



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

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May 25, 2018

Kevin Cohen  
Guardian Storage, LLC  
1555 South 76<sup>th</sup> Street  
Superior, CO 80027

**Re: Technical Submission Review** Guardian Storage – Conditional Use, Site Plan and Replat  
Application Number: **DA-1174-67**  
Case Number: **2016-6006-01, 2018-6006-00, 2018-3004-00**

Dear Mr. Cohen,

Thank you for your technical submission, which we started to process on May 14, 2018. We have reviewed the application and attached our comments along with this cover letter.

Since only minor comments were made on the latest Plat and Site Plan submittal, you are free to submit mylars along with the Applicant Mylar Checklist, which is attached. Incorporate the comments into the Site Plan and Plat mylars.

As always, if you have any comments or concerns, please contact me at [dosoba@auroragov.org](mailto:dosoba@auroragov.org) or 303.739.7121.

Sincerely,

Dan Osoba, Planner I  
City of Aurora Planning Department

cc: Melissa Woods, Kimley-Horn & Associates, Inc.  
Mindy Parnes, Planning Manager  
Susan Barkman, Neighborhood Services  
Mark Geyer, ODA  
Filed: K:\\$DA\1174-67tech1



## *Technical Submission Review*

### **1. PLANNING DEPARTMENT COMMENTS**

Dan Osoba | [dosoba@auroragov.org](mailto:dosoba@auroragov.org) | 303.739.7121 | Comments in teal box, teal text

#### **General Comment**

- The official Gateway Park Design Review Committee Approval Letter must be submitted to the Planning Department before final mylars can be accepted.

#### **Site Plan - Sheet 1**

- Per the Planning Commission condition of approval for the conditional use application, please indicate the following from the Operations Plan on the Site Plan cover sheet:
  - Hours of Operation
  - Access Hours
  - Number of Employees

### **REFERRAL COMMENTS FROM OTHER DEPARTMENTS**

#### **2. Life Safety**

John J. Van Essen | Plan Examiner III | 303.739.7489 | [jvanesse@auroragov.org](mailto:jvanesse@auroragov.org) | Comments in blue

#### **Site Plan Comments**

- Please add “with Knox Hardware” after all instances of FDC on the Site Plan as shown in the redlined document on sheets 4, 9 and 14.

#### **3. Real Property**

Maurice Brooks | 303.739.7300 | [mbrooks@auroragov.org](mailto:mbrooks@auroragov.org) | Comments in pink

#### **Plat Comments**

- Please continue to work with Grace Gray on the License Agreement documents. Final mylars will not be accepted without these agreements completed.



MYLAR CHECKLIST

15151 E. Alameda Parkway, Ste 2300 • Aurora, CO 80012 • 303.739.7420

**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 7-10 business days for Mylar processing

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

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

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

Note: This form is also available online