



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

## Property Survey for Building Permit Checklist

Attachment J  
 (Rev 04/18)

Project Name: New Perspective Waukesha

Engineer & Design Firm: The Sigma Group, Inc.

Surveyor: The Sigma Group, Inc.

**Plans to include:**

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Survey
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Legal Description
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site, Grading and Drainage Plan - <i>Provided separately</i>

**Checklist to be completed:**

YES	NO	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scale and north arrow
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scale of plans less than or equal to 1" = 100'
<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"/>	Certification from surveyor that Plat complies with Wisconsin Administrative Code A-E7
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Digital PDF 8.5" x 14"
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of all existing structures, fences, driveways and encroachments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Legal description of existing parcel
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Setbacks of all existing structures
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Monumentation of new lot corners in accordance with Section 236.15 Wisconsin Statutes
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Major street setback or WisDOT setbacks (if applicable)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Requirements in Development Handbook for Grading – Attachment D
<input checked="" 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 <i>To be provided</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Landscape letter of credit <i>To be provided</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide positive gravity sanitary sewer lateral flow to main
<input checked="" 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 checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Follow applicable easement rights and conditions
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Follow applicable notes on Final Plat or CSM

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Follow notes on approved subdivision construction drawings
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Verify driveway side setback to be 5 feet
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Applicable Isolated Natural Resource Area restrictions
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tree replanting plan - See Landscape
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Verify driveway slope does not exceed 10%
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide gravity drainage for drain tile to rear yard
<input checked="" 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 checked="" 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 checked="" 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 checked="" 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