



DEPARTMENT OF PUBLIC WORKS

Fred Abadi, PhD, PE, Director

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ENGINEERING COMMENTS FOR PLAN COMMISSION AGENDA Wednesday October 28, 2015

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#15 -3539 Minutes for the Meeting of October 14, 2015.

V. Business Items

PC#15 -0234 St. Luke's Lutheran Church, 300 Carroll 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.
- 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.

PC#15 -0235 Fox Lake Village Addition No. 1, Lawnsdale Road and River Road – Final Plat 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.

ENGINEERING DIVISION
Paul G. Day, PE
City Engineer
130 Delafield St
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MUNICIPAL PARKING SERVICES
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Parking Supervisor
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STREETS DIVISION
300 Sentry Dr
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262-524-3615
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WASTEWATER TREATMENT PLANT
Jeff Harenda
WWTP Manager
600 Sentry Dr
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262-524-3625
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WAUKESHA METRO TRANSIT
Brian Engelking
Transit Director
2311 Badger Dr
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262-524-3594
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- 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.
2. A note Sheet 2 states, “100 year floodplain modification of 100 year floodplain limits as authorized by Waukesha County Rezone (SVZ1567A)”. The additional existing 100-year floodplain in Outlot 8, which leads up to Outlot 5 from River Road should be shown. Confirm if flood plain is located in Outlot 7 along River Road. The note should be revised describing the floodplain is from the Fox River and not from the pond to the east. A note should be added on Sheet 2 to reference the flood plain source information on Sheet 1.
3. The cul-de-sac island area should be shown on the Plat. A cul-de-sac maintenance note should be added with sample wording as follows: The cul-de-sac island in Makou Trail dedicated to the public is subject to a reserved easement in favor of all lot owners and the Home Owners Association in Fox Lake Village subdivision and all Additions, for purposes of repair, replacement and maintenance of all landscape features.
4. The following notes should be added to the Plat:
 - a. Each owner shall adhere to the grading plan or any amendment thereto by the City Engineering Department and on file with the City (“Master Grading Plan”), and grade such owner’s lot in accordance with the master grading plan.
 - b. Each lot owner must verify that new dwelling will have gravity flow to sanitary sewer main prior to construction.
5. A note on Lot 6, Block B shows an existing utility pole. Confirm the new location of the pole.
6. Lot 8, Block B and Lot 8, Block C were changed to lots on this version of the plat. On the previous version of the Plat, these lots were outlots because the floodplain relocation process had not been complete. The final compensatory flood plain storage areas have not been approved at this time.
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 approval of the Final Plat. If the location of any lot lines as a result of the approved construction drawings, the Final Plat should be updated to reflect the needed changes.
8. 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.
9. Chapter 23.05(11): Deed restrictions shall be required as part of approval of the Plat. A lamp post should be required at each driveway.
10. 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. The drawings should be stamped by a Professional Land Surveyor licensed in the State of Wisconsin.
11. Temporary storm drainage easements and temporary access easements are shown on the Plat. The rights, conditions, grantee, grantor, and how the easement will be released should be listed.

12. 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.
13. The existing lots in Fox Lake Village do not appear to own a fractional share of Outlot 1, Block D, which is the north half of the central pond. According to City records, the owner is listed as: Fox Lake Village Homeowners Association, In, Attn: Craig Caliendo, 700 Pilgrim Parkway, Suite 100. This ownership type, which is not fractional ownership, does not comply with the City's Storm Water Ordinance. Confirm that the lot owners do have to contribute for pond maintenance through the maintenance agreement.
14. The owner of outlot 5 if proposed to be fractionally owned by the lot owners of Addition 1, which is the south half of the pond. Confirm that the pond ownership will be different for the north and south sides of the pond.

Storm Water Maintenance Agreement

Addendum 1

1. Addendum 1 to the recorded storm water maintenance agreement with document # 3357869 using Exhibits A to C should be recorded to add the additional pond areas.
 - a. Based on different ownership entities between the phases, the proposed addendum does not appear to be clear what is being proposed and appears to make the maintenance responsibilities more unclear. The City Attorney, Developer, and Engineering Department should meet to discuss how to proceed.
2. COMPLETE-Add language to require maintenance of underdrain pipe.
3. The legal description in Exhibit A appears to be incorrect. Please confirm.
 - a. 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.
4. The shaded parcels in Exhibit A are incorrect.
5. Exhibit B needs to include all the pond areas.
6. The existing lots in Fox Lake Village do not appear to own a fractional share of Outlot 1, Block D, which is the north half of the central pond. According to City records, the owner is listed as: Fox Lake Village Homeowners Association, In, Attn: Craig Caliendo, 700 Pilgrim Parkway, Suite 100. This ownership type, which is not fractional ownership, does not comply with the City's Storm Water Ordinance. Confirm that the lot owners do have to contribute for pond maintenance through the maintenance agreement.

7. The owner of outlot 5 if proposed to be fractionally owned by the lot owners of Addition 1, which is the south half of the pond. Confirm that the pond ownership will be different for the north and south sides of the pond.

Addendum 2

1. Addendum 2 will be needed to record exhibits D to G.
2. A pond recirculation system is incorporated in the pond network. The as-built of the system should be included in the Agreement. The maintenance procedure of the system should be included.
3. The contour labels on Exhibit E are reversed.
4. After City approval, the documents should be recorded.
5. Add language that the pumps shall remain in operation at all times during the non-winter months. Sample language is as follows: Pumps shall remain in operation at all times from April to September.
6. The responsible party for maintenance is listed as the Home Owners Association. The name Fox Lake Village Subdivision and all Additions should also be listed in case the Home Owners Association would dissolve in the future.

PC#15 -0236 WI Indoor Golf center, LLC, 206 Travis Lane – Final 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.
 - 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.

PC#15 -0237 Waukesha Memorial Hospital, 725 American Avenue – Preliminary and 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.
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

General

1. Is there a master plan for the hospital and surrounding area? This may allow the City to coordinate infrastructure improvements in the area with the proposed hospital construction.

Plat of Survey C-100

1. This document is titled a Plat of Survey, however, several of the State requirements for a Plat of Survey are not included. The Survey does not include many items including but not limited to: bearings and distances, legal description, monumentation, etc.
2. The Survey should be more specific such as listing what property is being surveyed.
3. Several existing and proposed facilities, setbacks, proposed variances, and proposed block walls are located in close vicinity to the existing lot lines so an accurate identification of the lot lines is needed to be shown on the Plat of Survey and on the property. At a minimum, the property corners should be set to identify and monument the lot lines in these areas of development. No legend is shown regarding found or set monuments on the Survey.
4. Wisconsin Administrative Code A-E 7.04 Descriptions:
 - a. A legal description for the property should be included on the Property Survey. The legal description shown does not match the legal descriptions of record.
 - b. The area of land described in the provided legal description is not included on the map. The Survey should be updated.
5. Wisconsin Administrative Code A-E 7.05 Maps:
 - a. (3) Show the length and boundaries of all parcels surveyed.
 - b. (4) Describe all monuments used for determining the location of the parcel.
 - c. (5) Identify the person whom the survey was made.

Erosion Control and Demolition Plan C-200

1. Chapter 32.09(c)(9) and Chapter 32.09(d)(2)(xiv): The dewatering specifications should be expanded. Sediment basins are listed. If sediment basins are intended, sample locations or additional information should be provided.
2. A note on the plan states, “Existing Dopp Street right-of-way is proposed to be vacated to accommodate CUP and Utility projects. Vacation process is underway with the City of Waukesha and status of vacation should be confirmed prior to construction.”
3. Dopp Street should be vacated to Fairview Avenue no midblock. (MAL)

Site Plan C-300

1. Existing easements on the site should be shown including source documentation, if applicable.
2. Show sawcut lines at public streets, alleys and sidewalk.
3. 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.
4. 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.
5. Proposed Concrete curb and gutter at Mountain Avenue should be built straight thru the intersection (end radius to end radius). (MAL)
6. Proposed sidewalk should be parallel to concrete curb and gutter. (MAL)
7. Remove existing curb ramps. (MAL)
8. Proposed sidewalk stops on south side, east of Fairview Avenue – what is proposed pedestrian pathway? (MAL)
9. A note on the plan states, “Existing Dopp Street right-of-way is proposed to be vacated to accommodate CUP and Utility projects. Vacation process is underway with the City of Waukesha and status of vacation should be confirmed prior to construction.”
 - a. This plan design layout will require that the right-of-way be discontinued.
 - b. The right-of-way should be vacated for the full block distance from Mountain Avenue to Fairview Avenue. We understand that the property owner at the southeast corner of Dopp St. and Fairview has been contacted about purchase of the property by the Hospital and no progress has been made at this time.
10. A note on the plan states, “Contractor shall coordinate with the City of Waukesha and meet their standards for construction for all pavement outside of the proposed vacated right-of-way.” Any work outside of the vacated area should be determined now and included in this plan set.

Proposed Grading Plan C-400

1. Road should be vacated at Fairview Avenue. (MAL)
2. Proposed Concrete curb and gutter at Mountain Avenue should be built straight thru the intersection (end radius to end radius). (MAL)
3. Show proposed grades for concrete curb and gutter every 25-FT. (MAL)
4. Proposed sidewalk should be parallel to concrete curb and gutter. (MAL)
5. Sidewalk grades should be shown every 25-Ft (FCW and BCW). (MAL)
6. Show match grades where new pavement meets existing pavement. (MAL)
7. Add note: Pavement limits shown are approximate. Actual limits will be determined in the Field by the City Engineer. (MAL)
8. How will eastbound traffic be deterred from driving through this area? (MAL)
9. Proposed sidewalk stops on south side, east of Fairview Avenue – what is proposed pedestrian pathway? (MAL)
10. Public sidewalk should be designed with a 1.5% cross slope.

Water Main and Utility Plan and Profile C-500

1. No comments.

Sanitary and Storm Sewer Utility Plan and Profile C-501

1. Our records indicate only hospital properties currently are connected to the sanitary sewer located in Dopp Street. Therefore, with the street vacation, the sanitary sewer from the existing manhole located at the intersection Mountain Ave and Dopp Street west to Prop MH #1 will become private sanitary sewer. Records appear to indicate 701 Dopp Street is connected to the sewer in Mountain Ave. We are performing field investigations to verify.
2. The lateral at approx. STA 101+42 does not appear to be active. If so, the lateral should be abandoned and not reconnected to the new sewer main. The City is currently performing field investigations to confirm.
3. The existing public sanitary sewer should be conveyed to the Hospital to be private sanitary sewer in the areas of right of way to be vacated. A formal deed and bill of sale will need to be prepared by the Applicant for review and approval.

Construction Details C900

1. Detail for City Drive approach. (MAL)
2. Detail for City Concrete Curb and Gutter. (MAL)
3. Detail for City Sidewalk – Sidewalk should be 4-Inch, no steel. (MAL)
4. City follows WISDOT Curb Ramp details. (MAL)
5. The proposed dewatering detail should be expanded to include a secondary measure if what is proposed is not functioning properly. The detail shows overland flow of water. Confirm how this is planned to work in this location.

Construction Details C901

1. No comments.

Construction Details C902

1. No comments.

Construction Details C903

1. No comments.

Landscape Plan L100

1. No comments.

Landscape Plan L200

1. No comments.

Storm Water Management

1. The City has had preliminary discussions regarding the implementation of storm water facilities with this project. A letter, dated September 25, 2015, written on behalf of the Hospital was received by the City. The letter includes the following items.
 - a. The proposed site disturbance is 0.95 acres.
 - b. There will be a net increase in impervious area of 0.05 acres.
 - c. The City prefers that storm water management facilities be incorporated in the future to reduce runoff to flood prone runoff areas to the west.
 - d. Waukesha Memorial Hospital has proposed that storm water management be deferred and incorporated into the next campus project.