



## AS-BUILT PLAN CHECKLIST

### PERMIT APPLICATION & SUBMITTAL REQUIREMENTS:

- **Intermediate As-built plans**
  - Prior to paving as-built all utilities & volume control under pavement
  - As-built location of all storm sewer, sanitary sewers, water main, and water services under pavement shall be shown on the plan. Include rim and invert elevations for all manholes, catch basins, inlets and top of curb elevations. **Any storm water detention and volume control volumes provided under the pavement shall be as-built, calculated and noted on the plans.**
  
- **Final As-Built plans** – (including as-built information above)
  - Provide stage storage volume calculations for required and as-built detention and volume control to be shown **on plans**
  - Show and call-out as-built high-water elevation, the size and type of restrictor installed.
  - Show location & provide the elevation of the as-built emergency overflow
    - **ADA compliance:**
      - All drive entrances need to show a few sections of as-built grades along the apron, which utilizes as the public sidewalk cross-slopes.
      - All new sidewalks need to show as-built grades for longitudinal slopes and cross-slopes.
    - **For MWRD WMO storm water detention and volume control:**
      - Sufficient as-constructed grades shall be provided to confirm the required, and as-built volumes for storm water detention & volume control
      - A grading certificate signed and sealed by a design engineer and grading note shall be provided on the plan indicating that: **“Grades are in substantial compliance with the approved engineering plan and storm water detention and/or volume control volumes are accordance with MWRD and Village requirements have been provided.”**
      - The record drawings shall be prepared, signed, and sealed by a professional engineer.
      - Upon completion of the project, the contractor or engineer shall submit one (1) copy of as-built engineering plans for review and approval.
      - Submit two (2) MWRD RFI – request for final inspection
      - Submit two (2) MWRD Recorded schedule R & Recorded exhibit R
      - Upon approval of review, the contractor or engineer shall submit five (5) copies of as-built engineering plans for final inspection with the MWRD Inspector.

**Inspections:** Inspection are scheduled by calling the front desk of the Community Development office to set up an inspection either with Jim Picardi or Erik Shultz, Engineering Inspectors to set up the RFI meeting with MWRD (847) 357-4220 between the hours of 8:00a.m. and 5:00 p.m.

Monday through Friday. Please have the permit number and site address ready. In addition, please allow a minimum of 48 hours when scheduling an RFI inspection.