



January 17, 2024

City of Aurora  
Mr. Erik  
15151 E. Alameda Pkwy  
Aurora, CO 80012

Re: FOUNDRY Recreation Center and Neighborhood Park (#1765832)

Dear Mr. Andrews:

Thank you for taking the time to review FOUNDRY Recreation Center and Neighborhood Park. We received comments and valuable feedback on December 14, 2023. Please see the following pages for responses to comments. If you have any questions, please feel free to reach out by phone at 303-892-1166 or by email, [emather@norris-design.com](mailto:emather@norris-design.com).

We look forward to making this project a success with the City of Aurora.

Sincerely,  
Norris Design

A handwritten signature in blue ink, appearing to read "Eva Mather".

Eva Mather  
Principal



## *Pre-Application Review*

### Standards and Issues

#### 1. Zoning and Placetype

##### 1A. Zoning

The purpose of the R-2 district is to promote and preserve various types of medium density housing with adequate amounts of usable common space and amenities. Development pursuant to a Small Residential Lot option is allowed in Subarea C. This district is intended for use close to collector streets and public transit facilities. The primary use in this district is single-family residences, but several types of attached dwellings are also permitted. The district generally prohibits commercial activity except for home occupations and typical neighborhood services. Other uses are as shown in Table 3.2-1 (Permitted Use Table).

This site is also designated as an Administrative Activity Center through the Foundry Master Plan, meaning that it may be developed pursuant to the MU-N zone district standards. The MU-N district is intended to accommodate neighborhood scale commercial nodes. The MU-N district supports small-scale, mixed-use neighborhood activity centers with comfortable gathering places that are located and scaled to provide minor/convenience services near residential neighborhoods while avoiding strip development patterns and avoiding the creation of destination retail or business uses serving areas beyond the immediate neighborhood. Other uses are as shown in Table 3.2-1 (Permitted Use Table).

**Response: Noted, thank you. This site includes proposed uses supported by the AAC designation.**

##### 1B. Overlay Districts

Because the property is within the Airport Influence District surrounding Buckley Air Force Base, an aviation 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 aviation 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 aviation 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 aviation easement form can be found here. Please contact Jeffrey Moore at 303. 739.7676 or [jsmoore@auroragov.org](mailto:jsmoore@auroragov.org) with any questions you may have.

**Response: Site Plan No.1 addressed this requirement and included the subject property within it.**

##### 1C. Placetype

An Emerging Neighborhood placetype is a newer largely residential neighborhood in previously undeveloped areas. They are neighborhoods that have typically been built in the past 25 years and represent an opportunity to further diversify neighborhood choices. This placetype is more than just an isolated residential subdivision, but is instead a complete neighborhood with mixed residential housing types and pedestrian and bicycle infrastructure. This makes it walkable and well-connected throughout the neighborhood and to adjacent placetypes, with highly accessible parks and open space integrated into the neighborhood.

**Response: This proposal provides parks and open space and community amenities to a walkable and complete neighborhood as designed through Site Plan NO. 1 and future site plans.**

##### 1D. Master Plan

The site falls within the Foundry Master Plan which establishes a number of additional standards and guidelines from the UDO. The Foundry is described as a 417-acre community transitioning from historically agricultural land to suburban development. The development area intends to offer new opportunities for residential and mixed-use communities throughout the City of Aurora. The master plan describes public improvements including street networks drainage area, describes a plan for public art,



and plans for open space areas. The Master Plan also includes standards for items such as signage, landscaping, architecture, and fencing. The subject site is identified as Planning Area 9, which is identified as an Administrative Activity Center. Activity Centers are intended to provide commercial services within residential zone districts and may utilize MU-C (when greater than 10 acres) or MU-N zone district requirements. Standards established in the Master Plan must be met and any standard not addressed by the Master Plan will need to comply with UDO standards.

**Response: The AAC use is supported by this proposal as the proposal provides supportive uses to the entire neighborhood.**

## 2. Land Use

### 2A. Historical Land Use

The site is currently considered vacant, but has been used for agricultural uses in the past.

**Response: Noted, thank you.**

### 2B. Proposed Land Use

The proposed park use is permitted in the R-2 zone district and has been identified on the previously approved Foundry Master Plan. The private recreation center club house use is allowed in the MU-N zone district and therefore allowed in this location, due to this site's designation as an administrative activity center. There are also anticipated food truck uses for this site. These uses are permitted, but they will need to have their operating location approved. More information can be found here:

[https://www.auroragov.org/business\\_services/small\\_business\\_services/mobile\\_food\\_vendor\\_tool\\_kit](https://www.auroragov.org/business_services/small_business_services/mobile_food_vendor_tool_kit)

**Response: Noted, as this site plan progresses to construction documents and building permits we will look to gain further approval for the uses proposed. The Site Plan shows the location of the food trucks as well.**

## 3. Development Standards

### 3A. Dimensional Standards

Based on Table 4.2-3 within Section 146-4.2.2 of the UDO for the MU-N zone district, the maximum building height at this site will be 38 ft. Setbacks will be defined by the minimum landscaping buffers described further below and must be followed by all structures on the site.

**Response: Minimum buffers have been met. The building height will not exceed 38'. Building Height will be indicated on the elevation sheets. The highest point of the roof, as currently designed, is 25' above the pool deck.**

### 3B. Subdivision Standards

This site is currently in the process of being subdivided and platted through the Site Plan No. 1 review for the Foundry development. When developing this site, efforts should be made to avoid disturbing any significant natural features like rock outcroppings and natural drainages. These features should be incorporated into the design of the site when possible.

**Response: No natural features have been identified on the site.**

### 3C. Neighborhood Protection Standards

No accessory structure may exceed a height of 24 ft when within 100 ft of a residential home lot. No exterior lighting, pole-mounted or building-mounted, may exceed 15 ft in height when within 100 ft of a residential home lot and must be turned off between the hours of 11pm and 7am except for reasons of public safety.

**Response: The closest residence to the Pool Equipment/Restroom building is over 150' from the property line of the residential lot**



### *3D. Common Space and Amenities*

Tab 9 of The Foundry Master Plan describes parks and open space areas required within the Foundry. This includes the administrative activity center where this proposal is planned. This tab anticipates at least 8.2 acres be parks area able to be credited towards the PROS open space requirement and anticipates roughly 2.5 acres will be occupied by the clubhouse, pool, and parking. Tab 10 provides further standards for landscaping, fencing, and site furniture. As this site will serve as an amenity for the greater Foundry neighborhood, compliance with these standards will be closely reviewed. Please consult Tab 10 of Master Plan when proposing any fencing or furniture and when planning for buffer landscaping. The southern corner of this site is also identified as a potential public art location. If public art is proposed as a part of this park, it will need to be shown in the site plan as well.

**Response: Acreage for the parcel is 9.9 acres with 7.13 acres being open area and 2.6 acres being AAC. The design standards in Tab 10 have been met. Public art has not been identified at this time. Regarding the public art; The Master Plan does identify art in the vicinity of this planning area. However, because this site is so full with multiple amenities, the applicant would like to reserve the art for future park locations to give purpose and a destination for these spaces.**

### *3E. Access and Connectivity*

As a central hub for the Foundry community, vehicular and pedestrian access to this site is very important. Crosswalks should be provided at all pedestrian ramps to encourage crossings at these locations rather than over the middle of the streets that will surround the park. ADA access from all locations on the sidewalk boarding this site to the entrance of the anticipated club house rec center is needed as well. Pathing within the park should also be able to provide access from the parking lot to recreation fields and the plaza area where food trucks are anticipated. The 8 ft sidewalk surrounding the park has been proposed and reviewed as part of the Foundry Site Plan No 1. No mid street crossings should be a part of this proposal.

**Response: Noted, a 10' walk loops around 3 sides of surrounding roadways in addition to the 12' trail adjacent channel as planned to be constructed with Filing 1 improvements. All ADA ramps will be constructed with those Filing 1 improvements. Multiple ADA routes to the community center from nearly all approaches. Paths route between the recreation center multi-use field, parking lot, and other open space amenities (plaza, garden, food trucks, etc). We feel access and connectivity is a strength of this site plan.**

### *3F. Parking, Loading, and Stacking*

Off-street parking is required by Section 146-4.6. Based on the information provided, an approximately 5,200 sf private club house and pool house, 13 parking spaces, including 1 accessible parking space will be required. Parking alternatives listed in Section 146-4.6.4 may reduce parking requirements. In addition to vehicle parking, the development is required to provide 2 bicycle parking spaces. Bicycle spaces must comply with Section 146-4.6.3.F.2 including providing a design that includes 2 points of contact with each bicycle. Each inverted "U" rack counts as two bicycle parking spaces. Place any bicycle parking in a convenient, paved, and well-lit location.

**Response: 44 parking spaces are provided with 3 ADA spaces. Bicycle spaces complying with the code are proposed at the southeast corner of the recreation center with lighting immediately adjacent.**

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.

**Response: Noted, it is our belief that these elements have been taken into consideration and implemented with this site plan.**



### *3G. Landscape, Water Conservation, Stormwater Management*

The landscape plan should be prepared 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.

**Response: Landscape, Water Conservation, and Stormwater Management requirements have been met. Irrigated turf has been limited to sport and multi-use areas.**

#### 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 are used by the city to determine compliance with the landscape standards and for code enforcement purposes.

**Response: Acknowledged.**

Landscape plans must be prepared on 24" x 36" sheets. Plans shall have plant symbols, plant labels with quantities, and a plant schedule upon first submission or a complete review will not be possible. Landscape plans 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. Should any of the above information be missing, it may result in additional submittals and ultimately delays in approval of the plan set.

**Response: Acknowledged.**

#### Open Space Areas

The installation of sod should be limited to areas that will be activated or can be activated such as sports fields or areas large enough where residents are able to recreate on their own with pick up sports games, picnicking or socializing with blankets etc. City Council has limited the installation of sod as a water savings measure and the installation of sod for purely aesthetic purposes is prohibited.

**Response: Acknowledged.**

#### 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 Section 146-4.7. The applicant is responsible for reviewing this section of the UDO and determining all applicable landscape conditions.

**Response: Acknowledged.**

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

The curbside landscaping for the abutting streets was previously provided on The Foundry Site Plan No.1 Site Plan and Plat. The applicant should include this landscaping grayed back and add call outs along the abutting streets referencing Case Numbers 2023-4010-00 & 2023-3031-00.

**Response: Acknowledged.**

#### Section 146-4.8.5 J. Building Perimeter Landscaping

The proposed recreation center building shall include building perimeter landscaping in accordance with this section of the UDO. 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. Landscaping shall consist of one tree or tree equivalent per each 40 linear feet of elevation length or per building face. Building perimeter landscaping provided within 20' of the building face may count towards



the building perimeter landscaping requirements including landscaping provided within the parking lot. Depending upon the length of the building, landscaping may need to be pro-rated if less than 40 linear feet.

**Response: Acknowledged.**

#### 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. Landscaping shall consist of one tree and six shrubs per 9'x19' island or two trees and 12 shrubs per 9'x38' 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.

**Response: Acknowledged.**

#### Section 146-4.7.5.I. Private Common Open Space/Tract Landscaping

All areas of land that have been disturbed during construction and are required or designated to be preserved and protected from future development for non-public active and passive recreation areas and facilities, trails, wildlife habitat or preservation of view corridors and natural land features shall be landscaped with one tree and ten shrubs per 4,000 square feet. Open space areas that will be activated or programmed for use by the residents can contain sod. Include information on the landscape plan on how any cultural activities, organized social gatherings etc. may occur in the space including the placement of benches, trash receptacles, picnic tables or any covered pavilions.

**Response: Acknowledged.**

#### 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 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.

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

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

**Response: Acknowledged.**

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

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

**Response: No detention facilities are proposed with this application.**



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.

**Response: Acknowledged.**

*3H. Building Design Standards*

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.

**Response: Building Height will be indicated on the elevation sheets. The highest point of the roof, as currently designed, is 25' above the pool deck.**

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

**Response: comment noted, the current design presently meets these standards**

The Master Plan does not prescribe any architectural style or material for the club house recreation center specifically. However, the recreation center, pool house, and any other building in the site should share architectural similarities with the surrounding residential neighborhood. Architectural standards for homes are provided in the Master Plan.



**Table 4.8-1  
Building Design Standards Applicability by Building Type  
Adjustments for Affordable Housing Structures appear in Sections 146-4.8.5 and 146-4.8.6**

Standard	Single-family detached or two-family dwellings	Single-family attached	Multifamily buildings	Single-story non-residential buildings	Multi-story mixed-use or non-residential buildings	Large-scale retail large format-over 75,000 sq. ft. gfa.
<b>General building design standards</b>						
Design variety	✓					
Distribution of masonry and architectural features	✓					
Windows	✓					
Building orientation and spacing			✓	✓	✓	✓
<b>Massing and articulation</b>						
Horizontal articulation		✓	✓	✓	✓	✓
Vertical articulation	✓		✓		✓	✓ [1]
Maximum building length			✓	✓	✓	✓
<b>Building materials</b>						
Primary building materials	✓		✓	✓	✓	✓
Masonry standards		✓	✓			
<b>Four-sided building design</b>						
Facade character elements			✓	✓	✓	✓
Entry design			✓	✓	✓	✓
<b>Roof design</b>						
Roof materials	✓		✓	✓	✓	✓
Roof form	✓		✓	✓	✓	✓
<b>Screening of mechanical equipment</b>						
Rooftop equipment	✓		✓	✓	✓	✓
Ground-mounted equipment	✓		✓	✓	✓	✓
Garbage storage areas			✓	✓	✓	✓

Notes:  
[1] Only applies when more than two stories or over 30 feet tall.

**Response:** comment noted, the current design presently meets these standards

**3H. Exterior Lighting**

Standards for exterior lighting are found in Section 146-4.9. The Foundry Master Plan also prescribes lighting fixture styles, so any lighting detail will need to be shown as compliant with the Master Plan at the site plan submittal. Show typical details of lighting on the plan and on building elevations.

**Response:** noted thank you

**3J. 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. The Master Plan provides design standards for monumentation signage in the Foundry neighborhood. A tertiary monument is identified for a location at the southern edge of this site. A general design for this kind of sign is provided in the Master Plan.

**Response:** Signage has not been proposed at this time but may be added prior to final submittal and approval.

**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.

**Response: Noted thank you.**

## 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.

**Response: Noted, we will provide as we approach final mylars.**

### *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.

**Response: Noted, pdfs will comply.**

### *5C. Mineral Rights Notification*

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

**Response: Noted, the mineral rights affidavit submitted with the approved Master Plan for this site is included with this submittal.**

### *Pre-Submittal Meeting:*

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

Please note that a separate pre-submittal meeting is required with the Land Development Review Services Division for the Subdivision Plat prior to application submittal. Please contact them directly to schedule this meeting.

**Response: Noted**

### *Community Participation:*

The City of Aurora promotes citizen participation in the development review process. One way to promote this participation is through a community meeting. 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. Occasionally, it will be necessary to hold a community meeting to discuss the application. Your Planning Case Manager can assist and inform you if a community meeting will be required.

**Response: Noted, thank you.**

### *Community Meetings:*

- Currently, the city is utilizing Kerri Drumm with Purpose Aligned Consulting to facilitate these meetings. Please work with your assigned Planning Case Manager to schedule these meetings.



- These community meetings allow applicants an opportunity to present their proposal to adjacent neighborhoods and any impacted citizens. The meetings also allow residents to share their questions and opinions about the proposal to both the applicant and City staff.
- All meetings with registered neighborhood organizations should also include the Planning and Development Services Department Case Manager so that questions concerning the UDO and land use procedures can be properly addressed. The applicant will be expected to take meeting notes and include any project-related commitments that are made to the community at these meetings. After the meeting, please continue to work with the organizations that express interest in your project to address comments and mitigate concerns.
- Additional information about Community Meetings can be provided by reaching out to the Planning Case Manager for the application or by visiting the Planning and Development Services page of the city website.
- You can also find adjacent neighborhood groups associated with your site via this link: Aurora Registered Neighborhood Associations - HOAs ([arcgis.com](http://arcgis.com))  
**Response: Noted, thank you.**

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

There is a horizontal well drilled underneath your site. The well is at a depth of greater than 7,000 feet below the surface. The operation of the well is not anticipated to impact your surface development. Please be advised there are horizontal wells just east of the proposed project location.

The City of Aurora has no authority or control over subsurface well equipment or operations. Contact the Colorado Energy & Carbon Management Commission (ECMC) for more information.

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

**Response: Noted, thank you.**

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

Form J of the Foundry Master Plan specifies that the Area Activity Center is intended to satisfy open space land dedication requirements as well as provide an amenity facility with a clubhouse, pool and parking lot for the overall development. The area comprising the amenity site must be deducted from the gross acreage of PA-9, resulting in a minimum net area of 8.2 acres for open space purposes. The master plan also specifies that the timing of construction of the park and open space improvements within the 8.2 acres should be completed prior to occupancy of 50% of the residences in Neighborhood 3, which would be before occupancy of the 142nd residence in PA-12.

**Response: Noted, thank you.**

Since the 'park' area in PA-9 will augment the recreation opportunities at the four designated neighborhood parks within Foundry, we suggest that programmatic elements which are unique and special to this location be provided to avoid duplication of recreation facilities available at the other locations. Consideration should also be given to aligning the Triple Creek Trail segment through Foundry so that it passes through the open space associated with PA-9 and is located west of the drainageway rather than east of the channel (as



depicted in the Foundry Master Plan) to enhance bicycle and pedestrian connectivity to the uses and activities in PA-9.

**Response: Acknowledged. The Tripple Creek Trail has been located along the west side of the drainage as it falls within the drainage tract and provide maintenance access to the drainage. It also serves as a direct pass through of the park to avoid conflicts with other park functions. Additional trail connection have been provide withing the park to adjacent streets, program items, and as a connection to the Tripple Creek trail.**

### Aurora Water

#### Utilities

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

#### *Key Issues:*

► Utilities are to be extended per the approved Master Utility Study (MUS).

**Response: A domestic water service anticipated at 1.5" domestic line is planned to be pulled of the 12" main in E Iliff Place.**

► Please review the MUS as the development is split between two pressure zones and this park site is to be within pressure zone 4.

**Response: Noted. Hydrant, fire line, and domestic line all are pulled off E. Iliff Place.**

► Provide any easements required for water main extensions, hydrants, and water meters that may be outside of the public ROW.

**Response: Noted, a hydrant and associated easement are planned off E. Iliff Place at our parkign lot entrance. Please see provided utility plan.**

► Coordination with both the internal development and offsite development such as Parklands is necessary to ensure that utilities are extended to this site. This site is responsible for their utility extensions should other developments not extend them.

**Response: Noted. Foundry Filing No. 1 will is performing this coordination. Since this site plan is stand alone at the south end of Filing No. 1 this coordination will be linked to the Filing No. 1 submittal.**

► A Stormwater Management Plan is required for this site.

**Response: Noted, one will be provided with Construction Documents.**

#### *Utility Services Available:*

• Water service may be provided from: Per MUS

**Response: Noted., 1 domestic point of connection is planned of E Iliff Pl.**

• Sanitary sewer service may be provided from: Per MUS

**Response: Noted, 2 points of connection are planned. 1 in E Iliff Pl. And 1 in S Muscadine Way.**

• Project is located on the following Map Page: 13X

**Response: Noted.**

#### *Utility Service Requirement:*

• A Site Plan is required for this project and must show existing and proposed utilities including:

- Public/Private Mains



- Service Lines
- Water Meters
- Fire Suppression Lines
- Fire Hydrants necessary to service your development.
- All utility connections in the arterial roadway are required to be bores.

**Response: 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).

**Response: Noted.**

- Note that Aurora Water reserves the right to enact certain restrictions that may include curtailment of water taps or usage of non-functional turf as established by City Ordinance.

**Response: Noted.**

- Please reference Ordinance No. 2022-46 pertaining to the use and restrictions of turf and ornamental water features.

**Response: 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.

**Response: 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.

**Response: Noted.**

- For a full listing of Utility Fees, please see the Aurora Water Fee Schedules. Connection fees should be paid prior to December 31st which are subject to increases as approved by City Council.

**Response: 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.

**Response: Noted, there will be separate domestic irrigation taps for this site.**

#### **Stormwater Management**

*Aurora Water reviews the drainage and public improvement components of your project plans. Drainage design standards can be found in the city's "Storm Drainage Design and Technical Criteria" and "Standards and Specifications Regarding Water, Sanitary Sewer and Storm Drainage Infrastructure".*

- ▶ A preliminary drainage report shall be submitted with each site plan. Detention and water quality/EURV shall be in conformance with the master drainage study. Ensure that the assumptions made for imperviousness in the master study is consistent with the proposed site. Downstream drainage facilities must be installed prior to onsite paving and must be accepted with an approved pond certificate prior to issuance of TCO/CO.

**Response: Noted.**



- Detention and water quality shall be provided for all adjacent and required roadway improvements.  
**Response: Detention and water quality are to be provided in the regional pond north of Jewell Avenue. This pond will be constructed with Foundry Filing No. 1.**
- This site should be in compliance with the new impervious values. These values may exceed those assumed in development of the proposed Pond C calculations in the Parklands detention pond. Either mitigate the additional volume with on-site full spectrum detention or describe how the offsite pond will be modified to provide for the additional imperviousness.  
**Response: Noted. Values verified with recent submittal of Foundry Filing No. 1 and compared in the recreation center PDR.**

- ▶ Note that the adjacent channel and CBC should be constructed as part of this site. For the CBC design the structure should be a minimum of 6'x6' to allow for maintenance operations.

**Response: These improvements are a part of the Foundry Filing No. 1 submittal (PDR/FDR). This has been considered and implemented with those reports/plans.**

- ▶ The City of Aurora has adopted and applied Mile High Flood District (MHFD) criteria where appropriate. In addition to the role that MHFD plays supporting the city, a MHFD stream corridor has been identified adjacent to or within your site, Foxtail Run. It is advised that coordination with City who will include the MHFD in the meeting is started as soon as possible with a drainage kickoff meeting. Begin the process by emailing [aurorawaterdrainage@auroragov.org](mailto:aurorawaterdrainage@auroragov.org) to request a meeting.

**Response: These improvements are a part of the Foundry Filing No. 1 submittal (PDR/FDR). This has been considered and implemented with those reports/plans.**

- ▶ A drainage report review checklist should be completed and signed by a professional engineer and uploaded with the report first review. The checklist can be located at:

<https://www.auroragov.org/cms/One.aspx?portalId=16242704&pageId=16533628>

**Response: Noted, checklist provided.**

- ▶ The lowest point of entry (LPE) shall be minimum one-foot above all emergency overflow elevations and all 100-year ponding and flow depths.

**Response: Noted, complied.**

- ▶ Note that for all preliminary drainage reports (PDR) that review fees will be limited to the first three reviews. If additional reviews are required, fourth and greater, then new fees will be required.

**Response: Noted.**

- ▶ This site will be subject to Ordinance No. 2022-46 pertaining to the use of turf and water features.

**Response: Noted.**

- ▶ The City of Aurora has an updated drainage criteria manual which should be used for this and all future submittals. It is highly encouraged that you read section 1.5 SIGNIFICANT UPDATES BY CHAPTER to determine changes in the city's criteria. The manual can be downloaded at: [https://cdns5-hosted.civiclive.com/UserFiles/Servers/Server\\_1881137/File/Business%20Services/Development%20Center/Water%20&%20Other%20Utilities/2023/Storm%20Drainage/CoA%20Storm%20Drainage%20Criteria%2009NOV2023.pdf](https://cdns5-hosted.civiclive.com/UserFiles/Servers/Server_1881137/File/Business%20Services/Development%20Center/Water%20&%20Other%20Utilities/2023/Storm%20Drainage/CoA%20Storm%20Drainage%20Criteria%2009NOV2023.pdf)

**Response: Noted.**



- Drainage references provided in these notes may not be an exhaustive list or include all potentially relevant existing or under-review documents. Please note that approved city documents before approximately the year 2000 are not available of the city website and must be requested by the design engineer from the Aurora Water Reviewer listed on the Pre-Application notes. Additionally, the city can only provide copies of approved Master Drainage, Preliminary Drainage, Final Drainage and Civil Plan documents. In cases where city review of these documents is on-going and they may have some impact on the project, it is the design engineer's responsibility to contact the designers of the under-review documents and coordinate designs.

**Response: Noted.**

- Refer to EDN's (MP EDN223210, MP EDN223089) for supporting information related to your site.

**Response: Noted.**

- 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. Full spectrum detention is required for this project.

**Response: Noted, pond improvements (providing full spectrum detention) are a part of the Foundry Filing No. 1 submittal (PDR/FDR). This has been considered and implemented with those reports/plans. Impervious compliance and comparison is addressed in the recreation center PDR.**

- 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 the city shall be initiated in such case at the master plan level or as soon as determined with any proposed development.

**Response: Noted.**

- 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. Aurora Water will verify the information matches the final drainage report. Notification must be made before Civil Plans will be approved or Stormwater Permits will be issued.

**Response: Noted.**

- Detention of storm drainage is supported by an offsite pond in the Parklands. A pond certificate is required prior to TCO/CO. Include approved pond certificates or timing of the certificate submittals in the first submittal of the preliminary drainage report. The drainage map used in the design of the pond should be included and illustrate that this site is in compliance with the assumptions.

**Response: Noted, pond improvements (providing full spectrum detention) are a part of the Foundry Filing No. 1 submittal (PDR/FDR). This has been considered and implemented with those reports/plans. Impervious compliance and comparison is addressed in the recreation center PDR.**

- Per the 2023 Roadway Design Manual: The slope away from the building shall have a minimum grade of five (5) percent for the first ten feet or to the property line, whichever occurs first, then a minimum of two (2) percent until the slope reaches the swale around the building. If physical obstructions or lot lines prohibit the ten feet of horizontal distance, a five (5) percent slope shall be provided to an approved



alternative method of diverting storm runoff away from the foundation. Swales used for this purpose shall be sloped a minimum of two (2) percent. In no condition shall the bottom of the swale at its highest point be less than Submittal Requirements and Procedures 2-32 2023 six inches below the grade at the foundation of any adjacent structure. Impervious surfaces within ten feet of the building foundation shall be sloped a minimum of two (2) percent away from the building.

**Response: Noted.**

- Per the 2023 Roadway Design Manual: Storm water from concentrated points of discharge from a storm event shall not be allowed to flow over sidewalks but shall drain to the roadway by the use of sidewalk chase sections. Sidewalk chase sections shall not be located within a curb cut, driveway, curb ramp, or curb return.

**Response: Noted.**

- See section 3.20 EASEMENTS AND TRACTS for specific information for maintenance access for channels, ponds, and all other storm features.

**Response: Noted.**

- A public storm sewer should be constructed adjacent to the site prior to development. Please have your Engineer or Surveyor verify and tie your site drainage into it.

**Response: Noted.**

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

**Response: Noted.**

- Stormwater Conveyance - Notification of Adjacent Property Owners link:  
[https://cdnsm5hosted.civiclive.com/UserFiles/Servers/Server\\_1881137/File/Business%20Services/Development%20Center/Water%20&%20Other%20Utilities/2023/Stormwater%20Conveyance%20-%20Notification%20of%20Adjacent%20Property%20Owners.pdf](https://cdnsm5hosted.civiclive.com/UserFiles/Servers/Server_1881137/File/Business%20Services/Development%20Center/Water%20&%20Other%20Utilities/2023/Stormwater%20Conveyance%20-%20Notification%20of%20Adjacent%20Property%20Owners.pdf)

**Response: Noted.**

- Per Section 4.32 Non-residential Construction: New construction and substantial improvement of any commercial, industrial, or other nonresidential structure shall either have the lowest floor, including basement, garden level or crawl space, elevated 1 foot above the 100-year flood elevation or, together with attendant utility and sanitary facilities, meet the requirements in Sub-section 70-141(b)(2) of the City Code.

**Response: Noted, in compliance.**

- No work is allowed in the floodplain without a floodplain development permit.

**Response: Noted, no regulatory floodplains adjacent to this parcel. Our outfall pipe will be coordinated accordingly.**

- Digital files supporting this submittal should be uploaded at the time of first review, examples are MHFD Detention files.

**Response: 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 for this development. See below for additional information.

**Response: A traffic letter is included with this application.**



- If an interim roadway/access network is proposed, a traffic analysis for this condition would be required.

**Response: Please refer to the traffic letter.**

- ▶ Traffic calming elements will be an area of focus of review for this site. See TIS requirements below.

**Response: Noted, thank you.**

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

**Response: Noted, site plan provides all adjacent row, flowline, & c&g information.**

- Traffic would like to see the north/southeastern interior pedestrian and maintenance trail aligned closer to the proposed Foundry Way & Caspian Avenue roundabout's western crosswalk on Caspian Avenue to consolidate pedestrian movements and crossings closer to the roundabout intersection.

**Response: Noted, this walk has been revised as far east as possible and is now much closer to the desired ramp crossings. Please note the median existing in this area which will also encourage pedestrians to use the provided ada ramps proposed with Filing 1 improvements.**

- Label the access movements on the Site Plan at the intersection of the parking lot access and Iliff Place.

**Response: Noted.**

- 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 Traffic Detail TE-13. In addition, street trees shall be set back from Stop signs and other Regulatory signs as detailed in City of Aurora Standard Traffic Detail TE-13.3. **Add the following note landscape plans: 'All proposed landscaping within the sight triangle shall be in compliance with COA Roadway Specifications, Section 4.04.2.10'**

**Response: Noted, SDT depicted.**

- Show existing stop signs and street name signs or the installation of new stop signs and street name signs by developer at the site access points onto public streets. Add the following note to the Site Plan:

**Response: 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.

**Response: Note added. It is the intent to complete as much of the adjacent work as possible with the Foundry Filing No. 1 improvements.**

#### Improvements:

- As noted below, look at providing traffic calming elements on the park's surrounding roadways to help lower speeds of the motoring public due to the pedestrian attraction that the park will have along with its amenities.

**Response: Noted, bump outs provided at the 2 adjacent full movement intersection (N & SW).**

**Roundabout at SE corner of site. At tee intersection to south additional bump outs discussed.**

#### Traffic Impact Study:

- A traffic letter will be required documenting trip generation for this site, according to standard trip generation methodology as established by ITE in Trip Generation Manual, 11th Edition. If peak hour



trips do not exceed 75 vph (total), then a full Traffic Impact Study will not be required. In the case that a full TIS is not 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 to/from the site. Weekday AM and PM peak hours as well as a Saturday peak hour are requested at minimum.

**Response: A traffic letter is included as a part of this application.**

- A 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.

**Response: Noted, thank you.**

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

**Response: Noted, thank you.**

*Submitting the Traffic Letter:*

- The Traffic Letter shall be sent directly to Dean Kaiser at [djkaiser@auroragov.org](mailto:djkaiser@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.

**Response: Noted, thank you. The letter was emailed directly to Dean and uploaded through the link.**

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

**Response: Noted, thank you.**

**Engineering Division**

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

***Key Issues:***

- ▶ The Foundry Masterplan update is currently in process and was last re-submitted in April 2023. Typically, we would like the masterplan update to be completed prior to a site plan within the masterplan area being submitted.
  - The Foundry masterplan update that is in process will need to be approved prior to any new site plans being approved. The in-process site plan will need to be approved prior to the approval of this site plan, because of the infrastructure required for this planning area (Neighborhood 1, planning area 9) that is included on the in-process site plan.

**Response: Master Plan was recorded 11/6/23.**

- ▶ The public improvements for this application shall be provided in conformance with the Public Improvement Plan (PIP). This includes, but is not limited to, the adjacent streets, such as E Louisiana Avenue, E Warren Avenue, E Jewell Avenue and S Kewaunee Street.

**Response: Noted. These improvements are proposed with Foundry Filing No. 1.**

- ▶ The City has updated its civil plan submittal intake process which became effective June 26, 2023. A



civil plan pre-submittal is no longer required. Please review the new submittal instructions here.

**Response: Noted and appreciated.**

- ▶ 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.

**Response: 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.  
**Response: Noted.**
- Mountable curb and gutter shall be used on all Type 1 and 2 streets. All other streets, including those within the Urban Centers and TODs shall use 6" vertical curb and gutter.  
**Response: Noted.**
- 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. Detailed grading of the curb ramps shall be included in the civil plans.  
**Response: Noted.**
- Flared curb cuts, Standard Detail S7.4, are not permitted for commercial/industrial or residential driveways where traffic movements would be substantial. When the number of parking spaces exceeds 20, curb returns are required, and the curb return radii shall be labeled on the plan.  
**Response: Noted.**
- Pedestrian Bicycle Railings will be required at and continuous along vertical separations of 30 inches, or greater, or on slopes greater than or equal to 3:1 adjacent to pedestrian areas. See Standard Detail S18.  
**Response: Noted.**
- Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guards or handrails may be required. Structural calculations are required with the first civil plan submittal for walls that fall under the specifications listed in Table 4.02.7.03 in the Roadway Manual. Please refer to Section 4.02 of the Roadway Manual for additional retaining wall requirements.  
**Response: Noted.**
- The maximum private access drive slope may be 4% (non-residential) when sloping down toward the public street and up to 6% maximum when sloping up toward the public street.  
**Response: Noted.**
- If gates are incorporated into the design of the development, they are required to be setback from the street flow line a minimum of 35-feet or one truck length, whichever is greater.  
**Response: Noted.**
- Streetlights are required along adjacent roadways. Please refer to the 2023 Roadway Manual for street light 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 streetlighting plan shall



be included with the Civil Plan submittal and will determine final street light locations based on a photometric analysis.

**Response: Noted. These improvements are proposed with Foundry Filing No. 1. A separate lighting plan for these private improvements will be provided.**

***ROW/Easements/Plat:***

- ROW dedication is required for public streets.

**Response: Noted. Public row dedication is proposed with Foundry Filing No. 1.**

- The dedication of a 25-foot lot corner radius is required at the intersection of arterial roadways, a 20-foot lot corner radius is required at the intersection of collector roadways, and a 15-foot lot corner radius is required at the intersection of local roadways.

**Response: Noted.**

- 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 that is installed.
  - A drainage easement shall be required for any detention/water quality facilities on site. This drainage easement shall tie to a public way. Please coordinate with Aurora Water for their alignment.
  - Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way. Please coordinate with Aurora Water for their alignment.
  - Public access/fire lane easement shall be required for fire lanes outside of public right-of-way. Please coordinate with Life Safety for their alignment.

**Response: Noted. A fire lane is intended to be looped in front of the main entry to rec center and signed accordingly.**

**Fire/Life Safety Comments – Building Division**

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

***Key Issue:***

- ▶ The Aurora Building Division currently utilizes the adopted 2021 International Codes Series except for the 2023 NEC. This includes the International Existing Building Code (IEBC).

**Response: comment noted, the final permit/construction drawings will be designed to meet these codes**

***Advisory Comment:***

On behalf of the Aurora Fire Department, all plan reviews, permits, and inspection associated to site plans, civil plans, platting documents, the International Fire Code and fire protection systems are conducted by the Aurora Building Division's Fire/Life Safety Group. Please avoid contacting Aurora Fire Rescue or the Fire Prevention Bureau with associated questions since they will only differ your inquiries to the Aurora Building Division Fire/Life Safety Group.

**Response: comment noted**

***Accessibility Requirements:***

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

- Accessibility Requirements – Commercial

**Response: comment noted, the final permit/construction drawings will be designed to meet these codes**



**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 numbers in the manner provided in the Aurora City Code of Ordinance, Chapter 126 - Article VII - Numbering of Buildings.

**Response: Noted.**

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

The site plan and civil plans must reflect the setback requirements of the 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 2021 International Codes please utilize the following hyperlink: ICC Codes Online.

- As of Jan. 8, 2022, the City of Aurora has adopted the 2021 International Codes and the 2023 National Electrical Code.

**Response: comment noted, the final permit/construction drawings will be designed to meet these codes**

***Civil Plans:***

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

- Combined Fire Lane and Pedestrian Sidewalks
- Grading Plan
- Handicap Accessible Parking Signs
- Keep Drive Aisle Passable at All Times Signs
- Sign Package
- Signature Block

**Response: Noted.**

**Emergency Responder Communication Coverage:**

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

- The 2021 International Fire Code (IFC) requires all buildings to be assessed for adequate Emergency Responder Radio Coverage (ERCC). 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 developer's expense. Future interior or exterior modifications to the structure after the original Certificate of Occupancy is issued will require a reassessment for adequate radio frequency coverage.
- Core and shells structures will not require this assessment, but the tenant finish that follows and prior to issuance of the certificate of occupancy will be required to conduct this assessment, install a system where needed.
- New additions to existing structures will require a full radio frequency survey of both the addition and the existing structure. (See Chapter 11 of the 2021 IFC).

**Response: comment noted, the final permit/construction drawings will have reference to these requirements. This will be a deferred submittal at time of permit submittal by a separate entity.**



**Where required in new buildings:**

- All building construction types will be assessed for adequate radio frequency levels.
  - Exception: Group R- 3 occupancies; single-family dwellings, townhomes.
- The total building area is 50,000 square feet or more without basements.
- The total (single level) basement area is 10,000 square feet or more.
- Buildings 4 stories in height or greater.
- Use of building products such as low-emission glass.
- Building is within the shadows of other buildings.
- High piled storage Systems.
- The fire code official determines that acceptable radio coverage is needed for the safety and effectiveness of emergency responders.

**Response: comment noted, the final permit/construction drawings will have reference to these requirements. This will be a deferred submittal at time of permit submittal by a separate entity**

**Fire Department Access:**

Based on the information presented so far, the type(s) of fire apparatus access road(s) needed for this 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. Buildings greater than 30' in height require a 26' wide fire lane easement with a 26' inside and 49' outside turning radii.

**Response: Noted.**

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

**Response: Noted.**

**Fire Hydrants:**

The number and spacing of fire hydrants are determined using the 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.

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

**Response: Noted.**

- IF the building will be fire sprinklered a fire department connection will be required at the front main entry side of the structure. A fire hydrant will be required within 100' of the fire department connection.

**Response: Noted.**

**Fire Sprinkled Structures:**

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



General Comments:

- Based on the size of the proposed use of the structure it does not appear that a fire sprinkler system would be required. The IFC/IBC requirements for fire sprinkler systems mandate when a system is required, and the notes provided should only be used if the size of the structure changes or a voluntary system is installed.

**Response: comment noted, final occupancy loads have not yet been determined, the final permit/construction drawings will be designed to meet these requirements.**

- Fire sprinkled structures will require fire apparatus access to the fire department connection (FDC). Where the FDC is located interior of the site a dedicated fire lane easement will be required to ensure fire apparatus the ability to access the FDC.

**Response: comment noted, final occupancy loads have not yet been determined, the final permit/construction drawings will be designed to meet these requirements.**

- A fire department connection will be required at the front main entry side of the structure. A fire hydrant will be required within 100' of the fire department connection.

**Response: comment noted, this connection will be located on the final permit/construction drawings..**

- 2021 IFC, Section 903.2.1.3 Group A-3. An automatic sprinkler system shall be provided throughout stories containing Group A-3 occupancies and throughout all stories from the Group A-3 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:

1. The fire area exceeds 12,000 square feet (1115 m<sup>2</sup>).
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.

**Response: comment noted, final occupancy loads have not yet been determined, the final permit/construction drawings will be designed to meet these requirements.**

**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 new and 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 devices on the site plan submitted to the Planning & Development Service Department.

**Response: 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.

**Response: 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.

**Response: 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".

**Response: noted**

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

**Response: noted**

**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) Accessibility Note for Commercial Projects
- (Site Plan Note) Addressing
- (Site Plan Note) Aircraft Noise Reduction (LDN)
  - This area is within a LDN noise mitigation area. Sec. 22-425
- (Site Plan Note) Americans with Disabilities Act
- (Site Plan Note) Emergency Ingress and Egress
- (Site Plan Note) Emergency Responder Radio Coverage
- (Site Plan Note) Fire Lane Easements
- (Site Plan Note) Fire Lane Signs

**Response: Noted.**

**Site Plan Data Block:**

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

**Response: Noted**

**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
  - 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 2021 IFC, Section 503.1.1. If granted approval, a fire sprinkled structure may utilize 200-foot reach criteria in place of the 150-foot standard requirement.
- Fire Apparatus Access Road Specifications
- Combined Fire Lane, Public Access and Utility Easements
- Encroachment into Emergency Access or Fire Lane Easements are Prohibited
- Grade
- Labeling of Easements on the Site Plan, Plat and Civil Plans
- 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

**Response: Noted.**

***Trash Enclosure:***

Per the 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.

**Response: Noted**

**Land Development Review Services Division**

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

***Subdivision Plats:***

- A subdivision plat is not required at this time.

**Response: Noted. Easements separate.**

***Site Plans:***

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

**Response: We will look for this information to be provided next round of submittals.**

***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.

**Response: Noted.**

- 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 Amendment when submitted may identify additional conditions which will require a separate document. Following are the links to additional information if needed later in your formal review process:

- Dedications Packet
- Easement Release
- License Agreement Packet

**Response: 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 Land Development Review Services specifications which can be found in the Dedications Packet. Once complete and accurate easement dedication information is submitted to Land Development Review Services, it takes about 8-10 weeks to complete the process. They must be complete and ready to record before Land Development Review Services will record the Plat and/or Site Plan.

**Response: Noted.**



- 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 Land Development Review Services specifications and are available in the Easement Release Packet. Once complete and accurate easement release information is submitted to Land Development Review Services, it takes about 8-10 weeks to complete the process. They must be complete and ready to record before Land Development Review Services will record the Plat and/or Site Plan.

**Response: Noted.**

- The developer may need to dedicate new easements and/or street right-of-way on the site. Since a new subdivision plat is not required, these dedications must be done by separate legal document. These legal documents must be prepared using Land Development Review Services specifications which are found in the Dedications Packet. Once complete and accurate easement dedication information is submitted to Land Development Review Services, it takes about 4-6 weeks to complete the process. They must be complete and ready to record before Land Development Review Services will record the Plat and/or Site Plan.

**Response: 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.

**Response: Noted.**

- Land Development Review Services may require a Monumented Field Survey, but we are unable to determine that until we make our first review.

**Response: 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.

**Response: Noted.**