



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

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December 26, 2018

Sun Soon Lim
LSJ Investment, LLC
18694 E Crestridge Drive
Aurora, CO 80015

Re: **Second Submission Review** – 11714 E Colfax Ave Subdivision Filing. No. 1 – Subdivision Plat
 Application Number: DA-2167-00
 Case Number: 2017-3042-00

Dear Applicant:

Thank you for your second submission, which we received on December 5, 2018. We reviewed it and attached our comments along with this cover letter.

As outlined in the review letter, a few items remain that need to be addressed with Real Property and fees need to be paid to Aurora Water. Please copy your Case Manager on all correspondence as you work to address these remaining comments. This is considered an “informal” technical submittal to expedite the process for you. Once those issues are resolved, you may send us your final mylar drawings for signatures and recording. To ensure proper tracking when you submit your mylar drawings, please use our Mylar Checklist and submit that with the final mylars.

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

Sincerely,

Sarah Wieder, Senior Planner
City of Aurora Planning Department

cc: Reade Roselles, Coffey Engineering & Surveying, 4045 S Cloud Street, Suite 180, Loveland, CO 80538
Meg Allen, Neighborhood Liaison
Mark Geyer, ODA
Filed: K:\\$DA\2167-00rev2.rtf



Second Submission Review

PLANNING DEPARTMENT COMMENTS

1. Planning (Sarah Wieder / 303-739-7857 / swieder@auroragov.org)

1A. When you submit Subdivision Plat mylars after all Real Property items have been addressed, please refer to the attached Mylar Checklist. Complete this checklist and bring it alongside the mylars when you submit them to your Case Manager.

1B. 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 final Subdivision Plat mylars can be routed for signatures or recorded. Please review the CAD Data Submittal Standards and email your Case Manager the .DWG file before submitting the mylars. Once received, the city's AutoCAD Operator will run an audit report and your Case Manager will let you know whether the .DWG file meets or does not meet the city's CAD Data Submittal Standards.

2. Revenue (Drake Robinson / 303-739-7393 / ddrobins@auroragov.org)

2A. Storm Drain Development fees and Sewer Development fees are due as the lot has never been platted. The Storm Drain Development fee is \$1,755 (\$3,250 / acre x 0.54 acres) and the Sewer Development fee is \$297 (\$550 / acre x 0.54 acres). The total fees due prior to the Subdivision Plat recordation are \$2,052 in 2018. Please note that the 2019 fees are subject to change.

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

3A. Update the Subdivision Plat to reflect the recent title work per redline comments. Please note that the title work must be updated to within 120 days of final Subdivision Plat recordation.

3B. Provide the closure sheet for the legal description.



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
 - 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