



Department of Permitting Services
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<http://www.montgomerycountymd.gov/permittingservices/>



Stormwater Management As-Built Review Checklist

This checklist is completed by MCDPS.

To the Designer:

The submission has been reviewed using minimum requirements per this checklist. Please address all items and any additional comments in ePlans. Provide brief responses in the Applicant's Response Box in ePlans on Workflow Information Page.

Project Name: _____ **Designer/Contact:** _____

Sediment Control Permit No: _____ **Email/Phone No:** _____

SWM File No: _____ **Assigned to:** _____

Checklist Legend:

OK	Complete/Acceptable	Submittal Date	Review Date
INC	Incomplete/Incorrect	_____	_____
N/A	Not Applicable	_____	_____
TBD	To Be Determined	_____	_____
SC	Sediment Control	_____	_____
SWM	Stormwater Management	_____	_____

General As-Built Submission Requirements

- _____ 1. As-built submissions are to be applied for and processed as a formal revision.
- _____ 2. Plans and computations must be presented as a clear **marked up comparison** of approved versus constructed SWM design elements and volumes. Utilize the plans as approved as the base and include any approved revisions. Sheets that contain only SC should not be included in the plan set. Cross of SC that is on SWM sheets.
- _____ 3. All information added to or updated on an as-built plan must be in **red**. Show any approved revisions as black.
- _____ 4. All pdf's must be of good quality and all information must be legible.
- _____ 5. When preparing as-builts use a **red check** or **red box** to indicate a design element that was constructed as approved.
- _____ 6. When showing information that is different than as approved, indicate so by crossing off the original information, in a legible manner, and adding the as-built information. If the difference is a graphical element such as a contour, wall location, surface area delineation or pipe location, add the new information in red in a legible manner so original design is still discernable.
- _____ 7. Provide a blank 2"x3" space in the upper middle portion of each sheet for DPS's approval.
- _____ 8. Include and upload into the Documents Folder a Transmittal listing submitted materials and upload folder locations. Explain any other project elements that the reviewer should know before beginning the review.

Cover Sheet

- _____ 9. "As-Built" added to Project Title. Vicinity Map.

____ ____ ____ 10. Sheet index modified for as-built sheet numbers and eplan file names. Update sheet numbers (As-built X of XX) on each sheet.

____ ____ ____ 11. As-built Certification Statement and seal of Qualified Professional (PE, PLS, RLA) indicating, "This record drawing and computations are accurate and complete and the stormwater management facilities are constructed per the approved plan or subsequent approved revisions, and stormwater management is provided per the approved design computations."

____ ____ ____ 12. As-built Certification FOR PONDS. Must be sealed by a PE: "This record drawing and computations are accurate and complete and the pond is constructed per the approved plans or subsequent approved revisions, and substantially meets and/or exceeds the requirements of the USDA Natural Resources Conservation Service - Maryland MD-378 for Ponds."

____ ____ ____ 13. SWM Summary Table. ESD: Provide Design storage and As-built storage for each facility and total ESD volume for the project. Structural: Provide Design storage and As-built storage for each facility and total structural volume for the project. Project: Provide ESDv required and total volume (ESD plus structural) provided. Ponds: Design and as-built stage storage table for design and safety storms.

Other As-Built Plan Sheets

____ ____ ____ 14. Include the Overall SWM Plan showing locations of facilities with labels.

____ ____ ____ 15. Include the SWM Drainage Area Map in the plan set. Modify delineated areas and square footages if constructed is different than as approved. Use modified areas in as-built computations.

____ ____ ____ 16. Verify applicable downspouts and roof drains including location, material, size and inverts.

____ ____ ____ 17. Provide completed SWM Construction Inspection Check-Off List for each facility, if available. If not available, please indicate and explain on the transmittal.

____ ____ ____ 18. For SWM plans that include landscaping, provide as-built information Maryland RLA seal or place a statement sealed by a Maryland RLA and placed on the applicable plan sheet.

____ ____ ____ 19. For SWM plans that include poured in place structures, provide as-built information of all structural comments and dimensions, including rebar. Verify the concrete spec when applicable.

____ ____ ____ 20. Verify the removal of any existing SWM facilities and removal of temporary blocking, temporary pipe outfall or plugs.

____ ____ ____ 21. Verify that all facilities are constructed within the recorded SWM easement areas. Note Recording information on Overall SWM Plan. Provide copies of recorded SWM Easements, Covenants and Access Easements and terminations, if not already in eplans.

____ ____ ____ 22. Verify project specific elements of proprietary measures, e.g. number of cartridges.

Plans - As-Built for ESD Measures

____ ____ ____ 23. All plan information per the approved design shown and verified as constructed per plan or provide as-built information. Including but not limited to surface area square footages, design dimensions and critical distances, contours, ponding depth, ESD and 10 year WSEL, critical slopes and spot elevations, materials, flowsplitter structures and appurtenances such as overflow structures, cleanouts, overdrains, underdrains, and erosion protection.

____ ____ ____ 24. All profile and section information per the approved design shown and verified as constructed per plan or provide as-built information. Including but not limited to inverts, dimensions, depths, slopes, elevations, ponding depth, ESD and 10-year WSEL, materials, flowsplitter structures, appurtenances such as overflow structures, cleanouts, overdrains, underdrains, and erosion protection.

Plans - As-Built for Structural (non ESD) Facilities

____ ____ ____ 25. All plan information per the approved design shown and verified as constructed per plan or

provide as-built information.

_____ 26. All profile and section information per the approved design shown and verified as constructed per plan or provide as-built information.

As-Built for Ponds

_____ 27. All plan information per the approved design shown and verified as constructed per plan or provide as-built information. Including but not limited to contours, design WSEL's, critical slopes, dimensions, and elevations, control structures, flowsplitters, benchmark (location, description and elevation), and all appurtenances such as pipes, trash racks, engineered channels, and erosion protection measures. Confirm or certify materials. Maryland RLA to confirm planting materials – number, location and species.

_____ 28. All profile, detail and cross section information per the approved design shown and verified as constructed per plan or provide as-built information. Including but not limited to inverts, dimensions, depths, slopes, elevations. Confirm or certify materials.

_____ 29. As-built memo to MSCD for ponds as applicable. (For DPS Use)

Computations

_____ 30. Full report as approved, supplemented and modified with as-built information as a comparison of approved versus as-built. Include an updated summary (same as on Cover sheet). Include design and as-built TR-20 when applicable. Highlight comparison of approved design versus as-built for all design storms including Safety Storm. All sheets within the report containing as-built information clearly labelled "as-built" in red.

_____ 31. Projects with Flowsplitters: update computations as necessary to reflect as-built condition inverts and demonstrate flowsplitter functions as designed.

Supporting Information – if not already in the folders and each as a single pdf with identifying name

_____ 32. Copies of approved Shop Drawings.

_____ 33. Material tickets for SWM components ONLY (e.g. sand, stone, pipes, filter fabric, etc.). Organized and identified.

_____ 34. Geotechnical inspection and testing reports verifying materials used (e.g. concrete, reinforcing steel, planting media, sand, etc.) are per the approved plan. SWM Observations reports from geotechnical or others as applicable.

_____ 35. SWM facility construction progress/completion photographs when available. Provide photographs of the flowsplitter structures when applicable. Separate pdf and with identifiable file name.

_____ 36. Other documents as may be required for review of the as-built condition and to demonstrate the project's SWM requirement has been met.

_____ 37. Copy of recorded SWM Easement and Covenant documents including terminations when applicable, if not already in eplan folder.

_____ 38. Other information as required or requested by the reviewer.
