

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



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October 16, 2019

Todd Wilson
CCBB Land, LLC
5430 E Weaver Ave
Centennial, CO 80121

Re: First Technical Submission Review – Trolley Station – Plat
Application Number: **DA-2027-02**
Case Number: **2016-3039-00**

Dear Mr. Wilson:

Thank you for your first technical submission. We reviewed it and attached our comments along with this cover letter. Since a few issues still remain, you will need to make another technical submission prior to the recordation of mylars. Please revise your previous work based on the comments within this letter.

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,

Dan Osoba, Planner II
City of Aurora Planning Department

cc: Kurtis Williams, JR Engineering
Scott Campbell, Neighborhood Liaison
Jacob Cox, ODA
Filed: K:\\$DA\2027-02tech1.rtf

Encl: Mylar Checklist



First Technical Submission Review

PLANNING DEPARTMENT COMMENTS

1. Completeness and Clarity of the Application

1A. The mylars for the Master Site Plan still need to be submitted. Please prepare the Master Site Plan mylars and submit them to the Planning Department (Attn: Dan Osoba) at your convenience. The Mylar Checklist is attached for your reference. This Plat cannot be recorded with Adams County prior to the recordation of the Master Site Plan.

1B. If any changes are proposed on the Master Site Plan in regards to street placement or lot layout, those changes must be reflected on this Plat.

2. Addressing (Phil Turner / 303-739-7271 / pcturner@auroragov.org)

2A. Addresses for each building will be assigned when Site Plans are submitted in the future.

REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

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

3A. The drainage easement for the detention pond maintenance needs to extend to the public right-of-way. This is applicable on sheets 1 and 2.

3B. Add "and Drainage Easement" to the Fire Lane, Public Access and Utility Easement as shown in the redlines.

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

Sheet 1

4A. Correct the margins on the Plat as shown for all sheets. Adams County standards require an 18" x 24" sheet with 2" margins on the left, and ½" margins on all other sides. Please make this correction on all sheets.

4B. Send in the updated Certificates of Taxes Due and Title Work for this property. These must be current within 120 days of recording the Plat.

4C. Send in the closure sheet for the legal description to confirm the square feet area and the provision.

4D. Add all the public street names within ½ mile of the site to the Vicinity Map.

4E. Make the corrections to the Legal Description as shown in the redlines.

4F. Add the record information for the Canal parcel.

4G. Change the dates in the City of Aurora Approvals and Clerk and Recorder's Certificate from 2017 to 2019 (this must be the year the document is recorded).

Sheet 2

4H. Update the Title information in General Notes number 4 as shown in the redlines. This must be current within 120 days of recording.

4I. Move note 6 in General Notes to the legend and delete it from the notes.

4J. Change the Section number in the Covenants from 138-105 to 126-505.

4K. Change the Covenant note regarding crossings or easements as shown in the redlines.

4L. Complete the information under the Contract Purchaser.

Sheet 3

4M. Add the Key maps to the other graphic pages of the plat for all applicable sheets.

4N. Add the record information for the Highline Canal on all applicable sheets.



4O. Change the Lot and Tract Lines to be continuous linetypes on all applicable sheets.

4P. Add the square foot area under the dedicated to City of Aurora as street right-of-way.

Sheet 5

Confirm that the 10' Temporary Construction Easement is still in existence. Sometimes there is an expiration date indicating that the temporary easement no longer exists.

5. Revenue (Jason Fowler / 303-739-7393 / jfowler@auroragov.org)

5A. A storm drainage development fee is due in the amount of \$29,918.54. This fee is due prior to recordation of the final mylars for this plat.



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 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