at this time – please work with City staff in determining the best way to accomplish this as the plan set develops.

Understood. A 23' fire easement is provided through this development

**3C. Landscape, Water Conservation, Stormwater Management**

Kelly Bish will provide standard language concerning landscaping requirements.

**3D. Design Standards**

The design of the solar collector system shall use materials, colors, textures, screening, and landscaping similar to their background or the existing natural environment. This shall be done to the most reasonable extent possible without prohibiting installation.

Understood



3E. *Signs*

Section 146-4.10 governs signage standards. Please review this section for complete details.

4. **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. Approvals of adjustment requests are not guaranteed. Adjustment requests should identify the reason for the adjustment, efforts to minimize the adjustment, and design elements proposed to mitigate the standards proposed for reduction. Typically, mitigation techniques should go *above and beyond* requirements from other code sections. 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.

Understood

5. **Submittal Reminders**

5A. **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.

Understood

5B. **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.

Understood

5C. **Mineral Rights Notification**

Please fill out the [Mineral Rights Affidavit](#) and supply this document to your Case Manager with the application submittal.

Understood

**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.

Complete



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. N/A

**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.

**Neighborhood Services Liaison:**

- *Meg Allen* is the neighborhood liaison for the project. She has put together a report attached to these notes listing the registered neighborhood organizations within one-mile of your proposed project and

**Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021**

can assist in scheduling and facilitating meetings with community members. Please work with the organizations that express interest in your project to address comments and mitigate concerns **Understood**

- 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. **Understood**
- Additional information about the Neighborhood Liaison Program can be found on the [Housing and Community Services](#) page of the city website.

### **Oil and Gas Development**

We have reviewed the area of your development. There are no known plugged and abandoned (P&A) wells within your site and no existing or planned oil and gas surface facilities on your site.

There may be existing underground pipelines in right-of-ways. If you have questions or concerns about this, the Oil & Gas Division can assist with providing additional information.

### **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 project is adjacent to the Triple Creek Regional Trail and Open Space.

#### ***25' Special Landscape Buffer:***

Whenever development occurs next to parks or open space, a 25' special landscape buffer is required. This buffer is measured from the property line in and may not be encroached into with any facilities. Per the UDO, landscaping shall include 1 tree and 10 shrubs per 30 linear feet but allows PROS the ultimate authority of determining plant material. Given the circumstances of the use and the site conditions, PROS will be looking for native seed and xeric shrubs to be established in lieu of any irrigated trees or shrubs. Please note the following:

- **Utilize the PROS seed mix below with the optional wildflowers.**
- **Provide a mix of 4oz dwarf rabbitbrush and 2oz yucca**



A 25' landscape buffer is provided on the north eastern boundary adjacent to the PROS zoning

#### ***Mixture 4 - Diverse Mixed Grass Prairie***

For many upland areas on more organic soil types, 2.5 - 3.5+% organic matter and occasional irrigation, where a full range of short, mid, and tallgrass species are desired. Application rate is 30.5 PLS lbs./acre. Increase rates for denser initial stand (up to 2X). Broadcast, harrow or rake to cover, mulch. Follow seeding specifications. Plant heights are mostly 10-36 inches.

COMMON NAME	SCIENTIFIC NAME	NATIVE SPECIES	VARIETY	PLS LBS /ACRE	OUNCES /ACRE**
Thickspike wheatgrass	<i>Agropyron dasystachyum</i>	X	Thickspike	1.5	
Slender wheatgrass	<i>Agropyron trachycaulum</i>	X	Revenue	1.5	

This seeding mix is found on sheet 5 of 5 of the GESC plans



**Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021**

Big Bluestem	<i>Andropogon gerardii</i>	X	Pawnee	1	
Sand bluestem	<i>Andropogon hallii</i>	X	Garden	1	
Sideoats grama*	<i>Bouteloua curtipendula</i>	X	Butte	3	
Buffalograss*	<i>Buchloe dactyloides</i>	X	Top gun	3	
Prairie sandreed	<i>Calamovilfa longifolia</i>	X	Goshen	1	
Blue grama*	<i>Chondrosum gracile</i>	X	Hachita	2	
Indian ricegrass	<i>Oryzopsis hymenoides</i>	X	Paloma	0.5	
Switchgrass*	<i>Panicum virgatum</i>	X	Blackwell	2	
Western Wheatgrass*	<i>Pascopyrum smithii</i>	X	Ariba	6	
Big Bluegrass	<i>Poa ampla</i>	X	Sherman	1	
Little bluestem*	<i>Schizachyrium scoparium</i>	X	Pastura	1	
Yellow Indiangrass	<i>Sorghastrum nutans</i>	X	Holt	1	
Sand dropseed*	<i>Sporobolus cryptandrus</i>	X	native	1	
Green needlegrass*	<i>Stipa viridula</i>	X	Lodorm	4	
<b>TOTAL POUNDS PLS / ACRE</b>				<b>30.5</b>	
<b>OPTIONAL WILDFLOWERS</b>					
Smooth aster	<i>Aster laevis</i>	X	Native		2
White Yarrow	<i>Achillea lanulosa</i>	X	Native		1
Louisiana sage	<i>Artemisia ludoviciana</i>	X	Native		1
Blanketflower	<i>Gaillardia aristata</i>	X	Native		4
Showy goldeneye	<i>Heliomeris multiflora (aka Viguiera)</i>	X	Native		2
Silver lupine	<i>Lupinus argenteus</i>	X	Native		4
Showy locoweed	<i>Oxytropis lambertii</i>	X	Native		3
Silky locoweed	<i>Oxytropis sericea</i>	X	Native		3
Sidebells penstemon	<i>Penstemon secundiflora</i>	X	Native		2
Wand penstemon	<i>Penstemon virgatus</i>	X	Native		4
Scarlet globemallow	<i>Sphaeralcea coccinia</i>	X	Native		1
*always include these key species, maintain at least a 30 lbs/acre rate for mix					
** 1/4 lbs minimum order per species					

***Prairie Dog Mitigation:***

There is an abundance of prairie dogs within this site and the adjacent Triple Creek site that have made it difficult for PROS to establish native landscaping within the greenway without significant prairie dog measures. In order to establish landscaping within the buffer, PROS suggests the following:

**Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021**

- **Provide fencing on all sides with the Prairie Dog Fence detail** shown in the [PROS Dedication and Development Criteria Manual](#) after they are passively located out of the buffer space.
- The fence requirement will be in lieu of any trees or shrubs typically required within the buffer per the UDO.
- If grading is to occur, the grading on site should direct water into the buffer and create a swale within the buffer so that water can collect and infiltrate. Where water enters the buffer, a short section or hole of the fence fabric will need to be replaced with wire mesh with less than 1" openings. This will allow the seed and xeric shrubs to establish in a low-maintenance condition.

**Aurora Water**

Understood

*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.*

Neither water or sanitary sewer will be required on site.

***Key Issues:***

- ▶ SWMP Plan and Permit with Phasing
- ▶ Site is subject to irrigation fees
- ▶ A [domestic allocation agreement](#) will be required for connections 2" and larger.

A SWMP will be included with the Construction Drawings submittal to the PWE department

***Utility Services Available:***

- Water service may be provided from: Based on Pre-App meeting- **water services will not be required at this site**
- Sanitary sewer service may be provided from: Based on Pre-App meeting- **sewer services will not be required at this site**
- Project is located on the following Map Pages:06N

***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.
- 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).
- **Aurora Water does not require a Site Plan for this project.**

Understood

***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.



**Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021**

- 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](#).
- Commercial users with meters one and one-half inches and smaller with landscaped areas not served by a separate irrigation system shall be charged an outdoor fee based upon the total landscaped area.

**Public Works Department**

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

**Key Issues:**

- ▶ **A Traffic Letter will be required** to document traffic generated by construction activity and any bearing that may have on necessary traffic controls for the construction phase. No requirement for evaluation of post-construction activity. **A Traffic Letter is provided with this submittal**
- ▶ Applicant shall **install two 2" conduits and pull boxes to be owned/maintained by the City of Aurora**, for a future fiber optic interconnect of traffic signals along arterial roadways.

○ Conduit

- Conduit material shall be Schedule 80 HDPE (or similar).
- A # 14 AWG stranded copper conductor shall be installed for city underground locating purposes.
- A nylon pull tape with a minimum 1,250 lb tensile strength shall be installed in all new conduit.

An email was sent to Carl Harline requesting clarification of the location of conduit

○ Pull Box

- Pull boxes shall be 30"x48"x24", with two-piece interlocking lids.
- City conduit shall be installed into City Pull Boxes.

- ▶ **Any gates to the site are required to be setback from Public road flowline a minimum of 35-feet**, or the length of the longest expected vehicle or at least the 95<sup>th</sup> percentile queue. If the gating system swings, it shall swing into the site.

**Understood**

- Show all adjacent and opposing access points on the Site Plan.
- **Objects and structures shall not impede vision within the sight triangles**. Landscaping shall be restricted to less than 26-inches in the sight triangles. Show sight triangles on the site plan and landscaping plan at all access points in accordance with [City of Aurora Standard Traffic Detail TE-13](#). In addition, street trees shall be set back from Stop signs and other Regulatory signs as detailed in [City of Aurora Standard Traffic Detail TE-13.3](#).

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

The project ties into an existing entrance and does not impact Tower Road.

**ROW/Plat:**

- Coordinate with City Transportation Projects Delivery (TPD) group on proposed signal easements required at the 6<sup>th</sup> Avenue and Tower Road intersection. **Illustrate any signal easements associated with the 6<sup>th</sup> Avenue Widening project (and signal improvements to that intersection) on the Site Plan.**

**Improvements:**

- A full Traffic Impact Study will not be required. The applicant shall prepare a technical 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 to document construction activity.
  - Site Circulation Plan
  - Documentation of trips generated post-construction. If post-construction traffic is sufficiently low, no operational analysis of such will be required.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](mailto:bmedema@auroragov.org) as soon as possible.
  - The Traffic Letter shall also be uploaded with the rest of the submittal.
  - Previously approved Traffic Impact Studies/Letters are available through this [link](#).
- Pending something unforeseen, such as public comment, Traffic Engineering will not require a Traffic Study at this time.

A technical letter will be included with this submittal

**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:**

- ▶ The existing and future right of way for Tower Road and 6<sup>th</sup> Avenue shall be shown on the plans. Site improvements must remain outside of the future roadway. **Understood.**
- ▶ Access and fire lanes for the site shall be an all-weather surface. Bare dirt is not acceptable.
- ▶ There is an overlap with proposed improvements and the safety zone for the firing range to the west.
- ▶ A preliminary drainage report shall be submitted with the site plan. On-site detention and water quality/EURV is required.
- ▶ Previously approved plans and reports can be found on the City's website. Instructions can be found here: [Getting to Engineering Documents Online](#). Older documents can be provided upon request.

A paving section is included on sheet 3 of 5

The drainage report is included and provides details about detention and EURV volumes

**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.
- Pedestrian Bicycle Railings will be required at and continuous along vertical separations of 30 inches, or greater, or on slopes greater than or equal to 3:1 adjacent to pedestrian areas. See Standard Detail S18.
- Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guard or handrails may be required.
- 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.



**Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021**


**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.
  - 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.

Understood

**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. Understood
- [The engineer is responsible for researching and determining if there has been a study by Mile High Flood District \(MHFD\) proposing improvements within or adjacent to said development.](#) Any such improvements may be required to be constructed with the subject development. Coordination with MHFD and the City shall be initiated in such case at the master plan level or as soon as determined with any proposed development. Understood
- 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. Mile High Flood District (MHFD) has created a spreadsheet form (called *SDI Design Data*) for determining compliance with the statute and a web portal that will send a weekly e-mail notification to downstream water rights holders, satisfying the notification requirements. The developer will be responsible for having a professional engineer, licensed in the State of Colorado, complete the *SDI Design Data* and uploading to the web portal. Public Works Engineering will verify the information matches the final drainage report. Notification must be made before Civil Plans will be approved or Stormwater Permits will be issued.
- [Detention of storm drainage is required for this site and shall be incorporated on the site, unless other accommodations are approved by the City Engineer.](#) A narrative for detention is included in the drainage report 
- Release rate for the detention pond shall be based upon the "[Storm Drainage Design and Technical Criteria](#)" Manual, latest revision.
- Storm water from concentrated points of discharge from a minor storm event shall not be allowed to flow over sidewalks but shall drain to the roadway by the use of sidewalk chase sections. Sidewalk chase sections shall not be located within a curb cut, driveway, curb ramp, or curb return.
- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed.
- Dust free surface. If some other surface is approved for a site that is not improved (concrete or asphalt pavement), it needs to be dust free and maintained in a dust free condition. As part of the site plan

**Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021**

approval process, the applicant shall place on the site plan/contextual site plan a complete description of the material proposed to be used, any and all dust control additives or treatments, and the maintenance schedule of the periodic additives or treatments. Additionally, a note shall be added to the site plan/contextual site plan that: "The property owner/developer shall maintain the dust free surface as provided within the site plan/contextual site plan. Otherwise if the property owner/developer fails to maintain the dust free surface as identified within the site plan/contextual site plan and fails to correct the condition after notification of the condition, the property owner/ developer agrees to remove it and replace it with an improved surface such as concrete or asphalt within the specified time of the notification.

**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. **Understood***

**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. **Understood**

**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](#).

**Civil Plans:**

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

- [Dead-End Fire Lane Detail](#)
- [Fire Lane Sign Detail](#)
- [Grading Plan](#)
- [Sign Package](#)
- [Signature Block](#)

**Understood**

**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](#)
  - Typically, the Public Works Department requires all entry points from a public roadway leading into the site to be paved for the first 50'. Any alternative surface materials would need to be approved by Public Works and Fire/Life Safety. In this 50' section Fire/Life Safety will require a 23' wide fire lane easement and be constructed to Public Works Standards. As discussed in the gating requirements below, any gate must be located a minimum of 35' back from the adjacent flow line of the street.
  - **Per the 2015 IFC, Section 503.1.1, Exception #2, Where approved by the fire code official, fire apparatus access roads shall be permitted to be exempted or modified for solar photovoltaic power generation facilities.**

**Understood**





**Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021**

**Fire Hydrants:**

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

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

Understood

**Gated Entry:**

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

- If a gating system is to be installed at a site access point, it must be set back from the flow line of the street at least 35 feet or one design vehicle length, whichever is larger, and be approved by the City of Aurora's Fire and Life Safety department. Gating systems located within close proximity to public right-of-way (ROW) may also be assessed by the City of Aurora Traffic Manager or designee and could require a traffic analysis to determine the appropriate distance of gating system to said flow line of ROW. Where a gating system crosses a dedicated or designated fire access roadway please reference the Security Gates section of the latest edition of the International Fire Code (IFC). The installation of security gates across a fire apparatus access road shall be approved by the Fire Chief (designated Fire Chiefs representative).
- A separate building permit is required for the installation of any gating system that may obstruct fire department access to the internal areas of a site. Prior to construction please submit plans and specifications of your proposed gating system to the Aurora Building Division. If you have any questions, please contact a Fire/Life Safety representative by calling 303-739-7420.
  - (2) 11' - 6" Swinging Gate's with Approved Knox Hardware.
  - (1) 23' Manual Swinging Gate with Approved Knox Hardware.

A 23' Manual Swinging gate with approved Knox Hardware is proposed

**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 lifesaving of fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an accessible location.

**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.

Understood

**Phasing Plans:**

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

Understood

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

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

- (Plat Note) If Plat Contains Fire Lane Easement
- (Site Plan Note) Access Control Gate or Barrier Systems

**Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021**

- [\(Site Plan Note\) Addressing](#)
- [\(Site Plan Note\) 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 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.

Understood

- [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](#)
- [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 though Real Property.
- [No Parking is allowed within a Fire Lane Easement](#)
- [Public Street Systems Adjacent to Site](#)
- [Speed Bumps](#)
- [Snow Removal Storage Areas](#)
- [Width and Turning Radius](#)

**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.*

**Key Issues:**

- ▶ Any easements required shall be dedicated in the form of a Corridor.
- ▶ Continue working with Natasha Wade to include gating, fencing and any other items that may be recognized as items that would normally be identified as encroachment items normally placed within a required license agreement.

Understood

**Subdivision Plats:**

N/A

**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 [Subdivision Plat Checklist](#).

Understood

**Separate Documents:**

- 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



**Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021**

additional conditions which will require a separate document. Following are the links to additional information if needed later in your formal review process:

- [Dedications Packet](#)
- The developer may need to **dedicate new easements** and/or street right-of-way on the site. Since a new subdivision plat is not required, these dedications must be done by separate legal document. These legal documents must be prepared using Real Property specifications which are found in the [Dedications Packet](#). Once complete and accurate easement dedication information is submitted to Real Property, it takes about **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. **Understood**

## STEP II – CONSTRUCTION DOCUMENT PHASE

*The Construction Document Phase is when Engineering and Building plans are reviewed against City Codes for compliance. It is an administrative process and usually occurs after Planning Commission or Planning Director decisions. Permits are issued from these documents.*

### Civil Engineering Plans

- Civil Construction Plans are required for your project as proposed and shall be submitted electronically.
- **Use of the Batch Standards Checker Tool is requested for this project.**
- Civil Engineering Plan Review (*see links below for additional information*):
  - [Process](#)
  - [Review Schedule](#)
  - [Fees](#)

*Prior to submittal of the electronic Civil Construction Plans, the civil consultant must schedule a pre-submittal meeting with Christopher Eravelly at 303.739.7457. One paper set of Civil Plans and Reports is required for this pre-submittal review. Also bring a copy of the pre-application meeting notes and a copy of the submitted site plan, including the landscape plan. At this meeting the Civil Plans shall be reviewed for completeness. A [checklist](#) is used to ascertain completeness. The engineer shall fill out the checklist and bring it to the pre-submittal meeting. A pre-submittal meeting will not be scheduled until there are no outstanding comments remaining on the preliminary drainage report/letter.*

- Civil Construction Document Plan Set generally includes the following plans:
  - Stormwater Management Plan
  - Final Drainage Plan/Report
  - Final Grading Plan
  - Utility Plan and Profiles
  - Signing and Striping Plan
- *Phasing shown on the Site Plan shall also be represented on the Civil Plan drawings.*

### Aurora Water

#### **General Requirements:**

- Utility Plans will be required with the Civil Engineering Plans:
  - **Utility Plans shall be prepared in accordance with the Utility Manual**
  - Utility Plans must be approved prior to obtaining building permits
  - Utility Plans must include:
    - Fixture Unit Table and Meter Sizing Tables
    - Water Service and Water Meter locations
    - Sanitary Sewer Service Lines
    - Resistivity Tests for any public water mains installation per Section 20 of the Utility Manual.



**Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021**

- Cross Connection Control Devices are required for:
  - o Fire Service Lines
  - o Commercial and Domestic Water Service Lines.
  - o These devices are required to be located within the building or within a heated and drained vault after the water meter.
- Civil plans will not be required to be submitted to Public Works for review and approval.
- All service line construction information (horizontal and vertical information, depths, slopes, etc.) must be provided on the Site Plan Utility Sheet. Understood
- Individual service line connections and fire line connections must be approved through Aurora Water. Include all applicable standard notes from Section 5.05.1 of the Utility Manual on the Site Plan Utility Sheet.

***Construction Stormwater Quality Requirements:***

- A Stormwater Quality Discharge Permit and Stormwater Management Plan and Report will be required for this project. See the latest revision of the City of Aurora [Rules and Regulations Regarding Stormwater Discharges Associated with Construction Activities](#) Manual (SWMP Manual) for more detailed requirements. A [Colorado Discharge Permit System \(CDPS\)](#) (CDPS) permit may be required by the State Health Department if a City of Aurora Stormwater Quality Discharge Permit is required. Understood
- A Stormwater Quality Discharge Permit and Stormwater Management Plan and Report may be required for this project if an acre or more of disturbance is anticipated (which includes equipment and material storage areas). See the latest revision of the [City of Aurora SWMP Manual](#) for more detailed requirements. A [CDPS](#) permit may be required by the State Health Department if a City of Aurora Stormwater Quality Discharge Permit is required. Understood
- CAD Data Submittal Standard: 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.

**Public Works Department**

*Construction documents should reflect all approved Access, Right of Way, Easements, and Public Improvements that were included and approved on the Site Plan and Plat for your project.*

**Traffic Division**

- Construction Documents should reflect all approved accesses, and laneage, and right of way and easement dedications. Understood

**Engineering Division**

***General Requirements:***

- All new developments and redevelopments are required to develop and implement a permanent condition Stormwater Management Plan (SWMP) in conjunction with the overall drainage plan for the site. The SWQCP shall be included in and become part of the preliminary and final drainage reports.

**Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021**

The SWQCP shall discuss and propose the solutions to permanently enhance the quality of stormwater runoff through the site. Understood

- The SWMP shall be developed by applying the permanent water quality “best management practices” described in Volume 3 of the USDCM. The SWMP shall be shown in a separate section of the drainage report. Proposed permanent stormwater quality enhancement facilities shall be sized and located on the drainage map (see section 2.42, [“Storm Drainage Design and Technical Criteria”](#) manual). The development community is encouraged to use multiple BMPs in creative and non-traditional site design to achieve the water quality objectives. Understood
- A drainage easement is required for stormwater quality detention ponds. This easement shall connect to an access easement that ties to public right of way for access to the facilities. These easements shall be executed prior to the approval of the Civil Plans. Understood
- An Inspection and Maintenance Plan (I and M Plan) shall be developed concurrently with the design of the permanent BMP’s and submitted with the final drainage plan and report for approval. See the 2010 [Storm Drainage Design & Technical Criteria](#) manual’s appendices for direction on preparing an I and M Plan, including the Maintenance Agreement. A signed Maintenance Agreement shall be submitted to the Water Department prior to issuance of a certificate of occupancy, or if no CO, then prior to approval of the Civil plans.
- The civil plans will not be approved until the preliminary drainage report/letter is approved and the plat is ready for recordation. Understood

***Roadway Design and Construction Specifications:***

- All road cuts or other roadway disturbances within the City of Aurora’s public right-of-way shall be repaired and restored according to the standards specified in Section 36 of the City’s Roadway Design and Construction Specifications, and any other requirements specified elsewhere. If more than 500 square feet of existing roadway is disturbed within one block, the construction area shall be milled and overlaid prior to the end of the project or as directed by the City Engineer. Understood
- Fire lanes. All primary fire lanes shall be constructed to an improved pavement surface (concrete, asphalt, or pavers). Secondary accesses in landscaping and other areas, need to be designed in accordance with the City’s adopted Fire Code requirements, but may be permitted to utilize other materials and options. The proposed secondary access materials shall be approved by both Life Safety (Fire Marshal) and the City Engineer. Understood

<b>Building Plans</b>
-----------------------

**Building Division Comments:**

Building Plan Review

- [Process](#)
- [Review Schedule](#)
- [Fees](#)

*The comments made during the meeting address large-scale issues. We strongly recommend that a code consultation meeting be scheduled to discuss more detailed concerns.*



**Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021**

*During the development review process, you will not need to submit any documentation to the Fire Department for review. The Life Safety group within the Aurora Building Division conducts all site development and construction plan reviews on behalf of the Aurora Fire Department.*

The links below contain additional information and requirements for completion, submittal, and permitting of your building plans.

***Permit Types:***

- Based on the information provided during the pre-application meeting, the Building Division would classify your proposed scope of work under the following permit type.
  - [Limited Plan Permits](#) (For Fences greater than 7' in height and gating systems)
  - *Fire (click on this [link](#) to find checklist below)*
    - Gating Systems Across Fire Apparatus Roads
    - Knox Box
    - Knox Box Rapid Entry

***Key Issues:***

- ▶ The Aurora Building Division currently utilizes the adopted 2015 International Codes Series except for the 2017 NEC. Our next code adoption cycle will be for the 2021 International Code Series.
- ▶ If your architect would like to set up a preliminary building construction plan submittal meeting please contact our Plans Examiner Manager Jose Rodriguez ([jrodrig@auroragov.org](mailto:jrodrig@auroragov.org)).

***Adopted Codes by the City of Aurora:***

This "link" will provide a current listing of all adopted building codes and ordinances utilized by the Aurora Building Division. To view the 2015 International Codes please utilize the following hyperlink; [ICC Codes Online](#)

***Building Division General Comments:***

The function of the Building Division in the development process involves assistance with building code questions. This "link" will provide answers to the most typical initial questions concerning the role of the Building Division.

***Checklist for Plan Review Submittals:***

The Aurora Building Division has established a number of checklists that reflect specific construction plan submittal and permit requirements. A copy of these checklists can be obtained through the City of Aurora website or by clicking on the link provided here.

***Geographic Design Criteria:***

New construction must adhere to the climatic and geographic design criteria provided using the hyperlink above.

***Occupancy Specific Building Code Requirements:***

Based on the information provided, your building occupancy or occupancies are as follows.

- U Occupancy - Buildings and structures of any accessory character, and miscellaneous structures not classified in any specific occupancy.

**Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021**

**Request for Modification or Alternative Material:**

Per the 2015 IFC, Section 104.10 and 104.10.1, whenever there are practical difficulties involved in carrying out the provisions of this code, the fire code official shall have the authority to grant modifications for individual cases, provided the fire code official shall first find that special individual reason makes the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, life and fire safety requirements.

**Real Property Division**

**Reminder** – Prior to building plans submittal, processing of any/all required separate documents should be started so that this process does not interfere with permit issuance.



## STEP III – CONSTRUCTION PHASE

*Before any construction may commence, a contractor licensed in the City of Aurora must be issued the appropriate **permits** for all work to be performed. [Licensing](#) information is available on the City's website.*

### Aurora Water

#### Utility Connection Fees:

- Water Service Connection Fee
- Metro Sanitary Sewer Connection Fee
- Sanitary Sewer Connection Fee

Fees may only be paid after issuance of building permit and must be paid prior to issuance of the Certificate of Occupancy. This is required for new services and when meter sizes are upsized.

- Wet Tap Fees:
  - Apply when making connections to existing water mains for water line extensions, fire hydrant lines, and fire service lines.
- Irrigation Water Meter Fees:
  - Will be calculated in accordance with the City Ordinance for irrigated common areas in Single-Family Detached and Commercial areas.
  - The Landscape Plan must identify the "NON-WATER CONSERVING" and "WATER CONSERVING" areas used for the meter fee calculations.
- For a full listing of Utility Fees, please see the [Aurora Water Fee Schedule](#).

### Public Works Department

#### Engineering Division

- A geotechnical and pavement design report is not required for paving of new or existing private parking lots, fire lanes, driveways, and private streets (other than TODs and Urban Centers). The civil plans shall have the default pavement thickness, obtained from the Roadway Manual, labeled on the plans and a note indicating the type of soils within the project, unless the developer submits a pavement design for review and approval. A paving permit for this private infrastructure is **not** required. **A Private Development Pavement certification shall be required to be submitted prior to issuing a Certificate of Occupancy.** See [Section 5.01.2.02](#) for more information. The developer/contractor is responsible for the required testing, backfill, and compaction for all wet utilities prior to paving. It is the developer/contractor's risk to begin paving without the initial acceptance of the wet utilities.
- Public improvements shall mean and include, but not by way of limitation, the construction, reconstruction, and improvement of the following:
  - fire lanes
  - storm drainage
  - detention and water quality facilities, including necessary structures
  - tree plantings and landscaping

**Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021**

- repairs and replacements thereof necessitated by construction activity.

**Building Division**

***Key Issue:***

- Once the building permit is issued it is recommended that the General Contractor (GC) schedule a pre-construction meeting through the Office of Development Assistance Project Manager. The meeting will consist of the Public Improvement Supervisor, Building Division Inspector Supervisors, and a Fire/Life Safety Supervisor. These meeting are highly beneficial to both the GC and city staff in addressing inspection requirements that assist in obtaining a TCO or CO in a timely manner.

**Construction Permits:**

Please click on the link provided for a listing of required construction permits.

***Fire Safety during Construction, Alteration or Demolition of a Building:***

Utilize the requirements of the 2015 IFC, Chapter 33 for both construction and demolition of any structure within your site. To obtain a full copy for fire department access and water supplies to a construction site, please call the Building Department at 303.739.7420.

**Access Roadways during Construction:**

Please click on the "link" provided for requirements for fire department access during construction.





## Pre-Application Conference

---

Neighborhood Liaisons  
Housing and Community Services  
15151 E Alameda Parkway  
Aurora, Colorado 80012  
Phone: 303-739-7280  
Fax: 303-739-7191  
[www.auroragov.org](http://www.auroragov.org)

To: Jon Fitzpatrick  
From: Meg Allen  
Date: June 3, 2021  
Subject: Pivot Energy Solar  
Location: NEC of N Tower Rd and E 6th Ave.

Listed below are the neighborhood associations that are currently registered with the Neighborhood Liaisons within one mile of your proposed project. Once your application has been formally submitted each Neighborhood Organization will receive a copy of your application along with a comment card to be returned to the Planning Department. The comment card allows neighborhood organizations to share their concerns about the application prior to Planning Commission. Since the neighborhood list is updated frequently, it is recommended if you submit your application to the Planning Department any time after 30 days of today's date, you should obtain a new, current list. Your Planning Case Manager will have an updated list available at your presubmittal meeting.

As an applicant for a proposed development or use approval in the City of Aurora, you are strongly encouraged, but not required, to set up a neighborhood meeting with these representatives as soon as possible, but no later than 21 days prior to your scheduled public hearing. The purpose of this meeting is to explain your proposed development or use approval, and if necessary, to work with neighborhood representatives to address their concerns. Your assigned Neighborhood Liaison will assist you in scheduling and mediating the meeting at your request. The liaison will also provide you with an updated and accurate neighborhood association mailing list prior to the meeting. Adjacent property owner address information is available on the Adams and Arapahoe County web sites at [www.co.arapahoe.co.us](http://www.co.arapahoe.co.us) and [www.co.adams.co.us](http://www.co.adams.co.us). It is the applicant's responsibility to mail and/or e-mail a letter of invitation to all neighborhoods and adjacent property owners at least 10 days prior to the meeting. A sample letter of invitation is included in this packet. The assigned Planning Case Manager will attend the meeting to note any agreements made by the applicant, and will include those agreements in their presentation at public hearings. You may anticipate being asked at public hearings if you have met with nearby neighborhoods and the result of such meetings.

As the Neighborhood Liaison for this area, I am available to assist you in communicating with the neighborhood listed below. For assistance or to set up a neighborhood meeting, please contact me at 303-739-7280.

The neighborhoods within 5280 feet of your proposed developments are:

---



## List of Neighborhood Associations

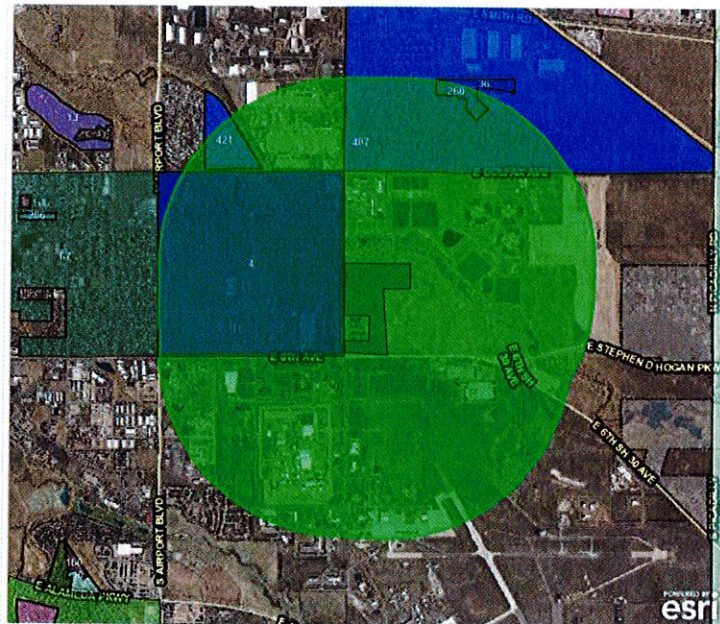
Location: NEC of N Tower Rd

Record Id	HOA #	Organization	Contact	Phone
03-114863-000-00-NA	260	HOA OF SANDY CREEK	JAMES NORRIS 19890 E MONTVIEW DR AURORA CO 80011 DUCKHUNTER1@COMCAST.NET	(303) 506-8477
03-111479-000-00-NA	4	KIRKEGAARD ACRES	KENT MAJOR 1156 RICHFIELD ST AURORA CO 80011 MAJORPIPETESTING@GMAIL.COM	(303) 324-5818 (303) 343-6613
14-830114-000-00-NA	407	Prospect Vista Homeowners Association	RITA BERRY 18651 E 16TH PLACE AURORA CO 80011 RITABERRY@LIVE.COM	(303) 523-7964
03-111144-000-00-NA	36	TOWER TRIANGLE	CAL DAL-PONTE 20457 E BUCHANAN DR AURORA CO 80011 WILDWEASEL@MSN.COM	(720) 317-5431
17-1260578-000-00-NA	421	WOODSHIRE EAST MOBILE HOME COMMUNITY	MICHAEL GRADISAR 1896 SALIDA ST AURORA CO 80011 MEGRADISAR@AOL.COM	(303) 919-0925



Re: Pivot Energy Solar (#1544888)/Pre-Application Meeting held June 03, 2021

255-HQA of Sandy Creek, Inc.  
36-Tower Triangle NBHD Assoc.  
4-Higley Acres NBHD Assoc.  
407-Prospect Vista HOA  
421-Woodshire East Mobile Home Community







Jonathan Fitzpatrick &lt;jfitzpatrick@pivotenergy.net&gt;

---

**Questions about COA pre-app notes #1544888**

---

Dalby, Claire &lt;cdalby@auroragov.org&gt;

Tue, Jul 20, 2021 at 2:35 PM

To: Jonathan Fitzpatrick &lt;jfitzpatrick@pivotenergy.net&gt;

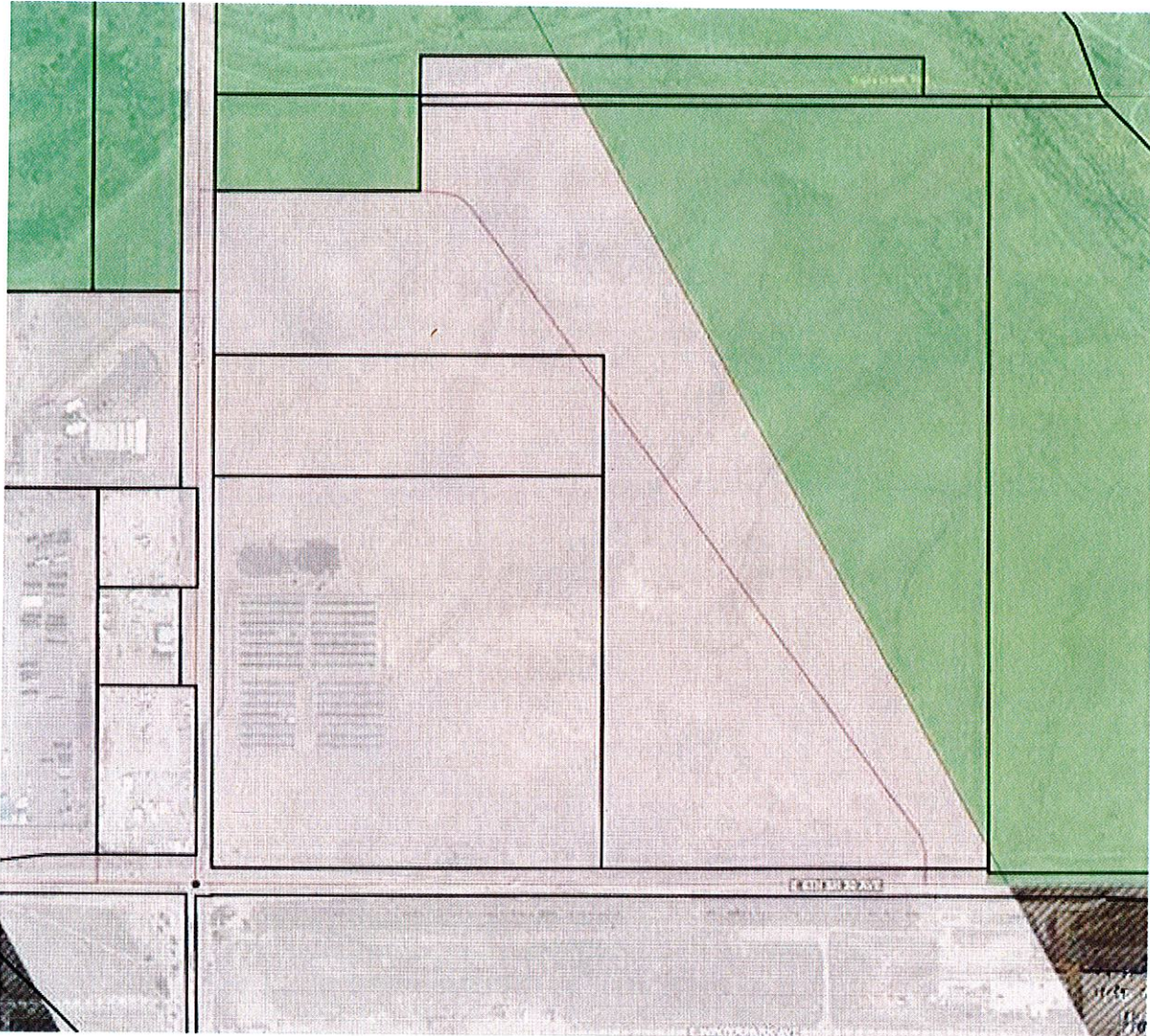
Cc: "Rushton, Daunte" &lt;drushton@auroragov.org&gt;, Heath Lovell &lt;hlovell@pivotenergy.net&gt;, "Teller, Michelle" &lt;mteller@auroragov.org&gt;

Hi Jonathan,

Below is what the zoning map shows in terms of zoning boundaries (grey is APZ, green is POS). If you build in the POS zone, you will be subject to the POS zone standards/requirements but if not, you will just be subject to APZ. The PROS 25' special landscape buffer is the only buffer requirement I know of for POS. Please reference Table 4.2-4 in the Unified Development Ordinance for a comprehensive list of dimensional standards in APZ and POS. I hope that helps – I'm happy to answer any other questions you may have.

Thanks,

Claire



[Quoted text hidden]



7/20/2021

Pivot Energy Mail - Questions about COA pre-app notes #1544888