



October 16, 2024

City of Aurora, Planning Department
15151 E. Alameda Parkway
Aurora, CO 80012

**Re: Overland Ranch Porchview Park (#1831583) Pre-Application Meeting held 9/19/2024 –
Response to Comments**

Dear Erik Gates,

Thank you for taking the time to discuss our plans for the Overland Ranch Porchview Park Site Plan during the pre-application meeting on September 19, 2024. Valuable feedback was given by City Staff and adjustments have been made. We have reviewed the formal comments provided October 3, 2024 and have responded in the following pages.

Please feel free to contact me directly should you have any other comments, questions and/or special requests for additional information. We look forward to working with you to make this project a success.

Sincerely,
Norris Design

Samantha Pollmiller
Principal



STEP I – PLANNING PHASE

Planning and Development Services

Key Issues:

- Trails at Overland Ranch Master Plan: The Master Plan for this development outlines design guidelines for elements such as landscaping, site features, and building materials.
- Trail Connectivity: Both an east-west multimodal trail and north-south trails should be proposed passing through this park site.
- Construction Timing: Please be aware that this park must be constructed and available for public use prior to the occupancy of 50% of the homes within this park's service area.

Response: Comments noted.

Project Overview:

- Zoning: Low-Density Single-Family Zone District (R-1)
- Character Area: Subarea C
- Proposed Use: Park and Open Space
- Permitted Use: Yes

Response: Comments noted.

Type of Application:

- Site Plan (Subarea C)

Response: Comments noted.

Procedures:

- A Summary Table of Procedures can be found in Section 146-5.2, Table 5.2-1.
- The application can be reviewed and approved administratively by the Planning Director. Please note that if any Major Adjustments are requested as part of the application, a public hearing before the Planning and Zoning Commission will be required. The application will be reviewed in a 12-13-week timeframe and will be processed electronically through our development review website, found in the links below.

Response: Comments noted.

Standards and Issues:

1. Zoning and Placetype
 - a. Zoning: The purpose of the R-1 district is to promote and preserve safe and attractive low-density, single-family residences. This district is intended to prohibit all commercial activities except for permitted home occupations. The R-1 district is generally comprised of medium to large suburban single-family lots, but development pursuant to a Small Residential Lot option is allowed in Subarea C. Some limited recreational, educational, gardening, and other uses are also permitted, as shown in Table 3.2-1 (Permitted Use Table)
 - b. Placetype: The Established Neighborhood placetype is characterized by predominantly residential areas with a variety of unit types, including single-family detached and attached, and multifamily, typically constructed between 1950 and 1990. This placetype often deviates from the traditional grid pattern of streets and contains a more curvilinear pattern. Although primarily a residential area, this



placetype may also support limited retail, service and office uses located at intersections or along major perimeter streets.

- c. Master Plan: This site is subject to the Trails at Overland Ranch Master Plan (hereafter referred to as simply the Master Plan). The Master Plan emphasizes the development's connection to the prairie through elements such as materials that blend natural and rustic elements, meandering trails, and a variety of open spaces that create wide-open views. The Master Plan identifies this neighborhood park as a one park central to the overall residential community. The document identifies this large park as being meant for open flexible outdoor activities and a wide multi-modal trail corridor. The Master Plan sets standards for outdoor furnishings, landscaping, and trail connectivity relevant to this park. Form J of the Master Plan also states that the park must be constructed and available for public use prior to the occupancy of 50% of the residences that fall within the service area of the park as detailed on Form J.

Response: Comments noted.

2. Land Use

- a. Historic Land Use: The site is currently vacant.

Response: Comments noted.

3. Development Standards

- a. Dimensional Standards: While no buildings are proposed on the site, any accessory structures will still need to stay within setback and height limits. The setback adjacent to S Del Ray St is 20 ft and the setbacks adjacent to S Clubview St and E Otero Ave are 12.5 ft. The maximum height of any structure is 38 ft.

Response: Comments noted.

- b. Subdivision Standards: While this site, the local street network, and the surrounding neighborhood is being platted separately through the Trails at Overland Ranch Phase 2 site plan, the avoidance of sensitive areas standards from UDO Subdivision Standards (Section 146-4.3-5) are still applicable to this site. The site should be designed such to emphasize high points for views and designed to preserve any significant natural features like rock outcroppings or waterways. The site will also need to support the overall trails network as discussed in more detail below.

Response: Comment noted.

- c. Common Space and Amenities: The Master Plan designates this site as one of two neighborhood parks for the Trails at Overland Ranch development. The Master Plan describes this park as having a "porch focus" with swings or rocking chairs, a picnic shelter, and play areas for all ages. The presented concept plan for this site appears to meet these criteria with a porch shelter, multi-use field, child's play area, dog park, and athletic courts. Details of all site furnishings will be needed in the full submittal.

Response: Comment noted.

- d. Access and Connectivity: Trail connectivity is a key feature of this site detailed per the Trails at Overland Ranch Master Plan. Both an east-west trail and a north-south trail for the development are shown to travel through this site. These trails will need to be designed to PROS Dedication & Development Criteria Manual



standards. This park is also surrounded by roadways on all sides, so it will be important to provide clear crossings for pedestrians particularly across N Del Ray St collector where there is another anticipated trail corridor. Planning encourages the use of bump out and/or signals to slow traffic at any proposed mid-block crossings.

Response: Comment noted.

- e. Parking, Loading, and Stacking: Based on the information provided, there are no off-street parking spaces required for park and open space uses. While there is also no requirement for bicycle parking either, bicycle parking is highly encouraged to compliment the multimodal trails passing through this park. Bicycle spaces must comply with Section 146-4.6.3.F.2 including providing a design that includes 2 points of contact with each bicycle. Each inverted "U" rack counts as two bicycle parking spaces. Place any bicycle parking in a convenient, paved, and well-lit location.

Response: Comment noted.

- f. Landscape, Water Conservation, Stormwater Management
- General Landscape Plan Comments: 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 your landscape architect or designer has a copy of these documents as well as our project specific comments.
 - 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. detention ponds, standard right-of-way landscaping, 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.
 - Section 146-4.7 Landscape, Water Conservation, Stormwater Management Requirements: The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within Section 146-4.7. The applicant is responsible for reviewing this section of the UDO and determining all applicable landscape conditions.
 - Section 146-4.7.5 Required Landscaping (C) Curbside Landscaping 2a. Street trees and curbside landscaping shall be required for all the abutting streets surrounding the park. Street trees are required at a ratio of one street tree per 40 linear feet. Street trees shall be provided in the curbside landscape when a detached walk is provided or 4'-5' from behind the



back of walk when an attached walk is provided. Street trees shall be located 50' from the face of a stop sign to maintain regulatory sign visibility. Refer to Figure 4.7-2.

- The UDO requires plantings within the curbside landscape to vary depending upon the width required by the street cross section. Refer to this specific section of the UDO for permitted plantings. Sod is only permitted in curbside landscape that are 10' or greater in width.
- Section 146-4.7.3 M. Detention and Water Quality Ponds: The proposed detention area labeled as one on the concept park plan will require landscaping. 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. All detention pond facilities shall not exceed six feet in depth. 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: All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, Aurora Water will require the applicant to 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 York at 303.326.8819 regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system.

Response: Comment noted.

- g. Building Design Standards: Section 146-4.8 of the UDO contains specific standards for the design of buildings and structures. Although no enclosed structures are anticipated, the materials used for the structures on site should be shown. This includes the roofing material for the porch shelter and the fencing material around the dog park. These roofing and fencing materials will need to comply with both the Master Plan and UDO standards.

Response: Comment noted.

- h. Exterior Lighting: Standards for exterior lighting are found in Section 146-4.9. Show typical details of lighting on the plan.

Response: Understood.

- i. Signs: Section 146-4.10 governs signage standards. Please review this section for complete details. Show the location of any monument signs on the plans and indicate the location of wall-mounted signs on the building elevations. A potential tertiary monument sign location was shown in the park in the Master Plan. Design standards for such a sign are also provided in the Master Plan.

Response: Comment noted.

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. Approval of adjustment requests are not guaranteed. Adjustment requests should identify the reason for the adjustment, efforts to minimize the adjustment, and design elements proposed to mitigate the standards proposed for reduction. Typically, mitigation techniques should go above and beyond requirements from other code sections. If an adjustment does not meet the limits for administrative approval under Section 146-5.4.4.F, then the adjustment will require approval from the Planning and Zoning Commission.

Response: Comment noted; thank you.

5. Submittal Reminders

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

Response: Comment noted; thank you.

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

Response: Mineral rights affidavit submitted.

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 the Land Development Review Services Division for the Subdivision Plat prior to application submittal. Please contact them directly to schedule this meeting.

Response: Presubmittal meeting occurred on 10/10/24.

Community Participation:

- The City of Aurora promotes citizen participation in the development review process. One way to promote this participation is through a community meeting. 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. Occasionally, it will be necessary to hold a community meeting to discuss the application. Your Planning Case Manager can assist and inform you if a community meeting will be required.

Response: Comment noted; thank you.

Community Meetings:

- Currently, the city is utilizing Kerri Drumm with Purpose Aligned Consulting to facilitate these meetings. Please work with your assigned Planning Case Manager to schedule these meetings.

Response: Comment noted; thank you.



- These community meetings allow applicants an opportunity to present their proposal to adjacent neighborhoods and any impacted citizens. The meetings also allow residents to share their questions and opinions about the proposal to both the applicant and City staff.

Response: Comment noted; thank you.

- All meetings with registered neighborhood organizations should also include the Planning and Development Services Department Case Manager so that questions concerning the UDO and land use procedures can be properly addressed. The applicant will be expected to take meeting notes and include any project-related commitments that are made to the community at these meetings. After the meeting, please continue to work with the organizations that express interest in your project to address comments and mitigate concerns.

Response: Comment noted; thank you.

- Additional information about Community Meetings can be provided by reaching out to the Planning Case Manager for the application or by visiting the Planning and Development Services page of the city website.

Response: Comment noted; thank you.

- You can also find adjacent neighborhood groups associated with your site via this link: Aurora Registered Neighborhood Associations - HOAs (arcris.com)

Response: Comment noted; thank you.

Energy and Environment 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 Energy & Environment Division can assist by providing additional information.

Response: Comment noted; thank you.

- In the future, a horizontal well may be drilled underneath your site. If so, the depth would be greater than 7,000 feet below the surface. At that depth, we do not expect any effects to be felt at the surface. Please note that several well sites have been proposed outside of the City limits, in the Lowry Ranch area to the north and east of Overland Ranch. If these wells are approved and drilled, some well sites may be less than 2,000' from the Overland Ranch property. More information on the Lowry Ranch CAP is available at <https://ecmc.state.co.us/permits4.html#/CAP>.

Response: Comment noted; thank you.

- The City of Aurora has no authority or control over subsurface well equipment or operations. Contact the Colorado Energy & Carbon Management Commission (ECMC) for more information. Should you have any questions about oil and gas development, please reach out to Jeffrey S. Moore, Manager of the Energy & Environment Division.

Response: Comment noted; thank you.

Parks, Recreation & Open Space Department (PROS)

- The application will be subject to the standards outlined in Form J of the approved Master Plan.

Response: Comment noted; thank you.



- PROS design criteria for neighborhood parks must be adhered to. This information is available in section 6.10 of the PROS Dedication and Development Criteria Manual.
Response: Comment noted; thank you.

Aurora Water

Utilities

- Aurora Water will receive a referral of the Site Plan and Subdivision Plat for review and comment. Please respond to all Water Department comments with your initial submittal.
Response: Comment noted; thank you.

Key Issues:

- Irrigation meters will be required for irrigated common spaces.
Response: Comment noted.
- Dedicate pocket easements for all proposed meters and public sanitary manholes.
Response: Noted.
- A Stormwater Management Plan (SWMP) is required for this project.
Response: Noted, this will be provided with Civil Construction Documents.

Utility Services Available:

- Water service may be provided from adjacent water mains per the approved MUS (EDN 222275).
- Sanitary sewer service may be provided from adjacent water mains per the approved MUS (EDN 222275).
- Project is located on the following Map Pages: 28AA, 28AB

Response: Comments noted; thank you.

Utility Service Requirements:

- A Site Plan is required for this project and must show existing and proposed utilities including:
 - Public/Private Mains
 - Service Lines
 - Water Meters
 - Fire Suppression Lines
 - Fire Hydrants are necessary to service your development.
 - All utility connections in the arterial roadway are required to be bores.**Response: Noted, thank you.**
- General utility design criteria can be found in Section 5 of the Standards and Specifications Regarding Water, Sanitary Sewer and Storm Drainage Infrastructure (Utility Manual).
Response: Noted, thank you.
- All commercial and industrial users that discharge wastewater to the City of Aurora are to meet Metro Water Recovery's Industrial Pre-Treatment Program. Applicants are encouraged to reach out to Metro Water Recovery early in the planning process to learn more about the program requirements.
Response: Noted, thank you.
- Note that Aurora Water reserves the right to enact certain restrictions that may include curtailment of water taps or usage of non-functional turf as established by City Ordinance.



Response: Noted, thank you.

- Please reference Ordinance No. 2022-46 pertaining to the use and restrictions of turf and ornamental water features.

Response: Noted, thank you.

Utility Development Fees:

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

Response: Comment noted; thank you.

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

Response: Comment noted; thank you.

- For a full listing of Utility Fees, please see the Aurora Water Fee Schedules. Connection fees should be paid prior to December 31st which are subject to increases as approved by City Council.

Response: Comment noted; thank you.

- Commercial users with meters one and one-half inches and smaller with landscaped areas not served by a separate irrigation system shall be charged an outdoor fee based upon the total landscaped area.

Response: Comment noted; thank you.

Stormwater Management

- Aurora Water reviews the drainage and public improvement components of your project plans. Drainage design standards can be found in the city's "Storm Drainage Design and Technical Criteria" (SDDTC), "Standards and Specifications Regarding Water, Sanitary Sewer and Storm Drainage Infrastructure" and Submittal Requirements.

Response: Comment noted; thank you.

Key Issues:

- A Preliminary Drainage Letter of Conformance shall be submitted with the site plan discussing how the design will be in conformance with the approved Master Drainage Report (MDR), approved Preliminary Drainage Report (PDR), and the Civil Plans & Final Drainage Reports (FDR) currently under review by the City. Note that a full Final Drainage Letter shall be submitted with the Civil Plans. The Preliminary Drainage Letter of Conformance shall be submitted at the time of Planning Department application submittal. Refer to Section 2.4.5 for general submittal requirements noting that the items listed earlier in this bullet point are the major requirements. A review fee shall be paid to the City prior to acceptance of the Preliminary Drainage Letter.

Response: Noted, a PDR will be provided with this site plan application.

- Civil Plans will need to demonstrate that Detention and Water Quality/EURV are in conformance with the Master Drainage Study and Public Improvement Plan and include supporting calculations. Ensure that the assumptions made for imperviousness in the Master Study are consistent with the proposed site.

Response: Noted, thank you.



- Site is served by Off-site Detention and Water Quality/EURV pond. The pond shall be in place prior to paving, and an approved facility certificate for each detention pond shall be required prior to the return of any Fiscal Security Deposit (as well as satisfying other conditions of the Stormwater permit).
Response: Noted, thank you.
- A Drainage Report Review Checklist should be completed and signed by a professional engineer and uploaded with the Letter for the first review. The Checklist can be located at the following link: Design Standards and Checklists.
Response: Noted, thank you.
- Note that Preliminary Drainage Letter (PDL) review fees will be limited to the first three reviews. If additional reviews are required, fourth and greater, then new fees will be required.
Response: Noted, thank you.
- The City of Aurora has an updated Drainage Criteria Manual (August 2024) which should be used for this and all future submittals. You are highly encouraged to read section 1.5 SIGNIFICANT UPDATES BY CHAPTER and Section 1.6 REVISIONS for a summary of the changes in the City's Criteria. The Manual can be downloaded at the following link: Aurora Water Design Standards
Response: Noted, thank you.
- Important reference materials can be accessed via the City's GIS tools.
Response: Noted, thank you.
- Drainage references provided in these notes may not be an exhaustive list or include all potentially relevant existing or under-review documents. Approved reports and plans can be found via the city's Property Map. Please note that approved city documents before approximately the year 2000 are generally not available on the city's website and must be requested by the Design Engineer from Aurora Water. The city can only provide copies of approved Master Drainage, Preliminary Drainage, Final Drainage, and Civil Plan documents. In cases where city review of these documents is on-going and they may have some impact on the project, it is the Design Engineer's responsibility to contact the Designers of the documents under-review and coordinate designs.
Response: Noted, thank you.
- Refer to Electronic Drawing Numbers (EDNs) (222184, 224073, 1822321, 1797923) for supporting information related to your site.
Response: Noted, thank you.
- Per the Roadway Design Manual: The slope away from the building shall have a minimum grade of five (5) percent for the first ten feet or to the property line, whichever occurs first, then a minimum of two (2) percent until the slope reaches the swale around the building. If physical obstructions or lot lines prohibit the ten feet of horizontal distance, a five (5) percent slope shall be provided to an approved alternative method of diverting storm runoff away from the foundation. Swales used for this purpose shall be sloped a minimum of two (2) percent. In no condition shall the bottom of the swale at its highest point be less than six inches below the grade at the foundation of any adjacent structure. Impervious surfaces within ten feet of the building foundation shall be sloped a minimum of two (2) percent away from the building.
Response: Noted, thank you.
- Per the Roadway Design Manual: Storm water from concentrated points of discharge from a storm event shall not be allowed to flow over sidewalks but shall drain to the



roadway by the use of sidewalk chase sections. Sidewalk chase sections shall not be located within a curb cut, driveway, curb ramp, or curb return.

Response: Noted, thank you.

- See section 3.20 EASEMENTS AND TRACTS for specific information for maintenance access for channels, ponds, and all other storm features.

Response: Noted, thank you.

- A Public storm sewer system located near this site appears to under review by the city. Please have your Engineer or Surveyor verify and tie your site drainage into it.

Response: Noted, thank you.

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

Response: Noted, thank you.

- Stormwater Conveyance - Notification of Adjacent Property Owners link: Stormwater Conveyance - Notification of Adjacent Property Owners

Response: Noted, thank you.

- Digital files supporting this submittal should be uploaded at the time of first review, examples are CUHP, SWMM, HEC-RAS, and MHFD Detention files.

Response: Noted, thank you.

Public Works Department

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

Response: Comment noted; thank you.

Key Issues:

- Pending something unforeseen, such as public comment, Traffic Engineering will not require a Traffic Study at this time.

Response: Comment noted; thank you.

- Traffic calming elements will be an area of focus of review for this site.

Response: Comment noted; thank you.

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

Response: All adjacent and opposing access points are shown.

- Ensure site plan mimics both the Trails at Overland Ranch Filing 1 Civil plans (RSN 1797923) and Trails at Overland Ranch Filing 2 (DA-1692-06) both currently in review

Response: Plans proposed are consistent with Filing 1 Civil Plans.

- 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.

Response: Noted, thank you.

- Add the following note landscape plans: 'All proposed landscaping within the sight triangle shall be in compliance with COA Roadway Specifications, Section 4.04.2.10'

Response: Comment noted.

- Show existing stop signs and street name signs or the installation of new stop signs and street name signs by developer at the site access points onto public streets. Add the following not to the Site Plan:
 - The developer is responsible for signing and striping all public streets. The developer is required to place traffic control, street name, and guide signs on all



public streets and private streets approaching an intersection with a public street. Signs shall be furnished and installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards and shown on the signing and striping plan for the development.

Response: Noted, thank you.

Improvements:

- Ensure that no raised crosswalks/intersections are identified on site plan. Fire-Life Safety indicates that the Fire Department currently does not want to cross over raised devices with their fire trucks.

Response: Noted, no raised intersections are proposed at this time.

Traffic Impact Study:

- Pending something unforeseen, such as public comment, Traffic Engineering will not require a Traffic Study at this time.

Response: Comment noted; thank you.

- Note that the application of elements from the Traffic Calming Toolbox and countermeasures applicable from the FHWA Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations (July 2018) can be applied to the site plan to address any concerns for speeding, pedestrian crossings, etc. Techniques in the Traffic Calming Toolbox include: Advanced Yield Lines, Enhanced Crosswalk, High-Visibility Signs and Markings, In-Street Pedestrian Crossing Signs, Enhanced Pedestrian Crossing Sign Devices (HAWK or RRFB), Mid-Block Lane Narrowing, Curb Extension, Angled Parking, Pedestrian Safety Island, Staggered Pedestrian Safety Island, Lane Narrowing, Mini Roundabout, Speed Cushions and Chicane. Details of Enhanced Crosswalk, compact roundabout, speed cushions and chicane may be made available if requested.

Response: Noted, RRFB and other methods outlines in the S&S plan.

Engineering Division

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

Response: Comment noted; thank you.

Key Issues:

- The public improvements for this site shall be provided in conformance with the approved Public Improvement Plan. Any infrastructure site plans or site plans for required infrastructure shall be approved prior to the approval of this site plan.

Response: Comment noted; thank you.

- The sidewalk shall be within 30' of the ROW, inclusive of the sidewalk.

Response: Noted, meandering walk kept within this distance.

- The 2023 Roadway Manual has been adopted as of February 1, 2023. The link to the updated Roadway Manual can be found below. Should your civil plans be submitted after January 1, 2025, they must meet the criteria of the 2025 Roadway Manual, which will be adopted on January 1, 2025.

Response: Noted, thank you.



- The City has updated its civil plan submittal intake process which became effective June 26, 2023. A civil plan pre-submittal is no longer required. Please review the new submittal instructions [here](#).

Response: Noted, thank you.

- Previously approved plans and reports can be found on the city's website. Instructions can be found [here](#): Getting to Engineering Documents Online. Older documents can be provided upon request.

Response: Noted, thank you.

Improvements:

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

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

Response: Noted, thank you.

- Mountable curb and gutter shall be used on all Type 1 and 2 streets. All other streets, including those within the Urban Centers and TODs shall use 6" vertical curb and gutter.

Response: Noted, thank you.

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

Response: Noted, thank you.

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

Response: Noted, thank you.

- Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guards or handrails may be required. Structural calculations are required with the first civil plan submittal for walls that fall under the specifications listed in Table 4.02.7.03 in the Roadway Manual. Please refer to Section 4.02 of the Roadway Manual for additional retaining wall requirements.

Response: Noted, thank you.

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

Response: Noted, thank you.



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.

Response: Comment noted; thank you.

Key Issue:

- The Aurora Building Division currently utilizes the adopted 2021 International Codes Series except for the 2023 NEC. This includes the International Existing Building Code (IEBC).

Response: Comment noted; thank you.

Advisory Comment:

- On behalf of the Aurora Fire Department, all plan reviews, permits, and inspection associated to site plans, civil plans, platting documents, the International Fire Code and fire protection systems are conducted by the Aurora Building Division's Fire/Life Safety Group. Please avoid contacting Aurora Fire Rescue or the Fire Prevention Bureau with associated questions since they will only differ your inquiries to the Aurora Building Division Fire/Life Safety Group.

Response: Comment noted; thank you.

Accessibility Requirements:

- The City of Aurora reviews accessibility requirements based on 2021 IBC, Chapter 11, the 2017 ICC/ANSI A117.1.
- Accessibility Requirements - Commercial

Response: Comments noted; thank you.

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 numbers in the manner provided in the Aurora City Code of Ordinance, Chapter 126 - Article VII - Numbering of Buildings.

Response: Comment noted; thank you.

Adopted Codes by the City of Aurora – Setbacks:

- The site plan and civil plans must reflect the setback requirements of the 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 2021 International Codes please utilize the following hyperlink: [ICC Codes Online](#).
- The City of Aurora has adopted the 2021 International Codes and the 2023 National Electrical Code.
- Using the 2021 International Building Code adopted by the City of Aurora, the site plan submittal must show the distance between new or existing property lines.

Response: Comments noted; thank you.



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.

- Combined Fire Lane and Pedestrian Sidewalks
- Grading Plan
- Keep Drive Aisle Passable at All Times Signs
- Sign Package
- Signature Block
- Street Standards and Street Section Details

Response: Comments noted; thank you.

Fire Department Access:

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

- Designated Fire Lane
- Fire Lane Easement
 - Buildings less than 30' in height require only a 23' wide fire lane easement with 29' inside and 52' outside turning radii. Buildings greater than 30' in height require a 26' wide fire lane easement with a 26' inside and 49' outside turning radii.
 - The fire lane easement will be required to be posted with fire lane signage and include stripping (painted cross-hatching) of the fire lane boundaries to ensure RV and vehicle storage is not parked within the dedicated fire lane easement (IFC Section 503.3).
 - Emergency Access Easement

Response: Noted, thank you.

Fire Hydrants:

- The number and spacing of fire hydrants are determined using the 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.
- Based on the proximity of the site to existing fire hydrants, Fire/Life Safety is not asking for additional fire hydrants to support this site. Please show and label existing fire hydrants abutting this site on the site plan submitted to the Planning Department and Civil Plans submitted to Public Works.
- The site reflects the use of urban street standards. Placement of fire hydrants within urban streets designations should begin at intersections. Where fire hydrants are required along urban streets using on-street parking, a 20' minimum section in front of a fire hydrant must be visually designated as "No On-Street Parking" or a landscape island bump-out could be used to place the fire hydrant a minimum of 3'-6" to a maximum 8' from face of curb.
- Please show the location of all fire hydrants within 400' of this site. Where fire hydrants are outside the boundaries of the site plan you can indicate the distance using a fire hydrant label or symbol with an arrow and distance.

Response: Noted, thank you.

Legend:

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



Response: Noted, thank you.

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.

Response: Noted, thank you.

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".

Response: Note added.

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

Response: Accessible route added to photometric plan and verified to comply with 1 foot-candle minimum.

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

- The notes being provided below must be included on the cover sheet of the indicated submittal type.
 - (Plat Note) If Plat does not contain a Dedicated Fire Lane Easement
 - (Plat Note) If Plat Contains Fire Lane Easement
 - (Plat Note) If Plat Contains Designated Fire Lane Corridor
 - (Plat Note) If Plat Contains an Emergency Access Easement
 - (Site Plan Note) Accessibility Note for Commercial Projects
 - (Site Plan Note) Addressing
 - (Site Plan Note) Aircraft Noise Reduction (LDN)
 - This area is within a LDN noise mitigation area. Sec. 22-425
 - (Site Plan Note) Americans with Disabilities Act
 - (Site Plan Note) Fire Lane Corridors
 - (Site Plan Note) Fire Lane Easements
 - (Site Plan Note) Fire Lane Signs

Response: Noted, thank you.

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

Response: Noted, thank you.

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 must 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 2021 IFC, Section 503.1.1. 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
- Alternative Fire Lane Surfaces
 - Alternative fire lane surfaces other than asphalt or concrete will require a license agreement through Land Development Services within Public Works. The civil plans must include a detail of the alternative surfacing material that reflects the current Public Works fire lane specifications.
- Fire Apparatus Access Road Specifications
 - If an existing fire lane or public roadway must 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
- Encroachment into Emergency Access or Fire Lane Easements are Prohibited
- Grade
- Labeling of Easements on the Site Plan, Plat and Civil Plans
- 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
- Private Streets Constructed to Public Street Standards
- Pocket Utility Easements for Fire Hydrants
- Public Street Systems Adjacent to Site
- Public Streets Constructed to the Urban Street Standards
- Remoteness
- Speed Bumps
- Snow Removal Storage Areas
- Two points of Emergency Access
- Urban Street Standards
- Width and Turning Radius

Response: Comments noted; thank you.

Trash Enclosure:



- Per the 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.

Response: Noted, thank you.

Land Development Review Services Division

- The Land Development Review Services Division reviews the Site Plan and processes Subdivision Plats, Easements, and License Agreements that may be necessary for development of property.

Key Issues:

- If any existing easements need to be released, they must be released by separate document
- If new easements need to be dedicated, they must be dedicated by separate document
- If more than five easements are to be dedicated, we would require a Map of Dedication
- Any other encroachments into easements would require a Master License Agreement

Response: Comments noted; thank you.

Subdivision Plats:

- A subdivision plat is not required at this time.

Response: Comment noted; thank you.

Site Plans:

- A Site Plan will be required by the Planning Department. Land Development Review Services has items that need to appear on that site plan above and beyond what other departments may require. These items are listed on the Land Development Review Services Subdivision Plat Checklist. 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.
 - During the pre-application meeting no requirement for separate documents were specifically identified for your site as proposed. However, review of your actual Site Plan when submitted may identify additional conditions which will require a separate document. Following are the links to additional information if needed later in your formal review process:
 - Dedications Packet
 - Easement Release
 - License Agreement Packet

Response: Comment noted; thank you.

- 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 Land Development Review Services specifications which can be found in the Dedications Packet. Once complete and accurate easement dedication information is submitted to Land Development Review Services, it



takes about 8-10 weeks to complete the process. They must be complete and ready to record before Land Development Review Services will record the Plat and/or Site Plan.

Response: Noted, thank you.

- If there are existing easements that are no longer needed, the city will require the developer to make application to the city to release those easements. Easement release documents must be prepared using Land Development Review Services specifications and are available in the Easement Release Packet. Once complete and accurate easement release information is submitted to Land Development Review Services, it takes about 8-10 weeks to complete the process. They must be complete and ready to record before Land Development Review Services will record the Plat and/or Site Plan.

Response: Noted, thank you.

- The developer may need to dedicate new easements and/or street right-of-way on the site. Since a new subdivision plat is not required, these dedications must be done by separate legal document. These legal documents must be prepared using Land Development Review Services specifications which are found in the Dedications Packet. Once complete and accurate easement dedication information is submitted to Land Development Review Services, it takes about 4-6 weeks to complete the process. They must be complete and ready to record before Land Development Review Services will record the Plat and/or Site Plan.

Response: Noted, thank you.

- 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.

Response: Noted, thank you.

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

Response: Comment noted; thank you.

- Land Development Review Services may require a Monumented Field Survey but are unable to determine that until the 1st review is completed. If a requirement for new street lighting is identified during the review process, this may be an opportunity to partner with cell carrier providers. New technology allows these providers to incorporate their technology with street lighting. These carriers are willing to take on the cost of purchasing and installing a light with qualifying projects. Please contact Leslie Gaylord at 303.739.7901 for additional details and contact information.

Response: Comment noted; thank you.



STEP II – CONSTRUCTION DOCUMENT PHASE

Civil Engineering Plans

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

Response: Noted, thank you.

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

Response: Comment noted; thank you.

- Civil Engineering Plan Review (see links below for additional information):
 - Process
 - Review Schedule
 - Fees
 - Civil Plan Submittal Form
 - Civil Plan Submittal Pre-Acceptance Checklist

Response: Comment noted; thank you.

Civil Plan Pre-Acceptance Process:

1. Prior to submittal of the electronic Civil Construction Plans, the civil consultant will submit the Submittal Form to the Permit Center via engineering@auroragov.org. If the Permit Center accepts the submittal form, the civil portal will be opened, and the applicant will upload the Civil Construction Plans.
2. The Permit Center will evaluate the uploaded plans to check that all required documents have been uploaded. The Permit Center will either indicate if any documents are missing via email to the applicant, or they will progress the application to Pre-Acceptance.
3. During Pre-Acceptance, the appropriate City departments will do a superficial review of the application within two business days after document check in for all the items listed in the City of Aurora Civil Plan Submittal & Review Pre-Acceptance Checklist. This review is only for completeness and does not constitute a full review.
4. If one or more department(s) determines that the application is incomplete, the application will not be accepted in for 1st review and the applicant shall re-upload the revised, complete documents. If all the departments determine that the application is complete, the project submittal will enter the 1st formal review and follow our standard civil plan timelines.

Response: Comment noted; thank you.

- Civil Construction Document Plan Set generally includes the following plans:
 - Stormwater Management Plan
 - Final Drainage Plan/Report
 - Final Grading Plan
 - Utility Plan and Profiles
 - Structural Calculations
 - Signing and Striping Plan

Response: Comment noted; thank you.

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

Response: Comment noted; thank you.



Aurora Water

Utilities

General Requirements:

- Utility Plans will be required with the Civil Engineering Plans:
 - Utility Plans shall be prepared in accordance with the Utility Manual
 - Utility Plans must be approved prior to obtaining building permits
 - Utility Plans must include:
 - Fixture Unit Table and Meter Sizing Tables
 - Water Service and Water Meter locations
 - Sanitary Sewer Service Lines
 - Resistivity Tests for any public water mains installation per Section 20 of the Utility Manual.
 - Cross Connection Control Devices are required for:
 - Fire Service Lines
 - Commercial and Domestic Water Service Lines
 - These devices are required to be located within the building or within a heated and drained vault after the water meter.
 - All service line construction information (horizontal and vertical information, lengths, slopes, etc.) must be provided on the Site Plan Utility Sheet.
 - Individual service line connections and fire line connections must be approved through Aurora Water. Include all applicable standard notes from Section 5.05.1 of the Utility Manual on the Site Plan Utility Sheet.

Response: Comment noted; thank you.

Construction Stormwater Quality Requirements:

- A Stormwater Quality Discharge Permit and Stormwater Management Plan and Report will be required for this project. See the latest revision of the City of Aurora Rules and Regulations Regarding Stormwater Discharges Associated with Construction Activities Manual (SWMP Manual) for more detailed requirements. A Colorado Discharge Permit System (CDPS) (CDPS) permit may be required by the State Health Department if a City of Aurora Stormwater Quality Discharge Permit is required.
- CAD Data Submittal Standard: The City of Aurora has developed a CAD Data Submittal Standard for internal and external use to streamline the process of importing AutoCAD information into the city's Enterprise GIS. Digital Submission meeting the CAD Data Submittal Standard are required by consultants on development projects when submitting to the city for signature sets and on capital projects funded by the city. Details of the CAD Data Submittal Standard can be found on the CAD Standards web page.

Response: Comments noted; thank you.

Stormwater Management

General Requirements:

- All new developments and redevelopments are required to develop and implement a permanent condition Stormwater Management Plan (SWMP) in conjunction with the overall drainage plan for the site. The SWMP shall be included in and become part of the preliminary and final drainage reports. The SWMP shall discuss and propose solutions to permanently enhance the quality of stormwater runoff through the site.

Response: Noted, thank you.



- The SWMP shall be developed by applying the permanent water quality “best management practices” described in Volume 3 of the USDCM. The SWMP shall be shown in a separate section of the drainage report. Proposed permanent stormwater quality enhancement facilities shall be sized and located on the drainage map (see section 2.42, “Storm Drainage Design and Technical Criteria” manual). The development community is encouraged to use multiple BMPs in creative and non-traditional site design to achieve the water quality objectives.

Response: Noted, thank you.

- An Inspection and Maintenance Plan (I&M Plan) shall be developed concurrently with the design of the permanent BMP's and submitted with the final drainage plan and report for approval. Refer to Section 5.09 of the Water, Sanitary Sewer, and Storm Drainage Infrastructure Standards and Specifications as well as the 2010 Storm Drainage Design & Technical Criteria manual's appendices for direction on preparing an I&M Plan, including the Maintenance Agreement. A signed Maintenance Agreement shall be submitted with the signature set of civil plans and must be approved prior to approval of the Civil plans.

Response: Noted, thank you.

- The civil plans will not be approved until the Preliminary Drainage Letter is approved, and the plat is ready for recordation.

Response: Noted, thank you.

Public Works Department

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

Response: Comment noted; thank you.

Traffic Engineering

- The Construction Documents shall include an Interim and an Ultimate Signing and Striping Plan, and Traffic Control Plans. If lane closures are required per the Traffic Control Plans, occupancy fees will apply. The calculation for these fees is available on the City's website or in the Development Handbook.

Response: Noted, thank you.

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

Response: Noted, thank you.

- When identified, the contractor shall submit Traffic Control Plans (TCPs) to the City through the Public Improvement Permit Application process for the City's review as soon as possible or a minimum of four weeks in advance of construction. In addition, as part of the Public Improvement Permit and TCP, the contractor may be required to provide advance notice (minimum two weeks) to nearby impacted users. Notifications by the contractor may be required to neighboring residences, businesses, or impacted operations of emergency response entities (law enforcement, fire, and medical), transit,



delivery companies, etc., as determined by the Traffic Manager at time of the TCP review.

Response: Noted, thank you.

- Place a note on the Construction Site Plan or Grading Plan indicating all construction vehicles (including construction workers' vehicles) shall access the site from County Line Road, via Monaghan Road and not through any adjacent residential neighborhood(s).

Response: Noted, thank you.

Engineering Division

Roadway Design and Construction Specifications:

- Roadway construction shall conform to the "City's Roadway Design and Construction Specifications" latest edition. The city considers the burden on you (the developer) for not only your front footage, but also to construct all needed offsite transitions to match the existing roadway(s).
- All road cuts or other roadway disturbances within the City of Aurora's public right-of-way shall be repaired and restored according to the standards specified in Section 36 of the City's Roadway Design and Construction Specifications, and any other requirements specified elsewhere. If more than 500 square feet of existing roadway is disturbed within one block, the construction area shall be milled and overlaid prior to the end of the project or as directed by the City Engineer.
- Fire lanes. All primary fire lanes shall be constructed to an improved pavement surface (concrete, asphalt, or pavers). Secondary accesses in landscaping and other areas, need to be designed in accordance with the city's adopted Fire Code requirements, but may be permitted to utilize other materials and options. The proposed secondary access materials shall be approved by both Life Safety (Fire Marshal) and the City Engineer.

Response: Comments noted; thank you.

Building Division Comments:

Building Plan Review

1. Process
 2. Review Schedule
 3. Fees
- During the development review process, you will not need to submit any documentation to the Fire Department for review. The Life Safety group within the Aurora Building Division conducts all site development and construction plan reviews on behalf of the Aurora Fire Department. The links below contain additional information and requirements for completion, submittal, and permitting of your building plans.

Response: Comments noted; thank you.

Permit Types:

- Based on the information provided during the pre-application meeting, the Building Division would classify your proposed scope of work under the following permit type.
 - Commercial Permits
 - Counter Permits
 - Demolition Permit
 - Limited Plan Permits
- Fire (click on this link to find checklist below) Knox Box



- The following types of IFC plan reviews and permits must be included with the building construction documents for the overall project. These systems include, but are not limited to:

- Temporary Membrane Structures and Tents

Response: Comments noted; thank you.

Key Issues:

- If your architect would like to set up a preliminary building construction plan submittal meeting, please contact our Plans Examiner Manager Jose Rodriguez (jcrodrig@auroragov.org).
- The City of Aurora has adopted the 2021 International Codes and the 2023 National Electrical Code.

Response: Comments noted; thank you.

Accessibility:

- The City of Aurora enforces handicapped accessibility requirements based on 2021 IBC, Chapter 11, and the 2017 ICC 117.1.

Response: Comment noted; thank you.

Adopted Codes by the City of Aurora:

- This "link" will provide a current listing of all adopted building codes and ordinances utilized by the Aurora Building Division. To view the 2021 International Codes please utilize the following hyperlink: ICC Codes Online

Response: Comment noted; thank you.

Building Division General Comments:

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

Response: Comment noted; thank you.

Checklist for Plan Review Submittals:

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

Response: Comment noted; thank you.

Day-Night Sound Level (LDN or DNL):

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

Response: Comment noted; thank you.

Geographic Design Criteria:

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

Response: Comment noted; thank you.



Occupancy Specific Building Code Requirements:

- Based on the information provided, your building occupancy or occupancies are as follows.
 - A-5 Occupancy - Assembly uses intended for participation in, or viewing of, outdoor activities.
 - B Occupancy - A building or structure or portion thereof, for office, professional or service-type transactions, including storage of records and accounts. Building or tenant space used for assembly purposes by fewer than 50 persons may be considered a Group B occupancy.
 - S-1 Occupancy - Moderate-hazard storage buildings occupied for storage uses that are not classified as Group S-2.
 - U Occupancy - Buildings and structures of any accessory character, and miscellaneous structures not classified in any specific occupancy.

Response: Comment noted; thank you.

Tri-County Health Department:

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

Response: Comment noted; thank you.

STEP III – CONSTRUCTION PHASE

Land Development Review Services Division

- Reminder – Prior to building plans submittal, processing of any/all required separate documents should be started so that this process does not interfere with permit issuance
- Before any construction may commence, a contractor licensed in the City of Aurora must be issued the appropriate permits for all work to be performed. Licensing information is available on the city's website.

Response: Comments noted; thank you.

Aurora Water

- Utility Connection Fees:
 - Water Service Connection Fee
 - Metro Sanitary Sewer Connection Fee
 - Sanitary Sewer Connection Fee**Response: Comments noted; thank you.**
- Fees may only be paid after issuance of building permit and must be paid prior to issuance of the Certificate of Occupancy. This is required for new services and when meter sizes are upsized.
Response: Comments noted; thank you.
- Wet Tap Fees:
 - Apply when making connections to existing water mains for water line extensions, fire hydrant lines, and fire service lines.**Response: Comments noted; thank you.**
- Irrigation Water Meter Fees:



- Will be calculated in accordance with the City Ordinance for irrigated common areas in Single-Family Detached and Commercial areas.
- The Landscape Plan must identify the "NON-WATER CONSERVING" and "WATER CONSERVING" areas used for the meter fee calculations.

Response: Comments noted; thank you.

- For a full listing of Utility Fees, please see the Aurora Water Fee Schedule.

Response: Comments noted; thank you.

Stormwater Management

- A Pond Certificate is required prior to TCO or CO.

Response: Comments noted; thank you.

Public Works Department

Engineering Division

- A geotechnical and pavement design report is not required for paving of new or existing private parking lots, fire lanes, driveways, and private streets (other than TODs and Urban Centers). The civil plans shall have the default pavement thickness, obtained from the Roadway Manual, labeled on the plans and a note indicating the type of soils within the project, unless the developer submits a pavement design for review and approval. A paving permit for this private infrastructure is not required. A Private Development Pavement certification shall be required to be submitted prior to issuing a Certificate of Occupancy. See Section 5.01.2.02 for more information. The developer/contractor is responsible for the required testing, backfill, and compaction for all wet utilities prior to paving. It is the developer/contractor's risk to begin paving without the initial acceptance of the wet utilities.

Response: Comments noted; thank you.

- A new Certificate of Occupancy needs to be issued for this site. Aurora City Code requires all public improvements (see definition below) be completed, escrowed for, a deferral granted, or have a Public Improvement Plan (PIP), indicating when the improvements will be installed, in place prior to issuance of the Certificate of Occupancy.

Response: Comments noted; thank you.

- Public improvements shall mean and include, but not by way of limitation, the construction, reconstruction, and improvement of the following:
 - fire lanes
 - bike paths
 - curbs, gutters, curb ramps, and sidewalks
 - monuments and range boxes
 - sanitary sewer mains, including laterals to each lot line
 - storm drainage
 - detention and water quality facilities, including necessary structures
 - water mains, hydrants, and valves
 - tree plantings and landscaping
 - repairs and replacements thereof necessitated by construction activity pursuant to issuance of a City of Aurora certificate of occupancy.

Response: Comments noted; thank you.



Building Division

Construction Permits:

- Please click on the link provided for a listing of required construction permits.

Response: Comments noted; thank you.

Fire Safety during Construction, Alteration or Demolition of a Building:

- Utilize the requirements of the 2021 IFC, Chapter 33 for both construction and demolition of any structure within your site. To obtain a full copy for fire department access and water supplies to a construction site, please call the Building Department by calling 303.739.7420.

Response: Comments noted; thank you.

Access Roadways during Construction:

- Please click on the "link" provided for requirements for fire department access during construction.

Response: Comments noted; thank you.