

Standards and Issues:

1. Zoning and Placetype

1A. Zoning

The subject property is zoned I-1 (Business/Tech District). The I-1 district is to provide employment centers with offices, office showrooms, light manufacturing, research and development operations, and a limited range of associated retail services, at a low- to medium scale with high building design quality in an integrated or campus-like setting. The subject property is located within Subarea B for the purposes of the Unified Development Ordinance regulations.

The site development will adhere to these conditions and regulations.

1B. Overlay Districts

Avigation Easements

The property is within the Buckley Air Force Base Airport Influence District. 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 the 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](#).

An avigation easement document has been submitted.

1C. Placetype

This area is designated as Industry Hub Placetype in the Aurora Places Comprehensive Plan. The Industry Hub includes areas typically dedicated to manufacturing, warehousing, distribution, fulfillment centers, freight operations and renewable energy enterprises. This placetype plays an important role in the city's employment base and economy but can sometimes create outdoor activity and should be appropriately buffered from residential and commercial areas. It can generate high volumes of traffic from both its employees and associated truck traffic. Adjoining roadways should accommodate traffic without negatively impacting quieter placetypes or traffic on local streets serving residential areas. Uses permitted only in Industry Hubs are manufacturing plants, factories, large open-air operations and heavy-equipment storage.

Site design will adhere to Placetype requirements.

2. Land Use

The property is being used for outdoor storage of construction equipment and other materials. Although this use is permitted in the I-1 zone, there are specific standards required to establish outdoor storage and requirement for a Site Plan. The subject property would need to abide by the applicable standards set forth in Section 146-3.3.5.X for Outdoor Storage and show on the Site Plan. These standards include the following:

1. The site shall be properly graded for drainage; surfaced with concrete, asphalt or any other improved surface approved by the Planning Director based on durability, appearance, and dust control.

The site will be graded in accordance with city standards.

2. The site shall be maintained in good condition, free of weeds, trash, and debris.

The site will be maintained throughout the construction process.

3. The site shall provide barriers of such dimensions that occupants of adjacent structures are not unreasonably disturbed, either by day or by night, by the movement of vehicles, machinery, equipment, or supplies.

The site will provide barriers as necessary

4. The site shall provide entrances and exits located to minimize traffic congestion.

The site will provide proper access as required.

5. The site shall provide barriers of such type and so located that no part of parked vehicles will extend beyond the yard space or into the setback space from a zone lot line abutting a residential zone lot or separated there from a street.

The site will provide adequate parking as required.

6. The site shall be appropriately screened from view from adjacent streets and nonindustrial properties by an opaque screen to a height of nine feet with landscaping that complies with Section 146-4.7.8 (Screening of Service Areas and Equipment) including but not limited to 146-4.7.5.F (Required Landscape Buffer Widths and Allowed Reductions).

Appropriate site screening will be provided.

7. Lighting facilities shall be arranged so that they neither unreasonably disturb occupants of adjacent residential properties nor interfere with traffic.

Lighting will be provided as stipulated by city requirements.

8. The view of loading areas shall be minimized where visible, especially from the front line of the lot and from interstate highways, expressways, and park and open space areas.

Loading area will be screened as required.

9. In Subarea B this use is not permitted as a primary use within one-quarter mile of I-70 right-of-way. Verification of the distance will be required prior to submittal. WB: Although close, it appears that the closest point of the property to the I-70 ROW is ~1,700' (1/4 mile = 1,320'), so okay

Site plans will adhere to acceptable uses.

10. No highly flammable or explosive liquids, solids, or gases shall be stored in bulk above ground. Tanks, drums, or fuel directly associated with business operation is excluded provided they meet all life safety standards.

The site and construction process will adhere to hazmat requirements.

3. Development Standards

3A. Dimensional Standards

The development of the project site shall comply with the standards in [Section 146-4.2.2](#) (General Dimensional Standards Summary Tables). All dimensional standards for the I-1 district are included in Table 4.2-4. Setback, lot area, and height standards are referenced below: Setbacks:

Front: General 20 feet

Side: Abutting Public Street: 20 feet

Interior Side: 10 feet

Rear: General 5 feet

Setback requirements have been adhered to.

Please also ensure the project meets the required landscape buffers found within Section 146-4.7. Further discussion on required landscape buffers is found below under Landscape Design Issues.

Landscape buffers have been added

Lot Area: Lots must be large enough to accommodate required setbacks, parking, loading, landscaping, screening, buffering, fire access, refuse/recycling, and other areas required by this UDO.

Lots can accommodate required setbacks

3B. Subdivision Standards

Subdivision standards highlighted in Section 146-4.3 shall apply to this Subdivision Plat, unless specifically stated otherwise. If there is a conflict between the requirements of Section 146-4.3 and Life Safety or Engineering standards, the Planning Director, in consultation with the Director of Public Works, shall determine which standard shall apply. Please review the following subdivision standards below:

Avoidance of Sensitive Areas

Per Section 146-4.3.5.B, the proposed project shall avoid sensitive land features to the maximum extent practicable, or by mitigating the impacts of construction on these features to the maximum extent practicable.

The project design has mitigated adverse land impacts.

No Grading Before Stormwater Quality Permit

No site grading shall occur on land included within any proposed subdivision prior to the issuance of a stormwater quality permit as required by the Aurora City Code.

Grading will commence after issuance of the stormwater quality permit.

Through-Connectivity

The proposed project shall comply with the requirements in Section 146-4.5 (Access and Connectivity). The subdivision for the project site shall accommodate safe and convenient movement for all modes of transportation throughout the development and to surrounding areas, as well as create an efficient automobile circulation system that avoids the creation of large, isolated tracts without routes, or with only one route, for access to the area. For example, the proposed project site is located adjacent to land that has not been platted and is surrounded by Andes Way (not fully built) along the east and south portion of the property. As such, the proposed subdivision shall be designed to accommodate access and circulation on the properties, including along Andes Way. As mentioned above, the Master Plan process will describe the development and design features of the project site area, including future layout and access to all properties.

The site design will adhere to the standard subdivision development requirements.

Lot Design and Layout

All lots shall have direct or indirect access to a dedicated public or private street. Indirect access through an easement may be approved by the City for alternative lot layouts defined in this UDO, based on considerations of pedestrian, bicycle, motor vehicle, and emergency vehicle access and safety, and through connectivity.

The site will connect to public roadways.

The proposed subdivision shall not result in any remainder parcel or tract that does not otherwise meet the standards in the UDO for required open space, drainage areas, buffers, and other requirements.

The subdivision elements will adhere to parcel and tract requirements.

Sidewalks, Trails, and Bicycle Paths

The project shall ensure an interconnected system of sidewalks that directly connect all lots to other uses per Section 146-4.3.12. Accessible routes meeting the standards of the Americans with Disabilities Act shall be provided from all building or site entries to any designated handicap parking space and to a public or private street.

The site design will provide ada access.

Access Safety

The proposed Subdivision Plat shall comply with the standards in Section 146-4.2.3.I (Sight Triangle Required).

The plat will comply with required standards.

Utility Easements

The proposed Subdivision Plat shall comply with the standards in Section 146-4.3.14, including adequate easements to accommodate the construction, maintenance, and repair of all public streets, sidewalks, trails, water supply systems, wastewater systems, stormwater management systems, and erosion control facilities, as well as for all gas, electric, and other required utilities.

The plat will adhere to utility and easement requirements.

The construction of walls or fences over any portion of a recorded easement may require a

license from the City after a determination by the City Engineer that the structure will not interfere in the intended use of the easement. No trees shall be placed in any utility easement without the approval of the easement holder.

Easement construction will follow municipal requirements.

Improvements Required

All public improvements shall be constructed in compliance with the standards and specifications established by this Section 146-4.3, including any applicable City regulations, standards, policies, and/or manuals. Street require detached sidewalk with street trees and curbside landscaping located between the back of curb and the sidewalk.

Public improvements will comply city requirements.

3C. *Parking, Loading, and Stacking*

Off-street parking is governed by Section 146-4.6, which requires 1 space per peak-time employee for outdoor storage uses. Accessible parking shall be provided as shown in Table 4.6-2 of the UDO. Bicycle parking shall be required and shall equal at least five percent of the required automobile parking spaces. This information should be included in the Data Block on the Cover Sheet. All proposed truck parking shall also be identified on the Site Plan.

Bicycle and vehicular parking will comply with UDO standards.

3D. *Access and Connectivity*

Access taken from Andes Way will require road dedication and the creation of a portion of said road. Argonne Street will also need to be developed for access. Please refer to life safety, transportation, and public works for further and more detailed comments regarding access.

Site design will provide access to both roadways.

3E. *Operations Plan*

An operations plan will be required. Please be sure to include the following: number of employees, hours of operation, peak traffic times, whether there are any lighting, noise, or other impacts, and any other information that addresses the land use criteria listed above.

An operations plan will be provided.

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

• General Landscape Plan Comments

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

Landscape plans will adhere to the UDO

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

Landscape plans will include required tables.

- Landscape Plan Preparation.

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

Landscape plans will be labeled "Not for Construction"

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.

Landscape plans will include required plant information and symbols.

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.

Sight triangles and notes will be included.

– 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.

Plans will adhere to landscape requirements.

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

If sidewalks are required along all street frontages, then street trees shall be provided at a ratio of one tree per 40 linear feet of curbside landscaping. When a detached walk and curbside landscape are provided according to Public Works street cross section requirements, street trees shall be provided within the designated curbside landscape area. When a detached walk and curbside landscape are absent, street trees shall be located from four to five feet from the back of walk, curb or pavement.

Street trees will be provided as required.

The UDO requires plantings within the curbside landscape to vary depending upon the width required by the street cross section. Refer to the UDO for specific curbside planting requirements. Only curbside landscapes that are 10' in width or greater, may be sod if desired.

Plantings will comply with the UDO.

– Section 146-4.7.5 D. (Street Frontage Landscape Buffers)

Provide a 10' wide street frontage landscape buffer along all street frontages. A reduction in buffer width to 6' is permitted in accordance with Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions and depends upon the buffer reduction feature chosen. Landscaping shall consist of one tree and ten shrubs per each forty linear feet of buffer length. Buffers are measured from the back of walk. The required plant quantities shall remain the same regardless of the buffer width or buffer reduction feature chosen.

Landscape buffers will be provided per requirements.

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 . When overlapping landscape standards occur such as when building perimeter, detention/water quality and/or parking lot landscape requirements fall within the landscape buffer, they may be counted towards meeting the buffer requirements, however the most restrictive requirements shall be met.

Plant substitutions will adhere to requirements.

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

Provide 20' wide non-street landscape buffers along all non-street property boundary lines. Buffers may be reduced to 12' depending upon the landscape incentive feature chosen as specified in Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions. Provide landscaping at a ratio of one tree and five shrubs per 40 linear feet of buffer. Thirty percent of the tree species shall be evergreen.

Required landscape buffers will be provided.

Plant material shall be chosen based upon their ability to provide appropriate screening and shall be selected to reach a mature height of no less than five feet. Shrubs maturing to a height of less than five feet shall only be used as accents and may not count toward the buffer requirement. While Junipers are commonly used as the shrub 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. Perennials may not be used to satisfy any portion of the buffer requirement and may not be substituted for shrubs within the buffer.

Plants selected will adhere to UDO acceptability.

Landscaping shall be located on the exterior side of any fences or walls. If there is an existing fence along an adjoining property line and the applicant also wishes to install a fence, planning staff will work with the applicant on the best buffer alternative and likely, landscaping will be permitted to be located along the interior side of the lot.

Landscape areas will comply with fence placement requirements.

– 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.

Distinctive landscape features will be provided.

– Section 146-4.7.5 K. (Parking Lot Landscaping)

Should a striped parking lot for employees and/or patrons be provided, it shall include both interior and exterior parking lot landscaping. 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.

Parking lot landscape will adhere to city requirements.

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

Parking lot island plantings will comply with jurisdictional requirements.

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

All service, loading and storage areas visible from residences, public or private streets, public open spaces or trails shall be screened by fences, walls, berms, or any combination of those items with landscaping. Chain link fencing is not permitted for this purpose. If walls are used, they shall not exceed nine feet in height. Landscaping shall accompany all wall and fence screening on the exterior side. Landscaping shall consist of one tree and 10 shrubs per 40 linear feet.

Screening of the property will be provided as required.

All trash dumpsters and recycling bins must be enclosed and setback at least 12 feet from adjacent properties when adjacent to residential or commercial uses. Dumpsters shall have a wall or opaque fence at least six feet in height on three sides and accompanied by landscaping on the exterior side to soften the appearance of the wall and/or fence. Evergreen plantings are required along the exterior.

Dumpsters and recycling bins will adhere to jurisdictional requirements.

– 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). Many of the LID practices have an integrated vegetative component which supports the treatment, evapotranspiration and infiltration functions so that storm water is treated at the source. 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.

Low impact and best management practices will be implemented.

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. Depending upon the

ultimate location of the pond, staff may work with the applicant to determine whether landscaping of the pond would be necessary depending upon its visibility and aesthetic impact to the surrounding developments. 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.

Detention pond facilities will adhere to jurisdictional requirements.

– 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 shall be provided that clearly delineates these areas. 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.

An irrigation system will be provided in compliance with city standards.

3G. *Building Design Standards*

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

Building requirements will be adhered to.

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. 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.

Building materials will comply with jurisdictional requirements.

As mentioned above, please review Section 146-4.8 for architecture and building design standards. Even if a manufactured or modular building is proposed for the site, the building would still be required to meet the requirements for building materials, four-sided building design, roof design, and screening of mechanical equipment. Please note that corrugated metal buildings are not permitted in Subarea B (conditionally allowed in Subarea A only) and a building with large cementitious panels would require conditional use approval, as shown in Table 4.8-5 above. A primary building material is defined as any building material that appears on more than 30 percent of the horizontal wall space of any exterior wall of a primary building.

Building construction and aesthetics will adhere to jurisdictional requirements.

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.

Exterior lighting will adhere to UDO standards.

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.

Signage will be noted on the site plan.

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.

Adjustment requests will be included if necessary.

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.

City cad standards will be adhered to.

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.

Autocad SHX items will be removed and pdfs will be flattened.

5C. *Mineral Rights Notification*

Please fill out the [Mineral Rights Affidavit](#) and supply this document to your Case Manager with the application submittal.

The Mineral Rights Affidavit will be submitted.

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.

A pre-submittal meeting will be scheduled.

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.

A pre-submittal meeting with Real Property will be scheduled.

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.

Neighborhood organizations will be contacted.

Neighborhood Services Liaison:

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

Neighborhood organization concerns will be addressed.

- 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.

The Case Manager will be included in community meetings.

- Additional information about the Neighborhood Liaison Program can be found on the [Housing and Community Services](#) page of the city website.

Additional information will be referenced.

[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.

Noted

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

The Oil & Gas Division will be contacted as necessary.

[Parks, Recreation & Open Space Department \(PROS\)](#)

No comments from this department.

Noted

[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.

Comments will be addressed.

Key Issues:

- ▶ Per the meeting, the office space is anticipated to have water and sanitary service needs. Please submit a Fixture unit table for adequate sizing of the water meter. The meter will need to be located in ROW or a dedicated Pocket Utility easement.

A fixture table will be submitted

- ▶ Water and Sanitary main extension will be required to serve this site. There is currently dead-end water lines within Argonne Street and Andes Way.

Utility extensions will be incorporated.

- ▶ There were discussions of a larger master plan for water extension to loop and connect in tower to serve adjacent properties and provide fire protection. Please include improvements on this plan set if that option is pursued.

A water extension loop will be considered.

- ▶ A [domestic allocation agreement](#) will be required for connections 2” and larger.

A domestic allocation agreement will be provided if necessary.

Utility Services Available:

- Water service may be provided from: Andes Way or Argonne Street through watermain extension

Water service will be provided as directed.

- Sanitary sewer service may be provided from: Andes Way through Sanitary main extension

Sanitary sewer service will be provided from Andes Way.

- Project is located on the following Map Pages: 03N

Noted.

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.

The site plan will incorporate the required elements.

- 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).

Utility design criteria will be adhered to.

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.

Storm Drainage Development fees will be paid.

- 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.

Water and Sanitary fees will be paid.

- For a full listing of Utility Fees, please see the [Aurora Water Fee Schedules](#).

The utility fee list will be consulted.

- 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.

Charges are 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 Traffic Letter will be required with this development, unless the Traffic Letter shows more than 75 peak hour trips, then a limited scope TIS will be required. See below for additional information.

A traffic letter will be provided.

- ▶ Gates are required to be setback from Public road flowline a minimum of 35-feet, longest expected vehicle or at least the 95th percentile queue. If the gating system swings, it shall swing into the site.

Gates will be specified as required.

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

Access points will be shown on the site plan

- Label the access movements on the Site Plan.

Access movements will be shown on the site plan.

- Objects and structures shall not impede vision within the sight triangles. Landscaping shall be restricted to less than 26-inches in the sight triangles. Show sight triangles on the site plan and landscaping plan at all access points in accordance with [City of Aurora Standard Traffic Detail TE-13](#). In addition, street trees shall be set back from Stop signs and other Regulatory signs as detailed in [City of Aurora Standard Traffic Detail TE-13.3](#).

Sight triangles and street trees will be proposed per requirements.

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'

Note will be added to plans.

- 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:

Signage will be proposed as required.

- 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.

Note will be added to plans.

ROW/Plat:

- Designate a Public Access Easement along private roadway and fire lanes outside of fenced areas.
A public access easement will be provided.
Traffic Letter:
- A full Traffic Impact Study will not be required. The applicant shall prepare a detailed letter to address the following items. The letter shall be signed and stamped by a professional engineer licensed in the State of Colorado, and address:
 - Trip Generation from the site including discussion of vehicle lengths stored
 - Site Circulation Plan (pedestrian, standard vehicle & large vehicle)**A traffic letter including the required elements will be provided.**

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

The traffic letter will be prepared according to guidelines.

Submitting the Traffic Letter:

- The Traffic Letter shall be sent directly to Brianna Medema at bmedema@auroragov.org as soon as possible.
- The Traffic Letter shall also be uploaded with the rest of the submittal.
- Previously approved Traffic Impact Studies/Letters are available through this [link](#).

The traffic letter will be sent directly and uploaded per requirements.

- 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 required for this development include improvements to Argonne Street and Andes Way. The streets will be improved based on the Local Type 3 section. The western half of Argonne Street shall be completed. This includes pavement (minimum 24') with necessary transitions, curb and gutter, a 5.5' detached sidewalk and street lights. These improvements shall be completed and accepted prior to the commencement of business operations on site. The eastern half of Andes Way is also the obligation of the property owner. A deferral will be considered for these improvements. At the time of application, please include a letter addressed to the Director of Public works requesting the deferral, including the description of the improvements to be deferred and a justification. Right of way dedication is also required for Andes Way.

Street improvements and right-of-way dedications will be provided.

- ▶ Parking areas, fire lanes and drive aisles shall be paved. Recycled asphalt is only permitted for outdoor storage, which does not include vehicle storage.

Areas will be paved as required.

- ▶ A Preliminary Drainage Report shall be submitted with the Site Plan. On-site detention and water quality/EURV are required.

A preliminary drainage report and on-site detention will be provided

- ▶ 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.

Previously approved plans and reports will be referenced.

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.

Roadway sections will be referenced.

- Curb ramps must be shown (located) on the plans at all curb returns, “T” intersections, residential mail kiosks or clustered mailboxes, and any other location of public necessity. Refer to Standard Detail S9. Any street grades in excess of three percent will require detailed grading of the curb ramps.

Curb ramps and standard details will be included.

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.

Curb cuts will adhere to standard details.

- 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.

Bicycle railings will be provided as necessary.

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

Retaining walls will be proposed in accordance with requirements.

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

Slope requirements will be adhered to.

- 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.

Gate setback requirements will be adhered to.

- 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 streetlight locations based on a photometric analysis.

Street lighting will be provided as required.

ROW/Easements/Plat:

- ROW dedication is required for Andes Way. An additional 4’ of right of way shall be dedicated for Argonne Street.

Street dedications will be provided.

- 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.

Real Property will be consulted regarding the plat.

- 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.
Easements will be provided as necessary.

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.
A preliminary drainage plan and report will be provided.
- 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.
MHFD will be contacted for coordination.
- 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.
Detention facilities will adhere to municipal requirements.
- 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.
On site detention will be provided.
- Release rate for the detention pond shall be based upon the "[Storm Drainage Design and Technical Criteria](#)" Manual, latest revision.
The Manual will be used for drainage design.
- 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.
Stormwater discharge will adhere to city requirements.
- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed.
Storm sewer will be provided as needed.
- Storm sewer system does not extend to this site.
 - Extend storm sewer to this site; or
 - Discharge onto the street through a chase;**Storm sewer will be designed as required**
- Dust free surface. If some other surface is approved for a site that is not improved (concrete or asphalt pavement), it needs to be dust free and maintained in a dust free condition. As part of the Site Plan approval process, the applicant shall place on the Site Plan/Contextual Site Plan a complete description of the material proposed to be used, any and all dust control additives or treatments, and the maintenance schedule of the periodic additives or treatments. Additionally, a note shall be added to the Site Plan/Contextual Site Plan that: "The property owner/developer shall maintain the dust free

surface as provided within the Site Plan/Contextual Site Plan. Otherwise if the property owner/developer fails to maintain the dust free surface as identified within the Site Plan/Contextual Site Plan and fails to correct the condition after notification of the condition, the property owner/developer agrees to remove it and replace it with an improved surface such as concrete or asphalt within the specified time of the notification.

Site maintenance will be disclosed on site plans. The note will be added to site plans.

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.

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.

Addresses will be displayed per city requirements.

Adopted Codes by the City of Aurora – Setbacks:

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

Setbacks will be shown on plans as directed.

Civil Plans:

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

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

The listed information will be included in the civil plans.

Emergency Responder Radio Coverage:

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

- Based on the size of the existing structure(s), Fire/Life Safety is not asking for a radio assessment unless the site is reconfigured to utilize larger structures at time of submittal.

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.

Fire lanes will be designed as required.

- [Outdoor Storage Yards](#)

Fire Hydrants:

The number and spacing of fire hydrants are determined using the 2015 IFC, Appendix B & C. As indicated

in the previously stated code sections, fire hydrant coverage requirements include both internal site areas and abutting public street systems.

Fire hydrant placement will adhere to 2015 IFC requirements.

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.

Noted.

- 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).

Gate placement will adhere to city requirements.

- 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.

Plans will be submitted to Aurora Building Division for required permitting.

Accessibility Requirements:

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

- [Commercial](#)

Knox Hardware:

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

A Knox box will be provided.

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.

A site plan legend will be provided.

Phasing Plans:

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

A phasing plan will be provided.

Photometric Plan:

- Add the following note to the Photometric Site Plan:
ILLUMINATION WITHIN THE SITE MUST COMPLY WITH THE 2015 INTERNATIONAL BUILDING CODE REQUIREMENT FROM SECTION 1006 - MEANS OF EGRESS ILLUMINATION. SECTION 1006. ILLUMINATION REQUIRED: THE MEANS OF EGRESS, INCLUDING THE EXIT DISCHARGE, SHALL BE ILLUMINATED AT ALL TIMES THE BUILDING IS OCCUPIED. SECTION 1006.2 ILLUMINATION LEVEL. THE MEANS OF EGRESS ILLUMINATION LEVEL SHALL NOT BE LESS THAN 1 FOOT-CANDLE (11 LUX)

AT THE FLOOR LEVEL AND CONTINUING TO THE "PUBLIC WAY".

This note will be added to plans.

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

An accessible route will be included on plans.

Site Plan, Civil Plan, Framework and General Development Plan, and Plat Notes:

The notes being provided below must be included on the cover sheet of the indicated submittal type.

- [\(Plat Note\) If Plat Contains Fire Lane Easement](#)
- [\(Site Plan Note\) Access Control Gate or Barrier Systems](#)
- [\(Site Plan Note\) Accessibility Note for Commercial Projects](#)
- [\(Site Plan Note\) Addressing](#)
- [\(Site Plan Note\) Aircraft Noise Reduction \(LDN\)](#)
 - This area is within a noise mitigation area. [Sec. 22-425](#)
- [\(Site Plan Note\) Americans with Disabilities Act](#)

- [\(Site Plan Note\) Emergency Ingress and Egress](#)
- [\(Site Plan Note\) Fire Lane Easements](#)
- [\(Site Plan Note\) Fire Lane Signs](#)

The required notes will be added to the plan.

Site Plan Data Block:

The Site Plan must include a “Data Block” on the cover sheet that reflects all items indicated within the “link” that apply to your project.

A data block will be added to the cover sheet.

Special Design Considerations:

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

- [Access to within 150 feet of Each Structure](#)
 - See the 2015 IFC, Section 503.1.1 that discusses fire access requirements to within 150’ of “facilities” such as your outdoor storage yard.
- [Fire Apparatus Access Road Specifications](#)
- [Construction of Fire Lane Easements and Emergency Access Easement](#)
- [Dead-end Fire Apparatus Access Roadways](#)
- [Dead-End Public Streets](#)
- [Encroachment into Emergency Access or Fire Lane Easements are Prohibited](#)
- [Grade](#)
- [Labeling of Easements on the Site Plan, Plat and Civil Plans](#)
- [License Agreement](#)
 - Construction of fire lanes using alternative surfacing materials other than asphalt and concrete and/or installations of gating systems crossing a dedicated fire lane easement will require a license agreement though Real Property.
- [No Parking is allowed within a Fire Lane Easement](#)
- [Public Street Systems Adjacent to Site](#)
- [Speed Bumps](#)
- [Snow Removal Storage Areas](#)
- [Width and Turning Radius](#)

The required site design elements will be incorporated into the plans.

Trash Enclosure:

Per the 2015 International Fire Code, Section 304.3.3, dumpsters and containers with an individual capacity

of 1.5 cubic yards or more shall not be stored in buildings or placed within 5 feet of combustible walls, openings, or combustible roof eave lines.

Dumpsters will adhere to IFC requirements.

Real Property Division

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

Subdivision Plats:

- The property has never been platted and shall be subdivided at this time in order to obtain a building permit. Plats must be prepared using City of Aurora specifications provided in our most current [Subdivision Plat Checklist](#). Plat review may run concurrently with your other Planning Department submittals.

The subdivision plat checklist will be provided.

- A **pre-submittal 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.

A pre-submittal meeting will be scheduled.

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](#).

A site plan will be provided incorporating Real Property requirements.

Separate Documents:

- During the pre-application meeting no requirement for separate documents were specifically identified for your site as proposed. However, review of your actual Site Plan when submitted may identify additional conditions which will require a separate document. Following are the links to additional information if needed later in your formal review process:

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

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.

Easements will be dedicated as necessary.

- 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.

Easements will be released as necessary.

- There may be 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.

License agreements will be provided as necessary.

- 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. 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, by the end of the project, or as directed by the City Engineer.

Incorporation of cell carrier technology will be considered.