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## MEMORANDUM

DATE: August 22, 2016  
TO: Cathy Hasfurther, Civil Engineer IV, Public Works  
THROUGH: Gery Madriaga, Assistant Administrator, Real Property Tax *GM*  
FROM: Daniel Sereno, GIS Analyst, Real Property Tax *DKS*  
SUBJECT: **CAD Standards for consultants**

As a time-saving strategy, and to ease the transition of survey data to a GIS-compatible format, I propose the following CAD standards to be implemented by surveyors and consultants working for the County:

Projection: All (CAD drawings) will be delivered in US Survey Feet, State Plane projection for Zone 2. The datum shall be in NAD 83.

CAD objects submitted to the County shall consist of simple points, lines and arcs, which will be organized into any of the following layers:

- 0 - default layer (no pertinent data remains on this layer)
- CTY-BDY-EASEMENT - Boundaries of all easements including access and utility
- CTY-BDY-LOT or BDY-PARCEL - Boundaries of all lots or tax parcels
- CTY-BDY-SHORE - Existing shore line
- CTY-BDY-ROW - Existing roadway rights-of-way
- CTY-BLDG - buildings
- CTY-HYDRO-\* - hydrology: \*(lakes, streams, springs, gulches, marshes or swamps)
- CTY-RASTER - any imagery layer for historical data

CAD drawing text will be parsed in any of the following layers to help in creation of GIS annotation layers:

- CTY-TXT-AZ - text identifying directions (azimuths) of lot lines
- CTY-TXT-DIST - text identifying lengths of parcel lines
- CTY-TXT-MISC - miscellaneous text data (awards, grants, etc)
- CTY-TXT-LOT or CTY-TXT-PARCEL - text identifying current parcel ID or Lot numbers
- CTY-TXT-STREET - text identifying street names

Polygons necessary for the creation of topology to assist in data manipulation and analysis shall be created on a separate designated layer. This and any other additional layers necessary to the drawing shall be noted in the submittal.

Please feel free to call Daniel Sereno, RPT GIS Analyst at (808) 272-6225 if you have any questions or suggestions regarding this matter.