



Record Drawings / As-Built Requirements

In accordance with the Unified Development Code (UDC), Federal and State of Tennessee regulations, the contractor, developer, or engineer of record for a project located within the City of Spring Hill city limits that required Planning Commission and/or the Board of Mayor and Alderman's approval must submit record drawings as outlined below. Record Drawing / As-Built submittals shall be completed and submitted before acceptance of the sewers or water mains into the public system and any connections being made thereto. The City Engineer can also hold Certificates of Occupancy and Final Plat's if as-builts are not approved by all departments.

Record Drawing / As-Built submittals shall include the following:

1. The full design set of drawings ("Cover Sheet through the Detail Sheets").
2. Digital and Hardcopy (Hardcopy to Development Services, Water Distribution, and Wastewater Collection after approval).
3. Drawings shall reflect all field changes, redlines, and revisions to the plans.
4. Drawings shall include all plan and profile sheets (such as water, sewer, storm, and roadways) and shall include the following:
 - a. Field angles between lines
 - b. Service lines
 - c. Tee locations
 - d. Distance of the end of service lines to property corners and lines
 - e. Depth to the top of the end of the service line
 - f. All alignment and grade changes
5. Per the Tennessee Board of Architectural and Engineering all as-builts should include the following statements to be made by the EOR:
 - a. This as-built drawing is a compiled representation of the constructed project.
 - b. The sources and the basis of information used in the preparation of these as-built drawings are as follows: (insert at appropriate sources, such as field inspector's notes, contractor's notes, field measurements, etc.).
 - c. This as-built drawing is believed to be the correct to the best of the professional's knowledge.
6. Engineer shall send the pdf/GIS/CAD formats to the City of Spring Hill's Engineer (rturley@springhilltn.org) with the following requirements:
 - a. Please use the following naming convention for the file: Project Name_Submittal_Submittal Date
 - b. Files should be submitted in GIS format (shapefile or within geodatabase) and include:
 - i. Plat geometry with face of curb and road centerlines.



- ii. Water structures including water lines with sizes, fire hydrants, valves, and service connections.
 - iii. Sanitary Sewer structures, manholes with TOC elevation and inverts, sewer pipe with sizes and materials, stub service connections, and flow line elevations.
 - iv. Storm drainage, ponds, and pipes with sizes and material, manholes, and other structures with flow line elevations, TOC elevation, and inverts.
 - c. The design engineer shall note that the GIS file shall be in NAD 1983 State Plane Tennessee FIPS 4100 (US Feet), WKID 2274. If submitting vertical elevations, it shall be NAVD88.
 - d. An AutoCAD file in state-plane-coordinates is acceptable in place of a GIS file if, and only if, the developer's engineer does not have GIS capabilities.
 - e. Submit applicable easements and return the signed and sealed provided Grading Certificate.
7. The City Engineer cannot make a recommendation to reduce a performance bond or release a maintenance bond prior to the satisfactory installation of all required improvements, as determined by the following:
 - a. After the submission of the project engineer's certification that the project installation has been observed in the field and completed in substantial compliance with the plans and specifications and with all applicable ordinances and laws.
 - b. After the submission of a record drawing prepared by the project engineer that shows improvements, and clearly designates all changes from the approved plans and specifications.

To the extent that this letter is in conflict in any way with the UDC, the UDC takes precedence. It is incumbent upon the engineer of record to meet or exceed applicable UDC requirements, general engineering standards, and all applicable federal, state, and local laws and requirements.