



DIGITAL PLAT SUBMITTAL REQUIREMENTS

This publication outlines the Digital Plat submittal requirements.

Once Planning Division staff have approved your plat and it is ready to be printed as a mylar for signatures, you will also be ready to submit a digital copy of your plat. All digitized plats shall be submitted to permits@wpgov.com via email attachment or a Dropbox link and in accordance with the requirements outlined below.

Acceptable Coordinate System

Drawings should be constructed in the Colorado State Plane Coordinate System in feet, using the North American Datum 1983 (NAD83). Coordinate values should be described for the controlling monuments that are used for the basis of bearings.

Acceptable Data Formats
Autodesk / AutoCAD .dwg
Autodesk / AutoCAD .dxf
ESRI ArcGIS native format

File Content Requirements			
Plat Feature	Required Layer Name	Feature Type	Description
Building Outlines	BLDG	Continuous Polyline	Required for condominium, townhome, and duplex subdivision (if applicable)
Easement	EAS	Continuous Polyline	All easements either created by or depicted on the plat
Easement Text	EASANNO	Text Annotation	Text describing easement purpose, width, and other notes, i.e., previous recording info
Lot / Parcel Lines	PARCEL	Continuous Polyline	Remaining lines that form lots when combined with subdivision and ROW lines
Lot Text	PARCELANNO	Text Annotation	Lot numbers or other designations
Miscellaneous Text	MISCANNO	Text Annotation	Additional text or annotation that is required to describe features depicted on the plat
Right-of-Way Line	ROW	Continuous Polyline	Platted road ROW (public and private) within the subdivision (if applicable)
Right-of-Way Text	ROWANNO	Text Annotation	Existing and newly platted street names
Subdivision / Filing Boundary	SUBDIV	Continuous Polyline	Exterior boundary of the subdivision
Survey Control	SURVEYCONT	Point	Monuments marking the subdivision boundary and other control used in surveying the boundary; label two (2) property corners with coordinates to six (6) decimal places
Survey Text	SURVEYANNO	Text Annotation	Boundary and lot bearings, distances, curve data, monument and other control point descriptions and ties

Wetland Delineations	WETLAND	Continuous Polyline	All delineated wetlands affecting development within the subdivision (if applicable)
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