

# Digital Plat Submittal Requirements

## City of Overland Park, Kansas

Digital copies of CAD drawings are required for all submission of final plats for recording. Our intent is to receive two CAD drawings prior to the recording of the final plat. One CAD drawing will be a copy of the final plat for recording which will include everything on the plat i.e. easements, lot lines, vicinity map, and plat language. The second CAD drawing will be used for addressing and will contain only certain information. This CAD drawing will be integrated into our GIS software for accurate addressing and creation of address sheets.

### **PAGE SPACE AND CONTENT**

- The drawing should be submitted as a *single DWG file* – the GIS software does not recognize externally referenced files.
- The drawing limits of the *model space should be close to the size of the project area* – there should not be any features in the DWG file that are far away from the project area or features associated with any other project not related to the current phase of platting being reviewed by the City of Overland Park.

### **POLYLINES**

- Boundaries should all be *closed single polyline features* (e.g., the outer edge of buildings and curbs only), unless there are tenant spaces on a commercial building.
- It is preferable, and in some cases necessary, that polyline features *not be in blocks* (e.g., blocks should be exploded).

### **Projection**

- The DWG must be drawn to NAD83 StatePlane Kansas North FIPS 1501 Feet

### **The following information is to be used only for the Address CAD drawing.**

### **Layers**

- *There should be separate layers and colored white for each of the following-* lot lines, lot number, vicinity map, building footprints and tenant spaces for commercial/office/multi-family, streets and street names of platted and abutting streets, and plat name.
- *There should be separate layers and colored gray(253) for each of the following-* surrounding property and development (e.g. lot lines, plat names, lot numbers, tracts, and streets that do not abut the project).
- No other layers should be visible on the map aside from those listed in the above bullet points.

### **Delivery**

- **Preferred Method:** Send an email with the CAD drawings along with contact information, should the staff have questions, to [aaron.dubois@opkansas.org](mailto:aaron.dubois@opkansas.org).
- **Alternative Method:** Mail or hand deliver a CD with CAD drawings and a contact information to Overland Park City Hall, Attention Aaron DuBois.

### **Contact information for questions regarding CAD drawing requirements:**

Aaron DuBois  
913-895-6197 or [aaron.dubois@opkansas.org](mailto:aaron.dubois@opkansas.org)