



September 18, 2024  
Attn: Stacy Wasinger  
Planner  
City of Aurora Planning and Development Services  
Planning Divisions  
15151 E. Alameda Parkway, Ste. 2300  
Aurora, CO 80012

RE: **Pre-Application Meeting Notes Response** – APS Nutrition Services Freezer Warehouse  
Building - Advisory Site Plan  
Pre-Application Meeting Number: **1798146**

Dear Stacy,

Please accept the following responses to the items raised in the Pre-Application Meeting for the Aurora Public School Nutrition Services Freezer Warehouse Building held on June 6, 2024. The responses listed below correspond to the formal Staff Comments in the “STEP I – Planning Phase” portion of the document. The response are in italics after each copied comment. All other standard comments in the document are acknowledged.

Thank-you for the time necessary to review these responses.

**PLANNING DEPARTMENT COMMENTS** (Attn: Stacy Wasinger, original comments from Edward Vigil)

**Key Issues:**

1. A minimum 25' landscaping buffer along the south side of the property adjacent to the residential would typically be required and is recommended. Table 4.7-2.  
*Response: We have provided at least 25' of buffer with turf planted throughout. Due to this doubling as a fire access lane with grass pavers and fiber line easements serving Buckley SFB, we did not provide shrub or tree plantings in this area. An existing masonry privacy wall is on the south boundary of the site and blocks views of this area.*
2. Street trees along Centretech Parkway and Airport Boulevard should be provided per the landscaping requirements.  
*Response: Street trees are being provided on Airport Boulevard and Centretech Parkway.*
3. The Neighborhood Protection Standards provide approaches to mitigate impacts to abutting residential uses and are recommended. Section 146-4.4.  
*Response: These items were taken under careful consideration. An item we unfortunately could not comply with is the building height. The warehouse portion of the building is 40' above grade to accommodate structure and storage requirements inside the building. This is limited to a length of 120' along the eastern end of the south building elevation. The remainder of the building is below the height limits.*

4. Notice of this application and a referral for comment will be sent to Buckley Airforce Base due to the proximity of the base.  
*Response: Once APS selects the metal panel pattern, a presentation package will be sent to Buckley SFB for their input.*
5. The applicant should provide notice to the residents to the south of this property and include them in this process.  
*Response: The design team met with Buckley SFB during the design process to discuss the project. They asked for building renderings and a site plan be sent to them to notify the nearby base housing residents and solicit feedback.*
6. Staff requests that an “as-built” digital plan be provided to the Planning department once the civil documents are approved, and construction begins.  
*Response: This will be submitted once the civil documents are approved and construction begins.*

### **Standards and Issues:**

#### **1. Zoning and Placetype**

1A. The purpose of the MU-OI district is to accommodate office, institutional, and related low impact uses near residential areas. This district is intended to allow low- to medium-scale, low traffic generating office and residential uses in areas that can serve to buffer single-family residential areas from nearby more intensive commercial development. This district allows both residential and small- and moderate-scale commercial activities, with limited retail, services, and institutional uses.

*Response: This is acknowledged.*

#### **1B. Overlay Districts- Buckley Air Force Base**

Because the property is within the Airport Influence District surrounding Buckley Air Force Base, an avigation easement with the city and the airport shall be conveyed by the person subdividing lands or initiating construction of any structure on already subdivided lands. Such avigation easement shall be an easement for right-of-way for unobstructed passage of aircraft above the property and shall waive any right of cause of action against the city of associated airport arising from noise, vibrations, fumes, dust, fuel particles, and other effects caused by aircraft and airport operations. The avigation easement shall be in a form approved by the city and shall be recorded in the office of Clerk and Recorder for the county where the property is located before permit or plat approval is granted. The avigation easement form can be found here. Please contact Jeffrey Moore at 303. 739.7676 or [jsmoore@auroragov.org](mailto:jsmoore@auroragov.org) with any questions you may have.

*Response: This is acknowledged. An avigation easement will be prepared.*

#### **1C. Placetype- Innovation District**

The Innovation District is where leading-edge anchor institutions and businesses connect with start-ups and business incubators and accelerators. This placetype fosters new ideas and enterprises by bringing together different people, companies and institutions and are key to increasing employment within the city. Light industrial and business park uses are joined with education and medical institutions to foster sought-after creativity. The primary uses interact horizontally to promote integration across the various industries that fill this placetype.

*Response: This is acknowledged.*

#### **2. Land Use**

##### **2A. Proposed Land Use**

The pre-application narrative proposes a 54,128 square foot building consisting of 33,280 square feet of freezer and cooler space and 19,502 square feet of warehouse and support space. The proposed use is classified as “storage, distribution, and warehousing” per the Permitted Use Table in Section 146-3.2 and is not a permitted use within the MU-OI zone district. During the pre-application meeting, APS stated there is an agreement between Aurora Public Schools and the City of Aurora exempting APS from zoning requirements and plat/subdividing requirements. The Office of Development Assistance and the Planning Department are currently in the process of verifying this information.

*Response: This statement is correct. An agreement was reached between APS and the City of Aurora regarding the zoning of the site.*

### 3. Development Standards

#### 3A. Dimensional Standards

Building setbacks are based on the requirements for landscaping buffer requirements as outlined within Section 1467-6.7. In the MU-OI zone district, the building height maximum is 75'. However, building height is further restricted to 38' for buildings within 75' of residential development per the neighborhood protection standards (see below).

*Response: This is acknowledged. An item we unfortunately could not comply with is the building height. The warehouse portion of the building is 40' above grade to accommodate structure and storage requirements inside the building. This is limited to a length of 120' along the eastern end of the south building elevation. The remainder of the building is below the height limits.*

#### 3B. Neighborhood Protection Standards

Section 146-4.4 applies when non-residential development zone districts about lower-intensity Residential zone districts. These requirements provide guidance to mitigate impacts next to residential properties. Staff recommends you consider using these. review this entire section for applicability. Key requirements of this section are as follows (the residential lots abutting the southern property line are considered "protected lots"):

- Max. 38' height within 100' of protected lot (residential development to the south in this case)

*Response: This is acknowledged. An item we unfortunately could not comply with is the building height. The warehouse portion of the building is 40' above grade to accommodate structure and storage requirements inside the building. This is limited to a length of 120' along the eastern end of the south building elevation. The remainder of the building is below the height limits.*

- Max 15' light pole height within 100' of protected lot, lights must be off between the hours of 11pm-7am

*Response: This is acknowledged. The light poles within 100' of the protected lots are 15' and will be off during the noted hours.*

- No service areas can be located within 25' of a protected lot (this includes truck loading/unloading areas)

*Response: This is acknowledged. All service areas are on the north side of the building.*

- No automobile entry can be within 30' of protected lot

*Response: This is acknowledged. Automobile entries are on the north side of the site.*

- Min. 20' building setback from the property line of the protected lot

*Response: This is acknowledged. The building setback is 44' from the protected lots.*

- Noise level limited at property line to a max. 45dBA for the hours of 9pm-7am.

*Response: This is acknowledged. NV5 did an acoustic study based on the locations of the specified equipment, and the calculated dBA was 37dBA at the protected lot line.*

#### 3C. Access and Connectivity

Thank you for including the detached sidewalk along Airport Blvd and sidewalk along Centretech Parkway. Please consider providing a detached sidewalk along the south side of Centretech Parkway.

*Response: This is acknowledged. APS needs an attached sidewalk for their district maintenance procedures. This is consistent with other existing sidewalks on the campus.*

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

Off-street parking should be provided by Section 146-4.6 and is calculated based on the proposed use. Please refer to Table 4.6-1 for a list of off-street parking requirements listed by use. There is no parking requirement for storage or warehousing uses, but distribution facilities require 1 parking space per 1,000 gfa. It is unclear in the narrative and site plan how much square feet is provided for the Distribution use. In

addition to vehicle parking, bicycle parking should also be provided. Bicycle spaces should 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. Please place any bicycle parking in a convenient, paved, and well-lit location. 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. Section 146-4.7.8 Screening of Service Areas and Equipment should be provided to any proposed mechanical equipment, service, loading, storage, and trash areas.

*Response: This is acknowledged. The distribution portion of the building is 7.787 SF, requiring 8 parking spots. 20 parking spots are being provided. The building is orientated to reduce visibility to service and equipment from the east, west and south. The mechanical yard is being enclosed with opaque fencing. A bicycle rack is not being provided, but space has been provided for future installation near the main entrance.*

### 3E. Landscape, Water Conservation, Stormwater Management

#### General Landscape Plan Comments

According to a 2009 Public School Development Process agreement between the City of Aurora and the Aurora and Cherry Creek School Districts, school districts are exempt from the city's landscape requirements. Staff however asks that you consider the implementation of the following Unified Development Ordinance (UDO) requirements in an effort to blend the proposed warehouse building into the surrounding development.

*Response: This is acknowledged.*

Landscape plans should be prepared in accordance with the UDO and the Landscape Reference Manual. The landscape comments provided herein are based upon the following code section 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: This is acknowledged.*

#### 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: This is 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: This is acknowledged.*

#### 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. This is not applicable to street trees.

*Response: This is acknowledged.*

#### Section 146-4.7 Landscape, Water Conservation, Stormwater Management Requirements

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

*Response: This is acknowledged.*

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

Provide one street tree per 40 lineal feet along the south side of Centretech Parkway and the east side of Airport Boulevard. When a detached walk and curbside landscape are provided according to Public Works street cross section requirements, street trees shall be provided within the designated curbside landscape area. When a detached walk and curbside landscape are absent, street trees shall be located from four to five feet from the back of walk, curb, or pavement.

*Response: This is acknowledged. Street trees are provided where requested.*

In addition to the street trees, the UDO requires plantings within the curbside landscape to vary depending upon the width required by the street cross section. The permitted plantings may be found in this section of the UDO. Turf is no longer permitted in the curbside landscape.

*Response: This is acknowledged.*

Section 146-4.7.5 D. Street Frontage Landscape Buffers

Provide a 25' wide street frontage buffer along Airport Boulevard and a 10' wide street frontage buffer along Centretech Parkway. All buffers are measured inward from the back of walk or from the right of way if no walk is provided. Landscaping shall consist of one tree and ten shrubs per forty linear feet of buffer length. A reduction in buffer width is not permitted for industrial uses abutting an arterial street while a buffer reduction to six feet is permitted in accordance with Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions along E. Centretech Parkway. Landscape street buffers shall be installed along the exterior sides of proposed fencing or walls.

*Response: This is acknowledged. Only street trees are being provided per APS maintenance requirements.*

When overlapping landscape standards occur such as when building perimeter, detention/water quality and/or parking lot landscape requirements fall within the landscape buffer, they may be counted towards meeting the buffer requirements, however, the most restrictive requirements shall be met. Staff will determine whether an overlap exists once a landscape plan is submitted.

*Response: This is acknowledged.*

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

A 25' wide landscape buffer shall be provided along the southern property boundary adjacent to the existing residential homes. A reduction in buffer width to 12' feet is permitted in accordance with Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions depending upon the buffer reduction feature chosen. Landscaping shall consist of one tree and five shrubs per 40 linear feet. Thirty percent of the tree species shall be evergreen. Where a non-residential use abuts a residential use, plant material must be up sized. Deciduous shade trees must be 2.5" caliper and evergreen trees must be 8' tall.

*Response: We have provided at least 25' of buffer with turf planted throughout. Due to this doubling as a fire access lane with grass pavers and fiber line easements serving Buckley SFB, we did not provide shrub or tree plantings in this area. An existing masonry privacy wall is on the south boundary of the site and blocks views of this area.*

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.

*Response: This is acknowledged.*

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: This is acknowledged. Only street trees are being provided per APS maintenance requirements.*

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

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

*Response: This is acknowledged. Only street trees are being provided per APS maintenance requirements and elements are screened to the extent possible given operational requirements on the site. The screening around the mechanical yard is 10'-2" tall due to manufacturer's standard sizes to comply with the city's request that this fence be 9' tall. APS also wants to ensure that no equipment is visible in this yard to deter theft.*

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.

*Response: This is acknowledged. The dumpster enclosure is 70' from the property line. Small plantings are not being provided due to APS maintenance requirements. The enclosing walls on three sides are 8' tall concrete walls. There is not a gate provided due to APS maintenance request.*

#### Section 146-4.7.5 J. Building Perimeter Landscaping

Building perimeter landscaping is required when building elevations face public rights-of-way, residential neighborhoods, public open space, or whenever an entrance door is present. Landscape each elevation with one tree or tree equivalent per each 40 linear feet of elevation length. Building perimeter landscaping provided within 20' of the building face may count towards the building perimeter landscaping including landscaping provided within parking lot islands. Depending upon the length of the building, landscaping may need to be pro-rated if less than 40 linear feet. Landscaping shall be broken down by building face and not as an entire entity.

*Response: This is acknowledged. Only street trees are being provided per APS maintenance requirements.*

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

*Response: This is acknowledged. Only street trees are being provided per APS maintenance requirements. The longest run of parking stalls is 10 stalls wide.*

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.

*Response: This is acknowledged. Only street trees are being provided per APS maintenance requirements.*

#### 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: This is acknowledged. Only street trees are being provided per APS maintenance requirements. The detention basin is 6' deep.*

#### Section 146-4.7.8.B.1.c. Screening of Service Areas and Equipment

Ground mounted mechanical equipment shall be screened from public view by landscaping or by a decorative wall, or fence that is similar in appearance to the primary building. Please include a detail of the fence that is proposed to screen the mechanical equipment facing Centretech Parkway. Include height, color and material.

*Response: This is acknowledged. The screening around the mechanical yard is 10'-2" tall due to manufacturer's standard sizes to comply with the city's request that this fence be 9' tall. APS also wants to ensure that no equipment is visible in this yard to deter theft. The metal panels will match those on the canopies and are Berridge HR-16 panels, Dark Bronze color.*

#### 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: This is acknowledged.*

#### 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. Although the building design standards are not required, we would ask that four-sided building design be provided.

We would ask that you consider incorporating 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 should 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. Please consider providing 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 should be continued on all four sides of the buildings to prevent the back of house appearance. See the table below for building design standards.

*Response: This is acknowledged. We are providing design on each elevation to the greatest extent possible considering the budget and the practical construction requirements of the rack-supported freezer structure. The warehouse has striated acid-etched precast concrete panels with a custom pattern abstracting prairie grass. The refrigerated portions of the building will utilize color changes to break up the mass.*

#### 3G. Exterior Lighting

Standards for exterior lighting are found in Section 146-4.9 and 146-4.4. Please consider showing typical details of lighting on the plan and on building elevations. Lighting should be full cutoff shielded and no more than 15 feet tall.

*Response: This is acknowledged. The light levels are at 0 footcandles at the property line except at the required streetlights which are also above 15'.*

#### 3H. Signs

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

*Response: This is acknowledged. No monumental signs are proposed and building signage is shown on the elevations.*

#### 4. Submittal Reminders

##### 4A. 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: This is acknowledged.*

##### 4B. 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: This is acknowledged.*

##### 4C. Mineral Rights Notification

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

*Response: This is acknowledged. APS is providing this document.*

##### 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.

*Response: This is acknowledged.*

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: This is acknowledged.*

##### 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: The design team met with Buckley SFB during the design process to discuss the project. They asked for building renderings and a site plan be sent to them to notify the nearby base housing residents and solicit feedback.*

##### 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.

*Response: This is acknowledged. We have coordinated directly with Buckley SFB.*

- 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.

*Response: This is acknowledged. We have coordinated directly with Buckley SFB.*

- 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.

*Response: This is acknowledged. We have coordinated directly with Buckley SFB. Buckley SFB will provide feedback but they did not anticipate any issues.*

- 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.

*Response: This is acknowledged.*

- 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: This is acknowledged.*

#### **ENERGY AND ENVIRONMENT DEVELOPMENT** (Attn: Jeffrey Moore and Maria Alvarez)

We have reviewed the area of your development. There are no known plugged and abandoned (P&A) wells within your site and no existing or planned oil and gas surface facilities on your site at this time. There may be existing underground pipelines in rights-of-way. If you have questions or concerns about this, the Energy & Environment Division can assist by providing additional information.

*Response: This is acknowledged.*

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: This is acknowledged.*

#### **PARKS, RECREATION & OPEN SPACE DEPARTMENT (PROS)** (No representatives attended the meeting or provided comments)

No comments from this department.

#### **AURORA WATER** (Attn: Steven Dekoskie)

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:

- ▶ There is currently no sanitary sewer main located in E. Centretech Parkway. This site can utilize the 12" DIP sanitary sewer main in Airport Boulevard for a service connection.

*Response: This is acknowledged. This is where we will connect.*

- ▶ Fire hydrants and private fire lines must be served from a looped water supply. Bollard protection is required for fire hydrants, interior to this site. Residual pressure calculations are required for hydrant laterals > 150' to show a minimum 20 PSI residual pressure.

*Response: This is acknowledged.*

▶ Water fixture unit tables are required to determine the water meter size. Water meters are to be installed in a landscaped area. A water utility easement is required for water meters and fire hydrants not in the ROW.

*Response: This is acknowledged. The water fixture table are included in the SDP drawings.*

▶ Domestic service allocation agreements are required for all water meters 1.5" and above.

*Response: This is acknowledged.*

▶ Erosion controls plans are required. A SWMP report is not required.

*Response: This is acknowledged.*

▶ Provide copy of APS' MS4 permit.

*Response: This is acknowledged and will be provided.*

▶ All sediment basins and detention basins must have a 48hr drain time, due to proximity to Buckley Air Force base.

*Response: This is acknowledged.*

Utility Services Available:

• Water service may be provided from: 8" DIP north of E. Centretech Parkway.

*Response: This is acknowledged. This is where we will connect.*

• Sanitary sewer service may be provided from: 12" DIP in Airport Boulevard.

*Response: This is acknowledged. This is where we will connect.*

• Project is located on the following Map Page: 08L

*Response: This is acknowledged.*

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.
- All utility connections in the arterial roadway are required to be bores.

*Response: This is acknowledged and will be provided.*

• 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: This is acknowledged.*

• All commercial and industrial users that discharge wastewater to the City of Aurora are to meet Metro Water Recovery's Industrial Pre-Treatment Program. Applicants are encouraged to reach out to Metro Water Recovery early in the planning process to learn more about the program requirements.

*Response: This is acknowledged.*

• 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: This is acknowledged.*

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

*Response: This is acknowledged.*

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: This is acknowledged.*

- 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: This is acknowledged.*

- 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: This is acknowledged.*

- 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: This is acknowledged.*

**STORMWATER MANAGEMENT** (Attn: George Slovensky)

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. Note that a final drainage report shall be submitted with the Civil Plans. The preliminary drainage report shall be submitted at the time of Planning Department application submittal. Refer to Sections 2.4.3 & 2.4.4/2.4.5 for submittal requirements. A review fee shall be paid to the city prior to acceptance of the preliminary drainage report.

*Response: This is acknowledged and will be provided.*

- Full Spectrum Detention (detention, EURV and water quality) shall be provided for this site and any perimeter roadway improvements required by Public Works as a part of this development unless the engineer can substantiate that these are provided in an existing off-site facility.

- o 1. If a deferral is granted by Public Works for construction of roadway improvements at a later date the site would need to provide the design for the storm infrastructure (inlets, storm drain) and include water quality and detention for the improvements.

- o 2. If the deferral is for both design and construction for the road improvements the onsite pond must provide the future volume needed for water quality and detention for the improvements as part of the deferral.

*Response: This is acknowledged.*

- A drainage easement and Facility (Pond) Certification shall be required for any new detention/WQ facility. No Inspection and Maintenance Agreement is required since this is an APS project, but please include a copy of the APS MS4 permit in drainage report submittals. Please allow adequate time for review of the Facility (Pond) Certification for this site, City suggests a minimum of 3 months from time of initial certification submittal until the needed first Certificate of Occupancy.

*Response: This is acknowledged.*

- On-site detention/EURV/water quality facilities shall be in place prior to paving and shall be accepted prior to the issuance of Temporary Certificate of Occupancy (TCO) or Certificate of Occupancy (CO).

*Response: This is acknowledged.*

- Drainage design of this site shall account for all offsite flows currently entering the site.

*Response: This is acknowledged.*

□ Drainage design information submitted for this Pre-Application indicates that the entire site is proposed to discharge to the west to infrastructure that has not been located on any approved plans or GIS of existing infrastructure. Note that discharge locations and flow rates to existing infrastructure should comply with the original design of that infrastructure or be shown with new engineering analysis to be included in the Preliminary Drainage Report that they can be accommodated by that infrastructure while still meeting all City design criteria.

*Response: This is acknowledged. Further detail has been provided in the SDP drawings and the preliminary drainage report.*

□ 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: Design Standards and Checklists.

*Response: This is acknowledged.*

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

*Response: This is acknowledged.*

□ Note that Preliminary and Final Drainage Report (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.

*Response: This is acknowledged.*

□ 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: Aurora Water SDDTC 11-2023

*Response: This is acknowledged.*

• Important reference materials can be accessed via the City's GIS tools.

• Drainage references provided in these notes may not be an exhaustive list or include all potentially relevant existing or under-review documents. Approved reports and plans can be found via the city's Property Map. Please note that approved city documents before approximately the year 2000 are generally not available on the city website and must be requested by the design engineer from Aurora Water. 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: This is acknowledged.*

• References:

1. Final Drainage Study for Buckley Air Force Base Privatization Housing Project (Buckley Air Force Base Housing #01) (COA EDN 205052)
2. Drainage Memorandum APS Warehouse Parking Lot Project (COA EDN 205102)
3. Final Drainage Report for Pickens Technology Center Filing No. 5, APS Community Campus – Salida Way and Centretech Parkway (COA EDN 215052)
4. Final Drainage Letter for Pickens Technology Center Filing No. 5, APS P-8 School at APS Campus (COA EDN 214057)
5. Design Report on 6th Avenue Detention Pond at Norfolk Project no. 5045 (COA EDN 850327)
6. Upland Pond and Norfolk Pond Water Quality Improvement Project (COA EDN 208091)
7. Final Drainage Report for Aurora Public Schools Parking Lot (COA EDN 201188)

• The site is located within 10,000 feet of Buckley Air Force Base. Pond drain times for sites adjacent to air operations areas are limited by FAA recommendations contained in Advisory Circular 150/5200-33C dated 2/21/2020. These drain time limitations are intended to minimize wildlife attractants and potential interference with air traffic. The drain time limitations preclude pond designers from obtaining the full drain

times recommended by the Mile High Flood District (MHFD) for Water Quality Capture Volume (WQCV) and Excess Urban Runoff Volume (EURV). The total drain time for ponds within this area is 48 hours.  
*Response: This is acknowledged.*

- 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: This is acknowledged.*

- Per City of Aurora Storm Drainage Design and Technical Criteria Section 10.11, underground detention may be used only as a last resort and must be approved by variance, when all other alternatives are exhausted. If a development chooses to propose underground detention, they are doing so at-risk of significant redesign if the underground detention is not approved. A variance, with supporting documentation, in the preliminary drainage report for underground detention will be evaluated on a case-by-case basis.  
*Response: This is acknowledged. We do not propose underground detention for this project.*

- 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.  
*Response: This is acknowledged.*

- 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: This is acknowledged.*

- 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: This is acknowledged.*

- See section 3.20 EASEMENTS AND TRACTS for specific information for maintenance access for channels, ponds, and all other storm features.  
*Response: This is acknowledged.*

- Stormwater Conveyance - Notification of Adjacent Property Owners link: Stormwater Conveyance - Notification of Adjacent Property Owners  
*Response: This is acknowledged.*

- Digital files supporting this submittal should be uploaded at the time of first review, examples are CUHP, SWMM, HEC-RAS, and MHFD Detention files.  
*Response: This is acknowledged.*

**PUBLIC WORKS DEPARTMENT** (Attn: Dean Kaiser, Kendra Hanagami)

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

Key Issues:

► A Traffic Letter providing expected trip generation to/from the site will be required for this development. If peak hour trips exceed 75, a full Traffic Impact Study will be required. See below for additional information.

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

*Response: This is acknowledged. A Transportation Impact Study will be provided.*

► Site access drives shall be located 300 feet CL-CL from Airport Boulevard (arterial), including access spacing of 150 feet along Centretech Parkway.

*Response: This is acknowledged. These spacings are exceeded on the drawings.*

► Gates, if proposed, are required to be setback from public road flowline a minimum of 45-feet for emergency access locations and the longest expected vehicle at all other locations. If the gating system swings, it shall swing into the site.

*Response: This is acknowledged. 45' minimum has been provided and the gates swing into the site.*

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

*Response: This is acknowledged.*

• The western access onto Centretech Parkway looks to exceed our recommended 30'-40' maximum width of commercial access (Roadway Manual Standard S7.4). Provide truck turning templates for access locations and internally to provide justification for a wider access point.

*Response: This is acknowledged. The wider width is needed for semi truck access with the tight right turn. A turning template can be provided.*

• Label the access movements on the Site Plan.

*Response: This is acknowledged.*

• 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: This is acknowledged.*

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

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

*Response: This is acknowledged.*

ROW/Plat:

• Designate a Public Access Easement along Centretech Parkway adjacent to the site.

*Response: This is acknowledged.*

- Ensure a traffic signal easement is provided at the intersection of Airport Boulevard and Centretech Parkway to accommodate the existing traffic signal pole, underground conduits, pull boxes and signal control cabinet.

*Response: This is acknowledged.*

Improvements:

- Investigate if a northbound right turn lane will be required on Airport Boulevard at Centretech Parkway via the traffic letter/study.

*Response: This is acknowledged. A turn lane was required by the traffic study.*

Traffic Impact Study:

- A full Traffic Impact Study will not be required (as long as the trip generation provided for the site is less than 75 peak hour trips). 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

- Investigation of northbound Airport Boulevard right turn lane justification (utilizing current and proposed traffic data by site build-out/opening). Use SHAC auxiliary lane standards as guidance and Synchro 95<sup>th</sup> percentile value from AM/PM peak hour intersection operation evaluation for storage length.

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

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

*Response: This is acknowledged. A Transportation Impact Study will be provided.*

## **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:

Provide a 10' attached sidewalk, to match the arterial typical section for Airport Boulevard below (from Alameda Avenue to Colfax Avenue) and any required ROW dedication or sidewalk easements that comply with the 2023 Roadway Manual requirements adjacent to the development.

*Response: This is acknowledged. A 10' sidewalk is being provided.*

Evaluate existing streetlights for conformance with the 2023 Roadway Manual and provide additional streetlights if the photometrics require it for North Airport Boulevard.

*Response: This is acknowledged. Additional streetlights are not needed along Airport Blvd..*

Coordinate with RTD to ensure compliance with their requirements for any existing bus stops along Airport Boulevard.

*Response: This is acknowledged. We have reached out to RTD.*

Provide a 5.5' detached sidewalk (designated as a private sidewalk) along the south side of E Centretech Parkway. Also evaluate the existing streetlights for conformance with the 2023 Roadway Manual and provide additional streetlights if the photometrics require it for E Centretech Parkway.

*Response: This is acknowledged. An 8' attached sidewalk is being provided due to APS maintenance requirements. Additional streetlights are being provided along E. Centretech Pkwy..*

□ Provide ADA compliant curb ramps that are directional and compliant with the 2023 Roadway Manual requirements at the southwest, southeast and northeast corners of the Airport Boulevard and Centretech Parkway intersection.

*Response: This is acknowledged and will be provided.*

□ Provide curb returns and ADA compliant curb ramps at all existing or proposed accesses that are directional and compliant with the 2023 Roadway Manual requirements.

*Response: This is acknowledged and will be provided.*

□ The updated Roadway Manual has been adopted as of February 1, 2023. The link to the updated Roadway Manual can be found below.

*Response: This is acknowledged.*

□ 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: This is acknowledged.*

□ 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: This is acknowledged.*

#### 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: This is acknowledged.*

- 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: This is acknowledged.*

- 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: This is acknowledged.*

- 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: This is acknowledged.*

- 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: This is acknowledged.*

- 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: This is acknowledged. No retaining walls are being proposed.*

- 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: This is acknowledged.*

- 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: This is acknowledged.*

- 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 streetlight locations based on a photometric analysis.

*Response: This is acknowledged.*

#### ROW/Easements/Plat:

- ROW dedication is required for public streets.

*Response: This is acknowledged.*

- 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: This is acknowledged.*

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

- Sidewalk easements may be required for new sidewalk installed.
- A drainage easement shall be required for any detention/water quality facilities on site. This drainage easement shall tie to a public way. 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: This is acknowledged.*

#### **FIRE/LIFE SAFETY COMMENTS - BUILDING DIVISION (Attn: Mike Dean)**

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

#### Key Issues:

- ▶ The Aurora Building Division follows the adopted codes of the Division of Fire Prevention and Control (DFPC) for all plan review and inspection processes associated to Schools and Medical Facilities using the 2021 International Codes Series except for the 2023 NEC.

*Response: This is acknowledged.*

- ▶ Depending on the ultimate layout of needed fire hydrants and fire service lines, there is a possibility that a looped water supply may be needed to support the fire protection needs of this site. As indicated in the previous pre-application meeting for this site, 3 new fire hydrants appear to be needed to support the abutting streets and internal drive lanes within this site.

*Response: This is acknowledged.*

#### 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: This is acknowledged.*

#### 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: This is acknowledged.*

#### 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: This is acknowledged.*

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

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

- 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).

*Response: This is acknowledged.*

#### 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.

- Alternative Fire Lane Surfacing Material
- Alternative Fire Lane Surface Signs to Civil Plan Sign and Detail Package.
- Combined Fire Lane and Pedestrian Sidewalks
- Grading Plan
- Handicap Accessible Parking Signs
- Sign Package
- Signature Block
- Warehouse/Distribution Facilities Storing High-Piled Combustible Storage:

*Response: This is acknowledged.*

#### 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.

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: This is acknowledged. An electrical room is being designed with a 2 hour fire rating to accommodate this system if required.*

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: This is acknowledged.*

- 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: This is acknowledged.*

- Outdoor Storage Yards

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.

*Response: This is acknowledged.*

• Depending on the ultimate layout of needed fire hydrants and fire service lines, there is a possibility that a looped water supply may be needed to support the fire protection needs of this site. As indicated in the previous pre-application meeting for this site, 3 new fire hydrants appear to be needed to support the abutting streets and internal drive lanes within this site.

*Response: This is acknowledged.*

• 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.

*Response: This is acknowledged.*

• 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: This is acknowledged.*

• 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.

*Response: This is acknowledged.*

#### Fire Sprinkled Structures:

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

*Response: This is acknowledged.*

#### Gated Entry:

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

*Response: This is acknowledged.*

- If a gating system is to be installed at a site access point, it must be set back from the flow line of the street at least 45 feet or one design vehicle length, whichever is larger, and be approved by the City of Aurora's Fire and Life Safety department. Gating systems located within close proximity to public right-of-way (ROW) may also be assessed by the City of Aurora Traffic Manager or designee and could require a traffic analysis to determine the appropriate distance of gating system to said flow line of ROW. Where a gating system crosses a dedicated or designated fire access roadway, please reference the Security Gates section of the latest edition of the International Fire Code (IFC). The installation of security gates across a fire apparatus access road shall be approved by the designated Fire Code representative within the Aurora Building Division.

*Response: This is acknowledged.*

- A separate building permit is required for the installation of any gating system that may obstruct fire department access to the internal areas of a site. Prior to construction, please submit plans and specifications of your proposed gating system to the Aurora Building Division. If you have any questions, please contact a Fire/Life Safety representative by calling 303-739-7420.

*Response: This is acknowledged.*

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

*Response: This is acknowledged.*

#### High-piled Combustible Storage:

For submittal requirements to the Aurora Building Codes Division please visit our website to download a copy of the 2021 High-Piled Combustible Storage Checklist by clicking on the hyperlink provided.

*Response: This is acknowledged.*

- Per the 2021 IFC, Section 3206.6 Building access. Where building access is required by Table 3206.2, fire apparatus access roads in accordance with Section 503 shall be provided within 150 feet (45 720 mm) of all portions of the exterior walls of buildings used for high-piled storage.

*Response: This is acknowledged.*

#### 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.

*Response: This is acknowledged.*

**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: This is acknowledged.*

**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: This is acknowledged.*

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

*Response: This is acknowledged.*

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

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

- (Plat Note) If Plat Contains Fire Lane Easement
- (Site Plan Note) Access Control Gate or Barrier Systems
- (Site Plan Note) Accessibility Note for Commercial Projects
- (Site Plan Note) Addressing
- (Site Plan Note) Aircraft Noise Reduction (LDN)
  - This area is within a 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: This is acknowledged.*

**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: This is acknowledged.*

**Special Design Considerations:**

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

- Abutting Fire Lane or Public Access Easement to Property
  - If an existing fire lane or public street 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 in order to provide emergency access to them.
  - See the 2021 IFC, Section 503.1.1 that discusses fire access requirements to within 150' of "facilities" such as exterior parking and storage areas.
- Access Road Width with a Hydrant

- Aerial Fire Apparatus Access Roads
- Alternative Fire Lane Surfaces
  - Alternative fire lane surfaces other than asphalt or concrete will require a license agreement through Land Development Services within Public Works. The civil plans must include a detail of the alternative surfacing material that reflects the current Public Works fire lane specifications.
- 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
- Encroachment into Emergency Access or Fire Lane Easements are Prohibited
- Grade
- Labeling of Easements on the Site Plan, Plat and Civil Plans
- License Agreement
  - Construction of fire lanes using alternative surfacing materials other than asphalt and concrete and/or installations of gating systems crossing a dedicated fire lane easement will require a license agreement through Real Property.
- No Parking is allowed within a Fire Lane Easement
- Pocket Utility Easements for Fire Hydrants
- Public Street Systems Adjacent to Site
- Speed Bumps
- Snow Removal Storage Areas
- Width and Turning Radius

*Response: This is acknowledged.*

**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: This is acknowledged. The trash enclosure is 11' away from the building.*

**LAND DEVELOPMENT REVIEW SERVICES DIVISION** (Attn: Grace Gray)

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: This is acknowledged.*

**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.

*Response: This is acknowledged.*

**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: This is acknowledged.*

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

- Dedications Packet
- Easement Release
- License Agreement Packet

*Response: This is acknowledged.*

• 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: This is acknowledged.*

• 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: This is acknowledged.*

• 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: This is acknowledged.*

• 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: This is acknowledged.*

• Your project has been classified as a Redevelopment so a resubdivision is not required. However, street right-of-way and/or easements may need to be dedicated to the city. These are legal documents and must be prepared using Land Development Review Services specifications which can be found in the Dedications Packet. Once complete and accurate information is submitted to Land Development Review Services, it takes about 4-6 weeks to complete the process. These documents must be complete and ready to record before Land Development Review Services will record the Site Plan.

*Response: This is acknowledged.*

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

*Response: This is acknowledged.*

• 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: This is acknowledged.*

If you have any questions regarding these documents, please do not hesitate to call me at 330-519-7983.

Sincerely,

A handwritten signature in black ink, appearing to read 'William Hrinko, Jr.', written in a cursive style.

William Hrinko, Jr, RA, NCARB  
Project Architect