



Town of Greenwich
Department of Health
Division of Environmental Services

Checklist for **Engineered Design As-Built** for Sewage Disposal

Job Site: _____

Owner: _____

Design Engineer: _____

circle (O) = deficiencies; check mark (✓) = satisfactory

- Original signature and seal of design engineer on each copy of as-built plan (blue print of seal and signature is unacceptable).
- Key plan or locus of subject parcel required in upper right hand corner.
- As-built plan drawn to scale: 1" = 20' for residential lots. Scale of 1" = 30' or 1" = 40' for larger projects.
- North arrow (true or magnetic, note on plan).
- Parcel Identification in lower right hand corner of plan
 - Owner's name
 - Property address (house #, lot #, parcel ID# and street)
 - Mailing address, if different from above
 - Septic system installer
 - Date of final inspection for as-built
- All tie-in dimensions to locate septic system to be noted on plan including septic tank cleanouts, pump chamber access, distribution boxes, system ends, and distance between reference points.
- At final inspection engineer should make note of the following information needed for the as-built drawing: front and rear of dwelling, number of bedrooms, frontage road, driveway and well location with supply line or public supply line location.
- Indicate size and length of sewer line from dwelling to septic tank. Both septic tank manholes shall be located on as-built drawings.
- Specify the type of leaching area (galleries, trenches, etc.) constructed including 100% reserve area, as needed.
- Lengths and widths required, center line dimensions, a typical cross-section of leaching structure and curtain drain, if applicable.
- All invert elevations must be shown on drawing which includes sewer line from house to tank, tank to pump chamber, distribution boxes, inverts at all junctions, ends of trenches, bottom of leaching system, etc.

Written description of the septic system installed, include size of septic tank and pump chamber, if applicable. Percolation rate with effective leaching area constructed (required versus installed square footage). MLSS calculations (required versus installed).

- If a Low Pressure Distribution was proposed, provide the following:
- Access and Flushing provisions
 - Flow adjustment capability
 - Pressure filters
 - Orifice shields
 - Manifold access and pipe information (size, specifications, hole diameter/spacing)
 - Operation and Maintenance requirements (i.e. flushing, checking pressure heads)

Locations of drainage systems (curtain, footing, leader, driveway, stormwater detention, etc.) with setbacks to system noted.

Locations of well water treatment disposal structures with setbacks to system noted.

- General notes to be included on plan:
- The purpose of the as-built plan is to show the exact location and tie-in dimensions of the septic system.
 - The system has been installed in accordance with the approved proposed design and meets the minimum requirements of the State of Connecticut Public Health Code.
 - For additional data, refer to the “proposal drawing” for this project approved by the Town of Greenwich Department of Health.
 - See table for all septic system tie-in location dimensions.

For Septic System Repairs: any variances granted by the Department must be noted on the plan along with reasons (i.e. restrictions) for the variance. Variances granted by the Department of Health will be noted on the Permit to Discharge along with any restrictions.

Comments: _____

Reviewed by: _____ Date: _____

Revision Information

contact	date	revision fee	comments