

Kelly Development Services, LLC

December 17, 2018

Mr. Jacob Cox
City of Aurora
Office of Development Assistance
15151 E. Alameda Ave
Aurora, CO 80012

RE: Chambers Business Park (#1258762)
Vested Site Plan, Conditional Use Application and Subdivision Plat Application
Response to Pre-application Notes

Mr. Cox,

Following are responses to key items issued by the City of Aurora Pre-Application Meeting of January 4, 2018 for the proposed Chambers Business park project (the "Project") located at 3550 Chambers Road.

Standards and Issues:

1. Zoning and Land Use Issues

1A Light manufacturing, warehouse, offices, and general commercial uses are permitted uses in the M-1 zone district. See code link for additional permitted land uses in the M-1 zone district: [Code Section 146-602 Industrial Uses](#).

Noted

1B Motor Vehicle Repair will require a Conditional Use Approval because the property is within 300 feet of a residential zone. Such a request will be heard at a public hearing by the Planning and Zoning Commission.

A Conditional Use request has been checked as part of the development application.

1C Adherence to the *General Performance Standards* for Industrial Uses is required, and this can be found in [Code Section 146-1259](#). This includes noise mitigation and limitations on external effects such as heat, glare, and odors beyond the boundary line of the site. Every use shall be operated in its entirety within a completely enclosed structure or screened area.

Noted

1D Please label any phasing of the development on the site plan.

There is no phasing proposed for the project.

2. Traffic and Street Layout Issues

All proposed streets whether public or private need to be labeled according to our street standard ordinance, Chapter [126-1](#) and [126-36](#) of the city code. City design standards call for

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8 foot detached sidewalks and 5 foot tree lawns on Helena Street, 33rd Place and 35th Avenue. A 10 foot detached sidewalk and 5 foot tree lawn will be required along Chambers Road.

Roadway improvements will be expected for Helena Street, 33rd Place and 35th Avenue. Due to the development occurring in this area, a roadway deferral request is not likely to be supported for any adjacent streets. When you submit your site plan, please revise the drawings to show the required detached walks and tree lawns along all perimeter streets.

The local Type 3 section is for 40' of pavement, with a 7.5' tree lawn and 5.5' sidewalk and are shown on the site plan along E. 35th Place, Helena Street and E. 33rd . Per discussions with ODA, the 10' existing sidewalk along Chambers Road will remain attached.

3. Site Design Issues

3A Industrial District Development Standards

Dimensional standards for a building in the M-1 District are as follows: 25 foot front, side and rear setback. The maximum building height is 35 feet because the property is adjacent to a residential zone district with the same maximum height ([Code Section 146-605](#)).

The building setbacks exceed the 25' requirement on all four sides. The maximum proposed building height is 24' as proposed.

3B Pedestrian Circulation

Sidewalks along the site perimeter will contribute to safe pedestrian circulation through the site and will provide pedestrian connections to adjacent sites. Please show the accessible route from the right-of-way to the building entrances and accessible parking spaces.

An accessible route has been designed and shown from E. 35th Place to the accessible parking and building entry.

3C On-Site Vehicular Circulation

Please label vehicle and truck circulation patterns and turning movements on the Site Plan, including the required fire lane easements. See Fire/Life Safety comments for further information.

No firelanes are required onsite per the pre-application notes below from Life Safety.

3D Parking

On-site parking is required by [Section 1504](#) of the Zoning Code. Here are the parking calculations based on the information you've provided:

- Retail uses will require 4 spaces per 1,000 gross floor area;
- Restaurant uses will require 1 space per 3 seating accommodations; and
 - Industrial uses will require the greater of 1 space per 1.5 employees (at largest shift) or 1 space per 800 gross floor area

As per code, please include five accessible spaces for the 101-150 standard spaces proposed.

Total parking is 119 spaces, with 5 accessible parking spaces. The parking calculations are shown on the cover sheet of the site plan.

3E Fencing/Screening.

If fencing is considered for the Industrial portion of the site, please reference [Section 146-1741, 1742, and 1743](#) for fencing requirements. The maximum height of fences in Industrial zones is 9 feet. Any outdoor storage will require opaque screening around the perimeter as per [Code Section 146-1104](#).

No fencing is proposed.

3F Site Lighting

[Section 146-1509\(H\)](#) governs the design of parking lot lighting. Show typical details of lighting on the plan and the location. Light sources shall be of a full cut-off luminaire type, and concealed or shielded to minimize the potential for glare and unnecessary diffusion on adjacent properties.

The site lighting design is in compliance with section 146-1509(H). Full photometrics are shown on Sheet 6 of 9 Typical details are shown on Sheet 7 of 9. Luminaires are a full cut-off type and concealed.

4. Landscape Design Issues

For further information, please feel free to contact our Senior Landscape Architect, Kelly K. Bish, PLA, LEED AP. The general landscape comments on your proposal are listed below:

A. **General Landscape Plan Comments.** Prepare your landscape plans in accordance with the requirements found in the City of Aurora Zoning code, specifically [Article 14](#) as well as the [Landscape Reference Manual](#). Please ensure that your landscape architect or designer has a copy of these documents as well as our project specific comments.

Provide the necessary landscape tables in order to demonstrate compliance with code requirements. Tables shall be provided for each of the required landscape treatments i.e. street frontage and buffer tables etc.

Landscape tables are provided for each landscape requirement.

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

Landscape plans submitted during the Development Application/Contextual Site Plan submittal process must be drawn on 24”x36” sheets, have plant symbols, plant labels with 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.

Acknowledged.

B. Article 14 Landscape Ordinance Requirements

The following bullet points are not necessarily and all-inclusive list of the landscape requirements found within Article 14. The applicant is responsible for reviewing the landscape code and determining all applicable landscape conditions.

- **Standard Right-of-Way Landscaping.** Provide one shade/street tree per 40 linear feet of street frontage along Chambers Road, E. 33rd Place, Helena Street and E. 35th Avenue. Refer to [Section 146-1451](#) (B) 2. Additional Requirements for Non-Residential Development. When a detached walk and tree lawn are provided according to Public Works street cross section requirements, street trees shall be provided within the designated tree lawn. When a detached walk and tree lawn are absent, street trees shall be located from four to five feet from the back of walk, curb or pavement. Avoid the use of blue grass sod and install a more xeric sod mixture for the tree lawn. In lieu of sod, consider the installation of shrubs, perennials and ornamental grasses at a ratio of 0.025 per square foot of sod or tree lawn. Plant material must be 5 gallon size.

Street trees are provided on all perimeter streets.

Detached sidewalks with tree lawns are required along with street frontage buffers as described below. The applicant may wish to consider the following example of a more recent standard right-of-way landscape installation in the vicinity of this application.

Acceptable tree lawn concept with the addition of the required street trees and the installation of some supplemental plantings.

- **Landscape Street Frontage Buffers.** Provide a 25' wide landscape street frontage buffer along E. Chambers Road. Provide 10' wide landscape street frontage buffers along E. 35th Avenue, Helena Street and E. 33rd Place. All buffers are measured inward from back of walk or from the right of way if no walk is provided. Buffer widths may be reduced for E. 35th Avenue, Helena Street and E. 33rd Place to 4' when specific xeriscape and/or landscape incentive features as described in Table 14.6 Standard Buffer Widths and Allowed Reductions for Industrial Development are implemented. Chambers Road is classified as an arterial and buffers may not be reduced for industrial developments along arterial roads.

While a reduction in the buffer width is permitted, it does not reduce the quantity of plant material that is required to be provided within the buffer. All buffers shall be landscaped with one tree and 10 shrubs per each 40 linear feet of buffer length. One tree equivalent is equal to 10 five gallon shrubs or 30 one gallon perennials or any combination of trees, shrubs, or perennials meeting equivalents. 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. Refer to [Section 146-1422](#).

Landscape buffers are provided.

- **Parking Lot Landscaping and Screening.** Interior and exterior parking lot landscaping is required. In accordance with the landscape code, 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 [Section 146-1440](#). The landscape buffers above, may be combined with the parking lot screening requirements to satisfy both.

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Screening shall consist of a berm between 2 feet 6 inches and 3 feet high with a maximum slope of 4:1 in combination with evergreen and deciduous trees and shrubs. Screening should be integrated with streetscape plantings whenever possible. If berms are not practical, then one of the following options shall provide equivalent screening:

- a. A low continuous hedge between 2 feet 6 inches and 3 feet tall planted in a double row at 3 feet on center in a triangular pattern or;
- b. A decorative masonry wall between 2 feet 6 inches and 3 feet tall in combination with landscaping.
- c. Shrubs must reach a height of 3' at maturity.
- d. Large shade and evergreen tree species and/or small tree or large shrub species shall be used as accents throughout the screen planting in conjunction with buffer and street frontage plantings to offset the horizontal lines of a typical shrub bed.

Also provide and landscape each parking lot island with one tree and six five gallon shrubs per 9' X 19' island. No more than an average of 10 parking spaces, are permitted in a row without a landscape island. Islands or areas within parking lots should be landscaped with one tree and a sufficient number of shrubs to provide 50% cover at installation. A table of plant coverage values may be found in [Section 146-1431](#) Living Material Requirements.

Parking lot screen is provided.

● **Building Perimeter Landscaping.** Landscaping for building perimeters is required for all building elevations that face a public right-of-way, residential neighborhoods, public open space or has an entrance door. Loading doors are excluded from the calculations. Each of these elevations shall be landscaped with one tree equivalent per each 40 linear feet of elevation length. One tree equivalent is equal to one tree or 10 five gallon shrubs or 30 one gallon perennial plants or ornamental grasses. Any combination of plant material may be used that totals the required number of tree equivalents. Refer to [Section 146-1451](#) (D) Additional Requirements for Non-Residential Development.

Landscaping provided within parking lots or parking lot islands if within 20' of the building face, may count toward the required building perimeter landscaping. 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.

Building perimeter landscape is provided.

● **Special Landscape Requirements at 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. Refer to [Section 146-1451](#) Additional Requirements for Residential Development (C) Special Landscape Requirements at Entryways and Intersections.

Special entry landscape is provided.

- **Service Areas and Trash Enclosures.** Service areas visible from streets or residences shall be screened by fences, walls, landscaping, berms or any combination of items. Refer to [Section 146-1433](#), Service Areas and Trash Enclosures.

Service areas and trash enclosures are screened.

- **Detention, Retention and Water Quality Ponds.** The city encourages all applicants to utilize LID (Low Impact Development) principles as permanent best management practices (BMP's) whenever possible in order to avoid the installation of large unsightly detention ponds. Applicants may propose their own BMP's or refer to Urban Drainage and Flood Control Districts Storm Drainage Criteria Manual where multiple examples of BMP's are described such as grass buffers, grass swales, permeable pavements etc.

Should you choose to utilize a traditional detention pond, pond depths shall not exceed 6 feet. The area within the tract surrounding the pond shall contain a minimum of 1 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. Refer to [Section 146-1434](#) Detention, Retention and Water Quality Ponds.

Detention pond buffer is provided.

- **Irrigation.** Refer to [Section 146-1430](#). All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, the City Water Dept. will require that the applicant divide their landscape into water conserving, non-water conserving and non-irrigated areas as part of the landscape submittal. A table summarizing these areas shall also be provided. Contact Timothy York at (303) 326-8819 in Aurora Water regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system.

Acknowledged.

5. Architectural and Urban Design

5A Design Standards

[Section 146-405\(F\)8](#) of the zoning code establishes the approval criteria for building architecture and urban design. Building elevations shall be included with your site plan, and should call out dimensions, exterior finishes and color schemes. We will also ask for color and material samples with the initial submittal.

For the proposed metal industrial building, include additional building material such as masonry or CMU. Please provide architectural details on all four sides of the buildings since they are open to view from the right-of-way. You may incorporate material changes and architectural features such as glazing, textured surfaces, projections, color changes, overhangs and changes in parapet height to improve the façade. Additionally, use changes in the vertical and horizontal wall planes, variety of durable materials,

and quality architecture to create visually interesting buildings. These vertical and horizontal wall plane changes can be used especially for the north and south elevations of the industrial building. The intent of these design standards is to create an inviting and attractive street presence, especially along Chambers Road. A certain emphasis should be placed on ground floor design for the retail use. Staff discourages a metal building for the retail use(s) along Chambers Road.

Please see Sheet 9 of 9 of the Site Plan Submittal and the color elevations and materials in the accompanying documents. The architectural design of the building has been developed to comply with the design standards found in Section 146-405(F)8. The façade of the building is comprised of metal panels and a stucco-look metal panel. A variety of metal panel textures and colors, bumpouts, alternating parapets and roof overhangs, and changes in parapet height and roof line have been incorporated for visual interest on all four sides of the building. Storefront is increased along the Chambers Road elevation for a more inviting street presence.

5B Screening of Roof Top Mechanicals.

Show the location of any rooftop or mechanical equipment and vents greater than eight inches in diameter on the elevation drawings. All such equipment must be screened per [Code Section 1461300](#). Use drawings and notes to explain how this will be accomplished. Screening may be done either with an extended parapet wall, or a freestanding screen. In either case the screening must be at least as high as the equipment it hides. The following note labeled “Roof-Mounted Equipment Screening” must be added to the general notes section of all Site Plans: (click [here](#) for the specific note).

There will be no roof top equipment and no vents greater than eight inches in diameter that are required to be screened. Most of the tenant spaces will not require conditioning but may use individual unit heaters.

6. Signage

The total allowable square footage of signs is based on a zoning code formula tied to location of the property and building frontage. All ground signs should be at least 4 feet from the back of sidewalk or 21 feet back from the flow line. In non-residential areas, ground signs abutting arterial streets may be up to 12 feet high. Please refer to [Article 16](#) of the Zoning Code for complete regulations.

Signage calculations are shown on the data table of the site plan cover sheet.

7. Waivers

If you decide to request any waivers, please list them in your *Letter of Introduction* and justify them according to the criteria listed in [Section 405](#) of the Zoning Code. You must also list them on the cover sheet of your Site Plan or other drawings on which they occur.

No waivers are proposed.

8. Mineral Rights Notification Requirements

Please fill out the [Mineral Rights Affidavit](#) / [Severed Mineral Rights Notice](#) and supply this document to your Case Manager at the time of site plan submittal.

The Mineral Rights Notification has been completed and is included with the application materials.

9. New CAD Standards

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

Noted. We are familiar with the digital submittals on projects in Aurora.

Pre-submittal Meeting:

At least one week prior to submitting an application, you will be required to hold a Pre-submittal meeting with your assigned Case Manager to ensure that your entire application package is complete and determine your application fee. Please contact your Case Manager in advance to schedule.

A pre-submittal meeting was held November 19, 2018.

Community Participation:

You are encouraged to work proactively with neighborhood groups and adjacent property owners. Neighborhood groups within a mile radius will formally be notified of this project when submittal has been made to the Planning Department.

Neighborhood Services Liaison:

- Your Neighborhood Services Liaison is Susan Barkman, and she has put together a report attached to these notes listing the registered groups within one mile of your proposed project and can assist in scheduling and facilitating meetings with community members. It is recommended that you work with the neighborhood organizations that express interest in your project to mediate and mitigate concerns.
- All meetings with neighborhood associations should also include your Planning Department Case Manager so that questions concerning City Code or policies and procedures can be properly addressed. We will record any project-related commitments that you make to the community at these meetings.
- Additional information about the Neighborhood Liaison Program can be found on the [Neighborhood Services](#) page of the city website.

Noted.

Parks, Recreation & Open Space Department (PROS)

No comments from this department.

Noted.

Aurora Water

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

Key Issue(s):

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- ▶ The retail and industrial buildings must have separate water and sewer services.
- ▶ Sewer main must be extended along 35th to Helena.
- ▶ Water main must be extended along 33rd to Helena and in Helena north to the point-of-connection (approx. 35th).
- ▶ Extension of the sewer main in 33rd will not be required with this development.
- ▶ Grease interceptors should be provided for any retail units anticipated to have restaurant tenants and sand/oil Interceptors are required for vehicle maintenance facilities.

Utility Services Available:

- Water service may be provided from water main extensions in E 35th or E 33rd Avenues or N Helena St.
- Sanitary sewer service may be provided from sewer main extensions in E 35th or E 33rd Avenues.
- Project is located on Map Page 01J.

Utility Service Requirements:

- A Site Plan is required for this project and must show existing and proposed utilities including:
 - Public/Private Mains
 - Service Lines
 - Water Meters
 - Fire Suppression Lines
 - Fire Hydrants necessary to service your development
 - Grease Interceptors are required for commercial kitchens
 - Sand/Oil Interceptors are required for vehicle maintenance facilities
 - All utility connections in the arterial roadway are required to be bores.
- General utility design criteria can be found in Section 5 of the [Standards and Specifications Regarding Water, Sanitary Sewer and Storm Drainage Infrastructure](#) (Utility Manual).

Utility Development Fees:

- The Sanitary Sewer Interceptor and Storm Drainage Development fees are required prior to the recording of the Subdivision Plat or at the time of building permit approval if a Plat is not required.
- The Water Transmission Development Fee has been combined into the water connection fee and is required to be paid after issuance of building permit and prior to issuance of the Certificate of Occupancy.
- For a full listing of Utility Fees, please see the Aurora Water Fee Schedules below:
 - [Platted After January 1, 2017](#)
 - [Platted Before January 1, 2017](#)

Only one building is proposed so only one water and sewer tap will be proposed as well. Water main and sewer main extensions are shown on the proposed Preliminary Grading and Utility Plan. A

proposed sand/oil interceptor location is shown on the plans and will be finalized during permit drawing development.

Public Works Department

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

Key Issue(s):

- ▶ A traffic letter is required for this project. See below for additional details.
- Show all adjacent and opposing access points on the Site Plan.
- Label the access movements on the Site Plan.
- Objects and structures shall not impede vision within these 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](#).

Add a note to the landscape plans regarding compliance with COA Roadway Specifications, Section 4.04.2.10

A Traffic Letter is included with the application materials. All existing and known access points are shown on the site plan. Access movements are shown on the site plan. Sight triangles are shown on the site plan.

ROW/Plat:

- Right of Way (ROW) dedication is required for public roadways around the site.

Proposed ROW locations are shown on the site plan and detailed on the Plat.

Improvements:

- 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. Signs shall be furnished and installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards, and shown on the signing and striping plan for the development.
- The 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. Add a note to the Site Plan indicating this commitment.
- A full Traffic Impact Study will not be required. The applicant shall prepare a detailed letter to address the following items. The letter shall be signed and stamped by a professional engineer licensed in the State of Colorado, and address:
 - Trip Generation from the site

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- Site Circulation & Operations Plan
- Detailed discussion on proposed uses (food, etc.)

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 Victor Rachael [at vrachael@auroragov.org](mailto:vrachael@auroragov.org) as soon as possible.
- The Traffic Letter shall also be uploaded with the rest of the submittal.

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

The Traffic Letter has been submitted. Signs are noted on the site plan (most, if not all required signs exist in the ROW exist on Helena St., 35th Ave. and 33rd Place. Further evaluation will be completed with the civil street improvement construction plans).

Engineering Division

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

Key Issues:

- Public improvements required are as follows:
 - Chambers Road – detached 10’ sidewalk, update curb ramps
 - 35th Avenue – additional 14’ of right of way, complete the south half of the roadway, 5.5’ detached sidewalk, tree lawn, utility extensions
 - Helena Street – additional 14’ of right of way, complete the west half of the roadway, 5.5’ detached sidewalk, tree lawn, utility extensions
 - 33rd Place – additional 34’ of right of way, complete the north half of the roadway, 5.5’ detached sidewalk, tree lawn, utility extensions
- On site detention and water quality are required for this development. Per the Peterson Subdivision Master Drainage report, the release rate for the pond is limited to 0.5 cfs/acre. Storm sewer shall be extended to the site.

Per discussions with ODA, the 10’ existing sidewalk along Chambers will remain in place. The additional ROW dedications are shown on the site plan and plat. The 7.5’ tree lawns/5.5’ sidewalks are shown along Helena St., E. 35th Ave., and E. 33rd Place.

Improvements:

Sections and details referenced in the Improvements section refer to the City’s [Roadway Design and Construction Specifications \(Roadway Manual\)](#).

- Typical roadway sections are specified in the City Code and summarized in Section 4.08 with details shown in the Standard Detail S1.

Noted.

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- 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. Curbs will be 6" vertical.

- Curb ramps must be shown (located) on the plans at all curb returns and any other location of public necessity. Refer to Standard Detail S9. Any street grades in excess of three percent will require detailed grading of the curb ramps.

Noted and shown.

- 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. Curb returns are provided.

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

Retaining wall materials and heights are shown.

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

Noted. Maximum slopes are not a concern on this site.

- 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.

No gates or fencing are proposed.

- Street lights are required along adjacent roadways. Street light spacing, location, wattage, etc., information is contained in Section 4.10. See Section 2.12 for Street Lighting Plan submittal requirements. Street lights 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. The street lighting plan shall be included with the Civil Plan submittal.

Street lights have been placed according to Section 4.10, in conjunction with the proposed Apollo RV project at 3600 Chambers Road to the north, currently in review.

ROW/Easements/Plat:

- ROW dedication is required for 35th Avenue, 33rd Place, and Helena Street. This site must dedicate an additional 2' of right-of way for 35th Avenue, 34' of right of way for 33rd Place, and 4' of right of way for Helena Street to provide the required half width of right-of-way of 34 feet (Local Type 3 – 68' ROW).

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- The dedication of a 15-foot lot corner radius is required at the intersection of 35th Avenue and Helena Street as well as 33rd Place and Helena Street.
- 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.
 - Utility easements shall be required the proposed water/sanitary sewer/public storm sewer.
 - Public access/fire lane easement shall be required.

Proposed easements and ROW dedications are shown on the site plan and plat. No firelane is required per the Life Safety notes below (streets on 4 sides of the project).

Drainage:

Drainage design standards can be found in the City's ["Storm Drainage Design and Technical Criteria"](#).

- Per Section [138-367](#) of the Aurora Municipal Code, a Preliminary Drainage plan and report is required prior to Site Plan or Plat approval. A Preliminary Drainage Plan and Report shall be submitted at the time of Planning Department application submittal. A review fee shall be paid to the City prior to acceptance of the preliminary drainage report. Full spectrum detention is be required for this project.
- 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. Urban Drainage and Flood Control District (UDFCD) has created a spreadsheet form (called *SDI Design Data*) for determining compliance with the statute and a web portal that will send a weekly e-mail notification to downstream water rights holders, satisfying the notification requirements. The developer will be responsible for having a professional engineer, licensed in the State of Colorado, complete the *SDI Design Data* and uploading to the web portal. Public Works Engineering will verify the information matches the final drainage report. Notification must be made before Civil Plans will be approved or Stormwater Permits will be issued.
- Detention of storm drainage is required for this site and shall be incorporated on the site, unless other accommodations are approved by the City Engineer.
- 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 *Peterson Subdivision Vicinity Master Drainage Report* (COA# C8-4-192).
- Cross pans are not allowed across collector or arterial roadways, nor are they allowed on roadways with storm sewer systems.
- 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.

- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed.
- Storm sewer system does not extend to this site.
 - Extend storm sewer to this site. There is a proposed storm sewer system extended to 33rd Place in Helena Street.
- Dust free surface. If some other surface is approved for a site that is not improved (concrete or asphalt pavement), it needs to be dust free and maintained in a dust free condition. As part of the site plan approval process, the applicant shall place on the site plan/contextual site plan a complete description of the material proposed to be used, any and all dust control additives or treatments, and the maintenance schedule of the periodic additives or treatments. Additionally, a note shall be added to the site plan/contextual site plan that: “The property owner/developer shall maintain the dust free surface as provided within the site plan/contextual site plan. Otherwise if the property owner/developer fails to maintain the dust free surface as identified within the site plan/contextual site plan and fails to correct the condition after notification of the condition, the property owner/ developer agrees to remove it and replace it with an improved surface such as concrete or asphalt within the specified time of the notification.

A preliminary Drainage Report has been prepared and is included in the submittal materials. Storm sewer can only be marginally extended to the site from the north due to the shallowness of the surrounding existing systems and the lack of existing storm sewer. There is no storm sewer existing at E. 33rd and Helena.

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.

Addressing Requirements:

All buildings or structures, except accessory buildings, shall display the proper building number in the manner provided in this article. It shall be the responsibility of the owner, occupant or any person obtaining a building permit to place such number in the manner provided in the Aurora City Code of Ordinance, Chapter 126 - Article VII - Numbering of Buildings.

- During the pre-application meeting it had been discussed that the retail and industrial buildings would be separately addressed from each other.

Only one building is proposed, so addressing will be one address with unit numbers.

Adopted Codes by the City of Aurora – Setbacks:

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

Noted, setbacks have been met.

Civil Plans:

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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.

- [Grading Plan](#)
- [Handicap Accessible Parking Signs](#)
- [Sign Package](#)

- [Signature Block](#)
- [Warehouse/Distribution Facilities Storing High-Piled Combustible Storage:](#)

These items will be included in the civil/building permit sets as appropriate.

Emergency Responder Radio Coverage:

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

- The 2015 International Fire Code (IFC), requires all buildings to be assessed for adequate Emergency Responder Radio Coverage (ERRC). At the time the structure is at final frame and final electrical inspections, the general contractor (GC) will be required to hire an approved and qualified independent 3rd party to assess the radio frequency levels within the structure. Once completed, the 3rd party will provide the results of the test to both the GC and the Aurora Building Division as to whether the structure passed or failed the preliminary radio surveillance. A structure that has passed this surveillance requires no further action by the GC. A failed radio surveillance will require a licensed contractor to submit plans to the aurora building division to obtain a building permit for the installation of an ERRC system prior to installation. This assessment and installation is at the owner or developers expense. Future interior or exterior modifications to the structure after the original Certificate of Occupancy is issued will require a reassessment for adequate radio frequency coverage.
 - Core and shells structures will not require this assessment, but the tenant finish that follows and prior to issuance of the certificate of occupancy will be required to conduct this assessment, install a system where needed.

Noted.

Fire Department Access:

Based on proposed structure(s) proximity to the adjacent streets a fire lane easement is typically not required for a site such as this one. The drive lane providing access to the fire department connection should reflect the ability to sustain an 85,000 lb. imposed weight limit for a fire apparatus setting up adjacent to the fire department connection. This will insure fire apparatus do not damage the road surface in this area.

Noted. No firelanes are proposed.

Fire Hydrants:

- Provide one fire hydrant on a looped water supply at the southeast entrance to the site.

Added.

Fire Sprinkled Structures:

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

Fire suppression will be required. A fireline location is shown.

Gated Entry:

- Note: The applicant indicated that no gating or fencing is being proposed for this site.

Correct, no fencing or gates are proposed.

Handicap Accessibility Requirements:

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

- [Commercial](#)

Noted.

Hazardous Materials:

Per the 2015, IFC Chapter 50 – A permit through the Aurora Building Division is required to for the prevention, control and mitigation of dangerous conditions related to storage, dispensing, use and handling of hazardous materials. To download a copy of the hazardous materials inventory statement checklists please visit our web site by clicking on the hyperlink provided.

Noted. This would be applicable with tenant finish applications for this project. We are proposing core and shell at this time.

High-piled Combustible Storage:

For submittal requirements to the Aurora Building Codes Division please visit our website to download a copy of the 2015 High-Piled Combustible Storage Checklist by clicking on the hyperlink provided.

Noted.

Knox Hardware:

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

Noted and shown on the site plan, utility plan and building elevations.

Legend:

The cover sheet must include a “Site Plan Legend” reflecting both existing and/or proposed site elements that are existing or proposed within site.

Noted.

Loading and Unloading Areas:

The site plan must show the location of the loading and unloading areas. These areas must not encroach

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into the dedicated or designated fire lane easement.

Loading zones will be internal to the building. No firelanes are proposed on the site.

Phasing Plans:

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

No phasing is proposed.

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 does not contain a Dedicated Fire Lane Easement](#)
- [\(Site Plan Note\) Accessibility Note for Commercial Projects](#)
- [\(Site Plan Note\) Addressing](#)
- [\(Site Plan Note\) Americans with Disabilities Act](#)
- [\(Site Plan Note\) Emergency Ingress and Egress](#)
- [\(Site Plan Note\) Emergency Responder Radio Coverage](#)

Site Plan Data Block:

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

A data block is on the cover sheet of the site plan set.

Special Design Considerations:

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

- [Access to within 150 feet of Each Structure](#)
- [Public Street Systems Adjacent to Site](#)

Access is provided via 4 public streets surrounding the project.

Trash Enclosure:

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

Noted, the trash enclosures are greater than 5 feet from the building.

Real Property Division

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

Subdivision Plats:

- The property has never been platted and will be required to be subdivided at this time in order to obtain a building permit. Plats must be prepared using City of Aurora specifications given in our most

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current [Subdivision Plat Checklist](#). The review of the plat can run concurrently with your other Planning Dept. submittals.

A subdivision plat has been prepared and submitted.

- A **presubmittal meeting** with Real Property is required on all plat submittals so that we can make sure the 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 and bring two sets of the plat.

A pre-submittal meeting was held on December 14, 2018.

Site Plans:

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

The required items are shown.

Separate Documents:

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

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

- If there are existing easements that are no longer needed, the City will require the developer to make application to the City to release those easements. Easement release documents must be prepared using Real Property specifications and are available in the [Easement Release Packet](#). Once complete and accurate easement release information is submitted to Real Property, it takes about 4-6 weeks to complete the process. They must be complete and ready to record before Real Property will record the plat and/or site plan.

- 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 4-6 weeks to complete the process after submittal. The License Agreement must be completed before the site plan is recorded.

The required separate document submittals for easement releases and a license agreement will be submitted.