

SCM As-Built Checklist

All SCM as-built packets must be submitted electronically to [IDT](#). Create a new IDT account if this is your first time submitting electronic plans to the Town. Click on ‘Submit a Project for Review’ and select ‘Record Drawing’ as the Application Type. Continue to follow the application process and then submit.

- Completed As-Built Supplement form for the type of device being submitted. Supplements can be found [here](#). Refer to supplement for any additional items required based on SCM type.
- Completed AutoCAD file.
- Signed and Sealed PDF of the as-built drawing.
- Photos during construction of the SCM riser, outlet pipe, and anti-seep mechanism. Photos during conversion, and after completion of the conversion.
- Geotech reports if applicable. (dam compaction, suitable material, clay liner, etc.)
- Invoice for any plantings associated with the SCM.
- If, due to time of year, plantings will be bonded, provide a sealed performance bond estimate (125% of the cost) for review. Once reviewed, Development Services will work on drafting any bonding paperwork.