Planning & Development Services

Planning Division
15151 E. Alameda Parkway, Ste. 2300
Aurora, Colorado 80012
303.739.7250

City of Aurora

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January 5, 2017

Craig Romary
Romary Architects
3622 Zuni Place
Sedalia, CO 80135

Re: **Development Application DA-1052-23**
Sterling Ridge - Site Plan and Replat
Location: QS:14N – Southwest Corner of Sterling Hills Parkway and Villanova
Case Number: 2016-4018-00; 2016-3056-00

Dear Mr. Romary:

The Planning Department has received your Development Application and assigned it to Jonathan Woodward who will be your Case Manager. Jonathan will be responsible for processing the application and guiding it through the Planning Department's review process.

Our projected schedule is as follows:

The processing start date for this review cycle was Friday, December 30, 2016
The City's initial review comments on your application are due to you on Friday, January 27, 2017.
Your second submission is due to us on or before Friday, February 17, 2017.
Our review of your second submission is due to you Monday, March 13, 2017.
Your Planning Commission hearing has been tentatively scheduled for Wednesday, April 12, 2017.

The Planning Department will make every effort to help you meet this schedule, but please note that the dates listed above are dependent on the timelines and completeness of all your submissions. If at any time you think you won't be able to meet a specific deadline, please contact your Case Manager as soon as possible so that we can adjust your schedule. Our schedule is based on actual working days and has already taken into account city holidays.

Under our system of enhanced review, it is possible to achieve a faster processing time than shown above if you respond early to our comments or if fewer submissions are required than originally anticipated.

Please remember that all abutter notices for public hearings must be sent and the site notices must be posted at least 10 days prior to the hearing date. These notifications are your responsibility and the lack of proper notification will cause the public hearing date to be postponed. It is important that you obtain an updated list of adjacent property owners from the county before the notices are sent out. Take all necessary steps to ensure an accurate list is obtained, to include checking with adjacent builders if development activity and/or sales are taking place on properties adjacent to your site.

For additional information about your application contact Jonathan Woodward at 303-739-7220. If at any time you have concerns about the timing or content of our reviews or any other questions, you may also call me directly at 303-739-7238.

We look forward to working with you!

Sincerely,

Mindy Parnes

Mindy Parnes
Planning Manager
City of Aurora, Planning Department

cc: Karen Henry - Henry Design Group Inc 1501 Wazee Street, #1-C Denver, CO 80202
Jonathan Woodward, Case Manager
Marsha Osborn, Neighborhood Services
Mark Geyer, ODA
Filed: K:\$DA\1052-23app.rtf