

## Response To Comments

### 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.

*These notes, dated November 4, 2019, were generated based on a meeting with Brandon Cammarata of Planning [bcammara@auroragov.org](mailto:bcammara@auroragov.org), the applicant and Mark Geyer on October 15, 2019.*

#### **Key Issues:**

- ▶ The building entrance needs to have direct access to Iliff Avenue or as close as possible to Iliff and integrated with the required common “patio” space. **Noted**
- ▶ Surface parking along arterials is limited to 25% of the development parcel. **Noted**

#### **General Zoning Code Review of your Property:**

- Your property is zoned MU-C Mixed Use Corridor (UDO 146-2.4.3) in Subarea A.
- The use proposed, “Medical and Dental Clinic” is permitted by the current zoning, subject to Minor Site Plan and Minor Subdivision approval.
- Your project can be reviewed and approved administratively if no Major Adjustments are included (UDO 146-5.4.4.D).

#### **Type of Application(s):**

- As part of your application, you will need to make the following land use requests: **Provided**
  - Minor Site Plan
  - Minor Subdivision
- The following applications, [manuals](#) and [design standards](#) may also be helpful in completing your application for submittal: **Noted**
  - Unified Development Ordinance (UDO)
  - City of Aurora [CAD Data Submittal Standard](#)
  - [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](#)
  - Preliminary list of community groups and homeowners associations within a one mile radius of your proposed development
  - [Site Plan Manual](#)
  - Street Standards Ordinance [[126-1](#)] and [[126-36](#)]
  - Street Standards, Roadway Cross Sections
  - [Subdivision Plat Manual](#)
  - [Subdivision Plat Checklist](#)
  - Xeriscape Plant List (see Landscape Manual)

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

**1. Zoning and Land Use Issues**

Please review the standards associated with the zoning district, which include a 400 square foot common space (UDO 146-2.4.3). It is recommended this feature integrates the primary entrance to the public sidewalk along Iliff Avenue in order to meet the intent of the requirement. **Reviewed**

**2. Traffic and Street Layout Issues**

All proposed streets whether public or private need to be labeled according to our street standard ordinance, Chapter [126-1](#) and [126-36](#) of the city code. As East Iliff Avenue is classified as an arterial street, a 10 foot detached sidewalk and 10 foot tree lawn must be provided along this street frontage. A 5.5-foot detached sidewalk and an 8-foot tree lawn is required along South Oswego Street. **Noted**

**3. Environmental Issues**

Please be aware of the site's constraints regarding the two existing Xcel Energy gas lines running through the subject property. This gas line easement may impact site design regarding building location, building setbacks, and tree planting. **Noted**

**4. Site Design Issues**

*4A. Setbacks*

Building setbacks are governed by landscape buffer requirements. Please see the Landscape Section of the UDO (146-4.7). Please contact Ms. Kelly Bish [kbish@auroragov.org](mailto:kbish@auroragov.org) for specific questions. **Noted**

*4B. Building Orientation*

City standards require that buildings provide direct pedestrian access to a street or common space (UDO 146-4.8.4). An approach to meeting this requirement would be to move the pedestrian entrance closer to Iliff Avenue and provide building enhancements facing Iliff Avenue and at the corner near the entrance. The entrance should open onto the required 400 square foot common patio space with a strong connection to the public sidewalk. **Noted**

*4C. Pedestrian Circulation and Linkages to Off-Site Trails & Open Space.*

Please maintain or enlarge the pedestrian connection from the front door to Iliff Avenue public sidewalk. The requirements for "common space" and orientation of the entrance should be incorporated with the design of this pedestrian connection. **Provided**

*4D. On-Site Vehicular Circulation*

Please maintain the access location proposed in the previously submitted site plan. **Provided**

*4E. On-Site Amenities and Use of Open Space*

Please review the standards associated with the zone distance, which include a 400 square foot common space (UDO 146-2.4.3). It is recommended this feature integrates the primary entrance to the public sidewalk along Iliff Avenue to best meet the intent of the requirement. Patio spaces should include (1) decorative pavement treatment, (2) pedestrian-scaled lighting, (3) site furniture, and (4) formal landscaped borders and amenities such as raised planters or seat walls. **Reviewed**

*4F. Parking*

On-site parking is required by UDO Section 146-4.6 Table 4.6-1. Medical and dental offices and clinics are required to provide 2.5 space per 1000 square feet of gross floor area. Bicycle parking is required at a rate of 10% of the required vehicle parking. Bicycle parking should be proposed with inverted "U" style racks and located at the front entrance or in the common area near the front entrance. Accessible parking quantity is required per Table 4.6-2. **Provided**

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Parking is limited along the street frontage per UDO Section 4.6.5.A. to no more than 25% of the lot frontage on a collector or arterial to a depth of 60 feet. **Noted**

**4G. Site Lighting**

Show typical details of lighting on the plan and/or building elevations. Per Code Section 146-4.6, “Light sources shall be of a full cut-off luminaire type, and concealed or shielded to the maximum extent possible to minimize the potential for glare and unnecessary diffusion on adjacent property.” Light poles may not exceed 25 feet in height. **Noted**

A photometric plan will need to be submitted as a part of the site plan set. The photometric plan must ensure the provision of 1 foot-candle of light for the walkable surface of all accessible routes (*Life Safety Comments*). In addition, “maintained average illuminance values in paved, commercial parking areas must be no less than two foot-candles. Where adjacent to residential uses, maintained average illuminance shall not exceed 0.5 (one-half) foot-candle at ten feet beyond the property line except where adjacent to walkways, driveways, public and private streets.” **Provided**

Please include your proposed pedestrian scaled lighting with the photometric plan which should be incorporated into the patio space. **Provided**

**6. Architectural and Urban Design**

**6A. Design Standards**

Section 146-4.8 of the Zoning Code establishes building design standards applied to various types of building proposals, and Table 4.8-1 below outlines the building design categories in the code. Building elevations will need to be included as part of your site plan and should call out dimensions, exterior finishes, and color schemes. We will also ask for the color and material samples with the initial submittal. 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. **Provided**

**Table 4.8-1**

**Building Design Standards Applicability by Building Type**

Adjustments for Affordable Housing Structures appear in Sections 146-4.8.5 and 146-4.8.6

| Standard   | Single-family detached or two-family dwellings | Single-family attached | Multifamily buildings | Single-story non-residential buildings | Multi-story mixed-use or non-residential buildings | Large-scale retail large format-over 75,000 sq. ft. gfa. |
|--|--|------------------------|-----------------------|--|--|--|
| <b>General building design standards</b>           |  |                        |                       |  |  |  |
| Design variety                                     | ✓  |                        |                       |  |  |  |
| Distribution of masonry and architectural features | ✓  |                        |                       |  |  |  |
| Windows  | ✓  |                        |                       |  |  |  |
| Building orientation and spacing                   |  |                        | ✓                     | ✓                                      | ✓  | ✓  |
| <b>Massing and articulation</b>                    |  |                        |                       |  |  |  |
| Horizontal articulation                            |  | ✓                      | ✓                     | ✓                                      | ✓  | ✓  |
| Vertical articulation                              | ✓  |                        | ✓                     |  | ✓  | ✓ [1]  |
| Maximum building length                            |  |                        | ✓                     | ✓                                      | ✓  | ✓  |
| <b>Building materials</b>                          |  |                        |                       |  |  |  |
| Primary building materials                         | ✓  |                        | ✓                     | ✓                                      | ✓  | ✓  |
| Masonry standards                                  |  | ✓                      | ✓                     |  |  |  |
| <b>Four-sided building design</b>                  |  |                        |                       |  |  |  |
| Facade character elements                          |  |                        | ✓                     | ✓                                      | ✓  | ✓  |
| Entry design                                       |  |                        | ✓                     | ✓                                      | ✓  | ✓  |
| <b>Roof design</b>                                 |  |                        |                       |  |  |  |
| Roof materials                                     | ✓  |                        | ✓                     | ✓                                      | ✓  | ✓  |
| Roof form  | ✓  |                        | ✓                     | ✓                                      | ✓  | ✓  |
| <b>Screening of mechanical equipment</b>           |  |                        |                       |  |  |  |
| Rooftop equipment                                  | ✓  |                        | ✓                     | ✓                                      | ✓  | ✓  |
| Ground-mounted equipment                           | ✓  |                        | ✓                     | ✓                                      | ✓  | ✓  |
| Garbage storage areas                              |  |                        | ✓                     | ✓                                      | ✓  | ✓  |

Notes:

[1] Only applies when more than two stories or over 30 feet tall.

To meet code, staff suggests that you incorporate material changes and architectural features such as glazing, textured surfaces, projections, color, overhangs, and changes in parapet height to improve the façade. Emphasis should be placed on ground floor design. Ground floor designs provide visual interest. Use changes in the wall planes, both horizontally and vertically, a variety of durable materials and quality architecture to create visually interesting buildings. Architectural details shall be continued on all four sides of the buildings to reduce the back of house appearance. Building elevations will need to be included as part of your site plan, and should call out dimensions, exterior finishes and color schemes. We will also ask for building color and material samples with the initial submittal. The provision of durable materials such as stone and brick masonry is recommended. As discussed previously, the primary entrance should be located as close to Iliff as possible and oriented to the required patio space. The south façade facing Iliff needs to include enhanced architectural features including fenestration, design detail features such as awnings, and enhanced elements at the corners such differentiated materials and changes in the parapet elevation. **Provided**

**6B. Screening of Mechanicals.**

Code section 146-4.8.11 states the requirements for mechanical equipment on the building or the site. Please show 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. **Noted**

**7. Signage**

The total allowable square footage of signs is based on a zoning code formula tied to the location of the property and building frontage. All ground signs should be at least 10 feet back from the

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property line and 21 feet back from the flow line. Please refer to Section 146-4.10 of the Zoning Code for complete regulations. **Provided**

**8. Adjustments**

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 UDO Section 146-5.4.4.D. You must also list them on the cover sheet of your Site Plan or other drawings on which they occur. Major Adjustments will require Planning Commission Approval at a Public Hearing. **Not Required**

**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. **Provided**

**10. 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. **Noted**

***Pre-submittal Meeting:***

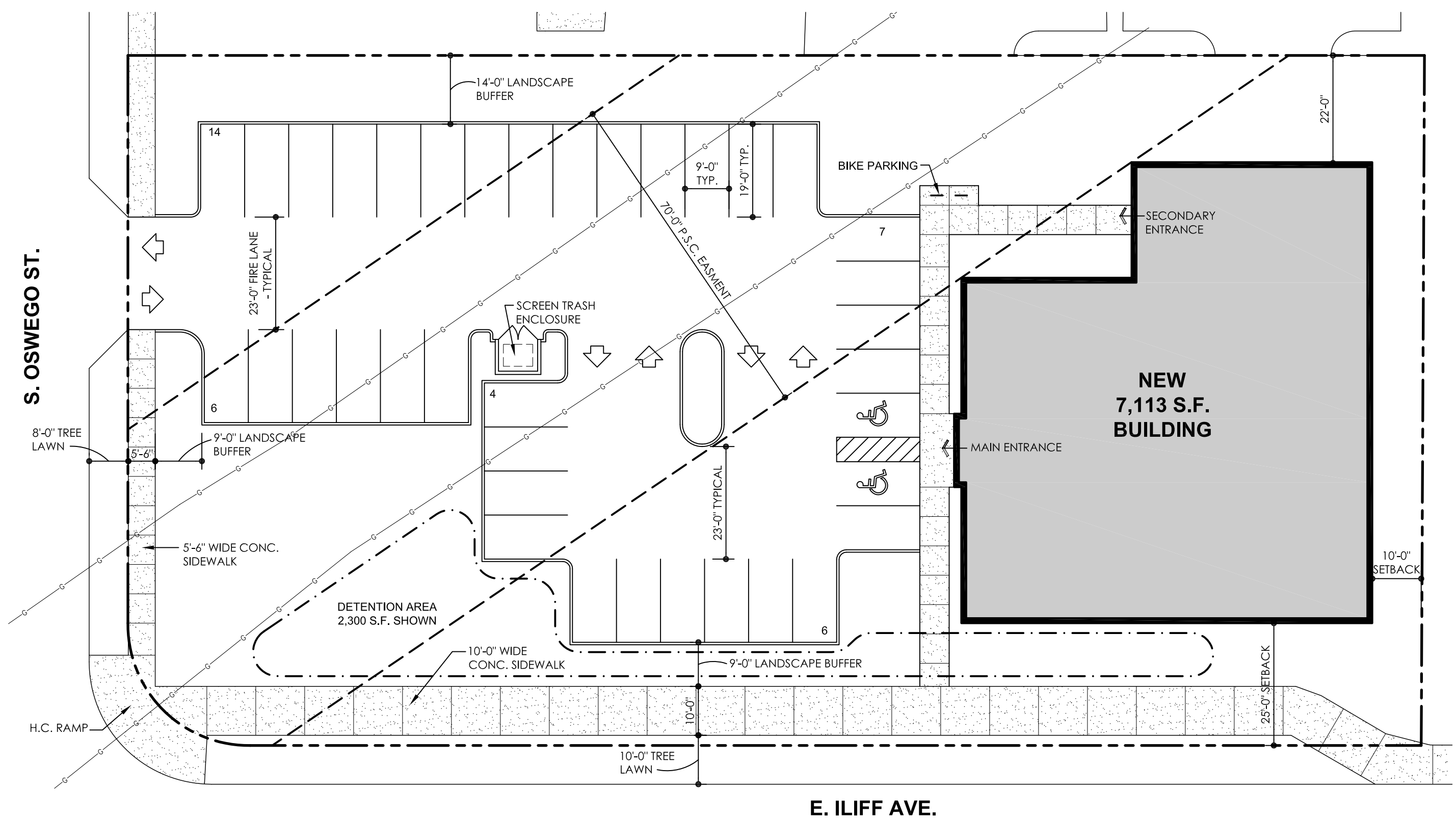
At least one week prior to submitting an application, you will be required to hold a Pre-submittal meeting with your assigned Case Manager to ensure that your entire application package is complete and determine your application fee. Please contact your Case Manager in advance to schedule. **Complete**

***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. **Noted**

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

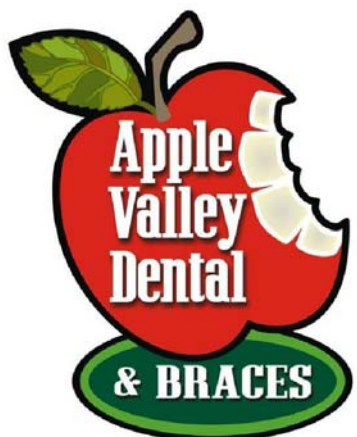


## SITE PLAN

SCALE: 1" = 20'-0"

JULY 22, 2019

PARKING STALLS REQ'D (1:225 SF:) 32 SPACES  
PARKING STALLS PROVIDED: 36 SPACES



Pre-Application Meeting Narrative

In order to provide staff with as much information on your proposed project as possible, please comment below. All items may not apply to every project.

|              |  |
|--------------|--|
| Project Name |  |
|--------------|--|

Please provide a brief description of your project:

|  |
|--|
|  |
|--|

A. General information. Provide a general statement as to the proposed use of the property for each of the following:

|   |  |
|---|--|
| Project Type (Residential, Commercial or Industrial)                        |  |
| Location (address and nearest intersection)                                 |  |
| Existing Conditions   |  |
| Proposed Uses   |  |
| Gross area of proposed and existing structures (include overall dimensions) |  |
| Type of Residential (single-family attached, multi family, etc.)            |  |
| Type of Commercial (retail, service, etc.)                                  |  |

|   |  |
|---|--|
| Type of Industrial (warehousing, distribution, manufacturing, etc.) |  |
| Does this proposal include outside storage?                         |  |
| Does this proposal include any other site functions?                |  |
| Does this proposal include phasing for development?                 |  |
| What is the anticipated development timeline?                       |  |

B. Operations Plan. Provide an explanation for how the user and/or property functions:

|                                   |  |
|-----------------------------------|--|
| Hours of Operation                |  |
| Number of Employees               |  |
| Number of Shifts                  |  |
| Number of Residential Units       |  |
| Number of Buildings               |  |
| Number of Proposed Parking Spaces |  |
| Proposed street(s) for access     |  |

C. Description of Proposed Structures/Additions. Provide a statement addressing the following exterior items:

|  |  |
|--|--|
| Architecture to include materials and colors |  |
|--|--|

D. Do you have any specific questions or concerns regarding your proposed development?

|  |
|--|
|  |
|--|