



# Aurora

## Mental Health & Recovery

July 6, 2023

Liz Fuselier  
Zoning and Plan Review, City of Aurora  
15151 E. Alameda Parkway  
Aurora, CO 80012

RE: Aurora Housing Authority – Potomac Campus Housing (AHA-PCH) Site Plan

Dear Ms. Fuselier:

This letter is acknowledging that Aurora Comprehensive Community Mental Health Center Inc. (now Aurora Mental Health & Recovery) is the legal owner of:

Lot 1 Blk 1 Careunit of Aurora Sub 1<sup>st</sup> Flg, County of Arapahoe, State of Colorado

As the owner, we authorized the submittal of the site plan application and all its required documentation for (project #1703607) Aurora Housing Authority – Potomac Campus Housing (AHA-PCH) by Aurora Housing Authority for the subject property to the City of Aurora on July 6, 2023. Please let us know if you have any questions or require further information.

Best regards,

Nazan Wolfe  
Director, Plant Operations  
Aurora Mental Health & Recovery



City of Aurora Planning & Development Services

## PRE-SUBMITTAL MEETING CHECKLIST

15151 E. Alameda Parkway, Suite 2300 • Aurora, CO 80012 • 303.739.7250  
Fax: 303.739.7268 • [AuroraGov.org/Planning](http://AuroraGov.org/Planning)

**NOTE:** This form should be submitted to your Case Manager at the time a Pre-Submittal Meeting is scheduled.

### APPLICANT INFORMATION

Name:	Organization:
Address:	
Email:	Phone:

### AGENT | CONSULTANT INFORMATION

Name:	Organization:
Address:	
Email:	Phone:

### PROJECT INFORMATION

Location (intersection or address):	County:
Zoning District:	Acreage:
Pre-Application Meeting Number:	Proposed Number of Lots (if applicable):
Proposed Square Footage (if applicable):	

### TYPE OF APPLICATION(S) BEING SUBMITTED:

- |  |  |
|--|--|
| <input type="checkbox"/> Site Plan / Site Plan Amendment | <input type="checkbox"/> Master Plan / Master Plan Amendment |
| <input type="checkbox"/> Conditional Use                 | <input type="checkbox"/> Subdivision Plat / Plat Amendment   |
| <input type="checkbox"/> Zoning Map Amendment            | <input type="checkbox"/> Street Vacation                     |

APPLICATIONS ARE TO BE FULLY SUBMITTED BY WEDNESDAY AT NOON TO BE REFERRED OUT THE FOLLOWING WEEK. IF THE APPLICATION FAILS THE PRE-ACCEPTANCE REVIEW, IT WILL BE PUSHED OUT TO THE NEXT WEEK AND ADDITIONAL INFORMATION MUST BE UPLOADED BY THE NEXT WENESDAY AT NOON.

## PROJECT DESCRIPTION

## REQUIRED DOCUMENTS

### All Applications

- ☐ Detailed Letter of Introduction
- ☐ Property Owner Authorization (if applicant is not the property owner)
- ☐ Response to Pre-Application Meeting Notes
- ☐ Mineral Rights Affidavit

### Site Plans

- ☐ Site Plan or Preliminary Plat Document per Site Plan Manual
- ☐ Preliminary Drainage Report or Letter and PDR Checklist
- ☐ Traffic Impact Study or Letter (if required by Public Works)

### Subdivision Plats / Plat Amendments

- ☐ Plat or Plat Amendment Document per Subdivision Plat Manual
- ☐ Title Work
- ☐ Legal Description
- ☐ Certificate of Taxes Due

### Master Plans / Master Plan Amendments

- ☐ All Master Plan Requirements per Master Plan Manual
- ☐ Master Drainage Report and PDR Checklist
- ☐ Master Traffic Impact Study (if required by Public Works)
- ☐ Master Utility Study (if required by Aurora Water)

### Conditional Uses

- ☐ Detailed Operations Plan

### Zoning Map Amendments

- ☐ Metes and Bounds Legal Description with Associated Illustrative Exhibit
- ☐ Conceptual Site Plan or Rendering (if Site Plan is not submitted concurrently)

## OTHER INFORMATION

Sheets to be recorded

Number of Plat Sheets \_\_\_\_\_

Number of Site Plan Sheets \_\_\_\_\_