



**Charter Township of Washington**  
**Department of Public Works**  
57900 Van Dyke • Washington • Michigan • 48094-4067  
(586) 786-0010 • Fax (586) 752-6463 x 221  
As-built Review Checklist

Refer to Part 186 Land Development and Utility Ordinance 143 Appendix A: Engineering Design Standards Section 15.0 for list of all as-built plan requirements in addition to this checklist.

General

- Submit two (2) complete sets of record drawings which contain all sheets from the approved construction plan set (cover sheet to last sheet including details) for review. Upon final approval, four (4) complete sets of record drawings and an electronic copy of the entire set of plans is to be provided in AutoCAD (DWG) and PDF formats.
- As-built plans must be submitted and approved within 6 months of underground construction being completed and before building permits are issued.
- All record drawings shall contain a statement by an engineer or land surveyor, registered in the State of Michigan certifying that the project improvements indicated on the record drawings conform to the latest approved construction drawings. The statement shall be signed, dated and sealed by the State registered engineer or land surveyor.
- All record drawing elevations shall be based on NAVD88 Datum. The record drawing coordinate system shall be the State Plane coordinate system as adopted by Macomb County.
- All record drawing information shall be clearly marked as such.
- Record drawing locations shall be shown on the plans to an accuracy of one (1) foot horizontal and 0.01 foot vertical.
- All location changes of 10 feet or more horizontally and .5 feet vertically shall be redrawn on the plan and the original location shall be crossed out (X-ed) on the plan.
- Accurately locate all utilities, both horizontally and vertically, (storm, sanitary, water main etc.) where the recommended separation horizontally or vertically is less than that required ten (10) feet horizontal and 18" vertical, if available.
- The recorded Liber and Page number for each easement obtained as well as any existing easement involved in the project shall be noted.
- Show location of all as-built structures with at least two tie down dimensions.
- A total record drawing quantity list shall be on the cover sheet.

Water Main

- Location of all water mains and structures with respect to back of curb, edge of pavement, or property line.
- Rim elevation of gate wells.
- Fire hydrant bury line and arrow elevations.
- Top of pipe elevation at gate wells.
- The distance between the hydrant and the center line of the water main.
- Materials installed:
  - Size, length, type, class, joint, and manufacturer of pipe.
  - Size, manufacturer, and model of valves and hydrants.
- As-built lengths shown in plan view or plan and profile view if pipe is 12" or larger.
- As-built locations of both tap and gate box shutoff for pre-tapped projects.

Sanitary Sewer and Storm Sewer

- Location of all sewers and structures with respect to back of curb, edge of pavements, or property line.
- Rim elevation of all structures.
- Pipe invert elevations and size at all structures, end-sections or headwalls.
- Percent grade of all pipe runs.
- Length of pipe from center to center of manholes, and length of stubs out of manholes.
- Length and location (witness to three (3) points) of any casing pipe, if available.
- Materials installed:
  - Size, type class, joint and manufacturer of pipe.
  - For pressure sewers, a diagram of all appurtenances in each valve structure shall be drawn with flow arrow.



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- Sanitary House leads:
  - Information shall be obtained from inspection records and transferred to the plans.
  - Location of wye measured from downstream manhole.
  - Length of lead.
  - Invert elevation at end of lead.
  - Length of any risers, if placed.
  - Location of end of lead measured from downstream manhole and centerline of main.
- Sump Leads:
  - Location of sump lead
  - Length of lead.

Detention, Retention, and Infiltration Basins

- Width and length of top and bottom of basin.
- Elevations at sufficient intervals to verify basin side slopes, contours, and capacity.
- Centerline location, length, width, elevations, and material of basin overflow facility spillway and control structure.
- Invert elevation of inlet and outlet pipes.
- Basin outlet restriction size.
- Calculations of the basin volume between the high water elevation and the invert of the outlet pipe for a detention basin, and the bottom of the basin for a retention basin (based on as-built elevations).
- Freeboard elevation completely around the entire basin.
- Size, number, and elevation of holes within overflow structures, if any.
- Low water level, and high water level elevations for ponds.
- Provide as-built detention/retention pond engineer's certification statement.
- Rim elevation and cover information for overflow/control structures.

Grading, Drainage Ditches, and Swales

- Location of centerline of all ditches and swales with respect to property lines. Elevations and slopes of drainage swales.
- Elevations showing drainage patterns between pavements and property lines, showing how they tie into adjacent properties or phase.
- Elevations at all property corners, greenbelts, open spaces, outlots, berms, access roads, and pathways.
- Top and bottom of wall elevations for all walls.

Paving

- Elevations at top of curb and gutter at high points, low points, points of tangency, and points of curvature to verify conformance with design.
- Slopes and pavement width.