



Date: September 30th, 2021

To: Dan Osoba, Planner II  
City of Aurora Planning Department

From: Garrett Graham  
PCS Group Inc.  
P.O. Box 18287  
Denver, CO 80218

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This document is a response to the E470 & 6<sup>th</sup> Parkway – Commercial ISP  
(Application Number: #1561560) Pre-Application Meeting comments we received on August 12, 2021  
from the Office of Development Assistance. Responses are below in **RED**:

**Key Issues:**

► **Permitted Use:** Townhomes are a permitted use however, the green court type configurations shown in the concept are not be permitted..

PCS Response: We have not been able to get clarification on this comment from planning as of September 30<sup>th</sup>, 2021; however, per section 3.3 Use-Specific Standards, 3.3.2 Residential Uses, D. Dwelling Green Court is an identified specific residential use. Per section 3.3.2 Residential Uses, I. Dwelling, Single Family Attached (Townhouse) is also its own distinct specific use. Further, 3.3.2-I-2, states “The front door of each dwelling unit shall face a public or private street meeting the Aurora Roadway Design and Construction Specifications Manual or a Green Court Dwelling development meeting the standards of this UDO.” We are requesting clarification because it is difficult to interpret, we are not proposing a “green court dwelling unit”, rather we are anticipating a “single-family attached townhome dwelling unit” (which is permitted in MU-R) in a green court configuration.

We’d like to discuss this issue in more detail with Planning to determine the best configuration of townhomes within this new residential planning area, townhomes facing open space as well as how this residential component relates to the adjacent 0.5 acre neighborhood park. We know we can prepare a site plan either way but feel like having townhomes in a green court configuration is a preferred design alternative so that residents can access a park type space directly out the front door.

► **Walkable Main Street:** The main street proposed must be extended further into PA-10 to terminate at the proposed grocery anchor. Pad sites located along Gun Club Road shall have facades located no



more than 15-feet from the sidewalk adjacent to the main street and at least 40-percent of the street frontage shall be bordered by buildings or plazas.

**PCS Response:** The Land Use Map has been updated to extend the Main Street.

► **Plaza:** At least one plaza shall be located adjacent to the walkable main street with a minimum size of 2,500 square-feet. The plaza space shall incorporate pedestrian and bicycle facilities to connect to the proposed residential Planning Area to the south. This plaza may be utilized to comply with the walkable main street frontage requirement and may be designed as a Small Urban Park.

**PCS Response:** Plaza location has been relocated along the Main Street within Land Use Map and will subsequently show the features listed above once a site plan for this planning area is developed.

► **Focal Point:** The focal point identified in the original Master Plan was the proposed grocery anchor building. This focal point may remain as designed but needs to be illustrated to the terminus of the walkable main street or connected to the main street in some way.

**PCS Response:** PCS Response: The Land Use Map has been updated to extend the Main Street and terminate at the Focal Point.

► **Master Plan Amendment:** The Master Plan Amendment and associated engineering studies will need to be submitted prior to the acceptance of the Infrastructure Site Plan (ISP). After comments and issues have been adequately addressed and there are no remaining substantial comments, staff can accept a separate submission of the ISP.

**PCS Response:** Acknowledged.

► **Land Use:** The proposed single-family attached use must be reflected in the Master Plan amendment. Any changes in Planning Area size must also be included within this amendment. See page eight for further information.

**PCS Response:** Acknowledged, Land Use Map, Matrix, Form J and other documents have been updated to reflect residential component.

► **Common Space and Amenities:** At least 25-percent of the land area within each non-residential development site shall be outdoor common area. The proposed location of the proposed Neighborhood Park is not acceptable considering it is located behind a proposed grocery store next to a loading area, and adjacent to the tollway and a detention pond. The Neighborhood Park shall be integrated and connected to the new residential development area.

**PCS Response:** Acknowledged, neighborhood park has been moved to be adjacent to the new residential area. All commercial areas will comply with the 25-percent outdoor common areas when individual pad sites / planning areas are developed.



► **Access and Connectivity:** To accommodate the proposed residential Planning Area, the Public Improvement Plan (PIP) shall be updated as part of the Master Plan Amendment. Two points of access are required for this development area and if PA-8 is developed as phase one, then the access from East 6th Parkway must be built.

WPS Response: Coordination with Life Safety has taken place and an Emergency Vehicle Access is proposed for PA-7 residential through PA-8. (Note Planning Areas have been reorganized.)

► **Land Dedication:** Your proposal includes 78 townhome units which triggers the requirement for park and open space land dedication.

PCS Response: Acknowledged, park and open space land dedication has been provided within the Master Plan Amendment.

► **Future Trailhead and Access:** Parks, Recreation and Open Space (PROS) supports the drainage channel being within the Bayaud right-of-way as shown so long as it meets Mile High Flood District's requirements. The maintenance path required for this channel must be designed to also function as a trail connection between Gun Club Road and the future trailhead site adjacent to E-470. Arapahoe County Open Space will also need to approve the channel design and trail within this space.

PCS Response:

► **Traffic:** An updated Master Traffic Impact Study (MTIS) is required with this development.

LSC Response: Acknowledged, updated TIS has been provided.

► **Traffic Signal Escrow:** The intersection on Gun Club Road at Ellsworth Avenue is a potential candidate for a future traffic signal. Traffic signal escrow will be required if a traffic signal is identified by the detailed MTIS. The intersection at Gun Club Road at 6th Parkway is a signalized intersection. Traffic signal escrow will be required for this adjacent intersection. As an adjacent landowner/developer, participation in the cost of the traffic signal installation is required.

LSC Response: Acknowledged.

► **Master Documents:** Master engineering documents including the Public Improvement Plan (PIP) and master drainage study shall be updated to reflect the proposed changes. No site plan shall be submitted until the master documents have no substantial comments remaining

WPS Response: Acknowledged. The Master Utility Study has been amended and the Master Drainage has been through COA, MHFD, and E470 with no remaining comments.



## Planning and Development Services Department

### **Standards and Issues:**

#### **1. Zoning and Placetype** 1A. *Mixed-Use – Regional District*

The MU-R District is intended to serve as image making areas in Aurora near gateways, major arterial street and highway intersections, and regional activity centers. This district intends to promote a distinctive, unified character and to ensure high quality development. The required district elements described below have been included in the original Master Plan; however, their location and/or design must be included in the Master Plan Amendment in order to relate to the new residential land use.

**PCS Response:** Acknowledged, these elements have been updated to relate to the new residential component.

#### 1B. *Walkable Main Street*

The main street shown in the concept exhibits provided must be extended further into PA-10 to terminate at the proposed grocery anchor (focal point, see comment 1D below). Pad sites located along South Gun Club Road shall have facades located no more than 15-feet from the sidewalk adjacent to the main street and at least 40-percent of the street frontage shall be bordered by buildings or plazas (see comment 1C Required Plaza below).

**PCS Response:** Acknowledged, Master Plan has been updated to reflect main street extending and terminating at the proposed grocery anchor.

#### 1C. *Required Plaza*

At least one (1) plaza shall be located adjacent to the walkable main street with a minimum size of 2,500 square-feet. This plaza space shall incorporate pedestrian and bicycle facilities to connect to the proposed residential Planning Area to the south. This plaza may be utilized to comply with the walkable main street frontage requirement and may be designed as a Small Urban Park. Please see PROS comments within this letter for details. (Note: Section 146-2.4.7.H.3.b requires cash-in-lieu payment may not be used to satisfy the neighborhood park land dedication requirement in its entirety).

**PCS Response:** Plaza location has been relocated to be adjacent to the main street between the grocery anchor and residential component. This plaza will be designed to the Small Urban Park standards at the time a site plan is submitted.

#### 1D. *Focal Point*

The focal point identified in the original Master Plan was the proposed grocery anchor building. This focal point may remain as designed but needs to be illustrated to the terminus of the walkable main street or connected to the main street in some way (as extended per comment 1B). If the main street is designed to terminate at the proposed building within PA-10, please explicitly state the design intent within the Master Plan Tab 8 and Tab 10 to comply with this requirement.



**PCS Response:** Current the Master Plan has been updated to reflect main street extending and terminating at the proposed grocery anchor.

#### 1E. Airport Influence Overlay District

##### *Avigation Easement*

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

**WPS Response:** An avigation easement was a part of the original approved FDP. It has been included with the FDP Amendment submittal for reference.

#### 1F. Placetype

The Placetype identified by the Aurora Places Comprehensive Plan is Urban District. This area is critical to the economic and fiscal health of the city as they are centers of employment, culture and activity. These areas are the city's most intensely developed areas with mixed-use, entertainment, institutional, retail, restaurant and higher density residential. Single-family attached uses are supporting land uses within this district. Urban parks and plaza spaces provide residents and workers locations for community activities. Transit, pedestrian and bike connections are essential to the development of these areas.

**PCS Response:** Acknowledged.

#### 1G. Master Plan Amendment & ISP Submittals

The Master Plan Amendment and associated engineering studies (please see Public Works and Aurora Water document requirements within this letter) will need to be submitted prior to the acceptance of the Infrastructure Site Plan. After comments and issues have been adequately addressed and there are no remaining substantial comments, staff can accept a separate submission of the ISP.

**PCS Response:** Acknowledged.

## **2. Land Use**

### *2A. Proposed Single-Family Attached Townhome Land Use*

The proposed Single-Family attached use must be reflected in the Master Plan amendment on all tabs. Any changes in Planning Area size must also be included within this amendment. Form D of Tab 8 must



be amended to include the new land use, proposed density, maximum number of units, and proposed number of units. Please also include any changes in open space area and neighborhood park area on Form D, and in Form J in Tab 9.

**PCS Response: Acknowledged, Land Use Map, Matrix, Form J and other documents have been updated to reflect residential component.**

Townhomes, which are permitted in MUR, require frontage on a street and any garage access from the rear. Green court configurations are identified as a separate land use in the use table (UDO Section 146-3.2) and not permitted use in the MU-R district. Green courts may not be pursued as an adjustment since they are a separate land use category and would require the appropriate zone district. The conceptual layout does not appear to meet townhome requirements. The Master plan amendment cannot represent configurations of townhomes that are not permitted by the underlying zoning.

**PCS Response: We have not been able to get clarification on this comment from planning as of September 30<sup>th</sup>, 2021; however, per section 3.3 Use-Specific Standards, 3.3.2 Residential Uses, D. Dwelling Green Court is an identified specific residential use. Per section 3.3.2 Residential Uses, I. Dwelling, Single Family Attached (Townhouse) is also its own distinct specific use. Further, 3.3.2-I-2, states "The front door of each dwelling unit shall face a public or private street meeting the Aurora Roadway Design and Construction Specifications Manual or a Green Court Dwelling development meeting the standards of this UDO." We are requesting clarification because it is difficult to interpret, we are not proposing a "green court dwelling unit", rather we are anticipating a "single-family attached townhome dwelling unit" (which is permitted in MU-R) in a green court configuration.**

**We'd like to discuss this issue in more detail with Planning to determine the best configuration of townhomes within this new residential planning area, townhomes facing open space as well as how this residential component relates to the adjacent 0.5 acre neighborhood park. We know we can prepare a site plan either way but feel like having townhomes in a green court configuration is a preferred design alternative so that residents can access a park type space directly out the front door.**

### **3. Development Standards**

#### *3A. Dimensional Standards*

Please see the dimensional standards listed below. R-3 Dimensional Standards shall apply for townhome development within the MU-R District. Note that further comments will be provided when a site-specific Pre-Application Meeting is held for PA-8.

- Lot Size: 1,380 sf for end units; 1,250 sf for interior units
- Lot Width: 20' for end units; 18' for interior units
- Front Setback: 15'
- Side Setback: 5' interior to the site; 10' abutting a local street; 25' abutting a collector street
- Rear Setback: 3' to alley loaded garage
- Maximum Height: no taller than focal point or 45'





PCS Response: Acknowledged.

3B. *Subdivision Standards* The maximum block length created within PA-8 is 700' and the perimeter of the block shall not exceed 2,800'. School land dedication or cash-in-lieu payment shall be required with the new residential portion of this development. This application will be referred to Aurora Public Schools for comment.

PCS Response: Acknowledged.

### 3C. *Common Space and Amenities*

At least 25-percent of the land area within each non-residential development site (except for sites adjacent to the walkable main street) shall be outdoor common area, which shall be located and landscaped to connect with adjacent public spaces. The proposed location of Neighborhood Park – D as shown in the concept exhibit is not acceptable considering it is located behind a proposed grocery store next to a loading area, and adjacent to the tollway and a detention pond. The Neighborhood Park shall be integrated and connected to the new residential development area. A portion of the land within PA-8 may be utilized as a pocket park (see PROS comments for details).

PCS Response: Acknowledged, neighborhood park location has been moved to be adjacent to the PA-8 residential area.

3D. *Access and Connectivity* To accommodate the proposed residential Planning Area, the Public Improvement Plan (PIP) shall be updated as part of the Master Plan Amendment. Two (2) points of access are required for this development area and if PA-8 is developed as phase one, then the access from East 6th Parkway must be built. Please see Fire / Life Safety comments for full details on the PIP amendment.

WPS Response: Coordination with Life Safety has taken place and an Emergency Vehicle Access is proposed for PA-7 residential through PA-8. (Note Planning Areas have been reorganized.)

Further details will be provided as Site Plan concepts are submitted for Pre-Apps for the townhome development; however, please note that the front door of all townhomes shall face a public or private street that meets the Aurora Roadway Design and Construction Specifications Manual. Green Court and motor court dwellings are not a permitted design configuration within the MU-R District, so the townhomes must have direct frontage onto a public or private street. This street shall have on-street parking, sidewalks and curbside landscape area and the townhomes shall be designed to have alley-loaded access.

PCS Response: We have not been able to get clarification on this comment from planning as of September 30<sup>th</sup>, 2021; however, per section 3.3 Use-Specific Standards, 3.3.2 Residential Uses, D. Dwelling Green Court is an identified specific residential use. Per section 3.3.2 Residential Uses, I. Dwelling, Single Family Attached (Townhouse) is also its own distinct specific use. Further, 3.3.2-I-2, states "The front



door of each dwelling unit shall face a public or private street meeting the Aurora Roadway Design and Construction Specifications Manual or a Green Court Dwelling development meeting the standards of this UDO.” We are requesting clarification because it is difficult to interpret, we are not proposing a “green court dwelling unit”, rather we are anticipating a “single-family attached townhome dwelling unit” (which is permitted in MU-R) in a green court configuration.

We’d like to discuss this issue in more detail with Planning to determine the best configuration of townhomes within this new residential planning area, townhomes facing open space as well as how this residential component relates to the adjacent 0.5 acre neighborhood park. We know we can prepare a site plan either way but feel like having townhomes in a green court configuration is a preferred design alternative so that residents can access a park type space directly out the front door.

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

Off-street parking is required by Section 146-4.6. Two (2) parking spaces shall be provided per dwelling unit and at least one (1) parking space shall be included in an attached or detached garage on the same lot as the dwelling unit. On-street parallel parking shall be included within the public or private street within this development and may count towards the overall parking requirement if the space is located directly in front of the dwelling unit. This is measured by extending imaginary lines from the corners of the front lot lines perpendicularly into the ROW. These spaces must be delineated on any future Site Plan submission for the townhome development. Bicycle parking spaces are not required but are highly encouraged within open spaces throughout the development and within PA-8. These spaces must comply with Section 146-4.6.3.F.2 including providing a design that includes two (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 on any subsequent Site Plan submission.

**PCS Response: Acknowledged, all off-street parking, loading and stacking will be accounted for within these areas.**

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

A landscape plan will be required as part of the Infrastructure Site Plan (ISP) submission to address streetscape and detention pond landscaping. While the detention pond landscaping shall be installed once the pond is complete, the installation of the curbside landscape may be phased as the individual pad sites develop if the Master Developer so chooses. During the review process, city staff can work with the applicant on this approach however, a note shall be included with the ISP stating that the Master Developer shall install and complete all curbside landscape improvements for each lot no later than the date that is three (3) years after issuance of the first certificate of occupancy.

**PCS Response: Acknowledged, streetscape and detention pond landscape have been provided as part of the ISP. We will coordinate future pad site construction timing with the City as this area further develops and appropriate notes have been added.**





The Master Plan amendment to add a residential component should also include landscape design standards for the townhomes. These standards should at a minimum comply with the current Unified Development Ordinance.

**PCS Response: Landscape Design Standards for residential component have been provided on amended Tab II sheets.**

#### - 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.

**PCS Response: Acknowledged, landscape plans have will be labelled not for construction at the time a site plan is submitted.**

Landscape plans must be prepared on 24" x 36" sheets except in Adams County where plans should be prepared on 18"x 24" 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.

**PCS Response: Acknowledged, plans have been developed according to COA standards.**

#### - 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.

**PCS Response: Sight distance triangles will be provided and landscape within triangles will not exceed the max height at the time of a site plan submittal.**

#### - Section 146-4.7 Landscape, Water Conservation, Stormwater Management Requirements

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

**PCS Response: Acknowledged.**

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



Provide one shade/street tree per 40 linear feet of street frontage along all external and internal streets. Trees shall be provided within the designated curbside landscape area when detached walks are required or four to five feet from the back of walk, curb, or pavement when an attached sidewalk is installed. Street trees shall be located 50' from the face of a stop sign to maintain regulatory sign visibility. Refer to Figure 4.7-2. Evergreen trees may not be used to meet the street tree requirement.

**PCS Response: Acknowledged, required landscape will be provided per COA standards at the time of a site plan submittal.**

Plantings permitted within the curbside landscape area vary depending upon the width required by the street cross section. Any curbside landscape areas ten feet in width or greater may be sod if desired. Sod may not be installed unless the curbside landscape is a minimum of ten feet wide.

**PCS Response: Acknowledged.**

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

**PCS Response: Acknowledged.**

All detention pond facilities shall be approved by the Aurora Public Works Department. 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.

**PCS Response: Acknowledged, this item will be addressed at the time a Site Plan is submitted.**

#### - Section 146-4.8.3. C. Irrigation

All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, the 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 that clearly delineates these areas should be provided. Contact Timothy York at (303) 739-8819 or [tyork@auroragov.org](mailto:tyork@auroragov.org) regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system.

**PCS Response: Acknowledged, this item will be addressed at the time a Site Plan & CD's are submitted.**



3G. *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. These standards shall be the baseline for design standards to be added to the Master Plan included with the amendment. The standards for commercial building design were deferred during the original review and approval of the E-470 and 6th Pkwy Master Plan but are required with the first Site Plan submission. Additionally, residential design standards will be required as part of the Master Plan Amendment. A submission of an Infrastructure Site Plan will trigger this requirement.

**PCS Response:** Acknowledged, these items will be addressed at the time a Site Plan is submitted for individual pad sites.

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. Ground floor designs should support a pedestrian-friendly environment, provide visual interest, and help to create an atmosphere that promotes foot traffic. Code also requires that you use changes in the wall planes, both horizontally and vertically, at specific intervals and provide a variety of durable materials to create visually interesting buildings. Architectural details shall be continued on all four sides of the buildings to prevent the back of house appearance. See the table below for applicable building design standards and ensure that the building elevations meet all applicable requirements.

**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>						
Façade 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.



PCS Response: Acknowledged, these items will be addressed at the time a Site Plan is submitted for individual pad sites.

**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.

PCS Response: Acknowledged, we are not pursuing any adjustments currently.

**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.

PCS Response: Acknowledged.

#### 5B. *PDF Requirements*

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

PCS Response: Acknowledged.

#### 5C. *Mineral Rights Notification*

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

PCS Response: Acknowledged, this will be provided at the time of a Site Plan 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.

**PCS Response: Acknowledged.**

***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.

**PCS Response: Acknowledged, neighborhood organization and adjacent property owners will be notified.**

***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.

**PCS Response: Acknowledged.**

- 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.

**PCS Response: Acknowledged.**

- Additional information about the Neighborhood Liaison Program can be found on the Housing and Community Services page of the city website.

**PCS Response: Acknowledged, 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.

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.

**PCS Response: Acknowledged, thank you.**



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

### ***Project Characterization***

Based on your proposal, the following information has relevance to the determination of PROS' requirements for this project:

- Your proposal includes 78 townhome units which triggers the requirement for park and open space land dedication.

**PCS Response: Acknowledged.**

### ***Population Impact***

For single-family homes, population calculations for the project are based on an average household size multiplier of 2.65 persons per unit, resulting in an overall projected population of 207 persons residing in 78 units.

**PCS Response: Acknowledged.**

### ***Land Dedication***

To ensure that adequate park land and open space areas are available to meet the needs of the population introduced into the city by the new dwelling units, Section 147-48(b) of City Code specifies that land shall either be dedicated on-site within the project's limits or a cash payment in-lieu of land dedication shall be paid. The required dedication acreage is computed by applying the following standards to the projected population for the project:

- 3.0 acres for neighborhood park purposes per 1,000 persons
- .62 acres for community park purposes per 1,000 persons
- 7.8 acres for open space purposes per 1,000 persons

The resulting acreage required is as follows:

<b><u>78 Single Family Townhome Units</u></b>	
Neighborhood Park Land	0.62 acres
Community Park Land	0.23 acres
<u>Open Space Land</u>	<u>1.61 acres</u>
Total Land Dedication	2.46 acres

**PCS Response: Acknowledged, per modifying our average household size multiplier to 2.2 instead of 2.65, we currently show slightly different required land dedication acreages.**

### ***Master Plan Update***

Please be sure to include an Open Space and Circulation Map which includes all future proposed parks and open space as well as a Form J to detail ownership, maintenance, design, acreage, and the construction trigger for any parks or open space on site. Refer to the Master Plan Manual for details.

**PCS Response: Acknowledged – Form J has been added along with an updated OS and Circulation Map**





### **Open Space**

To meet some of your required land dedication on site as well as provide the required service radius for future residents, a pocket park will be required. Pocket parks should be centrally located and highly visible for all residents. The following are the design criteria as outlined in the [PROS Dedication and Development Criteria Manual](#):

- Minimum size of 0.5 acres
- Should be located within the residential planning area
- May not be completely surrounded by roadways or adjacent to a highway or arterial road
- Required elements include, an open turf area, landscaping, site furnishings such as benches, trash receptacles and security lighting.
- A minimum of one of the following specialty facilities, a playground, large picnic shelter, or courts.

**PCS Response:** Acknowledged, the neighborhood park has been moved to be within close proximity to the residential component within PA-7. The PROS dedication and development manual will be used meet other minimum criteria per the bulleted list above and will be designed in more detail at the time of the submittal of a Site Plan.

### **Future Trailhead and Access**

PROS is in support of the drainage channel being within the Bayaud right-of-way as shown so long as it meets Mile High Flood District's requirements for low maintenance, high functioning channels. The maintenance path required for this channel must be designed to also function as a trail connection between Gun Club Road and the future trailhead site adjacent to E-470. This should be provided on the south side of the channel adjacent to the future trailhead vehicular access. Please note that with your application, Arapahoe County Open Space will also need to approve the channel design and trail within this space.

**PCS Response:** Acknowledged, this dual-use path has been shown on the updated Open Space, Circulation and Neighborhood Plan.

### **Cash-in-Lieu Payment –**

Given the small overall acreage of park land impact generated by the population increase and the fact that the subject development is not conducive to on-site dedication due to minimum park size criteria, the neighborhood park, community park, and a portion of the open space land dedication shall be satisfied by a cash-in-lieu payment prior to subdivision plat/replat. The amount of the payment is computed by multiplying the dedication acreage by the estimated market value for the land.

**PCS Response:** Acknowledged.



### **Park Development Fees**

In accordance with Section 146-306 of City Code, Park Development Fees shall be collected by the city to cover the cost of constructing new park facilities to serve the needs of the projected population. These fees apply to the project because park facilities are not proposed to be provided on-site. Fees are based on the park land dedication acreages and an annual cost per acre for construction of park facilities. The fees, which are computed and collected on a per-unit basis, shall be paid at time of building permit issuance. **The current per-unit fee of \$1,936.91** would apply if permits for construction of the residential units are pulled in 2021.

**PCS Response: Acknowledged.**

### **PROS Requirements Caveat**

The monetary calculations presented herein are estimates based on park construction costs and a per-acre value for infill development at this point in time (current year 2021). The timing for implementation of the project may affect the ultimate amount of fees collected and other payments imposed to satisfy park-related obligations. Furthermore, if aspects of your project change, such as the number of dwelling units proposed, the park land dedication requirements may also change.

**PCS Response: Acknowledged.**

### **Aurora Water**

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

**Response: Acknowledged.**

### **Key Issues:**

- **Sanitary sewer outfall, storm outfall and looped water main to be installed in the first phase.**  
**WPS Response: Utility connections and water looping will be made in the first phase. The PIP demonstrates necessary improvements.**
- **A Master Utility Study is required.**  
**WPS Response: The Master Utility Study was updated for the FDP Amendment package submitted.**
- No grading is allowed in existing easements.  
**WPS Response: Site can be graded without encroaching into easements. Except where streets must cross.**
- Extend sanitary sewer main north of 6th Parkway to provide service to northern parcel in conjunction with roadway improvements.



WPS Response: Discussions with Aurora Water have occurred and available space will be reserved for northern neighbor utility connections.

- Access from paved right of way to sanitary sewer and storm main manholes located on site. Access shall tie into additional right of way for drive in and out capabilities.

WPS Response: Acknowledged.

- A domestic allocation agreement will be required for connections 2" and larger.

WPS Response: Acknowledged.

#### **Utility Services Available:**

- Water service may be provided from: 42-inch steel pipe in Gun Club Road.
- Sanitary sewer service may be provided from: 30-inch PVC main south of E 6th Parkway and west of the parcel.

WPS Response: Acknowledged.

- Project is located on the following Map Page: 07T

WPS Response: Acknowledged, 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

WPS Response: Acknowledged.

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

WPS Response: Acknowledged.

#### **Utility Development Fees:**

- A partial Storm Drainage Development fee is required prior to the recording of the Subdivision Plat or at the time of building permit approval if a Plat is not required. Additional Storm Drainage



fees may be charged and are based on the amount of impervious surface created by this project.

**WPS Response: Acknowledged.**

- The Water Transmission Development Fee and the Sanitary Sewer Interceptor Fee have been combined into the water connection fee and are required to be paid after issuance of building permit and prior to issuance of the Certificate of Occupancy.

**WPS Response: Acknowledged.**

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

**WPS Response: Acknowledged.**

- 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: Acknowledged, irrigation calculations will be provided at the time of individual pad site development and subsequent site plans.**

### **Public Works Department**

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

**Response: Acknowledged.**

### **Key Issues:**

- An updated Master Traffic Impact Study (MTIS) will be required with this development. See below for more information.
- The intersection on Gun Club Road at Ellsworth Avenue is a potential candidate for a future traffic signal. Traffic signal escrow will be required if a traffic signal is identified by the detailed MTIS. See below for more information.
- The intersection on Gun Club Road at 6th Parkway is a signalized intersection. Traffic signal escrow will be required for this adjacent intersection. See below for more information.

**LSC Response: An updated MTIS is provided.**

**LSC Response: Acknowledged.**

**LSC Response: Acknowledged.**



- 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.

LSC Response: Acknowledged.

- 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: Acknowledged.

- Pull Box

- Pull boxes shall be 30"x48"x24", with two-piece interlocking lids.
- City conduit shall be installed into City Pull Boxes.

Response: Acknowledged.

- Align site access points to adjacent accesses.

WPS / LSC Response: Acknowledged.

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

WPS Response: Acknowledged, this item will be addressed at the time a site plan is submitted.

- Label the access movements on the Site Plan.

WPS Response: Acknowledged, this item will be addressed at the time a site plan is submitted.

- 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](#).

WPS & PCS Response: Acknowledged, this item will be addressed at the time a site plan is submitted.

- **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'

PCS Response: Acknowledged, this item will be addressed at the time a site plan is submitted.



- 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. ”

**WPS Response:** Acknowledged, this item will be addressed at the time a site plan is submitted.

#### **ROW/Plat:**

- Designate a Public Access Easement along all private roads/drives and all dedicated fire easements.

**WPS Response:** Acknowledged, this item will be addressed at the time a site plan & plat is submitted.

- A traffic signal easement shall be required at the Gun Club Rd and 6th Pkwy intersection and the Gun Club Rd and Ellsworth Ave intersection, if it identified in the detailed MTIS as a potential signalized intersection, to accommodate the proposed traffic signal pole, underground conduits, pull boxes and signal control cabinet.

**WPS Response:** Acknowledged, this item will be addressed at the time a site plan & plat is submitted.

#### **Traffic Signal Escrow:**

- The intersection of Gun Club Rd and Ellsworth Ave 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:

**WPS / LSC Response:** Acknowledged.

- **(Applicant/owner name, address, phone)** shall be responsible for payment of 50% of the traffic signalization costs for the intersection of Gun Club Rd and Ellsworth Ave, 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.

**WPS / LSC Response: Acknowledged.**

- The intersection of Gun Club Road and 6th Parkway is a signalized intersection. 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 Gun Club Rd and 6th Pkwy. **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.

**WPS Response: Acknowledged.**

#### 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) Utilize existing traffic count information documented in the previous MTIS.

**LSC Response: Acknowledged.**
  2. Trip Generation from the site  
**LSC Response: Provided in updated MTIS.**
  3. Site Circulation Plan and interior intersection control  
**LSC Response: Shown in updated MTIS.**
  4. Include detailed analysis of: a) All site access points
    - a) Intersection of Gun Club Road at Ellsworth Avenue
    - b) Intersection of Gun Club Road at 6th Parkway
    - c) Intersection of 6th Parkway at the E-470 ramp terminals

**LSC Response: Included in updated MTIS.**



5. Signal Warrant Analyses of Gun Club Road & Ellsworth Avenue – Warrant 1,2,3 all to be included (collect 72 hour tube counts for analysis)

**LSC Response:** Included in updated MTIS.

6. Analysis of pedestrian connectivity.

**LSC Response:** Included in updated MTIS.

7. Discussion of the application of elements from the Traffic Calming Toolbox and countermeasures applicable from the FHA 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 RFB), Mid-Block Lane Narrowing, Curb Extension, Angled Parking, Pedestrian Safety Island, Staggered Pedestrian Safety Island, Lane Narrowing, Mini Roundabout, Speed Cushions and Chicane. Details of Enhanced Crosswalk, compact roundabout, speed cushions and chicane may be made available if requested.

**LSC Response:** Discussed in updated MTIS.

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](#).

**LSC Response:** Acknowledged.

## **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:**

- Master engineering documents including the Public Improvement Plan (PIP) and master drainage study shall be updated to reflect the proposed changes. No site plan shall be submitted until the master documents have no substantial comments remaining.

**WPS Response:** Acknowledged.



- Public improvements shall be in conformance with the updated PIP.  
**WPS Response: Acknowledged.**
- A preliminary drainage report shall be submitted with the site plan. Detention and water quality/EURV shall be in conformance with the updated master drainage study.  
**WPS Response: Acknowledged.**
- Lowest finished floor elevations for the townhomes must be 2' above the 100-year water surface elevation in the channel and the pond.  
**WPS Response: Acknowledged.**
- 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.  
**WPS Response: Acknowledged.**
- This application will be referred to Mile High Flood District (MHFD) for review and comment. It is advised that coordination with MHFD is started as soon as possible.  
**WPS Response: Master Drainage Report has been reviewed by MHFD with no remaining comments. It is understood that the Preliminary & Final Drainage Reports will also be reviewed by MHFD.**

### **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.  
**WPS Response: Private roadway sections will be based on City Code, but reflect the needs of the commercial site. Public roadway sections will adhere to City Code.**
- Mountable curb and gutter shall be used on all Type 1 and 2 streets. All other streets, including those within the Urban Centers and TODs shall use 6" vertical curb and gutter.  
**WPS Response: Acknowledged.**
- Curb ramps must be shown (located) on the plans at all curb returns, "T" intersections, residential mail kiosks or clustered mailboxes, and any other location of public necessity. Refer to Standard Detail S9. Detailed grading of the curb ramps shall be included in the civil plans.  
**WPS Response: Acknowledged.**



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

**WPS Response: Acknowledged.**

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

**WPS Response: Acknowledged.**

- 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.

**WPS Response: Acknowledged.**

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

**WPS Response: Acknowledged.**

- 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.

**WPS Response: Acknowledged.**

- Streetlights are 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

**WPS Response: Acknowledged.**

#### **ROW/Easements/Plat:**

- ROW dedication is required for Gun Club Road.

**WPS Response: Acknowledged.**

- The dedication of a 25-foot lot corner radius is required at any intersections with Gun Club Road or 6th Parkway.

**WPS Response: Acknowledged.**



- o 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. o Sidewalk easements may be required for new sidewalk installed.

**WPS Response: Acknowledged.**

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

**WPS Response: Acknowledged.**

- o Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way.

**WPS Response: Acknowledged.**

- o 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.

**WPS Response: Acknowledged.**

### **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.

**WPS Response: Acknowledged.**

- 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.

**WPS Response: Acknowledged.**

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

**WPS Response: Acknowledged.**

- Detention of storm drainage is required for this site and shall be incorporated on the site, unless other accommodations are approved by the City Engineer.

**WPS Response: Acknowledged.**

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

**WPS Response: Acknowledged.**

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

**WPS Response: Acknowledged.**

- For alley loaded product areas with more than the equivalent of 2 lots draining to the private alley, flows cannot cross the sidewalk. One of the following treatments shall be utilized unless otherwise approved by the City Engineer: 1. The 2-year storm event shall be collected prior to the sidewalk crossing. 2. The alley v-pan shall be warped to curb returns which shall include curb ramps with truncated domes. 3. The v-pan of the alley shall be perpetuated to the connecting street with the sidewalk approaching the alley terminated with truncated domes just prior to the alley. Any warping of the v-pan shall occur downstream of a line parallel to the adjacent sidewalk.

**WPS Response: Acknowledged.**

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

**WPS Response: Acknowledged.**

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

**WPS Response: Acknowledged.**





### **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.*

**WPS Response: Acknowledged.**

### **Address Directory Signs for *Single-Family Dwellings Facing Green Belts instead of Public Right-of-Way*:**

An approved address directory shall be shown within the detail sheet of the site plan and/or civil plan sign package. Address Directory Signs must be installed at properties where the single-family unit is facing a green belt and access to the unit is from garage of an adjacent access road.

- Adjacent public/ private roadways, or fire lane easements/public access easements must provide emergency access to within 150' of all exterior portions of the first floor of each structure. The utilization of a greenbelt product cannot exceed this requirement.

**WPS Response: Acknowledged.**

### **Addressing Requirements:**

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

**WPS Response: Acknowledged.**

### **Adopted Codes by the City of Aurora – Setbacks:**

The site plan and civil plans must reflect the setback requirements of the 2015 International Building and Fire Code for placement of the structure(s) in relation to adjacent buildings, property lines, public ways, accessible walkways, etc. To view the 2015 International Codes please utilize the following hyperlink; [ICC Codes Online](#).

- 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.

**WPS Response: Acknowledged.**

### **Civil Plans:**

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

- [Dead-End Fire Lane Detail](#)
- Fire Lane Sign Detail
- Grading Plan



- Handicap Accessible Parking Signs
- [Sign Package](#)
- Signature Block
- Street Standards and Street Section Details

**WPS Response: Acknowledged.**

### **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.

**WPS Response: Acknowledged.**

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

**WPS Response: Acknowledged.**

### **Fire Department Access:**

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

- Fire Lane Easement
  - Buildings less than 30' in height require only a 23' wide fire lane easement with 29' inside and 52' outside turning radii. Building greater than 30' in height require a 26' wide fire lane easement with a 26' inside and 49' outside turning radii.
  - 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.

**WPS Response: Acknowledged.**

#### **Fire Hydrants:**

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

- In single-family detached residential sites, the IFC reflects an exception in Section 507.5.1 that allows IRC R-3 dwellings to utilize a 600' on center spacing of fire hydrants.

**WPS Response: Acknowledged.**

#### **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.

General Comments:

- Our jurisdiction has amended the IFC through a city ordinance that removes the requirement for fire sprinkling R-3 Single-Family residences. During the pre-application meeting it was stated that these units would be IRC R-3 Occupancy. If this is changed to IBC R-2 occupancy, then a fire sprinkler system will be required for these units.

**WPS Response: Acknowledged.**

#### **Flag Lots:**

A flag lot is considered a parcel of land that is entirely dependent upon an adjacent property for access to a public street and to a public water supply. A flag lot can create an area of land that is undevelopable unless a dedicated means of access and water is established at the time of the subdivision of the site.

**WPS Response: Acknowledged.**

#### **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.

**WPS Response: Acknowledged.**



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

- Commercial

**WPS Response: Acknowledged.**

#### **Knox Hardware:**

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

**WPS Response: Acknowledged.**

#### **Legend:**

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

**WPS Response: Acknowledged.**

#### **Phasing Plans:**

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

**WPS Response: Acknowledged.**

#### **Photometric Plan:**

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

**WPS Response: Acknowledged.**

**WPS Response: Acknowledged.**

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

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

- (Framework and General Development Plan Note) On-Site and Off-Site Infrastructure



### Requirement

- (Framework and General Development Plan Note) Temporary Fire Station Requirements
- (Framework and General Development Plan Note) Permanent Fire Station Requirements
- (Framework and General Development Plan Note) Whelen Warning System Requirements
  - As each CSP and Plat are submitted, a possible land dedication for placement of a Whelen Siren system will be assessed.
    - Whelen Siren Access Requirements:
    - Provide a 12' wide concrete access drive.
    - Design as a 6" reinforced concrete drive surface.
- Show it as coming alongside the tower for parking and maintenance.
- If this access drive creates a dead end longer than 150', a turnaround is highly recommended, and we may need to discuss it further. If it is less than 150', it should be adequate without a turnaround. (You should be able to control the length of the access drive since you have some latitude re: the tower setback from the community center access drive).
- (Plat Note) If Plat does not contain a Dedicated Fire Lane Easement
- (Plat Note) If Plat Contains Fire Lane Easement
- (Site Plan Note) Accessibility Note for Commercial Projects
- (Site Plan Note) 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

WPS Response: Acknowledged.

### Site Plan Data Block:

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

WPS Response: Acknowledged.

### Special Design Considerations:

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

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



- If an existing fire lane or public street has to be removed or relocated for any reason, the roadway must be replaced using the current specifications of the Public Works Department.
- [Access to within 150 feet of Each Structure](#)
  - The fire code official is authorized to increase the dimension of 150 feet reach requirement where the building is fire sprinkled in accordance with the 2015 IFC, Section 503.1.1 where allowed by code. If granted approval, a fire sprinkled 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.
- [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

**WPS Response: Acknowledged.**

#### ***Trash Enclosure:***

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

**WPS Response: Acknowledged.**

#### **Real Property Division**





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

**Key Issues:**

- Follow the Site Plan and Master Plan guidelines set out by the Planning Department.

**WPS Response: Acknowledged.**

- When the Subdivision Plat is required for this site, then follow the Subdivision Plat Checklist guidelines.

**WPS Response: Acknowledged.**

**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](#).

**WPS Response: Acknowledged.**

**Separate Documents:**

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

**WPS Response: Acknowledged.**

- 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
- Revocable License Packet
- License Agreement Packet

**WPS Response: Acknowledged.**

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



submitted to Real Property, it takes **about 8–10 weeks** to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.

**WPS Response: Acknowledged.**

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

**WPS Response: Acknowledged.**

- 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 **4–6 weeks** to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.

**WPS Response: Acknowledged.**

- **(Residential only)** No portion of any roofed structure may encroach into any easement. However, the city will allow certain items to encroach in easements such as fences, gates, retaining walls, monument signs, etc. as long as they do not interfere with the use of the easement. If your encroachment is approved, you must obtain a **Revocable License** from Real Property. It is the responsibility of the applicant to identify and include all encroachments on their Revocable License application which can be found in the [Revocable License Packet](#). A Revocable License takes about **1–2 weeks** to complete and must be complete before Real Property will record the Site Plan.

**WPS Response: Acknowledged.**

- You may have items that encroach into city-owned property or easements (i.e. retaining walls, medians, stairs, etc.). If allowed, these types of encroachments require a **License Agreement**. Requirements can be found in the [License Agreement Packet](#). It takes **8–10 weeks** to complete the process after submittal. The License Agreement must be completed before the Site Plan is recorded.

**WPS Response: Acknowledged.**



- As shown in your proposed plans, there is an existing street right-of-way that needs to be vacated. **Street vacations** must go to City Council via ordinance. The process begins with the owner making application to the Planning Department. As part of that application, Real Property will need a legal description and exhibit for the portion of the street being vacated prepared to our specifications. The specifications on how to prepare the legal description and exhibit are available in the [Dedications Packet](#).

**WPS Response: Acknowledged.**

- Your project has been classified as a Redevelopment so a resubdivision is not required. However, street right-of-way and/or easements may need to be dedicated to the city. These are legal documents and must be prepared using Real Property specifications which can be found in the [Dedications Packet](#). Once complete and accurate information is submitted to Real Property, it takes about **4-6 weeks** to complete the process. These documents must be complete and ready to record before Real Property will record the Site Plan.

**WPS Response: Acknowledged.**

- Real Property may require a Monumented Field Survey, but we are unable to determine that until we make our first review.

**WPS Response: Acknowledged.**

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

**WPS Response: Acknowledged.**

## Civil Engineering Plans

Civil Construction Plans are required for your project as proposed and shall be submitted electronically.

Use of the Batch Standards Checker Tool is requested for this project.

Civil Engineering Plan Review (*see links below for additional information*):

[Process](#)

[Review Schedule](#)

Fees

*Prior to submittal of the electronic Civil Construction Plans, the civil consultant must schedule a pre-submittal meeting with Christopher Eravelly at 303.739.7457. One paper set of Civil Plans and Reports is required for this pre-submittal review. Also bring a copy of the pre-application meeting notes and a*



*copy of the submitted site plan, including the landscape plan. At this meeting the Civil Plans shall be reviewed for completeness. A checklist is used to ascertain completeness. The engineer shall fill out the checklist and bring it to the pre-submittal meeting. A pre-submittal meeting will not be scheduled until there are no outstanding comments remaining on the preliminary drainage report.*

Civil Construction Document Plan Set generally includes the following plans:

Stormwater Management Plan

Final Drainage Plan/Report

Final Grading Plan

Utility Plan and Profiles

Street Plan and Profiles

Signing and Striping Plan

Street Lighting Plan

**WPS Response: Acknowledged.**

- *Phasing shown on the Site Plan shall also be represented on the Civil Plan drawings.*

**WPS Response: Acknowledged.**

## **Aurora Water**

### **General Requirements:**

- Utility Plans will be required with the Civil Engineering Plans: – Utility Plans shall be prepared in accordance with the Utility Manual
- Utility Plans must be approved prior to obtaining building permits
- Utility Plans must include:
  - Fixture Unit Table and Meter Sizing Tables
  - Water Service and Water Meter locations
  - Sanitary Sewer Service Lines
  - Resistivity Tests for any public water mains installation per Section 20 of the Utility Manual.
- Cross Connection Control Devices are required for:
  - Fire Service Lines
  - Commercial and Domestic Water Service Lines.
  - These devices are required to be located within the building or within a heated and drained vault after the water meter.

**WPS Response: Acknowledged.**

### **Construction Stormwater Quality Requirements:**

- A Stormwater Quality Discharge Permit and Stormwater Management Plan and Report will be required for this project. See the latest revision of the City of Aurora [Rules and Regulations](#)



Regarding [Stormwater Discharges Associated with Construction Activities](#) Manual (SWMP Manual) for more detailed requirements. A [Colorado Discharge Permit System \(CDPS\)](#) (CDPS) permit may be required by the State Health Department if a City of Aurora Stormwater Quality Discharge Permit is required.

**WPS Response: Acknowledged.**

- CAD Data Submittal Standard: 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.

**WPS Response: Acknowledged.**

## **Public Works Department**

*Construction documents should reflect all approved Access, Right of Way, Easements, and Public Improvements that were included and approved on the Site Plan and Plat for your project.*

### **Traffic Division**

- Construction Documents should reflect all approved accesses, laneage, right-of-way and easement dedications.
- The Construction Documents shall include an Interim and an Ultimate Signing and Striping Plan, a Traffic Signalization Plan, and Traffic Control Plans. If lane closures are required per the Traffic Control Plans, occupancy fees will apply. The calculation for these fees is available on the City's website or in the Development Handbook.

**WPS Response: Acknowledged.**

- Critical Traffic Control Areas, as identified by the Traffic Manager during Civil Plan review, are circumstances that develop resulting from temporary modifications to the roadway network. Critical Traffic Control Areas can include, but are not limited to:
  - Lane closures resulting in reduction in vehicles capacity greater than 50%,
  - proximity to intersections, access drives, rail lines,
  - locations with higher multimodal movements, or
  - other special circumstances

When identified, the contractor shall submit Traffic Control Plans (TCPs) to the City through the Public Improvement Permit Application process for the City's review as soon as possible or a minimum of four weeks in advance of construction. In addition, as part of the Public



Improvement Permit and TCP, the contractor may be required to provide advance notice (minimum two weeks) to nearby impacted users. Notifications by the contractor may be required to neighboring residences, businesses, or impacted operations of emergency response entities (law enforcement, fire, and medical), transit, delivery companies, etc., as determined by the Traffic Manager at time of the TCP review.

**WPS Response: Acknowledged.**

- Place a note on the Construction Site Plan or Grading Plan indicating all construction vehicles (including construction workers' vehicles) shall access the site from designated truck routes, via Gun Club Road/6th Parkway and not from Gun Club Road south of 6th Parkway or through the adjacent residential neighborhood(s).

**WPS Response: Acknowledged.**

## **Engineering Division**

### **General Requirements:**

- All new developments and redevelopments are required to develop and implement a permanent condition Stormwater Management Plan (SWMP) in conjunction with the overall drainage plan for the site. The SWQCP shall be included in and become part of the preliminary and final drainage reports. The SWQCP shall discuss and propose the solutions to permanently enhance the quality of stormwater runoff through the site.
- The SWMP shall be developed by applying the permanent water quality "best management practices" described in Volume 3 of the USDCM. The SWMP shall be shown in a separate section of the drainage report. Proposed permanent stormwater quality enhancement facilities shall be sized and located on the drainage map (see section 2.42, "[Storm Drainage Design and Technical Criteria](#)" manual). The development community is encouraged to use multiple BMPs in creative and non-traditional site design to achieve the water quality objectives.

**WPS Response: Acknowledged.**

- A drainage easement is required for stormwater quality detention ponds. This easement shall connect to an access easement that ties to public right of way for access to the facilities. These easements shall be executed prior to the approval of the Civil Plans.

**WPS Response: Acknowledged.**

- An Inspection and Maintenance Plan (I and M Plan) shall be developed concurrently with the design of the permanent BMP's and submitted with the final drainage plan and report for approval. See the 2010 [Storm Drainage Design & Technical Criteria](#) manual's appendices for



direction on preparing an I and M Plan, including the Maintenance Agreement. A signed Maintenance Agreement shall be submitted to the Water Department prior to issuance of a certificate of occupancy, or if no CO, then prior to approval of the Civil plans.

**WPS Response: Acknowledged.**

- The civil plans will not be approved until the preliminary drainage report is approved and the plat is ready for recordation.

**WPS Response: Acknowledged.**

**Roadway Design and Construction Specifications:**

- Roadway construction shall conform to the “[City’s Roadway Design and Construction Specifications](#)” latest edition. The City considers the burden on you (the developer) for not only your front footage, but also to construct all needed offsite transitions to match the existing roadway(s).

**WPS Response: Acknowledged.**

- This project is required to widen an existing street. Per [Section 4.05.10](#) cores of the existing pavement are required. If the cores indicate the existing pavement is not adequate then, this project is responsible for the removal and replacement of the existing pavement with a properly designed pavement section. A minimum of 24-feet of pavement or one-half of the street section, whichever is more, is required. Any construction beyond the street centerline in order to match existing grades to make a safe, drivable surface will also be this project’s responsibility.

**WPS Response: Acknowledged.**

- All road cuts or other roadway disturbances within the City of Aurora’s public right-of-way shall be repaired and restored according to the standards specified in Section 36 of the City’s Roadway Design and Construction Specifications, and any other requirements specified elsewhere. If more than 500 square feet of existing roadway is disturbed within one block, the construction area shall be milled and overlaid prior to the issuance of the Certificate of Occupancy.

**WPS Response: Acknowledged.**

- Fire lanes. All primary fire lanes shall be constructed to an improved pavement surface (concrete, asphalt, or pavers). Secondary accesses in landscaping and other areas, need to be designed in accordance with the City’s adopted Fire Code requirements, but may be permitted to utilize other materials and options. The proposed secondary access materials shall be approved by both Life Safety (Fire Marshal) and the City Engineer.

**WPS Response: Acknowledged.**





## Building Plans

### Building Division Comments:

#### Building Plan Review

- [Process](#)
- [Review Schedule](#)
- [Fees](#)

*The comments made during the meeting address large-scale issues. We strongly recommend that a code consultation meeting be scheduled to discuss more detailed concerns.*

**Response: Acknowledged, a meeting will be setup at the time building plans are ready for review.**

*During the development review process, you will not need to submit any documentation to the Fire Department for review. The Life Safety group within the Aurora Building Division conducts all site development and construction plan reviews on behalf of the Aurora Fire Department.*

The links below contain additional information and requirements for completion, submittal, and permitting of your building plans.

### Permit Types:

- Based on the information provided during the pre-application meeting, the Building Division would classify your proposed scope of work under the following permit type.
  - [Commercial Permits](#)
  - [Master Multi-Family or Multi-Family Permits](#)

- *Fire (click on this [link](#) to find checklist below)*
  - Fire Alarm
  - Fire Sprinkler & Standpipe Systems
  - Knox Box
  - Knox Box Rapid Entry
  - Wet and Dry Chemical Hood Suppression Systems

**Response: Acknowledged.**

- Separate (standalone) plan submittals, approvals and permits for fire protection systems can include, but are not limited to:
  - Automatic Fire-Extinguishing System and Standpipes
  - Emergency Responder Radio Coverage Systems
  - Fire Alarm and Detection Systems and related equipment



Response: Acknowledged.

**Key Issues:**

- 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.

Response: Acknowledged.

- If your architect would like to set up a preliminary building construction plan submittal meeting please contact our Plans Examiner Manager Jose Rodriguez ([jrodrig@auroragov.org](mailto:jrodrig@auroragov.org)).

Response: Acknowledged.

**Accessibility:**

The City of Aurora enforces handicapped accessibility requirements based on 2015 IBC, Chapter 11, and the 2009 ICC 117.1

Response: Acknowledged.

**Adopted Codes by the City of Aurora:** This “link” will provide a current listing of all adopted building codes and ordinances utilized by the Aurora Building Division. To view the 2015 International Codes please utilize the following hyperlink; [ICC Codes Online](#)

Response: Acknowledged.

**Building Division General Comments:**

The function of the Building Division in the development process involves assistance with building code questions. This “link” will provide answers to the most typical initial questions concerning the role of the Building Division.

Response: Acknowledged.

**Checklist for Plan Review Submittals:**

The Aurora Building Division has established a number of checklists that reflect specific construction plan submittal and permit requirements. A copy of these checklists can be obtained through the City of Aurora website or by clicking on the link provided here.

Response: Acknowledged.

**Day-Night Sound Level (LDN or DNL):**

C.O.A Building and Zoning Code, Section 22-425 through 22-434 provides three methods for residential and commercial building design/construction to comply with the aircraft noise reduction criteria of this Code.

Response: Acknowledged.



### **General Fire Protection System Requirements:**

Based on the information provided during the Pre-Application meeting the following fire protection systems are likely to be required for this structure:

- **Commercial Cooking Hood Suppression System** – 2015 IFC, Section 904.
- **Fire Alarm and Detection System** – 2015 IFC, Section 907.
- **Fire Sprinkler System** – 2015 IFC, Section 903.

Response: Acknowledged.

### **Geographic Design Criteria:**

New construction must adhere to the climatic and geographic design criteria provided using the hyperlink above.

Response: Acknowledged.

### **Occupancy Specific Building Code Requirements:**

Based on the information provided, your building occupancy or occupancies are as follows.

- A-2 Occupancy – Assembly uses intended for food and/or drink consumption.
- B Occupancy – A building or structure or portion thereof, for office, professional or service-type transactions, including storage of records and accounts. Building or tenant space used for assembly purposes by fewer than 50 persons may be considered a Group B occupancy.
- M Occupancy – Buildings and structures, or portions thereof, for the display and sale of merchandise. Involves stocks of goods, wares or merchandise incidental to such purposes and accessible to the public.
- R-3 IRC Occupancy – Residential occupancies shall include buildings arranged for occupancy as Residential Care/Assisted Living Facilities including more than five but not more than 16 occupants, excluding staff. Group R-4 shall meet construction requirements for Group R-3 or shall comply with the IRC.

Response: Acknowledged.

### **Single-Family Master Plans:**

Master plans can be used for each identical townhouse type. Please utilize our [IRC ONE AND TWO FAMILY RESIDENTIAL](#) checklist.

Response: Acknowledged.

### **Townhouses:**

- Townhomes are considered single-family one and/or two-family dwellings by the International Residential Code (IRC) and designated as Group R-3 occupancies. As such, R-3 occupancies are to be served by individual utilities where the individual homeowner has sole control of the



shut off and main circuit breaker for their property. Ganged Meters for Gas and electric are not allowed in the City of Aurora for IRC R-3 townhouses. Where ganged meters are intended, the townhouses will be designated as International Building Code (IBC) group R-2 occupancies requiring residential fire sprinkler installations. The site plan and civil plan utility sheets must show service entrances for all utilities in order to define occupancy designation for the structures.

**WPS Response: Acknowledged.**

***Request for Modification or Alternative Material:***

Per the 2015 IFC, Section 104.10 and 104.10.1, whenever there are practical difficulties involved in carrying out the provisions of this code, the fire code official shall have the authority to grant modifications for individual cases, provided the fire code official shall first find that special individual reason makes the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, life and fire safety requirements.

**Response: Acknowledged.**

***Tri-County Health Department:***

All applicants submitting construction plans for retail food establishments, daycare centers, preschool programs, group homes, fountain water attractions, and public swimming pools are also responsible for meeting the separate requirements of the Tri-County Health Department.

**Response: Acknowledged.**

**Real Property Division**

**Reminder** – Prior to building plans submittal, processing of any/all required separate documents should be started so that this process does not interfere with permit issuance

**Response: Acknowledged.**