

# STORMWATER CONTROL MEASURE (SCM) AS-BUILT SUBMITTAL CHECKLIST

**Stormwater Management Division**

[asbuiltsubmittal@raleighnc.gov](mailto:asbuiltsubmittal@raleighnc.gov)

Telephone (919) 996-3773

## I. PROJECT INFORMATION

Project Name: \_\_\_\_\_ Phase: \_\_\_\_\_  
 Project Address: \_\_\_\_\_  
 PIN(s): \_\_\_\_\_ Permit #: \_\_\_\_\_  
 Legal Name of Owner: \_\_\_\_\_  
 Owner Contact: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Owner Email: \_\_\_\_\_  
 Design Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Design Contact Email: \_\_\_\_\_

**II. SUBMITTAL REQUIREMENTS - See COR Stormwater Management Design Manual Chapter 5 for additional guidance. This completed checklist shall be submitted to the City of Raleigh with any SCM as-built submittal. All coordinate data must be tied to NCSPC (North Carolina State Plane Coordinates) and the datum and geoid utilized must be clearly stated with/on all SCM as-built submittals (NAVD88/GEOID03 or newer). All files shall also be submitted electronically to [asbuiltsubmittal@raleighnc.gov](mailto:asbuiltsubmittal@raleighnc.gov).**

Items to be included in As-Built Submittal:	
<input type="checkbox"/>	Completed Form 503, signed by the Stormwater Inspector
<input type="checkbox"/>	Completed and Sealed Form 511 for each SCM. Identify SCM by type and name referenced in approved plan.
<input type="checkbox"/>	Narrative summary of site SCMs and any deviations from approved plans
<input type="checkbox"/>	As-Built grading plan that provides sufficient surveyed elevation spot shots to confirm as-built contours and drainage areas
<input type="checkbox"/>	As-built impervious and pervious surface areas, provided in tabular form
<input type="checkbox"/>	If required by permit condition, as-built survey of all impervious area present on the site
<input type="checkbox"/>	Signed and sealed As-Built record drawings, including strike-through updates of all items shown on the approved construction drawing SCM plan sheets/details.

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<input type="checkbox"/>	Copy of approved SCM drainage area maps, identifying impervious areas, managed open space, and permanently preserved open space to each SCM (annotated with as-built conditions)
<input type="checkbox"/>	Copy of approved <i>SCM Checklist</i> for each SCM redlined with as-built conditions
<input type="checkbox"/>	As-Built hydrologic (as applicable) and hydraulic modeling (as applicable) of the constructed SCM, noting any differences between proposed and constructed conditions
<input type="checkbox"/>	Color Photographs of All SCMs, accurately depicting each SCM and its major components, as described below:
<input type="checkbox"/>	Above Ground SCMs: Including but not limited to all orifices (where flow enters and exits), inside of the riser structure, inlets and outlets (including flared end section, pipe interior, and dissipater pads), all slopes, etc. Photographs shall have a date stamp within 7 days of the date of Form 511 seal and as-built submission to the City.
<input type="checkbox"/>	Underground SCMs: including but not limited to all orifices (where flow enters and/or exits), weir walls, interior of SCM (ex: detention pipes and sand filter chambers). Photographs shall have a date stamp within 7 days of the date of Form 511 seal and as-built submission to the City.
<input type="checkbox"/>	Note that some SCMs will require photographs taken during construction to verify that they were constructed in accordance with the approved plans (ex: permeable pavers, underground SCMs, or any SCM that requires underdrains or anti-seep collars). SCMs that require underdrains shall provide photographs of underdrains showing appropriate capping to prevent bypass. Any during construction photographs submitted should also be date stamped.
<input type="checkbox"/>	Planting certification letter including the following:
<input type="checkbox"/>	Verification of species and number of plants, date(s) of planting, and entity which installed plantings
<input type="checkbox"/>	A copy of the approved planting plan. Deviations from planting plan shall be redlined on approved planting plan and justification provided.
<input type="checkbox"/>	Date stamped photographs with plantings installed
<input type="checkbox"/>	Annotated/updated sealed O&M Manual (as applicable) to accommodate as-built conditions
<input type="checkbox"/>	Media/materials certification (for filtration systems [ex: sand filter, bioretention areas, etc.])

### III. PROFESSIONAL CERTIFICATION

Name: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Professional Seal: