

February 9, 2024

City of Aurora
Planning Department
15151 E. Alameda Parkway, Suite 5200
Aurora, CO 80012

Attn: Liz Fuselier

Re: Highline Village 4 (pre-app #1758212), Pre-application Meeting Comment Response

Dear Ms. Fuselier:

The following are responses to comments/issues pointed out by staff in the formal pre-app letter:

Key Issues:

- ▶ *Affordable Designation: Affordable housing developments have three areas of code relief: covered attached parking, building height, and building materials. Upon application submission, documentation from the Colorado Housing and Finance Authority or Federal HUD program will need to be submitted to receive affordable housing designation code reductions. -Noted. Documentation from the Colorado Housing and Finance Authority of Federal HUD program will be provided but is not yet available at this stage.*
- ▶ *Common Space and Amenities: Multi-family developments must include adequate usable common space and amenities per code. 20 percent of the site will be designed as usable green spaces and common gathering spaces such as courtyards and plazas. Outdoor amenities such as pools and basketball courts, dog parks, private balconies, and rooftop amenities may also contribute to the requirement. -20% of the site provides for usable green spaces and common gathering spaces such as courtyards and plazas. Full programming of these areas will be provided as the project develops.*
- ▶ *Access to Highline Canal Trail: Access to the Highline Canal Trail is strongly supported and will be expected with the formal submittal. Please contact the High Line Conservancy to discuss how a direct path connection may be made from this parcel to the High Line's multi-modal path. -The owner and design team met with the Highline Canal Conservancy to discuss the formal trail connection from E. 17th Ave. The plan provides for a formal trail connection.*
- ▶ *Special Landscape Buffer: A 25-foot wide buffer is required along the entire northern property boundary. Reductions in the buffer width are not permitted. The buffer shall contain one tree and 10 shrubs per 30 linear feet of buffer. -The special landscape buffer is provided and landscaped per the requirements.*
- ▶ *Tree Mitigation: There are many trees on this property which could potentially be impacted by development. It will be required that you hire a Consulting Arborist to conduct the tree inventory and*

appraisal. -A consulting arborist was retained by the owner. A tree inventory and appraisal is provided with this submittal.

► *Drainage: Detention and water quality/EURV appears to be provided by the Sable Ditch detention pond. It is the developer's responsibility to confirm this assumption and that the site imperviousness does not exceed that which the pond was designed to treat and detain. Otherwise, on-site detention and water quality will be required. -A Preliminary Drainage Report is provided confirming the above assumptions.*

► *Access Points: The easternmost site access drive shall be located 150 feet CL-CL from the neighboring eastern site access along 16th Avenue. Fully illustrate proposed 17th Avenue access if planned to be provided. -All efforts have been made to meet the 150 foot CL-CL from the neighboring eastern access. The access separation is clearly dimensioned on the Site Plan. Furthermore, access to E. 17th Ave is clearly shown and has been designed per the City standards shown in the Roadway Manual.*

► *Public Improvements: The public improvements required with this application include completing the north half of 16th Avenue including pavement (minimum 24 feet required), curbside landscaping, curb and gutter, an attached 5.5-foot sidewalk, and streetlights. A cul-de-sac with a 52-foot property line radius is required at the end of 16th Avenue with an attached 5.5-foot sidewalk along the north half of the cul-de-sac. Additional right of way, sidewalk easements, and utility easements for the streetlights will be required to accommodate the improvements. -Per previous discussions with public works, the existing 44' ROW will be maintained with an attached 5.5 foot walk with landscaping behind. A license agreement will be required for a small portion of the walk that encroaches within the property.*

Planning and Development Services Key Issues:

- *Affordable Designation*
- *Building Frontage*
- *Parking Counts*
- *Common Space and Amenities*
- *Access to the Highline Canal Trail*

-These issues have been addressed per the above explanations.

Standards and Issues:

1. Zoning and Placetype

1A. Zoning

The purpose of the R-3 district is to promote and preserve the development of medium-density single-family and multifamily housing near collector streets and public transit facilities. Uses in this district include a diverse range of housing types ranging from single-family and two-family residences to medium-density multifamily housing and limited lodging and rooming facilities. -This application meets the intent of the R-3 district.

1B. Placetype

The Established Neighborhood placetype is characterized by predominantly residential areas with a variety of unit types, including single-family detached and attached and multifamily, typically constructed between 1950 and 1990. This placetype often deviates from the traditional grid pattern of streets and contains a more curvilinear pattern. Although primarily a residential area, this

placetype may also support limited retail, service, and office use located at intersections or along major perimeter streets. -Noted. This application meets the placetype for the area.

2. Land Use

2A. Historic Land Use

The parcel is vacant and is adjacent to other residential and industrial development. The site is situated between the High Line Canal and Colfax Avenue, which provides great access to multimodal transportation options. -Noted. Pedestrian connections are provided to facilitate access to the Canal Trail as well as E. 17th and E. 16th Aves.

2B. Proposed Land Use

The proposal is a 4-story apartment building with an anticipated 20% affordable housing designation. Affordable housing development has three areas of code relief – covered attached parking, building height, and building materials. The application is reviewed as a majority market rate multi-family. These areas of relief would only apply to the affordable designation of units. -Noted. Covered attached parking is provided (30 spaces), building height is limited to 45', and the selected building materials are used to comply with the affordable housing criteria.

2C. Affordable Designation

Per the UDO, an Affordable Housing Structure is defined as a multifamily dwelling structure that has received financial assistance from the Colorado Housing and Finance Authority or Federal HUD programs under conditions that ensure that some portion of the included dwelling units will be rented or sold at stated levels of affordability as defined by HUD's Area Median Income levels for a stated period of time. Upon application submission, documentation from the Colorado Housing and Finance Authority or Federal HUD program will need to be submitted to receive affordable housing designation code reductions. -Noted. Documentation from the Colorado Housing and Finance Authority of Federal HUD program will be provided but is not yet available at this stage.

3. Development Standards

3A. Dimensional Standards

Section 146-4.2.2 provides standards for multifamily development in R-3 zone district. Specifically, Table 4.2-1 indicates the following for multifamily development:

- (i) Lot frontage at front lot line, minimum: 60 feet
- (ii) Minimum Front Setback from street (16th Avenue): 15 feet
- (iii) Building height maximum: 45 feet/55 feet

*Portions of Affordable Housing structures located more than 75 feet from an R-R, R-1, or R-2 zone district have a maximum height of 55 feet. The current proposal appears to meet the requirement, but please keep this in mind if any changes occur to the building or site design. -The required setbacks and height limitations are met and reflected in the attached submittal.

3B. Common Space and Amenities

Multi-family development must include adequate usable common space and amenities per code. Twenty percent of the site will be designed as usable green spaces and common gathering spaces such as courtyards and plazas. Outdoor amenities such as pools and basketball courts, dog parks,

private balconies, and rooftop amenities may also contribute to the requirement. Detention ponds may only count toward the requirement for the portions designed to include usable green space and common gathering space. -Common open space and amenities are provided with this proposal and reflected in the design.

The expectation is to have the open space centrally located with usable amenities. Typically, usable turf areas should have a minimum dimension of 50 feet. Smaller hardscape gathering spaces also count toward the requirement. Normally, these spaces will have a minimum dimension of 15 feet. The green space shown on the proposed site plan should be relocated and added to usable, centrally located open space elsewhere on site. -Noted. The common open space is centrally located along the north of the property bordering the Highline Canal. This is the most obvious area and it maximizes the various opportunities with a wide open lawn area, a smaller patio outside the Community Room, and a larger plaza for bigger gatherings or play. Further programming of this area such as bbq grills, furniture, etc, has been discussed but not finalized.

Landscape buffers, building landscaping, parking lot landscaping, and other required landscape features typically do not count toward the outdoor space requirements. -Noted, these areas are not counted. The trail connection from E. 17th Ave. however is counted as that is an amenity not only to future residents but other citizens coming from the west to the canal.

Access to the Highline Canal Trail is strongly supported and will be expected with the formal submittal. Please contact the High Line Conservancy to discuss how a direct path connection may be made from this parcel to the High Line's multi-modal path. See additional comments made by the Parks, Recreation and Open Space department. -Access to the canal is provided and has been coordinated with both the Conservancy and PROS.

3C. Access and Connectivity

Provide a safe, convenient, and accessible pedestrian connection from the main entrances of the buildings to a public sidewalk or internal walkway that connects to a public sidewalk. Walkways shall be a minimum of 6' wide and include lighting at the height of 12' or less spaced no further than 50' on center (146-4.5.4.D.2.b.i) Please include footcandles and photometric plan upon site plan submittal. At each point where a sidewalk must cross a parking lot, internal street, or driveway to make a required connection, it shall be clearly marked by using one of the methods shown in Table 4.5-3. Connections need to be directly tied in the site to the High Line Canal and E 16th Avenue. The site design must reflect the use of transit, orientating residents to safe points of travel, providing pedestrian signage and striping on 16th Avenue safely bringing residents south of the site to the RTD bus stop. Improvements to 16th avenue include curb, gutter and sidewalks. -A photometric plan has been provided showing the minimum foot candle requirements for the accessible connections from 16th to 17th and all building entrances.

The expectations is for the development of 16th Avenue adjacent to the site extending to the westerly extent of the property and connecting to the existing 16th Avenue to the east. On street parking, detached sidewalk, curbside landscaping, and street trees are required adjacent to the site. Building

entrances along 16th Avenue need to have direct pedestrian connection to the public sidewalk and may either be main entrances or fully functioning dwelling unit entrances. -As previously noted the City permitted 16th to be a 44' ROW with 5.5' attached walk with mountable curbing. This has been reviewed with Public Works/Engineering and permitted to remain. The required landscaping is provided behind the walk and direct pedestrian connections are provided to the building entries, Highline Canal and ROW's at E. 16th and E. 17th Aves.

3D. Parking, Loading, and Stacking

Off-street parking is required by Section 146-4.6. Based on the information provided, 104 off-street parking spaces plus 1 additional space per 5 dwelling units for guest parking adds 20 guest spaces for the market-rate designated units for a total of 124 spaces, including 5 accessible parking space(s) will be required for a total of 129 spaces for the market-rate units. Please refer to section 146-4.6.5.A.4 for covered parking requirements within the R-3 zone district for market-rate multifamily development. Specifically, for structures that do not meet the definition of an Affordable Housing Structure, at least 40 percent of resident parking provided shall be in garages or carports, and at least 50 percent of those garages and carports shall be attached to a primary residential structure, directly or through a roofed structure with partial sidewalls or without sidewalls, rather than freestanding garages or carports. Where detached garages are used, they shall be faced with the same mix and percentage of materials as the primary building(s). -Off-street parking is provided per the R-3 standards. The affordable unit parking is also provided based on 20% of the units being classified as affordable. 40% of the parking is covered and 50% of those using garages directly connected to the building.

The 20% affordable units' designation indicates there will be 26 units that will meet affordable housing parking standards. For these units, 22 resident parking spaces will be required, and 4 guest parking spots plus 2 accessible spaces for a total of 28 parking spots. These 28 spaces will not be required to have covered parking. Multifamily buildings may receive credit for on-street parking spaces for the guest parking requirements. Parking alternatives listed in Section 146-4.6.4 may reduce parking requirements. However, this project does not qualify for a parking reduction for proximity to transit. -See above. In addition, there are 24 covered parking spaces that are detached carport style spaces.

In addition to vehicle parking, the development is required to provide a total of 16 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. -Bike parking is provided and located in the common open space area away from the ROW and in close proximity to building entries.

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. -Care has been taken to design parking areas in a safe manner while meeting fire accessibility requirements and screening from the ROW.

3E. Landscape, Water Conservation, Stormwater Management

General Landscape Plan Comments

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

Landscape Plan Preparation

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

Landscape plans submitted during the Development Application submittal process must be prepared on 24" x 36" sheets and have plant symbols, plant labels with quantities and a plant schedule upon first submission or a complete review will not be possible and may result in additional submittals and ultimately delays in approval of the plan set. **-Noted. Plans have been prepared on 24x36 will all symbols, plant labels, and associated legend and tables included.**

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 Distance Triangles are provided on the Site Plan and Landscape Plan.**

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. Section 146-4.7.5 Required Landscaping (C) Curbside Landscaping 2a. Street trees are required at a ratio of one street tree per 40 linear feet along 16th Street. Street trees shall be provided in the curbside landscape when a detached walk is provided or 4'-5' from behind the back of walk when an attached walk is provided. Street trees shall be located 50' from the face of a stop sign to maintain regulatory sign visibility. Refer to Figure 4.7-2. **-Noted.**

Please note City Council passed a turf ordinance that prohibits the installation of non-functional turf. This includes all curbside landscapes. Questions regarding the ordinance should be directed to Tim York, Water Conservation Supervisor, Water Conservation Division, 303.326.8819. Landscaping for the curbside area should follow this section and include shrubs at a ratio of one shrub per 40sf of curbside area. **-Noted. Turf has been limited along the curbside frontage.**

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

Provide a 15' wide non-street perimeter buffer along the eastern property boundary line and a 25' wide non-street buffer along the western property boundary line. A reduction in the buffer width to

12' is possible along the west and a reduction to 10' is possible along the east depending upon the buffer reduction feature chosen as specified in Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions. While the buffer widths are less restrictive, plant quantities remain consistent. -Buffers have been provided however they have been reduced in order to meet required parking, drive, and easement requirements.

Plant material shall be provided at a ratio of one tree and five shrubs per 25 linear feet with 50% of the tree species being evergreen along the west. Where multifamily abuts a non-residential use, plant sizes shall be upgraded. Evergreen trees shall be 8' tall and deciduous trees shall be 2.5" caliper. Provide one tree and five shrubs per 40 linear feet along the east property boundary. No buildings or portions of buildings, including patios, drive lanes, parking, dumpster, dumpster enclosures as well as detention pond infrastructure such as rip rap, outlet structures or trickle channels may encroach into the buffer. -These quantities have been provided and reflected in the Landscape Data table.

Section 146-4.7.5 H. Special Landscape Buffers for Development Adjacent to I-79, I-225, E-470, Public Parks, Open Space and Trails.

While landscape requirements are typically administered by the Planning and Development Services Department, because this proposed application is adjacent to a Parks Recreation & Open Space Department (PROS) trail, these buffer requirements are overseen by PROS and any requests to deviate from these standards should be directed to that department. If the standards of this section conflict with other buffer requirements found within the UDO, the standards of this section shall apply. -Noted.

A 25' wide buffer is required along the entire northern property boundary. Reductions in the buffer width are not permitted. The buffer shall contain one tree and 10 shrubs per 30 linear feet of buffer. Coordinate with PROS on the appropriate plantings to be included within the buffer. The buffer width shall be measured from the property line. -The required 25' buffer along with required plantings are provided.

The encroachment of buildings or portions of buildings including porches, patios, trash enclosures, dumpsters, parking lots and internal vehicular drives, sidewalks and detention and water quality pond infrastructure into landscape buffers is prohibited. The provision of trail connections is generally permitted through the buffers but shall be approved by PROS on a case by case basis and is based upon unique site conditions and alternatives to those impacts including mitigation measures. -Noted. No encroachment into the landscape buffers is proposed.

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. -The patio, plaza and meandering pathway and lawn are shown. A seatwall along the western edge of the plaza is shown along with a 4 square layout, hopscotch layouts, along with some boulder groupings and plantings. Full programming is still in discussion.

Section 146-4.7.5.J.3. Multi-family and Single Family Attached (Townhome) Residential Structures

All new multifamily buildings shall provide building perimeter landscaping. Plant beds shall be an average of six feet wide and shall consist of 1.25 plants per five linear feet of unit perimeter footage. At least five percent should be a mixture of evergreen and deciduous trees, at least 15% shall be tall shrubs with a mature height of six feet and up to 80% shall be a mixture of evergreen and deciduous shrubs chosen to create seasonal interest. An example table demonstrating compliance has been provided below. -Provided.

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. 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. -Provided.

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

All trash dumpsters and recycling bins must be enclosed and setback at least 12 feet from adjacent properties with residential or commercial uses. The trash enclosure proposed along the eastern property boundary does not meet this setback requirement. Service areas visible from streets or residences shall be screened by fences, walls, landscaping, berms or any combination of items. Fencing and wall screening shall be accompanied by landscaping on the exterior side to soften the appearance of the wall and/or fence. Evergreen plantings are required along the exterior. -Provided.

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. 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. -Enhanced landscaping at site entry points provided. There are not Detention of Water Quality ponds on-site.

Section 146-4.8.3. C. Irrigation

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

3F. 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.

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. -Provided.

See the table below for Masonry Standards for Multifamily and Affordable Development. Discussion with the planning department on how to best meet these standards due to the mixed-income intention of this project should occur prior to any development application submittal. -Noted.

3G. 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. -Provided.

3H. Building Length

The maximum building length for multi-family buildings is 600 feet. Building frontages along the street require main or dwelling unit entrances every 150 feet of frontage along the street. Buildings over 400 feet in length require a courtyard/patio integrated into the streetscape (minimum size 400 square feet and minimum dimension is 15 feet). -Provided.

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. -No monument signs. Possible wall mounted sign will be provided however not determined at this time.

4. Adjustments

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

5. Submittal Reminders

5A. CAD Data Submittal Standards

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

5B. PDF Requirements

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

5C. Mineral Rights Notification

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

Pre-Submittal Meeting:

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

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. -Noted.

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)*

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. -Noted.

Parks, Recreation & Open Space Department (PROS)

Project Characterization

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

- *Your proposal includes approximately 130 multi-family units.*
- *Your site is considered infill; therefore, no open space land dedication is required.*
- *Your project is adjacent to the high line canal corridor.*

Creating a connection to the highline canal trail would likely not require a second submittal.

Special Landscape Buffer

A 25' wide buffer is required whenever development occurs adjacent to parks and open space. This buffer cannot be reduced or encroached into with any parking, detention, sidewalk, drive aisles, building or trash enclosures and is required to be planted with 1 tree and 10 shrubs per 30 linear feet. The trail connection noted below may pass through the buffer. -Provided.

Open Space Fencing

Because your project is residential use, an open space style 3-rail fence (see detail F-1.0 in the PROS Dedication and Development Criteria Manual) is required adjacent to the High Line Canal. Include this detail in your site plan submittal. -Provided.

Trail Connection

A parallel concrete sidewalk/trail should be provided on the north side of the proposed vehicular access from 17th Avenue to accommodate pedestrian and bicycle access to the High Line Canal. This connector trail should be a minimum of 6' wide and be ADA compliant. Refer to the multi-use trail (T-1.0) and trail intersection (T-1.1) details within the PROS manual link provided above. -Provided.

Below is a possible conceptual alignment that also shows an internal connection to the residential units, if desired. Because the trail connector impacts the canal corridor, the site plan and subsequent civil construction drawings will need to be reviewed and approved by Denver Water and the High Line Canal Conservancy. A separate plan submittal to PROS will not be required. -Noted.

Population Impact

For multi-family homes, population calculations for the project are based on an average household size multiplier of 2.5 persons per unit, resulting in an overall projected population of 325 persons residing in 130 units. -Noted.

Land Dedication

To ensure that adequate park land and open space areas are available to meet the needs of the population introduced into the city by the new dwelling units, City Code specifies that land shall either be dedicated on-site within the project's limits or a cash payment in-lieu of land dedication shall be paid. The required dedication acreage is computed by applying the following standards to the projected population for the project:

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

The resulting acreage required is as follows:

130 Units
Neighborhood Park Land 0.98 acres
Community Park Land 0.36 acres
Total Land Dedication 1.34 acres

Cash-in-Lieu Payment – Given the small overall acreage of park land impact generated by the population increase and the fact that the subject development is not conducive to on-site dedication due to minimum park size criteria, the land dedication shall be satisfied by a cash-in-lieu payment prior to subdivision plat/replat. The amount of the payment is computed by multiplying the dedication acreage by the estimated market value for the land. Note that all small urban park acreage dedicated on site will

be deducted from the neighborhood park requirements thereby lowering the cash-in-lieu and park development fees.

Being an infill development, this project is able to take advantage of a less-than-market-rate value which the city offers to reduce the cost of PROS' requirements for infill. The current per-acre value of \$62,000 multiplied by the dedication acreage results in the following potential cash-in-lieu payment:

130 Units
\$83,080 -Noted.

Park Development Fees

In accordance with City Code, Park Development Fees shall be collected by the city to cover the cost of constructing new park facilities to serve the needs of the projected population. These fees apply to the project because park facilities are not proposed to be provided on-site. Fees are based on the park land dedication acreages and an annual cost per acre for construction of park facilities. The fees, which are computed and collected on a per-unit basis, shall be paid at time of building permit issuance. The current per-unit fee of \$2,008.10 would apply if permits for construction of the residential units are pulled in 2023. -Noted.

PROS Requirements Caveat

The monetary calculations presented herein are estimates based on park construction costs and a per-acre value for infill development at this point in time (current year 2023). The timing for implementation of the project may affect the ultimate amount of fees collected and other payments imposed to satisfy park-related obligations. Furthermore, if aspects of your project change, such as the number of dwelling units proposed, the park land dedication requirements may also change. -Noted.

Forestry Division

There are many trees on this property which could potentially be impacted by development. It would be beneficial to the property to save the trees that are closest to the Highline Canal. Depending on the size and condition of trees on the site, tree mitigation could be considerable. It will be required that you hire a Consulting Arborist to conduct the tree inventory and appraisal. A list has been provided below. -Noted. An arborist was selected but not one that was on the list. An inventory and appraisal report is included with this submittal. A meeting following the review is anticipated.

Civil and SWMP plans will not be approved by Aurora Forestry until tree mitigation has been approved through the Site Plan Process. -Noted.

Tree Mitigation Requirements

- *Trees on site that are 4" or greater in caliper that will be impacted by development require tree preservation or mitigation. The intention of the Tree Preservation Policy is to preserve trees that are in good condition and of high value during the process of development. Mitigation for trees removed from the property can be accomplished by trees being planted back onto the site through the landscape plan, payment made into the Tree Planting Fund, or a combination of the two. If trees are planted on the site, the mitigation requirement is an inch-for-inch replacement. This is in addition to the regular landscape*

requirements. For example, if a 10" tree is removed, 10 caliper inches must be replaced back onto the site. The use of tree equivalents are not acceptable for tree mitigation. -Noted.

Forestry's Role in Site Plan Review

- When the site plan is submitted, please show and label all existing trees on the Landscape Plan and indicate which existing trees will be preserved or removed. Since you will be hiring a Consulting Arborist, please provide the inventory and appraisal with the first submittal. Below is the list of Consulting Arborists for your review. Forestry would require a meeting with the arborist selected to make sure that we agree on the appraisal. -A separate Tree Mitigation plan has been included in the set due to the amount of trees on site. A Tree Valuation and arborist report are included with the Site Plan submittal. We anticipate having a meeting to discuss following review of this information.

- Once the tree assessment is complete, a spreadsheet will be provided by the Consulting Arborist showing the dollar value of the trees that will be removed as well as the number of inches required for replacement back onto the site – make sure the Consulting Arborist contacts Forestry, so they provide the correct number of inches. In most cases, the mitigation inches can be replaced on the site through upgrades to the landscape plan. If there is not room to replace the number of inches that will be lost, payment can be made into the Community Tree Planting Fund based on the dollar value associated with tree loss. -A separate Tree Mitigation plan has been included in the set due to the amount of trees on site. A Tree Valuation and arborist report are included with the Site Plan submittal. We anticipate having a meeting to discuss following review of this information.

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

Ash Trees Prohibited

- Due to the invasive Emerald Ash Borer that has been infesting trees along the Front Range, all species of Ash are prohibited from planting within the City of Aurora – please be sure that your Landscape Architect is aware of this requirement. -Noted, no Ash trees are proposed.

Aurora Public Schools

In accordance with Section 4.3.18 of the Unified Development Ordinance, the school land dedication obligation for the 130 proposed apartment units is .4254 acres. Aurora Public Schools will accept cash-in-lieu of land for this obligation valued at market value of zoned land with infrastructure in place. Cash-in-lieu is due prior to site plan and plat approval. -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.

Key Issues:

- ▶ Fire hydrants and private fire services must be served from a looped water supply. Fire hydrants interior to the site will require a 10' water easement. -Noted.
- ▶ Water meters not in the ROW must be in a 10' water easement in a landscaped area. -Noted.
- ▶ Water fixture unit tables required to determine the water meter size. -Noted. Will be provided with civil CD's.

Utility Services Available:

- Water service may be provided from: 8" DIP in Laredo St. and 8" DIP in the utility easement on the west side of the lot. -Noted.
- Sanitary sewer service may be provided from: 10" PVC in Laredo Street -Noted.
- Project is located on the following Map Page: 4J-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.
 - All utility connections in the arterial roadway are required to be bores.
- General utility design criteria can be found in Section 5 of the Standards and Specifications Regarding Water, Sanitary Sewer and Storm Drainage Infrastructure (Utility Manual). -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. -Noted.
- Please reference Ordinance No. 2022-46 pertaining to the use and restrictions of turf and ornamental water features. -Noted.

Utility Development Fees:

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

- *The Water Transmission Development Fee and the Sanitary Sewer Interceptor Fee have been combined into the water connection fee and are required to be paid after issuance of building permit and prior to issuance of the Certificate of Occupancy. -Noted.*
- *For a full listing of Utility Fees, please see the Aurora Water Fee Schedules. Connection fees should be paid prior to December 31st which are subject to increases as approved by City Council. -Noted.*
- *Commercial users with meters one and one-half inches and smaller with landscaped areas not served by a separate irrigation system shall be charged an outdoor fee based upon the total landscaped area. -Noted.*

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".

Key Issues:

- ▶ *A preliminary drainage report shall be submitted with the site plan. Detention and water quality/EURV appears to be provided by the Sable Ditch detention pond. It is the developer's responsibility to confirm this assumption and that the site imperviousness does not exceed that which the pond was designed to treat and detain. Otherwise, on-site detention and water quality will be required. -Provided.*
- o *Detention and water quality should be provided for all adjacent and required roadway improvements. -Provided.*
- ▶ *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> -Provided.*
- ▶ *All finished floor elevations (FFE) shall be minimum one-foot above all emergency overflow elevations and all 100-year ponding and flow depths. -Provided.*
- ▶ *Note that for all preliminary drainage reports (PDR) review fees will be limited to the first three reviews. If additional reviews are required, fourth and greater, then new fees will be required. -Noted.*
- ▶ *Discuss the storm drainage easement along 16th Avenue and how it will be abandoned and any storm improvements with the construction of the roadway. -Provided.*
- ▶ *This site will be subject to Ordinance No. 2022-46 pertaining to the use of turf and water features and any future updates to the COA Storm Drainage Design and Technical Criteria. -Noted.*
- ▶ *The City of Aurora is currently revising their storm drainage manual, the site will need to be in compliance with the latest storm drainage manual update. Use the following tables for imperviousness and C value computations. Note that the City of Aurora Storm Drainage Manual expected release date is 11/9/2023. -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. -Noted.*
- *Refer to EDN's (209058 Sable Ditch detention pond) for supporting information related to your site. -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 the Planning Department application submittal. A review fee shall be paid to the city prior to acceptance of the preliminary drainage report. The site plan will not be approved until the preliminary drainage report is approved. -Noted.*
- *The engineer is responsible for researching and determining if there has been a study by Mile High Flood District (MHFD) proposing improvements within or adjacent to said development. Any such improvements may be required to be constructed with the subject development. Coordination with the City shall be initiated in such case at the master plan level or as soon as determined with any proposed development. -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. -Noted.*
- *Detention of storm drainage appears to be supported by offsite ponds. Include approved pond certificates 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. -Noted.*
- *Release rate for the detention pond shall be based upon the "Storm Drainage Design and Technical Criteria" Manual, latest revision, and in conformance with the MHFD's MDP/OSP. -Noted.*
- *Cross pans are not allowed across collector or arterial roadways, nor are they allowed on roadways with storm sewer systems. -Noted.*

- 2.08.1.06.2 *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. -Noted.*

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

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

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

- *Stormwater Conveyance - Notification of Adjacent Property Owners link: https://cdns5-hosted.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 -Noted.*

- *Digital files supporting this submittal should be uploaded at the time of first review, examples are MHFD Detention files. -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 application. See below for additional information.*

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

- ▶ *The easternmost site access drive shall be located 150' CL-CL from the neighboring eastern site access along 16th Avenue.*

- ▶ *Fully illustrate proposed 17th Avenue access if planned to be provided.*

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

- *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. **-Provided.**

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' **-Provided.**

- 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. **-Noted.** Existing signage per approved Preliminary Plat/ISP shown. Add the following note to the Site Plan:

- The developer is responsible for signing and striping all public streets. The developer is required to place traffic control, street name, and guide signs on all public streets and private streets approaching an intersection with a public street. Signs shall be furnished and installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards, and shown on the signing and striping plan for the development. **-Noted.**

ROW/Plat:

- Designate a Public Access Easement along 16th Avenue and from 17th Avenue into the site. **-Provided.**

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.
- Site Circulation Plan

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

Submitting the Traffic Letter:

- The Traffic Letter shall be sent directly to Dean Kaiser at 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.

Based on our review of the 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:

- ▶ The public improvements required with this application include completing the north half of 16th Avenue including pavement (minimum 24' required), curbside landscaping, curb and gutter, an attached 5.5' sidewalk, and streetlights. A cul-de-sac with a 52' property line radius is required at the end of 16th Avenue with an attached 5.5' sidewalk along the north half of the cul-de-sac. Additional right of way, sidewalk easements, and utility easements for the streetlights will be required to accommodate the improvements. -Provided.
- ▶ The updated Roadway Manual has been adopted as of February 1, 2023. The link to the updated Roadway Manual can be found below. -Noted.
- ▶ 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. -Noted.
- ▶ Previously approved plans and reports can be found on the City's website. Instructions can be found here: Getting to Engineering Documents Online. Older documents can be provided upon request. -Noted.

Improvements:

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

- Typical roadway sections are specified in the City Code and summarized in Section 4.08 with details shown in the Standard Detail S1. -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. -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. -Noted.
- Flared curb cuts, Standard Detail S7.4, are not permitted for commercial/industrial or residential driveways where traffic movements would be substantial. When the number of parking spaces exceeds 20, curb returns are required, and the curb return radii shall be labeled on the plan. -Noted.
- Pedestrian Bicycle Railings will be required at and continuous along vertical separations of 30 inches, or greater, or on slopes greater than or equal to 3:1 adjacent to pedestrian areas. See Standard Detail S18. -Noted.
- Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, 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. -Noted.
- The maximum private access drive slope may be 4% (non-residential) when sloping down toward the public street and up to 6% maximum when sloping up toward the public street. -Noted.
- If gates are incorporated into the design of the development, they are required to be setback from the

street flow line a minimum of 35-feet or one truck length, whichever is greater. -Noted. No gates proposed.

- Streetlights are required along adjacent roadways. Please refer to the 2023 Roadway Manual 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 streetlighting plan shall be included with the Civil Plan submittal and will determine final street light locations based on a photometric analysis. -Noted.

ROW/Easements/Plat:

- ROW dedication is required for public streets. -ROW dedication is provided at the cul-de-sac however a license agreement is being sought for the small portion of public walk along the north side of 16th that encroaches within the property.

- Please coordinate with the Real Property Division of Public Works for the dedication of any required easements. If a plat will be prepared for this development, the plat can cover the required easements.

- Sidewalk easements may be required for new sidewalk installed. -Provided with plat.

- 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. -Noted. No detention or water quality on-site as this is accounted for in the Sable Ditch Pond.

- 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. - Provided.

- 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. -Provided.

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).

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. -Noted.

Accessibility Requirements:

The City of Aurora reviews accessibility requirements based on 2021 IBC, Chapter 11, the 2017 ICC A117.1 and the revised 2003 Colorado State House Bill 03-1221, Article 5, Standards for Accessible

Housing. -Noted.

- *Accessibility Requirements - Residential - Apartments and Townhomes*

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

- *Accessibility Requirements – Commercial*

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. -Noted.

Adopted Codes by the City of Aurora – Setbacks: -Noted.

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.*
- *Using the 2021 International Building Code adopted by the City of Aurora, the site plan submittal must show the distance between new or existing property lines and proposed exterior walls of structure(s).*

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*
- *Street Standards and Street Section Details*

Emergency Responder Communication Coverage: -Noted.

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.*

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.*

Fire Department Access: -Noted.

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

- **Fire Lane Easement -Provided.**

- *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.*

- *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.*

- **Public Street Adjacent to Site -Provided.**

- *Structures greater than 30' in height and adjacent to a public street must provide a 26' wide fire area capable of accommodating aerial fire apparatus (ladder trucks). The intent is to establish a fire apparatus parking area no greater than 30' and no less than 15' from the exterior wall of the structure. This fire apparatus area must be posted as "No Parking-Tow Away Zone" to ensure availability for fire apparatus.*

Fire Hydrants: -Provided.

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.

- An onsite looped water supply will be needed where there are two or more fire appliances, such as fire hydrants and fire service lines supporting a fire sprinkled structure.
- 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.
- Please show the location of all fire hydrants within 400' of this site. Where fire hydrants are outside the boundaries of the site plan you can indicate the distance using a fire hydrant label or symbol with an arrow and distance.

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:

- 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. **-Provided.**
- R-2 Apartments or Condominiums. A heated fire riser room with an exterior door will be required. A Knox box will be required on the right side of the entrance to the fire riser room. A fire control panel or unit that is tied into a master fire alarm panel will be required within the fire riser room. A fire department connection will be required at the front main entry side of the structure and within 100' of a fire hydrant. **-Provided.**
- 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. **-Provided.**

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. **-Noted.**

- 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. **-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. **-Provided.**

Phasing Plans:

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

Photometric Plan: -Provided.

- 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".

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

Site Plan, Civil Plan, Framework and General Development Plan, and Plat Notes: -Noted.

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 Multi-Family Projects Built under the 2021 IBC/IRC and HB-1221
- (Site Plan Note) Addressing
- (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

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.

Special Design Considerations: -Noted and provided as applicable.

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

- **Abutting Fire Lane or Public Access Easement to Property**
 - *If an existing fire lane or public street must be removed or relocated for any reason, the roadway must be replaced using the current specifications of the Public Works Department.*
- **Access to within 150 feet of Each Structure**
 - *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.*
 - *Where fire hydrants and fire department connections are provided adjacent to vehicular access drive aisles, they will need to be dedicated as fire lane easements to provide emergency access to them.*
- **Access Road Width with a Hydrant**
- **Aerial Fire Apparatus Access Roads**
- **Fire Apparatus Access Road Specifications**
 - *If an existing fire lane or public roadway must be removed or relocated for any reason, the portion replaced must follow the current specifications of the Public Works Department.*

- *Combined Fire Lane, Public Access and Utility Easements*
- *Construction of Fire Lane Easements and Emergency Access Easement*
- *Dead-end Fire Apparatus Access Roadways*
- *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*
- *No Parking is allowed within a Fire Lane Easement*
- *Pocket Utility Easements for Fire Hydrants*
- *Public Street Systems Adjacent to Site*
- *Remoteness*
- *Speed Bumps*
- *Snow Removal Storage Areas*
- *Two points of Emergency Access*
- *Width and Turning Radius*

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. -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.

Key Issue:

▶ *This is the fourth view of this site and my comments are the same as the last. -Noted.*

Subdivision Plats:

• *The property is currently platted; however, due to your proposed use, it will need to be resubdivided (replatted) at this time in order to obtain a building permit. Plats must be prepared using City of Aurora specifications provided in the most current Subdivision Plat Checklist. Plat reviews may run concurrently with your other Planning Dept. submittals. -Noted.*

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

Site Plans:

A Site Plan will be required by the Planning Department. 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. -Noted.

Separate Documents: -Noted.

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

- During the pre-application meeting no requirement for separate documents were specifically identified for your site as proposed. However, review of your actual Site Plan when submitted may identify additional conditions 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

- Revocable License Packet

- 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 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. **-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. **-Noted.**

- (Residential only) No portion of any roofed structure may encroach into any easement. However, the city will allow certain items to encroach in easements such as fences, gates, retaining walls, monument signs, etc. as long as they do not interfere with the use of the easement. If your encroachment is approved, you must obtain a Revocable License from Land Development Review Services. It is the responsibility of the applicant to identify and include all encroachments on their Revocable License application which can be found in the Revocable License Packet. A Revocable License takes about 1-2 weeks to complete and must be complete before Land Development Review Services will record the Site Plan. **-Noted.**

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

The License Agreement must be completed before the Site Plan is recorded. -Noted.

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

The Step II Construction Document Phase comments are acknowledged and a response letter will be included with the submittal of the Civil CD's when that time comes. Should you have any questions, do not hesitate to contact me. We look forward to working with you.

We look forward to your feedback and working with you to develop an exceptional project for our client and the City of Aurora.

Sincerely,

FARNSWORTH GROUP, INC.



Jon Spencer, PLA

Sr. Landscape Architectural Manager