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August 9, 2019

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

**Re: Sorrel Ranch CCSC Infill Site (#1345370)/Pre-Application Meeting held January 17, 2019 – Comment Responses**

Dear Mr. Johnson:

This letter is in response to the City of Aurora comments received following our Pre-Application meeting. Please see the responses following the comment in *red italics*.

**Key Issues:**

- ▶ **Lot Numbers and Sizes:** The proposed density of 8.3 DU/acre exceeds the permitted density for this zone district and the number of houses proposed exceeds the permitted total number of houses for the entire master planned development. The size of the lots proposed is not supported by the City of Aurora code nor the Sorrel Ranch Framework Development Plan.  
*Response: Noted. See responses to specific comments in this response letter.*
- ▶ **Double Frontage Lots:** As it is currently shown, the row of houses placed between De Gaulle Street and the private street are considered to be “double-frontage” lots, meaning that they both front and back up to a street. This type of lot is not permitted by our code.  
*Response: A 12.5’ side buffer and a minimum of 25 rear buffer has been provided along De Gaulle Street to eliminate the “double-frontage”.*
- ▶ **Lot Widths:** The door or doors of a garage shall not occupy more than 47 percent of the total width of the front elevation of a lot. Given the narrow design of the proposed lots, rear-loaded configurations should be considered (see suggested street/alley layout on page eight).  
*Response: The lot widths have been expanded to allow for no more than 47% of the front façade. Alley layout is not being proposed.*
- ▶ **Special Landscape Buffer:** A 25’ wide special landscape buffer is required along the western property boundary line adjacent to the existing trail and open space corridor.  
*Response: The proposed CSP requests a waiver to the 25’ width landscape buffer. The existing width of the trail corridor is approx. 100’. The closest distance to the existing trail from the property line is approx. 35’ feet. The distance adjacent to the proposed development already exceeds the distance between the trail and the adjacent development to the west.*
- ▶ **Temporary Water Line:** There is an existing 12” water main located on the west side of the site. This main was installed as a temporary second point of connection to serve the subdivision. A 16’ utility easement is required for this main. This water main can be abandoned if the extension of a new 12” water main in South De Gaulle St. is connected to the Zone 8 water line to the south.  
*Response: See utility plans.*

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- ▶ **Neighborhood Meetings:** It is highly recommended that meetings with the neighborhood groups (and involving the School District) be held. Neighborhood comments will play significantly in the decision making process.

**Key Issues:**

- ▶ Exceeding 8 D.U. / acre, which may require City Council approval
- ▶ Non-compliance with minimum lot size requirements
- ▶ Layout impedes provision of required guest parking and create double-fronted lots

*Response: A neighborhood meeting was held on February 28, 2019.*

**General Zoning Code Review of your Property:**

- Your property is zoned E-470 rmed, *E-470 Medium Density Residential Subarea.*

*Response: Noted.*

- The use you propose, single family detached residential, is permitted by the current zoning, but subject to a Site Plan and Plat approval, as well as a Major Amendment to the Sorrel Ranch Framework Development Plan in order to change the land use designation from “school” to allow for residential development and request any density waivers.

*Response: Noted.*

**Type of Application(s):**

- As part of your application, you will need to make the following land use requests:

- [Contextual Site Plan](#)
- Major Framework Development Plan (FDP) Amendment
- [Subdivision Plat](#)

*Response: Noted.*

- Your project, at this proposed density, will involve waivers that require a public hearing and recommendation from the Planning Commission, with final approval from City Council. If density is reduced, this may not need City Council review.

*Response: Density has been reduced to 5.7 DU/Ac.*

- The following applications, [manuals](#) and [design standards](#) may also be helpful in completing your application for submittal:

- City of Aurora [CAD Data Submittal Standard](#)
- [Framework Development Plan Manual](#)
- [Fence Ordinance](#), City Code Chapter 146, Article 17
- [Landscape Reference Manual](#)
- [Landscape Ordinance \[Chapter 146, Article 14\]](#)
- [On-Line Application](#)
- [On-line Application and Plan Submittal Guide](#)
- Preliminary list of community groups and homeowners associations within a one mile radius of your proposed development
- Residential Masonry and Quality Construction Standards Ordinance [22-133]
- [Site Plan Manual](#)
- Street Standards Ordinance [[126-1](#)] and [[126-36](#)]
- Street Standards, Roadway Cross Sections
- [Subdivision Plat Manual](#)

- [Subdivision Plat Checklist](#)
- Subdivision Ordinance [[Chapter 147](#)]
- Xeriscape Plant List (see Landscape Manual)

*Response: Noted.*

**Standards and Issues:**

**1. Traffic and Street Layout Issues**

As it is currently shown, the street pattern does not meet requirements for circulation and connectivity within the site.

All proposed streets whether public or private need to be labeled according to our street standard ordinance, Chapter [126-1](#) and [126-36](#) of the city code. City design standards call for detached sidewalks and tree lawns.

*Response: The street pattern has been revised since the initial submittal. Detached sidewalks and tree lawns are being provided.*

**2. Site Design Issues**

*3A. Density of Use*

The Zoning Designation of the site, E-470 Medium Density Residential, permits a density of 8 dwelling units per acre, however, the Framework Development Plan states that only 1,000 units are permitted for the whole master planned community. Since 968 units were proposed for construction, only 32 units are available for this site. Please verify the number of units that have been constructed on the site. See below for a snapshot on the permitted and proposed density on sheet 2 of the Sorrel Ranch Framework Development Plan.

**Average Density & Allowances**

Med. Density Residential Area	200 AC
Medium Density Theme Allowed DU =	200 x 5du/ac = 1000 DU
Medium Density Theme Proposed DU =	968 DU
Average Density	4.8 DU/AC
Small Lots Allowed (35 % of total SFD du)	233 (35% of 668)
Small Lots 5,000-4,500 SF	23 (10% of total allowed small lots)
Multi-Family Allowed (30% of total allowed du)	300 (30% of 1,000)

The proposed density of 8.3 dwelling units per acre would not be supported by the Planning Department as it exceeds the density permitted by zoning and exceeds the permitted number of units per the FDP.

*Response: Density has been reduced to encompass 45 lots on 7.95 acres for a density of 5.7 DU/Ac.*

*3B. Lot Sizes and Configurations*

[Section 146-1101](#) dictates lot requirements for standard single-family detached homes and small lots. The zoning code requires that, when lots are provided along curves or cul de sacs, the frontage may be reduced to no less than 35 feet as measured at the lot's front right of way line. This requirement makes many of the lots unlikely to be permitted. According to the Sorrel Ranch FDP, the allotted percentage for the master planned development has not been maxed out, however, there are requirements for the total permitted percentage of small lots in a single development parcel. As



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noted in Table 11.1 in [Section 146-1101](#), the maximum permitted percentage of small lots in an individual development parcel under this Zoning Designation is 25%. The proposed design exceeds this permitted percentage. Additionally, the size of the individual lots proposed is an issue. According to the FDP, the smallest lot permitted on the site is 4,500 SF. The 3,600 SF lots proposed for the site are not permitted under these conditions. The City of Aurora Code reinforces this by stating that no lots smaller than 3,700 SF shall be permitted in any zone district. For all of these reasons, the lots as proposed will not be supported by the Planning Department. Please see [Section 146-1101](#) for details.

*Response: Lot sizes have been revised to meet the 35 foot frontage. The revision of lots also makes all lots standard and so no small lots are being proposed. All lots exceed 4,000 S.F. in addition to including a detached 5' sidewalk and 8' tree lawn.*

As part of your submittal you will be required to either demonstrate that you are still within this required limit, or make another change to the FDP as part of your amendment. Any proposed FDP amendments to increase the maximum number of small lots will also be subject to a public hearing, as well as the requirements of [Section 146-1101\(B\)2](#).

*Response: Small lots are no longer being proposed.*

### 3C. Building Orientation & Street Network

As it is currently shown, the row of houses placed between DeGaulle Street and the private street (circled in red in the image below) are considered to be “double-frontage” lots, meaning that they both front and back up to a street, which inhibits compliance with code especially relative to limitations on the percentage of garage frontage, and are generally discouraged. In order to address these issues, staff suggests reorganizing the street grid to allow for alley-loaded homes with a loop lane. See image below. *[image has been removed in this response]*. Please note that no houses are permitted within the center of the loop lane. Creating a street network such as this to provide alley loaded residences would offer many benefits for the overall site, such as creating space in front of the houses for pedestrians, parking, and a more inviting neighborhood and street presence, better site access and circulation, and allowing for the proposed 40 foot wide lots to function within the requirements of code.

*Response: The site has been reconfigured to include a buffer eliminating the “double frontage” issue. Alley loaded product is not being proposed.*

### 3D. On-Site Amenities and Use of Open Space

As shown in Figures 11.3, 11.4 and 11.5, City of Aurora code requires that a private open space be provided for all residential dwelling units. The open space provided on each lot is required to be at least 360 SF total, with dimensions of 18 ft. and 20 ft. Please see [Section 146-14101](#) for more details.

*Response: Noted.*

In addition to the provision of private open space for each dwelling unit, staff finds the 0.26 acres of public open space to be insufficient for the proposed density of units and population. Public open space areas should also contain useable amenities and landscaping. As it will likely become necessary to reduce the density of this site, increasing the size of open space may help gain support for waiver requests, as well as meet requirements from other departments. Please review Parks, Recreation, and Open Space Department comments below.

*Response: Revised site plan provides additional open space. Amenities and landscape are being provided in the open space.*

### 3E. Parking



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On-Site parking is required by [Section 1504](#) of the Zoning Code. For single-family detached homes, 2 spaces are required per unit, which are to be accommodated in a garage or driveway outside of the required front setback. 2 guest spaces are also required per unit. As the current proposal only provides for front loaded garages, this would result in a street network that has driveways almost continuously along either side, thereby precluding the accommodation of on-street guest parking.  
*Response: Noted. Each unit meets the required parking spaces. The added lot width will allow for street parking opportunities.*

### 3F. Site Lighting

[Section 146-918](#) governs the design of site lighting for [Contextual Site Plans](#) in the E-470 zone. In general, sidewalks, internal pedestrian paths, and bicycle paths shall be lit with full cutoff lighting fixtures no more than 16 feet tall and providing consistent illumination of at least one footcandle on the walking surface. On-site streets and parking areas shall be lit with full cutoff type lighting fixtures no more than 25 feet tall. Design of lighting fixtures shall be shown on the CSP set, and should be consistent with the design guidelines of the Sorrel Ranch FDP.

Please show typical details of lighting on the plan and/or building

elevations. 3G.

*Response: See photometric plans.*

### Garages

Per Code [Section 146-914\(D\)8](#), garage doors may not occupy more than 47% of the total width of the front building elevation. Additionally, [Section 146-1302\(C\)](#) states more requirements specific to garages, including a requirement for at least 50% of the total residences to have recessed or alternate-loaded garages. As such, planning would suggest the use of an east-west street grid with blocks and alleys so that garages can be accommodated in the rear of the residences. This would allow the desired smaller width of lots and meet the garage and building design requirements of code.

*Response: Revised lot widths will accommodate the requirements of the façade. Alley load is not being proposed.*

## 3. Landscape Design Issues

For further information, please feel free to contact our Senior Landscape Architect, Kelly K. Bish, PLA, LEED AP at (303) 739-7189. The general landscape comments on your proposal are listed below:

A. **General Landscape Plan Comments.** Prepare your landscape plans in accordance with the requirements found in the City of Aurora Zoning code, specifically [Article 14](#), the Sorrel Ranch Framework Development Plan (FDP) as well as the [Landscape Reference Manual](#). Please ensure that your landscape architect or designer has a copy of these documents as well as our project specific comments.

*Response: Noted.*

Please be advised the city is in the process of adopting a new zoning code that includes updated landscape standards. The adoption process is tentatively scheduled to be completed in early to mid-2019. Should an updated site plan be submitted after the adoption process, the proposed application would be subject to the new zoning code standards. The proposed draft zoning code can be found on line using this link:

[https://www.auroragov.org/UserFiles/Servers/Server\\_1881137/Image/Planning/1.%20Aurora](https://www.auroragov.org/UserFiles/Servers/Server_1881137/Image/Planning/1.%20Aurora)



*Response: Noted.*

If a formal submittal is made prior to the adoption of the new zoning code, the applicant shall comply with the current landscape standards as noted below. Please ensure that your landscape architect or designer has a copy of these documents as well as our project specific comments. The landscape plan shall include the necessary landscape tables in order to demonstrate compliance with code requirements. Tables shall be provided 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.

*Response: Noted.*

- A. **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: Noted. Plans have been prepared accordingly.*

Landscape plans submitted during the Development Application/Contextual Site Plan submittal process must be drawn on 24”x36” sheets, have plant symbols, plant labels with 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. Plans have been prepared accordingly.*

- **PDF Creation Process.** Please ensure that during the PDF creation process, that all AutoCAD SHX text items are removed from the comment section and that the landscape sheets are flattened to reduce the select-ability of items. Instructions can be provided by your Case Manager if there are questions as to how to change the AutoCAD settings during the creation of the PDF’s. Plans submitted for city pre-acceptance review will be rejected if it is determined that plans do not comply. This could result in delays in application start times if the applicant is asked to re- upload corrected pdf’s.

*Response: Noted. Plans have been prepared accordingly.*

**B. Sorrel Ranch FDP**

The following bullet points are not necessarily and all-inclusive list of the landscape requirements found within the previously approved FDP. The applicant is responsible for reviewing the FDP and determining all applicable landscape conditions.

- Will there be a neighborhood entry monument at one of the entries to the property in accordance with the FDP Urban Design Standards Matrix?
- Overall landscape concept and palette at secondary and neighborhood entries, smaller scale monument signs are installed in planting beds at grade.
- Landscape standards along arterial and collector streets – Street trees shall be provided 30’ on center, ornamental trees 20’ on center. A buffer shall be provided that is 20’ wide and shall contain 1 tree and 10 shrubs per 3,000 sf.
- Buffers adjacent to single family residential shall be planted at a ratio of 1 tree per 40 linear feet.
- Street trees shall be planted 40’ on center along all local roadways.
- There shall be a 3 or 2 rail open fence for all lot lines adjacent to open space.
- Refer to Sheet 6 for the landscape treatment along DeGaulle Street.

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*Response: Noted. Plans have been prepared accordingly.*

**D. Article 14 Landscape Ordinance Requirements**

The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within Article 14. The applicant is responsible for reviewing the landscape code and determining all applicable landscape conditions.

*Response: Noted. Plans have been prepared accordingly.*

- **Standard Right-of-Way Landscaping.** Follow the street tree spacing requirements as identified above with the approved FDP for Sorrel Ranch. All streets are to be constructed to city standards which includes the provision of sidewalks, tree lawns and street trees. When a detached walk and tree lawn are provided according to Public Works street cross section requirements, street trees shall be provided within the designated tree lawn. When a detached walk and tree lawn are absent, street trees shall be located from four to five feet from the back of walk, curb or pavement. Refer to [Section 146-1450](#) Additional Requirements for Residential Development (B). Avoid the use of blue grass sod and provide a more xeric approach. In lieu of tree lawn, applicants may elect to provide shrubs, perennials and ornamental grasses at a ratio of 0.025 plants per square foot of sod. All shrubs and ornamental grasses must be installed at five gallon size.

*Response: Noted. Plans have been prepared accordingly.*

- **Additional Requirements for Residential Development.** All single family residential homes are required to install front and side yard landscaping in accordance with [Section 146.1450](#) (E) Additional Requirements for Residential Development. While this is still a viable option, Aurora Water is currently offering developers a \$1,000 tap credit for each home that installs the xeric front yard option in an effort to encourage more intensive water conservation efforts.

The xeric option includes landscape elements such as boulders, rock and wood mulch, potentially berming, walls, fences, various shrubs, trees and perennials, but no sod. For further information regarding the xeric front yard landscape requirements and how to obtain the \$1,000 tap credit, please contact Tim York at (303) 326-8819 or [tyork@auroragov.org](mailto:tyork@auroragov.org).

Regardless of the landscape option chosen, developers shall provide a prototypical front yard landscape plan. More than one prototypical plan may be necessary depending upon the number of different lot sizes proposed and the number of landscape options desired i.e. xeric vs. traditional. As a starting point, refer to Tables 14.3A and 14.3B within Article 14 for the minimum front and side yard landscaping options. Please find below examples of prototypical front yard landscape plans. *[example has been removed in this response].*

*Response: Noted. Landscape plans for individual lots are not being supplied as a part of this submittal. However, the requirements for the front and side yards have been added to the cover sheet and will be the responsibility of the Developer.*

- **Private Common Open Space** – Unless specified elsewhere in the FDP, developers are required to landscape lands that have been disturbed during construction and will be preserved and protected from future development for non-public active and passive recreation, trails, wildlife habitats and view corridors with landscaping. Landscaping shall consist of 1 tree and 10 shrubs per 4,000 sf of area or tracts. Refer to [Section 146-1425](#) Private Common Open Space.

*Response: Noted. Plans have been prepared accordingly.*

- **Special Landscape Buffer.** A 25’ wide special landscape buffer is required along the western property boundary line adjacent to the existing trail and open space corridor. Buffer reductions



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are not permitted for buffers adjacent to public open spaces and public parks. All plant material proposed next to these buffers shall be approved by the Director of Parks and Open Space. Buffers shall consist of 1 tree and ten shrubs per 30 linear feet. Refer to [Section 146-1424](#). Work with Chris Ricciardiello in the Parks Recreation and Open Space Department. He can be reached at [cricciardiello@auroragov.org](mailto:cricciardiello@auroragov.org) or (303) 739- 7154.

*Response: The proposed CSP requests a waiver to the 25' width landscape buffer. The existing width of the trail corridor is approx. 100'. The closest distance to the existing trail from the property line is approx. 35' feet.*

- **Special Landscape Requirements at 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. Refer to [Section 146-1450](#) Additional Requirements for Residential Development (C) Special Landscape Requirements at Entryways and Intersections.

*Response: Noted. Plans have been prepared accordingly.*

- **Detention, Retention and Water Quality Ponds.** Should an on-site detention pond be required as well as water quality, the city encourages all applicants to utilize LID (Low Impact Development) principles as permanent best management practices (BMPs). Many of the LID practices have an integrated vegetative component which supports the treatment, evapotranspiration and infiltration functions so that storm water is treated at the source. With the implementation of LID techniques, landowners can benefit from the environmental quality and aesthetics of the area in which they live and work. Some examples of LID techniques are depicted in the images below [*images have been removed from this response*] and include permeable pavements, vegetative swales and rain gardens.

Applicants may propose their own BMPs or refer to the Urban Drainage and Flood Control District's Storm Drainage Criteria Manual where multiple examples of BMPs are described such as grass buffers, grass swales, permeable pavements etc. The City of Aurora Water

Department has recently completed a study and produced a manual entitled "Low Impact Development Techniques for Urban Redevelopment in Aurora". Applicants are encouraged to utilize this document as an introduction to LID/BMP techniques. To obtain a copy, please contact Jonathan Villines at [jvilline@auroragov.org](mailto:jvilline@auroragov.org). The applicant may also wish to review the Ultra-Urban Green Infrastructure Guidelines published by the City and County of Denver/ Public Works.

All detention pond facilities shall not exceed 6' in depth. The area within the tract surrounding the pond shall contain a minimum of 1 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. Landscaping shall be provided in accordance with [Section 146-1434](#) Detention, Retention and Water Quality Ponds.

*Response: Noted. Detention is not being proposed.*

- **Irrigation.** Refer to [Section 146-1430](#). All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, the City Water Department will require that the applicant divide their landscape into water conserving, non-water conserving and non-irrigated areas as part of the landscape submittal. A table summarizing these areas shall also be



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

*Response: Noted. Plans have been prepared accordingly.*

#### **4. Architectural and Urban Design**

##### *5A. Design Standards*

All building elevations for single-family detached homes must conform to the design standards set forth by the Sorrel Ranch FDP. Your models will need to follow the styles and level of quality and detail shown in your approved FDP. If you do not plan to submit single-family home models with the CSP, explain this in your letter of introduction. You may submit actual models at a later date as Minor Amendments to your CSP once it has been approved. Be sure, however, that your CSP street layouts and lotting plans have been properly sized and configured to easily accommodate the typical home designs and other design requirements of your approved FDP, while still meeting city setback requirements.

Please note that the Sorrel Ranch Framework Development Plan includes specific design requirements for single-family homes. Specifically, review the architectural matrix and required design elements starting on page 8 of the FDP.

*Response: Noted. At this time, no architectural plans are being provided. The cover sheet of the application notes the architectural requirements for both Sorrel Ranch FDP and the City of Aurora.*

#### **5. Signage**

Any proposed signage must conform to the standards set by the Sorrel Ranch FDP and [Article 16](#) of the Zoning Code.

*Response: Noted. Plans have been prepared accordingly.*

#### **6. Waivers**

From the material you supplied us, it appears that several waiver of development standards may be involved. If you decide to request any waivers, you must clearly list them in your *Letter of Introduction* and justify them according to the criteria listed in [Section 405](#) of the Zoning Code. You must also list them on the cover sheet of your Site Plan or other drawings on which they occur.

*Response: Noted. Plans have been prepared accordingly.*

#### **7. Mineral Rights Notification Requirements**

Please fill out the [Mineral Rights Affidavit](#) / [Severed Mineral Rights Notice](#) and supply this document to your Case Manager at the time of site plan submittal.

*Response: Mineral Rights affidavit have been included in this submittal.*

#### **8. New CAD Standards**

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

*Response: Noted. Plans have been prepared accordingly.*

***Pre-submittal Meeting:***



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

*Response: A Pre-submittal meeting was held on August 5, 2019.*

***Community Participation:***

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

***Neighborhood Services Liaison:***

- Your Neighborhood Services Liaison is Scott Campbell. He has put together a report attached to these notes listing the registered groups within one mile of your proposed project and can assist in scheduling and facilitating meetings with community members. It is recommended that you work with the neighborhood organizations that express interest in your project to mediate and mitigate concerns.
- All meetings with neighborhood associations should also include your Planning Department Case Manager so that questions concerning City Code or policies and procedures can be properly addressed. We will record any project-related commitments that you make to the community at these meetings.
- Additional information about the Neighborhood Liaison Program can be found on the [Neighborhood Services](#) page of the city website.

*Response: Neighborhoods have been met with and we look forward to any comments or concerns that may arise as a result of referrals. Concerns or comments that were heard at the neighborhood meetings have been addressed to the best of our ability in this submittal package.*

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

***Project Characterization:***

Based on your proposal, the following information has relevance to the determination of PROS' requirements for this project:

- Your proposal includes 66 single family homes.
- Your site backs up to the Sorrel Ranch Greenbelt

***Special Landscape Buffer:***

A 25' landscape buffer is required on the west side of your property, adjacent to the Sorrel Ranch Greenbelt and connector trail. This 25' buffer is measured from your property line and may not be reduced or encroached into by buildings or pavement. Due to a conflict with the existing Aurora Water utility easement, small shrubs should be placed in groupings intermittently throughout the landscape buffer in places where the maintenance road/utility corridor does not conflict. No trees shall be permitted within the buffer.

*Response: The proposed CSP requests a waiver to the 25' width landscape buffer. The existing width of the trail corridor is approx. 100'. The closest distance to the existing trail from the property line is approx. 35' feet.*

***Population Impact:***

For single-family homes, population calculations for the project are based on an average



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household size multiplier of 2.65 persons per unit, resulting in an overall projected population of 175 persons residing in 66 units.

*Response: Updated submittal includes 45 single family homes.*

*Land Dedication*

To ensure that adequate park land and open space areas are available to meet the needs of the population introduced into the city by the new dwelling units, Section 147-48(b) of 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 (please note these number may change if the number of lots is reduced):

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

*Response: The updated overall projected population is 120 residents residing in 45 units.*

Your existing site is over-dedicated with Neighborhood Park land by 0.48 acres. This existing acreage will be credited back as seen below.

The resulting acreage required is as follows:

**66 Single Family Homes**

Neighborhood Park Land	0.52 acres
Community Park Land	0.19 acres
<u>Open Space Land</u>	<u>1.36 acres</u>
-Existing Neighborhood Park	0.48 acres

Total Land Dedication: 1.59 acres

*Response: The updated acreage required is as follows:*

<u>30 Single Family Homes</u>	<u>Required</u>
<i>Neighborhood Park Land</i>	<i>0.36 acres</i>
<i>Community Park Land</i>	<i>0.13 acres</i>
<u><i>Open Space Land</i></u>	<u><i>0.94 acres</i></u>
<i>Existing Neighborhood Park</i>	<i>-0.48 acres</i>

*Total Land Dedication 0.95 Acres*

*The project provides a total of 1.27 acres of open space.*

Cash-in-Lieu Payment –

Given the small overall acreage of park land impact generated by the population increase and the fact that the subject development is not conducive to on-site dedication due to minimum park size criteria, 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.

*Response: Noted. The applicant requests that the City of Aurora provide an estimated market value for the lands. This will be used in conjunction with available market data.*

**Park Development Fees:**



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In accordance with Section 146-306 of 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 \$1,900.64 would apply if permits for construction of the residential units are pulled in 2019, and the total paid under either scenario would be as follows (please note these number may change if the number of lots is reduced):

**66 Units**

\$125,442.34

*Response: Fee with reduced unit count is anticipated to be \$85,58.86*

**PROS Requirements Caveat:**

The monetary calculations presented herein are estimates based on park construction costs at this point in time (current year 2019). 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.

**Aurora Water**

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

**Key Issues:**

- ▶ There is an existing 12” water main located on the west side of the site. This main was installed as a temporary second point of connection to serve the subdivision. A 16’ utility easement is required for this main. This water main can be abandoned if the extension of a new 12” water main in South De Gaulle Street. is connected to the Zone 8 water line to the south. A pressure reducing valve would be required for this connection.  
*Response: Acknowledged.*
  
- ▶ Amend the Master Utility Study (MUS) to account for proposed increase in densities. Upgrades to existing infrastructure is the responsibility of the developer.
  - ▶ A [domestic allocation agreement](#) will be required starting in 2019 for connections 2” and larger.
  - ▶ No walls or fencing is permitted over the 16’ utility easement for the water main.*Response: Acknowledged.*
  
- ▶ A looped water supply is required for this site. All lots to have frontage to public water and sewer mains.  
*Response: Acknowledged.*

**Utility Services Available:**

- Water service may be provided from the 12” PVC main in De Gaulle Street.
- Sanitary sewer service may be provided from the 8” PVC stub off from De Gaulle Street.
- The project is located on Map Page 22V.

*Response: Acknowledged.*

**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).

*Response: Acknowledged.*

#### ***Utility Development Fees:***

- The 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.
- 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](#).

*Response: Acknowledged.*

#### **Public Works Department**

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

#### ***Key Issues:***

- ▶ North access onto De Gaulle Street shall align with Alamo Drive or be at a 150 foot offset. South access onto De Gaulle Street shall be at least 150 foot offset from Ida Place.

*Response: Noted. Plans have been prepared accordingly.*

- ▶ Review internal intersections. North intersection needs additional updates to become functional.

*Response: Noted. Plans have been prepared accordingly.*

- ▶ Development to the south, Pomeroy is actively working on grading plans and roadway design. Coordinate with their development team as some grading may be changed which may modify existing grading conditions and may provide additional functional land area.

*Response: Noted.*

- ▶ A Traffic Letter will be required. See below for additional information.

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

*Response: Noted. Plans have been prepared accordingly.*

- Label the access movements on the Site Plan.

*Response: Noted. Plans have been prepared accordingly.*

- Objects and structures shall not impede vision within these sight triangles. Landscaping shall be restricted to less than 26-inches in the sight triangles. Show sight triangles on the site plan and landscaping plan at all access points in accordance with [City of Aurora Standard Traffic Detail](#)



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**TE-13** In addition, street trees shall be set back from Stop signs and other Regulatory signs as detailed in [City of Aurora Standard Traffic Detail TE-13.3](#).

*Response: Noted. Plans have been prepared accordingly.*

**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: Noted. Plans have been prepared accordingly.*

**ROW/Plat:**

- Designate a Public Access Easement along internal streets.
- A private cross-access agreement is recommended for maintenance and snow removal. The developer is responsible for establishing this agreement with the adjacent property owner.

*Response: Internal roads are being dedicated to the City. Roads have been labeled as “Proposed Public Street”.*

**Improvements:**

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. Signs shall be furnished and installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards, and shown on the signing and striping plan for the development.

*Response: Noted. Plans have been prepared accordingly.*

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. Add a note to the Site Plan indicating this commitment.

*Response: Noted. Plans have been prepared accordingly.*

- A full Traffic Impact Study will not be required. The applicant shall prepare a detailed letter to address the following items. The letter shall be signed and stamped by a professional engineer licensed in the State of Colorado, and address:
  - Trip Generation from the site.
  - Site Circulation Plan
  - Discussion of the application of elements from the Traffic Calming Toolbox to address any concerns for speeding, pedestrian crossings, etc. Techniques in the Traffic Calming Toolbox may 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.

The Traffic Letter shall be prepared in accordance with the [City of Aurora Traffic Impact Study Guidelines](#).

***Submitting the Traffic Letter:***

- The Traffic Letter shall be sent directly to *Brianna Medema* at [bmedema@auroragov.org](mailto:bmedema@auroragov.org) as soon as possible.
- The Traffic Letter shall also be uploaded with the rest of the submittal.

*Response: A traffic letter will be sent directly to Brianna Medema as requested. Traffic Letter is also included in the submittal package.*

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



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*Response: 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.*

***Key Issues:***

- ▶ There is concern utilizing such a narrow street section in how circulation and on-street parking will work for the development.

*Response: Street section shows a 32' roadway and 46' ROW.*

***Improvements:***

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

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

*Response: Noted. Plans have been prepared accordingly.*

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

*Response: Noted. Plans have been prepared accordingly.*

- Curb ramps must be shown (located) on the plans at all curb returns, "T" intersections, residential mail kiosks or clustered mailboxes, 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: Noted. Plans have been prepared accordingly.*

- 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: Noted. Plans have been prepared accordingly.*

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

*Response: Noted. Plans have been prepared accordingly.*

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

*Response: Noted. Plans have been prepared accordingly.*

- 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: Noted. Plans have been prepared accordingly.*

- Street lights are required along adjacent roadways. Street light spacing, location, wattage, etc., information is contained in Section 4.10. See Section 2.12 for Street Lighting Plan submittal



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requirements. 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. The street lighting plan shall be included with the Civil Plan submittal.

*Response: Noted. Plans have been prepared accordingly.*

***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.

*Response: Acknowledged.*

Sidewalk easements may be required for new sidewalk installed.

*Response: Acknowledged.*

A drainage easement shall be required for any detention/water quality facilities on site. This drainage easement shall tie to a public way.

*Response: Acknowledged.*

Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way.

*Response: Acknowledged.*

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: Acknowledged.*

***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. Analysis is required to determine if existing ponds and storm infrastructure are adequately sized to convey and treat developed flows from this site. If not, on site detention and water quality facilities shall be provided.

*Response: Acknowledged.*

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

*Response: Acknowledged.*

Storm water from concentrated points of discharge from a minor storm event shall not be allowed



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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: Acknowledged.*

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: Acknowledged.*

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

*Response: Acknowledged.*

### **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: Acknowledged.*

### **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](#).

*Response: Acknowledged.*

### **Civil Plans:**

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

- [Combined Fire Lane and Pedestrian Sidewalks](#)
- [Dead-End Fire Lane Detail](#)
- [Fire Lane Sign Detail](#)
- [Grading Plan](#)
- [Handicap Accessible Parking Signs](#)
- [Sign Package](#)
- [Signature Block](#)
- [Street Standards and Street Section Details](#)

### **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



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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: Acknowledged.*

- Core and shells structures will not require this assessment, but the tenant finish that follows and prior to issuance of the certificate of occupancy will be required to conduct this assessment, install a system where needed.

*Response: n/a*

**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](#)
- The roadway connection between E. Alexander Drive and Harvest Road must be completed to establish a permanent second point of public and emergency access to his overall site.

*Response: This section of road is not in the project area.*

**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 includes both internal site areas and abutting public street systems.

*Response: Acknowledged. Hydrants are shown on the plans.*

**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.

*Response: n/a*

**Flag Lots:**

A flag lot is considered a parcel of land that is entirely dependent upon an adjacent property for access to a public street and to a public water supply. A flag lot can create an area of land that is undevelopable unless a dedicated means of access and water is established at the time of the subdivision of the site.

*Response: n/a*

**Framework & General Development Plans:**

The link provided will provide the developer with important fire department requirements that must be reflected within a framework or general development plan.

- With an update of the FDP being required by the Planning Department, Fire/Life Safety is required to reassess the locations of Whelen siren systems in this area. Currently the nearest Whelen Siren system is located at Station 13 (23911 E Arapahoe Rd, Aurora, CO 80016).



**Handicap Accessibility Requirements:**

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

- [Commercial](#)

*Response: Acknowledged.*

**Knox Hardware:**

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

- A Knox box will be required at each fire riser room door. Please label and show these Knox boxes on the site plan amendment submitting to the Planning Department.
- 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: n/a*

**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: Acknowledged.*

**Loading and Unloading Areas:**

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

*Response: n/a*

**Motor Fuel Dispensing Sites:**

(Note: Advisory Comment Only – No motor fuel dispensing stations within 500' of this

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site.)Automotive motor fuel-dispensing facilities, marine motor fuel-dispensing facilities, fleet vehicle motor fuel-dispensing facilities, aircraft motor-vehicle fuel-dispensing facilities and repair garages must reflect the specific elements within the site plan submittal.

*Response: n/a*

**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: Acknowledged.*

***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.

- [\(Framework and General Development Plan Note\) On-Site and Off-Site Infrastructure Requirement](#)
- [\(Framework and General Development Plan Note\) Whelen Warning System Requirements](#)
  - Whelen Siren Access Requirements:
    - Provide a 12’ wide concrete access drive.
    - Design as a 6” reinforced concrete drive surface.
    - Show it as coming alongside the tower for parking and maintenance.
    - If this access drive creates a dead end longer than 150’, a turnaround is highly recommended, and we may need to discuss it further. If it is less than 150’, it should be adequate without a turnaround. (You should be able to control the length of the access drive since you have some latitude re: the tower setback from the community center access drive.)
- [\(Plat Note\) If Plat Contains Fire Lane Easement](#)
- [\(Site Plan Note\) Access Control Gate or Barrier Systems](#)
- [\(Site Plan Note\) Accessibility Note for Commercial Projects](#)
- [\(Site Plan Note\) Addressing](#)
- [\(Site Plan Note\) Aircraft Noise Reduction \(LDN\)](#)
- [\(Site Plan Note\) Alternative Fire Lane Surfacing Materials.](#)
- [\(Site Plan Note\) Americans with Disabilities Act](#)
- [\(Site Plan Note\) Emergency Ingress and Egress](#)
- [\(Site Plan Note\) Emergency Responder Radio Coverage](#)
- [\(Site Plan Note\) Fire Lane Easements](#)
- [\(Site Plan Note\) Fire Lane Signs](#)

*Response: Acknowledged.*

**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.



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***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 fire lane 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 structures may utilize a 200 foot reach criteria in place of the 150 foot standard requirement.
- Where fire hydrants and fire department connections are provided adjacent to vehicular access drive aisles, they will need to be dedicated as fire lane easements in order to provide emergency access to them.
- [Access Road Width with a Hydrant](#)
- [Aerial Fire Apparatus Access Roads](#)
- [Alternative Fire Lane Surfaces](#)
- Alternative fire lane surfaces other than asphalt or concrete will require a license agreement through Real Property within Public Works.
- [Fire Apparatus Access Road Specifications](#)
- If an existing fire lane has to be removed or relocated for any reason, the fire lane must be replaced using the current fire lane specifications of the Public Works Department.
- [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 fire lanes using alternative surfacing materials other than asphalt and concrete and installations of gating systems crossing a dedicated fire lane easement will require a license agreement through Real Property.
- [No Parking is allowed within a Fire Lane Easement](#)
- [Pocket Utility Easements for Fire Hydrants](#)
- [Public Street Systems Adjacent to Site](#)
- [Remoteness](#)
- [Speed Bumps](#)
- [Snow Removal Storage Areas](#)
- [Two points of Emergency Access](#)
- [Width and Turning Radius](#)

*Response: Acknowledged.*

***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: n/a*

**Real Property Division**



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

***Subdivision Plats:***

- The property is currently platted but because of what you propose to do, it will need to be resubdivided (replatted) at this time in order to obtain a building permit. Plats must be prepared using City of Aurora specifications given in the most current [Subdivision Plat Checklist](#). These reviews of the plat can run concurrently with your other Planning Dept. submittals.

*Response: Acknowledged.*

- A **pre-submittal meeting** with Real Property is required on all plat submittals so that we can make sure the basic elements have been addressed before they are submitted to Planning. This 30 minute meeting is for the 1<sup>st</sup> submittal of plats only and is by appointment only. Call *Darren Akrie* at 303.739.7300 to schedule your appointment. The person preparing the plat and your project manager should attend and bring two sets of the plat.

***Site Plans:***

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

*Response: Acknowledged.*

***Separate Documents:***

- During the Pre-application meeting no requirement for separate documents were specifically identified for your site as proposed. However, review of your actual Site Plan when submitted may identify additional conditions that may require a separate document. Following are the links to additional information if needed later in your formal review process:
  - [Dedications Packet](#)
  - [Easement Release](#)
  - [License Agreement Packet](#)

*Response: Acknowledged.*

**Off-site easement dedications** may be required in order 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 [Dedication Packet](#). Once complete and accurate easement dedication information is submitted to Real Property, it takes about 4- 6 weeks to complete the process. They must be complete and ready to record before Real Property will record the plat and/or site plan.

*Response: Acknowledged.*

If there are existing easements that are no longer needed, the City will require the developer to make application to the City to release those easements. Easement release documents must be prepared using Real Property specifications and are available in the [Easement Release Packet](#). Once complete and accurate easement release information is submitted to Real Property, it takes about 4-6 weeks to complete the process. They must be complete and ready to record before Real Property will record the plat and/or site plan.

*Response: Acknowledged.*

- You may have items that encroach into city-owned property or easements (i.e. retaining walls, medians, stairs, etc.) If allowed, these types of encroachments require a **License Agreement**. Requirements can be found in the [License Agreement Packet](#). It takes 4-6 weeks to complete the



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process after submittal. The License Agreement must be completed before the site plan is recorded.

*Response: Acknowledged.*

All Construction Document Phase, Construction Phase and Building Plan comments are noted.

Please don't hesitate to contact me should you have any questions about these comment responses.

Sincerely,  
THK ASSOCIATES, INC.



Julie Gamec, RLA, LEED AP BD+C, Assoc. AIA  
Project Manager  
303-770-7201

