



July 30, 2020

Tanner Axt
City of Aurora Planning Department
15151 E. Alameda Parkway, Suite 2300
Aurora, CO 80012

Re: JAG Logistics Center East (#1291674)/Pre-Application Meeting held February 20, 2020

The following is an itemized response to comments dated March 3rd, 2020 for the above referenced project.

Step I – Planning Phase

1. Planning Department:

a. Key Issues:

- i. Parking lot frontage along arterials may not be greater than 60% of the lot.
Response: An administrative waiver is requested for this requirement due to providing landscape berms and plantings to screen parking, similar to recently developed and immediately adjacent JAG Logistics Center at DIA property to the west.
- ii. Outdoor storage and trailer parking must be screened from adjacent rights-of-way.
Response: Acknowledged, landscape berms and plantings have been implemented to provide screening.
- iii. Consolidate the two eastern accesses onto East 68th Avenue.
Response: A single access point at the northeast corner of the site has been provided.

b. General Zoning Code Review of your Property:

- i. This property is zoned AD (Airport District) and is within the Subarea C Character Area.
Response: Acknowledged.
- ii. The uses proposed, Storage, Distribution, and Warehousing, are permitted by the current zoning, but subject to Site Plan (Phased) and Plat approval.
Response: Acknowledged.

c. Type of Application:

- i. As part of this application, the following land use requests will need to be made:
 - 1. Site Plan
 - 2. Subdivision Plat**Response: Acknowledged, Preliminary Plat (Site Plan) and Plat are included with this submittal.**

PHONE
303.738.8877

FAX
303.738.2294

WEB
www.igarch.com

ADDRESS
2000 W. Littleton Blvd
Littleton, CO 80120

d. Process:

- i. The Site Plan and Plat should be submitted concurrently. If no major adjustments are proposed, this project can be reviewed and approved administratively. If any major adjustments are proposed, this project will require approval in a public hearing before the Planning and Zoning Commission.

Response: Acknowledged.

- ii. It was identified in the Pre-App Meeting that Buildings 2 and 3 may change significantly based on market demand. If a more comprehensive understanding of the requirements of Buildings 2 and 3 are known upon the submission of the Building 1 Site Plan, they may be included as phases within the Building 1 Site Plan set. If not, they must be submitted separately. The entire site should be platted with the first submittal, regardless of building phasing.

Response: Acknowledged.

- iii. The application will be uploaded through our digital planning portal as separate PDFs. Please ensure that, during the PDF creation process, all AutoCAD SHX text items are removed from the comment section and that the sheets are flattened to reduce the select-ability of items. 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: Acknowledged.

e. References:

- i. The following references may also be helpful in completing your application for submission:

1. [Unified Development Ordinance \(UDO\)](#)
2. [City of Aurora CAD Data Submittal Standard](#)
3. [Site Plan Manual](#)
4. [Northeast Area Transportation Study \(NEATS\)](#)
5. [Subdivision Plat Manual](#)
6. [Subdivision Plat Checklist](#)
7. [Landscape Reference Manual](#)
8. [Online Application](#)
9. [Online Application and Plan Submittal Guide](#)
10. [Mineral Rights Affidavit](#)

Response: Acknowledged.

f. Standards and Issues:

- i. Zoning and Land Use

1. This proposal is located within the Porteos Framework Development Plan (FDP). Please note that, except for the waivers listed on the cover sheet of the FDP, all standards are intended to

supplement, not replace, other adopted standards within the City. All FDP standards must be adhered to.

Response: Acknowledged.

2. Provide an explanation of your operations (Operations Plan) so staff may better understand the proposal within your Letter of Introduction. Discuss components and functional operations associated with the use, hours of operation, number of employees, phasing, and how access and circulation will function.

Response: A narrative "Pre-plat" letter has been included with this submittal.

3. All outdoor storage must comply with Section 146-3.3.5.X. These requirements include but are not limited to opaque screening of outdoor storage areas from the public right-of way to a height of 9' and compliance with all related landscape buffer requirements. Identify locations and all proposed surface materials for outdoor storage areas, parking lots, fire lanes, etc. on the site plan. Adherence to Operating Standards is required and is listed in Section 146-4.11.2. Standards include Noise, Vibration, and Waste Material best practices.

Response: The proposed design includes a continuous landscape hedge at parking facing public right-of-way. Additionally, berms are placed between the parking and street frontages. The berms are planted with a heavy concentration of evergreen trees and shrubs to further enhance the screening of building operations

4. Parking frontage along arterial and collector streets is limited to 60% of the site frontage, to a depth of 60 feet. As shown, the frontages along 64th and 68th may exceed that requirement. Adjust these frontages, or a major adjustment (and therefore a hearing in front of the Planning and Zoning Commission) will be required.

Response: An administrative waiver is requested for this requirement due to providing landscape berms and plantings to screen parking, similar to recently developed and immediately adjacent JAG Logistics Center at DIA property to the west.

ii. Traffic and Street Layout

1. All proposed streets whether public or private need to be labeled according to our street standard ordinance, Section 126-1 and Section 126-36 of the city code. The two eastern accesses to East 68th Avenue are too close and must be consolidated.

Response: Streets have been labeled and access has been consolidated.

2. The accesses proposed east of Powhaton to the southwest corner of Building 2 and from 68th Avenue to the northeast corner of Building 2 must be designed with pedestrian and bicycle connectivity in mind, utilizing sidewalks and on or off-street facilities to meet the

needs of pedestrians and bicyclists. Current plans for JAG Logistics Phase 1, Porteos Lift Station, and Infrastructure Site Plans for the surrounding streets do not provide curbside landscaping adjacent to this property. Development of this property would require the design and installation of all remaining landscaping on the 64th, 68th, and Powhaton Road frontages.

Response: Sidewalk connectivity has been provided.

iii. Environmental

1. Denver International Airport AID

- a. Because this property is located within the Airport Influence District of Denver International Airport, the applicant must ensure that an avigation easement has been conveyed to the City of Aurora for this parcel and that this easement has been recorded with the Adams County Clerk and Recorder along with the first plat in accordance with Section 146-2.6.2. To streamline this process, the City of Aurora will record the avigation easement for the applicant. The applicant is responsible for the following:
- i. Completing the easement form
 - ii. Obtaining the property owner's signature
 - iii. Notarizing the document
 - iv. Including a legal description of the property
 - v. Including a survey of the property

Response: Avigation easement will be recorded.

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

Response: Acknowledged.

iv. Site Design

1. Industrial District Development Standards

- a. Standards for building in the AD Airport District are as follows: 25-foot front setback, 25-foot side setback, 25-foot rear setback, 100-foot maximum height.

Response: Proposed buildings comply with listed standards.

2. On-Site Amenities and Use of Open Space

- a. Include outdoor amenity spaces for employees to utilize during breaks. Consider locating these spaces near an entrance, but away from truck traffic. Alternatively, consider locating these spaces adjacent the drainage ways to incorporate the water features into the break spaces.

Response: Landscape areas and pathways have been located with this in mind.

3. Access and Connectivity

- a. Include proposed pedestrian circulation with your submission. Circulation patterns should identify how employees can move from the parking lot and nearby trail system to the primary building entrances and to adjacent developments. Enhancements to the areas around primary entrance(s) to the building are highly recommended and may be required if part of an impacted area. These areas may simply include wide sidewalk and patio spaces at the front entrance that can accommodate employee drop-off and pick-ups. These areas typically include adequate lighting, furniture such as benches and weather protections such as awnings.

Response: Enhanced entries and site connectivity has been included.

4. Parking

- a. Off-street parking is required by Section 146-4.6.3. See the table below for required, based on the provided information. Parking alternatives listed in Section 146-4.6.4 may reduce parking requirements. Bicycle spaces must comply with Section 146-4.6.3.F.2 including providing a design that includes 2 points of contact with each bicycle. Each inverted "U" rack counts as two bicycle parking spaces. Place any bicycle parking in a convenient, paved, and well-lit location. Parking Layout and Design is described in 146-4.6.5.D. Parking lots will require landscape islands and peninsulas in accordance with landscape requirements. Landscape islands include large canopy varieties of trees. All parking lots need to include a logical and safe way for pedestrians to move from the parking areas to the main

entrances of the buildings. Large parking lots over 150 spaces require sidewalk connections through the parking. Larger parking lots also include primary drive aisle to be included to aide with vehicular circulation.

Response: Parking and bicycle parking have been provided, along with sidewalk connections to parking areas.

5. Site Lighting

- a. Section 146-4.9 governs exterior lighting. Show typical details and manufacturers specs of lighting on the plan and building elevations. Lighting is limited to 25-feet in height and must be full-cutoff. Light sources must be color-correct such as halogen or LED. Pedestrian sidewalks and gathering spaces such as the front entrance should include pedestrian-scaled lighting to assure these areas are safe for pedestrians. See FDP for additional standards.

Response: The light poles have a height of 25-feet and are full-cutoff. All light fixtures are LED.

6. Landscape Design Issues

- a. General Landscape Plan Comments.
 - i. Prepare your landscape plans in accordance with the requirements found in the Porteos Framework Development Plan (FDP) and the recently adopted Unified Development Code (UDO). The UDO effective date was September 21, 2019 and can be found online by clicking the link in the references above. The landscape comments provided herein are based upon the above documents and should follow Section 146-4.7 Landscape, Water Conservation, Stormwater Management and the Landscape Reference Manual. Please ensure that your landscape architect or designer has a copy of these as well as our project specific comments.

Response: Acknowledged.

b. Landscape Plan Preparation

- i. 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.

Response: Acknowledged.



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1. Landscape plans submitted during the Development Application submittal process must be prepared on 18"x24" sheets and have plant symbols, plant labels with quantities, and a plant schedule upon first submission or a complete review will not be possible and may result in additional submittals and ultimately delays in approval of the plan set.
Response: Plans are submitted on 24"x36" sheets to match the rest of the Preliminary Plat set.
2. Sight Triangles
 - a. Include sight distance triangles per the Roadway Design and Construction Specifications document. All landscaping within the designated triangles shall not exceed 26" in height as measured from the roadway surface.
Response: Acknowledged.
- c. Porteos Framework Development Plan (FDP)
 - i. The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within the FDP. The applicant is responsible for reviewing this document and determining all applicable landscape conditions.
 1. General:
 - a. If a conflict should exist between the FDP standards and Article 14 Landscape Code, the more restrictive standards shall govern.
Response: Acknowledged.
 2. Fencing:
 - a. If fencing is being proposed, refer to the FDP on permitted heights and materials.
Response: Acknowledged.
 3. Sample Lot Configurations:
 - a. Enhanced buffers are identified for heavy industrial uses.
Response: Acknowledged.
 4. Parking Adjacent to Collector and Arterial Roadways
 - a. Adjustments shall be evaluated at time of site plan submittal on a case-by-case basis to allow parking to exceed 60% of the frontage on arterial streets. Justification and additional buffering techniques and/or landscape



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enhancements shall be required to mitigate for visual impacts.

Response: Acknowledged.

5. Lot Configurations:

- a. Truck loading and storage areas are to be oriented internal to the parcel and will be screened from public streets and open space networks. It appears from the sketch plan provided, that Building 1 has oriented its loading area toward 68th Avenue.

Response: Due to cross-dock building configuration there are loading docks on each side of the building. Enhanced landscape screen buffering and berming has been employed to mitigate the visual impact of the loading areas. This issue was discussed previously with Mindy Parnes and George Adams on 10/17/19. In the course of this meeting Mindy and George noted that the regulation was designed to protect view corridors where industrial development was located near residential communities, schools or houses of worship. JAG@DEN is located in an industrial zone, immediately adjacent to DEN, and surrounded exclusively by other industrial uses. This combined with the standards approved in Developer's FDP the Developer was assured cross dock configured buildings with loading docks facing public ROW would be considered on a case by case basis and alternative standards would be considered in PA-6

6. Entry Monumentation:

- a. A potential secondary entry monumentation has been identified for the intersection of 68th Avenue and the eastern side of Powhatan Road.

Response: Acknowledged.

7. Landscape Design at Entry Monumentation:

- a. Provide for 40' enhanced landscape buffers at key entry points and intersections with monumentation. Curvilinear beds should be utilized. See graphic below and in the FDP.

Response: Acknowledged.



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8. Overall Landscape:
 - a. 50% of all trees used in the overall landscape concept shall be evergreen species.
Response: Acknowledged.
9. Landscape Standards Along Arterial and Collector Roads:
 - a. Plant quantities shall follow the City of Aurora requirements but may be clustered rather than on center spacing.
Response: Acknowledged.
 - b. A minimum 15' setback shall be implemented along the length of arterial and collector streets. At intersection corners, the setback shall increase to 20'. At intersection corners with monument signage, the setbacks will be 40'.
Response: Acknowledged.
10. Buffers and Setbacks for Street Frontages:
 - a. Parking lot screening will be required. Informal hedgerows combined with evergreen trees and berming to reduce the perceived size of the parking lot.
Response: Acknowledged.
 - b. Plant quantities for buffers shall follow Article 14 Landscape Code but may be clustered rather than center on spacing.
Response: Acknowledged.
11. Parking Lot Screening:
 - a. Screening shall achieve a 3' height within 3 years with the use of berms or a variety of deciduous and evergreen plant material or a combination of the two.
Response: Acknowledged.
 - b. Shrubs shall be planted 3' on center in a triangular pattern.
Response: Acknowledged.
12. Buffers Separating Land Uses
 - a. Buffers shall include berming to the extent feasible, Plant quantities to follow the City of Aurora landscape code and may be clustered.
Response: Acknowledged.
13. Trail Corridor Connections
 - a. Planning areas that are removed from the open space corridor should provide access

through publicly accessible trail corridors internal to the individual development parcels.

Response: Acknowledged.

14. Entries

- a. Provide an enhanced landscape treatment at all site entrances to help identify parcel entries.

Response: Acknowledged, entries will be enhanced.

d. Section 146-4.7 Landscape, Water Conservation, Stormwater Management Requirements

i. Standard Rights-of-Way Landscaping

- 1. Refer to Section 146-4.7.5 Required Landscaping (C) Curbside Landscaping 2. a. Street trees shall be provided along 68th Avenue, Powhatan Road and 64th Avenue at a ratio of one (1) tree per 40 linear feet of curbside landscaping. When a detached walk and curbside landscape are provided according to Public Works street cross section requirements or the FDP, street trees shall be provided within the designated curbside landscape area. When a detached walk and curbside landscape are absent, street trees shall be located from four to five feet from the back of walk, curb or pavement. Street trees shall be located 50' from the face of a stop sign to maintain regulatory sign visibility. Refer to Figure 4.7-2. While individual Infrastructure Site Plans have been submitted for the various streets within Porteos, the installation of the street trees along all street frontages for this proposed application have not been addressed. The previous site plan submission for JAG or JAG Logistics Center at DIA provided a note that stated that the landscaping and irrigation for the east side of Powhatan Road would be addressed as part of a separate CSP application and installed by the adjoining property owner once the site is developed. The recent submission of the Infrastructure Site Plan for 64th Avenue only addressed landscaping for the south side of the road and does not include landscaping for the north side therefore this applicant is responsible

for designing, installing and maintaining the landscaping along all street frontages. Plantings permitted within the curbside landscape area vary depending upon the width required by the street cross section. Curbside landscape widths three feet or less may be rock mulch, no white rock. Curbside landscape widths four to six feet in width shall be shrubs, ornamental grasses and perennials at a ratio of one shrub/grass per 40 square feet of curbside landscape. Grasses may only be provided to a maximum of 40%. Shrubs and grasses must be five-gallon size at time of installation. For curbside landscapes six to ten foot in width, a combination of shrubs/grasses with native seed may be provided or all shrubs and grasses. Any curbside landscape areas ten feet in width or greater may be sod if desired. Sod may not be installed unless the curbside landscape is a minimum of ten feet wide.

Response: Acknowledged.

ii. Landscape Street Buffers

1. All industrial developments shall provide a 15' wide landscape street frontage buffer in accordance with the approved FDP. All buffers are measured inward from back of walk or from the right of way if no walk is provided. Landscaping for the street frontage buffer shall consist of one tree and 10 shrubs per each 40 linear feet of buffer length. Plant material shall be installed along the exterior sides of the proposed fencing or walls. Shrubs and ornamental grasses may not be substituted for trees in the buffer unless the applicant demonstrates to staff that the site is encumbered. Encumbrances shall include overhead and underground utilities, floodplain, easements or the like. If an encumbrance is present and the applicant wishes to use tree equivalents, then one 2.5" deciduous tree or 8'-10' evergreen tree is equivalent to 12 five-gallon shrubs or a 2" deciduous tree or 6' tall evergreen tree is equivalent to 10 five-gallon shrubs. When overlapping landscape standards occur such as when building perimeter, detention/water quality and/or parking lot landscape requirements fall within the landscape buffer, they may be counted

towards meeting the buffer requirements, however, the most restrictive requirements shall be met. Refer to Section 146-4.7.5 D. Street Frontage Landscape Buffers.

Response: Acknowledged.

iii. Non-Street Frontage Buffers

1. A 20' wide non-street frontage landscape buffer is required along the eastern property boundary adjacent to the DIA zoned property within Adams County. Given the potential use of this adjacent parcel, city planning staff would be supportive of an adjustment (formerly waiver) from this requirement if mitigation measures are provided to off-set the adjustment request. Typical mitigation measures include the provision of additional screening or upsized plant material elsewhere on site or enhanced architecture etc. The applicant shall determine and propose mitigation for consideration by staff.

Response: Acknowledged.

iv. Parking Lot Landscaping

1. Both interior and exterior parking lot landscaping is required for all proposed parking lots. No parking row shall exceed 15 spaces without an intervening landscaped island, median or landscaped peninsula. All parking rows must terminate in a landscaped island. The perimeter of all parking lots shall be screened from public rights-of-way, public open space and adjacent property with one or a combination of methods shown in Section 146-4.7.5 K. Street frontage landscape buffers may be combined with the parking lot screening requirements to satisfy both if the two requirements should overlap. City staff will determine whether the overlap exists once a formal site plan submittal is made. When not integrated as part of a required buffer, a minimum four-foot buffer width shall be provided around the perimeter of the parking lot.

Response: Acknowledged.

2. Screening shall consist of a berm between 3'- 4' tall with a maximum slope of 3:1 in combination with evergreen and deciduous trees and shrubs. Screening should be integrated with streetscape plantings whenever possible. If berms are not



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practical, then one of the following options shall provide equivalent screening:

- a. A low continuous hedge between 3'- 4' tall planted in a double row at 3 feet on center in a triangular pattern or;
- b. A decorative masonry wall between 3'- 4' tall in combination with landscaping.

Response: Acknowledged.

3. Shrubs must reach a height of 3' at maturity and at least 50% of the shrub material shall be flowering species. Large shade and evergreen tree species and/or small tree or large shrub species shall be used as accents throughout the screen planting in conjunction with buffer and street frontage plantings to offset the horizontal lines of a typical shrub bed. Ornamental grasses are not permitted to screen parking lots.

Response: Acknowledged.

4. Also provide and landscape each parking lot island with one tree and six five-gallon shrubs per 9' X 19' island. No more than an average of 15 parking spaces are permitted in a row without a landscape island. All parking rows shall be provided with a terminal landscaped island. Landscaping shall consist of one deciduous canopy tree and six shrubs per 9'x19' island and two trees and 12 shrubs per 9'x38' island. Ornamental trees may be used as accents at the ends of parking rows but shall not be used as the primary shade tree within the parking lot. Refer to Section 146-4.7.5 K

Response: Acknowledged.

v. Building Perimeter Landscaping

1. Building perimeter landscaping is required when building elevations face public rights-of-way, residential neighborhoods, public open space, or whenever an entrance door is present. Landscape each elevation with one tree equivalent per each 40 linear feet of elevation length. One tree equivalent is equal to one tree, or 12 five-gallon shrubs for a 2.5" tree or 8'-10 tall evergreen tree or 10 shrubs for a 2" tree or 6' evergreen tree. Any combination of plant material may be used that totals the required number of tree equivalents. Building perimeter landscaping is not



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required where dock doors are present. Refer to Section 146-4.7.5 J. Building Perimeter Landscaping.

Response: Acknowledged.

2. Building perimeter landscaping provided within 20' of the building face may count towards the building perimeter landscaping requirements including landscaping provided within parking lot islands.

Response: Acknowledged.

- vi. Special Landscape Requirements at Entryways and Intersections

1. Provide a distinctive landscape feature at each site entrance. Distinctive landscape features should consist of specimen quality plant material that will provide visual interest during all seasons. Refer to Section 146-4.7.5 L. Site Entryways and Intersections.

Response: Acknowledged.

- vii. Service, Loading, Storage and Trash Area Screening

1. The letter of introduction indicates the potential for outdoor storage. Should this occur, the applicant shall comply with Section 146-4.7.8 B. 2.c. All outdoor storage yards shall be screened from view by an opaque fence with a maximum height of nine feet, a berm or a wall with a maximum height of nine feet in combination with landscaping that completely conceals the view of those materials. Outdoor storage shall be located behind required front yard setbacks and buffer areas. Chain link fencing is not permitted for this purpose. Landscaping shall consist of one tree and 10 shrubs per 40 linear feet.

Response: Acknowledged.

2. All trash dumpsters and recycling bins must be enclosed and setback at least 12 feet from adjacent properties with residential or commercial uses. Service areas visible from streets or residences shall be screened by fences, walls, landscaping, berms or any combination of items. Fencing and wall screening shall be accompanied by landscaping on the exterior side to soften the appearance of the wall and/or fence. Evergreen plantings are required along the exterior. Refer to Section 146-4.7.8 B.



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Response: Trash enclosures are provided at multiple places for each building and are located internal to the site.

viii. Irrigation

1. Refer to Section 146-4.7.3 C. Irrigation. All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, the City Water Department will require the applicant divide their landscape into water conserving, non-water conserving and non-irrigated areas as part of the landscape submittal. A table summarizing the quantities along with a plan shall be provided that clearly delineates the water conserving vs. non-water conserving areas. 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: Acknowledged.

7. Architectural and Urban Design

a. Design Standards

- i. The Porteos FDP includes standards for architectural design, landscape design. The site plan is required to comply with the standards referenced in the FDP, as well as any standards listed in the Unified Development Ordinance. Section 146-4.8 establishes the approval criteria for building architecture and urban design. Obtain a letter of approval for the proposed site plan from the Porteos Design Review Committee. Table 8.8-1, below, is an overview of applicable building design standards in the UDO. There are also specific requirements for industrial buildings in Section 146-4.8.10. These include requirements for parapet variation, main entry enhancements, and locating loading docks internal to the site.

Response Acknowledged.

- ii. The Porteos FDP identifies an entry monument on the site to the south of 64th Avenue. Based on the Oil and Gas nature of that project, consider shifting the entry monument onto this property.

Response: Acknowledged.

b. Screening of Service Areas and Equipment

- i. Show the location of any rooftop or mechanical equipment and vents greater than eight inches in



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diameter on the elevation drawings. All such equipment must be screened. Use drawings and notes to explain how this will be accomplished. Screening may be done either with an extended parapet wall, or a freestanding screen. In either case the screening must be at least as high as the equipment it hides. The following note to be labeled "Roof-Mounted Equipment Screening" must be added to the general notes section of all Site Plans: (click [here](#) for the specific note)

Response: Note has been included in the general notes.

- ii. Service, loading, and storage areas (including trailer storage) must be screened by opaque fences, walls, berms, or landscaping. Include sight line drawings from adjacent rights-of-way to show visual impacts from roads.

Response: An administrative waiver is requested for this requirement due to providing landscape berms and plantings to screen parking, similar to adjacent JAG Logistics Center at DIA property to the west.

- iii. Trash collection must be incorporated into the overall design of the site. Dumpster pads must be large enough to accommodate a trash dumpster and recycling bin and must be designed in such a way that they are completely screened from view of adjacent streets and other properties.

Response: Trash enclosures have been shown and noted on the site plan.

c. Signage

- i. The total allowable square footage of signs is based on a formula tied to location of the property and building frontage. Currently, there is not enough information to provide a total allowable sign area. All monument signs must be at least 4 feet from the back of sidewalk and out of sight triangles. In non-residential areas, monument signs abutting arterial streets may be up to 12 feet high; monument signs abutting other streets and areas are limited to 8 feet in height.

Response: A signage calculation has been included on the cover sheet.

d. Adjustments

- i. From the material you supplied us, it appears that your plans are not sufficiently detailed to determine whether any adjustments are involved.

Response: Acknowledged.

- ii. If you decide to request any adjustments, you must clearly list them in your Letter of Introduction and justify



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them according to the criteria listed Section 146-5.4.4. You must also list them on the cover sheet of your Site Plan or other drawings on which they occur. Approvals of adjustment requests are not guaranteed. Adjustments may require mitigation techniques that go above and beyond requirements from other code sections to offset negative external impacts on surrounding uses. If any requested adjustments fail to meet the applicability listed under Administrative Adjustments in Section 146-5.4.4.F.1, a public hearing with the Planning and Zoning Commission will be required.

Response: Acknowledged.

- e. Mineral Rights Notification Requirements
 - i. Please fill out the Mineral Rights Affidavit provided in the links at the beginning of this document and supply this document to your Case Manager at the time of site plan submission.

Response: Mineral Rights Affidavit has been included with this submittal.

- f. CAD Data Submittal Standards
 - i. The City of Aurora has developed a CAD Data Submittal Standard for internal and external use to streamline the process of importing AutoCAD information into the City's Enterprise GIS. Digital Submission meeting the CAD Data Submittal Standards are required by consultants on development projects before submitting to the City for signature sets and on capital projects funded by the City. Please review the CAD Data Submittal Standards, including templates and required layer file labeling, in the links found at the beginning of this document.

Response: Acknowledged.

- g. Pre-Submittal Meeting:
 - i. 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: A request was made to waive this requirement due to the design team's recent experience with the submittal process.

- h. Community Participation:
 - i. 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: Acknowledged.

- i. Neighborhood Services Liaison:
 - i. Your Neighborhood Liaison is Meg Allen. Since there are no registered neighborhoods within a one-mile radius of this site plan area, there is no neighborhood referral list. However, this project will be referred to the adjacent property owners as well as it will be listed on our website www.aurora4biz.org where residents can make comments throughout the project review. Should there turn out to be substantive comments on this project, Meg can assist with the meeting planning.

Response: Acknowledged.

- ii. 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.

Response: Acknowledged.

- iii. Additional information about the Neighborhood Liaison Program can be found on the [Neighborhood Services](#) page of the city website.

Response: Acknowledged.

2. Parks, Recreation & Open Space Department (PROS)

- a. No comments from this department.

Response: Acknowledged.

3. Aurora Water

- a. 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.

Response: Acknowledged.

- b. Key Issues:

- i. Development fees are due at time of plat, this includes stormwater impact fees.
 - ii. Utilities are to be extended per the Master Utilities Study (MUS).
 - iii. Water meters are to be located in a landscaped area.
 - iv. Fixture Unit Tables are to be provided to verify proposed water meter size.
 - v. Phasing is to be shown in the civil plans for phasing of utilities. Each phase is to have two points of connection for water looping.
 - vi. Revisions will be required for changes to approved civil plans if building layout is changed.

- vii. A domestic allocation agreement will be required starting in 2019 for connections 2" and larger.

Response: Acknowledged.

c. Utility Services Available:

- i. Water service may be provided from: Per Approved MUS
Response: Water will be per the approved MUS.
- ii. Sanitary sewer service may be provided from: Per Approved MUS
Response: Sanitary sewer design will be per the approved MUS.
- iii. The project is located on Map Page 93Y.

Response: Acknowledged.

d. Utility Service Requirements:

- i. A Site Plan is required for this project and must show existing and proposed utilities including:
 1. Public/Private Mains
 2. Service Lines
 3. Water Meters
 4. Fire Suppression Lines
 5. Fire Hydrants necessary to service your development
 6. Grease Interceptors are required for commercial kitchens
 7. Sand/Oil Interceptors are required for vehicle maintenance facilities
 8. All utility connections in the arterial roadway are required to be bores.
- ii. 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: Acknowledged. Requested items will be identified.

Response: Utilities will be designed per the Aurora Water standards.

e. Utility Development Fees:

- i. 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.
Response: Acknowledged.
- ii. 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: Acknowledged.
- iii. For a full listing of Utility Fees, please see the Aurora Water Fee Schedules.

Response: Acknowledged.

4. Public Works Department

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

Response: Acknowledged.

b. Key Issues:

- i. A Detailed Traffic Impact Study will be required for this development. See below for additional information.

Response: A TIS is included with this submittal.

- ii. Coordinate with DEN airport property with both alignment of 68th Avenue and anticipated traffic volumes from DEN roadway network changes and anticipated development.

Response: coordination with DEN is ongoing.

- iii. Traffic Signal Escrow will be required with this development.

Response: Acknowledged.

- iv. Site access shown onto 68th Avenue, east of Robertsdale Street is too close to other proposed access. Relocate this access to provide a minimum 300-foot offset from other accesses. Interconnectivity of the N/S roadway to the northern building is a requirement.

Response: Access has been consolidated with the access to the east.

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

Response: Access to E. 64th, E. 68th, and Powhaton Road will be identified.

- vi. Traffic is concerned with potential conflicts from stacking vehicles and recommends a minimum offset of 150-feet from the adjacent street to the first internal access drive or as determined by the Detailed Traffic Impact Study for the 95 percentile queuing.

Response: Acknowledged.

- vii. Label the access movements on the Site Plan.

Response: Access movements will be labeled on the site plan.

- viii. 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: Sight triangles will be shown on the site plan.

- ix. 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: Note has been included.

c. ROW/Plat:

- i. Designate a Public Access Easement along private roadways.

Response: Acknowledged.



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- ii. 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: Acknowledged.
 - iii. ROW dedication is required for an additional lane(s) lane along 68th Avenue.
Response: Acknowledged. E. 68th ROW will be dedicated as needed.
 - iv. A traffic signal easement shall be required at all future identified signalized intersection(s) to accommodate the proposed traffic signal pole, underground conduits, pull boxes and signal control cabinet.
Response: Acknowledged.
- d. Improvements:
- i. A deceleration lane may be required on 68th Avenue at Robertsdale Street or site access.
Response: Acknowledged.
 - ii. Show existing stop signs and street name signs or the installation of new stop signs and street name signs by developer at the site access points onto public streets. Add the following note to the Site Plan:
 - 1. 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. 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: The note has been included with the general notes. Signage and striping plans will be a part of the Civil Plan set.
 - iii. Multiple intersections are a potential candidate for a future traffic signal if and when signal warrants are met. As an adjacent land owner/developer, you must participate in the cost of the traffic signal installation. Add the following note to the Site Plan:
 - 1. 68th Avenue & Powhatan Road (25%)
 - 2. 68th Avenue & Robertsdale Street (50%)
 - 3. 68th Avenue & Eastern access (potential, 100%)
 - 4. 64th Avenue & Powhatan Road (25%)
 - 5. Any identified future signalized location as identified in the Detailed Traffic Impact Study
Response: The signal escrow notes have been included.
 - iv. A Traffic Impact Study will be required for this site which will include addressing the following specific items:
 - 1. Existing, buildout and 2040 average daily traffic counts.
 - 2. Include detailed analysis of:
 - a. All site access points
 - b. Intersection of 68th Avenue at Jackson Gap Street
 - c. Intersection of 68th Avenue at Powhatan Road
 - d. Intersection of 68th Avenue at Robertsdale Street



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- e. Intersection of 68th Avenue at Valley Head Street
 - f. Intersection of 64th Avenue at Jackson Gap Street
 - g. Intersection of 64th Avenue at Powhaton Road
 - h. Intersection of 64th Avenue at Robertsdale Street (or N/S street)
 - i. Intersection of E/W street (southern access on Phase 1) at Powhaton Road
3. Signal Warrant Analyses of intersections that have LOS below City's criteria for outbound lefts– Warrant 2,3 to be included
4. If a traffic signal or multiway stop warrant is met at an intersection, then a roundabout shall also be considered at the intersection. Due to the industrial / heavy vehicle nature of this development this consideration may be a discussion vs the standard LOS analysis.
5. Analysis of pedestrian connectivity.
6. The Traffic Study shall be prepared in accordance with the City of Aurora Traffic Impact Study Guidelines.
- a. Submitting the Traffic Study:
 - i. The Traffic Study shall be sent directly to Brianna Medema at bmedema@auroragov.org as soon as possible.
 - ii. The Traffic Study shall also be uploaded with the rest of the submittal.
 - b. Based on our review of the Traffic Impact Study, additional improvements may be required.

Response: A TIS is included with this submittal.

5. Engineering Division

a. Key Issues:

- i. Public improvements for this development shall be completed in conformance with the approved Public Improvements Plan (PIP). This includes 64th Avenue, 68th Avenue and Powhaton Road. The improvements include sidewalk, curbside landscaping and street lights unless other arrangements are made with the master developer. Adjacent public improvements shall be completed prior to the issuance of a Certificate of Occupancy.

Response: Acknowledged.

- ii. Roads internal to the development shall be private.

Response: Acknowledged.

- iii. A preliminary drainage report shall be submitted with the site plan for each filing. On-site detention and water quality shall be in conformance with the master drainage study. Channel improvements through the site shall be included.

Response: Acknowledged, drainage report is included with this submittal.

- iv. This application will be referred to Mile High Flood District for review and comment.

Response: Acknowledged.

b. Improvements:

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

Response: Acknowledged.

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

Response: Acknowledged.

- iii. Curb ramps must be shown (located) on the plans at all curb returns and any other location of public necessity. Refer to Standard Detail S9. Any street grades in excess of three percent will require detailed grading of the curb ramps.

Response: Curb ramps are shown and noted.

- iv. 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: Acknowledged.

- v. 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: Acknowledged.

- vi. 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: Top and bottom of wall elevations are shown.

- vii. 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: Acknowledged, slopes do not exceed maximums.

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

Response: Acknowledged. No gates are proposed at this time.

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

Response: Acknowledged.

c. ROW/Easements/Plat:

- i. ROW dedication is required for proposed public streets as needed.
Response: Acknowledged.
 - ii. The dedication of a 25-foot lot corner radius is required at the intersection of arterial roadways, a 20-foot lot corner radius is required at the intersection of collector roadways, and a 15-foot lot corner radius is required at the intersection of local roadways.
Response: Acknowledged.
 - iii. 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.
 - 1. Sidewalk easements may be required for new sidewalk installed.
 - 2. A drainage easement shall be required for any detention/water quality facilities on site. This drainage easement shall tie to a public way.
 - 3. Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way.
 - 4. 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.**
- d. Drainage:
- i. Drainage design standards can be found in the City's "Storm Drainage Design and Technical Criteria".
Response: Acknowledged.
 - ii. Per Section 138-367 of the Aurora Municipal Code, a Preliminary Drainage plan and report is required prior to Site Plan or Plat approval. A Preliminary Drainage Plan and Report shall be submitted at the time of Planning Department application submittal. A review fee shall be paid to the City prior to acceptance of the preliminary drainage report. The site plan will not be approved until the preliminary drainage report is approved.
Response: Acknowledged, drainage report is included with this submittal.
 - iii. 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.

- iv. 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.
- v. 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.
- vi. Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed.
Response: Acknowledged.

6. Fire/Life Safety Comments - Building Division

- a. 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.
Response: Acknowledged.
- b. Addressing Requirements:
 - i. 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: Acknowledged.
- c. Adopted Codes by the City of Aurora – Setbacks:
 - i. 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: Acknowledged.
- d. Civil Plans:
 - i. 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.
 1. Dead-End Fire Lane Detail
 2. Fire Lane Sign Detail
 3. Grading Plan
 4. Handicap Accessible Parking Signs
 5. Sign Package
 6. Signature Block
 7. Warehouse/Distribution Facilities Storing High-Piled Combustible Storage:**Response: Acknowledged.**
- e. Emergency Responder Radio Coverage:



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- i. The 2015 International Fire Code requires all buildings to be assessed for adequate emergency responder radio coverage.
 1. 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.
 2. 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: Acknowledged.

ii. Fire Department Access:

1. Based on the information presented so far, the type(s) of fire apparatus access road(s) needed for this particular site is:
 - a. Fire Lane Easement
 - i. Buildings less than 30' in height require only a 23' wide fire lane easement with 29' inside and 52' outside turning radii.
 - ii. Buildings greater than 30' in height are regulated by the 2015 IFC Section D105 and require a both a 26' Fire Lane Easement and two points of emergency access. Typically, the 26' fire lane easement is located on the front main entry side of the structure within a minimum of 15' and a maximum of 30' from the exterior wall of the building. Structures greater than 30' in height also require a second point of emergency access. 26' wide fire lane easement must reflect a 26' inside and 49' outside turning radii.

Response: Acknowledged, 23' Fire lane access easements are provided.



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iii. Fire Hydrants:

1. 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.

Response: Acknowledged.

iv. Fire Sprinkled Structures:

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

Response: Acknowledged.

v. Gated Entry:

1. 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.

- a. 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).

- b. A separate building permit is required for the he installation of any gating system that may obstruct fire department access to the internal areas of a site. Prior to construction please submit plans and specifications of your proposed gating system to the Aurora Building Division. If you have any questions, please contact a Fire/Life Safety representative by calling 303-739-7420.

Response: Acknowledged. No gated entry is proposed at this time.

vi. Handicap Accessibility Requirements:

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

Response: Acknowledged.

vii. Hazardous Materials:

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

Response: Acknowledged.

viii. High-piled Combustible Storage:

1. For submittal requirements to the Aurora Building Codes Division please visit our website to download a copy of the 2015 High-Piled Combustible Storage Checklist by clicking on the hyperlink provided.
 - a. Per the 2015 IFC, Section 3206.6 Building access. Where building access is required by Table 3206.2, fire apparatus access roads in accordance with Section 503 shall be provided within 150 feet (45 720 mm) of all portions of the exterior walls of buildings used for high-piled storage.

Response: Acknowledged.

ix. Knox Hardware:

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

Response: Acknowledged.

x. Legend:

1. 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: Acknowledged.

xi. Loading and Unloading Areas:

1. 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: Acknowledged, loading areas specified in plans and are away from fire lane easements.

xii. Petroleum and Gas Line Easements:

1. Please review either 49 CFR part 195, Transportation of Hazardous Liquids by Pipeline criteria or 49 CFR part 192, Transportation of Natural and Other Gas by Pipeline criteria to determine minimum distance criteria of a pipe line proximity of any private dwelling, industrial building, or place of public assembly in which persons work, congregate, or assemble. You can also gain assistance by obtaining a letter from the petroleum or gas line easement owner indicating the minimum distance they would allow the buried gas line and easement line to the proposed exterior wall. Submit this letter with your site plan amendment planning documents for recordation.

Response:

xiii. Phasing Plans:

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

Response: Acknowledged.

xiv. Photometric Plan:

1. Add the following note to the Photometric Site Plan:
 - a. 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".
2. Add the "accessible route" (heavy dashed line) to the photometric plan and verify minimum 1 foot-candle of illumination along its entire length.

Response: Note has been included.

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

Response: Accessible route is shown on the photometric plan39.

xv. Site Plan, Civil Plan, Framework and General Development Plan, and Plat Notes:

1. The notes being provided below must be included on the cover sheet of the indicated submittal type.
 - a. (Plat Note) If Plat Contains Fire Lane Easement
 - b. (Site Plan Note) Access Control Gate or Barrier Systems
 - c. (Site Plan Note) Accessibility Note for Commercial Projects
 - d. (Site Plan Note) Addressing
 - e. (Site Plan Note) Aircraft Noise Reduction (LDN)



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i. This area is within a noise mitigation area. Sec. 22-425

- f. (Site Plan Note) Americans with Disabilities Act
- g. (Site Plan Note) Emergency Ingress and Egress
- h. (Site Plan Note) Emergency Responder Radio Coverage
- i. (Site Plan Note) Fire Lane Easements
- j. (Site Plan Note) Fire Lane Signs

Response: Applicable notes have been included.

xvi. Site Plan Data Block:

- 1. 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: Site Data Block has been included.

xvii. Special Design Considerations:

- 1. 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.

Response: Acknowledged.

2. Abutting Fire Lane or Public Access Easement to Property

- a. If an existing fire lane or public street has to be removed or relocated for any reason, the roadway must be replaced using the current specifications of the Public Works Department.

3. Access to within 150 feet of Each Structure

- a. See the 2015 IFC, Section 503.1.1 that discusses fire access requirements to within 150’ of “facilities” such as your outdoor storage yard.

4. Access Road Width with a Hydrant

5. Aerial Fire Apparatus Access Roads

6. Alternative Fire Lane Surfaces

- a. Alternative fire lane surfaces other than asphalt or concrete will require a license agreement through Real Property within Public Works.

7. Fire Apparatus Access Road Specifications

8. Combined Fire Lane, Public Access and Utility Easements

9. Construction of Fire Lane Easements and Emergency Access Easement

10. Cul-De-Sac’s

11. Dead-end Fire Apparatus Access Roadways

12. Dead-End Public Streets

13. Encroachment into Emergency Access or Fire Lane Easements are Prohibited

14. Grade

15. Labeling of Easements on the Site Plan, Plat and Civil Plans



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16. License Agreement

- a. 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.

17. No Parking is allowed within a Fire Lane Easement

18. Pocket Utility Easements for Fire Hydrants

19. Public Street Systems Adjacent to Site

20. Remoteness

21. Speed Bumps

22. Snow Removal Storage Areas

23. Two points of Emergency Access

24. Width and Turning Radius

Response: Acknowledged, applicable items are included in this submittal.

xviii. Trash Enclosure:

1. 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: Trash enclosures are shown and noted.

7. Real Property Division

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

Response: Acknowledged.

b. Key Issues:

- i. A Subdivision Plat is required. The number of lots created is up to the developer.

Response: Acknowledged.

- ii. Dedicate easements on the plat or by separate document.

Response: Acknowledged.

- iii. License agreement will be needed for encroachment items such as Gates, fences, or water lines.

Response: Acknowledged.

c. Subdivision Plats:

- i. 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.

- ii. 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:

d. Site Plans:

- i. 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: Acknowledged.

e. Separate Documents:

- i. 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: Acknowledged.

- ii. 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:

1. [Dedications Packet](#)
2. [Easement Release](#)
3. [Revocable License Packet](#)
4. [License Agreement Packet](#)

Response: Acknowledged.

- iii. Off-site easement dedications may be required in order to make your project work. It's up to the developer to obtain these easements for the City, pay compensation, etc. Dedication documents must be prepared using Real Property specifications which can be found in the [Dedication Packet](#). Once complete and accurate easement dedication information is submitted to Real Property, it takes about 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: Acknowledged.

- iv. 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: Acknowledged.

- v. Real Property may require a Monumented Field Survey, but we are unable to determine that until we have our 1st review.

Response: Acknowledged.

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

Response: Acknowledged.

Step II – Construction Document Phase

8. Civil Engineering Plans

- a. Civil Construction Plans are required for your project as proposed and shall be submitted electronically.

Response: Acknowledged.

- b. Use of the Batch Standards Checker Tool is requested for this project.

Response: Acknowledged.

- c. Civil Engineering Plan Review (see links below for additional information):

- i. [Process](#)
- ii. [Review Schedule](#)
- iii. [Fees](#)

Response: Acknowledged.

- d. 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.

Response:

- e. Civil Construction Document Plan Set generally includes the following plans:
 - i. Stormwater Management Plan
 - ii. Final Drainage Plan/Report
 - iii. Final Grading Plan
 - iv. Utility Plan and Profiles



- v. Street Plan and Profiles
- vi. Signing and Striping Plan
- vii. Street Lighting Plan

Response: Acknowledged.

- f. Phasing shown on the Site Plan shall also be represented on the Civil Plan drawings.

Response: Acknowledged.

9. Aurora Water

a. General Requirements:

i. Utility Plans will be required with the Civil Engineering Plans:

1. Utility Plans shall be prepared in accordance with the Utility Manual
2. Utility Plans must be approved prior to obtaining building permits
3. Utility Plans must include:
 - a. Fixture Unit Table and Meter Sizing Tables
 - b. Water Service and Water Meter locations
 - c. Sanitary Sewer Service Lines
 - d. Resistivity Tests for any public water mains installation per Section 20 of the Utility Manual.

Response: Acknowledged.

4. Cross Connection Control Devices are required for:

- a. Fire Service Lines
- b. Commercial and Domestic Water Service Lines.
- c. These devices are required to be located within the building or within a heated and drained vault after the water meter.

Response: Acknowledged.

ii. Construction Stormwater Quality Requirements:

1. 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.

Response: Acknowledged.

2. 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.

Response: Acknowledged.

10. Public Works Department

- a. 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.

Response: Acknowledged.

b. Traffic Division

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

Response: Acknowledged.

- ii. The Construction Documents shall include an Interim and an Ultimate Signing and Striping Plan, a Traffic Signalization Plan, and Traffic Control Plans. If lane closures are required per the Traffic Control Plans, occupancy fees will apply. The calculation for these fees are available on the City's website or in the Development Handbook.

Response: Acknowledged.

- iii. Place a note on the Construction Site Plan or Grading Plan indicating all construction vehicles (including construction workers' vehicles) shall access the site from 64th Avenue or 68th Avenue, via built arterial roadways and not through the adjacent residential neighborhood(s).

Response: Acknowledged.

c. Engineering Division

i. General Requirements:

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

Response: Acknowledged.

2. 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.

Response: Acknowledged.

3. 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.

Response: Acknowledged.

4. 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.

Response: Acknowledged.

5. The civil plans will not be approved until the preliminary drainage report/letter is approved and the plat is ready for recordation.

Response: Acknowledged.

ii. Roadway Design and Construction Specifications:

1. Roadway construction shall conform to the "City's Roadway Design and Construction Specifications" latest edition. The City considers the burden on you (the developer) for not only your front footage, but also to construct all needed offsite transitions to match the existing roadway(s).

Response: Acknowledged.

2. 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 issuance of the Certificate of Occupancy.

Response: Acknowledged.

3. 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.

Response: Acknowledged.

11. Building Division Comments:

a. Building Plan Review

i. Process

ii. Review Schedule

iii. Fees

Response: Acknowledged.

- b. 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.

Response: Acknowledged.

- c. 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.

Response: Acknowledged.

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

Response: Acknowledged.

- e. Permit Types:

- i. 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.

1. Commercial Permits
2. Limited Plan Permits
3. Tenant Finish Permits

Response: Acknowledged.

- ii. Additional Building Construction Plan Checklists: Based on the information provided, you may also need the following Checklists:

1. Modular, Construction Trailer, Mobile Home

Response: Acknowledged.

- iii. Fire (click on this [link](#) to find checklist below)

1. Fire Alarm
2. Fire Sprinkler & Standpipe Systems
3. Gating Systems across Fire Apparatus Roads
4. Hazardous Materials Storage
5. High Piled Combustible Storage Checklist
6. Knox Box
7. Knox Box Rapid Entry

Response: Acknowledged.

- iv. Separate (standalone) plan submittals, approvals and permits for fire protection systems can include, but are not limited to:

1. Above-Ground Fuel Storage Systems
2. Automatic Fire-Extinguishing System and Standpipes
3. Emergency Responder Radio Coverage Systems
4. Fire Alarm and Detection Systems and related equipment
5. Hazardous Materials

- a. Where work is related to new construction, alteration, or an addition to an existing building the Hazardous Materials

Inventory Statement (HMIS) must be submitted with the construction drawings. This information is imperative to accurately determine the occupancy classification of the structure or space.

6. High-Piled Combustible Storage and Racking Systems
 - a. Where work is related to new construction, alteration, or an addition to an existing building these storage systems can be submitted with the construction drawings.
7. Underground Fuel Storage Systems
 - a. Underground Fuel Storage Systems (and dispensing equipment) associated to the construction of a fuel dispensing station can be submitted with the construction drawings for the C-Store.

Response: Acknowledged.

v. Key Issues:

1. It is recommended that a preliminary meeting be scheduled with your design team and the Aurora Building Division prior to formal submittal of building construction plans. This meeting gives both the applicant and city staff the ability to clarify online submittals requirements, code requirements and interpretations to ensure mutual compliance with our currently adopted codes.

Response: Acknowledged.

vi. Accessibility:

1. The City of Aurora enforces handicapped accessibility requirements based on 2015 IBC, Chapter 11, and the 2009 ICC 117.1.

Response: Acknowledged.

vii. Adopted Codes by the City of Aurora:

1. 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](#)

Response: Acknowledged.

viii. Building Division General Comments:

1. 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.

Response: Acknowledged.

ix. Checklist for Plan Review Submittals:

1. 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.

Response: Acknowledged.

- x. Day-Night Sound Level (LDN or DNL):
 - 1. C.O.A Building and Zoning Code, Section 22-425 through 22-434 provides three methods for residential and commercial building design/construction to comply with the aircraft noise reduction criteria of this Code.
Response: Acknowledged.
- xi. General Fire Protection System Requirements:
 - 1. Based on the information provided during the Pre-Application meeting the following fire protection systems are likely to be required for this structure:
 - a. **Fire Alarm and Detection System** – 2015 IFC, Section 907.
 - b. **Fire Pump** - 2015 IFC, Section 913.
 - c. **Fire Sprinkler System** - 2015 IFC, Section 903.**Response: Acknowledged.**
- xii. Geographic Design Criteria:
 - 1. New construction must adhere to the climatic and geographic design criteria provided using the hyperlink above.
Response: Acknowledged.
- xiii. Occupancy Specific Building Code Requirements:
 - 1. Based on the information provided, your building occupancy or occupancies are as follows.
 - a. B Occupancy - A building or structure or portion thereof, for office, professional or service-type transactions, including storage of records and accounts. Building or tenant space used for assembly purposes by fewer than 50 persons may be considered a Group B occupancy.
 - b. S-1 Occupancy - Moderate-hazard storage buildings occupied for storage uses that are not classified as Group S-2.
 - i. To include S-1 Occupancy Repair Garages.
 - c. S-2 Occupancy - Low-hazard storage buildings used for storage of noncombustible materials such as products on wood pallets, or in paper cartons with or without single thickness divisions, or in paper wrappings. Such products may have a negligible amount of plastic trim such as knobs, handles or film wrapping.
 - d. U Occupancy - Buildings and structures of any accessory character, and miscellaneous structures not classified in any specific occupancy.
Response: Acknowledged.
- xiv. Request for Modification or Alternative Material:
 - 1. 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.

Response: Acknowledged.

12. Real Property Division

- a. **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.

Response: Acknowledged.

Step III – Construction Phase

13. 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.

Response: Acknowledged.

14. Aurora Water

- a. Utility Connection Fees:
- i. Water Service Connection Fee
 - ii. Metro Sanitary Sewer Connection Fee
 - iii. Sanitary Sewer Connection Fee

Response: Acknowledged.

- b. 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.

Response: Acknowledged.

- c. Wet Tap Fees:
- i. Apply when making connections to existing water mains for water line extensions, fire hydrant lines, and fire service lines.

Response: Acknowledged.

- d. Irrigation Water Meter Fees:
- i. Will be calculated in accordance with the City Ordinance for irrigated common areas in Single-Family Detached and Commercial areas.
 - ii. The Landscape Plan must identify the “NON-WATER CONSERVING” and “WATER CONSERVING” areas used for the meter fee calculations.

Response: Acknowledged.

- e. For a full listing of Utility Fees, please see the Aurora Water Fee Schedule.

Response: Acknowledged.

15. Public Works Department

- a. Engineering Division
- i. 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.

Response: Acknowledged.

- ii. Public streets are required to have geotechnical and pavement design reports approved before a paving permit will be issued. Please note the requirement for composite pavement sections in Section 5.00. Also, streets are required to have French drains (for concrete pavements and bituminous composite pavement sections) at the back of curb at low points in the streets and be extended 100-feet on both sides of the low point, unless the geotechnical pavement design report indicates the presence of high ground water. Then, the French drains shall be extended in accordance with the recommendations of the pavement design report.

Response: Acknowledged.

- iii. A new Certificate of Occupancy needs to be issued for this site. Aurora City Code requires all public improvements (see definition below) be completed, escrowed for, a deferral granted, or have a Public Improvement Plan (PIP), indicating when the improvements will be installed, in place prior to issuance of the Certificate of Occupancy.

Response: Acknowledged.

- iv. Public improvements shall mean and include, but not by way of limitation, the construction, reconstruction, and improvement of the following:
 1. one-half of all streets abutting subdivided or platted land, including any required offsite transitions back to existing street sections
 2. fire lanes
 3. culverts
 4. curbs, gutters, curb ramps, and sidewalks
 5. sanitary sewer mains, including laterals to each lot line
 6. storm drainage
 7. detention and water quality facilities, including necessary structures
 8. channel facilities
 9. street lighting
 10. median construction
 11. water mains, hydrants and valves
 12. tree plantings and landscaping
 13. repairs and replacements thereof necessitated by construction activity pursuant to issuance of a City of Aurora certificate of occupancy.

Response: Acknowledged.

16. Building Division

a. Key Issues:

- i. 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 meetings 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.

Response: Acknowledged.

b. Construction Permits:

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

Response: Acknowledged.

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

- i. 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.

Response: Acknowledged.

d. Secondary Access Roadways during Construction:

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

Response: Acknowledged.