



*"Most Livable City" U.S. Conference of Mayors*

## **CITY OF SCOTTSDALE NOTIFICATION OF DIGITAL SUBDIVISION PLAT SUBMITTAL**

In the City's continued efforts to maximize resources, the City of Scottsdale is adopting the Maricopa County's processes for accepting and appraising subdivision developments. The streamlined process will require, by **January 1, 1999, a DIGITIZED, ELECTRONIC, copy of all PRELIMINARY AND FINALIZED SUBDIVISION PLATS at time of submittal to the City.** Please note that the recorded mylar copy of the Final Plat will remain **Official Public Record.** We will gladly accept the digitized, electronic copies prior to 1999.

These digitized copies should adhere to standard Computer Aided Drafting (CAD) standards acceptable to Civil Engineering Practices and observe the Maricopa County Subdivision Plats CAD Layering Guidelines – May 1997, and Maricopa County Plats CAD Standards and Naming Conventions – May 1997. Those documents are attached. **ALL DIGITAL PLAT SUBMITTALS SHOULD CONFORM TO CITY OF SCOTTSDALE SURVEY CONTROL GRID (AVAILABLE FROM THE GIS DEPARTMENT).** All files should be submitted in **.DFX, .DGN or .DWG** file format on any of the following:

3.5" high density floppy disk  
Iomega Zip disk  
Compact Disk (CD)

Files may be submitted in a compressed format if they can be self-extracted.

(Note: Future plans will include electronic file transfers, digital submittal of building and civil plans.)

The City of Scottsdale looks forward to implementing this new program in an effort to consolidate and streamline several of its mapping and Geographic Information Systems (GIS) functions. These efforts have been developed to better serve the citizens and expedite solutions to their business needs. Should you have any questions regarding this new program, please feel free to contact:

Gary Vetter  
City of Scottsdale GIS Department  
3629 N. Drinkwater Boulevard  
Scottsdale, AZ 85251  
Phone: (480) 312-2447  
FAX: (480) 312-4129  
E-mail: [gvetter@ci.scottsdale.az.us](mailto:gvetter@ci.scottsdale.az.us)

Thank you for all your support and effort.

City of Scottsdale  
**SUBDIVISION PLATS**  
CAD Layering Guidelines  
March 1999

OVERVIEW

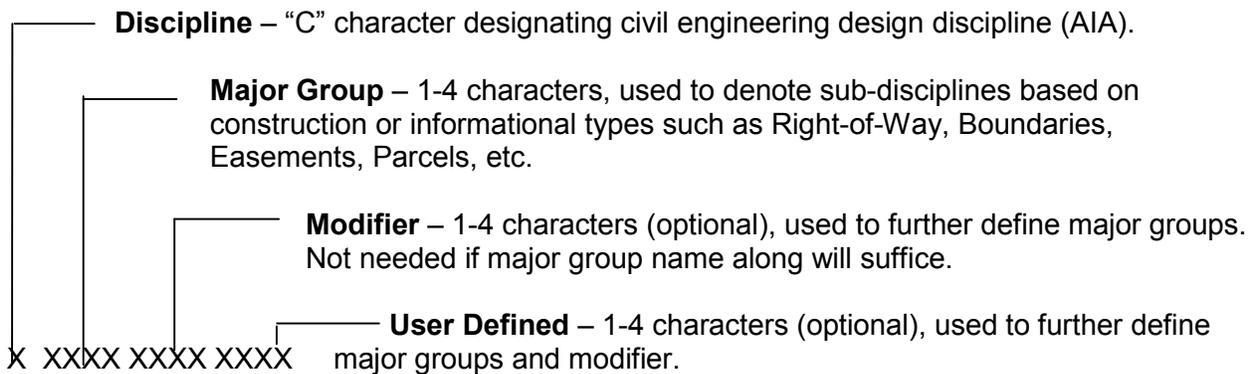
In our efforts to streamline the processes of accepting and approving subdivision developments, the City of Scottsdale has adopted the Maricopa County following guidelines as the minimum set of CAD layering standards. This document is designed to serve as a guideline to efficiently apply CAD layering and naming conventions to finalized subdivision plats. In an effort to work with and accommodate the development and engineering community, we have developed these standards to correspond closely to those of the cities within Maricopa County.

The guidelines are intended to be flexible to encourage CAD application development and standardization throughout Maricopa County.

The layering and naming conventions used are derived from the national standards established by the American Institute of Architects (AIA).

**LAYER NAME FORMAT**

No layer should be longer than 16 characters:



Example Layer Name: **C-RW-CL-NMS**, where:

- C** = Civil
- RW** = Street and Freeway Right-of-Way
- CL** = Centerlines
- NMS** = Street and Freeway Names

**ALL DIGITIZED PLATS SHALL BE REFERENCED TO A KNOWN SECTION CORNER WITH THE BASIS OF BEARING CLEARLY STATED, AND PROJECTED TO STATE PLANE COORDINATES (ALL SUBMITTALS SHOULD BE NAD83 HORIZONTAL AND NAD88 VERTICAL PER CITY OF SCOTTSDALE CONTROL GRID).**

The Maricopa CAD Layering and Naming Standards sheet is attached.

Maricopa County  
SUBDIVISION PLATS  
CAD Standards and  
Naming Conventions  
May 1997

**FINAL PLATS**

		<b>NAME</b>	<b>DESCRIPTION</b>
<b>Street &amp; Freeway Right-of-Way</b>	1	C-RW	Street & Freeway Right-of-Way Lines
	2	C-RW-DIM	Distance & Curve Dimensions
	3	C-RW-PTS	Points of Curvature Tangency
<b>Street &amp; Freeway Center Lines</b>	4	C-RW-CL	Streets & Freeway Centerlines
	5	C-RW-CL-BRG	Centerline Bearings
	6	C-RW-CL-DIM	Distance & Curve Dimensions
	7	C-RW-CL-MON	Centerline Monuments
	8	C-RW-CL-NMS	Street & Freeway Names
	9	C-RW-CL-WDTH	Right-of-Way Width Dimensions
<b>Canal &amp; Railroad</b>	10	C-RW-CRR	Canal & Railroad Right-of-Way
<b>Right-of-Way &amp; Center Lines</b>	11	C-RW-CRR-CL-BRG	Centerline Bearings
	12	C-RW-CRR-CL-DIM	Distance & Curve Dimensions
	13	C-RW-CRR-CL-MON	Centerline Monuments
	14	C-RW-CRR-CL-NMS	Canal & Railroad Names
	15	C-RW-CRR-CL-WDTH	Right-of-Way Width Dimensions
<b>Private Road</b>	16	C-RW-PRI	Private Right-of-Way Lines
	17	C-RW-PRI-CL-BRG	Centerline Bearings
	18	C-RW-PRI-CL-DIM	Distance & Curve Dimensions
	19	C-RW-PRI-CL-MON	Centerline Monuments
	20	C-RW-PRI-CL-NMS	Private Street Names
	21	C-RW-PRI-CL-WDTH	Right-of-Way Width Dimensions
<b>Parcels</b>	22	C-PL	Property Lines (Parcel Boundaries)
	23	C-PLBRG	Property Line Bearings
	24	C-PL-DIM	Distance & Curve Dimensions
	25	C-PL-NUM	Lot Numbers & Tracts
	26	C-PL-ADDR	Site Address
	27	C-PL-PTS	Points of Curvature Tangency
	28	C-CL-SEC	Section Lines
	29	C-CL-BRG	Section Line Bearings
	30	C-CL-DIM	Section Line Dimensions
	31	C-CL-MON	Section Line Monuments
<b>Subdivision Boundaries</b>	32	C-BOUND-CITY	City Limit Lines
	33	C-BOUND-SUB	Subdivision Boundary
	34	C-BOUND-SUB-BRG	Subdivision Boundary Bearings
	35	C-BOUND-SUB-DIM	Subdivision Boundary Dimensions
	36	C-BOUND-SUB-MON	Subdivision Boundary Monuments

Maricopa County  
SUBDIVISION PLATS  
CAD Standards and  
Naming Conventions  
May 1997

**FINAL PLATS**

		<b>NAME</b>	<b>DESCRIPTION</b>
<b>Easements</b>	37	C-EASE	Easement Lines
	38	C-EASE-CL	Easement Centerlines
	39	C-EASE-BRG	Easement Bearings
	40	C-EASE-DIM	Easement Dimensions
<b>Bridges &amp; Culverts</b>	41	C-BRDG-RW	Bridge & Culvert Right-of-Way Lines
<b>Rivers/Creeks/Streams/Washes</b>	42	C-CREK-CL	Rivers/Creeks/Streams/Washes Center Lines
	43	C-CREK-EDGE	Rivers/Creeks/Streams/Washes Edge Lines
<b>Elevations</b>	44	C-CONT-INDX	Index Contours (Major Intervals)
<b>Well Sites</b>	45	C-WATER-WELL	Well
<b>Meta Data</b>	46	C-MISC-SUB-DATA	Line & Curve Data Tables
	47	C-MISC-SUB-ETB1,2,3	Engineer's Title Block
	48	C-MISC-SUB-LNDG	All Leader Lines
	49	C-MISC-SUB-MTCH	Match Lines
	50	C-MISC-SUB-NA	North Arrow
	51	C-MISC-SUB-NOTE	Dedication,. Approvals, Certifications, etc.
	52	C-MISC-SUB-SCL	Scale of Plat
	53	C-MISC-SUB-TTL	Subdivision Title & Legal Description
	54	C-MISC-SUB-TXT1,2,3	Misc Text Outside of Subdivision

**ALL DIGITIZED PLATS SHALL BE REFERENCED TO A KNOWN SECTION CORNER WITH THE BASIS OF BEARING CLEARLY STATED, AND APROJECTED TO STATE PLANE COORDINATES (PLEASE INDICATE NAD27 or NAD83).**

**Please Note:** Dependant upon your particular CAD software, the **BEARING** and **DISTANCE**, and curvature Layers may be combined (Tagged or Blocked) with their corresponding vector data.

Should your Layering and Naming conventions differentiate from those above, please include a list of your Layer Names and a description of each. Thank you.



# Electronic Submittal Requirements

## Plan Review Application CDs

### SUBMITTAL REQUIREMENTS

**ACCEPTABLE FILE FORMATS:** DWG, DXF, and DGN

**MEDIA must be stamped and signed by certified professional on disk label**

Accepted media: CD-ROM, Floppy Disk & Zip Disk

### LAYERS

**Provide hardcopy Index of Layers**, which should include the following:

Plan Name, Layer Name and Description (see example below)

Plan Name	Layer Name	Description
Site Plan	SITE_01	Site Plan
A1.2	WRK-SHT	Site Plan Worksheet
FP-WS	FLR_PLN   WS	Floor Plan Worksheet

### Rules for layering include:

- Max thirty-one (31) characters long
- May contain letters, numbers, the dollar sign, hyphens and underscores (no spaces)
- Limited to the following true type fonts: **Arial, Times New Roman and Courier New**

### GEOREFERENCING

- ❑ ALL DRAWINGS SHOULD CONTAIN GEOGRAPHIC REFERENCES TO SCALE LEGAL BOUNDARIES (i.e. parcel lines or street central lines) WITH THE FOLLOWING COORDINATE SYSTEM:
  - North American Datum (NAD) 1983
  - State Plan = Arizona Central
  - Units of Measure = Feet

*If you need assistance in georeferencing your drawings, please contact your software provider or refer to your software reference documentation.*

**Georeferencing a drawing makes it easy for the city to fit it into our geographic information system.**

## Planning and Development Services Department

7447 E Indian School Road, Suite 105, Scottsdale, AZ 85251 ♦ Phone: 480-312-7000 ♦ Fax: 480-312-7088