



CITY OF PLANT CITY

ASBUILT RECORD DRAWING CHECKLIST

DATE: _____
 PROJECT NAME: _____
 PROJECT ADDRESS OR STREET: _____
 FOLIO NUMBER: _____
 RECORD DRAWINGS FOR THE FOLLOWING ARE INCLUDED:
 POTABLE WATER SANITARY SEWER STREETS AND DRAINAGE
 ENGINEER: _____ PHONE: _____
 EMAIL: _____
 OWNER/DEVELOPER: _____ PHONE: _____
 EMAIL: _____

PRELIMINARY SUBMITTAL/ ELECTRONIC

SUBMIT TO: ENG-Asbuilt@plantcitygov.com Phone: (813) 659-4200	RQD #	INITIALS
Cover Letter	1	
Electronic As-builts (24" X 36") Submittal Electronic delivery or CD/DVD (PDF+AutoCAD 2014 or newer)	1	
Copies of all Regulatory Clearances	1	
Cost Analysis for Public Facilities	1	
Copies of all Test Reports	1	

FOR OFFICE USE ONLY

RECEIVED #	INITIALS

UPON APPROVAL OF PRELIMINARY SUBMITTAL

SUBMIT HARD FINAL COPIES TO: City of Plant City Engineering Department 302 W. Reynolds St. 2 nd Floor Plant City, FL 33563	RQD #	INITIALS
Cover Letter	1	
As-builts (24" X 36") Signed, Sealed and Dated copies of Record Drawings	2	
As-builts on CD/DVD (PDF + AutoCAD 2014 or newer)	1	
As-builts on Mylar (24" X 36") (Required for subdivisions and large projects)	1	
E.O.R. Certification of Completion of Construction (Signed, Sealed and Dated Exhibit - h)	1	

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RECEIVED #	INITIALS