



# DEPARTMENT OF PUBLIC WORKS

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## ENGINEERING COMMENTS FOR PLAN COMMISSION AGENDA Wednesday September 9, 2015 Revised #2

Time: 6:30 p.m.

Place: Waukesha City Hall, 201 Delafield Street, Council Chambers

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I. Call to Order

II. Pledge of Allegiance

III. Roll Call

IV. Approval of Minutes

**ID#15 -3166** Minutes for the Meeting of August 26, 2015.

V. Consent Agenda

**PC15 -0214** 4195 S. Big Bend Road – Extra-territorial Certified Survey Map  
1. No comments.

VI. Business Items

**PC15 -0223** WE Energies Substation, 310 Merrill Hills Road - Final Site Plan & Architectural Review

1. The following items should be submitted:
  - a. Applicable fees per Chapter 32.07(b). The Engineering Division requires any Bonds or Agreements required by the Plan Commission and Council or Chapter 32.08(c). Development fees will be owed to the City for this project.
  - b. Chapter 32.07(b)(2): Once all submittal items are completed, submit all items listed in sub.(b)(1)(A)-(G) in digital form for City filing.

**ENGINEERING DIVISION**  
Paul G. Day, PE  
City Engineer  
130 Delafield St  
Waukesha, WI 53188  
262-524-3600  
Fax – 262-524-3898

**MUNICIPAL PARKING SERVICES**  
Patti Cruz  
Parking Supervisor  
241 South St  
Waukesha, WI 53188  
262-524-3622  
Fax – 262-650-2573

**STREETS DIVISION**  
300 Sentry Dr  
Waukesha, WI 53186  
262-524-3615  
Fax – 262-524-3612

**WASTEWATER TREATMENT PLANT**  
Jeff Harenda  
WWTP Manager  
600 Sentry Dr  
Waukesha, WI 53186  
262-524-3625  
Fax – 262-524-3632

**WAUKESHA METRO TRANSIT**  
Brian Engelking  
Transit Director  
2311 Badger Dr  
Waukesha, WI 53188  
262-524-3594  
Fax – 262-524-3646

2. 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.
3. Specifications for infrastructure including materials and installation procedures for all work should be added to the Drawings including, sidewalk construction, driveway approach, sawcut lines, spot grades, erosion control, , City details, pavement patching, etc. These specifications can be sent to the Engineer.
4. The erosion control plan should be updated to comply with City Ordinance 32.09.
5. Spot grades should be added at back of walk, face of walk and curb and gutter through driveway.
6. Dimension proposed drives and approaches.
7. Existing easements on the site should be shown including source documentation.
8. A note should be added: Repair limits in street will be determined in field at the time of permanent repair.
9. The concrete sidewalk at the apron and the apron should be 7 inch thick concrete sidewalk.
10. Show grades for match point of curb removal and replacement.
11. Show spot grades for sidewalk.
12. Public street specifications will need to be added.
13. Add City driveway detail.
14. Add City standard curb and gutter detail.
15. The proposed driveway crosses property that the title report shows to be owned by Howell Properties, LLC. Either an access easement is needed from the current owner or the property should be conveyed to We-Energies.

**PC15 -0220** 1<sup>st</sup> Class Express Facade, 416 E. Main Street – Final Site Plan & Architectural Review

1. The following items should be submitted:
  - a. Applicable fees per Chapter 32.07(b). The Engineering Division requires any Bonds or Agreements required by the Plan Commission and Council or Chapter 32.08(c). Development fees will be owed to the City for this project.
  - b. Chapter 32.07(b)(2): Once all submittal items are completed, submit all items listed in sub.(b)(1)(A)-(G) in digital form for City filing.
  - c. The existing building has a sanitary sewer lateral connecting the City's sewer main. Please provide a 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.

**PC15 -0221** Klinke Commercial development, Sunset Drive and S. Prairie Avenue – Preliminary Site Plan & Architectural Review

1. The following items should be submitted:
  - a. Applicable fees per Chapter 32.07(b). The Engineering Division requires any Bonds or Agreements required by the Plan Commission and Council or Chapter 32.08(c). Development fees will be owed to the City for this project.
  - b. Chapter 32.07(b)(2): Once all submittal items are completed, submit all items listed in sub.(b)(1)(A)-(G) in digital form for City filing.
  - c. The existing building has a sanitary sewer lateral connecting the City's sewer main. Please provide a 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.
2. Permits will be needed for the project. Provide copies of approved project permits to the City for filing. Needed permits include but are not limited to:
  - a. Wisconsin Department of Natural Resources NR 216 N.O.I. Permit.
  - b. City of Waukesha Storm Water Permit
  - c. Private sanitary sewer approval
  - d. Town of Waukesha right-of-way permit

Demo Plan C-1.0

1. The easement lines appear to be turned off on the plot.
2. Work shown on this plan should be added to the construction sequence.

Site Plan C-1.1

1. No comments.

### Grading Sheet 1.2 (Also certified as a Plat of Survey)

1. A Surveyor's Certificate is shown as a Survey but no legal description is shown. Confirm if this sheet is a Property Survey or a Grading Plan.
2. The erosion control plan should be updated to comply with City Ordinance 32.09.
3. Label curb and gutter around parking lot.
4. Spot grades should be added at back of walk and face of walk.
5. Confirm with City Staff if the proposed building area meets the City's requirements for a traffic study. The traffic movements and counts should be reviewed.
6. Confirm if the shown sanitary sewer laterals were located by televising records.
7. Existing easements on the site should be shown including source documentation.
8. Confirm with City Staff if sidewalk should be installed along Prairie Drive.
9. Adequate snow storage areas along the alley should be provided.
10. Proposed storm water facilities should be shown if applicable. The City encourages the incorporation of infiltration and bio-retention of roof runoff prior to site discharge.
11. Show sawcut lines at public streets, alleys and sidewalk.
12. Show grades for match point of curb removal and replacement.
13. Show spot grades for sidewalk.
14. Add City standard curb and gutter detail.
15. Confirm that adequate parking exists on site for the proposed commercial uses. If on site parking is not provided, provide parking agreement for off-site parking.
16. Dewatering specifications should be added.
17. Confirm that permission is granted to work on the adjoining property.
18. Add sidewalk along S. Prairie Avenue.
19. Show rest of adjoining parking lot on an additional sheet.
20. Confirm if an access easement is in place for between lots that describes the rights and conditions of the access easement. If no document exists, a new easement document should be prepared and submitted for review and approval.
21. Confirm if the number of parking spots meets the City's Ordinance.

### Utility Plan Sheet C1.3

1. Provide storm sewer sizing computations.
2. Confirm that this site meets the storm water requirements set forth in the initial approved storm water plan for this area.
3. Confirm if on-site storm water measures will be included in the design.
4. Confirm if the downstream storm water measures are adequately sized to handle the storm water from this site.
5. Confirm that easements exist to discharge storm water from this site.

## Erosion Control Plan

1. A construction sequence should be added.
2. Chapter 32.09(c)(9): Dewatering specifications should be added to the plan.
3. Chapter 32.09(d)(2)(xiii): Final site stabilization instructions should be included in the plan set including seed rates, methodology, fertilizer and erosion matting locations and specifications, and maintenance requirements.
4. Chapter 32.09(d)(2)(xiv): Detailed construction notes for the dewatering plan should be included on the plan.
5. Chapter 32.09(d)(2)(iv): All woodland areas, those proposed to be lost or transplanted during construction and acres or numbers of each. For woodlands proposed to be lost, show individual trees larger than eight (8) inches in diameter that are located within twenty (20) feet of proposed grading boundaries.
6. Chapter 32.09(d)(2)(xiv): The dates for the grading work should be added to the Drawing.
7. Chapter 32.09(d)(2)(xiv): The dates for the grading work should be added to the Drawing.
8. Chapter 32.09(d)(2)(xv): Location of soil evaluations with surface elevations and unique references to supplemental soil evaluations report forms in accordance with section 32.11(c). A separate map should show estimated seasonal water table depths down to planned excavation depths with references to the proposed site plan.
  - a. A minimum 1-foot vertical separation between the seasonal high groundwater table elevation and the basement floor surface should be included in the design.
9. Chapter 32.10(d)(4)(E): Subsurface drainage. Lowest building floor surfaces shall be built one (1) foot above the seasonal high water table elevation, as documented in the soil evaluations and shall avoid hydric soils.
10. The erosion control/master grading plan should include a table listing the minimum basement elevation based on the existing water table for each unit.

## **PC#15-0222** Waukesha's Best Used cars Lot – Preliminary Site Plan & Architectural Review

1. The following items should be submitted:
  - a. Applicable fees per Chapter 32.07(b). The Engineering Division requires any Bonds or Agreements required by the Plan Commission and Council.
  - b. Chapter 32.07(b)(2): Once all submittal items are completed, submit all items listed in sub.(b)(1)(A)-(G) in digital form for City filing.

- c. The existing building has a sanitary sewer lateral connecting the City's sewer main. Please provide a 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.

### Proposed Preliminary Site Plan

1. 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.
2. Provide a copy of the access easement for City review and filing.
3. Confirm if parking lot setbacks are met.
4. Confirm if existing easements are located on the site.
  - a. A "possible sewer easement" is shown. Confirm if a sewer easement exists.
5. Show existing underground storm sewer system limits, sizes, inverts, rims, etc.
6. Confirm if parking is proposed on adjoining lot. Label parking spots on adjoining property to north as existing or proposed.
7. Show sawcut lines at removal limits for pavement and curb and gutter.
8. Chapter 32.10(d)(6)(G): Provide storm sewer design computations.
  - a. On-site storm sewer sizing calculation should be prepared.
9. Confirm that adequate parking exists on site for the proposed residential and commercial uses.
10. Proposed contours and spot grades should be shown.
11. Confirm areas of pavement to remain versus areas of new pavement and curb and gutter.
12. Add concrete curb and gutter detail.

### Erosion Control Plan

1. The erosion control plan should be updated to comply with City Ordinance 32.09.
2. Chapter 32.09(d)(2)(xiii): Final site stabilization instructions should be included in the plan set including seed rates, methodology, fertilizer and erosion matting locations and specifications, and maintenance requirements.
3. Show inlet protection, silt fence, etc.