



1685 CROSSTOWN BOULEVARD N.W. • ANDOVER, MINNESOTA 55304 • (763) 755-5100
FAX (763) 755-8923 • WWW.ANDOVERMN.GOV

AS-BUILT SURVEY/GRADING INSPECTION REQUIREMENTS

- 1. Have your surveyor inspect and check the final grade per the Grading/Development plan.**
- 2. Have your surveyor certify an As-built survey, sign the “Certification of Grading and Placement of Corner Irons” form on the reverse side of this sheet and bring both to the Building Department.**
 - **Be sure your surveyor’s As-built survey satisfies the requirements of the attached “City of Andover Grading Inspection Checklist.”**
- 1. Set up a grading inspection with the Building Department, which is to be completed by the Engineering Department (please try and call a minimum of 3 days in advance to arrange an inspection).**
 - **Call 763-755-8700 to set up an inspection.**
 - **The Engineering Department must approve the inspection and sign the form prior to the issuance of a CO (Certificate of Occupancy).**
- 1. If you have any questions, please call the Engineering Department at 763-767-5137 or the Building Department at 763-755-8700.**



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**CERTIFICATION OF GRADING
AND
PLACEMENT OF CORNER IRONS**

DATE: _____

THIS DOCUMENT MUST BE SUBMITTED TO THE CITY BUILDING DEPARTMENT AND APPROVED BY THE CITY ENGINEER PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY.

Lot _____ Block _____
Subdivision Name _____
Address _____

I hereby certify, that on the _____ day of _____, 20____, I conducted an on-site inspection at the above reference location. I further verify, that the as-built grades and elevations of the site and building are in accordance with the Development/Grading Plan or amendments approved by the City Engineer and are within one-tenth of the proposed elevations and/or contours for this lot. In addition, all corner irons are in place as of this date.

Signed: _____
Printed/Typed Name (Registered Land Surveyors): _____
Minnesota Registration No. _____

Note: Attach a copy of the Certificate of Survey showing all approved elevations and as-builts.

ANDOVER ENGINEERING DEPARTMENT

Approved _____ Denied _____ Signed _____
NAME & TITLE

Dated _____

Remarks _____

City of Andover Grading Inspection Checklist

1.	Do as-built lot elevations conform with the approved Grading/Development Plan within a tolerance of one-tenth of the proposed elevations and/or contours and are enough shots taken, especially around critical areas such as easements and 100-yr flood contours and areas with limited drainage to convince the inspector that it's graded accordingly? comments _____ -are grading hubs (blue tops) set at finished grade for proposed elevation(s) per the Grading/Development Plan for areas with less than 2% slope? comments _____	Yes	No	NA
2.	Does the as-built survey contain the following information: -arrows to indicate storm water direction? comments _____ -existing and proposed contour lines and adequate elevations to verify conformity? comments _____ -the location of drainage and utility easements, vehicle maintenance access easements (VMA's), swales, stormwater ponds, wetlands, lakes and streams (where applicable)? comments _____	Yes	No	NA
3.	Are boulevards graded at a 2% slope from back of curb for a distance of 8' or to the edge of the right of way, free of debris, top soiled and sodded 15' in urban areas (approx. 15' from back of curb) or seeded in rural areas (approx. 18' from back of curb)? comments _____	Yes	No	NA
4.	Is the lot graded such that no slope is greater than 4:1? If no, are retaining walls in place? Note: If retaining walls are in place make sure they are not located in the drainage and utility easements. comments _____	Yes	No	NA
5.	Does the lot drain away from the house? comments _____	Yes	No	NA
6.	Is the lot free of isolated low areas which may pond during a rain storm? comments _____	Yes	No	NA
7.	Is the lot graded to accommodate a 6" separation between final sod level and the bottom of the siding? comments _____	Yes	No	NA
8.	Where there are fire hydrants, is the lot graded such that the bottom flange of the hydrant and all attached nuts are at least 1" above final sod level? comments _____	Yes	No	NA
9.	Is the required silt fence and other necessary devices in place to control erosion near wetlands, ponds, streams, lakes, or unvegetated slopes? comments _____	Yes	No	NA
10.	Is the graded property in such a condition that immediate top soiling and sodding is possible (i.e. free of rubbish, dead/diseased trees, stumps and finely graded)? comments _____	Yes	No	NA
11.	Is there a 4" separation from the back of the curb to final grade level to accommodate for top soiling and sodding? comments _____	Yes	No	NA
12.	Is the curb and gutter free from sand, soil and debris? comments _____	Yes	No	NA
13.	Are the sewer and water stacks lowered at or below ground level? comments _____	Yes	No	NA
14.	Where a catch basin is located in the front of the property, is there an overflow swale graded a maximum of 6" above curb level to accommodate storm water overflow, and is the proposed and actual overflow elevations labeled on the as-built? comments _____	Yes	No	NA
15.	Are the trees that are supposed to be protected free of significant construction damage? (If there are concerns, contact Natural Resources Technician) comments _____	Yes	No	NA
16.	Does the lot pass the Engineering Departments Grading Inspection? comments _____	Yes	No	NA