



Planning Division  
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September 7, 2022

Chris Phipps  
MCRE  
461 E 200 S Suite 102  
Salt Lake, UT 84111

**Re: Technical Submission Review:** MCRE Apartments - Site Plan Amendment  
**Application:** DA-2270-00  
**Case Number:** 1982-6017-06

Dear Mr. Phipps:

Thank you for your submission. We have reviewed your plans and only have comments from Real Property. These comments are minor but *essential* to permit release. An updated site plan can be sent directly to your case manager with no further need for another review. Please finish all easements with real property ahead of signature set recordation.

The City of Aurora has moved to from physical mylars to digital signature set recordation. Please submit a flattened signed site plan set that has all applicable signatures directly to the case manager.

Aurora's standards for mylars for recording are as follows:

- The pdf must be completely flattened no AutoCAD SHX text
- Signature Set PDFs must be 24 x 36 inches for Arapahoe and Douglas counties and 18 x 24 inches for Adams county. Maintain a 1/2-inch border on the top, right, and bottom of each sheet.
- For both Adams and Arapahoe County, a two-inch border is required on the left-hand side of each sheet.
- Original signatures, with an indelible ink pen, scanned or watermarked digital signature is required. When required, the surveyor and notaries must also apply their seals either digitally or physically.

Please inspect your signature set before you submit them to the City. Incorrectly signed or non-notarized plans will be returned for correcting. Incorrectly sized pdfs, or any sheets not compliant with these standards will not be accepted.

The Planning Department reserves the right to reject any resubmissions that fail to address these items. As always, if you have any comments or concerns, please give me a call. I may be reached at 303-739-7259.

Sincerely,

Ariana Muca, PLA  
Planner I  
City of Aurora, Planning Department

cc: Brandon Smith - Mountain Classic Real Estate 461 E 200 S Ste 102 Salt Lake City UT 84111  
Ariana Muca, Case Manager  
Scott Campbell, Neighborhood Services  
Jacob Cox, ODA  
Filed: K:\\$DA\2270-00tech3.rtf



## Technical Submission Review

### SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- The site plan cannot be recorded with 734 AutoCAD SHX, you must submit a completely flattened pdf set.
- Easement issues and license agreements need to be started or continued (see Real Property).

### PLANNING DEPARTMENT COMMENTS

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

1A. No new comments.

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

2A. The site plan cannot be recorded with 734 AutoCAD SHX, you must submit a completely flattened pdf set.

#### 3. Architectural and Urban Design Issues

3A. No further comments.

#### 4. Landscaping Issues (Chad Giron / 303-739-7185 / [cgiron@auroragov.org](mailto:cgiron@auroragov.org) / Comments in bright teal)

8A. No further comments.

### REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

#### 5. Addressing (Phil Turner / 303-739-7271 / [pcturner@auroragov.org](mailto:pcturner@auroragov.org))

9A. Approved, no further comments.

#### 6. Civil Engineering (Julie Bingham / 303-739-7306 / [jbingham@auroragov.org](mailto:jbingham@auroragov.org) / Comments in green)

6B. No further comments.

#### 7. Fire / Life Safety (Mark Apodaca / 303-739-7371 / [mapodaca@auroragov.org](mailto:mapodaca@auroragov.org) / Comments in blue)

7A. No further comments.

#### 8. Traffic Engineering (Steven Gomez / [sgomez@auroragov.org](mailto:sgomez@auroragov.org) / Comments in orange)

8A. No further comments.

#### 9. Forestry (Rebecca Lamphear / [rlamphea@auroragov.org](mailto:rlamphea@auroragov.org) / 303-739-7139 / Comments in purple)

9A. No further comments.

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

10A. Continue working with the easement dedications and releases. Go to [dedicationproperty@auroragov.org](mailto:dedicationproperty@auroragov.org) and [releaseeasement@auroragov.org](mailto:releaseeasement@auroragov.org) to communicate any changes or comments.

*Site Plan – see notes on the site plan*

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10B. Clarify C & D labels under easement schedule.

10C. Add to legend see hatches and notes on site plan.

10D. Dedicate and release these easements as shown.

10E. This portion should not be a Fire Lane easement and the portion outside the property would have to be a separate dedication if it is needed.

#### 11. Aurora Utilities (Ryan Tigera / [rtigera@auroragov.org](mailto:rtigera@auroragov.org) / Comments in red)

11A. No further comments.