SPR STANDARDS FOR COMPUTED AIDED DESIGN (AutoCAD)

1. Scope

This design guideline is intended to guide designers in the preparation of Contract Documents using Computer Aided Design (AutoCAD). There are multiple ways of accomplishing design and drafting tasks using AutoCAD. These standards are intended to give a basic starting point for the designer/drafter to prepare documents. The final form of the AutoCAD documents is more important than how the designer/drafter reached the final product. The goal of standards is to enable a variety of people to easily access and use the drawing information either during the course of design or later when the AutoCAD file is an archival document.

2. Software

Seattle Parks & Recreation (SPR) uses AutoCAD Release 2007 or newer software in the preparation of Contract Documents. Other software that is compatible with AutoCAD can be used in the design as long as the final CAD files are saved as an AutoCAD file.

3. Drawing Start Up

A. Open the drawing file with the SPR Standard title block template such as: DPR36X24TB.dwt, or other standard title block (see Appendix A: Parks Standard AutoCAD Title Blocks). These templates will have standard layers, text styles, etc. set up already. The templates are set up primarily for site development projects. If the project is architectural in nature, then the title block information could be inserted as a Block into a separate architectural drawing file and exploded. Save all CAD files within a directory named CAD in a Project Directory.

B. Name the file:
Park name (up to 8 letters) and Year (2 digits)
Project name (up to 6 letters)
Sheet # of set (up to 3 digits)
Name of Drawing (up to 6 letters)
(See Appendix B for examples)

4. External References

Survey files and all other *external references* (*Xrefs*) shall be attached in *Model Space* on *layer* XR at 0,0 with 0 degrees rotation. The number *of external references* should be minimized whenever possible. *Xref* file names in the project directory should be in lower case letters such as: base.dwg, survey.dwg, etc. or in a subdirectory called XREF.

Drawings shall not be moved, scaled, rotated or otherwise removed from their coordinate bases, except by the surveyor of record.

Bind all *Xrefs* after As Built information has been inputted at project completion.

5. Drawing in Model Space

A. Layers:
All drawing to be done in *Model Space* on appropriate *layers*. If a *layer* does not exist to fit the discipline, create a new *layer* using the standard layering convention. There shall be no entities on *Layer 0* except for *block* drawings. Entities color or *linetype* shall be *bylayer*. (See Appendix C) If the project is entirely architectural in nature, use the American Institute of Architects (AIA) layering guidelines. Use the layers provided in the template (.dwt) file for all other projects.

B. Text and Dimensions:
All text to be on a text *layer* (-TEXT). The standard text styles and dimensioning styles will be set up in the template drawings (See appendix D Text Styles and Dimension Styles). Other fonts and dimensioning styles are acceptable as long as they are easy to read. The minimum text height of notes and dimensions to be 0.10 inch as measured in Paper Space. Dimensions shall be on Dimension *layers* (DIMS) in *Model Space*. Do not explode dimensions. (See Appendix D)

C. Blocks:
All *blocks* brought into *Model Space* or *Paper Space* to be inserted into the correct layers. Do not explode blocks unless it is necessary. Use standard City of Seattle blocks for utilities whenever possible.

D. All *hatches* to be drawn in a hatch layer (-HATC). Use simple, common *hatches* whenever possible such as: Line, Dots, AR-Sand, Hex, etc. Do not *explode* hatch patterns.

E. Create a legend in *Model Space* as appropriate for the trade of the drawing (drainage, layout, etc.) and locate the legend to the side of the drawing outside the limits of construction. Show only legend information used on this sheet on this project.

F. Use *Polylines* instead of *Lines* whenever possible with multi-sided objects.

6. Paper Space (PS)

A. Create a *viewport*(s) in *Paper Space* in layer BD-VIEW-PORT in the size needed. Zoom XP to the correct scale for each *viewport*.

B. Create a *viewport* in *Paper Space* in layer BD-VIEW-PORT for the legend located to the right of the drawing viewport.

C. General notes to be in *Paper Space* on a border layer (BD-) located to the right of, or below the drawing *viewport*.

7. Plotting

A. Use standard size sheets when plotting such as the DPR36X24TB.dwt (36”x24”) whenever possible. Use other standard drawings sizes, no larger than 42”X30” as appropriate to the project.

B. Use PARKS.ctb (available from Parks) for correct line weights for plotting.

C. Screen back *layers* of survey or other background information to make the drawing plot easily readable. Change layer colors to color 252 for survey or other layers as necessary (color 252 is set for 30% screen on PARKS.ctb).

8. Drawing Management

Drawing files should be *Purged* and *Audited* regularly and at completion of the project before submittal.

9. Submittals

AutoCAD files shall be submitted to Seattle Parks Department at the following stages of construction documents:

- Design Development (50%)
- Bidding Documents (100%)
- Record Drawings (As Built)

AutoCAD files shall be submitted on CD-ROM, or via e-mail attachment. Submit all drawing files along with the external reference files, images, and related files. Submittals of a size greater than 10 MB shall be submitted on CD. A file named “readme.txt” shall be included in the submittal that contains the project information such as: Project name, consultant’s name, contractor’s name, project manager’s name, PWCC number, list of drawings and files, description of other files, etc.

(See Appendixes A-D for additional information.)

Appendix A - Parks Standard AutoCAD Title Blocks

Index of files

1. DPR36x24TB-CS.dwt: Preferred cover sheet with vertical layout.
2. DPR36x24TB.dwt: Preferred regular sheet with vertical layout.
3. DPR36x24TB-CS-Horz.dwt: Optional cover sheet with horizontal layout.
4. DPR36x24TB-Horz.dwt: Optional regular sheet with horizontal layout.
5. DPR-logo.tif: Seattle Parks logo image.
6. Abbreviation.dwg: Standard abbreviations, standard symbols and standard linetypes

Place the following files to your Auto AutoCAD support files search path.

7. Sed.shx, aaa.shx and fraction.shx: Font files.
8. Parks.ctb: Color-dependent plot style tables

Reassign the DPR-logo image path

1. Place the DPR-logo.tif to assigned project folder.
2. From the **Insert** menu, choose **Image Manager**.
3. In the Image Manager, select DPR-logo. Then choose **Browse**.
4. In the Select Image File dialog box, select a new path, and then choose **Open**.
5. In the Image Manager, choose **Save Path** to save the new path.
6. Choose OK.

Appendix B – AutoCAD File Naming Standards

The following is a standard file naming formula:

OOOOOOOOYY-PPPPPP-###-Name.dwg

OOOOOOOO = Park name code (up to 8 letters)
Refer to Seattle Parks Facility List for facility code. The list is available from project manager or via Parks Inweb http://fmweb/parkfinder/.
YY = Year (2 digits)
PPPPPP = Project name abbreviation (up to 6 letters)
= Sheet number (up to 3 digits)
Name = Drawing name

Examples:

LIN**PK**01-PA-01-Cover (Lincoln **Park**, 2001, Play Area Improvement, Sheet 1, Cover Sheet)
HAM**VP**02-LR-02-Site Plan (Hamilton **Viewpoint**, 2002, Landscape Renovation, Sheet 2, Site Plan)
HI**PF**03-PF-L09-Details (Hiawatha **Playfield**, 2003, Playfield Improvement, Sheet L9, Site Details)
VOL**PK**04-LR-02-Layout (Volunteer **Park**, 2004, Landscape Renovation, Sheet 2, Layout Plan)
JF**PK**02-9GTR-09-Grading (Jefferson **Park**, 2002, 9 Hole Golf Loop Trail, Sheet 9, Grading Plan)
JK**PF**02-PH2-05-Drainage (Judkins **Playfield**, 2002, Playfield Improvement Phase 2, Sheet 5, Drainage)
COL**PG**04-PUP-01-Site & Detail (Colman **Playground**, 2004, Park Upgrade, Sheet 1, Site Plan & Details)
CH**PP**13-PUP-02-Irrigation (Capitol Hill **P-Patch**, 2013, Park Upgrade, Sheet 2, Irrigation Plan)
LF**CRNA**Y03-PRO-05-Utility (Longfellow **Creek Nature Area**–Yancy, 2003, Pro Park, Sheet 5, Utility Plan)
BG**TR**06-PRO-04-Plan & Profile (Burke-Gilman **Trail**, 2006, Pro Park, Sheet 4, Trail Plan & Profile)
LKW**BL**05-LR-02-Plant (Lake Washington **Blvd**, 2005, Landscape renovation, Sheet 2, Planting Plan)
WLROSE02-IRR-02-Survey (Woodland Park Rose Garden, 2002, Irrigation Renovation, Sheet 2, Survey)
BL**CC**10-CC-A10-Floor (Ballard **Community Center**, 2010, Community Center, Sheet A10, Floor Plan)
LINB**CS**09-PUP-A02-Elevation (Lincoln Park Beach **Comfort Station**, 2009, Park Upgrade, Sheet A02, Elevation)

Jefferson Park, 2002, 9 Hole Golf Loop Trail

JFPK02-9GTR-01-Cover	Cover Sheet
JFPK02-9GTR-02-Survey	Survey
JFPK02-9GTR-03-Demolition	Demolition Plan
JFPK02-9GTR-04-Layout-N	Layout Plan – North
JFPK02-9GTR-05-Layout-S	Layout Plan – South
JFPK02-9GTR-06-Layout-EN	Layout Plan – Enlargement
JFPK02-9GTR-07-Grading-N	Grading Plan – North
JFPK02-9GTR-08-Grading-S	Grading Plan – South
JFPK02-9GTR-09-Grading-EN	Grading Plan – Enlargement
JFPK02-9GTR-10-Planting-ALL	Planting Plan – Overall
JFPK02-9GTR-11-Planting-EN	Planting Plan – Enlargement
JFPK02-9GTR-12-Irrigation	Irrigation Plan
JFPK02-9GTR-13-Detail-Drain	Details – Drainage
JFPK02-9GTR-14-Detail-Paving	Details – Paving
JFPK02-9GTR-15-Detail-Plant Irr	Details – Planting & Irrigation
JFPK02-9GTR-16-Electrical	Electrical Plan

Appendix C - AutoCAD Layering System

Standard and common layers are described in the following chart. Most of these layers will be included in the template drawing files such as DPR36X24.dwt. New layers can be created using the following format for other types of work as needed. The layering system should be followed as closely as possible when creating a new layer. If the project is entirely architectural in nature, use the American Institute of Architects (AIA) layering guidelines.

The standard layers names have up to 10 character that describe the discipline, objects shown on the layer, and type of entities on the layer. This system, used by Parks, is similar to the layering systems used by other City of Seattle Departments.

Layer Names:

Characters 1-2 Category (example)	Characters 3-6 Major Group (example)	Characters 7-10 Minor Group (example)
PV = Paving	ASPH=Asphalt	HATC=hatch

General Category – ARCHITECTURAL

Layer Name	Description	Linetype	Color
AR-CLNG	Ceiling	Continuous	Red
AR-DOOR	Doors	Continuous	Magenta
AR-ELEV	Elevations	Continuous	Yellow
AR-EQPM	Equipment	Continuous	White
AR-FLOR	Floor	Continuous	Cyan
AR-FURN	Furniture	Continuous	Red
AR-GLAZ	Windows	Continuous	Cyan
AR-ROOF-OTLN	Roof - Outline	Dashed	Blue
AR-SECT	Sections	Continuous	White
AR-TEXT-MEDM	Text - Medium	Continuous	Green
AR-WALL	Walls	Continuous	Green

General Category - BORDER

Layer Name	Description	Linetype	Color
BD-IMAG-PICT	Border - Image - Pictures	Continuous	White
BD-INFO-NPLT	Border - Information - Non Plot	Continuous	141
BD-LINE-BOLD	Border - Line - Bold	Continuous	Magenta
BD-LINE-MATC	Border - Match Lines	Dashed	Blue
BD-LINE-SMAL	Border - Line - Small	Continuous	White
BD-LINE-XBLD	Border - Line - Extra Bold	Continuous	Blue
BD-LOGO-PARK	Border - Logo - Park	Continuous	141
BD-NORA-SYMB	Border - North Arrow, other symbols	Continuous	Magenta
BD-TEXT-BOLD	Border - Text - Bold	Continuous	Cyan
BD-TEXT-SMAL	Border - Text - Small	Continuous	White
BD-TEXT-XBLD	Border - Text - Extra Bold	Continuous	Blue
BD-VIEW-PORT	Border - View Ports	Continuous	141

General Category – DEMOLITION & SITE PREPARATION

Layer Name	Description	Linetype	Color
DM-AREA-HATC	Demolition - Area - Hatch	Continuous	Red
DM-AREA-NPLT	Demolition - Area - Non Plot	Continuous	141
DM-FENC-SECU	Demolition - Fence - Security	Dashed	Cyan
DM-FENC-TREE	Demolition - Fence - Tree Protection	Dashed2	Magenta
DM-HAUL-ROAD	Haul Road	Continuous	Blue
DM-LMTS-LINE	Demolition - Limits	DashedX2	Blue
DM-STAG-AREA	Staging Area	Continuous	Blue
DM-TESC-LINE	Temp. Erosion/Sediment Control	Continuous	Green
DM-TEXT-MEDM	Demolition - Text - Medium	Continuous	Green

General Category - DETAILS

Layer Name	Description	Linetype	Color
DT-AREA-HATC	Detail - Area - Hatch	Continuous	Red
DT-AREA-NPLT	Detail - Area - Non Plot	Continuous	141
DT-DIMS-LINE	Detail - Dimensions	Continuous	White
DT-LINE-BOLD	Detail - Line - Bold	Continuous	Cyan
DT-LINE-CENT	Detail - Line - Center	Center	Red
DT-LINE-MEDM	Detail - Line - Medium	Continuous	Green
DT-LINE-SMAL	Detail - Line - Small	Continuous	White
DT-LINE-XBLD	Detail - Line - Extra Bold	Continuous	Blue
DT-LINE-XSML	Detail - Line - Extra Small	Continuous	Red
DT-TEXT-BOLD	Detail - Text - Bold	Continuous	Magenta
DT-TEXT-MEDM	Detail - Text - Medium	Continuous	Green
DT-TEXT-SMAL	Detail - Text - Small	Continuous	White
DT-TEXT-XBLD	Detail - Text - Extra Bold	Continuous	Blue
DT-TEXT-XSML	Detail - Text - Extra Small	Continuous	Red

General Category - ELECTRICAL

Layer Name	Description	Linetype	Color
EL- CONS-SYM	Electrical - All hardware	Continuous	Yellow
EL- ECD-LINE	Electrical - Conduit	Continuous	Green
EL-OVHD-LINE	Electrical - Overhead	Continuous	White
EL-PANL-SYMB	Electrical - Panel	Continuous	Yellow
EL-POLE-LITE	Electrical - Light pole	Continuous	Yellow
EL-POLE-POWR	Electrical - Power pole	Continuous	Green
EL-SCHD-TEXT	Electrical - Schedule - Text	Continuous	White
EL-TEXT-MEDM	Electrical - Text - Medium	Continuous	Green
EL-UNDR-LINE	Electrical - Underground - Line	Continuous	White

General Category - GRADING

Layer Name	Description	Linetype	Color
GR-CONT-MAJR	Grading - Contour - Major	Continuous	Cyan
GR-CONT-MINR	Grading - Contour - Minor	Continuous	Red
GR-CONT-TEXT	Grading - Contour - Text	Continuous	White
GR-ELEV-MARK	Grading - Elevation - Tick mark	Continuous	Red
GR-ELEV-TEXT	Grading - Elevation - Text	Continuous	Red
GR-LMTS-LINE	Grading - Limits	Dashed	Magenta
GR-PROF-EXGD	Grading - Profile - Existing Ground	Dashed	Yellow
GR-PROF-GRID	Grading - Profile - Grids	Continuous	Red
GR-PROF-PRGD	Grading - Profile - Proposed Ground	Dashed	Blue
GR-TEXT-MEDM	Grading - Text - Medium	Continuous	Green

General Category – GAS

Layer Name	Description	Linetype	Color

GS-MAIN-LINE	Gas - High pressure gas main	Center	Blue

General Category - IRRIGATION

Layer Name	Description	Linetype	Color
IR-DRIP-LIN	Irrigation - Drip lines	Dashed2	Green
IR-HEAD-SYMB	Irrigation - Heads	Continuous	Green
IR-LATL-LINE	Irrigation - Lateral line	Continuous	Cyan
IR-MAIN-LIN	Irrigation - Main Line	Continuous	Blue
IR-SLEV-LIN	Irrigation - Sleeves	Dashed	Yellow
IR-TEXT-MEDM	Irrigation - Text - Medium	Continuous	Green
IR-VALV-SYMB	Irrigation - Valves	Continuous	Magenta
IR-WIRE-LINE	Irrigation - Control wires	Dashed	Green

General Category - LEGAL

Layer Name	Description	Linetype	Color
LE-CITY-LMTS	City Limits	Border	165
LE-ESMT-LINE	Legal Easements	Dot	205
LE-LOTS-LINE	Lot Lines and Property lines	Phantom	105
LE-PARK-BNDY	Park Boundary Line	Phantom	Yellow
LE-ROW-LINE	Right of Way	DashedX2	185
LE-SNAM-TXT	Street name	Continuous	205
LE-TEXT-SMAL	Legal - Text - Small	Continuous	White
LE-VAC-LINE	Vacation ordinances	Continuous	185

General Category – LAYOUT

Layer Name	Description	Linetype	Color
LO-BASE-LINE	Layout - Base Line	Center	Blue
LO-DIMS-LIN	Layout - Dimensions	Continuous	White
LO-INFO-NPLT	Layout - Information - Non Plot	Continuous	141
LO-LINE-CENT	Layout - Line - Center	Center	Red
LO-LMTS-LINE	Layout - Limits	Hidden	Blue
LO-OFST-LINE	Layout - Offset Line	Dashed	Green
LO-TEXT-BOLD	Layout - Text - Bold	Continuous	Magenta
LO-TEXT-MEDM	Layout - Text - Medium	Continuous	Green
LO-TEXT-SMAL	Layout - Text - Small	Continuous	White
LO-TEXT-XBLD	Layout - Text - Extra Bold	Continuous	Blue

General Category - PAVING

Layer Name	Description	Linetype	Color
PV-AREA-NPLT	Paving - Area - Non Plot	Continuous	141
PV-ASPH-EDGE	Paving - Asphalt - Edge	Continuous	Cyan
PV-ASPH-HATC	Paving - Asphalt - Hatch	Continuous	Red
PV-CONC-DEMO	Paving - Concrete - Demolished	Continuous	253
PV-CONC-EDGE	Paving - Concrete - Edge	Continuous	Magenta
PV-CONC-HATC	Paving - Concrete - Hatch	Continuous	253
PV-CONC-JONT	Paving - Concrete - Joint	Continuous	252
PV-CURB-EDGE	Paving - Curb - Edge	Continuous	Yellow
PV-LINE-CENT	Paving - Line - Center	Center	Red
PV-PATH-EDGE	Paving - Path - Crushed rock or other	Continuous	Magenta
PV-STAR-LINE	Paving - Stair (concrete or other)	Continuous	Magenta
PV-TEXT-MEDM	Paving - Text - Medium	Continuous	Green

General Category – STORM DRAINAGE

Layer Name	Description	Linetype	Color
SD-CONN-DEMO	Storm drainage - Structures – Demolished	Continuous	253

SD-CONN-SYMB	Storm drainage - Structures	Continuous	Green
SD-CULV-LINE	Storm drainage - Culvert	Continuous	Green
SD-DITC-LINE	Storm drainage - Ditch	Divide2	Cyan
SD-MAIN-LINE	Storm drain - Mainline	Continuous	Blue
SD-PERF-LINE	Storm drain - Perforated line	Dashed	Cyan
SD-TEXT-MEDM	Storm drainage - Text - Medium	Continuous	Green

General Category – SURFACE FEATURES

Layer Name	Description	Linetype	Color
SF-FENC-LINE	Fencing and backstop lines	Fenceline1	Cyan
SF-FURN-SYMB	Site furniture (benches, etc.)	Continuous	Magenta
SF-ROCK-SYMB	Rocks	Continuous	Yellow
SF-SIGN-SYMB	Signage	Continuous	Magenta
SF-TEXT-XSML	Surface Features - Text - Extra Small	Continuous	Red
SF-WALL-LINE	Retaining walls	Continuous	Cyan

General Category – SANITARY SEWER

Layer Name	Description	Linetype	Color
SS-CONN-DEMO	Manholes and all connections - Demolished	Continuous	253
SS-CONN-SYMB	Manholes and all connections	Continuous	Green
SS-LATL-LINE	Sanitary - Laterals	Continuous	Yellow
SS-MAIN-LINE	Sanitary - Main Line	Continuous	Magenta
SS-TEXT-MEDM	Sanitary sewer - Text - Medium	Continuous	Green

General Category - STRUCTURES

Layer Name	Description	Linetype	Color
ST-ABUT-LINE	Structure - abutment	Continuous	White
ST-EQPM-PLAY	Play Equipment	Continuous	White
ST-FOOT-LINE	Footing	Continuous	Red
ST-HDWL-LINE	Headwall	Continuous	Cyan
ST-OUTL-LINE	Structures - Outline	Continuous	Blue
ST-PIER-LINE	Pier or piling	Continuous	White
ST-TEXT-MEDM	Structures - Text - Medium	Continuous	Green

General Category - SURVEY

Layer Name	Description	Linetype	Color
SV-CHCK	Survey - Check shots	Continuous	White
SV-CTRL	Survey - Control	Continuous	Yellow
SV-DESC	Survey - Point Description Attribute	Continuous	Red
SV-ELEV	Survey - Point Elevation Attribute	Continuous	Red
SV-INFO-NPLT	Survey - Information - Non Plot	Continuous	141
SV-PNTS	Survey - Points	Continuous	252
SV-PNUM	Survey - Point Number Attribute	Continuous	252
SV-TEXT-SMAL	Survey - Text - Small	Continuous	White

General Category - TELEPHONE

Layer Name	Description	Linetype	Color
TE-CONS-SYMB	Telephone hardware	Continuous	Green
TE-FBOP-LINE	Fiber Optic Cable	Continuous	Yellow
TE-TELE-LINE	Telephone Cable/Conduit	Center2	White

General Category - TOPOGRAPHY

Layer Name	Description	Linetype	Color
TP-CONT-MAJR	Contour - Major	DashedX2	Red
TP-CONT-MINR	Contour - Minor	DashedX2	253
TP-CONT-TEXT	Contour - Text	Continuous	Red
TP-CREK-EDGE	Creek or stream - Edge	Divide	Cyan
TP-LAKE-EDGE	Lake - Edge	DivideX2	Cyan
TP-LAKE-HATC	Lake - Hatch	Continuous	253
TP-SHOR-LINE	Shore line (salt water)	DivideX2	Cyan
TP-WETL-EDGE	Wetland - Edge	Divide	Cyan

General Category - VEGETATION

Layer Name	Description	Linetype	Color
VG-BEDS-EDGE	Vegetation - Beds - Edge	Dashed	Green
VG-GRCV-EDGE	Vegetation - Groundcover - Edge	Continuous	Green
VG-GRCV-HATC	Vegetation - Groundcover - Hatch	Continuous	Red
VG-PERN-EDGE	Vegetation - Perennials - Edge	Continuous	Red
VG-PERN-HATC	Vegetation - Perennials - Hatch	Continuous	252
VG-PERN-SMAL	Vegetation - Perennials - Small	Continuous	Red
VG-PERN-XSML	Vegetation - Perennials – Extra Small	Continuous	252
VG-SHRB-LARG	Vegetation - Shrubs - Large	Continuous	Cyan
VG-SHRB-MEDM	Vegetation - Shrubs - Medium	Continuous	Green
VG-SHRB-SMAL	Vegetation - Shrubs - Small	Continuous	White
VG-TEXT-MEDM	Vegetation - Text - Medium	Continuous	Green
VG-TREE-DECD	Vegetation - Trees - Deciduous	Continuous	Blue
VG-TREE-EDGE	Vegetation - Trees - Edge Line	Continuous	Green
VG-TREE-EVGN	Vegetation - Trees - Evergreen	Continuous	Blue
VG-TURF-EDGE	Vegetation - Turf - Edge line	Continuous	141
VG-TURF-HATC	Vegetation - Turf - Hatch	Continuous	Green

General Category – WATER MAIN (Potable)

Layer Name	Description	Linetype	Color
WM-FNTN-SYMB	Drinking Fountain	Continuous	Magenta
WM-LATL-LINE	Watermain < 12” diameter	Hidden	Cyan
WM-MAIN-LINE	Watermain > 12” diameter	Hidden	Blue
WM-METR-SYMB	Water Meter	Continuous	Green
WM-TEXT-MEDM	Water - Text - Medium	Continuous	Green
WM-VALV-SYMB	Water main - Valves	Continuous	Green

General Category – SPECIAL LAYERS

Layer Name	Description	Linetype	Color
0	Zero (AutoAUTOCAD Default)	Continuous	White
XR-DWGS	X-ref - Drawings	Continuous	White

Appendix D – Standard Text Styles and Dimension Styles

All text to be on a text layer (-TXT). The standard text styles and dimensioning styles will be set up in the template drawings. Other fonts and dimensioning styles are acceptable as long as they are easy to read. The minimum text height of notes and dimensions to be 0.10 inch as measured in Paper Space. Dimensions shall be on Dimension layers (-DIM). Do not explode dimensions. The following text styles and dimension styles will provide 0.10 inch high text measured in PS and when plotted.

Contents:

- Text Styles in Model Space (MS) and Paper Space (PS)
- Dimension Styles in Model Space (MS)

1. Text Styles in Model Space (MS) and Paper Space (PS)

Typical uses in MS: plan specific or detail notes, spot elevations, detail call outs, etc. Typical uses in PS: general notes (i.e. Demolition, TESC, Planting Notes – other blocks of notes), drawing subtitles or labels, etc. Text styles will result in specific different plotted heights per the chart below. You may add different heights as needed for your specific drawing using similar nomenclature.

Text Style names use the following pattern:

Drawing Units-	**Font Abbreviation**	**Plotted Height-**	**Plotted Scale**
D-	**SIMP**	**100-**	**10**

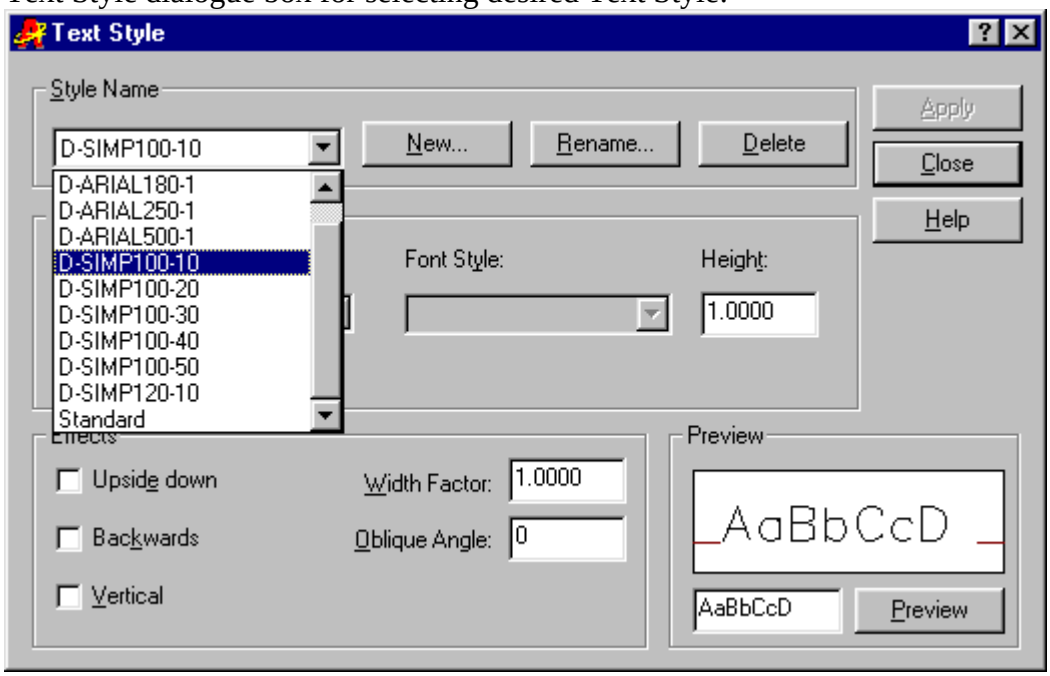
- *Drawing Units* are the units of the template file you are using.
- *Font Abbreviation* is a shortened version of the name so you can easily compare fonts and maintain consistency within the drawing.
- *Plotted Height* is the final output height of the text measured in 1/1000 of an inch. For example D-SIMP100-X, the "100" is 100/1000 inch or 0.10 inch. D-SIMP125-X, the "125" is 125/1000 inch or 0.125 inch. These are equivalent to the font "point" system – i.e. 0.10 inch =10 pt. or 0.12 inch =12 pt. as used in a Word document.
- *Plotted Scale* is the drawing scale in which you will produce your final output drawing. For example, typical site plans may be at 10, 20 or 30-scale.

This lists the text styles in the Decimal Units template drawing

Typical Model Space Text Styles				
Text Style Name	Drawing Template Units	Font	Final Plotted Text Height	Final Plotted Scale
D-SIMP100-10	Decimal	Simplex	0.10 inch	1"=10'-0"
D-SIMP100-20	Decimal	Simplex	0.10 inch	1"=20'-0"
D-SIMP100-30	Decimal	Simplex	0.10 inch	1"=30'-0"
D-SIMP100-40	Decimal	Simplex	0.10 inch	1"=40'-0"
D-SIMP100-50	Decimal	Simplex	0.10 inch	1"=50'-0"
D-SIMP120-10	Decimal	Simplex	0.12 inch	1"=10'-0"

Typical Paper Space Text Styles				
Text Style Name	Drawing Template Units	Font	Final Plotted Text Height	Drawing Scale Always 1:1 in Paper Space
D-SIMP100-1	Decimal	Simplex	0.10 inch	1”=1”
D-ARIAL100-1	Decimal	Arial	0.10 inch	1”=1”
D-ARIAL120-1	Decimal	Arial	0.12 inch	1”=1”
D-ARIAL180-1	Decimal	Arial	0.18 inch	1”=1”
D-ARIAL240-1	Decimal	Arial	0.24 inch	1”=1”
D-ARIAL500-1	Decimal	Arial	0.50 inch	1”=1”

Text Style dialogue box for selecting desired Text Style:



2. Dimension Styles in Model Space (MS)

Use the dimension styles below with the corresponding text styles to produce drawing sheets with consistent fonts. Do not dimension in paper space. *All styles will result in 0.10 inch height plotted text and numbers.*

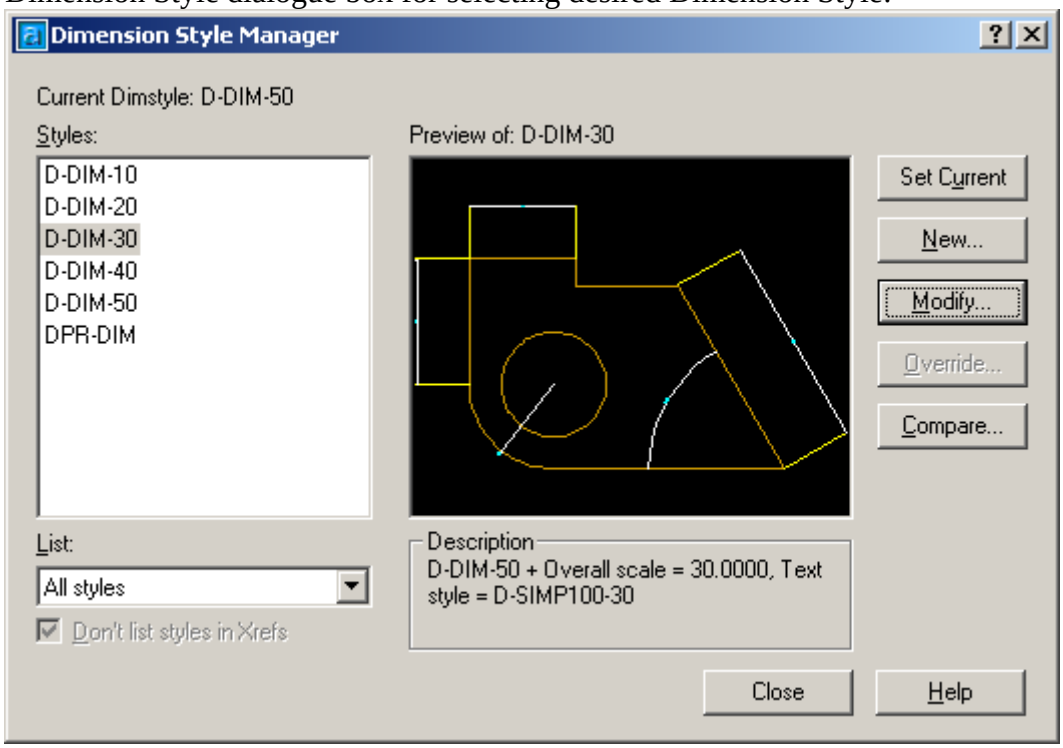
Dimension style names use the following pattern:

Drawing Units-	**Function**	**Plotted Scale**
D-	**DIM-**	**10**

- *Drawing Units* are the units of the template file you are using. D- is for decimal.
- *Function* is what the style is chosen for. DIM- is for dimensioning.
- *Plotted Scale* is the drawing scale in which you will produce your final output drawing. For example, typical site plans may be at 10, 20 or 30-scale.

Typical Dimension Styles		
Dimension Style	Corresponding Text Style	Final Plotted Scale
D-DIM-10	D-SIMP100-10	1”=10’-0”
D-DIM-20	D-SIMP100-20	1”=20’-0”
D-DIM-30	D-SIMP100-30	1”=30’-0”
D-DIM-40	D-SIMP100-40	1”=40’-0”
D-DIM-50	D-SIMP100-50	1”=50’-0”

Dimension Style dialogue box for selecting desired Dimension Style:



END OF SECTION