

# City of Waukesha

## Application for Development Review

Last Revision  
Date:  
6/18/2018

City of Waukesha Community Development Department - 201 Delafield Street, Suite 200, Waukesha, WI 53188 262-524-3750  
City of Waukesha Department of Public Works Engineering Division—130 Delafield Street, Waukesha, WI 53188 262-524-3600  
www.waukesha-wi.gov

### APPLICANT INFORMATION

Applicant Name: \_\_\_\_\_  
Applicant Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

### PROPERTY OWNER INFORMATION

Applicant Name: \_\_\_\_\_  
Applicant Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

### ARCHITECT/ENGINEER/SURVEYOR INFORMATION

Name: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

### PROJECT & PROPERTY INFORMATION

Project Name: \_\_\_\_\_  
Property Address \_\_\_\_\_  
Tax Key Number(s): \_\_\_\_\_  
Zoning: \_\_\_\_\_  
Total Acreage: \_\_\_\_\_ Existing Building Square Footage \_\_\_\_\_  
Proposed Building/Addition Square Footage: \_\_\_\_\_  
Current Use of Property: \_\_\_\_\_

### PROJECT SUMMARY (please provide a brief project description)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

All submittals require a complete scaled set of digital plans (Adobe PDF) and shall include a project location map showing a 1/2 mile radius, a COLOR landscape plan, COLOR building elevation plans, and exterior lighting photometric maps and cut sheets. A pre-application meeting is required prior to submittal of any applications for Subdivisions, Planned Unit Developments, and Site and Architectural Plan Review. **The deadline for all applications requiring Plan Commission Reviews is at 4:00 P.M, 30 days prior to the meeting date. The Plan Commission meets the Second and Fourth Wednesday of each month.**

### APPLICATION ACKNOWLEDGEMENT AND SIGNATURES

I hereby certify that I have reviewed the City of Waukesha Development Handbook, City Ordinances, Submittal Requirements and Checklists and have provided one PDF of all required information. Any missing or incomplete information may result in a delay of the review of your application. By signing this I also authorize The City of Waukesha or its agents to enter upon the property for the purpose of reviewing this application.

Applicant Signature \_\_\_\_\_  
Applicant Name (Please Print) \_\_\_\_\_  
Date: \_\_\_\_\_

### For Internal Use Only:

Amount Due (total from page 2): \_\_\_\_\_ Amount Paid: \_\_\_\_\_ Check #: \_\_\_\_\_  
Trakit ID(s) \_\_\_\_\_ Date Paid: \_\_\_\_\_

# City of Waukesha Application for Development Review

**TYPE OF APPLICATION & FEES (CHECK ALL THAT APPLY)**

**Fees**

Please note that each application type has different submittal requirements. Detailed submittal checklists can be found in Appendix A of the Development Handbook.

- Plan Commission Consultation **\$200** \_\_\_\_\_
- Traffic Impact Analysis \_\_\_\_\_
  - Commercial, Industrial, Institutional, and Other Non-Residential **\$480**
  - Residential Subdivision or Multi-Family **\$480**
  - Resubmittal (3rd and all subsequent submittals) **\$480**
- Preliminary Site Plan Review \_\_\_\_\_
  - Level 1: Buildings/additions less than 10,000 sq.ft. or sites less than 1 acre **\$2,200**
  - Level 2: Buildings/additions between 10,001-50,000 sq.ft. or sites between 1.01 and 10 acres **\$2,320**
  - Level 3: Buildings/additions between 50,001-100,000 sq.ft. or sites between 10.01 and 25 acres **\$2,440**
  - Level 4: Buildings/additions over 100,001 sq.ft. or sites greater than 25.01 acres. **\$2,560**
  - Resubmittal Fees (after 2 permitted reviews) **\$750**
- Final Site Plan Review \_\_\_\_\_
  - Level 1: Buildings/additions less than 10,000 sq.ft. or sites less than 1 acre **\$1,320**
  - Level 2: Buildings/additions between 10,001-50,000 sq.ft. or sites between 1.01 and 10 acres **\$1,440**
  - Level 3: Buildings/additions between 50,001-100,000 sq.ft. or sites between 10.01 and 25 acres **\$1,560**
  - Level 4: Buildings/additions over 100,001 sq.ft. or sites greater than 25.01 acres. **\$1,680**
  - Resubmittal Fees (3rd and all subsequent submittals) **\$750**
- Minor Site or Architectural Plans \_\_\_\_\_
  - Projects that do not require site development plans **\$330**
  - Resubmittal Fees (3rd and all subsequent submittals) **\$330**
- Certified Survey Map (CSM) \_\_\_\_\_
  - 1-3 Lots **\$500**
  - 4 lots or more **\$560**
  - Resubmittal (3rd and all subsequent submittals) **\$180**
  - Extra-territorial CSM **\$260**
- Preliminary Subdivision Plat \_\_\_\_\_
  - Up to 12 lots **\$1,270**
  - 13 to 32 lots **\$1,390**
  - 36 lots or more **\$1,510**
  - Resubmittal (3rd and all subsequent submittals) **\$630**
- Final Subdivision Plat \_\_\_\_\_
  - Up to 12 lots **\$660**
  - 13 to 32 lots **\$780**
  - 36 lots or more **\$900**
  - Resubmittal (3rd and all subsequent submittals) **\$480**
  - Extra-territorial Plat **\$540**
- Rezoning and/or Land Use Plan Amendment \_\_\_\_\_
  - Rezoning **\$630**
  - Land Use Plan Amendment: **\$630**
- Conditional Use Permit
  - Conditional Use Permit with no site plan changes **\$480**
  - Conditional Use Permit with site plan changes **\$480** plus applicable preliminary and final site plan fees above \_\_\_\_\_
- Planned Unit Development or Developer's Agreement (Site Plan Review is also required) \_\_\_\_\_
  - New Planned Unit Development or Developer's Agreement **\$1,760**
  - Planned Unit Development or Developer's Agreement Amendment **\$610**

**TOTAL APPLICATION FEES:**

# City of Waukesha

## Development Review Submittal Requirements

### PLAN COMMISSION CONSULTATION SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION

A Plan Commission Consultation may be submitted for review and comment for the owner/developer to ascertain the feasibility of a proposed project. A consultation is not required but may be submitted in advance of an actual submittal for a preliminary plat, CSM, Planned Unit Development, rezoning, conditional use or site plan. The Plan Commission will only provide feedback, no approvals will be given. Prior to applying for a Plan Commission Consultation you must discuss your project with the Planning Division to determine if a Plan Commission Consultation is recommended.

**Review Time:** Approximately 30 days

**Reviewing Departments:** Community Development Planning Division, Public Works Engineering Division, Fire Department, Water Utility.

**Reviewing Boards:** Plan Commission (optional)

**In addition to this application and corresponding application fee you will also need:**

- One (1) digital (PDF) copy of the plans you want conceptual review of
- Attachment A: Development Review Checklist. You should also review all other corresponding checklists that relate to the project that you are seeking conceptual review of and include as much information as possible.
- Cover letter outlining project details.

### TRAFFIC IMPACT ANALYSIS SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION

A Traffic Impact Analysis is required for projects that meet certain criteria. Please refer to the Developer's Handbook Section 4.4 to determine if your project requires a Traffic Impact Analysis

**Review Time:** Approximately 30 days

**Reviewing Departments:** Public Works Engineering Division

**Reviewing Boards:** None, however the Plan Commission may require a copy as part of site plan review process.

**In addition to this application and corresponding application fee you will also need:**

- One (1) digital (PDF) copy of the Traffic Impact Analysis

### PRELIMINARY SITE AND ARCHITECTURAL PLAN SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION

Preliminary site and architectural plans are required for any new residential development with 4 or more units and all non-residential developments. Preliminary site plan approval is also required for additions or modifications to existing developments and projects where a stormwater management plan is needed. Preliminary approval is required unless it is determined by City staff in the Pre-Application meeting that the project only needs Final Site and Architectural Review.

**Review Time:** Approximately 30 days (45 if Common Council review is needed)

**Reviewing Departments:** Community Development Planning Division, Public Works Engineering Division, Fire Department, Water Utility.

**Reviewing Boards:** Plan Commission. Common Council and Board of Public Works review may be required for certain projects.

**In addition to this application and corresponding application fee you will also need:**

- One (1) digital (PDF) that includes of items listed below
  - Cover letter outlining project details.
  - Color architectural elevations of all sides of the building and color perspective renderings
  - Conceptual Landscape Plan
  - Attachment A: Development Review Checklist
  - Site Plan (see Attachment B: Engineering Plan Checklist)
  - Grading Plan (see Attachment C: Site Grading and Drainage Plan Checklist)
  - Stormwater Management Plan (see Attachment D: Stormwater Management Plan Checklist)
  - Utility Plans (see Attachment H: Sewer Plan Review Checklist)
  - Any other attachments as applicable.

### **FINAL SITE AND ARCHITECTURAL PLAN SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION**

Final site and architectural plans are submitted only after the Plan Commission has approved Preliminary Site Plans for any new residential development with 4 or more units and all non-residential developments, including modifications to existing developments. Some projects may bypass Preliminary approval but only if it is determined by City staff in the Pre-Application meeting.

**Review Time:** Approximately 30 days (45 if Common Council review is needed)

**Reviewing Departments:** Community Development Planning Division, Public Works Engineering Division, Fire Department, Water Utility.

**Reviewing Boards:** Plan Commission. Common Council and Board of Public Works review may be required for certain projects.

**In addition to this application and corresponding application fee you will also need:**

- One (1) digital (PDF) that includes of items listed below
  - Cover letter outlining project details.
  - Color architectural elevations of all sides of the building and color perspective renderings
  - Landscape Plan (see Attachment I: Landscape Plan Checklist)
  - Attachment A: Development Review Checklist
  - Site Plan (see Attachment B: Engineering Plan Checklist)
  - Grading Plan (see Attachment C: Site Grading and Drainage Plan Checklist)
  - Stormwater Management Plan (see Attachment D: Stormwater Management Plan Checklist)
  - Utility Plans (see Attachment H: Sewer Plan Review Checklist)

### **MINOR SITE AND ARCHITECTURAL PLAN SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION**

Minor Site and Architectural review is intended for projects that may not need the extensive submittal requirements for Preliminary and Final Site Plan approval. Projects that qualify for Minor Site Plan submittal may include landscape, façade and building changes or minor site modifications that don't result in the addition of impervious surface.

**Review Time:** Approximately 30 days (45 if Common Council review is needed)

**Reviewing Departments:** Community Development Planning Division, Public Works Engineering Division, Fire Department, Water Utility.

**Reviewing Boards:** Plan Commission. Common Council and Board of Public Works review may be required for certain projects.

**In addition to this application and corresponding application fee you will also need:**

- One (1) digital (PDF) that includes of items listed below
  - Cover letter outlining project details.
  - Architectural elevations of all sides of the building being modified
- In addition, depending on the type of project, you may also need the following items:
  - Site Plan (see Attachment B: Engineering Plan Checklist)
  - Landscape Plan (see Attachment I: Landscape Plan Checklist)

### **CERTIFIED SURVEY MAP SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION**

A Certified Survey Map may be used to divide up to eight (8) lots in Commercial, Industrial, and Mixed Use zoning districts and up to four (4) lots in all other zoning districts.

**Review Time:** Approximately 45-60 days. An extension letter will be required if the approval process will take more than 90 days.

**Reviewing Departments:** Community Development Planning Division, Public Works Engineering Division, Fire Department, Water Utility.

**Reviewing Boards:** Plan Commission. Common Council and Board of Public Works review may be required for certain projects.

**In addition to this application and corresponding application fee you will also need:**

- One (1) digital (PDF) that includes of items listed below
  - Attachment E: Certified Survey Map Checklist
  - Attachment A: Development Review Checklist and other attachments as applicable.

*\*Please note If any exterior architectural, landscape, or site plan changes are required you must also go through Site Plan Review and meet all of those submittal requirements.*

**PRELIMINARY PLAT SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION**

A Preliminary Plat shall be used to subdivide land in the City. The applicant is responsible for submitting the Preliminary Plat to Waukesha County and the State of Wisconsin for review.

**Review Time:** Approximately 45-60 days. An extension letter will be required if the approval process will take more than 90 days.

**Reviewing Departments:** Community Development Planning Division, Public Works Engineering Division, Fire Department, Water Utility.

**Reviewing Boards:** Plan Commission. Common Council and Board of Public Works review may be required for certain projects.

**In addition to this application and corresponding application fee you will also need:**

- One (1) digital (PDF) that includes of items listed below
  - Attachment F: Preliminary Plat Checklist
  - Cover letter outlining project details.
  - Attachment A: Development Review Checklist and other attachments as applicable
  - Stormwater Management Plan (see Attachment D: Stormwater Management Plan Checklist)

**FINAL PLAT SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION**

A Final plat shall be used to subdivide land in the City. The applicant is responsible for submitting the Final Plat to Waukesha County and the State of Wisconsin for review.

**Review Time:** Approximately 45-60 days. An extension letter will be required if the approval process will take more than 90 days.

**Reviewing Departments:** Community Development Planning Division, Public Works Engineering Division, Fire Department, Water Utility.

**Reviewing Boards:** Plan Commission. Common Council and Board of Public Works review may be required for certain projects.

**In addition to this application and corresponding application fee you will also need:**

- One (1) digital (PDF) that includes of items listed below
  - Attachment G: Final Plat Checklist
  - Cover letter outlining project details.
  - Attachment A: Development Review Checklist and other attachments as applicable.
  - Stormwater Management Plan (see Attachment D: Stormwater Management Plan Checklist)

**REZONING & COMPREHENSIVE PLAN AMENDMENT SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION**

This review is for any requests to rezone land or amend the City’s Comprehensive Master Plan. For rezonings all property owners within 300 feet of the property will be notified of your request.

**Review Time:** 45-60 Days

**Reviewing Departments:** Community Development Planning & Building Inspection Divisions, Public Works Engineering Division, Fire Department, Water Utility.

**Reviewing Boards:** Plan Commission, Common Council

**Additional Information:** Rezoning must be done in accordance with the Comprehensive Plan. Please consult with Planning staff to determine if a Comprehensive Plan Amendment is also required prior to submitting a rezoning application.

**In addition to this application and corresponding application fee you will also need:**

- One (1) digital (PDF) that includes of items listed below
  - Cover letter outlining project details and rationale for rezoning
  - Rezoning Form including legal description and notarized owner(s) signatures (rezoning applications only)
  - Conceptual Plan (if applicable)

*\*Please note this application fee only covers the rezoning and/or Comprehensive Plan Amendment. If you are proposing site plan changes or are subdividing land you will also need to meet the applicable submittal requirements for those proposals.*

**CONDITIONAL USE PERMIT SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION**

Any use listed as a Conditional Use in Chapter 22 (Zoning Code) requires a Public Hearing in front of the Plan Commission prior to building or occupancy permits being issued. All property owners within 300 feet of the property will be notified of your request.

**Review Time:** 30-45 days

**Reviewing Departments:** Community Development Planning & Building Inspection Divisions, Public Works Engineering Division, Fire Department, Water Utility.

**Reviewing Boards:** Plan Commission

**In addition to this application and corresponding application fee you will also need:**

- One (1) digital (PDF) that includes of items listed below
  - Conditional Use Permit Application

*\*Please note If any exterior architectural, landscape, or site plan changes are required you must also go through Site Plan Review and meet all of those submittal requirements.*

**PLANNED UNIT DEVELOPMENT OR DEVELOPER’S AGREEMENT SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION**

The PUD Overlay District is intended to permit development that will, over a period of time, be enhanced by coordinated area site planning, diversified location of structures, diversified building heights and types, and/or mixing of compatible uses. The PUD Overlay District under this Chapter will allow for flexibility of overall development design with benefits from such design flexibility intended to be derived by both the developer and the community, while at the same time maintaining insofar as possible the standards or use requirements set forth in the underlying basic zoning district.

Developer’s Agreements are used for any project that require public infrastructure improvements (sewer, storm sewer, sidewalks, etc) and other off-site improvements such as median openings, traffic signals, street widening, etc..

**Review Time:** 45-60 days

**Reviewing Departments:** Community Development Planning & Building Inspection Divisions, Public Works Engineering Division, Fire Department, Water Utility.

**Reviewing Boards:** Plan Commission, Common Council. Some projects will also require Board of Public Works review.

**In addition to this application and corresponding application fee you will also need:**

- One (1) digital (PDF) that includes of items listed below
  - Cover letter/statement that outlining project details and all of the required information set forth in the Zoning Ordinance Section 22.52 (4)(a)
  - Rezoning Form including legal description and notarized owner(s) signatures (rezoning applications only)
  - General Development Plan
  - Proposed Supplemental Design Elements (required for all PUDs under the minimum required acreage)

*\*Please note in addition to the PUD submittal requirements your project will also need additional application fees and submittal materials based on the project type. This may include Preliminary and Final Plats, Preliminary and Final Site and Architectural Plans, Certified Survey Maps, Traffic Impact Analysis. Staff will inform you of any additional submittal requirements at the Pre-Application meeting, which is required prior to submitting your application.*

**ANNEXATION SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION**

Requests for annexation as permitted under Section 66.0217 Wisconsin Statutes.

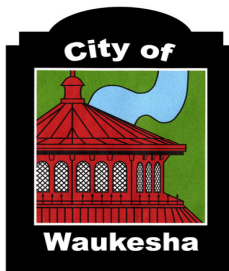
**Review Time:** 45-60 days

**Reviewing Departments:** Community Development Planning & Building Inspection Divisions, Public Works Engineering Division, Fire Department, Water Utility.

**Reviewing Boards:** Plan Commission, Common Council

**In addition to this application and corresponding application fee you will also need:**

- One (1) digital (PDF) that includes of items listed below
  - Copy of your State of Wisconsin Request for Annexation Review Application
  - Signed City of Waukesha Direct Annexation Petition
  - Map of property of property to be annexed.
  - A boundary description (legal description of property to be annexed)
  - Any additional information on the annexation.



**Attachment A - Application for Development Review Checklist**

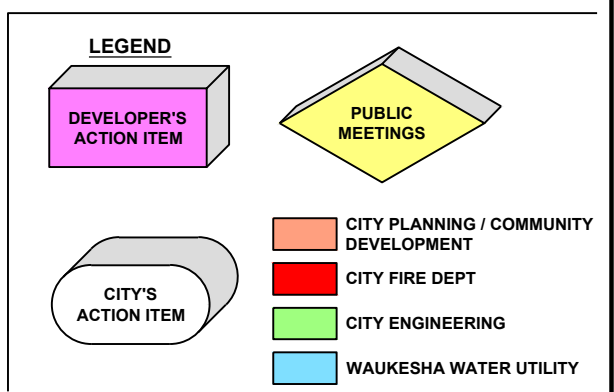
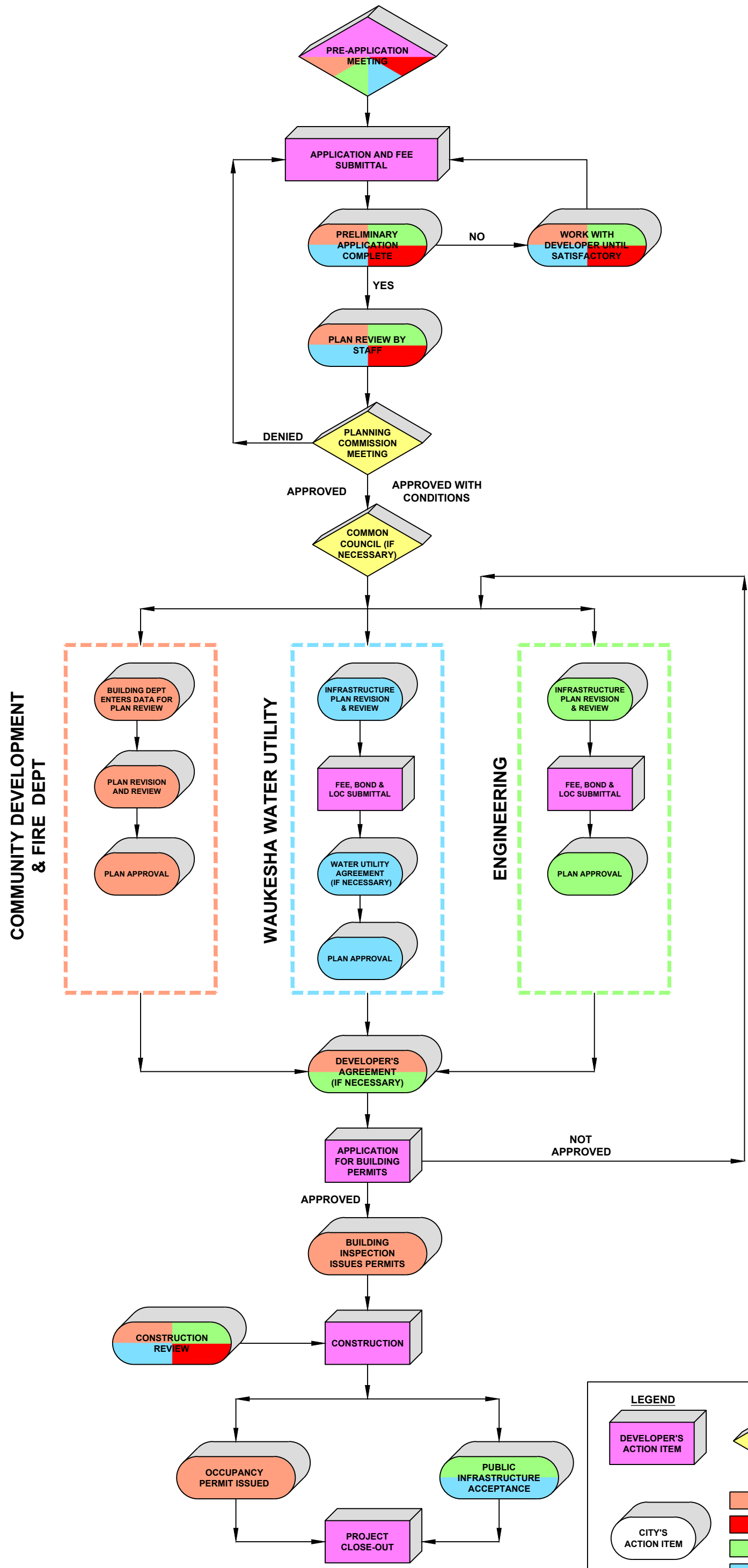
Project Name: Avid Hotel  
 Engineering Design Firm: JSD Professional Services Inc.

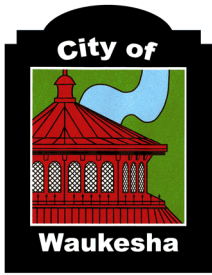
Checklist Items	CSM	Preliminary Plat	Final Plat	Property Survey for Bldg Permit	Storm Water Plan	Erosion Control Plan	Site, Grading, Drainage Plan	Street Plan	Utility Plan	Landscape Plan	Traffic Control Plan	Traffic Impact Analysis	Conditional Use or Home Indus.	PUD or Developer's Ag.	Minor site or Arch. Change	Conditional Use	Rezoning & Comp. Plan Change
Followed Construction Drawing Sheet Layout standards in Development Handbook						X	X	N/A	X	X							
Followed Development Handbook and Storm Water Ordinance standards for Erosion control plans						X											
Obtained geotechnical evaluation for storm water and pavement design					X		X	N/A	X								
Followed Development Handbook standards, and Wisconsin Administrative Code for Property Survey				X													
Verified proposed basement floor elevation is at least 1 foot above the highest seasonal high water table elevation				X													
Followed Development Handbook standards and Ordinance for Preliminary Plat		N/A															
Followed Site, Grading, and Drainage Plan design standards in Development Handbook and Storm Water Ordinance							X						N/A		N/A	N/A	N/A
Followed Traffic impact analysis standards in Development Handbook												N/A					
Specifications conform to current City Standard Specifications					X	X	X	N/A	X	X	N/A			N/A			
Followed Lighting Plan standards in Development Handbook									X								
Development site contains Contaminated Waste							X										
Followed storm water management requirements in Development Handbook, and Ordinance					X												
Site contains mapped FEMA floodplain or a local 100-year storm event high water limits							N/A										
Site contains wetlands or Natural Resource limits (ie. Primary, Secondary, Isolated , shoreland limits)							X										
CSM follows standards in Development Handbook, City Ordinance, and State Statutes	N/A																
Followed Development Handbook standards for Street plans and profiles								N/A									
Followed Development Handbook standards for utility plans and profiles									N/A								
Existing sanitary sewer lateral has been televised							N/A		N/A				N/A		N/A	N/A	N/A

Checklist Items	CSM	Preliminary Plat	Final Plat	Property Survey for Bldg Permit	Storm Water Plan	Erosion Control Plan	Site, Grading, Drainage Plan	Street Plan	Utility Plan	Landscape Plan	Traffic Control Plan	Traffic Impact Analysis	Conditional Use or Home Indus.	PUD or Developer's Ag.	Minor site or Arch. Change	Conditional Use	Rezoning & Comp. Plan Change
Development Agreement needed for Public Infrastructure														N/A			
Followed Development Handbook standards for Landscape plans										X							
Followed Development Handbook standards, State Statutes and Ordinance for Final Plat			N/A														
A-E 2.02(4): Each sheet of plans, drawings, documents, specifications and reports for architectural, landscape architectural, professional engineering, design or land surveying practice should be signed, sealed, and dated by the								N/A									
32.10(e)(12.)H. A cover sheet stamped and signed by a professional engineer registered in the State of Wisconsin indicating that all plans and supporting documentation have been reviewed and approved by the engineer and certifying that they have read																	
City, DNR, County or State Permits are needed					X		X	N/A	X		N/A						
Complete and submit Plan Sheet and Submittal Specific checklists in Development Handbook	N/A	N/A	N/A	X	X	X	X	N/A	X	X		N/A					
Proposed easements needed are shown.			N/A				X	N/A	X								
All Existing easements are shown	N/A	N/A	N/A	X		X	X	N/A	X	X			N/A	N/A	N/A	N/A	N/A



PLANNING  
 PERMITTING  
 CONSTRUCTION





City of Waukesha  
 Department of Public Works  
 130 Delafield Street  
 Waukesha, WI 53188  
 Waukesha-wi.gov

## Engineering Plan Checklist

**Attachment B**  
 (Rev 12/18)

Project Name:           **Avid Hotel**          

Engineering & Design Firm:           **JSD Professional Services Inc.**          

### General Information

Plans shall include the seal and signature of the Wisconsin licensed professional engineer responsible for the preparation of the construction plans on the cover sheet or on each sheet

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Provide a copy of the WisDOT permit for any work in the State of Wisconsin right of way.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Provide a copy of the Waukesha County Department of Public Works permit for any work in right of way of Waukesha County.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Provide a copy of Wisconsin Department of Natural Resources Water Resources Application for Project Permits (WRAPP) for all sites greater than one acre.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Provide a copy of US Army Corps of Engineers 404 permit.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Provide cross access agreements for use of entrances.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide off-site utility easements.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Provide hydraulic gradeline calculations for all storm sewer pipes signed and sealed by a professional engineer licensed in the State of Wisconsin.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide a storm water management plan and calculations signed and sealed by a professional engineer licensed in the State of Wisconsin.

### All Plan Sheets

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plans prepared on sheets measuring 11" high by 17" wide or no larger than 24" high by 36" wide.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sanitary Sewer, watermain and storm sewer system plans for the entire development are included.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A profile view is located below a plan view on plan and profile sheets and both views are aligned by stationing whenever possible. In general, stationing is from left to right.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Plan and profile sheets start and terminate at match lines.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The assumed bearing base, control monuments and stationing reference line(s)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Right-of-way limits and easement limits
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Edge of pavement or flange, face and back of curb
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name of each existing, proposed, and future roadway and any intersecting roadways
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lot lines, lot and block numbers
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Addresses and names of Owners for existing parcels

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All obstructions located within the project limits including, but not limited to: trees, signs, utilities, fences, light poles, structures, etc.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A note warning that underground utilities must be located by "Diggers Hotline" prior to start of construction
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Legend (relevant to each sheet) showing all special symbols, line types and hatch used
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Title block includes at a minimum, the following information: Name and address of engineering (design) firm and owner/developer Date of the drawing and last revision Scale Plan sheet number (# of #) Name and location description of development <b>(Included in Architectural Plans)</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	North to the top or right of the sheet and shown by a north arrow, clearly shown without intrusion.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scale of the plans 1" = 40' horizontally and 1" = 8' vertically for 11" by 17" plan sheets and 1" = 20' horizontally and 1" = 4' vertically for 22" by 34" sheets. Partial site plans have a scale of 1" = 20' or larger. The scale of details is such that the detail is clearly shown. The scale is shown with a line scale and text.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing surface objects indicated with screened lines and clearly labeled.

### Cover Sheet

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Project title.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location Map (Proximity to two main streets minimum).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Index of all plan sheets
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	For large or phased subdivisions, a key map of layout and phases.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A minimum of two (2) current SEWRPC reference benchmarks. Survey documentation of tie to Wisconsin State Plane Coordinate System, South Zone (horizontal) and City of Waukesha datum (vertical) provided. Elevations shown based on City of Waukesha datum.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All permanent or temporary benchmarks and elevations.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A description of the locations of the benchmarks; and the basis or origin of the vertical control network.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Date of plan preparation and applicable revision date(s)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The following statement: " <i>All site improvements and construction shown on the plans shall conform to the City of Waukesha <u>Development Handbook &amp; Infrastructure Specifications</u>. Where the plans do not comply, it shall be the sole responsibility and expense of the Developer to make revisions to the plans and/or constructed infrastructure to comply.</i> "

## Roadway

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	For all new streets, a site specific geotechnical evaluation and pavement design submitted with the plans.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A separate detail sheet showing typical cross-sections for each roadway standard width and cul-de-sac if applicable.

## Plan View

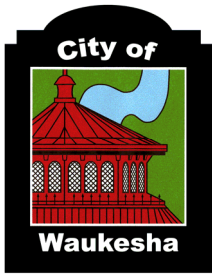
YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The assumed bearing base, control monuments and stationing reference line along the centerline of the roadway, including cul-de-sacs.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	At least one clearly labeled benchmark or control point per sheet.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pavement and median dimensions.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Final grade elevations at 25' intervals at the right-of-way including at the edge of pavement for rural sections or at the flange of curb for urban sections.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Final grade elevations for cul-de-sacs at 25' intervals at the right-of-way including at the edge of pavement for rural sections or at the flange of curb for urban sections.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Label all PVC's, PVT's, and PC's, PT's for vertical and horizontal curves. Radii of all intersections (edge of pavement or flange of curb, with note indicating which is referenced).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Driveways for all lots adjacent to storm inlets and intersections.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sidewalks labeled and dimensioned.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing, proposed, future streets and drives labeled and dimensioned.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All roadside ditch locations, flowline elevations at 50' intervals of the ditches.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Slope intercepts.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Invert profile for 200' downstream for any existing ditches receiving flow from a proposed road or street.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Limits of any areas which need special stabilization techniques.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Specific details of all existing connected roadways. Pavement, shoulders, ditches, curb alignment, and grades shall be shown as needed to adequately make the transition.

## Intersection Details

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Radii of all intersections (edge of pavement or flange of curb, with note indicating which is referenced).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sidewalks and accessible ramps labeled and dimensioned.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Right of way corner clips and sight visibility easements.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Spot grades as necessary to ensure proper drainage and compliant ADA slopes.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Spot grades shall be shown at end of radius for all curb and gutter and the end radius for all back of sidewalk.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Drainage clarified by flow arrows, high points, sags, ridges, etc. Slope intercepts shall be clearly labeled by station, elevation to the nearest 0.1', and offset distance (left or right) from the reference line.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Invert elevation of ditches (for rural roadway).
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Final subgrade elevation at the centerline of the street or roadway.

## Cross Sections

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Right of way limits.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Slope intercepts clearly labeled.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Elevations to the nearest 0.01'.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Offset distance (left or right) from the reference line.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Final grade elevations at back of walk, face of walk, top of curb, flange elevation (edge of pavement for rural section), and the centerline of the street or roadway.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cross slope of sidewalk, terrace area, and roadway.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Invert elevation of ditches (for rural section)



City of Waukesha  
 Department of Public Works  
 130 Delafield Street  
 Waukesha, WI 53188  
 Waukesha-wi.gov

## Site, Grading and Drainage Plan Conditional Use Permit Checklist

Attachment C  
 (Rev 12/18)

Project Name:     **Avid Hotel**    

Engineering & Design Firm:     **JSD Professional Services Inc.**    

### General Requirements

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Applicant's name
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name and location of development
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scale and north arrow
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Date of original and revisions noted
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	License number and professional seal
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Digital Drawings in AutoCAD format of the site layout & building plan layout
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pay impact fees

### Building Plans

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Contact Community Development Department

### Site Plans

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dimensions of development site
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location, footprint, and outside dimensions
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing and proposed pedestrian access points
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing and proposed vehicular access points
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parking lots, driveways shown
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Front, side and rear yard setbacks shown and labeled
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location, identification and dimensions of all existing or planned easements
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identification of all land to be dedicated
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location, elevation, and dimensions of walls and fences
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Location of outdoor lighting with lighting design plan and calculations
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sign complies with City Code Book
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of existing and proposed signs

## Site Access

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Legal description or certified survey of property
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Development compatible with its zoning district
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sidewalks to be shown
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site entrance drive dimensions
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Individual development vehicular entrances at least 125 feet apart
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Adjacent development share driveway where possible
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	At least one vehicular and pedestrian access point to each adjoining site granted by cross easements
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cross access to be provided with minimum paved width of 24 feet
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Design detail for all new public streets

## Parking/Traffic

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5-foot wide (min) paved walkway to building entrance
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7-foot parking separation from front of building
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Minimum parking spaces provided
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Service truck parking in designated service areas
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parking spaces and layout dimensioned
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lot paved with HMA or concrete
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Handicap parking provided
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Minimum required stacking distance
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Concrete curb and gutter around parking lot

## Grading and Drainage Plans

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Show existing tree lines and any obstructions (fences, structures, power poles, etc.) within the project limits.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All proposed lot lines and lot numbers or addresses
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lot line dimensions
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outline of buildable areas for each lot
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Typical setbacks of buildable area to front, side and back lot lines
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All existing buildings, structures and foundations
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All existing drainage channels and watercourses
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Emergency overflow routes
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Drainage clarified by flow arrows, high points, sags, ridges, and valley gutters
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed retaining wall locations with top and bottom of wall elevations at key locations
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	100-year flood plain limit (both pre-and post-project)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	100-year storm water surface elevation
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wetlands. Wetland limits labeled with bearings and distances and dimensioned to lot lines. Bearings and distances may be shown in tabulated format.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All environmental corridors, & or environmentally sensitive areas as required by DNR
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All existing and proposed easements.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing topography of the site and all areas within 50 feet of the site shown at a one foot contour interval using City of Waukesha datum. Existing contours shown as thin, dashed screened or grey lines with a readily discernable heavier line used for the 5-foot contour intervals.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed grading shown at a contour interval of 1 foot using City of Waukesha datum. Proposed contour lines shown as solid medium lines, with a discernible heavier line use for the 5-foot contour intervals.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The yard grade and first floor elevation of proposed building and any existing buildings located within 150 feet of the parcel boundary.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed road(s), curb and gutter, all storm sewer grates and storm sewer manholes (or cross-culverts for open ditches). Show any off-road storm inlets and discharge locations with surface entry elevations.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Spot grades as necessary to ensure proper drainage and compliant ADA slopes and routing where applicable.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	At front setback line show a typical house shell on each lot and the proposed yard grade to the nearest tenth of a foot (assumed to be 0.7' below the top of block) for each building. Show proposed finished elevations to the nearest tenth of a foot at all lot corners and alongside lot lines adjacent to the front and back corners of the typical house. Show proposed finished elevations to the nearest tenth of a foot at high and low points along any side or back lot lines, and at high and low points if roads to demonstrate proposed drainage.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The grading plan for any house that will require special design due to topography, clearly show separate grades for the garage and yard grade if extra steps are needed. Separate spot finish elevations shown for rear or side exposure or walkout.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Indicate minimum finished floor elevations adjacent to floodplains, ponds, creeks/channels, etc.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed storm inlets shown on each grading plan. Each plan also includes specific details on all applicable retention/detention basins, ponds, overflows, etc. Separate sheets or notes as required.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Locations of existing and proposed streets, drives, alleys, easements, right-of-way, parking as required, vehicular and pedestrian access points, and sidewalks
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outline of any development stages
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Location and details on any required emergency access roads
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Soil characteristics
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing and proposed topography shown for the site and or adjacent properties
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floodplain, shore land, environmental and wetlands shown
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and dimensions of on-site storm water drainage facilities
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and footprint of all existing buildings
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Locations and species of existing trees
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Berm detail
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lot grades and swales shown
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Drainage calculations provided



## Erosion Control

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Location Map
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Soils Survey Map
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing Land Use Mapping
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Predeveloped Site Conditions
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>Existing contours</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>Property lines</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>Existing flow paths and direction</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>Outlet locations</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>Drainage basin divides and subdivides</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>Existing drainage structures on and adjacent to the site</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> <li>Nearby watercourses</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> <li>Lakes, streams, wetlands, channels, ditches, etc.</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> <li>Limits of the 100-year floodplain</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Practice location/layout/cross sections
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Construction Details
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Name of receiving waters
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site description/Nature of construction activity
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sequence of construction
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Estimate of site area and disturbance area
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Pre- and post-developed runoff coefficients
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Description of proposed controls, including
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>Interim and permanent stabilization practices</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>Practices to divert flow from exposed soils</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>Practices to store flows or trap sediment</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>Any other practices proposed to meet ordinance</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing topography of the site and all areas within 50 feet of the site shown at a one foot contour interval using City of Waukesha datum. Existing contours shown as thin, dashed screened or grey lines with a readily discernable heavier line used for the 5-foot contour intervals.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed grading shown at a contour interval of 1 foot using City of Waukesha datum. Proposed contour lines shown as solid medium lines, with a discernible heavier line use for the 5-foot contour intervals.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	List the total disturbed acreage including offsite areas.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide free survey in accordance with City Erosion Control Ordinance
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed limits of disturbance including proposed tree cutting areas.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and dimensions of all temporary topsoil and dirt stockpiles.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and dimensions of all appropriate best management practices (BMP).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Phasing of BMP's with the construction activities listed / described.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schedule of anticipated starting and completion date of each land disturbing and land developing activity, including the installation of the BMP measures that are needed.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of all channels, pipes, basins or other conveyances proposed to carry runoff to the nearest adequate outlet, including applicable design assumptions and computations.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Areas to be sodded or seeded and mulched or otherwise stabilized with vegetation, describing the type of final vegetative cover.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Areas of permanent erosion control (other than vegetation).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Boundaries of the construction site
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Drainage patterns/slopes after grading activities
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Areas of land disturbance
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Locations of structural and nonstructural controls
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Drainage basin delineations and outfall locations

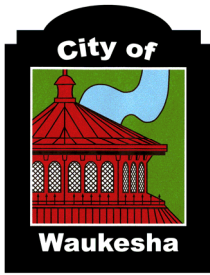
**Optional Submittals as Determined by Review Authority**

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Traffic impact analysis
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Environmental impact statement
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Soil and Site Evaluation Report per DNR Technical Standard 1002
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plot of effect of exterior illumination on site and adjacent properties
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Description of any unusual characteristics
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Street perspectives showing view corridors
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Historic site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Economic feasibility study
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Contaminated Waste Site

I hereby certify that I have reviewed the City ordinances and provided one (1) full-sized set of all required information along with all the required reduced copies of plans.

**Applicant's Signature:** \_\_\_\_\_

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City of Waukesha  
 Department of Public Works  
 130 Delafield Street  
 Waukesha, WI 53188  
 Waukesha-wi.gov

# Stormwater Management Plan

**Attachment D**  
 (Rev 12/18)

Project Name:     **Avid Hotel**    

Engineer & Design Firm:     **JSD Professional Services Inc.**    

## STORM WATER MANAGEMENT PLAN WORKSHEET

The City of Waukesha requires a Stormwater Management Plan to be submitted with the proposed development plans for site plan review. A Stormwater Management Plan is a document describing the storm water management practices constructed and implemented within the proposed development to ensure compliance with the storm water management criteria, as set forth by the City of Waukesha. The purpose of a Stormwater Management Plan is to protect the safety and health of the public, property and aquatic environment from the threats due to storm water from land development activity. The worksheet will provide a basis to the information that shall be provided when preparing a Stormwater Management Plan for a proposed development. This Plan shall include a set of complete plans and calculations, stamped by a registered professional engineer.

Stormwater Management Plans are required as listed in City Code Book Chapter 32.06(b)

### Exemptions for Design and Plan Requirements

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Site is associated with agricultural or silvicultural activities

### Design Requirements: Total Suspended Solids

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site is a New Development – 80% Reduction must be met
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Site is an Infill Development – 80% Reduction must be met
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Site is a Redevelopment – 40% Reduction must be met
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site has areas of New Development and Redevelopment
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Calculations for % Reduction are included in the plan (WinSLAMM input and output)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Storm water Management Facilities to address TSS removal are designed according to Chapter 32 of the City Code Book and DNR Technical Standards – Check all that apply: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Wet Detention Basin</li> <li><input type="checkbox"/> Bio Retention Basin</li> <li><input type="checkbox"/> Swales</li> <li><input type="checkbox"/> Proprietary Devices</li> <li><input type="checkbox"/> Other (specify): _____</li> </ul>

### Design Requirements: Peak Discharge

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Storm water Management Facilities to address Peak Discharge are designed according to Chapter 32 of City Code Book and DNR Technical Standards – Check all that apply: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Wet Detention Basin</li> <li><input type="checkbox"/> Bio Retention Basin</li> <li><input type="checkbox"/> Swales</li> <li><input type="checkbox"/> Other (specify): _____</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Downstream Capacity for 2-year, 10-year and 100-year, 24-hour design storms are met
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Calculations of available capacity, proportional share, and proposed utilized capacity under all design storms are included in plan
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Calculations of Peak Discharge are included in the plan

Design Requirements: Infiltration			
YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hydraulic Soil Type: <input type="checkbox"/> Soil Type A – Proceed <input type="checkbox"/> Soil Type B – Proceed <input checked="" type="checkbox"/> Exemption or Exclusion – Provide documentation
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Site and Soil Evaluation Report per DNR Technical Standard 1002
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Low Imperviousness. Ex: low density residential parks, cemeteries Post-Development Infiltration Performance Standards: <input type="checkbox"/> Up to 40% Connected Impervious Surface <input type="checkbox"/> 90% of Pre-Development Infiltration volume met <input type="checkbox"/> 1% of site – Maximum Effective Infiltration Area
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Medium Imperviousness. Ex: Medium and high density residential, multi-family, industrial, institutional, office park. Post-Development Infiltration Performance Standards: <input checked="" type="checkbox"/> 40%-80% Connected Impervious Surface <input type="checkbox"/> 75% of Pre-Development Infiltration volume met <input type="checkbox"/> 2% of site – Maximum Effective Infiltration Area
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	High Imperviousness. Ex: commercial strip malls, shopping centers, commercial downtowns Post-Development Infiltration Performance Standards: <input type="checkbox"/> Greater than 80% Connected Impervious Surface <input type="checkbox"/> 60% of Pre-Development Infiltration volume met <input type="checkbox"/> 2% of site – Maximum Effective Infiltration Area
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site has parking lots and new road construction: <input checked="" type="checkbox"/> Pretreatment included <input type="checkbox"/> 10% Infiltration of the runoff from the tow-year, 24-hour design storm with Type II Distribution
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Calculations of Infiltration Volumes are included in the plan and model input and output (WinSLAMM)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exclusions for Infiltration: <input type="checkbox"/> Tier 1 Industrial Facility <input type="checkbox"/> Storage and Loading Areas of Tier 2 Industrial Facility <input type="checkbox"/> Fueling and Vehicle Maintenance Facility <input type="checkbox"/> Areas within 1,000 feet up gradient of Karst Features <input type="checkbox"/> Areas within 100 feet downgradient of Karst Features <input checked="" type="checkbox"/> Areas with < 3 feet of separation from bottom of Infiltration System to seasonal high groundwater or top of bedrock (does not prohibit roof runoff) <input type="checkbox"/> Areas with runoff from industrial, commercial and institutional parking lots and roads with < 5 feet separation from bottom of infiltration system to elevation of seasonal high groundwater or top of bedrock <input type="checkbox"/> Areas within 400 feet of community water system well <input type="checkbox"/> Areas within 100 feet of private well <input type="checkbox"/> Areas where contaminants of concern (defined by NR720.03(2) are present in the soil through which infiltration will occur) <input checked="" type="checkbox"/> Area where soil does not meet any of the following characteristics between bottom of infiltration system and seasonal high groundwater and top of bedrock: <input type="checkbox"/> At least 3-foot soil layer with 20% fines or greater <input checked="" type="checkbox"/> At least 5-foot soil layer with 10% fines or greater

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Exemptions for Infiltration:</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Areas where infiltration rate &lt; 0.6 inches/hour</li> <li><input type="checkbox"/> Parking Areas and Access Roads less than 5,000 square feet for commercial and industrial</li> <li><input type="checkbox"/> Redevelopment Post-Construction Sites</li> <li><input type="checkbox"/> Infill Development &lt; 5 acres</li> <li><input type="checkbox"/> Infiltration during periods when soil on the site is frozen</li> <li><input type="checkbox"/> Roads in commercial, industrial and institutional land uses</li> <li><input type="checkbox"/> Arterial Roads in Residential land uses</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Storm water Management Facilities to address Infiltration are designed according to Chapter 32 of the City Code Book and DNR Technical Standards – Check all that apply:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Bioretention Basin (1004)</li> <li><input type="checkbox"/> Infiltration Basin (1003)</li> <li><input type="checkbox"/> Infiltration Trench (1007)</li> <li><input type="checkbox"/> Permeable Pavement (1008)</li> <li><input type="checkbox"/> Rain Garden (1000)</li> <li><input type="checkbox"/> Other (specify): _____</li> </ul>

**Design Requirements: Protective Areas**

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Impervious areas are outside protective area. If not, provide a written explanation.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>Land disturbing activities are within a protective area. If <b>Yes</b>, check all that apply:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> If no impervious area is within protective area, adequate sod or self-sustaining vegetative cover of 70% or greater shall be established.</li> <li><input type="checkbox"/> Adequate sod or self-sustaining vegetative cover is sufficient for bank stability, maintenance of fish habitat and filtering of pollutants from upslope overland flow areas under sheet flow conditions.</li> <li><input type="checkbox"/> Non-Vegetative materials are employed on the bank as necessary to prevent erosion (steep slopes, high velocity areas).</li> </ul>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Best Management Practices are located within the protective area – Check all that apply:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Filter Strips</li> <li><input type="checkbox"/> Swales</li> <li><input checked="" type="checkbox"/> Wet Detention Basins</li> <li><input type="checkbox"/> Other (specify): _____</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Non-Applicable Areas Apply:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Structures that cross or access surface water (boat landing, bridge, culvert)</li> <li><input type="checkbox"/> Structures constructed in accordance with Section 59.692(1v) Wisconsin Statutes:</li> <li><input type="checkbox"/> Post-Construction Runoff does not enter surface water except to the extent that vegetative groundcover necessary for bank stability</li> </ul>

**Design Requirements: Fuel and Maintenance Facilities**

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Are Fuel and Maintenance Facilities on the Site?
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Are Best Management Practices designed to reduce petroleum within runoff (no visible sheen)?

<b>Design Requirements: Swale Treatment for Transportation Facilities</b>			
<b>YES</b>	<b>NO</b>	<b>N/A</b>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Does the site use swales for runoff conveyance and pollutant removal for transportation facilities? If <b>Yes</b>, must have the following:</p> <p><i>Groundcover:</i></p> <p><input type="checkbox"/> Vegetated</p> <p><input type="checkbox"/> Non-Vegetated where appropriate to prevent erosion or provide runoff treatment (riprap, check dams)</p> <p><i>Swale Velocity Control:</i></p> <p><input type="checkbox"/> Swale is 200 feet or more in length with a velocity no greater than 1.5 feet per second for the two-year, 24-hour design storm or two-year storm with duration equal to time of concentration</p> <p><input type="checkbox"/> Swale is 200 feet or more in length with velocity &gt; 1.5 feet per second then velocity is reduced to maximum extent practicable. Written explanation stating why requirement of &gt; 1.5 feet per second cannot be met</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Exemptions Apply:</p> <p>Average Daily Vehicles &gt; 2,500 and initial surface water of the state that runoff directly enters is any of the following:</p> <p><input type="checkbox"/> An outstanding resource of water (ORW)</p> <p><input type="checkbox"/> An exceptional resource water (ERW)</p> <p><input type="checkbox"/> Water is listed in Section 303(d) of the Federal Clean Water Act and is identified as impaired in whole or in part due to non-point source impacts</p> <p><input type="checkbox"/> Water where targeted performance standards are developed under NR 151.004 of the Wisconsin Administrative Code to meet water quality standards</p>
<b>Plan Requirements</b>			
<b>YES</b>	<b>NO</b>	<b>N/A</b>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide permit application form, including contact information (name, address, telephone number) for the landowner, developer, land operator, certified project engineering, responsible party for installation of storm water management practices, responsible party for long-term maintenance of the storm water management practices.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Legal Description of proposed development.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Narrative describing the proposed development.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brief summary of Design Criteria and methods used for development of Storm Water Management Practices.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Storm Water Management Maintenance Agreement shall be included with the Storm Water Management Plan (see Storm Water Management Maintenance Agreement template for additional information required).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Certification by a Wisconsin registered professional engineer.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Financial Guarantee.

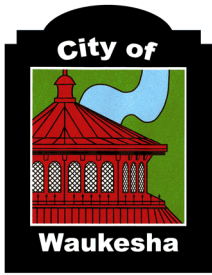
**Description and Site Characteristics for Pre/Post Development conditions shall be delineated by one (1) or more site maps at a scale of not less than one (1") inch equals two hundred (200') feet. The map(s) shall include, at minimum, the following information:**

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site Location and Legal Description.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pre-developed and revised topography by contours related to USGS survey datum or other datum approved by City. The topographic contours of the site shall not exceed 2 feet. The topography shall extend at minimum 100 feet outside the site boundaries to show runoff patterns onto, through and from the site.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	One hundred (100) year Floodplain boundary, shore land, environmental corridors, and wetland boundaries shall be delineated if applicable
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	All lakes, streams, and other water bodies illustrated on map shall be named as defined on a USGS 7.5 minute topographic map.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Predominant Soil Types and Hydraulic Soil Group Classifications per NRCS
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Coordinates of all manhole and inlets with reference to two nearest reference point monuments which shall be Section or ¼ Section corners.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location, capacity, and dimensions/details of on-site Pre-developed and Post-developed storm water management facilities such as, but not limited to, the following: manholes, pipes, curbs, gutters, curb inlets, filter strips, swales, detention basins, curb cuts, and drainage gates.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location, extent, detailed drawings, typical cross sections and slope ratios of all pre-developed and post-developed storm water retention and detention areas and drainage ways – list inlet/outlet elevations, permanent water surface elevation, high water surface elevation, and emergency spillway elevation, if applicable.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and Elevations at top and bottom of pre-developed and post-developed buildings and structures.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Locations and names of pre-developed and post-developed streets and intersections and the location of parking lots, sidewalks, bike paths and impervious surfaces (excluding single family residences). Map(s) shall clearly differentiate pre-developed and post-developed surfaces.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Delineation and dimensions of all pre-developed and post-developed property boundaries, easements, right-of-way, building setbacks, maintenance easements, and other restrictions.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pre-developed and post-developed land use boundaries, including cover type and condition.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Post-developed land use cover totals for Impervious and Pervious areas as well as permanent water surface area of all storm water management facilities.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Delineation of pre-developed and post-developed watershed and sub-watershed boundaries used in determination of Peak flow discharges and discharge volumes from the site. (If the watershed extends beyond the site boundaries, a separate watershed map can be supplied).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of the pre-developed and post-developed discharge points.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pre/Post developed directional Flow Paths used to calculate existing/proposed time of concentrations.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of the Emergency Overland Flow.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Location of any Regional Treatment Options (if applicable).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identify all pre-developed land cover features, such as, natural swales, natural depressions, native soil infiltrating capacity and natural groundwater recharge areas.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of any protective areas within the site.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Location of wells located within 1,200 feet of pre-developed and post-developed Storm Water Detention Basins, Infiltration Basins, or Infiltration Trenches.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Delineation of Wellhead protection areas defined under NR 811.16



**Supportive Information and Calculation summaries shall be supplied for all storm water management requirements as dictated in the checklist under Design Requirements:**

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pre-developed and post-developed watershed, sub-watersheds, and land use areas (acres, watershed shall be delineated by property lines).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pre-developed and post-developed impervious areas (acres).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pre-developed and post-developed Runoff Curve Numbers.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pre-developed and post-developed Time of Concentration.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pre-developed and post-developed peak flows for the 2-year, 10-year and 100-year, 24-hour storm events for each discharge point.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Total suspended solids removal computations to show compliance.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Design computations for the runoff volume of the pre-developed and post-developed conditions to show compliance with the infiltration requirements.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Design computations for all storm water drainage facilities such as, but not limited to, inflow/outflow rates, hydrographs, water surface elevations, outlet design computations, runoff discharge volume, velocities, and stage/storage data.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Design computations for the 10-year Rational Method flows for all proposed storm conveyance systems.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Computation of the available downstream capacity flowing full, overflow level of ditches and the top of the upstream end of the pipe for any culverts.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Computation of the downstream capacity using the 5-year rational storm.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Tail water analysis included in storm water design for 2-year, 10-year and 100-year storm events.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Design computations to illustrate compliance with pollutant loading criteria (Storm Water Quality Management practices) with pre- and post-storm water management facilities.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Narrative describing all assumptions that were deemed appropriate for design.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Explanation of provisions to preserve and use natural topography and land cover features.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Explanation of restrictions on Storm Water Management practices by wellhead protection plans (if applicable).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Results of investigations of soil and groundwater required for installation of Storm Water Management practices.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Impact assessment results on Wetland Functional Values (if applicable).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Storm Water Management practices installation schedule.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cost estimate for the construction, operation and maintenance of each Storm Water Management practice.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Any additional information that the City, or designee, may need to evaluate the impacts of the storm water discharge quality and quantity on the existing area and existing utilities.



City of Waukesha  
 Department of Public Works  
 130 Delafield Street  
 Waukesha, WI 53188  
 Waukesha-wi.gov

## Certified Survey Map Checklist

**Attachment E**  
 (Rev 12/18)

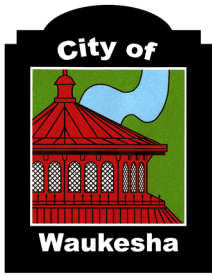
Project Name: \_\_\_\_\_

Engineer & Design Firm: \_\_\_\_\_

Surveyor: \_\_\_\_\_

<b>Checklist to be completed and signed:</b>			
<b>YES</b>	<b>NO</b>	<b>N/A</b>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scale and north arrow
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scale of plans less than or equal to 1" = 100'
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Date of original and revisions noted
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Certification from surveyor that Plat complies with State Statute 236
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Digital PDF submitted
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of all existing structures and first floor elevations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of utility and drainage easements
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exact length and bearing of the centerline of all streets
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exact street width along the line of any obliquely intersecting street
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Railway rights-of way within and abutting the plat
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and size of all lands to be dedicated for public use (when required)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Comprehensive site grading drainage plan
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Special restrictions relating to access control, planting strips, restrictive yard requirements, etc. (when required)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Map shows entirety of all parcels in proposed certified survey map
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Major street setback or WisDOT setbacks (if applicable)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floodplain limits of the 100-year recurrence interval flood
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of any wetlands, shore land, or other environmental areas (if applicable)
<b>Plans to be submitted (when applicable):</b>			
<b>YES</b>	<b>NO</b>	<b>N/A</b>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Street plans and profiles
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sanitary sewer plans and profiles
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Storm sewer plans
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Grading and drainage plans
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water main plans and profiles
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Erosion control plans
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Landscape plans

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City of Waukesha  
 Department of Public Works  
 130 Delafield Street  
 Waukesha, WI 53188  
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## Preliminary Plat Checklist

Attachment F  
 (Rev 12/18)

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

Engineer & Design Firm: \_\_\_\_\_

Surveyor: \_\_\_\_\_

Plans to include:

- Subdivision Plat
- Legal Description
- Street Construction and Profile Plans
- Site, Grading, and Drainage Plans
- Sanitary Sewer and Water Main Plans
- Street Lighting Plans
- Landscape Plan
- Home Owner's Association (if applicable)
- The following **City** signature blocks shall be used on all subdivision plats which are regulated by Chapter 23 of the City Code Book:

I, being the duly appointed, qualified and acting treasurer of the City of Waukesha, do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or special assessments as of \_\_\_\_\_ affecting the lands included in the plat of \_\_\_\_\_.

CITY TREASURER: \_\_\_\_\_  
 GINA KOZLIK

RESOLVED, that the plat of \_\_\_\_\_ in the City of Waukesha, \_\_\_\_\_, owners, is hereby approved by the Common Council of the City of Waukesha.

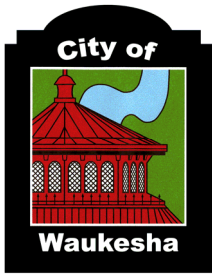
APPROVED: \_\_\_\_\_  
 MAYOR SHAWN REILLY

I hereby certify that the foregoing is a copy of resolution number \_\_\_\_\_ adopted by the Common Council of the City of Waukesha.

CITY CLERK: \_\_\_\_\_  
 GINA KOZLIK

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scale and north arrow
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scale of plans less than or equal to 1" = 100'
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Date of original and revisions noted
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Certification from surveyor that Plat complies with Chapter 17
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reproducible paper less than 36" in width
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Title under which subdivision to be recorded

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of subdivision by government lot, ¼ section, section, township, range, county and state
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and names of any adjacent subdivisions, parks and cemeteries
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of any wetlands, shore land or other environmental areas (if applicable)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of all existing and proposed public ways
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Right-of-way widths of proposed streets
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Names of proposed streets
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of any easements, railways and utility rights-of-way
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of proposed subdivision in the US Public Land Survey section
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Phasing plan
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Map showing entire area owned by applicant that is contiguous to proposed subdivision
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exact length and bearing of exterior boundaries
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing contours at intervals not more than 2 feet
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water elevations of adjoining lakes and streams
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floodplain limits of the 100-year recurrence interval flood
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and approximate size of any areas to be reserved or dedicated to the City
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Approximate radii of all curves
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing zoning of land within and adjacent to subdivisions
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of any proposed riparian lake and stream access
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed lake and stream improvements or relocations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plat shows entirety of all parcels in proposed subdivision
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Street plans and profiles (when required)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Traffic impact study (when required)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Type, width and elevation of any existing and proposed street pavements
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Approximate dimensions of all lots
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of all existing water and gas mains
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of all existing property boundary lines, structures and first floor elevations thereof
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and elevations of any existing sanitary and storm sewers, culverts and drain pipes, manholes, catch basins and hydrants
<b><i>Plans to be submitted (when applicable):</i></b>			
<b>YES</b>	<b>NO</b>	<b>N/A</b>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Street plans and profiles
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sanitary and sewer plans and profiles
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Storm sewer plans
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Grading/drainage plans
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water main plans and profiles
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Erosion control plans
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Landscape plans



City of Waukesha  
 Department of Public Works  
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**Final Plat Checklist**  
**Attachment G**  
 (Rev 12/18)

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

Engineer & Design Firm: \_\_\_\_\_

Surveyor: \_\_\_\_\_

Plans to include:

- Subdivision Plat
- Legal Description
- Street Construction and Profile Plans
- Site, Grading, and Drainage Plans
- Sanitary Sewer and Water Main Plans
- Street Lighting Plans
- Landscape Plan
- Home Owner's Association (if applicable)
- The following **City** signature blocks shall be used on all subdivision plats which are regulated by Chapter 23 of the City Code Book:

I, being the duly appointed, qualified and acting treasurer of the City of Waukesha, do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or special assessments as of \_\_\_\_\_ affecting the lands included in the plat of \_\_\_\_\_.

CITY TREASURER: \_\_\_\_\_  
 GINA KOZLIK

RESOLVED, that the plat of \_\_\_\_\_ in the City of Waukesha, \_\_\_\_\_, owners, is hereby approved by the Common Council of the City of Waukesha.

APPROVED: \_\_\_\_\_  
 MAYOR SHAWN REILLY

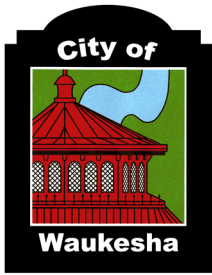
I hereby certify that the foregoing is a copy of resolution number \_\_\_\_\_ adopted by the Common Council of the City of Waukesha.

CITY TREASURER: \_\_\_\_\_  
 GINA KOZLIK

**Checklist to be submitted:**

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scale and north arrow
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scale of plans less than or equal to 1" = 100'
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Date of original and revisions noted
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Certification from surveyor that Plat complies with Chapter 23
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reproducible paper less than 36" in width
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Title under which subdivision to be recorded
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Comprehensive drainage
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of subdivision by government lot, ¼ section, section, township, range, county and state

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Map showing entire area owned by applicant that is contiguous to proposed subdivision
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and names of any adjacent subdivisions, parks and cemeteries
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Special restrictions relating to access control, planting strips, restrictive yard requirements, etc. (when required)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plat shows entirety of all parcels in proposed subdivision
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sheet size of final plat is 22" x 30"
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Railway rights-of-way within and abutting the plat
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of utility and drainage easements
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Locations of all lands reserved for the common use of the property owners within plat
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Basin ownership and maintenance to be fractionally assisted to all lots and assigned to homeowner's association
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exact length and bearing of exterior boundaries
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exact length and bearing of the centerline of all streets
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floodplain limits of the 100-year recurrence interval flood
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Easements and notes
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of any wetlands, shore land or other environmental areas (if applicable)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exact street width along the line of any obliquely intersecting street
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing zoning of land within and adjacent to subdivision
<b><i>Plans to be submitted (when applicable):</i></b>			
<b>YES</b>	<b>NO</b>	<b>N/A</b>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Street plans and profiles
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sanitary sewer plans and profiles
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Storm sewer plans
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Grading/drainage plans
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water main plans and profiles
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Erosion control plans
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Landscape plans
<b>The land division will be reviewed for compliance with Chapters 4, 23 and 32 of the City Code Book, Development Handbook, Chapter 236 of the Wisconsin State Statutes, and general development considerations.</b>			



City of Waukesha  
 Department of Public Works  
 130 Delafield Street  
 Waukesha, WI 53188  
 Waukesha-wi.gov

## Sewer Plan Review Checklist

Attachment H  
 (Rev 12/18)

Project Name:     **Avid Hotel**    

Engineering & Design Firm:     **JSD Professional Services Inc.**    

### Sanitary System

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Minimum 4" sanitary sewer lateral from the main to the property line, PVC SDR 26 or 35 conforming to ASTM standards D 3034 with rubber gasket joints
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sanitary sewer laterals shall have a green #12 locator wire installed along the entire length. Locator wire shall be brought to the surface at the edge of the building and enclosed in a curb box with "sewer" on the cover.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sampling manhole required for all food service developments (or developments with the potential to become food service) and industrial/manufacturing facilities.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Industrial facilities must complete an industrial discharge form.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outside drop manhole connection required where drop is greater than 24 inches.
<b>Sanitary Plan View</b>			
YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ghost existing utilities and lateral locations in screened format. Label the pipe size of existing utilities.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Label the proposed sewer and laterals with length, size, and material type
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Material and size of the existing sanitary sewer being connected to.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Label the stub-outs with length, size, slope, and invert elevations (if not profiled).
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dimensions showing offset from right-of-way to the sewer and separation distance between other utilities.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Show type and size of encasement where needed
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Show flow directions of all proposed mains.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Length of each sewer lateral and height of any lateral risers. Label proposed invert elevations at right-of-way lines.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Distance from downstream manhole to each upstream sewer lateral.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed manholes and cleanouts labeled with a design plan number. Existing manholes labeled with numbers obtained from City records.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rim and invert elevations at each manhole, based on City of Waukesha datum (for private sewer if not profiled)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Show and label all easements
<b>Sanitary Profile View</b>			
YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stationing.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing and proposed surface profiles and elevations over the sewer.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	All utility crossings. Label elevations if known.



N/A

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pipe material / class, size, length, and percent grade to two (2) decimal places.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Material and size of the existing sanitary sewer being connected to.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Length, type, and size of encasement as needed.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed manholes. Indicate type and diameter.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Label station, rim, and invert elevations, based on City of Waukesha datum, and design plan number for each manhole and cleanout. Existing manholes to be labeled with numbers obtained from City records.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Limits of gravel and/or slurry backfill.

**Sanitary for Subdivisions/Large Developments**

*(Complete copies of City specifications for sanitary sewer are available upon request.)*

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Each parcel should have a separate sanitary sewer lateral.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sanitary sewer – 8 ft. horizontal separation from water main per DNR requirements. 8" diameter minimum size, PVC SDR 26 for depths up to 25 ft.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sanitary sewer manhole at every change of direction and a maximum distance of 400 ft.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A chimney seal shall be required on all manholes.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Provide copies of all approved WDNR/WDOC submittals, including sewer sizing calculation worksheet and the area served.

**Storm System**

<b>Storm Plan View</b>			
YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ghost existing utilities and lateral locations in screened format. Pipe size of existing utilities labeled.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed sewer and laterals with length, size, and material type clearly labeled.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Material and size of the existing storm sewer being connected to.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stub-outs labeled with length, size, slope, and invert elevations (if not profiled).
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dimensions showing offset from right-of-way to the sewer and separation distance between other utilities.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Type and size of encasement where needed
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Length of any sewer lateral. Label proposed invert elevations at right-of-way lines.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed inlets, manholes, and other drainage structures.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed drainage structures labeled with a design plan number. Existing drainage structures labeled with numbers obtained from City records.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Details of outfall or ditch inlet protection requirements such as rip-rap, end sections or headwalls as needed.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Details of detention facilities, outfall, overflow and control structures as needed.

<b>Storm Profile View</b>			
YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stationing.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing and proposed surface profiles and elevations over the sewer.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All utility crossings. Label elevations if known.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pipe material / class, size, length, and percent grade to two (2) decimal places.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Material and size of the existing storm sewer being connected to
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Length, type, and size of encasement as needed.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed inlets, manholes, and other drainage structures. Label type and size.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Label station, rim, and invert elevations, based on City of Waukesha datum, at each manhole, catch basin, inlet, and detention control structure.

N/A

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed drainage structures labeled with a design plan number. Existing drainage structures to be labeled with numbers obtained from City records.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Cross-section of open channels and detention facilities, including outfall, overflow, and control structures.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Limits of gravel and/or slurry backfill.

**General System**

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Show all easements, public or private.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No structures allowed within a public easement.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Plantings or signs within public easements, if permitted by City, shall be at least 5 feet from the utilities.

**General for Subdivisions/Large Developments**

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide plans sealed by Registered Professional Engineer
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Show benchmark, north arrow and scale.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Show existing/proposed sewer and water utilities.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	All sewer to be installed by the developer under the terms of a Development Agreement.

**Utility Plans**

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of all utilities: storm and sanitary sewers, water mains, fire hydrants, electrical, natural gas, and communication (cable television, telephone, etc.) lines
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exterior lighting for parking and other outdoor areas, outdoor signs, and building exteriors.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of waste and trash collection, and indicate plans for snow removal.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and footprint of any and all buildings
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and names of existing and proposed streets
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and size of existing and proposed storm sewer, sanitary sewer, and water utility systems shown
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Electric, gas, telephone, and cable lines shown
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All new utilities are underground
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exterior lighting detail provided
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of all utility and private fire hydrants
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sampling manhole shown (if applicable)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Grease interceptor shown (if applicable)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Location and size of existing and proposed water meters

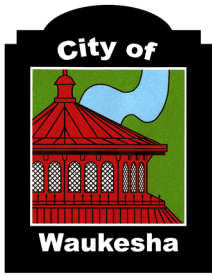
***Include the following notes on the Utility Plan:***

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All sanitary sewer to be installed in accordance with City of Waukesha standards.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	All applications and fees for sanitary sewer must be completed and paid prior to connection to sewer systems.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Any utility work in the right-of-way and all sanitary sewer connections to be inspected by City. Notify City 72 hours in advance of connecting to sewer.

*The above list contains items that are commonly missed on Utility Plans. For subdivisions or other large or complex projects, a complete plan review includes many more checks too numerous to list here. Please call (262) 524-3600 for additional information. City typical sewer details can be provided upon request.*

Note: For water main, contact Waukesha Water Utility at (262) 521-5272

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City of Waukesha  
 Department of Public Works  
 130 Delafield Street  
 Waukesha, WI 53188  
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## Landscape Plan Checklist

Attachment I  
 (Rev 12/18)

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

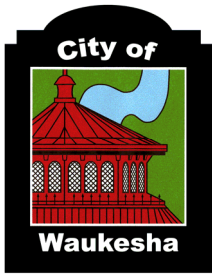
Engineering & Design Firm: \_\_\_\_\_

Contact Community Development Department for Requirements

**Listed below are general design considerations only:**

YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Show easements
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and footprint of any and all buildings
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dimensions of development site along property line
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing and proposed streets
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pedestrian and vehicular access points
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and dimensions of parking lots, etc.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and dimensions of all existing or planned easements
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and dimensions of snow removal and storage areas
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location and dimensions of outdoor lighting fixtures
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Interior parkway provided
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parkway provided
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Buffer strip provided
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dumpster enclosure details
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parking lot landscaping
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Utility/mechanical equipment screened
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Service area screened
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of freestanding signs
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Walls and fences shown
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of utilities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing and proposed contours and grades, including berm elevations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location, name and size of proposed plant materials
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Specifications of all types of all proposed ground cover, i.e., seed, sod, etc.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location, species, and size of existing trees
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clear identification of trees to be removed
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Square footage of parking lot area
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tree protection plan

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City of Waukesha  
 Department of Public Works  
 130 Delafield Street  
 Waukesha, WI 53188  
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**Property Survey for  
 Building Permit Checklist**  
 Attachment J  
 (Rev 12/18)

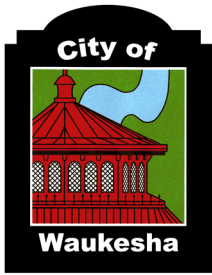
Project Name: \_\_\_\_\_

Engineer & Design Firm: \_\_\_\_\_

Surveyor: \_\_\_\_\_

<b>Plans to include:</b>			
YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Survey
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Legal Description
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site, Grading and Drainage Plan
<b>Checklist to be completed:</b>			
YES	NO	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scale and north arrow
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scale of plans less than or equal to 1" = 100'
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Date of original and revisions noted
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Certification from surveyor that Plat complies with Wisconsin Administrative Code A-E7
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Digital PDF
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of all existing structures, fences, driveways and encroachments
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Legal description of existing parcel
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Setbacks of all existing structures
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Monumentation of boundaries in accordance with Section 236.15 Wisconsin Statutes
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Major street setback or WisDOT setbacks (if applicable)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Requirements in Development Handbook for Grading – Attachment D
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	In accordance with Wisconsin Administrative Code A-E 2.02(4): Each sheet of plans, drawings, documents, specifications and reports for architectural, landscape architectural, professional engineering, design or land surveying practice should be signed, sealed, and dated by the registrant or permit holder who prepared, or directed and controlled preparation of, the written material
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pay impact fees
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Landscape letter of credit
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide positive gravity sanitary sewer lateral flow to main
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Verify basement floor elevation is at least 1 foot above the highest seasonal high water table elevation
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The 1 <sup>st</sup> floor elevation(s), yard grade elevations, top of foundation wall elevation, basement floor elevation, garage floor elevation, driveway sidewalk elevation, distance from driveway sidewalk to garage floor, address, driveway slope(s), and driveway setbacks should be listed
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Follow applicable easement rights and conditions
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Follow applicable notes on Final Plat or CSM
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Follow notes on approved subdivision construction drawings

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Verify driveway side setback to be 5 feet
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Applicable Isolated Natural Resource Area restrictions
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tree replanting plan
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Verify driveway slope does not exceed 10%
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide gravity drainage for drain tile to rear yard
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Install roof drains to connect to private main per specifications and plan design
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Set two 4-inch diameter/6-foot-long cedar posts to mark 75-foot non-disturbance limit at east and west lot line/wetlands/and Isolated Natural Resource limits
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Verify exposed basement floor elevation shall be at least 2 feet above the 100-year high water elevation of the pond
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If an existing sanitary sewer lateral is proposed to be reused, provide a pre-construction sewer lateral video to City for review and approval. Contact the City Engineering Department for the video format. If lateral maintenance is needed, then the lateral improvements may need to be included as part of this project. The lateral pipe and connection to the main may need to be lined or relayed to reduce infiltration into the City's sanitary sewer system or improve the structural integrity. In lieu of submitting the video at this time, a \$5,000 letter of credit or cash escrow can be submitted to Engineering to guarantee that the work be performed
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	As-built Survey Prior to occupancy: Provide certificate stating: Lot grading substantially matches the master grading plan, and no drainage issues are created with adjoining lots or buildings.



City of Waukesha  
 Department of Public Works  
 130 Delafield Street  
 Waukesha, WI 53188  
 Waukesha-wi.gov

## Reviewing Departments

Attachment K  
 (Rev 12/18)

<i>Department</i>	<i>Contact Person</i>	<i>Areas of Review</i>
<b>Community Development – Planning</b>	Maria Pandazi, City Planner ➤ <b>(262)-524-3530</b>	Planning requirements
<b>Community Development</b>	Jennifer Andrews, Development Director ➤ <b>(262)-524-3750</b>	General information
<b>Fire Department</b>	Brian Charlesworth, Fire Marshall ➤ <b>(262)-524-3651</b>	Fire safety and protection
<b>Waukesha Water Utility</b>	Chris Walter, P.E., Technical Services Manager ➤ <b>(262)-901-5886</b>	Water requirements
<b>Community Development – Building Inspections</b>	Kristin Stone, Chief Building Inspector ➤ <b>(262)-524-3530</b>	Building requirements
<b>Parks Department</b>	Dave Rauterberg, City Forester ➤ <b>(262)-650-2545</b>	Tree protection and landscaping
<b>Public Works Engineering</b>	David Buechl. ➤ <b>(262)-524-3600</b>	City Engineering
<b>Transit</b>	Brian Engelking, Transit Manager ➤ <b>(262)-524-3636</b>	Public transportation



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