

Re: Wash 'N Go Express Car Wash (#1574869)/Pre-Application Meeting held September 16, 2021

April 14, 2023

Dan Osoba, Planner II
Planning & Development Services
City of Aurora
15151 East Alameda Parkway
Aurora, Colorado 80012

**Re: Applicant Comment Response to Wash 'N Go Express Car Wash (#1574869)
Pre-Application Meeting held September 16, 2021**

Dear Mr. Rabba:

On behalf of Wash 'N Go Colorado, LLC, Masterworks, LLC hereby submits a Site Plan and Conditional Use Permit application for a commercial land use to include a high-end express tunnel car wash operation known as Wash 'N Go Express Car Wash. The subject parcel is legally described as Lot 1, Block 1, Garden Square on Mississippi Subdivision Filing Number 1, and legally known as Assessor's Parcel Number 1973-24-2-30-002. The application also includes a Subdivision Plat that shall legally create 2 separate lots. One for the existing retail center and one for the proposed car wash business.

The site is located on the northwest corner of East Mississippi Avenue and South Jamaica Street and is to be addressed as 10799 East Mississippi Avenue in Aurora, Colorado. The site currently includes a commercial retail strip building on the westerly portion of the site. The commercial strip center is not included as part of this Site Plan application and no changes to the existing development are proposed.

The subject development parcel is currently zoned Multiple Use Commercial (MU-C) and the proposed car wash is allowed to use under a Special Use Permit. The site is currently vacant but was previously developed as a convenience and fuel station and may have also been entitled for a car wash. The former fuel tanks have been removed and the site remediation has been completed per State of Colorado regulations.

A site plan is included as part of this application, depicting a proposed 126.33' express tunnel car wash known as Wash 'N Go Express Car Wash, which shall consist of a 4,590 square foot car wash building centrally located on the westernmost portion of the site.

This letter is provided to address comments summarized by the Office of Development Assistance and the Development Review staff members at a Pre-Application Meeting held September 16, 2021 (#1574869).

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Standards and Issues:

1. Zoning and Placetype

1A. Zoning

The Mixed-Use - Corridor district is intended to support retail goods and services to satisfy the household and personal needs of the residents of nearby residential neighborhoods, those traveling on adjacent collector and arterial streets, and to allow for higher intensity general business and service activities. In this zone district, car washes require Conditional Use approval and are also subject to Use-Specific Standards listed in Section 146-3.3.5.RR. The Planning and Zoning Commission will review the Conditional Use request in accordance with the criteria listed in Section 146-5.4.3.A.3 such as consistency with the Comprehensive Plan, maintaining the character of the surrounding area, and mitigating adverse impacts on the surrounding area. Provide an explanation of the operations within the Letter of Introduction. Describe the types of services offered, and the timing associated with those services. Include an estimated staff count at peak hours. Discuss how parking, trash pickup, public areas, access, and circulation will function. Explain any noise mitigation techniques utilized for your vacuum and mechanical equipment.

RESPONSE: Use-Specific Standards listed in Section 146-3.3.5.RR and Conditional Use requirements listed in Section 146-5.4.3 have been taken into consideration with this application. The Application Narrative addresses the requested types of service and explanation of operations.

1B. Subarea

Your property is within Subarea A, which includes a mix of industrial, residential and commercial developments. Future development will occur as mainly infill as well as redevelopment of existing sites and structures.

RESPONSE: Noted as stated. The proposed car wash falls within the Commercial In-Fill Land Use classification.

1C. Placetype

This area is designated as a City Corridor Placetype by the Aurora Places Comprehensive Plan. City Corridors are centered along the city's major roadways, home to a wide range of uses, including commercial, retail, institutional, service and some residential. Recommended practices for City Corridors include:

- Accommodating pedestrians through amenities such as common greens, sidewalks, crosswalks, benches, and pedestrian-scale lighting
- Developing a complete access network for connection with urban districts and adjacent residential neighborhoods, including gridded urban blocks

RESPONSE: The proposed Wash 'N Go Car Wash abides by the City Corridor Placetype by the Aurora Places Comprehensive Plan and provides for safe pedestrian spaces, including new sidewalks, lighting and green streetscape spaces.

2. Land Use

2A. Conditional Use

The proposed use is subject to Conditional Use approval, according to Sections 146-3.2 and 146-3.3. Approval criteria can be found in Section 146-5.4.3.A, and generally involve compatibility of the proposed use with existing and planned uses, Comprehensive Plan, maintaining the character of the surrounding area, mitigating adverse impacts on the surrounding area, traffic generation, use of architectural and landscape features to mitigate negative impacts, and several other topics. The Planning and Zoning Commission will consider the ability of the proposal to meet these criteria in their evaluation of the proposal. As part of the application, please submit a Letter of Introduction

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with an Operations Plan that introduces the project and justifies the Conditional Use request by specifically responding to the Criteria of Approval.

RESPONSE: This application is prepared in conjunction with the City of Aurora's Conditional Use criteria as stated Sections 146-3.2, 146-3.3, and 146-5.4.3.A. The Project Narrative is accompanied with an Operations Plan as requested.

3. Development Standards

3A. Dimensional Standards

Basic dimensional standards for the MU-C Zoning District are listed in the Table 146- 4.2-3 Mixed Use district in the Unified Development Ordinance (UDO). Setbacks are dictated by landscape buffer requirement identified in the landscape section of this letter.

RESPONSE: Noted as stated.

3B. Access and Connectivity

Section 146-4.5 requires access and connectivity standards for development; each development shall accommodate safe and convenient movement for all modes of transportation throughout the development. General pedestrian access and connectivity standards (See Section 146-4.5.4.D) require that safe and convenient pedestrian access be provided to points within a development and to nearby uses and amenities to encourage walking and reduce the frequency and number of automobile trips. A 10-foot detached sidewalk with curbside landscaping and street trees is required along the entire Mississippi Avenue frontage. A 5.5-foot detached sidewalk with curbside landscaping and street trees is required along the Jamaica Street frontage.

RESPONSE: The Site Plan incorporates the requested perimeter ROW setbacks, pedestrian sidewalks and streetscape improvements.

3C. Parking, Loading, and Stacking

Parking frontage along Mississippi Avenue is limited to a maximum of 25% of the site frontage. Off-street parking is required by Section 146-4.6.3. Planning will determine on-site parking requirements from the information provided on the Operations Plan submitted with the application. Identify all proposed surface materials for parking lots, entry drives, etc. on the site plan. In addition to vehicle parking, the development is required to provide 10% of your required vehicle parking count in bicycle parking spaces. Bicycle spaces must comply with Section 146-4.6.3.F.2, including providing a design that includes 2 points of contact with each bicycle. Each inverted "U" rack counts as two bicycle parking spaces. Place bicycle parking in a convenient, paved, and well-lit location.

Vehicle stacking requirements are outlined in Section 146-4.6.7. Each lane must provide at least 3 stacking spaces. Electronic devices such as loudspeakers, automobile service order devices, and similar instruments shall not be audible beyond the property line with any adjacent Residential district.

RESPONSE: Noted as stated.

3D. Pedestrian Circulation and Access

The pedestrian entrance to the car wash building needs to open onto the public sidewalk or an enhanced pedestrian area and include a direct sidewalk connection to the public sidewalk. The enhanced pedestrian area is typically visible from the primary street frontage and includes decorative pavement treatment, pedestrian scaled lighting, site furniture such as benches, and a

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landscaped border and amenities such as planters or seat walls.

RESPONSE: Noted as stated.

3E. *Landscape, Water Conservation, Stormwater Management*

General Landscape Plan Comments.

Prepare your landscape plans in accordance with the Unified Development Ordinance (UDO) and the Landscape Reference Manual. The landscape comments provided herein are based upon the following code section 146-4.7 Landscape, Water Conservation, Stormwater Management. Please ensure that the landscape architect or designer has a copy of these documents as well as our project specific comments.

RESPONSE: Noted as stated.

Landscape Plan Preparation

Please label all landscape sheets “Not for Construction”. Landscape construction drawings are not required and therefore do not necessitate the signature, stamp and seal of a licensed landscape architect upon final approval by the City of Aurora. Landscape plans are used by the city to determine compliance with the landscape standards and for code enforcement purposes.

Landscape plans must be prepared on 24” x 36” sheets. Plans shall have plant symbols, plant labels with quantities, and a plant schedule upon first submission or a complete review will not be possible. Landscape plans shall include the necessary landscape tables for each of the required landscape treatments (i.e. standard right-of-way landscaping, street and non-street frontage buffers, building perimeter landscape tables etc.) to demonstrate compliance with code requirements. Should any of the above information be missing, it may result in additional submittals and ultimately delays in approval of the plan set.

Sight Triangles

Include sight distance triangles per the Roadway Design and Construction Specifications document. All landscaping within the designated triangles shall not exceed 26” in height as measured from the roadway surface.

Section 146-4.7 Landscape, Water Conservation, Stormwater Management

The following bullet points are not necessarily an all-inclusive list of the landscape requirements found within Section 146-4.7. The applicant is responsible for reviewing this section of the UDO and determining all applicable landscape conditions.

RESPONSE: Noted as stated.

Section 146-4.7.5 Required Landscaping (C) Curbside Landscaping 2a

Street trees shall be provided along all street frontages. Provide one street tree per 40 lineal feet. When a detached walk and curbside landscape are provided according to Public Works street cross section requirements, street trees shall be provided within the designated curbside landscape area. When a detached walk and curbside landscape are absent, street trees shall be located from four to five feet from the back of walk, curb or pavement. Street trees shall be located 50’ from the face of a stop sign to maintain regulatory sign visibility. Refer to Figure 4.7-2. Plantings permitted within the curbside landscape area vary depending upon the width required by the street cross section. Sod is only permitted within curbside landscape areas that are 10’ or greater in width.

RESPONSE: Noted as stated.

Section 146-4.7.5 D. Street Frontage Landscape Buffers

Provide 20' wide street frontage landscape buffers as measured from the back of walk along all street frontages. Landscaping shall consist of one tree and ten shrubs per each forty linear feet of buffer length. A reduction in buffer width is permitted for commercial developments in accordance with Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions. Landscape street frontage buffers may be reduced incrementally down to 10' depending upon the buffer reduction feature chosen. Landscaping shall be installed along the exterior sides of proposed fencing or walls.

Shrubs and ornamental grasses may not be substituted for trees in the buffer unless the applicant demonstrates to staff that the site is encumbered. Encumbrances shall include overhead and underground utilities, floodplain, easements or similar. When overlapping landscape standards occur such as when building perimeter, detention/water quality and/or parking lot landscape requirements fall within the landscape buffer, they may be counted towards meeting the buffer requirements, however, the most restrictive requirements shall be met. Staff will determine whether an overlap exists once a site plan is submitted.

RESPONSE: Noted as stated.

Section 146-4.7.5 E.2.b. Non-Street Perimeter Buffers

Provide a 25' wide buffer along the northern property boundary line adjacent to the existing multifamily development and a 10' wide buffer along the western property boundary line adjacent to the existing commercial development. Buffer reductions to 12' and 5' are permitted depending upon the landscape incentive feature chosen as specified in Table 4.7-2 Required Landscaping Buffer Widths and Allowed Reductions.

While the buffer widths are less restrictive, plant material quantities remain consistent. The northern buffer shall contain plant material at a ratio one tree and five shrubs per 40 linear feet of buffer with 30 percent of the tree species being evergreen. The western buffer shall include one tree and five shrubs per 25 linear feet with 50 percent of the trees being evergreen.

Plant material shall be chosen based upon their ability to provide appropriate screening and shall be selected to reach a mature height of no less than five feet. Perennials shall only be used as accents and may not count toward the buffer requirement. While Junipers are commonly used for buffer screening, alternative plant material shall be integrated that are better suited to winter snow loads and provide year-round visual interest. Refer to the UDO for an alternative plant list.

Landscaping shall be located on the exterior side of any fences or walls. If there is an existing fence along an adjoining property line and the applicant also wishes to install a fence, the city will work with the applicant on the best buffer alternative and likely, landscaping will be permitted to be located along the interior side of the lot.

RESPONSE: Landscape Plans have been designed in accordance to the City of Aurora's Landscape Standards as stated.

Section 146-4.7.5 K Parking Lot Landscaping

Both interior and exterior parking lot landscaping is required. No parking row shall exceed 15 spaces without an intervening landscaped island, median or landscaped peninsula. All parking rows must terminate in a landscaped island. The perimeter of all parking lots shall be screened from

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public rights-of-way, public open space and adjacent property with one or a combination of methods shown in this section. Street frontage landscape buffers may be combined with the parking lot screening requirements to satisfy both if the two requirements should overlap. Staff will determine whether the overlap exists once a formal site plan submittal is made. When not integrated as part of a required buffer, a minimum four-foot buffer width shall be provided around the perimeter of the parking lot.

Parking lot screening shall consist of a berm between three to four feet tall with a maximum slope of 3:1 in combination with evergreen and deciduous trees and shrubs. Screening should be integrated with streetscape plantings whenever possible. If berms are not practical, then one of the following options shall provide equivalent screening:

- a. A low continuous hedge between three to four feet tall planted in a double row at 3 feet on center in a triangular pattern or;
- b. A decorative masonry wall between three to four feet tall in combination with landscaping.

Shrubs must reach a height of three at maturity and at least 50% of the shrub material shall be flowering species. Large shade and evergreen tree species and/or small tree or large shrub species shall be used as accents throughout the screen planting in conjunction with buffer and street frontage plantings to offset the horizontal lines of a typical shrub bed. Ornamental grasses are not permitted to screen parking lots.

Also provide and landscape each parking lot island with one deciduous canopy tree and six shrubs per 9' X 19' island. Landscaping shall consist of two trees and 12 shrubs per 9'x 38' island. Ornamental trees may be used as accents at the ends of parking rows but shall not be used as the primary shade tree within the parking lot.

Section 146-4.7.5 J. Building Perimeter Landscaping

For commercial uses, building perimeter landscaping is required when building elevations face public rights-of-way, residential neighborhoods, public open space, or whenever an entrance door is present. Landscape each elevation with one tree or tree equivalent per each 40 linear feet of elevation length. Building perimeter landscaping provided within 20' of the building face may count towards the building perimeter landscaping requirements including landscaping provided within parking lot islands.

RESPONSE: Noted as stated.

Section 146-4.7.5 L. Site Entryways and Intersections

Provide a distinctive landscape feature at each site entrance. Distinctive landscape features should consist of specimen quality plant material that will provide visual interest during all seasons.

RESPONSE: Noted as stated.

Section 146-4.7.3 M. Detention and Water Quality Ponds

To meet water quality objectives, the city encourages applicants to utilize Low Impact Development (LID) techniques as permanent best management practices (BMPs). Several examples of LID practices can be found in this section of the UDO such as permeable pavements, vegetative swales and rain gardens. While not required but highly encouraged, applicants may propose their own BMPs or work with the City of Aurora's Water and/or Public Work's Departments on acceptable options.



Detention pond facilities shall not exceed 6' in depth. The area within the tract surrounding the pond shall contain a minimum of one tree and 10 shrubs or the approved tree and shrub equivalents per 4000 square feet above the 100-year water surface elevation. When overlapping landscape standards occur such as when buffers, detention/water quality and parking lot landscape requirements fall within the buffer, they may be counted towards meeting the buffer requirements, however the most restrictive requirements shall be met.

RESPONSE: Noted as stated.

Section 146-4.7.8 B. 2.b. Service, Loading, Storage and Trash Area Screening

All trash dumpsters and recycling bins must be enclosed and setback at least 12 feet from adjacent properties with residential or commercial uses. Service areas visible from streets or residences shall be screened by fences, walls, landscaping, berms or any combination of items. Fencing and wall screening shall be accompanied by landscaping on the exterior side to soften the appearance of the wall and/or fence. Evergreen plantings are required along the exterior.

RESPONSE: Noted as stated.

Section 146-4.8.3. C. Irrigation

All developments shall install an automatic irrigation system for landscape areas. To assess irrigation tap fees, the Water Department will require the applicant divide their landscape into water conserving, non-water conserving and non-irrigated areas as part of the landscape submittal. A table summarizing the quantities along with a plan shall be provided that clearly delineates these areas. Contact *Timothy York* at 303.739.8819 or tyork@auroragov.org regarding irrigation plan requirements and application fees. An irrigation permit is required prior to the installation of an irrigation system.

RESPONSE: Noted as stated.

3F. *Building Design Standards*

Proposed Building elevations must conform to the requirements of the UDO. Section 146-4.8 of the UDO contains specific standards for the design of buildings. These standards include requirements for building orientation and spacing, breaking up the massing of building facades with articulation elements, four-sided building design, and permitted materials, among other things. Building elevations are required to be included in the Site Plan set.

Ground floor designs should support a pedestrian-friendly environment, provide visual interest, and help to create an atmosphere that promotes foot traffic. Code also requires that you use changes in

Table 4.8-1
Building Design Standards Applicability by Building Type
Adjustments for Affordable Housing Structures appear in Sections 146-4.8.5 and 146-4.8.6

Standard	Single-family detached or two-family dwellings	Single-family attached	Multifamily buildings	Single-story non-residential buildings	Multi-story mixed-use or non-residential buildings	Large-scale retail large format-over 75,000 sq. ft. gfa.
General building design standards						
Design variety	✓					
Distribution of masonry and architectural features	✓					
Windows	✓					
Building orientation and spacing			✓	✓	✓	✓
Massing and articulation						
Horizontal articulation		✓	✓	✓	✓	✓
Vertical articulation	✓		✓	✓	✓	✓ [1]
Maximum building length			✓	✓	✓	✓
Building materials						
Primary building materials	✓		✓	✓	✓	✓
Masonry standards		✓	✓			
Four-sided building design						
Facade character elements			✓	✓	✓	✓
Entry design			✓	✓	✓	✓
Roof design						
Roof materials	✓		✓	✓	✓	✓
Roof form	✓		✓	✓	✓	✓
Screening of mechanical equipment						
Rooftop equipment	✓		✓	✓	✓	✓
Ground-mounted equipment	✓		✓	✓	✓	✓
Garbage storage areas			✓	✓	✓	✓

Notes:

[1] Only applies when more than two stories or over 30 feet tall.

the wall planes, both horizontally and vertically, at specific intervals and provide a variety of durable materials to create visually interesting buildings. Architectural details shall be continued on all four sides of the buildings to prevent the back of house appearance. See the table above for applicable building design standards and ensure that the building elevations meet all applicable requirements.

RESPONSE: Noted as stated.

3G. Exterior Lighting

Standards for exterior lighting are found in Section 146-4.9. Show typical details of lighting on the plan and on building elevations. Lighting is limited to 25-feet in height and should be full-cutoff. Light sources must be color-correct such as halogen or LED. Shield light sources from all adjacent residential uses. Pedestrian sidewalks and gathering spaces such as the front entrance should include pedestrian-scaled lighting to ensure these areas are safe for pedestrians.

RESPONSE: Noted as stated.

3H. Screening of Mechanical Equipment and Garbage Dumpsters

Show the location of any rooftop or mechanical equipment and vents greater than eight inches in diameter on the elevation drawings. All such equipment must be screened. Use drawings and notes to explain how this will be accomplished. Screening may be done either with an extended parapet wall, or a freestanding screen. In either case the screening must be at least as high as the equipment it hides. The following note to be labeled “Roof-Mounted Equipment Screening” must be added to the general notes section of all Site Plans.

Trash collection must be incorporated into the overall design of the building, fully shielded from view of the adjacent rights-of-way, or be in a fully-enclosed building that is architecturally similar to the primary building. (Section 146.4.7.8). An open dumpster pad will not be permitted within view of Jamaica Street or Mississippi Avenue. Consider working with the adjacent property to create a joint use agreement for trash facilities.

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RESPONSE: Noted as stated.

3I. Signs

Section 146-4.10 governs signage standards. Please review this section for complete details. Show the location of any monument signs on the plans and indicate the location of wall-mounted signs on the building elevations.

RESPONSE: Noted as stated. Signage will be obtained per separate.

4. Adjustments

Section 146-5.4.4 details the definitions, applicability, procedures, and criteria of approval for all adjustments to development standards. If any adjustments are requested, they must clearly be listed and justified in the Letter of Introduction. They must also be listed on the cover sheet of the Site Plan and any other sheets on which they are applicable. Approvals of adjustment requests are not guaranteed. Adjustment requests should identify the reason for the adjustment, efforts to minimize the adjustment, and design elements proposed to mitigate the standards proposed for reduction. Typically, mitigation techniques should go *above and beyond* requirements from other code sections. If an adjustment does not meet the limits for administrative approval under Section 146-5.4.4.F, then the adjustment will require approval from the Planning and Zoning Commission.

RESPONSE: Noted as stated. This application proposes an adjustment request for landscape buffer and setbacks. Additional plantings are incorporated to mitigate for the setback reductions on the west side of the parcel.

5. Submittal Reminders

5A. CAD Data Submittal Standards

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 routed for signatures or recorded for all applications. Please review these standards and ensure that files are in the correct format to avoid future delays.

RESPONSE: Noted as stated.

5B. PDF Requirements

The application will be uploaded through the city's development review website as separate PDFs. Please ensure that all AutoCAD SHX text items are removed from the "Comment" section during the PDF creation process and that the sheets are flattened to reduce ability to select items. PDFs will be rejected during pre-acceptance reviews if they do not comply with this requirement, which could result in delays.

RESPONSE: Noted as stated.

5C. Mineral Rights Notification

Please fill out the [Mineral Rights Affidavit](#) and supply this document to your Case Manager with the application submittal.

RESPONSE: A Mineral Rights Affidavit is included with this application.

Pre-Submittal Meeting:

Contact the assigned Case Manager to schedule a pre-submittal meeting at least one week prior to

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submitting an application. At the pre-submittal meeting, staff will review the submittal requirements, discuss the review timeline, provide a fee estimate, and review the process for uploading files and inputting adjacent property owners.

Please note that a separate pre-submittal meeting is required with Real Property for the Subdivision Plat prior to application submittal. Please contact Real Property directly to schedule this meeting.

RESPONSE: Noted as stated.

Community Participation:

Please work proactively with registered neighborhood organizations and adjacent property owners. Registered neighborhood organizations within a one-mile radius and adjacent property owners will formally be notified of the application when a submittal has been made to the Planning and Development Services Department.

Neighborhood Services Liaison:

- *Meg Allen* is the neighborhood liaison for the project. She has put together a report attached to these notes listing the registered neighborhood organizations within one-mile of your proposed project and can assist in scheduling and facilitating meetings with community members. Please work with the organizations that express interest in your project to address comments and mitigate concerns
- All meetings with registered neighborhood organizations should also include the Planning and Development Services Department Case Manager so that questions concerning the UDO and procedures can be properly addressed. The Case Manager will record any project-related commitments that are made to the community at these meetings.
- Additional information about the Neighborhood Liaison Program can be found on the [Housing and Community Services](#) page of the city website.

RESPONSE: Noted as stated.

Oil and Gas Development

We have reviewed the area of your development. There are no known plugged and abandoned (P&A) wells within your site and no existing or planned oil and gas surface facilities on your site.

There may be existing underground pipelines in right-of-ways. If you have questions or concerns about this, the Oil & Gas Division can assist with providing additional information.

RESPONSE: Noted as stated.

Parks, Recreation & Open Space Department (PROS)

No comments from this department.

RESPONSE: Noted as stated.

Aurora Water

Aurora Water will receive a referral of the Site Plan and Subdivision Plat for review and comment. Please respond to all Water Department comments with your initial submittal.

Key Issues:

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- ▶ Water quality and detention are required for this site. Detention basins are to be located within a drainage easement. An Inspection and Maintenance (I&M) plan is required for private storm water facilities.
- ▶ The water main located in Jamaica Street is an Asbestos concrete pipe ACP. A section of this water line must be replaced to tap the domestic service and any potential fire hydrants. The section of pipe replacement would be approximately 10 feet. The road cuts to accomplish this work would likely trigger a Public Works requirement to mill and overlay the street, if the disturbance is over 500 square feet.
- ▶ There is a sanitary sewer interceptor (27" CIPP) located in Jamaica Street. We will allow a service connection to this sewer main. The sewer service for this project must tie into the top (crown) of the 27" interceptor.
- ▶ A water quality fixture unit table and daily average usage is required to determine the water meter size.
- ▶ Outdoor use fees apply to domestic water meters used for irrigation.
- ▶ A [domestic allocation agreement](#) will be required for connections 2" and larger.

RESPONSE: Noted as stated.

Utility Services Available:

- Water service may be provided from: 8" PVC replacement pipe in Jamaica St.
- Sanitary sewer service may be provided from: 27" CIPP main in Jamaica St.
- Project is located on the following Map Pages: 10C

RESPONSE: Noted as stated.

Utility Service Requirements:

- A Site Plan is required for this project and must show existing and proposed utilities including:
 - Public/Private Mains
 - Service Lines
 - Water Meters
 - Fire Suppression Lines
 - Fire Hydrants necessary to service your development
 - All utility connections in the arterial roadway are required to be bores
- General utility design criteria can be found in Section 5 of the [Standards and Specifications Regarding Water, Sanitary Sewer and Storm Drainage Infrastructure](#) (Utility Manual).

RESPONSE: Noted as stated.

Utility Development Fees:

- A partial Storm Drainage Development fee is required prior to the recording of the Subdivision Plat or at the time of building permit approval if a Plat is not required. Additional Storm Drainage fees may be charged and are based on the amount of impervious surface created by this project.
- The Water Transmission Development Fee and the Sanitary Sewer Interceptor Fee have been combined into the water connection fee and are required to be paid after issuance of building permit and prior to issuance of the Certificate of Occupancy.

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- For a full listing of Utility Fees, please see the [Aurora Water Fee Schedules](#). Aurora Water's Fees will increase in 2022.
- Commercial users with meters one and one-half inches and smaller with landscaped areas not served by a separate irrigation system shall be charged an outdoor fee based upon the total landscaped area.

RESPONSE: Noted as stated.

Public Works Department

Traffic Engineering will receive a referral of the Site Plan, Subdivision Plat, and Civils for review and comment.

Key Issues:

- ▶ A Detailed Traffic Impact Study (TIS) will be required with this development. See below for more information.
 - ▶ Direct access to Mississippi Avenue will not be allowed since the 300' access/intersection spacing for arterial streets (i.e. Mississippi Avenue) cannot be met.
 - ▶ A vehicle queuing evaluation will be required on Jamaica Street and internal to the site.
 - ▶ Applicant shall install two 2" conduits and pull boxes to be owned/maintained by the City of Aurora, for future fiber optic interconnect of traffic signals along arterial roadways.
 - Conduit
 - Conduit material shall be Schedule 80 HDPE (or similar).
 - A # 14 AWG stranded copper conductor shall be installed for city underground locating purposes.
 - A nylon pull tape with a minimum 1,250 lb tensile strength shall be installed in all new conduit.
 - Pull Box
 - Pull boxes shall be 30"x48"x24", with two-piece interlocking lids.
 - City conduit shall be installed into City Pull Boxes.
 - Show all adjacent and opposing access points on the Site Plan.
 - Label the access movements on the Site Plan.
 - Objects and structures shall not impede vision within the sight triangles. Show sight triangles on the site plan and landscaping plan at all access points in accordance with [City of Aurora Standard Traffic Detail TE-13](#). In addition, street trees shall be set back from Stop signs and other Regulatory signs as detailed in [City of Aurora Standard Traffic Detail TE-13.3](#).
- Add the following note landscape plans:** 'All proposed landscaping within the sight triangle shall be in compliance with COA Roadway Specifications, Section 4.04.2.10'
- Show existing stop signs and street name signs or the installation of new stop signs and street name signs by developer at the site access points onto public streets. Add the following not to the Site Plan:
 - The developer is responsible for signing and striping all public streets. The developer is required to place traffic control, street name, and guide signs on all public streets and private streets approaching an intersection with a public street. Signs shall be furnished and installed per the most current editions of The Manual on Uniform Traffic Control Devices (MUTCD)

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and City Standards and shown on the signing and striping plan for the development.

RESPONSE: Noted as stated.

ROW/Plat:

- Designate a Public Access Easement along private drives.
- A private cross-access agreement is recommended for maintenance and snow removal. The developer is responsible for establishing this agreement with the adjacent property owner.

RESPONSE: Noted as stated.

Traffic Impact Study:

- A Traffic Impact Study will be required for this site which will include addressing the following specific items:
 - 1) Existing, buildout and 2040 average daily traffic counts.
 - a) The city can provide some historic count data, but the city has also taken pre-post COVID19 count data that can support scaling of counts taken during this time. Coordinate, via email, with *Steve Gomez* on this item.
 - b) Trip Generation from the site.
 - c) Site Circulation Plan
 - 2) Include detailed analysis of:
 - a) All site access points
 - b) Intersection of Mississippi Avenue at Jamaica Street
 - 3) Analysis of pedestrian connectivity

The Traffic Study shall be prepared in accordance with the [City of Aurora Traffic Impact Study Guidelines](#).

Submitting the Traffic Study:

- The Traffic Study shall be sent directly to *Steve Gomez* at segomez@auroragov.org as soon as possible.
- The Traffic Study shall also be uploaded with the rest of the submittal.
- Previously approved Traffic Impact Studies/Letters are available through this [link](#).

RESPONSE: Noted as stated.

Engineering Division

The Engineering Division reviews the drainage and public improvement components of your project plans. Engineering reviews referrals of the Site Plan and Subdivision Plat from the Planning Department.

Key Issues:

- ▶ Public improvements required for this development are as follows:
 - Mississippi Avenue - 10' detached sidewalk with 10' curbside landscaping, remove the existing curb cuts on Mississippi, update the existing curb ramps at Mississippi and Jamaica to meet current standards.
 - Jamaica Street - 5.5' detached sidewalk with 8' curbside landscaping, remove the existing curb cuts on Jamaica.
- ▶ A preliminary drainage report shall be submitted with the site plan. On-site detention and water quality/EURV is required.
- ▶ Previously approved plans and reports can be found on the city's website. Instructions can be found

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here: [Getting to Engineering Documents Online](#). Older documents can be provided upon request.

Improvements:

Sections and details referenced in the Improvements section refer to the city's [Roadway Design and Construction Specifications \(Roadway Manual\)](#).

- Curb ramps must be shown (located) on the plans at all curb returns, “T” intersections, and any other location of public necessity. Refer to Standard Detail S9. Detailed grading of the curb ramps shall be included in the civil plans.
- Flared curb cuts, Standard Detail S7.4, are not permitted for commercial/industrial or residential driveways where traffic movements would be substantial. When the number of parking spaces exceeds 20, curb returns are required, and the curb return radii shall be labeled on the plan.
- Pedestrian Bicycle Railings will be required at and continuous along vertical separations of 30 inches, or greater, or on slopes greater than or equal to 3:1 adjacent to pedestrian areas. See Standard Detail S18.
- Retaining walls shown on plans shall indicate material type and a height range or indicate a maximum height. Where appropriate, guard or hand rails may be required.
- The maximum private access drive slope may be 4% (non-residential) when sloping down toward the public street and up to 6% maximum when sloping up toward the public street.
- If gates are incorporated into the design of the development, they are required to be setback from the street flow line a minimum of 35-feet or one truck length, whichever is greater.

RESPONSE: Noted as stated.

ROW/Easements/Plat:

- Please coordinate with the Real Property Division of Public Works for the dedication of any required easements. If a plat will be prepared for this development, the plat can cover the required easements.
 - Sidewalk easements may be required for new sidewalk installed.
 - A drainage easement shall be required for any detention/water quality facilities on site. This drainage easement shall tie to a public way.
 - Utility easements shall be required for any proposed water/sanitary sewer/public storm sewer located outside of public right-of-way.
 - Public access/fire lane easement shall be required for fire lanes outside of public right-of-way. Please coordinate with Life Safety for their alignment.

RESPONSE: Noted as stated.

Drainage:

Drainage design standards can be found in the city's [“Storm Drainage Design and Technical Criteria”](#).

- Per Section [138-367](#) of the Aurora Municipal Code, a Preliminary Drainage plan and report is required prior to Site Plan or Plat approval. A Preliminary Drainage Plan and Report shall be submitted at the time of Planning Department application submittal. A review fee shall be paid to the city prior to acceptance of the preliminary drainage report. The site plan will not be approved until the preliminary

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drainage report is approved.

- The engineer is responsible for researching and determining if there has been a study by Mile High Flood District (MHFD) proposing improvements within or adjacent to said development. Any such improvements may be required to be constructed with the subject development. Coordination with MHFD and the city shall be initiated in such case at the master plan level or as soon as determined with any proposed development.
- Under the provisions of Colorado Revised Statute 37-92-602(8), any detention or infiltration facility that becomes operational after August 5, 2015, is required to notify downstream water rights holders prior to operation. Mile High Flood District (MHFD) has created a spreadsheet form (called *SDI Design Data*) for determining compliance with the statute and a web portal that will send a weekly e-mail notification to downstream water rights holders, satisfying the notification requirements. The developer will be responsible for having a professional engineer, licensed in the State of Colorado, complete the *SDI Design Data* and uploading to the web portal. Public Works Engineering will verify the information matches the final drainage report. Notification must be made before Civil Plans will be approved or Stormwater Permits will be issued.
- Detention of storm drainage is required for this site and shall be incorporated on the site, unless other accommodations are approved by the City Engineer.
- Release rate for the detention pond shall be based upon the [“Storm Drainage Design and Technical Criteria”](#) Manual, latest revision.
- Storm water from concentrated points of discharge from a minor storm event shall not be allowed to flow over sidewalks but shall drain to the roadway by the use of sidewalk chase sections. Sidewalk chase sections shall not be located within a curb cut, driveway, curb ramp, or curb return.
- A public storm sewer system appears to be located near this site. Please have your Engineer or Surveyor verify and tie your site drainage into it.
- Extend storm sewer through the site, including inlets, pipes, manholes, etc., as needed.

RESPONSE: Noted as stated.

Fire/Life Safety Comments - Building Division

The Building Division will receive a referral of the Site Plan and Subdivision Plat for review and comment. They will review these documents for Life Safety (Fire Code) and Building Code issues.

Key Issue:

- The existing 23' fire lane and public access easement in the northern portion of the site is not required and can be vacated if desired. If left in place, it must be paved to comply with the current public works standards for fire lane easements.

Addressing Requirements:

All buildings or structures, except accessory buildings, shall display the proper building number in the manner provided in this article. It shall be the responsibility of the owner, occupant or any person obtaining a building permit to place such number in the manner provided in the Aurora City Code of Ordinance, Chapter 126 - Article VII - Numbering of Buildings.

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Adopted Codes by the City of Aurora – Setbacks:

The site plan and civil plans must reflect the setback requirements of the 2015 International Building and Fire Code for placement of the structure(s) in relation to adjacent buildings, property lines, public ways, accessible walkways, etc. To view the 2015 International Codes please utilize the following hyperlink; [ICC Codes Online](#).

- The Aurora Building Division currently utilizes the adopted 2015 International Codes Series except for the 2020 NEC. Our next code adoption cycle will be for the 2021 International Code Series.
- Show any new lot lines and distance to proposed exterior walls on the site plan.

Civil Plans:

Based on the discussion within the pre-application meeting the following information must be reflected within the Civil Plan package submitted to Public Works Department.

- [Fire Lane Sign Detail](#)
 - The developer of the site will be required to install fire lane signs in areas where the site abuts an existing fire lane easement that is currently without adequate signage.
- [Handicap Accessible Parking Signs](#)
- [Sign Package](#)
- [Signature Block](#)

Emergency Responder Radio Coverage:

The 2015 International Fire Code requires all buildings to be assessed for adequate emergency responder radio coverage.

- Based on the size of the proposed structure(s), Fire/Life Safety is not asking for a radio assessment unless the site is reconfigured to utilize larger structures at time of submittal.

Fire Department Access:

Based on the information presented so far, the type(s) of fire apparatus access road(s) needed for this particular site is:

- The existing 23' fire lane and public access easement situated in the northern portion of the site is not required and can be vacated if desired. If left in place, it must be paved to comply with the current public works standards for fire lane easements.
- [Fire Lane Easement](#)
 - The abutting public/private streets adjacent to this site are sufficient to provide emergency apparatus access, no additional fire lane easement is being required internally within this site.

Fire Hydrants:

The number and spacing of fire hydrants are determined using the 2015 IFC, Appendix B & C. As indicated in the previously stated code sections, fire hydrant coverage requirements include both internal site areas and abutting public street systems.

- Based on the proximity of the structure to existing fire hydrants, Fire/Life Safety is not asking for additional fire hydrants to support this site. Please show and label existing fire hydrants abutting this site on the site plan submitted to the Planning Department and Civil Plans submitted to Public Works.

Accessibility Requirements:

The City of Aurora reviews accessibility requirements based on 2015 IBC, Chapter 11, the 2009 ICC/ANSI A117.1.

- [Commercial](#)

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Hazardous Materials:

Per the 2015, IFC Chapter 50 – A permit through the Aurora Building Division is required to for the prevention, control and mitigation of dangerous conditions related to storage, dispensing, use and handling of hazardous materials. To download a copy of the hazardous materials inventory statement checklists please visit our web site by clicking on the hyperlink provided.

Knox Hardware:

Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an accessible location.

Legend:

The cover sheet must include a “Site Plan Legend” reflecting both existing and/or proposed site elements that are existing or proposed within site.

RESPONSE: Noted as stated.

Photometric Plan:

- Add the following note to the Photometric Site Plan:
ILLUMINATION WITHIN THE SITE MUST COMPLY WITH THE 2015 INTERNATIONAL BUILDING CODE REQUIREMENT FROM SECTION 1006 - MEANS OF EGRESS ILLUMINATION. SECTION 1006. ILLUMINATION REQUIRED: THE MEANS OF EGRESS, INCLUDING THE EXIT DISCHARGE, SHALL BE ILLUMINATED AT ALL TIMES THE BUILDING IS OCCUPIED. SECTION 1006.2 ILLUMINATION LEVEL. THE MEANS OF EGRESS ILLUMINATION LEVEL SHALL NOT BE LESS THAN 1 FOOT-CANDLE (11 LUX) AT THE FLOOR LEVEL AND CONTINUING TO THE "PUBLIC WAY".
- Add the “accessible route” (heavy dashed line) to the photometric plan and verify minimum 1 foot-candle of illumination along its entire length.

RESPONSE. Noted as stated.

Site Plan, Civil Plan, Framework and General Development Plan, and Plat Notes:

The notes being provided below must be included on the cover sheet of the indicated submittal type.

- [\(Plat Note\) If Plat does not contain a Dedicated Fire Lane Easement](#)
- [\(Plat Note\) If Plat Contains Fire Lane Easement](#)
- [\(Site Plan Note\) Accessibility Note for Commercial Projects](#)
- [\(Site Plan Note\) Addressing](#)
- [\(Site Plan Note\) Americans with Disabilities Act](#)
- [\(Site Plan Note\) Emergency Ingress and Egress](#)
- [\(Site Plan Note\) Fire Lane Easements](#)
- [\(Site Plan Note\) Fire Lane Signs](#)

Site Plan Data Block:

The site plan must include a “Data Block” on the cover sheet that reflects all items indicated within the “link” that apply to your project.

Special Design Considerations:

Based on the information presented in the pre-application meeting, these additional Life Safety criteria must be shown on the site plan, plat and civil plans.

- [Abutting Fire Lane or Public Access Easement to Property](#)

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- If an existing fire lane or public street has to be removed or relocated for any reason, the roadway must be replaced using the current specifications of the Public Works Department.
- [Access to within 150 feet of Each Structure](#)
- [Encroachment into Emergency Access or Fire Lane Easements are Prohibited](#)
- [Grade](#)
- [Labeling of Easements on the Site Plan, Plat and Civil Plans](#)
- [No Parking is allowed within a Fire Lane Easement](#)
- [Public Street Systems Adjacent to Site](#)
- [Speed Bumps](#)
- [Snow Removal Storage Areas](#)
- [Width and Turning Radius](#)

Trash Enclosure:

Per the 2015 International Fire Code, Section 304.3.3, dumpsters and containers with an individual capacity of 1.5 cubic yards or more shall not be stored in buildings or placed within 5 feet of combustible walls, openings, or combustible roof eave lines.

RESPONSE: Noted as stated.

Real Property Division

The Real Property Division reviews the Site Plan and processes Subdivision Plats, Easements, and License Agreements that may be necessary for development of property.

Subdivision Plats:

- The property is currently platted; however, due to your proposed use, and the Aurora Water Department requirements it will need to be resubdivided (replatted) at this time in order to obtain a building permit. Plats must be prepared using City of Aurora specifications provided in the most current [Subdivision Plat Checklist](#). Plat reviews may run concurrently with your other Planning Dept. submittals.
- A **presubmittal meeting** with Real Property is required on all plat submittals so our team may verify that basic elements have been addressed before they are submitted to Planning. This 30-minute meeting is for the 1st submittal of plats only and is by appointment only. Call *Darren Akrie* at 303.739.7300 to schedule your appointment. The person preparing the plat and your project manager should attend the meeting. Please bring two sets of the plat.

Site Plans:

A Site Plan will be required by the Planning Department. Real Property has items that need to appear on that site plan above and beyond what other departments may require. These items are listed on the Real Property [Subdivision Plat Checklist](#).

Separate Documents:

- During the pre-application meeting no requirement for separate documents were specifically identified for your site as proposed. However, review of your actual Site Plan when submitted may identify additional conditions which will require a separate document. Following are the links to additional information if needed later in your formal review process:
 - [Easement Release](#)
 - [License Agreement Packet](#)

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- **Offsite easement dedications** may be required to make your project work. It's up to the developer to obtain these easements for the city, pay compensation, etc. Dedication documents must be prepared using Real Property specifications which can be found in the [Dedications Packet](#). Once complete and accurate easement dedication information is submitted to Real Property, it takes **about 8-10 weeks** to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.
- If there are existing easements that are no longer needed, the city will require the developer to make application to the city to release those easements. Easement release documents must be prepared using Real Property specifications and are available in the [Easement Release Packet](#). Once complete and accurate easement release information is submitted to Real Property, it takes about **8-10 weeks** to complete the process. They must be complete and ready to record before Real Property will record the Plat and/or Site Plan.
- You may have items that encroach into city-owned property or easements (i.e. retaining walls, medians, stairs, etc.). If allowed, these types of encroachments require a **License Agreement**. Requirements can be found in the [License Agreement Packet](#). It takes **8-10 weeks** to complete the process after submittal. The License Agreement must be completed before the Site Plan is recorded.
- If a requirement for new street lighting is identified during the review process, this may be an opportunity to partner with cell carrier providers. New technology allows these providers to incorporate their technology with street lighting. These carriers are willing to take on the cost of purchasing and installing a light with qualifying projects. Please contact *Leslie Gaylord* at 303.739.7901 for additional details and contact information.

RESPONSE: Noted as stated.

STEP II – CONSTRUCTION DOCUMENT PHASE

The Construction Document Phase is when Engineering and Building plans are reviewed against City Codes for compliance. It is an administrative process and usually occurs after Planning Commission or Planning Director decisions. Permits are issued from these documents.

RESPONSE: The Pre-App comments provided pertaining to the Construction Document Phase will be added as noted upon the Site Plan and Conditional Use approvals. A Pre-Submittal meeting will be set with the City Engineer to review all Civil Engineering Plans prior to submittal.

We thank you for your consideration in this matter and trust that this letter addresses all comments provided by the Office of Development Assistance on January 4th as received from Development Review staff members at a Pre-Application Meeting held

We look forward to working with the City of Aurora's Development Review staff moving forward!

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Respectfully,



Jody Newton
MASTERWORKS, LLC



Wash 'N Go of Colorado, LLC
John Newton, Managing Partner

4/15/23

Date