

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



Worth Discovering • [auroragov.org](http://auroragov.org)

March 16, 2021

Chad Roach  
Cornerstone Capital  
Po Box 1043  
Castle Rock, CO 80104

**Re: Third Technical Review:** Living Water Car Wash at Smoky Hill Crossing - Conditional Use and Site Plan  
**Application Number:** DA-2184-07  
**Case Numbers:** 2020-6040-00; 2020-6040-01

Dear Mr. Roach:

Thank you for your technical submission. We have reviewed your plans and there are a few minor items to address, but you may print your mylars after you make the corrections. The Mylar Checklist is attached for your reference and use. To ensure proper tracking, make sure you return the completed Mylar Checklist with your mylars.

Please remember that you must make a CAD data submittal to include in our Enterprise GIS. 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. A digital submission meeting the CAD Data Submittal Standards is required before final mylars can be recorded. Please review these standards and ensure that files are in the correct format.

Upon receipt of your mylars we can release your building permit. We will hold the mylars from recording until the fire lane easement release is signed and ready to record. You also need to continue working on the easement dedications with Andy Niquette and the License Agreement with Grace Gray. Those must be complete prior to certificate of occupancy.

As always, if you have any comments or concerns, please give me a call. I may be reached at 303-739-7261 or [dbickmir@auroragov.org](mailto:dbickmir@auroragov.org).

Sincerely,

Deborah Bickmire, Senior Planner  
City of Aurora Planning Department

Attachment: Mylar Checklist

cc: Phil Walz, Hover Architecture, 8920 Barrons Blvd, Suite 102, Highlands Ranch, CO 80129  
Scott Campbell, Neighborhood Services  
Cesarina Dancy, ODA  
Filed: K:\\$DA\2184-07tech3.rtf



## 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](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