

November 5, 2020

City of Aurora Planning and Development Services Dept.
Ms. Deborah Bickmire
15151 E. Alameda Pkwy
Aurora, CO 80012

Re: High Point Hyde –Phase 1 Site Plan & Phase 1 Final Plat
Response to Pre-Application Comments

Key Issues

- Use and Process: After the pre-application meeting, it was determined by Planning that the uses you propose, warehouse storage and manufacturing, are permitted by the current zoning, but are also subject to approval of a Conditional Use and Site Plan. Site Plans that need approval of a Conditional Use require approval in a public hearing before the Planning Commission. Office and retail uses, among others, are permitted within the MU-A District and can be reviewed and approved administratively. In addition, your Master Site Plan and Plat can be reviewed and approved administratively. Your Master Site Plan submittal will need to be in accordance with the governing documents for this site which are still currently under review: The High Point at DIA Master Plan (formerly known as FDP), Public Improvements Plan, Master Utility Study, and Master Traffic Impact Study. In addition, you will need to coordinate with the 64th Avenue ISP which is also currently under review for access points and improvements.

Response: Noted. Regarding the zoning, a Zone Map Amendment has been discussed with City staff to change the zoning designation from MU-A to AD with certain conditions. A Zone Map Amendment request has been previously provided to City staff; we look forward to being scheduled for the public hearings.

- Parks and Open Space: There are several Parks and Open Space requirements for this property. They include: A Commercial Park (Commercial Park 73), Possum Gully Open Space/Trail Corridor, and a 25-foot Special Landscape Buffer. Please see Parks comments on page 13 of these notes for detailed information. 25-foot Special Landscape Buffer.

Response: Noted, the required parks and open space components are provided and depicted in the Preliminary Plat (Master Plan).

- Phasing: Please provide detailed phasing plans for your development. It will be important for several departments to understand how you plan to structure your build out. Comments regarding phasing are found throughout these notes from Planning, Aurora Water, Public Works, and Life Safety.

Response: A Preliminary Plat (Master Plan) is currently under review. This document identifies current and future phases, and describes how the transportation network, utilities and overall site grading and detention will occur.

- Public Improvements: Public improvements for this development shall be in conformance with the Public Improvement Plan (PIP), currently under review with the High Point at DIA FDP amendment. These improvements include 64th Avenue, Denali Street, and 60th Avenue. Design for the crossing of 60th Avenue over E-470 shall be required to ensure the vertical design for 60th Avenue along this frontage accounts for the impact of the crossing. Improvements including one half of the adjacent street improvements including sidewalk, curbside landscaping, and street lights must be complete prior to the issuance of a Certificate of Occupancy.

Response: Noted. These improvements are accounted for with the proposed development.

Planning Department

- Completion of the High Point Master Plan Amendment
Response: Noted, the High Point Master Plan Amendment has been reviewed and is in the City's control for recordation.
- Compliance with the High Point Master Plan
Response: Noted, the High Point Master Plan Amendment has been reviewed to ensure the applicable guidelines and standards are accounted for with this development.
- Include design standards that will be unique to this Master Plan
Response: This development will follow the Urban Design, Landscape, and Architecture Design Standards that are a part of the High Point Master Plan Amendment that was recently approved. This development does not propose different standards; this has been discussed with staff.
- Street improvements for adjacent streets, including detached sidewalks, curbside landscape, and street trees.
Response: Noted, refer to the Preliminary Plat landscape plan as well as the Phase 1 Site Plan landscape plan for more information.

General Zoning Code Review of your Property:

- Your property is zoned MU-A (Mixed Use-Airport) District and is in Character Sub-Area C.
Response: Noted, thank you.
- The uses you propose, warehouse storage and manufacturing, are permitted by the current zoning, subject to approval of a Conditional Use and Site Plan. Office and retail uses are permitted within the MU-A District.
Response: Noted. A Zone Map Amendment has been discussed with City staff to change the zoning designation from MU-A to AD with certain conditions. A Zone Map Amendment request is included with the submittal.

Standards and Issues:

1. Zoning and Land Use Issues

- A. The site is located in the MU-A (Mixed Use-Airport District). The purpose of the MU-A district is to enable the development of master planned developments that allow for a mix of uses, located and designed in accordance with the Comprehensive Plan, and that will allow Aurora to leverage the economic opportunities created by Denver International Airport. The emphasis for non-residential uses is on high-quality corporate office and business parks that desire or require high visibility and easy access to Denver International Airport, I-70, or E-470.
Response: Noted. Regarding the zoning, a Zone Map Amendment has been discussed with City staff to change the zoning designation from MU-A to AD with certain conditions. A Zone Map Amendment request has been previously provided to City staff; we look forward to being scheduled for the public hearings.
- B. The proposed development requires approval of a Master Site Plan per Section 146-5.4.1.E. The review process will follow Schedule 3, taking 15-18 weeks to complete, subject to compliance with

the resubmittal schedule. If multiple phases are proposed, please identify all infrastructure and improvements that will be associated with each phase, such as access, utilities, and detention and the parties responsible for each improvement. Approval of the Master Plan is subject to the completion and approval of the High Point at DIA Master Plan Amendment.

Response: Noted. A Preliminary Plat is currently under review.

- C. An amendment to the High Point at DIA Master Plan (Framework Development Plan) is currently under review. The subject property is located within the “Ascent District”. The proposed Master Plan shall comply with the Urban Design, Landscape, and Architecture Design Standards in the approved Master Plan Amendment, however, it should also include design standards that will be unique to this Master Plan. These standards could include, but are not limited to, access, building, architecture, signage, and fencing.

Response: This development will follow the Urban Design, Landscape, and Architecture Design Standards that are a part of the High Point Master Plan Amendment that was recently approved. This development does not propose different standards; this has been discussed with staff.

- D. The Master Plan can be submitted prior to or in conjunction with a development application for a Site Plan. Site Plans for permitted uses that conform with the approved Master Plan and the UDO can be reviewed and approved administratively. Site Plans that require approval of a Conditional Use require approval in a public hearing before the Planning and Zoning Commission.

Response: Noted, thank you. A Site Plan for Phase 1 is included with this submittal for review; the Preliminary Plat is currently under review.

2. Traffic and Street Layout Issues

- A. All proposed streets whether public or private need to be labeled according to our street standard ordinance, Chapter and 126-36 of the city code. Improvements shall conform to the High Point Public Improvements Plan (PIP) currently under review and will include detached sidewalks and curbside landscape for 64th Avenue, Denali Street and 60th Avenue.

Response: Noted, these improvements are reflected in the submittal.

3. Environmental Issues

- A. Denver International Airport AIO:
Portions of this property are located within the Airport Influence Overlay (AIO) of Denver International Airport (DEN). The applicant must assure that an avigation easement has been conveyed to the City of Aurora and DEN for this application and that this easement has been recorded with the Adams County Clerk and Recorder along with the first plat in accordance with Section 146-2.6.2B.2 of the UDO.

The completed easement form can be dropped off or e-mailed to Porter Ingrum at pingrum@auroragov.org. It may also be e-mailed to the case manager. The easement form is available on the city website at www.auroragov.org, Business Services, Development Center, Development Process, and Forms & Applications. Development in the AIO shall comply with height restrictions in the underlying zone district, which do not intrude into 14 CFR 77 surfaces for military airports. Vendors of real property located within the Airport Influence District are required to provide notice to prospective purchasers in accordance with Section 146-2.6.2B.3. The notice will state that the property may be subject to some of the annoyances or inconveniences associated with proximity to an airport including noise, vibration, and odors.

Please ensure that DIA and FAA review this application for height restrictions, reflectivity, and potential dust emissions. Contact Porter Ingram at 303.739.7227 with any additional questions regarding the AIO regulations and the content of this memo.

Response: An existing Avigation Easement exists for this property and is included with this submittal. The City has previously stated that the easement does not cover the property but upon our review we are not finding the discrepancy. Can the City please provide more information?

- B. The site is bisected by Possum Gully. Please coordinate with Parks, Recreation and Open Space (PROS) regarding any proposed impacts. Additionally, setbacks will be required where proposed development abuts the drainage way/corridor. See UDO Section 146-4.7.5.H for information regarding Special Landscape Buffer adjacent to public open space.

Response: Noted, the Special Landscape Buffer is provided along the corridor.

- C. The City of Aurora has no environmental records on this site. As our records may be incomplete, please contact the Environmental Health Division of the Tri-County Health Department at 303.220.9200, and the Colorado Department of Public Health and Environment (CDPHE) at 303.692.2000 for more information.

Response: Noted, thank you.

4. Site Design Issues

- A. *Density of Use and Building Orientation:*
Development standards can be found in the High Point Master Plan and UDO Section 146-4.2 and Buildings in the MU-A district shall be setback 25 feet along all street frontages and 50 feet from residential districts. Buildings should be situated so dock and overhead doors will be oriented internally to minimize visibility from E-470 and adjacent streets. Opaque screen walls and landscaping are required if the service area will be visible from the public right of way.

Response: Noted. These conditions are met with the Phase 1 Site Plan.

- B. *Pedestrian Circulation and Linkages to Off-Site Trails & Open Space:*
Pedestrian access should be provided into and around the property, to trail corridors and between individual sites. Accessible routes will be required between parking areas, buildings and to the public right-of-way. The Master Plan should be designed to ensure individual sites will be able to provide adequate connectivity and accessible route(s).

Response: Noted. Please refer to the Master Plan for more information. The Phase 1 Site Plan further identifies pedestrian walkways and connections.

- C. *On-Site Vehicular Circulation:*
Please provide a Circulation Plan that outlines how vehicular and truck traffic will be managed across the site. The expectation is an internal street needs to be provided between the commercial area to the north and the industrial uses, and that the industrial traffic will be kept separate. The internal drive should be designed consistent with a private road, including detached sidewalks and curbside landscape. An internal street should also provide connection from 60th Avenue to the north end of the site. Shared access easements may be required for internal drives. Identify any proposed gating systems and provide details.

Response: Noted, an internal street is provided on either side of Possum Gully dividing the industrial area from the future commercial development. Furthermore, an internal drive is provided off of 60th all the way through to the northern most internal street.

D. *On-Site Amenities and Use of Open Space:*

Provide an outdoor area for use by employees and customers. It should be a minimum of 400 square feet and include site furniture, pedestrian scale lighting, and a shade feature. The site is adjacent to the High Line Canal and a regional trail system. Please provide an outdoor amenity/seating area for use by employees and incorporate access from the site to the regional trail.

Response: Noted, these components are a part of the approximately 2.5-acre commercial park located along Possum Gully. This area can be accessed via the pedestrian walk network by employees of the office and industrial warehouse park.

E. *Parking:*

On-site parking is required by Section 146-4.6 of the Zoning Code. Parking requirements will be determined during the review of individual site plans. Employee and customer spaces should be separate from semi-truck parking and access. One accessible parking space per 25 standard spaces will be required and bicycle parking is required equal to or greater than 5% of the required vehicle parking. No more than 60 percent of the lot frontage on arterial and collector streets to a depth of 60 feet shall be occupied by surface parking. Each parking lot containing more than 150 spaces shall divide the parking area into "parking blocks", each containing no more than 120 vehicle parking spaces to the maximum extent practicable in light of the shape and orientation of the parking lot and the location of access points to the parking lot (Section 146-4.6.5.D.3).

Response: Noted, the Phase 1 Site Plan is meeting the above conditions.

F. *Screening and Fencing:*

The site shall be appropriately screened from view from adjacent streets and non-industrial properties by an opaque screen up to a height of nine feet. Outdoor storage areas shall be located to the rear of the principal structure and the view of loading areas shall be minimized where visible, especially from the front line of the lot, adjacent streets and open space areas.

Response: Noted, the Phase 1 Site Plan is meeting the above conditions.

Please show the location of all proposed fences, screen-walls and gates. Fence requirements are in UDO Section 4.7.9 and standards for fencing in industrial development can be found in Table 4.7-5. Please include details for proposed screen walls, fences and/or gates.

Response: Noted, the Phase 1 Site Plan is meeting the above conditions.

All fence types along arterial and collector streets shall incorporate masonry columns of a minimum cross-section of 18 by 18 inches. Columns shall be placed at all fence corners, points of transition to other fence styles along a run of fence, and fence termination points. For commercial and industrial uses, columns shall be placed at a minimum spacing of 120 feet on center and shall extend 75 feet down interior lot lines.

Response: Noted. Fencing is not proposed along any arterial or collector streets at this time.

G. *Site Lighting:*

UDO Section 4.9 governs exterior lighting. In general, parking areas shall be lit with full cutoff, shielded lighting fixtures no more than 25 feet tall. Show typical details of lighting on the site plan and/or building elevations. Please include a photometric plan in your plan set to ensure no spillover onto adjacent development.

Response: Noted, the photometric plans included as part of the Phase 1 Site Plan reflect these conditions.

5. Landscape Design Issues

- A. **General Landscape Plan Comments:** Prepare your landscape plans in accordance with the requirements found in UDO Section 146-4.7 Landscape, Water Conservation, Stormwater Management, 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, plans have been prepared in accordance with the applicable UDO sections.

The landscape plan shall include the necessary landscape tables for each of the required landscape treatments (i.e. standard right-of-way landscaping, street and non-street frontage buffers, building perimeter landscape tables etc.) to demonstrate compliance with code requirements.

Response: Noted, landscape tables are provided as part of the Phase 1 Site Plan.

- Landscape Plan Preparation Please label all landscape sheets "Not for Construction". Landscape construction drawings are not required and therefore do not necessitate the signature, stamp and seal of a licensed landscape architect upon final approval by the City of Aurora. Landscape plans 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. Landscape plans submitted during the Development Application process must 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, thank you.

- Sight Triangles Include sight distance 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 shown within the Phase 1 Site Plan site.

- B. **High Point at DIA Master Plan:** The site layout should reflect the proposed design standards in the Master Plan and at a minimum address the installation of street trees, street frontage buffers or urban design standards, entry monumentation, detention and water quality, etc. Because the Master Plan design standards are still under review, landscape design comments have not been provided, although all development must comply with Section 146-4.7.

Response: Noted, thank you.

- C. **Section 146-4.7 Landscape, Water Conservation, Stormwater Management Requirements:** The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within Section 146-4.7. The applicant is responsible for reviewing this section of the UDO and determining all applicable landscape conditions.

Response: Noted, thank you.

- **Curbside Landscaping:** Provide one street tree per 40 lineal feet of street frontage for the property. Refer to Section 146-4.7.5.C.2.a, Required Landscaping Curbside Landscaping. When a detached walk and curbside landscape are provided according to Public Works street cross section requirements, street trees shall be provided within the designated curbside landscape area.

Plantings permitted within the curbside landscape area vary depending upon the width required by the street cross section. Curbside landscape widths three feet or less may be rock mulch, no white rock. Curbside landscape widths four to six feet in width shall be shrubs, ornamental grasses and perennials at a ratio of

one shrub/grass per 40 square feet of curbside landscape. Grasses may only be provided to a maximum of 40%. Shrubs and grasses must be five-gallon size at time of installation. For curbside landscapes six to ten feet in width, a combination of shrubs/grasses with native seed may be provided or all shrubs and grasses. Any curbside landscape areas ten feet in width or greater may be sod if desired. Sod may not be installed unless the curbside landscape is a minimum of ten feet wide.

Response: Noted, the streetscape landscaping has been designed per the above standards.

- **Landscape Street Buffers:** Street frontage landscape buffers shall be provided along public and private streets for the full extent of frontage. Buffer widths are determined by use and roadway classification. A reduction in buffer widths is permitted in accordance with Table 4.7-2, Required Landscaping Buffer Widths and Allowed Reductions. Buffer reductions are not permitted on arterial streets.

Response: Noted, thank you.

All buffers are measured inward from back of walk or from the right of way if no walk is provided. All landscape street frontage buffers shall consist of one tree and 10 shrubs per each 40 linear feet of buffer length. One tree equivalent is equal to 12 five-gallon shrubs or any combination of trees and shrubs meeting equivalents. When over-lapping landscape standards occur such as when building perimeter, detention/water quality and/or parking lot landscape requirements fall within the landscape buffer, they may be counted towards meeting the buffer requirements, however, the most restrictive requirements shall be met. Refer to Section 146-4.7.5 D. Street Frontage Landscape Buffers.

Response: Noted, thank you.

- **Non-Street Perimeter Buffers:** Non-street perimeter buffers occur along property lines with no street frontages. Plant material shall be a combination of evergreen and deciduous trees and shrubs. Shrubs shall be chosen based upon their ability to provide appropriate screening and shall be selected to reach a mature height of at least five feet. Perennials and shrubs with a height of less than five feet at maturity shall only be used as accents and may not count toward more than 25 percent of the buffer requirement. While upright junipers are commonly used for buffers, alternative plant material shall be integrated that are better suited to winter snow loads and provide year round visual interest such as the following:

- i. Evergreen Trees: Compact White Spruce, Bakeri and Fastigiata Spruce, Emerald Arrow and Mint Truffle Bosnian Pine, Columnar Austrian Pine

Response: Noted, thank you.

- ii. Deciduous Trees: Columnar oaks, upright Norway Maple, Tallhedge Buckthorn, Tower Poplar, Columnar Purple Plum

Response: Noted, thank you.

Commercial or industrial buffers adjacent to commercial, industrial, or other nonresidential developments shall include one tree and five shrubs per 40 linear feet of buffer. At least 30 percent of the tree species shall be evergreen.

Response: Noted, thank you.

- **Special Landscape Buffers for Development Adjacent to Open Space and Trails:** A 25' wide special landscape buffer is required adjacent to Possum Gully. Buffer reductions are not permitted for developments abutting parks, open space and/or trails. The encroachment of buildings, patios, trash enclosures, parking lots and internal vehicular drives, sidewalks, and detention and water quality ponds into landscape buffers is prohibited. Buffers shall consist of one tree and 10 shrubs per 30 linear feet. Refer to Section 146-4.7.5.

Response: Noted, the Special Landscape Buffer is provided and landscaped according to the standards referenced above.

- **Parking Lot Landscaping and Screening:** Both interior and exterior parking lot landscaping are required. 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 Section 146-4.7.5 K. Parking lot screening may be integrated into other buffer requirements i.e. street and non-street frontage buffers and is not in addition to such buffer requirements when the buffer and parking lot screening overlap with one another.

Screening shall consist of a berm between three feet and four feet high with a maximum slope of 4:1 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 feet and four feet tall planted in a double row at three feet on center in a triangular pattern or;
- b. A decorative masonry wall three-foot-tall in combination with landscaping.

Shrubs must reach a height of three at maturity. 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.

Response: Noted, thank you.

- **Building Perimeter Landscaping:** Building perimeter landscaping is required when building elevations face public rights-of-way, residential neighborhoods, public open space, or whenever an entrance door is present. Landscape each elevation with one tree equivalent per each 40 linear feet of elevation length. One tree equivalent is equal to one tree, or 10 five-gallon shrubs, or 30 one-gallon perennial plants or ornamental grasses. Any combination of plant material may be used that totals the required number of tree equivalents. Refer to Section 146-4.7.5 J. Building Perimeter Landscaping. Building perimeter landscaping provided within 20' of the building face may count towards the building perimeter landscaping requirements including landscaping provided within parking lot islands.

Response: Noted, thank you.

- **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 146-4.7.5 L. Site Entryways and Intersections.

Response: Noted, thank you.

- **Service Areas and Trash Enclosures:** Service areas visible from streets or residences shall be screened by fences, walls, landscaping, berms or any combination of items. Refer to Section 146-4.7.8.B.2.

Response: Noted, thank you.

- **Irrigation:** Refer to Section 146-4.7.3 C. Irrigation. All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, the City Water Dept. will require that the applicant divide their landscape into water conserving, non-water conserving and non-irrigated areas as part of the landscape submittal. A table summarizing these areas shall also be provided. Contact Timothy York at 303.3268819 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, thank you.

6. Architectural and Urban Design

A. *General Design Requirements:*

UDO Section 146-4.8.1 establishes the intent for building architecture and urban design. Building elevations will need to be included as part of Site Plans, and should call out dimensions, exterior finishes, and color schemes. Color and material samples should be provided with the initial submittal.

Response: Noted, building elevations along with color and material samples (PDF) are included with this submittal.

B. *Screening of Service, Loading, Storage, and Trash Areas:*

All service, loading, storage, and trash areas must be screened pursuant to Section 146-4.7.8 and should not be visible from E-470.

Response: Noted, thank you.

C. *Screening of Mechanical Equipment:*

Code Section 146-4.8.11 provides direction on the screening of all rooftop and ground level mechanical equipment. Please show the location of all mechanical equipment and rooftop vents greater than eight inches in diameter on the elevation drawings. All such equipment must be screened.

Response: Noted, thank you.

7. **Signage**

The total allowable square footage of signs is based on a zoning code formula tied to location of the property and building frontage. All ground signs should be at least 4 feet back from the property line and 21 feet back from the flow line. In non-residential areas, ground signs abutting arterial streets may be up to 12 feet high; ground signs abutting other streets and areas are limited to 8 feet in height. Please refer to UDO Article 146-4.10 for complete regulations.

Response: Noted, thank you.

8. **Adjustments**

If a Major Adjustment or a Minor Adjustment are requested, you must clearly list them in your Letter of Introduction and justify them according to the criteria listed in Section 146-5.4.4(D) or Section 146-5.4.4(E) respectively. Major Adjustments must be approved by the Planning & Zoning Commission.

Response: No Adjustments are requested at this time.

9. **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: Noted, the Mineral Rights Notification form will be submitted under separate cover.

9. **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 Standards are required by consultants on development projects before submitting to the City for signature sets and on capital projects funded by the City. Please review the CAD Data Submittal Standards, including templates and required layer file labeling, at <http://tinyurl.com/AuroraCAD>.

Response: Noted, thank you.

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 falls within the High Point at DIA FDP currently under review.
Response: Noted, thank you.
- Your proposed site is required to include a commercial park, open space, and trail corridor.
Response: Noted, thank you.

Commercial Park PA-73

Commercial Park 73 is triggered to be completed with your development. Please note that this commercial park must be 2.5 acres and be included on the east side of Possum Gully. The following should be included in the design:

- Shelter, seating, provide an open area, landscaping.
- Meet the intent of a commercial park as an outdoor gathering space that should be accessible by commercial users in the area.
- Provide a direct connection from park to the community trail within possum gully open space.
Response: Noted, a Commercial Park is provided and includes the above listed components.

Open Space in Possum Gully

The open space dedicated along Possum Gully is required to meet the acreage approved in the FDP. Please be aware this has not yet been finalized and approved. Please note that this open space must be provided outside of the floodplain per PROS requirements and is required to be a minimum 30' corridor on the trail side. The following should be included in the open space:

- 10' concrete trail with 2' shoulders at 5" depth per PROS standards. Please refer to the PROS Manual for additional details.
- There shall be 10' of native landscaped area on both sides of the trail; thereby requiring a minimum of 10' of landscaped area between the channel (floodplain) edge and the trail.
- Amenities along the trail side should be provided such as benches, trash receptacles, and security lighting at access points
Response: Noted, a trail corridor is provided and includes the above listed components.

25' Special Landscape Buffer

Sites adjacent to dedicated open space such as that along Possum Gully are required to provide a 25' special landscape buffer measured from the property line in. For industrial uses, this includes 1 tree and 10 shrubs per 25 linear feet. This buffer may not be encroached into with parking, detention, building, or sidewalks but may include connections to the trail. Please refer to Code Section 146-4.7.5.H.

Response: Noted, the Special Landscape Buffer is provided.

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:

- Utilities will need to be installed per the approved Master Utility Study. The study is currently under review and has not yet been approved.
Response: Noted, thank you.

- Utility Easements will need to be dedicated for the Public Utilities installed outside of ROW. Easements will need to be 26-feet wide for Sanitary and Water, and 16-feet wide for water or sanitary only.

Response: Noted, thank you.

- A Phasing Plan will be required to show the proposed progression of utility installation. The waterline for each phase must show a looped system.

Response: Noted, thank you.

- A domestic allocation agreement will be required starting in 2019 for service connections 2" and larger.

Response: Noted, thank you.

- Aurora Water has updated their standards and specifications to a 2020 Edition. Please review and familiarize yourself with the specifications before submitting Civil Plans.

Response: Noted, thank you.

Utility Services Available:

- Water service may be provided per the MUS
- Sanitary sewer service may be provided per the MUS
- Your project is located on Map Page 94T.

Response: Noted, thank you.

Utility Service Requirements:

- A Site Plan is required for this project and must show existing and proposed utilities including:
 - Public/Private Mains
 - Service Lines
 - Water Meters
 - Fire Suppression Lines
 - Fire Hydrants necessary to service your development
 - Grease Interceptors are required for commercial kitchens
 - Sand/Oil Interceptors are required for vehicle maintenance facilities
 - All utility connections in the arterial roadway are required to be bores.

Response: Noted, thank you.

- General utility design criteria can be found in Section 5 of the Standards and Specifications Regarding Water, Sanitary Sewer and Storm Drainage Infrastructure (Utility Manual).

Response: Noted, thank you.

Utility Development Fees:

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

Response: Noted, thank you.

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

Response: Noted, thank you.

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

Response: Noted, thank you.

Public Works Department

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

Key Issues:

- A Detailed Traffic Impact Study will be required. See below for additional information.
 - 64th Avenue Infrastructure Site Plan included a Traffic Memo for left turn pocket determination. The furthest west access point does not meet the City's minimum spacing from an interchange spacing and turn pockets in this area are physically constrained. If maintaining full movement is desired, carefully evaluate proposed trip distribution.
Response: Noted, thank you.
- Intersection access spacing from arterials shall be at least 300-feet (from centerline of arterial to centerline of interior intersection). Intersection spacing from collectors shall be at least 150 ft. 64th Avenue is an arterial. Denali Street & 60th Avenue are classified as collectors.
Response: Noted, thank you.
- Intersection spacing along peripheral roadways shall conform to the FDP (64th Avenue, Denali Street & 60th Avenue).
Response: Noted, thank you.
- Interior intersections shall be designed to avoid turning conflicts. Multiple internal intersections have left turn conflicts as proposed.
Response: Noted, thank you.
- Traffic Signal Escrow will apply to this development. See Master Traffic Impact Study for some identified locations. Note that the intersection of 60th Avenue & Denali Street will be a required location for Traffic Signal Escrow.
Response: Noted, thank you.
- Gating shall be setback a minimum of 35-feet or the longest expected vehicle, from the flowline of adjacent roads.
Response: Noted, thank you.
- Show all adjacent and opposing access points on the Site Plan.
Response: Noted, thank you.
- Label the access movements on the Site Plan.
Response: Noted, thank you.

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

Response: Noted, thank you.

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

Response: Noted, thank you.

ROW/Plat:

- Designate a Public Access Easement along private roadways.
Response: Noted, thank you.
- 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: Noted, thank you.***
- ROW dedication is required for an additional future right turn lane as identified in the Detailed Traffic Impact study or required by City Traffic Engineering.
Response: Noted, thank you.
- A traffic signal easement shall be required at future signalized intersections to accommodate the proposed traffic signal pole, underground conduits, pull boxes, and signal control cabinet.
Response: Noted, thank you.
- Coordinate with the 64th Avenue ISP to ensure access points align with proposed roadway improvements.
Response: Noted, thank you.
- Show existing stop signs and street name signs or the installation of new stop signs and street name signs by developer at the site access points onto public streets. Add the following note to the Site Plan:
 - The developer is responsible for signing and striping all public streets. The developer is required to place traffic control, street name, and guide signs on all public streets and private streets approaching an intersection with a public street. Signs shall be furnished and installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards, and shown on the signing and striping plan for the development.
Response: Noted, thank you.
- Show the installation, by developer, "Right Turn Only"/"Do Not Enter" signs at appropriate location(s). Signs shall be installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards.
Response: Noted, thank you.
- Multiple intersections are potential candidate for a future traffic signal if and when signal warrants are met. As an adjacent land owner/developer, you must participate in the cost of the traffic signal installation. Add the following note to the Site Plan:

- (Applicant/owner name, address, phone) shall be responsible for payment of ____ 25/50/100% of the traffic signalization costs for the intersection of _____ and _____, if and when traffic signal warrants are satisfied. Traffic signal warrants to consider shall be as described in the most recently adopted version of Manual on Uniform Traffic Control Devices, as of the date or dates of any such warrant studies. For warrant purposes, the minor street approach traffic shall typically be comprised of all through and left-turn movement and 50% of right turn movements unless otherwise determined by the traffic engineer. Pursuant to 147-37.5 of city code, the percentage of the traffic signalization costs identified above shall be paid to the city by the applicant / owner, to be held in escrow for such purpose, prior to the issuance of a building permit for the related development or as otherwise required by city code. The percentage above will be applied to the entire traffic signalization cost as estimated at the time of the escrow deposit to calculate specific dollar funding requirement.

Response: Noted, thank you.

- 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 (Conformance to Master Traffic Impact Study & 64th Avenue Traffic Memo).

Response: Noted, thank you.

- 2) Include detailed analysis of:
 - a. All site access points
 - b. All interior intersections
 - c. Intersection of 64th Avenue & E-470 on/off ramps
 - d. Intersection of 64th Avenue & western site access
 - e. Intersection of 64th Avenue & Denali Street
 - f. Intersection of 60th Avenue & Denali Street

Response: Noted, thank you.

- 3) Signal Warrant Analyses of 64th Avenue intersections– Warrant 1,2,3 all to be included

Response: Noted, thank you.

- 4) If a traffic signal or multiway stop warrant is met at an intersection, then a roundabout shall also be considered at the intersection.

Response: Noted, thank you. A roundabout is not proposed at this time.

- 5) 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: 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: Noted, thank you.

- 6) Analysis of pedestrian connectivity/ trail system /crossing locations.

Response: Noted, please refer to the Preliminary plat for more information related to circulation.

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

Submitting the Traffic Study:

- The Traffic Study shall be sent directly to Brianna Medema at bmedema@auroragov.org as soon as possible.
- The Traffic Study shall also be uploaded with the rest of the submittal.

Response: Noted, thank you.

- Based on our review of the Master & Detailed Traffic Impact Studies, additional improvements may be required.

Response: Noted, thank you.

Engineering Division

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

Key Issues:

- Public improvements for this development shall be in conformance with the Public Improvement Plan (PIP), currently under review with the FDP amendment. These improvements include 64th Avenue, Denali Street, and 60th Avenue. Design for the crossing of 60th Avenue over E-470 shall be required to ensure the vertical design for 60th Avenue along this frontage accounts for the impact of the crossing. Improvements including one half of the adjacent street improvements including sidewalk, curbside landscaping, and street lights must be complete prior to the issuance of a Certificate of Occupancy.

Response: Noted, thank you.

- A preliminary drainage report shall be submitted with the master site plan. On-site detention and water quality is required in conformance with the master drainage study, currently under review. Improvements to Possum Gully shall also be addressed with this development. A preliminary drainage report shall be submitted with each subsequent site plan. Interim drainage features may be required depending on phasing.

Response: Noted, a Preliminary Drainage Report is included herein.

- This development will be referred to Mile High Flood District for review.

Response: Noted, thank you.

Improvements:

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

- Typical roadway sections are specified in the City Code and summarized in Section 4.08 with details shown in the Standard Detail S1.
- 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.
- Flared curb cuts, Standard Detail S7.4, are not permitted for commercial/industrial or residential driveways where traffic movements would be substantial. When the number of parking spaces exceeds 20, curb returns are required, and the curb return radii shall be labeled on the plan.
- Pedestrian Bicycle Railings will be required at and continuous along vertical separations of 30 inches, or greater, or on slopes greater than or equal to 3:1 adjacent to pedestrian areas. See Standard Detail S18.
- Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guard or hand rails may be required.

- The maximum private access drive slope may be 4% (non-residential) when sloping down toward the public street and up to 6% maximum when sloping up toward the public street.
- If gates are incorporated into the design of the development, they are required to be setback from the street flow line a minimum of 35-feet or one truck length, whichever is greater.
- Street lights are required along adjacent roadways. Please refer to the Draft Lighting Standards for street light spacing, location, wattage, etc., information. Street lights along public right-of-way shall become City owned and maintained once they have been installed and the final acceptance letter for the lights has been issued. Street light locations shown on the site plan are conceptual. The street lighting plan shall be included with the Civil Plan submittal and will determine final street light locations based on a photometric analysis.

Response: Noted, thank you.

ROW/Easements/Plat:

- Please coordinate with the Real Property Division of Public Works for the dedication of any required easements. If a plat will be prepared for this development, the plat can cover the required easements.
 - Sidewalk easements may be required for new sidewalk installed.
 - A drainage easement shall be required for any detention/water quality facilities on site. This drainage easement shall tie to a public way.
 - 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.

Noted, thank you.

Drainage:

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

- Per Section 138-367 of the Aurora Municipal Code, a Preliminary Drainage plan and report is required prior to Site Plan or Plat approval. A Preliminary Drainage Plan and Report shall be submitted at the time of Planning Department application submittal. A review fee shall be paid to the City prior to acceptance of the preliminary drainage report. The site plan will not be approved until the preliminary drainage report is approved. Full spectrum detention is required for this project.
- 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.
- 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.
- Release rate for the detention pond shall be based upon the "Storm Drainage Design and Technical Criteria" Manual, latest revision.
- 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.
- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed.

- Storm sewer system does not extend to this site.
 - Extend storm sewer to this site; or
 - Discharge onto the adjacent property in accordance with the approved master drainage study/preliminary drainage study for this development.

Response: Noted, thank you.

Fire/Life Safety Comments - Building Division

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

Key Issue:

- The two-structure portion of site located between E-470 and Possum Gully shows a combined intersection from E-64th Avenue and the site east of Possum Gully. The configuration being shown reflects only one point of emergency access and will need to be revised to provide two distinct points.

Response: Noted, please see revised plan included with this submittal.

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: Noted, thank you.

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: Noted, thank you.

Civil Plans:

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

- 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
- Warehouse/Distribution Facilities Storing High-Piled Combustible Storage

Response: Noted, thank you.

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.

- 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: Noted, thank you.

Fire Department Access:

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

- Outdoor Storage Yards

Response: Noted, thank you.

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.

Response: Noted, thank you.

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: Noted, thank you.

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

Response: Noted, thank you.

Handicap Accessibility Requirements:

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

- Commercial

Response: Noted, thank you.

Hazardous Materials:

Per the 2015, IFC Chapter 50 – A permit through the Aurora Building Division is required to for the prevention, control and mitigation of dangerous conditions related to storage, dispensing, use and handling of hazardous materials. To download a copy of the hazardous materials inventory statement checklists please visit our web site by clicking on the hyperlink provided.

Response: Noted, thank you.

High-piled Combustible Storage:

For submittal requirements to the Aurora Building Codes Division please visit our website to download a copy of the 2015 High-Piled Combustible Storage Checklist by clicking on the hyperlink provided.

- Per the 2015 IFC, Section 3206.6 Building access. Where building access is required by Table 3206.2, fire apparatus access roads in accordance with Section 503 shall be provided within 150 feet (45 720 mm) of all portions of the exterior walls of buildings used for high-piled storage.

Response: Noted, thank you.

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 of fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an accessible location.

Response: Noted, thank you.

Legend:

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

Response: Noted, a legend is included in the Site Plan sheets.

Loading and Unloading Areas:

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

Response: Noted, thank you.

Phasing Plans:

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

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Response: Noted, thank you.

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: Noted, thank you.

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
- (Plat Note) If Plat Contains an Emergency Access Easement
- (Site Plan Note) Access Control Gate or Barrier Systems
- (Site Plan Note) Accessibility Note for Commercial Projects
- (Site Plan Note) Addressing
- (Site Plan Note) Aircraft Noise Reduction (LDN)
 - This area is within a NIBA noise mitigation area. Sec. 22-425
- (Site Plan Note) Americans with Disabilities Act
- (Site Plan Note) Emergency Ingress and Egress
- (Site Plan Note) Emergency Responder Radio Coverage
- (Site Plan Note) Fire Lane Easements
- (Site Plan Note) Fire Lane Signs

Response: The applicable notes are provided on the Phase 1 Site Plan.

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: A Data Block is provided on the Phase 1 Site Plan.

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
 - See the 2015 IFC, Section 503.1.1 that discusses fire access requirements to within 150' of "facilities" such as your outdoor storage yard.
- Access Road Width with a Hydrant
- Aerial Fire Apparatus Access Roads

- Fire Apparatus Access Road Specifications
 - Construction of Fire Lane Easements and Emergency Access Easement
 - Cul-De-Sac's
 - Dead-end Fire Apparatus Access Roadways
 - Dead-End Public Streets
 - 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 though Real Property.
 - No Parking is allowed within a Fire Lane Easement
 - Pocket Utility Easements for Fire Hydrants
 - Public Street Systems Adjacent to Site
 - Remoteness
 - Speed Bumps
 - Snow Removal Storage Areas
 - Two points of Emergency Access
 - Width and Turning Radius
- Response: Noted, thank you.***

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.

Subdivision Plats:

- The property has never been platted and will be required to be subdivided at this time in order to obtain a building permit. Plats must be prepared using City of Aurora specifications given in our most current Subdivision Plat Checklist. The review of the plat can run concurrently with your other Planning Dept. submittals.
 - 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 1st submittal of plats only and is by appointment only. Call Darren Akrie at 303.739.7300 to schedule your appointment. The person preparing the plat and your project manager should attend and bring two sets of the plat.
- Response: Noted, thank you.***

Site Plans:

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: Noted, thank you.

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 that may require a separate document. Following are the links to additional information if needed later in your formal review process:
 - Dedications Packet
 - License Agreement Packet
- 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.
- 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 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.
- 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 process after submittal. The License Agreement must be completed before the site plan is recorded.
- If 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.