



**Chandler · Arizona**  
Where Values Make The Difference

# Civil Engineering Electronic Submittal Requirements

**"Electronic Submittal": a CD (or DVD)\* with the following digital files:**

- 1) "to scale", scanned original plans in Acrobat PDF format. Combine multiple PDF sheets into a 'Planset' ensuring all pages are in order and rotated properly for viewing.
- 2) AutoCAD DWG Base - All files used to generate the plan sheets.
- 3) AutoCAD DWG Design - Single file with proposed water, sewer, reclaimed, and storm features.  
Not applicable to Plat submittals.

Files should be named using Log (Permit) Number + Project Name standard. See below for more information.

|   | First Submittal           | Resubmittal               | Approval | Revisions to Approved Plans |
|---|---------------------------|---------------------------|----------|-----------------------------|
| Plats (MLD's, CPT's, FPT's, PPT's)      | Required                  | Only When Requested       | Required | Required                    |
| Subdivisions and Site Plan Improvements | Not Required at This Time | Not Required at This Time | Required | Required                    |

## Example:

- 1) ERW12-0017 Archstone Village Crossing.PDF
- 2) ERW12-0017 Archstone Village Crossing Base.DWG
- 3) ERW12-0017 Archstone Village Crossing Design.DWG

