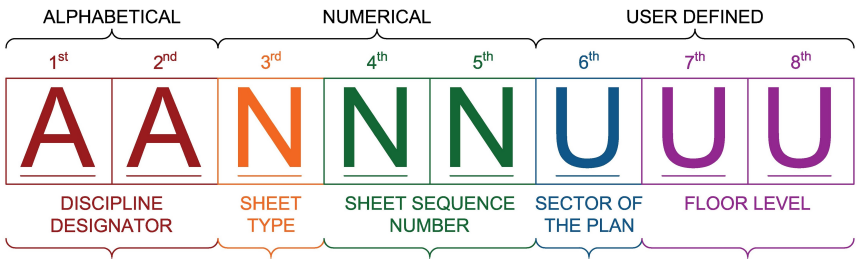
# MULTNOMAH COUNTY SHEET IDENTIFICATION

## Discipline Designator (1st & 2nd Characters)

| Discipline (1st Character) | Designator | Sub Discipline (2nd Character) | Designator |
|---|---|---|---|
| G | General | I | Information |
| A | Architectural | D | Demolition |
| M | Mechanical | H | HVAC |
| E | Electrical | P | Power |
| P | Plumbing | E | Elements |
| S | Structural | F | Framing |
| V | Survey/Mapping | S | Site |
| B | Geotechnical | G | Grading |
| C | Civil | A | Alarm |
| L | Landscape | L | Lighting |
| Y | Security | P | Piping |
| F | Fire Protection | Q | Equipment |
| T | Telecom | - | No Sub Discipline |

### Exceptions To Assigned Discipline Designators

| Discipline Designator | Use |
|---|---|
| H - Hazardous Materials | Do Not Use |
| B - Geotechnical | Do Not Use |
| W - Civil Works | Do Not Use |
| D - Process | Do Not Use |
| Z - Contractor/Shop | Do Not Use - Incorporate the discipline subset in which the work is associated. |
| O - Operations | Do Not Use |




## DWG File Naming (Matches Sheet Identification)

| Sheet ID | Filename (.dwg) |
|---|---|
| G-001 | G-001.dwg |
| A-101-01 | A-101-01.dwg |
| MH101-01 | MH101-01.dwg |
| Base Floor Plan | 101-FP-01.dwg |

## Floor Level Designator (7th & 8th Characters)

| Floor Level (7th & 8th Characters) | Designator |
|---|---|
| 0A | Lower Level 1 |
| 00 | Basement |
| 01 | First Floor |
| 02 | Second Floor |
| M2 | Second Floor Mezzanine |
| 03 | Roof (the next number from the top floor plan) |

***NOTE:*** *Use only when floor plan is present on sheet.*

| Floor Number/Floor Prefix | Floor Level Description |
|---|---|
| 01 | First Floor (or ground level) that directly accesses grade |
| 00 | One level below the first floor will be Basement (or grade level) |
| 0A, 0B, 0C | Multi-Levels below the first floor will be Lower Level 1, Lower Level 2, Lower Level 3,... |
| 02, 03, 04,... | All floor levels above first floor shall be numbered sequentially starting with the second, third, fourth floor,... |
| M1, M2, M3,... | Partial levels such as Mezzanine will be numbered with a preceding letter "M" followed by the number of the floor below |
| The next number in sequence from the floor below. Do not use "R" as a prefix. | Roof Level |
| The next number in sequence from the floor below. Do not use "M" or "P" as prefix. | Any mechanical or penthouse |

## Sheet Type Designator (3rd Character)

| Sheet Type (3rd Character) | Designator |
|---|---|
| 0 | General (Symbols, legend, note, etc.) |
| 1 | Plans (Horizontal Views) |
| 2 | Elevations (Vertical Views) |
| 3 | Sections (Sectional Views) |
| 4 | Large Scale Views (Plans, elevations or sections that are not details) |
| 5 | Details |
| 6 | Schedules & Diagrams |
| 7 | User Defined (or Type that does not fall in other categories) |
| 8 | User Defined (or Type that does not fall in other categories) |
| 9 | 3D Representations (Isometric, perspectives, photographs) |

## Sheet Sequence Number (4th & 5th Characters)

| Sequence Number | Notes |
|---|---|
| 00 | 00 Is Not Permitted (i.e. G-000, A-000,...) |
| 01 | The sheet sequence number is a two-digit number that identifies each sheet in a series of the same discipline and sheet type. Sequence numbering starts with 01... |
| 02, 03, 04,... | and continues with 02, 03, 04,... |
| 99 | Up to 99 |

## Plan Sector Designator (6th Character)

| Sheet ID | Sheet Name | | |
|---|---|---|---|
| Sheet Identification (6th Character) | Discipline Designator | Sheet Type Designator | Sheet Content Description |
| AD101**A**00 | Architectural Demolition | Plans | Basement - Sector A |
| AD101**B**00 | Architectural Demolition | Plans | Basement - Sector B |
| AD101-00 | Archtectural Demolition | Plans | No Sector |

The plan is separated into sectors when the plan is too large to fit on a single drawing sheet at a readable scale.