



CITY OF KINGMAN

ENGINEERING DEPARTMENT

STREET RECORD DRAWING CHECKLIST

310 N. 4th Street Kingman, AZ 86401 Ph: (928) 753-8122 Fax: (928) 753-8118

Project Name: _____ Project Number(s): _____

Reviewed By: _____ Phone: _____ Date: _____

Engineer: _____ Phone: _____

The purpose of this checklist is to offer comments on plan preparation for Record Drawings to be provided at completion of construction.

This checklist serves to minimize redline comments on the check prints and to maintain consistency among plan reviewers for Record Drawings. Final acceptance of improvements, approval of construction, and C of O's are dependent upon compliance with the comments made on the check prints and this checklist. The engineer of record shall satisfy themselves of the completeness and accuracy of the drawings.

A completed checklist must be attached to the Record Drawings when submitted for first review. The following Certification Statement must be signed by the Engineer of Record certifying that all applicable requirements on this checklist have been met.

CERTIFICATION

I CERTIFY THAT THE REFERENCED PLANS COMPLY WITH ALL APPLICABLE CITY ORDINANCES AND STANDARDS, INCLUDING FEDERAL, STATE AND COUNTY REQUIREMENTS AND REGULATIONS. IN ADDITION, I CERTIFY THAT THIS CHECKLIST HAS BEEN COMPLETED ENSURING ALL ITEMS LISTED ARE PROPERLY ADDRESSED. I UNDERSTAND THAT IF I FAIL TO ADDRESS ALL APPLICABLE ITEMS IN THIS CHECKLIST, THE PLANS MAY BE IMMEDIATELY RETURNED TO ME WITHOUT ANY FORMAL REVIEW BEING PERFORMED.

Engineer's Name: _____

Engineer's Signature: _____ Date: _____

Discussion of redline comments on plans or this checklist should be directed to the plan reviewer listed above.

Engineer of record (**ENG**) must fill out all boxes in the first column as either (Addressed) or (Not Applicable).

Civil plan reviewer (**RVW**) shall check the second column as (Required) when requirements have not been properly addressed.

RECORD DRAWINGS

The developer or his representative must provide the following items for plans to be accepted as record drawings by the City of Kingman Engineering Department. Three sets of acceptable blackline prints are required.

ENG RVW

All as-built information shall be completed on the city-approved and stamped plans.

Easement and rights-of-way shown on the drawing must be shown on a recorded plat. Easements dedicated by separate instruments and described by metes and bounds must be recorded. The Engineering Department must receive a copy that has been approved by City Council before the City accepts the street for service.

Prints must be blacklines on white background, having dark, clean, crisp, clear line work, symbols, and annotation. These items must be sufficient boldness and size, and be free from background obscuring, so as to be legible and easily read. No shading or tinting is acceptable.

Minimum acceptable height for all record drawing lettering is 1/8 inch. Larger lettering is preferred, especially for dimensioning, stationing, size, material, slope, and elevation callouts. Standard bold block lettering is required.

All items changed or unchanged must have a bold (AB) lettered next to the item. Required minor as-built changes to the approved plans must be shown clearly by boldly striking through the item changed and placing the as-built information next to or as near as possible to it. All as-built annotation changes must be larger and bolder than the original and free from background obscuring.

NOTE: This includes abandoned pipe. Must note if abandoned pipe is physically removed from ground or remained in place.

On phased projects, the phase lines must be clearly shown on the key map and on the plan and profile sheets, and the locations clearly identifiable.

A complete list of all materials installed and abandoned must be shown on the coversheet. The specific size and material type of each pipeline installed must be shown at every construction reference to that pipe. Any changes to the record drawing must be reflected on the materials list.

Benchmark(s) location(s) and elevation(s) must be shown on the cover sheet. Only City of Kingman datum is acceptable.

An AutoCAD base map showing the improvements as constructed is to be submitted with the record drawings. Contact the City of Kingman Engineering Dept. for acceptable standards and format.

The coversheet must show the name, address, and phone number of the engineer that certifies the record drawing with the following statement:

I HEREBY CERTIFY THAT THE "RECORD DRAWING" MEASUREMENTS AS SHOWN HEREON WERE MADE UNDER MY SUPERVISION OR AS NOTED AND ARE CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

REGISTERED ENGINEER
REGISTRATION NUMBER

DATE

Each additional plan sheet must contain the signature and seal of an Arizona registrant.

As-built drainage pipe inverts.

As-built finish elevation for catch basins.

As built invert elevations of box culverts.

As-built all pavement grade breaks at gutter flow line and crown line.

As-built gutter flow lines and crown lines every 100 feet.

As-built all valley gutters.

As-built Points of Tangency and and Points of Curvature.