

# Project Reviews

## City of Waukesha

**Project Number: SPAR24-00043**

**Description: 130 & 200 Delafield St**

Applied: **8/5/2024**

Approved:

Site Address: **130 DELAFIELD ST**

Closed:

Expired:

City, State Zip Code: **WAUKESHA, WI 53188**

Status: **RECEIVED**

Applicant: **Mandel Group, Inc.**

Parent Project:

Owner: **CITY OF WAUKESHA**

Contractor: **<NONE>**

Details:

### Final SPAR & PUD Review

#### LIST OF REVIEWS

SENT DATE	RETURNED DATE	DUE DATE	TYPE	CONTACT	STATUS	REMARKS
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Review Group: ALL

8/6/2024	8/19/2024	8/23/2024	TRAFFIC	DERRIN WOLFORD	REVIEW COMPLETE	See notes
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Notes:

1. Delafield Street is not USH 18.
2. For the new pavement marking on Delafield Street for the left turn going into the main driveway, will want to keep the northeastbound direction and southwestbound direction of Delafield Street at least 14' wide lanes, so instead of cross-hatching on the roadway southwest of the main driveway this should be changed to a double yellow.
3. For the new pavement marking on Delafield Street between the main driveway and Buena Vista Avenue, will want to keep the northeastbound direction and southwestbound direction of Delafield Street at least 14' wide lanes. The outside sections should be changed to a double yellow with 12" diagonals spaced 25' apart (similar to what is on North Street approaching Delafield Street).
4. Update the dot pattern for the new left turn to a 3' line with a 9' skip.
5. Extend the existing southeastbound Madison Street left turn lane to allow for 50' of storage of vehicles for the Madison Street driveway to the development with a 75' taper. The double yellow shall be grooved in epoxy.
6. A note shall be included to say, "Any pavement markings damaged during construction shall be remediated at developer's expense."
7. All pavement marking installed shall be epoxy.
8. With the southeastbound Madison Street left turn being extended, the 2 hour parking zone and the no parking zone on the east side of Madison Street will need to be shifted accordingly.
9. The pullout shall be signed as 2-hr parking. The appropriate signing shall be installed to denote the pullout as being 2-hr parking and then no parking beyond the pullout in both directions.

8/6/2024	8/6/2024	8/23/2024	EROSION CONTROL	Robert Wheeler	REVIEW COMPLETE	See Notes
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Notes:

1. Add additional Silt fence or waddle along Madison St. to reduce site runoff on the west side.
2. Concrete wash outs (If needed) to have waddles around them to reduce silt run off.
3. Extend silt fence to the east property line, currently site disturbance area is past the SF on the east side.
4. on sheet C-5 Grading area on the north section of the property shown as gravel, will need to have SF protecting other properties during grading. please show on EC plans.
5. Add Inlet protection to the city-maintained inlets on the south side of Delafield St.
6. Obtain proper DNR WAMS permits (any disturbance 1 acer or more).

# Project Reviews

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8/6/2024		8/23/2024	SANITARY SEWER	Chris Langemak		
Notes:						
8/6/2024	8/14/2024	8/23/2024	STORM SEWER	Jonathan Schapekahn	REVIEW COMPLETE	See comments
Notes:						
Stormwater Management Plan						
<ol style="list-style-type: none"> <li>The stormwater management plan indicates that the project is exempt from infiltration requirements due to the soils on the site. Provide specifics of why the site is exempt per NR 151 (e.g. measured infiltration rate, least permeable soil horizon to 5 feet below proposed bottom of infiltration system). The submitted geotechnical report is missing all figures and appendices.</li> <li>Appendix 2, Existing Hydrology Exhibit of the plan shows the grass area to the west of the parking area on the northern portion of the site as gravel. A site visit indicated this is in fact grass and not gravel.</li> <li>In the SLAMM calculations, Control Practices #4 and #6 catchbasin sumps are noted as having a surface area of 19 SF. This does not appear to correlate to any catchbasin size indicated on the drawings.</li> </ol>						
Engineering Drawings						
<ol style="list-style-type: none"> <li>The bioretention basin detail in the specification notes indicates that hardwood mulch is not to be used within 30 feet of the outlet. However, the cross section appears to show the hardwood mulch right up to the outlet structure. The cross section detail should be revised to indicate clearly where hardwood mulch is permissible.</li> </ol>						
Storm Water Management Practice Maintenance Agreement						
<ol style="list-style-type: none"> <li>Fill in owner name on page 1</li> <li>Update city address to 201 Delafield Street on page 1</li> <li>Understand CSM will be used for Exhibit A once it has been recorded.</li> <li>Update owner in Exhibit B</li> <li>Note access to the stormwater practices in Exhibit B as is noted in the first paragraph of Exhibit C.</li> <li>Suggest the language in Exhibit C which refers to "infiltration" be changed to "bioretention" which is a more accurate description of the purpose and function of the basin.</li> <li>Per section 32.12.b.5 of the Waukesha Municipal Ordinance, provide authorization for vehicle access, including a minimum 15-foot wide access easement dedicated to the city and connecting to a public road right-of-way, to allow for future BMP maintenance work. The access easement shall be of adequate soil conditions or surfacing to withstand loads produced by standard construction equipment, and shall not include any area where channelized flow of runoff occurs or where storm water may pond to a depth greater than six (6) inches during a 100-year, 24-hour design storm.</li> <li>Per section 32.10.d.6.a of the Waukesha Municipal Ordinance, perpetual drainage easements or other deed restrictions shall be recorded on the property to preserve major storm water flow paths and permanent storm water BMP locations. 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.</li> </ol>						
8/6/2024		8/23/2024	STREET DESIGN	Craig Ausen		
Notes:						
8/6/2024	8/6/2024	8/23/2024	STREET LIGHTING	JEFF HERNKE	ADDITIONAL INFO REQUIRED	See notes
Notes:						
Plans do not appear to be updated.						
8/6/2024	8/7/2024	8/23/2024	WASTEWATER QUALITY	TIM YOUNG	REVIEW COMPLETE	See notes
Notes:						
New or replacement salt-based water softener(s) shall meet the City's code standard of a minimum of 4000 grains of hardness exchange per pound of salt, and shall be optimized for salt use by a City-approved optimizer company in accordance with Waukesha Municipal Code §29.08(i)(2)(B) at the time of installation.						

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8/6/2024	8/12/2024	8/23/2024	ENGINEERING CONSTRUCTION	Mathew Vincent	REVIEW COMPLETE	No comments
Notes:						
8/6/2024	8/19/2024	8/23/2024	CSM OR PLAT REVIEW AND CLOSURE	Megan Roessler	REVIEW COMPLETE	See notes
Notes: No CSM or Plat attached for review.						
8/6/2024	8/21/2024	8/23/2024	GENERAL ENGINEERING	DERRIN WOLFORD	REVIEW COMPLETE	See notes
Notes: Since Engineering did not receive the most up-to-date civil plan set until August 9th, all of the Engineering comments may not be available yet. In not receiving the plans until August 9th, Engineering has until August 23rd to submit all comments.						
8/6/2024		8/23/2024	PARKS	Melissa Lipska		
Notes:						
8/6/2024	8/22/2024	8/23/2024	PLANNING	Doug Koehler	REVIEW COMPLETE	See notes
Notes: 1. Railing should be included on details for retaining walls showing locations over 4' in height where railings should be provided. 2. Details of decorative features on exposed garage walls are required.						
8/9/2024		8/23/2024	ADDRESSING	Megan Roessler		
Notes:						
Review Group: AUTO						
8/5/2024	8/6/2024	8/23/2024	Building Inspection	KRISTIN STONE	REVIEW COMPLETE	no comments
Notes:						
8/5/2024	8/6/2024	8/23/2024	Fire	Brian Charlesworth	REVIEW COMPLETE	See Notes
Notes: The length of the dead-end parking lot needs to be identified.						
8/5/2024	8/21/2024	8/23/2024	General Engineering	Michael Payant	ADDITIONAL INFO REQUIRED	See comments.
Notes: Disregard review letter of 8/14/2024 and see review letter copied below and also in the project folder under Correspondence dated August 21, 2024. August 21, 2024  Mr. Brandon Schwenn, PE Deputy Director/City Engineer City of Waukesha – Department of Public Works						

# Project Reviews

## City of Waukesha

201 Delafield Street  
Waukesha, WI 53188

Re: Delafield Street Apartments  
130 Delafield Street  
3rd Review

Dear : Mr. Schwenn:

We were requested to review the third submittal for the Delafield Street Apartments project dated 08/09/2024 for compliance with the City of Waukesha development handbook (2024), engineering plan checklists, and check the submittal against previously submitted comments. This review includes review of the civil plans, stormwater, and general engineering. Traffic, zoning, setbacks, and prior submitted documents were not reviewed. No certified survey map was submitted and thus not reviewed. Comments on the submittal are as follows.

### Cover Sheet

1. A cover sheet is required. Modify plans to include a cover sheet in compliance with engineering plan checklist. It is not sufficient to include items that belong on the cover sheet on other sheets.

### Proposed Improvements

1. The proposed water services are shown crossing existing stormwater lines, UG gas, electric. Provide a plan and profile to verify proper clearance or identify minimum separations.

2. City staff to confirm that more than one sanitary lateral connection is allowed.

3. No details are provided for a typical proposed retaining wall.

### Grading and Erosion Control

1. High points and low points are not labeled.

2. Silt fence is shown being installed in existing concrete, and also shown installed across the construction entrance/tracking pad.

### Stormwater and Drainage

1. The WinSLAMM top and bottom areas of the biofilter do not match what is shown on the plans. This is a previous comment that went unaddressed. It is recommended to create a detail that shows a section of the biofilter area with dimensions.

2. The area calculations presented indicate the location of the removed building which is currently lawn area as gravel. This area is fully overgrown with grass on topsoil and plants and should be revised to pre-existing pervious.

3. Based on the provided grading plan, existing grades will be mainly left on the west side of the south building. If this is the case, the proposed storm sewer catchments on the west side of the building will not catch all the water to take to CB 2 and some water will be trapped on the side of the building. It is recommended to either modify proposed grades or modify proposed storm catchment locations. It is recommended that the design engineer confirm the capacity of the receiving storm system to receive flow from the site.

4. City staff to confirm overland flow route acceptance. It is not recommended to have surcharged stormwater running over the sidewalk and into Delafield Street.

### General Comments

1. The drainage plan submitted with the stormwater management report should also be submitted with the civil sheets and not only an appendix in the stormwater management report.

2. Show the area and dimensions for proposed easements required for the project.

3. The new proposed medians are not fully shown on plans, nor are proposed street improvements fully shown on Buena Vista, East North, Madison. Shown all improvements fully and call out proposed improvements appropriately.

4. There are no specific details related to the mountable curb for fire truck turnaround gravel area.

5. It appears that the WB-67 Interstate Semi-Trailer is unable to execute a right turn from East North Avenue to Delafield Street without mounting the curb.

6. A plan for signage mentioned in previous comments still must be submitted.

7. A pavement marking plan mentioned in previous comments still must be submitted.

8. WE Energies easements are to be added to the plans once prepared.

### General Engineering

1. Not all scales are correct. This means that the scale does not properly represent dimensions on the page. Verify that all scales accurately represent the size of objects on the plan sheet.

2. Ensure that on both civil plans and stormwater management plans, there is a provided legend on each sheet that defines special symbols, line types, and hatches. Symbols that are not used on a sheet should not be in the legend. If a symbol is in the legend, then it should be shown on the plan sheet.

3. Final plans are to be signed and sealed by a Wisconsin licensed PE.

4. Depending on the final design, the below listed permits or approvals may be needed. Please submit digital copies of permits to City for filing prior to start of construction:

a. City of Waukesha Storm Water Erosion Control Permit.

b. Wisconsin DNR NOI, and NOI for fill site.

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- c. City of Waukesha – Engineering Division Construction Permit for all RW work.
- d. Approved Stormwater Maintenance Agreement.
- 5. Additional required submittals, fees, and financial guarantees will be provided as the project progresses.
  - a. Financial guaranties
  - b. Applicable sewer connection charges per Chapter 29.11(c) will be owed to the City for this project.
  - c. Storm Water Permit. This permit will need to be obtained prior to starting work and obtaining a building permit.
- 6. The construction drawings and financial guarantees should be reviewed and approved prior to the construction being started and building permit issued. If the location of any work needs to be changed as a result of the approved construction drawings, the drawings should be updated to reflect the needed changes.
- 7. In accordance with Wisconsin Administrative Code A-E 2.02(4): Each sheet of plans, 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.

**Engineering Plan Checklist**

- 1. Plans are to be prepared 11"x17" or no larger than 24"x36". The civil plans are prepared at 36"x48". This is listed on the checklist as well as the City of Waukesha Development Handbook (2024). The scale requirements are demonstrated in section 1.3.4.4 of the development handbook. The city is to confirm whether the oversized plans are acceptable as they are being submitted with architectural plan sheets.
- 2. The horizontal datum should be NAD 1983/2011, and vertical datum should be NAVD 1988 (12), and this should be noted on the plans. This requirement is shown on the engineering checklist and the City of Waukesha Development handbook. A separate CAD file should be provided with the 2011 adjustment.
- 3. SEWRPC benchmarks are not provided. This is an engineering plan checklist requirement and is required on the cover sheet.

**Certified Survey Map**

- 1. No certified survey map was submitted so this is not included in the review. Ayres will review once CSM is submitted.

Our review is of the items noted above and does not include a review of zoning, setbacks, required number of parking stalls, traffic, lighting, structural review or other permits which may be necessary.

Ayres does not make any warranty or guarantee, expressed or implied, that this review has addressed all provisions of the City of Waukesha’s codes or ordinances.

Sincerely,

Ayres Associates Inc.

Michael D. Payant, PE  
 Manager – Engin  
 eering Services  
 Direct: 262.522.4915  
 PayantM@AyresAssociates.com

Brian Glaszcz, PLS  
 Manager – Southern Midwest Survey  
 Direct: 262.522.4919  
 GlaszczB@AyresAssociates.com

Cc: Derrin Wolford, PE, PTOE, City of Waukesha  
 Jonathan Schapekahm, PE, City of Waukesha  
 Austin Johrendt, PE, Ayres Associates  
 Jared Armstrong, Ayres Associates

8/5/2024		8/23/2024	Parks	Melissa Lipska		
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Notes:

# Project Reviews

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8/5/2024	8/22/2024	8/23/2024	Planning	Doug Koehler	REVIEW COMPLETE	See notes
Notes:						
<ol style="list-style-type: none"> <li>1. Retaining wall details need to include safety railing details, and locations indicated on the plans.</li> <li>2. Developer must provide details on artistic treatments to exposed garage walls along Delafield Street.</li> </ol>						
8/5/2024		8/23/2024	Planning Commission	Unassigned		
Notes:						
8/5/2024	8/14/2024	8/23/2024	Water Utility	Chris Walters	REVIEW COMPLETE	See comments
Notes:						
<ol style="list-style-type: none"> <li>1) All existing water services serving the property, that will no longer be used in the future, MUST be properly abandoned by cutting and capping at the main in the street. Contact Tom Krause to coordinate inspection of this work. 262-409-4462 or tkrause@waukesha-water.com</li> <li>2) All new water service(s) MUST have an approved new water service application. Contact Tom Krause to coordinate review and approval of this application.</li> <li>3) Only Waukesha Water Utility can install new taps to the main. Tap fees are dependent on the size of the existing main and new service. The cost of the tap includes the tapping sleeve and valve, valve box, and inspection. The contractor is responsible for trench excavation, shoring, traffic control, restoration and means for lowering tapping machine.</li> </ol>						