

AS-BUILT PLAN CHECKLIST

General

- Plans without an As-Built Surveyor/Engineer's seal and Certification will not be accepted or reviewed.
- If As-Built surveyor is different from the design engineer, provide surveyor contact information on the cover sheet.
- Place "As-Built" stamp and date in the lower right corner of all sheets. Be very specific what part of the plan was as-built.
- Items built exactly per plan shall have the elevation/station notated with parenthesis and marked "AB".
- Items deleted in the field shall be crossed out and marked with "not built", who authorized the deletion, and the date of the deletion.
- Items not built per plan shall have the incorrect elevation/station crossed out, the correct elevation/station printed next to the crossed out data and an "AB" next to the new elevation/station. When writing the new information, if there is insufficient space to make the data .01' in height, use a leader line from the crossed out data to the new data. .01' is the minimum height of lettering. Never erase data from the plan.
- Any revisions made in the field shall be clearly reflected by crossing out the old information (never erased), called out who approved the revision and reflect the date of the approval. Any major revisions should have been sent to the City Engineer for approval before continuing.
- All as-built data shall be in parentheses and marked with the "AB" expected on as-builts. Example: (123-XYZ) AB.

Water Plans

- Station all services where the connection is made to the main. On angular taps, as-built the tie from the meter box to the adjacent property line, at the back of the PUE. Do not station the meter box.
- Distance of the meter box to the adjacent property line.
- Stationing of all fire hydrants.
- Water line offset from monument line.
- Offset from monument line at all bends.
- Offset from monument line to the length of each stub-outs.
- Elevation and station of all pipe deflections/dips.
- Station of each end of carrier pipes.

Sewer Plans

- Distance to all service taps, measured from the nearest downstream manhole.
- For angled taps, stationing of all taps where the tap leaves the main AND the distance measured from an adjacent property line to the end of the tap, at the back of the P.U.E. Do not station the end of the tap. Two as-built figures are required for angled taps.
- Invert elevations of all pipes entering a manhole, including tap inverts. Show directions of inverts, ie, E, W, N & S or N/E etc.
- Recalculate longitudinal pipe slopes after as-building the invert elevation in the manholes.
- Manhole rim elevations. (After paving completion.)
- Monument line offsets to manholes and to lines.
- Lengths and slopes of laterals and of stub-outs. Provide invert elevations at the end of stub outs and the slopes of the stubs.
- Invert at 90° testing (temporary) clean outs.

Paving Plans

- Concrete including gutter elevations at returns, valley gutters, grade breaks, aprons, catch basins, scuppers, bus bays, and right-turn/decal lanes.
- All top of curb elevations.

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- Flow line elevations at aprons/valley gutters. Slopes will be figured only on “gutter” elevations and never on “top of curb” elevations.
- Verification of all survey monuments.
- All gutter and pavement grade break elevations.
- Curb flow line elevations of all scuppers and spillway elevation at bottom..
- Curb flow line elevations for all catch basins.
- Pipe inverts (inlet and outlet) elevations for catch basins, headwalls, and other drainage structures.
- All sewer pipe and structure inverts, inlets and outlets.
- Storm sewer manhole rim elevations. Traffic signage locations (where applicable).
- Paving tapers and transition stationing and widths.
- Spot elevations as needed.

Grading Plans

- Top and bottom elevation and slope of drainage channels with sufficient number of spot elevations to determine design intent along the flow line.
- Finish Pad elevations for all lots.
- Top and bottom of all basins, including weirs. Elevations at all corners and angle points.
- Spot elevations as needed.
- All storm sewer pipe and structure inverts, inlets and outlets.
- Recalculate storm sewer longitudinal pipe slopes.
- Rim elevations of drywells and storm sewer manholes

Street Light Plan

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NOTE: In lieu of surveying (as-built) all top of curb elevations at lot lines on the grading plans, the surveyor or engineer of record can seal a letter stating that: “All Curb and Finished Pad Elevations are constructed to provide a Finished Floor Elevation that is 6” above high top of curb or 14” above low top of curb, which ever governs, and 12” above the adjacent 100 year 2 hour or 6 hour (whichever the subdivision was designed for) water surface elevation and meets all current building code standards”. This letter is to accompany the first submittal of the review of as-builts.

In lieu of surveying (as-built) all top & bottom of retaining wall elevations, the surveyor or engineer of record can seal a letter stating that: “All Retaining Walls have been constructed within acceptable construction tolerances and meets all requirements of the grading plan”. This letter is to accompany the first submittal of the review of as-builts.

A retention basin volume and percolation certification letter will be required. This letter will certify that the basin has the appropriate post construction volume as required by the drainage report and that the basin will percolate with in the 36 hours as required by MCESD. This should be done using post construction percolation tests and drywell tests. Once approved add this letter to the drainage report for the final project acceptance package.