

July 29, 2019

Mr. Jeff Fortin  
City of Waukesha Community Development Department  
201 Delafield Street, Suite 200  
Waukesha, WI 53188

RE: The Reserve at Waukesha  
Project No.: SPAR19-00022  
PC19-0045  
R.A. Smith, Inc. Project No.: 3170302

Dear Mr. Fortin:

Below are the responses of R.A. Smith, Inc. to your Project Review regarding the above-reference matter:

Review Group: ALL						
5/22/2019		5/24/2019	Erosion Control	Thomas Miles		

**raSmith RESPONSE:**

**No response**

5/22/2019	5/29/2019	5/24/2019	Sanitary Sewer	Chris Langemak	Review Complete	See comments
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**Notes:**

1. Sewer lateral video. The 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, 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.

**raSmith RESPONSE:**

**Note on sheet C401 states that contractor shall televise existing sanitary lateral.**

2. A record drawing of the sanitary/storm sewer facilities sealed by a professional engineer or registered land surveyor shall be submitted to the Engineering Division.

**raSmith RESPONSE:**

**Asbuilt drawing of sanitary/storm sewer facilities will be provided upon completion of utility installation.**



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5/22/2019	5/29/2019	5/24/2019	Storm Sewer	Chris Langemak	Review Complete	See comments
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Notes:

1. The proposed development's storm water is being routed through existing StormCeptor treatment manholes. It should be verified that that these structures are capable of handling the flow.

**raSmith RESPONSE:**

We no longer connect directly into the StormCeptor units. The existing storm sewer networks were hydraulically analyzed with the best information available and were designed to not over-tax either of the two point discharge locations for the site.

2. A record drawing of the sanitary/storm sewer facilities sealed by a professional engineer or registered land surveyor shall be submitted to the Engineering Division.

**raSmith RESPONSE:**

Asbuilt drawing of sanitary/storm sewer facilities will be provided upon completion of utility installation.

5/22/2019	5/29/2019	5/24/2019	Stormwater	Thomas Miles		
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**raSmith RESPONSE:**

No response

5/22/2019	6/3/2019	5/24/2019	Street Lighting	Jeff Hernke	Review Complete	See notes
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Notes:

1. No comments regarding City owned fiber.

**raSmith RESPONSE:**

No response

2. City owned street lighting and traffic signal interconnect ducts may need to be relocated along St. Paul where proposed on street parking is shown. This would be designed and relocated with the project at the developer's expense and shall follow City Standard Construction Specifications, latest publication.

**raSmith RESPONSE:**

TBD, noted.

5/22/2019	6/12/2019	5/24/2019	Traffic	Michael Grulke	Review Complete	No Comments
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**raSmith RESPONSE:**

No response

Review Group: AUTO						
5/14/2019	5/31/2019	5/24/2019	Building Inspection	Kristin Stone		

**raSmith RESPONSE:**

**No response**

5/14/2019		5/24/2019	Fire	Brian Charlesworth		
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**raSmith RESPONSE:**

**No response**

5/14/2019	5/28/2019	5/24/2019	General Engineering	David Buechl	Additional Info Required	see notes
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Notes:

1. Depending on the final design, the below listed permits or approvals may be needed. Please submit digital copies of permits to City for filing.
  - a. City of Waukesha Storm Water Erosion Control Permit if disturbance over 3,000 sf
  - b. Wisconsin DNR NOI, and NOI for fill site, if disturbance over 1 acre
  - c. Wetland delineation concurrence
  - d. DNR sanitary sewer extension
  - e. City of Waukesha - Engineering Division Construction Permit if working in right of way

**raSmith RESPONSE:**

**Noted**

2. Additional required submittals, fees, financial guaranties include:
  - a.
  - b. Easements, if applicable: Storm Water Facility Maintenance Easement, Cross -access easement
  - c. A Developers Agreement will need to be prepared by the City, and approved prior to the start of construction.
  - d. Impact fees
  - e. Letter of credits
  - f. Applicable sewer connection charges per Chapter 29.11(c) will be owed to the City for this project.

**raSmith RESPONSE:**

**Noted**

3. The storm water management plan, construction drawings, storm water facility maintenance agreement, easements, Developer 's Agreement, and Bonds should be reviewed and approved prior to the construction being started and building permit issued. If the location of any units need to be changed as a result of the approved construction drawings, the Plat should be updated to reflect the needed changes.

**raSmith RESPONSE:**

**Noted**



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4. 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.

**raSmith RESPONSE:**

All final submittal drawings will be signed and sealed.

Site Plan

1. Add sidewalk easement along Brehm and Bank St.

**raSmith RESPONSE:**

A sidewalk easement has been added.

2. Adjust lot lines so parking spaces are on private property.

**raSmith RESPONSE:**

No, this has been discussed and agreed to with Jeff Fortin. The City will own and maintain the parking stalls adjacent to the park.

3. Is garbage dumpster inside building at garage?

**raSmith RESPONSE:**

Yes, it is shown on the site plan just to the south west of the entrance in the garage.

4. Is Parks ok with accepting park lands with contaminated waste?

**raSmith RESPONSE:**

Parks will need to respond.

5. Is Parks ok with clearing snow in parking spaces in park? Consider adjusting lot line to keep parking spaces out of park so Parks doesn't have to maintain them.

**raSmith RESPONSE:**

Parks will need to respond.

6. Add cross-access easement so public can access park and private parking spaces.

**raSmith RESPONSE:**

Parking stalls adjacent to the park are now public. A cross-access easement has been added to the proposed private drive.

7. Provide plan for filling lot to get out of floodplain. An erosion control plan is needed.

**raSmith RESPONSE:**

The phase 1 grading plan shows the filling needed to get out of the floodplain.



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8. Need CLOMR.

**raSmith RESPONSE:**

No, will not be doing this. Please discuss with Matt Kocourek at 262-317-3354 for further explanation.

9. Repave Brehm Street for full width.

**raSmith RESPONSE:**

It is not the intent of the developer to repave Brehm Street.

10. Provide geotechnical report and contaminated waste location map.

**raSmith RESPONSE:**

Geotechnical report and contaminated waste location map provided.

11. Confirm who will be ultimate owner of each parcel shown on CSM.

**raSmith RESPONSE:**

Developer to own Lot 1 and Lot 3. Lot 2 to be conveyed to the City of Waukesha for Parks purposes. Lot 4 to be conveyed to the City of Waukesha.

12. If City is to be owner of any development lands, provide Phase I environmental report for those parcels.

**raSmith RESPONSE:**

Phase I report enclosed with this letter.

13. Provide Phase 1 environmental report for lands included as part of development. Additional soils and geotechnical assessments and studies may be required depending on results of initial assessment.

**raSmith RESPONSE:**

Phase I report enclosed with this letter.

14. 32.10(e)11. A storm water BMP maintenance agreement in accordance with section 32.12; The easement must be approved by the Board of Public Works and recorded at the Register of Deeds prior to issuance of the building permit.

**raSmith RESPONSE:**

Storm water BMP maintenance agreement is included with the storm water management report.

15. Show that ADA ramps along streets align with ramps along opposite side of streets.

**raSmith RESPONSE:**

Crosswalk pavement markings show that ramps are aligned.

16. Add Type 2 ramps along Brehm St. Add 2 ramps along southside of Bank St to connect to west and east side of Brehm St.

**raSmith RESPONSE:**

2 Type 2 ramps will not work for the configuration, type 1 ramp will be used on the west corner and type 4 on the east

17. Change Mary St. to Brehm St.

**raSmith RESPONSE:**

Mary St. has been updated to Brehm St.

18. 4. Chapter 6.13 Driveways (4): The driveway width should not be greater than 35' at the curb and 30' at the sidewalk, unless the property is in a district zoned for industrial use. In a district zoned for industrial use, the driveway width cannot be greater than 50' at the curb and 45' at the property line. The total frontage of all driveways servicing the premises in any district cannot exceed 90' without approval of the Council.

- a. Confirm if a variance has been obtained to increase the driveway widths.
- b. Label driveway widths.
- c. Use City driveway detail for driveway.

**raSmith RESPONSE:**

Driveway width to the parking garage is 25' wide.

19. Label ADA access route from public sidewalk to building.

**raSmith RESPONSE:**

TBD

20. Add note to drawings: Limits of final City street pavement and curb and gutter removal and replacements to be marked by City Engineering staff in field.

**raSmith RESPONSE:**

Note added to demo plan sheet C100.

21. Utilize Type 2 ramps at intersections.

**raSmith RESPONSE:**

2 Type 2 ramps will not work for the configuration, type 1 ramp will be used on the west corner and type 4 on the east

22. Several sidewalk easements are needed. The sidewalk easement must be approved by the Board of Public Works and recorded at the Register of Deeds prior to issuance of the building permit.

**raSmith RESPONSE:**

The Certified Survey Map has been revised to illustrate sidewalk easements which will be recorded by separate document.

23. Confirm adequate drainage exists along lot line between bank property and this development.

**raSmith RESPONSE:**

Verified.

24. Show locations and dimensions for handicap parking stalls outside.

**raSmith RESPONSE:**

Noted

25. Verify with Brian Engelking of Transit if bus stop is needed.

**raSmith RESPONSE:**

Per Brian Engelking a bus stop is not needed as people can utilize the transit center across the road.



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26. The existing site is located within the 100-year FEMA floodplain. The parcel must be taken out of the floodplain prior to any City approvals being issued to fill the floodplain or issue building permits.

**raSmith RESPONSE:**

Understood.

27. Show permanent limited easement at corner of Brehm and St. Paul on site plan.

**raSmith RESPONSE:**

Ok

#### Parks

1. Need easement for storm pipe through park

**raSmith RESPONSE:**

Understood. Will show during CD's.

2. Put catch basin in park lawn to collect drainage.

**raSmith RESPONSE:**

Catch basin has been added in park lawn.

3. Can brew pub allow public parking?

**raSmith RESPONSE:**

The Brew Pub is not a part of this project.

4. Are 3 spots at bank for public parking?

**raSmith RESPONSE:**

No, this is the banks parking.

5. Need access easement to access park. City to not plow or maintain easement, or public parking spots. Include time to plow by, and plowing fee requirements.

**raSmith RESPONSE:**

City will own these stalls.

6. Developer to do general park site prep; rough grade; haul out asphalt or add clay cap if required by DNR; how will haul out of material be regulated by DNR?

**raSmith RESPONSE:**

The developer has no desire to do anything on the park site. Please discuss with Mike Campbell directly.

7. Move underground system out of park;

**raSmith RESPONSE:**

Underground stormwater tank is location in drive aisle on private property.

8. Stub out utilities for park building;

**raSmith RESPONSE:**

The developer has no desire to do anything on the park site. Please discuss with Mike Campbell directly.

5/14/2019		5/24/2019	Parks	Unassigned		
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**raSmith RESPONSE:**

No response

5/14/2019	6/3/2019	5/24/2019	Planning	Jeff Fortin	Review Complete	
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1. Garage entrances should be more attractive than a standard door. Architect should look at frosted glass, wood with windows, or other more attractive options. We have a couple of good local examples - Clearpoint, Sky High Marketing that have successfully done this.

**raSmith RESPONSE:**

See the architect 2PA's response letter.

2. Architect should try to differentiate the retail and apartment amenity spaces from the apartment spaces with the use of different colors, materials, awnings, more prominent entrance area, etc. They sort of blend into the development when they should sort of stand out as a different use.

**raSmith RESPONSE:**

See the architect 2PA's response letter.

3. Work is needed on the north elevation wall in the notched out area at the NW corner of the development. Windows, public art, landscaping, etc should be looked at to draw attention away from the blank expanse of wall.

**raSmith RESPONSE:**

See the architect 2PA's response letter.

4. Look at a more significant cornice/roof edge material on the 4 story portion of the building with the darker lap siding

**raSmith RESPONSE:**

See the architect 2PA's response letter.

5. For final approval the architectural plans should provide a closeup drawing of window details to show how they are recessed in relation to the face of the building.

**raSmith RESPONSE:**

See the architect 2PA's response letter.

6. If there are any rooftop materials, they should be shown on the elevation drawings. Anything extending over the height of the parapet wall will need screening.

**raSmith RESPONSE:**

See the architect 2PA's response letter.

7. The layout of the parking on the Waukesha State Bank property, west of this building will need to be reconfigured. Changing it so it is perpendicular to the building will result in additional spaces and make it easier to maneuver in and out of.

**raSmith RESPONSE:**

Bank owner is unwilling to work with developer on reorganizing the parking.



8. Applicant shall use Downtown Waukesha Paver standards for any pavers within the right-of-way.

**raSmith RESPONSE:**

No pavers are proposed.

9. Due to building proximity to west lot line, a permanent "no build" easement on the west side of the building on the Waukesha State Bank property will be required because of the openings being right at the property line, The width of this easement will depend on construction type/fire ratings.

**raSmith RESPONSE:**

The developer, Mike Campbell, is working with the adjacent land owner on "no build" easement.

10. We will need a color site/landscaping plan with your submittal prior to final.

**raSmith RESPONSE:**

See the architect 2PA's response letter.

11. Has the applicant looked into the easement to see if the easement holder would permit balconies to encroach over the easement.

**raSmith RESPONSE:**

Yes, this is allowed per the dry utility company. This has been coordinated.

Additional Comments from Parks Department:

1. City will need an access easement through any parking lot or driveway on Lot 3 to provide access to the back of the fountain for maintenance, and a utility easement for the utilities that will run from the new restroom building to the fountain.

**raSmith RESPONSE:**

Not part of this project. Noted for the future though.

2. The park site should be brought to rough grade. Applicant will need to determine if DNR wants an impermeable clay cap, or if fill and topsoil will suffice as a cap. What needs to be done with the contaminated soil in order to plant trees and install footings?

**raSmith RESPONSE:**

The developer has no desire to do anything on the park site. Please discuss with Mike Campbell directly.

3. For the 8 parking stalls at the southwest corner of the development they would prefer that the saw cutting into the pavement be at the lot line so all spaces are reconstructed in a similar manner instead of having a mix of old and new spaces here. New curb and gutter will be needed in this location. Also find out if Waukesha State Bank would be willing to give up the three remnant spaces here for park visitors.

**raSmith RESPONSE:**

Saw cut limits have been adjusted to the lot line so that all spaces are reconstructed in a similar manner. Existing curb and gutter will be replaced as well.

4. New parking stalls on the City park portion should have at least 4" of pavement.

**raSmith RESPONSE:**

Noted.

5. We are trying to get a handle on how the public spaces will be cleared of snow. We'll need an easement for access by the public and by the City for maintenance. Would the owner be open an agreement clearing these spaces of any snow when they plow the private portion of Bank Street?

**raSmith RESPONSE:**

City will own these stalls.

6. A utility easement is needed for the proposed storm sewer line running through the park.

**raSmith RESPONSE:**

Noted. Will do in the future.

7. Parks would like a grate and catch basin at the south end of the park to capture overland park runoff. (see park's marked up plan set)

**raSmith RESPONSE:**

Catch basin has been added at the south end of the park to capture overland park runoff.

5/14/2019	6/24/2019	6/24/2019	Planning Commission	Jeff Fortin	Approved	
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**Notes:**

Approved subject to all staff comments and the architect making some revisions to the building to make it less "busy" and to better integrate the 4 story and 5 story portions of the building.

**raSmith RESPONSE:**

See the architect 2PA's response/revised drawings.

5/14/2019		6/7/2019	5/24/2019	Water Utility	Chris Walters	Review Complete	See comments
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**Notes:**

- 1) The developer will need to complete the Water Service - Connections and Meters Application from the website and return it to the Waukesha Water Utility. The Water Utility will invoice the developer based on the size of the meter required. Contact Tom Krause at 262-409-4462 or tkrause@waukesha-water.com to obtain a copy of this permit application.

**raSmith RESPONSE:**

Noted.

- 2) The proposed service will require an 8" x 6" tap with an 8" x 6" tapping sleeve and valve, for which the materials and installation are provided by Waukesha Water Utility. The contractor is responsible for excavation, trench shoring, traffic control, means of lowering tapping machine and restoration. The cost of an 8" x 6" tap is \$2,364.49.



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**raSmith RESPONSE:**

Note added to water utility plan stating materials and installation provided by Waukesha Water Utility.

If you should have any additional questions, please email me at [jeremy.jeffery@rasmith.com](mailto:jeremy.jeffery@rasmith.com), or call me at 262-317-3330.

Sincerely,  
R.A. Smith, Inc.

A handwritten signature in blue ink, reading 'Jeremy J. Jeffery'.

Jeremy J. Jeffery, P.E.  
Senior Project Engineer