



Planning Division
15151 E. Alameda Parkway, Ste. 2300
Aurora, Colorado 80012
phone 303.739.7217

AuroraGov.org

March 6, 2025

Matt Hopper
Aerotropolis Area Coordinating Metro District
8390 E Crescent Pkwy Ste 300
Greenwood Village, CO 80111

Re: Second Technical Review: 48th Avenue Infrastructure Site Plan No 1 – Site Plan and Plat
Application Number: DA-2062-40
Case Number: 2022-6047-00

Dear Matt Hopper:

Thank you for your technical submission. We have reviewed your plans and attached our comments along with this cover letter. There are a few items that need to be addressed prior to printing your mylars. Please make the requested revisions and send the revised plans to me for an off-line review.

Upon acceptance, you may print your mylars. To ensure proper tracking, please complete and include the attached Site Plan Recording Checklist when you submit your mylars. The Planning Department reserves the right to reject any mylars that fail to address these items.

Note: Projects that go one year without submitting will be considered inactive and require a 25% restart fee to be reactivated. After 18 months of inactivity, projects that are not reactivated will be closed and retired.

As always, if you have any comments or concerns, please give me a call. I can be reached at 303-739-7261.

Sincerely,

Debbie Bickmire, Senior Planner
City of Aurora Planning and Development Services

Attachment: Site Plan Recording Checklist

cc: Dave Center, ARTA
Margie Krell, AECOM
Jacob Cox, Director of Development Services
Justin Andrews, ODA
Filed: K:\\$DA\2062-40tech2.rtf



Second Technical Review

PLANNING DEPARTMENT COMMENTS

1. Completeness and Clarity of Application

- 1A. Please revise the site plan title to clarify the location between E-470 and Aerotropolis.
- 1B. Add a signature block for ARTA as the applicant and move the other signature blocks to the cover sheet. Put the Site Plan Notes on Sheet 2.
- 1C. The Location Map changed with this submittal. Show the recorded streets within the Windler and Aurora Highlands developments, especially those that intersect E. 48th Avenue.



RECORDING CHECKLIST - SITE PLANS

15151 E. Alameda Parkway, Ste 2300 • Aurora, CO 80012

303.739.7217 • Email: Planning@AuroraGov.org • AuroraGov.org/Planning

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 final plans 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 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 40MB or under (can be emailed to the case planner). Plans must be scanned black and white with 300 dpi. · If the site plan PDF is over 40MB, 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 40MB or under (can be emailed to the case planner). It must be scanned black and white with 300 dpi. · If the site plan PDF is over 40MB, 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