



DEPARTMENT OF PUBLIC WORKS

Fred Abadi, PhD, PE, Director

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ENGINEERING COMMENTS FOR PLAN COMMISSION AGENDA Wednesday May 28, 2014

Time: 6:30 p.m.

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

I. Call to Order

II. Pledge of Allegiance

III. Approval of Minutes

ID#14-0463 Approval of Minutes for the May 14, 2014 meeting.

IV. Business Items

A. PC14 -0057 Comprehensive Plan Amendment: Shoppes at Fox River - Change Land Use Plan for 9.86 acres of land from Industrial to Commercial

B. PC14 -0056 Shoppes at Fox River Rezoning: 9.86 acres from M-3 (Limited Business and Industrial Park) to B-5 PUD (Community Business Planned Unit Development).

C. PC14 -0051 Carroll University, Science Building - Final Site Plan & Architectural Review

General

1. The following items should be submitted:

a. Erosion Control Plan per Chapter 32.09(c).

b. Applicable fees per Chapter 32.07(b). The Engineering Division requires any Bonds or Agreements required by the Plan Commission and Council.

c. Certified Survey Map (CSM). The existing site appears to containing several existing lots. The lots should be combined by a Certified Survey Map. All existing easement locations should be verified in the areas of proposed development.

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MUNICIPAL PARKING SERVICES
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262-524-3615
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WASTEWATER TREATMENT PLANT
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WAUKESHA METRO TRANSIT
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- d. Permits needed for the project will include:
 - i. Construction Permit. A traffic control plan will be needed then the Contractor applies for a Construction Permit for paving work in the right-of-way.
 - ii. Storm Water/Erosion Control permit.
- e. 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.

Plat of Survey-Sheet 1, 2 &3

1. Property corners are now shown on this version of the Plat of Survey in the vicinity of the building development, but only along the north right-of-way line of College Avenue. Per Wisconsin Administrative Code A-E 7.03, the Surveyor shall set monuments marking the corners of the parcel unless monuments already exist. The current property lines shown on the map do not appear to match the legal descriptions of record.
 - a. Wisconsin Administrative Code A-E 7.01(2): If an agreement to exclude work from the requirements of this chapter has been made, a note should be prepared that includes the names of the parties making the agreement.
2. 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.
3. 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.
4. 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.
5. Chapter 32.10(c)(4) & (5) of the City's Site Plan requirements list that ownership boundaries, bearings, and lengths, lot numbers and dimensions be shown. This information should be shown on the Property Survey in lieu of the Site Plan to preserve clarity on the Site Plan.

Construction Drawings

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.

Site Grading Plan, Sheet 200.CG

1. The cross-slope of all City sidewalk should be designed as 1.5% instead of 2%.

Site Layout Plan, Sheet 200.CP

1. Proposed 6" landscape curb edges are shown in the public right-of-way along College Avenue. Verify if the curbs can be moved out of the right-of-way.
2. A variance from the 25-foot N. Barstow Street setback is being requested. The location of the right-of-way line should be verified when the Plat of Survey is updated to address the review comments.

Civil Utility Plan-South, Sheet 200.CU

1. Chapter 32.10(c)(21): Locations of existing and proposed easements or other known site restrictions should be shown.
 - a. If existing easements are located on the property in the vicinity of the proposed building location, then the easements should be shown on all the Drawings. Please verify if a title report was obtained for the property or if the presence of existing easements has been reviewed.
2. Chapter 32.10(d)(6)(B) as referenced by Chapter 32.09(c)(17): Perpetual drainage easements or other deed restrictions should be recorded to preserve major storm water flow paths and permanent storm water BMPs.
 - a. Drainage easements will need to be added around the bio-retention areas. The City has a storm water maintenance agreement template that will be sent to the design Engineer.

Erosion Control Plan-South, Sheet 200.EC

1. No comments.

Landscape Plan, Sheet 200.EC

1. No comments.

Storm Water Plan-South, Sheet 200.SW

1. No comments.

Civil Utilities Plan-North, Sheet 201.CU

1. No comments.

Erosion Control Plan-North, Sheet 201.EC

1. No comments.

Storm water Plan, Sheet 201.SW

1. No comments.

Detail Sheets, Sheet 210, 211, 212, 220, 221, 222

1. No comments.

Storm Water Management Plan

1. A Storm water facility maintenance agreement per Section Chapter 32.12 should be submitted for review and approval.

D. PC14 -0049 Chmielewski - Extra Territorial Certified Survey Map

1. No comments.

E. PC14 -0050 Emil & Fayne Haase, Kossow Road - Extra Territorial Certified Survey Map

1. No comments.

F. PC14 -0041 Wilde Subaru, 1710 STH 164 - Final Site Plan & Architectural Review

General

1. It is noted that an updated submittal was not received since the previous submittal. Any comments regarding the Drawings to be resubmitted should be addressed as a condition of approval.

2. 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. Certified Survey Map (CSM). The previously submitted CSM still must be recorded. The CSM should not be approved until the Construction Drawings for the site development have been approved. Any lot reconfiguration or additional easements needed from the approved Drawings should be updated on the CSM.
 - i. Show updated storm sewer easement locations on CSM.
 - ii. Prepare document to release existing storm sewer easement easement.
 - c. Permits will be needed for the project. Provide copies of approved project permits to the City for filing. Permits that are needed include but are not limited to:
 - i. Wisconsin Department of Natural Resources NR 216 N.O.I. Permit
 - ii. City of Waukesha Construction Permit
 - iii. City of Waukesha Storm Water Permit
 - d. Documentation should be submitted that the impervious area will not be increased.
 - e. Once all submittal items are completed, submit all items listed in sub.(b)(1)(A)-(G) in digital form for City filing.

Plat of Survey Sheet C1.0

1. A note on the survey states, “A non-exclusive easement for ingress and egress as set forth in warranty deed recorded January 11, 1984, on reel 587, image 158, as document no. 1242929 and warranty deed recorded January 11, 1984, on reel 587, image 158, as document no. 1242930 and depicted as “private right-of-way” of certified survey map no. 5415 recorded January 21, 1988 in volume 43 of certified survey maps on pages 301-305 as document no. 144703.” A copy of document no. 1242929 that stipulates the legal access to this development should be submitted to the City for review and filing.
2. It appears that property corners either do not exist or were not set at several lot corners.
 - a. Wisconsin Administrative Code A-E 7.01(2): If an agreement to exclude work from the requirements of this chapter has been made, a note should be prepared that includes the names of the parties making the agreement.
 - b. No existing property corners are shown in the vicinity of the proposed building addition. Several existing and proposed work and proposed facilities, and potential variances are located in close vicinity to the existing lot lines. An accurate identification of the lot lines is needed to be shown on the Plat of Survey. At a minimum, the property corners should be set to identify and monument the lot lines in these areas of development.

3. Wisconsin Administrative Code A-E 7.04 Descriptions: A legal description for the property should be included on the Property Survey.
 - a. A legal description is listed that would be correct if the CSM had already been recorded. The CSM has not been recorded. Verify the timing for recording of the CSM.
4. Wisconsin Administrative Code A-E 7.05 Maps:
 - a. (3) Show the length and boundaries of the parcels surveyed.
 - b. (5) Identify the person whom the survey was made.
5. The symbol used for bollards appears to also be used for iron pipes. Please review this discrepancy.
6. A note states, “existing drainage easement to be vacated by separate document.” A copy of the recorded document should be submitted to the City for filing.

Grading and Erosion Control Plan-Sheet C2.0

1. Chapter 32.10(d)(6)(A) as referenced by Chapter 32.09(c)(17): Perpetual drainage easements or other deed restrictions should be recorded on the property to preserve major storm water flow paths and permanent storm water BMP locations. A note states, “proposed 20 foot wide private storm sewer easement”. The area of the storm sewer easement is also the overland flow path for the 100-year storm event. The area of the site acting as the emergency overland route should be included in the easement. Buildings should not be flooded in the 100-year storm.
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.
 - a. Adequate spot grades should be added to the drawings to install the curb islands and parking lot areas. Several areas of proposed curb islands do not match the Erosion Control Plan.
3. Chapter 32.10(d)(6)(H)(i): Flows generated by the 100-year, 24-hour design storm under planned land use conditions may exceed the design capacity of conveyance systems, but should not come in contact with any buildings. Verify the locations and elevations of the emergency overflow routes and that the existing and proposed buildings will not come in contact with the 100-year high water storm event flows through the site. Additional spot grades should be added and analysis will be needed.
 - a. A letter dated May 15, 2014 from John Stigler was received by the City of Waukesha Engineering Department. The letter generally described the process used for calculating the 100-year storm event high water ponding elevation of 104.43 in the parking lot near the proposed building addition. Once the revised Drawings are resubmitted, the contours will need to be reviewed to verify the ponding level will not come in contact with the proposed building additions.

- b. The calculations should be submitted and stamped by a Wisconsin Professional Engineer.
4. Sidewalk should be installed along the STH 164 right-of-way line to the intersection with E. Moreland Blvd. Proposed ramps should be shown.
5. Submit documentation that turning templates have been checked for the City's fire truck.
6. The construction sequence should include the timing for the storm sewer, building addition and parking lot improvements.
7. Chapter 32.09(d)(2)(B)(i):
 - a. The Surveyor's Certificate should be removed from the Drawing. The Project Engineer's name should be added.

Demolition Plan-Sheet C3.0

1. Material and installation specifications and restoration notes for abandoning the existing sanitary sewer lateral for the Culver's building should be added to the plan. Documentation of completion should be sent to the City for filing.
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.
 - a. The Surveyor's Certificate and stamp should be removed from the Drawing. A Professional Engineer's stamp should be added.

Utility Plan-Sheet C4.0

1. The existing buildings have 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 in the right-of-way, 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. 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.
 - a. The Surveyor's Certificate and stamp should be removed from the Drawing. A Professional Engineer's stamp should be added.

G. PC14 -0039 Wisconsin Window Concepts, 2001 S. West Avenue - Final Site Plan & Architectural Review

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.
 - a. Based on the Wisconsin Department of Safety and Professional Services licensee lookup webpage on May 13, 2014, the Engineer signing and sealing these Drawings does not have a current license because the license expired July 31, 2010. Please verify if the license is current.
2. 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. Erosion Control Plan per Chapter 32.09(c). If over 3,000 square feet of disturbance is to occur, then an Erosion Control Plan is required.
 - c. 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.
3. 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 in the right-of-way, 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.