



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

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June 26, 2024

Kevin Beck  
EVC WDG Aurora One, LLC  
3501 SW Fairlawn Rd Ste 200  
Topeka, KS 66614

**Re: Technical Submission Review – Eagle Ridge Signage Site Plan**  
Application Number: **DA-2338-02**  
Case Numbers: 2023-6061-00

Dear Mr. Beck:

Thank you for your technical submission, which we started to process on Tuesday, June 11, 2024. We have reviewed your plans and there are no further comments.

All review comments have been resolved for this application, so no further review submission is required.

When ready, please send in the final documents for the Site Plan. The site plan mylars will need to be printed per the county recording requirements. When printing the final mylars, please utilize the attached Mylar Checklist and include it with your mylars. The mylars should be mailed to the Planning & Development Services Department at the address below:

ATTN: Ariana Muca  
Planning & Development Services Department  
15151 E Alameda Pkwy, Ste 2300  
Aurora, CO 80012

As always, if you have any comments or concerns, please let me know. I may be reached at (303) 739-7259 or [amuca@auroragov.org](mailto:amuca@auroragov.org).

Sincerely,

Ariana Muca, PLA  
Planner II

cc: Julie Gamec THK Associates Inc 2953 S Peoria, Suite 101 Aurora, CO 80014  
Ariana Muca, Case Manager  
Brit Vigil, ODA  
Filed: K:\\$DA\DA 2338-02tech2.rtf



## *Technical Submission Review*

### **PLANNING DEPARTMENT COMMENTS**

#### **1. Community Questions, Comments and Concerns**

1A. No citizen comments were given at this time.

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

2A. No further comments.

#### **3. Landscaping Issues** (Kelly Bish / 303-739-7189 / [kbish@auroragov.org](mailto:kbish@auroragov.org) / Comments in bright red)

3A. No further comments.

### **REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES**

#### **4. Civil Engineering** (Hanagami, Kendra / (303) 739-7295 / [khanagam@auroragov.org](mailto:khanagam@auroragov.org))

4A. No further comments.

#### **5. Traffic Engineering** (Dean Kaiser / (303) 739-7584 / [djkaiser@auroragov.org](mailto:djkaiser@auroragov.org) / Comments in amber)

5A. No further comments.

#### **6. Utilities** (Daniel Pershing / 303-739-7646 / [ddpershi@auroragov.org](mailto:ddpershi@auroragov.org) / Comments in red)

6A. No further comments.

#### **7. Land Development Services** (Maurice Brooks / 303-739-7294 / [mbrooks@auroragov.org](mailto:mbrooks@auroragov.org) / Comments in magenta)

7A. No further comments.



## City of Aurora Planning & Business Development

# RECORDING CHECKLIST - SITE PLANS

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

303.739.7217 • Email: [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 form before submitting MYLARs 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 MYLAR recording.

Site Plan Name: \_\_\_\_\_ DA #: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant (√)	Steps Needed for MYLAR 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 MYLARs have been approved by the affected departments prior to submittal of the final MYLARs 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: • One complete site plan set in PDF (can be emailed to the case planner). • All mylars shall be four millimeters thick, double mat, reverse print/burn, and photo quality	
	For properties within Adams County: • One complete set of signed and notarized MYLARs in 18" x 24" format • One additional signed and notarized MYLAR cover sheet in 24" x 36" format	
	For properties within Arapahoe or Douglas Counties: • One complete set of signed and notarized MYLARs in 24" x 36" format • One additional signed and notarized MYLAR cover sheet in 24" x 36" format	

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