

Internal Departmental General Guidelines for Waterline AS-built Checklist

Revised 7-19-2005

Upon completion of construction, check list for inspectors Engineering Dept.:

1. Does it show the Easement Area?
2. Does it have the street names?
3. Does it require lot and/or building numbers, if so are they on the as built?
4. Does it have the address for the meters? If not do we have a list of lots and/or buildings with the Address?
5. Does it have the Sub-division name on it?
6. If it is part of another phase and that other phase is on the AS-BUILT make sure the other phase is labeled correctly.
7. Does it show Northing, Easting, (NAD 83 or 27) and Elevation and Datum for all above ground appurtenances?
8. One (1) paper copy for each plan sheet and submit for inspector review.
9. One (1) copy of a digital electronic file in AUTOCAD.DWG format (Version 14 or newer) digital and paper copy must match. One (1) ASC file of the above ground structures in (NAD 83 or 27). All ASCII or POINTFILES are comma-delineated files that include point number, northing, easting elevations and description. Is there a North Arrow oriented to Grid North?
10. Does it show monument grid tie with bearing and distance? Is the grid tie between grid monument and tapping valve? The as-built grid tie line is always tied to the "tapping valve" at the point of connection of the new line of the project with the existing water system.
11. If Applicable, all required manufacturer, model numbers, and pertinent information for booster pumping station components and control equipment and storage tanks, when applicable.

Notes for field review:

12. Check it with your approved plan.
13. Take a copy to the field and make sure it is correct.
14. Are lots marked? If not call owner it will need to be so we can check?
15. Is there a meter for each lot?
16. Does any lot have two meters?
17. Is there an air release mis-labeled as a meter?
18. Any hydrants, valves, meters, air release, etc. shown on the plan but not installed in the field or installed in the field but not on the plan?

Project Table is required and is to have the four following items:

19. Does it have Waterline Easement Plat Referenced? P.B. _____ Pg. _____
20. Does it have Waterline Easement Document _____ D.B. _____ Pg. _____
21. City of Asheville Project No: e.g. WPFY-03-04-001. _____
22. Estoppels Certificate Required Yes _____ No _____