



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

Worth Discovering • [auroragov.org](http://auroragov.org)

March 30, 2018

Jeff Wikstrom  
Evergreen Devco Inc  
1873 S Bellaire St #1106  
Denver, CO 80222

**Re: Technical Corrections Second Submission Review – Seven Hills Townhomes – Site Plan**  
Application Number: **DA-2084-01**  
Case Number: **2017-4017-00**

Dear Mr. Wikstrom:

Thank you for your technical corrections submission, which we received on March 14, 2018. We reviewed it and attached our comments along with this cover letter. The primary reason for the second technical submittal is to review applicant initiated changes proposed after the initial technical review.

Revisions are required prior to the submittal of the mylars. Please contact the individual reviewers and ensure that the revisions you propose have addressed the comments before you commit the revisions to Mylar and submit the final documents. Once those issues are resolved, you may send us your final Site Plan mylar drawings for signatures and recording. To ensure proper tracking when you submit your mylar drawings, please use the attached [mylar checklist](#).

As always, if you have any comments or concerns, please give me a call. I may be reached at 303-739-7251 or [bcammarata@auroragov.org](mailto:bcammarata@auroragov.org).

Sincerely,

Brandon Cammarata, AICP  
Senior Planner  
City of Aurora Planning Department

cc: Mindy Parnes, Planning Department  
Diana Rael, Norris Design, 1101 Bannock Street, Denver CO 80204  
Margee Cannon, Neighborhood Services  
Jacob Cox, ODA  
Filed: K:\SDA\2084-01tech2.rtf



## *Technical Corrections Second Submission*

### **1. Planning**

Brandon Cammarata / [bcammara@auroragov.org](mailto:bcammara@auroragov.org) / 303-739-7251

1A Prior to submitting Mylars please provide me confirmation via invoice and confirmation of payment for school fees and Parks fees. In addition please provide recorded avigation easement prior to submittal of Mylars.

2B Consider incorporating usable open space into the green courts. In particular the green courts with retaining walls only incorporate open areas on one side of the wall. I am happy to coordinate any minor adjustments to the landscape plan prior to submittal.

2C Consider moving the pool fence to the outside of a portion of the lawn to allow the lawn to be used with the pool area. I am happy to coordinate any minor adjustments to the landscape plan prior to submittal.

2D Prior to submitting final mylars I will need to confirm the items in this letter have been resolved. Please provide me electronic copies of the proposed Mylars to vet through the departments in this letter. This may take up to a week.

### **2. Real Property**

Darren Akrie/ [dakrie@auroragov.org](mailto:dakrie@auroragov.org) / 303-739-7331 Comments in magenta.

2A The proposed easements need to be submitted for review. The License Agreement process needs to be started for the Wall and railing encroachments. Make sure the names of the easements are consistent throughout the pages (Maurice Brooks).

### **3. Aurora Water**

Steven Dekoskie / [sdekoskie@auroragov.org](mailto:sdekoskie@auroragov.org) / (303) 739-7490 Comments in red

2A (Page 4) Please include the utility easement call out on the plans.

2B (Page 4) If 10' of horizontal separation can't be maintained between water and sewer services, then the sewer service lines will require encasement.(typ).

2C (Page 4) Fixture unit table indicates 1.5" meters for multi-unit buildings. Plan needs to match fixture unit table.

### **4. Forestry**

Rebecca Lamphear / [rlamphea@auroragov.org](mailto:rlamphea@auroragov.org) / 303-739-7139

3A Trees located to the west of the property need protection, please include how these trees will be protected through all phases of construction. Include the standard details for Tree Protection per the current Parks, Recreation & Open Space Dedication and Development Criteria manual. [Parks, Recreation & Open Space Dedication and Development Criteria manual](#).

### **5. Addressing**

Cathryn Day, Planner II/GIS Addresser, [cday@auroragov.org](mailto:cday@auroragov.org) , 303-739-7357

Still require a preliminary digital .SHP or .DWG file for street naming, addressing and GIS mapping purposes. Include the following layers as a minimum: Parcels; Street lines; Building footprints

Please ensure that the digital file provided in a NAD 83 feet, State plane, Central Colorado projection so it will display correctly within our GIS system. Please eliminate any line work outside of the target area. Please e-mail these files to me.

#### **NOTES:**

- Here is additional information regarding the City of Aurora's CAD submission requirements: 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 site plan mylars can be routed for signatures or recorded.*** Please review the [CAD Data Submittal Standards](#). Once received, the city's AutoCAD Operator will run an audit report and your Case Manager will let you know within 2-3 days whether the .DWG file meets or does not meet the city's CAD Data Submittal Standards.



## 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](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

MYLAR Checklist (Revised 12/2016)