



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

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September 28, 2022

Glen Barnard
Gun Club Group Partners
4100 S. Mississippi Ave., Suite 500
Denver, CO 80246

Re: Technical Submission Review – Pomeroy – Master Plan Amendment
Application Number: **DA-1670-05**
Case Numbers: **2002-7004-02**

Dear Mr. Barnard:

Thank you for your technical submission, which we started to process on Monday, September 19, 2022. We reviewed it and attached our comments along with this cover letter. The only comments remaining are from Real Property.

All comments on the Master Plan have been addressed, and the final signature set and PDFs can be submitted. Please refer to the instructions in the signature set checklist attached at the end of this review letter. City Planning has moved from physical mylar recordation to digital signature sets. This is a new process, so please reach out with questions.

As always, if you have any comments or concerns, please let me know. I may be reached at 303-739-7259 or amuca@auroragov.org.

Sincerely,

Ariana Muca, Planner I
City of Aurora Planning Department

cc: Jeff Neulieb, Kephart, 2555 Walnut St., Denver, CO 80205
Scott Campbell, Neighborhood Liaison
Jacob Cox, ODA
Filed: K:\SDA\1670-05tech1.rtf



Technical Submission Review

SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- Dedicate any needed easements by the future subdivision plat(s) (Real Property),

PLANNING DEPARTMENT COMMENTS

1. Community Questions, Comments and Concerns

- 1A. No comments at this time.

2. Zoning and Land Use Comments

- 2A. No further comments.

3. Streets and Pedestrian Issues

- 3A. No further comments.

4. Architectural and Urban Design Issues

- 4A. No further comments.

5. Landscaping Issues (Kelly Bish / 303-739-7189 / kbish@auroragov.org / Comments in bright teal)

- 5A. No further comments.

6. Addressing (Phil Turner / 303-739-7357 / pcturner@auroragov.org)

- 6A. No further comments.

REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

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

Tab 9 - Public Improvement Narrative

- 7A. The master plan amendment will not be approved by public works until the master drainage report is approved. It appears files were uploaded 12/1/21, but no process started. The applicant needs to return to the application tab after uploading files, check the required boxes and click submit for a review process is started.
- 7B. Repeat Comment: This portion of Chelsea Draw was supposed to be an open channel per previous agreements

8. Traffic Engineering (Steve Gomez / 303-739-7336 / sgomez@auroragov.org / Comments in amber)

- 8A. No further comments.

9. Fire / Life Safety (John J. Van Essen / 303-739-7489 / jvanesse@auroragov.org / Comments in blue)

- 9A. No further comments.

10. Aurora Water (Daniel Pershing / 303-739-7646 / ddpershi@auroragov.org / Comments in red)

Master Utility Plan

- 10A. No further comments.

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

- 11A. Dedicate any needed easements by the future subdivision plat(s)

ELECTRONIC RECORDING CHECKLIST

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Applicant Signature Set Checklist

Instructions: The applicant shall confirm that each item listed below has been completed by checking each bullet point or writing not applicable (N/A) and signing and dating the bottom of the form before submitting final plans in PDF form to the Planning Case Manager.

- All required city fees have been paid (verify this with Planning).
- Comments from all departments have been addressed and all changes to the documents have been approved by the affected departments prior to providing the electronic signature set.
- The effective date on the title work and Certificate of Taxes Due is within 120 days of the final city approval of the plan. (Subdivision Plats Only)
- If an Avigation Easement is required, a copy of the recorded document has been submitted to the Planning Case Manager and the City Clerk.
- A flattened PDF of the site plan, subdivision plat, or master plan has been submitted to the Planning Case Manager. Files with AutoCAD SHX Text items will not be accepted.
- The surveyor and property owner(s) have signed the cover sheet with an electronic signature. (Subdivision Plat only)
- The notary has filled in the signature block and applied their electronic signature.
- The City of Aurora will no longer accept Mylars to be sent to the county to be recorded. All recordings will now be done electronically. The following are the requirements:
 - Electronic signatures on the PDF
 - A minimum of 300 dots per inch
 - The size needs to be 24" X 36"
 - The PDF is in gray scale
 - Electronic maps must have a physical space on the cover sheet of 3" tall by 7" long to accommodate the recording stamp (For Arapahoe County)
 - Electronic maps must have a physical space of 2" tall by 3" long in the top, left corner to accommodate the recording stamp (for Adams County)

Project Name: _____ DA #: _____

Applicant Signature: _____ Date: _____

Phone: _____ Email: _____

ELECTRONIC RECORDING CHECKLIST

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City Section Only - Case Manager Signature Set Checklist

Case Manager: _____ Date: _____

All items must be checked as complete before the signature set is accepted to be routed.

- _____ Have all the outstanding technical review comments been addressed by all departments?
- _____ Have all Planning Director, Planning & Zoning Commission, and/or City Council conditions of approval been satisfied?
- _____ Are all AMANDA processes signed off or closed? Is the application in the "Route Mylar" stage?
- _____ Match the last review set of plans and ensure all components are consistent with the signature set plans.
- _____ Master Plan only - Review the Master Plan Manual Table 1.9 Summary of MP Documents and Formats
- _____ Are all fees been paid? (Check AMANDA and refer to the latest review letter).
- _____ Has an Avigation Easement been recorded (if applicable)?