



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

[AuroraGov.org](http://AuroraGov.org)

10/29/2024

Jeremy Weber  
Evergreen Devco, Inc.  
2390 E Camelback Road Ste 410  
Phoenix, AZ 85016

**Re: Technical Submission Review:** Station 60 Lot 2 Filing No 2– Replat  
**Application Number:** DA-2274-06  
**Case Numbers:** 2024-3019-00

Dear Jeremy:

Thank you for your technical submission, which we started to process on October 14<sup>th</sup>, 2024. We have reviewed your plans and attached our comments along with this cover letter. The first section of our review highlights our major comments. The following sections contain more specific comments, including those received from other city departments and community members.

Since only minor comments remain, no further formal submittal will be required. Planning would ask that you coordinate with Land Development Services to address the remaining comments. Once we have received their sign off we can proceed with the submittal and recordation of the digital mylars.

As always, if you have any comments or concerns, please let me know. I may be reached at 303-739-7209 or [sgubrud@auroragov.org](mailto:sgubrud@auroragov.org).

Sincerely,

Stephen Gubrud, Planner I  
City of Aurora Planning Department

cc: Shelby Madrid, Kimley-Horn  
Brit Vigil, ODA  
Filed: K:\\$DA\2200-2299\2274-06tech2



## Technical Submission Review

### SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- Minor edits to notes section

### PLANNING DEPARTMENT COMMENTS

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

- 1A. No public comments were received regarding this project during this review period.

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

- 2A. Please see the advisory comments below regarding the title commitment, certificate of taxes, and closure report. It may be prudent to prepare these items in anticipation of this next submittal being approved and recorded.

### REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

#### 3.Land Development Services (Roger Nelson / 720-587-2657 / [ronelson@auroragov.org](mailto:ronelson@auroragov.org) / Comments in magenta)

##### Advisory Comments

- 3A. Send in the updated Title Commitment to be dated within 30 calendar days of the plat approval date (This Commitment should be submitted at the time of your final submittal of the electronic Plat for recording.) per COA 2024 Subdivision Plat Checklist Item 19.b.
- 3B. Provide a statement of authority for the person signing on behalf of the entity named in the title commitment.
- 3C. Send in the Certificate of Taxes Due to show they are paid in full up to and through the plat approval date of recording. Obtained from the County Treasurer's office (This Certificate of Taxes should be submitted no later than your second submittal of the plat.) per COA 2024 Subdivision Plat Checklist Item #19.a.
- 3D. Be advised - sometimes the margins or scale factor may not match the County or City standards as stated in the Subdivision Plat Checklist. If any of these factors are misaligned or the scale does not match the drawing information, then this may cause the plat to be sent back and corrected thus adding time to your submittal. And in turn, you may need to update the Title Commitment to bring it within the 30-day time limit. Please check these items before sending the plat in for recording.

##### Plat Sheet 1

- 3E. Revise language in the last paragraph to match the checklist.
- 3F. Remove the numbering and left justify covenants and add line space between the 1<sup>st</sup> and 2<sup>nd</sup> sentences. You may be required by engineering to add an additional covenant.
- 3G. Notes - #9 Revise the commitment date and provide updated title commitment.

##### Plat Sheet 2

- 3H. The closure report must match the plat graphics and written property description.
- 3I. Provide the full description of monuments that are not within a range box.



## RECORDING CHECKLIST - SUBDIVISIONS

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 electronic copies to the planning case manager. Use this form for all subdivision plat applications including plat amendments, replats, and lot line adjustments. NOTE: All subdivision must be recorded electronically. No MYLARS will be accepted. Please allow a minimum of 10 business days for recording.

Subdivision Name: \_\_\_\_\_ DA #: \_\_\_\_\_

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

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

| Applicant<br>(√) | Steps Needed for Electronic Recording   | Staff<br>(√) |
|------------------|---|--------------|
|                  | All required city application and recording fees have been paid (verify this with the planning case manager)  |              |
|                  | · Impact fee for the relevant school district has been paid (for residential plats only). Please attach the paid invoice from the respective district.  |              |
|                  | · Impact fee for parks has been paid (for residential plats only). Please attach the paid invoice.  |              |
|                  | · Impact fee for stormwater drainage fee has been paid. Please attach the paid invoice.   |              |
|                  | Comments from all departments have been addressed and all changes to the final electronic copy have been approved by the affected departments prior to submittal of the final PDF 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), surveyor, and notary must sign the plat electronically, using either 1) digital stamps and flattening the document, or<br>2) physically signing the document and scanning it to a digital PDF format. Do not use e-signature technology as that locks the file, and can cause issues with adding additional signatures and reprinting to an incorrect scale. The notaries must also apply their seals.<br>Signature blocks on Sheet 1 must match the most current title work exactly and must not deviate from the Statement of Authority statement. The surveyor is required to sign and stamp all sheets per the State Surveying Bylaws. |              |
|                  | The effective date on the title work is within 30 days of signature set submission of the plat.   |              |
|                  | The effective date on the Certificate of Taxes Due is within 30 days of signature set submission of the plat.   |              |
|                  | Ensure the Statement of Authority is submitted and up to date.  |              |

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|  | Please submit the following: One final and approved subdivision plat copy in PDF. NOTE- all subdivision plats can be scanned at no more than 300 DPI. In addition, no electronic plat may be over 20 MB in size as the Counties will reject anything over that size.  |  |
|  | <p><i>For properties within Adams County.</i></p> <p>a) One complete set of signed and notarized subdivision sheets in 18.00 inch by 24.00 inch electronic format (Please note, all plat must be this exact size on ALL sheets. If any sheet is determined to be a different size, even by a tenth or a hundredth, the plat will be returned for correction).</p> <p>b) 2" on left margin and ½" margins on all the other sides.</p>  |  |
|  | <p><i>For properties within Arapahoe or Douglas Counties.</i></p> <p>a) One complete set of signed and notarized subdivision sheets in 24.00 inch by 36.00 inch electronic format. (Please note, all plat must be this exact size on ALL sheets. If any sheet is determined to be a different size, even by a tenth or a hundredth, the plat will be returned for correction).</p> <p>b) For Douglas County, 2" margin on left side and 1" margin on all other sides.</p> <p>c) For Arapahoe County, 2" margin on left side and ½" margin on all other sides.</p> |  |

When ready to submit the electronic copy of the plat, please attach this checklist for ease of routing and review.

Note: This form is also available online