



CLARK COUNTY
WASHINGTON

COMMUNITY DEVELOPMENT
DEVELOPMENT ENGINEERING

As Builts and Final Technical Information (TIR)

Submittal Requirements
Rev 6.24.20

Working together. Securing your safety. Protecting your investment.

As part of the Development Inspection process, final Technical Information Reports (TIRs) and final Record Drawings (as-builts), which accurately represent the project site as constructed, are to be provided to the county.

County staff will notify the applicant when record drawings are to be submitted.

Submittal of preliminary (paper) as builts (for field verification by Inspection Services division)

- Record drawing submittals shall include one (1) full size paper and two (2) reduced sets on 11 x17" paper.

Submittal of preliminary electronic as builts and TIR (for office processing by Clean Water division)

- One set of electronic record drawings in PDF format shall also be submitted on CD or flash drive.
 - o Each electronic plan sheet submittal shall be derived directly from the design software. Scanned images converted to PDF format will not be accepted.
 - o The electronic record drawing plan set sheets should be ordered within the PDF document as shown in the sheet index on the cover sheet.
 - o Each sheet needs to say **Preliminary As Builts**. Preliminary as builts will be accessible on the Subdivision Browser and Maps Online map sites under the Preliminary Drawings heading.
- An electronic Final TIR shall be submitted along with electronic preliminary record drawings.
 - o The electronic Final TIR shall be a searchable format, preferably a PDF format derived as much as is practicable from an original electronic format such as MS Word or modeling software.
 - o Supporting documentation as appendix items may include scanned images when necessary.
 - o A basin or catchment map shall be included with the TIR.
 - o Only the applicable pages from the *Clark County Stormwater Maintenance Manual* shall be included in the TIR submittal.

Submittal of final (mylar) as builts and CD (for office verification by Development Engineering program)

- Record drawing submittals shall include one (1) reproducible set on mylar and one (1) CD containing the record drawings as PDF images. (Images do not have to be split into individual sheets)
 - o Submittals shall be derived directly from the county approved and stamped drawings. Scanned images converted to PDF format will be accepted and should include all revised (i.e. post plan) sheets.
 - o All record drawings shall be scanned as PDF images:
 - The scan resolution shall be 300 dpi (dots per inch)
 - Submitted CDs shall be clearly labeled with project name, company name and DIN (inspection case number)
 - o The naming convention for the recording drawing PDF images shall consist of the following format:
 - Prefix of Development Inspection case number (DINxxxx-xxxxx)
EXAMPLE: DIN2016-00101 ABC Subdivision
- Final TIR (including geo technical report) submittal shall include one (1) CD containing the report(s) as PDF images.
 - o The naming convention for the TIR shall consist of the following format:
 - Prefix of Development Inspection case number (DINxxxx-xxxxx)
 - Name of report
EXAMPLE: DIN2016-00101 ABC Subdivision – Final Stormwater Report