Side Sewer As-Built Plan Requirements

Updated December 14, 2007

What is a Side Sewer As-Built Plan?
A side sewer as-built plan is the documentation provided by the permit holder and/or side sewer contractor of the as-constructed side sewer that includes all changes made to the side sewer during construction. The scaled drawing delineates the alignment, depth and materials used for the as-constructed side sewer on private property and in the right-of-way (ROW), if applicable. An as-built plan is required for new services, additions, alterations, repairs, capping and temporary side sewer work.

The information drawn on the side sewer as-built plan will be used to update the City of Seattle Public Utility, Drainage and Wastewater Geographic Information Systems (GIS) computer mapping system.

Guidelines for Preparing a Side Sewer As-Built Plan

As-Built Plan Format:
There are two as-built plan formats that are acceptable:

1. **Side Sewer As-Built Template**: DPD permit staff will provide a map to the permit holder at the time a side sewer permit is issued, and on which the as-built construction is typically drafted by the permit holder (preferred format).

   This template will show the data stored in the GIS including:
   - existing side sewer and mainline infrastructure
   - property lines
   - site address

   - building outlines (Note: This is the roof outline, not the building foundation footprint.)
   - edge of pavement (within the right-of-way only)

   **Note**: It is the responsibility of the permit holder to verify actual locations of all utilities, whether or not noted on the template.

2. **Site Plan**: An architectural site plan or engineering drainage/utility plan may be used as the side sewer as-built plan template. If using the architecture site plan or engineering drawing/utility plan, the following information must be provided, along with the other requirements noted in this Tip:
   - The drawing must be to scale. Preferred maximum plan size is 11x17 inches. (No partial sheets shall be used for the as-built.)
   - Existing side sewer and mainline infrastructure must be accurately and clearly transferred from the side sewer as-built template onto the site plan.
   - The site plan will not be accepted if the as-built information cannot be read due to the poor quality of the site plan or the site plan contains so much information that it makes reading the data difficult.
   - The site plan should include an arrow identifying North.
   - Street address and application/permit number(s) should be included.

Features to be documented on the Side Sewer As-Built Plan

Features will be documented in color according to the USE of the pipe:

- Drainage - drawn in blue pencil
- Sewage - drawn in red pencil

You may delineate both the sanitary and drainage piping in black pencil and indicate the callout “bubble” in either red or blue.
The following features must be drawn to scale on the side sewer as-built plan by the permit holder, with the labels indicated:

1. Show the pipe material, diameter, slope (if possible) and the location of all new pipe material installed related to the side sewer construction.

   The following abbreviations shall be used for pipe materials:
   - **ABS**: Acrylonitrile Butadiene Styrene
   - **CMP**: Corrugated Metal Pipe
   - **CONC**: Concrete
   - **DIP**: Ductile Iron Pipe
   - **HDP**: High Density Polyethylene
   - **PVC**: Polyvinyl Chloride
   - **RCP**: Reinforced Concrete Pipe

2. Show and label the depth of the pipe at the soil pipe connection.

3. Show and label the depth of the repair.

4. Show and label all structures, such as pump systems (wet wells), pump sizes, water quality facilities, infiltration systems, flow spreaders, maintenance holes (MHs), cleanouts, downspouts, catch basins and area drains.

5. Show footing drain connections to on-site catch basins. The entire footing drain system around the building does not need to be shown.

6. Show the detention systems and flow control structure MH. Label the measured distances from a nearby building corner. Also include orifice size, tank diameter and length. Include design flow rate if available.

**Measurements in the ROW (if applicable)**

The following information is to be documented on the provided Side Sewer As-Built Template in the box located in the upper right hand corner, labeled Measurements in the Right-of-Way, or on the site plan if that is used as the as-built. See Figure 3 for reference.

1. **New Connections to the Mainline**
   
   Distance from Centerline of DS/MH to Centerline of New Service Connection: This measurement is required for:
   - a new core tap,
   - or if the measurement does not appear on the provided template map

   **Note:** The distance to the closest MH measurement begins at the centerpoint of the nearest MH structure follows the path of the mainline and ends at the centerpoint of the side sewer connection to the mainline. The measurement shall be rounded down to the nearest half foot and labeled downstream (D/S) or upstream (U/S), relative to the connection.

2. **Side Sewer Intersection with the Property Line**
   
   - **Side Sewer Intersection with Property Line Depth**: This measurement is taken at the actual point the side sewer intersects with the property line and is measured from the approximated finished grade, vertically down to the top of the side sewer. This measurement shall be rounded down to the nearest half foot.
   
   - **Side Sewer Intersection with Property Line Distance**: This linear measurement begins at the centerpoint of the nearest MH structure, follows the path of the mainline, and ends at the point along the mainline whereby an imaginary perpendicular (90-degree) projected line would intersect where the actual side sewer crosses the property line.

**Final As-Built Plan**

After all of the information has been collected, transfer your notes or sketched information onto the side sewer as-built plan or site plan. All of the infrastructure is to be drawn to scale.

The scale of the template map is fixed at 1 in. = 20 ft. The “scale” on the drawing or map indicates how many inches on the map equals a given length on the actual property. Thus one inch on the map will be equal to 20 feet on the property. *(Note: For larger sites, use 1 in. = 50 ft., as appropriate.)*

Draw the new or changed infrastructure onto the side sewer template. Please refer to Figures 1, 2 and 3 at the end of this document for examples.

At the time of the side sewer inspection, the DPD site inspector will check to ensure that the as-built plan prepared by the permit holder is accurate, clear, complete and reflects the as-built information of the side sewer construction including any revisions, alterations and/or materials. If not, the permit holder shall correct the drawing. The side sewer as-built plan must be submitted and approved by the site inspector prior to the side sewer permit final.
Sample Side Sewer As-Built Plans
Illustrated samples of side sewer site plans are included on the next three pages.

Figure 1 shows the required elements of a side sewer as-built plan for a side sewer repair.

Figure 2 shows the required elements of a side sewer as-built plan for a side sewer alteration. Building addition footprint has been added.

Figure 3 shows the required elements of a side sewer as-built plan for the new construction of a side sewer. New building footprint has been added.

Key Side Sewer Contacts

Application Information: Contact the DPD Drainage & Sewer Review Desk at (206) 684-5362 or visit www.seattle.gov/dpd/permits/permittypes/sidesewer/

Scheduling Inspections: Call the DPD Inspection Request Line at (206) 684-8900 or schedule online at www.seattle.gov/dpd/permits/ (refer to Tip 503).

Technical Information:
- DPD Drainage & Sewer Review Desk, (206) 684-5362 or sidesewerinfo@seattle.gov
- Seattle Public Utilities (SPU) Core Tap, (206) 615-0511
- Seattle Department of Transportation (SDOT) Street Restoration – Street Use Counter, (206) 684-5283
- Tip 503, Side Sewer Permits in Seattle

Access to Information

Links to electronic versions of DPD Tips, codes, and forms are available on the "Tools & Resources" page of our website at www.seattle.gov/dpd. Paper copies of these documents are available from our Public Resource Center, located on the 20th floor of Seattle Municipal Tower at 700 Fifth Ave. in downtown Seattle, (206) 684-8467.

LEGAL DISCLAIMER: This Tip should not be used as a substitute for codes and regulations. The applicant is responsible for compliance with all code and rule requirements, whether or not described in this Tip.
Figure 2: Sample Side Sewer As-Built Plan for Alteration

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New Construction

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Figure 3: Sample Side Sewer As-Built Plan for New Construction

Side Sewer Site Plan

Reviewed by: __________________________ Date: ____________

Measurements in the Right-of-Way
(Note that all distances are in feet and all angles are in degrees)

1. Distance from property line to centerline of new structure:
   - [Distance]

2. Side Sewer Location and Depth (PL - Depth)


Notes:

A. U/S M/H

B. NE Building Corner

1. Connect to S.F., C.O., 4"; 2' Deep

2. 22 LF of 30" CIP; 0.5% SLOPE
   1/2" Orifice, 10' E of B, 4' D

3. Connection, 4.5' D

4. Footing Drain CB, 2' D

5. Connect to new tee on main, 10' D 5' P.E.

6. Existing 6" concrete line capped 23' S, 241/2' W of A, 5' D P.E.

All pipe 8" to 10 PVC
Installed at 2' slope