



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

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November 23, 2020

Mark Witkiewicz
Westside Investment Partners
4100 E Mississippi Avenue, Suite 500
Denver, CO 80246

Re: 2nd Technical Corrections Review: 64th Avenue Improvements E-470 to Jackson Gap Infrastructure Site Plan
Application Number: DA-2205-00
Case Number: 2019-6049-00

Dear Mr. Witkiewicz:

Thank you for your second technical submission, which we received on October 16, 2020. There are a few items that need to be addressed and upon making those revisions, you may submit the final mylars. Please coordinate with Public Works and Real Property to ensure that all items have been sufficiently addressed.

To ensure proper tracking, please complete and submit the attached Mylar Checklist when you submit your mylars. The Planning Department reserves the right to reject any mylars that fail to address these items. Please note that all easements, dedications and license agreements must be finalized prior to recording the Preliminary Plat for Infrastructure.

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

Sincerely,

Ryan Loomis, Senior Planner
City of Aurora Planning Department

cc: Eva Mather, Norris Design, 1101 Bannock Street, Denver, CO 80204
Cesarina Dancy, ODA
Filed: K:\SDA\2205-00tech2.rtf

Attachments: Mylar Checklist



Second Technical Corrections Review

1. Planning (Ryan Loomis / 303-739-7220 / rloomis@auroragov.org / Comments in teal)

1A. As a reminder, the city has developed CAD Data Submittal Standards for internal and external use to streamline the process of importing AutoCAD information into the city's Enterprise GIS. Please note that a digital submission meeting the [CAD Data Submittal Standards](#) is required before your Site Plan mylars can be routed for signatures or recorded. Please review these CAD Data Submittal Standards and email your Case Manager the .DWG file before submitting your final mylars.

1B. Please provide multiple signatures blocks on the Cover Sheet because there are multiple property owners. The Site Plan Notes may need to be removed and added to another sheet so there is sufficient space. It appears the Final Plat submitted had the multiple signatures.

1C. After all the remaining redline comments have been addressed on the Preliminary Plat, please send updated PDF documents to your Case Manager to review. Please ensure that you have received approval from your Case Manager prior to printing final mylars and that all comments from Real Property have been addressed.

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

2. Civil Engineering (Kristin Tanabe / 303-739-7306 / ktanabe@auroragov.org / Comments in green)

2A. The Infrastructure Site Plan will not be approved by Public Works until the Preliminary Drainage Report is approved.

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

3A. Dedicate all easements and rights-of-way as separate documents. Contact Andy Niquette to start the process. This must be done prior to Infrastructure Site Plan recordation.

3B. Add "by separate document" as shown on Sheet 6.

3C. Check the names as shown on Sheets 9, 10 and 15.



City of Aurora Planning and Development Services Department

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~~ ^{flash drive}, 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 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