

June 30, 2022

Liz Fuselier
City of Aurora
15151 E. Alameda Ave
Aurora CO 80011

RE: AUMHC Safety Net Campus (#1598692) Pre-Application Meeting Comment Responses

Dear Liz:

Below are comments provided by city staff in regards to the AUMHC Safety Net Campus project. Responses are provided in ***Bold Italics*** beneath the comment provided.

Key Issues:

► **Master Site Plan:** The development proposal reviewed at the time of pre-application will require the submittal of a Master Site Plan, which is slightly different and less intensive than a true 'Master Plan'. If you'd like examples, please reach out to your Planning Case Manager, Liz Fuselier.

Master Site Plan submitted for review.

► **Building Arrangement:** Please review the use-specific regulations beginning on page six which may necessitate a re-design of the site plan prior to submittal – there are code regulations limiting the amount of surface parking fronting a public street and requiring more robust connectivity throughout the site. If re-design occurs and your design team has questions or would like feedback prior to formal submittal, please reach out and I can coordinate a meeting with applicable review staff.

The site plan has been redesigned as best we can to address the enclosed comments, provide adequate parking and maintain the spirit of the development.

► **Tree Mitigation:** The City of Aurora has a policy on the preservation of trees. There are mature trees on this site which will require mitigation with this development. The Forestry Division will require you to hire a consulting arborist to provide tree inventory and appraisal. Please see a list of recommended arborists on page 14.

Noted.

► **Underground Detention:** As discussed at the pre-application meeting, underground detention may be utilized as a last resort and only upon consideration of the City Engineer based on justification presented within the Preliminary Drainage Report. Continue to work with Public Works Engineering and Aurora Water on an agreeable stormwater detention solution and refer to comments from Engineering beginning on page 18. Also note the required Inspection and Maintenance (I&M) Plan must include both above and below ground infrastructure, if approved. ***We have had conversations and submittals with Public Works and Aurora Water to allow underground detention on-site.***

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► **Traffic Signal Re-Build:** Per city code, your development triggers 25% participation in the cost of the traffic signal re-build recently completed at the intersection of Louisiana Avenue and Potomac Street. Please see more information in comments from Traffic Engineering beginning on page 17.

We are requesting a reduction on the traffic signal expenses. Please refer to the project narrative.

► **Sidewalk Re-Construction:** The city requests the stamped, colored concrete along the frontage on Potomac Street be replaced with standard concrete. The city will reimburse the applicant for this work. Continue to coordinate with Public Works staff as the design moves forward.

We will work with Public Works to upgrade this concrete.

► **Building Code Adoption:** The city recently adopted the 2021 International Building Code. Due to unprecedented supply chain delays, the city has granted a grace period for applications to be accepted under the 2015 code series until October 31, 2022.

Noted.

► **Second Point of Emergency Vehicle Access:** The requirement for two points of emergency access for this site is driven by the gross square footage of the buildings on the site. 124,000 square feet or greater triggers the need for a secondary point of access. However, there is an exception in the International Fire Code which states ‘Projects having a gross building area of up to 124,000 square feet (11 520 m2) that have a single approved fire apparatus access road where **all buildings** are equipped throughout with approved automatic sprinkler systems.’ Thus, if all buildings on site are proposed to be sprinkled, one point of emergency access should be sufficient. Please reach out to me if you have further questions on this matter.

We are proposing 120,000 sf of gross building sf and all buildings will have a sprinkler system. As such, we have 1 access point entering the project.

Standards and Issues:

1. Zoning and Placetype 1A. Zoning-Mixed-Use Office/Institutional District The purpose of the MU-OI district is to accommodate office, institutional, and related low impact uses near residential areas. This district is intended to allow low- to medium-scale, low traffic generating office and residential uses in areas that can serve to buffer single-family residential areas from nearby more intensive commercial development. This district allows both residential and small- and moderate-scale commercial activities, with limited retail, services, and institutional uses.

Noted.

1B. Placetype-Innovation District

The Innovation District is where leading-edge anchor institutions and businesses connect with start-ups and business incubators and accelerators. This placetype fosters new ideas and enterprises by bringing together different people, companies and institutions and are key to increasing employment within the city. Light industrial and business park uses are joined with educational and medical institutions to foster sought-after creativity. These primary uses interact horizontally to promote integration across the various industries that fill this placetype.

Noted.

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2. Land Use 2A. *Historic Land Use* 2B. *Proposed Land Use*

The subject property currently operates as a 50,000-sf community mental health facility on this site. The new development is proposed to occur over the entire parcel after demolition of the existing buildings. A phasing plan will be required prior to construction.

The proposal looks to subdivide the 7.03-acre existing parcel into three sites: a 30,000-sf medical clinic for Stride Community Health Care, a 50,000-sf behavioral health building for AuMHC, and a 70-100-unit affordable housing structure with shared access, storm water detention, parking and landscaped areas.

Please provide an operations plan with your initial submittal. Include hours of operation for the medical clinic and mental health building, number of employees on site, and anticipated activities for the campus. This will help measure potential impacts and identify mitigation measures for the residential uses anticipated on the site.

Operation plans for all 3 facilities have been submitted.

3. Development Standards 3A. *Dimensional Standards* 3B. *Common Space and Amenities*

The proposed central courtyard, community garden and open space will need to conform to the Multifamily residential development use-specific regulations in Section 146-3.3.2. H. which require that all buildings be accessed from a public or private street (meeting the standards of a public street). The proposed arrangement with the buildings fronting parking lots and minimal service drives would not meet these requirements. To proceed with this proposal, the development would need to be modified to create an internal network for cars, pedestrians and bike access along with sidewalks and landscape buffers. Please also refer to section 146-4.6.5. A.2 which requires no more than 25 percent of the lot frontage on arterial or collector streets to a depth of 60 feet shall be occupied by surface parking. The remaining 75 percent of the lot frontage on arterial or collector streets shall be occupied by a structure, and no surface parking shall be located between that building and the street. It is also suggested that the multifamily building, as much as the site will allow, front along Potomac Street to create safe access to the public transit opportunities along this roadway.

The multi-family building is being serviced by a loop road within the campus. This site has been redesigned to minimize parking between the buildings and Potomac Street.

Additionally, parking has been set back over 120 feet from Potomac Street.

Use specific standards that require a minimum of 20% on-site open space be provided for multifamily residential developments. Staff recommends the addition of a series of plazas and smaller gathering spaces throughout the site as well as substantial green space to encourage larger community congregating. Refer to Section 146-3.3.2. H.7. for additional details on what types of spaces qualify towards meeting this requirement.

3C. *Access and Connectivity*

3D. *Parking, Loading, and Stacking*

As previously mentioned, the use-specific standards require that multifamily buildings be fronting and accessing a public or private street. Buildings should be situated to interact and have access from the street that provides a network to move automobiles, bicycles and pedestrians. Common areas such as leasing offices and amenity spaces are encouraged on the ground floor with storefront windows to interact with the street and increase the pedestrian experience.

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Safe, well-connected pedestrian networks must be included in the site design. Internal drives need to include sidewalks. The site design will have to balance the need for vehicle circulation and higher traffic volumes associated with the health clinic and office/treatment uses combined with the residential use and intended community open space. Please include internal pedestrian connectivity between the parking areas and the three separate buildings and proposed open space. Pedestrian networks should be physically separated from vehicle traffic via grade changes, decorative pavement, landscaping walls or other design features, and should connect the building to the parking areas, adjacent sites, community outdoor spaces, and to the public way. The submittal should address the circulation plan for vehicles entering and exiting the multiple structures.

There will be a need for a pedestrian connection to Potomac Street incorporated in the site design. This pedestrian connection should include safe access to the existing protected bike lane and public transit stops along Potomac Street. Sidewalks will also need to be added internally to connect with existing sidewalks on Potomac Street.

20% open space requirement has been met in the enclosed site plan. Traffic, bike, and pedestrian access have been provided to the building and pedestrian access to the courtyard and the RTD bus stop north of the site.

Staff suggests RTD be contacted to improve, if possible, the current adjacent bus stop on Potomac Street. The addition of a shelter structure and/or bench to this transit stop will improve it visually and may increase ridership and/or improve the ridership experience for the residents and visitors in the proposed development.

RTD will be contacted to discuss upgrading the existing bus stop as noted.

Off-street parking is required by Section 146-4.6. Based on the information provided, the 50,000 sf AuMHC Office/Health Center requires 125 parking spaces, including 5 accessible parking spaces. The 30,000-sf medical clinic will require 75 parking spaces and 3 accessible spaces. The Affordable Housing structure will require 60-85 spaces depending on the building unit count (utilizing .85 spaces/unit) with 14-20 guest parking spaces.

Parking alternatives listed in Section 146-4.6.4 may reduce parking requirements. Reduced parking can be considered where there is transit service proximate to the property. Please note that the parking alternatives only apply to commercial development and not to the multi-family development.

We are requesting an adjustment to City's required parking counts. Additionally, we have submitted a parking study which addresses these type of uses and the parking they typically require.

In addition to vehicle parking, the development is required to provide 30 bicycle parking spaces. Bicycle spaces must comply with Section 146-4.6.3. F.2 including providing a design that includes 2 points of contact with each bicycle. Each inverted "U" rack counts as two bicycle parking spaces. Place any bicycle parking in a convenient, paved, and well-lit location.

Bicycle parking will be provided as noted.

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3E. Landscape, Water Conservation, Stormwater Management

Section 146-4.6.5 details requirements for the design and placement of parking areas. Generally, parking areas should be located and designed to provide for adequate vehicle circulation, safe pedestrian connections, screening from adjacent sites and streets, and to avoid abutting significant stretches of adjacent streets. Parking lots in excess of 150 spaces require additional sidewalk network and landscape elements in the parking lot. Further, required parking space(s) associated with any multifamily residential building shall not be located more than 330 feet from an entrance to that building and shall have a direct pedestrian connection to the building's entrance or entrances.

Noted. Refer to the submitted Landscape Plan

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

Noted. Refer to the submitted Landscape Plan

- 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.

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

Noted. Refer to the submitted Landscape Plan

- 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.

- • Section 146-4.7 Landscape, Water Conservation, Stormwater Management

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

Noted. Refer to the submitted Landscape Plan

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

Provide one street tree per 40 lineal feet along S. Potomac Street. When a detached walk and curbside landscape are provided according to Public Works street cross section requirements, street trees shall be provided within the designated curbside landscape area. When a detached

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walk and curbside landscape are absent, street trees shall be located from four to five feet from the back of walk, curb or pavement.

The UDO requires plantings within the curbside landscape to vary depending upon the width required by the street cross section. Refer to the UDO for specific curbside planting requirements. Only curbside landscapes that are 10' in width or greater may be sod if desired.

Noted. Refer to the submitted Landscape Plan

– Section 146-4.7.5 D. Street Frontage Landscape Buffers

Provide a 20' wide street frontage landscape buffer as measured from the back of walk along S. Potomac Street. If no walk is provided, then from the property line. Landscaping shall consist of one tree and ten shrubs per each forty linear feet of buffer length. A reduction in buffer width is permitted in accordance with Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions. Landscape street frontage buffers may be reduced incrementally down to 10' depending upon the buffer reduction feature chosen. Landscaping shall be installed along the exterior sides of proposed fencing or walls.

Shrubs and ornamental grasses may not be substituted for trees in the buffer unless the applicant demonstrates to staff that the site is encumbered. Encumbrances shall include overhead and underground utilities, floodplain, easements or similar. When over lapping landscape standards occur such as when building perimeter, detention/water quality and/or parking lot landscape requirements fall within the landscape buffer, they may be counted towards meeting the buffer requirements, however, the most restrictive requirements shall be met. Staff will determine whether an overlap exists once a site plan is submitted.

The detention pond and drainage easement has been set back 20' from the greater of the back of existing sidewalk or property line.

– Section 146-4.7.5.E.2.b. Non-Street Perimeter Buffers

Provide a 10' wide non-street perimeter buffer along the northern property boundary. A reduction in buffer width to 5' is possible depending upon the buffer reduction feature chosen as specified in Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions. Plant material shall be provided at a ratio of one tree and five shrubs per 40 linear feet with thirty percent of the tree species shall be evergreen.

The proposed drive is set back 18' from the north property line.

A 25' wide buffer should be provided along the southern property line given the proposed residential use adjacent to the existing office. Plant material shall consist of one tree and five shrubs per 25 linear feet with 50% of the tree species being evergreen. While the buffer widths are less restrictive, plant quantities remain consistent. Plant sizes shall be increased to three-inch caliper for deciduous trees and eight-foot-tall for evergreen trees where residential abuts non-residential development.

Plant material shall be chosen based upon its ability to provide appropriate screening and shall be selected to reach a mature height of no less than five feet. Perennials shall only be used as accents and may not count toward the buffer requirement. Shrubs and ornamental grasses may not be substituted for the tree requirement unless the site is encumbered. Refer to the UDO for what is considered an encumbrance. While Junipers are commonly used for buffer screening, alternative plant material shall be integrated that are better suited to winter snow loads and provide year-round visual interest. Refer to the UDO for an alternative plant list.

The proposed drive is set back 18' from the south property line..

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– Section 146-4.7.5. H. Special Landscape Buffers for Development Adjacent to I-79, I-225, E-470, Public Parks, Open Space and Trails

A 25' wide special landscape buffer is required adjacent to I-225. This may be reduced to 15' depending upon the landscape incentive feature chosen as provided in Table 4.7.2 Required Landscaping Buffer Widths and Allowed Reductions. While this buffer may be reduced, given the proposed residential use, staff encourages the applicant to consider the installation of the full buffer depth adjacent to the highly active highway. Landscaping shall consist of one tree and 10 shrubs per 30 linear feet of buffer.

The proposed drive is set back 30' from the I-225 property line.

The encroachment of buildings or portions of buildings including porches, patios, trash enclosures, dumpsters, parking lots and internal vehicular drives, sidewalks and detention and water quality pond infrastructure into the landscape buffer is prohibited.

All items are outside of the buffer with the exception of the sidewalk loop that extends around the outside of the property.

– Section 146-4.7.5 K. Parking Lot Landscaping.

Both interior and exterior parking lot landscaping is required for all proposed parking lots. No parking row shall exceed 15 spaces without an intervening landscaped island, median or landscaped peninsula. All parking rows must terminate in a landscaped island. The perimeter of all parking lots shall be screened from public rights-of-way, public open space and adjacent property with one or a combination of methods shown in this section. If required, street and non-street frontage landscape buffers may be combined with the parking lot screening requirements to satisfy both if the two requirements should overlap. City staff will determine whether the overlap exists once a formal site plan submittal is made.

Also provide and landscape each parking lot island with one tree and six five-gallon shrubs per 9' X 19' island and two trees and 12 shrubs per 9' X 38' island. Ornamental trees may be used as accents at the ends of parking rows but shall not be used as the primary shade tree within the parking lot.

Noted. Refer to the submitted Landscape Plan

– Section 146-4.7.5 J. Building Perimeter Landscaping.

The non-residential buildings should be landscaped in accordance with this section of the UDO. Multifamily buildings have their own building perimeter landscape standards as outlined below. Landscaping is required when building elevations face public rights-of-way, residential neighborhoods, public open space, or whenever an entrance door is present. Landscape each elevation with one tree equivalent per each 40 linear feet of elevation length. Building perimeter landscaping provided within 20' of the building face may count towards the building perimeter landscaping requirements including landscaping provided within parking lot islands. Depending upon the length of the building, landscaping may need to be pro-rated if less than 40 linear feet. Landscaping shall be broken down by building face and not as an entire entity.

– Section 146-4.7.5.J.3. Multi-family and Single Family Attached (Townhome) Residential Structures

All new multi-family buildings shall provide building perimeter landscaping. Plant beds shall be an average of six feet wide and shall consist of 1.25 plants per five linear feet of unit perimeter footage. At least five percent should be a mixture of evergreen and deciduous trees,

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at least 15% shall be tall shrubs with a mature height of six feet and up to 80% shall be a mixture of evergreen and deciduous shrubs chosen to create seasonal interest. An example table demonstrating compliance has been provided below.

Noted. Refer to the submitted Landscape Plan

– Section 146-4.7.5 I Site Entryways and Intersections.

Provide a distinctive landscape feature at the main site entrance. Distinctive landscape features should consist of specimen quality plant material that will provide visual interest during all seasons. This may be integrated with any proposed signage.

Noted. Refer to the submitted Landscape Plan

– Section 146-4.7.8. B. 2.b. (Service, Loading, Storage and Trash Area Screening)

Should each use have its own trash/recycling bin they must be enclosed and setback at least 12 feet from adjacent properties with residential or commercial uses. Service areas visible from streets or residences shall be screened by fences, walls, landscaping, berms or any combination of items. Fencing and wall screening shall be accompanied by landscaping on the exterior side to soften the appearance of the wall and/or fence. Evergreen plantings are required along the exterior.

Noted. Refer to the submitted Landscape Plan

– 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 Works Departments.

All detention pond facilities shall not exceed six feet in depth. The area within the tract surrounding the pond shall contain a minimum of one tree and 10 shrubs or the approved tree and shrub equivalents per 4000 square feet above the 100-year water surface elevation. When overlapping landscape standards occur such as when buffers, detention/water quality and parking lot landscape requirements fall within the buffer, they may be counted towards meeting the buffer requirements, however the most restrictive requirements shall be met.

- – Section 146-4.7.3 C. Irrigation. 3F. 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. There are some adjustments to these standards for Affordable Housing developments such as building length, the need for covered parking, and masonry standards to name a few. Please refer to the above noted UDO section for additional information.

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All developments shall install an automatic irrigation system for landscape areas. To assess irrigation, tap fees, the City Water Department will require that the applicant divide their landscape into water conserving, non-water conserving and non-irrigated areas as part of the landscape submittal. A table summarizing these areas shall also be provided. Contact Timothy

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York at (303) 326-8819 in Aurora Water regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system.

- Standards for exterior lighting are found in Section 146-4.9. Show typical details of lighting on the plan and on building elevations.
- Section 146-4.10 governs signage standards. Please review this section for complete details. Show the location of any monument signs on the plans and indicate the location of wall-mounted signs on the building elevations.
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- 3G. *Exterior Lighting*
- 3H. *Signs*
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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.

Noted. Refer to the submitted Landscape Plan

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.

Adjustments will be listed on the Cover Sheet.

- **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. 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. Please fill out the [Mineral Rights Affidavit](#) and supply this document to your Case Manager with the application submittal.

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- 5B. *PDF Requirements*
- 5C. *Mineral Rights Notification*

Noted for future 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.

Completed.

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.

Noted.

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

Noted.

- 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.

Noted.

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

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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 at this time.

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.

Should you have any questions about oil and gas development, please reach out to Jeffrey Moore, Manager of the Oil & Gas Division.

Noted.

Parks, Recreation & Open Space Department (PROS)

Forestry Division

There are a substantial number of trees on this site that will be impacted by development. Because of the number of trees and their mature size, tree mitigation will be substantial. The applicant will be required to hire a Consulting Arborist (see below for list of recommended arborists) for tree inventory and appraisal.

An arborist has been hired.

Tree Mitigation Requirements:

Trees on-site that are 4" or greater in caliper that will be impacted by development require tree preservation or mitigation. The intention of the Tree Preservation Policy is to preserve trees that are in good condition and of high value during the process of development. Mitigation for trees removed from the property can be accomplished by trees being planted back onto the site through the landscape plan, payment made into the Tree Planting Fund, or a combination of the two. If trees are planted on the site, the mitigation requirement is an inch-for-inch replacement. This is in addition to the regular landscape requirements. For example, if a 10" tree is removed, 10 caliper inches must be replaced back onto the site. The use of tree equivalents is not acceptable for tree mitigation.

Noted.

Forestry's Role in Site Plan Review:

- When the site plan is submitted, please show and label all existing trees on a separate sheet called Tree Mitigation Plan and indicate which existing trees will be preserved or removed. Please include grading on this sheet as well. Since you will be hiring a Consulting Arborist, please provide the inventory and appraisal with the first submittal. Below is the list of Consulting Arborists for your review. Forestry would require a meeting with the arborist selected to make sure that we agree on the appraisal.

Name	Company	Address	Phone
David Merriman	Arbor Scape	5044 S. Youngfield Court, Morrison, CO 80465	303-795-2381
Keith Worley	Forestree Development, LLC	7377 Osage Rd, Larkspur, CO 80118	303-681-2492
Robert Brudenell	The Natural Way, Inc.	1952 W. Dartmouth Ave, Englewood, CO 80110	303/347-0988

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Scott Grimes	Colorado Tree Consultants	coloradotreeconsultants@yahoo.com	303-720-8170
Stefan Ringgenberg	Boulder Tree and Landscape Consulting	7289 Petursdale Court, Boulder, CO 80301	303-530-0640
Steve Geist	SavATree	8585 E Warren Ave, Denver, CO 80231	303-306-3144

Noted. This will be added to the Site Plan Submittal for the project.

- Once the tree assessment is complete, a spreadsheet will be provided by the Consulting Arborist showing the dollar value of the trees that will be removed as well as the number of inches required for replacement back onto the site – make sure the Consulting Arborist contacts Forestry for understanding of the correct number of inches to be shown on the spreadsheet. In most cases, the mitigation inches can be replaced on the site through upgrades to the landscape plan. If there is not room to replace the number of inches that will be lost, payment can be made into the Community Tree Planting Fund based on the dollar value associated with tree loss. Please keep in mind that the dollar value will be substantial.

Noted.

- Civil and Stormwater Management Plans (SWMP) plans will not be approved by Aurora Forestry until tree mitigation has been approved through the Site Plan Process.

Noted.

- Any trees that are preserved on the site during construction activities shall follow the standard details for Tree Protection per the current Parks, Recreation & Open Space Dedication and Development Criteria manual. The Tree Protection notes shall be included on the plan. The link for the manual can be found [here](#).

Noted.

Ash Trees Prohibited:

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

Noted.

Aurora Public Schools

In accordance with Section 4.3.18 of the Unified Development Ordinance, a school land dedication obligation is required for all new residential development within the City of Aurora. The size of the school land requirement will depend on the number and types of residential development that are approved. Aurora Public Schools will accept cash-in-lieu of land for the obligation valued at market value of zoned land with infrastructure in place. Cash-in-lieu will be due prior to plat approval.

Noted.

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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:

▶ Further communication and coordination required with the proposal of underground and above-ground detention. If approved, the Inspection and Maintenance (I&M) Plan must include maintenance of both facilities.

Noted.

▶ Water and sanitary must be extended to provide frontage to each building. Each building shall be individually serviced with water and sanitary. Service lines cannot cross lot lines. Water will require two points of connection for a looped supply.

Provided.

▶ There is an existing 3" meter. Credit can be issued for this meter and is based on time of last billing. Credit can only be applied to one proposed meter. ○ The AuMHC and Health Clinic can be served with a commercial meter and the housing building will be served with a multi-family meter. For the multi-family use, a separate irrigation meter will be required for the outdoor use.

Noted.

▶ There is an existing utility easement on the east for Water. Connections are not allowed on this water line and no structural encroachments are allowed within this easement.

Noted.

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

Noted.

Utility Services Available:

• Water service may be provided from: Main Extension onto site

Water is being extended and looped on-site

• Sanitary sewer service may be provided from: Main Extension onto site

Sanitary Sewer is being extended on-site.

• Project is located on the following Map Page: 11F

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

• - All utility connections in the arterial roadway are required to be bores.

•

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- 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:

- 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.

Noted.

- 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.

Noted.

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

Noted.

- 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.

Noted.

Public Works Department

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

Key Issues:

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

Traffic Report provided.

- ▶ The Site Plan shall incorporate the new separated bicycle facility along Potomac Street.

Noted.

- ▶ The traffic signal at Louisiana Avenue and Potomac Street was recently rebuilt and the applicant shall participate in the costs of the improvements. See below for additional information.

The applicant is seeking a reduction in the signal costs. See project narrative.

- ▶ Pedestrian connectivity from the parking lots to the buildings as well as to the public ROW shall be provided by the applicant.

Provided.

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

We are using the same access point location into the site..

- Label the access movements on the Site Plan.

All drives provide 2-way access..

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- 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](#).

Will comply with future Site plan Submittal

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'

- Show existing stop signs and street name signs or the installation of new stop signs and street name signs by developer at the site access points onto public streets. Add the following note to the Site Plan: – 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.

Will comply with future Site plan Submittal

ROW/Plat:

- Designate a Public Access Easement along private drives.

Provided.

- A traffic signal easement shall be required at the intersection of Louisiana Avenue and Potomac Street to accommodate the proposed traffic signal pole, underground conduits, pull boxes and signal control cabinet.

Signal is already existing. Easement should already be in place prior or signal installation.

Traffic Signal Escrow:

- The intersection of Louisiana Avenue and Potomac Street was recently rebuilt. As an adjacent land owner/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 Louisiana Avenue and Potomac Street which was recently rebuilt. **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.

The applicant is seeking a reduction in the signal costs. See project narrative.

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.
 - 2) Trip Generation from the site.
 - 3) Site Circulation Plan

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- 4) Site Circulation Plan and interior intersection control
- 5) Include detailed analysis of: a) All site access points b) Intersection of Louisiana Avenue at Potomac Street 6) Analysis of pedestrian connectivity. 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 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](#).
- Based on our review of the Traffic Impact Study, additional improvements may be required.
Traffic Study submitted with the application.

Engineering Division *The Engineering Division reviews the drainage and public improvement components of your project plans. Engineering reviews referrals of the Site Plan and Subdivision Plat from the Planning Department.*

Key Issues:

▶ Public improvements for this development include updating the curb ramps at the existing access, or providing curb returns with curb ramps that meet current standards with the new access. Additionally, the city requests the stamped, colored concrete along the frontage on Potomac Street be replaced with standard concrete. The city will reimburse the applicant for this work. Continue to coordinate with Public Works staff as the design moves forward.

We are updating the access into the site and will work with PW on the replacement of colored concrete in the ROW.

▶ A preliminary drainage report shall be submitted with the site plan. On-site detention and water quality/EURV is required. All ponds require a drainage easement, access easement for maintenance, and an Inspection and Maintenance Plan (I&M). Permanent BMPs on site, such as the proposed rain garden, also require a drainage easement and shall be included in the I&M.

Noted.

▶ Per City of Aurora Storm Drainage Design and Technical Criteria Section 3.61, underground detention may be used only as a last resort and must be approved by the City Engineer, when all other alternatives are exhausted. If a development chooses to propose underground detention, they are doing so at-risk of significant redesign if the underground detention is not approved. A variance, with supporting documentation, in the preliminary drainage report for underground detention will be evaluated on a case by case basis.

We have had meetings and submitted documentation and underground detention has been approved for use at this project. This information is included in the Master Drainage Report..

▶ 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.

Noted.

Improvements:

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

Noted.

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

Noted.

- Curb ramps must be shown (located) on the plans at all curb returns, residential mail kiosks or clustered mailboxes, and any other location of public necessity. Detailed grading of the curb ramps shall be included in the civil plans.

Noted

- 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.

Curb returns are being provided.

- 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.

Noted

- 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.

Will be provided on Site plan Submittal.

- 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.

Noted

- 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.

N/A

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. – Sidewalk easements may be required for new sidewalk installed.

Plat submitted with submittal

- – A drainage easement shall be required for any detention/water quality facilities on site. This drainage easement shall tie to a public way.
- – Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way.
- – Public access/fire lane easement shall be required for fire lanes outside of public right-of-way. Please coordinate with Life Safety for their alignment.

Easement provided.

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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. Full spectrum detention is required for this project.

Noted.

- 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.

Noted

- 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.

Noted

- 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.

Noted

- Per City of Aurora Storm Drainage Design and Technical Criteria Section 3.61, underground detention may be used only as a last resort and must be approved by the City Engineer, when all other alternatives are exhausted. If a development chooses to propose underground detention, they are doing so at-risk of significant redesign if the underground detention is not approved. A variance, with supporting documentation, in the preliminary drainage report for underground detention will be evaluated on a case by case basis.

We have had meetings and submitted documentation and underground detention has been approved for use at this project. This information is included in the Master Drainage Report

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

Noted.

- 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

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sections. Sidewalk chase sections shall not be located within a curb cut, driveway, curb ramp, or curb return.

Noted.

- 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.

Yes, we have located and will use.

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

Noted.

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:

► On January 8, 2022, the 2021 versions of the International Codes became effective in the City of Aurora. Applicants who wish to build their projects to the requirements found in the 2021 codes are allowed to do so and should notify Building Division staff at time of permit submittal of this decision.

Noted.

► The construction industry is experiencing unprecedented supply chain issues which has not only affected costs, but also inventory and delivery timelines. Due to nationwide shortages of various building materials, the City of Aurora is extending the deadline by which all submittals will be reviewed for compliance with the 2021 codes until October 31, 2022. As this date draws closer, we will provide updates on any changes to this deadline.

Noted.

► In determining which code series to utilize (2015 or 2021) please be aware that once chosen, only that code series can be utilized throughout the plan review and inspection processes.

Noted.

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.

Noted.

Adopted Codes by the City of Aurora – Setbacks:

The site plan and civil plans must reflect the setback requirements of the 2015/2021 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 2015/2021 International Codes please utilize the following hyperlink; [ICC Codes Online](#).

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• The Aurora Building Division currently utilizes the adopted 2021 International Codes Series except for the 2020 NEC. A grace period will be allowed after the formal adoption of the 2021 ICC codes to utilize the 2015 ICC codes until October 31st of 2022.

Noted.

• Show the distance of new or existing lot lines to proposed exterior walls of structures on the site plan.

Will provide when Site Plan is submitted..

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.

- • Alternative Fire Lane Surfacing Material
- • Alternative Fire Lane Surface Signs
- • Combined Fire Lane and Pedestrian Sidewalks
- • [Dead-End Fire Lane Detail](#)
- • Fire Lane Sign Detail
- – 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

Noted.

Emergency Responder Radio Coverage:

The 2015/2021 International Fire Code requires all buildings to be assessed for adequate emergency responder radio coverage.

• The 2015/2021 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.

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Noted.

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

Provided..

– A second point of emergency access appears to be needed for this site based on the square footage of structures exceeding 124,000 square feet (commercial). A second point of access off of Potomac is problematic due to the inability to achieve the remoteness requirements of Appendix D. The applicant may need to work with the site to the north or south to punch through with an emergency access only fire lane in the northeast or southeast area of their property.

We are under 124,000 sf and all buildings are sprinklered. We have 1 point of access into the site.

– 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 2015/2021IFC 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.

We are over 30' in height and a 26' wide access road has been provided.

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

We have 1 point of access as noted above and the water main loop and fire hydrants will be constructed in the first phase.

Fire Hydrants:

The number and spacing of fire hydrants are determined using the 2015/2021 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.

- Changes made to the site from the current proposal may require additional onsite hydrants once site plan is submitted.

Noted.

Fire Sprinkled Structures:

The requirements for the installation of a fire sprinkler system are provided within the Chapter 9 of the 2015/2021 IFC and IBC.

General Comments:

- Commercial Cooking Equipment utilizing a Type I Hood will require a kitchen hood suppression system.

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- R-2 Apartments. A heated fire riser room with an exterior door will be required. A Knox box will be required on the right side of the entrance to the fire riser room. A fire control panel or unit that is tied into a master fire alarm panel will be required within the fire riser room.
Noted.

- Based on the size and the proposed use of the structure, it does appear that a fire sprinkler system would be required. As such, a dedicated 23' fire lane easement will be required to provide fire apparatus the ability to access the fire department connection.

We are sprinklering all buildings so that we meet the criteria for 1 point of access into the site..

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.

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.

- If a gating system is to be installed at a site access point, it must be set back from the flow line of the street at least 35 feet or one design vehicle length, whichever is larger, and be approved by the City of Aurora's Fire and Life Safety department. Gating systems located within close proximity to public right-of-way (ROW) may also be assessed by the City of Aurora Traffic Manager or designee and could require a traffic analysis to determine the appropriate distance of gating system to said flow line of ROW. Where a gating system crosses a dedicated or designated fire access roadway please reference the Security Gates section of the latest edition of the International Fire Code (IFC). The installation of security gates across a fire apparatus access road shall be approved by the Fire Chief (designated Fire Chiefs representative).

- A separate building permit is required for the installation of any gating system that may obstruct fire department access to the internal areas of a site. Prior to construction please submit plans and specifications of your proposed gating system to the Aurora Building Division. If you have any questions, please contact a Fire/Life Safety representative by calling 303-739-7420.

Gated entry will not be used in any fire lane easements..

Accessibility Requirements:

The City of Aurora reviews accessibility requirements based on 2015/2021 IBC, Chapter 11, the 2009/2017 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 exterior 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, 2009/2017 edition.

Will be provided with Site Plan submittal for Phase 3..

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The City of Aurora reviews accessibility requirements based on 2015/2021 IBC, Chapter 11, the 2009/2017 ICC/ANSI A117.1.

- Commercial

Noted.

Hazardous Materials:

Per the 2015/2021, IFC Chapter 50 – A permit through the Aurora Building Division is required 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.

Noted.

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.

Noted. Will be provided on Site Plan submittals for the individual buildings of the project.

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.

Noted.

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.

Noted.

Phasing Plans:

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

Master Plan submitted.

Photometric Plan:

- Add the following note to the Photometric Site Plan:

ILLUMINATION WITHIN THE SITE MUST COMPLY WITH THE 2015/2021 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.

Noted.

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Site Plan, Civil Plan, Master Plan and Plat Notes:

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

- (Plat Note) If Plat Contains Fire Lane Easement
- (Site Plan Note) Access Control Gate or Barrier Systems
- (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 (2015/2021)
- (Site Plan Note) Addressing
- (Site Plan Note) Alternative Fire Lane Surfacing Materials.
- (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

Noted.

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.

Noted.

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 2015/2021 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***
- ***Alternative Fire Lane Surfaces***
 - Alternative fire lane surfaces other than asphalt or concrete will require a license agreement through Real Property within Public Works.
- ***Fire Apparatus Access Road Specifications***
 - If an existing fire lane or public roadway has to be removed or relocated for any reason, the portion replaced must follow the current specifications of the Public Works Department.
- ***Combined Fire Lane, Public Access and Utility Easements***
- ***Construction of Fire Lane Easements and Emergency Access Easement***
- ***Dead-end Fire Apparatus Access Roadways***
- ***Encroachment into Emergency Access or Fire Lane Easements are Prohibited***
- ***Grade***
- ***Labeling of Easements on the Site Plan, Plat and Civil Plans***

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- License Agreement
 - Construction of fire lanes using alternative surfacing materials other than asphalt and concrete and/or installations of gating systems crossing a dedicated fire lane easement will require a license agreement through Real Property.
- 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

Noted.

Trash Enclosure:

Per the 2015/2021 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.

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:

- ▶ Will expect Subdivision Plat or plats based on phased plans.
- ▶ Easements no longer needed shall be released by separate document.
- ▶ See notes below for new easements and License Agreements.

Subdivision Plats:

- The property is currently platted; however, due to your proposed use, it will need to be re-subdivided (re-platted) at this time in order to obtain a building permit. Plats must be prepared using City of Aurora specifications provided in the most current [Subdivision Plat Checklist](#). Plat reviews may run concurrently with your other Planning Dept. submittals.

Plat Submitted.

- A **pre-submittal meeting** with Real Property is required on all plat submittals so our team may verify that basic elements have been addressed before they are submitted to Planning. This 30-minute meeting is for the 1st submittal of plats only and is by appointment only. Call *Darren Akrie* at 303.739.7300 to schedule your appointment. The person preparing the plat and your project manager should attend the meeting. Please 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 [Subdivision Plat Checklist](#).

Noted.

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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.

- **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.

Noted.

- 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.

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 **8-10 weeks** to complete the process after submittal. The License Agreement must be completed before the Site Plan is recorded.

Noted.

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

Noted.

- 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.

Noted.

If you have any questions or concerns, please do not hesitate to contact us at your earliest convenience.

Joe Coco
CKE Engineering Inc.