

**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) | | | |
| DHEC Permit # (on all sheets) | | | |
| Block Designation | | | |
| Lot, Unit, Tax Map Numbers | | | |
| Street Names | | | |
| 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 labeled with length, diameter, material (example: 150 LF, 8" PVC) | | | |
| Graphic and Relative Scales - Maximum 1"=40' | | | |
| North Arrow | | | |
| Legend | | | |
| Utility Contractor's Name, Address, Phone Number, Email Address | | | |
| Engineering Firm Name, Address, Phone Number | | | |
| Construction Completion Date (month, year) | | | |
| Horizontal and Vertical Datum (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 Material Listing – CWS Asset Inventory Worksheet and Record Drawing must reflect same information: | | | |
| Pipe – length, diameter, material | | | |
| Manholes – diameter, quantity | | | |
| 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) to include: | | | |
| Point Number | | | |
| Northing | | | |
| Easting | | | |
| Elevation | | | |
| Station Number | | | |

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| Description | | | |
|--|-----------------------------|------------------------|-------------------|
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| GRAVITY MAIN | | | |
|--|--|--|--|
| 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 sheets | | | |
| Manhole Station Numbers – must be tied to State Plane Coordinates | | | |
| Manholes Numbered | | | |
| Gravity Sewer Mains (show on both Plan and Profile): | | | |
| Length (manhole to manhole), diameter, material | | | |
| Percent of grade (slope) – manhole to manhole | | | |
| DIP Sewer Sections – manhole to manhole length or other sections | | | |
| Wye Stations – Station number and must be tied to State Plane Coordinates | | | |
| Service Lines – indicate distance from main to first cleanout within the easement or right-of-way | | | |
| End of Main – label and show in State Plane Coordinates | | | |

| FORCE MAIN | | | |
|---|--|--|--|
| 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): | | | |
| Length (pump station to discharge point), diameter, material | | | |
| Percent of Grade (slope) – if applicable | | | |
| Valves | | | |
| Air Release Valve Station Numbers – must be tied to State Plane Coordinates | | | |
| Force Main Valves – must be in State Plane Coordinates with Stations Numbers (include elevation to top of operating nut) | | | |

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Required Items (refer to Minimum Standards)

Engineer
Complete

CWS
Complete Incomplete

| PUMP STATION | | | |
|--|--|--|--|
| Address and TMS# of Pump Station property (if known) | | | |
| Pump Station Plan and Details | | | |
| Pump Station Electrical Schematics | | | |

Signatures (sign and date)

| | |
|----------------|-------|
| ENGINEER: | DATE: |
| CWS PARS: | DATE: |
| CWS INSPECTOR: | DATE: |