

## PLANNING AND COMMUNITY DEVELOPMENT



### Consultants, Builders and Developers

### Notice #2018-01-10

January 10, 2018

#### Topic: Submittal Form for Stormwater Management System As-Builts

Effective January 15, 2018, a [Submittal Form](#) must accompany all Stormwater (SW) Management System As-Built Surveys. A SW As-Built survey which shows that the system was installed and will function as designed is required prior to the release of the E&S/Stormwater surety. The requirement to submit an as-built is not new. This notice and submittal form will help clarify and document our existing requirements. **The SW As-Built Submittal Form is currently in draft – we will accept comments on the draft from all users until February 15, 2018. Please forward your comments to Nancy McIntyre at [nmcintyr@vbgov.com](mailto:nmcintyr@vbgov.com) or [dsc@vbgov.com](mailto:dsc@vbgov.com).**

SW As-Builts, (aka construction record drawings), are required per City Code, Appendix D, Stormwater Management Ordinance, Sec 1-7 C. SW As-Builts are utilized for multiple purposes:

- A document that validates and certifies that the construction of the SW system conforms to the approved design.
- An inspection tool to help determine that the SW system is functioning as designed.
- A record drawing utilized for long-term periodic post-construction inspections to ensure that the SW system is properly maintained and continues to function.
- A record drawing for inventory purposes as required by the Municipal Separate Stormwater System (MS4) Permit issued to the City by the Virginia Department of Environmental Quality (DEQ). The permit requires that the City maintains an accurate inventory, performs inspections and tracks these SW systems.

The [Submittal Form](#) lists the basic requirements of the SW As-Built, however each system is unique, so it is not possible to specifically list every detail on the form. Generally, the SW As-Built must contain post-construction information and details of the system that allow a direct comparison to be made with the same information shown on the approved design.

The Certification Statement (see [Submittal Form](#)) is required. On many projects, the certifier should be on-site during construction to ensure that the system is properly installed, especially for underground systems.

For assistance contact the Development Services Center at (757) 385-4621 or [dsc@vbgov.com](mailto:dsc@vbgov.com)