

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



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July 14, 2020

Chris Strawn  
Ware Malcomb  
990 S Broadway, Suite 230  
Denver, CO 80209

**Re: 3<sup>rd</sup> Technical Corrections Review:** Project Peak – Contextual Site Plan and Plat  
**Application Number:** DA-1127-34  
**Case Numbers:** 2018-6020-00; 2019-3019-00

Dear Mr. Strawn:

Thank you for your third technical submission, which we received on June 24, 2020. There are a few items that need to be addressed and upon making those revisions, you may submit the final mylars. Please coordinate with Real Property to ensure that all items have been sufficiently addressed.

To ensure proper tracking, please complete and submit the attached Mylar Checklist when you submit your mylars. The Planning Department reserves the right to reject any mylars that fail to address these items. Please note that all easements, dedications and license agreements must be finalized prior to recording the Plat and Contextual Site Plan.

As always, if you have any comments or concerns, please give me a call. I may be reached at 303-739-7220 or [rlloomis@auroragov.org](mailto:rlloomis@auroragov.org).

Sincerely,

Ryan Loomis, Senior Planner  
City of Aurora Planning Department

cc: Rob Kiester, Ware Malcomb, 1600 Champa Street, Suite 350, Denver, CO 80202  
Jacob Cox, ODA  
Filed: K:\\$DA\1100-1199\1127-34tech3.rtf

Attachments: Mylar Checklist



## *Third Technical Corrections Review*

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

- ✓ Add the reception number for the shown R.O.W.'s
- ✓ Complete the shown easement dedications

#### **1. Planning** (Ryan Loomis / 303-739-7220 / [rloomis@auroragov.org](mailto:rloomis@auroragov.org) / Comments in teal)

1A. After all the remaining redline comments have been addressed on the Contextual Site Plan and Plat, please send updated PDF documents to your Case Manager to review. Please ensure that you have received approval from your Case Manager prior to printing final mylars and that all comments from Real Property have been addressed.

1B. Please review the attached Mylar Checklist and prepare your mylars for the Contextual Site Plan and Plat in accordance with this document. The completed Mylar Checklist should be submitted with the final mylars.

1C. The city has developed CAD Data Submittal Standards for internal and external use to streamline the process of importing AutoCAD information into the city's Enterprise GIS. Please note that a digital submission meeting the [CAD Data Submittal Standards](#) is required before your Site Plan and Plat mylars can be routed for signatures or recorded. Please review these CAD Data Submittal Standards and email your Case Manager the .DWG file before submitting your final mylars.

#### **2. Real Property** (Maurice Brooks / 303-739-7294 / [mbrooks@auroragov.org](mailto:mbrooks@auroragov.org) / Comments in pink)

2A. See the red line comments on the plat and site plan. Contact Andy Niquette ([aniquett@auroragov.org](mailto:aniquett@auroragov.org)) for the offsite easement dedication and contact Grace Gray ([ggray@auroragov.org](mailto:ggray@auroragov.org)) to complete the License Agreement.

#### **CSP**

##### **Redlines to Various Sheets**

- 2B. Add the reception number for the shown R.O.W.'s.
- 2C. Complete the shown easement dedications.

#### **Plat**

##### **Redlines to Various Sheets**

- 2D. Add the reception number for the shown R.O.W.'s.
- 2E. Complete the shown easement dedications.



## 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.

- ☐ 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 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, CSP, 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](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, 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: \_\_\_\_\_

Note: This form is also available online