



January 9, 2025

Darrin Engel, Assoc. AIA
Continuum Architects
751 N. Jefferson Street
Milwaukee, WI 53202

Re: WEC Waukesha Service Center Renovations

Dear Mr. Engel,

On behalf of the City of Waukesha, we have reviewed the application documents dated 10/7/2024 (received 12/18/24) submitted by Continuum Architects for WEC Waukesha Service Center Renovations.

Project Description

Interior & exterior renovations to an existing utility services building. The majority of the proposed renovation work includes upgrading both the interior and exterior of the facility's office area. Exterior partial south & east elevations are being updated in appearance and will bring in more daylighting into office spaces. Minor landscape modifications adjacent to exterior renovations are also included.

The Following review comments shall be addressed prior to approval of the WEC Waukesha Service Center Renovations construction documents.

General

1. 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.
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.
3. Show accessible ADA route from ADA parking spot to building entrance. Will the proposed alterations be an accessible entrance into building?
4. Attachment B Engineering Plan Checklist or Attachment I Landscape Plan Checklist were not included with the submittal. Please submit both.
5. See all other comments included in TRAKiT software response.

Sheet C300

6. Update 6" outlet pipe to extend to invert elevation shown in the grading plans. Current location will not daylight.

Sheet C400

7. Review general notes included in detail 7/C400. Modify as needed & remove unused notes.

Darrin Engel, Assoc. AIA
Continuum Architects
January 10, 2025

Nothing set forth in this review of the construction and development documents by the City Engineer shall be construed as, nor intended to be, a waiver or release of any obligations imposed on the Developer or relieve the Developer from compliance with the City of Waukesha's ordinances, standards and policies or any other applicable state statute or administrative rule. Plans for future improvements and additions must be reviewed by MSA prior to construction. Future improvements and additions must be in accordance with City requirements and ordinances in effect at the time of construction.

Please review this letter and address these issues at your earliest convenience. Contact me for clarification on any comments at (262) 295-7787. Construction shall not begin until the City of Waukesha has approved the plan set for the proposed improvements.

Sincerely,
MSA Professional Services, Inc.

A handwritten signature in black ink, appearing to read "Josh Meyerhofer". The signature is fluid and cursive, with the first name "Josh" and last name "Meyerhofer" clearly distinguishable.

Josh Meyerhofer, P.E.
Senior Project Engineer
jmeyerhofer@msa-ps.com | (262) 295-7787

Cc: Brandon Schwenn, City of Waukesha