



GWINNETT COUNTY
DEPARTMENT OF WATER RESOURCES
**WATER/SEWER/STORM PIPE AS-BUILT
REVIEW CHECKLIST**

WATER/SEWER/STORM PIPE AS-BUILT REVIEW CHECKLIST

PROJECT NAME			
COUNTY PERMIT #			
CITY PROJECT?	NO	YES	CITY:
DWR REVIEWER			
DATE			

As-Built Review Process:

All initial As-Built documents should be submitted electronically using the online portal (<https://aca-prod.accela.com/gwinnett/Welcome.aspx>). The Plan Review group at the Dept. of Planning and Development (P&D, located at 446 Crogan St. Lawrenceville, GA 30045, 678-518-6000) will gather all pertinent documentation and submit the As-Builts to the Infrastructure Support group of the Dept. of Water Resources (DWR, located at 684 Winder Hwy. Lawrenceville, GA 30045, 678-376-7139). Please allow a minimum of 10 business days for initial review and additional time for re-review(s) and final inspections.

The Water/Sewer/Storm Pipe As-Built Review Checklist is attached. Once the As-Built has been reviewed using the attached checklist, the reviewer will contact the person who submitted the As-Built for follow-up. All As-Built items must be clearly addressed before the project can be submitted to the DWR Inspections group for final inspections. If any revisions are made to the As Built, a revised hard copy must be submitted to Dept. of Water Resources.

DWR Inspections will sign-off on the As-Built and then any holds on Water/Sewer/Storm Pipe will be approved by DWR. Once the As-Built is approved by DWR, please follow up with the Dept. of Planning and Development for final approval. Final approval must be received before the Final Plat can be recorded; this also includes projects within City Limits.

For questions regarding the Hydrology and Pond Survey As-Builts, contact the DWR Storm Engineering & Construction group at As-BuiltHydroReviews@gwinnettcounty.com.

Water/Sewer/Storm Pipe As-Built Review Staff	
Tiffany Waters GIS Associate II 678-376-6945 tiffany.waters@gwinnettcounty.com	Matt Waterer (primary contact) Program Analyst III 678-376-6921 matthew.waterer@gwinnettcounty.com
Craig Durden GIS Associate II 678-376-7170 craig.durden@gwinnettcounty.com	Beatriz Avila GIS Associate II 678-376-6830 beatriz.avila@gwinnettcounty.com

SITE PLAN REQUIREMENTS			
YES	NO	N/A	COMMENTS
			1) If applicable, submit a copy of the Final Plat to the Dept. of Planning and Development for review.
			2) Show name of development with any name changes AND county permit number.
			3) Specify unit and/or phase number.
			4) Show only unit and/or phase intended for final approval.
			5) Show correct district, landlot, and parcel # in title block OR show property address.
			6) Show location map, north arrow, and scale.
			7) Show ORIGINAL signature & date across Engineers seal on all sheets. (This can be shown on the final draft after As-Built review.)
			8) Show name, address, and phone # for Owner/Developer.
			9) Show name, address, and phone # for Pipe Contractor.
			10) Show name, address, and phone # for Engineering/Surveying firm.
			11) Show and label all road names and right-of-way dimensions.
			12) Show and label all adjacent property owners, landlot lines, and buffers.
			13) Show lot number and block letter for each lot.

WATER AS-BUILT REQUIREMENTS			
YES	NO	N/A	COMMENTS
			1) Show correct water main location based on the Approved Design Plans and Final Plat.
			2) Show and label <i>existing</i> water main - location, pipe size, material and appurtenances (ie. fire hydrants, valves, etc.).
			3) Show and label size and length of bore and casing.
			4) Show, label, and station tie-in to <i>existing</i> water main beginning at 0+00.
			5) Show and label the new water main - pipe size and material.
			6) Show, label, and station the new water appurtenances - hydrant, valves, tees, bends, reducers, crosses, and plugs/stub-outs.
			7) Show station equalities at intersections, tees, and crosses.
			8) Show, label, and station live services in cul-de-sacs.
			9) Darken all new water mains, appurtenances, and text.
			10) Show and label any <i>existing</i> water pipe or appurtenances that are being <i>abandoned</i> .
			11) Add a material list indicating the number of fire hydrants, valves, size/length/type of pipes.
			12) If new water is outside of the County R/W, show and label easements.
			13) Verify that all easements match the Final Plat
			14) Verify that all easements not recorded by the Final Plat have been received and recorded.
			15) Request and receive an ORIGINAL signed and notarized Owner/Developer Agreement for Water Main installation. Form Link
			16) Show and complete the following note: "Valves manufactured by _____." "Hydrants manufactured by _____."
YES	NO	N/A	BACKFLOW DEVICE (DDC) REQUIREMENTS
			17) Show location of vault and label size of vault and meters.
			18) Show, label, and station tapping saddle and valve (provide valve tie-down locations).
			19) Show and label 15' x 30' water metering device easement.
			20) On the material list, ONLY include the pipe and valves installed within the R/W. DO NOT include the private on-site fire line, hydrants, or valves.

		21) Request and receive an ORIGINAL signed and notarized Owner/Developer Agreement for Water Metering Devices. Form Link	
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SEWER AS-BUILT REQUIREMENTS			
YES	NO	N/A	COMMENTS
		1) Show correct sewer main location based on the Approved Design Plans and Final Plat.	
		2) Show and label <i>existing</i> sewer mains and manholes.	
		3) Show and label size and length of bore and casing.	
		4) Show, label, and station tie-in to <i>existing</i> sewer manhole beginning at 0+00.	
		5) Show and label the new sewer main - pipe size and material.	
		6) Show, label, station, and number new sewer manholes.	
		7) Label angles at manholes. Angles must be 90 degrees or greater in direction of flow.	
		8) Show and label stub locations for each lot with station numbers from manholes, lengths, and depths.	
		9) Show and label clean out-at edge of R/W OR easement and lateral extending 5' outside R/W or easement.	
		10) Darken all new sewer mains, manholes, and text.	
		11) Show all water and stormwater lines, appurtenances, and detention facilities.	
		12) Show and label any <i>existing</i> sewer pipe or manholes that are being <i>abandoned</i> .	
		13) Show and label any new private on-site pump stations, 8" sewer, or force mains as "PRIVATE".	
		14) Add a material list indicating the size/length/type of pipes and number of manholes for all lines 8" or larger.	
		15) Show and label all permanent sewer easements, including easements to upstream unsewered properties.	
		16) Verify that all easements match the Final Plat.	
		17) Verify that all easements not recorded by the Final Plat have been received and recorded.	
		18) Request and receive an ORIGINAL signed and notarized Owner/Developer Agreement for Sanitary Sewer installation. Form Link	

		19) Show the following two notes: "PERMANENT STRUCTURES AND TREES NOT ALLOWED IN SANITARY SEWER EASEMENTS ACCORDING TO CURRENT GWINNETT COUNTY POLICY" and "CLEANOUTS ARE TO BE MAINTAINED AT GRADE, AND ARE THE PROPERTY OWNER'S RESPONSIBILITY TO ENSURE ACCESSIBILITY AT ALL TIMES."	
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YES	NO	N/A	TEST MANHOLE REQUIREMENTS	COMMENTS
			20) Show, label, and station test manhole. Label the top elevation and inverts.	
			21) Show and label grease traps. Label the size.	
			22) Show and label individual building connections, clean-outs, oil/water separators, etc. Label distances from manholes, length, and size of lateral.	
YES	NO	N/A	PROFILE REQUIREMENTS	COMMENTS
			23) Show all sewer lines and manholes per site plan, beginning at <i>existing</i> system. Label as "EXISTING".	
			24) Label length, slope, size, and material for each section of sewer line.	
			25) Label manhole numbers, station numbers, top elevations, and invert in & out elevations.	
			26) If two or more lines come into 1 manhole, label each invert in and indicate which manhole it is coming in from.	
			27) Label outside drops at manholes with invert in at top of drop and invert in & out at bottom.	
			28) The outside drop pipe material matches the incoming pipe material.	
			29) Profiles show that the transition from DIP to PVC is not allowed within 36' of a manhole.	
			30) For slopes that are less than the absolute minimum of 0.50%, a variance is required OR design calculations are shown showing a velocity of no less than 2 fps.	
			31) No slopes should be greater than 15% without a variance.	
			32) Show and label all utility crossings.	
			33) DIP required at all utility crossings above and below water or stormwater with less than 4' of clearance.	
			34) Show and label existing and post-construction ground surface.	
			35) Show DIP in any areas of fill.	
			36) Show DIP placement in accordance to Approved Design Plans.	

		37) Specify horizontal and vertical scales.	
		38) If a new force main discharges into a new gravity sewer main, then the tie-in manhole and next two downstream manholes must be made of a composite material and should be labeled as such on the profiles.	
		39) If a new force main discharges into an <i>existing</i> gravity sewer main, then the tie-in manhole and next two downstream manholes must be lined or coated with a GCDWR approved corrosion inhibitor material and should be labeled as such on the profiles.	

STORM PIPE REQUIREMENTS

YES	NO	N/A	PROFILE REQUIREMENTS	COMMENTS
			1) Show correct stormwater pipe location based on the Approved Design Plans and Final Plat.	
			2) Show and label <i>existing</i> stormwater pipe and structures.	
			3) If applicable, show, label, and station tie-in to <i>existing</i> stormwater structure beginning at 0+00.	
			4) Show and label the new stormwater pipe - size and material.	
			5) Show, label, station, and number new stormwater structures.	
			6) Darken all new stormwater pipe, structures, and text.	
			7) Show all water and sewer lines, appurtenances, and detention facilities.	
			8) Show and label any <i>existing</i> stormwater pipe or structures that are being abandoned.	
			9) Add a material list indicating the size/length/type of pipes and amount of stormwater structures.	
			10) Show and label all permanent stormwater drainage easements.	
			11) Show and label the 10' drainage easement around the detention pond.	
			12) Show and label the Ingress/Egress easement to the detention pond.	
			13) Verify that all easements match the Final Plat.	
YES	NO	NA	PROFILE REQUIREMENTS	COMMENTS
			14) If applicable, show all stormwater pipe and structures per site plan, beginning at <i>existing</i> system. Label as "EXISTING".	
			15) Label length, slope, size, material, and velocity for each section of stormwater pipe.	

		16) Label structure numbers, structure type, station numbers, top elevations, and invert in & out elevations.	
		17) If two or more lines come into 1 structure label each invert in and indicate which structure it is coming in from.	
		18) Label outside drops at structures with invert in at top of drop and invert in & out at bottom. (Drops are not to exceed 10').	
		19) No slopes should be less than 0.5% without a variance.	
		20) No slopes should be greater than 10% for RCP or 14% for CMP or HDPE without a variance.	

		21) No velocities should be less than 2.5 FPS or greater than 15 FPS without a variance.	
		22) Show and label all utility crossings.	
		23) Show and label existing and post-construction ground surface.	
		24) Verify that elevation and graphics match.	
		25) Verify that profile matches the site plan layout.	
		26) Specify horizontal and vertical scales.	

ADDITIONAL COMMENTS	
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