



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

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July 28, 2017

Martha and Bert Hernandez  
JD Auto Sales  
15900 E. 6<sup>th</sup> Ave  
Aurora, CO 80011

**Re: Second Submission Review** – Aurora Centrepark Subdivision Flg No. 12, Amendment No. 1 – Replat  
Application Number: **DA-1005-26**  
Case Number: **2017-3025-00**

Dear Mr. and Mrs. Hernandez:

Thank you for your second submission, which we started to process on Monday, July 11, 2017. We reviewed it and attached our comments along with this cover letter.

See attached plat for the redline comments from staff. Once the corrections have been made, please email me the pdf directly. I'll review it, then the mylars can be printed and recorded with the county.

The mylar checklist has been included as an attachment. Please note: the parcel is in Arapahoe County and subject to their standards.

As always, if you have any comments or concerns, please give me a call. I may be reached at 303-739-7220.

Sincerely,

Jonathan Woodward, Planner II  
City of Aurora Planning Department

cc: Mindy Parnes, Planning Department  
David Dornbos – Capital Investor Services LLC 1022 W. Kettle Ave., Littleton, CO 80120  
Meg Allen, Neighborhood Services  
Jacob Cox, ODA  
Filed: K:\\$DA\1005-26rev2.rtf



## *Second Submission Review*

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

- Remove addresses from plat (Addressing)
- Add requested wording on cover sheet (Real Property)

### **PLANNING DEPARTMENT COMMENTS**

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

1A. Staff has not received further questions, comments or concerns.

#### **2. Addressing** (Cathryn Day / 303-739-7357 / [cday@auroragov.org](mailto:cday@auroragov.org))

2A. Please remove addresses from the plat. This information should not be included on the plat.

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

#### **3. Real Property** (Darren Akrie / 303-739-7331 / [dakrie@auroragov.org](mailto:dakrie@auroragov.org) / comments in magenta)

3A. On Cover Sheet, add requested wording for “Property Description & Dedication”.



## 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