



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

AuroraGov.org

March 26, 2025

Chris Fellows
Windler Public Improvement Authority
9155 E Nicholas Ave, Ste 360
Centennial, CO 80112

Re: Technical Review: Windler Connector Roads 1 Infrastructure Site Plan Amendment
Application Number: DA-1707-40
Case Numbers: 2022-6025-01; 2024-8006-00; 2024-8007-00; 2024-8008-00

Dear Chris Fellows:

Thank you for your technical review submission, which we started to process on March 12, 2025. We have reviewed your plans and attached our comments along with this cover letter. Since minor issues remain, please send a final plan set, with the minor corrections, for review prior to recordation. Mylar checklists have been attached for your use and reference.

Note: Projects that have gone one year without a submission will be considered inactive and require a 25% restart fee to be reactivated. After 18 months of inactivity, projects that are not reactivated will be closed and retired.

As always, if you have any comments or concerns, please let me know. I may be reached at 303.739.7121 or cbailey1@auroragov.org.

Sincerely,

Connor Bailey, AICP, Senior Planner
City of Aurora Planning Department

cc: Alina Randall, Westwood, 10333 E Dry Creek Rd, Ste 400, Centennial, CO 80112
Jazmine Marte, ODA
Filed: K:\\$DA\1700-1799\1707-40tech1



Technical Submission Review

PLANNING DEPARTMENT COMMENTS

1. Completeness and Clarity of the Application

- 1A. Advisory – Staff awaits confirmation of the 54th Place proposal. Currently, the ROW dedication and civil plan designs are not in alignment. Note: proceeding to mylar may require another application process if changes are not captured within this application.
- 1B. All planning comments addressed.

2. Landscaping Issues (Tammy Cook / 954-266-6488 / tcook@auroragov.org / Comments in bright teal)

- 2A. No comments

3. Civil Engineering (Jonathan Phan / 303-326-8273 / jphan@auroragov.org / Comments in green)

- 3A. No comments.

4. Aurora Water (Casey Ballard / 303-739-7382 / cballard@auroragov.org / Comments in red)

Site Plan

- 4A. Advisory: Complete required easements and license agreements.
- 4B. Per conversation with Grace Gray the civil plans will not be approved until the adjusted easements and license agreements have been submitted for final approval.

5. Land Development Services (Maurice Brooks / (303) 739-7294 / mbrooks@auroragov.org) Comments in magenta)

- 5A. ROW Vacation Closure legal description and illustration: The curve table should be added to show the curve data listed in the description. Maybe this was meant to be on another page, but it wasn't submitted with the illustration sheets.
- 5B. No comments on the Site Plan.

6. Easements (Grace Gray / 303-990-3413/ ggray@auroragov.org)

- 6A. Advisory: Complete all easement dedications, street vacations and license agreements.



RECORDING CHECKLIST - SITE PLANS

15151 E. Alameda Parkway, Ste 2300 • Aurora, CO 80012

303.739.7217 • Email: Planning@AuroraGov.org • 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 form before submitting final plans to the planning case manager. Use this form for all new site plans and all major site plan amendments. Minor site plan amendments, mylar changes, and redevelopment plans do not need to be recorded. Please allow a minimum of 10 business days for recording.

Site Plan Name: _____ DA #: _____

Applicant Name: _____ Date: _____

Phone: _____ Email: _____

Applicant (√)	Steps Needed for Final Plan Set Recording	Staff (√)
	All required city application and recording fees have been paid (verify this with the planning case manager)	
	· Impact fee for tree mitigation fund has been paid (if applicable)	
	· Public art fee has been paid (if applicable for properties with Metro Districts or zoned MU- TOD).	
	Comments from all departments have been addressed and all changes to the Final Plan Set have been approved by the affected departments prior to submittal of the Final Plan Set to the planning case manager.	
	Drainage plan/study approved and civil drawings near completion.	
	If an Avigation Easement is required, a copy of the final document with signatures has been submitted to the planning case manager.	
	The property owner(s), mortgage company/lien holder (if applicable), and notary have signed both cover sheets with black, permanent ink. Please ensure that any signatures, stamps, and seals do not smear	
	Any public notice/hearing signs on the property have been taken down	
	Please submit the following for properties within Adams County: · One complete signed and notarized site plan PDF in 18" x 24" format at 40MB or under (can be emailed to the case planner). Plans must be scanned black and white with 300 dpi. · If the site plan PDF is over 40MB, please submit MYLARS following the below instructions.	
	Please submit the following for properties within Arapahoe or Douglas Counties: · One complete signed and notarized site plan PDF in 24" x 36" format at 40MB or under (can be emailed to the case planner). It must be scanned black and white with 300 dpi. · If the site plan PDF is over 40MB, please submit MYLARS following the below instructions.	
	Steps Needed for MYLAR Recording if the file size exceeds the size limitations mentioned above.	
	For properties within Adams County: · One complete set of signed and notarized MYLARS in 18" x 24" format.	

	<ul style="list-style-type: none"> · All mylars shall be four millimeters thick, double mat, reverse print/burn, and photo quality · One complete site plan set in PDF (can be emailed to the case planner). 	
	<p>For properties within Arapahoe or Douglas Counties:</p> <ul style="list-style-type: none"> · One complete set of signed and notarized MYLARS in 24" x 36" format · All mylars shall be four millimeters thick, double mat, reverse print/burn, and photo quality · One complete site plan set in PDF (can be emailed to the case planner). 	

When ready to submit the MYLARS, please drop off at the Access Aurora Window in the Lobby of the Municipal Center during business hours. Please attach this checklist for ease of routing and review.

Note: This form is also available online