

December 14, 2021

City of Aurora  
Attn: Brit Vigil  
15151 E Alameda Pkwy  
Aurora, CO 80012

**Re: Landmark at Town Center (#1576564)/Pre-Application Meeting held September 23, 2021**

Dear Ms. Vigil:

Thank you for taking the time along with City staff to review the Landmark at Town Center Pre-Application Meeting help on September 23, 2021. Valuable feedback was received on October 8, 2021 and the following pages reference the detailed comment responses. Please feel free to reach out should you have any questions or concerns by phone at 303-892-1166 or by email at [eappelgate@norris-design.com](mailto:eappelgate@norris-design.com).

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

Sincerely,  
Norris Design

Elyse Appelgate  
Associate

## Planning and Development Services

Standards and Issues:

### 1. Zoning and Placetype

#### 1A. Mixed Use Regional District Requirements

The standards identified and shown in the graphic below must be addressed and illustrated on the Site Plan:

- Focal Point: a point that serves as the center of the area with the highest development density or the most intense activity in the district. This focal point shall be visible from E-470 and is immediately adjacent to the walkable main street element.

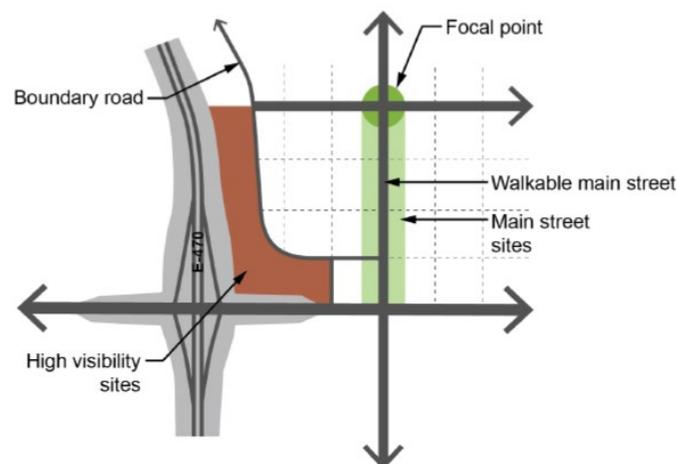
**Response:** *The site plan provides a Main Street entry off of the extension of E 5<sup>th</sup> Avenue. It is flanked by parallel parking on each side to enhance the boulevard feel, and terminates into a vehicular roundabout in front of the Leasing/Clubhouse. Building Architecture at the Club will provide an enhanced entry and elevated building design and materials.*

- Public Plaza: a 600 square feet minimum plaza at arterial/arterial intersections to include a corner design element with architectural or urban design features.

**Response:** *Not all MU-R components can be included in a single site. As such, we've designed our site to provide an urban edge/building with a prominent mass and design component to meet that corner and activate the street. An area between 6th Pkwy and Catawba will serve as plaza area in less traffic-intensive area to meet the intent of this requirement.*

- Walkable Main Street: street which may or may not accommodate vehicle traffic that connects the district to one of the adjacent arterial or local streets. This must be a continuation of the walkable main street from the development to the south.

**Response:** *A walkable, pedestrian friendly street is provided on our Main Street entry off of the extension of E 5<sup>th</sup> Avenue. Additionally, sidewalks fronting all public roads are provided connecting all areas of our site to adjacent developments.*



### 2. Land Use

#### 2A. Multifamily Use Specific Standards

On-site outdoor space must be a minimum of 20% of the site for all multifamily developments. This open space requirement can consist of usable green spaces for unstructured recreation, playgrounds, outdoor pools, and athletic courts; and common gathering spaces and courtyards. The centralized plaza space as required by the MU-R District may count towards this requirement. Balconies attached to units may also count towards this requirement. Please see Section 146-3.3.2.H for details. The open space identified in the parking areas shall

have direct and logical connections with crosswalk access to the pedestrian network within the development and connect back to the walkable main street. The design of these areas should include crossing locations where pedestrians are highly visible. Any open space programming, including, but not limited to, park play equipment, sport/recreation fields, picnic tables, shade structures, or dog park areas shall be labelled on the Site Plan and details shall be provided for each element. These programmatic elements are encouraged in these areas to activate the open space and provide amenities to the future residents. Appropriate buffers between the surface parking areas and the open space areas should be utilized.

**Response: The on-site outdoor space provided is a total of 67,378 SF which is above the required 60,984 SF (1.4 acres). The 20% on-site open space is addressed on the first page of the Landscape Sheets with a map defining each area. These outdoor spaces are activated with sport/recreation fields - including a pickle ball court, badminton court, and putting green – a dog run (only counting 40% of area within fence) including an area with picnic tables, various forms of seating, and a shade structure. These areas are easily accessible to pedestrians with direct walkways. The building balconies are also included in this calculation. Other areas include seating nodes accompanied by enhanced landscape and in some locations - activity lawns.**

### 3. Development Standards

#### 3A. Access and Connectivity

The walkable main street shall terminate onto a focal point and have adequate vehicular and pedestrian connectivity to cross Catawba Way. Parallel parking on this main street shall comply with Traffic Engineering standards for placement and UDO standards for dimensions. The dimensions of these spaces shall be 23' x 8' and illustrated on the Site Plan.

**Response: The walkable main street terminates at Catawba way across from 5<sup>th</sup> Ave. The parallel parking spots are sized and dimensioned 23'x8' on the site plan.**

Buildings facing streets should have entrances onto the public street with architecture and frontage design that encourages the use of the frontage areas by guests and residents.

**Response: All buildings facing public streets are provided with walk-off balconies for those units at grade to encourage the use of frontage areas. Additionally, main building entrances that front public streets will be designed as focal points with enhanced architecture to further facilitate activation of those areas.**

#### 3B. Parking, Loading, and Stacking

Off-street parking is required by Section 146-4.6. One (1) space is required per dwelling unit and 1 guest space is required per 5 units. Parking alternatives listed in Section 146-4.6.4 may reduce parking requirements. At least 40-percent of the total provided parking shall be in garages or carports and at least 50-percent of those carports or garages shall be attached to the multifamily structures. Please provide a parking calculation that demonstrates compliance with this requirement on the cover sheet of your Site Plan. Handicap accessible parking is required at a rate based on the total parking provided found in Table 4.6-2.

**Response: There are 272 units, so required parking will be  $272 + (272/5) = 327$  spots. Currently we are providing 424 spots total, 246 uncovered spots, 178 covered spots in garages or carports (42.0%) and 100 of the 178 are in garages (56.2%).**

**There are 8 handicap spaces available, 6 uncovered spaces and a garage spot in each of the two building Bs. See Building B elevation plans.**

In addition to vehicle parking, the development is required to provide 5% of the total provided vehicle parking spaces. Bicycle spaces must comply with Section 146-4.6.3.F.2 including providing a design that includes 2 points of contact with each bicycle. Each inverted “U” rack counts as two bicycle parking spaces. Place any bicycle parking in a convenient, paved, and well-lit location.

**Response: 5% of the total 424 parking spots equals 21.20. We have placed 22 bike parking spots (11 inverted U bike racks total). See plan for locations.**

Section 146-4.6.5 details requirements for the design and placement of parking areas. Generally, parking areas should be located and designed to provide for adequate vehicle circulation, safe pedestrian connections, screening from adjacent sites and streets, and to avoid abutting significant stretches of adjacent streets. Surface parking shall not be more than 60% of the street frontage on E 6th Ave to a depth of 60-feet.

**Response: The proposed site plan provides for both fluid vehicle circulation and safe pedestrian connections. The carports and parking spots account for 360 LF of the 603 LF of frontage along E 6<sup>th</sup> Ave, which is 59.8% of the street frontage.**

### 3C. Landscape, Water Conservation, Stormwater Management

- General Landscape Plan Comments

Prepare your landscape plans in accordance with the Cross Creek Framework Development Plan (FDP), the Unified Development Ordinance (UDO) and the Landscape Reference Manual. The landscape comments provided herein are based upon the following code section: 146-4.7 Landscape, Water Conservation, Stormwater Management. Please ensure that the landscape architect or designer has a copy of these documents as well as our project specific comments.

**Response: These documents have been reviewed. Thank you.**

- Landscape Plan Preparation

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

**Response: All Landscape Sheets have been labeled “Not for Construction” in the title block.**

- Landscape plans must be prepared on 24” x 36” sheets. Plans shall have plant symbols, plant labels with quantities, and a plant schedule upon first submission or a complete review will not be possible. Landscape plans shall include the necessary landscape tables for each of the required landscape treatments (i.e. standard right-of-way landscaping, street and non-street frontage buffers, building perimeter landscape tables etc.) to demonstrate compliance with code requirements. Should any of the above information be missing, it may result in additional submittals and ultimately delays in approval of the plan set.

**Response: The landscape plans are 24 x 36, include plant symbols labeled and with quantities in the plant schedule. The plans include landscape tables for Multi-family Building Perimeter landscape, Streetscape Perimeter buffer, Curbside Landscape, Clubhouse perimeter buffer, Open Space, and water use.**

- Sight Triangles

Include sight distance triangles per the Roadway Design and Construction Specifications document. All landscaping within the designated triangles shall not exceed 26” in height as measured from the roadway surface.

**Response: Site distance triangles are included and labeled. All plants within the sight triangles are no higher than 26” measured from the adjacent flowline.**

- Cross Creek FDP

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

- Right-of-Way Landscaping (Curbside Landscape/Tree Lawn)

Provide street trees (canopy) at a ratio of 1 tree per 40 linear feet. Deciduous trees shall be 3" caliper and ornamental trees shall be 2.5" caliper.

**Response: The Curbside Landscape has trees planted at a ratio of 1 tree per 40 linear feet with the correct size trees. The tree size is noted in the plant schedule as well as in the Curbside planting chart.**

- Street Frontage Landscape Buffer

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

**Response: A recent FDP Amendment states that such landscape tracts are not required along collector roads, such as Catawba Way and E 6<sup>th</sup> Avenue. Along E 6<sup>th</sup> Parkway, the design provides 18' between the ROW line and buildings, resulting in only a 10% variance from the 20' buffer. Please see the Adjustment section on the Cover Sheet and in the Letter of Introduction for further information.**

Provide a 20' wide landscape buffer along all arterial and collector streets. This would be applicable to both N. Catawba Way and E. 6th Parkway.

**Response: A recent FDP Amendment states that such landscape tracts are not required along collector roads, such as Catawba Way and E 6<sup>th</sup> Avenue. Along E 6<sup>th</sup> Parkway, the design provides 18' between the ROW line and buildings, resulting in only a 10% variance from the 20' buffer. Please see the Adjustment section on the Cover Sheet and in the Letter of Introduction for further information.**

Buffers shall consist of 1 tree and 10 shrubs per 30 linear feet.

**Response: Buffers are planted with 1 tree and 10 shrubs per 30 LF. See Street Frontage Landscape Buffer table.**

Shade trees 2.5", ornamental Trees 2" and evergreen trees 8' height.

**Response: This note is added to the planting schedule as well as to the Street frontage table.**

- Local Streets

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

**Response: There are no local streets on the site plan. Thank you.**

- Enhanced Landscaped Areas

Arterial intersections, neighborhood entries and community monumentation shall have graded plant sizes as follows: Shade trees 3" caliper, ornamental trees 2.5" caliper, evergreen trees 8' tall.

**Response: this note has been added to the planting schedule.**

- Open Space Landscape (Pocket Parks and Open Space Areas)  
 One tree and ten shrubs per 3,000 square feet.  
**Response: One tree and ten shrubs per 3,000 sf has been provided as a minimum in open space areas. These areas are called out on the notes sheet and address with a table.**
  
- Detention Ponds  
 One tree and ten shrubs per 4,000 square feet  
**Response: There are no detention ponds on site.**
  
- Section 146-4.7 Landscape, Water Conservation, Stormwater Management  
 The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within Section 146-4.7. The applicant is responsible for reviewing this section of the UDO and determining all applicable landscape conditions.  
**Response: All applicable landscape conditions have been reviewed in the UDO.**
  
- Section 146-4.7.5 Required Landscaping (C) Curbside Landscaping 2a  
 Street trees and curbside landscaping shall be provided along all street frontages, public or private at a ratio of one (1) tree per 40 linear feet of curbside landscaping. Where street trees exist but have subsequently died, the applicant shall be responsible for replacing those street trees. Street trees shall be located 50' from the face of a stop sign to maintain regulatory sign visibility. Refer to Figure 4.7-2. **The existing trees on site are to remain. A tree protection detail is included in the Landscape sheets.**

Although the FDP permits the installation of sod, the city encourages the applicant to follow the UDO which limits the use of sod to curbside landscapes that are 10' in width or greater. The UDO requires plantings within the curbside landscape to vary depending upon the width required by the street cross section

**Response: Curbside landscape has been proposed along 6<sup>th</sup> Ave. and North Catawba Way because those curbside widths are less than 10'.**

- Section 146-4.7.5 D. Street Frontage Landscape Buffers  
 The FDP requires a 20' wide street frontage landscape buffer along East 6th Parkway and North Catawba Way which may not be reduced. Buffer quantities shall follow the FDP as noted above. Shrubs and ornamental grasses may not be substituted for trees in the buffer unless the applicant demonstrates to staff that the site is encumbered. Encumbrances shall include overhead and underground utilities, floodplain, easements or similar.  
**Response: A recent FDP Amendment states that such landscape tracts are not required along collector roads, such as Catawba Way and E 6<sup>th</sup> Avenue. Along E 6<sup>th</sup> Parkway, the design provides 18' between the ROW line and buildings, resulting in only a 10% variance from the 20' buffer. Please see the Adjustment section on the Cover Sheet and in the Letter of Introduction for further information.**
  
- 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.  
**Response: When overlapping landscape standards occur in the site, the most restrictive requirements were met.**

- Section 146-4.7.5 I. Private Common Open Space/Tract Landscaping  
 Landscaping for any common open space tracts shall follow the landscape requirements as noted above.

**Response: The site does not have any Private common open space/tracts.**

- Section 146-4.7.5. J. 3. Multifamily and Single Family Attached (Townhome) Residential Structures  
 All new multi-family buildings shall provide building perimeter landscaping. Plant beds shall be an average of six feet wide and shall consist of 1.25 plants per five linear feet of unit perimeter footage. At least five percent should be a mixture of evergreen and deciduous trees, at least 15% shall be tall shrubs with a mature height of six feet and up to 80% shall be a mixture of evergreen and deciduous shrubs chosen to create seasonal interest. An example table demonstrating compliance has been provided below.

**Response: The building perimeter planting follows the plant requirements stated above. Our plant counts are reflected in the building perimeter table on the 1<sup>st</sup> page of landscape sheets.**

Building Perimeter Landscape Table								
Building	Building Perimeter Landscape Description	Length	Trees Required	Trees Provided	Tall Shrubs Required	Tall Shrubs Provided	Regular Shrubs Required	Regular Shrubs Provided
1	Building 1 Elevation	207 LF						
	5% Trees (Mix of Evergreen and Deciduous)		3	3				
	15% Tall Shrubs				8	8		
	80% Other Shrubs						42	42
2	Building 2 Elevation	238 LF						
	5% Trees (Mix of Evergreen and Deciduous)		3	3				
	15% Tall Shrubs				9	9		
	80% Other Shrubs						48	48
3	Building 3 Elevation	208 LF						
	5% Trees (Mix of Evergreen and Deciduous)		3	3				

- Landscaping shall be completed prior to the issuance of a final certificate of occupancy. Temporary certificates may be granted at the discretion of the Building Department when certificates are requested outside of the normal landscaping season of April 1st through October 31.

**Response: Comment noted, thank you.**

- Section 146-4.7.5 L. (Site Entryways and Intersections)  
 Provide a distinctive landscape feature at each site entrance. Distinctive landscape features should consist of specimen quality plant material that will provide visual interest during all seasons. This is typically associated with any proposed signage or monumentation.

**Response: Both entries off Catawba and 6<sup>th</sup> Ave. have specimen quality plant material and a series of seat walls and ground plan materials to create visual interest. The entry along Catawba includes primary monument signage in addition to the items listed above and 6<sup>th</sup> Ave. Provides secondary monument signage.**

- Section 146-4.7.3 M. Detention and Water Quality Ponds.  
 The city encourages applicants to utilize Low Impact Development (LID) techniques as permanent best management practices (BMPs). Some examples of LID techniques are depicted in the images below and include permeable pavements, vegetative swales and rain gardens.

**Response: There are no detention ponds on site therefore limited opportunity to implement LID/BMP improvements.**

Applicants may propose their own BMPs or work with the City of Aurora's Water and/or Public Work's Departments.

**Response: Comment noted, thank you.**

- All detention pond facilities shall not exceed six feet in depth. The area within the tract surrounding the pond shall contain a minimum of one 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.

**Response: There are no detention ponds on site.**

- Section 146-4.8.3. C. (Irrigation)  
 All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, the City Water Department will require the applicant divide their landscape into water conserving, non-water conserving and non-irrigated areas as part of the landscape submittal. A table summarizing the quantities along with a plan shall be provided that clearly delineates these areas. Contact Timothy York at (303) 739-8819 regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system.

**Response: Thank you for providing Timothy York's contact information. The last page of the Landscape sheets includes a hydrozone plan delineating water conserving areas and non-water conserving areas.**

### 3D. Building Design Standards

Section 146-4.8 of the UDO contains specific standards for the design of buildings. These standards include requirements for building orientation and spacing, breaking up the massing of building facades with articulation elements, four-sided building design, and permitted materials, among other things. The Cross Creek Master Plan contains architecture design guidelines for multifamily buildings, which will be utilized in addition to UDO requirements. Where standards conflict, the more restrictive standard shall be applied.

**Response: See below for standards utilized in the building design.**

#### 1. 4.8.4.B1 - Building Orientation and Spacing

**B1: Each Primary structure primary façade is orientated towards a (a.) public street or (b.) a public park, open space or common green.**

**B3: Building Spacing, no residential building on site faces each other in a plaza, green space, or pedestrian passage.**

#### 2. 4.8.5.B – Massing and Articulation

**B4: Horizontal Articulation – Every 50 linear feet, MF developments shall use two horizontal articulation methods.**

**Method 1: Change in material texture, patterning or color that extends the full height of the primary façade, excluding the ground level. Provided in all massing models.**

**Method 2: Change in roof height or form - A variation of parapet height of at least 3' is provided.**

**C1: Vertical Articulation – Each primary structure or portion of primary structure with a height of 30' or more shall use vertical articulation to present a clear base, middle and cap. At least one vertical articulation option shall be used for each element. (Base, Middle, and Cap)**

**Base – (a.) Massing models provided have a base. Intent for base is to provide heavy, high-quality, durable materials on the ground floor for pedestrian experience.**

**Middle – (e.) Intent to provide Change in material occurring between first and second floor.**

**Cap – (i.) Intent to provide reveal line at top of buildings.**

#### **4.8.6 – Building Materials**

**Materials – Design intent to provide materials that allow building to read as base, middle, and cap.**

**Materials will meet requirements from “Table 4.8-5 Permitted Primary Exterior Building Materials.” & “Table 4.8-6 Masonry Standards for Single-Family attached & Multifamily”**

**Colors - Intent to provide historic color palettes per Cross Creek FDP-Design Standards.**

**Four-sided Building Design – “Provided to eliminate the common treatment of “back” of buildings.**

**Primary, Secondary, and Minor Façade will be provided with architectural elements that are not limited to one side of the building and meet minimum element requirements provided in “Table 4.8.8 Façade Character elements for four-sided building design”**

#### **Massing**

**Primary (3 min.) – Wall, parapet height change, Roof form change, Wall Notch**

**Secondary (2 min.) – Wall, parapet height change, Roof form change, Wall Notch**

**Minor (1 min.) Wall, parapet height change.**

#### **Materials**

**Primary (2 min.) – Change in material, Change in color, Change in texture.**

**Secondary (2 min.) – Change in material, Change in color, Change in texture.**

**Minor (1 min.) – Change in material, Change in color.**

#### **Human Scale**

**Primary (3 min.) – Architectural detailing, Building-mounted lighting fixtures, Building corner enhancement.**

**Secondary (2 min.) – Architectural detailing, Building-mounted lighting fixtures,**

**Minor (1 min.) - Architectural detailing,**

**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.

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

**Response: Design intent is to provide materials that allow building to read as base, middle, and cap. Materials will meet requirements from “Table 4.8-5 Permitted Primary Exterior Building Materials.” The building massing will use a combination of glazing, textured surfaces, architectural elements, and colors to create a four-sided building design that is inviting and attractive to the community.**

### 3E. Signs

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

**Response: Two (2) ground mounted monument sign locations are depicted on the landscape plans both vehicular access points.**

## 4. Adjustments

Section 146-5.4.4 details the definitions, applicability, procedures, and criteria of approval for all adjustments to development standards. If any adjustments are requested, they must clearly be listed and justified in the Letter of Introduction. They must also be listed on the cover sheet of the Site Plan and any other sheets on which they are applicable. Approvals of adjustment requests are not guaranteed. Adjustment requests should identify the reason for the adjustment, efforts to minimize the adjustment, and design elements proposed to mitigate the

standards proposed for reduction. Typically, mitigation techniques should go above and beyond requirements from other code sections. If an adjustment does not meet the limits for administrative approval under Section 146-5.4.4.F, then the adjustment will require approval from the Planning and Zoning Commission.

**Response: Comment noted, thank you.**

## 5. **Submittal Reminders**

### 5A. *CAD Data Submittal Standards*

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

**Response: Comment noted, thank you.**

### 5B. *PDF Requirements*

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

**Response: Comment noted, thank you.**

### 5C. *Mineral Rights Notification*

Please fill out the Mineral Rights Affidavit and supply this document to your Case Manager with the application submittal.

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

### **Pre-Submittal Meeting:**

Contact the assigned Case Manager to schedule a pre-submittal meeting at least one week prior to submitting an application. At the pre-submittal meeting, staff will review the submittal requirements, discuss the review timeline, provide a fee estimate, and review the process for uploading files and inputting adjacent property owners. Please note that a separate pre-submittal meeting is required with Real Property for the Subdivision Plat prior to application submittal. Please contact Real Property directly to schedule this meeting.

**Response: Comment noted, thank you.**

### *Community Participation:*

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

**Response: Comment noted, thank you.**

### *Neighborhood Services Liaison:*

- Scott Campbell is the neighborhood liaison for the project. He has put together a report attached to these notes listing the registered neighborhood organizations within one-mile of your proposed project and can assist in scheduling and facilitating meetings with community members. Please work with the organizations that express interest in your project to address comments and mitigate concerns.

**Response: Comment noted, thank you.**

- All meetings with registered neighborhood organizations should also include the Planning and Development Services Department Case Manager so that questions concerning the UDO and procedures can be properly addressed. The Case Manager will record any project-related commitments that are made to the community at these meetings.  
**Response: Comment noted, thank you.**
- Additional information about the Neighborhood Liaison Program can be found on the Neighborhood Services page of the city website.  
**Response: Comment noted, thank you.**

### **Oil and Gas Development**

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

**Response: Comment noted, thank you.**

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

**Response: Comment noted, thank you.**

### **Parks, Recreation & Open Space Department (PROS)**

- Land Dedication - There are pending amendments to the Cross Creek Master Plan, which are consistent with the proposed density depicted in your concept plan. Based on the proposed unit count, both neighborhood and community park land dedication requirements are already satisfied by previous phases of Cross Creek development. However, land dedication for open space purposes does apply to this project, which will be satisfied by a cash-in-lieu payment prior to plat.  
**Response: Comment noted, thank you.**
- Park Development Fees - Fees for community park development will be collected at time of building permit issuance.  
**Response: Comment noted, thank you.**
- Bike/Ped Connectivity - The provision of a wide sidewalk along Catawba Way is recommended because of the pedestrian and bicycle destinations immediately north of 6th Avenue (public trail through the neighboring data center) and south of 6th Avenue (the Cross Creek neighborhood park).  
**Response: Existing sidewalk already provided along Catawba Way up to property line, additional path provided on the western edge of our site, to provide for an additional connection from 6<sup>th</sup> Parkway to 6<sup>th</sup> Ave.**

### **Forestry Division**

There are trees on this property located within the curbside landscape along East 6th Parkway that should be protected during construction activities. If the trees are damaged during development activities, tree mitigation will be required.

**Response: The two trees along E. 6<sup>th</sup> Parkway will remain and be protected during construction activities.**

### **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:

<https://auroraver2.hosted.civiclive.com/cms/One.aspx?portalId=16242704&pageId=16529352>

**Response: Notes from the Parks, Recreation & Open Space Dedication and Development Criteria manual and a tree protection detail has been added to the landscape sheets.**

### 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: No Ash trees are planted on the site.**

### Aurora Public Schools

In accordance with Section 4.3.18 of the Unified Development Ordinance, the school land dedication obligation for the 272 proposed apartments is .8901 acres. Aurora Public Schools will accept cash-in-lieu of land for this obligation valued at market value of zoned land with infrastructure in place. Cash-in-lieu is due prior to plat approval.

AURORA PUBLIC SCHOOLS - STUDENT YIELD  
 9/30/2021

Landmark at Town Center - Pre-app			
Dwelling Type	Units	Yield Ratio	Student Yield
SFD		0.7	0
MF-LOW		0.3	0
MF-HIGH	272	0.145	39
<b>TOTAL</b>	<b>272</b>		<b>39</b>

YIELD	ELEMENTARY		MIDDLE SCHOOL		K-8 TOTAL	HIGH SCHOOL		K-12
	RATIO	STUDENTS	RATIO	STUDENTS	STUDENTS	RATIO	STUDENTS	TOTAL
SF	0.34	0	0.16	0	0	0.2	0	0
MF-LOW	0.17	0	0.08	0	0	0.05	0	0
MF-HIGH	0.075	20	0.04	11	31	0.03	8	39
<b>TOTAL</b>		<b>20</b>		<b>11</b>	<b>31</b>		<b>8</b>	<b>39</b>

SCHOOL TYPE	STUDENT YIELD	ACRES PER CHILD	ACRES REQUIRED
ELEMENTARY	20	0.0175	0.3570
MIDDLE	11	0.025	0.2720
HIGH	8	0.032	0.2611
<b>TOTAL</b>	<b>39</b>		<b>0.8901</b>

**Response: Comment noted, thank you.**

### 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:

- Site must be in conformance with currently under review Master Utility Study.  
**Response: Site is in conformance with Master Utility Study that was submitted in the FDP.**
- Easements are required for any utility not within the public ROW.  
**Response: Easements are provided for all utilities not within the public ROW.**
- Water meters are to be in landscaped areas.  
**Response: Water meters moved to landscaped areas.**
- Each building is to have a single water meter, irrigation is to be handled through separate individual meters.  
**Response: Each building has a separate water meter.**

- Pool backwash is to discharge to the sanitary sewer system.  
**Response: A sanitary stub is provided to the club house which will handle this discharge from the pool backwash.**
- Utility stubs are to be provided to the northeast parcel for future extension.  
**Response: Two water line stubs and one sanitary sewer stub provided to the northeast parcel. One water stub and one sanitary stub will be provided at the southwest portion of the site. And the second water connection will be provided via the water extension on 6<sup>th</sup> Ave.**
- This site is required to have a looped water supply. Connections are not to be made to the 30-inch water main within 6th Parkway.  
**Response: This site will have a looped water supply with 1 connection on Catawba Way and one connection in 6<sup>th</sup> Ave.**
- A domestic allocation agreement will be required for connections 2" and larger.  
**Response: A domestic agreement will be provided for connections 2" and larger.**

*Utility Services Available:*

- Water service may be provided from: Catawba Way  
**Response: Two water service connections provided by Catawba Way**
- Sanitary sewer service may be provided from: Catawba Way  
**Response: Sanitary sewer connection provided by Catawba Way**
- Project is located on the following Map Pages: 07U  
**Response: Comment noted, thank you.**

*Utility Service Requirements:*

- A Site Plan is required for this project and must show existing and proposed utilities including:
  - Public/Private Mains
  - Service Lines
  - Water Meters
  - Fire Suppression Lines
  - Fire Hydrants necessary to service your development
  - All utility connections in the arterial roadway are required to be bores**Response: All existing and proposed utilities listed above are shown on site plan.**
- 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: Design criteria set forth in Section 5 of the Standards and Specifications Regarding Water, Sanitary Sewer and Storm Drainage Infrastructure utilized in the design of this site plan.**

*Utility Development Fees:*

- A partial Storm Drainage Development fee is required prior to the recording of the Subdivision Plat or at the time of building permit approval if a Plat is not required. Additional Storm Drainage fees may be charged and are based on the amount of impervious surface created by this project.  
**Response: A partial storm drainage development fee will be paid prior to the recording of the Subdivision Plat.**

- 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: Comment noted, thank you.**
- For a full listing of Utility Fees, please see the Aurora Water Fee Schedules.  
**Response: Comment noted, thank you.**
- Commercial users with meters one and one-half inches and smaller with landscaped areas not served by a separate irrigation system shall be charged an outdoor fee based upon the total landscaped area.  
**Response: Comment noted, we will not apply to this site as meters will serve residential sites.**

### **Public Works Department**

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

#### Key Issues:

- A Detailed Traffic Impact Study (TIS) will be required with this development. See below for more information.
- The following is not supported:
  - Head-in parking off the 6th Parkway access
  - Head-in parking at the internal traffic circle
  - The immediate parallel parking from Catawba Way at the 5th Ave access. Provide a minimum of 75' from curb line of Catawba Way.  
**Response: Per conversions with Steven Gomez, 6 head-in parking spots off 6<sup>th</sup> Parkway removed from the FDP plan, to have no head in parking within 60 ft from the 6<sup>th</sup> Parkway flow line. All head-in parking removed at the internal traffic circle. Parallel parking spots removed, to provide a minimum of 75' from the Catawba Way flow line before par.**
- Traffic signal escrow will be required at the 6th Parkway and Catawba Way intersection.
- Applicant shall install two 2" conduits and pull boxes to be owned/maintained by the City of Aurora, for future fiber optic interconnect of traffic signals along arterial roadways.
  - Conduit
    - Conduit material shall be Schedule 80 HDPE (or similar).
    - A # 14 AWG stranded copper conductor shall be installed for city underground locating purposes.
    - A nylon pull tape with a minimum 1,250 lb. tensile strength shall be installed in all new conduit.  
**Response: Easement provided at the corner of Catawba Way and 6<sup>th</sup> Parkway for pull boxes. On the construction plans, a # 14 AWG stranded copper conductor shall be installed with a nylon pull tape with a minimum 1,250 lb. tensile strength.**
  - Pull Box
    - Pull boxes shall be 30"x48"x24", with two-piece interlocking lids.
    - City conduit shall be installed into City Pull Boxes.  
**Response: Easement provided at the corner of Catawba Way and 6<sup>th</sup> Parkway for pull boxes.**
- Show all adjacent and opposing access points on the Site Plan.  
**Response: All access points shown on the site plan**

- Label the access movements on the Site Plan.  
**Response: Access movement labeled on detailed site plan.**
  
- Objects and structures shall not impede vision within the sight triangles. Show sight triangles on the site plan and landscaping plan at all access points in accordance with City of Aurora Standard Traffic Detail TE-13. In addition, street trees shall be set back from Stop signs and other Regulatory signs as detailed in City of Aurora Standard Traffic Detail TE-13.3.  
**Add the following note landscape plans: 'All proposed landscaping within the sight triangle shall be in compliance with COA Roadway Specifications, Section 4.04.2.10'**  
**Response: This note has been added to the landscape plans.**
  
- Show existing stop signs and street name signs or the installation of new stop signs and street name signs by developer at the site access points onto public streets. Add the following not to the Site Plan:
  - The developer is responsible for signing and striping all public streets. The developer is required to place traffic control, street name, and guide signs on all public streets and private streets approaching an intersection with a public street. Signs shall be furnished and installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards and shown on the signing and striping plan for the development.  
**Response: Note added to the site plan**

**ROW/Plat:**

- Designate a Public Access Easement along private drives.  
**Response: A public access easement provided along all the private drives**
  
- A traffic signal easement shall be required at the intersection of 6th Parkway and Catawba Way to accommodate the proposed traffic signal pole, underground conduits, pull boxes and signal control cabinet.  
**Response: Traffic signal easement added to the corner of 6<sup>th</sup> Parkway and Catawba Way.**
  
- The intersection of 6th Parkway and Catawba Way is a potential candidate for a future traffic signal if and when signal warrants are met. As an adjacent landowner/developer, you must participate in the cost of the traffic signal installation. Add the following note to the Site Plan:
  - (Applicant/owner name, address, phone) shall be responsible for payment of 25% of the traffic signalization costs for the intersection of 6th Parkway and Catawba Way if and when traffic signal warrants are satisfied. Traffic signal warrants to consider shall be as described in the most recently adopted version of Manual on Uniform Traffic Control Devices, as of the date or dates of any such warrant studies. For warrant purposes, the minor street approach traffic shall typically be comprised of all through and left-turn movement and 50% of right turn movements unless otherwise determined by the traffic engineer. **Pursuant to 147-37.5 of city code, the percentage of the traffic signalization costs identified above shall be paid to the city by the applicant / owner, to be held in escrow for such purpose, prior to the issuance of a building permit for the related development or as otherwise required by city code.** The percentage above will be applied to the entire traffic signalization cost as estimated at the time of the escrow deposit to calculate specific dollar funding requirement.  
**Response: Noted, note added to Site Plan Cover sheet**

### Traffic Impact Study

- 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.
    - a. The City can provide some historic count data, but the City has also taken pre-post COVID19 count data that can support scaling of counts taken during this time. Coordinate, via email, with Steve Gomez on this item.
    - b. Trip Generation from the site.
  2. Site Circulation Plan  
Include detailed analysis of:
    - a. All site access points
    - b. Intersection of 6th Parkway at Catawba Way
    - c. Intersection of 6th Avenue at Catawba Way
    - d. Intersection of 6th Avenue at Gun Club Road
  3. Signal Warrant Analyses of 6th Parkway and Catawba Way – Warrant 1,2,3 all to be included (collect 72 hour tube counts for analysis).  
Analysis of pedestrian connectivity.
  4. Discussion of the application of elements from the Traffic Calming Toolbox and countermeasures applicable from the FHWA Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations (July 2018) to address any concerns for speeding, pedestrian crossings, etc. Techniques in the Traffic Calming Toolbox include: Advanced Yield Lines, Enhanced Crosswalk, High-Visibility Signs and Markings, In-Street Pedestrian Crossing Signs, Enhanced Pedestrian Crossing Sign Devices (HAWK or RRFB), 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.

**Response: A detailed Traffic Impact Study with these specific items included in this submittal.**

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

**Response: The Traffic Study included in this submittal and emailed to Steve Gomez directly.**

Based on our review of the Traffic Impact Study, additional improvements may be required.

**Response: Comment noted, thank you.**

**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 are as follows:
  - 6th Avenue – Corner radius dedication, complete the southern half of the section including pavement, curb and gutter, 5’ detached sidewalk, 9’ curbside landscaping, striping, and streetlights
  - Catawba Way – 6’ detached sidewalk, 8’ curbside landscaping, streetlights
  - 6th Parkway – streetlights
  - Update the existing curb ramps including the north-south crossing across Catawba at the intersection of Catawba and 6th Parkway, the curb ramps at the intersection of Catawba and 5th Avenue may also need to be updated depending on the traffic analysis.

RE: Landmark at Town Center LLC (#1576564) - Pre App Notes



Bingham, Julie <jbingham@auroragov.org>

To ○ Gomez, Steven; ● Shannon, Liam  
 Cc ● Johnk, Kevin; ● Kennedy, Haley

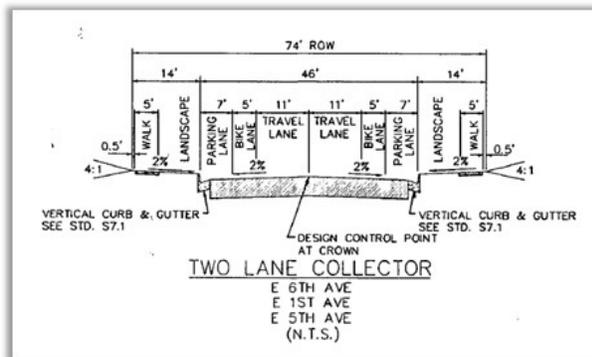


10/21/2021

**i** You replied to this message on 10/21/2021 3:58 PM.

Hi Liam,

In regards to your second question, I am attaching a picture of the standard section of 6<sup>th</sup> from the west side of the intersection. This is snipped from the Cross Creek CD's (EDN:203136). We would like to see the road continued using the existing southern flow line from the west side using this section. Any sidewalk outside of ROW can be put in a sidewalk easement – meaning no additional ROW besides the corner radius will be required to be dedicated.



Please let me know if that answers your question.

- A preliminary drainage report shall be submitted with the site plan. The existing pond shall be evaluated to verify the required volumes are provided. No paving shall be permitted until the pond certification is submitted to the city for review. The pond certification shall be approved prior to Temporary Certificate of Occupancy (TCO) or Certificate of Occupancy (CO).
- **Response: Preliminary drainage report submitted as part of this package. The existing pond volume was calculated to verify that enough storage is available for this site.**
- Previously approved plans and reports can be found on the City's website. Instructions can be found here: Getting to Engineering Documents Online. Older documents can be provided upon request.  
**Response: Comment noted, thank you.**

*Improvements:*

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

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

***Response: Comment noted, thank you.***

- 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. Detailed grading of the curb ramps shall be included in the civil plans.

***Response: Curb ramps shown at ADA parking spots and necessary locations.***

- 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: No flared curb cuts are proposed where traffic movements are substantial. Curb return radii labeled on plan.***

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

***Response: Pedestrian Bicycle Railings locations shown on landscape plans.***

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

***Response: No retaining walls are being utilized at this time.***

- 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: The Drive slopes are under these maximums. Drive Slopes are sloping down from 6<sup>th</sup> Parkway at 0.65% and up from Catawba way at 2.06%.***

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

***Response: No gates are proposed on this site.***

- Streetlights required along adjacent roadways. Please refer to the Draft Lighting Standards for streetlight spacing, location, wattage, etc., information. Streetlights 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. Streetlight locations shown on the site plan are conceptual. The street lighting plan shall be included with the Civil Plan submittal and will determine final streetlight locations based on a photometric analysis.

***Response: Streetlights added along adjacent roads.***

*ROW/Easements/Plat:*

- The dedication of a 20-foot lot corner radius is required at the intersection of East 6th Avenue and North Catawba Way.

***Response: A 20-foot lot corner radius is shown dedicated to ROW***

- Please coordinate with the Real Property Division of Public Works for the dedication of any required easements. If a plat will be prepared for this development, the plat can cover the required easements.
  - Sidewalk easements may be required for new sidewalk installed.
  - A drainage easement shall be required for any detention/water quality facilities on site. This drainage easement shall tie to a public way.
  - Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way.
  - Public access/fire lane easement shall be required for fire lanes outside of public right-of-way. Please coordinate with Life Safety for their alignment.

**Response: Discussed the required easement with the Division of Public works**

- **Sidewalk easement dedicated to 6<sup>th</sup> Ave for required street improvements**
- **The detention pond is located offsite, across the street from Catawba Way, so no drainage easement required**
- **Utility easement provided for all utilities located outside the public right-of-way**
- **Coordinated with Mike Dean to where to best locate the Fire lanes. All accesses dedicated to public access.**

*Drainage:*

*Drainage design standards can be found in the City's "Storm Drainage Design and Technical Criteria".*

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

**Response: Preliminary drainage report included in this site plan submittal.**

- The engineer is responsible for researching and determining if there has been a study by Mile High Flood District (MHFD) proposing improvements within or adjacent to said development. Any such improvements may be required to be constructed with the subject development. Coordination with MHFD and the City shall be initiated in such case at the master plan level or as soon as determined with any proposed development.

**Response: No additional improvements required within or adjacent to said development, that is not covered in the Cross Creek Master Drainage Report.**

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

**Response: Comment noted, Engineer will coordinate with Public Works to send SDI Design Data during Civil Plans stage.**

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

**Response: Latest version of the "Storm Drainage Design and Technical Criteria" Manual utilized in the Preliminary Drainage Report.**

- 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: Concreted points of discharge will not flow over sidewalks. Roof drains will connect directly to the Storm drain or utilize sidewalk chase sections.**
- 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: Surveyor has verified the location of the storm stub to existing detention pond.**
- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed.  
**Response: Storm sewer extended through the site to capture runoff and route to existing detention pond.**

### **Fire/Life Safety Comments - Building Division**

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

#### *Key Issue:*

- A water line will need to be extended from the intersection of East 6th Avenue and North Catawba Way due east to the northeast corner of your site and then tied into the internal looped water supply of the site. A fire hydrant will be needed on East 6th Avenue approximately 500' due east of the East 6th Avenue and North Catawba Way intersection.  
**Response: Waterline extended from the intersection of East 6th Avenue and North Catawba Way, providing a connection to the internally looped water line to the site. A fire hydrant was placed approximately 500' east of the intersection.**

#### *Addressing Requirements:*

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

**Response: All six apartment buildings will have separate numbers.**

#### *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](http://www.iccsafe.org).

- The Aurora Building Division currently utilizes the adopted 2015 International Codes Series except for the 2020 NEC. Our next code adoption cycle will be for the 2021 International Code Series.
- Show any new lot lines and distance to proposed exterior walls on the site plan.  
**Response: 10' building setback shown from existing Right of Way lines.**

#### *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
- Keep Drive Aisle Passable at All Times Signs
- Sign Package
- Signature Block
- Street Standards and Street Section Details

***Response: The civil plan package contains fire lane sign detail, grading plan, handicap accessible parking signs, sign package and street section details.***

Emergency Responder Radio Coverage:

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

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

***Response: At final frame and final electrical inspection, the GC will hire an approved and qualified independent party to assess the radio frequency.***

Fire Department Access:

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

- Fire Lane Easement
  - Buildings less than 30' in height require only a 23' wide fire lane easement with 29' inside and 52' outside turning radii. Building greater than 30' in height require a 26' wide fire lane easement with a 26' inside and 49' outside turning radii.
  - Buildings greater than 30' in height are regulated by the 2015 IFC Section D105 and require a both a 26' Fire Lane Easement and two points of emergency access. Typically, the 26' fire lane easement is located on the front main entry side of the structure within a minimum of 15' and a maximum of 30' from the exterior wall of the building. Structures greater than 30' in height also require a second point of emergency access.

***Response: Buildings will be greater than 30' in height so 26' Fire Lane Easements are provided. Two points of emergency access are provided for all the buildings.***

- ***Building 1: Catawba Way and 5<sup>th</sup> Ave***
- ***Building 2: Catawba Way and 6<sup>th</sup> Ave***
- ***Building 3: Internal Drives with Tandem Driveways***
- ***Club House: Internal Drive***
- ***Building 4: Internal Drive with Tandem Driveways***
- ***Building 5: Internal Drive with Tandem Driveways and Catawba Way***
- ***Building 6: Internal Drive, Proposed 5<sup>th</sup> Ave and Catawba Way***

***Fire lanes coordinated in a zoom meeting with Mike Dean.***

Fire Hydrants:

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

**Response: 3 Fire Hydrants being added to the site, one on 6<sup>th</sup> Ave and two internal to the site. 3 Existing Fire Hydrants, 2 on Catawba and 1 on 6<sup>th</sup> Parkway**

Fire Sprinkled Structures:

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

**Response: Each building will be installed with a fire sprinkler system provided by the fire suppression line.**

Accessibility Requirements:

The City of Aurora reviews 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
- Please show the location of all mail kiosks proposed within this site. Public Works will require a curb ramp to access the mail kiosks from the adjacent urban streets. A detail will be needed of the mail kiosk layout that includes the mailboxes, sidewalk, street and curb that reflect the way these elements will meet the accessibility requirements of the ADA, USPS, ICC A117.1, 2009 edition.

**Response: No mail kiosks will be utilized in this proposed site, all mail will be provided in each apartment building.**

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

- Commercial

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 lifesaving of fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an accessible location.

**Response: This will not be a gated complex, so fire access to structures will not be restricted.**

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: A site plan legend is provided on each sheet of the site plan.**

Phasing Plans:

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

**Response: The project is only one phase.**

Photometric Plan:

- Add the following note to the Photometric Site Plan:  
ILLUMINATION WITHIN THE SITE MUST COMPLY WITH THE 2015 INTERNATIONAL BUILDING CODE REQUIREMENT FROM SECTION 1006 - MEANS OF EGRESS ILLUMINATION. SECTION 1006.  
ILLUMINATION REQUIRED: THE MEANS OF EGRESS, INCLUDING THE EXIT DISCHARGE, SHALL BE ILLUMINATED AT ALL TIMES THE BUILDING IS OCCUPIED. SECTION 1006.2 ILLUMINATION LEVEL.

THE MEANS OF EGRESS ILLUMINATION LEVEL SHALL NOT BE LESS THAN 1 FOOT-CANDLE (11 LUX) AT THE FLOOR LEVEL AND CONTINUING TO THE "PUBLIC WAY".

**Response: Note add to the Photometric Site Plan.**

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

**Response: Accessible Route added to the photometric plan.**

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

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

- (Plat Note) If Plat 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 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: Notes add to Plat and Site Plan.**

*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: Data Block has been added to the Site Plan.**

*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
  - 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.

**Response: No existing fire lane is being removed or relocated.**

- 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 structure may utilize 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.

**Response: 3 Fire Hydrants being added to the site, one of 6<sup>th</sup> Ave and two internal to the site. Both internal fire hydrants have a fire lane easement adjacent to them in order to provide emergency access to them. There are 2 existing hydrants on Catawba Way and 1 existing hydrant on 6<sup>th</sup> Parkway that provide coverage to the site.**

- Access Road Width with a Hydrant
- Aerial Fire Apparatus Access Roads
- Fire Apparatus Access Road Specifications
- Combined Fire Lane, Public Access and Utility Easements
- Construction of Fire Lane Easements and Emergency Access Easement
- Dead-end Fire Apparatus Access Roadways
- Encroachment into Emergency Access or Fire Lane Easements are Prohibited
- Grade
- Labeling of Easements on the Site Plan, Plat and Civil Plans
- No Parking is allowed within a Fire Lane Easement
- Pocket Utility Easements for Fire Hydrants
- Public Street Systems Adjacent to Site
- Remoteness
- Speed Bumps
- Snow Removal Storage Areas
- Two points of Emergency Access
- Width and Turning Radius

**Response: All special design considerations shown on site plan.**

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: Dumpster will be less than 1.5 cubic yards and placed within the building.**

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.*

Site Plans:

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

**Response: Real Property checklist utilized when preparing the Plat Documents.**

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: Comment noted, thank you.**

- During the pre-application meeting no requirement for separate documents were specifically identified for your site as proposed. However, review of your actual Site Plan when submitted may identify additional conditions which will require a separate document. Following are the links to additional information if needed later in your formal review process.
  - Dedications Packet
  - Easement Release

- License Agreement Packet  
**Response: Comment noted, thank you.**
  
- If there are existing easements that are no longer needed, the city will require the developer to make application to the city to release those easements. Easement release documents must be prepared using Real Property specifications and are available in the Easement Release Packet. Once complete and accurate easement release information is submitted to Real Property, it takes about 8-10 weeks to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.  
**Response: Comment noted, thank you.**
  
- The developer may need to dedicate new easements and/or street right-of-way on the site. Since a new subdivision plat is not required, these dedications must be done by separate legal document. These legal documents must be prepared using Real Property specifications which are found in the Dedications Packet. Once complete and accurate easement dedication information is submitted to Real Property, it takes about 8 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: Currently, the developer is not dedicating any easements and/or street right-of-way outside of the property.**
  
- No portion of any roofed structure may encroach into any easement. However, you may have items that encroach into city-owned property or easements (i.e. retaining walls, medians, fencing, etc.). If allowed, these types of encroachments require a License Agreement. Requirements can be found in the License Agreement Packet. It takes 8-10 weeks to complete the process after submittal. The License Agreement must be completed before the Site Plan is recorded.  
**Response: No roofed structure is encroaching into any easement.**
  
- If a requirement for new street lighting is identified during the review process, this may be an opportunity to partner with cell carrier providers. New technology allows these providers to incorporate their technology with street lighting. These carriers are willing to take on the cost of purchasing and installing a light with qualifying projects. Please contact Leslie Gaylord at 303.739.7901 for additional details and contact information.  
**Response: Comment noted, thank you.**