



# DEPARTMENT OF PUBLIC WORKS

Fred Abadi, PhD, PE, Director

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## ENGINEERING COMMENTS FOR PLAN COMMISSION AGENDA Wednesday September 14, 2016

Time: 6:30 p.m.

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

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

IV. Approval of Minutes

**ID#16-1218** Minutes for the Meeting of August 24, 2016.

V. Consent Agenda

**PC16-0076** Sunset Drive – Extra-territorial Certified Survey Map  
1. No comments.

**PC16-0077** Prairie Home Cemetery Pet Memorial Garden – Certified Survey Map  
1. No comments.

VI. Business Items

**PC16-0067** Standing Stone at Big Bend, Big Bend (East Side) at Rivera Drive-  
Preliminary Plat Review

### General

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.

☒ **ENGINEERING  
DIVISION**  
Alex Damien, P.E.  
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

- b. Storm water management plan and Agreement.
- 2. 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. Permits will be needed for the project. Provide copies of approved project permits to the City for filing. Needed permits include but are not limited to:
  - a. Wisconsin Department of Natural Resources NR 216 N.O.I. Permit.
  - b. City of Waukesha Construction Permit
  - c. City of Waukesha Storm Water Permit
  - d. Private sanitary sewer approval

#### Sanitary Sewer

- 1. Sheet 1.1: Remove “proposed sanitary sewer and water lateral by City” note.
- 2. Remove curb cut notes.

#### Storm water Review

- 1. No comments.

#### Grading and Erosion Control Plan

- 1. An erosion control plan is needed for grading in excess of 3,000 square feet.
- 2. The erosion control/master grading plan should include a table listing the minimum basement elevation based on the existing water table for each building.
- 3. 32.09(c)1 Access Drives and Tracking. Provide access drive(s) for construction vehicles that minimize tracking of soil off site using BMP(s) such as stone tracking pads, tire washing or grates. Minimize runoff and sediment from adjacent areas from flowing down or eroding the access drive.
- 4. 32.09(c)3 Inlet Protection. Protect inlets to storm drains, culverts and other storm water conveyance systems from siltation until the site is stabilized.
- 5. 32.09(c)9 Site Dewatering. Treat pumped water to remove sediment prior to discharge from the site, using BMPs such as sediment basins and portable sediment tanks.
- 6. 32.09(c)10 Dust Control. Prevent excessive dust from leaving the construction site through construction phasing and timely stabilization or the use of BMPs such as site watering and mulch - especially with very dry or fine sandy soils.
- 7. 32.09(c)13 Sediment Cleanup. By the end of each workday, clean up all off-site sediment deposits or tracked soil that originated from the permitted site. Flushing shall not be allowed unless runoff is treated before discharge from the site.
- 8. 32.09(c)14 Final Site Stabilization. All previous cropland areas where land disturbing activities will not be occurring under the proposed

grading plans, shall be stabilized upon permit issuance. Stabilize all other disturbed areas within 7 days of final grading and topsoil application. Large sites shall be treated in stages as final grading is completed in each stage. Any soil erosion that occurs after final grading or the application of stabilization measures must be repaired and the stabilization work redone.

9. 32.09(c)15 Temporary Site Stabilization. Any disturbed site that remains inactive for greater than 7 days shall be stabilized with temporary stabilization measures such as soil treatment, temporary seeding or mulching. For purposes of this subsection, "inactive" means that no site grading, landscaping or utility work is occurring on the site and that precipitation events are not limiting these activities. Frozen soils do not exclude the site from this requirement.
10. 32.09(d)(2.)(B.)(xii) Location of proposed utilities, including: standard cross-section for buried utilities, associated easements, labeling the type of utility and notes on erosion control and restoration plans;
11. 32.09(d)(2.)(B.)(xiii) Final site stabilization instructions for all other disturbed areas, showing areas to be stabilized in acres, depth of applied topsoil, seed types, rates and methodology, fertilizer, sod or erosion matting specifications, maintenance requirements until plants are well established, and other BMP(s) used to stabilize the site;
12. 32.09(d)(2.)(B.)(xiv) Detailed construction notes clearly explaining all necessary procedures to be followed to properly implement the plan, including estimated starting date of grading, timing and sequence of construction or demolition, any construction stages or phases, utility installation, dewatering plans, refuse disposal, inspection requirements, and the installation, use, and maintenance of BMP(s) proposed in the plan;
13. 32.10(c)21. Location and descriptive notes for any existing or proposed easements, right-of-ways, vision corners or other known site restrictions. Road right-of ways and building setbacks shall be in compliance with all applicable administrative codes, adopted plans and ordinances;

#### Grading and Erosion Control Plan Sheet 1 of 2

1. The erosion control plan should be updated to comply with City Ordinance 32.09.
2. Existing easements on the site should be shown including source documentation.

#### Erosion Control Plan

1. A construction sequence should be added.
2. Chapter 32.09(c)(9): Dewatering specifications should be added to the plan.
3. Chapter 32.09(d)(2)(xiii): Final site stabilization instructions should be included in the plan set including seed rates, methodology, fertilizer and

erosion matting locations and specifications, and maintenance requirements.

4. Chapter 32.09(d)(2)(xiv): Detailed construction notes for the dewatering plan should be included on the plan.
5. Chapter 32.09(d)(2)(iv): All woodland areas, those proposed to be lost or transplanted during construction and acres or numbers of each. For woodlands proposed to be lost, show individual trees larger than eight (8) inches in diameter that are located within twenty (20) feet of proposed grading boundaries.
6. Chapter 32.09(d)(2)(xiv): The dates for the grading work should be added to the Drawing.
7. Chapter 32.09(d)(2)(xiv): The dates for the grading work should be added to the Drawing.
8. Chapter 32.09(d)(2)(xv): Location of soil evaluations with surface elevations and unique references to supplemental soil evaluations report forms in accordance with section 32.11(c). A separate map should show estimated seasonal water table depths down to planned excavation depths with references to the proposed site plan.
  - a. A minimum 1-foot vertical separation between the seasonal high groundwater table elevation and the basement floor surface should be included in the design.
9. Chapter 32.10(d)(4)(E): Subsurface drainage. Lowest building floor surfaces shall be built one (1) foot above the seasonal high water table elevation, as documented in the soil evaluations and shall avoid hydric soils.
10. The erosion control/master grading plan should include a table listing the minimum basement elevation based on the existing water table for each unit.

#### Street Design Review

1. Sheet C1.0-Remove note, "Future City Road Improvement Project."
2. Remove sidewalk ramp at north end of Lot 1.

#### Subdivision and Platting Review

##### Preliminary Plat

1. Add outlot to Plat for pond area conveyance to City.
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 existing property corners.
4. Chapter 23.06(3)(g) Subdivision and Platting: Easements across centered on rear or side lot lines should be provided for utilities where necessary and shall be at least 10' wide, if applicable.

5. Rights and conditions for private drainage easement behind Lots 1 to 5 should be updated to be approved by City.
6. Plat states zoning is two-family. We understand that zoning was changed to single family. Please confirm.
7. Removed Proposed sanitary sewer lateral and water service notes.
8. Provide grading declaration prior to approval of Final Plat.
9. Provide lamp post declaration prior to approval of Final Plat.
10. As-built of storm sewer and grading needed for review and approval prior to issuance of building permits.
11. Show We-Energies easements on Plat.

**PC16-0074** Standing Stone at Big Bend, Big Bend (East Side) at Rivera Drive-Final Plat Review (5 Lots)

General

1. No final plat was submitted for review.
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). Development fees will be owed to the City for this project.
  - b. Storm water management plan and Agreement.
3. 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.
4. Permits will be needed for the project. Provide copies of approved project permits to the City for filing. Needed permits include but are not limited to:
  - a. Wisconsin Department of Natural Resources NR 216 N.O.I. Permit.
  - b. City of Waukesha Construction Permit
  - c. City of Waukesha Storm Water Permit
  - d. Private sanitary sewer approval

Sanitary Sewer

1. No comments.

Storm water Review

1. Convey storm water pond to City prior to approval of Final Plat.

Grading and Erosion Control Plan

1. An erosion control plan is needed for grading in excess of 3,000 square feet.
2. The erosion control/master grading plan should include a table listing the minimum basement elevation based on the existing water table for each building.
3. 32.09(c)1 Access Drives and Tracking. Provide access drive(s) for construction vehicles that minimize tracking of soil off site using BMP(s) such as stone tracking pads, tire washing or grates. Minimize runoff and

sediment from adjacent areas from flowing down or eroding the access drive.

4. 32.09(c)3 Inlet Protection. Protect inlets to storm drains, culverts and other storm water conveyance systems from siltation until the site is stabilized.
5. 32.09(c)9 Site Dewatering. Treat pumped water to remove sediment prior to discharge from the site, using BMPs such as sediment basins and portable sediment tanks.
6. 32.09(c)10 Dust Control. Prevent excessive dust from leaving the construction site through construction phasing and timely stabilization or the use of BMPs such as site watering and mulch - especially with very dry or fine sandy soils.
7. 32.09(c)13 Sediment Cleanup. By the end of each workday, clean up all off-site sediment deposits or tracked soil that originated from the permitted site. Flushing shall not be allowed unless runoff is treated before discharge from the site.
8. 32.09(c)14 Final Site Stabilization. All previous cropland areas where land disturbing activities will not be occurring under the proposed grading plans, shall be stabilized upon permit issuance. Stabilize all other disturbed areas within 7 days of final grading and topsoil application. Large sites shall be treated in stages as final grading is completed in each stage. Any soil erosion that occurs after final grading or the application of stabilization measures must be repaired and the stabilization work redone.
9. 32.09(c)15 Temporary Site Stabilization. Any disturbed site that remains inactive for greater than 7 days shall be stabilized with temporary stabilization measures such as soil treatment, temporary seeding or mulching. For purposes of this subsection, "inactive" means that no site grading, landscaping or utility work is occurring on the site and that precipitation events are not limiting these activities. Frozen soils do not exclude the site from this requirement.
10. 32.09(d)(2.)(B.)(xii) Location of proposed utilities, including: standard cross-section for buried utilities, associated easements, labeling the type of utility and notes on erosion control and restoration plans;
11. 32.09(d)(2.)(B.)(xiii) Final site stabilization instructions for all other disturbed areas, showing areas to be stabilized in acres, depth of applied topsoil, seed types, rates and methodology, fertilizer, sod or erosion matting specifications, maintenance requirements until plants are well established, and other BMP(s) used to stabilize the site;
12. 32.09(d)(2.)(B.)(xiv) Detailed construction notes clearly explaining all necessary procedures to be followed to properly implement the plan, including estimated starting date of grading, timing and sequence of construction or demolition, any construction stages or phases, utility installation, dewatering plans, refuse disposal, inspection requirements,

- and the installation, use, and maintenance of BMP(s) proposed in the plan;
13. 32.10(c)21. Location and descriptive notes for any existing or proposed easements, right-of-ways, vision corners or other known site restrictions. Road right-of ways and building setbacks shall be in compliance with all applicable administrative codes, adopted plans and ordinances;
  14. The erosion control plan should be updated to comply with City Ordinance 32.09.
  15. Existing easements on the site should be shown including source documentation.

#### Erosion Control Plan

1. A construction sequence should be added.
2. Chapter 32.09(c)(9): Dewatering specifications should be added to the plan.
3. Chapter 32.09(d)(2)(xiii): Final site stabilization instructions should be included in the plan set including seed rates, methodology, fertilizer and erosion matting locations and specifications, and maintenance requirements.
4. Chapter 32.09(d)(2)(xiv): Detailed construction notes for the dewatering plan should be included on the plan.
5. Chapter 32.09(d)(2)(iv): All woodland areas, those proposed to be lost or transplanted during construction and acres or numbers of each. For woodlands proposed to be lost, show individual trees larger than eight (8) inches in diameter that are located within twenty (20) feet of proposed grading boundaries.
6. Chapter 32.09(d)(2)(xiv): The dates for the grading work should be added to the Drawing.
7. Chapter 32.09(d)(2)(xiv): The dates for the grading work should be added to the Drawing.
8. Chapter 32.09(d)(2)(xv): Location of soil evaluations with surface elevations and unique references to supplemental soil evaluations report forms in accordance with section 32.11(c). A separate map should show estimated seasonal water table depths down to planned excavation depths with references to the proposed site plan.
  - a. A minimum 1-foot vertical separation between the seasonal high groundwater table elevation and the basement floor surface should be included in the design.
9. Chapter 32.10(d)(4)(E): Subsurface drainage. Lowest building floor surfaces shall be built one (1) foot above the seasonal high water table elevation, as documented in the soil evaluations and shall avoid hydric soils.
10. The erosion control/master grading plan should include a table listing the minimum basement elevation based on the existing water table for each unit.

### Street Design Review

1. No comments.

### Subdivision and Platting Review

#### Final Plat

1. No Final Plat was submitted for review.
2. Add outlot to Plat for pond area.
3. 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.
4. Show existing property corners.
5. Chapter 23.06(3)(g) Subdivision and Platting: Easements across centered on rear or side lot lines should be provided for utilities where necessary and shall be at least 10' wide, if applicable.
6. Chapter 23.06(3): The minimum right-of-way width for collector streets is 70 feet. Confirm with City Staff if an additional 2 feet of right-of-way should be dedicated.
7. Rights and conditions for private drainage easement behind Lots 1 to 5 should be updated to be approved by City.
8. Add City Final Plat notes.

### **PC16-0072**

Cesarz, Charapata & Zinnecker Funeral Home, 237 N. Moreland Blvd. –  
Conditional Use Permit with Final Site Plan & Architectural Review

#### General

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. Storm water management plan and Agreement.
2. 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. Permits will be needed for the project. Provide copies of approved project permits to the City for filing. Needed permits include but are not limited to:
  - a. Wisconsin Department of Natural Resources NR 216 N.O.I. Permit.
  - b. City of Waukesha Construction Permit
  - c. City of Waukesha Storm Water Permit
  - d. Private sanitary sewer approval



### General

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.
    - i. Impact fees
    - ii. Letter of Credits
  - 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.
  - c. Waukesha Water Utility approval.
2. Permits will be needed for the project. Provide copies of approved project permits to the City for filing. Needed permits include but are not limited to:
  - a. Wisconsin Department of Natural Resources NR 216 N.O.I. Permit.
  - b. City of Waukesha Construction Permit.
  - c. City of Waukesha Storm Water Permit.
  - d. Private sanitary sewer approval.

### Sanitary Sewer

1. The building will 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, 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. All utilities in Moreland Boulevard in this project limits should be shown and the proposed connection points and design information.
3. Specifications for public sanitary sewer work should be added.
4. Show proposed sanitary sewer lateral connecting to existing lateral behind right of way line.

### Subdivision and Platting

1. A current land survey in accordance with Wisconsin Administrative Code A-E 7 should be provided for review and approval. The submitted survey is from 2007.

### Street Design

### Sheet C-1 Site Plan

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.

2. Provide turning movement analysis for fire trucks, delivery trucks through parking lot and drive through.
3. Show existing underground pipes on site and adjoining site, and in public right of ways.
4. Show existing easements.
5. A current title report should be obtained and submitted to the City for both parcels including all restrictions, covenants, and easements of record.
6. More detail is needed to show where the proposed drainage is intended to be directed. Confirm how the site runoff will be collected from conveyed off site. Additional storm sewer measures are needed.
7. It appears that the building is shown within the building setback. Please confirm.
8. Many more spot grades are needed around the development site to confirm drainage problems are not being created.
9. Existing easements on the site should be shown including source documentation.
10. A note should be added: Repair limits in street will be determined in field at the time of permanent repair.
11. The concrete sidewalk at the apron and the apron should be 7 inch thick concrete sidewalk.
12. Show grades for match point of curb removal and replacement.
13. Show removal limits for whole street from flange to flange. The street will need to be milled and paved.
14. Add Note: Removal limits of repair are approximate and will be determined in the Field by the City.
15. Add City driveway detail. Indicate 7 inch thick concrete.
16. Add City standard curb and gutter detail.

### Storm Water

#### Sheet C-2 Grading and Erosion Control Plan

1. Submit area of site disturbance.
2. Prepare storm water management plan, as applicable to DNR requirements and City Ordinance.
3. The erosion control/master grading plan should include a table listing the minimum basement elevation based on the existing water table for each building.
4. 32.09(c)1 Access Drives and Tracking. Provide access drive(s) for construction vehicles that minimize tracking of soil off site using BMP(s) such as stone tracking pads, tire washing or grates. Minimize runoff and

sediment from adjacent areas from flowing down or eroding the access drive.

5. 32.09(c)3 Inlet Protection. Protect inlets to storm drains, culverts and other storm water conveyance systems from siltation until the site is stabilized.
6. 32.09(c)9 Site Dewatering. Treat pumped water to remove sediment prior to discharge from the site, using BMPs such as sediment basins and portable sediment tanks.
7. 32.09(c)10 Dust Control. Prevent excessive dust from leaving the construction site through construction phasing and timely stabilization or the use of BMPs such as site watering and mulch - especially with very dry or fine sandy soils.
8. 32.09(c)13 Sediment Cleanup. By the end of each workday, clean up all off-site sediment deposits or tracked soil that originated from the permitted site. Flushing shall not be allowed unless runoff is treated before discharge from the site.
9. 32.09(c)14 Final Site Stabilization. All previous cropland areas where land disturbing activities will not be occurring under the proposed grading plans, shall be stabilized upon permit issuance. Stabilize all other disturbed areas within 7 days of final grading and topsoil application. Large sites shall be treated in stages as final grading is completed in each stage. Any soil erosion that occurs after final grading or the application of stabilization measures must be repaired and the stabilization work redone.
10. 32.09(c)15 Temporary Site Stabilization. Any disturbed site that remains inactive for greater than 7 days shall be stabilized with temporary stabilization measures such as soil treatment, temporary seeding or mulching. For purposes of this subsection, "inactive" means that no site grading, landscaping or utility work is occurring on the site and that precipitation events are not limiting these activities. Frozen soils do not exclude the site from this requirement.
11. 32.09(d)(2.)(B.)(xii) Location of proposed utilities, including: standard cross-section for buried utilities, associated easements, labeling the type of utility and notes on erosion control and restoration plans;
12. 32.09(d)(2.)(B.)(xiii) Final site stabilization instructions for all other disturbed areas, showing areas to be stabilized in acres, depth of applied topsoil, seed types, rates and methodology, fertilizer, sod or erosion matting specifications, maintenance requirements until plants are well established, and other BMP(s) used to stabilize the site;
13. 32.09(d)(2.)(B.)(xiv) Detailed construction notes clearly explaining all necessary procedures to be followed to properly implement the plan, including estimated starting date of grading, timing and sequence of construction or demolition, any construction stages or phases, utility installation, dewatering plans, refuse disposal, inspection requirements,

- and the installation, use, and maintenance of BMP(s) proposed in the plan;
14. 32.10(c)21. Location and descriptive notes for any existing or proposed easements, right-of-ways, vision corners or other known site restrictions. Road right-of ways and building setbacks shall be in compliance with all applicable administrative codes, adopted plans and ordinances;
  15. 32.09(d)(2.)(B.)(xii) Location of proposed utilities, including: standard cross-section for buried utilities, associated easements, labeling the type of utility and notes on erosion control and restoration plans;
  16. 32.09(d)(2.)(B.)(xiv) Detailed construction notes clearly explaining all necessary procedures to be followed to properly implement the plan, including estimated starting date of grading, timing and sequence of construction or demolition, any construction stages or phases, utility installation, dewatering plans, refuse disposal, inspection requirements, and the installation, use, and maintenance of BMP(s) proposed in the plan;
  17. 32.09(d)(2.)(C.)(iii) Open channel design and stabilization data to support the selected BMP(s) for stabilization;
  18. 32.10(d)2. Total Suspended Solids. A. By design, each storm water management plan shall meet the following post-development total suspended solids reduction targets, based on average annual rainfalls, as compared to no runoff management controls:
  19. 32.10(d)(2)(A.)(ii.) For redevelopment, 40% reduction of total suspended solids load;
  20. 32.10(d)6. Site Drainage. Measures shall be implemented to ensure proper site drainage, prevent property damage and protect public health and safety, including the following minimum requirements:
  21. 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.
  22. Show tributary drainage basin areas to site.
  23. 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.
  24. The storm sewer will likely need to connect to Wisconsin DOT storm sewer and need approval.

**PC16-0073**

YMCA Waukesha, 320 E. Broadway – Final Site Plan & Architectural Review

General

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. Storm water management plan and Agreement.
- 2. 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. Permits will be needed for the project. Provide copies of approved project permits to the City for filing. Needed permits include but are not limited to:
  - a. Wisconsin Department of Natural Resources NR 216 N.O.I. Permit.
  - b. City of Waukesha Storm Water Permit

#### General

- 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.
    - ii. Impact fees
    - iii. Letter of Credits
  - 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.
  - c. Waukesha Water Utility approval.
- 2. Permits will be needed for the project. Provide copies of approved project permits to the City for filing. Needed permits include but are not limited to:
  - a. Wisconsin Department of Natural Resources NR 216 N.O.I. Permit.
  - b. City of Waukesha Construction Permit.
  - c. City of Waukesha Storm Water Permit.
- 3. During the YMCA's two previous plan submittal processes with the City, the YMCA did not confirm that the City had an existing written easement for the public sanitary sewer located on the YMCA site.
  - a. Chapter 32.10(c)(21): Show any existing easements on the site plan, if applicable. Copies of existing public utility easements on site should be sent to the City for review and filing.
  - b. If appropriate easements are not already recorded, then new easements should be prepared and drafted by the YMCA. The City has a template available for use. The sanitary sewer easement width should be 30 feet.

#### Sanitary Sewer

- 1. The building will 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, 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. All localized utilities in in this project limits should be shown and the proposed connection points and design information.

#### Subdivision and Platting

1. No comments.

#### Street Design

##### Sheet C-1 Site Plan

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.
2. Show existing underground pipes on site and adjoining site, and in public right of ways.
3. A current title report should be obtained and submitted to the City for both parcels including all restrictions, covenants, and easements of record.
4. Existing easements on the site should be shown including source documentation.

#### Storm Water

##### Sheet C-2 Grading and Erosion Control Plan

1. Submit area of site disturbance.
2. Prepare storm water management plan, as applicable to DNR requirements and City Ordinance.
3. 32.09(c)3 Inlet Protection. Protect inlets to storm drains, culverts and other storm water conveyance systems from siltation until the site is stabilized.
4. 32.09(c)13 Sediment Cleanup. By the end of each workday, clean up all off-site sediment deposits or tracked soil that originated from the permitted site. Flushing shall not be allowed unless runoff is treated before discharge from the site.
5. 32.09(c)14 Final Site Stabilization. All previous cropland areas where land disturbing activities will not be occurring under the proposed grading plans, shall be stabilized upon permit issuance. Stabilize all other disturbed areas within 7 days of final grading and topsoil application. Large sites shall be treated in stages as final grading is completed in each stage. Any soil erosion that occurs after final grading

or the application of stabilization measures must be repaired and the stabilization work redone.

6. 32.09(c)15 Temporary Site Stabilization. Any disturbed site that remains inactive for greater than 7 days shall be stabilized with temporary stabilization measures such as soil treatment, temporary seeding or mulching. For purposes of this subsection, "inactive" means that no site grading, landscaping or utility work is occurring on the site and that precipitation events are not limiting these activities. Frozen soils do not exclude the site from this requirement.
7. 32.09(d)(2.)(B.)(xiii) Final site stabilization instructions for all other disturbed areas, showing areas to be stabilized in acres, depth of applied topsoil, seed types, rates and methodology, fertilizer, sod or erosion matting specifications, maintenance requirements until plants are well established, and other BMP(s) used to stabilize the site;
8. 32.09(d)(2.)(B.)(xiv) Detailed construction notes clearly explaining all necessary procedures to be followed to properly implement the plan, including estimated starting date of grading, timing and sequence of construction or demolition, any construction stages or phases, utility installation, dewatering plans, refuse disposal, inspection requirements, and the installation, use, and maintenance of BMP(s) proposed in the plan;
9. 32.10(c)21. Location and descriptive notes for any existing or proposed easements, right-of-ways, vision corners or other known site restrictions. Road right-of ways and building setbacks shall be in compliance with all applicable administrative codes, adopted plans and ordinances;
10. 32.09(d)(2.)(B.)(xiv) Detailed construction notes clearly explaining all necessary procedures to be followed to properly implement the plan, including estimated starting date of grading, timing and sequence of construction or demolition, any construction stages or phases, utility installation, dewatering plans, refuse disposal, inspection requirements, and the installation, use, and maintenance of BMP(s) proposed in the plan;
11. 32.10(d)6. Site Drainage. Measures shall be implemented to ensure proper site drainage, prevent property damage and protect public health and safety, including the following minimum requirements:
12. 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.