

## Easement Relinquishment Submittal Checklist

**Any submittal not meeting all minimum checklist criteria herein shall be rejected as incomplete.**

**Easement Relinquishment submittal documents will include the following:**

- Application (Page 2&3 of this document) - Must be signed by owner, or a vested party
- Original holding document of the easement - eg. Ordinance, PNEE, Subdivision plan, etc.:
  - Must include the Clerk and Recorder's Book and Page, and/or Recordation Number.
- A Legal Description and Exhibits are required if you are relinquishing a portion of the easement as held in the original document. The Legal Description and Exhibit of the easement(s) to be relinquished, must be prepared by a Professional Land Surveyor (PLS), licensed in the State of Colorado:
  - PDF format (**must be PLS signed and stamped**) **and**
  - Word format (Does not need to be PLS signed and stamped)
- Site Plan - accurately engineered drawings to include:
  - Numerical and Bar Scale (Scale not to exceed 1:40)
  - North arrow
  - Legend
  - Vicinity map, if necessary
  - Plan set date and revision number (if applicable)
  - Call out the location of the easement proposed to be relinquished and hatch area**
  - Call out the location if new easement will be conveyed** (if applicable)
  - Property lines
  - Right-of-Way width
  - Edge of Pavement and/or Curb and Gutter
  - Sidewalks
  - Trees and landscaping in the ROW
  - Nearby driveways and alleys
  - Street names
  - Aerial imagery is allowed, but does not replace the required Engineered drawings**

### FEES:

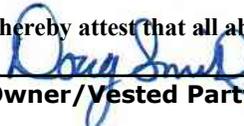
Must be paid immediately after project is logged in and a project number is provided by your Coordinator along with the project invoice.

Initial Processing Fee = \$1,000.00 (Non-Refundable)

Legal Description Review Fee = \$300.00 (Non-Refundable)

Ordinance Fee = \$300.00 (Non-Refundable)

I hereby attest that all above information has been incorporated into our plan submittal.

  
\_\_\_\_\_  
Owner/Vested Party/Applicant Signature

02/24/22

\_\_\_\_\_  
Date



# APPLICATION EASEMENT RELINQUISHMENT

Please complete this application to apply for an ordinance to relinquish easements held by the City in the Public Right of Way. Please reference [Rules and Regulations for Easement Relinquishments](#) for more details on the relinquishment process. Please type or print. If necessary attach additional sheets to fully answer any of the following sections. Submit the complete application electronically to: [DOTI.ER@denvergov.org](mailto:DOTI.ER@denvergov.org).

DATE: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

IS THIS PROJECT ASSOCIATED WITH A SITE DEVELOPMENT REVIEW? Yes      No

If you checked 'Yes' above, provide Project Master, Site Plan and/or Concept Development project numbers:

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

ADDRESS (approx.) OF EASEMENT: \_\_\_\_\_

**APPLICANT:**

Name: \_\_\_\_\_

Company (if applicable): \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_ Email address: \_\_\_\_\_

**PROPERTY OWNER** (where the easement is located):     Check if the same as Applicant

Company: \_\_\_\_\_

Owner Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email address: \_\_\_\_\_

**ORIGINAL HOLDING DOCUMENT THE EASEMENT IS HELD IN:**

Title of document: Vacating Ordinance \_\_\_\_\_

Clerk & Recorder Recordation Number: \_\_\_\_\_

Ordinance Number (if applicable): \_\_\_\_\_

**PORTION OF EASEMENT IF BEING RELINQUISHED:**

Easement in  
it's entirety

A portion of the easement  
(as described in the legal description)





APPLICATION
EASEMENT RELINQUISHMENT

QUANTITY OF EASEMENTS TO BE RELINQUISHED: \_\_\_\_

Easement Groupings if submitting with multiple easements: \_\_\_\_

DESCRIBE THE CURRENT STATE OF THE EASEMENT(S):

In the space below, please describe what the easement was granted for, if it is a partial relinquishment or being relinquished in it's entirety and any addition background information

EXISTING UTILITIES:

If there are existing utilities in the easement, please explain how these utilities will be accommodated and whether they will be removed or relocated.

If there are no existing utilities in the easement to the best of your knowledge, please state NO Utilities or N/A

EXPLANATION OF WHY THE EASEMENT RELINQUISHMENT IS BEING REQUESTED:

Please explain why the easement needs to be relinquished.

I/WE HEREBY CERTIFY THAT I/WE ARE THE OWNER(S) OF THE REAL PROPERTY WHICH IS THE SUBJECT OF THIS APPLICATION AND THAT THE FOREGOING INFORMATION ON THIS APPLICATION IS TRUE AND COMPLETE.

[Handwritten Signature]
(Owner/Vested Party Signature)

02/24/22
DATE



## World Trade Center Utility Easement Relinquishment

04/06/2022

**Master ID:** 2019-PROJMSTR-0000375      **Project Type:** ROW Relinquishment  
**Review ID:** 2022-RELINQ-0000004      **Review Phase:**  
**Location:** 3850 Blake Street      **Review End Date:** 03/21/2022

Any denials listed below must be rectified in writing to this office before project approval is granted.

Reviewing Agency: Asset Management Review

Review Status: Approved

Reviewers Name: David Edwards

Reviewers Email: DavidJ.Edwards@denvergov.org

Status Date: 03/22/2022

Status: Approved

Comments: PWPRS Project Number: 2022-RELINQ-0000004 - World Trade Center Utility Easement Relinquishment

Reviewing Agency/Company: Asset Management DOF

Reviewers Name: David J Edwards

Reviewers Phone: 7209130889

Reviewers Email: Davidj.Edwards@denvergov.org

Approval Status: Approved

Comments:

Status Date: 03/01/2022

Status: Approved

Comments:

Reviewing Agency: City Forester Review

Review Status: Approved

Reviewers Name: Nick Evers

Reviewers Email: Nick.Evers@denvergov.org

Status Date: 03/21/2022

Status: Approved

Comments: Approved. No expected PRW tree conflict.

Reviewing Agency: Comcast Referral

Review Status: Approved

Status Date: 03/22/2022

Status: Approved

Comments: PWPRS Project Number: 2022-RELINQ-0000004 - World Trade Center Utility Easement Relinquishment

Reviewing Agency/Company: Comcast

Reviewers Name: Javier Sotelo

Reviewers Phone: 720-670-8278

Reviewers Email: javier\_sotelo@cable.comcast.com

Approval Status: Approved

Comments:

Reviewing Agency: Denver Water Referral

Review Status: Approved

Status Date: 03/22/2022

# Comment Report

## World Trade Center Utility Easement Relinquishment

04/06/2022

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**Review ID:** 2022-RELINQ-0000004      **Review Phase:**  
**Location:** 3850 Blake Street      **Review End Date:** 03/21/2022

Any denials listed below must be rectified in writing to this office before project approval is granted.

**Status:** Approved  
**Comments:** PWPRS Project Number: 2022-RELINQ-0000004 - World Trade Center Utility Easement Relinquishment  
Reviewing Agency/Company: Denver Water  
Reviewers Name: Gina Begly  
Reviewers Phone: 3036286219  
Reviewers Email: gina.begly@denverwater.org  
Approval Status: Approved

Comments:

Reviewing Agency: Survey Review      Review Status: Not Required

**Reviewers Name:** Robert Castaneda  
**Reviewers Email:** Robert.Castaneda@denvergov.org

**Status Date:** 04/06/2022  
**Status:** Not Required  
**Comments:** Relinquishment is in its entirety; no desc/illust is req'd so Survey review is not required.

**Status Date:** 03/22/2022  
**Status:** Denied  
**Comments:** Denied on behalf of this critical reviewer, and this is still under review. Please contact the reviewer to resolve.

Reviewing Agency: Case Manager Review/Finalize      Review Status: Comments Compiled

**Reviewers Name:** Devin Price  
**Reviewers Email:** Devin.Price@denvergov.org

**Status Date:** 03/22/2022  
**Status:** Comments Compiled  
**Comments:**

**Status Date:** 03/02/2022  
**Status:** Confirmation of Payment  
**Comments:**

Reviewing Agency: Denver Fire Department Review      Review Status: Approved

**Reviewers Name:** Richard Tenorio  
**Reviewers Email:** Richard.Tenorio@denvergov.org

**Status Date:** 03/22/2022  
**Status:** Approved  
**Comments:** PWPRS Project Number: 2022-RELINQ-0000004 - World Trade Center Utility Easement Relinquishment  
Reviewing Agency/Company: DFD / Fire Prevention Division  
Reviewers Name: Rich Tenorio  
Reviewers Phone: 7206333222  
Reviewers Email: richard.tenorio@denvergov.org  
Approval Status: Approved

# Comment Report

## World Trade Center Utility Easement Relinquishment

04/06/2022

**Master ID:** 2019-PROJMSTR-0000375      **Project Type:** ROW Relinquishment  
**Review ID:** 2022-RELINQ-0000004      **Review Phase:**  
**Location:** 3850 Blake Street      **Review End Date:** 03/21/2022

Any denials listed below must be rectified in writing to this office before project approval is granted.

Comments:  
Denver Fire Dept. Approved - RT

Status Date: 03/15/2022  
Status: Approved  
Comments: Denver Fire Dept. Approved - RT

Reviewing Agency: Landmark Review      Review Status: Approved - No Response

Reviewers Name: Becca Dierschow  
Reviewers Email:

Status Date: 03/22/2022  
Status: Approved - No Response  
Comments:

Reviewing Agency: Metro Wastewater Referral      Review Status: Approved

Status Date: 03/22/2022  
Status: Approved  
Comments: PWPRS Project Number: 2022-RELINQ-0000004 - World Trade Center Utility Easement Relinquishment  
Reviewing Agency/Company: Metro Water Recovery  
Reviewers Name: Myles Howard  
Reviewers Phone: 7207033627  
Reviewers Email: mhoward@metrowaterrecovery.com  
Approval Status: Approved

Comments:

Reviewing Agency: Office of Emergency Management Referral      Review Status: Approved - No Response

Status Date: 03/22/2022  
Status: Approved - No Response  
Comments:

Reviewing Agency: Office of Emergency Management Referral      Review Status: Approved - No Response

Status Date: 03/22/2022  
Status: Approved - No Response  
Comments:

Reviewing Agency: Parks and Recreation Review      Review Status: Approved

Reviewers Name: Jennifer Cervera  
Reviewers Email: Jennifer.Cervera@denvergov.org

Status Date: 03/02/2022  
Status: Approved  
Comments:

Reviewing Agency: Construction Engineering Review      Review Status: Approved

# Comment Report

## World Trade Center Utility Easement Relinquishment

04/06/2022

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**Location:** 3850 Blake Street      **Review End Date:** 03/21/2022

Any denials listed below must be rectified in writing to this office before project approval is granted.

**Reviewers Name:** Porames Saejiw  
**Reviewers Email:** Joe.Saejiw@denvergov.org  
**Status Date:** 03/21/2022  
**Status:** Approved  
**Comments:**

**Reviewing Agency:** Policy and Planning Review      **Review Status:** Approved - No Response

**Reviewers Name:** Emily Gloeckner  
**Reviewers Email:** Emily.Gloeckner@denvergov.org  
**Status Date:** 03/22/2022  
**Status:** Approved - No Response  
**Comments:**

**Reviewing Agency:** TES Sign and Stripe Review      **Review Status:** Approved - No Response

**Reviewers Name:** Brittany Price  
**Reviewers Email:** Brittany.Price@denvergov.org  
**Status Date:** 03/22/2022  
**Status:** Approved - No Response  
**Comments:**

**Reviewing Agency:** CenturyLink Referral      **Review Status:** Approved

**Status Date:** 03/22/2022  
**Status:** Approved  
**Comments:** PWPRS Project Number: 2022-RELINQ-0000004 - World Trade Center Utility Easement Relinquishment  
Reviewing Agency/Company: Lumen (CenturyLink)  
Reviewers Name: VeShon Sheridan  
Reviewers Phone: 804-234-6825  
Reviewers Email: veshon.sheridan@lumen.com  
Approval Status: Approved

**Comments:** **REDLINES uploaded to E-Review Webpage**

Attachment: 38th n Blake Development\_ No Objection No Reservations.pdf

**Reviewing Agency:** Xcel Referral      **Review Status:** Approved

**Status Date:** 03/22/2022  
**Status:** Approved  
**Comments:** PWPRS Project Number: 2022-RELINQ-0000004 - World Trade Center Utility Easement Relinquishment  
Reviewing Agency/Company: Public Service Company of Colorado (PSCo) dba Xcel Energy  
Reviewers Name: Donna George  
Reviewers Phone: 13035713306  
Reviewers Email: donna.l.george@xcelenergy.com

# Comment Report

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04/06/2022

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**Review ID:** 2022-RELINQ-0000004      **Review Phase:**  
**Location:** 3850 Blake Street      **Review End Date:** 03/21/2022

Any denials listed below must be rectified in writing to this office before project approval is granted.

Approval Status: Approved

Comments:

Reviewing Agency: City Councilperson and Aides Referral      Review Status: Approved - No Response

Status Date: 03/22/2022  
Status: Approved - No Response  
Comments:

Reviewing Agency: DS Project Coordinator Review      Review Status: Approved w/Conditions

Reviewers Name: Sarah Kaplan  
Reviewers Email: Sarah.Kaplan@denvergov.org  
Status Date: 03/22/2022  
Status: Approved w/Conditions  
Comments: PWPRS Project Number: 2022-RELINQ-0000004 - World Trade Center Utility Easement Relinquishment  
Reviewing Agency/Company: Development Services, CPD  
Reviewers Name: Sarah Kaplan  
Reviewers Phone: 7208652991  
Reviewers Email: sarah.kaplan@denvergov.org  
Approval Status: Approved with conditions

Comments:  
Project Coordinator Review for 2019PM0000375 SDP is currently being managed by Site, Design and Neighborhood Development Supervisor, Leah Guerand. Separate Review Comments may be provided by Leah relative to coordinated review of SDP Plans in progress.

Reviewing Agency: DES Transportation Review      Review Status: Approved

Reviewers Name: Mindy Decker  
Reviewers Email: Mindy.Decker@denvergov.org  
Status Date: 03/21/2022  
Status: Approved  
Comments: PWPRS Project Number: 2022-RELINQ-0000004 - World Trade Center Utility Easement Relinquishment  
Reviewing Agency/Company: City & County of Denver/DOTI DES  
Reviewers Name: Mindy Decker  
Reviewers Phone: 7208653216  
Reviewers Email: mindy.decker@denvergov.org  
Approval Status: Approved

Comments:

Reviewing Agency: DES Wastewater Review      Review Status: Approved

Reviewers Name: Kenneth Armfield  
Reviewers Email: ken.armfield@denvergov.org

# Comment Report

## World Trade Center Utility Easement Relinquishment

04/06/2022

**Master ID:** 2019-PROJMSTR-0000375      **Project Type:** ROW Relinquishment  
**Review ID:** 2022-RELINQ-0000004      **Review Phase:**  
**Location:** 3850 Blake Street      **Review End Date:** 03/21/2022

Any denials listed below must be rectified in writing to this office before project approval is granted.

**Status Date:** 03/22/2022  
**Status:** Approved  
**Comments:** Note: As-builts have been added to the Accela documents showing that the previously existing public sanitary main has been removed.

**Status Date:** 03/22/2022  
**Status:** Denied  
**Comments:** Denied on behalf of this critical reviewer, and this is still under review. Please contact the reviewer to resolve.

**Status Date:** 03/22/2022  
**Status:** Approved - No Response  
**Comments:**

**Status Date:** 03/22/2022  
**Status:** Denied  
**Comments:** Denied on behalf of this critical reviewer, and this is still under review. Please contact the reviewer to resolve.

**Reviewing Agency:** RTD Referral      **Review Status:** Approved

**Status Date:** 03/24/2022  
**Status:** Approved  
**Comments:** PWPRS Project Number: 2022-RELINQ-0000004 - World Trade Center Utility Easement Relinquishment  
Reviewing Agency/Company: RTD  
Reviewers Name: C. Scott Woodruff  
Reviewers Phone: 303-299-2943  
Reviewers Email: clayton.woodruff@rtd-denver.com  
Approval Status: Approved

**Comments:**

**Status Date:** 03/22/2022  
**Status:** Approved w/Conditions  
**Comments:** PWPRS Project Number: 2022-RELINQ-0000004 - World Trade Center Utility Easement Relinquishment  
Reviewing Agency/Company: RTD  
Reviewers Name: C. Scott Woodruff  
Reviewers Phone: 303-299-2943  
Reviewers Email: clayton.woodruff@rtd-denver.com  
Approval Status: Approved with conditions

**Comments:**

There is a stop at this location that will need to remain

**Reviewing Agency:** CDOT Referral      **Review Status:** Approved

**Status Date:** 03/22/2022  
**Status:** Approved  
**Comments:** PWPRS Project Number: 2022-RELINQ-0000004 - World Trade Center Utility Easement Relinquishment  
Reviewing Agency/Company: CDOT Region 1 ROW/Survey  
Reviewers Name: dane courville  
Reviewers Phone: 7206720231  
Reviewers Email: dane.courville@state.co.us

# Comment Report

## World Trade Center Utility Easement Relinquishment

04/06/2022

<b>Master ID:</b>	2019-PROJMSTR-0000375	<b>Project Type:</b>	ROW Relinquishment
<b>Review ID:</b>	2022-RELINQ-0000004	<b>Review Phase:</b>	
<b>Location:</b>	3850 Blake Street	<b>Review End Date:</b>	03/21/2022

Any denials listed below must be rectified in writing to this office before project approval is granted.

Approval Status: Approved

Comments:

Does not affect CDOT on-system ROW. Proposed effort is approved as the location does not affect CDOT ROW.