



September 4, 2025

Chad Kemnitz
Professional Consultants, Inc.
133 Hill Street
Hartland, WI 53029

Re: Russ Darrow Kia - Carwash

Dear Mr. Kemnitz,

On behalf of the City of Waukesha, we have reviewed the application documents submitted by Professional Consultants, Inc for the Russ Darrow Kia project.

Project Description

The proposed redevelopment is planning for a building addition to the existing Russ Darrow Kia Building and adding a curb and gutter landscape island. All Improvements are contained on the property.

The Following review comments shall be addressed prior to approval of construction documents.

General

1. Issuance of *All Engineering Requirements Met Concurrence Letter* is required prior to application for & issuance of Building Permit. Items required for issuance of Concurrence Letter include:
 - a. Final site plans with all engineering comments addressed
 - b. Financial Guarantees
 - i. Landscaping – Developer to provide contractor quote for work. City to review & approve.
 - c. Payment of Impact Fees (City to provide impact fee summary)
2. 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 starting construction and obtaining a building permit.
 - a. City of Waukesha Storm Water Erosion Control Permit if disturbance over 3,000 sf
 - b. Applicable sewer connection charges per Chapter 29.11(c) will be owed to the City for this project. Coordinate with Waukesha Water Utilities.
3. 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.
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.
5. The existing parcel has a sanitary sewer lateral connecting the City's sewer main. Please provide a pre and post construction 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.
6. Submit all required checklists for Development Submittals. See City's Development Handbook.

C100

7. Provide finalized start & end dates

C400

8. Confirm overland flow route does not turn north and follow access point to Longview Rd.

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Final

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