

September 29, 2021

Ariana Muca  
City of Aurora, Planning Department  
15151 E. Alameda Parkway, 2nd Floor  
Aurora, Colorado 80012

**Re: 1450 S. Abilene Pre-Application Meeting – Comment Response**  
Application Number: **DA-1551602**

Dear Ms. Muca:

Thank you for the comments on the Vista Creek Apartments Pre-Application which we received on July 7, 2021. We have reviewed all the comments and have addressed them in the following pages.

Please feel free to contact me directly should you have any other comments, questions and/or special requests for additional information. We look forward to continuing to work with you and your colleagues at the City of Aurora.

Sincerely,  
Norris Design



Diana Rael  
Principal

## Standards and Issues:

### 1. Zoning and Placetype

#### 1A. Zoning

The purpose of the Mixed Used District (MU-C) is to provide retail goods and services to satisfy the household and personal needs of the residents of nearby residential neighborhoods, those traveling on adjacent collector and arterial corridors, and to allow for higher intensity general business and service activities. The MU-C district should be located and designed to allow for access by pedestrians, bicyclists, and public transportation, in addition to automobiles. In Subareas A and B, the MU-C district is intended to promote sustainable infill redevelopment of older commercial sites, while mitigating the impacts of redevelopment on surrounding areas.

**Response: Noted, thank you**

#### 1B. Placetype

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

**Response: Noted, thank you**

#### 1C. Florida Station Area Plan

The application will be subject to all requirements and standards in the Florida Station Master Plan. The Station Area Plan was adopted in 2011 and outlines the long-term framework for the station area. Components of the transit-oriented development include the importance of a central plaza, density is important, high-quality design, and sustainability, which may require innovative approaches to detention and water quality. While some of the elements of the Station Area Plan will not likely be developed, such as an RTD parking garage, a series of green spaces, pedestrian connections, and plaza areas can help those accessing the station. The protected bikeway on East Florida Avenue that has been built in the neighborhood has been implemented as it was identified as a goal in the Station Area Plan. Please note that elements such as landscaping, building design, form and setback, and pedestrian connections will all be considered during the review of the project.

**Response: *The proposed project connects and enhances the vision of the Florida Station Area Plan by providing 293 for-rent, residential units, with the building form fronting along both Florida and Abilene. The frontage along Abilene is setback from the street due to the high-power overhead lines, and the existing (to be improved) detention and water quality. The architecture creates a west-facing façade, with accents on the north and south corners, to create the urban edge visible from Abilene and I-225. The building form accentuates the residential and pedestrian nature of the Florida façade by fronting the street at the 20-foot buffer, while providing street level stoops/access to the individual units, as well as a main building entry, all while shielding the parking (mainly contained within the 5-level parking structure on the north) from the public realm. The combination of these street-level stoops and entry, along with detailed landscaping and human scale forms and materials, combine to create an enhanced pedestrian experience along Florida and the connection between the building, the neighborhoods to the east and the rail station.***

### 2. Development Standards

#### 2A. Building Orientation

Both the Florida Station Area Plan and the Zoning Code include requirements to ensure pedestrian-friendly and active street frontages are supported by buildings, uses, and common spaces oriented to and integrated with the street. These include an emphasis on building entrances onto the street, build-to lines, high levels of storefront windows, and other elements which help to activate the street frontages. In addition to the standard

building entries at the street level, units on the street level should have direct access for the sidewalk to the unit from the public sidewalk. The expectation is the proposal to maintain the existing block structure and street network and utilize the appropriate urban street sections and streetscape designs.

***Response: The proposed building is oriented to the Florida and Abilene streets, further developing the block structure/scale, the urban façade to the west, and the transitional architectural scale along Florida. The main building entry on the NW corner, with alignment of the main amenity areas, including storefront glazing and active architectural forms create interest and pedestrian activity. The pedestrian entry, along with the individual unit stoops (with private unit entries) along the Florida façade activate the southern elevations and form the transition from the Urban nature of the west to the residential nature to the east. Large amounts of glazing on all public facing elevations further defines and activates the building to its residential use and nature.***

#### 2B. *Pedestrian Circulation and Link to Florida Station*

In this development, pedestrian-oriented streets and urban sidewalks will provide most of the pedestrian circulation throughout the development. Key destinations on the site and areas anticipated for the highest pedestrian activity should be identified. The parking garage is located in the middle of the development, surrounded by three sides of a 5-story building. Tenants need safely enter and exit the parking garage. The various parking bays around the building need to have safe connections to building entrances. In order to provide for more amenity space for residents, it is suggested that the apartments wrap the parking garage. With a wrap, no parking spaces will have to be integrated into the building as shown on the proposed plan. Identify linkages from the building to the light rail and bike travel to connect with the bike lane located on East Florida Avenue. Please provide a bike and pedestrian circulation plan with your submittal.

***Response: The standalone parking garage on the north, with covered, direct connection to the building on all levels on the east garage edge, and a pedestrian connection on the west garage edge, provide safe, protected and easy access to all portions of the building. Pedestrian connections to the amenity spaces, while mainly provided on the interior of the site, along with entrances on both Florida and Abilene, create enhanced pedestrian walkways/plazas to connect to the neighborhood sidewalk system and the train station. The parking is now almost solely contained with the garage structure to better facilitate the amenity areas on the interior of the site. Bike access from the bike storage in the building to the bike trail along the north side of Florida is clear (along the east side of the building) and free of overlap with the vehicle routes.***

#### 2C. *Neighborhood Protection Standards*

Neighborhood protection standards apply when within 50 feet of R-1 in subarea A. The current site plan is 50' over the 50' restriction, totaling 100' from the protected R-1. As you continue to your submittal, be aware of the neighborhood protection standards that will be implemented if you infringe on the 50' restriction. Please refer to Section 146-4.4 to review those standards and their applicability to this project.

As discussed in the pre-application meeting, the proposed 5-story building is permitted by code. However, there may be concerns from adjacent property owners given the height relative to surrounding homes and other uses. Staff highly recommends that you prepare to host a neighborhood meeting after the first submittal. Obtaining their feedback early in the process typically creates better dialogue and may make the process smoother moving forward.

***Response: We understand the impact the proposed 5-story building can have on the character and nature of the residential neighborhood to the east. With that in mind, we are holding the proposed building and additional +/- 45-feet past the minimum 50-foot restriction, as well as maintaining the nature and character of the existing landscaping and berming along the east boundary to minimize***

***the impact of the proposed building. We have initiated discussions with the neighbors to open dialog and better understand the concerns (if any) of the proposed development.***

2D. *Common Space and Amenities*

As per the Florida Station Master Plan, South Abilene Street has a street frontage public plaza located at the detention pond. It is recommended that other alternatives be considered for detention in order to free the space along Abilene Street for a plaza and amenity spaces. The site plan needs to be designed to maximize accessibility and comfort for pedestrians and be highly visible. The primary common spaces should be designed to be flexible, usable spaces. In your current Site Plan, the pool is between a 5-story building and a 2-story parking garage. Shade studies will need to be done to understand the desirability of this space. In addition to common spaces, the site should be highly urban and integrated with the surrounding streetscape. As per the Florida Station Master Plan, Multi-Family Design elements should include:

- Children's' play areas and structures
- Areas for outdoor recreation, picnicking, and strolling
- Pavilions for picnicking and other activities

***Response: A plaza will be provided in the northwest corner of the site, potentially featuring public art, per the enclosed Public Art Plan exhibit. Additional amenity details will be providing in future submittals.***

2E. *Strategic Parking Plan with RTD*

The Florida Station projected a commuter parking demand for approximately 300 spaces at the station. Since surface parking would not be desirable close to the station due to the limited amount of existing commercially zoned land, the option of a parking structure was one of the concepts investigated in the Master Plan. A conversation with RTD in hopes of a partnership to enlarge the parking structure is recommended.

***Response: The development team was able to engage RTD (as facilitated by the City Planning Staff) to understand RTD's short and long-range plans for this area and site specifically. It was determined that parking for the station is not required, as the nature of the station has changed from the destination station (requiring the parking) to a neighborhood station. As such, no additional, station-specific parking is desired, requested, or required by RTD or the City.***

2F. *Parking, Loading, and Stacking*

Section 146-4.6.5 details requirements for the design and placement of parking areas. Generally, parking areas should be located and designed to provide for adequate vehicle circulation, safe pedestrian connections, screening from adjacent sites, neighborhoods, and streets. Please indicate where resident loading areas will be as it may be possible that larger moving trucks will not be able to use the garage.

***Response: The parking has been adjusted to be mainly contained within the 5-story parking structure in the north-center of the site. A loading/service zone is provided along the eastern edge of the garage (between the garage and the residential building).***

2G. *Covered and Attached Parking Requirements*

At least 40 percent of resident parking shall be in garages or carports. At least 50 percent of those garages and carports shall be attached to a primary residential structure directly or through a roofed structure with partial sidewalls rather than freestanding garages or carports. Where detached garages are used, they shall be the same mix and percentage of materials as the primary building. Please keep in mind if all the parking is provided in a garage that is attached to the building, these standards do not apply.

***Response: The bulk of the parking is now proposed to be contained in a 5-story parking garage in the North-central portion of the site, connected to the residential building with covered walkways on each level (to the east) and a pedestrian connection on the west.***

## 2H. *Bicycle Parking Requirements*

Multifamily development shall provide at least one bicycle parking space per five dwelling units in Subarea A; thus, 49 bicycle spaces will be required for this 242-unit development. Each inverted U bicycle rack counts as two bicycle parking spaces. Bicycle spaces must comply with Section 146-4.6.3.F.2 including providing a design that includes 2 points of contact with each bicycle. Each inverted “U” rack counts as two bicycle parking spaces. Place any bicycle parking in a convenient, paved and well-lit location.

***Response: A bicycle storage space will be included within the residential building, typically with a variety of different storage options, as well as maintenance, and provided with a direct connection/entrance to a path the public way (Florida to the south). 25 bicycle racks (50 spaces) have been provided around the site, with most located close to the main building entry.***

## 2I. *Landscape, Water Conservation, Stormwater Management*

### • General Landscape Plan Comments

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

***Response: Noted, thank you Plans have been prepared in accordance with these requirements.***

### – 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 submitted with a site plan or redevelopment plan are used by the City to determine compliance with the landscape standards and for code enforcement purposes.

***Response: “Not for Construction” has been included on all landscape sheets.***

Landscape plans submitted during the Development Application submittal process must be prepared on 24” x 36” sheets and have plant symbols, plant labels with quantities, and a plant schedule upon first submission or a complete review will not be possible and may result in additional submittals and ultimately delays in approval of the plan set.

***Response: Noted, all required information has been provided.***

### – 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 triangles are provided. Sight distance triangles have been included on landscape plans.***

A separate tree mitigation plan shall be provided in accordance with the Forestry Division’s requirements. Do not include trees or vegetation to be removed on the proposed landscape plan. Only vegetation to remain shall be shown and indicated grayed back with different symbology than any proposed vegetation.

***Response: Tree mitigation assessment is being completed by third-party and a mitigation plan will be provided in a forthcoming submittal.***

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

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

**Response: Noted, all requirements are being met.**

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

Street trees are required at a ratio of one street tree per 40 linear feet along all street frontages.

Should any of the existing trees be in good health and condition, they may be used to satisfy this requirement. All existing street trees to remain should be included on the landscape plan and indicated as existing with different symbology than any proposed trees.

**Response: Noted, existing trees that will remain have been noted on plans and factored into requirement calculations as appropriate.**

- Section 146-4.7.5 D. Street Frontage Landscape Buffers

Twenty-foot wide street frontage landscape buffers are required along S. Abilene Street and E. Florida Avenue. As a minor arterial and collector street, buffer reductions are not possible for multi-family developments. Landscaping shall consist of one tree and ten shrubs per forty linear feet. Fifty percent of the tree species shall be evergreen. Buffers are measured from the back of walk.

No portions of buildings, including porches or patios, drive lanes, sidewalks, detention ponds, parking stalls, dumpsters or dumpster enclosures shall be permitted within the buffer. It appears that the existing detention pond along S. Abilene Street will continue to serve the new development. An adjustment should be requested to allow the pond to remain as an encroachment.

**Response: Landscape buffer requirements are being met along S Abilene St and E Florida Ave. An adjustment is being requested to permit the existing detention pond to remain in the landscape buffer area along Abilene Street.**

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

Non-street perimeter buffers are required along the north and eastern property boundaries. A 25' wide non-street buffer shall be provided along the north and a 15' wide buffer shall be provided along the eastern property boundary line. A buffer reduction to 12' is permitted along the north and a buffer reduction to 10' is permitted along the east depending upon the buffer reduction feature chosen as specified in Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions.

While the buffer widths are less restrictive, plant quantities remain consistent. Plant material shall be provided at a ratio of one tree and five shrubs per 25 linear feet along the north. Plant material sizes shall be increased to 3" caliper for deciduous trees and eight-foot tall for evergreen trees when residential and non-residential uses abut one another. Provide one tree and five shrubs per 40 linear feet along the eastern property boundary. Existing vegetation may be used to satisfy this requirement as long as it is documented on the landscape plan.

Plant material shall be chosen based upon its ability to provide appropriate screening and shall be selected to reach a mature height of no less than five feet. Perennials shall only be used as accents and may not count toward the buffer requirement. Shrubs and ornamental grasses may not be substituted for the tree requirement

unless the site is encumbered. Refer to the UDO for what is considered an encumbrance. While Junipers are commonly used for buffer screening, alternative plant material shall be integrated that are better suited to winter snow loads and provide year-round visual interest. Refer to the UDO for an alternative plant list.

**Response: Buffer requirements are being met.**

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

All new multi-family buildings shall provide building perimeter landscaping. Plant beds shall be an average of six feet wide and shall consist of 1.25 plants per five linear feet of unit perimeter footage. At least five percent should be a mixture of evergreen and deciduous trees, at least 15% shall be tall shrubs with a mature height of six feet and up to 80% shall be a mixture of evergreen and deciduous shrubs chosen to create seasonal interest. An example table demonstrating compliance has been provided below.

**Response: Buffer requirements are being met.**

– Section 146-4.7.5 K. Parking Lot Landscaping

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

When not integrated as part of a required buffer, a minimum four-foot planting bed shall be provided around the perimeter of the parking lot. Parking lot screening shall consist of a berm between three to four-foot tall with a maximum slope of 3:1 in combination with evergreen and deciduous trees and shrubs. Screening should be integrated with streetscape plantings whenever possible. If berms are not practical, then one of the following options shall provide equivalent screening:

- a. A low continuous hedge between three to four-foot tall planted in a double row at three feet on center in a triangular pattern or;
- b. A decorative masonry wall between three to four-foot tall in combination with landscaping.

Shrubs must reach a height of three feet at maturity and at least 50% of the shrub material shall be flowering species. Large shade and evergreen tree species and/or small tree or large shrub species shall be used as accents throughout the screen planting in conjunction with buffer and street frontage plantings to offset the horizontal lines of a typical shrub bed. Ornamental grasses are not permitted to screen parking lots.

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

**Response: Parking lot landscape requirements are being met.**

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

All trash dumpsters and recycling bins must be enclosed and setback at least 12 feet from adjacent properties with residential or commercial uses. Service areas visible from streets or residences shall be screened by fences, walls, landscaping, berms or any combination of items. Fencing and wall screening shall be

accompanied by landscaping on the exterior side to soften the appearance of the wall and/or fence. Evergreen plantings are required along the exterior.

**Response: Trash and service areas are not located within view of adjacent properties or streets.**

– 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: Enhanced landscaping has been provided at all entries into the site.**

– Section 146-4.7.3 M. Detention and Water Quality Ponds

The city encourages applicants to utilize Low Impact Development (LID) techniques as permanent best management practices (BMPs). Some examples of LID techniques are depicted in the images below and include permeable pavements, vegetative swales and rain gardens.

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

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

**Response: Response: Required landscaping has been provided around detention pond.**

– Section 146-4.8.3. C. Irrigation

All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, the Water Department will require the applicant divide their landscape into water conserving, non-water conserving and non-irrigated areas as part of the landscape submittal. A table summarizing the quantities along with a plan that clearly delineates these areas should be provided. Contact Timothy York at (303) 739-8819 or [tyork@auroragov.org](mailto:tyork@auroragov.org) regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system.

**Response: Water hydrozone areas are provided on landscape plans**

2J. *Building Design Standards*

Section 146-4.8.3 (Table 4.8-1) contains an overview of all architectural requirements. This project must comply with all standards in the "Multi-Family" category. These requirements relate to building orientation and spacing, massing and articulation, building materials, four-sided building design, and roof design. Please ensure that the building elevations meet or exceed these UDO requirements.

Building elevations will need to be included as part of your site plan, and should call out dimensions, exterior finishes and color schemes. We will also ask for color and material samples with the initial submittal. As a general rule, "high quality of design" usually means that architectural details should be continued on all four sides of all buildings open to view. The maximum building length of any multifamily or mixed-use building shall be 150 feet (or 200 feet for an Affordable Housing Structure) in Subarea A. Please refer to Section 146-4.8.5 for massing and articulation.

Code requires that you incorporate material changes and architectural features such as glazing, textured surfaces, projections, color, overhangs, and changes in parapet height to improve the façade and create an inviting and attractive street presence. Buildings must be designed to create a clear base, middle, and cap, with specific instructions and tips for how this can be achieved in Section 146-4.8.5.C. Ground floor designs should support a pedestrian-friendly environment, provide visual interest, and help to create an atmosphere that promotes foot traffic. Code also requires that you use changes in the wall planes, both horizontally and vertically, at specific intervals and provide a variety of durable materials to create visually interesting buildings. Architectural details shall be continued on all four sides of the buildings to prevent the back of house appearance. See the table below for applicable building design standards and ensure that the building elevations meet all applicable requirements.

**Response: Noted, thank you.**

#### 2K. *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. As this is located within a designated transit-oriented development area, light standards for TOD are unique and required for all development proximate to light rail stations. Gullwing streetlights and Louis Poulsen pedestrian lights should be used.

**Response: Lights will be designed accordingly per the AHJ latest requirements when located in proximate location of any light-rail stations. JSE would need exact locations as done on past projects where these fixtures exist so photometric can reference these fixtures appropriately.**

#### 2L. *Signs*

Section 146-4.10 governs signage standards. Please review this section for complete details. Show the location of any monument signs on the plans and indicate the location of wall-mounted signs on the building elevations.

**Response: Wall-mounted signs are shown on building elevations.**

### 3. **Adjustments**

Section 146-5.4.4 details the definitions, applicability, procedures, and criteria of approval for all adjustments to development standards. If any adjustments are requested, they must clearly be listed and justified in the Letter of Introduction. They must also be listed on the cover sheet of the Site Plan and any other sheets on which they are applicable. Approvals of adjustment requests are not guaranteed. Adjustment requests should identify the reason for the adjustment, efforts to minimize the adjustment, and design elements proposed to mitigate the standards proposed for reduction. Typically, mitigation techniques should go *above and beyond* requirements from other code sections. If an adjustment does not meet the limits for administrative approval under Section 146-5.4.4.F, then the adjustment will require approval from the Planning and Zoning Commission.

**Response: Noted, thank you**

### 4. **Submittal Reminders**

#### 4A. *CAD Data Submittal Standards*

The city has developed [CAD Data Submittal Standards](#) for internal and external use to streamline the process of importing AutoCAD information into the City's Enterprise GIS. A digital submission meeting the CAD Data Submittal Standards is required before final mylars can be routed for signatures or recorded for all applications. Please review these standards and ensure that files are in the correct format to avoid future delays.

**Response: Noted, thank you**

#### 4B. *PDF Requirements*

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

**Response: Noted, thank you.**

#### 4C. *Mineral Rights Notification*

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

**Response: Noted, thank you.**

#### ***Pre-Submittal Meeting:***

Contact the assigned Case Manager to schedule a pre-submittal meeting at least one week prior to submitting an application. At the pre-submittal meeting, staff will review the submittal requirements, discuss the review timeline, provide a fee estimate, and review the process for uploading files and inputting adjacent property owners.

Please note that a separate pre-submittal meeting is required with Real Property for the Subdivision Plat prior to application submittal. Please contact Real Property directly to schedule this meeting.

**Response: Noted, thank you.**

#### ***Community Participation:***

Please work proactively with registered neighborhood organizations and adjacent property owners. Registered neighborhood organizations within a one-mile radius and adjacent property owners will formally be notified of the application when a submittal has been made to the Planning and Development Services Department.

**Response: Noted, thank you.**

#### ***Neighborhood Services Liaison:***

- Scott Campbell is the neighborhood liaison for the project. He has put together a report attached to these notes listing the registered neighborhood organizations within one mile of your proposed project and can assist in scheduling and facilitating meetings with community members. Please work with the organizations that express interest in your project to address comments and mitigate concerns
- All meetings with registered neighborhood organizations should also include the Planning and Development Services Department Case Manager so that questions concerning the UDO and procedures can be properly addressed. The Case Manager will record any project-related commitments that are made to the community at these meetings.
- Additional information about the Neighborhood Liaison Program can be found on the [Housing and Community Services](#) page of the city website.

**Response: Noted, thank you.**

#### **Oil and Gas Development**

We have reviewed the area of your development. There are no known plugged and abandoned (P&A) wells within your site and no existing or planned oil and gas surface facilities on your site.

There may be existing underground pipelines in rights-of-way. If you have questions or concerns about this, the Oil & Gas Division can assist with providing additional information.

**Response: Comment noted.**

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

### **Project Characterization**

The following information has relevance to the determination of PROS' requirements for this project:

- 242 multi-family residential units are proposed.
- The project qualifies as Transit Station Area (TSA) development and is exempt from open space requirements.

### **Population Impact**

For TSA development, population calculations for the project are based on an average household size multiplier of 2.02 persons per unit, resulting in an overall projected population of 489 persons.

### **Land Dedication**

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

- 3.0 acres for neighborhood park purposes per 1,000 persons
- 1.1 acres for community park purposes per 1,000 persons

The resulting acreage required is as follows:

- Neighborhood Park Land 1.47 acres
- Community Park Land 0.54 acres
- Total Land Dedication 2.01 acres

Cash-in-Lieu Payment – Given that no on-site park land is proposed, the land dedication shall be satisfied by a cash-in-lieu payment prior to subdivision plat/replat. The amount of the payment is computed by multiplying the dedication acreage by the estimated market value for the land.

- Being TSA development, this project is able to take advantage of a less-than-market-rate value which the city offers to reduce the cost of PROS' requirements for infill. The current per-acre value of \$60,200 multiplied by the dedication acreage results in a cash-in-lieu payment of \$121,002.

**Response: Noted, thank you.**

### **Park Development Fees**

In accordance with City Code, Park Development Fees shall be collected by the city to cover the cost of constructing new park facilities to serve the needs of the projected population. These fees apply to the project because park facilities are not proposed to be provided on-site. Fees are based on the park land dedication acreages and an annual cost per acre for construction of park facilities. The fees, which are computed and collected on a per-unit basis, shall be paid at time of building permit issuance. The current per-unit fee of \$1,476.44 would apply if permits for construction of the residential units are pulled this year, and the total paid would be \$357,298.48.

**Response: Noted, thank you.**

### **PROS Requirements Caveat**

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

**Response: Noted, thank you.**

### Forestry Division

There are many trees on this site that will be impacted by development and demolition of the existing building. As a result, the tree mitigation could be substantial. The size and scope of the project related to the number of trees that will be impacted is substantial and you will need to hire a Consulting Arborist for the tree inventory and appraisal. A list has been provided below.

### **Tree Mitigation Requirements**

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

***Response: Tree survey is currently being completed by a third party; information on existing trees will be provided in the next submittal.***

### **Forestry's Role in Site Plan Review**

- When the site plan is submitted, please show and label all existing trees on a separate sheet called Tree Mitigation Plan and indicate which existing trees will be preserved or removed. Please include grading on this sheet as well. A Consulting Arborist will be required to conduct a tree inventory and appraisal. There is a list below for your review. Forestry would require a meeting with the arborist selected to make sure that we agree on the appraisal and have discussion regarding the number of inches required for replacement back onto the site.

Name	Company	Address	Phone
David Merriman	Arbor Scape	5044 S. Youngfield Court Morrison, CO 80465	303-795-2381
Keith Worley	Forestree Development, LLC	7377 Osage Rd, Larkspur, CO 80118	303-681-2492
Robert Brudenell	The Natural Way, Inc.	1952 W. Dartmouth Ave. Englewood, CO 80110	303/347-0988
Scott Grimes	Colorado Tree Consultants	<a href="mailto:coloradotreeconsultants@yahoo.com">coloradotreeconsultants@yahoo.com</a>	303-720-8170
Stefan Ringgenberg	Boulder Tree and Landscape Consulting	7289 Petursdale Court Boulder, CO 80301	303-530-0640
Steve Geist	SavATree	8585 E Warren Ave. Denver, CO 80231	303-306-3144

- Once the tree assessment is complete, a spreadsheet will be provided showing the dollar value of the trees that will be removed as well as the number of inches required for replacement back onto the site. Since a Consulting Arborist is hired, this information will be supplied by them. In most cases, the mitigation inches can be replaced on the site through upgrades to the landscape plan.
- Civil and SWMP plans will not be approved by Aurora Forestry until tree mitigation has been approved through the Site Plan Process.

- Any trees that are preserved on the site during construction activities shall follow the standard details for Tree Protection per the current Parks, Recreation & Open Space Dedication and Development Criteria manual. The Tree Protection notes shall be included on the plan. The link for the manual can be found at: <https://www.auroragov.org/cms/one.aspx?pageId=16394080>

**Response: Noted, thank you.**

### **Ash Trees Prohibited**

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

**Response: Noted, thank you.**

### **Library & Cultural Services**

The 1450 S. Abilene project is located with the Transit-Oriented Development District for the Florida Station Area. By City Ordinance, projects within Transit-Oriented Development Districts are required to develop and implement a public art plan (PAP.) You will find a copy of the Ordinance as well as helpful guidelines in the email in which these notes were provided. The Public Art Plan should be included in your initial submittal.

Please review these materials and then call me at 303-739-6747, or email me at [rbloom@auroragov.org](mailto:rbloom@auroragov.org) so that we can discuss how you can use public art to enhance your project, budget calculations for this site and components of a fully developed public art plan.

**Response: Noted, thank you.**

### **Aurora Public Schools**

In accordance with Section 4.3.18 of the Unified Development Ordinance, the school land dedication obligation for the 242 proposed apartments is .7919 acres. Aurora Public Schools will accept cash-in-lieu of land for this obligation valued at market value of zoned land with infrastructure in place. Cash-in-lieu is due prior to plat approval.

**Response: Noted, thank you.**

### **Aurora Water**

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

### **Utility Services Available:**

- Water service may be provided from: 8" DIP north of site
- Sanitary sewer service may be provided from: Existing 8" PVC on east side of proposed building
- Project is located on the following Map Pages:11G

**Response: Comment Noted regarding water. We are proposing a sanitary service to the sanitary main at the SW portion of the site and to the existing 8" pvc on the east side of the proposed building. This second connection allows us to sanitary the site without pumping sanitary flows.**

### **Utility Service Requirements:**

- A Site Plan is required for this project and must show existing and proposed utilities including:
  - Public/Private Mains
  - Service Lines
  - Water Meters

- Fire Suppression Lines
  - Fire Hydrants necessary to service your development
  - All utility connections in the arterial roadway are required to be bores.
- 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).
  - Aurora Water does not require a Site Plan for this project.  
**Response: A Site plan and Utility plan is provided as a part of the SDP submittal.**

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

**Response: Comment noted.**

**Public Works Department**

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

- Show all adjacent and opposing access points on the Site Plan.  
**Response: Opposing access points are shown.**
- Label the access movements on the Site Plan.  
**Response: Both proposed access are full movement and labeled on the site plan.**
- Objects and structures shall not impede vision within the sight triangles. Landscaping shall be restricted to less than 26-inches in the sight triangles. Show sight triangles on the site plan and landscaping plan at all access points in accordance with City of Aurora Standard Traffic Detail TE-13. In addition, street trees shall be set back from Stop signs and other Regulatory signs as detailed in City of Aurora Standard Traffic Detail TE-13.3.  
**Add the following note landscape plans: 'All proposed landscaping within the sight triangle shall be in compliance with COA Roadway Specifications, Section 4.04.2.10'**  
**Response: Comment Noted.**
- Show existing stop signs and street name signs or the installation of new stop signs and street name signs by developer at the site access points onto public streets. Add the following not to the Site Plan:
  - The developer is responsible for signing and striping all public streets. The developer is required to place traffic control, street name, and guide signs on all public streets and private streets approaching an intersection with a public street. Signs shall be furnished and installed per the most current

editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards and shown on the signing and striping plan for the development.

**Response: Stop Sign and Notes are included in Site Plan.**

**ROW/Plat:**

- Designate a Public Access Easement along shared access to north to Abilene St & Florida Ave.  
**Response: Fire lane access easement is shown and labeled.**
- A traffic signal easement shall be required at the intersection of Abilene St and Florida Ave to accommodate any future modifications to the traffic signal pole, underground conduits, pull boxes and signal control cabinet.  
**Response: Traffic Signal easement is shown and labeled.**

**Improvements:**

- The intersection of Florida Ave & Abilene St has recently had significant update based on the City's Westerly Creek project. The City's 5-year look-back provision applies to this development. As an adjacent landowner/developer, you must participate in the cost of the traffic signal update. Add the following note to the Site Plan.
  - **(Applicant/owner name, address, phone)** shall be responsible for payment of \$xx,xxx.xx (will be provided later via email) of the traffic signalization costs for the intersection of Florida Ave & Abilene St, as part of the recently completed Westerly Creek project. Traffic signal costs include design, construction and update to meet City standards. Pursuant to 147-37.5 of city code, the percentage of the traffic signalization costs identified above shall be paid to the city by the applicant / owner, prior to the issuance of a building permit for the related development or as otherwise required by city code.

**Response: Noted, thank you**

**Traffic Impact Study:**

- A Traffic Impact Study will be required for this site which will include addressing the following specific items:
  - 1) Existing, buildout and 2040 average daily traffic counts.
    - a) The City can provide some historic count data, but the City has also taken pre-post COVID19 count data that can support scaling of counts taken during this time. Coordinate, via email, with Brianna Medema on this item.  
**Response: Traffic Study was coordinated and included in this submittal.**
  - 2) Include detailed analysis of:
    - a) All site access points & adjacent access points from recently completed studies (see site to north)
    - b) Intersection of Florida Ave & Abilene St  
**Response: Traffic Study was included in this submittal.**
  - 3) Analysis of pedestrian connectivity, Pedestrian LOS.  
**Response: This was included in the Traffic Study.**
  - 4) Discussion of the application of elements from the Traffic Calming Toolbox and countermeasures applicable from the FHA Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations (July 2018) to address any concerns for speeding, pedestrian crossings, etc. Techniques in the Traffic Calming Toolbox include: Advanced Yield Lines, Enhanced Crosswalk, High-Visibility Signs and Markings, In-Street Pedestrian Crossing Signs, Enhanced Pedestrian Crossing Sign Devices (HAWK or RFB), Mid-Block Lane Narrowing, Curb Extension, Angled Parking, Pedestrian Safety Island, Staggered Pedestrian

Safety Island, Lane Narrowing, Mini Roundabout, Speed Cushions and Chicane. Details of Enhanced Crosswalk, compact roundabout, speed cushions and chicane may be made available if requested.

**Response: Comment Noted.**

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

Submitting the Traffic Study:

- The Traffic Study shall also be uploaded with the rest of the submittal.
- Previously approved Traffic Impact Studies/Letters are available through this [link](#).

- Based on our review of the Traffic Impact Study, additional improvements may be required.

**Response: Comment Noted.**

### **Engineering Division**

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

#### **Improvements:**

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

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

**Response: Comment Noted.**

- Curb ramps must be shown (located) on the plans at all curb returns and any other location of public necessity. Refer to Standard Detail S9. Any street grades in excess of three percent will require detailed grading of the curb ramps.

**Response: Comment Noted.**

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

**Response: Comment Noted.**

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

**Response: Comment Noted.**

- Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guard or handrails may be required.

**Response: Comment Noted.**

- 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.

**Response: Comment Noted.**

- If gates are incorporated into the design of the development, they are required to be setback from the street flow line a minimum of 35-feet or one truck length, whichever is greater.

**Response: No gates are proposed.**

**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.
  - Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way.
  - Public access/fire lane easement shall be required for fire lanes outside of public right-of-way. Please coordinate with Life Safety for their alignment.

**Response: All applicable proposed easements are shown.**

**Drainage:**

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

- Per Section 138-367 of the Aurora Municipal Code, a Preliminary Drainage plan and report is required prior to Site Plan or Plat approval. A Preliminary Drainage Plan and Report shall be submitted at the time of Planning Department application submittal. A review fee shall be paid to the City prior to acceptance of the preliminary drainage report. The site plan will not be approved until the preliminary drainage report is approved.

**Response: Preliminary Drainage Report is included in this submittal.**

- The engineer is responsible for researching and determining if there has been a study by Mile High Flood District (MHFD) proposing improvements within or adjacent to said development. Any such improvements may be required to be constructed with the subject development. Coordination with MHFD and the City shall be initiated in such case at the master plan level or as soon as determined with any proposed development.

**Response: No MHFD improvements are required on or adjacent to this Site.**

- Under the provisions of Colorado Revised Statute 37-92-602(8), any detention or infiltration facility that becomes operational after August 5, 2015, is required to notify downstream water rights holders prior to operation. Mile High Flood District (MHFD) has created a spreadsheet form (called *SDI Design Data*) for determining compliance with the statute and a web portal that will send a weekly e-mail notification to downstream water rights holders, satisfying the notification requirements. The developer will be responsible for having a professional engineer, licensed in the State of Colorado, complete the *SDI Design Data* and uploading to the web portal. Public Works Engineering will verify the information matches the final drainage report. Notification must be made before Civil Plans will be approved or Stormwater Permits will be issued.

**Response: Comment Noted.**

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

**Response: Detention is being proposed.**

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

**Response: Comment Noted.**

- Storm water from concentrated points of discharge from a minor storm event shall not be allowed to flow over sidewalks but shall drain to the roadway by the use of sidewalk chase sections. Sidewalk chase sections shall not be located within a curb cut, driveway, curb ramp, or curb return.  
**Response: Comment Noted.**
- A public storm sewer system appears to be located near this site. Please have your Engineer or Surveyor verify and tie your site drainage into it.  
**Response: Comment Noted.**
- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed.  
**Response: Comment Noted.**

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

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

#### **Addressing Requirements:**

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

**Response: Address delineation and planning will be submitted and coordinated per the City Code, and discussed thru the USPS and building management.**

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

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

- The Aurora Building Division currently utilizes the adopted 2015 International Codes Series except for the 2020 NEC. Our next code adoption cycle will be for the 2021 International Code Series.
- Show any new lot lines and distance to proposed exterior walls on the site plan.

**Response: Understood. It is our understanding that while the 2021 Code series is in process for adoption, the final adoption date (and concurring grandfathering period) is yet to be determined.**

#### **Civil Plans:**

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

- [Dead-End Fire Lane Detail](#)
- [Fire Lane Sign Detail](#)
  - The developer of the site will be required to install fire lane signs in areas where the site abuts an existing fire lane easement that is currently without adequate signage.
- [Grading Plan](#)
- [Handicap Accessible Parking Signs](#)
- [Sign Package](#)
- [Signature Block](#)
- [Street Standards and Street Section Details](#)

**Response: Comment Noted.**

**Emergency Responder Radio Coverage:**

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

- The 2015 International Fire Code (IFC), requires all buildings to be assessed for adequate Emergency Responder Radio Coverage (ERRC). At the time the structure is at final frame and final electrical inspections, the general contractor (GC) will be required to hire an approved and qualified independent 3rd party to assess the radio frequency levels within the structure. Once completed, the 3rd party will provide the results of the test to both the GC and the Aurora Building Division as to whether the structure passed or failed the preliminary radio surveillance. A structure that has passed this surveillance requires no further action by the GC. A failed radio surveillance will require a licensed contractor to submit plans to the aurora building division to obtain a building permit for the installation of an ERRC system prior to installation. This assessment and installation is at the owner or developers expense. Future interior or exterior modifications to the structure after the original Certificate of Occupancy is issued will require a reassessment for adequate radio frequency coverage.

**Response: Comment Noted.**

**Fire Department Access:**

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

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

**Response: Comment Noted.**

- Buildings greater than 30' in height are regulated by the 2015 IFC Section D105 and require a both a 26' Fire Lane Easement and two points of emergency access. Typically, the 26' fire lane easement is located on the front main entry side of the structure within a minimum of 15' and a maximum of 30' from the exterior wall of the building. Structures greater than 30' in height also require a second point of emergency access.

**Response: Aerial apparatus provided from Florida Street. Building is approximately 25' off traveled way Florida.**

**Fire Hydrants:**

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

- Based on the proximity of the structure to existing fire hydrants, Fire/Life Safety is not asking for additional fire hydrants to support this site. Please show and label existing fire hydrants abutting this site on the site plan submitted to the Planning Department and Civil Plans submitted to Public Works.

**Response: Hydrants are adequately placed per meeting with Mike Dean.**

**Fire Sprinkled Structures:**

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

General Comments:

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

**Response: Understood.**

#### **Gated Entry:**

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

- If a gating system is to be installed at a site access point, it must be set back from the flow line of the street at least 35 feet or one design vehicle length, whichever is larger, and be approved by the City of Aurora's Fire and Life Safety department. Gating systems located within close proximity to public right-of-way (ROW) may also be assessed by the City of Aurora Traffic Manager or designee and could require a traffic analysis to determine the appropriate distance of gating system to said flow line of ROW. Where a gating system crosses a dedicated or designated fire access roadway please reference the Security Gates section of the latest edition of the International Fire Code (IFC). The installation of security gates across a fire apparatus access road shall be approved by the Fire Chief (designated Fire Chiefs representative).
- A separate building permit is required for the installation of any gating system that may obstruct fire department access to the internal areas of a site. Prior to construction please submit plans and specifications of your proposed gating system to the Aurora Building Division. If you have any questions, please contact a Fire/Life Safety representative by calling 303-739-7420.

**Response: At this time, a gated entry is not anticipated.**

#### **Accessibility Requirements:**

The City of Aurora reviews accessibility requirements based on 2015 IBC, Chapter 11, the 2009 ICC/ANSI A117.1 and the 2003 Colorado State [House Bill 03-1221](#), Article 5, Standards for Accessible Housing.

- Residential
- Please show the location of all mail kiosks proposed within this site. Public Works will require a curb ramp to access the mail kiosks from the adjacent urban streets. A detail will be needed of the mail kiosk layout that includes the mailboxes, sidewalk, street and curb that reflect the way these elements will meet the accessibility requirements of the ADA, USPS, ICC A117.1, 2009 edition.

**Response: Understood. All mail will be located within the building with the applicable accessibility requirements submitted and approved by both the UPSP and the City of Aurora.**

#### **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.

Approved Knox Hardware is required for existing buildings at the main entry of the structure, at the exterior door of a fire riser/fire pump room and at the fire department connections (caps/plugs). Please label and show these Knox boxes on the site plan amendment submitting to the Planning Department.

**Response: Understood.**

#### **Legend:**

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

**Response: Site Plan Legend is included in the Site Plan.**

**Photometric Plan:**

- Add the following note to the Photometric Site Plan:  
 ILLUMINATION WITHIN THE SITE MUST COMPLY WITH THE 2015 INTERNATIONAL BUILDING CODE REQUIREMENT FROM SECTION 1006 - MEANS OF EGRESS ILLUMINATION. SECTION 1006. ILLUMINATION REQUIRED: THE MEANS OF EGRESS, INCLUDING THE EXIT DISCHARGE, SHALL BE ILLUMINATED AT ALL TIMES THE BUILDING IS OCCUPIED. SECTION 1006.2 ILLUMINATION LEVEL. THE MEANS OF EGRESS ILLUMINATION LEVEL SHALL NOT BE LESS THAN 1 FOOT-CANDLE (11 LUX) AT THE FLOOR LEVEL AND CONTINUING TO THE "PUBLIC WAY".
- Add the "accessible route" (heavy dashed line) to the photometric plan and verify minimum 1 foot-candle of illumination along its entire length.  
**Response: Note will be added to sheet labeled as 'OVERALL SITE PHOTOMETRIC'. Accessible route will be shown as heavy dashed line to indicate a 1 foot-candle minimum along entire length shown on the plans per team coordination of accessible required route per AHJ.**

**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 Contains Fire Lane Easement
- (Site Plan Note) Access Control Gate or Barrier Systems
- (Site Plan Note) Accessibility Note for Multi-Family Projects Built under the 2015 IBC/IRC and HB-1221
- (Site Plan Note) Addressing
- (Site Plan Note) 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

**Response: Noted, thank you**

**Site Plan Data Block:**

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

**Response: Noted, thank you**

**Special Design Considerations:**

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

- Abutting Fire Lane or Public Access Easement to Property
  - If an existing fire lane or public street has to be removed or relocated for any reason, the roadway must be replaced using the current specifications of the Public Works Department.
- Access to within 150 feet of Each Structure
  - The fire code official is authorized to increase the dimension of 150 feet reach requirement where the building is fire sprinkled in accordance with the 2015 IFC, Section 503.1.1 where allowed by code. If granted approval, a fire sprinkled structure may utilize a 200-foot reach criteria in place of the 150-foot standard requirement.
- Access Road Width with a Hydrant
- Aerial Fire Apparatus Access Roads

- Fire Apparatus Access Road Specifications
- Combined Fire Lane, Public Access and Utility Easements
- Construction of Fire Lane Easements and Emergency Access Easement
- Encroachment into Emergency Access or Fire Lane Easements are Prohibited
- Grade
- Labeling of Easements on the Site Plan, Plat and Civil Plans
- License Agreement
  - Construction of fire lanes using alternative surfacing materials other than asphalt and concrete and/or installations of gating systems crossing a dedicated fire lane easement will require a license agreement through Real Property.
- Motor Courts - Where Motor Courts and Looped Lanes are utilized please provide a dedicated Fire Lane Easement within the required width of each drive aisle (23' for Motor Courts and 18' for Looped Lanes) as depicted in the Unified Development Ordinance, Section 146-4.2.E
- No Parking is allowed within a Fire Lane Easement
- Pocket Utility Easements for Fire Hydrants
- Public Street Systems Adjacent to Site
- Speed Bumps
- Snow Removal Storage Areas
- Two points of Emergency Access
- Width and Turning Radius

**Response: Comment Noted.**

**Trash Enclosure:**

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

**Response: The trash and recycling facilities are located within the building and contained in the appropriately protected enclosures per the building and fire codes**

**Real Property Division**

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

**Response: Comment Noted.**

**Site Plans:**

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

**Response: Comment Noted.**

**Separate Documents:**

- A separate document refers to a process to describe and record an encumbrance (easement, license etc.) or release of such on property when a subdivision plat already exists. The document usually consists of a legal description and drawing. Each are reviewed and approved by the city, signed by the property owner as well as the appropriate city officials and recorded with the county.
- During the pre-application meeting no requirement for separate documents were specifically identified for your site as proposed. However, review of your actual Site Plan when submitted may identify additional conditions which

will require a separate document. Following are the links to additional information if needed later in your formal review process:

- [Dedications Packet](#)
- [Easement Release](#)
- [License Agreement Packet](#)

**Response: HKS will submit applicable packages with second submittal to ensure Site Plan is no longer moving.**

- **Offsite easement dedications** may be required to make your project work. It's up to the developer to obtain these easements for the city, pay compensation, etc. Dedication documents must be prepared using Real Property specifications which can be found in the [Dedications Packet](#). Once complete and accurate easement dedication information is submitted to Real Property, it takes **about 8-10 weeks** to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.

**Response: No known Off-Site Easements are required for this project.**

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

**Response: Yes, multiple easements will be relinquished and proposed easements will be dedicated to work with the new 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 Real Property specifications which are found in the [Dedications Packet](#). Once complete and accurate easement dedication information is submitted to Real Property, it takes about **8 weeks** to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.

**Response: Yes, multiple easements will be relinquished, and proposed easements will be dedicated to work with the new 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.

**Response: Yes, a license agreement will be required.**

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

**Response: Noted, thank you.**