

## PLANNING & DEVELOPMENT SERVICES DEPARTMENT

### Digital Submission Standards – Official Plan and/or Zoning By-law Amendment

#### Introduction

The following information outlines the requirements of digital submissions for Official Plan and/or Zoning By-law Amendment applications. By following the instructions laid out in this document, it will allow for more effective customer service, and better integration of digital plans into the City of Brampton's Corporate GIS.

*For each new application or modification to an existing application to amend the Official Plan and/or Zoning By-law, the applicant is required to submit the following:*

#### Each Submission must contain:

- One (1) digital CAD file of the plan must be submitted in **MicroStation DGN (2D) or AutoCAD DWG (2D)** format. No reference files are to be used.
- One (1) digital **PDF** of the plan in preferably 24" x 36" (Architectural D size) representing an exact copy of the paper submission must be provided.
- The digital drawing must be georeferenced. The standard coordinate system for the City is Universal Transverse Mercator (UTM) Zone 17 with the North American Datum 1983 (NAD83). The map units for all features in the file must be in metric, set to metres and un-scaled (1:1). A base seed file for a specific area is available upon request from Technical Services, Planning and Development Services Department. The plan must be specifically formatted to be clear and legible in preferably 24" x 36" (Architectural D size) landscape print format. It should be proportionally scaled by the applicant to fit their plan.
- Applicable Layers/levels must be as set out in the Level Structure below, as provided within the base seed file. Weights and colours are at the discretion of the applicant.
- For any revisions arising out of the circulation and review process requiring the submission of revised drawings; a revised PDF and digital CAD version must also be submitted to Technical Services, Planning and Development Services Department via email ([gis.planning@brampton.ca](mailto:gis.planning@brampton.ca)) or on CD or DVD. Please include a contact name and a brief description of the contents including the city file name of your application.
- **Please note that for drawings submitted in MicroStation DGN (2D) or AutoCAD DWG (2D) format, georeferencing, level numbers and names must remain accurate and consistent, and continue throughout all stages of submission.**

## General Notes

- Use common line-types and fonts (TrueType Fonts). Colour palettes, font types, or reference files are to be submitted along with the digital drawings.
- Where applicable, all line work must be closed, creating polygons, meaning that all lines that meet must be snapped together.
- GIS\_ANY\_OTHER\_FEATURE (i.e. GIS\_WOODLOT) naming convention must be used to identify any other significant features not identified within the Level Structure below, but included within the drawing submission.

## Planning and Infrastructure Services Level Structure

Level/Layer Name	Description	Element Type
GIS_BUILDING	Proposed building and/or structure envelope	Line or Polygon
GIS_CATCHBASIN	Proposed catch basin	Point, Line or Polygon
GIS_CONTEXT	Surrounding context to subject land	Line
GIS_CURB	Proposed curb	Line
GIS_CURB_RAMP	Proposed wheelchair and curb ramp	Line
GIS_DRIVEWAY	Proposed driveway	Line
GIS_EDGE-WATER	Edge of water (pond/watercourse)	Line or Polygon
GIS_ELEVATION	Elevation points within site plan	Point
GIS_EX_BUILDING	Existing building and/or structure	Line or Polygon
GIS_EX_CATCHBASIN	Existing catch basin	Point, Line or Polygon
GIS_EX_CURB	Existing curb	Line
GIS_EX_FENCE	Existing fence	Line
GIS_EX_LOT_BLOCK	Existing lot and block line	Line
GIS_EX_ROW	Existing right-of-way	Line
GIS_EX_STREET	Existing street (centreline) within surrounding subject plan	Line
GIS_FENCE	Proposed fence	Line
GIS_FIRE_ROUTE	Proposed fire route	Line
GIS_KEY_MAP	Key map showing location etc.	Line and Text
GIS_LEGAL_LINE	Any relevant background legal line, lot, concession, registered or reference plan, or easement line	Line
GIS_PARKING LOT	Proposed parking lot	Line or Polygon
GIS_PATHWAY	Proposed pathway or walkway	Line
GIS_RET-WALL	Proposed retaining wall	Line
GIS_ROW	Proposed right-of-way	Line

Level/Layer Name	Description	Element Type
GIS_SIDEWALK	Proposed sidewalk	Line
GIS_STREET_FURNITURE	Proposed street furniture including benches, trash receptacles, recycling bins, bicycle racks	Line or Polygon
GIS_SUBJECT_LAND	Legal property boundary of the subject plan	Line
GIS_TITLE_BLOCK	Title block line work (scale as needed)	Line
GIS_TREE-CON	Coniferous tree	Point or Polygon
GIS_TREE-DEC	Deciduous tree	Point or Polygon
GIS_VEG	Tree, shrub, woodlot	Line or Polygon
GIS_FIRE_HYDRANT	Proposed fire hydrant	Point
GIS_TX_BUILDING	Proposed building and/or structure text	Text
GIS_TX_CATCHBASIN	Proposed catch basin text	Text
GIS_TX_CONTEXT	Surrounding context to subject land text	Text
GIS_TX_CURB	Proposed curb text	Text
GIS_TX_CURB_RAMP	Proposed wheelchair and curb ramp	Text
GIS_TX_DRIVEWAY	Proposed driveway text	Text
GIS_TX_EDGE-WATER	Edge of water (pond/watercourse) text	Text
GIS_TX_ELEVATION	Elevation text	Text
GIS_TX_EX_BUILDING	Existing buildings text	Text
GIS_TX_EX_CATCHBASIN	Existing catch basin text	Text
GIS_TX_EX_CURB	Existing curb text	Text
GIS_TX_EX_FENCE	Existing fence text	Text
GIS_TX_EX_LOT_BLOCK	Existing lot and block text	Text
GIS_TX_EX_ROW	Existing right-of-way text	Text
GIS_TX_EX_STREET	Existing street (centreline) labels within or surrounding subject plan	Text
GIS_TX_FENCE	Existing fence text	Text
GIS_TX_FIRE_ROUTE	Proposed fire route text	Text
GIS_TX_LEGAL_LINE	Any relevant background legal line, lot, concession, registered & reference plan, or easement text	Text
GIS_TX_LOT_DIMENSION	Lot dimensions, radii	Text
GIS_TX_PARKING_LOT	Proposed parking lot text	Text
GIS_TX_PATHWAY	Proposed pathway or walkway text	Text
GIS_RET-WALL	Retaining wall text	Text
GIS_TX_ROW	Right-of-way parcel boundary line text	Text
GIS_TX_SIDEWALK	Proposed sidewalk text	Text
GIS_TX_STREET_FURNITURE	Street furniture text	Text

Level/Layer Name	Description	Element Type
GIS_TX_SUBJECT_LAND	Text related to legal property boundary of the subject plan (bearings, distances)	Text
GIS_TX_TITLE_BLOCK	Title block line text	Text
GIS_TX_TREE-CON	Coniferous tree text	Text
GIS_TX_TREE-DEC	Deciduous tree text	Text
GIS_TX_VEG	Tree, shrub, woodlot text	Text
GIS_TX_FIRE_HYDRANT	Proposed fire hydrant text	Text