



Tippecanoe County Highway Department Subdivision As-Built Drawing Minimum Requirements

This checklist is not to be considered a complete specification, but rather as a guideline. This checklist cannot reflect all conditions for all types of as-built drawings, but should provide guidance in their preparation. Additional information may be required by the Tippecanoe County Highway Department depending on the circumstance.

As-built drawings shall be submitted to the Tippecanoe County Highway Department, but not until all construction items are in place and complete. The as-built drawings are to be a true representation of elements that exist as a result of a completed construction project. Plans should show any and all changes to design made during construction.

As-built plans must include all information in the approved construction plans including standards, details, utility sheets, and data tables. They should show as-built locations, elevations, and changes in a contrasting manner; such as color, bold, or highlighted on copies of the original construction plans. Nothing is to be blacked out, only XXX out. The as-built plans must be submitted on 24"x 36" sheets. The cover sheet and sheets with as-built data or changes are to be labeled as "As-built".

A Certification Statement is required on the Cover Sheet to certify the as-built conditions. As-built plans must be certified by a Registered Land Surveyor or Professional Engineer and must be dated and signed. Each sheet that has an as-built change must be stamped, dated, and signed by a Registered Land Surveyor or Professional Engineer.

Sample Certification Statement:

I hereby certify that the "As-built" data contained in these drawings was collected under my supervision and to the best of my knowledge represents the conditions as they exist on this project, and that the construction generally conforms to the requirements set forth in the approved construction plans.

As-built elevations shall be designated to the nearest 0.01 feet.

Streets / Roadways

Cross Section information is required at a minimum of every 100' station. Verify and label street back of curb to back of curb widths. Provide as-built elevations for: centerline, edge of pavement, top of curb and curb gutterline. Include curb gutter elevations around cul-de-sacs.

Show as-built street centerline grade and elevations on the Street Profile views at a minimum of every 100' station.

Show accel/decel lane and taper lengths, pavement widths, and edge of pavement elevations.

Provide as-built cul-de-sac radius to back of curb, or to edge of pavement for a rural section.

Confirm all street intersection radii placed, including transitional curves into cul-de-sacs.

Show the final pavement section and curb type used. Cross out alternative sections.

Provide as-built vertical curve high point and low point elevations. Include beginning and ending vertical curve elevations.

Provide the station and elevation at termination point of stub streets.

When there is a change in street width, show the as-built begin taper and end taper stations.

Show temporary turn-around location, size, and constructed material type.

Storm Drainage System

Provide final invert elevations for all storm sewers and culverts. Show pipe location if different than what's shown on the approved construction plans.

Verify and show any and all ditch grades placed. Provide spot elevations for ditches and swales.

Any cross sections included in the approved construction plans will require as-built cross sections to be submitted.

Show final locations of all inlets, manholes and pipes. Provide the as-built station and offset.

Verify and show locations of items such as paved side ditches, rip-rap dimensions, etc.

Provide final rim elevations for all beehive inlets, grates, and castings.

Indicate type and size of storm sewer structures placed (example: inlet box or manhole).

Specify type of storm sewer castings used.

Verify sumped catch basin structures by providing bottom of box elevations.

If inlet castings were to be sumped, verify the elevation and note it on the as-built plans.

Verify and show all as-built storm pipe length, size, material, class and slope.

Show horizontal and vertical location of subsurface drainage pipes (underdrains).

Headwalls or end sections are to be clearly noted and shown.

Utilities

Any changes to utility locations should be noted and verified.

Include an approved set of municipal owned sanitary sewer and water main as-built sheets.

Provide as-built data for private sanitary sewer and water systems located within the right-of-way.

Show relocated utility pole locations.

Miscellaneous

Show street light pole location, and provide station and offset.

Show guardrail location, indicate type and provide as-built length.

Show street termination end treatment location and label type of end treatment in place.

Digital copies of as-built plans shall be submitted on CD in an AutoCAD DWG format with both design and as-built information shown. AutoCAD layouts shall be provided allowing for the reproduction of a complete set of plans as needed. An as-built Adobe PDF copy and a Metadata file shall be supplied in addition to the AutoCAD format.