

SECTION 10000 RECORD DRAWING CHECK LIST

All entities who construct public infrastructure, private streets, private storm drain collection systems and travel lanes, shall submit to the Town of Cary Engineering Department a certified set of record drawings and a CD with files in tif format of each sheet, signed and sealed by the NCPE and/or NCPLS, as a part of the Town's acceptance process. Record drawings must be submitted and approved prior to acceptance of the improvements or issuance of a certificate of occupancy. Plan sheets shall be 24" X 36" or 22" X 34". Three copies of final record drawings are required. Mylars are not required. Tif files shall not exceed 1.5 MB and naming of files shall indicate sheet title and number.

The following check list must be attached to each set of record drawings submitted for approval. Each blank must be initialed by the applicant as being included on the record drawings or marked N/A if not applicable to the project. All applicable information listed below must be included on all record drawings.

10010 RECORD DRAWING INFORMATION

Project Name: _____
TOC Plan #: _____
Submitted by: _____
Sealing Engineer: _____
NCPE Lic. No.: _____
Phone #: _____
Transmittal Date: _____

10020 DATA

Pg #
____ A. Acreage in total tract
____ B. Average lot size
____ C. Total number of lots
____ D. Total number of stop signs
____ E. Total linear footage of infrastructure chart
 ____ Streets (List individually in lengths: Public, Private or Fire Lane)
 ____ Water mains (Identify size and length)
 ____ Sewer mains (Identify size and length)
 ____ Reclaim water (Identify size and length)
 ____ Number of valves (For each size)
 ____ Number of fire hydrants
 ____ Number of manholes
 ____ Other (Any additional appurtenances)

10030 GENERAL INFORMATION

Pg #

- ___ ___ A. Copy of recorded plat indicating easements (including sight distance easements) and right of way
- ___ ___ B. Boundary of tract by courses and distance with references
- ___ ___ C. Tie to N.C. grid coordinate system
- ___ ___ D. 500 scale vicinity map
- ___ ___ E. Scale of drawings and bar scale
- ___ ___ F. North arrow
- ___ ___ G. Location of benchmark with M.S.L. elevations
- ___ ___ H. Seal and signature of North Carolina registered P.E. or P.L.S. responsible for record drawings on each sheet
- ___ ___ I. All easements identified and dimensioned. Include legal reference (deed, BOM, page #).
- ___ ___ J. Statement designating drawings are "Record Drawing" on each sheet

10040 STREETS (Public, Private or Fire Lane)

Pg #

- ___ ___ A. Horizontal alignment with radii, P.C.'s, and P.T.'s of all curves
- ___ ___ B. Vertical alignment with centerline grades, vertical curve lengths and station and elevation of all PVC's and PVT's and centerline profile.
- ___ ___ C. Dimensioned right of way and street widths
- ___ ___ D. Pavement section
- ___ ___ E. Typical cross section
- ___ ___ F. Horizontal and vertical sight lines
- ___ ___ E. Engineering Certification for retaining walls (if applicable)

10050 STORM DRAINAGE

Pg #

- ___ ___ A. Outline of 100 year flood plain
- ___ ___ B. Pipe material (HDPE Requires Engineering Certification)
- ___ ___ C. Structure invert and top elevations, outlets to survey grade using state plane coordinates in x,y and z and signed by a PLS.
- ___ ___ D. Pipe size
- ___ ___ E. Pipe slope and distance
- ___ ___ F. Size of riprap dissipation pad
- ___ ___ G. Statement of stormwater velocity at all outlets
- ___ ___ H. Show permanent stormwater best management practice
- ___ ___ I. A separate, recorded easement dedication plat for utility extensions outside right of way
- ___ ___ J. Engineering Certification for HDPE (if used)

10060 WATER SYSTEM

Pg #

- ___ ___ A. Pipe material labeled
- ___ ___ B. Pipe size labeled
- ___ ___ C. Separation from sanitary, storm sewer and gas line shown on plans
- ___ ___ D. Locations with distance references (permanent points/fixed structure) (2 each per appurtenance) or survey grade using state plane coordinates in x, y and z and signed by a PLS.
 - _____ Valves
 - _____ Fittings
 - _____ Fire hydrants
 - _____ Blow-offs
 - _____ Meters
 - _____ Air release valves
- ___ ___ E. Certification by N.C.P.E. of construction in accordance with the water extension permits
 - _____ Certification on the plans
 - _____ A separate certification sheet shall be provided
- ___ ___ F. A separate, recorded easement dedication plat for utility extensions outside right of way
- ___ ___ G. Plan and profile

10070 SANITARY SEWER SYSTEM

Pg #

- ___ ___ A. Pipe material labeled
- ___ ___ B. Pipe size labeled
- ___ ___ C. Manhole top elevations
- ___ ___ D. Invert in and out elevations
- ___ ___ E. Pipe slope
- ___ ___ F. Separation from storm sewer, water line, reclaim water and gas line
- ___ ___ G. Locations with distance references (permanent points/fixed structure) (2 each per appurtenance) or survey grade using state plane coordinates in x, y and z and signed by a PLS.
 - _____ Clean outs
 - _____ Manholes
- _____ H. Horizontal control (angles at manholes)
- ___ ___ I. 100-year flood plain elevation
- ___ ___ J. Certification by N.C.P.E. of Construction in accordance with sanitary sewer extension permits
 - _____ Certification on the plans
 - _____ A separate certification sheet shall be provided
- ___ ___ K. A separate, recorded easement dedication form for utility extensions outside right of way
- ___ ___ L. Plan and profile

10080 RECLAIMED WATER SYSTEM

Pg #

- ___ ___ A. Pipe material labeled
- ___ ___ B. Pipe size labeled
- ___ ___ C. Separation from potable water, sanitary sewer, storm sewer and gas line shown on plans
- ___ ___ D. Locations with distance references (permanent points/fixed structure) (2 each per appurtenance) or survey grade using state plane coordinates in x, y and z and signed by a PLS.
 - ___ ___ Valves
 - ___ ___ Blow-offs
 - ___ ___ Meters
 - ___ ___ Air release valves
- ___ ___ E. Certification by N.C.P.E. of construction
 - ___ ___ Certification on the plans
 - ___ ___ A separate certification sheet shall be provided
- ___ ___ F. A separate, recorded easement dedication plat for utility extensions outside right of way
- ___ ___ G. Plan and profile

10090 FORCE MAINS

Pg #

- ___ ___ A. Pipe material labeled
- ___ ___ B. Pipe size labeled
- ___ ___ C. Separation from potable water, sanitary sewer, reclaimed water, storm sewer and gas line shown on plans
- ___ ___ D. Locations with distance references (permanent points/fixed structure) (2 each per appurtenance) or survey grade using state plane coordinates in x, y and z and signed by a PLS.
 - ___ ___ Valves
 - ___ ___ Location of Marker Balls
 - ___ ___ Meters
 - ___ ___ Air release valves
 - ___ ___ Certification on the plans
 - ___ ___ A separate certification sheet shall be provided
- ___ ___ F. A separate, recorded easement dedication plat for utility extensions outside right of way
- ___ ___ G. Plan and profile

10100 PUMP STATIONS

Pg #

- ___ ___ A. Site Plan and Design Drawings
- ___ ___ B. Pump Station Design Capacity
- ___ ___ C. Pump Type and Manufacture
- ___ ___ D. Manhole / Wet Well top elevations
- ___ ___ E. Invert in and out elevations
- ___ ___ F. Locations with distance references (permanent points/fixed structure) (2 each per appurtenance) or survey grade using state plane coordinates in x, y and z and signed by a PLS.

TOWN OF CARY USE ONLY

Reviewed by: _____ Date: _____
Approved: _____ Returned: _____

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