



## COSUMNES FIRE DEPARTMENT

10573 E Stockton Blvd.  
Elk Grove, CA 95624

(916) 405-7100  
Fax (916) 685-6622  
www.yourcsd.com

# DIGITAL PLAN SUBMITTAL REQUIREMENTS FOR CIVIL AND ARCHITECTURAL PROJECTS

All civil engineering and architectural plans are required to be submitted in an electronic format. When plans are submitted for final signature, the engineering or architectural firm is required to submit an electronic copy of the complete plan set as it appears in the approved printed plans with addresses, and suite numbers, apartment unit numbers, or hotel room numbers.

All electronic formats shall be submitted in AutoCAD DWG (any version is accepted) on a Windows formatted compact disk (CD).

**Note:** include ALL XREF drawings associated with the project. E-mailed copies will not be accepted at this time.

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*The submitted digital copy **shall be** labeled with the project name and address of the project.*

**No digital format such as PDF or any other image file format will be accepted.**

Addresses for all subdivision lots shall be provided to the Fire Department within sixty (60) days of Fire Department signature of approval for such development plans.

If you have any questions please contact:  
Sheila Wolcott, Plan Intake Coordinator, at (916) 405-7111

Revised 10/4/13 aa