



**DORCHESTER COUNTY**  
**PUBLIC WORKS DEPARTMENT**  
 2120 EAST MAIN STREET, DORCHESTER, SC 29437

**Closeout Checklist**

**Upload the following items to Evolve unless otherwise stated. See “Closeout Requirements” document for more information on the items below.**

- \_\_\_ Completed closeout checklist.
- \_\_\_ Closeout application, completed and signed
- \_\_\_ Copy of the SCDHEC NOT
- \_\_\_ Engineer’s Certification Statement, stating that to the best of his or her knowledge and belief, all work was conducted and completed in accordance with the approved OS-SWPPP and CGP.
- \_\_\_ Engineer’s Certification shall include verification that any applicable sediment basin(s) has been restored to a permanent basin(s) as designed. The certification shall include one or more profiles to verify the depth of the pond.
- \_\_\_ If underground storage is included in the closeout package submittal, third party certification shall be provided.
- \_\_\_ Third party certification shall be provided for any waivers (i.e. submerged pipe).
- \_\_\_ A final inspection shall be scheduled with the county inspector. Final inspection must be passed prior to approval of closeout application.
- \_\_\_ As-built/Record Drawing – One (1) full-size original (signed, stamped, and dated) hard copy sent to the Public Works Department at the address above. A PDF of the as-built shall be uploaded to Evolve.
- \_\_\_ Pipe video (residential ONLY).

**To submit a closeout package, access Evolve using [this link](#). Then, select “Stormwater Closeout” as shown in the screenshot below. You will be prompted to log into your account, and then shown a list of documents to upload.**

