

## ADDENDUM “A”

### HENDERSON CITY-COUNTY PLANNING COMMISSION DIGITAL DATA SUBMISSION REQUIREMENTS

Specifications in this document pertain to the digital drawings of all subdivisions and consolidations (as defined in the Henderson City-County Subdivision Regulations). These regulations and standards do not supersede any requirements of the Henderson City-County Subdivision Regulations to submit hardcopy drawings for the review and approval process.

A digital submittal shall be required for all submissions of corporate boundary changes (annexations) in conformance with KRS 81A.470.

The intent of a digital submittal requirement is to enable the required hard copy and the digital submission to be produced from the same digital data without any modification by the firms submitting the data or the Henderson City-County Planning Commission (HCCPC). The digital submittal is not required to have engineering or surveying stamp/certification per 201 KAR 18:104 as it relates to KRS 322.340.

The hard copy will continue to be the official document.

#### REQUIRED DATA FEATURES AND LAYER NAMING CONVENTIONS

<u>Required Layers</u>	<u>Abbreviation</u>	<u>Data Element</u>
Boundary Lines	BNDY	Line
Boundary Text, Survey Calls, etc.	BNDY-TXT	Text
Lot Lines	LOTLINE	Line
Lot numbers	LOT-TXT	Text
Right-of-Way	ROW	Line
Street Centerlines	CNTRLN	Line
Edges of pavement	EDGPVMT	Line
Street names	STRNAME	Text
New easements	NEW-ESMT	Line
Existing easements	EX-ESMT	Line
Existing Contour	EX-CONT	Line
Existing Contour Text	EX-CONT-TXT	Text
Curb/gutter (Showing both sides)	CURB	Line
Sidewalk	SIDEWALK	Line
Railroad Centerline	RR	Line
Coordinate Text	COORD-TXT	Text
Control Monuments	CONTMON	Point
Monument Text	MON-TXT	Text
Start Point	START-PNT	Point

Start Point Text	START-PNT-TXT	Text	
Existing Pre-constructed Buildings	PRECONSTBLDGS-EX	Polygon	
Proposed Retention Basin	RETBASIN	Polygon	
Proposed Detention Basin	DETBASIN	Polygon	
Waterlines	WAT-LINE	Line	
Waterline Text	WAT-TXT	Text	
Water Valves	WAT-VALVE		Point
Storm Sewer Pipe	ST-PIPE	Line	
Storm Sewer Pipe Text	ST-PIPE-TXT	Text	
Storm Sewer Manhole	ST-MH		Point
Storm Sewer Manhole Text	ST-MH-TXT	Text	
Storm Sewer Headwall	ST-HDWL	Line	
Storm Sewer Headwall Text	ST-HDWL-TXT	Text	
Sanitary Sewer Pipe	SAN-PIPE	Line	
Sanitary Sewer Pipe Text	SAN-PIPE-TXT	Text	
Sanitary Sewer Manhole	SAN-MH	Point	
Sanitary Sewer Manhole Text	SAN-MH-TXT	Text	
Fire Hydrant	FIRE-HYD	Point	
Flush Hydrants	FLUSH-HYD	Point	
Gas Lines	GAS-LINE	Line	
Gas Valves	GAS-VALVE	Point	
Gas Text	GAS-TXT	Text	

## **DATA FORMAT**

The preferred format for digital submissions will be .DWG. The HCCPC may waive or adjust this requirement as specified herein.

The GIS software, ArcInfo, Arc Editor and ArcView can read the .DGN, .DWG, .DXF file, Arc GIS Shape File and Arc GIS Personal Database.

## **DATA INTEGRITY REQUIREMENTS**

The requirement is to follow the 201 KAR 18.150 “The Standards of Practice for Professional Land Surveyors,” Section 7, Measurement Specifications, (6) Table of Specifications by Class: Classification of Surveys, or current edition (latest).

## **DIGITAL DRAWING ORIENTATION AND GEOREFERENCE/TIE INTO HORIZONTAL CONTROL**

HCCPC will provide a template in the form of a .DWG file that will include all required layers and naming conventions as well as control monument locations and point identifications. The control monument locations and point identifications will also be made available at the HCCPC office in hard copy format as well as in .PDF format on the HCCPC website ([www.hendersonplanning.org](http://www.hendersonplanning.org)). These monuments use the horizontal datum NAD83 and vertical datum NAVD 1988 unless otherwise noted.

1. The digital submittal file (.DWG) must be oriented to the current coordinate system used by the HCCPC/GIS.
  - a. A permanent control monument with both horizontal and vertical control will be set by the Henderson County Code Department at every intersection of a collector street with an arterial street. For subdivisions that have interior streets being constructed, a minimum of one permanent control monument will be installed at a location designated by the local government engineer. Prior to submitting subdivision plats, the surveyor shall contact the local government engineer's office for location of new control monuments. Location shall be shown on subdivision plat inside of public right-of-way.
  - b. If new monument(s) are required by the local government engineer, prior to the signing of the subdivision plat, a fee of \$250.00 per monument shall be paid by the applicant to the Henderson City-County Planning Commission to offset the cost of materials, equipment, and man power to set the monuments.

## **MEDIA REQUIREMENTS**

Submissions will be accepted only on CD-ROM or DVD or via e-mail. Digital submittal must be submitted with labels indicating the following data:

All media will be submitted with labels indicating the following data (see example). It is understood by the HCCPC that the digital data is not a certified, legal document (201 KAR 18:104 as it relates to KRS 322.340).

Example:

Project or Subdivision Name:	Astec Acres
File Name:	astacrs.dwg
Date:	July 1, 2008
Revision Date:	Revised Aug 1, 2008
Company Name:	Smith & Associates
LS/PE:	John Smith
Reg. No:	L.S. 1234
Format:	DWG/DXF/DOS/4Backup
Signature on Disk	(Signature Line)

## **DIGITAL DATA FILE COMPRESSION**

Files that are too large to copy onto one CD or DVD shall be compressed using the latest version of pkzip or winzip. For files using other compression techniques, the extraction program must be submitted with the digital data file.

## **REVIEW OF DIGITAL DATA**

1. Correct Layering
2. Closure of geometry of the features in the submittal.
3. Verification that digital and hard copy maps are consistent
4. Correct geographical position, i.e. correct coordinate values

**ALL DIGITAL DRAWINGS SUBMITTED TO THE HCCPC SHALL BE IN THE CORRECT FORMAT AND IN ACCORDANCE WITH THE STANDARDS CONTAINED HEREIN. INCORRECTLY FORMATTED DATA, UNREADABLE DATA, AND DATA MISSING REQUIRED INFORMATION SHALL BE RETURNED TO THE OWNER, DEVELOPER, RESPONSIBLE AGENT OR PERSON FOR CORRECTIONS AND RE-SUBMITTAL. FINAL APPROVAL OF DIGITAL AND PAPER PLAT SHALL BE CONTINGENT UPON THE DELIVERY OF CORRECT AND ACCURATE DIGITAL DATA.**