Engineering Design Criteria & Standard Drawings

2020

APPENDIX F

SCANNED RECORD INFORMATION, DATA SPECIFICATIONS FOR DIGITAL DRAWING SUBMISSIONS & AS-CONSTRUCTED DRAWING REQUIREMENTS

Vaughan Tomorrow

OUR CITY. OUR PLAN.

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F1 SCANNED RECORD INFORMATION

Record(s) are to be scanned into image type file(s) and information is to be populated into a reference database table supplied by the City of Vaughan.

Scanning Specifications

- Records must be scanned into TIFF Group 4 Format (.tif)
- Images larger than 10 Megabytes in size must also be compressed into MRSID (.sid) format
- Quality of scans must be such that all line types can be easily differentiated with a minimum scan resolution of 400 dots per inch (DPI)
- Image size must be at 1:1 scale with original record and printed items must maintain original drawing scale
- Orientation of the Title Block and or Descriptive Text must be horizontal
- Drawing text of 5 point or higher must be legible and all characters easily differentiated on scanned image
- Full size scanners must be used in processing scan
- Microfilming will not be accepted
- Scanners must contain adaptive area thresholding ability
- Image must not be skewed where an acceptable skew is limited to ½ degree
- Minimum of 25.4mm (1 inch) white space border provided around image, where image is defined as the area within the drawing neat-line

Reference Database Table

The reference database table shall be in DBF or Microsoft Access format. The table shall contain the following fields and specifications:

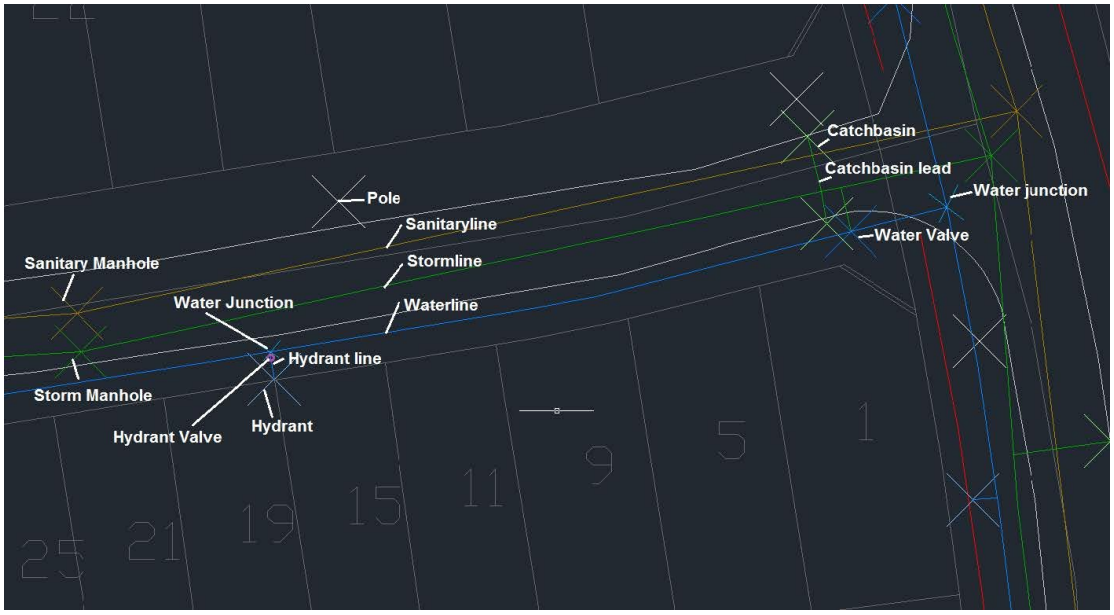
Field Name	Field Type	Field Description
FILEID	Text	Unique Identifying Attribute (no duplicates)
FILENAME	Text	Name of Drawing such as the Street Name or Subdivision
DWGNUMBER	Text	Designation or drawing number within the Title Block
DWGTYPE1	Text	Type of Drawing such as a Plan and Profile, General Plan, Legal or Topographical Survey, Grading Plan, etc.
DWGTYPE2	Text	Whether drawing is “Approved for Construction”, “As Built” / “As Constructed”
FROM	Text	From Street or Station, etc.
TO	Text	To Street or Station, etc.
LEGAL	Text	The Registered M or R Plan number that the area is related to
PROJECT	Text	The 19T number or Capital Works Number assigned to the project
GENERATOR	Text	Name of company responsible for creating the design and/or drawing
DATE		Last date of issue or amendment recorded on the drawing

F2 DATA SPECIFICATIONS FOR DIGITAL DRAWING SUBMISSIONS

The City of Vaughan requires that data with respect to infrastructure reside as Object Data native to the AutoCAD MAP environment or a database table native to the ESRI GIS Shapefile format. All data records will be linked to the corresponding SPATIAL component. Drafting is to be neat and line/points to be on the correct drawing layer and connectivity maintained at the node, see example below. Piping line work will be drawn in accordance with the direction of flow within the pipe. AutoCAD drawing shall also be in the correct geospacial location i.e. Georeferenced.

The data (CADD/GIS) should be georeferenced/drawn in the correct spatial location. NAD83 UTM Zone 17N

An example of the AutoCAD layering:



Sewer Pipe System Database Specification

All sewer and catchbasin lead pipe and open channel flow routes will contain the following data linked to the corresponding SPATIAL component:

Field Name	Field Type	Field Description
PIPEID	Text	Unique Pipe Identifier i.e. [Upstream Maintenance Hole or Headwall ID]_[Downstream Maintenance Hole or Headwall ID]
DIAMETER	Text	Pipe size (mm)
HEIGHT	Text	Pipe size (mm)
WIDTH	Text	Pipe size (mm)
MATERIAL	Text	Pipe Material
LENGTH	Number 0.000	Pipe Length (m)
SLOPE	Number 0.000	Pipe Slope (%)
CAPACITY	Number 0.000	Theoretical Pipe Capacity (m^3/s)
VELOCITY	Number 0.000	Theoretical Pipe Velocity (m/s)
TIME	Number 0.000	Time of Flow in Pipe (minutes)
BEDDING	Text	Bedding Type
RC	Number 0.000	Roughness Coefficient
DEPTH	Number 0.000	Average Depth of Pipe (m)
UP_MH_ID	Text	Upstream Manhole ID
UP_INV_ELE	Number 0.000	Upstream Invert Elevation (m)
DN_MH_ID	Text	Downstream Manhole ID
DN_INV_ELE	Number 0.000	Downstream Invert Elevation (m)
YEAR	Number 0	Year of Construction
NOTES	Text	Notes and/or Observations

Additional Fields for Storm Sewer Pipe

Field Name	Field Type	Field Description
STM_AREA	Number 0.000	Tributary Area (ha)
RUN_COEF	Number 0.000	Runoff Coefficient
AREA_RC	Number 0.000	Sections ARC [STM_AREA]*[RUN_COEF]
ACC_AREA_C	Number 0.000	Accumulative Area, Runoff Coefficient
INTENSITY	Number 0.000	Rainfall Intensity (mm/hr)
ACC-TC	Number 0.000	Accumulative Time of Concentration (minutes)
STM_TOT_Q	Number 0.000	Total Flow Q (l/s)

Additional Fields for Sanitary Sewer Pipe

SAN_AREA	Number 0.000	Tributary Area (ha)
PPHA	Number 0.000	Persons Per Hectare
POP	Number 0.000	Population
ACC_POP	Number 0.000	Accumulative Population
HPF	Number 0.000	Harmon Peaking Factor
SAN_PD_FLOW	Number 0.000	Peak Day Flow (l/s)
SAN_SEC_AREA	Number 0.000	Section Area (ha)
SAN_ACC_AREA	Number 0.000	Accumulative Area (ha)
SAN_INF_FLOW	Number 0.000	Infiltration (l/s)
SAN_TOT_Q	Number 0.000	Total Flow (l/s)
MIN_SLOPE	Number 0.000	Minimum slope for self cleansing (%)

Additional Fields for Foundation Drain Collector Sewer Pipe

NO_LOTS	Number 0.000	Section Number of Lots
ACC_LOTS	Number 0.000	Accumulative number of lots
FDC_LOT_FLOW	Number 0.000	Total Lot Flow (l/s)
FDC_SEC_AREA	Number 0.000	Section Area (ha)
FDC_ACC_AREA	Number 0.000	Accumulative Area (ha)
FDC_INF_FLOW	Number 0.000	Infiltration (l/s)
FDC_TOT_Q	Number 0.000	Total Flow (l/s)

Maintenance Hole, Headwall, Catchbasin Database Specification

All maintenance holes and headwalls will contain the following data linked to the corresponding SPATIAL component:

Field Name	Field Type	Field Description
ICID	Text	Unique Maintenance Hole Identifier
HWID	Text	Unique Headwall Identifier
CBID	Text	Unique Catchbasin Identifier
SYSTEM	Text	System Type (eg. Storm, Sanitary, F.D.C.)
MATERIAL	Text	Type of Material (Concrete, CSP, etc.)
CONFIG	Text	Type of Structure (Pre-cast, Cast in Place, etc.)
CONFIG2	Text	Type of Structure (Single or Double, Ditch Inlet, etc.)
STANDARD	Text	Applicable Standard(s)
SIZE	Text	Size of Structure (mm)
TOP_ELEV	Number 0.000	Top elevation (m)
COVER	Text	Type of Cover (Standard No.)
HEIGHT	Number 0.000	Height of Structure (m)
GRATE	Text	Type of Grate (Standard No.)
PLATFORM	Text	Type of Safety Platform (Standard No.)
FR_TYPE	Text	Type of Flow Restriction (Orifice Plate)
FR_SIZE	Text	Size of Flow Restriction on Device
FR_RATE	Text	Rate of Flow Restriction (l/s)
BENCHING	Text	Benching
BEDDING	Text	Bedding Type
N_PIPE_ID	Text	North Pipe ID
N_INV_ELE	Number 0.000	North Invert Elevation
N_INV_ELE2	Number 0.000	North Invert Drop Elevation (m)
NE_PIPE_ID	Text	Northeast Pipe ID
NE_INV_ELE	Number 0.000	Northeast Invert Elevation (m)
NE_INV_ELE2	Number 0.000	Northeast Invert Drop Elevation(m)
E_PIPE_ID	Text	East Pipe ID

E_IVN_ELE	Number 0.000	East Invert Elevation (m)
E_INV_ELE2	Number 0.000	East Invert Drop Elevation (m)
SE_PIPE_ID	Text	Southeast Pipe ID
SE_INV_ELE	Number 0.000	Southeast Invert Elevation (m)
SE_INV_ELE2	Number 0.000	Southeast Invert Drop Elevation (m)
S_PIPE_ID	Text	South Pipe (D)
S_INV_ELE	Number 0.000	South Invert Elevation (m)
S_INV_ELE2	Number 0.000	South Invert Drop Elevation (m)
SW_PIPE_ID	Text	Southwest Pipe ID
SW_INV_ELE	Number 0.000	Southwest Invert Elevation (m)
SW_INV_ELE2	Number 0.000	Southwest Invert Drop Elevation (m)
W_PIPE_ID	Text	West Pipe ID
W_INV_ELE	Number 0.000	West Invert Elevation (m)
W_INV_ELE2	Number 0.000	West Invert Drop Elevation (m)
NW_PIPE_ID	Text	Northwest Pipe ID
NW_INV_ELE	Number 0.000	Northwest Invert Elevation (m)
NW_INV_ELE2	Number 0.000	Northwest Invert Drop Elevation (m)
YEAR	Number 0	Year of Construction
NOTES	Text	Notes and/or Observations

Stormwater Management Pond Database Specification

All Stormwater Management Pond will contain the following data linked to the corresponding SPATIAL component. Additional fields and/or alternative dataset(s) may be required given the nature of this infrastructure. Please consult with the City of Vaughan to determine our exact requirements prior to submittal:

Field Name	Field Type	Field Description
PONDID	Text	Unique Pipe Identifier
NAME	Text	Pond Name
TYPE	Text	Pond Type
CAPACITY	Number 0.000	Capacity (m^3/s)
LINING	Number 0.000	Lining Material
BOTTOM	Text	Bottom Treatment
MF_LEVEL	Number 0.000	Maximum Food Level (m)
CON_AREA	Number 0.000	Contributing Area (ha)
CNT_AREA	Number 0.000	Controlled Area (ha)
RUN_COEF	Number 0.000	Runoff Coefficient
OPEN_PER	Number 0.000	Open Space Percentage (%)
SFRES_PER	Number 0.000	Residential Percentage (%)
IND_PER	Number 0.000	Industrial Percentage (%)
COM_PER	Number 0.000	Commercial Percentage (%)
ROAD_PER	Number 0.000	Roads Percentage (%)
SED_BAY1	Number 0.000	Sediment Forebay volume (m^3)
SED_BAY2	Number 0.000	Sediment Forebay Volume (m^3)
QUAL_RR	Number 0.000	Quality Release Rate (l/s)
MOE_RR	Number 0.000	MOE Quality Release rate (l/s)
Q_STOR	Number 0.000	Storage volume (m^3/s)
Q_STOR_MAX	Number 0.000	Maximum Storage Volume (m^3/s)
Q_PP	Number 0.000	Permanent Pool Storage Volume (m^3/s)
Q_PP_MAX	Number 0.000	Maximum Permanent Pool Storage Volume (m^3/s)
E_STOR_MAX	Number 0.000	Maximum Event Storage Volume (m^3/s)
E_ELV_MAX	Number 0.000	Maximum Event Level (m)

STM_EVENT	Text	Storm Event
DETENTION	Number 0.000	Detention Time
W_Ratio	Text	Water Quality Ratio
F_CL	Number 0.000	Flood Control Level (m)
F_STOR_MAX	Number 0.000	Maximum Flood Storage Volume (m^3/s)
F_RR_MAX	Number 0.000	Maximum Flood Release Rate (l/s)
SPILLWAY	Text	Spillway
MECH-CON	Text	Mechanical Controls
FENCE	Text	Fence Type
GATE	Text	Gate Type
SIGN	Text	Sign Type
ACCESS	Text	Access Road Type
TURN	Text	Vehicle Turn Around Type
YEAR	Number 0	Year of Construction
NOTES	Text	Notes and/or Observations

Water Distribution Pipe Database Specification

All water distribution system pipe will contain the following data linked to the corresponding SPATIAL component:

Field Name	Field Type	Field Description
WPIPID	Text	Unique Pipe Identifier
DIAMETER	Text	Pipe size (mm)
MATERIAL	Text	Pipe Material
LENGTH	Number 0.000	Pipe Length (m)
BEDDING	Text	Bedding Type
DEPTH	Number 0.000	Average Depth of Pipe (m)
YEAR	Number 0	Year of Construction
NOTES	Text	Notes and/or Observations

Water Distribution System Appurtenances Database Specifications

All water distribution system appurtenances will contain the following data linked to the corresponding SPATIAL component:

Field Name	Field Type	Field Description
WAID	Text	Unique Maintenance Hole Identifier
TYPE	Text	Type (eg. Valve, Chamber, Hydrant, Tee, Band, etc.)
MATERIAL	Text	Type of Material (Cast Iron, Steel, etc.)
CONFIG	Text	Type of Structure (Pre-Cast, Cast in Place, etc.)
COLOUR	Text	Colour of Hydrant
STANDARD	Text	Applicable Standard(s)
SIZE	Text	Size of Structure (mm)
TOP_ELEV	Number 0.000	Top Elevation (m)
COVER	Text	Type of Cover (Standard No.)
HEIGHT	Number 0.000	Height of Structure (m)
BEDDING	Text	Bedding Type
PRESSURE	Text	Pressure
OPEN	Text	Direction to Open (Left or Right)
YEAR	Number 0	Year of Construction
NOTES	Text	Notes and/or Observations

Streetlight Database Specification

All streetlight poles and fixtures will contain the following data linked to the corresponding SPATIAL component:

Field Name	Field Type	Field Description
SLID	Text	Unique Streetlight Pole Identifier
POLE_NO	Text	Assigned Pole Number
POLE_TYPE	Text	Pole Type
POLE_MAN	Text	Pole Manufacturer
ARM_TYPE	Text	Arm Style
ARM_MAN	Text	Arm Manufacturer
ARM_OR	Number 0.000	Arm Outreach
FIX_TYPE	Text	Fixture Style
FIX_MAN	Text	Fixture Manufacturer
LUM_TYPE	Text	Luminaire Type
LUM_MAN	Text	Luminaire Manufacturer
LUM_WAT	Text	Luminaire Wattage
YEAR	Number 0	Year of Construction
NOTES	Text	Notes and/or Observations

Survey Control Monument Specification

All Survey Control Monuments will contain the following data linked to the corresponding SPATIAL component:

Field Name	Field Type	Field Description
MONID	Text	Unique Monument Identifier
YEAR	Number 0	Year of Construction
PROJECT	Text	Project Constructed By
TYPE	Text	Monument Type
RELATE	Text	Relationship to Ground
INV1	Text	Monument No. Inter-visible with
INV2	Text	Monument No. Inter-visible with
INV3	Text	Monument No. Inter-visible with
INV4	Text	Monument No. Inter-visible with
LAT	Number 0.000	Latitude
LONG	Number 0.000	Longitude
ELEV	Number 0.000	Elevation
MTM_N	Number 0.000	Ministry of Natural Resources COSINE Northing
MTM_E	Number 0.000	Ministry of Natural Resources COSINE Easting
MTM_ELEV	Number 0.000	Ministry of Natural Resources COSINE Elevation
UTM_N	Number 0.000	Universal Transverse Mercator Northing
UTM_E	Number 0.000	Universal Transverse Mercator Easting
UTM_ELEV	Number 0.000	Universal Transverse Mercator Elevation
LOCATION	Text	Description of the monument physical location in the surrounding environment

Regulatory/Traffic Sign and Traffic Signal Database Specification

All regulatory/traffic sign and traffic signal will contain the following data linked to the corresponding SPATIAL component:

Field Name	Field Type	Field Description
POSTID	Text	Unique Maintenance Hole Identifier
TYPE	Text	Type (eg. Stop, No Parking, Pedestrian Crossing, Signal, etc.)
TYPE2	Text	Electrical Signal (Yes or No)
MATERIAL	Text	Type of Material (Wood, Concrete, Steel, etc.)
STANDARD	Text	Applicable Standard(s)
YEAR	Number 0	Year of Construction
NOTES	Text	Notes and/or Observations

F3 AS-CONSTRUCTED DRAWING REQUIREMENTS

Prior to the issuance of the Completion Approval Notice for the start of the guarantee maintenance period.

One COMPLETE set of bound "As Built" civil engineering and electrical street lighting drawings, paper copy, including "As Built" design calculation sheets showing the as constructed works for our preliminary review. The Engineering Drawings to conform to City's Design Standards, Specifications and Drawing Standards.

- Revise COVER PAGE and ALL DRAWINGS, the title block to include the Planning File Number, 19T-# and Registered/Reference Plan Number(s), 65M- # / 65R- #
- **Identify Lot/ Block Numbers and Municipal House Numbers on ALL OF THE DRAWINGS**. Contact the City's Planning Department for municipal addresses at 905 832-8585
- Identify on the GENERAL PLAN(S) the local or established benchmark(s) and elevation(s) used to complete the drawings
- Revise all drawings to state "**As Built**" along with the date. The term "**Record Drawing**" is not acceptable nor should any "©" copyright symbols appear on any of the drawings
- Revise **Director's signature block** to include their typed name and date of their original signature, if the drawings were not hand drawn
- Revise all invert elevations, slopes, lengths and locations for the Storm Sewer, Foundation Drain Collector Sewer (if applicable), Sanitary Sewer, Rear Lot Catch Basins, House/ Commercial Connections, Watermain, Hydrants, Valve Chambers and any other revisions to reflect actual as built site conditions ON ALL OF THE DRAWINGS.
- Identify **Lateral Ties and Invert Elevations for SAN & STM/ FDC Connections** at property line from house corners or side yard lot lines on **all Plans & Profile Drawings.** A chart format is acceptable.
- Revise all **UTILITY COORDINATION DRAWINGS including electrical street lighting drawings** for all above ground utilities/ features/ driveways/ sidewalks/ mailboxes and for all underground services**.**
- Remove any notes stating "**to be removed**", "**future**", "**by others**", "**proposed**", etc. from **ALL OF THE DRAWINGS**. Obsolete Drawings and any phasing to be properly identified on the Cover Page of the project.
- Provide a set of general plans (or registered plan) marked in red indicating all easements and their purpose within the plan of subdivision.
- All **plan views** to include the following:
    a) All street names per registered plans
    b) Maintenance hole identifications
    c) Items to be revised if different than proposed include and not necessarily limited to:
        i. Piped Infrastructure and Appurtenances locations
        ii. Curb widths
        iii. Sidewalk locations
        iv. Curb radii

- All **profile views** to include the following:
    a) All as built sewer invert elevations are to be shown. If difference is greater than 300mm between the as built and the proposed location, the sewer must be redrawn.
    b) Any maintenance holes that differ by more than 3m from their proposed location must be redrawn.
    c) As built items to be changed if different than proposed include and not necessarily limited to:

        i. Types of maintenance holes
        ii. Pipe sizes
        iii. Pipe Fitting locations
        iv. Road grades
        v. Sewer grades
        vi. Sewer material
        vii. Class of pipe
        viii. Bedding type

    d) Remove all flags.
    e) Maintenance hole identifications to be left on.
    f) Existing road profile to be removed (if applicable).
    g) Lot grading elevations are to be as built and all proposed elevations to be removed.
    h) All stormwater management pond drawings and related details shall be revised to capture all key hydraulic data relating to inlet / outlet structures and storage characteristics of the stormwater management facility.

- An engineer's completion certificate for stormwater management facilities shall be provided.

UPON APPROVAL & REQUIRED PRIOR TO ASSUMPTION

One **COMPLETE** set of **civil engineering & electrical street lighting "As Built" drawings including "As Built" Design Calculation Sheets** showing the as constructed works. "As Built" Design Calculation Sheets that were not incorporated as part of the original approved set must be included.

The **COMPLETE** set of **civil engineering & electrical street lighting "As Built" drawings including "As Built" Design Calculation Sheets** scanned into a Compressed Tiff Group 4, 400 DPI Image File as outlined in Appendix A. "As Built" Design Sheets that were not incorporated as part of the original approved set must be scanned as a Compressed Tiff Group 4, 400 dpi Image file and included in the submission.

One **COMPLETE** set of **"As Built" CADD/GIS files on CD Rom diskette(s)** formatted as outlined in Section F2.

F4 INFRASTRUCTURE DELIVERY DEPARTMENT HANDOVER PACKAGE CONTENTS[1]

A. PERFECT SUBMISSION

1. Drawings
   a. Hardcopy Prints of Drawings
   b. Digital Set of Drawings (scan of each drawing in set)

2. Technical Reports
   a. Technical Calculations[2]
   b. Digital Report
      i. Scan of Report
      ii. HIRMS Metadata Entry

B. APPROVED RECORDS (Issued for Construction)

1. Digital Set of Drawings
   a. Scan of each drawing in set[3]
   b. HIRMS Metadata entry
   c. CADD file for each drawing in set

2. Technical Reports
   a. Technical Calculations
   b. Digital Report
      iii. Scan of Report
      iv. HIRMS Metadata entry

3. Master Infrastructure File
   a. Composite CADD or GIS file containing the entire scope of works[4]

[1] Conforming to our Standards, 1.0 SUBMITALS; The Consultant(s) shall complete the HIRMS Metadata Spreadsheet as part of submitting drawings and technical reports to the city.
[2] Calculation spreadsheet to be supplied. Any report undertaken in support of the project, preferably in PDF format.
[3] Scans preferably in TIFF format
[4] CADD files must be georeferenced; conform to the Universal Transverse Mercator (UTM) coordinate system, North American Datum of 1983, Zone 17N referenced to legal property/parcel fabric.

C. AS BUILT RECORDS (As Constructed Records)

1. Digital Set of Drawings
   a. Scan of each drawing in set
   b. HIRMS Metadata entry
   c. CADD file for each drawing in set

2. Master Infrastructure File
   a. Composite CADD or GIS file containing the entire scope of works

3. Hardcopy Prints of As-Built Drawings[5]

[5] Forward drawing set to Development Inspection Section

F5 PROJECT DRAWINGS & RECORDS SUBMISSION STANDARDS

The City of Vaughan requires that all project drawings sets and reports must be submitted by the project's consultant and or contractor, as applicable. The submission package must adhere to the following Standards/ City's Design Criteria, as applicable to the satisfaction of Vaughan:

1. Each drawing submission package (IFC/ Approved & As Built) must include:
    a. One (1) full drawing set in PDF file format with the correct project name based on the "Naming Conventions" under *New Development Projects* or *City Capital Projects* or *Other Agencies Capital Projects, as applicable.* &
    b. One (1) fully unmerged drawing set separated individually in PDF or Tiff file format with the correct project name and file extension identifiers based on the "Naming Conventions" under *New Development Projects* or *City Capital Projects* or *Other Agencies Capital Projects, as applicable*.
    c. Shop Drawings, where applicable must be included as part of the "As Built" drawing submission.

2. All Approved Project Reports:
    a. Must be submitted with the "Issue for Construction- IFC" or "Approved" or "Issued for Permit" drawings as applicable based on the "Naming Conventions".
    b. All pages related to a single report must be submitted together or merged into a single PDF file (i.e., Environmental Assessment Report and Geotechnical Report will consist of 2 separate PDF files).

3. A summary sheet identifying each of the documents and reports submitted will need to be entered into a City of Vaughan Drawing List file. This is an Excel spreadsheet.
   See Example Drawing List File – (Metadata file) below.

4. Full packages that include individual drawings, reports, records with corresponding City of Vaughan Drawing List files (Metadata file) are to be submitted to the City of Vaughan Project Manager/ Lead/ Municipal Services Inspector/ other, as applicable.

Vault: File Naming Convention – NEW DEVELOPMENT DRAWINGS: SUBDIVISIONS

Start

New Documents/ Drawing packages:

Metadata table must be organized and placed in the file folder with all the drawings in the package.

Individual drawing file names must follow naming format below:
19T-22V000-AB–PH1-BLK1-000-COV
Refer to diagram.

19T-22V000-AB – **PH1** – **BLK1** – **000** – **COV**

NEW DEVELOPMENT DRAWINGS:

19T-22V000-PRE: PRELIMINARY DWG
19T-22V000-IFC: ISSUED FOR CONSTRUCTION (APPROVED DWG)
19T-22V000-AB: AS-BUILTS

PHASE #:

PH1
PH1A
PH2
PH2A
PH3
etc.

OR

PART #:
PT1
PT2
PT3

(May not be applicable for all projects. PH# or PT# not required or to be inputted if not applicable.)

CITY BLOCK No:

BLK1
BLK2
BLK3
.
..
...
BLK67
BLK68
BLK69

Block number can be identified using the City-Wide Identification – Road Map Link
^-click here

DRAWING PAGE #:

000 (COVER PAGE ONLY)
001
002
003
004
005
006
.
..
...
098
099
100*

(Continue sequence through entire package)

DRAWING NUMBERS & TYPES:

COV: COVER SHEET/PAGE

GN1: GENERAL NOTES 1
GN2: GENERAL NOTES 2*
GP1: GENERAL PLAN 1
GP2: GENERAL PLAN 2*
D1: DETAIL DRAWINGS PAGE 1
D2: DETAIL DRAWINGS PAGE 2*

TASTM1: STORM TRIBUTARY AREAS 1
TASTM2: STORM TRIBUTARY AREAS 2*
SSDSSD1: STORM SEWER DATA / SANITARY SEWER DATA 1*
DS1: STORM AND SANITARY DESIGN SHEET 1
DS2: STORM AND SANITARY DESIGN SHEET 2*
TASAN1: SANITARY TRIBUTARY AREAS 1
TASAN2: SANITARY TRIBUTARY AREAS 2*

GR1: GRADING PLAN 1
GR2: GRADING PLAN 2*
PP1: PLAN & PROFILE 1
PP2: PLAN & PROFILE 2*
SWM1: STORM POND DRAWINGS 1
SWM2: STORM POND DRAWINGS 2*
SC1: EROSION AND SEDIMENT CONTROL 1
SC2: EROSION AND SEDIMENT CONTROL 2*
CS1: CROSS-SECTION 1
CS2: CROSS-SECTION 2*
PEMS1: PAVEMENT ELEVATIONS, MARKINGS AND SIGNAGES 1*
CD1: CURB DRAWINGS 1
TPD1: TREE PRESERVATION PLANS & DETAILS
RP1: REMOVAL PLAN 1
RP2: REMOVAL PLAN 2*
BRP1: BRIDGE REMOVAL PLAN 1*

PS1: PUMPING STATION 1*
PS2: PUMPING STATION 2*

BR1: BRIDGE DRAWING 1*

CL1: CULVERT 1*

UT1: UTILITY COORDINATION PLAN 1
UT2: UTILITY COORDINATION PLAN 2*
UT-FS: UTILITY COORDINATION PLAN – FULL SET

TM1: TRAFFIC SIGNALS & MANAGEMENT PLAN 1
TM2: TRAFFIC SIGNALS & MANAGEMENT PLAN 2*
SL1: STREETLIGHTING 1
SL2: STREETLIGHTING 2*
SL3: STREETLIGHTING DETAILS/PHOTOMETRICS
SL-FS: STREETLIGHTING DRAWINGS – FULL SET

ELECT1: ELECTRICAL – ELECTRICAL STRUCTURES, SIGNALS & POLES
HYDRO1: HYDRO DESIGN DRAWING 1*

DETAILED SHOP DRAWINGS:
DSD1: DETAILED SHOP DRAWINGS 1
DSD2: DETAILED SHOP DRAWINGS 2
DSD-FS: DETAILED SHOP DRAWINGS – FULL SET

ENCROACHMENT PERMITS / CROSSING AGREEMENTS:
EP1: MTO ENCROACHMENT PERMIT 1*
CA1: RAILWAY CROSSING AGREEMENTS 1*

LANDSCAPE PLANS:
LCOV: LANDSCAPING COVER SHEET/PAGE
L101: LANDSCAPING PLAN 1
L102: LANDSCAPING PLAN 2
L-FS: LANDSCAPING PLAN – FULL SET

REP-EA1: ENVIRONMENTAL ASSESSMENT REPORT 1
REP-GEO1: GEOTECHNICAL REPORT 1
REP-FSR1: FUNCTIONAL SERVICING REPORT 1
REP-SWM1: STORM WATER MANAGEMENT REPORT 1
REP-ARCHAE1: ARCHAEOLOGICAL ASSESSMENT REPORT 1
REP-NOISE1: ENVIRONMENTAL NOISE ASSESSMENT REPORT 1
REP5: REPORT 5 (MSP MASTER SERVICING PLAN REPORT)
REP6: REPORT 6

^REPORTS MAY BE IN ANY ORDER, NO SPECIFIC ARRANGEMENT REQ.^

FS: FULL SET – COMPLETE/MERGED/COMBINED DRAWING SET
**A COMPLETE & FULL DRAWINGS SET IS TO BE PROVIDED FOR EACH SUBMISSION PACKAGE.

IMPORTANT NOTES:

- NO SPACES IN BETWEEN DASHES.
- EACH LETTER IS TO BE INPUTTED IN CAPITALIZED FORMAT.
- NO "PERIODS" (.) IN THE NAMING CONVENTION.
- * TO BE EXPANDED TO THE # OF SHEETS OR DRAWING PAGES IN THE SET/PACKAGE.
- ALL THE DRAWING SUBMISSION PACKAGES SHALL FOLLOW THE GUIDELINES.
- EACH SHEET OF A DRAWING SET MUST FOLLOW THE TABLE OF CONTENT ON THE COVER PAGE, IF APPLICABLE.
- A FULL DRAWING SET MUST BE PROVIDED FOR EACH SUBMISSION AND PLACED AT END OF THE DRAWING PACKAGE. REFER TO THE DRAWING PACKAGE EXAMPLES →

DRAWING PACKAGE EXAMPLES:
NAMING CONVENTION REFERENCE

PRELIMINARY PACKAGE
19T-22V000-PRE–PH1-BLK1-000-COV
19T-22V000-PRE–PH1-BLK1-001-D1
19T-22V000-PRE–PH1-BLK1-002-D2
19T-22V000-PRE–PH1-BLK1-003-GN1
19T-22V000-PRE–PH1-BLK1-004-GN2
19T-22V000-PRE–PH1-BLK1-005-GN3
19T-22V000-PRE–PH1-BLK1-006-GP1
19T-22V000-PRE–PH1-BLK1-007-GP2
19T-22V000-PRE–PH1-BLK1-008-GR1
19T-22V000-PRE–PH1-BLK1-009-GR2
19T-22V000-PRE–PH1-BLK1-010-PEMS1
19T-22V000-PRE–PH1-BLK1-011-PEMS2
19T-22V000-PRE–PH1-BLK1-012-PP1
19T-22V000-PRE–PH1-BLK1-013-PP2
19T-22V000-PRE–PH1-BLK1-014-TASAN1
19T-22V000-PRE–PH1-BLK1-015-TASAN2
19T-22V000-PRE–PH1-BLK1-016-CS1
19T-22V000-PRE–PH1-BLK1-017-CS2
19T-22V000-PRE–PH1-BLK1-018-TASTM1
19T-22V000-PRE–PH1-BLK1-019-TASTM2
19T-22V000-PRE–PH1-BLK1-020-UT1
19T-22V000-PRE–PH1-BLK1-021-UT2
19T-22V000-PRE–PH1-BLK1-022-DS1
19T-22V000-PRE–PH1-BLK1-023-DS2
19T-22V000-PRE–PH1-BLK1-024-SL1
19T-22V000-PRE–PH1-BLK1-025-SL2
19T-22V000-PRE–PH1-BLK1-026-REP-EA1
19T-22V000-PRE–PH1-BLK1-027-REP-GEP1
19T-22V000-PRE–PH1-BLK1-028-REP-NOISE1
19T-22V000-PRE–PH1-BLK1-029-REP1
19T-22V000-PRE–PH1-BLK1-030-REP2
19T-22V000-PRE–PH1-BLK1-031-FS

ASBUILT PACKAGE
19T-22V000-AB–PH1-BLK1-000-COV
19T-22V000-AB–PH1-BLK1-001-D1
19T-22V000-AB–PH1-BLK1-002-D2
19T-22V000-AB–PH1-BLK1-003-GN1
19T-22V000-AB–PH1-BLK1-004-GN2
19T-22V000-AB–PH1-BLK1-005-GN3
19T-22V000-AB–PH1-BLK1-006-GP1
19T-22V000-AB–PH1-BLK1-007-GP2
19T-22V000-AB–PH1-BLK1-008-GR1
19T-22V000-AB–PH1-BLK1-009-GR2
19T-22V000-AB–PH1-BLK1-010-PEMS1
19T-22V000-AB–PH1-BLK1-011-PEMS2
19T-22V000-AB–PH1-BLK1-012-PP1
19T-22V000-AB–PH1-BLK1-013-PP2
19T-22V000-AB–PH1-BLK1-014-TASAN1
19T-22V000-AB–PH1-BLK1-015-TASAN2
19T-22V000-AB–PH1-BLK1-016-CS1
19T-22V000-AB–PH1-BLK1-017-CS2
19T-22V000-AB–PH1-BLK1-018-TASTM1
19T-22V000-AB–PH1-BLK1-019-TASTM2
19T-22V000-AB–PH1-BLK1-020-UT1
19T-22V000-AB–PH1-BLK1-021-UT2
19T-22V000-AB–PH1-BLK1-022-DS1
19T-22V000-AB–PH1-BLK1-023-DS2
19T-22V000-AB–PH1-BLK1-024-SL1
19T-22V000-AB–PH1-BLK1-025-SL2
19T-22V000-AB–PH1-BLK1-026-REP-EA1
19T-22V000-AB–PH1-BLK1-027-REP-GEP1
19T-22V000-AB–PH1-BLK1-028-REP-NOISE1
19T-22V000-AB–PH1-BLK1-029-REP1
19T-22V000-AB–PH1-BLK1-030-REP2
19T-22V000-AB–PH1-BLK1-031-FS

APPROVED / ISSUED FOR CONSTRUCTION PACKAGE
19T-22V000-IFC–PH1-BLK1-000-COV
19T-22V000-IFC–PH1-BLK1-001-D1
19T-22V000-IFC–PH1-BLK1-002-D2
19T-22V000-IFC–PH1-BLK1-003-GN1
19T-22V000-IFC–PH1-BLK1-004-GN2
19T-22V000-IFC–PH1-BLK1-005-GN3
19T-22V000-IFC–PH1-BLK1-006-GP1
19T-22V000-IFC–PH1-BLK1-007-GP2
19T-22V000-IFC–PH1-BLK1-008-GR1
19T-22V000-IFC–PH1-BLK1-009-GR2
19T-22V000-IFC–PH1-BLK1-010-PEMS1
19T-22V000-IFC–PH1-BLK1-011-PEMS2
19T-22V000-IFC–PH1-BLK1-012-PP1
19T-22V000-IFC–PH1-BLK1-013-PP2
19T-22V000-IFC–PH1-BLK1-014-TASAN1
19T-22V000-IFC–PH1-BLK1-015-TASAN2
19T-22V000-IFC–PH1-BLK1-016-CS1
19T-22V000-IFC–PH1-BLK1-017-CS2
19T-22V000-IFC–PH1-BLK1-018-TASTM1
19T-22V000-IFC–PH1-BLK1-019-TASTM2
19T-22V000-IFC–PH1-BLK1-020-UT1
19T-22V000-IFC–PH1-BLK1-021-UT2
19T-22V000-IFC–PH1-BLK1-022-DS1
19T-22V000-IFC–PH1-BLK1-023-DS2
19T-22V000-IFC–PH1-BLK1-024-SL1
19T-22V000-IFC–PH1-BLK1-025-SL2
19T-22V000-IFC–PH1-BLK1-026-REP-EA1
19T-22V000-IFC–PH1-BLK1-027-REP-GEP1
19T-22V000-IFC–PH1-BLK1-028-REP-NOISE1
19T-22V000-IFC–PH1-BLK1-029-REP1
19T-22V000-IFC–PH1-BLK1-030-REP2
19T-22V000-IFC–PH1-BLK1-031-FS

Example Drawing List File (Meta Data File) – New Development Drawings: Subdivisions

FILENAME	STATUS	DRAWING CATEGORY	DRAWING TYPE	REFERENCE NUMBER	DESCRIPTION	DRAWING DATE	STREET	FROM STREET	TO STREET	CONSULTANT	DEVELOPER	COMMENT	GIS_ID
19T-82056-AB-BLK36-000-COV.tif	AS_BUILT	SUBDIVISION	COVER	19T-82056, 65R-8536	Pine Valley Business Park	01-AUG-88				United - Weston Engineering LMT	Westib Investment Inc.		
19T-82056-AB-BLK36-002-GN1.tif	AS_BUILT	SUBDIVISION	GENERAL	19T-82056, 65R-8536	Pine Valley Business Park	01-AUG-88				United - Weston Engineering LMT	Westib Investment Inc.		
19T-82056-AB-BLK36-003-GP1.tif	AS_BUILT	SUBDIVISION	GENERAL	19T-82056, 65R-8536	Pine Valley Business Park	01-AUG-88	WINGES ROAD	WHITMORE ROAD	ROWNTREE DAIRY ROAD	United - Weston Engineering LMT	Westib Investment Inc.		2096
19T-82056-AB-BLK36-004-GR1.tif	AS_BUILT	SUBDIVISION	GRADING PLAN	19T-82056, 65R-8536	Pine Valley Business Park	01-AUG-88				United - Weston Engineering LMT	Westib Investment Inc.		
19T-82056-AB-BLK36-005-TASAN1.tif	AS_BUILT	SUBDIVISION	SANITARY TRIBUTARY PLAN	19T-82056, 65R-8536	Pine Valley Business Park	01-AUG-88				United - Weston Engineering LMT	Westib Investment Inc.		
19T-82056-AB-BLK36-006-D1.tif	AS_BUILT	SUBDIVISION	DETAILS	19T-82056, 65R-8536	Pine Valley Business Park	01-AUG-88				United - Weston Engineering LMT	Westib Investment Inc.		
19T-82056-AB-BLK36-007-FS.tif	AS_BUILT	SUBDIVISION	GENERAL	19T-82056, 65R-8536	Pine Valley Business Park	01-AUG-88				United - Weston Engineering LMT	Westib Investment Inc.		

Vault: File Naming Convention – CITY CAPITAL PROJECTS: CIVIL CAPITAL PROJECTS

Start

New Documents/ Drawing packages:

Metadata table must be organized and placed in the file folder with all the drawings in the package.

Individual drawing file/sheet name must follow naming format below;

23-01-T22-000-IFC-PH1-BLK1-000-COV

Refer to diagram.

23-01 – **T22-000-IFC** – **PH1** – **BLK1** – **000** – **COV**

CITY OF VAUGHAN ASSIGNED PROJECT #:

23-01
23-02
23-03.01
23-03.02
23.03.03
.
..
...
25-01
26-01
27-01

A project number is created/ assigned to all City of Vaughan Capital Projects. Please confirm project number with the City of Vaughan Project Manager or Project Lead.

CITY CAPITAL PROJECTS:

T21-000-IFC: APPROVED DWG
T21-000-AB: AS-BUILTS

Q21-000-IFC: APPROVED DWG "QUOTES"
Q21-000-AB: AS-BUILTS "QUOTES"

T – Tender (Larger dollar value project)
Q – Quote (Smaller dollar value project)

PHASE #:

PH1
PH1A
PH2
PH2A
PH3
Cont.

PART #:
PT1
PT2
PT3
Cont.

(May not be applicable for all projects. P# not required to be inputted if not applicable.)

CITY BLOCK No:

BLK1
BLK2
BLK3
.
..
...
BLK67
BLK68
BLK69

Block number can be identified using the City-Wide Identification – Road Map Link
^-click here

DRAWING PAGE #:

000 (COVER PAGE ONLY)
001
002
003
004
005
006
.
..
...
098
099
100*

(Continue sequence through entire package)

DRAWING NUMBERS & TYPES:

COV: COVER SHEET/PAGE

GN1: GENERAL NOTES 1
GN2: GENERAL NOTES 2*
GP1: GENERAL PLAN 1
GP2: GENERAL PLAN 2*
D1: DETAIL DRAWINGS PAGE 1
D2: DETAIL DRAWINGS PAGE 2*

NC1: NEW CONSTRUCTION PLAN 1*

TASTM1: STORM TRIBUTARY AREAS 1
TASTM2: STORM TRIBUTARY AREAS 2*
SSDSSD1: STORM SEWER DATA / SANITARY SEWER DATA 1*
DS1: STORM AND SANITARY DESIGN SHEET 1*
TASAN1: SANITARY TRIBUTARY AREAS 1*

GR1: GRADING PLAN 1
GR2: GRADING PLAN 2*
PP1: PLAN & PROFILE 1
PP2: PLAN & PROFILE 2*
SWM1: STORM POND DRAWINGS 1
SWM2: STORM POND DRAWINGS 2*
SC1: EROSION AND SEDIMENT CONTROL 1
SC2: EROSION AND SEDIMENT CONTROL 2*
CS1: CROSS-SECTION 1
CS2: CROSS-SECTION 2*

PEMS1: PAVEMENT ELEVATIONS, MARKINGS AND SIGNAGES 1*
PAVE1: PAVEMENT PLAN / ELEVATIONS 1*
CD1: CURB DRAWING/PLAN 1*
STGP: STAGING PLAN 1*
CD1: CURB DRAWINGS 1*

TPD1: TREE PRESERVATION PLANS & DETAILS 1*

RP1: REMOVAL PLAN 1
RP2: REMOVAL PLAN 2*
BRP1: BRIDGE REMOVAL PLAN 1*

BR1: BRIDGE DRAWING 1
BR2: BRIDGE DRAWING 2*

CL1: CULVERT 1
CL2: CULVERT 2*

PS1: PUMPING STATION 1
PS2: PUMPING STATION 2*

ELECTRICAL:
ELECT1: ELECTRICAL STRUCTURES & LAYOUT*
ELECTCHARTS1: ELECTRICAL: CHARTS & NOTES*
ELECTD1: ELECTRICAL: WIRING DIAGRAMS & NOTES*
ELECTDET1: ELECTRICAL: DETAILS*
ELECTREM1: ELECTRICAL: REMOVALS*

HYDRO1: HYDRO DESIGN DRAWING 1*

TM1: TRAFFIC SIGNALS & MANAGEMENT PLAN 1*
TRAFF1: TRAFFIC SIGNAL LAYOUT*

UT1: UTILITY COORDINATION PLAN 1*

SL1: STREETLIGHTING 1*
SLD1: STREETLIGHTING DETAILS*
PHTM1: PHOTOMETRICS 1*
SL-FS: STREETLIGHTING DRAWINGS – FULL SET

DETAILED SHOP DRAWINGS:
DSD1: DETAILED SHOP DRAWINGS 1*

ENCROACHMENT PERMITS / CROSSING AGREEMENTS:
EP1: MTO ENCROACHMENT PERMIT 1*
CA1: RAILWAY CROSSING AGREEMENTS 1*

LANDSCAPE PLANS:
LCOV: LANDSCAPING COVER SHEET/PAGE
L101: LANDSCAPING PLAN 1
L-FS: LANDSCAPING PLAN – FULL SET

REPORTS:
REP-EA1: ENVIRONMENTAL ASSESSMENT REPORT 1
REP-GEO1: GEOTECHNICAL REPORT 1
REP-FSR1: FUNCTIONAL SERVICING REPORT 1
REP-SWM1: STORM WATER MANAGEMENT REPORT 1
REP-ARCHAE1: ARCHAEOLOGICAL ASSESSMENT REPORT 1
REP-NOISE1: ENVIRONMENTAL NOISE ASSESSMENT REPORT 1
REP5: REPORT 5 (MSP MASTER SERVICING PLAN REPORT)
REP6: REPORT 6*

^ REPORTS MAY BE IN ANY ORDER, NO SPECIFIC ARRANGMENT REQUIRED ^

FS: FULL SET – COMPLETE/MERGED/COMBINED DRAWING SET
**A COMPLETE & FULL DRAWINGS SET IS TO BE PROVIDED FOR EACH SUBMISSION PACKAGE.

IMPORTANT NOTES:

- NO SPACES IN BETWEEN DASHES.
- EACH LETTER IS TO BE INPUTTED IN CAPITALIZED FORMAT.
- NO "PERIODS" (.) IN THE NAMING CONVENTION.
- * TO BE EXPANDED TO THE # OF SHEETS OR DRAWING PAGES IN THE SET/PACKAGE.
- ALL THE DRAWING SUBMISSION PACKAGES SHALL FOLLOW THE GUIDELINES.
- EACH SHEET OF A DRAWING SET MUST FOLLOW THE TABLE OF CONTENT ON THE COVER PAGE, IF APPLICABLE.
- A FULL DRAWING SET MUST BE PROVIDED FOR EACH SUBMISSION AND PLACED AT END OF THE DRAWING PACKAGE. REFER TO THE DRAWING PACKAGE EXAMPLES →

DRAWING PACKAGE EXAMPLE:
NAMING CONVENTION REFERENCE

ISSUE FOR CONSTRUCTION – TENDER PACKAGE

23-01-T23-000-IFC-PH1-BLK1-000-COV
23-01-T23-000-IFC-PH1-BLK1-001-D1
23-01-T23-000-IFC-PH1-BLK1-002-D2
23-01-T23-000-IFC-PH1-BLK1-003-GN1
23-01-T23-000-IFC-PH1-BLK1-004-GN2
23-01-T23-000-IFC-PH1-BLK1-005-GN3
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23-01-T23-000-IFC-PH1-BLK1-007-GP2
23-01-T23-000-IFC-PH1-BLK1-008-GR1
23-01-T23-000-IFC-PH1-BLK1-009-GR2
23-01-T23-000-IFC-PH1-BLK1-010-PEMS1
23-01-T23-000-IFC-PH1-BLK1-011-PEMS2
23-01-T23-000-IFC-PH1-BLK1-012-PP1
23-01-T23-000-IFC-PH1-BLK1-013-PP2
23-01-T23-000-IFC-PH1-BLK1-014-TASAN1
23-01-T23-000-IFC-PH1-BLK1-015-TASAN2
23-01-T23-000-IFC-PH1-BLK1-016-CS1
23-01-T23-000-IFC-PH1-BLK1-017-CS2
23-01-T23-000-IFC-PH1-BLK1-018-TASTM1
23-01-T23-000-IFC-PH1-BLK1-019-TASTM2
23-01-T23-000-IFC-PH1-BLK1-020-UT1
23-01-T23-000-IFC-PH1-BLK1-021-UT2
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23-01-T23-000-IFC-PH1-BLK1-023-DS2
23-01-T23-000-IFC-PH1-BLK1-024-SL1
23-01-T23-000-IFC-PH1-BLK1-025-SL2
23-01-T23-000-IFC-PH1-BLK1-026-REP-EA1
23-01-T23-000-IFC-PH1-BLK1-027-REP-GEP1
23-01-T23-000-IFC-PH1-BLK1-028-REP-NOISE1
23-01-T23-000-IFC-PH1-BLK1-029-REP1
23-01-T23-000-IFC-PH1-BLK1-030-FS

ASBUILT PACKAGE – TENDER PACKAGE

23-01-T23-000-AB-PH1-BLK1-000-COV
23-01-T23-000-AB-PH1-BLK1-001-D1
23-01-T23-000-AB-PH1-BLK1-002-D2
23-01-T23-000-AB-PH1-BLK1-003-GN1
23-01-T23-000-AB-PH1-BLK1-004-GN2
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23-01-T23-000-AB-PH1-BLK1-027-REP-GEP1
23-01-T23-000-AB-PH1-BLK1-028-REP-NOISE1
23-01-T23-000-AB-PH1-BLK1-029-REP1
23-01-T23-000-AB-PH1-BLK1-030-FS

ISSUE FOR CONSTRUCTION – QUOTE PACKAGE

23-01-Q23-000-IFC-PH1-BLK1-000-COV
23-01-Q23-000-IFC-PH1-BLK1-001-D1
23-01-Q23-000-IFC-PH1-BLK1-002-D2
23-01-Q23-000-IFC-PH1-BLK1-003-GN1
23-01-Q23-000-IFC-PH1-BLK1-004-GN2
23-01-Q23-000-IFC-PH1-BLK1-005-GN3
23-01-Q23-000-IFC-PH1-BLK1-006-GP1
23-01-Q23-000-IFC-PH1-BLK1-007-GP2
23-01-Q23-000-IFC-PH1-BLK1-008-GR1
23-01-Q23-000-IFC-PH1-BLK1-009-GR2
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23-01-Q23-000-IFC-PH1-BLK1-012-PP1
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23-01-Q23-000-IFC-PH1-BLK1-016-CS1
23-01-Q23-000-IFC-PH1-BLK1-017-CS2
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23-01-Q23-000-IFC-PH1-BLK1-021-UT2
23-01-Q23-000-IFC-PH1-BLK1-022-DS1
23-01-Q23-000-IFC-PH1-BLK1-023-DS2
23-01-Q23-000-IFC-PH1-BLK1-024-SL1
23-01-Q23-000-IFC-PH1-BLK1-025-SL2
23-01-Q23-000-IFC-PH1-BLK1-026-REP-EA1
23-01-Q23-000-IFC-PH1-BLK1-027-REP-GEP1
23-01-Q23-000-IFC-PH1-BLK1-028-REP-NOISE1
23-01-Q23-000-IFC-PH1-BLK1-029-REP1
23-01-Q23-000-IFC-PH1-BLK1-030-FS

ASBUILT PACKAGE – QUOTE PACKAGE

23-01-Q23-000-AB-PH1-BLK1-000-COV
23-01-Q23-000-AB-PH1-BLK1-001-D1
23-01-Q23-000-AB-PH1-BLK1-002-D2
23-01-Q23-000-AB-PH1-BLK1-003-GN1
23-01-Q23-000-AB-PH1-BLK1-004-GN2
23-01-Q23-000-AB-PH1-BLK1-005-GN3
23-01-Q23-000-AB-PH1-BLK1-006-GP1
23-01-Q23-000-AB-PH1-BLK1-007-GP2
23-01-Q23-000-AB-PH1-BLK1-008-GR1
23-01-Q23-000-AB-PH1-BLK1-009-GR2
23-01-Q23-000-AB-PH1-BLK1-010-PEMS1
23-01-Q23-000-AB-PH1-BLK1-011-PEMS2
23-01-Q23-000-AB-PH1-BLK1-012-PP1
23-01-Q23-000-AB-PH1-BLK1-013-PP2
23-01-Q23-000-AB-PH1-BLK1-014-TASAN1
23-01-Q23-000-AB-PH1-BLK1-015-TASAN2
23-01-Q23-000-AB-PH1-BLK1-016-CS1
23-01-Q23-000-AB-PH1-BLK1-017-CS2
23-01-Q23-000-AB-PH1-BLK1-018-TASTM1
23-01-Q23-000-AB-PH1-BLK1-019-TASTM2
23-01-Q23-000-AB-PH1-BLK1-020-UT1
23-01-Q23-000-AB-PH1-BLK1-021-UT2
23-01-Q23-000-AB-PH1-BLK1-022-DS1
23-01-Q23-000-AB-PH1-BLK1-023-DS2
23-01-Q23-000-AB-PH1-BLK1-024-SL1
23-01-Q23-000-AB-PH1-BLK1-025-SL2
23-01-Q23-000-AB-PH1-BLK1-026-REP-EA1
23-01-Q23-000-AB-PH1-BLK1-027-REP-GEP1
23-01-Q23-000-AB-PH1-BLK1-028-REP-NOISE1
23-01-Q23-000-AB-PH1-BLK1-029-REP1
23-01-Q23-000-AB-PH1-BLK1-030-FS

Example Drawing List File (Meta Data File) - City Capital Projects: Civil Capital Projects

FILENAME	STATUS	DRAWING CATEGORY	DRAWING TYPE	REFERENCE NUMBER	DESCRIPTION	DRAWING DATE	STREET	FROM STREET	TO STREET	CONSULTANT	DEVELOPER	COMMENT	GIS_ID
23-01-T23-000-IFC-PH1-BLK1-000-COV.TIF	APPROVED_FOR_CONSTRUCTION	TENDER	COVER	T23-000	Keele St - WM/SAN Replacement	01-JAN-23				WSP			
23-01-T23-000-IFC-PH1-BLK1-001-D1.TIF	APPROVED_FOR_CONSTRUCTION	TENDER	DETAILS	T23-000	Keele St - WM/SAN Replacement	01-JAN-23				WSP			
23-01-T23-000-IFC-PH1-BLK1-002-D2.TIF	APPROVED_FOR_CONSTRUCTION	TENDER	DETAILS	T23-000	Keele St - WM/SAN Replacement	01-JAN-23				WSP			
23-01-T23-000-IFC-PH1-BLK1-003-GN1.TIF	APPROVED_FOR_CONSTRUCTION	TENDER	GENERAL	T23-000	Keele St - WM/SAN Replacement	01-JAN-23				WSP			
23-01-T23-000-IFC-PH1-BLK1-006-GP1.TIF	APPROVED_FOR_CONSTRUCTION	TENDER	GRADING PLAN	T23-000	Keele St - WM/SAN Replacement	01-JAN-23				WSP			
23-01-T23-000-IFC-PH1-BLK1-012-PP1.TIF	APPROVED_FOR_CONSTRUCTION	TENDER	PLAN AND PROFILE	T23-000	Keele St - WM/SAN Replacement	01-JAN-23	Keele Street	Steeles Avenue West	Snidercroft Road	WSP			2208, 2196
23-01-T23-000-IFC-PH1-BLK1-013-PP2.TIF	APPROVED_FOR_CONSTRUCTION	TENDER	PLAN AND PROFILE	T23-000	Keele St - WM/SAN Replacement	01-JAN-23	Keele Street	Steeles Avenue West	Snidercroft Road	WSP			2208, 2196
23-01-T23-000-IFC-PH1-BLK1-024-SL1.TIF	APPROVED_FOR_CONSTRUCTION	TENDER	STREET LIGHTING	T23-000	Keele St - WM/SAN Replacement	01-JAN-23				WSP			
23-01-T23-000-IFC-PH1-BLK1-026-REP-EA1.PDF	APPROVED_FOR_CONSTRUCTION	TENDER	REPORT	T23-000	Keele St - WM/SAN Replacement	01-JAN-23				WSP			
23-01-T23-000-IFC-PH1-BLK1-028-REP-NOISE1.PDF	APPROVED_FOR_CONSTRUCTION	TENDER	REPORT	T23-000	Keele St - WM/SAN Replacement	01-JAN-23				WSP			
23-01-T23-000-IFC-PH1-BLK1-029-FS.PDF	APPROVED_FOR_CONSTRUCTION	TENDER	GENERAL	T23-000	Keele St - WM/SAN Replacement	01-JAN-23				WSP			

Vault: File Naming Convention – NEW DEVELOPMENT DRAWINGS: SITE PLANS ABUTTING REGIONAL ROADS LEAD BY DEVELOPMENT PLANNING/ OR POLICY PLANNING & SPECIAL PROGRAMS

Start

New Documents/ Drawing packages:

Metadata table must be organized and placed in the file folder with all the drawings in the package.

Individual drawing file names must follow naming format below:

DA-22-000-APP-BLK1-123-ADDRESS-DR-000-COV

Refer to diagram.

DA-22-000-APP – **BLK1** – **123-ADDRESS-DR** – **000** – **COV**

NEW DEVELOPMENT DRAWINGS:

SITE PLANS:
DA-22-XXX-APP: APPROVED
DA-22-XXX-AB: AS-BUILTS

CITY BLOCK No:

BLK1:
BLK2:
BLK3:
.
..
...
BLK67
BLK68
BLK69

Block number can be identified using the City-Wide Identification – Road Map Link

ADDRESS:
123-NAMES: ADDRESS NAME & NUMBER**

** INPUT STREET NAME & STREET SUFFIX ONLY

AVE – AVENUE
BLVD – BOULEVARD
CT - COURT
CRES – CRESCENT
DR – DRIVE
GATE – GATE
HWY – HIGHWAY
LN – LANE
ST – STREET
TR - TRAIL
RD – ROAD
WAY – WAY

DRAWING PAGE #:
000 (COVER PAGE ONLY)
001
002
003
004
005
006
098
099
100*

(Continue sequence through entire package)

DRAWING NUMBERS & TYPES:

SITE PLANS:
COV: COVER SHEET/PAGE
SSP1: SITE SERVICING PLAN 1
SSP2: SITE SERVICING PLAN 2*
SGP1: SITE GRADING PLAN 1
SGP2: SITE GRADING PLAN 2*
SSGP1: SITE SERVICING & GRADING PLAN 1*
SSGP2: SITE SERVICING & GRADING PLAN 2*
SSL1: SITE SERVICING LIGHTING PLAN 1*
PHTP1: PHOTOMETRIC PLAN 1*

D1: DETAIL DRAWING 1
D2: DETAIL DRAWING 2*
GN1: GENERAL NOTES 1
GN2: GENERAL NOTES 2*
CS1: CROSS-SECTION 1
CS2: CROSS-SECTION 2*
SC1: EROSION AND SEDIMENT CONTROL 1
SC2: EROSION AND SEDIMENT CONTROL 2*

DETAILED SHOP DRAWINGS:
DSD1: DETAILED SHOP DRAWINGS 1
DSD2: DETAILED SHOP DRAWINGS 2

LANDSCAPE PLANS:
LCOV: LANDSCAPING COVER SHEET/PAGE
L101: LANDSCAPING PLAN 1
L102: LANDSCAPING PLAN 2
TPD1: TREE PRESERVATION PLANS & DETAILS

REP-EA1: ENVIRONMENTAL ASSESSMENT REPORT 1
REP-GEO1: GEOTECHNICAL REPORT 1
REP-FSR1: FUNCTIONAL SERVICING REPORT 1
REP-SWM1: STORM WATER MANAGEMENT REPORT 1
REP-ARCHAE1: ARCHAEOLOGICAL ASSESSMENT REPORT 1
REP-NOISE1: ENVIRONMENTAL NOISE ASSESSMENT REPORT 1
REP5: REPORT 5 (MSP MASTER SERVICING PLAN REPORT)
REP6: REPORT 6
^REPORTS MAY BE IN ANY ORDER, NO SPECIFIC ARRANGMENT REQ.^

FS: FULL SET – COMPLETE/MERGED/COMBINED DRAWING SET
**A COMPLETE & FULL DRAWINGS SET IS TO BE PROVIDED FOR EACH SUBMISSION PACKAGE

IMPORTANT NOTES:
- NO SPACES IN BETWEEN DASHES.
- EACH LETTER IS TO BE INPUTTED IN CAPITALIZED FORMAT.
- NO "PERIODS" (.) IN THE NAMING CONVENTION.
- * TO BE EXPANDED TO THE # OF SHEETS OR DRAWING PAGES IN THE SET/PACKAGE.
- ALL THE DRAWING SUBMISSION PACKAGES SHALL FOLLOW THE GUIDELINES.
- EACH SHEET OF A DRAWING SET MUST FOLLOW THE TABLE OF CONTENT ON THE COVER PAGE, IF APPLICABLE.
- A FULL DRAWING SET MUST BE PROVIDED FOR EACH SUBMISSION AND PLACED AT END OF THE DRAWING PACKAGE. REFER TO THE DRAWING PACKAGE EXAMPLES →

DRAWING PACKAGE EXAMPLE:
NAMING CONVENTION REFERENCE

APPROVED PACKAGE
DA-21-002-APP-123-ADDRESS-DR-BLK1-000-COV
DA-21-002-APP-123-ADDRESS-DR-BLK1-001-SSP1
DA-21-002-APP-123-ADDRESS-DR-BLK1-002-SGP1
DA-21-002-APP-123-ADDRESS-DR-BLK1-003-SSGP1
DA-21-002-APP-123-ADDRESS-DR-BLK1-004- PHTP1
DA-21-002-APP-123-ADDRESS-DR-BLK1-005-D1
DA-21-002-APP-123-ADDRESS-DR-BLK1-006-D2
DA-21-002-APP-123-ADDRESS-DR-BLK1-007-REP1
DA-21-002-APP-123-ADDRESS-DR-BLK1-008-FS

ASBUILT PACKAGE
DA-21-002-AB-123-ADDRESS-DR-BLK1-000-COV
DA-21-002-AB-123-ADDRESS-DR-BLK1--001-SSP1
DA-21-002-AB-123-ADDRESS-DR-BLK1-002-SGP1
DA-21-002-AB-123-ADDRESS-DR-BLK1-003-SSGP1
DA-21-002-AB-123-ADDRESS-DR-BLK1-004- PHTP1
DA-21-002-AB-123-ADDRESS-DR-BLK1-005-D1
DA-21-002-AB-123-ADDRESS-DR-BLK1-006-D2
DA-21-002-AB-123-ADDRESS-DR-BLK1-007-REP1
DA-21-002-AB-123-ADDRESS-DR-BLK1-008-FS

Example Drawing List File (Meta Data File) – New Development Drawings: Site Plans

FILENAME	STATUS	DRAWING CATEGORY	DRAWING TYPE	REFERENCE NUMBER	DESCRIPTION	DRAWING DATE	STREET	FROM STREET	TO STREET	CONSULTANT	DEVELOPER	COMMENT	GIS_ID
DA-19-008-AB-BLK9-1238 Centre St-001-SGP1.tiff	AS_BUILT	SITE_PLAN	GRADING PLAN	DA.19.008	DAYCARE_NURSERY-1238 CENTRE STREET	24-NOV-22	CENTRE STREET	CONCORD ROAD	VAUGHAN BOULEVARD	SCHAEFFER & ASSOCIATES LIMITED	MINI EINSTEIN DAYCARE		46141
DA-19-008-AB-BLK9-1238 Centre St-002-SSP1.tif	AS_BUILT	SITE_PLAN	GENERAL	DA.19.008	DAYCARE_NURSERY-1238 CENTRE STREET	24-NOV-22	CENTRE STREET	CONCORD ROAD	VAUGHAN BOULEVARD	SCHAEFFER & ASSOCIATES LIMITED	MINI EINSTEIN DAYCARE		46141
DA-19-008-AB-BLK9-1238 Centre St-003-FS.tif	AS_BUILT	SITE_PLAN	GENERAL	DA.19.008	DAYCARE_NURSERY-1238 CENTRE STREET	24-NOV-22	CENTRE STREET	CONCORD ROAD	VAUGHAN BOULEVARD	SCHAEFFER & ASSOCIATES LIMITED	MINI EINSTEIN DAYCARE		46141