

REQUIREMENTS FOR RECORD DRAWINGS (AS-BUILTS)

Last Revised – (04-30-2019)

1. Submit two (2) hard copy sets of prints initially for review and field inspection.
2. Be sure to include details in the set of as-builts.
3. All record drawings (as-builts) and associated verification calculations must be signed and sealed by a registered Illinois professional engineer.
4. Use the approved engineering plans for the as-built documents. (Don't redraw the plans)
5. Cross out proposed rim & inverts and write in the as-built elevations. (Rim grades must be within .2' of proposed.)
6. If a utility line was moved, show by crossing out and drawing in its new location.
7. Give as-built lengths and slopes on all sewer lines.
8. Give as-built lengths on water main, usually between valves.
9. Give locations of all valves & B-boxes based on distance from nearest fire hydrant. (i.e. x ft. North, y ft. East)
10. Benchmarks should be established on all fire hydrants. (Use the northerly-most upper flange bolt)
11. Give locations of all corporation stops and B-boxes on water services for each lot with respect to nearest Fire Hydrant.
12. Give locations of all sanitary service lines for each lot with respect to the downstream manhole.
13. Basically, anything shown on the approved plans should be documented.
14. Stormwater Management Facility
 - a) The only item that can be redrawn to show accurately how it was constructed and to accurately be able to calculate as-built volumes.
 - b) Submit certified calculations of as-built pond volume and verify that it equals or exceeds the required volume. Show proposed and as-built volume on plans.
 - c) Give as-built side slopes (Bottom slopes also if blue/green)
 - d) Verify high water elevation, overflow construction details, and normal water levels.
 - e) Certify installation & size of restrictors or outlet system.
 - f) Verify one foot of freeboard around pond.
15. Grading
 - a) Verify overland flood routing.
 - b) Show as-built grading of all outlots, parks, stormwater management facilities & major drainage ways.
 - c) If a subdivision, grading for individual lots will be submitted when built on.
 - d) If a commercial, industrial or non residential site, show as-built grading of site. Basically, was it graded as proposed.
16. Give all as-built centerline grades and top of curb grades every 50'. In addition, give top of curb grades at every lot line intersection.
17. Show as-built wiring for street lights.
18. Show any offsite work that may have been adjusted or replaced.
19. After all review comments and punchlist items have been resolved or completed, the City review engineer will request an archival copy. Please submit the following when requested: Two (2) **signed and sealed** electronic copies of the as-builts on your choice of a CD or thumb drive; 1 as a read only Auto Cad Ver. 2016 format, and 1 as a PDF format.