



Town of Lancaster

BUILDING DEPARTMENT
21 CENTRAL AVENUE
LANCASTER, NEW YORK 14086
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REQUIREMENT FOR AS-BUILT SURVEY

The Town of Lancaster Building Department requires that developers/contractors provide four (4) copies of as-built survey prepared by a NYS Licensed Land Surveyor for all construction projects, in addition to the normally required foundation location survey. Certificates of Occupancy or approvals to occupy structures or utilize premises will not be granted by the Building Department unless four (4) copies of an as-built survey bearing the seal of a land surveyor licensed in N.Y.S. are provided at the completion of a project. The as-built surveys are necessary for final inspections and / or record management for the Building Department, the Engineering Department, the Assessment Office and the Fire District Chief.

The Survey must include original design and as-built information for comparison purposes.

The following minimum information must be provided on the as-built survey:

- Building location and at least two (2) ties to adjacent property lines.
- Building dimensions and type of structure with building address.
- Parking areas and offsets to property lines.
- Number of parking spaces including handicap parking and fire lanes.
- Above ground improvements including light poles, sign support, flag poles, bicycle racks, telephones, and shopping cart corrals.
- Manholes (storm/sanitary), drainage structures, pipeline locations and size sanitary cleanouts, grease trap cleanouts, sanitary vent risers, curb boxes, fire hydrants/valves, fire department connections (exterior standpipe hook ups) & fuel tank fillers.
- Rim and invert elevations on all newly installed manholes, receivers, invert elevations for storm sewer pipe and end sections.
- Top and bottom of bank elevations on all newly constructed storm detention/retention basins.
- Centerline elevations on all newly installed drainage swales / open channels at twenty-five (25) foot intervals.
- Location of benchmark and elevation.
- Electrical power sources (underground/above ground), transformers, gas meters and utility shut off connections.

*As-built surveys will not be required for those construction projects which do not involve alterations to the exterior of the building, or which do not involve the construction of exterior improvements. As-built drainage plans may be required for special drainage improvements required on the construction of new one- or two-family dwellings if requested by the Building or Engineering Department.