



Digital Plan & Map Standards  
November 2, 2009

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## I. INTRODUCTION

The County of Placer requires final subdivision maps and record drawings for improvement plans to be submitted in digital format. This requirement is in addition to the existing hardcopy requirements that the County currently uses as the official record. These requirements do not need to be followed for parcel maps or minor boundary line adjustments.

The purpose of the digital standards is to allow the County of Placer's geographic information system (GIS) to be as current as possible. A GIS allows multiple users the ability to share computerized or digitized base maps, and link a variety of information to geographic features within the maps. For example, storm drain culverts or parcels can be easily linked to roads.

In order for the GIS to be fully utilized by Placer County, it must be as current as possible. The submitted digital data may be used for maintaining digital land data bases, or used in a document retrieval system.

**NOTE: The record drawings for improvement plans and the recorded copy for final maps and parcel maps will continue to be the official document of record for Placer County.**

## II. FORMAT REQUIREMENTS

1. Layer naming conventions should follow the U.S. National CAD Standards. The U.S. National CAD Standards version 3.1 (2006) is attached in appendix A. For Final Maps and Improvement Plans, the section of the U.S. National CAD Standards entitled 'Survey/Mapping Layer List' will be the primary source of layer naming conventions.
2. Existing Features: As a variation to the National CAD standards, a prefix of 'X' may be used for any existing features.
3. Units will be US survey feet.
4. Externally referenced data will be delivered as binding external references. An alternative is to transmit the externally referenced data in the original organized folder structure.
5. No lines are to be constructed with deliberate gaps.
6. Annotation layers will follow the U.S. National CAD Standards. As an alternative, annotation can be placed on one layer if appropriate.

7. Layer requirement for record drawings:  
Record drawings will be provided as a seamless base drawing that contains appropriate layer names as defined by the U.S. National CAD Standards.
8. Other data not defined by the U.S. National CAD Standards but useful to the consultant can be transmitted on other logical data layers.
9. Map projection is not required, however the County prefers the CAD data be provided in the following projection:
  - a. Stateplane Zone II
  - b. NAD 83
  - c. Survey feet
10. Format and layer naming requirements will be met at the time of map recordation.

### **III. DIGITAL FILE SUBMISSION PROCEDURE**

Prior to acceptance of project improvements or recordation of the map (whichever applies), the digital file for record drawings and final maps must be submitted to:

**Community Development Resource Agency**  
**Attn: GIS Division**  
**Community Development Resource Agency**  
**3091 County Center Dr. Suite 200**  
**Auburn Ca 95603**  
**Email: [cdrait@placer.ca.gov](mailto:cdrait@placer.ca.gov)**

### **IV. FILE FORMAT**

AutoCad 2000 (or later) .dwg file or ESRI Shapefile

### **V. FILE NAMING CONVENTION**

Filenames for record drawings shall be designated as RD\_PNXXXX.dwg or RD\_FFXXXX.dwg where XXXX represents the four digit PN or FF plan check number. Final maps shall be designated as SUB\_XXX.dwg or PM\_XXXXX.dwg, where XXX or XXXXX represents the subdivision map or parcel map number.

### **VI. MEDIA REQUIREMENTS**

*Placer County-Digital Plan and Map Standards*  
*Final Draft-July 8, 2009*

The following methods of data transfer are considered acceptable for digital submission:

1. CD Rom
2. Email

All digital data will require an accompanying text (metadata) file. This file will be in ASCII file (.txt extension) format using the same naming convention as the subdivision file being submitted. This file will contain the following information.

Project Name: Willow Creek Village 15 Phase 2

File Name: (see "File Naming Convention" above)

Date: 01/01/2005

Contact Name: Mr. Jones

Contact Phone: (XXX) XXX-XXXX

Contact e-mail: [jones@JEng.com](mailto:jones@JEng.com)

Supplemental Information: Include master parcel number and/or adjacent parcel numbers (APN).

**NOTE:** No additional information shall exist in the submission or on the media aside from data being specifically transmitted to the Placer County. Submitted CD-ROMs will not be returned.

## **VII. DISCLAIMER**

**The digital data required in these standards does not constitute an official document of record. The hardcopy record drawings of the improvement plans and the recorded map are the official document of record for Placer County.**