



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

AuroraGov.org

December 31, 2024

Randy Bauer
Clayton Properties Group II
4908 Tower Road
Denver, CO 80249

Re: Technical Submission Review: Prairie Point Site Plan No 3 (Kings Point North) – Site Plan and Plat
Application Number: DA-1609-26
Case Numbers: 2023-4009-00; 2023-3026-00

Dear Randy Bauer:

Thank you for your technical submission, which we started to process on December 12, 2024. We have reviewed your plans and attached our comments along with this cover letter. The first section of our review highlights our major comments. The following sections contain more specific comments, including those received from other city departments and community members.

Since only a few minor comments remain, you will not need to make another full submission. Please revise your previous work and send us a pdf copy to verify that these comments were addressed. Note that all our comments are numbered. If you have made any other changes to your documents other than those requested, you will need to make another submission and include a cover letter specifically listing the new changes.

Once we have verified that all comments have been addressed, you may send us your final signed mylar sets. Please see the attached site plan and plat mylar checklists, fill them out, and send them to us along with your final signed mylars.

As always, if you have any comments or concerns, please let me know. I may be reached at 303.739.7132 or egates@auroragov.org.

Sincerely,

Erik Gates
Planner II

cc: Layla Rosales, Terracina Design
Cesarina Dancy, ODA
Filed: K:\SDA\1600-1699\1609-26tech3



Technical Submission Review

SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- Please combine the site plan and landscape plan in the final pdf and mylar sets.
- Show all proposed water and sanitary service lines. [Aurora Water]
- Storm Drainage Development Fees totaling **\$107,974.51** have yet to be paid. [TAPS]
- See the advisory comments on the first sheet of the plat and make sure to fill in all blank lines throughout the site plan and plat. [Land Development Services]

PLANNING DEPARTMENT COMMENTS

1. Community Questions, Comments, and Concerns

- 1A. No community comments were received on this review cycle.

REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

2. Civil Engineering (Julie Bingham / 303.739.7403 / jbingham@auroragov.org / Comments in green)

- 2A. There were no more Civil Engineering comments on this review.

3. Aurora Water (Iman Ghazali / ighazali@auroragov.org / Comments in red)

[Landscape Plan Page 3]

- 3A. Show all proposed water and sanitary service lines (TYP).

[Landscape Plan Page 4]

- 3B. Based on the previous submittal, it appears that the tree in front of Lot 5, Block 2 is on top of the sanitary service line; please relocate tree.

4. TAPS (Aurora Water) (Diana Porter / 303.739.7395 / dsporter@auroragov.org)

- 4A. Storm Drainage Development Fees: $86.93 \times \$1,242.00 = \$107,974.51$.

5. Land Development Review (Maurice Brooks / 303.739.7294 / mbrooks@auroragov.org / Comments in magenta)

- 5A. Advisory Comment: Send in the updated Title Commitment to be dated within 30 calendar days of the plat approval date. (This Commitment should be submitted at the time of your final submittal of the electronic Plat for recording.)
- 5B. Advisory Comment: Send in the Certificate of Taxes Due to show they are paid in full up to and through the plat approval date of recording. Obtained from the County Treasurer's office. (This Certificate of Taxes should be submitted at the time of your final submittal of the electronic Plat for recording.)
- 5C. Advisory Comment: Be advised - sometimes the margins or scale factor may not match the County or City standards as stated in the Subdivision Plat Checklist. If any of these factors are misaligned or scale does not match the drawing information, then this may cause the plat to be sent back and corrected thus adding time to your submittal. And in turn, you may need to update the Title Commitment to bring it within the 30-day time limit. Please check these items before sending the plat in for recording.
- 5D. There may be some items that were not shown or pointed out in this review. The Subdivision Plat checklist is to be utilized as a guide. Any items not adhering to the Checklist may be pointed out in this or the subsequent reviews, then it is up to the Surveyor to have those changes made prior to the final submission of the plat for electronic recording.

[Site Plan Page 2]

- 5E. Fill in the blanks in the description.

[Plat Throughout]

- 5F. Fill in the blanks (typical).

- 5G. Add the (N.R.) for the non-radial bearings perpendicular to the Street R.O.W. curves shown (Typical).



[Plat Page 1]

5H. Fill in the blanks in the description.

5I. Update Note #7.



RECORDING CHECKLIST - SITE PLANS

15151 E. Alameda Parkway, Ste 2300 • Aurora, CO 80012
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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 form before submitting MYLARs to the planning case manager. Use this form for all new site plans and all major site plan amendments. Minor site plan amendments, mylar changes, and redevelopment plans do not need to be recorded. Please allow a minimum of 10 business days for MYLAR recording.

Site Plan Name: _____ DA #: _____

Applicant Name: _____ Date: _____

Phone: _____ Email: _____

Applicant (√)	Steps Needed for Final Plan Set Recording	Staff (√)
	All required city application and recording fees have been paid (verify this with the planning case manager)	
	· Impact fee for tree mitigation fund has been paid (if applicable)	
	· Public art fee has been paid (if applicable for properties with Metro Districts or zoned MU- TOD).	
	Comments from all departments have been addressed and all changes to the Final Plan Set have been approved by the affected departments prior to submittal of the Final Plan Set to the planning case manager.	
	Drainage plan/study approved and civil drawings near completion.	
	If an Avigation Easement is required, a copy of the final document with signatures has been submitted to the planning case manager.	
	The property owner(s), mortgage company/lien holder (if applicable), and notary have signed both cover sheets with black, permanent ink. Please ensure that any signatures, stamps, and seals do not smear	
	Any public notice/hearing signs on the property have been taken down	
	Please submit the following for properties within Adams County: · One complete signed and notarized site plan PDF in 18" x 24" format at 50MB or under (can be emailed to the case planner). · If the site plan PDF is over 50MB, please submit MYLARS following the below instructions.	
	Please submit the following for properties within Arapahoe or Douglas Counties: · One complete signed and notarized site plan PDF in 24" x 36" format at 30MB or under (can be emailed to the case planner). · If the site plan PDF is over 30MB, please submit MYLARS following the below instructions.	
	Steps Needed for MYLAR Recording if the file size exceeds the size limitations mentioned above.	
	For properties within Adams County: · One complete set of signed and notarized MYLARS in 18" x 24" format. · One additional signed and notarized MYLAR cover sheet in 24" x 36" format	

	<ul style="list-style-type: none"> · All mylars shall be four millimeters thick, double mat, reverse print/burn, and photo quality · One complete site plan set in PDF (can be emailed to the case planner). 	
	<p>For properties within Arapahoe or Douglas Counties:</p> <ul style="list-style-type: none"> · One complete set of signed and notarized MYLARS in 24" x 36" format · One additional signed and notarized MYLAR cover sheet in 24" x 36" format · All mylars shall be four millimeters thick, double mat, reverse print/burn, and photo quality · One complete site plan set in PDF (can be emailed to the case planner). 	

When ready to submit the MYLARS, please drop off at the Access Aurora Window in the Lobby of the Municipal Center during business hours. Please attach this checklist for ease of routing and review.

Note: This form is also available online



RECORDING CHECKLIST - SUBDIVISIONS

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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 form before submitting electronic copies to the planning case manager. Use this form for all subdivision plat applications including plat amendments, replats, and lot line adjustments. NOTE: All subdivision must be recorded electronically. No MYLARS will be accepted. Please allow a minimum of 10 business days for recording.

Subdivision Name: _____ DA #: _____

Applicant Name: _____ Date: _____

Phone: _____ Email: _____

Applicant (√)	Steps Needed for Electronic Recording	Staff (√)
	All required city application and recording fees have been paid (verify this with the planning case manager)	
	· Impact fee for the relevant school district has been paid (for residential plats only). Please attach the paid invoice from the respective district.	
	· Impact fee for parks has been paid (for residential plats only). Please attach the paid invoice.	
	· Impact fee for stormwater drainage fee has been paid. Please attach the paid invoice.	
	Comments from all departments have been addressed and all changes to the final electronic copy have been approved by the affected departments prior to submittal of the final PDF to the planning case manager.	
	Drainage plan/study approved and civil drawings near completion.	
	If an Avigation Easement is required, a copy of the final document with signatures has been submitted to the planning case manager.	
	The property owner(s), mortgage company/lien holder (if applicable), surveyor, and notary must sign the plat electronically, using either 1) digital stamps and flattening the document, or 2) physically signing the document and scanning it to a digital PDF format. Do not use e-signature technology as that locks the file, and can cause issues with adding additional signatures and reprinting to an incorrect scale. The notaries must also apply their seals. Signature blocks on Sheet 1 must match the most current title work exactly and must not deviate from the Statement of Authority statement. The surveyor is required to sign and stamp all sheets per the State Surveying Bylaws.	
	The effective date on the title work is within 30 days of signature set submission of the plat.	
	The effective date on the Certificate of Taxes Due is within 30 days of signature set submission of the plat.	
	Ensure the Statement of Authority is submitted and up to date.	

	<p>Please submit the following: One final and approved subdivision plat copy in PDF. NOTE- all subdivision plats can be scanned at no more than 300 DPI. In addition, no electronic plat may be over 20 MB in size as the Counties will reject anything over that size.</p>	
	<p><i>For properties within Adams County.</i></p> <p>a) One complete set of signed and notarized subdivision sheets in 18.00 inch by 24.00 inch electronic format (Please note, all plat must be this exact size on ALL sheets. If any sheet is determined to be a different size, even by a tenth or a hundredth, the plat will be returned for correction).</p> <p>b) 2" on left margin and ½" margins on all the other sides.</p>	
	<p><i>For properties within Arapahoe or Douglas Counties.</i></p> <p>a) One complete set of signed and notarized subdivision sheets in 24.00 inch by 36.00 inch electronic format. (Please note, all plat must be this exact size on ALL sheets. If any sheet is determined to be a different size, even by a tenth or a hundredth, the plat will be returned for correction).</p> <p>b) For Douglas County, 2" margin on left side and 1" margin on all other sides.</p> <p>c) For Arapahoe County, 2" margin on left side and ½" margin on all other sides.</p>	

When ready to submit the electronic copy of the plat, please attach this checklist for ease of routing and review.

Note: This form is also available online