



DEPARTMENT OF PUBLIC WORKS

Fred Abadi, PhD, PE, Director

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**ENGINEERING COMMENTS
FOR
PLAN COMMISSION
AGENDA
Wednesday
April 27, 2016
REVISED**

Time: 6:30 p.m.

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

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

IV. Approval of Minutes

ID#16 -404 Minutes for the Meeting of April 13, 2016

V. Consent Agenda

ID#16 -0543 Magellan's, 370 W Main Street – New Entryway

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

ID#16 -0556 Waukesha Metro Transit Generator, 2311 Badger Drive – Final Site Plan & Architectural Review

1. 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. City of Waukesha Storm Water Permit, if over 3,000 square feet of disturbance will be in incurred.

VI. Business Items

PC15 -0240 CFT Waukesha, 2720 N. Grandview Blvd. – 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. Sanitary Sewer Lateral Video
 - d. Property Survey per Wisconsin Administrative Code AE-7
 - e. Erosion Control Plan per City Ordinance
 - f. Certified Survey Map (CSM). A CSM is needed to update the boundary description and remove the historical lot lines in this parcel.
 - g. Developer's Agreement
 - h. Waukesha Water Utility Approval
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 Construction Permit.
 - c. City of Waukesha Storm Water Permit.
 - d. State of Wisconsin Department of Safety and Professional Services Sanitary Sewer approval
 - e. Waukesha County approval
3. A preconstruction meeting is needed prior to starting work.
4. As-builts will be needed for:
 - a. Public sanitary sewer and storm sewer.
 - b. Storm water facilities

Sheet C1

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. Chapter 32.10(d)(6)(B) as referenced by Chapter 32.09(c)(17): Site grading should ensure positive flows away from all buildings, roads, driveways, and be coordinated with the general storm water drainage patterns for the area, and minimize adverse impacts on adjacent properties.
3. Show proposed contours, existing spot grades and proposed spot grades in parking lot.
4. Show correct lot line locations.
5. Show grease trap, sanitary sewer lateral and connection to City main. Show all removal notes.
6. Show driveway removal locations and parking lot removal from public right of way.
7. Show public street improvement removals.
8. The specifications should be listed for removing the sanitary lateral connected to the City sewer. Contact City staff for details.

Sheet C2

1. Chapter 6.13 Driveways (4): The driveway width should not be greater than 35' at the curb and 30' at the sidewalk, unless the property is in a district zoned for industrial use. In a district zoned for industrial use, the driveway width cannot be greater than 50' at the curb and 45' at the property line. The total frontage of all driveways servicing the premises in any district cannot exceed 90' without approval of the Council.
 - a. Label each driveway width.
2. Chapter 23.06(3)(g) Subdivision and Platting: Easements across centered on rear or side lot lines should be provided for utilities where necessary and shall be at least 10' wide. These easements shall permit the utilities to extend their services within this area.
3. Show vision corner easements.
4. Confirm airport height restrictions are met.
5. Show handrail.
6. Show ADA access to public street.
7. Confirm if bus stop should be added with City transit.
8. Show public street improvement work.
9. The precise limits of pavement and curb removal should be indicated on this sheet.

10. Indicate removal of northern driveway on Grandview Blvd, including curb and gutter and possibly sidewalk depending on slope/condition, etc.
11. Based on the utility connections for the north building, it appears there will be additional sidewalk removal along Grandview Blvd. These limits should be indicated.
12. The storm sewer easement is noted as 15' wide. This does not appear accurate based on the size shown.
13. A driveway access to Walgreen is shown. Provide recorded access easement to City. Drive access should not be shown if no easement exists. If no easement exists, the Developer must obtain an access easement from the property owner of the Walgreen site.
14. If an existing access easement exists on the Walgreen property, the proposed drive access to North Grandview Blvd., should be removed from the drawing.
15. Parking spaces should be removed along the common east-west access to eliminate traffic backups.

Sheet C3

1. Chapter 32.10(e)(8): Location of soil evaluations with surface elevations and unique references to supplemental soil evaluations report forms in accordance with section 32.11(e).
2. Erosion control plan should comply with City Storm water Ordinance 32.09.
3. Show overland drainage paths through site.
4. The north building appears to be much higher than the existing building. Please confirm. It appears that the first floor elevation should be lowered several feet.
5. It appears that the south building first floor elevation should also be lowered. Please confirm elevation with City Staff.
6. Storm sewer is shown connecting to pipes to west. Provide easement document copy to City and confirm this site can drain to easement.
7. The exact locations for inlet protection are difficult to determine. Please show more clearly.
8. At each building, provide greater detail for the grading transition from the handicap parking area to the building entrance to insure proper accessible sloping is provided.

Sheet C4

1. 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. Show grease trap design locations.
3. Specifications for connecting to the City's sanitary sewer will need to be added to the Drawings.
4. Show existing and proposed storm sewer.
5. Show downstream storm sewer sizing and locations.
6. The existing sanitary manhole downstream of the proposed connection point indicates all 8" sewers. However the connection note indicates connecting to a 6" sewer stub.
7. Sanitary MH #1 and #2 indicate 8" sewer lines but the notes for the adjacent sewers callout 6" sewers.
8. Provide information for the water quality structure (diameter, material, inverts at key locations, etc.)
9. The outlet pipe from the water quality structure is noted as an 18"; however the invert callout at the structure indicates a 12".
10. Storm CB #5 has a sump elevation only 0.1' lower than the outlet pipe.
11. It appears the dumpster locations are proposed for asphalt. Is this correct?

Sheet C5

1. Provide a more detailed cross-section for the water quality structure (material, backfill, elevations, etc).
2. Show storm manhole detail although none appears to be proposed.
3. Provide sanitary manhole detail.

CSM

1. Wisconsin State Statute 236.20(2)(f) as referenced by 236.34(1)(c):
The exact width of all existing easements, if applicable. The document numbers for existing easements should be shown on the CSM.
2. Confirm if a Waukesha County vision corner easement will be added to the CSM which may be more restrictive than the City vision corner easement. If a County easement is not required, a City 20 foot by 20 foot vision corner easement should be added at Northview and Aviation Drive.
3. The proposed storm water facility easements should be shown on the CSM. Add note to reference easements to a separately recorded document.

TRAFFIC STUDY REVIEW COMMENTS

1. The proposed development plan has a too many high-intensity trip generation uses concentrated in a relatively small area
2. The proposed development plan has land uses such as high turn-over coffee shop with drive-through, fast casual restaurant with drive-through, another smaller sit-down restaurant and other retail. These land uses are very traffic intensive for the size of the of the development area and, in the peak traffic hours, will cause more trips to be generated onto Silvernail Road and will further increase traffic congestion and vehicular crashes in the roadway corridor from N. Grandview Blvd. to the full access driveway near the northwest side of the development.
3. The increase in traffic congestion on Silvernail Road, caused by this development, will negatively impact the businesses on the north side of Silvernail Road.
4. The drawings submitted for the development present no feasible remedy to mitigate the increase in congestion and vehicular crashes on Silvernail Road.
5. A land use strategy that involves less traffic intensive developments is recommended for this development area.

ROAD IMPROVEMENT SHEETS

1. Widen terrace on Grandview Blvd. and Silvernail Rd. to standard 11-Ft - 5-Ft Sidewalk with 5.5-Ft from face of walk to face of curb. (MAL)
2. Sidewalk should be designed at 1.5% to meet ADA. (MAL)
3. Use WISDOT SDD for Curb Ramp detail. Curb Ramps should align with push buttons for traffic signals. (MAL)
4. Use City of Waukesha driveway detail. (MAL)
5. Show dimensions of terrace, sidewalk, driveways. (MAL)
6. Proposed sidewalk grades should be shown every 25-Ft at face and back of sidewalk.
7. Show match grades at sidewalk. (MAL)
8. Show match grades of new concrete curb and gutter. (MAL)
9. Show approximate match limits of pavement (and grades). Add note "Pavement limits shown on the plan are approximate – actual limits will be determined in the field by the City Engineer." (MAL)
10. Public Street lighting plan.

SITE IMPROVEMENT SHEETS

1. Widen terrace on Grandview Blvd. and Silvernail Rd. to standard 11-Ft -- 5-Ft Sidewalk with 5.5-Ft from face of walk to face of curb.
2. The Silvernail right-of-way appears to have a jog in the area around the northern building trash enclosure. The right-of-way limits should be examined and possibly modified as a part of this development.
3. The development should connect to the public sanitary sewer manhole located near the northeast corner of the site in the Grandview

roadway. A private sewer line will need to be brought into the site to serve both buildings.

4. Confirm if recorded cross access easements exist on existing site and adjoining properties. An ALTA survey will be needed.
 - a. Confirm if easements are needed to access the site.
5. We recommend that a joint meeting with Waukesha County be held to review the traffic study review comments and requirements.
6. Water quality improvement measures will need to be incorporated in the plan.
7. A CSM will be likely needed to combine lots for this site.
8. The proposed garbage dumpster is shown in the existing public right-of-way. Proposed site facilities should be removed from this area unless the right-of-way is property discontinued in this area.
9. Confirm the addition of a vision corner easement at Silvernail Road and N. Grandview Blvd.
10. Additional right-of-way dedications may be needed depending on the street improvements that are needed.
11. Show the locations of the private sanitary sewer and laterals.
12. Confirm the airport height restrictions are met.
13. Show internal accessible pedestrian path.
14. Show dimensions of parking aisles, parking stalls, driving lanes, sidewalks.
15. Signage plan sheet.
16. Show dimensions of drive thru's.

SHEET A100

1. No comments.

Storm Water Management Plan

1. Chapter 32.10(d)(6)(G): Provide storm sewer design computations.
 - a. On-site storm sewer sizing calculation should be prepared.
 - b. The plan proposes to tie into the existing City storm sewer.
 - i. Sizing computations of the City storm sewer connection area should be included and utilizing the appropriate tailwater elevations.
2. Cost estimates for the installation of proposed storm water BMPs shall be provided.
3. The drainage basin maps should account for adjacent lands that drain runoff through the site.
4. Updated water quality computations should be prepared to reflect current design.

Storm Water Maintenance Agreement

1. Chapter 32.12: The storm water agreement should comply with said Section. The City's storm water facility easement agreement template can be sent to the Engineer.

2. Chapter 32.10(e)(12)(i): Cost estimates for the installation of the proposed BMPs.
3. Chapter 32.12(b): For subdivisions, all storm water BMPs shall be located on outlots. For all privately owned outlots, ownership shall be by proportional undividable interest for all properties that are within the control of the applicant and drain to the BMP. However, the applicant may combine ownership of more than one BMP within the site. Ownership of storm water facilities shall be the same as those assigned maintenance responsibilities.
 - a. Preparation of the storm water maintenance agreement will include describing the ownership boundaries of the storm water easement facilities.
4. Chapter 32.12(b)(5): Authorization for vehicle access, including a minimum 15-foot wide access easement dedicated to the local municipality and connecting to a public road right-of-way to allow for future BMP maintenance work.

PC16 -0032 CFT Shell Building, SW corner of Silvernail & Grandview – Conditional Use Permit

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.
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 - e. Developer's Agreement
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- Grandview roadway. A private sewer line will need to be brought into the site to serve both buildings.
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 11. Show the locations of the private sanitary sewer and laterals.
 12. Confirm the airport height restrictions are met.
 13. Show internal accessible pedestrian path.
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 15. Signage plan sheet.
 16. Show dimensions of drive thru's.

SHEET A100

1. No comments.

Storm Water Management Plan

1. Chapter 32.10(d)(6)(G): Provide storm sewer design computations.
 - a. On-site storm sewer sizing calculation should be prepared.
 - b. The plan proposes to tie into the existing City storm sewer.
 - i. Sizing computations of the City storm sewer connection area should be included and utilizing the appropriate tailwater elevations.
2. Cost estimates for the installation of proposed storm water BMPs shall be provided.
3. The drainage basin maps should account for adjacent lands that drain runoff through the site.
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Storm Water Maintenance Agreement

1. Chapter 32.12: The storm water agreement should comply with said Section. The City's storm water facility easement agreement template can be sent to the Engineer.

2. Chapter 32.10(e)(12)(i): Cost estimates for the installation of the proposed BMPs.
3. Chapter 32.12(b): For subdivisions, all storm water BMPs shall be located on outlots. For all privately owned outlots, ownership shall be by proportional undividable interest for all properties that are within the control of the applicant and drain to the BMP. However, the applicant may combine ownership of more than one BMP within the site. Ownership of storm water facilities shall be the same as those assigned maintenance responsibilities.
 - a. Preparation of the storm water maintenance agreement will include describing the ownership boundaries of the storm water easement facilities.
4. Chapter 32.12(b)(5): Authorization for vehicle access, including a minimum 15-foot wide access easement dedicated to the local municipality and connecting to a public road right-of-way to allow for future BMP maintenance work.

PC16 -0033 Panda Express, near 2720 N. Grandview Blvd. – Conditional Use Permit

Comments same as item PC16 -0032.

PC16 -0027 South Big Bend Road Rezoning

1. Confirm locations of existing and proposed sanitary sewer laterals align generally with center of new lot layout. Show locations on exhibit.
2. Proposed sanitary sewer laterals should not connect at sanitary sewer manholes.
3. The City will be reconstructing a portion of Big Bend Road adjoining these proposed lots. Confirm that any trenching into Big Bend Road for sanitary sewer lateral or water service work will be completed prior to the City street project.

PC16 -0024 Courtview Offices, 414 W. Moreland Blvd., - 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. Sanitary Sewer Lateral Video

- i. 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:
 - b. City of Waukesha Storm Water Permit.

PC16 -23

Web Based Retail Auto Sales/Warehousing, 525 Progress Avenue – Conditional Use

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.
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PC16 -0025

Futura II LLC (Griffin Ford), 1830 E. Main Street – Certified Survey Map

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.

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2. Wisconsin State Statute 236: Show set property corners.
3. Wisconsin State Statute 236: Confirm full right of way width of East Main Street is provided to City.
4. Confirm if all adjoining right of ways have been formally dedicated. If not, the right of ways should be formally dedicated.
5. Show existing easements.
6. Permanent easement needed for future sidewalk along E. Main Street.

PC16 -0026 Futura II LLC (Griffin Ford), 1830 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.
 - d. Storm water management Plan per City Ordinance.
 - e. Provide NOI permit.
2. Show existing on and off site easements.
3. The proposed work extends off the property boundary shown on the CSM. Confirm if easements exist for the proposed work. If no easements exist, prepare storm sewer easement with adjoining land owner for review and approval by City.
4. Show proposed top of curb and flange grades. Grades should be shown on new curb and gutter – every 25-Ft.
5. Include detail for curb and gutter.
6. Is drive approach new?
7. Include City' drive approach detail.

8. Show location of future public sidewalk.
9. Show grades of future public sidewalk
10. Show grades for future drive approach
11. Include detail for parking lot pavement.
12. Submit Storm Water Maintenance Agreement.
13. Confirm set backs for retaining walls.

PC16 -0013 Fox Lake Circle Condominiums, Fox Lake Circle – 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).
 - b. Permits and approvals
 - i. DNR NOI, if over 1 acre of disturbance
 - ii. City Storm Water Permit
 - c. Condominium Plat. Based on review of the Waukesha County GIS, there is not a recorded condominium plat for the lands proposed to be developed.
2. Sanitary Sewer
 - a. The existing development has a private sanitary sewer main 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 or main maintenance is needed, then the lateral or main 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.
 - b. The on site sanitary sewer will be private. The sanitary sewer in the public right-of-way will be public. Confirm that all sewer is already installed.
 - i. A copy of the DSPS private sewer approval should be submitted to the City for filing.
3. 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.
4. ~~Storm Water Management~~
 - a. ~~The Storm water management plan for the overall development was designed using a curve number of 75 to represent 1/4 acre single family lot sizes with Hydrologic Group B Type soils in this section of the proposed condition basin maps. Please confirm what the proposed curve number is for this section of the proposed storm water management plan basins. Typically, for condominiums or townhouses the curve number would be 85 with 1/8 acre or less density. The storm water management plan will need to be updated. Please confirm.~~

- b. Chapter 32.10(d)(6)(B): Site grading should minimize adverse impacts on adjacent properties. Please verify that no adverse impacts to adjacent properties could be encountered during catastrophic storm events.
 - i. Provide the storm water ponding elevation behind lots 8 and 9 in the 100-year storm to confirm that the ponding limits are within the drainage easements that appear to be shown.
- c. Label the existing drainage and storm sewer easements by source document.
- d. Chapter 32.10(d)(6)(G) as referenced by Chapter 32.09(c)(17): Sizing calculations and basin maps for the on site storm sewer should be prepared.
- e. Chapter 32.10(c)(18): Location and descriptive notes for existing and proposed structures, including sanitary sewer, storm sewer pipes, culverts and existing utilities should be shown. Elevations and pipe sizes should be listed.
- f. Chapter 32.10(b)(I): Storm water plan designs should distribute storm water bio-retention and infiltration BMP(s), if appropriate. Roof runoff should be infiltrated, if possible.
 - i. The overall storm water management plan was not able to meet the goal of providing infiltration to meet the requirements but only to the maximum extent practicable. The design should incorporate infiltration of clean roof runoff to the maximum extent practicable. Rain gardens or bio-retention areas should be added to the site layout as much as practicable.
 - g. Confirm if these unit owners need to be added to the storm water maintenance agreement responsibilities according to the original recorded storm water maintenance agreement.
- 5. An Erosion Control Plan should be submitted that meets Chapter 32.09.

Sheet C1

1. The existing sidewalk should be shown.
2. The proposed sidewalk around the street should be shown.
3. Several existing inlets and long sections of storm sewer pipe are shown to be removed that do not align with the revised layout of the buildings. The limits of removal for the pipe should be more clearly shown.
4. Fox Lake Circle should be labeled as a private roadway.
5. The water main, storm sewer, and sanitary sewer are all shown on the same plan sheet. Additional sheets should be provided for the storm sewer to more clearly show what is existing and proposed work. The existing storm sewer line work should be a lighter line type than the proposed storm sewer work on the separate sheet.
6. Chapter 32.10(d)(6)(e): Basement floor surfaces shall be built 1 foot above the seasonal high water table.
7. Vehicle turning templates should be run through the site plan to verify a fire truck can safely drive through the site.
8. Verify number and dimensions of parking stalls and ADA parking stalls needed for the site.

9. If applicable, existing sanitary sewer laterals that are not proposed to be reused should be abandoned at the sanitary sewer main and filled with slurry.