

February 23, 2022

City of Aurora
Ariana Muca
15151 E. Alameda Parkway, Suite 2000
Aurora, Colorado 80012

Re: Metro Center Parcel B: ISP (#1557299) / Pre-Application Comment Response

Dear Ms. Muca:

Thank you for taking the time to review the pre-application submittal for the Metro Center Parcel B ISP project in Aurora, Colorado. We received comments and valuable feedback on July 29, 2021. Please see the following pages for responses to comments. If you have any questions, please feel free to reach out by phone at 303-575-4589 or by email, EMather@Norris-Design.com.

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

Sincerely,
Norris Design



Eva Mather
Principal

Key Issues

- Storm Infrastructure:** In Parcel B-2, the storm water line going through the north and east of the site is of concern. Recognize the build-to line, pedestrian connectivity, and building masses as per the Metro Center Master Plan to ensure no interference. All utilities must be thoughtfully located to not adversely impact the placement of buildings and urban design elements.
Response: *Given the proposed layout of public storm in street, parcel B2 has several points along Granby and Dakota where storm connections could be made to mitigate all the concerns listed above.*
- Design Review:** This site is governed by the Metro Center Master Plan. As such, the design review committee must review and approve this project.
Response: *The infrastructure for this Site Plan matches the requirements set forth in the Master Plan. A DRC review is not anticipated at this time.*
- Infrastructure Layout:** The various street cross sections should be included in the plan set as well as all major pedestrian ways or trails. Please ensure the street layout will set the framework so plans meet all subdivision criteria.
Response: *Cross-sections have been included in the prelim plat plan set for reference and design standards.*
- Granby Street:** The median in Granby Street shall include the installation of landscaping and trees. Please assure the location of utilities does not preclude trees and landscaping in the median. The site will also need to include the enhanced streetscape along Granby Street as identified in the Master Plan.
Response: *Confirmed. No utilities are shown in the median. Streetscape and median landscape are being provided as specified in the master plan and design guidelines.*
- Transportation Improvement Program (TIP) Payment Due:** Please note that per the Master Plan and TIP agreement, the outstanding payment is due with the first plat for this development. Please reach out to Curt Bish at cbish@auroragov.org to finalize this payment prior to the plat for this infrastructure site plan or other plat, whichever comes first.
Response: *This fee has been paid.*
- Aurora Water:** Please note civil plans for this project may not be submitted until the Metro Center Master Utility Study is approved. Also, as discussed in the pre-application meeting, connection to the large diameter water main in Chambers is to be avoided. A large diameter wet tap would need to be done by the city and would necessitate crossing several lanes of traffic on Chambers; therefore, internal looping is advised.
Response: *Noted. Chambers has been avoided for all water connections.*
- Traffic Analysis:** Contrary to what was stated in the meeting, a full traffic impact study is not required; however, the applicant shall submit a traffic letter in conformance with the approved Master Traffic Impact Study. Details on the required contents for this letter begin on page eleven.
Response: *In light of discussions with City Staff regarding PA-B2, an abbreviated Traffic Impact Study will be prepared for this study. Methods and assumptions for this study were provided to City Staff on January 24, 2022.*
- Emergency Vehicle Access:** These sites reflect the use of urban street standards. To accommodate large emergency response vehicles, where structures are greater than 30' in height, a minimum of 26'

of paved surface width can be required by means of driveways, “No On-Street Parking” areas or other equivalent design features.

Response: *All streets are designed to these standards and 26’ drive widths are considered with the design.*

Step 1 – Planning Phase

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT: **Standards and Issues**

1. Zoning and Placetype

1A. Zoning

The current zoning of this property is designated MU-TOD-Edge. The proposed use for this site is a permitted use for this zone district.

The MU-TOD district is intended to foster special, sustainable and urban places near transit stations that include places to live, work, shop, and recreate, to reduce reliance on the automobile and encourage the use of public transit, encourage job creation and economic growth through proximity to transit, encourage the integration of sustainable features such as green roofs, and provide citizens with new housing and lifestyle choices with a high level of amenities and social interaction.

TOD Edge Subdistrict: This subdistrict creates a transition in building height, development density, and range of uses between the Core subdistrict and the adjacent non-TOD developments and neighborhoods. This subdistrict contains mixed-use development but is primarily characterized by residential uses. Section 146-2.4.6.B addresses how the Station Area Plan (SAP) is also used as a regulatory document in addition to the UDO.

Response: *This ISP will facilitate the overall infrastructure coordination, timing, and installation for the future development of Parcels in Parcel B. Thus, this coordination effort sets the stage for future development of a successful TOD community at Metro Center.*

1B. Placetype

Urban Districts will be critical to the economic and fiscal health of the city because they will be the centers of employment, culture and activity. The Urban District is the city’s most intensely developed area with mixed-use, entertainment, institutional, retail, restaurant and multifamily residential as defining uses. In the absence of a single “Downtown Aurora,” this placetype creates a unique mix of uses in a relatively dense urban fabric, that provides a pedestrian-friendly environment and a place to live, work, shop, dine, recreate and more. It is distinguished from other placetypes by density, scale and the prioritization of multimodal transportation. Multifamily housing and employment opportunities abound, making Urban Districts the center of activity for Aurora. Predominantly mixed-use developments accompanied by a small amount of stand-alone commercial and multifamily uses characterize the Urban District. Public facilities and institutions may be strategically located within the Urban District to anchor or support these diverse and active places. Urban parks provide green space for residents and workers and serve as locations for community activities. This mix and intensity of uses is intended to provide around-the-clock activity. Transit, pedestrian and bike connections are essential to its development and success.

Response: *Note above. The ISP sets the foundation for future residential, commercial, and mixed-use development to create a successful TOD community at Metro Center*

1C. Master Plan

The proposed project is located within and governed by the Metro Center Master Plan. This Master Plan includes standards and guidelines for land use, building design and architecture, open space and other development standards. The standards and guidelines in the master plan are in addition to the requirements of the UDO. Please review the design standards contained within the Metro Center Master Plan and ensure the proposal adheres to them. This project must be reviewed and approved by the Metro Center Design Review Committee.

Response: The Master Plan has been approved and recorded. The ISP follows the intent of the design guidelines set forth in the Master Plan

2. Development Standards

2A. ISP Layout

Ensure the plan meets dimensional requirements for landscaping, buffers, and sidewalks as defined in the Master Plan standards, the City of Aurora Zoning Code, and the City's Roadway Manual. All proposed streets whether public or private need to be labeled accordingly. The various street cross sections should be included in the plan set as well as all major pedestrian ways or trails. Please ensure the street layout will set the framework so plans meet all subdivision criteria.

Please note the expectation for the median in Granby Street is for the installation of landscaping and trees. Please assure the location of utilities does not preclude trees and landscaping in the median. The site will also need to include the enhanced streetscape along Granby Street as identified in the Master Plan.

Response: Confirmed. No utilities are shown in the median. Streetscape and median landscape are being provided as specified in the master plan and design guidelines

2B. Primary lot entrances

Identify the proposed primary entrances and associated features on the plans. Also identify the interim access points and timeline proposed for each until the infrastructure is complete. Ensure distance requirements are being met.

Response: Parcel access points are still in design for the individual parcels. As they develop these locations, we will coordinate and adjust as needed. Currently locations of access to parcels are within extended landscape areas.

2C. Phasing

Clearly define all phasing of improvements and utilities consistent with the phasing identified in the Metro Center Master Plan. Include a timeline for each phase and the responsible parties for installation and maintenance and describe how each phase will independently support future Site Plans. Identify any associated off-site improvements that may be required.

It is important that the maintenance of public realm areas be clearly noted in order to ensure consistent application of design standards after the developer is no longer involved.

Response: Roadways and associated infrastructure are to be constructed in one phase.

2D. Access and Connectivity

In Parcel B-2, the storm water line going through the north and east of the site is of concern. Recognize the build-to line, pedestrian connectivity, and building masses as per the Metro Center Master Plan to ensure no interference. All utilities must be thoughtfully located to not adversely impact the placement of buildings and urban design elements.

Response: Given the proposed layout of public storm in street, parcel B2 has several points along Granby and Dakota where storm connections could be made to mitigate all the concerns listed above.

2E. Landscape, Water Conservation, and Stormwater Management

○ General Landscape Plan Comments.

Prepare your landscape plans in accordance with the Landscape Reference Manual as well as the Unified Development Ordinance (UDO), the Metro Center Master Plan and the Metro Center Design Standards and Guidelines. The landscape comments provided herein are based upon the above documents. Landscape requirements within the UDO should follow Section 146-4.7 Landscape, Water Conservation, Stormwater Management. The Landscape Reference Manual is available online. Please ensure that the landscape architect or designer has a copy of these documents as well as our project specific comments.

Response: Noted. Plans will conform to standards. Thank you.

○ Landscape Plan Preparation.

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

Landscape plans submitted during the Development Application submittal process 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 and may result in additional submittals and ultimately delays in approval of the plan set.

Response: Noted. Plans will conform to standards. Thank you.

○ Section 146-4.7 Landscape, Water Conservation, Stormwater Management

The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within this Section 146-4.7. The applicant is responsible for reviewing this section and determining all applicable landscape conditions.

■ Section 146-4.7.5 Required Landscaping (C) Curbside Landscaping 2a.

The infrastructure site plans being prepared for the streets should include the installation of street trees. Street trees are required at a ratio of one tree per 40 linear feet unless specified at a different ratio per the Metro Center Master Plan and/or Design Standards and Guidelines. Please ensure the location for utilities i.e. gas, electric, fiber optic etc. is considered with the design of the roads. Utilities and associated easements should be located outside of any future curbside landscape areas (formerly tree lawns).

If development is to occur adjacent to the streets, the installation of the landscaping may be deferred until the adjacent lots develop. A note should be added to the landscape plan stating this. In addition, the applicant should clearly define what entity will be owning, irrigating and maintaining the curbside landscaping long term. Street trees shall be located 50' from the face of a stop sign to maintain regulatory sign visibility. Refer to Figure 4.7-2.

Response: Comment noted, thank you.

2F. 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.

Response: As there are no buildings and only public ROW proposed with this plan set, only conceptual lighting locations are shown within the ROW per CoA standards. ROW lighting details

and plans will be submitted with the Civil CD set and parcel photometrics/details will be submitted with individual parcel site plan and CD sets.

2G. 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.

Response: The Master Signage plan is currently underway for the overall Metro Center Development and signage locations will be provided at the next round of submittals once the initial master sign plan study has been completed.

The expectation is the proposal will maintain the existing block structure and street network and utilize the appropriate urban street sections and streetscape designs. Specific street sections are identified in the design guidelines which include but are not limited to:

- A street section with landscaped median on Granby Street
- a robust bicycle facility on Center Avenue as described in the master plan

Properties are responsible for adjacent public improvements unless the public improvement plan (PIP) in the master plan states otherwise.

Response: Comment noted, thank you.

3. 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.

Response: There are no civil adjustments requested at this time.

4. Submittal Reminders

4A. CAD Data Submittal Standards

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

Response: Noted, thank you.

4B. PDF Requirements

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

Response: Noted, thank you.

4C. Mineral Rights Notification

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

Response: The mineral rights affidavit is included with the application materials.

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.

Response: There are no civil adjustments requested at this time.

Pre-Submittal Meeting:

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

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

Response: A Pre-Submittal Meeting was requested on 2/14/22.

Community Participation:

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

Response: We will work proactively with neighborhood organizations and adjacent property owners as needed. A list of APOs is included with this application. It is our understanding that the City will provide an updated list of RNOs following the initial submittal.

Neighborhood Services Liaison:

- Meg Allen is the neighborhood liaison for the project. She has put together a report attached to these notes listing the registered neighborhood organizations within one mile of your proposed project and 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
- All meetings with registered neighborhood organizations should also include the Planning and Development Services Department Case Manager so that questions concerning the UDO and procedures can be properly addressed. The Case Manager will record any project-related commitments that are made to the community at these meetings.
- Additional information about the Neighborhood Liaison Program can be found on the [Housing and Community Services](#) page of the city website.

Response: Note response above.

OIL AND GAS DEVELOPMENT:

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

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

Response: Noted, thank you.

PARKS, RECREATION & OPEN SPACE DEPARTMENT (PROS):

Outstanding TIP Payment

Please note that per the Master Plan and Transportation Improvement Program (TIP) agreement, the outstanding payment is due with the first plat for this development. Please reach out to Curt Bish at cbish@auroragov.org to finalize this payment prior to the plat for this infrastructure site plan or other plat, whichever comes first.

Response: This payment was made.

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:

- Civil plans cannot be submitted until the Master Utility Study is approved
- Detention and water quality is required in conformance with the master drainage study
- Any proprietary water quality devices need to have their specifications and maintenance requirements included in the Inspection and Maintenance (I&M) plan.
- Connections to the 24-inch water main within Chambers are to be avoided.
- [A domestic allocation agreement](#) will be required for connections 2" and larger.

Response: All above points are understood and considered for civil design and plans.

Utility Services Available:

- Water service may be provided from E Center Drive, S Fraser Court, and the internal loops
- Sanitary sewer service may be provided may be provided from the extension of on-site sewer mains
- Project is located on the following Map Pages: 09H

Response: All above points are understood and considered for civil design and plans.

Utility Service Requirements:

- A Site Plan is required for this project and must show existing and proposed utilities including:
 - Public/Private Mains
 - Service Lines
 - Water Meters
 - Fire Suppression Lines
 - Fire Hydrants necessary to service your development
 - All utility connections in the arterial roadway are required to be bores.
- General utility design criteria can be found in Section 5 of the [Standards and Specifications Regarding Water, Sanitary Sewer and Storm Drainage Infrastructure](#) (Utility Manual).

Response: All storm, SSW and water mains shown are public. Meters, service lines and fire lines will be designed by the individual parcels. Hydrants have been located to service the ROW.

Utility Development Fees:

- A partial Storm Drainage Development fee is required prior to the recording of the Subdivision Plat or at the time of building permit approval if a Plat is not required. Additional Storm Drainage fees may be charged and are based on the amount of impervious surface created by this project.
- The Water Transmission Development Fee and the Sanitary Sewer Interceptor Fee have been combined into the water connection fee and are required to be paid after issuance of building permit and prior to issuance of the Certificate of Occupancy.
- For a full listing of Utility Fees, please see the [Aurora Water Fee Schedules](#).
- Commercial users with meters one and one-half inches and smaller with landscaped areas not served by a separate irrigation system shall be charged an outdoor fee based upon the total landscaped area.
Response: Noted. Fees will be paid in accordance with City requirements.

PUBLIC WORKS DEPARTMENT:

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

Key Issues:

- A Traffic Compliance Letter will be required with this development. See below for more information.
Response: In light of discussions with City Staff regarding PA-B2, an abbreviated traffic impact study will be prepared for this study. Methods and assumptions for this study were provided to City Staff on January 24, 2022.
- Multiple intersections are candidates 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.
- Applicant shall install two 2" conduits and pull boxes to be owned/maintained by the City of Aurora, for future fiber optic interconnect of traffic signals along arterial roadways.
 - Conduit
 - Conduit material shall be Schedule 80 HDPE (or similar).
 - A #14 AWG stranded copper conductor shall be installed for city underground locating purposes
 - A nylon pull tape with a minimum 1,250 lb tensile strength shall be installed in all new conduits
 - Pull box
 - Pull boxes shall be 30"x48"x24", with two-piece interlocking lids.
 - City conduit shall be installed into City Pull Boxes**Response: The frontages of these roads have many utilities existing. Conduits have been shown in plan, but we will need to coordinate with the city further on these locations / alignments. Signal easements have been added to the NE and SE corners.**
- 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 on the landscape plans:** 'All proposed landscaping within the sight triangle shall be in compliance with COA Roadway Specifications, Section 4.04.2.10'

Response: Sight triangles added to plans per standards.

ROW/Easements/Plat:

- Designate a Public Access Easement along all private roads.

Response: There are no private roads proposed within this plan set.

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

Response: Comment noted, thank you. The property included in this Infrastructure Site Plan includes public ROW that will be dedicated to the City of Aurora. Street maintenance and snow removal is per city standards.

- A traffic signal easement shall be required at the future signalized intersections to accommodate the proposed traffic signal pole, underground conduits, pull boxes and signal control cabinet.

Response: Traffic signal easements added to NE and SE corners.

Improvements:

- Right turn lanes for major intersections shall consider alternative geometric configurations (standard geometry for channelized right turn lanes with acceleration lane, compound curves for channelized right turn lanes without acceleration lanes).

Response: Comment acknowledged, thank you.

- 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:

- 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: Comment acknowledged, thank you.

- Multiple intersections are candidates 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:

- (Applicant/owner name, address, phone) shall be responsible for payment of 25%/50%/100% of the traffic signalization costs for the intersection of _____ and _____, if and when traffic signal warrants are satisfied. Traffic signal warrants to consider shall be as described in the most recently adopted version of Manual on Uniform Traffic Control Devices, as of the date or dates of any such warrant studies. For warrant purposes, the minor street approach traffic shall typically be comprised of all through and left-turn movement and 50% of right turn movements unless otherwise determined by the traffic engineer. Pursuant to 147-37.5 of city code, the percentage of the traffic signalization costs identified above shall be paid to the city by the applicant / owner, to be held in escrow for such purpose, prior to the issuance of a building permit for the related development or as otherwise required by city code. The percentage above will be applied to the entire traffic signalization cost as estimated at the time of the escrow deposit to calculate specific dollar funding requirement.

Response: Note added to plans where applicable.

- A full Traffic Impact Study will not be required. The applicant shall prepare a Traffic Compliance Letter to address the following items. The letter shall be signed and stamped by a professional engineer licensed in the State of Colorado, and address:
 - Trip Generation comparison between the currently proposed land use for the site with the previous land use proposed for the site documented in the Aurora Metro Center Traffic Impact Study, Update November 2020.
 - Any differing or new assumptions, excluding land use, from those documented in Aurora Metro Center Traffic Impact Study, Update November 2020

Response: In light of discussions with City Staff regarding PA-B2, an abbreviated traffic impact study will be prepared for this study. Methods and assumptions for this study were provided to City Staff on January 24, 2022.

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

Submitting the Traffic Letter:

- The Traffic Compliance Letter shall be sent directly to Steve Gomez at segomez@auroragov.org as soon as possible.
- The Traffic Letter shall also be uploaded with the rest of the submittal.
- Previously approved Traffic Impact Studies/Letters are available through this [link](#).

Response: Noted. The abbreviated traffic impact study will be provided to both Steve Gomez and Carl Harline directly as soon as possible.

ENGINEERING DIVISION:

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

Key Issues:

- The public improvements shall be in conformance with the Public Improvement Plan (PIP)
- A preliminary drainage report shall be submitted with the site plan. Detention and water quality/EURV shall be in conformance with the master drainage study. Interim facilities may be required if downstream facilities are not completed.
- Previously approved plans and reports can be found on the City's website. Instructions can be found here: [Getting to Engineering Documents Online](#). Older documents can be provided upon request.

Response: Water Quality facilities are referenced in the report but are to be installed with the individual parcels.

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.
- 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.

- Curb ramps must be shown (located) on the plans at all curb returns, “T” intersections, and any other location of public necessity. Refer to Standard Detail S9. Detailed grading of the curb ramps shall be included in the civil plans.
- 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.
- Pedestrian Bicycle Railings will be required at and continuous along vertical separations of 30 inches, or greater, or on slopes greater than or equal to 3:1 adjacent to pedestrian areas. See Standard Detail S18.
- Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guard or hand rails may be required.
- 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.
- 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.
- Street lights and pedestrian 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: Concept street light locations are included in the civil sheets of the prelim plat. Lighting plans will be included with the future CD set per CoA standards. All other points are understood.

ROW/Easements/Plat:

- ROW dedication is required for public streets.
- 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.
 - Sidewalk easements may be required for new sidewalk installed.
 - A drainage easement shall be required for any detention/water quality facilities on site. This drainage easement shall tie to a public way.
 - Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way.
 - Public access/fire lane easement shall be required for fire lanes outside of public right-of-way. Please coordinate with Life Safety for their alignment.

Response: All points understood and considered for civil plans.

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.

- The engineer is responsible for researching and determining if there has been a study by Mile High Flood District (MHFD) proposing improvements within or adjacent to said development. Any such improvements may be required to be constructed with the subject development. Coordination with MHFD and the City shall be initiated in such case at the master plan level or as soon as determined with any proposed development.
- Under the provisions of Colorado Revised Statute 37-92-602(8), any detention or infiltration facility that becomes operational after August 5, 2015, is required to notify downstream water rights holders prior to operation. Mile High Flood District (MHFD) has created a spreadsheet form (called SDI Design Data) for determining compliance with the statute and a web portal that will send a weekly e-mail notification to downstream water rights holders, satisfying the notification requirements. The developer will be responsible for having a professional engineer, licensed in the State of Colorado, complete the SDI Design Data and uploading to the web portal. Public Works Engineering will verify the information matches the final drainage report. Notification must be made before Civil Plans will be approved or Stormwater Permits will be issued.
- Detention of storm drainage is required for this site and shall be incorporated on the site, unless other accommodations are approved by the City Engineer.
- Release rate for the detention pond shall be based upon the [“Storm Drainage Design and Technical Criteria”](#) Manual, latest revision.
- Storm water from concentrated points of discharge from a minor storm event shall not be allowed to flow over sidewalks but shall drain to the roadway by the use of sidewalk chase sections. Sidewalk chase sections shall not be located within a curb cut, driveway, curb ramp, or curb return.
- 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.
- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed.
Response: Understood. All storm included in the set will be ROW, public infrastructure so many of the notes above do not apply to the set.

FIRE/LIFE SAFETY COMMENTS – BUILDING DIVISION:

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

Key Issues:

Fire/Life Safety comments will be focused on ISP and civil plan submittals. The focus of our review will be the establishment of emergency access and a looped water supply with each proposal.

Response: Both shall be provided.

Addressing Requirements:

All buildings or structures, except accessory buildings, shall display the proper building number in the manner provided in this article. It shall be the responsibility of the owner, occupant or any person obtaining a building

permit to place such number in the manner provided in the Aurora City Code of Ordinance, Chapter 126 - Article VII - Numbering of Buildings.

Response: Noted, thank you.

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.

- The Aurora Building Division currently utilizes the adopted 2015 International Codes Series except for the 2017 NEC. Our next code adoption cycle will be for the 2021 International Code Series.
- Show any new lot lines and distance to proposed exterior walls on the site plan

Response: Noted, thank you.

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.

- Signature Block
- Street Standards and Street Section Details

Response: Comment acknowledged, thank you.

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

Response: Comment acknowledged, thank you.

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.

Response: All hydrants shown on plan are ROW/street hydrants. Individual parcel hydrants will be done by the parcel developers.

Emergency Responder Radio Coverage:

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

The 2015 International Fire Code (IFC), requires all buildings to be assessed for adequate Emergency Responder Radio Coverage (ERRC). At the time the structure is at final frame and final electrical inspections, the general contractor (GC) will be required to hire an approved and qualified independent 3rd party to assess the radio frequency levels within the structure. Once completed, the 3rd party will provide the results of the test to both the GC and the Aurora Building Division as to whether the structure passed or failed the preliminary radio surveillance. A structure that has passed this surveillance requires no further action by the GC. A failed radio surveillance will require a licensed contractor to submit plans to the aurora building division to obtain a building permit for the installation of an ERRC system prior to installation. This assessment and installation is at the owner or developers expense. Future interior or exterior modifications to the structure after the original Certificate of Occupancy is issued will require a reassessment for adequate radio frequency coverage.

Response: Noted, thank you.

Fire Department Access:

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

- Fire Lane Easement
 - Buildings less than 30' in height require only a 23' wide fire lane easement with 29' inside and 52' outside turning radii. Building greater than 30' in height require a 26' wide fire lane easement with a 26' inside and 49' outside turning radii.
 - 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.
- Urban Street Standards
 - The site reflects the use of urban street standards. To accommodate large emergency response vehicles, where structures are greater than 30' in height, a minimum of 26' of paved surface width can be required by means of driveways, "No On-Street Parking" areas or other equivalent design features.

Response: Comment acknowledged, thank you.

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.

Response: All hydrants shown on plan are ROW/street hydrants. Individual parcel hydrants will be done by the parcel developers.

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

Response: Comment acknowledged, thank you.

Site Plans:

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

Response: Comment acknowledged, thank you.

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:
 - Easement Release
 - License Agreement Packet
- Offsite easement dedications may be required to make your project work. It's up to the developer to obtain these easements for the city, pay compensation, etc. Dedication documents must be prepared using Real Property specifications which can be found in the Dedications Packet. Once complete and accurate easement dedication information is submitted to Real Property, it takes about 8-10 weeks to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.
- If there are existing easements that are no longer needed, the city will require the developer to make application to the city to release those easements. Easement release documents must be prepared using Real Property specifications and are available in the Easement Release Packet. Once complete and accurate easement release information is submitted to Real Property, it takes about **8-10 weeks** to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.
- (Residential only). However, the city will allow certain items to encroach in easements such as fences, gates, retaining walls, monument signs, etc. as long as they do not interfere with the use of the easement. If your encroachment is approved, you must obtain a Revocable License from Real Property. It is the responsibility of the applicant to identify and include all encroachments on their Revocable License application which can be found in the Revocable License Packet. A Revocable License takes about 1-2 weeks to complete and must be complete before Real Property will record the Site Plan.
- No portion of any roofed structure may encroach into any easement however you may have items that encroach into city-owned property or easements (i.e. retaining walls, medians, stairs, etc.). If allowed, these types of encroachments require a License Agreement. Requirements can be found in the License Agreement Packet. It takes 8-10 weeks to complete the process after submittal. The License Agreement must be completed before the Site Plan is recorded.
- If a requirement for additional 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: We fully understand all the obligations above. Given the abundance of existing easements that are no longer required, our surveyor is attempting to release / vacate the entire previous plat. We are proposing to redraw all easements that are required for existing and proposed infrastructure.

End of comment response.