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LETTER OF TRANSMITTAL

City of Waukesha
201 Delafield St
Waukesha, WI 53188

JOB NUMBER : 250007700 July 11, 2025
ATTN: Doug Koehler (dkoehler@waukesha-wi.gov)
REGARDING: Kwik Trip #184 EV Charging
Minor Site Plan & Arch Review

WE ARE SENDING YOU THE ATTACHED


VIA: <input type="checkbox"/> Mail <input type="checkbox"/> Website <input checked="" type="checkbox"/> Email <input checked="" type="checkbox"/> UPS (fee only) <input type="checkbox"/> Next Day UPS a.m. <input type="checkbox"/> Next Day UPS p.m. <input type="checkbox"/> DELIVERED <input type="checkbox"/> PICKED UP	FORMAT <input type="checkbox"/> 8 1/2 x 11 Plans <input type="checkbox"/> 11 x 17 Plans <input type="checkbox"/> Half size Plans <input type="checkbox"/> Full size Plans <input type="checkbox"/> Zip Drive/CD	ELECTRONIC FILES <input type="checkbox"/> .dwg Autocad <input type="checkbox"/> .rvt Revit <input checked="" type="checkbox"/> .pdf files <input type="checkbox"/> Other
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COPIES	DATE	NUMBER	DESCRIPTION
1	07/07/25	EMAIL	Application for Development Review
1	07/11/25	098487	\$420 fee made payable to City of Waukesha
1	07/11/25	EMAIL	Sealed Civil and Electrical Plans (C001-E600)
1		EMAIL	Attachment A: Engineering Plan Checklist
1		EMAIL	Attachment H: Landscape Plan Checklist
1	07/11/25	EMAIL	Project Narrative

THESE ARE TRANSMITTED as checked below:

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> For approval | <input type="checkbox"/> FOR BIDS DUE ON | <input type="checkbox"/> Returned for corrections |
| <input type="checkbox"/> For your use | <input type="checkbox"/> Approved as submitted | <input type="checkbox"/> For review and comment |
| <input type="checkbox"/> As requested | <input type="checkbox"/> Approved as noted | |

REMARKS: Please accept the enclosed submittal documents for review and approval at the next applicable Plan Commission meeting. Please advise when date of meeting is known. Please reach out with any questions or if additional information is required at this time. Thank you.

SIGNED: 
Eric Drazkowski, P.E., Project Manager

COPY TO :
Kwik Trip – Scott Zietlow
Excel – Zach Becker, Dean Schulz, Arch Retail, Robin Yoon, Ryan Komp

WE ARE SENDING YOU:

<input checked="" type="checkbox"/> Same as above	<input type="checkbox"/> LOT Only	<input type="checkbox"/> Other
VIA: <input type="checkbox"/> Fax <input type="checkbox"/> MAIL <input checked="" type="checkbox"/> Email <input type="checkbox"/> UPS <input type="checkbox"/> Next Day UPS a.m. <input type="checkbox"/> Next Day UPS p.m. <input type="checkbox"/> DELIVERED <input type="checkbox"/> PICKED UP		FORMAT <input type="checkbox"/> 8 1/2 x 11 Plans <input type="checkbox"/> 11 x 17 Plans <input type="checkbox"/> Half size Plans <input type="checkbox"/> Full size Plans <input type="checkbox"/> Zip Drive/CD
		ELECTRONIC FILES <input type="checkbox"/> .dwg Autocad <input type="checkbox"/> .rvt Revit <input checked="" type="checkbox"/> .pdf files <input type="checkbox"/> Other

If enclosures are not as noted, please notify us at once.