

## Plan Review Response Memo

<b>Project:</b>	R&L Cross-Dock	<b>Project No:</b>	18006
<b>Location:</b>	16500 Smith Road	<b>Date:</b>	6/27/2018
<b>Memo to:</b>	Community Planning & Development Attn:	City of Aurora	

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This document summarizes our clarifications per the Community Development Department Review Comments received on **04/27/2018** for above noted project. RE: Z-896-D-378-18 DIA Tech Center Filing 2 Lot 1 (Park N Fly) PUD Development Permit.

### Response to Review Comments

The following numbered items will correspond directly to the items as listed in the Plan Review Comments. Responses are in **BOLD**.

#### Architectural Comments:

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

### 1. Zoning and Land Use Issues

1A. This site is currently divided between two zones, M-1 (Light Industrial District) and M-2 (Medium Industrial District). The purpose of the M-1 district is to provide locations for light manufacturing, office uses, wholesaling, and related services. The purpose of the M-2 district is to provide locations for a broader range of industrial uses that will not adversely impact nearby neighborhoods and businesses. The lot is bordered by M-1 (Light Industrial District) to the east, M-1 (Light Industrial District) to the north, M-2 (Medium Industrial District) to the west and M-2 (Medium Industrial District) to the south.

1B. One building extending over two distinct zoning districts is problematic and should be resolved. In order to resolve this problem, the applicant may expand the conditional use applied to the original site plan:

- **Conditional Use:** When two distinct zones exist for one property, the most restrictive of the two zoning designations is applied. In this case, the M-1 designation applies, and a Conditional Use is required for a motor freight use. This process involves a new Conditional Use application which requires a public hearing before the Planning Commission. A Conditional Use would be

processed in conjunction with the submitted Major Site Plan Amendment. **A Site Plan Amendment with Conditional Use is being completed.**

1C. In 1974, this property was re-zoned from O (Open) to M-1 (Light Industrial District) to allow for expanding industrial uses in the city. In 1978, the eastern portion of the property was re-zoned from M-1 (Light Industrial District) to M-2 (Medium Industrial District). When the original site plan for R and L Service Center was approved in 2005, this dual zoning was retained, and the building did not cross lot lines or zoning districts. Please note that in association with upcoming citywide rezoning efforts the city will propose the consolidation of the site under a single zoning classification. **We note there will be a consolidation of the site.**

1D. Please see Section 146-1259 through Section 146-1262 for requirements under General Performance Standards for industrial areas regarding screening, access and circulation. These restrictions include appropriate screening from adjacent properties by landscaping, decorative walls, opaque fencing, or other approved materials. **This is being addressed. See Landscape sheet 6 of 15, and Architecture sheet 11 of 15.**

1E. Please identify surface materials for resurfacing and parking. Please note that recycled asphalt cannot be utilized to support truck traffic. The proposed surface materials need to meet all Public Works and Life Safety requirements. **See sheet 2 of 15.**

1F. As discussed at the pre-application meeting, please submit a detailed Operations Plan with your submittal including the hours of operation, operations to be conducted on-site, the number of employees per shift, the number and type of vehicles to be parked on-site, and any associated outdoor storage of vehicles, equipment or materials. **Included in submission #1.**

## **2. Traffic and Street Layout Issues**

2A. At the time of submittal, Public Works has been asked to provide a traffic letter. This letter should account for the number and frequency of vehicles coming and going from the property. Further details and requirements for this traffic letter can be found in the Public Works Department comments below. **Traffic letter to be included in submission #1.**

## **3. Environmental Issues**

3A. Proposed or expanded industrial uses shall be assessed to ensure mitigation of adverse effects to the surrounding area, including but not limited to air emissions, noise, solid and hazardous waste, vibrations, radiation, glare, heat, water pollution, etc. Please see Section 146-1259 for further requirements.

3B. Your property is included in the House Bill (HB)-1205 Notification Area. Per HB-1205, a state law, the city is required to notify Buckley Air Force Base (BAFB) of any potential zoning changes within two miles of the base. In the future if a rezoning application is processed for this property, the City will forward the application to BAFB for formal comment on the application. Please contact Porter Ingram at 303-739-7227 or pingrum@auroragov.org for questions regarding the HB-1205 referral process. **Noted.**

#### **4. Site Design Issues**

##### *4A. Fencing/Screening*

Section 146-1741 details the design standards and allowable materials for fencing in the (M-1) Light Industrial District. Within this zoning, a maximum of 9 feet in height is allowed. The stacking of materials against fencing is not permitted and materials cannot be visible over the top of the fence. **Noted.**

Table 17.2 in Section 146-1743 contains a summary of allowable fencing design and materials standards. Please note that any outdoor storage needs to be screened with an opaque fencing. Fencing materials detailed in the pre-application meeting, i.e. the use of cedar wood planks with stone pilasters at a frequency described in your pre-application would meet minimum requirements as shown in Figure 17.3c in Section 146-1743 of the code. **Noted.**

Section 146-1711 requires that a fence permit be obtained prior to the installation of any new fence higher than 6 feet. **Noted.**

**Note: All perimeter fencing is scheduled to be replaced with code compliant material. A fence permit will be obtained.**

##### *4B. Trash Enclosures*

The screening of trash enclosures is required. Enclosures used to screen trash enclosures should be constructed of durable materials that complement the building materials. The screening should cover all four sides with an opaque gate. Show the location(s) of proposed enclosure(s) on the site plan, preferably in an area that is convenient to access and does not interfere with the business operations. The sharing and minimization of trash facilities is encouraged. Please include proposed design with site plan submittal. **Trash enclosure already exist on site. See sheet 11 of 15 and 13 of 15 for details and location.**

##### *4C. On-Site Vehicular Circulation*

Please label vehicle and truck circulation patterns and turning movements on the Site Plan Amendment, including the required fire lane easements. See Fire/Life Safety comments for more detailed information. **See sheets 2 and 15.**

#### 4D. *Parking*

On-Site parking is required by Section 146-1504 of the Zoning Code with on-site designated customer parking. If additional parking is expected, the number of spaces should be detailed in the Site Plan Amendment following the calculations specified in the original site plan. To determine the required total number of parking spaces to be located on the site for both handicapped and non-handicapped spaces, refer to Table 15.1 and Table 15.4 of Section 146-1504. When this calculation is expressed in parking spaces per number of employees, this number should reflect the peak number of employees present on the site during any one-hour period. The area designated for parking needs to be paved with a hard surface material that meets Public Works standards. **Existing count allows building expansion and meets requirements. See Sheet 1 of 15 for Required/Provided parking.**

#### 4E. *Outdoor Storage*

Outdoor storage standards as per Section 146-1104 require that all outdoor storage shall be screened with a visual barrier that adequately conceals materials from the view of residential areas, public rights-of-way, trails or trail corridors. **At the East boundary an abandoned entry will be removed and trees will be added with ground landscaping in order to create a visual screen.**

Table 15.7 in Section 146-1509 of Article 15 of the Zoning Code sets forth requirements for parking area setbacks and screening. For all uses and zone districts, it is required that parking lots shall be visually screened from the public right-of-way and adjacent uses. The image below shows deficient parking lot screening of trailers parked on the property along Airport Blvd. If vehicles are visible from the street frontage, then enhanced screening through the planting of evergreen trees may be an appropriate solution. **See Landscape sheet 6 of 15, and Architecture sheet 11 of 15.**

#### 4F. *Site Lighting*

Section 146-1509(H) governs the design of parking lot lighting. Parking areas should be illuminated as unobtrusively as possible to meet the functional needs of safe circulation and or protecting the people and property on the site. To achieve this, light sources should be of a full cut-off luminaire type and concealed or shielded to the maximum extent possible to minimize interference with adjacent properties. The light standards should match existing lighting utilized throughout the entire development. Lighting sources should also be downward facing. Please show typical details of lighting on the plan and/or building elevations. **See sheets 14 and 15 of the 15.**

#### 4G. *Airport Boulevard Overlay District*

Your property falls within the Airport Boulevard Overlay District. Division 5 of Article 8 of the Zoning Code details the requirements for properties within this corridor. The purpose of this

district is to identify an Airport Boulevard gateway corridor that establishes a level of design quality appropriate to the gateway into the City of Aurora. Regulations apply to the property fronting Airport Boulevard extending from East 32<sup>nd</sup> Avenue south to East Alameda Parkway and along the north side of Alameda between Chambers and Tower Roads. The purpose of these regulations is to provide a streetscape design, a sense of order and cohesiveness, and to facilitate urban, diverse and creative character with high quality development. Please see code for specific requirements and indicate in your Letter of Response to these pre-app notes how the proposal is compliant. **See submitted introductory letter. At the East boundary an abandoned entry will be removed and trees will be added with ground landscaping in order to create a sense of order and cohesiveness.**

## 5. Landscape Design Issues

For further information, please feel free to contact our Senior Landscape Architect, Kelly K. Bish, PLA, LEED AP. The general landscape comments on your proposal are listed below:

The applicant shall bring the existing site into compliance with the previously approved R&L Carriers Landscape Plan, Case Number 2005-6031-00. Any missing or unhealthy plant material shall be replaced in accordance with the existing landscape plan. Additional screening of the outdoor truck trailer storage will be required along the southern property line. The existing landscape buffer will need to be brought into compliance with the current landscape plan if not already. **See sheets 5-10 of the 15.**

If the proposal results in the removal of any existing landscaping, tree mitigation may be necessary, and the proposed layout will be reexamined against the current landscape code for compliance and new and/or additional landscaping may be necessary. **A consultant is reviewing the trees at the South boundary.**

## 6. Architectural and Urban Design

### 6A. Design Standards

Section 146-405(F)8 of the Zoning Code establishes the approval criteria for building architecture and urban design. Building elevations will need to be included as part of your site plan, and should call out dimensions, exterior finishes and color schemes. We will also ask for color and material samples with the initial submittal. As a general rule, "high quality of design" usually means that architectural details should be continued on all four sides of all buildings open to view. **As this project is an extension of an existing structure with defined parameters we are limited in architectural applications. The design is driven from creating a clean and cohesive building that has the appearance of having been built at the same time period. See sheet 9 of 15.**

Staff suggests that you incorporate material changes and architectural features such as glazing, textured surfaces, projections, color, overhangs and changes in parapet height to improve the façade and create an inviting and attractive street presence. Emphasis should be placed on ground floor design. Ground floor designs should support a pedestrian-friendly environment, provide visual interest, and help to create an atmosphere that promotes foot traffic. Use changes in the wall planes, both horizontally and vertically, a variety of durable materials, and quality architecture to create visually interesting buildings. Architectural details shall be continued on all four sides of the buildings to reduce the back of house appearance. **Noted. As this project is an extension of an existing structure with defined parameters we are limited in architectural applications. The design is driven from creating a clean and cohesive building that has the appearance of having been built at the same time period. See sheet 11 and 12 of 15.**

#### 6B. Screening of Roof Top Mechanicals.

Code Section 146-1300 requires that you show the location of any rooftop or mechanical equipment and vents greater than eight inches in diameter on the elevation drawings. All such equipment must be screened. Use drawings and notes to explain how this will be accomplished. Screening may be done either with an extended parapet wall, or a freestanding screen. In either case the screening must be at least as high as the equipment it hides. **No roof top mechanical exists. No rooftop mechanical units are scheduled.**

### 7. Signage

The total allowable square footage of a sign is based on a zoning code formula tied to the location of the property and building frontage. All ground signs should be at least 4 feet from the back of the sidewalk or 21 feet back from the flow line. In non-residential areas, ground signs abutting non-arterial streets and areas are limited to 8 feet in height. A total of five developments are permitted. Please refer to Article 16 of the Zoning Code for complete regulations. **No new signage scheduled.**

- **Waivers**

From the material you supplied us, your plans are not sufficiently detailed enough to determine whether any design standard waivers are involved. If you decide to request any waivers, you must clearly list them in your *Letter of Introduction* and justify them according to the criteria listed in Section 405 of the Zoning Code. You must also list them on the cover sheet of your Site Plan Amendment or other drawings on which they occur. **Noted. No design standard waivers are requested at this time.**

- **Mineral Rights Notification Requirements**

Please fill out the Mineral Rights Affidavit / Severed Mineral Rights Notice and supply this document to your Case Manager at the time of site plan submittal. **Completed and uploaded.**

- **New CAD Standards**

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

**Pre-submittal Meeting:**

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

**Community Participation:**

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

**Neighborhood Services Liaison:**

- Your Neighborhood Services Liaison is Susan Barkman she has put together a report attached to these notes listing the registered groups within one mile of your proposed project and can assist in scheduling and facilitating meetings with community members. It is recommended that you work with the neighborhood organizations that express interest in your project to mediate and mitigate concerns. **Noted.**
- All meetings with neighborhood associations should also include your Planning Department Case Manager so that questions concerning City Code or policies and procedures can be properly addressed. we will record any project-related commitments that you make to the community at these meetings. **Noted.**

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

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

No comments from this department. **Noted.**

**Aurora Water**

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

**Key Issues:**

- ▶ 16500 E. Smith Rd. has a 2" water meter and 16700 E. Smith Rd. has a 1 ½" water meter.
- ▶ This project will need to be served from a single meter.
  - ▶ A new City of Aurora Fixture Unit Table will be required to size the meter. If upsizing is necessary, a credit will be given for the 16700 E. Smith Rd. meter. In the case that credit is forfeited, it will not be available for future upsizing.
- ▶ The 1 ½" meter/service line will need to be disconnected at the main.
  - ▶ The 8" PVC water main will need to be removed and relocated around the proposed building to maintain a looped connection.
- ▶ Irrigation can be from the domestic connection.
- ▶ An easement release and new utility easement will be required.
- ▶ An inspection and maintenance plan is needed.

**These issues and standards are being resolved and implemented. See Sheet 4 of 15.**

**Utility Services Available:**

- Water service may be provided from the existing connection at 16500 E. Smith Rd. An upsizing of the water meter and service line may be needed. The water main needs to be realign and reconnected to the main in either E. Smith Rd. or N. Airport Blvd. **Noted.**
- Sanitary sewer service may be provided from the existing connection(s). **Noted.**
- Project is located on Map Page 02K. **Noted.**

**Utility Service Requirements:**

- A Site Plan is required for this project and must show existing and proposed utilities including:
  - Public/Private Mains
  - Service Lines
  - Water Meters
  - Fire Suppression Lines
  - Fire Hydrants necessary to service your development
  - Grease Interceptors are required for commercial kitchens
  - Sand/Oil Interceptors are required for vehicle maintenance facilities
  - All utility connections in the arterial roadway are required to be bores.  
**See sheet 2 of 15.**
- 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). **Noted.**

**Utility Development Fees:**

- For a full listing of Utility Fees, please see the Aurora Water Fee Schedules below:
  - Platted After January 1, 2017
  - Platted Before January 1, 2017

**Noted.**

### **Public Works Department**

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

#### **Key Issue:**

► Traffic Letter will be required. See below for additional details.

- Show all adjacent and opposing access points on the Site Plan. Provide a note identifying operational uses of access points.
- Label the access movements on the Site Plan.
- Objects and structures shall not impede vision within these sight triangles. Landscaping shall be restricted to less than 26-inches in the sight triangles. Show sight triangles on the site plan and landscaping plan at all access points in accordance with City of Aurora Standard Traffic Detail TE-13 In addition, street trees shall be set back from Stop signs and other Regulatory signs as detailed in City of Aurora Standard Traffic Detail TE-13.3.

**This task is being completed.**

### **Add a note to the landscape plans regarding compliance with COA Roadway Specifications, Section 4.04.2.10 This has been added to the LA Sheets.**

- Show existing stop signs and street name signs at the site access points onto public streets. 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.
- A full Traffic Impact Study will not be required. The applicant shall prepare a detailed letter to address the following items. The letter shall be signed and stamped by a professional engineer licensed in the State of Colorado, and address:
  - 1) For all sections below, compare existing vs proposed
    - a) Trip Generation from the site
    - b) Site Circulation
    - c) Site land use

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

Submitting the Traffic Letter.

- The Traffic Letter shall be sent directly to *Brianna Medema* at [bmedema@auroragov.org](mailto:bmedema@auroragov.org) as soon as possible.

-The Traffic Letter shall also be uploaded with the rest of the submittal. **Traffic letter is in process of completion.**

## 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. **Noted.***

## Improvements:

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

- Curb ramps must be shown (located) on the plans at all curb returns and any other location of public necessity. Refer to Standard Detail S9. Any street grades in excess of three percent will require detailed grading of the curb ramps. **See sheet 2 of 15.**
- Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guard or hand rails may be required. **Not scheduled at this time.**
- 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. **No new gates are scheduled.**

## ROW/Easements/Plat:

- Please coordinate with the Real Property Division of Public Works for the dedication of any required easements. If a plat will be prepared for this development, the plat can cover the required easements.
  - Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way. **Noted.**
  - 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. **Noted.**

## Drainage:

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

- A preliminary drainage letter may be submitted in lieu of a preliminary drainage study. It should state the approved drainage patterns will not be altered and the imperviousness will not change from the approved drainage study covering this development. It will need to be signed and stamped by a Professional Engineer licensed in the State of Colorado. The letter shall be submitted to Engineering at the time of the Planning Department application submittal. A review fee shall be paid to the City prior to acceptance of the letter. **Provided with Submittal #1.**
- Under the provisions of Colorado Revised Statute 37-92-602(8), any detention or infiltration facility that becomes operational after August 5, 2015, is required to notify downstream water rights holders prior to operation. Urban Drainage and Flood Control District (UDFCD) has created a spreadsheet form (called *SDI Design Data*) for determining compliance with the statute and a web portal that will send a weekly e-mail notification to downstream water rights holders, satisfying the notification requirements. The developer will be responsible for having a professional engineer, licensed in the State of Colorado, complete the *SDI Design Data* and uploading to the web portal. Public Works Engineering will verify the information matches the final drainage report. Notification must be made before Civil Plans will be approved or Storm Water Permits will be issued. **Not applicable.**
- 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. **See Drainage Letter**
- 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. **See Drainage Letter**
- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed. **See sheet 4 of 15. See Drainage Letter: The proposed redevelopment on Lot 2 will not affect the site imperviousness. The existing building and pavement to be removed will be replaced by a similar square footage of new building and pavement. The proposed improvements will not alter the existing onsite drainage patterns and the overall site imperviousness will not change. Therefore, no additional drainage improvements are required as a part of this development.**

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

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

### **Key Issues:**

- ▶ The addition is well-situated to take advantage of existing on-site fire lane and fire hydrants. **Noted and designed. See Sheet 4 of 15**

- ▶ If a Knox Box is not already installed at the front main entrance, one will be required. **Noted.**
- ▶ The entire warehouse building will need to be evaluated for ERRC coverage, *not* just the addition. **Noted.**
- ▶ Verify a maximum 150' hose reach within the temporary construction fence. Add additional gate at east end if necessary. **Noted.**
- ▶ The temporary construction fence gates should be equipped with approved Knox hardware such as a padlock. **Noted.**
- ▶ The existing fire hydrant along Airport Blvd needs to be available for protection of this addition. This can be done by establishing a striped "No Parking" zone within the truck trailer storage area and verifying that the existing easterly gate is equipped with Knox hardware.
  - If this is not feasible, an additional on-site hydrant will need to be installed, and can be tapped off the extended water line required by Utilities. **A striped "NO PARKING" zone and fire access door located in the fence will be designed.**
- ▶ The addition will require Fire Department access doors installed at every 100 lineal feet of exterior wall. **Under review.**

**Fire Officials have conducted an on-site inspection of the existing facility with Leo Rakers the Service Center Manager this year (2018) and did not issue any non-compliant fire issues.**

#### **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](#). **Noted.**

#### **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. **See Sheet 4 of 15**

- Fire Lane Sign Detail
  - 1) The developer of the site will be required to install fire lane signs in areas where the site abuts an existing fire lane easement that is currently without adequate signage.
- Gated Entry for Fire Department Access utilizing a 4' Manway Gate
  - Grading Plan
  - Handicap Accessible Parking Signs
  - Sign Package
  - Signature Block
  - Warehouse/Distribution Facilities Storing High-Piled Combustible Storage:

### **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. **Noted.**
  - 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.

### **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: **Noted.**

- Fire Lane Easement
- Outdoor Storage Yards

### **Fire Hydrants:**

The number and spacing of fire hydrants are determined using the 2015 IFC, Appendix B & C. **Noted.**

### **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. **Noted.**

### **Gated Entry:**

The installation of any gating system will require a City of Aurora licensed contractor to obtain a building permit through the Aurora Building Division prior to the start of any work. This would be considered a structural, life safety and electrical review within the Building Division that is conducted on behalf of the Fire Chief. **Noted.**

**Handicap Accessibility Requirements:**

The City of Aurora enforces handicapped accessibility requirements based on 2015 IBC, Chapter 11, the 2009 ICC/ANSI A117.1. **Noted and compliant.**

- Commercial

**Hazardous Materials:**

Per the 2015, IFC Chapter 50 – A permit through the Aurora Building Division is required to for the prevention, control and mitigation of dangerous conditions related to storage, dispensing, use and handling of hazardous materials. To download a copy of the hazardous materials inventory statement checklists please visit our web site by clicking on the hyperlink provided. **Not applicable.**

**High-piled Combustible Storage:**

For submittal requirements to the Aurora Building Codes Division please visit our website to download a copy of the 2015 High-Piled Combustible Storage Checklist by clicking on the hyperlink provided. **The project being developed, operationally speaking it would be impossible to have both high-piled storage and a functioning cross dock with over 2 dozen forklifts moving around daily. Operationally it is impossible to high-pile store items because this facility has continuous docks on each side with constant freight movement from one side to the other. The facility although classified as S-1, simply is the only possible classification in the IBC. The facility operationally does not store product. The facility operationally does not have a racking system. If material is double-handled it is simple staked on the floor and retrieved by another fork truck.**

**Knox Hardware:**

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

**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. **See sheet 2 of 15.**

**Loading and Unloading Areas:**

The site plan must show the location of the loading and unloading areas. These areas must not encroach into the dedicated or designated fire lane easement. **See sheet 4 of 15.**

**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. **Noted.**

- (Plat Note) If Plat Contains Fire Lane Easement
- (Site Plan Note) Access Control Gate or Barrier Systems
- (Site Plan Note) Accessibility Note for Commercial Projects
- (Site Plan Note) Addressing
- (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
- (Site Plan Note) Loading and Unloading Areas
- (Site Plan Note) Right of Way for Ingress and Egress of Emergency Vehicles

**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. **See sheet 1 of 15.**

**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. **Noted and implemented.**

- Abutting Fire Lane or Public Access Easement to Property
  - 1) If an existing fire lane has to be removed or relocated for any reason, the fire lane must be replaced using the current fire lane specifications of the Public Works Department
- Access to within 150 feet of Each Structure
- The fire code official is authorized to increase the dimension of 150 feet reach requirement where the building is fire sprinkled in accordance with the 2015 IFC, Section 503.1.1 where allowed by code. If granted approval, a fire sprinkled structures may utilize a 200-foot reach criterion 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. **Noted and implemented.**

- Access Road Width with a Hydrant
- Aerial Fire Apparatus Access Roads
- Fire Apparatus Access Road Specifications
  - If an existing fire lane has to be removed or relocated for any reason, the fire lane must be replaced using the current fire lane specifications of the Public Works Department.
- Construction of Fire Lane Easements and Emergency Access Easement
- 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
- Remoteness
- Snow Removal Storage Areas
- Two points of Emergency Access

- Width and Turning Radius

### **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. **Noted and compliant.**

### **Real Property Division**

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

### **Subdivision Plats:**

- The property is currently platted but because of what you propose to do, a Plat amendment will be required. This will need to be at this time in order to obtain a building permit. Plats must be prepared using City of Aurora specifications given in the most current Subdivision Plat Amendment and Subdivision Plat Checklist. These reviews of the plat can run concurrently with your other Planning Dept. submittals. **Completed.**
- A **pre-submittal meeting** with Real Property is required on all plat submittals so that we can make sure the basic elements have been addressed before they are submitted to Planning. This 30-minute meeting is for the 1<sup>st</sup> submittal of plats only and is by appointment only. Call *Darren Akrie* at 303.739.7300 to schedule your appointment. The person preparing the plat and your project manager should attend and bring two sets of the plat. **Completed.**

### **Site Plans:**

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

### ***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. **Noted.**
- 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 that may require a separate

document. Following are the links to additional information if needed later in your formal review process: **Noted.**

- [Dedications Packet](#)
  - [Easement Release](#)
  - [License Agreement Packet](#)
- If there are existing easements that are no longer needed, the City will require the developer to make application to the City to release those easements. Easement release documents must be prepared using Real Property specifications and are available in the [Easement Release Packet](#). Once complete and accurate easement release information is submitted to Real Property, it takes about 4-6 weeks to complete the process. They must be complete and ready to record before Real Property will record the plat and/or site plan. **Noted.**
  - You may have items that encroach into city-owned property or easements (i.e. retaining walls, medians, stairs, etc.) If allowed, these types of encroachments require a **License Agreement**. Requirements can be found in the [License Agreement Packet](#). It takes 4-6 weeks to complete the process after submittal. The License Agreement must be completed before the site plan is recorded. **Noted.**