

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



December 13, 2022

Bart French  
MAA Communities  
5040 Addison Circle, Suite 200  
Dallas, TX 75001

**Re: Technical Submission Review – MAA Abilene Multi-Family - Site Plan**  
Application Number: **DA-2292-00**  
Case Numbers: **2021-4029-00**

Dear Mr. French:

Thank you for your technical submission, which we started to process on December 1, 2022. We reviewed it 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.

Only minor issues remain, but you will not need to make another submission. You can work directly with Aurora Water and Real Property. The building permits will not be approved till these review items are complete.

The Plat Mylar must be digital and the Site Plan Mylar must be a physical copy per the County Requirements.

Please send in the Final Mylars for this Site Plan once the easement dedication process has been complete and recorded. When printing Final Mylars, please utilize the attached Mylar Checklist and include it with your mylars. The mylars should be mailed into the Planning & Development Services Department at the address below:

ATTN: Ariana Muca  
Planning & Development Services Department  
15151 E Alameda Pkwy, Ste 2300  
Aurora, CO 80012

Remember the site plan will not be recorded till school fees are paid. The site plan will not be recorded till the public art plan is approved.

As always, if you have any comments or concerns, please let me know. I may be reached at (303) 739-7259 or [amuca@auroragov.org](mailto:amuca@auroragov.org).

Sincerely,

Ariana Muca, PLA  
Planner I

cc: Elyse Applegate - Norris Design 1101 Bannock Street Denver, CO 80204  
Ariana Muca, Case Manager  
Meg Allen, Neighborhood Services  
Brit Vigil, ODA  
Filed: K:\\$DA\2292-00tech4.rtf



## *Fourth Technical Submission Review*

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

- The easement dedications and the License Agreement issues still need to be completed. See the previous reviews for those locations. Submit the documents for License Agreements to [licenseagreement@auroragov.org](mailto:licenseagreement@auroragov.org) to start the processes. The easements have just a few final items to be taken care of before completion and recording. No comments were made on the site plan, because of redundancy (Real Property).
- The Public Art Plan must be confirmed and signed before the application can move to recordation. The applicant cannot use the art budget to upgrade the retaining wall for the ditch from concrete block to reinforced concrete or something else more appropriate for a mural (Public Art).
- Aurora Schools' student yield is attached below.

### **PLANNING DEPARTMENT COMMENTS**

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

1A. No further comments.

#### **2. Introduction Letter**

2A. No further comments.

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

3A. No further comments.

#### **4. Architectural and Urban Design Issues**

4A. No further comments.

#### **5. Landscaping Issues** (Kelly Bish / 303-739-7185 / [kbish@auroragov.org](mailto:kbish@auroragov.org) / Comments in bright red)

5A. No further comments.

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

#### **6. Civil Engineering** (Julie Bingham / 303-739-7403 / [jbingham@auroragov.org](mailto:jbingham@auroragov.org) / Comments in green)

6A. No further comments.

#### **7. Traffic Engineering** (Steven Gomez / 303-739-7336 / [segomez@auroragov.org](mailto:segomez@auroragov.org) / Comments in amber)

7A. No further comments.

#### **8. Utilities** ([cstephen@auroragov.org](mailto:cstephen@auroragov.org) / 303-653-6846 / [cstephen@auroragov.org](mailto:cstephen@auroragov.org) / Comments in red)

8A. No further comments

#### **9. Fire / Life Safety** (Mark Apodaca / 303-739-7656 / [mapodaca@auroragov.org](mailto:mapodaca@auroragov.org) / Comments in blue)

9A. No further comments

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

10A. The easement dedications and the License Agreement issues still need to be completed. See the previous reviews for those locations. Submit the documents for License Agreements to [licenseagreement@auroragov.org](mailto:licenseagreement@auroragov.org) to start the processes. The easements have just a few final items to be taken care of before completion and recording. No comments were made on the site plan, because of redundancy.

#### **11. Addressing** (Phil Turner / [pturner@auroragov.org](mailto:pturner@auroragov.org))

11A. No further comments.

**12.PROS** (Curtis Bish / 303-739-7131 / [cbish@auroragov.org](mailto:cbish@auroragov.org))

12A. No further comments.

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

13A. No further comments.

**14.Public Art** (Roberta Bloom / 303-739-6747 / [rbloom@auroragov.org](mailto:rbloom@auroragov.org))

14A. The Public Art Plan must be confirmed and signed before the application can move to recordation. The applicant cannot use the art budget to upgrade the retaining wall for the ditch from concrete block to reinforced concrete or something else more appropriate for a mural.

**15.Aurora Public Schools** (Josh Hensley / 303-365-7812/ [jdhensley@aurorak12.org](mailto:jdhensley@aurorak12.org))

15A. See below for comments.

**AURORA PUBLIC SCHOOLS - STUDENT YIELD**  
 10/21/2021
**MAA Abilene Multi-family - DA-2292-00**

Dwelling Type	Units	Yield Ratio	Student Yield
SFD		0.7	0
MF-LOW		0.3	0
MF-HIGH	259	0.145	38
<b>TOTAL</b>	<b>259</b>		<b>38</b>

YIELD	ELEMENTARY		MIDDLE SCHOOL		K-8 TOTAL	HIGH SCHOOL		K-12
	RATIO	STUDENTS	RATIO	STUDENTS	STUDENTS	RATIO	STUDENTS	TOTAL
SF	0.34	0	0.16	0	0	0.2	0	0
MF-LOW	0.17	0	0.08	0	0	0.05	0	0
MF-HIGH	0.075	19	0.04	10	30	0.03	8	38
<b>TOTAL</b>		<b>19</b>		<b>10</b>	<b>30</b>		<b>8</b>	<b>38</b>

SCHOOL TYPE	STUDENT YIELD	ACRES PER CHILD	ACRES REQUIRED
ELEMENTARY	19	0.0175	0.3399
MIDDLE	10	0.025	0.2590
HIGH	8	0.032	0.2486
<b>TOTAL</b>	<b>38</b>		<b>0.8476</b>

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

- Minimum of 4 mm thick,
- Mylars 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 Adams and Arapahoe County, a two-inch border is required on the left hand side of each sheet.
- Photocopy quality black line reverse printed matte finish on top (either a photocopy or a Oce print copy is acceptable)
- Original signatures, with indelible ink pen, fine point (a Pilot or Sanford brand permanent marker fine point pen is acceptable)
- All signatures must be with indelible ink. When required, the surveyor and notaries must also apply their seals with indelible ink.

Please submit one complete set and one extra cover sheet with all of the correct signatures. . Please inspect your mylars before you submit them to the City. Sepia prints, non-photographic or too thin mylars, incorrectly signed or non-notarized plans will be returned for correcting. Incorrectly sized mylars, or any sheets not compliant with these standards will not be accepted.

#### Special instructions for plats:

If you are submitting a plat, make sure the title commitment is no older than 120 days from the proposed approval date of the plat. If it's not current, it will need to have it updated and submit a copy of the update with the mylars.

Both sets cover sheets must be signed in black, indelible ink by the owners, contract purchasers, notaries, and surveyor. The surveyor and notaries must also apply their seals. Signature blocks on Sheet 1 must match the most current title work exactly.

#### Other requirements

If you are interested in expediting the final mylars, the City Clerk's office requires a licensed, bonded courier and a \$25.00 check to administer/expedite the mylars to Arapahoe County. Several mylar projects are typically bundled together and go to the county on Thursdays. The \$25.00 check and courier ensure this can happen any day of the week and not just a Thursday. I am the person in our office that takes care of the mylar routing, so if you are unable to get in touch with me, please contact him at 303-739-7133 or [wbarrett@auroragov.org](mailto:wbarrett@auroragov.org) for more information on the specifics of expediting the mylars.



## 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 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