

City of Fishers Digital Record Drawing Submittal Requirements

I. Introduction

This document outlines the submittal requirements and process for providing digital Record Drawing data to the City of Fishers for any new public or private infrastructure construction within the City of Fishers.

II. Submission of Digital Record Drawings

- a. All digital Record Drawing data shall be submitted to the City of Fishers within 60 days of installation of infrastructure. This Record Drawing data must be delivered to the City's Department of Engineering at One Municipal Drive, Fishers, IN 46038 along with payment for the review fee. You must contact the Department of Engineering at 595-3160 for the appropriate review fee.
- b. The necessary digital files shall be submitted to the City of Fishers Department of Engineering in order to complete the review. Review comments will be provided electronically.
- c. Any questions concerning the Record Drawing submittals shall be directed to the Director of Engineering for the City of Fishers, (317) 595-3160.

III. Digital Record Drawing Requirements Overview

- a. Digital Record Drawings shall be submitted in accordance with the City of Fishers Record Drawing Attribute Definitions. A copy of the most recent version is available at the City of Fishers, Department of Engineering, 1 Municipal Drive, Fishers, IN 46038 or on the City's website.
- b. Record Drawing Files will be submitted in AutoCad.DWG format and Portable Document .PDF format.
- c. The .pdf file shall include a Record Drawing Certificate that includes the following:
 - i. Stamp by a registered Indiana professional Engineer or Surveyor.
 - ii. Signed
 - iii. Dated
 - iv. Representing (Company name)
 - v. Shall include the following wording: The record drawing information presented on this sheet was performed under my direction supervision. I certify that to the best of my knowledge and belief all information represents constructed conditions as of the date of the certification.
- d. Provide just one .dwg file of the overall site plan drawing -including only the information for that section being submitted as the construction plan or record drawing.
- e. It is not necessary to submit copies of the Fishers Standard Details Sheets.
- f. Do not include title blocks in overall file, or digital professional seals in .dwg file.

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- g. All text pertaining to utilities shall reflect as-built conditions.
- h. An Object Data Table template and instructions on the procedure to populate the Object Data Table are available for download from the City's website.
- i. All relevant attribute data will be attributed with their corresponding data via the Object Data function within AutoDesk's Map application or with ESRI's ArcGIS products. ESRI geodatabases are acceptable.
- j. Do not use fonts or line-types that are not AutoCAD standard. All utility line-work, blocks, and text shall be standard AutoCAD. Line-work and objects related to said utilities displayed as third-party software entities (AEC objects as an example, proxy graphics) will not be accepted.
- k. File names should make sense to a viewer who may not be familiar with the consulting firm's naming conventions and be indicative of the contents of the file. File names should match the project name as submitted during the TAC application process.
- l. Submitted drawings shall not contain xref files. **All xref's shall be bound using the "insert" command and exploded.** Do not explode all the blocks in the drawing. Care must be taken when binding xref's to avoid duplication of information.
- m. All structures, mains, laterals, and annotations relating to all utilities shall be on separate, logically named layers (i.e. san_text, san_line, san_struct, or similar).
- n. Each data point shall be located in the center of the infrastructure item. Data Table. Annotation must be placed on a unique layer and said text shall be standard
- o. Utility annotation text (including, but not limited to, structure name or number) shall not be displayed as a block or block attribute, unless the block attributes are tied to the Object Data Table (ODT). Annotation must be placed on a unique layer and said text shall be standard text, not MTEXT.
- p. Line-work representing utility mains shall be continuous from structure insertion point to structure insertion point. Line segments between structures must be continuous polylines. Line-work representing mains shall share a common endpoint (at the block insertion point) with all other line-work connected to that structure. Do not trim lines at the edge of structure symbols. Do not use a continuous polyline to represent an entire pipe run. Each line must begin and end at a structure insertion point, connecting only two structures per line. Line-work representing laterals must be a continuous polyline connected to the appropriate main, not a block.
- q. Line-work representing utility mains and laterals must be drawn in the direction of flow. Stationing does not have to be changed.
- r. Multi-use paths, sidewalks, and trails shall be represented as a centerline polyline with the ODT populated.
- s. Ponds shall be a polygon representing the normal pool elevation of all detention and retention

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areas (normal pool elevation for dry detention should be the bottom of the detention area). These polygons must be included in the drawing, as well as the appropriate data in the Object Data Table.

- t. Ponds that are Stormwater Best Management Practices (BMPs) shall have a center point populated with the BMP ODT.
- u. Storm structures that are also BMPs, shall have both a structure point and a BMP point in their associated ODTs.
- v. All open channel ditches and swales shall be represented by the flow line as a continuous polyline. The appropriate data shall be included in the Object Data Table.
- w. All structure locations and structure numbers indicated in drawing must reflect as-built locations (including connections to existing systems). The proposed structures and mains shall be moved to the correction location.
- x. All pre-existing storm and sanitary pipes that were abandoned or removed shall be included in the ODT per the Record Drawing Attribute Definitions.
- y. All easements shall be polygons, representing “aggregate” areas, not broken by lot lines. As an example, the drainage easement running along the back property line of neighboring lots will be shown as one area.
- z. All floodplain fill areas shall be represented by a polygon with the ODT populated.
- aa. All floodplain compensatory storage elevations shall be represented by elevation points with the ODT populated.
- bb. All floodplain compensatory storage contours shall be represented by polylines with the ODT populated.

IV. Exceptions

The Director of Engineering is hereby authorized to make exceptions to the requirements set forth above in the following circumstances only and only upon a showing of substantial hardship: In the event that any applicant can demonstrate that the cost of producing the materials required in the format set forth is financially infeasible, or, that the applicant does not have reasonable access to the technology necessary to cause the preparation of such materials, then, and only then, may the Director of Engineering make an exception to the requirements set forth above. Any determination of the Director of Engineering shall be final.