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February 19, 2025

Rachid Rabbaa
Planner II
Planning Division
City of Aurora
15151 E. Alameda Pkwy, Suite 2300
Aurora, CO 80012

**Re: PreFlight Off-Airport Parking
Pre-Application Meeting # 1837126 held October 10, 2024**

Mr. Rabbaa,

Below are the responses to the pre-application meeting staff comments dated October 24, 2024 for the above referenced project.

KEY ISSUES:

► **Porteos Master Plan:** This project will be subject to the standards listed in the approved Porteos Master Plan, which has several landscape requirements; see page ten for more information. You are required to provide an approval letter from the design board of the master developer prior to the administrative decision. Additionally, please provide a Letter of Introduction and an Operations Plan with your submittal, including hours and days of operation, number of employees, car and shuttle bus circulation, and any other relevant information.

Response: Master developer will review and provide approval letter at required timing in the process. Letter of Introduction is included with this submittal.

► **Site Design:** An outdoor amenity area for use by employees and customers should be provided at the main entrance of the buildings. Benches, trash receptacles, bicycle racks, Wi-Fi stations, etc. shall be decorative and made of silver metal or a wood/silver metal combination with the option of some black metal accents. A sleek, modern, 'Aerotropolis' feel is appropriate in keeping with the overall theme of Porteos.

Response: An outdoor amenity area is provided near the main lobby entrance.

► **Access and Connectivity:** Label vehicle circulation patterns and turning movements on the Site Plan. Access points should align with any other planned access point from adjacent or surrounding development. Currently, this proposal does not show a pedestrian network on-site. See page nine for pedestrian connections to be added onsite.

Response: Vehicle circulation patterns are labeled. Pedestrian connections to areas in comment 3F are provided.

► **Utilities:** No direct service taps are permitted on the 16" water main in Jackson Gap Street. Water meters must be in the Right of Way or an easement and must be landscaped. If the proposed carwash is to be conveyor or in-bay automatic, it is subject to the Aurora Water Specifications Appendix E and must recycle no less than 75% of water used. The maintenance area must drain to a sand/oil interceptor before draining to the sanitary sewer. A stormwater management report and plans must be submitted with civil plans.

Response: Water service connection will be to the main in Jackson Gap Way. The proposed shuttle wash is not conveyor and automatic. A sand/oil interceptor is provided. Stormwater management report and plans will be provided at the time of Civil CD submittal.

► **Stormwater:** Detention and Water Quality/EURV shall be in conformance with the Master Drainage Study and Public Improvement Plan (PIP), and shall be provided for all internal, perimeter, and any other roadways required by Public Works. Ensure that the assumptions made for imperviousness in the Master Study are consistent with the proposed site. As the site sits along the Major Basin Line separating Gopher Gulch and Second Creek, Full Spectrum Detention release design will need to reflect this division. On-site Detention and Water Quality/EURV pond is required, shall be in place prior to paving, and must be accepted prior to the issuance of TCO or CO.

Response: The Porteos MDR has been used as a basis for design, which has anticipated 85% imperviousness, with individual developments providing stormwater detention and limited release rates. Two full-spectrum detention ponds have been proposed with outfalls to the designated Gopher Gulch and Second Creek basins, with release rates as designed with previously approved adjacent development. Detention Facilities will be constructed prior to paving or occupancy.

► **Traffic:** A Traffic Letter is required for this proposed development and should include traffic generation, queueing analysis, and turn warrant analysis. Gates are required to be setback from public road flowline a minimum of 45', length of the longest anticipated vehicle, or at least the 95th percentile queue.

Response: A traffic letter is included. Gate setbacks meet the requirement.

► **Public Improvements:** Public improvements shall be in conformance with the PIP. Any improvements remaining on Jackson Gap Street, Jackson Gap Way, 56th Avenue, and 60th Avenue shall be completed and initially accepted prior to the issuance of a TCO or CO, including the detached sidewalk along Jackson Gap Street. The streetlights shall be evaluated with the civil plans and additional lights may be required to meet current photometric requirements. Curb returns with curb ramps are required at the accesses to the site.

Response: Public improvements on Jackson Gap Street will be installed by the metro district, under separate plans.

► **Fire Lane Easement:** To provide fire department access within 150' of all exterior walls of the proposed canopy structure and parking areas, a fire lane easement will need to be assessed for this site. Land Development Review Services does not allow encroachments into or over dedicated easements. The canopy encroachment being proposed over the fire lane easement at the main entrance will need prior approval by internal City departments to determine if it will be allowed. Minimum height within the fire code for encroachments over a fire lane easement is 13'-6" if allowed.

Response: Fire lane easements are shown in the uncovered parking lot and at the access road along the south property line per coordination with Fire / Life Safety and the Building Division prior to this submittal. No canopy encroachment is proposed.

► **Fire Hydrants:** Additional internal fire hydrants served by a looped water supply are needed to support the fire sprinkled structure and parking area within the site. Estimated fire hydrant spacing within the site cannot exceed 600' spacing between hydrants. Fire and Life Safety recommends a separate meeting to discuss options involving the use of the existing fire hydrants on abutting streets to possibly assist in reducing the costs of developing this site.

Response: Four new internal fire hydrants with looped water supply are provided. Fire hydrant spacing exhibit of proposed onsite and existing offsite hydrants coordinated with Fire / Life Safety prior to this submittal.

STEP I – PLANNING PHASE

PLANNING AND BUSINESS DEVELOPMENT

The Planning comments are numbered. When submitting an application, please include a letter of introduction responding to each of the numbered comments, including key issues from other departments.

Response: Comment responses are provided to the numbered planning comment and the key issues from other departments.

Key Issues:

- Porteos Master Plan Standards
- On-Site Vehicular Circulation and Access
- Parking Lot Landscaping, Buffers and Screening
- Building Architecture

Project Overview:

- Zoning: Airport District
- Character Area: Subarea C
- Proposed Use: Commercial Parking Lot
- Permitted Use: Yes (Per Porteos Master Plan Waiver)

Type of Application:

- Subdivision Plat
- Site Plan (Subarea C)

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 for the Site Plan. 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.

Important Links:

- Unified Development Ordinance (UDO)
- Aurora Places Comprehensive Plan
- CAD Data Submittal Standard
- Landscape Reference Manual
- Development Review Website
- Online Application and Plan Submittal Guide
- Transportation Studies & Plans
- Pre-Submittal Checklist
- Forms and Applications
- Aurora Map Gallery
- Adams County Assessor Map
- Site Plan Manual
- Subdivision Plat Manual
- Subdivision Plat Checklist

- Preliminary Drainage Report (PDR) Review Checklist
- Master Drainage Report (MDR) Review Checklist
- Civil (Utility) Plan Pre-Acceptance Review Checklist

Standards and Issues:**1. Zoning and Placetype****1A. Zoning**

This property is zoned AD (Airport District), within Subarea C, which takes advantage of the nearby regional and national transportation hubs and infrastructure, to expand employment opportunities created by the strategic location of these lands near the airports operating in or near Aurora, and to ensure that development is located and designed to be consistent with the continued efficient operation of those airports. Industry hubs and a variety of commercial, light manufacturing, distribution, and research and development campuses are anticipated to be developed in this classification.

Response: Comment acknowledged. The proposed use of this project, off-airport parking, is consistent with the intent of Airport District Subarea C.

1B. Overlay Districts**Avigation Easements**

Because the property is within the Airport Influence District surrounding Denver International Airport, an avigation easement with the city and the airport shall be conveyed by the person subdividing lands or initiating construction of any structure on already subdivided lands. Such avigation easement shall be an easement for right-of-way for unobstructed passage of aircraft above the property and shall waive any right of cause of action against the city of associated airport arising from noise, vibrations, fumes, dust, fuel particles, and other effects caused by aircraft and airport operations. The avigation easement shall be in a form approved by the city and shall be recorded in the office of Clerk and Recorder for the county where the property is located before permit or plat approval is granted. The avigation easement form can be found here. Please contact Jeffrey Moore at 303. 739.7676 or jsmoore@auroragov.org with any questions you may have.

Response: Comment acknowledged. Avigation easement will be submitted before permit or plat approval.

1C. Placetype

The Aurora Places Comprehensive Plan designates this area as the Industry Hub placetype. This includes areas typically dedicated to manufacturing, warehousing, distribution, fulfillment centers, freight operations and renewable energy enterprises. This placetype plays an important role in the city's employment base and economy but can sometimes create outdoor activity and should be appropriately buffered from residential and commercial areas.

Response: Comment acknowledged.

1D. Character Area

This property is located within the Subarea C Character Area, which generally includes rolling, semi-arid, largely undeveloped lands with large open fields of prairie grass in northeast Aurora and mostly developed, newer developments in southeast Aurora.

Response: Comment acknowledged.

1E. Porteos Master Plan

This project will be subject to the standards listed in the approved Porteos Master Plan (Case Number 2012-7001-04). The Master Plan has specific standards including, but not limited to, building form and material allowances, fence and lighting standards, and landscape design specifications, including allowed plantings. Please note that all standards in the Master Plan are intended to supplement other adopted city codes, unless a waiver was specifically granted within the Master Plan. In addition, you are required to provide an approval letter from the design board of the master developer prior to the administrative decision.

Response: The project will comply with the standards in the Porteos Master Plan and will provide a design board approval letter prior to administrative decision of the Site Plan.

2. Land Use

2A. The site is located in the Airport District and is subject to the development standards of Airport District Zoning. Within the Porteos Master Plan, Planning Area 11 has a land use designation of Mixed Use-Commercial. Please provide a Letter of Introduction and an Operations Plan including hours and days of operation, number of employees, car and shuttle bus circulation, and any other relevant information.

Response: Letter of introduction is included with this submittal.

3. Development Standards**3A. Dimensional Standards**

Development of the project site shall comply with the standards in Section 146-4.2.2 (General Dimensional Standards Summary Tables). All dimensional standards for the AD district are included in Table 4.2-4. Building setback, lot area, and height standards are referenced below:

Setbacks**Front:**

- General: 25 feet
- From Arterial Street: 25 feet
- From Interstate or Expressway: 100 feet
- On frontage road adjacent to interstate or expressway: 40 feet

Side:

General: 25 feet
Abutting Public Street: 25 feet

Rear:

General: 25 feet
Abutting a public street: 20 feet

Response: Project complies with dimensional standards.

Please provide an approval letter from the Porteos Design Review Board of the master developer prior to the administrative decision.

Response: A design board approval letter will be provided prior to administrative decision of the Site Plan.

3B. Subdivision Standards

All lots should have direct frontage onto a street. Do not plat undevelopable lots or tracts unless required for streets, drainage, parks or similar facilities.

Response: The proposed lots have direct frontage to streets.

3C. Common Space and Amenities

An outdoor amenity area for use by employees and customers should be provided at the main entrance of the buildings.

Response: An outdoor amenity area with benches is provided near the main entrance to the lobby building.

3D. Porteos Master Plan Street Furniture Standards

Benches, trash receptacles, bicycle racks, Wi-Fi stations, etc. shall be decorative and made of silver metal or a wood/silver metal combination with the option of some black metal accents. A sleek, modern, 'Aerotropolis' feel is appropriate in keeping with the overall theme of Porteos. Industrial site amenities will have a slightly different character but will complement the commercial areas to create an overall unity to Porteos.

Response: Comment acknowledged. Site furniture complies with standards and details are included in the site plan set.

3E. Access and Connectivity

The proposed project shall comply with the requirements in Section 146-4.5 (Access and Connectivity). The subdivision for the project site shall accommodate safe and convenient movement for all modes of transportation throughout the development and to surrounding areas, as well as create an efficient automobile circulation system.

Response: Comment acknowledged.

On-Site Vehicular Circulation- Please label vehicle circulation patterns and turning movements on the Site Plan. Access points should align with any other planned access point from adjacent or surrounding development.

Response: Vehicle circulation is labeled. Pedestrian and vehicular access and connectivity is provided. The main entrance drive aligns with the access drive across Jackson Gap way.

3F. Pedestrian Access

The Unified Development Ordinance requires that safe and convenient pedestrian access be provided to points within a development and to nearby uses and amenities to encourage walking and reduce the frequency and number of automobile trips. Currently, this proposal does not show a pedestrian network on-site. Add the following pedestrian connections onsite:

Main Entry to Public Sidewalk:

Provide a safe, convenient, and accessible pedestrian connection from the main entrance of a building to a public sidewalk or internal walkway that connects to a public sidewalk.

Response: Pedestrian connection provided from the main lobby entrance to the public sidewalk along Jackson Gap Way.

To Adjacent Development:

Sidewalks and walkways serving a site shall align and connect with any sidewalks on adjacent properties that extend to the boundary of such properties. Multiple pedestrian connections between adjacent developments shall be provided to the maximum extent practicable. See Engineering comments to follow for specific sidewalk improvements.

Response: Existing walk along east side N Jackson Gap Way is in conformance with the site and to remain, with installation of curb cut access points using Aurora detail for detached walks. The western sidewalk along Jackson Gap St is to be constructed by Porteos on separate plans.

Standards for Connections:

Walkways shall be a minimum of six feet wide and include lighting at a height of 12 feet or less spaced no further than of 50 feet on center. At each point where a sidewalk must cross a parking lot, internal street or driveway to make a required connection, it shall be clearly marked by using one of the methods shown in Section 146-5.3. of the UDO.

Response: Proposed sidewalk complies with width and lighting. Pavement markings are provided at drive aisle crossing.

3G. Parking, Loading, and Stacking

All parking areas shall be properly graded for drainage and shall be surfaced with concrete or asphalt, brick or stone pavers meeting Public Works Department standards.

Response: Parking areas are graded for drainage and paving with asphalt.

Per Section 146-4.6.5.3., no more than 60 percent of the lot frontage on arterial and collector streets to a depth of 60 feet shall be occupied by surface parking.

Response: The covered parking under the parking canopy is screened from the street frontage with architectural materials (masonry, solid metal panel, perforated metal panel) and landscaping. 30% of the lot frontage is occupied by uncovered surface parking which is also screened with fencing and landscaping.

3H. Landscape, Water Conservation, Stormwater Management

General Landscape Plan Comments.

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

Response: The Landscape plans are designed in accordance with the Porteos Framework Development Plan, the Porteos Minor Site Plan Amendment with Major Infrastructure, the Unified Development Ordinance (UDO) and the Landscape Reference Manual.

Landscape Plan Preparation:

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

Response: Landscape Plans are labeled "Not For Construction". The plans will not be signed and sealed.

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

Response: Landscape plans are submitted on 24"x36" sheers with plant symbols, labels, and plant schedule with quantities. The landscape plans include all required tables for code compliance.

Sight Triangles

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

Response: Sight distance triangles are shown. No shrubs taller than 26" are located in the sight triangle. Per Section 146-4.2.3.I. Trees with an expected mature Diameter at Breast Height (DBH) of six inches or less may be planted and maintained within the sight triangle area if all branches are trimmed to maintain a clear vision for a vertical height of 96 inches above the roadway surface.

Porteos Minor Site Plan Amendment with Major Infrastructure CN 2019-6052-00

The curbside landscape for Jackson Gap Street was designed and approved with this application and should be included on the future landscape plan grayed back with a note to be installed and maintained by the Metro District. Please reference the title of the plan and the case number with a note on the adjacent streets.

Response: A note has been added to the cover sheet.

Porteos Master Plan

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

Response: The landscape is designed in accordance with the Porteos Master Plan.

– Landscape Palette – Fifty percent of all trees shall be evergreen species to ensure four season interest.

Response: 50% of trees are evergreen.

– Buffers and Setbacks for Street Frontages – A 15' wide buffer shall be maintained along the length of arterial and collector roads. At intersection corners the setback shall be 20' wide.

Response: A min. 15' wide buffer will be maintained along the length of arterial and collector roads. A min. 20' wide buffer will be maintained at intersection corners.

– Parking Lots - The current site layout exceeds the minimum allowable percentage of parking along arterial street frontages. A maximum of only 60% is permitted. An adjustment would be necessary and additional buffering and/or landscape techniques are required to offset the adjustment request.

Response: A 40' wide buffer landscape buffer with shrubs in addition to the requirements have been added to screen the parking lot.

– Where parking is the primary use, internal landscape requirements shall be incorporated into the buffers surrounding the parking lot to enhance the public view of the parking area.

Response: Internal landscape requirements are incorporated into the buffers surrounding the parking lot.

Section 146-4.7 Landscape, Water Conservation, Stormwater Management

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

Response: The landscape plan is designed to be in compliance with Section 146-4.7 Landscape, Water Conservation, Stormwater Management.

Section 146-4.7.5 J. 2. Building Perimeter Landscaping

Building perimeter 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 or 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.

Response: The landscape plan is designed to be in compliance with Section 146-4.7.5.J.2. Building Perimeter Landscaping.

Section 146-4.7.5 D. Street Frontage Landscape Buffers

A street frontage buffer is required along both Jackson Gap Street and N. Jackson Gap Way. Buffer depths shall comply with the FDP as noted above. While landscape quantities shall at a minimum comply with the UDO, quantities shall be increased per the Master Plan to address the enhanced buffer requirements when surface parking is the primary use. Landscaping shall consist of one tree and ten shrubs per each forty linear feet of buffer length. Landscaping shall be installed along the exterior sides of proposed fencing or walls.

Response: The landscape plans are in compliance with both the Porteos Framework Development Plan and Section 146-4.7.5.D Street Frontage Landscape Buffers.

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 overlapping 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.

Response: Shrubs and grasses are not substituted for trees.

Section 146-4.7.5 L. Site Entryways and Intersections

Provide a distinctive landscape feature at each site entrance. Distinctive landscape features should consist of specimen quality plant material that will provide visual interest during all seasons. This is often provided around any proposed signage and/or monumentation.

Response: Distinctive landscape features are provided at site entrances.

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

If trash and/or recycling bins are provided, they must be enclosed and setback at least 12 feet from adjacent properties that either have residential or commercial uses or are zoned for such 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.

Response: Trash enclosure is provided.

Section 146-4.7.3 M. Detention and Water Quality Ponds

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

Response: Proposed detention ponds use maximum depths of 6' with 100-year ponding location shown on plans A minimum of 1 tree and 10 shrubs is provided per 4,000 square feet above the 100 year water surface elevation.

Section 146-4.8.3. 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: An irrigation permit will be acquired prior to the installation.

3I. Commercial Building Design Standards

A. Section 146-4.8 of the UDO contains specific standards for the design of buildings. These standards include requirements for building orientation and spacing, breaking up the massing of building facades with articulation elements, four-sided building design, and permitted materials, among other things.

The UDO 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 above for applicable building design standards and ensure that the building elevations meet all applicable requirements.

Response: Material and color changes, and well as base/middle/cap articulation is included in the building design

Per the Unified Development Ordinance, Section 146-4.8.4, in the Airport District each primary structure shall be arranged so that the primary façade and each façade with a main pedestrian entry, orients onto and provides direct pedestrian access onto, one of the following.

- A public or private street;
- A public park, open space or common green;
- A plaza or courtyard; or
- A pedestrian passage

Typically, these requirements are met by providing courtyards or patio spaces at primary employee and guest building entrances. These areas include enlarged hardscape areas, pedestrian scaled lighting, site furniture, shade features and landscape amenities such as raised planters, seat walls and tree cutouts.

Response: The primary facade and main pedestrian entry is oriented to the public street and includes an amenity zone.

Please see the specific additional Architectural Design Standards for “Parking Use” in the Master Plan sheet 15/27.

Response: The primary facade and main pedestrian entry is oriented to the public street.

3J. Exterior Lighting

Standards for exterior lighting are found in Section 146-4.9. Show typical details of lighting on the plan and on building elevations.

Parking Area Lighting

Shielding of Lights in Parking Areas

The following standards apply to all multifamily developments and non-residential developments in Residential zone districts and to all uses in all mixed-use and nonresidential uses.

- Lighting fixtures for canopies or similar structures shall be flush-mounted or recessed above the lower edge of the canopy and shall be equipped with flat lenses.

B. Illuminance

- Maintained average illuminance values in parking areas shall be no less than two-foot candles. Illuminance shall be measured using only the light produced on-site.
- The acceptable uniformity ratio for lighted areas shall comply with recommended ranges adopted by the Illumination Engineering Society of North America (IESNA) for low, medium, and high activity areas.

Hours of Lighting

- All luminaires, except those required for security, shall be extinguished within one hour after the end of business closing and remain extinguished until one hour before business opening. A maximum of 25 percent of the total luminaires used for parking lot illumination may remain in operation during this period to provide security.
- Parking area lighting during off-business hours need not conform to the otherwise applicable average-to-minimum uniformity ratio in Section 146-4.9.3. B.

See additional Lighting Standards referenced in the Porteos Master Plan.

Response: Aurora City Code lighting requirements noted above and in Section 146-4.9 have been addressed – see Drawing and Key Notes on the Photometric Site Plan.

3K. Signs

A. Section 146-4.10 governs signage standards. Please review this section for complete details.

Show the location of any monument signs on the plans and indicate the location of wall-mounted signs on the building elevations.

Response: Sign locations are shown on the plans and elevations.

3L. Fencing

Fences shall be made of high-quality durable materials that require low maintenance. A wrought iron fence is recommended and shall not exceed 9 feet in height. Stucco, stone, and brick are also acceptable options and are permitted.

Masonry Columns: Per section 146-4.7.9. H.3

- All fence types along arterial and collector streets shall incorporate masonry columns of a minimum cross-section of 18 by 18 inches.
 - For all fence and wall types and locations, columns shall be placed at all fence corners, points of transition to other fence styles along a run of fence, and fence termination points.
 - In addition to the requirements of Subsection b, in commercial and industrial uses, columns shall be placed at a minimum spacing of 120 feet on center and shall extend 75 feet down interior lot lines.
- Refer to the Porteos Master Plan for additional standards.

Response: All fences are decorative metal security fencing and masonry columns are provided along street frontages.

4. Adjustments

A. 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: Requested adjustments are included in the submittal.

5. Submittal Reminders

5A. PDF Requirements

A. 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 acknowledged.

5B. Mineral Rights Notification

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

Response: Mineral Right Affidavit is included in the 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.

Response: Pre-submittal meeting has been held.

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: Comment acknowledged.

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 acknowledged.

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

Response: Comment acknowledged.

ENERGY AND ENVIRONMENTAL DIVISION

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.

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 be advised that an O&G wellsite (Deuce) is an approved Operator Agreement location, and if constructed in the future, will be less than 1,500' to the northwest.

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 acknowledged.

PARKS, RECREATION & OPEN SPACE DEPARTMENT (PROS)

No comments from this department.

Response: Noted.

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.

Key Issues:

- ▶ Direct service taps are not permitted on the 16" water main in Jackson Gap Street.

Response: Comment acknowledged.

- ▶ Any water meters need to be in the Right-of-Way or an easement and must be landscaped.

Response: Comment acknowledged.

- ▶ If the carwash is to be conveyor or in-bay automatic, it is subject to the Aurora Water Specifications Appendix E and must recycle no less than 75% of water used.

Response: The shuttle wash is not conveyor or in-bay automatic.

- ▶ The maintenance area must drain to a sand/oil interceptor before draining to the sanitary sewer.

Response: A sand/oil interceptor is provided.

- ▶ A stormwater management report and plans must be submitted with civil plans.

Response: Noted. To be provided with CP submittal.

Utility Services Available:

- Water service may be provided from: 12" PVC in N Jackson Gap Way.
- Sanitary sewer main must be constructed in E 60th Avenue before a service connection can be made. Please contact Vern Adam (vadam@auroragov.org) for further discussion if necessary.
- Project is located on the following Map Pages: 95W

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.
 - Sand/Oil Interceptors are required for vehicle maintenance facilities.
 - All utility connections in the arterial roadway are required to be bores.
- 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).
- 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.
- 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.
- Please reference Ordinance No. 2022-46 pertaining to the use and restrictions of turf and ornamental water features.

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.

- 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.
- 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.
- 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.

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" and "Standards and Specifications Regarding Water, Sanitary Sewer and Storm Drainage Infrastructure".

Key Issues:

► A Preliminary Drainage Report shall be submitted with the site plan. Note that a Final Drainage Report shall be submitted with the Civil Plans. The Preliminary Drainage Report shall be submitted at the time of Planning Department application submittal. Refer to Sections 2.4.3 & 2.4.4 for submittal requirements. A review fee shall be paid to the City prior to acceptance of the Preliminary Drainage Report.

Response: Preliminary Drainage Report has used the current SDDTC and designed per the plans.

► Detention and Water Quality/EURV shall be in conformance with the Master Drainage Study and Public Improvement Plan. Ensure that the assumptions made for imperviousness in the Master Study are consistent with the proposed site.

Response: The site has been designed within the assumed MDR imperviousness value of 85%

► As the site sits along the Major Basin Line separating Gopher Gulch and Second Creek, Full Spectrum Detention release design will need to reflect this division.

Response: Noted. Dual EDB's have been provided with 2 separate outfalls to the respective major basin.

► Detention and Water Quality shall be provided for all internal, perimeter, and any other roadways required by Public Works as a part of this development.

1. If a deferral is granted by public works for construction at a later date the site would need to provide the design for the storm infrastructure (inlets, storm drain) and include water quality and detention for the improvements.
2. If the deferral is for both design and construction for the road improvements the onsite pond must provide the future volume needed for water quality and detention for the improvements as part of the deferral.
3. This site should be in compliance with the new impervious values. These values may exceed those assumed in development of the proposed Ponds/detention facilities.

Response: Onsite full spectrum detention is proposed for the site.

► On-site Detention and Water Quality/EURV pond is required for sites larger than 2 acres of impervious area. The pond shall be in place prior to paving, and it shall be accepted prior to the issuance of Temporary Certificate of Occupancy (TCO) or Certificate of Occupancy (CO).

Response: Noted. Pond proposed and to be constructed prior to paving or issuance of CO.

► A Drainage Report Review Checklist should be completed and signed by a professional engineer and uploaded with the Report for the first review. The Checklist can be located at the following link: Design Standards and Checklists.

Response: Checklist has been completed and signed with application.

► The lowest point of entry (LPE) shall be minimum one-foot above all Emergency Overflow Elevations and all 100-year ponding and flow depths.

Response: Noted. Nothing seems to be close on this site.

► Note that Preliminary Drainage Report (PDR) 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.

► 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: Site drainage design per new SDDTC.

- Important reference materials can be accessed via the City's GIS tools.
- 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.

- Refer to Electronic Drawing Numbers (EDNs) (212052, 214020, 216082, 220232, 221033) for supporting information related to your site.
- The site is located within 5 miles of Denver International Airport. Pond drain times for sites adjacent to air operations areas are limited by FAA recommendations contained in Advisory Circular 150/5200-33C dated 2/21/2020 and by additional guidance specific to Denver International Airport. These drain time limitations are intended to minimize wildlife attractants and potential interference with air traffic. The drain time limitations preclude pond designers from obtaining the full drain times recommended by the Mile High Flood District (MHFD) for Water Quality Capture Volume (WQCV) and Excess Urban Runoff Volume (EURV). The total drain times for ponds within this area is 48 hours.
- The Engineer is responsible for researching and determining if a study by Mile High Flood District (MHFD) has been completed proposing improvements within or adjacent to the Engineer's proposed development. Any such improvements may be required to be constructed as a part of that project. Coordination with the City shall be initiated in those instances at the Master Plan Level or as soon as determined with any proposed development.
- 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 State's web portal. Aurora Water 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.
- Release rate for the detention pond shall be based upon the SDDTC Manual, latest revision.
- 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.
- 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.
- See section 3.20 EASEMENTS AND TRACTS for specific information for maintenance access for channels, ponds, and all other storm features.
- 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.
- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed.
- Stormwater Conveyance - Notification of Adjacent Property Owners link: Stormwater Conveyance - Notification of Adjacent Property Owners
- Digital files supporting this submittal should be uploaded at the time of first review, examples are CUHP, SWMM, HEC-RAS, and MHFD Detention files.

PUBLIC WORKS DEPARTMENT

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

Key Issues:

- A Traffic Letter is required for this proposed development and should include traffic generation, queueing analysis, and turn warrant analysis.

Response: Traffic letter provided.

- Gates are required to be setback from public road flowline a minimum of 45', length of the longest anticipated vehicle, or at least the 95th percentile queue. If the gating system swings, it shall swing into the site.

Response: Noted. Gates shown on plans per minimum lengths.

- Show all adjacent and opposing access points on the Site Plan.
- Access points should align with the existing accesses east and west of the site.

- Label the access movements on the Site Plan.
- Objects and structures shall not impede vision within the sight triangles. Show sight triangles on the site plan and landscaping plan at all access points in accordance with City of Aurora Standard Traffic Detail TE-13. In addition, street trees shall be set back from Stop signs and other Regulatory signs as detailed in City of Aurora Standard Traffic Detail TE-13.3.

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

- 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.

Improvements:

- Right turn lanes for major intersections shall consider alternative geometric configurations (standard geometry for channelized right turn lanes with acceleration lane, compound curves for channelized right turn lanes without acceleration lanes).
- Show the installation, by developer, "Right Turn Only"/"Do Not Enter" signs. Signs shall be installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards.

Traffic Impact Study:

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

Submitting the Traffic Letter:

- The Traffic Letter shall be sent directly to Joshua Hoffmann at jhoffman@auroragov.org as soon as possible.
- The Traffic Letter shall also be uploaded with the rest of the submittal.
- Previously approved Traffic Impact Studies/Letters are available through this link.
- Pending something unforeseen, such as public comment, Traffic Engineering will not require a Traffic Study at this time.

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.

Key Issues:

► Public improvements shall be in conformance with the Public Improvement Plan (PIP). Any improvements remaining on Jackson Gap Street, Jackson Gap Way, 56th Avenue, and 60th Avenue shall be completed and initially accepted prior to the issuance of a Temporary Certificate of Occupancy (TCO)/Certificate of Occupancy (CO). This includes the detached sidewalk along Jackson Gap Street.

Response: Noted. Construction of a new sidewalk along the east side of Jackson Gap Street to be coordinated through separate plans prepared by Porteos.

► The streetlights shall be evaluated with the civil plans and additional lights may be required to meet current photometric requirements.

Response: Noted. Lighting to be evaluated. Additional streetlights will be added along the east side of Jackson Gap Street by Porteos under separate plans.

► Curb returns with curb ramps are required at the accesses to the site.

Response: Curb ramps to be provided at all sidewalk crossings and internally to the site as required

► 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. Current standards used in design.

► 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. Pre-submittal steps have been taken.

► 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. Relevant information has been compiled.

Improvements:

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

- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- If gates are incorporated into the design of the development, they are required to be setback from the street flow line a minimum of 50-feet or one truck length, whichever is greater.
- Street lights are required along adjacent roadways. Please refer to the 2023 Roadway Manual for street light spacing, location, wattage, etc., information. Street lights along public right-of-way shall become City owned and maintained once they have been installed and the final acceptance letter for the lights has been issued. Street light locations shown on the site plan are conceptual. The street lighting plan shall be included with the Civil Plan submittal and will determine final street light locations based on a photometric analysis.

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.

FIRE/LIFE SAFETY COMMENTS – BUILDING DIVISION

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

Key Issue:

► In order to provide fire department access within 150' of all exterior walls of the proposed canopy structure and parking areas, a fire lane easement will need to be assessed for this site. Land Development Review Services does not allow encroachments into or over dedicated easements. The canopy encroachment being proposed over the fire lane easement at the main entrance will need prior approval by internal City departments to determine if it will be allowed. Minimum height within the fire code for encroachments over a fire lane easement is 13'-6" if allowed.

Response: Fire lane easements are shown in the uncovered parking lot and at the access road along the south property line per coordination with Fire/Life Safety and the Building Division prior to this submittal. No canopy encroachment is proposed.

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 inquiries to the Aurora Building Division Fire/Life Safety Group.

Accessibility Requirements:

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

- Accessibility Requirements - Commercial
- The site plan and the civil plans must show the location of Electric Vehicle (EV) charging stations and parking spaces.

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.

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 Aurora Building Division currently utilizes the adopted 2021 International Codes Series except for the 2023 NEC.
- 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 and proposed exterior walls of structure(s).

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.

- Grading Plan
- Handicap Accessible Parking Signs
- Sign Package
- Signature Block

Emergency Responder Communication Coverage:

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

- The 2021 International Fire Code (IFC) requires all buildings to be assessed for adequate Emergency Responder Radio Coverage (ERCC). At the time the structure is at final frame and final electrical inspections, the
- 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 ERCC system prior to installation. This assessment and installation are at the owner or developer's 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.

Where required in new buildings:

- All building construction types will be assessed for adequate radio frequency levels.
 - Exception: Group R- 3 occupancies; single-family dwellings, townhomes.
- The total building area is 50,000 square feet or more without basements.
- The total (single level) basement area is 10,000 square feet or more.
- Buildings 4 stories in height or greater.
- Use of building products such as low-emission glass.
- Building is within the shadows of other buildings.
- High piled storage Systems.
- The fire code official determines that acceptable radio coverage is needed for the safety and effectiveness of emergency responders.

Fire Department Access:

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

- Fire Lane Easement
 - In order to provide fire department access within 150' of all structures and parking areas, fire lane easements may be needed under the proposed canopies and covered parking areas shown in the site plan. Land Development Review Services does not allow encroachments into or over dedicated easements. Fire/Life Safety would recommend that the structure used for the covered parking area be removed from the areas dedicated as fire lane easements. The canopy encroachment being proposed over the fire lane easement at the main entrance will need prior approval by internal city departments if allowed. Minimum height within the fire code for encroachments over a fire lane easement is 13'-6" if allowed.
 - 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 52' outside turning radii.
 - Buildings greater than 30' in height are regulated by the 2021 IFC Section D105 and require 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.

- Outdoor Storage Yards (Parking Areas)

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.

- Additional internal fire hydrants served by a looped water supply will be needed to support the fire sprinkled structure and parking area within the site. Estimated fire hydrant spacing within the site cannot exceed 600' spacing between hydrants. Fire and Life Safety recommends a separate meeting to discuss options involving the use of the existing fire hydrants on abutting streets to possibly assist in reducing the costs of developing this site.
- An onsite looped water supply will be needed where there are two or more fire appliances, such as fire hydrants and fire service lines supporting a fire sprinkled structure.
- A fire department connection will be required at the front main entry side of the structure. A fire hydrant will be required within 100' of the fire department connection.
- 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.

Fire Sprinkled Structures:

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

- A fire department connection will be required at the front main entry side of the structure. A fire hydrant will be required within 100' of the fire department connection of fire sprinkled buildings.
- The covered parking area would be considered an IBC U-Occupancy which does not require a fire sprinkler system installation.

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 designated Fire Code representative within the Aurora Building Division.
- 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.
- The location of the gating systems presented during the pre-application meeting are acceptable to Fire/Life Safety where there is not an internally dedicated fire lane easement within the site. Please consider that Fire/Life Safety's acceptance of the gate locations can be overridden by another department's requirements.

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.

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.

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.

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.

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
- (Site Plan Note) Access Control Gate or Barrier Systems
- (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) Emergency Ingress and Egress
- (Site Plan Note) Emergency Responder Radio Coverage
- (Site Plan Note) Fire Lane Easements
- (Site Plan Note) Fire Lane Signs

Site Plan 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.

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.

- 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.
 - See the 2021 IFC, Section 503.1.1 that discusses fire access requirements to within 150' of "facilities" such as your vehicle parking area.
- Access Road Width with a Hydrant
- Aerial Fire Apparatus Access Roads
- Fire Apparatus Access Road Specifications
 - If an existing fire lane or public roadway must be removed or relocated for any reason, the 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
- License Agreement
 - Construction of gating systems crossing a dedicated fire lane easement will require a license agreement though 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

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.

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:

- ▶ The plat will need to follow the 2024 Subdivision Plat Checklist to conform to the City of Aurora guidelines and requirements.

Response: Noted. Plat to be provided with future submittal.

- ▶ The Site Plan will need to match the plat configuration, and any easements will also need to match the plat.

Response: Noted. Will comply

- ▶ If needed, the private Access Road will need to be located in a Tract that is to be privately owned and maintained.

Response: Maintenance access roads will be located within dedicated easements through plat or separate instrument.

Subdivision Plats:

- The property has never been platted and shall be subdivided at this time in order to obtain a building permit. Plats must be prepared using City of Aurora specifications provided in our most current Subdivision Plat Checklist. Plat review may run concurrently with your other Planning Department submittals.
- A presubmittal meeting with Land Development Review Services 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.

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
 - Revocable License Packet
 - License Agreement Packet
- 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.
- 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.
- 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.
- As shown in your proposed plans, there is an existing street right-of-way that needs to be vacated. Street vacations must go to City Council via ordinance. The process begins with the owner making application to the Planning Department. As part of that application, Land Development Review
- Services will need a legal description and exhibit for the portion of the street being vacated prepared to our specifications. The specifications on how to prepare the legal description and exhibit are available in the Dedications Packet.
- 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 Land Review Services Agent at 303.739.7300
- for additional details and contact information.

STEP II – CONSTRUCTION DOCUMENT PHASE

The Construction Document Phase is when Engineering and Building plans are reviewed against City Codes for compliance. It is an administrative process and usually occurs after Planning Commission or Planning Director decisions and after the preliminary drainage report is approved or has been requested for signature process. Permits are issued from these documents.

Civil Engineering Plans

- Civil Construction Plans are required for your project as proposed and shall be submitted electronically.
- Use of the Batch Standards Checker Tool is requested for this project.
- Civil Engineering Plan Review (see links below for additional information):
 - Process
 - Review Schedule
 - Fees
 - Civil Plan Submittal Form
 - Civil Plan Submittal Pre-Acceptance Checklist

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

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.

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.
- A Stormwater Quality Discharge Permit and Stormwater Management Plan and Report may be required for this project if an acre or more of disturbance is anticipated (which includes equipment and material storage areas). See the latest revision of the City of Aurora SWMP Manual for more detailed requirements. A 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.

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

PUBLIC WORKS DEPARTMENT

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

Traffic Engineering

- The Construction Documents shall include an Interim and an Ultimate Signing and Striping Plan, a Traffic Signalization Plan (for Build year), 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.
- Critical Traffic Control Areas, as identified by the Traffic Manager during Civil Plan review, are circumstances that develop resulting from temporary modifications to the roadway network. Critical Traffic Control Areas can include, but are not limited to:
 - lane closures resulting in reduction in vehicles capacity greater than 50%,
 - proximity to intersections, access drives, rail lines,
 - locations with higher multimodal movements, or
 - other special circumstances

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

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

Engineering Division

Roadway Design and Construction Specifications:

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

BUILDING DIVISION

Building Plan Review

- Process
- Review Schedule
- Fees

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

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

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

Permit Types:

- Based on the information provided during the pre-application meeting, the Building Division would classify your proposed scope of work under the following permit type.
 - Commercial Permits
 - Limited Plan Permits
 - Tenant Finish Permits
- Fire (click on this link to find checklist below)
 - Fire Alarm
 - Fire Sprinkler & Standpipe Systems
 - Gating Systems across Fire Apparatus Roads
 - Knox Box
 - Knox Box Rapid Entry
- Separate (standalone) plan submittals, approvals and permits for fire protection systems can include, but are not limited to:
 - Above-Ground Fuel Storage Systems
 - Automatic Fire-Extinguishing System and Standpipes
 - Emergency Responder Radio Coverage Systems
 - Fire Alarm and Detection Systems and related equipment

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).

Response: The team has been coordinating directly with Jose Rodriguez on building code items.

► As of January 8, 2022, the City of Aurora has adopted the 2021 International Codes and the 2023 National Electrical Code.

Response: Comment acknowledged.

Accessibility:

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

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

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.

Change of Occupancy:

A change of occupancy is when there is a change in the building’s use that would change the way the building code classifies the building’s use. Whenever the use of any part of a building change from one occupancy classification to another, then a change of occupancy permit is required. Also, for commercial buildings, a building permit is needed to make any changes to a building beyond wallpapering, painting, or similar finish work. A building permit is also required to change the use of a building, even if no alterations are planned. Call the Building Department for more information at 303.739.7420.

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.

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.

General Fire Protection System Requirements:

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

- Fire Alarm and Detection System – 2021 IFC, Section 907.
- Fire Sprinkler System – 2021 IFC, Section 903.

Geographic Design Criteria:

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

Occupancy Specific Building Code Requirements:

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

- 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 people 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.
 - To include S-1 Occupancy Repair Garages.
- U Occupancy - Buildings and structures of any accessory character, and miscellaneous structures not classified in any specific occupancy.

Request for Modification or Alternative Material:

Per the 2021 IFC, Section 104.10 and 104.10.1, whenever there are practical difficulties involved in carrying out the provisions of this code, the fire code official shall have the authority to grant modifications for individual cases, provided the fire code official shall first find that special individual reason makes the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, life and fire safety requirements.

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.

STEP III – CONSTRUCTION PHASE

AURORA WATER

Utility Connection Fees:

- Water Service Connection Fee
- Metro Sanitary Sewer Connection Fee
- Sanitary Sewer Connection Fee

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.

- Wet Tap Fees:
 - Apply when making connections to existing water mains for water line extensions, fire hydrant lines, and fire service lines.
- 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.
- For a full listing of Utility Fees, please see the Aurora Water Fee Schedule.

Stormwater Management

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

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.
- 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.
- Public improvements shall mean and include, but not by way of limitation, the construction, reconstruction, and improvement of the following:
 - fire lanes
 - 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
 - street lighting
 - 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.

BUILDING DIVISION

Key Issue:

► Once the building permit is issued it is recommended that the General Contractor (GC) schedule a pre-construction meeting with the Office of Development Assistance Project Manager. The meeting will consist of the Public Improvement Supervisor, Building Division Inspector Supervisors, and a



Fire/Life Safety Supervisor. These meetings are highly beneficial to both the GC and city staff in addressing inspection requirements that assist in obtaining a TCO or CO in a timely manner.

Response: Comment acknowledged. The construction team will schedule a pre-construction meeting at the appropriate time.

Construction Permits:

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

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.

Access Roadways during Construction:

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

END OF COMMENTS

If you need additional information or have any questions, feel free to contact me at 303.287.5525 or khawkins@dcb1.com.

Thank you,

A handwritten signature in black ink, appearing to read "Katherine Hawkins". The signature is fluid and cursive, with the first name and last name clearly distinguishable.

Katherine Hawkins, AIA, NCARB
Design Director
dcb Construction Company, Inc