



Planning Division
15151 E. Alameda Parkway, Ste. 2300
Aurora, Colorado 80012
303.739.7217

AuroraGov.org

April 24, 2024

Chad Ballard
Paradigm Systems, Inc.
2513 Elmira Street
Aurora, CO 80010

Re: Second Technical Submission Review – Elmira North – Site Plan with Adjustment and Subdivision Plat
Application Number: **DA-2029-02**
Case Numbers: **2022-3026-00; 2017-6009-01**

Dear Mr. Ballard:

Thank you for your technical submission, which we started to process on April 17, 2024. We have reviewed your plans and attached our comments along with this cover letter.

To ensure proper tracking, please complete and submit the attached Mylar Checklist when submitting the site plan and plat mylars. The Planning Department reserves the right to reject any mylars that fail to address these items. Please be aware if you print sheets that have not had corrections made you will have to reprint Mylars. Please also keep in mind that Mylar routing takes approximately 10-15 days.

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. Please note that all MYLARs shall be four millimeters thick, double mat, reverse print/burn, and photo quality.

As always, if you have any comments or concerns, please let me know. I may be reached at 303-739-7450 or efuselier@auroragov.org.

Sincerely,

Liz Fuselier, Planner I
City of Aurora Planning Department

cc: Kay Galligan, Factor Design Build
Jesse Donovan, Brightlighter Engineering
Brit Vigil, ODA
Filed: K:\\$DA\2029-02tech2



Second Technical Submission Review

REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

1. Civil Engineering (Brianna Medema / 303-739-7310 / bmedema@auroragov.org / Comments in green)

1A. Approved

2. Land Development Services (Maurice Brooks / 303-739-7294 / mbrooks@auroragov.org / Comments in magenta)

2A. Approved.



City of Aurora Planning and Development Services Department

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 30 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.
- ☐ 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: _____