

February 18, 2021

[Claire Dalby](#)

City of Aurora
15151 E, Alameda Avenue
Aurora, CO 80012

Re: Comment Response - Cross Creek - 7-Eleven (#1447442)/Pre-Application Meeting held April 23, 2020

Dear Ms. Dalby:

Please see below for our responses to the comments provided at the Pre-Application meeting, held April 23, 2020.

Key Issues:

► **Planning Process:** The City understands that the northern portion of the 12-acre Commercial Activity Center (CAC) is considered a future phase and this proposal is to prepare the southern commercial pads for development. The overall master planning and subsequent development of the site should therefore provide a well-connected system of streets, blocks and pedestrian connections, adequate access points to adjacent developments, open space and trail system, necessary infrastructure, and public rights of way.

For the 7-Eleven pad to proceed with a site plan process; at a minimum the expectation would be to plat the two commercial pads, detention tract(s) and adjacent rights of way. No subdivision of land shall result in any remainder parcel or tract that does not otherwise meet UDO standards. The preliminary plat will need to show the proposed detached sidewalks and curbside landscaping for the entire small commercial block. Typically, the expectation is that multiple adjacent commercial pad sites will be designed to permit internal site circulation for both vehicles and pedestrian between the sites. The preliminary plat proposal needs to identify how these vehicular and pedestrian connections to Parcel B are planned. The proposal should include an exhibit, similar to the vicinity exhibit with the pre-application, which shows the overall road network and land uses. If infrastructure is required to

extend beyond the small commercial block, then these extensions may need to be included in the preliminary plat. The concurrent components of the site plan, conditional use, and plat applications will be reviewed in a 12-13-week timeframe. Please coordinate with Planning and ODA staff with any questions.

EES Response: Acknowledged

► **Conditional Use:** The proposed use (the Fueling Station) is subject to Conditional Use approval. Approval criteria generally involves compatibility of the proposed use with existing and planned uses, traffic generation, use of architectural and landscape features to mitigate negative impacts, and several other items. The Planning and Zoning Commission will consider the ability of the proposal to meet these criteria in their evaluation of the proposal.

EES Response: The conditional use for the fueling station, 24-hour use & carwash have been identified on the cover sheet and within the letter of introduction.

► **Public Improvements:** Public improvements required for this development include completing the improvements on Gun Club Road and 6th Parkway. Gun Club Road requires street lights and curbside landscaping from 6th Parkway to the access road. 6th Parkway requires street lights from Gun Club Road to the access road. Some of the improvement obligations may still fall to the Metro District. The applicant is responsible for communicating with the Metro District. Improvements shall be installed and accepted prior to Certificate of Occupancy. The access road improvements shall also be completed depending on the roadway section determined.

EES Response: All public improvements are being reviewed under separate application as part of the Cross Creek PA-C1 Master Plan and Cross Creek 1st Avenue Plat. All improvements associated with above plans and review have been incorporated and are shown in Site Plan application for the 7-Eleven

► **Drainage:** A preliminary drainage report shall be submitted with the site plan. Detention and water quality shall be in conformance with the master drainage study. Drainage easements, inspection and maintenance plans, and new pond certificates shall be provided.

EES Response: A preliminary drainage report is included within the submittal.

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 303.739.7346 or jcox@auroragov.org.

Sincerely,

Standards and Issues:

1. Zoning and Placetype

1A. Zoning

Intent of a Commercial Activity Center within the Cross Creek Amended FDP

The purpose of a Commercial Activity Center as originally designated in the Framework Development Plan is to serve “image making” areas in Aurora such as gateways, major arterial street and highway intersections, and regional activity centers. The CAC should promote a distinctive, unified character with high quality development and be consistent with the design standards of the Cross Creek FDP. More specifically, the CAC is intended to provide a larger scale of development that presents a recognizable skyline or silhouette, and a visible transition in building massing and concentration from a visible focal point; 2. A safe and pleasant pedestrian and bicycle environment connected to the streets and walkways; 3. Nodes for multi-modal movement, including mass transit facilities; and 4. A pleasant visual environment with high-quality architectural materials, properly sized and positioned signage, and intensive landscaping with generous outdoor common areas.

With the adoption of the Unified Development Ordinance, community activity centers were designated as Administrative Activity Centers. The standards for an AAC are:

2. Criteria for Approval

A Preliminary Plat shall only be recommended for approval, and shall only be approved, if:

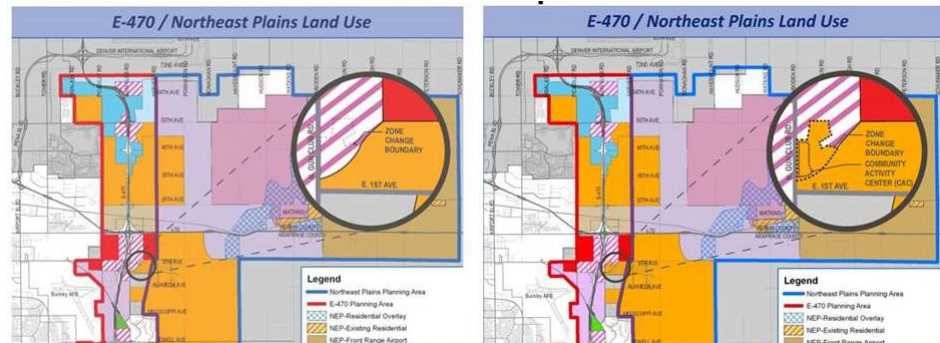
It is consistent with the Comprehensive Plan and all other adopted plans and policies of the City Council;

- ii. The application complies with the applicable standards in this UDO (including but not limited to the standards in Sections 146-4.2 (Dimensional Standards), 146-4.3 (Subdivision Standards), and 146-4.5 (Access and Connectivity).
- iii. The application complies with other adopted City regulations, any approved Master Plan that includes the property, and any conditions specifically applied to development of the property by the Planning and Zoning Commission or City Council in a prior decision affecting the property.

iv. The City's existing infrastructure and public improvements, including but not limited to its street, trail, and sidewalk systems, have adequate capacity to serve the proposed development, and any burdens on those systems have been mitigated to the degree practicable.

Expectations are for the Preliminary Plat to initially apply to the site to the south of the east/west roadway with the site to the north to be a second phase that illustrates a north/south connection between the 2 sites.

When this property was rezoned in 2018, this graphic was utilized to explain the extent of the rezoned area:



The graphic was used to illustrate to the Planning Commission and the City Council that a commercial node would remain. At that time both the Commission and the Council had a stated concern with the loss of commercial land use entitlements.

EES Response: Acknowledged

1B. *Overlay Districts*

Buckley Influence District-Avigation Easement

Because the property is within the Airport Influence District surrounding Buckley Air Force Base, an avigation easement with the city and the airport shall be conveyed by the person subdividing lands or initiating construction of any structure on already subdivided lands. Such avigation easement shall be an easement for right-of-way for unobstructed passage of aircraft above the property and shall waive any right of cause of action against the city of associated airport arising from noise, vibrations, fumes, dust, fuel particles, and other effects caused by aircraft and airport operations. The avigation easement shall be in a form approved by the city and shall be recorded in the office of Clerk and Recorder for the county where the property is located before permit or plat approval is granted. The avigation easement form can be found here. Please contact Porter Ingram at 303-739-7227 or pingrum@auroragov.org with any questions you may have.

EES Response: Acknowledged.

1C. *Aurora Places Placetype*

The subject property is within the Commercial Hub Placetype in the Aurora Places Comprehensive Plan. The Commercial Hub district “are centers of activity supporting adjacent neighborhoods with shopping, services, entertainment and community life. Commercial hubs are

especially critical to the future economic and fiscal health of Aurora. This is placetype primarily contains uses that provide goods and services to nearby Established and Emerging Neighborhoods but can also serve other placetypes in the area. Although varying in size and intensity, this placetype is more than just a small neighborhood-scaled commercial use. Improvements to these centers should better connect them to surrounding neighborhoods and provide a broader array of services and experiences.”

EES Response: Acknowledged

1D. Master Plan

The subject property is part of Cross Creek, a 218-acre master planned area, which was annexed by the city in 1987. A Framework Development Plan (FDP) was approved by the city in March 2003 for the following areas in Cross Creek: Multi-Family and Commercial (Neighborhood 1) and Single Family Detached (Neighborhood 2). Some multi-family has been constructed on the northwest corner of the subject area, but commercial uses within the CAC zoned area have not been developed. The single-family detached homes are completely built-out. Any deviation to the Mater Plan a PC hearing may be needed.

EES Response: Acknowledged. Master Plan process has been in review with City staff since mid-2020.

2. Land Use

2A. Conditional Use

The proposed use (the Fueling Station) is subject to Conditional Use approval, according to Sections 146-3.2 and 146-3.3. Approval criteria can be found in Section 146-5.4.3.A, and generally involve compatibility of the proposed use with existing and planned uses, traffic generation, use of architectural and landscape features to mitigate negative impacts, and several other topics. As part of the application, please submit a Letter of Introduction with an Operations Plan that introduces the project and justifies the Conditional Use request by specifically responding to the Criteria of Approval. The Planning and Zoning Commission will consider the ability of the proposal to meet these criteria in their evaluation of the proposal.

EES Response: Acknowledged. A conditional use has been identified within the Letter of Introduction. Operations plan has also been provided as part initial submittal application

3. Development Standards

3A. Motor Vehicle Fuel dispensing stations have specific use standards in Section 146-3.3.5.OO. These standards include specific requirements for canopy designs, as well as specific site standards.

EES Response: Acknowledged.

3B. Subdivision Standards Master Planning the Administrative Activity Center District

The 12-acre Administrative Activity Center (AAC) should provide a well-connected system of streets, blocks and pedestrian connections which creates a hierarchy and provides adequate access points to adjacent developments, open space and trail system and public rights of way.

At a minimum the project needs to plat the two commercial pads, detention tract(s) and adjacent rights of way. No subdivision of land shall result in any remainder parcel or tract that does not

otherwise meet UDO standards. The preliminary plat will need to show the proposed detached sidewalks and curbside landscaping for the entire small commercial block. Typically, the expectation is that multiple adjacent commercial pad sites will be designed to permit internal site circulation for both vehicles and pedestrian between the sites. The preliminary plat proposal needs to identify how these vehicular and pedestrian connections to Parcel B are planned. The proposal should include an exhibit, similar to the vicinity exhibit with the pre-application, which shows the overall road network and land uses. If infrastructure is required to extend beyond the small commercial block, then these extensions may need to be included in the preliminary plat. Please coordinate with the Planning staff in this regard.

EES Response: Acknowledged.

3C. Amenities

Patio or seating areas for retail uses as well as connections to nearby amenities are expected to be included within the master planning and site planning for the Administrative Activity Center. Patio seating for the C-store should be integrated with the functionality of the building.

Typically, patio spaces are 5% to 8% of the building footprint. The design includes decorative pavement treatments, pedestrian scaled lighting, site furniture and landscape borders and amenities such as seat walls and raised planters.

EES Response: A patio area has been provided on the northwest edge of the building, providing ADA access to the public right-of-way.

3D. Off-Street Parking Requirements

On-Site parking is required by Section 146-4.6 (Table 4.6-1) of the Unified Development Ordinance. Motor vehicle fuel dispensing stations require 3 spaces per 1,000 sf gfa. Fuel pump spaces do not count toward minimum parking requirements.

EES Response: Based on the building layout, 19 parking stalls are required. The site plan depicts 20 parking stalls proposed.

3E. Access and Connectivity

Standards for general pedestrian access and connectivity are found in Section 146-4.5.4. D of the Unified Development Code. These standards require that safe and convenient pedestrian access be provided to points within a development and to nearby uses and amenities to encourage walking and reduce the frequency and number of automobile trips. Site design should accommodate onsite circulation between the two pad sites for both pedestrian and vehicular traffic. The C-store should include a direct sidewalk connection to the public sidewalk on Gun Club and the local street to the north. The internal sidewalk network should connect all primary building entrances to all pedestrian common areas the public sidewalk.

EES Response: A sidewalk has been provided to the west and to the north for access to the public right-of-way.

3F. Landscape, Water Conservation, Stormwater Management

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

A. General Landscape Plan Comments. Prepare your landscape plans in accordance with the Cross Creek Framework Development Plan (FDP), the Unified Development Ordinance

(UDO) and the Landscape Reference Manual. The landscape comments provided herein are based upon the following code sections: 146-3.3.5. OO Motor Vehicle Fuel Dispensing Station and 146-4.7

Landscape, Water Conservation, Stormwater Management. Please ensure that your landscape architect or designer has a copy of these documents as well as our project specific comments.

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

Landscape Plan Preparation: Please label all landscape sheets "Not for Construction". Landscape construction drawings are not required and therefore do not necessitate the signature, stamp and seal of a licensed landscape architect upon final approval by the City of Aurora. Landscape plans are used by the City to determine compliance with the landscape standards and for code enforcement purposes.

Landscape plans must be prepared on 24" x 36" sheets and have plant symbols, plant labels with quantities, and a plant schedule upon first submission or a complete review will not be possible. This may result in additional submittals and ultimately delays in approval of the plan set.

- Sight Triangles – 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.

B. Cross Creek FDP

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.

Right-of-Way Landscaping (Tree Lawn)

- Provide street trees (canopy) at a ratio of one tree per 40 linear feet. Deciduous trees shall be 3" caliper and ornamental trees shall be 2.5" caliper.

Street Frontage Landscape Buffer

- Street frontage buffers shall be landscape tracts outside of the right-of-way adjacent to arterial and collector streets.

- Provide a 20' wide landscape buffer along all arterial and collector streets.
- Buffers shall consist of 1 tree and 10 shrubs per 30lf.
- Shade trees shall be 2.5", ornamental Trees 2" and evergreen trees 8' height.

Local Streets

- Local streets shall be landscaped with street trees at a ratio of one tree per 40 linear feet.

C. Section 146-3.3.5. OO Motor Vehicle Fuel Dispensing Station

The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within Section 146-3.3.5. OO. The applicant is responsible for reviewing this section of the UDO and determining all applicable landscape conditions.

- When the proposed gas station is located adjacent to a residential zone district, the lot lines adjacent to the residential zone district shall be screened pursuant to Section 146-4.7 (Landscape Water Conservation, Stormwater Management).

- All landscape buffers adjacent to residential zone districts or uses, shall include a six-foot high decorative fence or wall.

- Shrubs may not be substituted for trees in the landscape buffer.

- When the building fronts the street and the fueling canopies are setback behind the building, no street frontage buffers for building perimeters are required.
- At the intersection of buffer strips fronting on public streets and private streets, a distinctive landscape area at least 10 percent larger in size than the area that would otherwise be formed by the intersection of the required buffer strips shall be provided.

D. Section 146-4.7 Landscape, Water Conservation, Stormwater Management Requirements The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within Section 146-4.7. The applicant is responsible for reviewing this section of the UDO and determining all applicable landscape conditions.

- Section 146-4.7.5 Required Landscaping (C) Curbside Landscaping 2a. Street trees shall be provided along all street frontages, public or private at a ratio of one (1) tree per 40 linear feet of curbside landscaping. The sidewalk has already been installed along Gun Club Road and a 5' detached walk will be required along the private drive. Street trees shall be located 50' from the face of a stop sign to maintain regulatory sign visibility. Refer to Figure 4.7-2. Regulatory Sign Visibility Zone.

Although the FDP permits the installation of sod, the city encourages applicants to follow the UDO which limits the use of sod to curbside landscapes that are 10' in width or greater. The UDO requires plantings within the curbside landscape to 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.

- Section 146-4.7.5 D. Street Frontage Landscape Buffers. The FDP requires a 20' wide street frontage landscape buffer along Gun Club Road which may not be reduced. Buffer quantities shall follow the FDP. A 20' wide street frontage buffer as measured from the back of walk shall be required along the private drive along the north. Landscaping shall consist of one tree and ten shrubs per each forty linear feet of buffer length. A reduction in buffer width is permitted for commercial developments in accordance with Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions. Landscape buffers may be reduced incrementally down to 10' depending upon the buffer reduction feature chosen and shall be installed along the exterior sides of 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 etc. 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 over lapping 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.

- Section 146-4.7.5 K Parking Lot Landscaping. Both interior and exterior parking lot landscaping is required. 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 this

section. 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.

Parking lot 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 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.

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.

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.

- Section 146-4.7.5 J. Building Perimeter Landscaping. For commercial and industrial uses, 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 provided within 20' of the building face may count towards the building perimeter landscaping requirements including landscaping provided within parking lot islands.

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

- Section 146-4.7.3 M. Detention and Water Quality Ponds. The city encourages applicants to utilize Low Impact Development (LID) techniques as permanent best management practices (BMPs). Many of the LID practices have an integrated vegetative component which supports the treatment, evapotranspiration and infiltration functions so that storm water is treated at the source. With the implementation of LID techniques, landowners can benefit from the environmental quality and aesthetics of the area in which they live and work. Some examples of LID techniques are depicted in the images below and include permeable pavements, vegetative swales and rain gardens.

Applicants may propose their own BMPs or work with Aurora Water and/or Public Work's Departments. The Aurora Water completed a study and produced a manual titled "Low Impact Development Techniques for Urban Redevelopment in Aurora". Applicants are encouraged to utilize this document as an introduction to LID/BMP techniques. To obtain a

copy, please contact Vern Adams at vadam@auroragov.org. The applicant may also wish to review the Ultra-Urban Green Infrastructure Guidelines published by the City and County of Denver.

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

- Section 146-4.7.8 B. 2.b. Service, Loading, Storage and Trash Area Screening. All trash dumpsters and recycling bins must be enclosed and setback at least 12 feet from adjacent properties when adjacent to 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.

- Section 146-4.7.3. C. Irrigation. All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, Aurora Water 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 these areas. Contact Timothy York at (303) 739-8819 regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system.

3G. *Building Design Standards*

Commercial architectural standards exist within the Cross Creek Master Plan and will require approval by the Cross Creek Architectural Review Board. Per the Master Plan, *"the architecture of the Cross Creek Commercial Center is "American Retail Village" style with overtones and influence of American Prairie School Architecture."* These standards cover, among other things, lighting, roofing design, facades, entrances, signage, awnings and graphic standards.

EES Response: Acknowledged.

An entry monument design is also addressed as part of the design standards. A landscape theme is identified as well.

Please note that, if the detention area is proposed at this intersection, a higher level of landscape design will be required as a buffer to the pond and to comply with the Master Plan standards.

EES Response: Acknowledged, the monument and landscape design will match the overall master plan theme. The drainage basin is not a part of this submittal Was included as part of the Master Plan

All projects with Cross Creek must comply with any and all applicable statutes, ordinances, rules and regulations of the City of Aurora. If any code regulations conflict, then the Master Plan takes precedence. The commercial design standards in the FDP includes many required elements. The FDP emphasizes arcade and awning elements as well as strong parapet and roof design along with quality materials.

Section 146-4.8 of the UDO

contains specific standards for the design of buildings. These standards include requirements for building orientation and spacing, breaking up the massing of building facades with articulation elements, four-sided building design, and permitted materials, among other things.

Code requires that you incorporate material changes and architectural features such as glazing, textured surfaces, projections, color, overhangs, and changes in parapet height to improve the façade and create an inviting and attractive street presence. Buildings must be designed to create a clear base, middle, and cap, with specific instructions and tips for how this can be achieved in Section 146-4.8.5.C. Designs should support a pedestrian-friendly environment, provide visual interest, and help to create an atmosphere that promotes foot traffic. Code also requires that you use changes in the wall planes, both horizontally and vertically, at specific intervals and provide a variety of durable materials to create visually interesting buildings. Architectural details shall be continued on all four sides of the buildings to prevent the back of house appearance. See the table below for applicable building design standards and ensure that the building elevations meet all applicable requirements.

3H. *Exterior Lighting*

Standards for exterior lighting are found in Section 146-4.9. Show typical details of lighting on the plan and on building elevations, and provide a photometric plan with your submittal.

EES Response: A lighting plan has been provided within the plan set.

3I. *Signs*

Section 146-4.10 governs signage standards. Please review this section for complete details. Show the location of any monument signs on the plans and indicate the location of wall-mounted signs on the building elevations.

EES Response: Monument signs on-site conform to section 146-4.10.

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.

EES Response: There are no requested adjustments within this submittal.

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.

EES Response: Acknowledged.

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.

EES Response: Submitted PDF sets have had all AutoCAD SHX text items removed.

5C. Mineral Rights Notification

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

EES Response: A Mineral Rights Affidavit has been submitted within the package.

Pre-Submittal Meeting:

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

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

EES Response: A pre-submittal meeting was held between EES and the city on 2/17/2021

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.

EES Response: EES will coordinate with adjacent property owners and registered neighborhood organizations.

Neighborhood Services Liaison:

- Scott Campbell is the neighborhood liaison for the project. He has put together a report attached to these notes listing the registered neighborhood organizations within one-mile of your proposed project and 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.

EES Response: EES will coordinate with Scott Campbell and the community in order to describe the project and mitigate any concerns.

- 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.

EES Response: Acknowledged.

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

EES Response: Acknowledged.

Parks, Recreation & Open Space Department (PROS)

Forestry Division

There are no trees in the immediate build area, but protection of the trees at the corner of Gun Club Road and E 6th Parkway is necessary. Also, depending on the traffic study results, it may be necessary to remove a portion of the median on E 6th Parkway. If trees need to be removed in the median, mitigation will be required.

EES Response: Acknowledged.

Tree Mitigation Requirements

- Trees on site that are 4" or greater in caliper that will be impacted by development require tree preservation or mitigation. The intention of the Tree Preservation Policy is to preserve trees that are in good condition and of high value during the process of development. Mitigation for trees removed from the median should be accomplished by payment made into the Tree Planting Fund.

EES Response: Trees to be removed within the median will be handled by the Master Plan (Cross Creek Pa-C1 Master Plan) and will not affect this project.

Forestry's Role in Site Plan Review

- When the site plan is submitted, please show and label all existing trees on a separate sheet called Tree Mitigation Plan and indicate which existing trees will be preserved or removed. Please include grading on this sheet as well. Forestry Division staff will conduct a tree assessment after the initial submittal, which includes species, size, condition, and location factors.
- Once Forestry Staff conducts the tree assessment, a spreadsheet will be provided showing the dollar value of the trees that will be removed and payment should be made into the Tree Planting Fund based on the dollar value associated with tree loss.
- Any trees that are preserved on the site during construction activities shall follow the standard details for Tree Protection per the current Parks, Recreation & Open Space Dedication and Development Criteria manual. The Tree Protection notes shall be included on the plan. The link for the manual can be found at [Parks, Recreation & Open Space Dedication and Development Criteria manual](#).

EES Response: There are no trees in the immediate vicinity of the project site therefore no mitigation of existing trees will be necessary.

Ash Trees Prohibited

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

EES Response: Acknowledged.

Aurora Water

Aurora Water will receive a referral of the Site Plan and Subdivision Plat for review and comment. Please respond to all Water Department comments with your initial submittal.

Key Issues:

- ▶ All utilities have been installed per the approved MUS. Watermain will need to be extended along ROW as a future POC for properties to the north. One hydrant can be served off dead end. Water may need to be looped. MUS will need to be amended for updated uses to justify sizing of mains throughout development.

EES Response: A water main extension has been provided within the road to the north of the site as part of the Master Plan (Cross Creek Pa-C1 Master Plan).

- ▶ Sanitary Stub within 6th Parkway. Sanitary main will need to be extended to provide frontage to building.

EES Response: A sanitary main has been provided within the road to the north as part of the Master Plan (Cross Creek Pa-C1 Master Plan).

- ▶ Verify detention pond to the south is sized to accept storm runoff flow.

EES Response: Sanitary line has been provided as part of the Master Plan (Cross Creek Pa-C1 Master Plan).

- ▶ A [domestic allocation agreement](#) will be required starting in 2019 for connections 2” and larger.

EES Response: Acknowledged.

Utility Services Available:

- Water service may be provided from: Main Extension from 6th Parkway.

EES Response: Water service will be provided from the main extension within the road to north of the site.

- Sanitary sewer service may be provided from: Main Extension from 6th Parkway.

EES Response: Sanitary service will be provided from the main extension within the road to north of the site.

- Project is located on the following Map Pages: 07U

EES Response: Acknowledged.

Utility Service Requirements:

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

EES Response: Acknowledged.

- 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).

EES Response: Acknowledged.

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.

EES Response: Acknowledged.

- 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.

EES Response: Acknowledged.

- For a full listing of Utility Fees, please see the [Aurora Water Fee Schedules](#).

EES Response: Acknowledged.

Public Works Department

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

Key Issues:

- ▶ A Detailed Traffic Impact Study will be required. Including the entire area to be developed (internal roadway network) is essential to understand access requirements. The intersection of Gun Club Road & 6th Parkway has been analyzed in the Traffic Impact study for the SW corner of this intersection, request this TIS via ORR process for context. See below for additional information.

EES Response: A traffic impact study has been provided within this submittal.

- ▶ Left turn pocket from 6th Parkway may be required to be modified pending results of the Detailed Traffic Impact Study. Coordinate with the Parks Department for relocating/removing median landscaping.
- ▶ Access onto Gun Club Road appears to be sufficiently spaced from intersection of Gun Club Road & 6th Parkway but will be dependent on meeting CDOT criteria. NB right turn/ deceleration lane into this access may be required, per CDOT SHAC criteria and anticipated traffic. Anticipate that this location

will be movement limited, with appropriate physical channelization, pending review of the Detailed Traffic Impact Study.

- Gun Club Rd is a state highway. Approval and access permits will need to be obtained from the Colorado Department of Transportation (CDOT). Please contact *Marilyn Cross* at CDOT, phone number 303.512.4266. Developers/applicants are encouraged to contact CDOT early on in the review process to determine the feasibility of the proposed access and any specific CDOT requirements. In order to insure CDOT will allow access as shown, provide email from CDOT indicating they have reviewed the proposed access(es). **This email must be received 10 days prior to the Planning Commission hearing.**
- Western parcel access will most likely be limited to Right-in/right-out based on spacing from Gun Club Road. Anticipate modification to the truck haul/delivery route will be required.
- *EES Response: all existing access points shown on site plan.*

EES Response: Acknowledged – traffic study provided as part of the Master Plan and traffic compliance provided as par of this application.

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

EES Response: all existing access points shown on site plan.

- Label the access movements on the Site Plan.

EES Response: The access movements have been included 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’

EES Response: Note has been added.

ROW/Plat:

- Designate a Public Access Easement along private roadways.

EES Response: There are no proposed private access and thus not included.

- 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.

EES Response: Acknowledged.

- ROW dedication is required for an additional future right turn lane along Gun Club Rd, as determined by City Traffic Engineering after review of the DTIS.

EES Response: Comments addressed as part of the Cross Creek Master Plan

- A traffic signal easement shall be required at the intersection of 6th Pkwy and Gun Club Rd to accommodate the proposed traffic signal pole, underground conduits, pull boxes and signal control cabinet.

EES Response: Comments addressed as part of the Cross Creek Master Plan

Improvements:

- Show existing stop signs and street name signs or the installation of new stop signs and street name signs by developer at the site access points onto public streets. Add the following not to the Site Plan:
 - 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.

EES Response: No public streets are proposed as part of the 7-Eleven Site plan. All public streets handled as part of the Cross Creek Master Plan

- Show the installation, by developer, “Right Turn Only”/”Do Not Enter” signs at appropriate location(s). Signs shall be installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards.

EES Response: Do not enter signs have been placed on site as necessary.

- A Traffic Impact Study will be required for this site which will include addressing the following specific items (request existing approved TIS for development on SW corner of intersection via ORR process):
 - 1) Existing, buildout and 2040 average daily traffic counts (including known adjacent developments).
 - 2) Include detailed analysis of:
 - a) All site access points
 - b) Intersections of all private roadways with public ROW.
 - c) Interior intersections
 - 3) Signal Warrant Analyses of all roadways with over 2,000 ADT– Warrant 1,2,3 all to be included (collect 72 hr. tube counts for analysis)
 - 4) Discussion of the application of elements from the Traffic Calming Toolbox to address any concerns for speeding, pedestrian crossings, etc. Techniques in the Traffic Calming Toolbox include: Advanced Yield Lines, Enhanced Crosswalk, High-Visibility Signs and Markings, In-Street Pedestrian Crossing Signs, Enhanced Pedestrian Crossing Sign Devices (HAWK or RFB), Mid-Block Lane Narrowing, Curb Extension, Angled Parking, Pedestrian Safety Island, Staggered Pedestrian Safety Island, Lane Narrowing, Mini Roundabout, Speed Cushions and Chicane. Details of Enhanced Crosswalk, compact roundabout, speed cushions and chicane may be made available if requested.

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

Submitting the Traffic Study:

- The Traffic Study shall be sent directly to *Brianna Medema* at bmedema@auroragov.org as soon as possible.
 - The Traffic Study shall also be uploaded with the rest of the submittal.
- *EES Response: The traffic study has been submitted to Brianna Medema for review as well as uploaded for the formal submit.*
- Based on our review of the Traffic Impact Study, additional improvements may be required.

Engineering Division

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

Key Issues:

- ▶ Public improvements required for this development include completing the improvements on Gun Club Road and 6th Parkway. Gun Club Road requires street lights and curbside landscaping from 6th Parkway to the access road. 6th Parkway requires street lights from Gun Club Road to the access road. Some of the improvement obligations may still fall to the Metro District. The applicant is responsible for communicating with the Metro District. Improvements shall be installed and accepted prior to Certificate of Occupancy. The access road improvements shall also be completed depending on the roadway section determined.

EES Response: Modifications to Gun Club Road and 6th Parkway will be designed as part of the overall development.

- ▶ A preliminary drainage report shall be submitted with the site plan. Detention and water quality shall be in conformance with the master drainage study. Drainage easements, inspection and maintenance plans, and new pond certificates shall be provided.

EES Response: A preliminary drainage report has been provided within this submittal.

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.

EES Response: No roadways are proposed on site, only parking areas.

- Mountable curb and gutter shall be used on all Type 1 and 2 streets. All other streets, including those within the Urban Centers and TODs shall use 6" vertical curb and gutter.

EES Response: All curbs on site are 6" vertical curb and gutter..

- Curb ramps must be shown (located) on the plans at all curb returns, "T" intersections, residential mail kiosks or clustered mailboxes, and any other location of public necessity. Refer to Standard Detail S9. Any street grades in excess of three percent will require detailed grading of the curb ramps.

EES Response: Curb ramps are shown on all plans are required.

- 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.

EES Response: Acknowledged.

- Pedestrian Bicycle Railings will be required at and continuous along vertical separations of 30 inches, or greater, or on slopes greater than or equal to 3:1 adjacent to pedestrian areas. See Standard Detail

S18.

EES Response: Acknowledged.

- Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guard or hand rails may be required.

EES Response: No walls are proposed on site..

- 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.

EES Response: Slopes from the private drives to public streets are all under 4%.

- 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.

EES Response: Acknowledged, streetlights have been proposed along streets.

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

EES Response: No homes are proposed on site.

- 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' or one truck length, whichever is greater.

EES Response: No gates are proposed on site.

- Street lights are required along adjacent roadways. Street light spacing, location, wattage, etc., information is contained in Section 4.10. See Section 2.12 for Street Lighting Plan submittal requirements. Street lights along public right-of-way shall become city owned and maintained once they have been installed and the final acceptance letter for the lights has been issued. The street lighting plan shall be included with the Civil Plan submittal.

EES Response: Acknowledged, streetlights have been proposed along streets.

- The street standards require the construction of an entry island where local streets intersect arterial streets as shown in Standard Detail S14. Show this island on the plan. The island shall be constructed, and the interior of the island shall be maintained by the developer/owner/metro district. Add a note to the site plan and civil plans indicating this responsibility. A license agreement will be required for construction/maintenance of the island within the ROW.

EES Response: No local streets intersecting arterial streets are proposed on site.

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.

EES Response: Acknowledged.

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

EES Response: Water Quality and Detention have been provided downstream of the site.

- Please coordinate with the [Real Property Services Division](#) of Public Works for the dedication of any required easements. If a plat will be prepared for this development, the plat can cover the required easements.
 - Sidewalk easements may be required for new sidewalk installed.
 - A drainage easement shall be required for any detention/water quality facilities on site.
 - 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.

EES Response: We will work with the Real Property Services Division in order to dedicate any necessary easements.

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.

EES Response: Acknowledged.

- Under the provisions of Colorado Revised Statute 37-92-602(8), any detention or infiltration facility that becomes operational after August 5, 2015, is required to notify downstream water rights holders prior to operation. Mile High Flood District 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.

EES Response: Detention for the site will be provided through a pond off-site, built by others, described in the Master Drainage Report (Preliminary Drainage Report For Cross Creek Filing No. 4).

- 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.

EES Response: Detention on site will be provided through a pond off site, built by others, described in the Master Drainage Report (Preliminary Drainage Report For Cross Creek Filing No. 4).

- Release rate for the detention pond shall be based upon the “[Storm Drainage Design and Technical Criteria](#)” Manual, latest revision, and in conformance with any relevant Mile High Flood District MDP/OSP.

EES Response: Release rate from the basin is based on the Master Drainage Report (Preliminary Drainage Report For Cross Creek Filing No. 4) prepared by others.

- The detention pond requirements and release rate shall be per the Master Drainage Report. Modifications required shall follow the “[Storm Drainage Design and Technical Criteria](#)” Manual, latest revision, to meet the City’s MS4 permit requirements.

EES Response: Detention pond and release rates conform with the Master Drainage Report.

- Cross pans are not allowed across collector or arterial roadways, nor are they allowed on roadways with storm sewer systems.

EES Response: No cross pans are proposed across collector or arterial roadways.

- 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.

EES Response: Major storm events will be directed towards storm infrastructure on site and will not flow over sidewalks.

- 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.

EES Response: Stormwater will connect into the private detention system south of the site based on the Master Drainage Plan.

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

EES Response: Stormwater piping will be extended into existing infrastructure north of the site.

- Storm sewer system does not extend to this site.
 - Extend storm sewer to this site
 - Discharge onto the street through a chase
 - Discharge onto the adjacent property in accordance with the approved master drainage study/preliminary drainage study for this development.

EES Response: Storm water on site will drain into a proposed inlet in the northwest corner which will flow into existing infrastructure in the unnamed road to the north.

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.

EES Response: Acknowledged.

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.

- For addressing and building permitting purposes this site will require two independent numerical addresses. Address #1 can include the C-store, fueling canopy and the underground fuel tanks and dispensers. Address #2 can include the car wash since it will have an independent domestic water tap.

EES Response: Acknowledged.

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](#).

EES Response: The site has been designed to meet 2015 ICC Codes.

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.

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

EES Response: The above referenced information has been provided within the Civil Plan package being submitted.

Emergency Responder Radio Coverage:

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

- The 2015 International Fire Code (IFC), requires all buildings to be assessed for adequate Emergency Responder Radio Coverage (E
- RRC). 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 developer's 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.

EES Response: Acknowledged.

Fire Department Access:

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

- The proposed abutting streets adjacent to this site should be sufficient in providing fire access to within 150' of the proposed structures. Where reflected in forthcoming plan submittals, then no additional fire lane easements would be required internally within this site. The fire lane requirements being provided should only be utilized where fire access is not within 150' reach requirement of the adopted fire code.
- Buildings less than 30' in height require only a 23' wide fire lane easement with 29' inside and 52' outside turning radii

EES Response: The buildings are within 150' of the abutting streets. Therefore a fire easement line is not required.

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.

EES Response: An existing fire hydrant is provided to the northwest corner of the site that will service the site.

Handicap Accessibility Requirements:

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

- [Commercial](#)

EES Response: Acknowledged. ADA Parking has been provided on site with 1 van accessible space.

Knox Hardware:

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

EES Response: A knox box location has been provided on the site plan.

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.

EES Response: A "Site Plan Legend" has been provided on the cover sheet.

Loading and Unloading Areas:

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

EES Response: A loading area has been provided on the site plan.

Motor Fuel Dispensing Sites:

Automotive motor fuel-dispensing facilities, marine motor fuel-dispensing facilities, fleet vehicle motor fuel-dispensing facilities, aircraft motor-vehicle fuel-dispensing facilities and repair garages must reflect the specific elements within the site plan submittal.

- Show and label locations of underground fuel storage tanks with gallon size and type of fuel being stored.

Photometric Plan:

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

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

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

- [\(Plat Note\) If Plat does not contain a Dedicated Fire Lane Easement](#)
- [\(Plat Note\) If Plat Contains Fire Lane Easement](#)
- [\(Site Plan Note\) Accessibility Note for Commercial Projects](#)
- [\(Site Plan Note\) Addressing](#)
- [\(Site Plan Note\) Aircraft Noise Reduction \(LDN\)](#)
 - This area is within a noise mitigation area. [Sec. 22-425](#)
- [\(Site Plan Note\) Americans with Disabilities Act](#)
- [\(Site Plan Note\) Emergency Ingress and Egress](#)
- [\(Site Plan Note\) Emergency Responder Radio Coverage](#)
- [\(Site Plan Note\) Fire Lane Easements](#)
- [\(Site Plan Note\) Fire Lane Signs](#)

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.

EES Response: Data block has been provided on the cover sheet.

Special Design Considerations:

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

- [Access to within 150 feet of Each Structure](#)
 - [Access Road Width with a Hydrant](#)
- [Fire Apparatus Access Road Specifications](#)
- [Combined Fire Lane, Public Access and Utility Easements](#)
- [Construction of Fire Lane Easements and Emergency Access Easement](#)
- [Dead-end Fire Apparatus Access Roadways](#)

- [Encroachment into Emergency Access or Fire Lane Easements are Prohibited](#)
- [Grade](#)
- [Labeling of Easements on the Site Plan, Plat and Civil Plans](#)
- [No Parking is allowed within a Fire Lane Easement](#)
- [Pocket Utility Easements for Fire Hydrants](#)
- [Public Street Systems Adjacent to Site](#)
- [Speed Bumps](#)
- [Snow Removal Storage Areas](#)
- [Width and Turning Radius](#)

EES Response: Acknowledged.

Trash Enclosure:

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

EES Response: Acknowledged.

Real Property Division

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

Subdivision Plats:

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

EES Response: No subdivision plat has been submitted with this set.

- A **pre-submittal meeting** with Real Property is required on all plat submittals so our team may verify that basic elements have been addressed before they are submitted to Planning. This 30-minute meeting is for the 1st submittal of plats only and is by appointment only. Call *Darren Akrie* at 303.739.7300 to schedule your appointment. The person preparing the plat and your project manager should attend the meeting. Please bring two sets of the plat.

EES Response: No subdivision plat has been submitted with this set.

Site Plans:

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

EES Response: Acknowledged, the site plan checklist has been followed.

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 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](#)
- [License Agreement Packet](#)

EES Response: Acknowledged, both of the above packets are provided in this submittal.

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

EES Response: Acknowledged.

- If there are existing easements that are no longer needed, the city will require the developer to make application to the city to release those easements. Easement release documents must be prepared using Real Property specifications and are available in the [Easement Release Packet](#). Once complete and accurate easement release information is submitted to Real Property, it takes about **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.

EES Response: Acknowledged.

- You may have items that encroach into city-owned property or easements (i.e. retaining walls, medians, stairs, etc.). If allowed, these types of encroachments require a **License Agreement**. Requirements can be found in the [License Agreement Packet](#). It takes **4-6 weeks** to complete the process after submittal. The License Agreement must be completed before the Site Plan is recorded.

EES Response: Acknowledged.

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

EES Response: Acknowledged.