



Public Works Department
 Engineering Services
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PLEASE NOTE THAT ALL MANATEE COUNTY DP&G RECORD INFORMATION REQUIREMENTS AS TO FORM, MONUMENTATION, CERTIFICATIONS, AND SUBMITTAL DATA SHALL BE AS FOUND IN SECTION 800.0 OF THE BOCC APPROVED MANATEE COUNTY PUBLIC WORKS DEPARTMENTS "HIGHWAY AND DRAINAGE STANDARDS MANUAL", LATEST EDITION. (6/7/07) (Available for purchase, in CADD, DOC or PDF formats, from the Public Works Department.)

This checklist, containing the following information, shall be provided, **TO THE PUBLIC WORKS DEPARTMENT**, along with the Engineer-Of-Record and Project Surveyor's as-built certification language, as provided on the Plans or on his/her company letterhead, for all Drainage, Paving and Grading record drawing submittals.

The Engineer of Record **AND/OR** Surveyor shall proceed to verify, via placement of his/her initials below, that the following as-built information has been field gathered, reviewed for accuracy and conformance with the approved plans and as provided on the submitted record drawings. Information not applicable to the project shall be marked as NA.

- A. STORMWATER DRAINAGE SYSTEMS:** Located in the right-of-way or an easement shall be located by elevation and by station and offset based on intersection PI's and centerline of right-of-ways. For facilities located on private roads, the dimensioning shall be from centerline of paving or another readily visible baseline.

_____, under drain cleanouts,
 _____, Catch basins
 _____, Junction boxes
 _____, all other structures

- B. ELEVATIONS SHALL BE PROVIDED, INCLUDING BENCH MARKS AND ELEVATION DATUM, FOR ALL OF THE FOLLING:**

_____, Catch basin rim and inverts
 _____, Junction box rim and inverts
 _____, Control structure top of grate, baffle, weir, orifice, oil skimmer and inverts
 _____, PVI's and at every other lot line or 200 feet, whichever is less, of drainage swales and ditches.

- C. PIPES AND DITCHES:**

_____, Slopes shall be recalculated based on actual field measured distances, elevations, pipe size and type shown.

_____, Cross section of drainage ditches and swales shall be verified.

D. ROADS:

_____, Centerline of roads shall be tied to right-of-way lines.

_____, Elevation of roadway centerline shall be given at PVI's and at all intersections.

E. IF NOT OTHERWISE SHOWN, OR DETERMINED TO BE SHOWN ON SUBMITTED AND APPROVED PLAT DOCUMENTS, ALL RECORD DRAWINGS SHALL SHOW BEARINGS AND DISTANCES FOR ALL RIGHT-OF-WAY AND EASEMENT LINES AND PROPERTY CORNERS. _____.

F. DRAINAGE DITCHES AND SWALES:

_____, Locations and elevations shall be shown every 200 feet (measured along the centerline) or alternate lot lines, whichever is closer. Dimensions at these locations shall indicate distances from the centerline or right-of-way to the facility.

G. SIDEWALKS, FENCES AND WALLS: (IF INSTALLED AT THE TIME OF INITIAL RECORD DRAWING SUBMITTAL)

_____, Shall be located every 200 feet or alternate lot lines, whichever is closer.

_____, Dimensions shall include distance from the right-of-way line and the back of curb and lot line or easement line.

H. RETENTION PONDS:

_____, Elevations shall be shown for high water level, normal water level, top of bank, bank side slopes and the **BOTTOM ELEVATION OF DRY PONDS VERIFIED.**

_____, under drain cleanouts for retention systems **OUTSIDE THE RIGHT-OF-WAY** shall be located by station and offset from an appropriate baseline.

I. MISCELLANEOUS:

_____, On record drawings, at locations where the horizontal positions of constructed pipelines or other Stormwater structures deviate by more than 5 feet (as scaled on the drawing) from the horizontal positions that were shown on the approved construction drawings, the **ACTUAL** positions of the pipelines or structures shall be measured and they shall be depicted in their **ACTUAL as-built** positions on the record drawings and their original design positions shall be **CROSS-HATCHED OUT** or **SCREEN SHADED.**

Signature

Date