

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



November 3, 2023

Jaime Perez  
Three Sons Construction  
3085 Carson St  
Aurora, CO 80011

**Re: Fourth Technical Submission Review:** 18920 E Smith Rd – Site Plan and Deferral of Public Improvements  
**Application Number:** DA-2191-00  
**Case Numbers:** 2021-6020-00, 2021-9001-00

Dear Mr. Perez:

Thank you for your second submission, which we started to process on October 24, 2023. 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 outside agencies.

Since easement issues still remain with Land Development Services, you will start that process as soon as feasible. Do NOT submit your mylars for recording until the easements are completed. Additionally, incorporate the Engineering comment redlines and revisions into the final mylar set.

As always, if you have any comments or concerns, please let me know. I may be reached at 303-739-7541 or [rrabbaa@auroragov.org](mailto:rrabbaa@auroragov.org).

Sincerely,

Rachid Rabbaa, Planner II  
City of Aurora Planning Department

cc: Jose Ramirez, Rocky Ridge Civil Engineering  
Brittany Vigil, ODA  
Filed: K:\\$DA\2191-00tech4.rtf



## *Fourth Technical Submission Review*

### **SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS**

- Repeat comment: Please fix leader to point to the correct line prior to mylars. (Item4)
- See comments from Land Development Services regarding easements. (Item 5).

### **PLANNING DEPARTMENT COMMENTS**

#### **1. Community Questions, Comments, and Concerns**

1A. No comments were received from an outside referral agency.

#### **2. Completeness and Clarity of the Application**

2A. No further comments.

#### **3. Zoning and Land Use**

3A. No further comments.

### **REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES**

#### **4. Civil Engineering** (Kendra Hanagami / 303-739-7295 / [khanagam@auroragov.org](mailto:khanagam@auroragov.org) / Comments in green)

- 4A. Please fix this leader because the wall location shifted a little. As previously commented, due to the proximity to the detention pond, structural calcs will be required during the civil plan submittal.
- 4B. Repeat comment: Please fix leader to point to the correct line prior to mylars.

#### **5. Land Development Services** (Maurice Brooks / 303-739-7294 / [mbrooks@auroragov.org](mailto:mbrooks@auroragov.org) / Grace Gray / [303-739-7277](tel:303-739-7277) / [ggray@auroragov.org](mailto:ggray@auroragov.org) Comments in magenta)

5A. EASEMENTS HAVE NOT BEEN STARTED.



## City of Aurora Planning and Development Services Department

### MYLAR CHECKLIST

15151 E. Alameda Parkway, Ste 2300 • Aurora, CO 80012 • 303.739.7420

**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.

- ☐ 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.
- ☐ Drainage plan approved and civil drawings near completion.
- ☐ The effective date on the title work and Certificate of Taxes Due is within 30 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.
- ☐ 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, GDP, FDP, 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 10 or more business days for Mylar processing*

Project Name: \_\_\_\_\_ DA #: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_