



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

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December 31, 2020

Irwin Coile  
Cox Automotive  
6205 Peachtree Dunwoody Rd  
Atlanta, GA 30328

**Re: Third Submission Review– Denver Auto Auction – Plat Amendment**

Application Number: **DA-1218-04**

Case Numbers: **2020-3012-00**

Dear Mr. Coile:

Thank you for your third 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.

Please make the corrections to the cover sheet of the plat as noted in the redlined comments. Upon completion of the off-site easement dedication and license agreement for the Site Plan Amendment, please email the final plat documentation back to me for a cursory review prior to printing final mylars. If the document has been updated to the satisfaction of the Real Property division, I can accept final mylars for the replat. For your reference, the Mylar Checklist has been attached.

As always, if you have any comments or concerns, please contact me at [dosoba@auroragov.org](mailto:dosoba@auroragov.org).

Sincerely,

Dan Osoba, Planner II  
City of Aurora Planning Department

cc: Steve Smith, Ware Malcomb, 1600 Champa Street, Suite 350, Denver, CO 80202  
Meg Allen, Neighborhood Liaison  
Filed: K:\SDA\1218-04rev3.rtf



## *Third Submission Review*

### **SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS**

- Make the corrections as noted on the plat.
- Continue working to finalize the off-site easement dedications.

### **PLANNING DEPARTMENT COMMENTS**

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

1A. *NOTE: please submit your CAD files with your next submission.*

1B. The City has developed CAD Data Submittal Standards for internal and external use to streamline the process of importing AutoCAD information into the city's Enterprise GIS. Please note that a digital submission meeting the CAD Data Submittal Standards is required before your final Plat mylars can be routed for signatures or recorded. Please review the CAD Data Submittal Standards, including templates and required layer file labeling, at <http://tinyurl.com/AuroraCAD>. Email your Case Manager the appropriate Plat file before submitting your final Plat mylars. Once received, the City's AutoCAD Operator will run an audit report and your Case Manager will let you know whether the file meets or does not meet the City's CAD Data Submittal Standards. Please email [CADGIS@auroragov.org](mailto:CADGIS@auroragov.org) for questions or more detailed instructions.

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

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

3A. Sheet 1 – Updated Changes to the Subdivision Plat Checklist on Sept. 17, 2020

- Make the modification to note 3 per the redlined comments.
- Make the modification to the third paragraph in the covenants section per the redlined comments.

3B. Generally

- There is an off-site easement needed for the plat. Please continue to work with Andy Niquette to finalize the easement dedications needed. Please note that the Site Plan Amendment and Final Plat cannot be approved and recorded without the completion of this documentation.



## 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