

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



August 16, 2021

Chris Fellows  
Painted Prairie Owner, LLC  
5600 Greenwood Plaza Boulevard, Suite 220  
Greenwood Village, CO 80111

**Re: Technical Corrections Review: Painted Prairie Phase Two – Prelim. Plat Amendment and Plat Amendment**  
**Application Number:** DA-1556-14  
**Case Numbers:** 2019-4018-01; 2021-3016-00

Dear Mr. Fellows:

Thank you for your technical corrections submission, which we received on August 4, 2021. We reviewed it and attached our comments along with this cover letter. The review letter contains comments from all city departments and outside agencies.

Another formal submittal is not required, but the CAD files need to be submitted and the easement releases and dedications need to be completed. Once these are completed, you may submit final mylars for the Subdivision Plat Amendment and the final PDF for the Preliminary Plat Amendment. Please refer to the attached Mylar Checklist when preparing mylars.

Note that all our comments are numbered. When you resubmit, include a cover letter specifically responding to each item. The Planning Department reserves the right to reject any resubmissions that fail to address these items. If you have made any other changes to your documents other than those requested, be sure to also specifically list them in your letter.

As always, if you have any comments or concerns, please give me a call. I may be reached at 303-739-7857.

Sincerely,

Sarah Wile, AICP  
Senior Planner  
City of Aurora, Planning & Development Services Department

cc: Brent Martin, LandDesign, 1360 Walnut Street, Suite 102, Boulder, CO 80302  
Daunte Rushton, ODA  
Filed: K:\\$DA\1556-14tech1.rtf



## Technical Submission Review

### **1. Planning** (Sarah Wile / 303-739-7857 / [swile@auroragov.org](mailto:swile@auroragov.org) / Comments in teal)

1A. Final mylars should only be submitted for the Subdivision Plat Amendment, not the Preliminary Plat Amendment. Using the signed and notarized version of the Preliminary Plat that can be found on the city's website, please swap out the sheets in the existing plan set with the corresponding sheets in the subject plan set that were amended to create a revised plan set that includes the original sheets (those not being amended) with these amended sheets. Please email this final PDF to your Case Manager for review when complete.

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

1C. A digital submission meeting the [CAD Data Submittal Standards](#) is required before the final Subdivision Plat mylars can be routed for signatures or recorded and the final Preliminary Plat PDF is uploaded. These documents were not submitted with the previous Development Application as required, so the files should include both the amended portions and the original portions. Please review the CAD Data Submittal Standards and email the .DWG files to your Case Manager before submitting your final mylars. Please note that two separate files are required.

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

2A. Some of the easements called out in the Preliminary Plat and Subdivision Plat were relocated. Please release the old easements and dedicate the new ones by separate documents. Contact Andy Niquette ([releaseeasement@auroragov.org](mailto:releaseeasement@auroragov.org)) to start the processes. This must be done before mylars can be recorded.



## 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