

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.

Kevin J. Roth
Owner/Vested Party/Applicant Signature

Date

2/22/23



APPLICATION EASEMENT RELINQUISHMENT

DOTI | Right-of-Way Services
Engineering and Regulatory Office
201 W. Colfax Avenue, Dept. 507
Denver, CO 80202 P: 720-865-3003
DOTI.ER@denvergov.org

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.

DATE: 02/22/23

PROJECT NAME: 263 N. Josephine

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:

2022PM0000746, 2022PM0000746, 2022PM0000746

ADDRESS (approx.) OF EASEMENT: 263 Josephine St.

APPLICANT:

Name: Eric Komppa

Company (if applicable): Corum Real Estate Group Title: Ordinance 50, Series 1954, ff

Address: 650 S. Cherry St, Suite 1200, Glendale, 80246

Telephone number: 303-796-2000 Email address: erick@corumreg.com

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: Ordinance 50, Series 1954, Ordinance 253, Series 1956 and Ordinance 728, Series 1978

Clerk & Recorder Recordation Number: 19540050, 19560253 and 19780728, respectively

Ordinance Number (if applicable): Same as title

PORION 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: 3

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 its entirety and any additional background information

Easements were granted with the vacation of right of way for:
Ordinance 728 retained easement to protect existing storm and sanitary sewer lines within the north 112.5 feet of the alley, to be relinquished in its entirety.
Ordinance 253 allows the City and County of Denver to operate, maintain, and remove a sanitary sewer and to the utility owners to continue to maintain and operate existing light and power lines, telephone lines and gas main pipes, to be relinquished in its entirety. Note an existing parking garage and office tower sits on the majority of this easement.
Ordinance 50 allows the City and County of Denver to the right to construct, operate, maintain, and remove sewers, water pipes, and a pertinence as and to authorize the construction, operation, maintenance, and removal of the same therein and there from, and

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

It is believed that all easements are clear of public lines except for Ordinance 728 which has a public sanitary and private storm line.

Both lines are thought to provide service to the applicants site and will be privatized and incorporated or abandoned with the development.

EXPLANATION OF WHY THE EASEMENT RELINQUISHMENT IS BEING REQUESTED:

Please explain why the easement needs to be relinquished.

The purpose of the relinquishment is to allow for redevelopment of the norther 1/3 of the project site. The remainder of the site is developed and this will clean up easements that are no longer needed (covered by existing buildings and gargages.

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.


(Owner/Vested Party Signature)

7/22/23
DATE

**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 its entirety and any additional 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.

(Owner/Vested Party Signature)

DATE

2023-RELINQ-0000005-001

RIGHT OF WAY VACATED BY
ORD. 728-1978. NO EASEMENT
RESERVED

EXCLUDED FROM RIGHT
OF WAY VACATION

TELEPHONE LINE
(PRESUMED A
SERVICE LINE)

RIGHT OF WAY VACATED BY
ORD. 253-1956. EASEMENT
RESERVED FOR UTILITIES
EXCEPT WATER.

RIGHT OF WAY VACATED BY
ORD. 50-1954. EASEMENT
RESERVED FOR UTILITIES.

STORM LINE
(PRIVATE)


RIGHT OF WAY VACATED BY
ORD. 728-1978. EASEMENT
RESERVED WITHIN THE NORTH
112.5 FEET

SANITARY LINE-
(PUBLIC)

**VACATED ROW - SEE
PLAN FOR EASEMENT
RESERVATION**

**EASEMENTS BY SEPARATE
DOCUMENT (NOT PART OF
ORDINANCE)**

SCALE: 1" = 20'



A horizontal scale bar with alternating black and white segments. Below the bar, the markings 0, 10', and 20' are indicated.



POWERTM
Surveying Company, Inc.
Established 1948

6911 BROADWAY
Denver, CO 80221

PH 303-702-1817
FAX 303-702-1488
www.powersurveying.com

TYPE OF SUBMITTAL:	ALTA/NSPS SURVEY
PREPARATION DATE:	JANUARY 30, 2023
REVISION DATE	
REVISION DATE	
JOB No. 501-22-233	Dwg No. 22-233 ALTA.dwg
SHEET 2 OF 2	

263 Josephine St.

08/20/2025

Master ID: 2022-PROJMSTR-0000746 **Project Type:** ROW Relinquishment
Review ID: 2023-RELINQ-0000005 **Review Phase:**
Location: 263 Josephine St. **Review End Date:** 03/20/2023

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: Jason Clements
Reviewers Email: Jason.Clements@denvergov.org

Status Date: 02/27/2023
Status: Approved
Comments:

Reviewing Agency: City Forester Review

Review Status: Approved

Reviewers Name: Erin Hatch
Reviewers Email: Erin.Hatch@denvergov.org

Status Date: 02/27/2023
Status: Approved
Comments: Approved.

Reviewing Agency: Comcast Referral

Review Status: Approved - No Response

Status Date: 03/21/2023
Status: Approved - No Response
Comments:

Reviewing Agency: Denver Water Referral

Review Status: Approved - No Response

Status Date: 03/21/2023
Status: Approved - No Response
Comments:

Reviewing Agency: Survey Review

Review Status: Approved

Reviewers Name: Brian Pfohl
Reviewers Email: Brian.Pfohl@denvergov.org

Status Date: 01/04/2024
Status: Approved
Comments: PWPRS Project Number: 2023-RELINQ-0000005 - 263 Josephine St
Reviewing Agency/Company: DOTI-ROWS Survey
Reviewers Name: Brian Pfohl
Reviewers Phone: 630.202.6564
Reviewers Email: brian.pfohl@denvergov.org
Approval Status: Approved

Comments:

Comment Report

263 Josephine St.

08/20/2025

Master ID: 2022-PROJMSTR-0000746 **Project Type:** ROW Relinquishment
Review ID: 2023-RELINQ-0000005 **Review Phase:**
Location: 263 Josephine St. **Review End Date:** 03/20/2023

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

Status Date: 03/16/2023
Status: Denied
Comments: Comments in project folder

Reviewing Agency: Case Manager Review/Finalize Review Status: Confirmation of Payment

Reviewers Name: Brianne White
Reviewers Email: Brianne.White@denvergov.org

Status Date: 03/21/2023
Status: Confirmation of Payment
Comments:

Status Date: 03/21/2023
Status: Comments Compiled
Comments:

Reviewing Agency: Denver Fire Department Review Review Status: Approved

Reviewers Name: Brian Dimock
Reviewers Email: Brian.Dimock@denvergov.org

Status Date: 03/17/2023
Status: Approved
Comments:

Reviewing Agency: Landmark Review Review Status: Approved

Reviewers Name: Emma-Marie Censky
Reviewers Email: EmmaMarie.Censky@denvergov.org

Status Date: 03/01/2023
Status: Approved
Comments:

Reviewing Agency: Metro Wastewater Referral Review Status: Approved - No Response

Status Date: 03/21/2023
Status: Approved - No Response
Comments:

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

Status Date: 03/21/2023
Status: Approved - No Response
Comments:

Reviewing Agency: Parks and Recreation Review Review Status: Approved

Reviewers Name: Emily McKee
Reviewers Email: Emily.Mckee@denvergov.org

Comment Report

263 Josephine St.

08/20/2025

Master ID: 2022-PROJMSTR-0000746 **Project Type:** ROW Relinquishment
Review ID: 2023-RELINQ-0000005 **Review Phase:**
Location: 263 Josephine St. **Review End Date:** 03/20/2023

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

Status Date: 03/13/2023
Status: Approved
Comments:

Reviewing Agency: Construction Engineering Review Review Status: Approved

Reviewers Name: Kim Blair
Reviewers Email: Kim.Blair@denvergov.org

Status Date: 03/16/2023
Status: Approved
Comments: No Objection. No known ROW impacts.

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

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

Status Date: 03/21/2023
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: 03/21/2023
Status: Approved - No Response
Comments:

Reviewing Agency: CenturyLink Referral Review Status: Approved

Status Date: 06/30/2025
Status: Approved
Comments: PWPRS Project Number: 2023-RELINQ-0000005 - 263 Josephine St
Reviewing Agency/Company: Lumen/CenturyLink
Reviewers Name: Rebekah Anthony
Reviewers Phone: 307-717-0420
Reviewers Email: rebekah.anthony@lumen.com
Approval Status: Approved

Comments:
Status Date: 03/28/2023
Status: Denied
Comments: PWPRS Project Number: 2023-RELINQ-0000005 - 263 Josephine St
Reviewing Agency/Company: CenturyLink/Lumen
Reviewers Name: Rebekah Anthony
Reviewers Phone: 307-717-0420

Comment Report

263 Josephine St.

08/20/2025

Master ID: 2022-PROJMSTR-0000746 **Project Type:** ROW Relinquishment
Review ID: 2023-RELINQ-0000005 **Review Phase:**
Location: 263 Josephine St. **Review End Date:** 03/20/2023

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

Reviewers Email: rebekah.anthony@lumen.com
Approval Status: Denied

Comments:
CenturyLink has equipment within the easements. Please contact us if you need more details.

Attachment: Vacate Denial 263 Josephine P845753.pdf

Status Date: 03/21/2023
Status: Approved - No Response
Comments:

Reviewing Agency: Xcel Referral Review Status: Approved

Status Date: 03/21/2023
Status: Approved
Comments: PWPRS Project Number: 2023-RELINQ-0000005 - 263 Josephine St
Reviewing Agency/Company: Public Service Company of Colorado dba Xcel Energy
Reviewers Name: Donna George
Reviewers Phone: 3035713306
Reviewers Email: donna.l.george@xcelenergy.com
Approval Status: Approved

Comments:

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

Status Date: 03/21/2023
Status: Approved - No Response
Comments:

Reviewing Agency: DS Project Coordinator Review Review Status: Approved - No Response

Reviewers Name: Olga Mikhailova
Reviewers Email: Olga.Mikhailova@denvergov.org

Status Date: 03/21/2023
Status: Approved - No Response
Comments:

Reviewing Agency: DES Transportation Review Review Status: Approved

Reviewers Name: Matthew Farmen
Reviewers Email: Matt.Farmen@denvergov.org

Status Date: 03/08/2023
Status: Approved
Comments:

Reviewing Agency: DES Wastewater Review Review Status: Approved

Comment Report

263 Josephine St.

08/20/2025

Master ID: 2022-PROJMSTR-0000746 **Project Type:** ROW Relinquishment
Review ID: 2023-RELINQ-0000005 **Review Phase:**
Location: 263 Josephine St. **Review End Date:** 03/20/2023

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

Reviewers Name: Chris Brinker
Reviewers Email: Christopher.Brinker@denvergov.org
Status Date: 08/20/2025
Status: Approved
Comments: PWPRS Project Number: 2023-RELINQ-0000005 - 263 Josephine St
Reviewing Agency/Company: DOTI - DES Wastewater
Reviewers Name: Chris Brinker
Reviewers Phone: 7204450193
Reviewers Email: christopher.brinker@denvergov.org
Approval Status: Approved

Comments:

Status Date: 03/21/2023
Status: Denied
Comments: PWPRS Project Number: 2023-RELINQ-0000005 - 263 Josephine St
Reviewing Agency/Company: DOTI
Reviewers Name: Chris Brinker
Reviewers Phone: 7204450193
Reviewers Email: christopher.brinker@denvergov.org
Approval Status: Denied

Comments:

Will need to either abandon or privatize the public sanitary main before approval

Status Date: 03/21/2023
Status: Denied
Comments: Need to abandon or privatize sanitary main prior to approval of relinquishment

Status Date: 03/21/2023
Status: Approved
Comments: PWPRS Project Number: 2023-RELINQ-0000005 - 263 Josephine St
Reviewing Agency/Company: DOTI
Reviewers Name: Chris Brinker
Reviewers Phone: 7204450193
Reviewers Email: christopher.brinker@denvergov.org
Approval Status: Approved

Comments:

Status Date: 03/20/2023
Status: Approved - No Response
Comments:

Reviewing Agency: ERA Transportation Review **Review Status:** Approved

Reviewers Name: Kelsey Kijowski
Reviewers Email: Kelsey.Kijowski@denvergov.org

Comment Report

263 Josephine St.

08/20/2025

Master ID: 2022-PROJMSTR-0000746 **Project Type:** ROW Relinquishment
Review ID: 2023-RELINQ-0000005 **Review Phase:**
Location: 263 Josephine St. **Review End Date:** 03/20/2023

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

Status Date: 08/11/2025
Status: Approved
Comments: PWPRS Project Number: 2023-RELINQ-0000005 - 263 Josephine St
Reviewing Agency/Company: ER Transportation
Reviewers Name: Kelsey Kijowski
Reviewers Phone: 720-913-8834
Reviewers Email: kelsey.kijowski@denvergov.org
Approval Status: Approved

Comments:
Comments have been addressed; see uploaded Site Plan (dated 2025-08-11).

Attachment: Site Plan_2025-08-11.pdf

Status Date: 03/15/2023
Status: Denied
Comments:
1. Please work with the DES Wastewater reviewer for requirements relating to the private storm and public sanitary mains located within the easement reserved by ordinance 728, series 1978. The easement may not be relinquished until the public main has been abandoned or privatized – process/permits per DES Wastewater.
2. Exhibit A does not appear to show the appropriate easement limits for ordinance 728, series 1978. Specifically, the ordinance indicates that the retained easement is only the north 112.5 feet and does not include the east-west segment. Please update all documents (Application, Exhibits, Site Plans, etc.) to reflect what ordinance the east-west portion is part of.
3. The Site Plan indicates that the two east-west segments and the north-south segment connecting them is per ordinance 253, series 1956. Exhibit A does not match this. Please ensure that all documents are consistent and correctly identify the applicable ordinance.

REDLINES uploaded to E-review webpage

Reviewing Agency: ERA Wastewater Review **Review Status:** Approved

Reviewers Name: Mike Sasarak
Reviewers Email: Mike.Sasarak@denvergov.org

Status Date: 03/15/2023
Status: Approved
Comments:

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

Status Date: 03/21/2023
Status: Approved
Comments: PWPRS Project Number: 2023-RELINQ-0000005 - 263 Josephine St
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:
The RTD engineering review team has no comments on this project at this time.

Comment Report

263 Josephine St.

08/20/2025

Master ID:	2022-PROJMSTR-0000746	Project Type:	ROW Relinquishment
Review ID:	2023-RELINQ-0000005	Review Phase:	
Location:	263 Josephine St.	Review End Date:	03/20/2023

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

This review is for Design concepts and to identify any necessary improvements to RTD stops and property affected by the design. This review of the plans does not eliminate the need to acquire, and/or go through the acquisition process of any agreements, easements or permits that may be required by the RTD for any work on or around our facilities and property.

Reviewing Agency: CDOT Referral	Review Status: Approved
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Status Date: 03/21/2023
Status: Approved
Comments: PWPRS Project Number: 2023-RELINQ-0000005 - 263 Josephine St
Reviewing Agency/Company: CDOT Region 1 ROW/survey
Reviewers Name: dane courville
Reviewers Phone: 7206720231
Reviewers Email: dane.courville@state.co.us
Approval Status: Approved

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