Town of Kittery

Survey and Construction Plan
Digital Submission Standards

March 1, 2012

Purpose

The intention of this Standard is to ensure that geographic data submitted to the Town of Kittery is received in a format that is consistent between projects, improving ease-of-use, accuracy, and efficiency. This will ensure that the data gathered or created over the course of a project can best be used to improve the overall status of GIS data within the community.

Summary

Data submitted to the Town should include the following items:

1. Paper hard-copy,
2. PDF file of the same plans that were submitted in hard copy,
3. Geographic data files that are georeferenced and have well organized line coding or attributes.

These requirements are described more fully below.

Digital File Specifications

Geographic data should be submitted as either a CAD file in DWG format, or as an ESRI File GeoDatabase (GDB). In either case, it must meet these requirements:

- Data must be georeferenced to NAD 83 datum, Maine State Plane coordinates, with Feet as the horizontal units.

- Data layers must be coded to easily identify and differentiate between individual features (house A and house B), and between feature types (house, lot line, pavement edge). It must also be easy to identify and remove non-geographic features in the file, i.e. text blocks, page boundaries, and north arrows.

  In other words, the boundaries of a single parcel should be made of a single type of line, which is a different line type than building

footprints, and the line types should be intuitively coded, such as BLDG1, BLDG2, PROP-BOUND, CONTOUR, etc.