



**FIGURE 7B  
TOWN OF AVON  
AS-BUILT CHECKLIST FOR  
SUBDIVISIONS AND UTILITY PLANS  
JANUARY 18, 2023**

**APPLICANT NAME** \_\_\_\_\_

**APPLICANT ADDRESS** \_\_\_\_\_

**APPLICANT PHONE AND EMAIL** \_\_\_\_\_

**PROJECT NAME** \_\_\_\_\_

**PROJECT ADDRESS** \_\_\_\_\_

Record drawings shall be prepared by a Licensed Land Surveyor in the State of Connecticut in conformance with "Minimum Standards for Surveys and Maps in the State of Connecticut", prepared and adopted by the Connecticut Association of Land Surveyors, September 26, 1996, as amended.

The scale of the drawings shall be the same as the originally approved subdivision plans. Mylars are to be stamped with a live signature, by a Licensed Land Surveyor in the State of Connecticut, responsible for the record drawing.

Place check mark ( ✓ ) for each item supplied.

\_\_\_\_\_ **1. Each sheet** of the plans or maps must include a title block with the following information:

- \_\_\_\_\_ **a.** Name, address and telephone number of applicant
- \_\_\_\_\_ **b.** Name, address and telephone number of plan preparer (Land Surveyor)
- \_\_\_\_\_ **c.** Name and address of development/property
- \_\_\_\_\_ **d.** 7 digit Assessor's parcels IDs of Development
- \_\_\_\_\_ **e.** "As-built" shall be noted in title block
- \_\_\_\_\_ **f.** Date when drawing was prepared
- \_\_\_\_\_ **g.** Date and description of revisions

\_\_\_\_\_ **2. Plan & Profile:** A layout map of the proposed site on 24" x 36" sheet drawn to a horizontal scale of 1" = 40' and a vertical scale of 1" = 4', containing the following data:

- \_\_\_\_\_ **a.** North arrow;
- \_\_\_\_\_ **b.** Graphic Scale;
- \_\_\_\_\_ **c.** As-built location of sanitary sewer mains (with type of pipe, length, and slope), laterals, and manholes (with top of frame and invert elevations). Include station/distance for each sanitary sewer lateral along the mainline, and include the tie dimensions to the ends of all sanitary sewer laterals;

- \_\_\_\_\_ d. Depth and length of pipe for each building connection installed during construction.
- \_\_\_\_\_ e. As-built location and elevations of all types of sidewalks, curbs, sidewalk ramps, street trees or plantings, driveway openings, guide rail, traffic signs, pavement markings, and protective fence;
- \_\_\_\_\_ f. Profile sheets showing existing and finished roadway centerline profile with final roadway centerline grades at every 50-foot interval and at all low and high intersection points. For all underground utilities, the Profile sheets shall depict pipe sizes and materials, top of frame and invert elevations, flow lines and slopes of pipe;
- \_\_\_\_\_ g. Dimensions of major features, such as width of roadway and sidewalk, cul-de-sac radius, etc.;
- \_\_\_\_\_ h. Locations of all drainage structures together with top of frame elevations, top of headwall elevations, invert elevations, underdrains, and riprap splash pad dimensions at drainage outlets;
- \_\_\_\_\_ i. As-built topography of detention basins, including top of berm elevations, inverts of inlet and outlet structures and elevations of spillway;
- \_\_\_\_\_ j. As-built location of water mains, water services, curb boxes, valve boxes, hydrants;
- \_\_\_\_\_ k. As-built locations of all underground utilities (i.e. electric, gas, telephone, and cable) as well as all above ground utility transformer pads, manholes, junction boxes, vaults (with dimensions) and hand holes;
- \_\_\_\_\_ l. Lot numbers and street addresses;
- \_\_\_\_\_ m. Volume and page of all easements conveyed to the Town of Avon;

**\*\* When there is a discrepancy between the design and as-built information, both the design and as-built information shall be presented, with the design information being crossed out with a single thin, but distinguishable, line, or other appropriate means of designating it as being superseded without rendering the information as unreadable.**

**Note:** *All annotation is to be printed at a minimum size of 0.07" tall and is to be clearly legible with no overwrites by features, leaders or other obstructions. It is recommended that annotation for as-built features be prepared at a larger size than that for proposed features to clearly differentiate them. It is also recommended that line-work for as-built features be thicker and/or darker than proposed features, and screening be used further clarify as-built vs. proposed.*

**PLAN PREPARER (L.S.):**

(Printed name) \_\_\_\_\_  
 (Signature) \_\_\_\_\_  
 Date: \_\_\_\_\_

Affix P.E. Stamp and Seal

