

**CITY OF GOODYEAR ENGINEERING DEPARTMENT**  
**ELECTRONIC PLAN SET & FILE NAMING CONVENTION**



Type of Plans & Reports	Scales	File Names	Example of File Name
<b>Mass Grading</b>	(1"=100') max	20(HTE)-C99	2014-0000-C99
Preliminary Drainage Report		20(HTE)-DR99	2014-0000-DR99
SWPPP			
Narrative		20(HTE)-SWP	2014-0000-SWP
<b>Grading &amp; Drainage</b>	(1"=40') max	20(HTE)-C1	2014-0000-C1
Drainage Report		20(HTE)-DR	2014-0000-DR
SWPPP			
Narrative		20(HTE)-SWP	2014-0000-SWP
<b>SWPPP (If submitted separately)</b>	(1"=100') max	20(HTE)-C2	2014-0000-C2
Narrative		20(HTE)-SWP	2014-0000-SWP
<b>Sewer &amp; Water</b>	(1"=20' & 1"=4' V)	20(HTE)-C3	2014-0000-C3
Sewer Report		20(HTE)-SR	2014-0000-SR
Water Report		20(HTE)-WR	2014-0000-WR
<b>Sewer (If submitted separately)</b>	(1"=20' & 1"=4' V)	20(HTE)-C3	2014-0000-C3
Sewer Report		20(HTE)-SR	2014-0000-SR
<b>Water (If submitted separately)</b>	(1"=20' & 1"=4' V)	20(HTE)-C4	2014-0000-C4
Water Report		20(HTE)-WR	2014-0000-WR
<b>Irrigation (RID)</b>	(1"=20' & 1"=2' V)	20(HTE)-C5	2014-0000-C5
<b>Paving</b>	(1"=20' & 1"=2' V)	20(HTE)-C6	2014-0000-C6
Storm Drain			
Sign & Striping	(1"=40') max		
Soils Report		20(HTE)-GEO	2014-0000-GEO
Ph 1 Environmental Report		20(HTE)-ENV	2014-0000-ENV
<b>Streetlight</b>	(1"=40') max	20(HTE)-C7	2014-0000-C7
<b>Traffic Signal</b>	(1"=20') max	20(HTE)-C8	2014-0000-C8
Traffic Report		20(HTE)-TR	2014-0000-TR
<b>Storm Drain (If submitted separately)</b>	(1"=20' & 1"=2' V)	20(HTE)-C9	2014-0000-C9
Drainage Report		20(HTE)-DR	2014-0000-DR
<b>Reclaimed Water</b>	(1"=20' & 1"=2' V)	20(HTE)-C10	2014-0000-C10
Reclaimed Report		20(HTE)-RWR	2014-0000-RWR
<b>Signing &amp; Striping (If submitted sepa)</b>	(1"=40') max	20(HTE)-C11	2014-0000-C11
<b>Miscellaneous</b>		20(HTE)-C12	2014-0000-C12
<b>Landscape</b>	(1"=20') max	20(HTE)-LS	2014-0000-LS
<b>Dry Utility Plans</b>	(1"=20') max	20(HTE)-UT	2014-0000-UT
<b>Commercial Improvement Plan Set</b>		20(HTE)-C1	2014-0000-C1
Grading & Drainage	(1"=40') max		
Drainage Report		20(HTE)-DR	2014-0000-DR
SWPPP			
Narrative		20(HTE)-SWP	2014-0000-SWP
Sewer & Water			
Sewer Design Report		20(HTE)-SR	2014-0000-SR
Water Design Report		20(HTE)-WR	2014-0000-WR
<b>Other</b>			
Construction Permit Fee Schedule		20(HTE)-CPFS	2014-0000- CPFS
Engineer's Cost Estimate		20(HTE)-ECE	2014-0000- ECE

Notes:

- 1) In the rare case where a single page PDF needs to be uploaded, a 3 digit sheet number will be added to the end of the conventional plan set name (2014-0000-C1-001).
- 2) Include "Reference" in the name if the drawing is not for approval and permit.