

City of Hopewell Record Drawing and SWM Facility Certification (LDA Form 10)

Instruction: The purpose of the record drawing and stormwater management (SWM) facility certification process is to verify that all stormwater management facilities and associated conveyance systems have been built in accordance with the approved plan and design specifications. All required information shall be submitted to the City for approval in accordance with the City of Hopewell Stormwater and Erosion and Sediment Control Ordinances. City approval is required prior to receiving a Termination of Land Disturbance that is necessary prior to the permittee’s termination of a VAR10 General Permit. The following shall be submitted for each permanent post-construction stormwater management facility:

(1) A completed copy of this form

- ✓ A copy of this form shall be submitted for each permanent stormwater management facility that is recommended for acceptance. The applicant shall ensure that this form is completed in its entirety and all applicable documentation is included with the submittal.

(2) Certified Professional Inspection Log

- ✓ A copy of the applicant’s inspection log shall be submitted with this form. This log should document all critical aspects of SWM facility construction to demonstrate compliance with the approved plans. For example, a bioretention facility may require a liner. Without an inspection log, there would be no assurance that it was installed post-construction since it is underground and not visible from the surface.

(3) Certified Record Drawing (As-built)

- ✓ A record drawing of the plans is required to be submitted with this form. The plans should indicate any changes that differ from the approved plans, along with any applicable computations.
- ✓ A clear means, such as a checkmark, shall be used to demonstrate that the applicant agrees with the constructed values.
- ✓ For any changes to the plans, including numeric changes, a red line shall be used to cross out the original item and the actual revision shall be entered beside the crossed out value.
- ✓ Elevations shall be to the nearest 0.1 foot.
- ✓ The storage volume of the facility, including all dimensioned structures, shall be verified with the certification.
- ✓ All submitted plan sheets shall be labeled as “Record Drawing.”

Section 1 – SWM Facility General Information

Project Name:	Project Location:
BMP Location (Latitude/Longitude):	
BMP Type:	Total Drainage To BMP (Acres):
Impervious Acres draining to BMP:	Pervious Acres draining to BMP:
6 th Order HUC:	Date Facility Brought Online:
Name of any impaired waters the BMP discharges to (2012 305(b)/303(d)):	

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Section 2 - Contractor Information:

Company:	Contact Person:
Title:	Phone Number:
Plan Name:	Plan Date:

Section 3 - Record Drawing Certifications Statement

A Licensed Professional shall provide certification (below) of the SWM Record Drawing(s) including inspections, monitoring and other efforts used for the certification of Stormwater Management facilities during construction.

Record Drawing Certification

I certify that I am a Licensed Professional in the Commonwealth of Virginia and that to best of my knowledge, having completed site specific inspection(s), the stormwater facility referenced on this form is constructed in accordance with the approved plans and all of the information provided with this certification is complete and accurate.

Design Firm Name: _____

Mailing Address: _____

Business Phone: _____

Name of certifying individual: _____

PLACE SEAL HERE

Signature: _____ Date: _____

Section 4 - Record Drawing Approval

(This section to be completed by City only)

City Stormwater Compliance Manager (print): _____

Signature: _____ Date: _____