



ESTES PARK
COLORADO

Estes Valley As-Built Plans



Revision Date: June 2013

WHAT ARE AS-BUILT PLANS?

Rarely are projects constructed exactly as approved. As-Built Plans are maps that *accurately show what was built in the field.*

As-Built Plans show streets and roads, utilities, parking lots, stormwater systems, building footprints and square footage, landscaping, and other site improvements.

As-Built plans also include an engineers stamp and signature that verifies the stormwater system was built and functions as designed.

WHY DO I NEED TO PROVIDE THESE?

As-built plans are required by the Estes Valley Development Code.

As-built plans are necessary to verify the developed site complies with approved plans, and to ensure utility providers and future owners can locate underground utilities for maintenance.

The costs of as-built plans lie with the developer, and not the public.

DO I NEED AN ENGINEER?

Yes. A certified engineer or someone under their direct supervision should be on-site during construction of any major utility.

As-built plans must be prepared by a professional engineer for all drainage structures and facilities, road improvements, erosion control facilities, and other site improvements constructed in connection with the development of the property.

All testing and quality control reports shall also be provided to staff and must be submitted prior to final approval. The developer shall provide to that particular service provider 'as built' plans for all water facilities, sewer facilities, and utilities. All as-builts must be received and approved by the Engineering Department and/or the particular service provider before the completion date.

DO I NEED A SURVEYOR? Yes. For example, a surveyor needs to be on site to document

location of utility lines before they are covered. Utilities need to be centered in the utility easements. Also, your engineer will rely on information provided by surveyors.

MATERIALS TESTING AND PHOTOS

As-Built plans also typically include materials testing, such as subgrade compaction and asphalt mix. Please coordinate with the Engineering Department on their materials testing requirements. Material testing results are typically provided throughout the development process, with a consolidated packet presented with the as-built plans.

Photos of all underground service connections must be provided. Label the photos and include a measuring device in the photo to show the utility depth.

WHAT FORMAT ARE THESE IN?

As-Built plans must include the same level of detail as the approved construction plan, with all changes graphically called out, with annotations explaining the changes.

As-built plans must be submitted as hard copies and electronic format.

Paper. Paper copies must be on 24"x36" sheets, and must include the engineers stamp and signature.

Mylar. Mylar copies must be on 24" x 36" mylar sheets, and must be signed (but not stamped) by the engineer.

Electronic. Electronic copies in two formats must be submitted after approval.

1. .PDF copies that show the engineers stamp must be submitted.
2. AutoCAD copies must be submitted. This is to allow town maps to be updated. Please contact the GIS Specialist to determine current AutoCAD format requirements.

WHAT IS THE REVIEW PROCESS?

After your engineer completes the as-built plan, you will need to submit six paper copies to the

Community Development Department. *Plans without an engineer's stamp will not be accepted for review.*

Community Development staff will route the plans to affected agencies, and will consolidate their comments for you.

Please note, review may take several iterations. The quality of the submittal affects how long the approval process will take.

If you have questions about specific requirements, you should work directly with the agency in question, such as the utility provider or Public Works Department.

Once as-built plans have been accepted as complete and accurate: (1) the Town or County Engineer will sign the plans; (2) a Certificate of Occupancy may be issued; and, (3) the form of credit can be reduced and you may enter into warranty period.

The final Certificate of Occupancy and release of credit cannot happen until all as-built plans are approved. This typically happen in phases, with the utility as-builts submitted before the plan sheet that includes building locations, parking, etc. This final plan sheet should reference the previously approved plans.

ENGINEER CERTIFICATION REQUIRED

An engineer will need to provide certification the stormwater system was built and functions as designed.

Typically, this is the same engineer that designed the system.

As-built plans are required to be stamped and signed by a duly licensed engineer. The certification blocks below must be included on the as-builts plans. Any changes to these certifications must be approved by the appropriate reviewing agency.

MONUMENT RECORDS

All property pins must be placed before final approval of the plat. Copies of the monument records verifying the pins have been set must be submitted with the as-built plans.

GUIDELINES FOR STORMWATER CERTIFICATION (see Larimer County Stormwater Design Manual Page 7)

Subdivisions are required to submit for review and approval an overall site certification of the

constructed drainage facilities. The overall site certification stamped and signed by a licensed engineer must specify the proposed and the as-built conditions of the site's drainage facilities and must be in a form approved by staff. Any variation from the approved plans must be noted and proven to function properly within standards, as in the Stormwater Design Criteria. Supporting calculations to justify any variation from the approved plans shall be provided, including, but not limited to: detention volumes, pipe capacities, and swale capacities.

Individual lot or building certification may be required, depending on the site design, prior to the release of a certificate of occupancy by the applicable Building Department. Certification of drainage facilities shall be submitted to the applicable Engineer at least two weeks prior to release of collateral. In order to provide this certificate, an engineer will need to make periodic site inspections throughout construction.

STANDARD CERTIFICATION BLOCK

I, or an employee under my direct supervision, have made periodic site visits to the site during the construction process and verified that the improvements being installed or constructed were installed according to the approved set of construction documents. Design revisions to these plans during construction are noted on the final as-built drawing provided by our company.

I, or an employee under my direct supervision, have verified that the improvements have been constructed according to the applicable standards and specifications required by the Town or County.

DRAINAGE CERTIFICATION BLOCK

In my professional judgment, the relative elevations and drainage patterns as built are in substantial conformance with the approved drainage and final grading plan for the above-referenced property. The drainage structures and grading have been constructed so as to facilitate the design intent of the approved drainage report produced on _____ day of _____, 20_____ and the approved drainage plan. All permanent erosion and storm drainage features shown on the approved construction documents for this site are installed.