



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

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April 3, 2023

Chris Fellows  
Painted Prairie Owner, LLC  
9155 E. Nichols Ave., Suite 360  
Centennial, CO 80112

**Re: Second Submission Review** – Painted Prairie Fencing Master Plan Amendment w/ Adjustment  
Application Number: **DA-1556-32**  
Case Numbers: **2006-7003-08**

Dear Chris Fellows:

Thank you for your second submission, which we started to process on March 24, 2023. We have reviewed your plans and attached our comments along with this cover letter.

All department reviewers have approved the proposed amendment, except for a few minor formatting edits that can be incorporated with the final digital submission. Since this application includes an adjustment, it is now ready to proceed with the Planning Commission review. Following this decision, please prepare a final digital submission for review.

Your estimated Planning Commission hearing date is scheduled for April 26<sup>th</sup>, 2023. Please remember that all abutter notices for public hearings must be sent and the site notices must be posted at least 10 days prior to the hearing date. These notifications are your responsibility, and the lack of proper notification will cause the public hearing date to be postponed. It is important that you obtain an updated list of adjacent property owners from the county before the notices are sent out. Take all necessary steps to ensure an accurate list is obtained.

As always, if you have any comments or concerns, please let me know. I may be reached at 303-739-7227 or [atibbs@auroragov.org](mailto:atibbs@auroragov.org).

Sincerely,

Aja Tibbs, Senior Planner  
City of Aurora Planning Department

cc: Ian Swalling, Land Design, 1360 Walnut Street, Suite 102, Boulder CO 80302  
Cesarina Dancy, ODA  
Filed: K:\SDA\1556-32rev2



## *Second Submission Review*

### **PLANNING DEPARTMENT COMMENTS**

#### **1. Completeness and Clarity of the Application**

- 1A. As an amendment to the Painted Prairie Master Plan, products of the amendment will need to be in an updated final PDF with redlined changes in both “standard” (full page, 8½ x 11) and “mylar form” (4 pages per 18 x 24 sheet) sets. Based on the current timing of approval, this document will be the 4<sup>th</sup> Amendment, so all changes should be marked with a Delta-4 symbol.
- 1B. When generating the final amendment document, please make sure that the only changes to the specific text or drawing are bubbled in red (if any of the content from the original master remains, please don’t include it in the amendment notation). Also, submit a revised cover sheet with a summary of the changes to the 4<sup>th</sup> amendment. Feel free to reach out if you have questions or need examples for reference.
- 1C. Thank you for reverting the text on Page 3 back to the original. If the page numbers referenced in the table of contents (Form F-1) are changed with the additional content in this amendment, it is still acceptable to bubble and update that notation.



## 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 30 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.
- ☐ 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: \_\_\_\_\_