



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

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March 19, 2020

Bruce Stokes  
Kingspoint, LLC  
3033 E 1<sup>st</sup> Avenue, Suite 305  
Denver, CO 80206

**Re: Technical Submission Review – King’s Point CSP #2**  
Application Number: **DA-1609-17**  
Case Number: **2016-4013-00**

Dear Mr. Stokes:

Thank you for your technical submission, which we started to process on March 13, 2020. We reviewed it and attached our comments along with this cover letter.

Very minor issues remain. Please email updated drawings prior to the production of the Mylar set so staff can do one final quality assurance review. A Mylar checklist is attached for your reference and use.

Please remember to release all noted easements prior to final Site Plan and Plat approval.

As always, if you have any comments or concerns, please give me a call. I may be reached at 303-739-7184 or [hlamboy@auroragov.org](mailto:hlamboy@auroragov.org).

Sincerely,

A handwritten signature in cursive script that reads "Heather Lamboy".

Heather L. Lamboy, Planning Supervisor  
City of Aurora Planning Department

Cc: Mindy Parnes, Planning Department  
Eva Mather, Norris Design  
Scott Campbell, Neighborhood Liaison  
Mark Geyer, ODA Project Manager  
*Filed: K:\\$DA\1609-17tech4.rtf*



## *Technical Submission Review*

### **SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS**

- ✓ Add recording numbers where indicated.
- ✓ Ensure that the license agreement is completed and recorded.

### **PLANNING DEPARTMENT COMMENTS**

Reviewed by: Heather Lamboy / [hlamboy@auroragov.org](mailto:hlamboy@auroragov.org) / 303-739-7184 / PDF comment color is green.

#### **1. Community and External Agency Comments**

A. During this review cycle no external community or agency comments were received.

#### **2. Planning Comments**

A. Make sure the lot matrix is updated to reflect any potential changes in the site plan, and ensure the correct setbacks are noted.

### **REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES**

#### **3. Real Property**

Maurice Brooks / [mbrooks@auroragov.org](mailto:mbrooks@auroragov.org) / 303-739-7294

- A. Send in an updated Title Commitment and Certificate of Taxes Due.
- B. See red line comments on the plat and site plan.
- C. Recording numbers will need to be filled in prior to final approval of the plat.
- D. Add bearings, distances, and curve data where noted.
- E. The noted fire lane easement will need to be released prior to final Plat and Site Plan approval.
- F. On Block 11, Lot 41 the easement line needs to be shifted so that the los has access to the street right-of-way.
- G. Any physical features located in the Drainage easements will need to be covered by a License Agreement. Contact Grace Gray to start the Addendum to the Master License Agreement process.

#### **4. Parks, Recreation, and Open Space (PROS)**

Curtis Bish / [cbish@auroragov.org](mailto:cbish@auroragov.org) / 303-739-7131

- A. Approved. No additional PROS comments.

#### **5. Civil Engineering**

Kristin Tanabe / [ktanabe@auroragov.org](mailto:ktanabe@auroragov.org) / 303-739-7306

- A. No comments received as the date of this letter, they will be forwarded along when they have been received.



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