

Re: Porteos-PA-3 (#1383707)/Pre-Application Meeting held July 11, 2019

March 12, 2020

Mark Geyer
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Office of Development Assistance
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Re: Porteos-PA-3 (#1383707)/Pre-Application Meeting held July 11, 2019

Dear Mark,

Thank you for summarizing the comments from the Pre-Application meeting. Our team has reviewed all comments and incorporated necessary items into our preliminary plat and FDP amendment for PA-3 package. As you are aware, the UDO has been adopted since our pre-application meeting and there has been some discrepancy as to which documents need to be submitted at which time. In addition, we are not aware of any specific policy criteria for FDP Amendments specific to each Planning Area. Therefore, we have been relying the following guidance we received from the City:

*If you're looking to essentially lay the pad sites and internal streets etc out ahead of a site plan initially, then you would instead do two things:
Apply to amend the Porteos FDP with PA-3 project-specific design standards including open space, landscaping, architectural theme, pedestrian relationship components, lighting, street furniture, and art;
Apply for a Preliminary Plat (see the UDO for details), and include with the submission a Master Traffic Study and Preliminary Drainage Report. This is instead of the so-called Master Plan referred to in the Pre-Application Notes;
Subsequent Site Plan requests would then be compared to the Preliminary Plat and the amended Porteos FDP for compliance, and each site would come at that time with a final plat.*

Our FDP Amendment submittal puts our best foot forward with regards to what we believe is necessary to convey the overarching master plan and design intent for PA-3. It builds upon the overall FDP and all regulations not expressly addressed in the PA-3 FDP Amendment will be governed by the overarching adopted FDP.

We have responded to each comment in **RED**. We look forward to continuing to work with you and the City of Aurora to deliver a successful project.

Best,

Chris Parezo

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Key Issues:

- **Planning Process:** While the first Contextual Site Plan ([CSP](#)) will focus on the first user(s) for PA3, any subsequent user(s) will be subject to additional [CSPs](#). Those additional [CSPs](#) will be reviewed for compliance with not only the Porteos FDP but also a separate 'Master Site Plan' to be submitted concurrently with this first [CSP](#). The 'Master Site Plan' sheets should illustrate phasing, as well as include the overall layout of lots, streets, landscaping, parking, setbacks, easements, utilities, and drainage.

Response: Per City guidance, we are submitting an FDP Amendment and Preliminary Plat for PA-3. Final Plat and CSP's will be submitted on a project by project basis for vertical development.

- **Traffic:** The overall internal street network should be identified. Please address any Traffic concerns regarding the proposed full-movement intersections with Jackson Gap and East 64th Avenue, and provide a traffic analysis on the full buildout of PA-3. Please see detailed information regarding traffic requirements beginning on page 16.

Response: Operational analysis of site access points along both Jackson Gap Street and 64th Avenue have been evaluated in the Traffic Impact Study.

- **Public Improvements:** Public improvements for this development shall be installed per the approved Public Improvement Plan. Improvements on adjacent streets (Jackson Gap Street, 64th Avenue) shall be completed prior to the issuance of a Certificate of Occupancy. Note that internal roads shall be private. **Noted** A phasing plan should be included with the master plan. 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.

Response: All improvements will be in accordance with the approved PIP unless otherwise noted.

STEP I – PLANNING PHASE

Planning Department

The Planning comments are numbered, when you submit your application, include a letter of introduction responding to each of the numbered comments including key issues from other departments.

Key Issues:

- ▶ Porteos Framework Development Plan (FDP) Compliance

Response: Per guidance from the City, an FDP Amendment specifically for PA-3 will be submitted.

- ▶ ‘Master Site Plan’ for Overall Layout, Phasing, and Design

Response: Per City guidance, an FDP Amendment specifically for PA-3 will be submitted in lieu of a ‘Master Site Plan’.

- ▶ Pedestrian Circulation and Connectivity

Response: we will submit pedestrian and connectivity diagrams.

General Zoning Code Review of your Property:

- Your property is zoned Northeast Plains I-70 Corridor Subarea. It will be zoned Airport District (AD) under the forthcoming [Unified Development Ordinance \(UDO\)](#).

Response: Acknowledged.

- The uses you propose, Office and Hospitality & Retail/Commercial (Mixed-Commercial), are permitted by the current zoning. The uses are also permitted under the [UDO](#). The proposal is subject to administrative [Contextual Site Plan](#) (CSP) approval.

Response: Acknowledged.

Types of Application(s):

- As part of your application, you will need to make the following land use requests:
 - [Contextual Site Plan](#)
 - ‘Master Site Plan’ illustrating planned phasing, infrastructure, and design standards

Response: Acknowledged.

- You additionally must make the following subdivision plat request:

- [Subdivision Plat](#)

Response: Acknowledged.

- Your project can be reviewed and approved administratively.

Response: Acknowledged.

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- Your application will be reviewed in a 12–13 week timeframe and will be processed electronically through our development review website.

Response: Acknowledged.

- The following applications, [manuals](#), and [design standards](#) may also be helpful in completing your application for submittal:
 - [Site Plan Manual](#)
 - [Subdivision Plat Manual](#)
 - [Subdivision Plat Checklist](#)
 - [Unified Development Ordinance](#)
 - [Fence Ordinance](#), City Code Chapter 146, Article 17
 - [Landscape Reference Manual](#)
 - [Landscape Ordinance \[Chapter 146, Article 14\]](#)
 - [On-Line Application](#)
 - [On-line Application and Plan Submittal Guide](#)
 - Street Standards Ordinance [[126-1](#)] and [[126-36](#)]
 - Xeriscape Plant List (see Landscape Manual)

Response: Acknowledged.

Standards and Issues:

1. Existing Zoning and Land Use Issues

1A. Northeast Plains I-70 Corridor Subarea District

[Chapter 146-1000](#)(B) of the Zoning Code defines the purpose of the Northeast Plains I-70 Corridor Subarea District. The I-70 Corridor Subarea is envisioned as an important entryway into the City, and quality development will provide an attractive image. Well-designed planned developments are encouraged, and a full range of commercial uses are allowed. Sufficient design standards help support the economic development potential of the Corridor.

Response: Acknowledged. The approved Porteos FDP establishes design criteria.

The Federal Aviation Administration will receive a referral of this proposal.

Response: Acknowledged.

1B. Porteos Framework Development Plan (FDP)

The [Contextual Site Plan](#) (CSP) is required to comply with the approved Porteos FDP regarding Architectural, Landscape, and Urban Design Standards. These standards may need enhancement in association with the 'Master Site Plan' to provide guidance for the unique nature of the phased development.

Response: An FDP Amendment specific to PA-3 is being submitted simultaneously with the Preliminary Plat. Any items not specifically addressed the in PA-3 FDP Amendment will be governed by the overall FDP requirements.

1C. 'Master Site Plan'

The proposal encompasses all of Planning Area 3 within the Porteos FDP. While the first [CSP](#) will focus on the first user(s), any subsequent user(s) will be subject to additional [CSPs](#). Those additional [CSPs](#) will be reviewed for compliance with not only the Porteos FDP, but also a separate 'Master Site Plan' to be submitted concurrently with this first [CSP](#).

The 'Master Site Plan' sheets should illustrate phasing, as well as include the overall layout of lots, streets, site amenities, architecture themes, landscaping, parking, setbacks, easements, utilities, and drainage. General design guidelines and standard notes, legend, data block, title block, and signature blocks would apply. This 'Master Site Plan' will receive its own Case Number but be reviewed and approved at the same time as the first [CSP](#).

Please configure lots so that buildings and walkways promote pedestrian use and social interaction between uses and to the road systems. The PA-3 layout should also accommodate at least one required art installation per the Porteos FDP.

A 'Master Site Plan' example was previously provided to you via email.

Response: Per City guidance, an FDP Amendment specifically for PA-3 will be submitted in lieu of a 'Master Site Plan'. CSP's will be submitted on a project by project basis for vertical development.

1D. Denver International Airport (DIA)- Airport Influence District (AID)

The site is subject to an existing aviation easement. It is also partially within the DIA AID's [Commercial Airport Noise Area](#) (CANA) and the [Noise Impact Boundary Area](#) (NIBA). Residential uses within these noise contours are subject to certain restrictions and noise level reduction measures.

Response: Acknowledged.

1E. Aurora Places

[Aurora Places](#), the Comprehensive Plan for the City of Aurora, defines the subject sites as the Industrial Hub Place type. Recommended practices for Industrial Hubs include:

- Locating uses near major highways
- Avoiding industrial traffic near quieter neighborhoods, and separation from local traffic
- Complete street connections

Industrial Hubs additionally emphasize integration of native landscaping and water efficient streetscapes & medians.

Response: Acknowledged.

2. Traffic and Street Layout Issues

2A. Internal Streets and Full-Movement Intersections

The overall internal street network will need to be identified throughout the 'Master Site Plan' areas. Please address any Traffic concerns regarding the proposed full-movement intersections with N. Jackson Gap and E. 64th Avenue, and provide a traffic analysis on the full buildout of PA-3.

Response: Operational analysis of site access points along both Jackson Gap Street and 64th Avenue have been evaluated in the Traffic Impact Study.

3. Environmental Issues

The City of Aurora has no environmental records on this site. As our records may be incomplete, please contact the Environmental Health Division of the Tri-County Health Department at 303220-9200, and the Colorado Department of Public Health and Environment (CDPHE) at (303) 692-2000 for more information.

Response: Acknowledged.

4. Site Design Issues

4A. Porteos FDP

Section [146-409](#) of the Zoning Code outlines the requirements and procedures for [CSPs](#) in the Northeast Plains District, including illustrating land and features in a 300-foot radius, detailed plans, and conformance with the approved FDP.

Response: Preliminary Plat will conform to approved FDP. It is understood that the UDO has been adopted since this letter was issued and that is now the governing zoning document.

Section [146-1017](#) requires that external effects such as emission of heat, glare, radiation, contamination, fumes, and odors; waste; and vibration be limited, and governs the siting of service/delivery areas and loading areas.

Response: It is understood that the UDO has been adopted since this letter was issued and that is now the governing zoning document.

There are specific standards for entry monumentation, signage, retaining walls, privacy walls, fencing, lighting, paving, and street furniture for the proposed Mixed-Commercial use in the Porteos FDP.

Response: Preliminary Plat will conform to approved FDP

4B. On-Site Vehicular Circulation

Please show all of the intended internal traffic pattern on the plans, including for emergency response, delivery, and trash disposal vehicles.

Provide drive aisles of appropriate width to accommodate the intended motor vehicle and pedestrian users and label accordingly on the plans.

Response: Traffic flow will be identified on plans.

4C. Pedestrian Circulation and Connectivity

Provide pedestrian access throughout PA-3, including accessible circulation paths from parking to entries and to adjacent crosswalks within the development. Section [146-1009](#) requires a certain amount of open areas and amenities, please appropriately site pedestrian paths to internally connect these public-space areas; do not direct pedestrians to surrounding major streets without dedicated crosswalks and destinations. Please describe how these users will access the trail system that traverses the Porteos site.

Response: PA-3 will have sidewalks adjacent to all streets that will connect to future streets leading to the trail system.

Provide and label a handicap accessible route to the entrance(s) of any buildings, to handicap accessible parking spaces, and to the public rights-of-way.

Response: This will be provided by individual CSPs.

Situate curb cut(s) away from any dedicated pedestrian paths.

Response: Acknowledged.

4D. Parking

Please comply with Sections [146-1011](#) and [146-1504](#) of the Zoning Code with respect to on-site surface parking. The layout must accommodate the safe and convenient movement of the intended motor vehicle users. Slope shall not exceed eight percent, and no parked vehicles shall overhang a public ROW or sidewalk nor on required landscaping. Every off-street parking space shall have direct access to a drive aisle, and parking shall be set back from the sidewalks/property lines and screened. Please describe the parking surface material(s) and label on the plans, including any intended on-street parking.

Response: This will be provided by individual CSPs.

Shared parking throughout the 'Master Site Plan' should be the primary goal.

Please be aware that the [UDO will have slightly different parking requirements based on use.](#)

Response: Acknowledged. Parking will be handled by individual CSPs.

4E. Site Lighting

Section [146-1015](#) governs the design of vehicular and pedestrian lighting throughout all circulation areas to promote safety and walkability. Sidewalks and paths must be lit with full cut-off downcast fixtures no higher than 16 feet tall, and provide consistent illumination of at least one foot-candle on walking surfaces. There should be a defined unified lighting design per development/use area, and the fixtures shall utilize color-correct lighting and produce minimal glare.

Please illustrate typical details of lighting on the plan, and refer to the approved Porteos FDP lighting section for the Mixed-Commercial use.

Response: Acknowledged. The PA-3 FDP Amendment identifies potential lighting fixtures. Actual light fixtures and lighting plan will be provided with Construction Documents.

5. Landscape Design Issues

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 requirements found in the Porteos Framework Development Plan (FDP), the City of Aurora Zoning code, specifically [Article 14](#) Landscape Ordinance as well as the [Landscape Reference](#)

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[Manual](#). Please ensure that your landscape architect or designer has a copy of these documents as well as the City's project specific comments.

Response: Acknowledged. The PA-3 FDP Amendment will establish the overarching landscape intent and strategy for PA-3.

Please be advised the city is in the process of adopting a new zoning code that includes updated landscape standards. The adoption process is tentatively scheduled to be completed in early to mid2019. Should an updated site plan be submitted after the adoption process, the proposed application would be subject to the new zoning code standards if not currently addressed by the FDP. The proposed zoning code can be found on line using this link: [New Unified Development Code](#).

Response: Acknowledged.

If a formal submittal is made prior to the adoption of the new zoning code, the applicant shall comply with the landscape standards found within Article 14 and the Landscape Reference Manual. Please ensure that your landscape architect or designer has a copy of these documents as well as our project specific comments. The landscape plan shall include the necessary landscape tables to demonstrate compliance with code requirements. Tables shall be provided for each of the required landscape treatments i.e. standard right-of-way landscaping, street and non-street frontage buffers, building perimeter landscape tables etc.

Response: Acknowledged.

Provide the necessary landscape tables for each of the required landscape treatments (i.e. street frontage, buffer tables, etc.) to demonstrate compliance with code requirements.

Response: This will be provided by individual CSP's in accordance with the Approved FDP and PA-3 FDP Amendment.

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

Landscape plans submitted during the Development Application/Contextual Site Plan submittal process must be 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: This will be provided by individual CSP's in accordance with the Approved FDP and PA-3 FDP Amendment.

- **PDF Plan Creation Process** - Please ensure that during the pdf creation process, that all AutoCAD SHX text items are removed from the comment section and that the landscape sheets

are flattened to reduce the select-ability of items. Instructions can be provided by your Case Manager if there are questions as to how to change the AutoCAD settings during the creation of the pdfs. Plans submitted for city pre-acceptance review will be rejected if it is determined that plans do not comply. This could result in delays in application start times if the applicant is asked to re- upload corrected pdfs.

Response: Acknowledged.

- **Sight Triangles** - Include sight distance per the [Roadway Design and Construction Specifications](#) document. All landscaping within the designated triangles shall not exceed 26" in height as measured from the roadway surface.

Response: Acknowledged.

B. Porteos 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.

- **Entry Monumentation** – A potential secondary entry monument has been identified for the intersection of E. 64th Avenue and Jackson Gap Street.

Response: Acknowledged. This is not being designed as part of this submittal.

- **Entry Monument Landscape** – 40' enhanced buffers are described for key points and intersections should provide a foreground and backdrop for the monumentation and shall not detract from or block views of it.

Response: Acknowledged.

- **Plazas** - Hardscape plaza areas create active pedestrian spaces for public uses such as hotels and restaurants.

Response: Acknowledged.

- **Landscape Palette** – Fifty percent of all trees shall be evergreen species to ensure four season interest.

Response: Acknowledged.

- **Landscape Standards along Arterial and Collector Roads** Trees shall be used to provide screening from vehicles.

A 15' setback will be implemented along the length of arterial and collector roads. At intersection corners that include monument signage, the setback shall be 40'.

Response: Acknowledged.

- **Buffers and Setbacks for Street Frontages** Parking shall be screened with informal hedgerows combined with evergreen trees, ornamental grasses and berming where feasible to reduce the perceived size of parking lots.

Plant quantities for buffers shall follow the City of Aurora requirements.

Response: Acknowledged.

- **Parking Lots** - Parking Lots may consist of blocks where islands are to be provided at the ends of the parking blocks. They may be landscaped or concrete. Landscape standards for surface parking lots shall follow city standards. ➤ **Parking Lot Screening**
Screening of parking lots should be 3' minimum height (within 3 years) through berms or a variety of plant material. Plant material should be planted 3' on center in a triangular pattern. Where surface parking is a primary use, enhanced landscaped buffers will be used to make up reduced landscape island requirements internal to the parking.

Response: Acknowledged. Parking lots will be part of individual CSP's.

- **Buffers Between Land Uses**

Buffers shall include berming to the extent feasible, evergreen and deciduous trees, evergreen and deciduous shrubs. Screen walls will also be used where appropriate as visual buffers. Plant quantities shall follow the City of Aurora standards.

Response: Acknowledged.

- **Special Landscape Buffers**

A special landscape buffer is required along the northeastern property boundary between PA-3 and PA-4. When a building is proposed directly adjacent to the property line, a 15' wide landscape buffer (building setback) is required. When surface parking is proposed directly adjacent to the property line a 10' wide landscape buffer is required. In addition, a unique bermed landscaped treatment shall be required. A berm 20' wide with 10' each in PA-3 and PA4 with a fence along the top of the berm provided by the developer of PA-4. The berm and fence to be constructed with PA-4. The buffer plant material shall be enhanced on the PA-4 side of the berm. The 10'-15' wide landscape area associated with PA-3 will be required to be landscape per code at the time PA-3 is developed. ➤ **Public Art Plan**

A potential art location has been identified for an area within PA-3.

Response: Acknowledged.

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

- **Standard Right-of-Way Landscaping.** Provide street trees within the tree lawn along Jackson Gap Street, 64th Avenue and the internal drive through the proposed development. Provide one shade/street tree per 40 linear feet of street frontage. Refer to [Section 146-1451](#) (B) 2. Additional Requirements for Non-Residential Development. When a detached walk and tree lawn are provided according to Public Works street cross section requirements, street trees shall be provided within the designated tree lawn. When a detached walk and tree lawn are absent, street trees shall be located from four to five feet from the back of walk, curb or pavement. Avoid the use of blue grass sod and install a more xeric sod mixture for the tree lawn. In lieu of sod, consider the installation of shrubs, perennials and ornamental grasses at a ratio of one shrub per 40 square feet of tree lawn. If this option is chosen, shrubs and ornamental grasses must be installed at five gallon size.

Response: Jackson Gap and 64th R.O.W. landscape is part of a different submittal process.

- **Landscape Street Buffers.** A 15' wide street frontage landscape buffer shall be provided along all street frontages in accordance with Table 14.5 Standard Buffer Widths and Allowed Reductions for Commercial Development. A reduction in the buffer width to 9' is permitted with the use of landscape incentive features as noted in the table. All buffers are measured inward from back of walk or from the right of way if no walk is provided. All landscape street frontage buffers shall consist of one tree and 10 shrubs per each 40 linear feet of buffer length. One tree equivalent is equal to 10 five gallon shrubs or 30 one gallon perennials or any combination of trees, shrubs, or perennials meeting equivalents. 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. Refer to [Section 146-1422](#).

Response: Acknowledged.

- **Non Street Frontage Landscape Buffers.** A non-street frontage landscape buffer shall be provided along the northeastern property line in accordance with the FDP. Refer to Porteos FDP above.

Response: Acknowledged.

- **Building Perimeter Landscaping.** 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 10 five gallon shrubs, or 30 one gallon perennial plants or ornamental grasses. Any combination of plant material may be used that totals the required number of tree equivalents. Refer to [Section 146-1451](#) (D) Additional Requirements for Non-Residential Development.

Response: This will be provided as part of individual CSP's for vertical development.

- **Parking Lot Landscaping and Screening.** All parking lots shall be required to have both interior and perimeter parking lot landscaping. The perimeter of all parking lots shall be screened from public rights-of-way, public open space and adjacent property with one or a combination of methods shown in [Section 146-1440](#). The landscape street frontage buffer above, may be combined with the parking lot screening requirements to satisfy both if the two requirements should overlap.

Response: This will be provided as part of individual CSP's for vertical development.

Screening shall consist of a berm between 2 feet 6 inches and 3 feet high with a maximum slope of 4:1 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 2 feet 6 inches and 3 feet tall planted in a double row at 3 feet on center in a triangular pattern or;

b. A decorative masonry wall between 2 feet 6 inches and 3 feet tall in combination with landscaping.

Shrubs must reach a height of 3' at maturity and 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.

Response: This will be provided as part of individual CSP's for vertical development.

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 10 parking spaces are permitted in a row without a landscape island. Islands or areas within parking lots should be landscaped with one tree and a sufficient number of shrubs to provide 50% cover at installation. A table of plant coverage values may be found in Section 146-1431 [Section 146-1431](#) Living Material Requirements.

Response: This will be provided as part of individual CSP's for vertical development.

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

Response: Detention and Water Quality will be provided off-site.

Applicants may propose their own BMPs or refer to the Urban Drainage and Flood Control District's Storm Drainage Criteria Manual where multiple examples of BMPs are described such as grass buffers, grass swales, permeable pavements etc. The City of Aurora Water Department has recently completed a study and produced a manual entitled "Low Impact Development Techniques for Urban Redevelopment in Aurora". Applicants are encouraged to utilize this document as an introduction to LID/BMP techniques. To obtain a copy, please contact Vern Adam, Engineering Services Manager 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/ Public Works.

Response: Detention and Water Quality will be provided off-site.

All detention pond facilities shall not exceed 6' in depth. The area within the tract surrounding the pond shall contain a minimum of 1 tree and 10 shrubs or the approved tree and shrub equivalents per 4000 square feet above the 100-year water surface elevation. When overlapping landscape standards occur such as when buffers, detention/water quality and parking lot landscape requirements fall within the buffer, they may be counted towards meeting the buffer requirements, however the most restrictive requirements shall be met. Landscaping shall be provided in accordance with [Section 146-1434](#) Detention, Retention and Water Quality Ponds.

Response: Detention and Water Quality will be provided off-site.

- **Special Landscape Requirements at Entryways and Intersections.** Provide a distinctive landscape feature at each site entrance. Distinctive landscape features should consist of specimen quality plant material that will provide visual interest during all seasons. Refer to [Section 146-1451](#) Additional Requirements for Residential Development (C) Special Landscape Requirements at Entryways and Intersections.

Response: Acknowledged. The PA-3 FDP Amendment will establish landscape intent and guidelines for entries.

- **Outdoor Storage and Screening.** Per [Section 146-1451 A 4.](#) Additional Requirements for Non-Residential Development, truck or rail loading docks facing a view corridor, drainage, public open space or public right-of-way shall be screened from view. In addition, accessory features, parking lots and outdoor storage shall be screened from view.

Response: Acknowledged.

- **Service Areas and Trash Enclosures.** Service areas visible from streets or residences shall be screened by fences, walls, landscaping, berms or any combination of items. Refer to [Section 146-1433](#)

Response: Acknowledged.

- **Irrigation.** Refer to [Section 146-1430.](#) All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, the City Water Department. will require that the applicant divide their landscape into water conserving, non-water conserving and nonirrigated areas as part of the landscape submittal. A table summarizing these areas shall also be provided. Contact Timothy York at (303) 326-8819 in Aurora Water regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system.

Response: Acknowledged.

6. Architectural and Urban Design

6A. Design Standards

Sections [146-405](#)(F8) of the Zoning Code establishes the approval criteria for building architecture and urban design. Building elevations will need to be included as part of the site plan, and should call out dimensions, exterior finishes, and color schemes. Color and material samples should be part of the initial submittal, and part of the 'Master Site Plan' design standards for the overall development. As a general rule, "high quality of design" usually means that architectural details should be continued on all four sides of all buildings open to view and durable materials should be used.

Response: This will be provided as part of individual CSP's for vertical development.

Please 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 be incorporated. Emphasis should be placed on ground floor design. Ground floor designs should support a pedestrian-friendly environment, provide

visual interest, and help to create an atmosphere that promotes foot traffic. Use changes in the wall planes, both horizontally and vertically, a variety of durable materials, and quality architecture to create visually interesting buildings are supported. Architectural details shall be continued on all four sides of the buildings to reduce the back-of-house appearance.

Response: This will be provided as part of individual CSP's for vertical development.

Section [146-1019](#) outlines non-residential building design standards in the Northeast Plains I-70 Corridor Subarea zoning district. In addition to the criteria above, the subject District requires that building entries be emphasized and oriented towards accessible streets, that service areas and loading docks be adequately screened, and that pedestrian-scale details be provided.

Response: This will be addressed as part of individual CSP's for vertical development.

The approved Porteos FDP specifies the "Aerotropolis" architectural design concept, including building form, materials, exterior color palate, lighting, signage, architectural features, rooftop equipment, and service areas/loading docks for the proposed Office and Hospitality & Retail/Commercial uses. A Design Review Committee must provide a letter of approval with the first [CSP](#) submission.

Response: This will be addressed as part of individual CSP's for vertical development.

6B. Screening of Roof Top Mechanicals

Per Section [146-1300](#) of the Zoning Code, illustrate the location of any rooftop or mechanical equipment and vents greater than eight inches in diameter on the elevation drawings. All such equipment must be screened. Use drawings and notes to explain how this will be accomplished. Screening may be done either with an extended parapet wall, or a freestanding screen. In either case the screening must be at least as high as the equipment it hides. The following note to be labeled "Roof-Mounted Equipment Screening" must be added to the general notes section of all Site Plans: (click [here](#) for the specific note)

Response: This will be addressed as part of individual CSP's for vertical development.

7. Signage

The total allowable square footage of signs is based on a zoning code formula tied to location of the property and building frontage. In non-residential areas, monument signs abutting arterial streets may be up to 12 feet high, but abutting other streets and areas are limited to 8 feet in height. Ground signs shall be set 4 feet from the back of the sidewalk or 21 feet from the street flowline, and not within the sight triangle, any parking space or public ROW, or attached to landscaping material.

Response: This will be addressed as part of individual CSP's for vertical development.

An overall sign program with a unified approach should be included in the 'Master Site Plan'.

Please refer to [Article 16](#) of the Zoning Code for complete regulations, and the approved Porteos FDP signage section for the Mixed-Commercial use.

8. Waivers

If you decide to request any waivers, you must clearly list them in your Letter of Introduction and justify them according to the criteria listed in [Section 405](#) of the Zoning Code. You must also list them on the cover sheet of your [Contextual Site Plan](#) or other drawings on which they occur.

Response: No Waivers are anticipated at this time.

9. Mineral Rights Notification Requirements

Please fill out the [Mineral Rights Affidavit](#) / [Severed Mineral Rights Notice](#) and supply this document to your Case Manager at the time of site plan submittal.

Response: Included.

10. New CAD Standards

The City of Aurora has developed a CAD Data Submittal Standard for internal and external use to streamline the process of importing AutoCAD information into the City's Enterprise GIS. Digital Submission meeting the CAD Data Submittal Standard are required by consultants on development projects when submitting to the City for signature sets and on capital projects funded by the City. Details of the CAD Data Submittal Standard can be found on the [CAD Standards](#) web page.

Response: Acknowledged.

Pre-submittal Meeting:

At least one week prior to submitting an application, you will be required to hold a Pre-submittal meeting with your assigned Case Manager to ensure that your entire application package is complete and determine your application fee. Please contact your Case Manager in advance to schedule.

Response: Acknowledged.

Community Participation:

You are encouraged to work proactively with neighborhood groups and adjacent property owners. Neighborhood groups within a mile radius will formally be notified of this project when submittal has been made to the Planning Department.

Response: Acknowledged.

Neighborhood Services Liaison:

- Your Neighborhood Services Liaison is Susan Barkman. She has put together a report attached to these notes listing the registered groups within one mile of your proposed project and can assist in scheduling and facilitating meetings with community members. It is recommended that you work with the neighborhood organizations that express interest in your project to mediate and mitigate concerns.

Response: We did not receive this report as an attachment.

- All meetings with neighborhood associations should also include your Planning Department Case Manager so that questions concerning City Code or policies and procedures can be properly

addressed. We will record any project-related commitments that you make to the community at these meetings.

Response: Acknowledged.

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

Response: Acknowledged.

Parks, Recreation & Open Space Department (PROS)

Forestry Division

There are existing street trees on this property, but will not require mitigation because the trees will be preserved. Protection of these existing trees is important if they are to be preserved.

Response: Acknowledged.

Forestry's Role in Site Plan Review:

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 – this includes trees on the neighboring property. The Tree Protection notes shall be included on the plan. The link for the manual can be found at [Parks, Recreation & Open Space Dedication and Development Criteria manual](#).

Response: Acknowledged.

Ash Trees Prohibited:

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

Response: 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:

- ▶ A phasing plan needs to be provided showing utility phasing ensuring a looped water supply system. This is to be coordinated with the Planning Department.

Response: Phasing and looped water will be provided per comment.

- ▶ Extend the 12-inch water stub from the JA Green site to 64th Avenue.

Response: Water will be extended.

- ▶ Phasing of the erosion and sediment control is required for sites that disturb more than 40 acres.

Response: Erosion control phasing will be identified on SWMP plans.

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

Response: Acknowledged.

Utility Services Available:

- Water service may be provided from Jackson Gap Street.

Response: Water service will come from Jackson Gap street and E. 64th Avenue.

- Sanitary sewer service may be provided from Jackson Gap Street

Response: Acknowledged.

- The project is located on Map Pages 93W & 93X.

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
 - Sand/Oil Interceptors are required for vehicle maintenance facilities - All utility connections in the arterial roadway are required to be bores.

Response: The site plan will identify all utilities.

- General utility design criteria can be found in Section 5 of the [Standards and Specifications Regarding Water, Sanitary Sewer and Storm Drainage Infrastructure](#) (Utility Manual).

Response: Acknowledged.

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 required and are based on the amount of impervious surface created by this project.

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.

Response: Acknowledged.

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

Public Works Department

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

Key Issues:

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

Response: A Detailed Traffic Impact Study has been included in the submittal.

- ▶ Traffic Signal Escrow will be required for this Planning Area. 64th Ave & Jackson Gap Street is anticipated to be signalized, potentially multiple access points to this development will be locations that will be warranted in the future.

Response: 64th Ave & Jackson Gap Street, Jackson Gap Street & Driveway 2, and 64th Avenue & Driveway 5/Karcher Way are all anticipated to be signalized in the future and have been identified in the Traffic Impact Study.

- ▶ Access points along Jackson Gap Street shall not be less than 300' for accesses of any movements.

Response: Driveways all have spacing greater than 300 feet.

- ▶ Traffic Signal spacing will not be less than 660-feet offset from adjacent signalized intersections (centerline of intersection to centerline of intersection).

Response: Intersections with anticipated signalization all have spacing greater than 660 feet.

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

Response: Acknowledged.

- Traffic is concerned with potential conflicts from stacking vehicles and recommends a minimum offset of 75-feet from the adjacent street to the first internal access drive.

Response: Acknowledged.

- The access onto Jackson Gap St shall align with the opposing street to the west (future roadways in PA 1 & 2, as shown on page 4 of the submitted materials).

Response: Acknowledged.

- Label the access movements on the Site Plan. Access point that is less than 660' may be limited to a right-in/right-out/left-in only as determined through TIS review (queuing, spacing, sight triangles) & if accident pattern are problematic.

Response: The three driveways that are not anticipated to be signalized are limited to ¾ access and have been analyzed as such.

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

Response: Acknowledged.

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'

ROW/Plat:

- Designate a Public Access Easement along internal roadways & drive aisles, as appropriate.
- 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.
- ROW dedication may be required to facilitate needed lineage (left turns & potentially right turn lane).
- A traffic signal easement shall be required at identified future signalized intersections to accommodate the proposed traffic signal pole, underground conduits, pull boxes and signal control cabinet.

Response: Acknowledged

Improvements:

- The developer is required to construct a left turn bay on Jackson Gap Street.
- 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: 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: Existing and proposed signage will be identified.

- The developer is responsible for signing and striping all public streets. The developer is required to place traffic control, street name, and guide signs on all public streets and private streets approaching an intersection with a public street. Add a note to the Site Plan indicating this commitment.

Response: Striping plans will be provided with the Civil Construction Drawings.

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- Multiple intersections are potential 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.

Response: Acknowledged.

Due to the multiple intersections adjacent to the planning area, the City will do a pro-rata for each planning area. Per the Pre-application "2016.0606 sketch plan_porteos_PA3" the developing area does not include ~ 18.4 Acres (13.0 +5.4ac) of the Planning area. In PA-3 the adjacent signals are located at 64th Ave & Jackson Gap St (25%), multiple locations along Jackson Gap St (50%), and an roadway access to 64th Ave (50%/100% depending of if adjacent street to south is extended) for an currently unknown total of a signal obligation for PA-3 a total of 58.8 Acres (per the FHU Porteos TIS Update Land Use Plan). This project would be x Acres / 58.8 Acres for xx.xx% of the obligation of the Planning Area. This would result in approximately \$xxx,xxx due for Signal Escrow. Please provide updated Planning area information depending on which % each CSP will be for the planning area this project is located in or if planning areas have shifted.

② **(Applicant/owner name, address, phone)** shall be responsible for payment of _____xx.xx% of the traffic signalization costs for the intersections of ***(add all anticipated warranted signals for 2040 here)***_____ **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.

- A Traffic Impact Study will be required for this site which will include addressing the following specific items:
 - 1) Existing, buildout and 2040 average daily traffic counts, & comparison to Master Traffic Impact study for this PA
 - 2) ADT on proposed roadways (64th Ave to 68th Ave, Harvest to east PA-3 boundary is preferred) and classification
 - 3) Include detailed analysis of:
 - a) All site access points
 - b) Intersection of 68th Ave & Jackson Gap St
 - c) Intersection of 64th Ave & Jackson Gap St
 - d) Intersection of Harvest Rd & 64th Ave
 - e) Intersection of Harvest Rd & 68th Ave
 - f) Need for continuous auxiliary lanes between 64th and 68th on Jackson Gap St (identified in Master Traffic Impact Study)
 - 4) Signal Warrant Analyses of all access points to Jackson Gap St & 64th Ave– Warrant 1,2,3 all to be included (collect 72 hr. tube counts for analysis)

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- 5) If a traffic signal or multiway stop warrant is met at an intersection, then a roundabout shall also be considered at the intersection.
- 6) If drive-thru uses are proposed: Queuing analysis including a comparison of the development proposal to the recommended Design Queues as presented in ITE Summer 2012, DriveThrough Queue Generation, 1st Edition by Mike Spack, P.E., PTOE. For coffee shops, this is 260 feet or 13 vehicles. For fast food restaurants, this is 240 feet or 12 vehicles.
- 7) 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 that may be applicable 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.
- 8) Analysis of pedestrian connectivity, Pedestrian LOS.

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.

- 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 for this development shall be installed per the approved Public Improvement Plan. Improvements on adjacent streets (Jackson Gap Street, 64th Avenue) shall be completed prior to the issuance of a Certificate of Occupancy. Internal roads shall be private. A phasing plan should be included with the master plan.

Response: Improvements will be per the approved PIP unless otherwise noted.

- ▶ A preliminary drainage report shall be submitted with the site plan. Detention and water quality shall be in conformance with the approved Master Drainage Study. Drainage analysis shall be provided for the entire development to ensure storm infrastructure is adequately sized.

Response: A PDR will be provided.

Improvements:

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

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

Response: Acknowledged.

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

Response: Acknowledged.

- Flared curb cuts, Standard Detail S7.4, are not permitted for commercial/industrial or residential driveways where traffic movements would be substantial. When the number of parking spaces exceeds 20, curb returns are required and the curb return radii shall be labeled on the plan.

Response: Acknowledged.

- Pedestrian Bicycle Railings will be required at and continuous along vertical separations of 30 inches, or greater, or on slopes greater than or equal to 3:1 adjacent to pedestrian areas. See Standard Detail S18.

Response: Railings will be provided where warranted.

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

Response: Acknowledged.

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

Response: Acknowledged.

- Street lights are required along adjacent roadways, if not installed by the master developer. 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. The street lighting plan shall be included with the Civil Plan submittal.

Response: Acknowledged.

ROW/Easements/Plat:

- Please coordinate with the Real Property Division of Public Works for the dedication of any required easements. If a plat will be prepared for this development, the plat can cover the required easements.

Response: Coordination of the Plat will occur with Real Properties.

- 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.

Response: Drainage easements will be provided where necessary.

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- Public access/fire lane easement shall be required for fire lanes outside of public right-of-way. Please coordinate with Life Safety for their alignment.

Response: Acknowledged.

Drainage: Drainage design standards can be found in the City's ["Storm Drainage Design and Technical Criteria"](#).

Response: Acknowledged.

- Per Section [138-367](#) of the Aurora Municipal Code, a Preliminary Drainage plan and report is required prior to Site Plan or Plat approval. A Preliminary Drainage Plan and Report shall be submitted at the time of Planning Department application submittal. A review fee shall be paid to the City prior to acceptance of the preliminary drainage report. The site plan will not be approved until the preliminary drainage report is approved.

Response: A Preliminary Drainage Report will be provided.

- Under the provisions of Colorado Revised Statute 37-92-602(8), any detention or infiltration facility that becomes operational after August 5, 2015, is required to notify downstream water rights holders prior to operation. Urban Drainage and Flood Control District (UDFCD) has created a spreadsheet form (called *SDI Design Data*) for determining compliance with the statute and a web portal that will send a weekly e-mail notification to downstream water rights holders, satisfying the notification requirements. The developer will be responsible for having a professional engineer, licensed in the State of Colorado, complete the *SDI Design Data* and uploading to the web portal. Public Works Engineering will verify the information matches the final drainage report. Notification must be made before Civil Plans will be approved or Stormwater Permits will be issued.

Response: Acknowledged.

- Detention and water quality shall be provided in conformance with the previously approved master drainage study.

Response: Detention will be provided.

- Release rate for the detention pond shall be based upon the ["Storm Drainage Design and Technical Criteria"](#) Manual, latest revision.

Response: Acknowledged.

- Storm water from concentrated points of discharge from a minor storm event shall not be allowed to flow over sidewalks, but shall drain to the roadway by the use of sidewalk chase sections. Sidewalk chase sections shall not be located within a curb cut, driveway, curb ramp, or curb return.

Response: Acknowledged.

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

Response: Acknowledged.

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

Response: Storm sewer will be constructed as needed.

Fire/Life Safety Comments - Building Division

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

Addressing Requirements:

All buildings or structures, except accessory buildings, shall display the proper building number in the manner provided in this article. It shall be the responsibility of the owner, occupant or any person obtaining a building permit to place such number in the manner provided in the Aurora City Code of Ordinance, Chapter 126 - Article VII - Numbering of Buildings.

- Note: During the pre-application meeting we had discussed the use of Duel Branded Hotels and how they would be addressed. One numerical address would be provided for each individual structure with each branded hotel receiving an alpha designation, such as A & B. The reasoning used to define the addressing is related to a potential hotel brand wishing to have their own independent address for their portion of the structure which requires independent utility and fire protection systems.

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](#).

Response: Acknowledged.

Civil Plans:

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

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

Response: This information will be provided with the Civil package.

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

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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: Acknowledged.

- Core and shells structures will not require this assessment, but the tenant finish that follows and prior to issuance of the certificate of occupancy will be required to conduct this assessment, install a system where needed.

Response: Acknowledged.

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.

Response: Acknowledged. This will be addressed with individual building site plan.

- 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.

Response: Acknowledged. This will be addressed with individual building site plan.

- The first phase of construction must include two points of emergency access and a looped water supply to support on site fire hydrants and fire service lines.

Response: Acknowledged.

Fire Hydrants:

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

Response: Acknowledged.

Fire Sprinkled Structures:

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

Response: Acknowledged.

Handicap Accessibility Requirements:

The City of Aurora reviews handicapped accessibility requirements based on 2015 IBC, Chapter 11, the 2009 ICC/ANSI A117.1 and the 2003 Colorado State [House Bill 03-1221](#), Article 5, Standards for Accessible Housing.

- [Residential](#)

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

- [Commercial](#)

Response: Acknowledged.

Knox Hardware:

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

- A Knox box will be required at each fire riser room door. Please label and show these Knox boxes on the site plan amendment submitting to the Planning Department.

Response: Acknowledged.

Legend:

The cover sheet must include a "Site Plan Legend" reflecting both existing and/or proposed site elements that are existing or proposed within site.

Response: Acknowledged.

Loading and Unloading Areas:

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

Response: Acknowledged.

Phasing Plans:

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

Response: A phasing plan will be submitted with Civil construction drawings.

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

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ILLUMINATED AT ALL TIMES THE BUILDING IS OCCUPIED. SECTION 1006.2 ILLUMINATION LEVEL. THE MEANS OF EGRESS ILLUMINATION LEVEL SHALL NOT BE LESS THAN 1 FOOT-CANDLE (11 LUX) AT THE FLOOR LEVEL, AND CONTINUING TO THE "PUBLIC WAY".

Response: Photometric plan will be submitted with Civil construction plans.

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

Response: Acknowledged.

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.

- Whelen Siren Systems:
 - As each CSP and Plat are submitted, a possible land dedication for placement of a Whelen Siren system will be assessed.
 - Whelen Siren Access Requirements:
 - ✦ Provide a 12' wide concrete access drive.
 - ✦ Design as a 6" reinforced concrete drive surface.
 - ✦ Show it as coming alongside the tower for parking and maintenance.
 - ✦ If this access drive creates a dead end longer than 150', a turnaround is highly recommended, and we may need to discuss it further. If it is less than 150', it should be adequate without a turnaround. (You should be able to control the length of the access drive since you have some latitude re: the tower setback from the community center access drive.)
- [\(Plat Note\) If Plat Contains Fire Lane Easement](#)
- [\(Site Plan Note\) Accessibility Note for Commercial Projects](#)
- [\(Site Plan Note\) Accessibility Note for Multi-Family Projects Built under the 2015 IBC/IRC and HB-1221](#)
- [\(Site Plan Note\) Addressing](#)
- [\(Site Plan Note\) Aircraft Noise Reduction \(LDN\)](#)
 - This area is within a NIBA and CANA 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](#)

Response: Acknowledged.

Site Plan Data Block:

The site plan must include a "Data Block" on the cover sheet that reflects all items indicated within the "link" that apply to your project.

Response: Acknowledged.

Special Design Considerations:

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

- [Abutting Fire Lane or Public Access Easement to Property](#)

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- If an existing fire lane or public street has to be removed or relocated for any reason, the roadway must be replaced using the current specifications of the Public Works Department.
- [Access to within 150 feet of Each Structure](#)
- The fire code official is authorized to increase the dimension of 150 feet reach requirement where the building is fire sprinkled in accordance with the 2015 IFC, Section 503.1.1 where allowed by code. If granted approval, a fire sprinkled structures may utilize a 200 foot reach criteria in place of the 150 foot standard requirement.
- Where fire hydrants and fire department connections are provided adjacent to vehicular access drive aisles, they will need to be dedicated as fire lane easements in order to provide emergency access to them.
- [Access Road Width with a Hydrant](#)
- [Aerial Fire Apparatus Access Roads](#)
- [Fire Apparatus Access Road Specifications](#)
 - If an existing fire lane or public roadway has to be removed or relocated for any reason, the portion replaced must be in compliance with the current specifications of the Public Works Department.
- [Combined Fire Lane, Public Access and Utility Easements](#)
- [Construction of Fire Lane Easements and Emergency Access Easement](#)
- [Dead-end Fire Apparatus Access Roadways](#)
- [Dead-End Public Streets](#)
- [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](#)
- [Private Streets Constructed to Public Street Standards](#)
- [Pocket Utility Easements for Fire Hydrants](#)
- [Public Street Systems Adjacent to Site](#)
- [Public Streets Constructed to the Urban Street Standards](#)
- [Remoteness](#)
- [Speed Bumps](#)
- [Snow Removal Storage Areas](#)
- [Two points of Emergency Access](#)
- [Width and Turning Radius](#)

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.

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.

Key Issues:

- ▶ Possible easements (traffic, utility, drainage, and fire lane) mentioned elsewhere can be dedicated per the Plat.

Response: Acknowledged.

- ▶ Show existing easements or have them released. This includes those from Rec #2015000031052 (Anadarko & Kerr-McGee)

Response: Acknowledged.

- ▶ Any encroachment upon an easement will require a License Agreement (i.e. Monument sign, fence, gates)

Response: Acknowledged.

Subdivision Plats:

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

Response: Acknowledged.

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

Response: A pre-submittal with Real Property has been completed.

Site Plans:

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

Response: Acknowledged.

Separate Documents:

- A separate document refers to a process to describe and record an encumbrance (easement, license etc.) or release of such on property when a subdivision plat already exists. The document usually consists of a legal description and drawing. Each are reviewed and approved by the City, signed by the property owner as well as the appropriate City officials and recorded with the County.

Response: Acknowledged.

Re: Porteos-PA-3 (#1383707)/Pre-Application Meeting held July 11, 2019

- **Off-site easement dedications** may be required in order to make your project work. It's up to the developer to obtain these easements for the City, pay compensation, etc. Dedication documents must be prepared using Real Property specifications which can be found in the [Dedication Packet](#). Once complete and accurate easement dedication information is submitted to Real Property, it takes about 46 weeks to complete the process. They must be complete and ready to record before Real Property will record the plat and/or site plan.

Response: Off-site easements will be dedicated by separate document.

- If there are existing easements that are no longer needed, the City will require the developer to make application to the City to release those easements. Easement release documents must be prepared using Real Property specifications and are available in the [Easement Release Packet](#). Once complete and accurate easement release information is submitted to Real Property, it takes about 4-6 weeks to complete the process. They must be complete and ready to record before Real Property will record the plat and/or site plan.

Response: 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.

Response: Acknowledged.

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

Response: Acknowledged.

- If street lighting is identified during the review process, this may be an opportunity to partner with cell carrier providers. New technology allows these providers to incorporate their technology with street lighting. These carriers are willing to take on the cost of purchasing and installing a light with qualifying projects. Please contact Leslie Gaylord at 303-739-7901 for additional details and contact information.

Response: Acknowledged.