



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

AuroraGov.org

May 28, 2025

Solomon Alter
Terra Partners LLC
303 S Broadway 200-300
Denver, CO 80209

Re: Technical Submission Review: E-470 Self Storage at Pioneer Business Park– Site Plan
Application Number: DA-1810-05
Case Number: 2024-6051-00

Dear Solomon Alter:

Thank you for your technical submission, which we started to review on May 8, 2025. We have reviewed your plans and attached our comments along with this cover letter.

Another formal re-submission is not required, but the drainage report must be completed prior to the site plan being recorded.

Following all approvals, please send the final documents for the Site Plan. The site plan mylars must be printed unless the file size can be reduced to 40MB per the county recording requirements. When preparing the final documents, please utilize the attached Mylar Checklist and include it with your mylars. Printed mylars should be mailed or delivered to the Planning & Development Services Department at the address below:

Please 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 303.739.7220 or bbravenec@auroragov.org.

Sincerely,

Ben Bravenec, Planner II
City of Aurora Planning Department

cc: Keith Moore, Kem-Architecture+Planning
Justin Andrews, ODA
Filed: K:\SDA\1810-05tech1



Technical Submission Review

SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- Please complete drainage review prior to recording.

PLANNING DEPARTMENT COMMENTS

1. Community Questions, Comments, and Concerns

- 1A. There were no community questions, comments, or concerns received from adjacent property owners or registered neighborhood groups.

2.Completeness and Clarity of the Application

- 2A. Mylar Change to allow for metal panels was approved.
2B. Send final Mylars.

3. Streets and Pedestrian Comments

- 3A. Approved.

4. Parking Comments

- 4A. Approved

5. Signage & Lighting Comments

Sheets 05

- 5A. Approved

Urban Design and architecture comments.

- 5B. Approved.

6.Landscaping Issues (Tammy Cook / tdcook@auroragov.org / Comments in bright teal)

- 6A. Approved

7. Addressing (Phil Turner / 303.739.7357 / pcturner@auroragov.org)

- 7A. Approved

REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

8. Civil Engineering (Sara Siggue / 303.960.1349 / ssiggue@auroragov.org / Comments in green)

- 8A. Approved.

9. Traffic Engineering (Dean Kaiser / 303.739.7584 / djkaiser@auroragov.org / Comments in amber)

Traffic Impact Study Comments

- 9A. Approved

Site Plan Comments

- 9B. Approved

10. Fire / Life Safety (Mark Apodaca / 303.739.7656 / mapodaca@auroragov.org / Comments in blue)

- 10A. Approved.

11.Forestry (Becky Lamphear / 303.739.7177 / rlamphea@auroragov.org)

- 11A. Approved



12. Parks (Adison Petti / apetti@auroragov.org)

12A. Approved

13. Land Development (Maurice Brooks / 303.739.7294 / mbrooks@auroragov.org / Comments in magenta)

13A. Approved.

14. Easements (Grace Gray / 303.990.3413 / ggray@auroragov.org)

14A. Approved.

15. Utilities (Ashley Duncan / 720.859.4319 / aduncan@xauroragov.com / Comments in red)

15A. ADVISORY: The site plan will not be approved by Aurora Water until the preliminary drainage report or letter has been approved.

16. E-470 Authority Comments:

16A. Approved.

17. Xcel Energy (Donna George / 303.571.3306 / donna.l.george@xcelenergy.com)

17A. Approved



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 at least 18" x 24" and no larger than 24" x 36" 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 at least 18" x 24" and no larger than 24" x 36" 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