



# HAMMERS CONSTRUCTION, INC

1411 Woolsey Heights. Colorado Springs, Colorado. 80915-5400  
(719) 570-1599 | www.hammersconstruction.com  
*Specializing in Design/Build*

*30*  
*Years*  
Est. 1991

## REVISION RESPONSE LETTER

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**DATE:** January 24, 2023

**TO:** Henry Schoenhoff  
Planner 1  
Planning and Development Services Department  
City of Aurora  
15151 E. Alameda Parkway, Suite 5200  
Aurora, CO 80012  
O: (303)-739-7112

**FROM:** APPLICANT  
Hammers Construction, Inc.  
Lisa Peterson  
Designer  
1411 Woolsey Heights  
Colorado Springs, CO 80915  
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**Dear Henry,**  
**Upon receipt and review of your comments provided to us on September 22, 2022, we offer the following response. Please review and call with any questions you might have.**

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**Key Issues:**

*Development Standards:* Please see page seven for detailed information on Development Standards to include: Dimensional Standards, Subdivision Standards, Common Space and Amenities, Access and Connectivity, Parking and Landscaping.

**NOTED.**

*Future Shared Access:* This development is responsible for providing future shared access with the lot directly to the west via an access easement. This easement should align with the northernmost access point to the property from N. Ceylon Street to support future development.

**A 30' ACCESS ACROSS THE SITE ALIGNED WITH E. 16TH AVE. HAS BEEN PROVIDED AS REQUESTED.**

*Signage:* Based off the description of signage discussed during the pre-application meeting, Planning would classify this as a monument sign. Please review the standards for monument signs, keeping in mind that the monument sign would count towards the overall limits on signs for the site:

<https://aurora.municipal.codes/UDO/146-4.10.5.B>. The maximum height allowed is 12 feet. In addition, coordination with Real Property is needed to ensure the location of the sign does not encroach on any easements; if easements are encroached upon, license agreements will be needed.

**NOTED.**

*Utilities:* A looped water supply is required for this site. The existing 12-inch water line stub to the west of this property must be extended in a 16-foot utility easement through this site and connect to the 8-inch water main (Zone 2) in Ceylon Street. In addition, the 8-inch sanitary sewer main must be extended in Ceylon Street to the north property line for service.

**THE EXISTING 12" WATER LINE WEST OF THE PROPERTY HAS BEEN PROPOSED TO BE EXTENDED THROUGH THE SITE IN A 16' UTILITY EASEMENT TO THE EXISTING 8" WATER MAIN IN CEYLON ST AS REQUESTED.**

**THE EXISTING 8" SANITARY SEWER MAIN HAS BEEN PROPOSED TO BE EXTENDED IN CEYLON TO THE NORTH PROPERTY LINE AS REQUESTED.**

*Colfax Tributary:* The Colfax Tributary must be reviewed by Mile High Flood District (MHFD), to confirm requirements for open channel versus piped. It is advised coordination with MHFD begin as soon as possible.

**REQUIREMENTS FOR THE COLFAX TRIBUTARY HAVE BEEN REVIEWED BY MHFD. THE DEVELOPMENT IS NOT REQUIRED TO CONSTRUCT ANY IMPROVEMENTS FOR THE COLFAX TRIBUTARY PER MHFD. SEE ATTACHED EMAIL FROM COLIN HAGGERTY (MHFD WATERSHED MANAGER).**

*Traffic:* A Detailed Traffic Impact Study (TIS) will be required for this development and the northern access onto Ceylon Street shall align with 16th Avenue. Please be aware that Colfax Avenue is a state highway. Approval and access permits will need to be obtained from the Colorado Department of



Transportation (CDOT). Please see Traffic comments on page 17 for detailed information on these requirements.

**A TRAFFIC IMPACT STUDY HAS BEEN PROVIDED HAS REQUESTED.**

**Public Improvements:** Public improvements for this development include improvements to Colfax Avenue and Ceylon Street. Curb and gutter shall be constructed along the Colfax Avenue frontage and will need to be coordinated with CDOT. Improvements for Ceylon Street include completing the western half of the roadway which includes pavement, curb and gutter, a 5.5' detached sidewalk and streetlights. Additional right of way dedication is also required for Ceylon Street.

**CURB & GUTTER ALONG COLFAX AVE. HAS NOT BEEN PROPOSED AT THIS TIME AS RUNOFF FROM COLFAX FLOWS INTO THE COLFAX TRIBUTARY AS EXISTING.**

**CURB & GUTTER, 5.5' DETACHED SIDEWALK, AND STREETLIGHTS ALONG CEYLON ST HAS BEEN PROPOSED AS REQUESTED MATCHING THE CITY OF AURORA TYPICAL ROADWAY SECTION.**

**5' OF ADDITIONAL ROW ALONG THE NORTH HALF OF THE PROPERTY HAS BEEN PROVIDED AS REQUESTED.**

## **Standards and Issues**

### *1. Zoning and Placetype*

#### *1A. Zoning*

*The purpose of the MU-C district is to provide retail goods and services to satisfy the household and personal needs of the residents of nearby residential neighborhoods, those traveling on adjacent collector and arterial corridors, and to allow for higher intensity general business and service activities. The MU-C district should be located and designed to allow for access by pedestrians, bicyclists, and public transportation, in addition to automobiles. In Subareas A and B, the MU-C district is intended to promote sustainable infill redevelopment of older commercial sites, while mitigating the impacts of redevelopment on surrounding areas. Please note this zone district does not permit most industrial or light industrial uses, including warehousing, distribution, and manufacturing.*

**NOTED.**

#### *1B. Overlay Districts Avigation Easements*

*Because the property is within the Airport Influence District surrounding Buckley Space Force Base, an avigation easement with the city and the airport shall be conveyed by the person subdividing lands or initiating construction of any structure on already subdivided lands. Such avigation easement shall be an easement for right-of-way for unobstructed passage of aircraft above the property and shall waive any right of cause of action against the city of associated airport arising from noise, vibrations, fumes, dust, fuel particles, and other effects caused by aircraft and airport operations. The avigation easement shall be in a form approved by the city and shall be recorded in the office of Clerk and Recorder for the county where the property is located before permit or plat approval is granted. The avigation easement form can be found here. Please contact Karen Hancock at 303-739-7107 or [khancock@auroragov.org](mailto:khancock@auroragov.org) with any questions you may have.*

**NOTED.**



### 1C. Placetype

*The Established Neighborhood placetype is characterized by predominantly residential areas with a variety of unit types, including single-family detached and attached, and multifamily, typically constructed between 1950 and 1990. is placetype often deviates from the traditional grid pattern of streets and contains a more curvilinear pattern. Although primarily a residential area, this placetype may also support limited retail, service and office uses located at intersections or along major perimeter streets.*

**NOTED.**

### 2. Land Use

#### 2A. Historic Land Use -Vacant

#### 2B. Proposed Land Use - Medical/Dental Office, Office, Hospital (Laboratory)

*These uses are permitted under the current MU-C zoning designation and are thereby subject to the Schedule 2 approval process (12-13 weeks). Be advised that throughout this document the use type “Hospital” may be used interchangeably with Laboratory. By definition, Laboratory is a subset of the hospital use as defined in UDO 146-6.2.H:*

**NOTED.**

- *Hospital “An establishment or facility providing health services, primarily for in patients and medical or surgical care of the sick or injured, including related facilities such as laboratories, out-patient facilities, training facilities, central service facilities, and accessory staff offices.”*

### 3. Development Standards

*The following standards are outlined as a result of the proposed uses described and clarified by the applicant. Any change in the proposed use type of the occupants may cause the standards below to be altered.*

**NOTED.**

#### 3A. Dimensional Standards

*There are no use-specific standards for the medical/dental clinic and hospital use types and therefore the development shall adhere to the dimensional standards set forth in MU-C dimensional standards: <https://aurora.municipal.codes/UDO/146-4.2.2.B>. Specific standards for one-story commercial buildings in MU-C are subject to these standards: <https://aurora.municipal.codes/UDO/146-4.8.4.B.1>.*

**NOTED.**

#### 3B. Subdivision Standards

*The City’s subdivision standards exist to establish and maintain an interconnected logical framework comprised of the streets, utilities, parks and lots that are created in a manner that allows for any development or redevelopment with a defined system of streets, blocks, and lots that front either public or private streets, or alternative layouts as defined within Section 146-4.5 (Access and Connectivity).*

*For reference, applicable sections for this site include:*

- *Through-connectivity for pedestrians, cyclists, and motor-vehicle users,*
- *Block dimensions,*



- Lot design and layout,
- Streets and alleys,
- Sidewalks, trails, and bicycle paths,
- Utility easements, and
- Improvements required.

*Per these standards, the accesses from N. Ceylon Street should align with the access easement to the parcel to the west and to the extent practicable, the drive between the proposed buildings.*

**THE NORTH ACCESS HAS BEEN ALIGNED WITH E. 16TH AVE, WITH THE SOUTH ACCESS BEING 165' SOUTH OF THE NORTH ACCESS.**

*The access easement to the parcel to the west ensures that the subdivision does not create parcels with no street access, which is prohibited. While the parcel to the west of the site abuts E. Colfax Avenue, the Colorado Department of Transportation, the owner of that road, strongly discourages new curb cuts, due in part to the safety issues caused by the high speeds observed on the road.*

**A 30' ACCESS EASEMENT THROUGH THE SITE ALIGNED WITH E. 16TH AVE. HAS BEEN PROVIDED.**

*Section 3G. Landscape, Water Conservation, Stormwater Management to follow provides additional detail regarding compliance with neighborhood protection standards.*

### 3C. Common Space and Amenities

*As discussed in Section 3H below, each primary structure shall be arranged so that the primary façade and each façade with a main pedestrian entry, orients onto patio or courtyard space. Typically, these patio or courtyards will be 300 to 400 square feet and have a minimum dimension of 12 ft. and include decorative pavement, pedestrian scale lighting, shade features, site furniture, and landscape borders and amenities such as tree cut-outs and raised planters.*

**NOTED.**

### 3D. Access and Connectivity

- *Ensure connectivity within the lot and to abutting rights-of-way, for pedestrians and motor vehicle users, per <https://aurora.municipal.codes/UDO/146-4.5.4.D.2>.*

**NOTED.**

- *Detached sidewalk and street trees with curbside landscaping located between the back of curb and the sidewalk are required along the abutting portion of the site along N. Ceylon Street and Colfax Avenue.*

**STREET TREES AND CURBSIDE LANDSCAPING BETWEEN THE DETACHED WALK AND BACK OF CURB HAS BEEN PROVIDED AS REQUESTED.**

- *Buildings should be accessible for pedestrians from each abutting street and buildings, consistent with the Americans with Disabilities Act.*

**NOTED.**

- *<https://aurora.municipal.codes/UDO/146-4.5.4.D>*

- *<https://aurora.municipal.codes/UDO/146-2.4.3.D.2.c>*

- *As noted in the Subdivision Standards, there is an expectation that this development would provide future shared access with the lot directly to the west via an access easement. This easement*



should align with the northernmost access point to the property from N. Ceylon Street to support future development.

**A 30' ACCESS EASEMENT THROUGH THE SITE ALIGNED WITH E. 16TH AVE. HAS BEEN PROVIDED AS REQUESTED.**

- Include all improvements and easements in your site plan, including those requested from other departments.

**NOTED.**

### 3E. Parking, Loading, and Stacking

Section 146-4.6.5 details requirements for the design and placement of parking areas. Generally, parking areas should be located and designed to provide for adequate vehicle circulation, safe pedestrian connections, screening from adjacent sites and streets, and to avoid abutting significant stretches of adjacent streets.

**NOTED.**

Off-street parking is required by Section 146-4.6. Based on the information provided (50,000 sq. ft. of medical and dental clinic), 150 parking spaces, including five accessible parking spaces, will be required.

**NOTED.**

If the use is determined to be mostly office space, not directly tied to provision of medical care, these figures would change to 200 parking spaces, including six accessible parking spaces. Per <https://aurora.municipal.codes/UDO/146-4.6.4>, you may have flexibility to meet these standards, given your proposing more parking spaces than required and available parking reductions of up to 25 percent below the minimum parking required, due to the site's proximity to the Regional Transportation District's (RTD) Route 15 servicing stops along E. Colfax Avenue between every 16 to 30 minutes during peak periods. Route 15 service runs to the site from Downtown Denver, via Fitzsimons and the R (rail) Line. The minimum parking may also be reduced one motor vehicle parking space per each two additional bike parking spaces.

**IT HAS BEEN DETERMINED THAT 128 PARKING SPACES + 6 HANDICAP SPACES ARE REQUIRED FOR THIS SITE WITH 201 PARKING SPACES + 6 HANDICAP SPACES PROPOSED (20,000 SF OF OFFICE @ 4 SPACES PER 1,000 SF = 80 SPACES + 30,000 SF WAREHOUSE / MEDICAL LABORATORY @ 4 SPACES PER 1,000 SF = 90 SPACES = 170 SPACES – 170(.25) (25% REDUCTION) = 128 TOTAL REQUIRED SPACES.**

Regardless of the use, to the extent practicable, meet the standards for internal drive lanes:

<https://aurora.municipal.codes/UDO/146-2.4.3.D.2.c>.

**NOTED.**

In addition to motor vehicle parking, the development is required to provide eight to ten bicycle parking spaces (depending on overall use). Bicycle spaces must comply with Section 146-4.6.3.F.2 including providing a design that includes two points of contact with each bicycle. Each inverted "U" rack counts as two bicycle parking spaces. Place any bicycle parking in a convenient, paved, and well-lit location, optimally near the principal entrances to the buildings.

**12 BICYCLE PARKING SPACES HAVE BEEN PROPOSED.**



*In Subarea B, no more than 60 percent of the lot frontage on arterial streets (E. Colfax Ave.) to a depth of 60 feet shall be occupied by surface parking, per <https://aurora.municipal.codes/UDO/146-4.6.5.A.3.a>.*  
**NOTED. 28% OF 60 FEET INSIDE THE PROPERTY ALONG E. COLFAX AVE. IS SURFACE PARKING.**

**3F. Landscape, Water Conservation, Stormwater Management**

*General Landscape Plan Comments*

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

**NOTED.**

*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.*

**NOTED.**

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

**NOTED.**

*Sight Triangles*

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

**NOTED. SIGHT TRIANGLES HAVE BEEN INCLUDED ON THE SITE & LANDSCAPE PLANS.**

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

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

**NOTED.**

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

*Street trees are required at a ratio of one street tree per 40 linear feet along E. Colfax Avenue and Ceylon Street. Street trees shall be provided in the curbside landscape when a detached walk is provided or 4'-5'*



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

**NOTED.**

*In addition to the street trees, the UDO requires plantings within the curbside landscape to vary depending upon the width required by the street cross section. The UDO currently permits the installation of sod within curbside landscapes that are 10' in width or greater however, City Council recently passed a new turf ordinance that prohibits the installation of non-functional turf. This includes all curbside landscapes. All site plans submitted after October 1, 2022 shall comply with the new ordinance.*

*Questions regarding the ordinance should be directed to Tim York, Water Conservation Supervisor, Water Conservation Division, (303) 326-8819.*

**NOTED.**

#### *Section 146-4.7.5 D. Street Frontage Landscape Buffers*

*Provide a 20' wide street frontage landscape buffer as measured from the back of walk along E. Colfax Avenue and Ceylon Street. The buffer locations should be based upon the ultimate roadway and sidewalk locations if improvements to these roads are being required by Public Works to meet future traffic conditions. Landscaping shall consist of one tree and ten shrubs per each forty linear feet of buffer length. A reduction in the buffer width to 10' is permitted in accordance with Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions.*

*A 20' FRONTAGE LANDSCAPE BUFFER HAS BEEN PROVIDED ALONG E. COLFAX AVE. AND A 15.50' REDUCED LANDSCAPE BUFFER HAS BEEN PROVIDED ALONG CEYLON ST.*

*Landscaping shall be installed along the exterior sides of proposed fencing or walls. Shrubs and ornamental grasses may not be substituted for trees in the buffer unless the applicant demonstrates to staff that the site is encumbered. Encumbrances shall include overhead and underground utilities, floodplain, easements or similar. No portions of buildings, including porches or patios, drive lanes, sidewalks, detention ponds, parking stalls, dumpsters or dumpster enclosures shall be permitted within the buffer.*

**NOTED.**

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

*Provide a 25' wide non-street perimeter buffer along the northern property boundary line and a 10' wide non-street buffer along the western property boundary line. A reduction in the buffer width to 15' is possible along the northern boundary and a reduction to 5' is possible along the western boundary depending upon the buffer reduction feature chosen as specified in Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions. While the buffer widths are less restrictive, plant quantities remain consistent.*

**20.38' REDUCED LANDSCAPE BUFFER HAS BEEN PROVIDED ALONG THE NORTH PROPERTY LINE AND A 15.74' LANDSCAPE BUFFER ALONG THE WEST PROPERTY LINE HAS BEEN PROVIDED.**

*Plant material shall be provided at a ratio of one tree and five shrubs per 25 linear feet with 50% of the tree species being evergreen along the north. Where office uses about a residential use, plant sizes shall be upgraded. Evergreen trees shall be 8' tall and deciduous trees shall be 2.5" caliper. Provide one tree and five shrubs per 40 linear feet along the western property boundary. At least 30% of the tree species shall be evergreen species.***NOTED.**



*Plant material shall be chosen based upon its ability to provide appropriate screening and shall be selected to reach a mature height of no less than five feet. Perennials shall only be used as accents and may not count toward the buffer requirement. Shrubs and ornamental grasses may not be substituted for the tree requirement unless the site is encumbered. Refer to the UDO for what is considered an encumbrance. While Junipers are commonly used for buffer screening, alternative plant material shall be integrated that are better suited to winter snow loads and provide year-round visual interest. Refer to the UDO for an alternative plant list.*

**NOTED.**

*Section 146-4.7.5 J. 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. 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. Depending upon the length of the building, landscaping may need to be pro-rated if less than 40 linear feet. Landscaping shall be broken down by building face and not as an entire entity.*

**NOTED.**

*Section 146-4.7.5 K. Parking Lot Landscaping*

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

**NOTED.**

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

*All trash dumpsters and recycling bins must be enclosed and setback at least 12 feet from adjacent properties with residential or commercial uses. Service areas visible from streets or residences shall be screened by fences, walls, landscaping, berms or any combination of items. Fencing and wall screening shall be accompanied by landscaping on the exterior side to soften the appearance of the wall and/or fence. Evergreen plantings are required along the exterior.*

**NOTED.**

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

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

**NOTED.**



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

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

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

**NOTED.**

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

**NOTED.**

*Section 146-4.8.3. C. Irrigation*

*All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, the Water Department will require the applicant divide their landscape into water conserving, non-water conserving and non-irrigated areas as part of the landscape submittal. A table summarizing the quantities along with a plan that clearly delineates these areas should be provided. Contact Timothy York at 303.739.8819 or tyork@auroragov.org regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system.*

**NOTED.**

*3G. Building Design Standards*

*Conceptual elevations provided by the applicant have been reviewed for consistency with the UDO standards listed below. Most of the design standards required by this development have been addressed, based on the conceptual drawing and draft elevations provided, however it will be up to the applicant to ensure that all massing and articulation features meet the minimum measurement requirements, as no specific dimensions were provided with the elevations. Additional consideration should be made regarding the screening of any rooftop, wall, or ground mounted mechanical equipment in adherence with the standards outlined in <https://aurora.municipal.codes/UDO/146-4.8.11>.*

*Section 146-4.8 of the UDO contains specific standards for the design of buildings. These standards include requirements for building orientation and spacing, breaking up the massing of building facades with articulation elements, four-sided building design, and permitted materials. **We feel these requirements are being met. All Mech. equipment will be roof mounted and properly screened.***

*As mentioned previously a key component to building orientation is for the building entrances to open onto a patio space at a main entrance. Typically, these spaces will be 300 to 400 square feet with a minimum dimension of 12 feet. The spaces include differentiated concrete treatment (such as an alternative scoring pattern), pedestrian scaled lighting, site furniture, landscape border or features such as tree cut outs or raised planters. **We have oriented the buildings so the rear of both buildings face each other. This will limit visible loading areas along street frontages.***



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

### 3H. Exterior Lighting

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

**NOTED.**

### 3I. Signs

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

**NOTED.**

During the meeting, you mentioned installing a sign at the corner of E. Colfax Avenue and Ceylon Street. Based off your description (a DNA strand over mountains) on a post, we would classify this as a monument sign. Please review the standards for monument signs, considering that the monument sign would count towards the overall limits on signs for the site: <https://aurora.municipal.codes/UDO/146-4.10.5.B>. The maximum height allowed is 12 feet.

**NOTED.**

Please coordinate with Real Property to ensure the location of the sign does not encroach on any easements; if easements are encroached upon, license agreements may be needed.

**NOTED.**

### 4. Adjustments

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

**NOTED.**



5. *Submittal Reminders*

5A. *CAD Data Submittal Standards*

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

**NOTED.**

5B. *PDF Requirements*

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

**NOTED.**

5C. *Mineral Rights Notification*

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

**NOTED.**

*Pre-Submittal Meeting:*

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

**NOTED.**

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

**NOTED.**

*Community Participation:*

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

**NOTED.**

*Community Engagement Coordinator:*

- *Scott Campbell is the Community Engagement Coordinator for the project. He has put together a report attached to these notes listing the registered neighborhood organizations within one mile of your proposed project and can assist in scheduling and facilitating meetings with community members. Please work with the organizations that express interest in your project to address comments and mitigate concerns.* **NOTED.**



- *All meetings with registered neighborhood organizations should also include the Planning and Development Services Department Case Manager so that questions concerning the UDO and procedures can be properly addressed. The Case Manager will record any project-related commitments that are made to the community at these meetings.*

**NOTED.**

- *Additional information about the Community Engagement Program can be found on the Housing and Community Services page of the city website.*

**NOTED.**

### **Oil and Gas Development**

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

**NOTED.**

*There may be existing underground pipelines in rights-of-ways. If you have questions or concerns about this, the Oil & Gas Division can assist with providing additional information. Please be advised, there is a regional transmission line that runs northwest to southeast along the tree line south of the property.*

**NOTED.**

*Should you have any questions about oil and gas development, please reach out to Jeffrey S. Moore, Manager of the Oil & Gas Division.*

**NOTED.**

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

*Forestry Division*

*It appears that trees on the site will be preserved during development, but there will need to be protection measures set up in order to preserve the trees in question on the north side of the property. If trees should be impacted, the following is required.*

*Tree Mitigation Requirements*

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

**NOTED.**

*Forestry's Role in Site Plan Review*

- *When the site plan is submitted, please show and label all existing trees on the Landscape Plan and indicate which existing trees will be preserved or removed. Forestry Division staff will conduct a tree assessment after the initial submittal, which includes species, size, condition, and location factors. Once*



Forestry Staff conducts the tree assessment, a spreadsheet will be provided showing the dollar value of the trees that will be removed as well as the number of inches required for replacement back onto the site. In most cases, the mitigation inches can be replaced on the site through upgrades to the landscape plan. If there is not room to replace the number of inches that will be lost, payment can be made into the Tree Planting Fund based on the dollar value associated with tree loss.

**NOTED.**

- Any trees that are preserved on the site during construction activities shall follow the standard details for Tree Protection per the current Parks, Recreation & Open Space Dedication and Development Criteria manual. The Tree Protection notes shall be included on the plan.

**NOTED.**

#### *Ash Trees Prohibited*

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

**NOTED – NONE HAVE BEEN PROPOSED.**

#### **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:*

- ▶ A looped water supply is required for this site. The existing 12-inch water line stub to the west of this property must be extended in a 16-foot utility easement through this site and connect to the 8-inch water main (Zone 2) in Ceylon Street.

**THE EXISTING 12” WATER LINE WEST OF THE PROPERTY HAS BEEN PROPOSED TO BE EXTENDED THROUGH THE SITE IN A 16’ UTILITY EASEMENT TO THE EXISTING 8” WATER MAIN IN CEYLON ST AS REQUESTED.**

- ▶ The 8-inch sanitary sewer main must be extended in Ceylon Street to the north property line for service.

**THE EXISTING 8” SANITARY SEWER MAIN HAS BEEN PROPOSED TO BE EXTENDED IN CEYLON TO THE NORTH PROPERTY LINE AS REQUESTED.**

- ▶ The Colfax tributary must be reviewed by MHFD, to confirm open channel versus piped.
- REQUIREMENTS FOR THE COLFAX TRIBUTARY HAVE BEEN REVIEWED BY MHFD. THE DEVELOPMENT IS NOT REQUIRED TO CONSTRUCT ANY IMPROVEMENTS FOR THE COLFAX TRIBUTARY PER MHFD. SEE ATTACHED EMAIL FROM COLIN HAGGERTY (MHFD WATERSHED MANAGER).**

▶ Water fixture unit tables are required for each building to determine the water meter size.  
**NOTED. WATER FIXTURE COUNTS WILL BE PROVIDED IN A FUTURE SUBITTAL ONCE MORE ACCURATE COUNTS CAN BE MADE.**

- ▶ Water quality and detention are required for this site development. Detention basins must be within a drainage easement. An Inspection & Maintenance (I&M) plan is required for private storm water detention basins.



**NOTED. A DRAINAGE EASEMENT FOR THE DETENTION POND HAS BEEN PROVIDED.**

- ▶ *A domestic allocation agreement will be required for connections 2" and larger.*

**NOTED.**

*Utility Services Available:*

- *Water service may be provided from: Extension of 12" main through the site.*
- *Sanitary sewer service may be provided from: Extension of 8" main in Ceylon Street*
- *Project is located on the following Map Page: 4N*

*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.*

**NOTED.**

- *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).*

**NOTED.**

*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.*

**NOTED.**

- *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.*

**NOTED.**

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

**NOTED.**

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

**NOTED.**



## **Public Works Department**

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

### *Key Issues:*

▶ *A Detailed Traffic Impact Study (TIS) will be required for this development. See below for additional information.*

**A TRAFFIC IMPACT STUDY HAS BEEN PROVIDED AS REQUESTED.**

▶ *The northern access onto Ceylon Street shall align with 16th Avenue.*

**PROVIDED AS REQUESTED.**

▶ *Site access drives/streets shall be spaced a minimum 150' CL-CL along Ceylon Street, including from intersections.*

**THE PROPOSED SITE ACCESSES ARE 165' APART WITH THE SOUTHERN MOST ACCESS BEING 275' FROM THE NEAREST INTERSECTION.**

▶ *A minimum offset of 50-feet from the Ceylon Street flow line adjacent street to the first internal intersection or head in parking stall.*

**PROVIDED AS REQUESTED.**

▶ *Truck turning templates will be required at the site accesses and internally.*

**A TURNING TEMPLATE FOR A 2006 E-ONE CYCLONE II SHOWN**

**APPROXIMATELY PER THE CITY OF AURORA FIRE RESCUE – STATION 12 WEBSITE HAS BEEN PROVIDE AT THE SITE ACCESSES AND THROUGHOUT THE SITE.**

• *Colfax Avenue is a state highway. Approval and access permits will need to be obtained from the Colorado Department of Transportation (CDOT). Please contact Steve Loeffler at CDOT, phone number 303.757.9891. Developers/applicants are encouraged to contact CDOT early on in the review process to determine the feasibility of the proposed access and any specific CDOT requirements. In order to insure CDOT will allow access as shown, provide a letter from CDOT indicating they have reviewed the proposed access(es). This letter must be received 10 days prior to the Planning Commission hearing.*

*- Construction should only occur after obtaining the State Highway Access permits and the Notice to Proceed from CDOT. State Highway Access permitting is a two-step process. First obtaining the access permit and then obtaining the Notice to Proceed with the construction documents, Certificate of Insurance, and Traffic Control Plan. Having approval from Aurora for construction of the store did not mean you had approval for construction of the accesses in the State Highway right-of-way.*

**NO ACCESSES ARE PROPOSED ONTO E. COLFAX AVE.**

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

**SHOWN AS REQUESTED.**

• *Label the access movements on the Site Plan.*

**LABELED AS REQUESTED.**

*Objects and structures shall not impede vision within the sight triangles. Show sight triangles on the site plan and landscaping plan at all access points in accordance with City of Aurora Standard TrafficDetail*



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

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

**SIGHT TRIANGLES HAVE BEEN SHOWN ON THE SITE & LANDSCAPE PLANS AS REQUESTED.**

- Show existing stop signs and street name signs or the installation of new stop signs and street name signs by developer at the site access points onto public streets. Add the following not to the Site Plan:

**NOTED.**

- 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.

**THE ABOVE NOTE HAS BEEN INCLUDED ON THE SITE PLAN AS REQUESTED.**

ROW/Plat:

- Designate a Public Access Easement along private drives.

**A 30' ACCESS IS EASEMENT HAS BEEN PROVIDED ALONG THE NORTH ACCESS.**

Traffic Impact Study:

- A Traffic Impact Study will be required for this site which will include addressing the following specific items:

- 1) Existing, buildout and 2040 average daily traffic counts.
- 2) Trip Generation from the site.
- 3) Site Circulation Plan
- 4) Include detailed analysis, including vehicle queuing evaluation, of:
  - a) All site access points
  - b) Intersection of Colfax Avenue at Ceylon Street
  - c) Intersection of Colfax Avenue at Dunkirk Street
- 5) Analysis of pedestrian connectivity
- 6) Discussion of the application of elements from the Traffic Calming Toolbox and countermeasures applicable from the FHWA Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations (July 2018) to address any concerns for speeding, pedestrian crossings, etc. Techniques in the Traffic Calming Toolbox include: Advanced Yield Lines, Enhanced Crosswalk, High-Visibility Signs and Markings, In-Street Pedestrian Crossing Signs, Enhanced Pedestrian Crossing Sign Devices (HAWK or RRFB), Mid-Block Lane Narrowing, Curb Extension, Angled Parking, Pedestrian Safety Island, Staggered Pedestrian Safety Island, Lane Narrowing, Mini Roundabout, Speed Cushions and Chicane. Details of Enhanced Crosswalk, compact roundabout, speed cushions and chicane may be made available if requested.

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



**NOTED.**

*Submitting the Traffic Study:*

- *The Traffic Study shall be sent directly to Steve Gomez at [segomez@auroragov.org](mailto:segomez@auroragov.org) as soon as possible.*

**NOTED.**

- *The Traffic Study shall also be uploaded with the rest of the submittal.*

**NOTED.**

- *Previously approved Traffic Impact Studies/Letters are available through this link.*

**NOTED.**

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

**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:*

*Public improvements for this development include improvements to Colfax Avenue and Ceylon Street. Curb and gutter shall be constructed along the Colfax Avenue frontage and needs to be coordinated with CDOT. Improvements for Ceylon Street include completing the western half of the roadway which includes pavement, curb and gutter, a 5.5' detached sidewalk and streetlights. Additional right of way dedication is also required for Ceylon Street.*

**CURB & GUTTER ALONG COLFAX AVE. HAS NOT BEEN PROPOSED AT THIS TIME AS RUNOFF FROM COLFAX FLOWS INTO THE COLFAX TRIBUTARY AS EXISTING.**

**CURB & GUTTER, 5.5' DETACHED SIDEWALK, AND STREETLIGHTS ALONG CEYLON ST HAS BEEN PROPOSED AS REQUESTED MATCHING THE CITY OF AURORA TYPICAL ROADWAY SECTION.**

**5' OF ADDITIONAL ROW ALONG THE NORTH HALF OF THE PROPERTY HAS BEEN PROVIDED AS REQUESTED.**

*A preliminary drainage report shall be submitted with the site plan. On-site detention and water quality/EURV are required.*

**PROVIDED AS REQUESTED.**

*Per City of Aurora Storm Drainage Design and Technical Criteria Section 3.61, underground detention may be used only as a last resort and must be approved by the City Engineer, when all other alternatives are exhausted. If a development chooses to propose underground detention, they are doing so at-risk of significant redesign if the underground detention is not approved. A variance, with supporting documentation, in the preliminary drainage report for underground detention will be evaluated on a case by case basis.*

**NOTED. UNDERGROUND DETENTION IS NOT PROPOSED.**



□ *This application will be referred to Mile High Flood District (MHFD) for review and comment. It is advised that coordination with MHFD is started as soon as possible. Contact information for the watershed managers can be found here: [MHFD Watershed Managers](#). The applicant will need to confirm what requirements may be required for the Colfax Tributary.*

**REQUIREMENTS FOR THE COLFAX TRIBUTARY HAVE BEEN REVIEWED BY MHFD. THE DEVELOPMENT IS NOT REQUIRED TO CONSTRUCT ANY IMPROVEMENTS FOR THE COLFAX TRIBUTARY PER MHFD. SEE ATTACHED EMAIL FROM COLIN HAGGERTY (MHFD WATERSHED MANAGER).**

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

*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.*

**NOTED.**

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

**NOTED.**

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

**NOTED.**

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

**NOTED.**

- *Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guard or handrails may be required. Structural calculations are required with the first civil plan submittal for all cast in place walls and walls greater than four feet in height. Please refer to Section 4.02 of the Roadway Manual for additional retaining wall requirements.*

**NOTED.**

- *The maximum private access drive slope may be 4% (non-residential) when sloping down toward the public street and up to 6% maximum when sloping up toward the public street.*

**NOTED.**

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

**NOTED. NO GATES ARE PROPOSED.**



- *Streetlights are required along adjacent roadways. Please refer to the Draft Lighting Standards for streetlight spacing, location, wattage, etc., information. Streetlights 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. Streetlight 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.*

**NOTED. STREET LIGHTING HAS BEEN PROPOSED ALONG CEYLON ST.**

**ROW/Easements/Plat:**

- *ROW dedication is required for Ceylon Street. This site must dedicate an additional 30' of right-of-way to match the adjacent sections. Additional right of way may be required if any auxiliary lanes are required.*

**30' HALF ROW HAS BEEN PROVIDED ALONG CEYLON ST MATCHING THE LOCAL STREET TYPICAL SECTION.**

- *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.**

**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.*

**NOTED.**

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

**NOTED. REQUIREMENTS FOR THE COLFAX TRIBUTARY HAVE BEEN REVIEWED BY MHFD. THE DEVELOPMENT IS NOT REQUIRED TO CONSTRUCT**



**ANY IMPROVEMENTS FOR THE COLFAX TRIBUTARY PER MHFD. SEE ATTACHED EMAIL FROM COLIN HAGGERTY (MHFD WATERSHED MANAGER).**

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

**NOTED.**

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

**PROVIDED AS REQUESTED.**

- *Per City of Aurora Storm Drainage Design and Technical Criteria Section 3.61, underground detention may be used only as a last resort and must be approved by the City Engineer, when all other alternatives are exhausted. If a development chooses to propose underground detention, they are doing so at-risk of significant redesign if the underground detention is not approved. A variance, with supporting documentation, in the preliminary drainage report for underground detention will be evaluated on a case by case basis.*

**NOTED. UNDERGROUND DETENTION HAS NOT BEEN PROPOSED.**

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

**THE PROPOSED DETENTION POND IS TO RELEASE AT OR BELOW THE HISTORIC RATE PER THE STORM DRAINAGE CRITERIA.**

- *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.*

**NOTED.**

- *A public storm sewer system appears to be located near this site. Please have your Engineer or Surveyor verify and tie your site drainage into it.*

**THE PROPOSED DETENTION POND IS TO RELEASE INTO THE COLFAX TRIBUTARY, WHICH FLOWS INTO THE PUBLIC STORM SEWER APPROXIMATELY 200' WEST OF THE SITE.**

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

**NOTED.**



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

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

#### **Key Issues:**

▶ *On January 8, 2022, the 2021 versions of the International Codes became effective in the city of Aurora. Applicants who wish to build their projects to the requirements found in the 2021 codes are allowed to do so and should notify Building Division staff at time of permit submittal of this decision.*

#### **NOTED.**

▶ *The construction industry is experiencing unprecedented supply chain issues which has not only affected costs, but also inventory and delivery timelines. Due to nationwide shortages of various building materials, the city of Aurora is extending the deadline by which all submittals will be reviewed for compliance with the 2015 codes until May 1, 2023.*

#### **NOTED.**

#### **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.*

#### **NOTED.**

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

*The site plan and civil plans must reflect the setback requirements of the 2015/2021 International Building and Fire Code for placement of the structure(s) in relation to adjacent buildings, property lines, public ways, accessible walkways, etc. To view the 2015/2021 International Codes please utilize the following hyperlink; ICC Codes Online.*

- *Show the distance of new or existing lot lines to proposed exterior walls of structures on the site plan.*

#### **NOTED.**

#### **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.*

- *Fire Lane Sign Detail*
- *Gated Entry for Fire Department Access utilizing a 4' Manway Gate*
- *Grading Plan*
- *Handicap Accessible Parking Signs*
- *Sign Package*
- *Signature Block*

#### **NOTED.**

#### **Emergency Responder Radio Coverage:**

*The 2015/2021 International Fire Code requires all buildings to be assessed for adequate emergency responder radio coverage.*

- *The 2015/2021 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 are 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.

**NOTED.**

- 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.

**NOTED.**

**Fire Department Access:**

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

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

**PROVIDED AS REQUESTED.**

- Buildings greater than 30' in height are regulated by the 2015/2021IFC Section D105 and require a both a 26' Fire Lane Easement and two points of emergency access. Typically, the 26' fire lane easement is located on the front main entry side of the structure within a minimum of 15' and a maximum of 30' from the exterior wall of the building. Structures greater than 30' in height also require a second point of emergency access.

**NOTED.**

**Fire Hydrants:**

The number and spacing of fire hydrants are determined using the 2015/2021 IFC, Appendix B & C. As indicated in the previously stated code sections, fire hydrant coverage requirements include both internal site areas and abutting public street systems.

- Below is an image of possible fire hydrant locations within and adjacent to this site.

**FIRE HYDRANTS HAVE BEEN PROPOSED IN THE LOCATIONS SHOWN IN THE IMAGE BELOW.**

**Fire Sprinkled Structures:**

The requirements for the installation of a fire sprinkler system are provided within the Chapter 9 of the 2015/2021 IFC and IBC.

**NOTED.**



**Gated Entry:**

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

- If a gating system is to be installed at a site access point, it must be set back from the flow line of the street at least 35 feet or one design vehicle length, whichever is larger, and be approved by the City of Aurora's Fire and Life Safety department. Gating systems located within close proximity to public right-of-way (ROW) may also be assessed by the City of Aurora Traffic Manager or designee and could require a traffic analysis to determine the appropriate distance of gating system to said flow line of ROW. Where a gating system crosses a dedicated or designated fire access roadway please reference the Security Gates section of the latest edition of the International Fire Code (IFC). The installation of security gates across a fire apparatus access road shall be approved by the Fire Chief (designated Fire Chiefs representative).

**NOTED. NO GATES ARE PROPOSED.**

- 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.

**NOTED. NO GATES ARE PROPOSED.**

**Accessibility Requirements:**

The City of Aurora reviews accessibility requirements based on 2015/2021 IBC, Chapter 11, the 2009/2017 ICC/ANSI A117.1.

- Commercial

**NOTED.**

**Hazardous Materials:**

Per the 2015/2021, 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.

**NOTED.**

**Knox Hardware:**

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

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

**NOTED.**

**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.



**NOTED.**

***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.*

**SHOWN ON THE SITE PLAN AS REQUESTED.**

***Phasing Plans:***

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

**NOTED.**

***Photometric Plan:***

*Add the following note to the Photometric Site Plan:*

**ILLUMINATION WITHIN THE SITE MUST COMPLY WITH THE 2015/2021 INTERNATIONAL BUILDING CODE REQUIREMENT FROM SECTION 1006 - MEANS OF EGRESS ILLUMINATION. SECTION 1006. ILLUMINATION REQUIRED: THE MEANS OF EGRESS, INCLUDING THE EXIT DISCHARGE, SHALL BE ILLUMINATED AT ALL TIMES THE BUILDING IS OCCUPIED. SECTION 1006.2 ILLUMINATION LEVEL. THE MEANS OF EGRESS ILLUMINATION LEVEL SHALL NOT BE LESS THAN 1 FOOT-CANDLE (11 LUX) AT THE FLOOR LEVEL AND CONTINUING TO THE "PUBLIC WAY".**

**THE ABOVE NOTE HAS BEEN INCLUDED ON THE PHOTOMETRIC PLAN.**

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

**THE ACCESSIBLE ROUTE HAS BEEN SHOWN ON THE PHOTOMETRIC PLAN AS REQUESTED.**

*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*

**NOTED.**

- *(Site Plan Note) Access Control Gate or Barrier Systems*

**DOES NOT APPLY.**

- *(Site Plan Note) Accessibility Note for Commercial Projects*

**NOTE HAS BEEN INCLUDED.**

- *(Site Plan Note) Addressing*

**NOTE HAS BEEN INCLUDED.**

- *(Site Plan Note) Aircraft Noise Reduction (LDN)*

- *This area is within a noise mitigation area. Sec. 22-425*

**NOTE HAS BEEN INCLUDED.**

- *(Site Plan Note) Americans with Disabilities Act*



**NOTE HAS BEEN INCLUDED.**

- *(Site Plan Note) Emergency Ingress and Egress*

**NOTE HAS BEEN INCLUDED.**

- *(Site Plan Note) Emergency Responder Radio Coverage*

**NOTE HAS BEEN INCLUDED.**

- *(Site Plan Note) Fire Lane Easements*

**NOTE HAS BEEN INCLUDED.**

- *(Site Plan Note) Fire Lane Signs*

**NOTE HAS BEEN INCLUDED.**

- *(Site Plan Note) Loading and Unloading Areas*

**NOTE HAS BEEN INCLUDED.**

*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.*

**NOTED.**

***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.*

**NOTED.**

- *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 2015/2021 IFC, Section 503.1.1 where allowed by code. If granted approval, a fire sprinkled structure may utilize 200-foot reach criteria in place of the 150-foot standard requirement.*

**ACCESS HAS BEEN PROVIDED ON ALL SIDES OF ALL PROPOSED BUILDINGS.**

- *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.*

- *Aerial Fire Apparatus Access Roads*
- *Fire Apparatus Access Road Specifications*
- *Combined Fire Lane, Public Access and Utility Easements*
- *Construction of Fire Lane Easements and Emergency Access Easement*
- *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/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*
- *Speed Bumps*
- *Snow Removal Storage Areas*
- *Width and Turning Radius*

**NOTED.**

***Trash Enclosure:***

*Per the 2015/2021 International Fire Code, Section 304.3.3, dumpsters and containers with an individual capacity of 1.5 cubic yards or more shall not be stored in buildings or placed within 5 feet of combustible walls, openings, or combustible roof eave lines.*

**NOTED.**

**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.*

*Key Issues:*

- ▶ *Re-Plat to incorporate all parcels*

**NOTED.**

- ▶ *Dedicate additional Right-Of-Way for Ceylon Street. Consult with Engineering on exact dimensions.*

*A 30' HALF ROW HAS BEEN PROVIDED AS REQUESTED.*

- ▶ *Release any existing easements by separate document*

**NOTED.**

*Subdivision Plats:*

- *The property is currently platted; however, due to your proposed use, 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 provided in the most current Subdivision Plat Checklist. Plat reviews may run concurrently with your other Planning Dept. submittals.*

**NOTED.**

- *A presubmittal meeting with Real Property is required on all plat submittals so our team may verify that basic elements have been addressed before they are submitted to Planning. This 30-minute meeting is for the 1st submittal of plats only and is by appointment only. Call Darren Akrie at 303.739.7300 to schedule your appointment. The person preparing the plat and your project manager should attend the meeting. Please bring two sets of the plat.*

**NOTED.**

*Site Plans:*

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

**NOTED.**

*Separate Documents:*



- *A separate document refers to a process to describe and record an encumbrance (easement, license etc.) or release of such on property when a subdivision plat already exists. The document usually consists of a legal description and drawing. Each are reviewed and approved by the city, signed by the property owner as well as the appropriate city officials and recorded with the county.*

**NOTED.**

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

**NOTED. NO OFF-SITE EASEMENTS ARE CURRENTLY PROPOSED.**

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

**NOTED.**

- *You may have items that encroach into city-owned property or easements (i.e. retaining walls, medians, stairs, etc.). If allowed, these types of encroachments require a License Agreement. Requirements can be found in the License Agreement Packet. It takes 8-10 weeks to complete the process after submittal. The License Agreement must be completed before the Site Plan is recorded.*

**NOTED.**

- *Real Property may require a Monumented Field Survey, but we are unable to determine that until we make our first review.*

**NOTED.**

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

**NOTED.**

*The Construction Document Phase is when Engineering and Building plans are reviewed against City Codes for compliance. It is an administrative process and usually occurs after Planning Commission or Planning Director decisions. Permits are issued from these documents.*

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

**NOTED.**



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

**NOTED.**

**Civil Engineering Plan Review (see links below for additional information):**

- *Process*
- *Review Schedule*
- *Fees*

*Prior to submittal of the electronic Civil Construction Plans, the civil consultant must schedule a pre-submittal meeting with Christopher Eravelly at 303.739.7457 or [ceravell@auroragov.org](mailto:ceravell@auroragov.org). Civil Plans and Reports are required for this pre-submittal review. Also copy of the pre-application meeting notes is required and a copy of the submitted site plan, including the landscape plan. At this meeting the Civil Plans shall be reviewed for completeness. A checklist is used to ascertain completeness. The engineer shall fill out the checklist and submit it for the pre-submittal meeting. A pre-submittal meeting will not be scheduled until there are no outstanding comments remaining on the preliminary drainage report/letter.*

**NOTED.**

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

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

**NOTED.**

**Aurora Water**

*General Requirements:*

- *Utility Plans will be required with the Civil Engineering Plans:*
  - *Utility Plans shall be prepared in accordance with the Utility Manual*

**NOTED.**

- *Utility Plans must be approved prior to obtaining building permits*

**NOTED.**

- *Utility Plans must include:*
  - o *Fixture Unit Table and Meter Sizing Tables*

**TO BE INCLUDED IN A FUTURE SUBMITTAL.**



- o *Water Service and Water Meter locations*

**SHOWN AS REQUESTED.**

- o *Sanitary Sewer Service Lines*

**SHOWN AS REQUESTED**

- o *Resistivity Tests for any public water mains installation per Section 20 of the Utility Manual.*

- *Cross Connection Control Devices are required for:*

**TO BE INCLUDED IN A FUTURE SUBMITTAL.**

- o *Fire Service Lines*

**SHOWN AS REQUESTED.**

- o *Commercial and Domestic Water Service Lines.*

**SHOWN AS REQUESTED.**

- o *These devices are required to be located within the building or within a heated and drained vault after the water meter.*

**NOTED.**

*Construction Stormwater Quality Requirements:*

- *A Stormwater Quality Discharge Permit and Stormwater Management Plan and Report will be required for this project. See the latest revision of the City of Aurora Rules and Regulations Regarding Stormwater Discharges Associated with Construction Activities Manual (SWMP Manual) for more detailed requirements. A Colorado Discharge Permit System (CDPS) (CDPS) permit may be required by the State Health Department if a City of Aurora Stormwater Quality Discharge Permit is required.*

**NOTED.**

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

**NOTED.**

### **Public Works Department**

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

**NOTED.**

### **Traffic Engineering**

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

**NOTED.**



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

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

**NOTED.**

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

**THE ABOVE NOTE HAS BEEN INCLUDED ON THE EROSION CONTROL PLANS.**

### **Engineering Division**

*General Requirements:*

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

**NOTED.**

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

**NOTED.**

- *A drainage easement is required for stormwater quality detention ponds. This easement shall connect to an access easement that ties to public right of way for access to the facilities. These easements shall be executed prior to the approval of the Civil Plans.*

**PROVIDED AS REQUESTED.**

- *An Inspection and Maintenance Plan (I and M Plan) shall be developed concurrently with the design of the permanent BMP's and submitted with the final drainage plan and report for approval. Refer to Section 5.09 of the Water, Sanitary Sewer, and Storm Drainage Infrastructure Standards and*



*Specifications as well as the 2010 Storm Drainage Design & Technical Criteria manual's appendices for direction on preparing an I and M Plan, including the Maintenance Agreement. A signed Maintenance Agreement shall be submitted with the signature set of civil plans and must be approved prior to approval of the Civil plans.*

**NOTED.**

- *The civil plans will not be approved until the preliminary drainage report/letter is approved and the plat is ready for recordation.*

**NOTED.**

### **Roadway Design and Construction Specifications:**

- *This project is required to widen an existing street. Per Section 4.05.10 cores of the existing pavement are required. If the cores indicate the existing pavement is not adequate then, this project is responsible for the removal and replacement of the existing pavement with a properly designed pavement section. A minimum of 24-feet of pavement or one-half of the street section, whichever is more, is required. Any construction beyond the street centerline in order to match existing grades to make a safe, drivable surface will also be this project's responsibility.*

**NOTED.**

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

**NOTED.**

- *Fire lanes. All primary fire lanes shall be constructed to an improved pavement surface (concrete, asphalt, or pavers). Secondary accesses in landscaping and other areas, need to be designed in accordance with the City's adopted Fire Code requirements, but may be permitted to utilize other materials and options. The proposed secondary access materials shall be approved by both Life Safety (Fire Marshal) and the City Engineer.*

**NOTED.**

### **Building Division Comments:**

*Building Plan Review*

- *Process*
- *Review Schedule*
- *Fees*

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



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

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

*Permit Types:*

- *Based on the information provided during the pre-application meeting, the Building Division would classify your proposed scope of work under the following permit type.*

- *Commercial Permits*
- *Limited Plan Permits*
- *Tenant Finish Permits*

*Fire (click on this link to find checklist below)*

- *Fire Alarm*
- *Fire Sprinkler & Standpipe Systems*
- *Gating Systems across Fire Apparatus Roads*
- *Hazardous Materials Storage*
- *High Piled Combustible Storage Checklist*
- *Knox Box*
- *Knox Box Rapid Entry*

- *Separate (standalone) plan submittals, approvals and permits for fire protection systems can include, but are not limited to:*

- *Above-Ground Fuel Storage Systems*
- *Automatic Fire-Extinguishing System and Standpipes*
- *Emergency Responder Radio Coverage Systems*
- *Fire Alarm and Detection Systems and related equipment*
- *Hazardous Materials*

- o *Where work is related to new construction, alteration, or an addition to an existing building the Hazardous Materials Inventory Statement (HMIS) must be submitted with the construction drawings. This information is imperative to accurately determine the occupancy classification of the structure or space.*

- *High-Piled Combustible Storage and Racking Systems*

- o *Where work is related to new construction, alteration, or an addition to an existing building these storage systems can be submitted with the construction drawings.*

- *Underground Fuel Storage Systems*

- o *Underground Fuel Storage Systems (and dispensing equipment) associated to the construction of a fuel dispensing station can be submitted with the construction drawings for the C-Store.*

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

- *Compressed Gases*
- *Flammable and Combustible Liquids*
- *Hazardous Materials*

**All items noted.**



**Key Issues:**

▶ If your architect would like to set up a preliminary building construction plan submittal meeting, please contact our Plans Examiner Manager Jose Rodriguez ([jcrodrig@auroragov.org](mailto:jcrodrig@auroragov.org)). **Noted.**

▶ On January 8, 2022 the 2021 versions of the International Codes became effective in the city of Aurora. Applicants who wish to build their projects to the requirements found in the 2021 codes are **Noted.**

allowed to do so and should notify Building Division staff at time of permit submittal of this decision.

▶ The construction industry is experiencing unprecedented supply chain issues which has not only affected costs, but also inventory and delivery timelines. Due to nationwide shortages of various building materials, the city of Aurora is extending the deadline by which all submittals will be reviewed for compliance with the 2015 codes until May 1, 2023. **Noted. Our preference would be to use 2015.**

**Do we just need to submit by deadline to comply?**

▶ In determining which code series to utilize (2015 or 2021) please be aware that once chosen, only that code series can be utilized throughout the plan review and inspection processes.

**Noted.**

**Accessibility:**

The City of Aurora enforces handicapped accessibility requirements based on 2015/2021 IBC, Chapter 11, and the 2009/2017 ICC 117.1. **Noted.**

**Adopted Codes by the City of Aurora:**

This “link” will provide a current listing of all adopted building codes and ordinances utilized by the Aurora Building Division. To view the 2015/2021 International Codes please utilize the following hyperlink; ICC Codes Online **Noted.**

**Building Division General Comments:**

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

**Checklist for Plan Review Submittals:**

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

**Day-Night Sound Level (LDN or DNL):**

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



**General Fire Protection System Requirements:**

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

- *Fire Alarm and Detection System – 2015/2021 IFC, Section 907.*
- *Fire Sprinkler System – 2015/2021 IFC, Section 903.*

**Noted.**

**Geographic Design Criteria:**

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

**Occupancy Specific Building Code Requirements:**

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

- *B Occupancy - A building or structure or portion thereof, for office, professional or service-type transactions, including storage of records and accounts. Building or tenant space used for assembly purposes by fewer than 50 persons may be considered a Group B occupancy.*

**Request for Modification or Alternative Material:**

*Per the 2015/2021 IFC, Section 104.10 and 104.10.1, whenever there are practical difficulties involved in carrying out the provisions of this code, the fire code official shall have the authority to grant modifications for individual cases, provided the fire code official shall first find that special individual reason makes the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, life and fire safety requirements.*

**Noted.**

**Structures Built over or up to a Property or Lot Line:**

*If a property line is defined by a recorded subdivision map, the International Building Code requires that buildings on both sides of that property line be structurally independent with individual fire-resistive protection based on the distance to property line.*

*1. A replat of the site will be required to remove the existing property lines to establish one lot and block for the new structures being proposed.*

**Noted. Subdivision plat is being submitted.**

**Real Property Division**

*Reminder – Prior to building plans submittal, processing of any/all required separate documents should be started so that this process does not interfere with permit issuance.*

*Before any construction may commence, a contractor licensed in the City of Aurora must be issued the appropriate permits for all work to be performed. Licensing information is available on the city's website.*

**NOTED.**



## **Aurora Water**

### *Utility Connection Fees:*

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

*Fees may only be paid after issuance of building permit and must be paid prior to issuance of the Certificate of Occupancy. This is required for new services and when meter sizes are upsized.*

### **NOTED.**

- *Wet Tap Fees:*

- *Apply when making connections to existing water mains for water line extensions, fire hydrant lines, and fire service lines.*

- *Irrigation Water Meter Fees:*

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

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

### **NOTED.**

## **Public Works Department**

### *Engineering Division*

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

### **NOTED.**

*Public streets are required to have geotechnical and pavement design reports approved before a paving permit will be issued. Please note the requirement for composite pavement sections in Section 5.00. Also, streets are required to have French drains (for concrete pavements and bituminous composite pavement sections) at the back of curb at low points in the streets and be extended 100-feet on both sides of the low*



point, unless the geotechnical pavement design report indicates the presence of high ground water. Then, the French drains shall be extended in accordance with the recommendations of the pavement design report.

**NOTED.**

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

**NOTED.**

- *Public improvements shall mean and include, but not by way of limitation, the construction, reconstruction, and improvement of the following:*
  - *completion of all streets abutting subdivided or platted land, including any required offsite transitions back to existing street sections*
  - *fire lanes*
  - *curbs, gutters, curb ramps, and sidewalks*
  - *sanitary sewer mains, including laterals to each lot line*
  - *storm drainage*
  - *detention and water quality facilities, including necessary structures*
  - *street lighting*
  - *water mains, hydrants and valves*
  - *tree plantings and landscaping*
  - *repairs and replacements thereof necessitated by construction activity pursuant to issuance of a City of Aurora certificate of occupancy.*

**NOTED.**

## **Building Division**

*Key Issue:*

► *Once the building permit is issued it is recommended that the General Contractor (GC) schedule a pre- construction meeting through the Office of Development Assistance Project Manager. The meeting will consist of the Public Improvement Supervisor, Building Division Inspector Supervisors, and a Fire/Life Safety Supervisor. These meeting are highly beneficial to both the GC and city staff in addressing inspection requirements that assist in obtaining a TCO or CO in a timely manner.*

**Noted.**

**Construction Permits:**

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

**Noted.**

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



*Utilize the requirements of the 2015/2021 IFC, Chapter 33 for both construction and demolition of any structure within your site. To obtain a full copy for fire department access and water supplies to a construction site, please call the Building Department at 303.739.7420.*

**Noted.**

***Access Roadways during Construction:***

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

**Noted.**

**If you have any further questions, please give me a call.**

**Respectfully submitted,**

**Lisa A. Peterson  
Designer/Applicant**