



Planning Division  
15151 E. Alameda Parkway, Ste. 2300  
Aurora, Colorado 80012  
303.739.7250

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September 1, 2020

Camille Courtney  
American Homes Development  
313 South Vaughn Way  
Aurora, CO 80014

**Re: Technical Submission Review – Sterling Hills AMH – Site Plan and Plat**  
Application Number: **DA-1052-24**  
Case Numbers: **2019-4014-00; 2019-3044-00**

Dear Ms. Courtney:

Thank you for your technical submission, which we started to process on August 25, 2020. We reviewed it and attached our comments along with this cover letter. Redline comments remain with real property and there are a few remaining questions from Planning. Please continue to work with Real Property on any and all easement releases and/or license agreements prior to submitting mylars. Provide responses to Planning questions at your earliest convenience.

If you have any comments or concerns, please contact Brandon Cammarata at 303.739.7251 or [BCammara@auroragov.org](mailto:BCammara@auroragov.org).

Sincerely,

Liz Fuselier, Planner I  
City of Aurora Planning Department

cc: Samantha Crowder-Norris Design 1101 Bannock Street Denver CO 80204  
Scott Campbell, Neighborhood Liaison  
Mark Geyer, ODA  
Filed: K:\SDA\1052-24tech1



## Technical Submission Review

### SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- Street Light Placement (Planning)
- Pond Maintenance (Planning)
- Easement Dedication and License Agreements (Real Property)

### PLANNING DEPARTMENT COMMENTS

- A. Has the streetlight been adjusted per the discussion at Planning Commission? Has the Pond maintenance been resolved? Please provide a response by email to Brandon Cammarata.

### REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

#### 1. Civil Engineering (Kristin Tanabe / 303-739-7306 / [KTanabe@auroragov.org](mailto:KTanabe@auroragov.org) / Comments in green)

- 1A. No comments

#### 2. Aurora Water (Reviewer Name / 303-739-7490 / [sdekoski@auroragov.org](mailto:sdekoski@auroragov.org) / Comments in red)

- 2A. No comments.

#### 3. Real Property (Maurice Brooks / 303-739-7294 / [mbrooks@auroragov.org](mailto:mbrooks@auroragov.org) / Comments in magenta)

- 3A. Sheet 3: add these retaining walls to the License Agreement. Contact Grace Gray ([ggray@auroragov.org](mailto:ggray@auroragov.org)) for the License Agreement concerns. Please note that the site plan cannot be approved until all the items needed are submitted, fully reviewed and ready to record.
- 3B. Begin this release process with Andy Niquette. Contact Andy Niquette ([aniquett@auroragov.org](mailto:aniquett@auroragov.org)) for the easement concerns. Please note that the site plan cannot be approved until all the items needed are submitted, fully reviewed and ready to record.
- 3C. Sheet 6: add these stone columns to the License Agreement. Contact Grace Gray ([ggray@auroragov.org](mailto:ggray@auroragov.org)) for the License Agreement concerns. Please note that the site plan cannot be approved until all the items needed are submitted, fully reviewed and ready to record.
- 3D. Sheet 7+8: add these 2 rail-fence and gates to the License Agreement. Contact Grace Gray ([ggray@auroragov.org](mailto:ggray@auroragov.org)) for the License Agreement concerns. Please note that the site plan cannot be approved until all the items needed are submitted, fully reviewed and ready to record. Add: Tract K is a Drainage easement in its entirety



## MYLAR CHECKLIST

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**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 bottom of the form before submitting MYLARs to the Planning Case Manager.

- All required city fees have been paid (verify this with the Planning Case Manager).
- 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 approved and civil drawings near completion.
- The effective date on the title work and Certificate of Taxes Due is within 120 days of final city approval of the plan.
- If an Avigation Easement is required, a copy of the recorded document has been submitted to the Planning Case Manager and the City Clerk and Recorder.
- Digital files, preferably on a compact disc, for the site plan, CSP, subdivision plat, GDP, FDP, etc. have been submitted to the Planning Case Manager. Instructions can be found online:
  - [https://www.auroragov.org/UserFiles/Servers/Server\\_1881137/File/Final%20-%20CAD%20Data%20Submittal%20Standards\\_11\\_28\\_2016.pdf](https://www.auroragov.org/UserFiles/Servers/Server_1881137/File/Final%20-%20CAD%20Data%20Submittal%20Standards_11_28_2016.pdf)
  - Also refer to the **Instructions for Submitting Digital Files for Addressing**.
- The surveyor, property owner(s), and mortgage company have signed both cover sheets with **black indelible ink**.
  - Please ensure that the signatures, stamps and seals text do not smear
- The notary has filled in the signature block and applied their indelible stamp in **black indelible ink**.
  - Please ensure that the stamp does not smear
- The surveyor has applied their stamp and signed their name through the stamp.
  - Please ensure that the stamp does not smear
- Submit one complete set of signed and notarized MYLARs and one additional signed and notarized cover sheet for each site plan, CSP, GDP, FDP, etc. Subdivision plats require submittal of one set of signed and notarized MYLARs.
  - **Adams County**
    - a. One complete set of signed and notarized MYLARs in 18 inch by 24 inch format
    - b. One additional signed and notarized MYLAR cover sheet in 24 inch by 36 inch format for the city
    - c. For plats one complete set 18 inch by 24 inch
  - **Arapahoe County & Douglas County**
    - a. One complete set of signed and notarized MYLARs in 24 inch by 36 inch format
    - b. One additional signed and notarized MYLAR cover sheet in 24 inch by 36 inch format for the city
    - c. Please note that all MYLARs shall be four millimeters thick, double mat, reverse print/burn, and photo quality
    - d. For plats, one complete set of 24 inch by 36 inch plats

*\*Allow 10 or more business days for Mylar processing*

Project Name: \_\_\_\_\_ DA #: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

Note: This form is also available online