



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

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October 11, 2021

Garth Guthrie
Bubble Time Express Car Wash
1311 W 66th Ave
Denver, CO 80221

Re: Third Technical Review – Car Wash at City Center Marketplace – Site Plan and Conditional Use

Application Number: **DA-2250-00**

Case Numbers: **2020-6064-00; 2020-6064-01**

Dear Mr. Guthrie:

Thank you for your third technical submission. We reviewed it 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.

Please incorporate all drainage items from the approved Preliminary Drainage as necessary to the Site Plan. The last outstanding item is the completion of the easement dedications through Real Property. Once completed, please use the Mylar Checklist attached to this letter to print your Final Mylars to be recorded with Arapahoe County. Please coordinate with me to schedule a drop-off time as the City of Aurora Municipal Building is still closed to the public. If you have questions on this process, please let me know.

Note that all our comments are numbered. When you resubmit, include a cover letter specifically responding to each item. The Planning Department reserves the right to reject any resubmissions that fail to address these items. If you have made any other changes to your documents other than those requested, be sure to also specifically list them in your letter.

As always, if you have any comments or concerns, please let me know. I may be reached at (303)-739-7121 or dosoba@auroragov.org.

Sincerely,

Dan Osoba, Planner II
City of Aurora Planning Department

cc: Emily Felton, Kimley-Horn
Laura Rickhoff, ODA
Filed: K:\\$DA\2250-00tech3

Enclosed: Mylar Checklist



Third Technical Submission Review

PLANNING DEPARTMENT COMMENTS

1. Signage Issues

Sheet 1

- 1A. Signage issues have been resolved.

REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

2. Civil Engineering (Kristin Tanabe / 303-739-7306 / KTanabe@auroragov.org / Comments in green)

Sheet 1

- 2A. The Preliminary Drainage has been approved.
2B. Ensure all drainage comments are also addressed on the Site Plan as applicable.

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

- 3A. Continue to work on all easement dedications highlighted. Contact Andy Niquette (aniquett@auroragov.org or dedicationproperty@auroragov.org) to continue the process.



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
 - 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