



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

*AuroraGov.org*

May 09, 2024

Tom Cave  
3550 Chambers LLC  
1618 Emerald St  
Broomfield, CO 80020

**Re: Development Application DA-2165-02**  
3550 Chambers Road Site Plan - Site Plan  
Location: QS:01J - Northeast Corner Of 33rd Place and N Chambers Road  
Case Number(s): 2024-6019-00

Dear Mr. Cave:

The Planning Department has received your Development Application and assigned it to Stephen Gubrud who will be your Case Manager. Stephen will be responsible for processing the application and guiding it through the Planning Department's review process.

The processing start date for this review cycle was Monday, May 6, 2024  
The City's initial review comments on your application are due to you on Friday, May 31, 2024.  
Your second submission is due to us on or before Monday, June 24, 2024.  
Our review of your second submission is due to you Tuesday, July 16, 2024.  
Your Planning Commission hearing has been tentatively scheduled for Wednesday, August 14, 2024.

The Planning Department will make every effort to help you meet this schedule, but please note that the dates listed above are dependent on the timelines and completeness of all your submissions. If at any time you think you won't be able to meet a specific deadline, please contact your Case Manager as soon as possible so that we can adjust your schedule. Our schedule is based on actual working days and has already taken into account city holidays.

Under our system of enhanced review, it is possible to achieve a faster processing time than shown above if you respond early to our comments or if fewer submissions are required than originally anticipated.

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, to include checking with adjacent builders if development activity and/or sales are taking place on properties adjacent to your site.

For additional information about your application contact Stephen Gubrud at (303) 739-7209. If at any time you have concerns about the timing or content of our reviews or any other questions, you may also call me directly at (303)739-7251.

We look forward to working with you!



Sincerely,

Brandon Cammarata  
Planning Manager  
City of Aurora, Planning Department

cc: David Carpenter - Colliers Engineering and Design  
Stephen Gubrud, Case Manager  
Scott Campbell, Neighborhood Services  
Jacob Cox, ODA  
Filed: K:\\$DA\DA-2165-02app.rtf