



## Effingham County Board of Commissioners Development Services/County Engineering

804 S. Laurel St.  
Springfield, GA 31329

### AMENDMENT TO THE SEPTEMBER 30, 2020 MEMO: SUBMITTAL OF FINAL PLATS AND RECORD DRAWINGS

All development plans/subdivision plats submitted to Effingham County are to be generated using Computer Aided Drafting and Design (CADD) software. Digital submittals shall include:

#### 1. CADD DATA:

- a. A completed original CADD drawing in AutoCAD DWG or MicroStation DGN format named using the development name (i.e. LongAcresRD\_Phase1.dwg). This file shall include all layers and graphic elements included in the submitted paper document (geography, text, legend, scale, labels, etc.).
- b. The drawing file will be accompanied by an ASCII text file labeled 'subdivisionname\_phasesXX\_lyrspec.txt' which contains layer names used in the CADD file.
- c. The completed CADD drawing file shall contain text in standard fonts that can be read without third-party software.
- d. No annotation shall be included in any feature layer and no feature shall be included in any annotation layer.
- e. All polygon (area) features shall be 'snapped' closed.
- f. Drawing files shall contain only complete parcel polygon features. Partial parcel polygons are not acceptable.
- g. All linear data shall maintain connectivity where applicable, be absent of gaps, overshoots, and erroneously drafted duplicates.
- h. All point data shall be 'snapped' to a coincident vertex on the associated line/polygon, where applicable.
- i. Data that is Z enabled will maintain coincident elevation values among point, line, and polygons where applicable.
- j. Contiguous features should be edge matched or closed between drawings.
- k. CADD files shall include all reference files (XREF, REF, PDF, JPG, etc.) to recreate the delivered product.

#### 2. COORDINATE SYSTEM:

- a. All CADD drawings shall reference Georgia State Plane Coordinates (GSPC), East Zone, US Survey Feet, North American Datum (NAD) 1983 (FIPS 1001).
- b. All plan and site drawings shall include at least two benchmarks (temporary or permanent) showing their GSPC.
- c. Features in drawing files that are stored in drawing units must be translated to represent real world locations as referenced by GSPC coordinates.
- d. Survey Control shall be tied to the GSPC using traditional surveying or GPS methods. The method employed to gain geodetic control shall be identified in the submitted metadata file.



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**3. REPRODUCIBLE FINAL:**

- a. An Adobe PDF for each delivered drawing file with the print size, layer visibility, symbology, and scale set such that the COUNTY can reproduce the final set of drawings using only Adobe Reader.

**4. METADATA:**

- a. A metadata text file containing Federal Geographic Data Committee (FGDC) metadata, including submittal information, as well as, technical parameters. The ASCII text file will be named "subdivisionname\_phasesXX\_meta.txt".
- b. ESRI Metadata updated using ArcCatalog, FGDC standards (XML preferred).

**5. DIGITAL MEDIA:**

- a. Digital data shall be submitted on CD-ROM or DVD to County Planning and Zoning Department
- b. Digital media shall be labeled with the title of the drawing (drawing file name), type of drawing (i.e. As-built, Preliminary, etc.), project contact information (name, affiliation, phone number, etc.), and a submittal and file creation date.
- c. Digital media shall include a README.txt file that will include the project information, Architectural-Engineering firm name, and the point of contact information.

**Brad Clement**

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