



Planning Division
15151 E. Alameda Parkway, Ste. 2300
Aurora, Colorado 80012
phone 303.739.7217

AuroraGov.org

October 23, 2024

JD Fredstrom
QS Holdings, LLC
18475 W Colfax Ave, Ste132-208
Golden, Colorado, 80401

Re: Initial Submission Review: Take 5 Oil Change on Havana - Conditional Use and Site Plan Amendment
Application Number: DA-1458-26
Case Numbers: 1993-6001-06

Dear Mr. Fredstrom:

Thank you for your initial submission, which we started to process on October 3, 2024. We have reviewed your plans 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 and community members.

Since several important issues remain, you will need to make another submission. Please revise your previous work and send us a new submission on or before November 7, 2024.

Note that all our comments are numbered. When you resubmit, include a cover letter specifically responding to each item. The Planning Department reserves the right to reject any resubmissions that fail to address these items. If you have made any other changes to your documents other than those requested, be sure to also specifically list them in your letter.

The estimated Planning & Zoning Commission hearing date is tentatively set for January 8, 2025. Please remember that all abutter notices for public hearings must be sent and the site notices must be posted at least 10 days prior to the hearing date. These notifications are your responsibility and the lack of proper notification will cause the public hearing date to be postponed. It is important that you obtain an updated list of adjacent property owners from the county before the notices are sent out. Take all necessary steps to ensure an accurate list is obtained.

As always, if you have any comments or concerns, please let me know. I may be reached at 303-739-7133 or akarabas@auroragov.org.

Sincerely,

Ani Karabashian
Planner 1
City of Aurora Planning Department



Initial Submission Review

SUMMARY OF KEY COMMENTS FROM ALL DEPARTMENTS

- Pay fees and submit a Letter of Authorization
- Proposed Building Materials Color (see Item 6B)
- Wall Signage (see Item 7A)
- ADA Pathway (see Item 10 G)
- Vehicle Access on Havana (see item 11A)
- ADA Parking Space (see item 12A)
- ADA Pathway (see item 12B)
- ***State Highway Access Permit*** (see Item 16A)

PLANNING DEPARTMENT COMMENTS

1. Community Questions, Comments, and Concerns

1A. No public comment at this time.

2. Completeness and Clarity of the Application

- 2A. Outstanding balance of **\$14,238.00** remains unpaid. Fees are due prior to the second submission.
- 2B. Please submit a Letter of Authorization in the second submission. This is a brief letter from the property owner noting that the project is permitted to take place on the property.

3. Zoning and Subdivision Use Comments

Sheet 3 & 5

- 3A. Trash Enclosure: Code Section 146-4.7.8.B.2.b requires that trash enclosures ‘shall be screened on three sides by a minimum six-foot high masonry wall or an opaque fence enclosed on the exterior by evergreen plantings.’ Please revise the plans to include exterior evergreen plantings around the exterior of the proposed trash enclosure. In addition, please clarify the proposed fence material for the trash enclosure. Is the proposed fence wood or metal?

4. Streets and Pedestrian Comments

Sheet 3

- 4A. Recommendation: Based on comment 11A, if there is plans to not have vehicle access from Havana Street, it is strongly recommended that a landscape planting area be added and extended through that vehicle access from the existing landscape area along Havana Street.

5. Parking Comments

- 5A. Parking Complies with the Unified Development Ordinance requirements.

6. Architectural and Urban Design Comments

Sheet 1

- 6A. Recommendation: Please add one (1) additional tree along Havana Street in addition to the existing trees along Havana Street.

Sheet 7

- 6B. Building materials with bright colors are not permitted to exceed 10% of the area of each elevation of the building. Please provide information that shows that the ‘Positive Red (Color #6871)’ does not exceed 10% of the area of each facade on sheet 7 of the proposed Site Plan.
- 6C. The proposed building elevations show portions of the South and West building facades with lap siding. Thank you for including the architectural details. The form and architectural details meet code standards, but the staff has questions regarding the material. Both vinyl and cementitious panels are not permitted per Table 4.8-5 of the UDO. Board and Bat would not be permitted and will need a substitute material if it is vinyl. Board and Bat that is wood siding is permitted. Please verify the material of the lap siding.



- 6D. Please add the same windows on the garage doors to the West building elevation to match the garage doors on the East building elevation.
- 6E. Recommendation: At the main entrance on the West facade, please include a patio area with seating for customers. Please update the Site Plan to include the patio area and proposed seating for the patio area.

7. Signage & Lighting Comments

Sheet 7

- 7A. Remove wall sign detail from building elevations. Instead, indicate the general location and area of the proposed signs on the building elevation plans with a rectangle outlined with a dotted line.

8. Landscaping Issues (Kelly Bish / 303-739-7189 / kbish@auroragov.org / Comments in bright teal)

- 8A. No Comments

9. Addressing (Phil Turner / 303-739-7357 / pcturner@auroragov.org)

- 9A. Please provide a digital .shp or .dwg file for addressing and other GIS mapping purposes. Include the parcel, street line, easement and building footprint layers at a minimum. Please ensure that the digital file provided in a NAD 83 feet, Stateplane, Central Colorado projection so it will display correctly within our GIS system. Please eliminate any line work outside of the target area. Please contact me if you need additional information about this digital file.

REFERRAL COMMENTS FROM OTHER DEPARTMENTS AND AGENCIES

10. Civil Engineering (Sergio Um / 303-739-7563 / sum@auroragov.org / Comments in green)

Sheet 1

- 10A. Civil plan submittal is required.
- 10B. Not ready for Technical Referral due to missing ADA path and photometric analysis of ADA path.
- 10C. See redline: Fix note 2, note 2 reads: Right of way for ingress and egress for service and emergency vehicles is granted over, across, on and through any and all private roads and ways now or hereafter established on the described property, and the same are hereby designated as "Service/Emergency and Utility Easements" and shall be posted "No Parking - Fire Lane."
- 10D. For proposed auto repair/service uses, add the following note: There will be no outside, overnight storage of vehicles on the site.

Sheet 2

- 10E. Match title block boldness with other sheets.

Sheet 3

- 10F. See redline: Provide a hatch for this area. Cannot tell if this is a paved or landscaped area
- 10G. Provide an ADA path from the ROW to the building. Infrastructure along ADA path such as curb ramps, landing areas, etc. shall conform to ADA standards. See site plan notes 3 and 4.

Sheet 4

- 10H. Provide pavement sections in civil plans, not site plan.
- 10I. See redline: Do not provide City details. Only refer to City details via note.

Sheet 8

- 10J. Provide photometric analysis for the ADA path. See comment on site plan sheet regarding ADA path.

11. Traffic Engineering (Steve Gomez / 303-739-7336 / segomez@auroragov.org / Comments in orange)

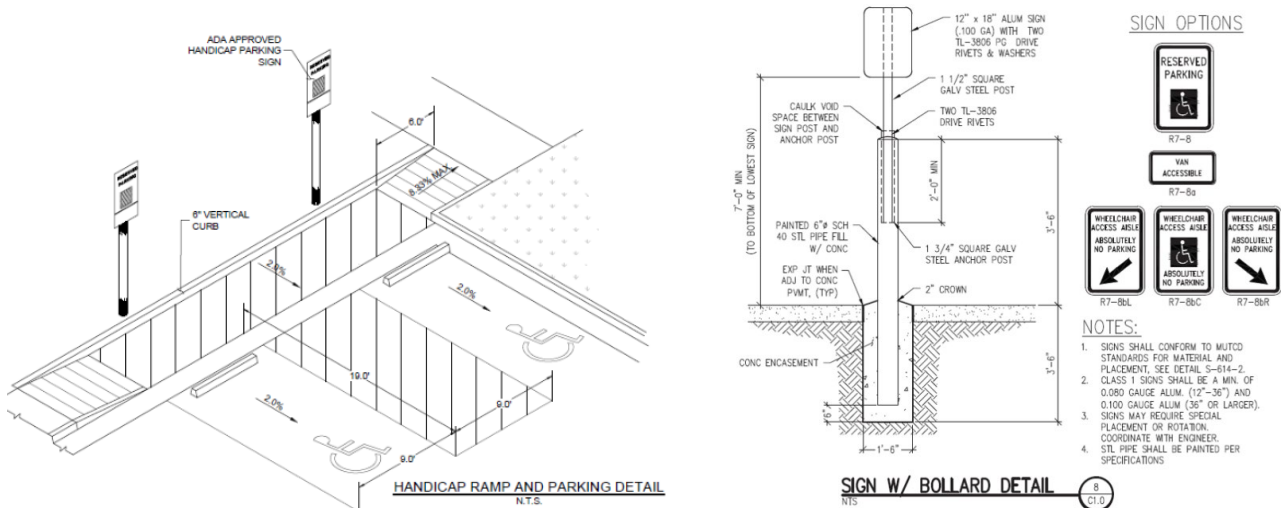
- 11A. See redline: Show or add a note that there will be no vehicle access from Havana Street.

**12. Fire / Life Safety** (Rich Tenorio / 303-739-7628 / rtenorio@auroragov.org / Comments in blue)

Sheet 3

12A. Marked ADA Parking Space:

- Must comply with the ADA graphic provided.
- Show ADA Parking Sign on the building in front of the space. Or Provide a Bollard Type ADA Parking Sign at the front of the space (cannot be located in the sidewalk).
- If this is a Van Accessible ADA Parking Space, provide the appropriate sign to designate the space.
- Provide an ADA Loading Area for the ADA Parking Space per the graphic. (See following graphics)

**12B. Show and label the location of the internal site accessible route. Provide a minimum of 1 foot-candle of lighting within the accessible route. Using a heavy dashed delineation and label show the exterior accessible route of travel throughout the site plan to:**

- Public transportation stops.
- Accessible parking and accessible passenger loading zones. This includes required accessible garages.
- 60% of the required building entrances. Indicate all entrances and required exits on the plan.
- Curb ramps at street crossings and where accessible parking space access aisles connect to adjacent sidewalks.
- Provide marked crosswalks in all areas where the accessible route crosses a drive aisle.

Sheet 3 (Site Plan)**12C. Marked ADA parking space:**

- Must comply with the ADA graphic provided.
- Show ADA Parking Sign on the building in front of the space.
- Or Provide a Bollard Type ADA Parking Sign at the front of the space (cannot be located in the sidewalk).
- If this is a Van Accessible ADA Parking Space, provide the appropriate sign to designate the space.
- Provide an ADA Loading Area for the ADA Parking Space per the graphic.

12D. Show and label the location of the internal site accessible route. Provide a minimum of 1 foot-candle of lighting within the accessible route. Using a heavy dashed delineation and label show the exterior accessible route of travel throughout the site plan to:



- Public transportation stops.
- Accessible parking and accessible passenger loading zones. This includes required accessible garages.
- 60% of the required building entrances. Indicate all entrances and required exits on the plan.
- Curb ramps at street crossings and where accessible parking space access aisles connect to adjacent sidewalks.
- Provide marked crosswalks in all areas where the accessible route crosses a drive aisle.

13. Aurora Water (Ashley Duncan / 303-739-7490 / aduncan@auroragov.org / Comments in red)

13A. No Comment

14. Land Development Services (Maurice Brooks / 303-739-7294 / mbrooks@auroragov.org / Comments in magenta)
Sheet 3

14A. Add Standard Site Plan Note: All crossings or encroachments into easements and rights-of-way owned by the City of Aurora ("City") identified as being privately-owned and maintained herein are acknowledged by the undersigned as being subject to City's use and occupancy of said easements or rights-of-way. The undersigned, its successors and assigns, further agrees to remove, repair, replace, relocate, modify, or otherwise adjust said crossings or encroachments upon request from the City and at no expense to the City. The City reserves the right to make full use of the easements and rights-of-way as may be necessary or convenient and the City retains all rights to operate, maintain, install, repair, remove or relocate any City facilities located within said easements and rights-of-way at any time and in such a manner as it deems necessary or convenient.

14B. Easement dedications to be submitted to dedicationproperty@auroragov.org, releases to be submitted to releaseeasements@auroragov.org.

15. Xcel Energy Psco (Donna George / 303-571-3306 / ReferralsXcelDistribution@xcelenergy.com)

15A. Please see the attachment.

16. Colorado Department of Transportation-Denver (Steve Loeffler / 303-757-9891 / steven.loeffler@state.co.us)

16A. Due to the change in use of this property we will need a new State Highway Access Permit for the vehicle access on Havana (Hwy 30). Along with that we will need a traffic letter from a Traffic Engineer to provide the traffic numbers. Contact for this permit is Steve Loeffler, steven.loeffler@state.co.us.

17. Arapahoe County Planning Division (Terri Maulik / 720-874-6650 / referrals@arapahoegov.com)

17A. Thank you for the opportunity to review and comment on this project. The Arapahoe County Planning Division has no comments; however, other departments and/or divisions may submit comments.

18. Regional Transportation District (Clayton Woodruff / 303.299.2943 / clayton.woodruff@rtd-denver.com)

18A. Please see the attachment.



Right of Way & Permits

1123 West 3rd Avenue
Denver, Colorado 80223
Telephone: **303.571.3306**
Facsimile: 303.571.3284
donna.l.george@xcelenergy.com

October 10, 2024

City of Aurora Planning and Development Services
15151 E. Alameda Parkway, 2nd Floor
Aurora, CO 80012

Attn: Ani Karabashian

Re: Take 5 Oil Change on Havana, Case # DA-1458-26

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the conditional use and site plan for **Take 5 Oil Change on Havana**. Please be aware PSCo owns and operates existing natural gas distribution facilities within South Havana Street, and underground electric distribution facilities along the west and south property lines and a transformer.

For any new natural gas or electric service or modification to existing facilities, the property owner/developer/contractor must complete the application process via www.xcelenergy.com/InstallAndConnect.

If additional easements need to be acquired by separate PSCo document, a Right-of-Way Agent will need to be contacted.

As a safety precaution, PSCo would like to remind the developer to contact Colorado 811 for utility locates prior to construction.

Donna George
Right of Way and Permits
Public Service Company of Colorado dba Xcel Energy
Office: 303-571-3306 – Email: donna.l.george@xcelenergy.com

**RE - 1805329 - Take 5 Oil Change on Havana**

From Clayton Woodruff <Clayton.Woodruff@RTD-Denver.com>

Date Tue 10/15/2024 8:43 AM

To Karabashian, Ani <AKarabas@auroragov.org>

This Message Is From an External Sender

This message came from outside your organization.

[Report Suspicious](#)

Ani,

RTD comments:

| Department | Comments |
|-------------------------|---------------|
| Bus Operations | No exceptions |
| Bus Stop Program | No exceptions |
| Commuter Rail | No exceptions |
| Construction Management | No exceptions |
| Engineering | No exceptions |
| Utilities | No exceptions |
| Light Rail | No exceptions |
| Real Property | No exceptions |
| Service Development | No exceptions |
| TOD | no exceptions |

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.

Thank you,



C. Scott Woodruff
Engineer III

Regional Transportation District
1560 Broadway, Suite 700, FAS-73 | Denver, CO 80202

o 303.299.2943 | m 303-720-2025
clayton.woodruff@rtd-denver.com