

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



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April 13, 2022

Ted Laudick
Aurora Crossroads Metropolitan District 1
4100 E Mississippi, Suite 500
Denver, CO 80246

Re: Technical Submission Review – First Creek at Aurora Crossroads – Infrastructure Site Plan
Application Number: **DA-2231-05**
Case Numbers: **2021-6049-00**

Dear Mr. Laudick:

Thank you for your technical submission, which we started to process on Wednesday, March 30, 2022. We have reviewed your plans and attached our comments along with this cover letter. The first section of our review highlights our major comments. The following sections contain more specific comments, including those received from other city departments and community members.

One minor note change remains. Please update the plan and send me a final PDF so that I can ascertain with the reviewer that it is correct. Please also remember that the Infrastructure Site Plan cannot be recorded until the drainage report is approved. A mylar checklist is attached for your reference once the PDF check set is approved.

Note that all our comments are numbered. When you resubmit, include a cover letter specifically responding to each item. The Planning Department reserves the right to reject any resubmissions that fail to address these items. If you have made any other changes to your documents other than those requested, be sure to also specifically list them in your letter.

As always, if you have any comments or concerns, please let me know. I may be reached at (303) 739-7184 or hlanboy@auroragov.org.

Sincerely,

Heather L. Lamboy, AICP
Planning Supervisor

cc: Scott Campbell, Neighborhood Liaison
Jacob Cox, ODA
Filed: K:\\$DA\2231-05rev2



Technical Submission Review

SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- Please update the note on the cover sheet.

PLANNING DEPARTMENT COMMENTS

1. Community Questions, Comments and Concerns

- 1A. No comments were received from the community.

2. Zoning and Land Use Comments

- 2A. No additional comments.

3. Landscaping Issues (Kelly Bish / 303-739-7189 / kbish@auroragov.org / Comments in bright teal)

- 3A. Update the note on the Cover Sheet: Landscaping will be installed upon completion of the stream channel work and will be owned and maintained by the Mile High Flood District.

REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

4. Civil Engineering (Kristin Tanabe / 303-739-7306 / KTanabe@auroragov.org / Comments in green)

- 4A. The Site Plan will not be approved by Public Works until the Preliminary Drainage Letter/Report is approved.

5. Real Property (Maurice Brooks / 303-739-7294 / mbrooks@auroragov.org / Comments in magenta)

- 5A. No additional comments.



MYLAR CHECKLIST

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Instructions: The applicant shall confirm that each item listed below has been completed by checking each box or writing not applicable (N/A) and signing and dating the bottom of the form before submitting MYLARs to the Planning Case Manager.

MYLAR CHECKLIST

- ☐ All required city fees have been paid (verify this with the Planning Case Manager).
- ☐ Comments from all departments have been addressed and all changes to the MYLARs have been approved by the affected departments prior to submittal of the final MYLARs to the Planning Case Manager.
- ☐ Civil drawings and the drainage plan have been approved.
- ☐ The effective date on the title work and Certificate of Taxes Due is within 120 days of final city approval of the plan.
- ☐ If an Avigation Easement is required, a copy of the recorded document has been submitted to the Planning Case Manager and the City Clerk and Recorder.
- ☐ Digital files, preferably on a compact disc, for the site plan, subdivision plat, GDP, FDP, etc. have been submitted to the Planning Case Manager. Instructions can be found online:
 - https://www.auroragov.org/UserFiles/Servers/Server_1881137/File/Final%20-%20CAD%20Data%20Submittal%20Standards_11_28_2016.pdf
 - Also refer to the **Instructions for Submitting Digital Files for Addressing**.
- ☐ The surveyor, property owner(s), and mortgage company have signed both cover sheets with **black indelible ink**.
 - Please ensure that the signatures, stamps and seals text do not smear
- ☐ The notary has filled in the signature block and applied their indelible stamp in **black indelible ink**.
 - Please ensure that the stamp does not smear
- ☐ The surveyor has applied their stamp and signed their name through the stamp.
 - Please ensure that the stamp does not smear
- ☐ Submit one complete set of signed and notarized MYLARs and one additional signed and notarized cover sheet for each site plan, CSP, etc. Subdivision plats require submittal of one set of signed and notarized MYLARs.
 - **Adams County**
 - a. One complete set of signed and notarized MYLARs in 18 inch by 24 inch format
 - b. One additional signed and notarized MYLAR cover sheet in 24 inch by 36 inch format for the city
 - c. For plats one complete set 18 inch by 24 inch
 - **Arapahoe County & Douglas County**
 - a. One complete set of signed and notarized MYLARs in 24 inch by 36 inch format
 - b. One additional signed and notarized MYLAR cover sheet in 24 inch by 36 inch format for the city
 - c. Please note that all MYLARs shall be four millimeters thick, double mat, reverse print/burn, and photo quality
 - d. For plats, one complete set of 24 inch by 36 inch plats

*Allow 7-10 business days for Mylar processing

Project Name: _____ DA #: _____

Applicant Signature: _____ Date: _____

Phone: _____ Email: _____

Note: This form is also available online

MYLAR Checklist (Revised 12/2016)