

Index

Page 2	Overall Set Organization
Page 3	Sheet Number Organization Overall Architectural Set Organization (Drawing Categories)
Page 4	Detailed Architectural Set Organization (Drawing Sub-Categories)

Example Sheet Lists Formats

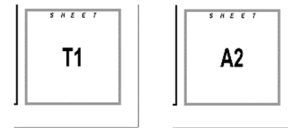
Use the sheet list format that matches the project type / circumstances:

Type 1: For a very simple project (simple T.I.), refer to page 5 for an example sheet list:

Sheet Index Style

T1	Title Sheets
A2	Floor Plan
etc.	

Title Block Styles



Bubble Style

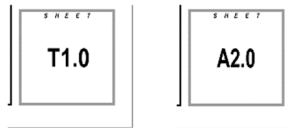


Type2: For a Single-Phase, Single-Level project, refer to page 5 for an example sheet list:

Sheet Index Style

T1.0	Title Sheets
A2.x	Plan Sheets
etc.	

Title Block Styles



Bubble Style

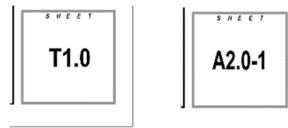


Type 3: For a Single-Phase, Multi-Level project, refer to page 6 for an example sheet list:

Sheet Index Style

T1.0	Title Sheets
A2.x-x	Plan Sheets
etc.	

Title Block Styles



Bubble Style



Type 4: For a Single-Phase, Multi-Building project, refer to page 7 for an example sheet list:

Sheet Index Style

A	T1.0	Title Sheets
A	A2.x-x	Building A Plan Sheets
A	A7.0-1	Exterior Details
	etc.	

Title Block Styles



Bubble Style



Type 5: For a Single-Building, Multi-Phase project, refer to page 8 for an example sheet list:

Sheet Index Style

1	T1.0	Title Sheets
1	A2.x-x	Phase 1 Plan Sheets
1	A7.0-1	Exterior Details
	etc.	

Title Block Styles



Bubble Style

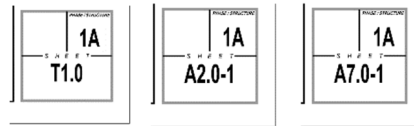


Type 6: For a Multi-Building, Multi-Phase project, refer to page 9 for an example sheet list:

Sheet Index Style

1A	T1.0	Title Sheets
1A	A2.x-x	Phase 1, Building A Plan Sheets
1A	A7.0-1	Exterior Details
	Etc.	

Title Block Styles



Bubble Style



Overall Set Organization

Discipline ID Code	Discipline Letter Code	Discipline / Description
00	CS	Cover Sheet(s)
00	T	Title Sheets (sheet index, general notes, accessibility sheets, government agency sheets, etc.)
00	LS	Life Safety / Code / Egress Analysis Sheets
01	C	Civil Sheets
03	L	Landscape Sheets
05	DA	Demolition Architectural Sheets
05	DS	Demolition Structural Sheets
05	DP	Demolition Plumbing Sheets
05	DE	Demolition Electrical Sheets
05	DM	Demolition Mechanical Sheets
07	A	Architectural Sheets
09	ID	Interior Design
11	S	Structural Sheets
13	M	Mechanical Sheets
15	P	Plumbing Sheets
17	E	Electrical Sheets
18	T24	Title 24 Sheets
19	LT	Lighting Sheets
21	LV	Low Voltage & WiFi Sheets
23	R	Refrigeration
25	FS	Food Service (Kitchen)
27	FP	Fire Protection Sheets
29	W	Water Feature Sheets
97	GRN	LEED / CAL Green Sheets
99	G	Geotechnical

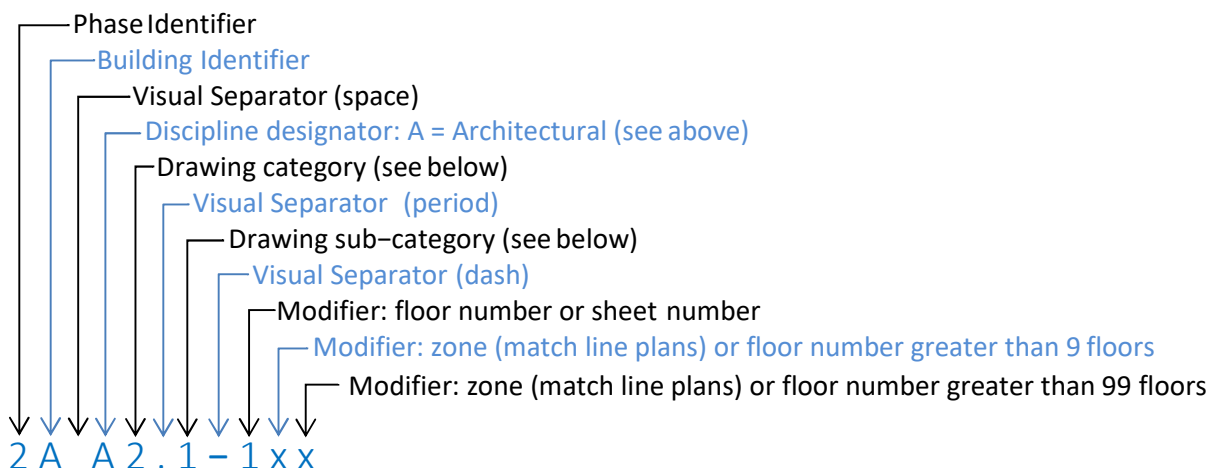
Overall Architectural Set Organization (Drawing Categories)

Sheet

Identifier	Sheet Description
A1.x-x	Site Sheet(s)
A2.x-x	Plan Sheet(s)
A3.x-x	Vertical View Sheet(s) (Elevations, Building Sections, Wall Sections)
A4.x-x	Partial Plan Sheet(s) (Trash / BOH Rooms, Restrooms, Office Areas –Along with associated interior elevations)
A5.x-x	Vertical Circulation Sheet(s) (Stairs, Elevators, Escalators, Moving Walkways)
A6.x-x	Schedule Sheet(s) (Finish Schedule, Room Schedule, Door Schedule, Window Schedule, Wall Type Schedule, Other Scheduled Items (railings, moldings, etc.))
A7.x-x	Exterior Detail Sheet(s)
A8.x-x	Interior Detail Sheet(s)

Sheet Number Organization

This describes sub-parts of a sheet number



Detailed Architectural Set Organization (Drawing Sub-Categories)

CSx.x	Cover Sheet(s)
T1.x	Title Sheet(s)
Tx.x	Standard Title Sheets
LSx.x-x	Life Safety Sheet(s)
A1.x-x	Site Sheet(s)
A1.0-x	Overall Site Plan(s) – Existing / Proposed / Key Site Plan
A1.2-x	Partial Site Plan Sheet(s)
A1.4-x	Partial Plan Sheet(s) (trash enclosures, etc.)
A1.5-x	Site vertical Circulation (stair & ramp plans, sections, and details)
A1.7-x	Site Detail Sheet(s)
A2.x-x	Plan Sheet(s)
A2.0-x	Slab Plan Sheet(s)
A2.1-x	Floor Plan Sheet(s)
A2.2-x	Reflected Ceiling Plan Sheet(s)
A2.3-x	Flooring Plan Sheet(s)
A2.4-x	Roof Plan Sheet(s)
A2.5-x	Canopy plans sheet(s)
A3.x-x	Vertical View Sheet(s) (Elevations, Building Sections, Wall Sections)
A3.0-x	Exterior Elevation Sheet(s)
A3.2-x	Building Section Sheet(s)
A3.5-x	Front wall, Wall Section Sheet(s)
A3.6-x	Right wall, Wall Section Sheet(s)
A3.7-x	Rear wall, Wall Section Sheet(s)
A3.8-x	Left wall, Wall Section Sheet(s)
A4.x-x	Partial Plan Sheet(s) (Trash / BOH Rooms, Restrooms, Office Areas – Along with associated interior elevations)
Approximate – depends on plan – Exact designations varies based on the project	
A4.0-x	Trash room / Service Area Plan, Int. Elev., Section(s) Sheet(s)
A4.1-x	Restroom – Floor, Equipment, RC, & Flooring Plan(s), Interior Elevations
A5.x-x	Vertical Circulation Sheet(s) (Stairs, Elevators, Escalators, Moving Walkways)
A5.0-x	Stair Sheet(s) (A5.1-x, A5.2-x, & A5.3-x are spare stair sheets)
A5.4-x	Elevator Sheet(s) (A5.4-x & A5.5-x are spare elevator sheets)
A5.7-x	Escalator Sheet(s) (A5.8-x & A5.9-x are spare escalator sheets)
A6.x-x	Schedule Sheet(s) (Finish Schedule, Room Schedule, Door Schedule, Window Schedule, Wall Type Schedule, Other Scheduled Items (railings, moldings, etc.))
A6.0-x	Finish schedule sheet(s) – Exterior & Interior & Room finish schedule
A6.1-x	Door Schedule, door types, and door detail sheet(s)
A6.3-x	Window schedule, window types, and window detail sheet(s)
A6.5-x	Other scheduled item sheet(s) (e.g. molding / railings, etc.)
A6.7-1	Wall type / assembly schedule(s)
A6.9-1	Wall type / assembly details
A7.x-x	Exterior Detail Sheet(s)
A7.0-1	Exterior plan details
A7.4-1	Roof and parapet details
A8.x-x	Interior Detail Sheet(s)

Sample Sheet Lists

Type 1: Very Simple Project (Simple T.I.)

T1	Title Sheets
T2	T24 Sheets – Notes 1
T3	T24 Sheets – Details
T4	General Notes
T5	Government Agency Sheet
LS	Life / Safety Sheet(s)
A2	Floor Plan Sheet
A3	Vertical View Sheet (Elevations, Building Sections, Wall Sections)
A4	Interior elevation(s) + Finish Schedule & Room Schedule
A6	Schedule Sheet(s) (Door Schedule, Window Schedule, Wall Type Schedule)
A7	Detail Sheet
A8	Detail Sheet

Type 2: Single-phase Single Level Projects

T1.0	Title Sheets
T2.x	Title 24 Sheets
T3.x	General Notes
T4.x	Conditions of Approval
T5.x	Jurisdiction Specific Sheets
LS2.1	Life / Safety Floor Plan Sheet
A1.0	Site Sheet(s)
A2.x	Plan Sheet(s)
A3.x	Vertical View Sheet(s) (Elevations, Building Sections, Wall Sections)
A4.x	Partial Plan Sheet(s) (Trash / BOH Rooms, Restrooms, Office Areas – Along with associated interior elevations)
A5.x	Vertical Circulation Sheet(s) (Stairs, Elevators, Escalators, Moving Walkways)
A6.x	Schedule Sheet(s) (Finish Schedule, Room Schedule, Door Schedule, Window Schedule, Wall Type Schedule, Other Scheduled Items (railings, moldings, etc.))
A7.x	Exterior Detail Sheet(s)
A8.x	Interior Detail Sheet(s)

Type 3: Single-phase Multi-level Projects

CS1.0	Cover Sheet
T1.0	Title Sheets
T2.x	Title 24 Sheets
T3.0	General Notes
T4.0	Conditions of Approval
T5.0	Jurisdiction Specific Sheets
LS2.1	Life / Safety Floor Plan Sheet(s)
A1.x-x	Site Sheet(s)
A2.x-x	Plan Sheet(s)
A3.x-x	Vertical View Sheet(s) (Elevations, Building Sections, Wall Sections)
A4.x-x	Partial Plan Sheet(s) (Trash / BOH Rooms, Restrooms, Office Areas – Along with associated interior elevations)
A5.x-x	Vertical Circulation Sheet(s) (Stairs, Elevators, Escalators, Moving Walkways)
A6.x-x	Schedule Sheet(s) (Finish Schedule, Room Schedule, Door Schedule, Window Schedule, Wall Type Schedule, Other Scheduled Items (railings, moldings, etc.))
A7.x-x	Exterior Detail Sheet(s)
A8.x-x	Interior Detail Sheet(s)

Type 4: Single-phase, Multi-building Projects

Cover Sheets

A	CS1.0	Building A, Cover Sheet
B	CS1.0	Building B, Cover Sheet

Title Sheets

A	T1.x	Building A, Title Sheets
B	T1.x	Building B, Title Sheets
A or B	T2.x	Title 24 Sheets
A or B	T3.x	General Notes
A or B	T4.x	Conditions of Approval
A or B	T5.x	Jurisdiction Specific Sheets

Life / Safety Sheets

A or B	LS1.0	Overall / Site Life / Safety Sheet
A	LS2.1-1	Building A, Level 1, Life / Safety Sheet
B	LS2.1-1	Building B, Level 1, Life / Safety Sheet
B	LS2.1-2	Building B, Level 2, Life / Safety Sheet

Site Sheets

A or B	A1.x-x	Overall Site Sheet(s)
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Building "A" Sheets

A	A1.x-x	Partial Site Plan Sheet
A	A2.x-x	Plan Sheet(s)
A	A3.x-x	Vertical View Sheet(s) (Elevations, Building Sections, Wall Sections)
A	A4.x-x	Partial Plan Sheet(s) (Trash / BOH Rooms, Restrooms, Office Areas – Along with associated interior elevations)
A	A5.x-x	Vertical Circulation Sheet(s) (Stairs, Elevators, Escalators, Moving Walkways)
A	A6.x-x	Schedule Sheet(s) – Building A specific
A	A7.x-x	Exterior Detail Sheet(s) – Building A specific
A	A8.x-x	Interior Detail Sheet(s) – Building A specific

Building "B" Sheets

B	A1.x-x	Partial Site Plan Sheet
B	A2.x-x	Plan Sheet(s)
B	A3.x-x	Vertical View Sheet(s) (Elevations, Building Sections, Wall Sections)
B	A4.x-x	Partial Plan Sheet(s) (Trash / BOH Rooms, Restrooms, Office Areas – Along with associated interior elevations)
B	A5.x-x	Vertical Circulation Sheet(s) (Stairs, Elevators, Escalators, Moving Walkways)
B	A6.x-x	Schedule Sheet(s) – Building B specific
B	A7.x-x	Exterior Detail Sheet(s) – Building B specific
B	A8.x-x	Interior Detail Sheet(s) – Building B specific

"Schedules and Details"

A or B	A6.x-x	Schedule Sheet(s) (Finish Schedule, Room Schedule, Door Schedule, Window Schedule, Wall Type Schedule, Other Scheduled Items (railings, moldings, etc.))
A or B	A7.x-x	Non-building specific Exterior Detail Sheet(s)
A or B	A8.x-x	Non-building specific Interior Detail Sheet(s)

Type 5: Single-building, Multi-phase Projects

Cover Sheets

1	CS1.0	Cover Sheet – Phase 1
1	CS1.0	Cover Sheet – Phase 2

Title Sheets

1	T1.x	Phase 1, Title Sheets
2	T1.x	Phase 2, Title Sheets
1 or 2	T2.x	Title 24 Sheets
1 or 2	T3.x	General Notes
1 or 2	T4.x	Conditions of Approval
1 or 2	T5.x	Jurisdiction Specific Sheets

Life Safety Sheets

1	LS1.1	Phase 1, Life / Safety Sheet(s)
2	LS1.2	Phase 2, Life / Safety Sheet(s)

Site Sheets

1 or 2	A1.x-x	Overall Site Sheet(s)
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Phase “1” Sheets

1	A1.x-x	Overall Phase 1 Site Sheet(s)
1	A2.x-x	Plan Sheet(s)
1	A3.x-x	Vertical View Sheet(s) (Elevations, Building Sections, Wall Sections)
1	A4.x-x	Partial Plan Sheet(s) (Trash / BOH Rooms, Restrooms, Office Areas – Along with associated interior elevations)
1	A5.x-x	Vertical Circulation Sheet(s) (Stairs, Elevators, Escalators, Moving Walkways)

Phase “2” Sheets

2	A1.x-x	Overall Phase 2 Site Sheet(s)
2	A2.x-x	Plan Sheet(s)
2	A3.x-x	Vertical View Sheet(s) (Elevations, Building Sections, Wall Sections)
2	A4.x-x	Partial Plan Sheet(s) (Trash / BOH Rooms, Restrooms, Office Areas – Along with associated interior elevations)
2	A5.x-x	Vertical Circulation Sheet(s) (Stairs, Elevators, Escalators, Moving Walkways)

“Schedules and Details”

1 or 2	A6.x-x	Schedule Sheet(s) (Finish Schedule, Room Schedule, Door Schedule, Window Schedule, Wall Type Schedule, Other Scheduled Items (railings, moldings, etc.))
1 or 2	A7.x-x	Exterior Detail Sheet(s)
1 or 2	A8.x-x	Interior Detail Sheet(s)

Type 6: Multi-phase & Building Projects

Cover Sheets

1A	CS1.0	Building A, Cover Sheet
1B	CS1.0	Building B, Cover Sheet
2C	CS1.0	Building C, Cover Sheet
2D	CS1.0	Building D, Cover Sheet

Title Sheets

1A	T1.x	Building A, Title sheet(s)
1B	T1.x	Building B, Title sheet(s)
2C	T1.x	Building C, Title sheet(s)
2D	T1.x	Building D, Title sheet(s)

1A/1B/2C/2D	T2.x	Title 24 Sheets
1A/1B/2C/2D	T3.x	General Notes
1A/1B/2C/2D	T4.x	Conditions of Approval
1A/1B/2C/2D	T5.x	Jurisdiction Specific Sheets

Life / Safety Sheets

1A	LS2.1-1	Building A, Level 1, Life / Safety Sheet
1B	LS2.1-1	Building B, Level 1, Life / Safety Sheet
1B	LS2.1-2	Building B, Level 2, Life / Safety Sheet
2C	LS2.1-1	Building C, Level 1, Life / Safety Sheet
2D	LS2.1-1	Building D, Level 1, Life / Safety Sheet

Building "A" Sheets

1A	A1.0-0	Overall Site Sheet(s)
1A	A1.x-x	Partial Site Plan Sheet
1A	A2.x-x	Plan Sheet(s)
1A	A3.x-x	Vertical View Sheet(s) (Elevations, Building Sections, Wall Sections)
1A	A4.x-x	Partial Plan Sheet(s) (Trash / BOH Rooms, Restrooms, Office Areas – Along with associated interior elevations)
1A	A5.x-x	Vertical Circulation Sheet(s) (Stairs, Elevators, Escalators, Moving Walkways)
1A	A6.x-x	Schedule Sheet(s) – Building A Specific
1A	A7.x-x	Exterior Detail Sheet(s) – Building A Specific
1A	A8.x-x	Interior Detail Sheet(s) – Building A Specific

Building "B" Sheets

1B	A1.0-0	Overall Site Sheet(s)
1B	A1.x-x	Partial Site Plan Sheet
1B	A2.x-x	Plan Sheet(s)
1B	A3.x-x	Vertical View Sheet(s) (Elevations, Building Sections, Wall Sections)
1B	A4.x-x	Partial Plan Sheet(s) (Trash / BOH Rooms, Restrooms, Office Areas – Along with associated interior elevations)
1B	A5.x-x	Vertical Circulation Sheet(s) (Stairs, Elevators, Escalators, Moving Walkways)
1B	A6.x-x	Schedule Sheet(s) – Building B Specific
1B	A7.x-x	Exterior Detail Sheet(s) – Building B Specific
1B	A8.x-x	Interior Detail Sheet(s) – Building B Specific

Building "C" Sheets

2C	A1.0-0	Overall Site Sheet(s)
2C	A1.x-x	Partial Site Plan Sheet
2C	A2.x-x	Plan Sheet(s)

2C	A3.x-x	Vertical View Sheet(s) (Elevations, Building Sections, Wall Sections)
2C	A4.x-x	Partial Plan Sheet(s) (Trash / BOH Rooms, Restrooms, Office Areas – Along with associated interior elevations)
2C	A5.x-x	Vertical Circulation Sheet(s) (Stairs, Elevators, Escalators, Moving Walkways)
2C	A6.x-x	Schedule Sheet(s) – Building C Specific
2C	A7.x-x	Exterior Detail Sheet(s) – Building C Specific
2C	A8.x-x	Interior Detail Sheet(s) – Building C Specific

Building “D” Sheets

2D	A1.0-0	Overall Site Sheet(s)
2D	A1.x-x	Partial Site Plan Sheet
2D	A2.x-x	Plan Sheet(s)
2D	A3.x-x	Vertical View Sheet(s) (Elevations, Building Sections, Wall Sections)
2D	A4.x-x	Partial Plan Sheet(s) (Trash / BOH Rooms, Restrooms, Office Areas – Along with associated interior elevations)
2D	A5.x-x	Vertical Circulation Sheet(s) (Stairs, Elevators, Escalators, Moving Walkways)
2D	A6.x-x	Schedule Sheet(s) – Building D Specific
2D	A7.x-x	Exterior Detail Sheet(s) – Building D Specific
2D	A8.x-x	Interior Detail Sheet(s) – Building D Specific

“Schedules and Details”

1A/1B/2C/2D	A6.x-x	Schedule Sheet(s) (Finish Schedule, Room Schedule, Door Schedule, Window Schedule, Wall Type Schedule, Other Scheduled Items (railings, moldings, etc.))
1A/1B/2C/2D	A7.x-x	Exterior Detail Sheet(s)
1A/1B/2C/2D	A8.x-x	Interior Detail Sheet(s)

Revisions

- v 5.0: Made RCP occur before Roof Plans
Adjust order of M, E, P, LG, FS, & R disciplines
- v 5.1 Use building code of 0 for sub-categories 6 & above
- v 6.0 Include partial site plan sheets on a per building basis
Include building specific schedule, exterior detail, & interior detail sheets Include Low Voltage & Geotechnical disciplines
Clarify how Cover Sheets are identified Clarify how Life / Safety Sheets are identified. Clarify how Site Plan Sheets are identified.
- v 6.1 Add Cover Sheet(s) and Title Sheets(s) to the Detailed Architectural Organization
Clarify Phase Code and Building Code for cover sheets, title sheets, and life safety sheets
Make flooring plans a sub-category of 3 and roof plans a sub-category of 4
- v 6.2 Correct various typographical errors
Adjust the coding for Life / Safety sheets
- v 6.3 Reorganized information to improve understanding. Added "index."
- v 6.4 Add title block style and bubble style graphics to index.
- v 6.5 Update title block style and bubble style index graphics. Modify 'T' sheet number examples for sheet list types 4, 5, & 6.
- v6.6 Update title block style graphics
- v6.7 Fix various typographical errors
- v7.0 Removed Discipline Order Code and replaced with Discipline ID Code
Added Green sheets to Overall Set Organization list
Added additional sheet types to Detailed Architectural Set Organization
Adjusted sample sheet lists to indicate that every Phase / Building will get every sheet – there will be no "common sheets" per se.
Corrected:
 - Lighting Discipline Letter code to be 'LT'