

January 6, 2021

Jennifer Andrews
Director of Community Development
City of Waukesha
201 Delafield Street
Waukesha, WI 53188

Subject: Supplemental Information Regarding Waukesha Water Utility Booster Pumping Station and Water Tower – Plan Commission Final Review

Dear Ms. Andrews:

This letter is to inform the City of Waukesha (City), that the Waukesha Water Utility (WWU) intends to build a Booster Pump Station and Water Tower at a division of that part of the Northwest 1/4 of the Southeast 1/4, the Southwest 1/4 of the Southeast 1/4, and the Southeast 1/4 of the Southeast 1/4 of Section 1, the Northeast 1/4 of Section 12 Township 6 North, Range 19 East, in the City of Waukesha, Waukesha County, Wisconsin. Rezoning for this property will be necessary to develop the site for use as the Booster Pumping Station (BPS) and Water Tower (WT). As a part of the development, we are required to request a preliminary review of the Plan Commission for this property. The initial preliminary review package was submitted to the City on November 10, 2020. We believe that the development complies with the 2019 edition of the City of Waukesha Development Handbook and request preliminary review of the enclosed Application for Development Review. This submittal includes the following applications:

- Application for Development Review – Preliminary Site and Architectural Plan Review
 - Attachment A – Application for Development Review Checklist
 - Attachment B – Engineering Plan Checklist
 - Attachment C – Site Grading and Drainage Plan Checklist
 - Attachment D – Stormwater Management Plan Review Checklist
 - Attachment H – Sewer Plan Review Checklist
- Application for Stormwater Management and Erosion Control

WWU formed the Great Water Alliance (Program) to transition the City's water supply from groundwater to Lake Michigan water at a net zero water balance with the Lake Michigan watershed. To facilitate the implementation of the Program, it will be necessary to construct a BPS and WT at the aforementioned site. The site will include the following:

- Reservoirs for water storage pumped from the City of Milwaukee
- BPS to convey water to the WT and/or the WWU distribution system
- WT to provide storage and maintain pressure in the WWU distribution system

Enclosed with this letter are the complete set of Contract Drawings for the BPS and WT along with the following supplemental information:

- Erosion Control Details and Plan
 - Proposed: Contract Package 3 Drawings AC5, AC6, AC7, BC8, BC9, BC10, BC11, BC12, and BC 13
- Site Plan

- Existing Conditions: Contract Package 3 Drawings BC1, BC2, and BC3
- Proposed: Contract Package 3 Drawings BC8, BC10, BC11, BC12, and BC13
- Architectural Plan
 - Contract Package 3 Drawings BA8, BA9, BA10, and BA11
 - Contract Package 3A Drawing G2
 - Color perspective renderings as viewed from East Broadway Street
- Grading Plan
 - Existing: Contract Package 3 Drawings BC1, BC2, and BC3
 - Proposed: Contract Package 3 Drawings BC8, BC9, BC10, BC11, BC12, and BC13
- Landscape Plans
 - Existing: Contract Package 3 Drawings BC1, BC2, and BC3
 - Proposed: Contract Package 3 Drawings BC22, BC23, BC24, and BC25
 - Color plan rendering of the BPS site
- Utility Plans
 - Existing: Contract Package 3 Drawing BC3
 - Proposed: Contract Package 3 Drawings BC4, BC14, and BE1
Contract Package 3A Drawing C1
- Geotechnical Report, Contract Package 3 and 3A, Booster Pumping Station and Water Tower, Waukesha, WI, prepared by PSI, dated September, 2020
- Stormwater Management Plan: Booster Pumping Station and Water Tower, Waukesha, WI, prepared by GRAEF, dated October 2020
- Color perspective renderings
- Certified Survey Map
- US Army Corps of Engineers 404 permit
- Liability Clarification and “No Action Required” Determination letter from WDNR
- Environmental Impact Statement letter from Public Service Commission of Wisconsin
- Final Color Rendered Site Landscape Plan

A conference call was held on December 17, 2020, to review the comments provided by the City on the Waukesha Water Utility BPS and WT Submittal that was provided to the City of Waukesha Community Development Department on November 10, 2020. The following individuals were in attendance:

- Melissa Lipska, City of Waukesha
- Doug Koehler, City of Waukesha
- David Buechl, City of Waukesha
- Brian Charlesworth, City of Waukesha
- Kelly Zylstra, WWU
- Chris Walter, WWU
- Katie Richardson, Greeley and Hansen
- Ryan Christopher, Greeley and Hansen
- Paul Eiring, GRAEF

See below for responses to each of the comments provided by the City.

Comment No. 1: Public sanitary sewers shall be designed, constructed, and accepted per the City's requirements and standards.

Comment No. 1 Response: Noted.

Comment No. 2: Does the County permit require a casing under CTH D?

Comment No. 2 Response: The sanitary sewer will be installed via the jack and bore method with a casing under East Broadway (CTH D) and is included in the updated drawings.

Comment No. 3: How does the future sewer for the park connect into the proposed system?

Comment No. 3 Response: The future sanitary sewer for the park can connect into MH-03 located in the entrance drive to the Booster Pumping Station and Water Tower site.

Comment No. 4: No site plan submitted for review as of 11-25-2020.

Comment No. 4 Response: The overall site plan is located on drawing BC22 showing final above ground structure locations, landscaping, and property lines. A color rendering is included with this letter, BC22 LA Overall Rendered Plan.

Comment No. 5: Depending on the final design, the below listed permits or approvals may be needed. Please submit digital copies of permits to City for filing.

- a. Waukesha County intersection approval
- b. City of Waukesha Storm Water Erosion Control Permit if disturbance over 3,000 sf
- c. Wisconsin DNR NOI, and NOI for fill site, if disturbance over 1 acre
- d. Wetland delineation concurrence, or wetland disturbance permits
- e. DNR sanitary sewer extension

Comment No. 5 Response: Copies of the required permits will be submitted digitally to the City of Waukesha prior to construction.

Comment No. 6: Additional required submittals, fees, financial guaranties needed prior to issuance of building permit include:

- a. Site Plan per 32.10, if over 3,000 sf of disturbance
- b. Erosion Control Plan per 32.09 if over 3,000 sf of disturbance
- c. Easements, if applicable
- d. Utility Plan
- e. A Developers Agreement will need to be prepared by the City, and approved prior to the start of construction.
- f. Impact fees
- g. Letter of credits
- h. Applicable sewer connection charges per Chapter 29.11(c) will be owed to the City for this project.
- i. Sewer assessments, if applicable.

Comment No. 6 Response: Applicable submittals, fees, and financial guaranties will be submitted prior to issuance of the building permit.

- a. Site Plan per 32.10, if over 3,000 sf of disturbance – See Comment No. 4 Response.
- b. Erosion Control Plan per 32.09 if over 3,000 sf of disturbance – The erosion control plan will be submitted by the Contractor to the WDNR and the City of Waukesha prior to

construction. The enclosures included with this letter show erosion control details, stock pile locations, and silt fencing layout. Also included with this letter are the Storm Water Management Plan and Geotechnical Report which describes storm water BMP design and soil characterization for the site.

c. Easements, if applicable – No easements are required for this project.

d. Utility Plan – The site utility plan can be found in the Contract Package 3 plan set, Drawing BC4.

e. A Developers Agreement will need to be prepared by the City, and approved prior to the start of construction. – It was agreed on the conference call that a Developers Agreement between the WWU and the City will not be submitted for this project.

f. Impact fees – Sewer impact fees will be submitted prior to construction.

g. Letter of credits – It was agreed on the conference call that a Letter of Credit will not be submitted for this project.

h. Applicable sewer connection charges per Chapter 29.11(c) will be owed to the City for this project. – Sewer connection charges will be submitted to the City of Waukesha as applicable.

i. Sewer assessments, if applicable. – Not applicable.

Comment No. 7: The storm water management plan, construction drawings, storm water facility maintenance agreement, easements, Developer's Agreement, and Bonds should be reviewed and approved prior to the construction being started and building permit issued. If the location of any units need to be changed as a result of the approved construction drawings, the Plat should be updated to reflect the needed changes.

Comment No. 7 Response: All applicable documents will be submitted for approval prior to construction for issuance of the building permit.

Comment No. 8: 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.*

Comment No. 8 Response: The drawing set and specifications will be signed for the bid set that is advertised. Plan sets will be signed, sealed, and dated by a Professional Engineer(s) registered in the State of Wisconsin within the Engineer Seals and Signatures section of the plan set. Specifications will be signed, sealed, and dated by a Professional Engineer(s) registered in the State of Wisconsin within Specification Section 00 90 00, Signatures and Seals. All other written material will be prepared in accordance with Wisconsin Administrative Code A-E 2.02(4).

Comment No. 9: Storm Water, 32.10(e)11. A storm water BMP maintenance agreement in accordance with section 32.12;

a. Submit storm water maintenance agreement using City template. City template can be sent to Engineer.

b. The upfront agreement including exhibits A to C should be recorded prior to issuance of the building permit.

c. Prepare exhibit showing boundary of storm water easement as part of exhibit B. Include metes and bounds boundary description in Exhibit B.

Comment No. 9 Response: Responses are as follows:

- a. Submit storm water maintenance agreement using City template. City template can be sent to Engineer. – **An updated storm water maintenance agreement, based on the template provided by the City, is included in the updated Storm Water Management Plan.**
- b. The upfront agreement including exhibits A to C should be recorded prior to issuance of the building permit. – **This is included in the updated Storm Water Management Plan.**
- c. Prepare exhibit showing boundary of storm water easement as part of exhibit B. Include metes and bounds boundary description in Exhibit B. – **The project does not require any storm water easements. The WWU will own the BPS property and is responsible to maintain the stormwater ponds. The site will be enclosed with a security fence. The City and WWU can coordinate access to the site as needed.**

Comment No. 10: Confirm applicability of proposed wet pond design to FAA requirements for separation of wet ponds to airport. See FAA Advisory Circular 150 5200 33B. Dry ponds appear to be needed in lieu of wet ponds within 5 miles of airport. Coordinate with FAA staff for written approval to utilize wet ponds or dry ponds.

Comment No. 10 Response: Confirmation of the required storm water management facility located at the Booster Pumping Station and its applicability with the FAA recommendations in AC 150/5200-33B for wet ponds within the Air Operations Area (AOA) perimeter of 5 miles is ongoing.

Comment No. 11: Use appropriate tailwater elevations for 2yr., 10yr, and 100-year storm events

Comment No. 11 Response: The outlet structure will discharge northwest of the wetland area at an elevation of 867, approximately 4 feet above the delineated boundary. The wetland area discharges southeast overtopping at an elevation of approximately 858. Preliminary analysis verifies that substantial ponding and associated tailwater effects are not anticipated and therefore tailwater elevations are not applied to the outlet pipe for the proposed runoff calculations.

Comment No. 12: Additional landscaping around the perimeter to soften the views from Broadway and the Future Park. Trees may best accomplish this.

Comment No. 12 Response: A colored landscaping plan is included. There are a significant number of trees along the south, west, and north property lines of the BPS to soften the view from East Broadway and the future park. If additional landscaping or revisions are required, please provide guidance.

To aid in your review, we are submitting the entire updated Plan Commission Final Review package.

We trust that these responses, in conjunction with the enclosed documents, provide sufficient details for the City Plan Commission for Final Site and Architectural Plan Review.

Please contact our office with any questions or concerns.

Yours very truly,

Greeley and Hansen LLC



Catharine Richardson, P.E., *ENV SP*
Program Manager

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- Encl. (1): Application for Development Review
(2): Attachment A - Application for Development Review Checklist
(3): Attachment B – Engineering Plan Checklist
(4): Attachment C – Site Grading and Drainage Plan Checklist
(5): Attachment D – Stormwater Management Plan Checklist
(6): Attachment H - Sewer Plan Review Checklist
(7): Application for Stormwater Management and Erosion Control
(8): Contract Package 3 and 3A Drawings
(9): Geotechnical Report and Boring Logs
(10): Stormwater Management Plan
(11): Color perspective renderings
(12): Certified Survey Map
(13): US Army Corps of Engineers 404 permit
(14): Liability Clarification and “No Action Required” Determination letter from WDNR
(15): Environmental Impact Statement letter from Public Service Commission of Wisconsin
(16): BC22_LA Overall Rendered Plan

C: File;
Kelly Zylstra, P.E., Waukesha Water Utility
Catharine Richardson, P.E., ENV SP, Great Water Alliance