

Plat and Map Digital Submission Standards

The following digital submission standards apply to final subdivision plats including subdivisions, boundary line adjustments, lot mergers and annexation maps. Digital data submissions *not in conformance* with these standards may be returned to the applicant for correction. **Digital data submissions are for exclusive use in the City of Loveland’s Geographic Information System (GIS) and development review process.** The standards for digital submissions are:

1. Digital data must be submitted by email to the project planner in one of the following formats within **5** business days of project approval:
 - a. AutoCAD Release 2015 DWG/DXF or newer

If the DWG or DXF file is too large to send, please email R.J.Fulton@cityofloveland.org to organize an alternative method of delivery. The file name for each drawing will be named after the title of the subdivision with the appropriate file type designator (DWG or DXF) as the suffix characters. Shortening the file name to limit characters is acceptable.

2. Each digital submission will have a clearly defined layering convention in which all entities or drawing components of a like type will be grouped into distinct layers. At a minimum, the components that must be grouped into distinct layers are: the subdivision boundary, street centerlines, street rights-of-way, lot lines, and easements. Each layer name will be followed with a description of the type of entity found on that layer.

The following table contains layer names and descriptions that represent the layering convention used by the City for land parcel data.

<u>Layer Name</u>	<u>Description</u>
SUB-BOUNDARY	Boundary of subdivision
CENTERLINE	Centerline geometry of new streets
ROW	Street rights-of-way
LOTLINE	Lot lines
ESMNT	Easements