

HCM / RB+B ARCHITECTS
a joint venture.

August 9, 2018

Mark E. Geyer
Project Manager
Office of Development Assistance
City of Aurora

Re: APS P8 School at Harmony (#1279126) / Response to Pre-Application Comments

Dear Mr. Geyer,

Thank you for your assistance in the Advisory Site Plan process of the APS P8 School at Harmony project. Attached, please find our team's response to the Pre-Application Comments provided by the Office of Development Assistance, dated April 27, 2018.

Sincerely,

A handwritten signature in black ink, appearing to read "Terry Stone", followed by a period.

Terry Stone, PLA, LEED AP
The HCM/RB+B Architects Team

(Attachment 1 of 1)

The following are responses to the City of Aurora's STEP I – PLANNING PHASE comments dated April 27, 2018 following the Pre-Application meeting. Responses are highlighted in gray.

Planning Department

The Planning comments are numbered, when you submit your application, include a letter of introduction responding to each of the numbered comments including key issues from other departments.

Key Issues:

- ▶ Harmony Infrastructure Site Plan
- ▶ Crosswalk Connections
- ▶ Architectural Design
- ▶ APS Handbook/School Agreement

General Zoning Code Review of your Property:

- Your property is zoned NE-PLAINS Medium Density Residential.
- The use you propose, an elementary school and associated playing fields, is permitted by the current zoning, but subject to an Advisory Site Plan which will be reviewed by the Planning and Zoning Commission at a study session. The property must also be replatted, which can be approved administratively and reviewed concurrently.
- The developer, Melcor, will also need to submit a Major Amendment as a separate development application to address the additional right-of-way, utilities, street trees and street extensions in the existing Infrastructure Site Plan (ISP). Staff will discuss this further with Melcor at a separate pre-app meeting.

Comments noted.

Type of Applications:

- As part of your application, you will need to make the following land use requests:
 - [Advisory Site Plan](#)
 - [Subdivision Plat or Boundary Survey](#)
- The School project will require review in a Study Session before the Planning Commission and will be processed through our digital submittal process. The review period is approximately 6.5 weeks, which allows for one review cycle, per the APS Handbook/School Agreement. After the first review period, staff will meet with APS to review all comments. After this meeting, APS may submit Building Plans and Civil Plans for review at their own risk. During the remaining 3.5 weeks, APS should submit a revision in response to the comments from City staff to be included in the city's staff report to the Planning Commission and reviewed during the Study Session.
- The following applications, [manuals](#) and [design standards](#) may also be helpful in completing your application for submittal:
 - City of Aurora [CAD Data Submittal Standard](#)
 - AutoCAD Template
 - Batch Checker Batch Standards Checker Tool and Users Guide
 - [Fence Ordinance](#), City Code Chapter 146, Article 17
 - [Landscape Reference Manual](#)

- [Landscape Ordinance \[Chapter 146, Article 14\]](#)
- [On-Line Application](#)
- [On-line Application and Plan Submittal Guide](#)
- Preliminary list of community groups and homeowners associations within a one mile radius of your proposed development
- [Contextual Site Plan Manual](#)
- Street Standards Ordinance [[126-1](#)] and [[126-36](#)]
- Street Standards, Roadway Cross Sections
- [Subdivision Plat Manual](#)
- [Subdivision Plat Checklist](#)
- Xeriscape Plant List (see Landscape Manual)
- Zoning criteria for each land use approval requested

The School District will review the City of Aurora’s design standards and attempt to follow standards when they are not in conflict with the School District’s project goals. Where conflicts exist, School District standards will govern.

Standards and Issues:

1. Zoning and Land Use Issues

1A. Advisory Site Plan

The proposed elementary school is located within both the Harmony Framework Development Plan (Harmony FDP) and the Sun Meadow Framework Development Plan (Sun Meadow FDP) and is a permitted land use. The location was approved in the Harmony FDP within Planning Area 17.

The proposed development should meet the design and development standards of both FDPs.

Please include the following documents and information when submitting the application:

- o Site Plan (building elevations, landscape plan, lighting plan, fence details)
- o Proof of Ownership
- o Legal Description
- o Recorded Restrictions
- o Subdivision Plat
- o Narrative: Project Phasing
- o Detailed Traffic Study

Comment noted.

1B. Major Amendment

The developer will also be responsible for a major amendment which will include the Trussville and Robertsdale road extensions, right-of-way dedication, utilities, street trees and ROW landscaping. This will be a separate process from the advisory contextual site plan. Staff has begun discussion with Melcor and Marathon about this review.

Comment noted.

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 detached sidewalks and tree lawns. The primary concern regarding all school projects is the drop-off and pick up circulation and operations. Please include these details in the traffic study.

The Harmony Infrastructure Site Plan for CSP 1 and 2 include the required standards for the new roadway extensions. This will be included in the major amendment submitted by Melcor.

Comment noted.

3. Site Design Issues

3A. *Pedestrian Circulation and Linkages to Off-Site Trails & Open Space.*

See Traffic Engineering comments regarding a potential crosswalk at the south entrance of the site across First Avenue. Staff recommends a crosswalk here.

APS would like a mid-block crossing at this location and will review with the traffic consultant; this is in addition to the crosswalks currently proposed adjacent to the SW and NE roundabouts on 1st Avenue.

3B. *Parking*

On-Site parking is required by [Section 1504](#) of the Zoning Code. Include a table that identifies the parking requirements and calculations based on the school use and development. Include provisions for ADA spaces and bicycle parking.

Parking spaces required and provided are listed in the Data Block on the cover sheet.

3C. *Site Lighting*

[Section 146-1509](#)(H) governs the design of parking lot lighting. Show typical details of lighting on the plan and/or building elevations. It is preferred that all lighting be consistent with those used throughout the new Harmony community. See the Harmony FDP for details.

Parking lot and site lighting are shown on the Landscape Plan.

[Section 146-1015](#) governs the design of site lighting in the NE-PLAINS Zone District. In general, sidewalks, internal pedestrian paths, and bicycle paths shall be lit with full cutoff lighting fixtures no more than 16 feet tall and providing consistent illumination of at least one foot-candle on the walking surface. In the Medium Density Residential subarea, on-site streets and parking areas shall be lit with full cutoff type lighting fixtures no more than 25 feet tall. Fixtures shall be of the downcast type.

Requirements noted and are accommodated in the site lighting design.

3D. *Fencing*

The Harmony FDP specifies a fence type for “The Gateway Neighborhood” which can be found in the Harmony FDP. The pilaster is constructed of Colorado Buff sandstone and has a cap. The fence colors are woodland brown and saddle brown/tan and made from vinyl or recycled polyethylene.

Fencing at the school site is limited to internal areas where pedestrian safety is a concern. APS standard is a wood split rail fence.

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.** According to Colorado State Statutes, public schools are exempt from the city’s landscape requirements, however we ask that you consider the implementation of the following in an effort to be more environmentally responsible and to blend the new school building into the existing surrounding community.

- **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 prepared at 24" x 36" size, 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. 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. Per the Development Process Agreement, the Landscape Plan is a general plan of locations and concepts. No tables shall be provided.

B. Article 14 Landscape Ordinance Requirements

The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within Article 14, but have been selected based upon the most important landscape that we feel should be met. .

- **Street Right-of-Way Landscaping.** Work with the master developer of Harmony, Marathon Development, to ensure the provision of street trees at a rate of 1 tree per 40 linear feet along all street frontages abutting the school within the tree lawn. Refer to [Section 146-1451](#) (B) 2. Additional Requirements for Non-Residential Development. Coordination is underway with the Development team, and street trees are shown on the Landscape Plan.

- **Parking Lot Landscaping and Screening.** Screen the perimeter of all parking lots from the surrounding streets to reduce headlight glare and to provide a visual buffer. 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](#). 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 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;
- A decorative masonry wall between 2 feet 6 inches and 3 feet tall in combination with landscaping.
- Shrubs must reach a height of 3' at maturity.
- 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.

Although APS agrees with the need to screen parking lots in principle, the design follows the APS standard used district-wide.

- **Building perimeter Landscaping.** Landscape building elevations that face public rights-of-way, residential neighborhoods, public open space, or have an entrance door. Landscape each elevation 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.

The landscape design shown on the Landscape Plan conforms with School District landscape standards.

- **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.

Dumpsters will be located in the Maintenance/Utility Yard far from Robertson Street visibility.

- **Special Landscape Features.** 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 Non-Residential Development (C) Special Landscape Requirements at Entryways and Intersections. This may be incorporated into your proposed signage, if any.

The landscape design shown on the Landscape Plan conforms with School District landscape standards.

- **Detention, Retention and Water Quality Ponds** In order to meet water quality objectives, the city encourages all applicants to utilize LID (Low Impact Development) principles as permanent best management practices (BMP's). Many of the LID practices have an integrated vegetative component which supports the treatment, evapotranspiration and infiltration functions so that storm water is treated at the source. With the implementation of LID techniques, landowners can benefit from the environmental quality and aesthetics of the area in which they live and work.

Applicants may propose their own BMPS's or refer to the Urban Drainage and Flood Control District's Storm Drainage Criteria Manual where multiple examples of BMP's are described such as grass buffers, grass swales, permeable pavements etc. Coordinate with our Public Work's and Aurora Water Departments staff on the implementation of BMPs.

All detention pond facilities shall not exceed 6' in depth. 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. Landscaping shall be provided in accordance with [Section 146-1434](#) Detention, Retention and Water Quality Ponds. Comment noted. Full Spectrum Detention including water quality will be provided per Urban Drainage Standards. Design team has coordinated landscaping with APS standards. Please note APS is a MS4 permittee. All onsite (private) drainage design, stormwater management, detention basin maintenance and access is provided by APS.

- **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) 739-8819 in Aurora Water regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an

irrigation system.

Comment noted. Irrigation will be provided, and design team will coordinate with APS standards.

5. Architectural and Urban Design

5A. Design Standards

Building elevations will need to be included as part of 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. Include a general description as well as schematic elevations for the Planning Commission study session presentation.

As a general rule, “high quality of design” usually means that architectural details should be continued on all four sides of all buildings open to view.

Staff suggests that you incorporate material changes and architectural features such as glazing, textured surfaces, projections, color, overhangs and changes in parapet height to improve the façade and create an inviting and attractive street presence. Emphasis should be placed on ground floor design. Ground floor designs should support a pedestrian-friendly environment, provide visual interest, and help to create an atmosphere that promotes foot traffic. Use changes in the wall planes, both horizontally and vertically, a variety of durable materials, and quality architecture to create visually interesting buildings. Architectural details shall be continued on all four sides of the buildings to reduce the back of house appearance.

Comment noted. Design team has coordinated with APS standards.

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 per [Section 146-1300](#). All such equipment must be screened. 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 to be labeled “Roof-Mounted Equipment Screening” must be added to the general notes section of all Site Plans: (click [here](#) for the specific note).

Because screening of rooftop materials is a zoning requirement, the School District is exempt; however, in this location air handlers will be located in the crawlspace. Parapets will screen smaller equipment on the roof, such as exhaust fans.

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 back from the back of sidewalk or 21 feet from the flowline. Ground signs abutting arterial streets may be up to 12 feet high; ground signs abutting other streets and areas are limited to 8 feet in height. Please refer to [Article 16](#) of the Zoning Code for complete regulations.

Because signage is a zoning requirement, the School District is exempt; however, we will review the City's standards when designing the monument sign.

7. 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.

Comment noted.

8. 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.

Comment noted. CAD submittals will meet Aurora standards.

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.

Pre-submittal meeting is scheduled for 8/9/18 at 10am.

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.

Comment noted.

Neighborhood Services Liaison:

- Your Neighborhood Services Liaison is Susan Barkman 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.

Comments noted.

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

No comments from this department.

[Aurora Water](#)

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

Key Issues:

- ▶ All utilities must be installed in accordance with approved master utility studies and Aurora Water master plans.
Comment noted.
- ▶ Coordination on utility sizing and timing between Harmony and Sun Meadows is critical to ensure water, sewer, and storm infrastructure is appropriately sized.
Comment noted.

- ▶ A looped water supply will be required to support the site.
Comment noted.
- ▶ An irrigation meter will be required.
Comment noted.
- ▶ A grease interceptor will be required if commercial cooking equipment is to be installed.
Comment noted.
- ▶ A jurisdictional letter will be required to be submitted for the stormwater management component of the project.
Comment noted.

Utility Services Available:

- Water service may be provided a looped water supply in accordance with approved master utility studies and Aurora Water master plans.
- Sanitary sewer service may be provided in accordance with approved master utility studies.
- The project is located on Map Pages 07Y and 08Y.

Comment noted.

Utility Service Requirements:

- A Site Plan is required for this project and must show existing and proposed utilities including:
 - Public/Private Mains
 - Service Lines
 - Water Meters
 - Fire Suppression Lines
 - Fire Hydrants necessary to service your development
 - Grease Interceptors are required for commercial kitchens
 - Sand/Oil Interceptors are required for vehicle maintenance facilities
 - All utility connections in the arterial roadway are required to be bores.
- 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).

Comments noted.

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](#)

Comments noted.

Public Works Department

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

Key Issues:

- ▶ Detailed Traffic Study is required. See below for additional details.
Comment noted.
- ▶ Per the Detail Traffic Study enhanced Crosswalk elements may be recommended for non-Roundabout crossing on First Ave.
Comment noted.
- Show all adjacent and opposing access points on the Site Plan.
Comment noted.
- Traffic is concerned with a standard crosswalk placed between Roundabout at 1st Ave & Trussville Rd and Roundabout 1st Ave & Robertsdale St and would recommend enhanced elements to this proposed crosswalk which may include: Enhanced Pedestrian Crossing Sign (RRFB); Curb Extension or Mid-Block Narrowing; Enhanced Crosswalk Thermoplastic; or Advanced Yield Lines.
Comment noted. This will be assessed by APS's traffic consultant.
- Label the access movements on the Site Plan.
Comment noted.
- 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](#).
Comment noted.

Add the following note landscape plans: 'All proposed landscaping within the site triangle shall be in compliance with COA Roadway Specifications, Section 4.04.2.10'
Note added.

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.
Comment noted.
- Show the installation, by developer, "Right Turn Only"/"Do Not Enter" signs if applicable. Signs shall be installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD) and City Standards.
Comment noted.
- The developer is responsible for signing and striping all public streets. The developer is required to place traffic control, street name, and guide signs on all public streets and private streets approaching an intersection with a public street. Add a note to the Site Plan indicating this commitment.
Comment noted.
- A Detail Traffic Study will be required for this site, in conformance with the Master Traffic Impact Study (Harmony Traffic Impact Analysis Aurora, CO, LSC #140770, Dated Nov. 16, 2015) which will include addressing the following specific items:
 - 1) Trip Generation
 - 2) Include detailed analysis of:

- a) All site access points
- 3) Include discussion on parking needs and school circulation plan
 - a) Detailed plans showing circulation, queuing, and drop off / pickup locations shall be included with the study.
- 4) Analysis of pedestrian connectivity, Pedestrian LOS. Discussion of potential enhanced Crosswalk along First Ave.

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

Submitting the Traffic Study:

- The Traffic Study shall be sent directly to Brianna Medema at bmedema@auroragov.org as soon as possible.
- The Traffic Study shall also be uploaded with the rest of the submittal.

Comment noted.

- Based on our review of the Detail Traffic Study, additional improvements may be required.
Comment noted.

Engineering Division

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

Key Issues:

- ▶ The adjacent streets shall be completed prior to the issuance of a Certificate of Occupancy. This includes sidewalk, landscaping and street lights. Infrastructure
Comment noted.
- ▶ On site detention and water quality shall be provided with this development.
Comment noted.

Improvements:

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

- Typical roadway sections are specified in the City Code and summarized in Section 4.08 with details shown in the Standard Detail S1.
Comment noted.
- 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.
Comment noted.
- Flared curb cuts, Standard Detail S7.4, are not permitted for commercial/industrial or residential driveways where traffic movements would be substantial. When the number of parking spaces exceeds 20, curb returns are required and the curb return radii shall be labeled on the plan.
Comment noted.
- 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.
Comment noted.

- The maximum private access drive slope may be 4% (non-residential) when sloping down toward the public street and up to 6% maximum when sloping up toward the public street.
Comment noted.
- 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.
Comment noted. Streetlighting provided by the Harmony developer along public ROW.

ROW/Easements/Plat:

- ROW dedication is required for new public roads. This site must dedicate all of the designated ROW width of adjacent streets.
Noted, ROW dedication provided by the Harmony developer.
- 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.
 - A drainage easement shall be required for any detention/water quality facilities on site.
Please note drainage easements are not required for APS projects.
 - Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way.
Comment noted.
 - 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.
Comment noted.

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.
Comment noted.
- Under the provisions of Colorado Revised Statute 37-92-602(8), any detention or infiltration facility that becomes operational after August 5, 2015, is required to notify downstream water rights holders prior to operation. 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.
Comment noted.
- 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.
Comment noted.

- Release rate for the detention pond shall be based upon the “Storm Drainage Design and Technical Criteria” Manual, latest revision.
Comment noted.
- Storm water from concentrated points of discharge from a minor storm event shall not be allowed to flow over sidewalks, but shall drain to the roadway by the use of sidewalk chase sections. Sidewalk chase sections shall not be located within a curb cut, driveway, curb ramp, or curb return.
Comment noted.
- A public storm sewer system appears to be located near this site. Please have your Engineer or Surveyor verify and tie your site drainage into it.
Comment noted.
- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed.
Comment noted.

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.

Address Directory Signs:

An approved address directory shall be shown within the detail sheet of the site plan and/or civil plan sign package. Address Directory Signs must be installed at properties with more than one principal building, buildings with unit identification numbers, or when, in the opinion of the Life Safety Plans Examiner, emergency response may be delayed due to the physical layout of the complex.

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.

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](#).

Civil Plans:

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

- [Combined Fire Lane and Pedestrian Sidewalks](#)
- [Dead-End Fire Lane Detail](#)
- [Fire Lane Sign Detail](#)
 - The developer of the site will be required to install fire lane signs in areas where the site abuts an existing fire lane easement that is currently without adequate signage.
- [Gated Entry for Fire Department Access utilizing a 4' Manway Gate](#)
- [Grading Plan](#)
- [Handicap Accessible Parking Signs](#)

- [Keep Drive Aisle Passable at All Times Signs](#)
- [Sign Package](#)
- [Signature Block](#)
- [Street Standards and Street Section Details](#)

Comment noted.

[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.

Comment noted.

[Fire Department Access:](#)

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

- [Fire Lane Easement](#)

Comment noted.

[Fire Hydrants:](#)

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

- A Fire hydrant shall be provided within 100 feet of the fire sprinkler system fire department connection (FDC)

Comment noted.

[Fire Sprinkled Structures:](#)

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

Comment noted.

[Flag Lots:](#)

A flag lot is considered a parcel of land that is entirely dependent upon an adjacent property for access to a public street and to a public water supply. A flag lot can create an area of land that is undevelopable unless a dedicated means of access and water is established at the time of the subdivision of the site.

Comment not applicable.

[Framework & General Development Plans:](#)

The link provided will provide the developer with important fire department requirements that must be reflected within a framework or general development plan.

Comment noted.

Handicap Accessibility Requirements:

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

- [Commercial](#)

Comment 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.

Comment 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.

Comment noted.

Legend:

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

Comment noted.

Loading and Unloading Areas:

The site plan must show the location of the loading and unloading areas. These areas must not encroach into the dedicated or designated fire lane easement.

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

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

- [\(Plat Note\) If Plat Contains Fire Lane Easement](#)
- [\(Site Plan Note\) Accessibility Note for Commercial Projects](#)
- [\(Site Plan Note\) Addressing](#)
- [\(Site Plan Note\) Aircraft Noise Reduction \(LDN\)](#)
- [\(Site Plan Note\) Americans with Disabilities Act](#)
- [\(Site Plan Note\) Emergency Ingress and Egress](#)
- [\(Site Plan Note\) Emergency Responder Radio Coverage](#)
- [\(Site Plan Note\) Fire Lane Easements](#)
- [\(Site Plan Note\) Fire Lane Signs](#)
- [\(Site Plan Note\) Loading and Unloading Areas](#)
- [\(Site Plan Note\) Right of Way for Ingress and Egress of Emergency Vehicles](#)

Comment noted.

Site Plan Data Block:

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

Comment noted.

Special Design Considerations:

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

- [Access to within 150 feet of Each Structure](#)
- The fire code official is authorized to increase the dimension of 150 feet reach requirement where the building is fire sprinkled in accordance with the 2015 IFC, Section 503.1.1 where allowed by code. If granted approval, a fire sprinkled structures may utilize a 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.

- [Access Road Width with a Hydrant](#)
- [Aerial Fire Apparatus Access Roads](#)
- [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 will require a license agreement though Real Property.
- [No Parking is allowed within a Fire Lane Easement](#)
- [Private Streets Constructed to Public Street Standards](#)
- [Pocket Utility Easements for Fire Hydrants](#)
- [Public Street Systems Adjacent to Site](#)
- [Remoteness](#)
- [Two points of Emergency Access](#)
- [Width and Turning Radius](#)

Comment noted.

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.

Comment noted; dumpsters have been located accordingly.

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 is currently platted but because of what you propose to do, it will need to be resubdivided (replatted) at this time in order to obtain a building permit. Plats must be prepared using City of Aurora specifications given in the most current [Subdivision Plat Checklist](#). These reviews of the plat can run concurrently with your other Planning Dept. submittals.

Comment noted; the Plat is provided by the Harmony developer.

- 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.

Comment noted.

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](#).

Comment noted.

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:
 - [Dedications Packet](#)
 - [Easement Release](#)
 - [License Agreement Packet](#)
- **Off site easement dedications** may be required in order to make your project work. It's up to the developer to obtain these easements for the City, pay compensation, etc. Dedication documents must be prepared using Real Property specifications which can be found in the [Dedication Packet](#). Once complete and accurate easement dedication 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.
- 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.

Comments noted.