

Charleston Water System
Record Drawing Checklist – Wastewater Gravity Sewer with Pump Station and Force Main

PROJECT NAME:	
ENGINEERING FIRM:	
ENGINEERING CONTACT:	DATE:

<u>Required Items (refer to Minimum Standards)</u>	<u>Engineer</u> Complete	<u>CWS</u> Complete Incomplete	
CWS Project Name (on all sheets)			
CWS Project # (on all sheets)			
CWS Extension # (on all sheets)			
SCDES Permit # (on all sheets)			
Required Drawing Size – 24" x 36"			
Tax Map Numbers			
Lot and Unit Numbers (include all known addresses)			
Street Names (include ROW widths and ownership)			
Site Map – minimum size 3"x 3"			
Text Height – 0.08-inch or larger			
New mains must be shown as a dark, thick line and clearly labeled with length, diameter, material (example: 150 LF, 8" PVC)			
Abandoned or removed mains must be shown as a grey line and clearly labeled with length, diameter, material (example: 150 LF, 8" PVC)			
All points must be clearly shown and labeled with point number, station number and description (example: #13, Sta. 1+23, 4" plug valve)			
Steel casings labeled with length and diameter			
Graphic and Relative Scales - maximum 1"=40'			
North Arrow			
Legend			
Utility Contractor's Name, Address, and Point of Contact Name, Phone Number, Email Address			
Engineering Firm Name, Address, and Point of Contact Name, Phone Number, Email Address			
Developer Name, Address, and Point of Contact Name, Phone Number, Email Address			
Construction Completion Date (month, year)			
Horizontal NAD 83 (2011) and Vertical Datum NGVD 29 (show on all sheets)			
Professional Land Surveyor (PLS) Signature and Stamp			
Registered Professional Engineer (PE) Signature and Stamp			
Sewer Easements – Label as "xx-FT CWS Utility Easement"			
Installed and Abandoned or Removed Material Listing - CWS Asset Inventory Worksheet and Record Drawing must reflect same information:			
Pipe – length, diameter, material, restrained lengths			
Manholes – diameter, quantity			

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Services – diameter, quantity			
Cleanouts - quantity			
Valves – diameter, type, quantity			
Coordinate Table for all installed sewer appurtenances in a tabular format, State Plane Coordinates NAD 83 (2011) to include:			
Point Number			
Northing			
Easting			
Elevation (Vertical Datum NGVD 29)			
Station Number			
Description			
Sewer service cleanout addresses, unit numbers, and use			

<u>Gravity Main (additional required items)</u>	<u>Engineer</u> Complete	<u>CWS</u> Complete Incomplete	
Indicate how the new gravity main ties into the existing main (show as dashed and label size), show point of tie-in in State Plane Coordinates			
Manhole Invert and Top Elevations - show on both Plan and Profile			
Manhole Station Numbers – show on both Plan and Profile			
Manholes Numbered – show on both Plan and Profile			
Gravity Sewer Mains - show on both Plan and Profile:			
Length (manhole to manhole), diameter, material			
Percent of grade (slope) – manhole to manhole			
DIP/C900 Sewer Sections – manhole to manhole length or other sections			
Wye Station Numbers – show on both Plan and Profile			
Service Laterals – indicate distance from main to first cleanout within the easement or right-of-way			
End of Main – label and show in State Plane Coordinates			

<u>Force Main (additional required items)</u>	<u>Engineer</u> Complete	<u>CWS</u> Complete Incomplete	
Indicate how the new force main ties into the existing force main or manhole (show as dashed and label size), show point of tie-in in State Plane Coordinates			
Sewer Force Mains (show on both Plan and Profile):			

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Force Main (additional required items)	<u>Engineer</u>		<u>CWS</u>	
	Complete	Complete	Complete	Incomplete
Length (pump station to discharge point), diameter, material, restrained lengths				
Percent of Grade (slope) – if applicable				
Valves				
Air Release Valve Station Numbers – show on both Plan and Profile				
Force Main Valves Station Numbers – show on both Plan and Profile (include elevation to top of operating nut)				

Pump Station (additional required items)	<u>Engineer</u>		<u>CWS</u>	
	Complete	Complete	Complete	Incomplete
Address and TMS# of Pump Station property (if known)				
Assigned CWS Pump Station ID				
Pump Station Plan, Sections and Details				
Pump Station Electrical Schematics				

Signatures (sign and date)

ENGINEER:	DATE:
CWS PARS/PARC:	DATE:
CWS INSPECTOR:	DATE: