CITY OF WAUKESHA
RESIDENTIAL FINAL PLAN REVIEW
PLAN COMMISSION CHECKLIST

- ☐ Four (4) full-size, (one of which must be in COLOR) and 7 reduced copies unless waived by the department. The reduced set of copies should include the project location map showing a ½ mile radius, a COLORED landscape plan, COLORED building elevations, and exterior light fixture cut sheets.

- ☐ One digital copy of all plans (JPG or PDF) **including the colored plans.**

- ☐ Written Statement - A written statement containing a general description of the project, including ownership, the number of phases for development, if more than one, the area of each phase, the number of buildings, the number of units, and the number of bedrooms in each unit.

- ☐ Plat of Survey - A plat of survey by a registered land surveyor, showing thereon the exact net area of the site, and of each phase, if more than one phase.

- ☐ Site Plan. An accurate scale map of the proposed development at an engineers scale of at least 1" = 40' showing the following where applicable:

  - ☐ Existing topography referenced to City datum and platted at 2 foot contour intervals, except that five foot intervals may be accepted where warranted by extremes in topography. These contours must extend at least 20 feet onto surrounding properties;
  - ☐ All existing rights-of-way, easements, pavements, structures, utilities, drainage facilities, lot lines and natural features such as wooded areas, streams, ponds, wetlands, and floodplain;
  - ☐ Locations, dimensions and grades of all proposed structures, with each structure referenced to the building plans, and including (on drawing) the locations and grade of all buildings within 100' of property;
  - ☐ Proposed topography showing grading of all proposed roadways, drives, walks, parking areas, and stormwater management facilities;
  - ☐ Locations and identification of all proposed recreation facilities;
  - ☐ Generalized landscaping plan showing areas to be planted and nature of plantings; and
  - ☐ General utility system plans, including sanitary sewer, storm drainage, water distribution, telephone, gas, and electric in sufficient detail to allow evaluation of their adequacy. The developer shall consult with the Engineering Department and the Water Utility for direction.

- ☐ Building Plans. Of sufficient detail to illustrate the architectural character of every building including the following:

  - ☐ Partial building elevation sketches indicating representative materials, finishes, and architectural style, with reference to all sides of every building;
  - ☐ Representative floor plans indicating layout of each floor.

- ☐ Review Fee. A review fee equal to $300 plus $15.00 per unit.

Please note: Deadline is ***two weeks*** prior to the meeting.

CITY OF WAUKESHA

RESIDENTIAL MULTI-FAMILY CONSTRUCTION & RENOVATION

SUSTAINABILITY CHECKLIST

Project Name: _____ **Date:** _____

(CHECK ALL THAT APPLY)

SUSTAINABLE SITES		
	SITE SELECTION	**NOTES**
	Infill: close to transportation & shopping	
	New Construction: Avoid environmentally sensitive areas	
	Multi-family: Diversity of land uses in close proximity	
	SITE DESIGN	
	Protect natural resources	
	Pedestrian connections to services & parks	
	Site home to optimize of solar resources	
	Minimize slope disturbance	
	Chapter 32 permit	
	Minimize impervious surfaces	
	STORMWATER & EROSION CONTROL	
	Chapter 32 permit	
	Preserve natural drainage	
	Minimize impervious surfaces	
	Roof & rain gardens: us captured stormwater for irrigation	
	BUILDING SIZE & LAYOUT	
	Building dimensions in 2 foot increments	
	Pre-manufactured trusses	
	Pre-cut, preassembled, panelized or precast assemblies	
	EXTERIOR BUILDING DESIGN	
	Use overhangs and eaves	
	Proper metal flashing	
	Covered & secure area for garbage & recycling	
	Green roofs or high albedo roofing materials	
MATERIALS & RESOURCES		
	REUSED OR SALVAGED MATERIALS	
	Use salvaged materials from existing site	
	Products with recycled content	
	CONSTRUCTION WASTE MANAGEMENT	
	Recycle lumber, plastics, metals & roofing materials	
ENERGY & ATMOSPHERE		
	ON-SITE RENEWABLE ENERGY	
	Site Assessment: Solar	
	Site Assessment: Geo-thermal	
	Graywater	
	INDOOR AIR QUALITY	
	Proper Vapor Barriers	
	Radon System	
	ENERGY EFFICIENCY SYSTEMS	
	Size space heating & cooling according to load calculations	
	Continuous insulation	
	Air sealing measures	
	Energy Star rated Windows	
	Energy Star rated HVAC	
	Energy Star rated Water Heater	
	Energy Star Rated Lighting & Appliances	