City of Waukesha
Department of Public Works
201 Delafield Street
Waukesha, WI 53188
Waukesha-wi.gov

Engineering Plan Checklist

Attachment A
(Rev 04/24)

Project Name: Culver's Frozen Custard - Remodel

Engineering & Design Firm: Endpoint Solutions

General Information

Plans shall include the seal and signature of the Wisconsin licensed professional engineer responsible for the preparation of the construction plans on the cover sheet or on each sheet

YES	NO	N/A	
☐	☐	☒	Provide a copy of the WisDOT permit for any work in the State of Wisconsin right of way.
☐	☐	☒	Provide a copy of the Waukesha County Department of Public Works permit for any work in right of way of Waukesha County.
☐	☐	☒	Provide a copy of Wisconsin Department of Natural Resources Water Resources Application for Project Permits (WRAPP) for all sites greater than one acre.
☐	☐	☒	Provide a copy of US Army Corps of Engineers 404 permit.
☐	☐	☒	Provide cross access agreements for use of entrances.
☐	☐	☒	Provide off-site utility easements.
☐	☐	☒	Provide hydraulic gradeline calculations for all storm sewer pipes signed and sealed by a professional engineer licensed in the State of Wisconsin.
☐	☐	☒	Provide a storm water management plan and calculations signed and sealed by a professional engineer licensed in the State of Wisconsin.

All Plan Sheets

YES	NO	N/A	
☒	☐	☐	Plans prepared on sheets measuring 11" high by 17" wide or no larger than 24" high by 36" wide.
☐	☐	☐	Sanitary Sewer, watermain and storm sewer system plans for the entire development are included.
☐	☐	☒	A profile view is located below a plan view on plan and profile sheets and both views are aligned by stationing whenever possible. In general, stationing is from left to right.
☐	☐	☒	Plan and profile sheets start and terminate at match lines.
☐	☐	☒	The assumed bearing base, control monuments and stationing reference line(s)
☒	☐	☐	Right-of-way limits and easement limits
☒	☐	☐	Edge of pavement or flange, face and back of curb
☒	☐	☐	Name of each existing, proposed, and future roadway and any intersecting roadways

☐	☐	☑	Lot lines, lot and block numbers
☑	☐	☐	Addresses and names of Owners for existing parcels
☑	☐	☐	All obstructions located within the project limits including, but not limited to: trees, signs, utilities, fences, light poles, structures, etc.
☑	☐	☐	A note warning that underground utilities must be located by "Diggers Hotline" prior to start of construction
☑	☐	☐	Legend (relevant to each sheet) showing all special symbols, line types and hatch used
☑	☐	☐	Title block includes at a minimum, the following information: Name and address of engineering (design) firm and owner/developer Date of the drawing and last revision Scale Plan sheet number (# of #) Name and location description of development
☑	☐	☐	North to the top or right of the sheet and shown by a north arrow, clearly shown without intrusion.
☒	☐	☐	Scale of the plans 1" = 40' horizontally and 1" = 8' vertically for 11" by 17" plan sheets and 1" = 20' horizontally and 1" = 4' vertically for 22" by 34" sheets. Partial site plans have a scale of 1" = 20' or larger. The scale of details is such that the detail is clearly shown. The scale is shown with a line scale and text.
☑	☐	☐	Existing surface objects indicated with screened lines and clearly labeled.

Cover Sheet

YES	NO	N/A	
☑	☐	☐	Project title.
☑	☐	☐	Location Map (Proximity to two main streets minimum).
☑	☐	☐	Index of all plan sheets
☐	☐	☑	For large or phased subdivisions, a key map of layout and phases.
☐	☐	☑	Reference to a minimum of two (2) current SEWRPC reference benchmarks shall be required. Survey documentation references- Horizontal: North American Datum of 1983/2011; Vertical: North American Vertical Datum of 1988 (12)
☑	☐	☐	All permanent or temporary benchmarks and elevations.
☑	☐	☐	A description of the locations of the benchmarks; and the basis or origin of the vertical control network.
☑	☐	☐	Date of plan preparation and applicable revision date(s)
☑	☐	☐	The following statement: "*All site improvements and construction shown on the plans shall conform to the City of Waukesha Development Handbook & Infrastructure Specifications. Where the plans do not comply, it shall be the sole responsibility and expense of the Developer to make revisions to the plans and/or constructed infrastructure to comply.*"

Roadway

YES	NO	N/A	
☐	☐	☒	For all new streets, a site specific geotechnical evaluation and pavement design submitted with the plans.
☐	☐	☒	A separate detail sheet showing typical cross-sections for each roadway standard width and cul-de-sac if applicable.
☐	☐	☒	Separate sheets showing any pavement markings to be installed within the public right-of-way.

Plan View

YES	NO	N/A	
☐	☐	☒	The assumed bearing base, control monuments and stationing reference line along the centerline of the roadway, including cul-de-sacs.
☐	☐	☒	At least one clearly labeled benchmark or control point per sheet.
☒	☐	☐	Pavement and median dimensions.
☐	☐	☒	Final grade elevations at 25' intervals at the right-of-way including at the edge of pavement for rural sections or at the flange of curb for urban sections.
☐	☐	☒	Final grade elevations for cul-de-sacs at 25' intervals at the right-of-way including at the edge of pavement for rural sections or at the flange of curb for urban sections.
☐	☐	☒	Label all PVC's, PVT's, and PC's, PT's for vertical and horizontal curves. Radii of all intersections (edge of pavement or flange of curb, with note indicating which is referenced).
☐	☐	☒	Driveways for all lots adjacent to storm inlets and intersections.
☒	☐	☒	Sidewalks labeled and dimensioned.
☐	☐	☒	Existing, proposed, future streets and drives labeled and dimensioned.
☐	☐	☒	All roadside ditch locations, flowline elevations at 50' intervals of the ditches.
☐	☐	☒	Slope intercepts.
☐	☐	☒	Invert profile for 200' downstream for any existing ditches receiving flow from a proposed road or street.
☐	☐	☒	Limits of any areas which need special stabilization techniques.
☐	☐	☒	Specific details of all existing connected roadways. Pavement, shoulders, ditches, curb alignment, and grades shall be shown as needed to adequately make the transition.

Intersection Details

YES	NO	N/A	
☐	☐	☒	Radii of all intersections (edge of pavement or flange of curb, with note indicating which is referenced).
☒	☐	☐	Sidewalks and accessible ramps labeled and dimensioned.
☐	☐	☒	Right of way corner clips and sight visibility easements.
☒	☐	☐	Spot grades as necessary to ensure proper drainage and compliant ADA slopes.
☒	☐	☐	Spot grades shall be shown at end of radius for all curb and gutter and the end radius for all back of sidewalk.
☐	☐	☒	Drainage clarified by flow arrows, high points, sags, ridges, etc. Slope intercepts shall be clearly labeled by station, elevation to the nearest 0.1', and offset distance (left or right) from the reference line.
☐	☐	☒	Invert elevation of ditches (for rural roadway).
☐	☐	☒	Final subgrade elevation at the centerline of the street or roadway.

Cross Sections

YES	NO	N/A	
☐	☐	☒	Right of way limits.
☐	☐	☒	Slope intercepts clearly labeled.
☐	☐	☒	Elevations to the nearest 0.01'.
☐	☐	☒	Offset distance (left or right) from the reference line.
☐	☐	☒	Final grade elevations at back of walk, face of walk, top of curb, flange elevation (edge of pavement for rural section), and the centerline of the street or roadway.
☐	☐	☒	Cross slope of sidewalk, terrace area, and roadway.
☐	☐	☒	Invert elevation of ditches (for rural section)

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Site, Grading and Drainage Plan
Conditional Use Permit Checklist

Attachment B
(Rev 04/24)

Project Name: Culvers Frozen Custard - Remodel

Engineering & Design Firm: Endpoint Solutions

General Requirements

YES	NO	N/A	
☑	☐	☐	Applicant's name
☑	☐	☐	Name and location of development
☑	☐	☐	Scale and north arrow
☑	☐	☐	Date of original and revisions noted
☑	☐	☐	License number and professional seal
☑	☐	☐	Digital Drawings in AutoCAD format of the site layout & building plan layout
☐	☐	☑	Pay impact fees

Building Plans

YES	NO	N/A	
☐	☐	☒	Contact Community Development Department

Site Plans

YES	NO	N/A	
☑	☐	☐	Dimensions of development site
☒	☐	☐	Location, footprint, and outside dimensions
☒	☐	☐	Existing and proposed pedestrian access points
☒	☐	☐	Existing and proposed vehicular access points
☒	☐	☐	Parking lots, driveways shown
☐	☐	☒	Front, side and rear yard setbacks shown and labeled
☐	☐	☒	Location, identification and dimensions of all existing or planned easements
☐	☐	☒	Identification of all land to be dedicated
☐	☐	☒	Location, elevation, and dimensions of walls and fences
☐	☐	☒	Location of outdoor lighting with lighting design plan and calculations
☐	☐	☒	Sign complies with City Code Book
☐	☐	☒	Location of existing and proposed signs

Site Access

YES	NO	N/A	
☐	☐	☒	Legal description or certified survey of property
☒	☐	☐	Development compatible with its zoning district
☒	☐	☐	Sidewalks to be shown
☒	☐	☐	Site entrance drive dimensions
☐	☐	☒	Individual development vehicular entrances at least 125 feet apart
☒	☐	☐	Adjacent development share driveway where possible
☐	☐	☒	At least one vehicular and pedestrian access point to each adjoining site granted by cross easements
☐	☐	☒	Cross access to be provided with minimum paved width of 24 feet
☐	☐	☒	Design detail for all new public streets

Parking/Traffic

YES	NO	N/A	
☒	☐	☐	5-foot wide (min) paved walkway to building entrance
☒	☐	☐	7-foot parking separation from front of building
☒	☐	☐	Minimum parking spaces provided
☐	☐	☒	Service truck parking in designated service areas
☒	☐	☐	Parking spaces and layout dimensioned
☒	☐	☐	Lot paved with HMA or concrete
☒	☐	☐	Handicap parking provided
☒	☐	☐	Minimum required stacking distance
☐	☐	☒	Concrete curb and gutter around parking lot

Grading and Drainage Plans

YES	NO	N/A	
☒	☐	☐	Show existing tree lines and any obstructions (fences, structures, power poles, etc.) within the project limits.
☐	☐	☒	All proposed lot lines and lot numbers or addresses
☐	☐	☒	Lot line dimensions
☐	☐	☒	Outline of buildable areas for each lot
☐	☐	☒	Typical setbacks of buildable area to front, side and back lot lines
☒	☐	☐	All existing buildings, structures and foundations
☒	☐	☐	All existing drainage channels and watercourses
☐	☐	☒	Emergency overflow routes
☒	☐	☐	Drainage clarified by flow arrows, high points, sags, ridges, and valley gutters
☐	☐	☒	Proposed retaining wall locations with top and bottom of wall elevations at key locations
☐	☐	☒	100-year flood plain limit (both pre-and post-project)
☐	☐	☒	100-year storm water surface elevation
☐	☐	☒	Wetlands. Wetland limits labeled with bearings and distances and dimensioned to lot lines. Bearings and distances may be shown in tabulated format.

☐	☐	☒	All environmental corridors, & or environmentally sensitive areas as required by DNR
☒	☐	☐	All existing and proposed easements.
☒	☐	☐	Existing topography of the site and all areas within 50 feet of the site shown at a one-foot contour interval using Survey documentation references- Horizontal: North American Datum of 1983/2011; Vertical: North American Vertical Datum of 1988 (12). Existing contours shown as thin, dashed screened or grey lines with a readily discernable heavier line used for the 5-foot contour intervals.
☒	☐	☐	Proposed grading shown at a contour interval of 1 foot using Survey documentation references- Horizontal: North American Datum of 1983/2011; Vertical: North American Vertical Datum of 1988 (12). Proposed contour lines shown as solid medium lines, with a discernible heavier line use for the 5-foot contour intervals.
☐	☐	☒	The yard grade and first floor elevation of proposed building and any existing buildings located within 150 feet of the parcel boundary.
☐	☐	☒	Proposed road(s), curb and gutter, all storm sewer grates and storm sewer manholes (or cross-culverts for open ditches). Show any off-road storm inlets and discharge locations with surface entry elevations.
☒	☐	☐	Spot grades as necessary to ensure proper drainage and compliant ADA slopes and routing where applicable.
☐	☐	☒	At front setback line show a typical house shell on each lot and the proposed yard grade to the nearest tenth of a foot (assumed to be 0.7' below the top of block) for each building. Show proposed finished elevations to the nearest tenth of a foot at all lot corners and alongside lot lines adjacent to the front and back corners of the typical house. Show proposed finished elevations to the nearest tenth of a foot at high and low points along any side or back lot lines, and at high and low points if roads to demonstrate proposed drainage.
☐	☐	☒	The grading plan for any house that will require special design due to topography, clearly show separate grades for the garage and yard grade if extra steps are needed. Separate spot finish elevations shown for rear or side exposure or walkout.
☐	☐	☒	Indicate minimum finished floor elevations adjacent to floodplains, ponds, creeks/channels, etc.
☒	☐	☐	Proposed storm inlets shown on each grading plan. Each plan also includes specific details on all applicable retention/detention basins, ponds, overflows, etc. Separate sheets or notes as required.
☒	☐	☐	Locations of existing and proposed streets, drives, alleys, easements, right-of-way, parking as required, vehicular and pedestrian access points, and sidewalks
☐	☐	☒	Outline of any development stages
☐	☐	☒	Location and details on any required emergency access roads
☐	☐	☒	Soil characteristics
☒	☐	☐	Existing and proposed topography shown for the site and or adjacent properties
☐	☐	☒	Floodplain, shore land, environmental and wetlands shown
☒	☐	☐	Location and dimensions of on-site storm water drainage facilities
☒	☐	☐	Location and footprint of all existing buildings
☐	☐	☒	Locations and species of existing trees
☐	☐	☒	Berm detail
☒	☐	☐	Lot grades and swales shown
☒	☐	☐	Drainage calculations provided

Erosion Control

YES	NO	N/A	
☒	☐	☐	Location Map
☐	☐	☒	Soils Survey Map
☐	☐	☒	Existing Land Use Mapping
☒	☐	☐	Predeveloped Site Conditions
☒	☐	☐	• Existing contours
☒	☐	☐	• Property lines
☒	☐	☐	• Existing flow paths and direction
☐	☐	☒	• Outlet locations
☐	☐	☒	• Drainage basin divides and subdivides
☒	☐	☐	• Existing drainage structures on and adjacent to the site
☐	☐	☒	• Nearby watercourses
☐	☐	☒	• Lakes, streams, wetlands, channels, ditches, etc.
☐	☐	☒	• Limits of the 100-year floodplain
☒	☐	☐	Practice location/layout/cross sections
☒	☐	☐	Construction Details
☐	☐	☒	Name of receiving waters
☐	☐	☒	Site description/Nature of construction activity
☒	☐	☐	Sequence of construction
☒	☐	☐	Estimate of site area and disturbance area
☐	☐	☒	Pre- and post-developed runoff coefficients
☒	☐	☐	Description of proposed controls, including
☒	☐	☐	• Interim and permanent stabilization practices
☐	☐	☒	• Practices to divert flow from exposed soils
☐	☐	☒	• Practices to store flows or trap sediment
☐	☐	☒	• Any other practices proposed to meet ordinance
☒	☐	☐	Existing topography of the site and all areas within 50 feet of the site shown at a one foot contour interval Survey documentation references- Horizontal: North American Datum of 1983/2011; Vertical: North American Vertical Datum of 1988 (12). Existing contours shown as thin, dashed screened or grey lines with a readily discernable heavier line used for the 5-foot contour intervals.
☒	☐	☐	Proposed grading shown at a contour interval of 1 foot using City of Waukesha datum using Survey documentation references- Horizontal: North American Datum of 1983/2011; Vertical: North American Vertical Datum of 1988 (12). Proposed contour lines shown as solid medium lines, with a discernible heavier line use for the 5-foot contour intervals.
☒	☐	☐	List the total disturbed acreage including offsite areas.
☐	☐	☒	Provide tree survey in accordance with City Erosion Control Ordinance
☒	☐	☐	Proposed limits of disturbance including proposed tree cutting areas.
☐	☐	☒	Location and dimensions of all temporary topsoil and dirt stockpiles.
☒	☐	☐	Location and dimensions of all appropriate best management practices (BMP).
☒	☐	☐	Phasing of BMP's with the construction activities listed / described.
☐	☐	☒	Schedule of anticipated starting and completion date of each land disturbing and land developing activity, including the installation of the BMP measures that are needed.

☑	☐	☐	Location of all channels, pipes, basins or other conveyances proposed to carry runoff to the nearest adequate outlet, including applicable design assumptions and computations.
☐	☐	☑	Areas to be sodded or seeded and mulched or otherwise stabilized with vegetation, describing the type of final vegetative cover.
☐	☐	☑	Areas of permanent erosion control (other than vegetation).
☐	☐	☑	Boundaries of the construction site
☐	☐	☑	Drainage patterns/slopes after grading activities
☑	☐	☐	Areas of land disturbance
☑	☐	☐	Locations of structural and nonstructural controls
☐	☐	☑	Drainage basin delineations and outfall locations

Optional Submittals as Determined by Review Authority

YES	NO	N/A	
☐	☐	☑	Traffic impact analysis
☐	☐	☑	Environmental impact statement
☐	☐	☑	Soil and Site Evaluation Report per DNR Technical Standard 1002
☐	☐	☑	Plot of effect of exterior illumination on site and adjacent properties
☐	☐	☑	Description of any unusual characteristics
☐	☐	☑	Street perspectives showing view corridors
☐	☐	☑	Historic site
☐	☐	☑	Economic feasibility study
☐	☐	☑	Contaminated Waste Site

I hereby certify that I have reviewed the City ordinances and provided one (1) full-sized set of all required information along with all the required reduced copies of plans.

Applicant's Signature: