



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

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May 26, 2022

Bill Thatcher
Zubha Pop Foods LLC.
4415 Highway 6
Sugarland, TX 77478

Re: Technical Submission Review: Popeye's at Citadel – Site Plan and Conditional Use
Application Number: DA-1422-17
Case Numbers: 2017-6017-09; 2017-6017-10

Dear Mr. Thatcher:

Thank you for your fourth technical submission, which we started to process on May 17, 2022. Only one comment remains from Real Property and another submission will not be required. Please send in the Final Mylars for this Site Plan (with the requesting correction) once the easement dedications are complete. When preparing the mylar set, please utilize the attached Mylar Checklist and include it with your mylar submittal. The mylars should be mailed into the Planning and Development Services Department at the address below:

ATTN: Aja Tibbs
Planning and Development Services Department
15151 E. Alameda Pkwy, Ste 2300
Aurora, CO 80112

As always, if you have any comments or concerns, please let me know. I may be reached at 303.739.7227 or atibbs@auroragov.org.

Sincerely,

Aja Tibbs, Senior Planner
City of Aurora Planning Department

cc: William Fellhoeelter, Cole
Meg Allen, Neighborhood Liaison
Cesarina Dancy, ODA
Filed: K:\SDA\1422-13tech4.rtf



Fourth Technical Submission Review

1. Real Property (Maurice Brooks / 303-739-7294 / mbrooks@auroragov.org / Comments in magenta)

1A. Add the word “Subdivision” to the subdivision notation on SP. Continue working on the easement dedications



APPLICANT 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.
- ☐ A PDF file 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

- Also refer to the **Instructions for Submitting Digital Files for Addressing.**

- ☐ The Property owner(s), and (mortgage company when necessary) 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 (Margins are 2 inches on the left hand side and 1/2 inch on the other 3 sides.
 - 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 (Margins are 2 inches on the left hand side and 1/2 inch on the other 3 sides.
 - 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

**Allow 10 or more business days for Mylar processing*

Project Name: _____ DA #: _____

Applicant Signature: _____ Date: _____

Phone: _____ Email: _____

Note: This form is also available online