



CITY OF LOMPOC
DEVELOPMENT ASSISTANCE
BROCHURE

E-30

RECORD DRAWINGS

Record Drawings are a final record of what was actually installed and includes all deviations or changes to the intended physical product of an approved plan. Record Drawings are required to reflect the same degree of detail as the original plans.

Record Drawings are necessary as a basis to plan and design future projects in the same location and to make repairs to damaged components or other non-working facilities. Record Drawings are prepared by the civil engineer or architect who prepared the plans, except that Record Drawings may be prepared by a professional land surveyor licensed in the State of California providing the civil engineer / architect also signs the Record Drawing Certification on the plans. The Record Drawings are required to show all changes that occurred during construction, including changes in materials, distances, lengths, locations, elevations, slopes, volumes, etc.

Record Drawings shall contain a Record Drawing Certification on the cover sheet conforming to the following:

“I CERTIFY THAT THE LOCATIONS, ELEVATIONS, DEPTHS, AND RECORD DRAWING COMMENTS ACCURATELY REFLECT EXISTING FIELD CONDITIONS AND MATERIALS ACTUALLY USED DURING CONSTRUCTION. THIS CERTIFICATION IS BASED ON MY PERIODIC FIELD OBSERVATIONS AND THE CONTRACTOR’S REPRESENTATIONS OF THE FACILITIES AS CONSTRUCTED.”

ENGINEER'S SIGNATURE

DATE:

ENGINEER'S NAME:

R.C.E. -----

(Exp. -----)

The following are minimum guidelines for information that is required for the Record Drawings for various types of work:

1. All relevant improvement sizes, diameters, elevations, depths, and materials specified on the approved plans must be checked by the civil engineer, architect or surveyor in the field during and/or after construction. Note that critical pipe invert elevations and pipe lengths must be checked by the civil engineer, architect or surveyor and approved by the City prior to paving any portion of the site, and in some cases prior to installation of catch basin lids or manhole cones or lids.

2. All grate and invert elevations, and all pipe lengths shall be clearly marked in some way on the approved Record Drawings. The preferred format for is to draw a line through design elevations, lengths, etc, and to show the as-built value in an “as-built cloud.”
3. All stormwater detention / retention storage volumes shall be clearly shown as “calculated Record volumes” on the Record Drawings. Not that Record volumes must be provided to the City for review and approval prior to paving any portion of the site.
4. To facilitate the preparation of detailed Record Drawings, the civil engineer, architect or surveyor may add a note which states that “Unless otherwise shown on these Record Drawings, all improvements shown hereon are the same diameter, length, and or size, and/or constructed of the same materials as shown on the approved plans.”
5. After approval of the Record Drawings, the civil engineer, architect or surveyor shall provide the City with the originally approved plan mylar correctly marked as a Record Drawing, or a photo mylar of the approved plans correctly marked as a Record Drawing.
6. After approval of the Record Drawings the design professional is required to provide the City Management Services Department with a digital copy of the approved Record Drawing(s) in a computer format readily compatible for transfer to the City Geographic Information System. The following computer formats are acceptable for delivery: DGN (native Microstation); DWG (same as or less than Version 14); DXF.