



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

*AuroraGov.org*

February 16, 2024

Geoffrey Babbitt  
Torero Land Investments, LLC  
2953 S Peoria Street, Suite 200  
Aurora, CO 80014

**Re: Technical Corrections Review:** Aurora One – Master Plan Amendment  
**Application Number:** DA-2241-08  
**Case Number:** 2020-7004-01

Dear Mr. Babbitt:

Thank you for your technical corrections submission, which we received on February 5, 2024.

All outstanding comments have been addressed and final mylars can be submitted. Please refer to the comments below from your Case Manager regarding next steps.

As always, if you have any comments or concerns, please give me a call. I may be reached at 303-739-7857.

Sincerely,

Sarah Wile, AICP  
Senior Planner III, City of Aurora  
Planning & Development Services Department

cc: Julie Gamec, THK Associates  
Brit Vigil, ODA  
Filed: K:\\$DA\2241-08tech1.rtf



## *Technical Submission Review*

### **1. Planning** (Sarah Wile / 303-739-7857 / [swile@auroragov.org](mailto:swile@auroragov.org) / Comments in teal)

- 1A. When preparing the final mylars for the Master Plan Amendment, please prepare a Cover Sheet that includes the sheet numbers, an amendment block, a vicinity map, contacts, notes, and signature blocks. Please include all Master Plan tabs, as well as the full Public Improvements Plan (including narratives, cross sections, and exhibits), in the final mylars. Approximately four pages can fit on each mylar sheet. Once you have prepared a draft of the mylars, please send the PDF to your Case Manager to review them prior to printing and submitting final mylars.
- 1B. In addition to the mylars, please also send a final copy of each updated Master Plan tab and engineering document as a separate PDF to your Case Manager for records purposes.
- 1C. When preparing final mylars, please refer to the attached Mylar Checklist for sheet sizes.



## Mylar Checklist

15151 E. Alameda Parkway, Suite 2300 • Aurora, CO 80012 •  
303.739.7217 [planning@auroragov.org](mailto:planning@auroragov.org) • [AuroraGov.org/planning](http://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 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: \_\_\_\_\_