



# DEPARTMENT OF PUBLIC WORKS

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**ENGINEERING COMMENTS  
FOR  
PLAN COMMISSION  
AGENDA  
Wednesday  
May 11, 2016  
REVISED III**

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#16 -0585** Minutes for the Meeting of April 27, 2016

V. Consent Agenda

**PC#16 -0031** 1121 Baxter 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.
2. The boundary of the CSM includes lands that the City records show are owned by the City of Waukesha. The CSM boundary includes what is labeled at the “north half of vacated Burr Street, and northwest half of vacated alley, Dousman’s Addition to the Plat of Prairieville.” Please provide written or digital copy of recorded vacation documents for City filing. If vacated, list document numbers for vacations on CSM. If the parcels have not been formally vacated,

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**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

then the CSM boundary should be revised. As drawn, the existing garage is constructed in the City alley.

3. The name of the secretary of the Plan Commission should be updated to Maria Pandazi.
4. Confirm if all adjoining right of way has been formally dedicated. If not, the right of way should be formally dedicated.
5. In accordance with Wisconsin State Statute 236.20(2)(f) as referenced by 236.34(1)(c): Show existing easements, if applicable.
6. Confirm cross walk location in relation to lot layout with City staff. Contact City Staff Engineer Mike Grulke.
7. 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.
8. The bearings and distances back to the section corner do not appear to match prior surveys. Please verify.

**PC#16 -0034** Hickory Highlands Out Lot – Extra-Territorial Certified Survey Map

1. No comment.

VI. Business Items

**PC16 –0030** The Salvation Army of Waukesha, 121 Third Street - Rezoning

1. No comments.

**PC16 -0038** Pebble Valley Park storage shed, 2565 Pebble Valley Road – Final Site Plan & Architectural Review

1. No comments.

**PC16 -0039** La Casa de Esperanza, 410 Arcadian Avenue – 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. City of Waukesha Engineering Department Storm Water Permit.
  - c. City of Waukesha Engineering Department street opening permit.
  - d. City of Waukesha Engineering Department construction permit.

## Parking Lot Site Plan

### General

1. Since the initial submittal of this project, the Applicant has also submitted for approval the development of the School site across Arcadian Avenue. As stated in the email to Engineer Bradley Jors of Kapur on March 21, 2016, this site should be looked at as one development as a whole with the La Casa School site located north of Arcadian and not individual sites in regards to storm water. It appears that the total impervious area is decreasing. Please confirm and provide documentation for City filing.
2. Confirm resubmittal status of past submittal of Certified Survey Map.
3. A City storm sewer pipe exists on the lot. Provide storm sewer easement to City. The Applicant should prepare the Exhibit A which contains the boundary description of the property, Exhibit B which contains a picture of the easement on Sheet 1 of 2, and the easement boundary description on Sheet 2 of 2.
4. 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.
5. A fence should be added between the parking lot and the Railroad.

### Sheet C101

1. Confirm owner of existing fence shown for removal.
2. Permit needed by Contractor for work in City right-of-way.

### Sheet C102

1. The parking lot opens at the southeast corner to another existing lot for access. Confirm intent and owner of adjoining property. An access easement through the lot will be needed.

### Sheet C103

1. Show adjoining lot lines and adjoining lot owner names.
2. The railroad is currently using this site to access lot to south. Confirm with railroad that another access route to their yard storage areas will be possible since this access route is proposed to be closed off.

Sheet C104

1. Confirm that no trapping off runoff or drainage ponding areas will occur along the outside edges of the property with adjoining lot owners.
2. Past flooding of the railroad tracks has occurred adjoining this site. The Engineer should model the existing storm sewer to verify the extent of existing flooding during the 2-year, 10-year, and 100-year storm events. Confirm that increased flooding will not occur. Efforts should be made to minimize flows and flow rates directed from this site to the existing storm sewer. Confirm if ponding areas for localized flooding storage around railroad right of way are proposed to be filled. The localized flood storage areas should be preserved. Drainage easements may be needed. Please confirm.
  - a. 32.10(d)(6.)F. Open channels. All open channel drainage systems shall at a minimum be designed to carry the peak flows from a 10-year, 24-hour design storm using planned land use for the entire contributing watershed area. Side slopes shall be no steeper than 3h:1v unless otherwise approved by the Authority for unique site conditions. Open channels that carry runoff from more than 130 acres shall at a minimum be designed to carry the peak flows from a 25-year, 24-hour design storm.
3. A note should be added: Repair limits in street will be determined in field at the time of permanent repair.
4. The concrete sidewalk at the apron and the apron should be 7 inch thick concrete sidewalk.
5. 32.10(d)(6.)B. Site grading. Site grading shall ensure positive flows away from all buildings, roads, driveways and septic systems, be coordinated with the general storm water drainage patterns for the area, and minimize adverse impacts on adjacent properties.
6. 32.10(d)(6.)A. Drainage easement. Perpetual drainage easements or other deed restrictions shall be recorded on the property to preserve major storm water flow paths. Covenants in these areas shall not allow buildings or other structures and shall prevent any grading, filling or other activities that interrupt or obstruct flows in any way. Covenants shall also specify maintenance responsibilities and authorities in accordance with section 32.12.
  - a. Show overland drainage path arrows for railroad right of way area and that railroad right of way areas will drain with parking lot addition.
7. 32.10(d)(6.)G. Storm sewers. All storm sewers shall be designed in accordance with the City of Waukesha's technical standards and specifications.
8. The appropriate tailwater elevations should be used.
9. Drive approach onto Arcadian Avenue exceeds 10%.

### Sheet C105

1. Provide a pre-televising and post-televising video of the City storm sewer pipe through this property.
2. Provide engineering analysis to confirm that pipe is structurally sound to accommodate a parking lot being built over the top of pipe. If pipe is not structurally sound at this time, the pipe should be replaced in those applicable sections prior to constructing a parking lot over the pipe.
3. Provide specifications for storm sewer and connecting to City storm sewer pipe.
4. List diameter of existing City storm sewer manholes. Confirm manholes can accommodate proposed new pipes.
5. It appears that a T-connection is shown at the inlet connecting to the railroad right of way. A new manhole should be added at this location.

### Sheet C106

1. Land owner name is incorrect.
2. Confirm area of land disturbance and if an NOI permit is needed.

### Sheet C108

1. Add City standard details.
2. No steel/wire mesh in public sidewalk.
3. Detail 6 – in City sidewalk joints are placed every 5-Ft.
4. Use WISDOT curb ramp details.

### Sheet C109

1. Add City standard details.

### Sheet L101

1. Wisconsin State Statute 195.29 Railroad highway crossings.(6) Every person or corporation owning or occupying any land adjacent to any railroad highway grade crossing shall keep all brush cut and adequately trim all trees on the land within the triangles bounded on 2 sides by the railway and the highway, and on the 3rd side by a line connecting points on the center lines of the railway and the highway, 330 feet from the intersection of the center lines. This vision triangle should be shown on the Drawings.

### Certified Survey Map

The CSM should be completed and recorded prior to final approval of the parking lot site development.

The CSM boundary includes lands owned by the City of Waukesha. Please submit written City approval to create the lot to be conveyed from the City to La Casa.

The remainder of the City's lot should be included in the CSM boundary as Outlot 1. Two outlots will be needed.

Confirm the City's obligation to provide an access easement to the lot south of the CSM. An access easement may be needed across Lot 1 to provide a access to the lot to the south. The lot number and grantee should be listed.

Confirm shed offset to lot line.

The document used to determine the railroad right-of-way line should be listed.

If applicable, 23.06(3)(g): Easements across lots or centered on rear or side lot lines shall be provided for utilities where necessary and shall be at least 10' wide.

Confirm location of existing City storm sewer pipe and easement within CSM boundary area.

Chapter 23.06(7)(a): The size, shape, and orientation of lots shall be appropriate for the location of the proposed subdivision and for the type of development contemplated, provided no lot shall contain less than the square footage required by the Zoning Code.

If this development is approved, a second CSM should be provided to combine the two La Casa lots.

Chapter 23.06(7)(f): Side lot lines shall be approximately at right angles or radial to the right-of-way line of the street on which the lot faces.

Wisconsin State Statute 195.29 Railroad highway crossings.(6) Every person or corporation owning or occupying any land adjacent to any railroad highway grade crossing shall keep all brush cut and adequately trim all trees on the land within the triangles bounded on 2 sides by the railway and the highway, and on the 3rd side by a line connecting points on the center lines of the railway and the highway, 330 feet from the intersection of the center lines. This vision triangle should be shown on the Drawings.

Add 20 foot x 20 foot vision corner easement at intersection of railroad right of way and Arcadian Avenue on updated CSM.

Confirm drainage paths of runoff from parking lot.

Chapter 236.20(2)(f) as referenced by 236.34(1)(c): Existing easements should be shown, if applicable. Confirm that a title report with easement search has been obtained.

A City storm sewer pipe exists on the lot. Provide storm sewer easement to City.

If applicable, provide easement to railroad for electrical box and wires.

### Lighting

1. Show all street light utilities on plans, not just the street light to be relocated.
2. Base detail for street light must be added to details, the detail they have for the parking lot lights is not sufficient. The correct base is a WisDOT Type 5 base.
3. Wire information, the City of Waukesha uses #4 copper type XLP/SE insulated wire. No underground splices. Splices are made in street light poles only.
4. Conduit information, the City of Waukesha uses 2" PVC schedule 40 conduit or 2" HDPE schedule 40 duct.
5. All trenching, conduit, wiring, and the base (prior to concrete) must be inspected before covering. Contact Jeffrey Hernke at Engineering for inspections, 262-524-3592. Inspections must be scheduled at least 24 hours in advance.
6. Show proposed location of relocated street light. Verify that new location will not interfere with any other utilities or structures. Proposed location shall be staked for approval before relocation. Contact Jeffrey Hernke to verify new location stake.
7. Any damage to the pole or luminaire during the project will require direct replacements. No "like products" or "equals" allowed. The pole is a 30' Flagpoles Inc. pole and the luminaire is a Cooper Lumark LED Type 3 fixture.
8. Contractor will need appropriate permits to work in City right of way.

**ID#16-0707** Discussion and action regarding a modification to the adopted Integrated Streetscape Plan for Gasper Street.

1. No comments.