



January 3, 2025

Mr. Tim Acklin, AICP
Planning Manager
City of La Crosse
400 La Crosse Street
La Crosse, WI 54601

**RE: *Response to Commercial Design Review Comments
Crew Carwash, 3333 State Road 16***

Dear Tim,

Below are responses to the comments received in the Commercial Design Review Memorandum dated August 2, 2024 regarding the proposed Crew Carwash redevelopment located at 3333 State Road 16. We have reviewed the comments, made updates to the plans and supplemental information for the project and provided a response to each below.

Engineering Department (Traffic)

- 1) *Driveways need to meet City specifications. They have City details on sheet C401, but are not showing driveways depicted correctly on the plan sheets (C301, C400, C500, C600, L100).*
- 2) *Plans show city standards as radius design for driveways. Must be flared. (Stephanie Sward)*
 - a. The proposed driveways have been updated on all sheets to reflect the flared design shown on the city detail.
- 3) *Provide one ADA stall for vacuum spaces- Must be accessible for van. Staff will provide dimension. (Stephanie Sward)*
 - a. All of the proposed vacuum spaces have been designed to meet ADA standards for pavement slope (<2.0% in all directions) and have a typical width of 16-ft between stalls. We believe these typical dimensions will provide sufficient clearance for customers who typically require use of an ADA parking stall to access the vacuums but can provide additional width if staff would like to see this included.
- 4) *Has traffic backed up into street at other locations? Applicant stated that the four proposed lanes will be enough with no issues. (Stephanie Sward)*
 - a. The proposed site layout is a typical layout for Crew Carwash facilities and has been designed to accommodate the maximum expected customer queuing at peak times within the four entry lanes. Customers move through the wash tunnel relatively quickly (~3 minutes) and offsite backups are not expected.
- 5) *Might need 24ft and not 30ft as shown on east end driveway. (Stephanie Sward)*
 - a. Crew Carwash would prefer to maintain the 30-ft width of the east end driveway if possible, to provide sufficient maneuvering space for delivery and trash pickup vehicles who will utilize this entrance to access the site.

- 6) *All work in Jansen Place will need an Excavation Permit. Work with department staff on this process. (Stephanie Sward)*
 - a. Acknowledged. Crew Carwash's construction team will work with staff directly on the required permits for construction.

- 7) *Will need a photometric plan for the site showing lighting levels and uniformity. Provide levels 25ft off of property line. Must also provide specifications for the exterior lighting fixtures. (Jamie Hassemer)*
 - a. A Photometric plan has now been provided with the plan submittal and includes specifications for the proposed lighting fixtures.

Fire Department – Division of Community Risk Management

- 1) *Building meets the setbacks required by the municipal code. However please verify with the Wisconsin DOT the setback requirements from State Road 16 and 157 and provide us with a copy in writing. Typically they have required a 50 foot setback from the state highway.*
 - a. Correspondence with the Wisconsin Department of Transportation has confirmed that the existing 15-setback is what will be enforced for this property. Please refer to the included copy of email correspondence with Joe Rox at WisDOT dated 8/2/2024 confirming the setback requirement based on the original plat.

- 2) *Separate permits will be required for building, HVAC, electrical and plumbing.*
- 3) *Separate permits will be required for the proposed trash enclosure, canopy and cashier building.*
 - a. Acknowledged. Crew Carwash's construction team will work with staff directly on the required permits for construction.
- 4) *State approval of building plans will be required since the building exceeds 50,000 Cubic Feet in volume. Make sure to include the proposed canopy with the submittal to the state.*
 - a. Acknowledged

- 5) *A separate permit will be required for all proposed signage and must meet the city's municipal code.*
 - a. Acknowledged

- 6) *Stormwater permit will be required from our engineering department prior to any permits being able to be obtained.*
 - a. Acknowledged. A copy of the proposed stormwater management report has been included with the plan resubmittal for initial staff review.

- 7) *A demolition permit will be required for the existing building. A new building permit will need to be applied for or a Conditional Use Permit will be required prior to a demo permit being able to be obtained.*
 - a. Acknowledged. Crew Carwash's construction team will work with staff directly on the required permits for construction.

- 8) *State plan review of plumbing plans is separate from the state plan review of building plans.*
 - a. Acknowledged
- 9) *Approval from the Utility Department and all connection fees paid prior to any Plumbing permits being issued.*
 - a. Acknowledged

Planning Department

- 1) *Provide elevations of the cashier building.*
 - a. Elevation drawings for the cashier building and outdoor enclosure have been included along with revised elevations for the car wash tunnel.
- 2) *Visual connection of building facade facing Hwy 16. 20% must be windows and doors. Please provide calculation. (Could not find. If on plans, please let me know what sheet it is located on)*
 - a. Revised elevations have been included with the resubmittal. An updated elevation drawing with the calculation shown will be provided to verify the percentages satisfy the requirement.
- 3) *Entrance covered at least 3ft from the door. Show dimensions of awning on final plans.*
 - a. Awning dimensions are now included on Detail D4/A350 on the architectural plans.
- 4) *Any desired exceptions to the above design standards will need Common Council approval.*
 - a. Acknowledged.

Utilities Department

- 1) *Public utilities belong to Onalaska (Jarrod Holter – Director of Public Works – (608-781-9543)*
 - a. Acknowledged
- 2) *External plumbing permits will be filed through Onalaska, whereas interior plumbing permits will be filed through LaCrosse*
 - a. Acknowledged
- 3) *Sanitary sewer connection needs to be connected to the main with a “Wye”, not in the Manhole.*
 - a. The proposed sanitary sewer connection has been revised to a wye connection.
- 4) *This development will be subject to a Sanitary Sewer Connection Fee, calculation and invoicing can be coordinated through the City of Onalaska utilities office.*
 - a. Acknowledged.

Engineering Department

- 1) *Meet requirements in Chapter 105 of the Municipal Code.*
 - a. Acknowledged – Chapter 105 has been reviewed and the requirements incorporated into the revised civil plans. An underground infiltration system is now proposed.
- 2) *Submit and follow Stormwater Permit.*
 - a. Acknowledged.
- 3) *Application form review fees and maintenance agreement example can be found on website.*
 - a. The application for the Stormwater Permit will be sent separately and include the Stormwater Management Plan. The draft maintenance agreement will be provided during the stormwater permit review process.

Fire Department

- 1) *KNOX Box is required due to sqft of building. Coordinate with the Fire Department on location of installation.*
 - a. The proposed Knox Box location is shown on sheet A101. Please let us know if a different location is desired and this can be relocated for the permit plans.

We are looking forward to discussing the plans further at the next Design Review meeting – please contact me at (612) 381-8989 or jared.jones@kimley-horn.com should you have any questions or comments in the interim.

Sincerely,

Jared Jones, PE