

COUNTY BOARD FACTSHEET

TO : County Clerk: Attn: Kelly Lundgren
FROM : David R. Cary, Director of Planning
RE : **County Text Amendment No. 17014**
(Amend Lancaster County Zoning and Subdivision Regulations – Computer-Aided Design/Drafting Standards for Subdivision Submittal)

DATE : December 20, 2017

1. This text amendment and the associated City Text Amendment No. 17013 appeared on the Consent Agenda of the Planning Commission on December 6, 2017; however, both applications were removed for a separate public hearing.
2. Attached are the Planning staff report (pp.1-16) and the minutes of the Planning Commission (pp.17-19) on **County Text Amendment No. 17014**, requested by the Lincoln-Lancaster County Planning Director, to amend the Lancaster County Zoning and Subdivision Regulations, by amending Section 7.02 and Section 8.05 of the Lancaster County Subdivision Regulations, and Section 14.013 of the Lancaster County Zoning Regulations for Computer Aided Design/Drafting Standards for Subdivision Submittal as maintained by the Lancaster County Engineer. The proposed revisions are found on (pp.8-16).
3. The staff recommendation of approval is based upon the Analysis as set forth on (p.2), concluding that requiring a CAD file will allow for automated checking of many of the manual processes currently in place. Many City and County agencies already have CAD standards as part of their submittal process, and subdivision files very much lend themselves to this process as well.

It is intended to help improve internal review, and thus should help provide a better, more publically accessible product in a faster timeframe. This should benefit both internal public systems, and also the development community and the public at large. The staff presentation is found on pp.17-18.
4. The testimony of proponents is found on (p.18). There was no testimony in opposition. Staff discussion with the Planning Commission is found on (pp.18-19).
5. On December 6, 2107, the Planning Commission agreed with the staff recommendation and voted 9-0 to recommend approval. The Planning staff is scheduled to brief the County Board on this item at their regular staff meeting on Thursday, January 4, 2018, at 9:45 a.m., in Room 113 of the County-City Building, 555 South 10th Street, Lincoln, Nebraska.
6. The associated City Text Amendment No. 17013 is scheduled for public hearing before the Lincoln City Council on January 22, 2018, at 3:00 p.m.

If you need any further information, please let me know (402-441-6365).

cc: County Board
David Derbin, County Attorney's Office
Pam Dingman, County Engineer

Ann Taylor, County Commissioners
Brian Will, Planning
Kerry Eagan



LINCOLN/LANCASTER COUNTY PLANNING COMMISSION STAFF REPORT

FROM THE LINCOLN/LANCASTER COUNTY PLANNING DEPARTMENT, 555 S. 10TH STREET, SUITE 213, LINCOLN, NE 68508

APPLICATION NUMBER
Text Amendment #17014

FINAL ACTION?
No

SECTIONS TO BE AMENDED
Lancaster County Subdivision Regulations
Lancaster County Zoning Regulations

PLANNING COMMISSION HEARING DATE
December 6, 2017

RELATED APPLICATIONS
None

RECOMMENDATION: APPROVAL

BRIEF SUMMARY OF REQUEST

This is a request to modify the Lancaster County Zoning and Subdivision regulations to include the requirement that CAD (computer-aided design/drafting) files be submitted for certain subdivision and zoning applications. Specifically, final plat drawings will be required to be submitted using CAD files. For preliminary plats and community unit plans, CAD files will only be required to be submitted for the boundary survey and street centerline information.

JUSTIFICATION FOR RECOMMENDATION

Requiring a CAD file will allow for automated checking of many of the manual processes currently in place. Many City and County agencies already have CAD standards as part of their submittal process, and subdivision files very much lend themselves to this process as well.

It is intended to help improve internal review, and thus should help provide a better, more publically accessible product in a faster timeframe. This should benefit both internal public systems, and also the development community and the public at large.

APPLICATION CONTACT

Jeff McReynolds, (402)-441-6155
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STAFF CONTACT

Brian Will, (402) 441-6362
bwill@lincoln.ne.gov

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Comprehensive Plan calls for City and County to expand the information technology infrastructure, and to endorse efforts that integrate information technology into the delivery of services to the community. The Plan also encourages both the integration and enhancement of technology to facilitate efficiencies for the public, the development community, and local government. This text amendment is consistent with the goals of the Comprehensive Plan, helps the City and the County operate more efficiently, and helps provide the public and development community with better information and services.

KEY QUOTES FOR THE 2040 COMPREHESIVE PLAN

Pg 11.23 - Information Technology - The City of Lincoln and Lancaster County promote the integration of information technology throughout the community by their use of technologies in the business of local government. Examples of such activities include: City and county departments, in partnership with other agencies, have created an extensive system of digital geographic information that includes hundreds of layers of information on features such as natural resources, topographic features, land use, structures, floodplains, jurisdictional boundaries, and infrastructure. A broad assortment of digital imagery – i.e., photographs, permit and property information – is also included in this GIS information base.

Pg. 11.24 - Strategies for Information Technology

- Support efforts to maintain, expand, and upgrade the community's information technology infrastructure.
- Further the cooperation between the City and County and local universities and colleges in applying information technology throughout the community.
- Endorse the on-going cooperation of City, County, and State governments to integrate information technology in the delivery of their services to the community.
- Investigate means for expanding the maintenance, development, and application of Geographic Information Systems data among public and private sector users.

ANALYSIS

1. This is a request to modify the Lancaster County Zoning and Subdivision regulations to include the requirement that CAD (computer-aided design/drafting) files be submitted for certain subdivision and zoning applications. Specifically, final plat drawings will be required to be submitted using CAD files. For preliminary plats and community unit plans, CAD files will only be required to be submitted for the boundary survey and street centerline information.
2. At the time of application for a preliminary plat, final plat, or community unit plan, the appropriate CAD file will be submitted in addition to the PDF files. The CAD standards are already in place and available online at the County/City website. A copy of the standards is attached.
3. The intent is to improve the timeliness and accuracy of the updates to the City and County digital representation of legal lots, rights-of-way, and property ownership. This information is used by all levels of government, the development community, and the public at large.
4. Reviewing agencies will be able to overlay CAD files in existing mapping systems and conduct reviews with digital accuracy. This is in contrast to the current system where the ability to overlay does not exist, and as a result the high level of electronic accuracy cannot be achieved as with CAD submittal.
5. Several meetings were held among staff and affected members of the development community to discuss this issue. The original proposal was to require digital submittal for all applications. During the last meeting among staff and members of the development community held on October 11, 2017, it was the consensus of those in attendance to revise the proposal to the one reviewed by this report. However, the original proposal to require all applications to include a digital submittal will be reviewed again with the development community at some future date.
6. An amendment to accomplish the same goal is also in process to amend Titles 26 and 27 of the Lincoln Municipal Code. The intent is for both Lancaster County and the City of Lincoln to adopt and adhere to the same standards.

Prepared by

Brian Will, Planner
November 21, 2017

F:\DevReview\TX\17000\TX17014 CAD Standards.bjw.docx

The following amendments are proposed for both Lancaster County and the City of Lincoln Zoning and Subdivision Regulations.

They are being proposed to do two things: First, to require boundary surveys and street centerlines for submittals for preliminary plats, use permits, planned unit developments, community unit plans to be submitted consistent with the CAD File Submittal Standards.

Second, to require final plats to be submitted consistent with the CAD File Submittal Standards.

COUNTY

County Subdivision Regulations

Preliminary Plat

7.02(f) A Computer-Aided-Design (CAD) file representing only the preliminary plat boundary survey and street centerlines shall be submitted that complies with the CAD Standards for Subdivision Submittal maintained by the Lancaster County Engineer.

Final Plat

8.05(c) CAD submittal Standards
(a) A Computer-Aided-Design (CAD) file representing all information being submitted that complies with the CAD Standards for Subdivision Submittal maintained by the Lancaster County Engineer.

County Zoning Regulations

Community Unit Plan

14.013(p) A Computer-Aided-Design (CAD) file representing only the preliminary plat boundary survey and street centerlines shall be submitted that complies with the CAD Standards for Subdivision Submittal maintained by the Lancaster County Engineer.

CITY

LMC Title 26

Preliminary Plat

26.15.030(e) A Computer-Aided-Design (CAD) file representing only the preliminary plat boundary survey and street centerlines shall be submitted that complies with the CAD Standards for Subdivision Submittal maintained by the Public Works and Utilities Department.

Final Plat

26.19.031 CAD submittal Standards
(a) A Computer-Aided-Design (CAD) file representing all information being submitted shall that complies with the CAD Standards for Subdivision Submittal maintained by the Public Works and Utilities Department.

LMC Title 27

Use Permits

27.64.010(c) A Computer-Aided-Design (CAD) file representing only the preliminary plat boundary survey and street centerlines shall be submitted that complies with the CAD Standards for Subdivision Submittal maintained by the Public Works and Utilities Department.

Community Unit Plan

27.65.070(p) A Computer-Aided-Design (CAD) file representing only the preliminary plat boundary survey and street centerlines shall be submitted that complies with the CAD Standards for Subdivision Submittal maintained by the Public Works and Utilities Department.

Planned Unit Development

27.60.020(c) A Computer-Aided-Design (CAD) file representing only the preliminary plat boundary survey and street centerlines shall be submitted that complies with the CAD Standards for Subdivision Submittal maintained by the Public Works and Utilities Department.

Overview

The City of Lincoln/Lancaster County has adopted geographic information system (GIS) technologies to store, manage and maintain geospatial –related data. The majority of the private engineering community utilizes computer aided design/drafting (CAD) tools for the creation of data such as subdivisions, water systems, storm drains, rights-of-way, pavement edges, etc. It is the goal of the City/County to expedite the review process by applying standards to the submittal of CAD and GIS data.

This document shall be considered the Standard for which contractors submitting data shall abide by. Data that does not adhere to these standards may be rejected by the City of Lincoln as inappropriate for use.

CAD\GIS Data Standards - Coordinate System

All geospatial data shall be submitted in the following Lancaster County Low-Distortion coordinate system, more defined as follows;

Projection:	Transverse (UTM)
Units:	U.S. Survey Feet
Spheroid:	GRS80
Datum:	NAD83
Scale Factor:	1.000054615
Central Meridian:	-96 41 17
Projection Origin:	40 15 00
False Northing – meters:	0.0
False Easting – meters:	50000
Vertical Datum:	NAVD88

CAD\GIS Data Standards - Format

Geospatial data shall be submitted in a format compatible with the City of Lincoln/Lancaster County’s GIS system. Acceptable formats are as follows;

1. ESRI Geodatabases (file or personal)
2. MicroStation .DGN (v8 and above)
3. AutoCAD .DWG

CAD Layering/Level Standard Naming Convention

The Layer/Level Naming standards listed below are a subset of the City of Lincoln\Lancaster County CADD standard specific to the submittal of subdivision plats, located at - <http://lincoln.ne.gov/city/pworks/engine/dconst/standard/cadd/pdf/level.pdf>.

Geodatabase Layer	CAD Layer Names	Color	Weight	LineStyle
Type5_Subdivisions.Type5Arcs	SUB-Subdivision	119	4	6
Type6_LotsUnits.Type6Arcs	SUB-Lot_Line	201	1	0
Type6_LotsUnits.Type6Arcs_R	SUB-ROW	66	3	0
StreetCenterline	SUB-Centerline	3	3	4
Type9_Encumbrances_BlanketUtility.Type9Arcs_BU	SUB-Easement_BlanketUtility	192	1	1
Type9_Encumbrances_Conservation.Type9Arcs_C	SUB-Easement_Conservation	192	1	1
Type9_Encumbrances_Electric.Type9Arcs_E	SUB-Easement_Electric	192	1	1
Type9_Encumbrances_Flood.Type9Arcs_F	SUB-Easement_Flood	192	1	1
Type9_Encumbrances_IngressEgress.Type9Arcs_IE	SUB-Easement_IngressEgress	192	1	1
Type9_Encumbrances_SanitarySewer.Type9Arcs_SS	SUB-Easement_SanitarySewer	192	1	1
Type9_Encumbrances_StormWater.Type9Arcs_SW	SUB-Easement_StormWater	192	1	1
Type9_Encumbrances_Utility.Type9Arcs_U	SUB-Easement_Utility	192	1	1
Type9_Encumbrances_WasteWater.Type9Arcs_WW	SUB-Easement_WasteWater	192	1	1
Type9_Encumbrances_WaterMain.Type9Arcs_WM	SUB-Easement_WaterMain	192	1	1
	Annotation Layer Names			
	SUB-Street_Txt_Name	64	0	0
	SUB-Subdivision_Txt_Name	0	0	0
	SUB-Subdivision_Txt_Dim	0	0	0
	SUB-BlockNumber_Txt	3	0	0
	SUB-Lot_Txt_Number	68	0	0
	SUB-Lot_Txt_Dim	0	0	0
	SUB-Streets_Txt_CurveData	0	0	0
	SUB-Subdivision_Txt_CurveData	0	0	0
	SUB-Lot_Txt_CurveData	0	0	0
	SUB-Easement_Txt	64	0	0

CAD File Submittal - Accuracy

All references to accuracy of the subdivision plat shall refer to the Lincoln Municipal Code, Chapter 26.19, as well as the County Zoning Regulations. Links to these are provided below;

<http://lincoln.ne.gov/city/attorn/lmc/ti26/ch2619.pdf>

and

<http://lincoln.ne.gov/city/plan/dev/zoning/stratreg/sub8.pdf>

CAD File Submittal - Supplemental Information

Line work Details;

All line work shall be represented by single part line segments consisting of a starting point, and an ending point only. Multiple vertex polylines are not allowed.

Annotation Details;

Each segment included in the submittal shall be dimensioned to the 1/100th of a foot (X.XX'), and shall be denoted as either a Platted Distance or a Measured Distance. This shall be defined as placing a (M) for 'measured', or a (P) 'platted' behind the corresponding distance.

For example - 131.49'(P) 131.58'(M) or 131.50 (M&P)

Note: All Curve Data shall consist of information regarding any curve on a property, boundary, or centerline. Curve data shall include all of the following;

- a. Radius
- b. Angle
- c. Tangent
- d. Length
- e. Chord Distance
- f. Chord Bearing

All points must be stored as a "POINT" feature, or a "Block Reference" or a "Cell" with the insert point of the feature being the centroid.

CAD File Submittal - Template Files for Download

A listing of files which can be downloaded and used as templates is found below;

City2DSubdivision.dgn – MicroStation V8 seed file

City2DSubdivision.dwg – AutoCAD v2013 template file

City2DSubdivision.prj - ESRI Projection File

City2DSubdivision.zip – zip file containing an ESRI File Geodatabase

All files can be found at – http://lincoln.ne.gov/cad_standards/

1 **Lancaster County Zoning Resolution**

2

3 14.013 Form of Community Unit Plan. A plot plan shall be accurately, clearly and legibly drawn
4 on tracing cloth or mylar in a sufficient size and scale to show the details of the plan clearly and
5 shall contain the following information:

6 a) A surveyor's certificate certifying the accuracy of the boundary survey shown thereon
7 and a certificate for showing the Planning Commission's approval or disapproval, and a certificate
8 for the County Clerk to show the approval or disapproval by the Planning Commission, including
9 the date and resolution number; (Resolution No. R-11-0023, March 29, 2011)

10 b) Date prepared, north point, scale of plot plan and location of section lines and section
11 corners;

12 c) Contour lines at intervals not to exceed five (5) feet based on County data. Spot
13 elevations on a 100-foot grid shall be required to fully indicate the topography on flat land;

14 d) Locations, name, tangent lengths, center line radius of each curve and its interior angle
15 and width of all proposed and existing streets, highways, private roadways and other public ways
16 within and adjacent to the development;

17 e) Locations and widths of all existing and proposed easements for drainage, sewers and
18 other public utilities and if appropriate, access easements;

19 f) Location, width and direction of flow of all watercourses in and adjacent to the
20 community unit plan, including the limits of the flood plain and floodway as defined in Article 11;

21 g) The location and size of all existing and proposed sanitary and storm sewers, culverts,
22 water mains, fire hydrants and existing power lines and other underground structures or cables
23 within the tract of land and adjacent streets;

1 h) All lot lines, building setback lines for all lots, dimensions of all lot lines and building
2 envelope lines. Chord distance shall be shown for lot lines abutting curvilinear streets;

3 i) Lot numbers shall begin with the number (1) and shall continue consecutively through a
4 block with no omission or duplication. Blocks shall be numbered in the same manner. Letters shall
5 be used to designate outlots in alphabetical order;

6 j) Proposed areas for parks and playgrounds. Any parcels other than streets which are to be
7 dedicated or reserved for public use shall be clearly shown and said parcels shall be designated as
8 outlots and assigned an alphabetical designation;

9 k) The location of all proposed and existing sidewalks, walkways and other pedestrian
10 ways;

11 l) Location, height and uses of proposed and existing buildings with an indication as to
12 whether an existing building is to be removed or to remain;

13 m) A certified accurate boundary survey showing sufficient linear, angular and curve data
14 to determine the bearing and length of all boundary lines of the community unit plan. Where the
15 tract of land abuts on an existing plat, the distances, angles and bearing of any common lines be
16 shown and any differences in measurement, noted. The total calculated acres within the boundaries
17 of the community unit plan shall be shown;

18 n) The following data shall be shown on each sheet of the community unit plan:

19 1) The name of the community unit plan;

20 2) The name, address and telephone number of the person or company responsible
21 for preparation of the community unit plan;

22 3) North arrow, scale, date;

1 4) Sheet number and the total number of sheets comprising the community unit
2 plan;

3 o) Accompanying the community unit plan, the following information shall be submitted
4 to the Planning Department with the number of copies requested by the Planning Director:

5 1) Name, address and telephone number of developer;

6 2) Certified record owner or owners and their addresses;

7 3) Legal description of the proposed community unit plan, including the number of
8 acres;

9 4) Statement of present zoning and proposed use or uses of the property;

10 5) Profiles along the center line of the proposed streets and private roadways which
11 show the existing ground surface elevations and the proposed street grades
12 including the length of vertical curves between changes in grade with the profiles
13 for stub streets ending at the boundary of the community unit plan to be extended
14 three hundred (300) feet beyond the limits of the community unit plan into
15 subdivided and unsubdivided land;

16 6) The proposed method of providing sanitary sewer service to the area:

17 i. If a public or community sewage system is established, the size and
18 location of all proposed sanitary sewers the proposed manhole locations,
19 any necessary extension to the existing public system or to the proposed
20 community sewage treatment facility, and the location of the proposed
21 community sewage treatment facility;

22 ii. If the use of individual sewage disposal systems is permitted pursuant to
23 Resolution No. 2382 and amendment thereto of Lancaster County, plans for

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the proposed disposal system and its location on each lot must be shown. If a septic tank system is proposed, soil and percolation data and plans which show the location of one main subsurface disposal field for each lot which is proposed to be served by a septic tank system shall be shown.

7) The proposed method of providing an adequate potable water supply:

- i. If a public or community water system or rural water district is used, the location and size of all proposed water mains, the proposed hydrant locations and any necessary extension of the proposed system to existing water mains or to a proposed community well, the location of the proposed community well, and the type of water treatment to be used;
- ii. If a community water system other than a rural water district is proposed, data on the quantity and quality of the water shall be obtained from a test well within the immediate vicinity of the proposed water supply well. If an individual water well system for each lot is proposed, data on the quantity and quality of the water shall be obtained from test wells which shall be drilled on the ratio of one to each ten (10) acres on a grid system. The results of these preliminary tests shall in no way be construed to guarantee the quantity or quality of water to individual lots in the proposed community unit plan and the data obtained from these tests shall not be used to imply that an adequate quantity or acceptable quality of water is available in the proposed community unit plan.

1 8) A drainage study prepared in accordance with any approved Storm Sewer Design
2 Standards of the County on file with the County Clerk. The following items must
3 be included in the drainage study:

4 i. A map showing the drainage area and resulting runoff from any land lying
5 outside the limits of the community unit plan which discharges storm water
6 runoff into or through the community unit plan;

7 ii. A map showing all internal drainage areas and resulting runoff;

8 iii. Proposals as to how the computed quantities of runoff will be handled;

9 9) A map or an aerial photograph showing the proposed streets, private roadways,
10 driveways, parking areas, building and lots which includes the location and
11 identifies, by common name, all existing trees within the area of the community
12 unit plan. Single trees which are three (3) inches in caliper or larger measured five
13 (5) feet above the ground must be shown. However if the five (5) or more trees are
14 located so that each end is within approximately ten (10) feet of the edge of another
15 tree, they will be considered a tree mass and the outline of the tree mass may be
16 shown with a list of the common names of the trees which are within the tree mass.
17 If the above-stated procedure is followed, the individual location of each tree within
18 the tree mass is not necessary. An indication shall be made on the map showing
19 which trees or tree masses are to remain and which trees or tree masses are to be
20 removed;

21 10) A vicinity sketch showing the general location of the community unit plan in
22 relation to existing streets, section lines and county limits;

1 11) Site grading plan showing existing and proposed contour lines with intervals at
2 no greater distance than five (5) feet, and if necessary, spot elevations showing
3 complete proposed grading of the community unit plan. Also, cross-sections may
4 be required showing existing and proposed ground lines and buildings. Information
5 as to where fill will be obtained and the amount of the fill shall be included if all or
6 part of the property is located within the flood plain as defined in Article 11. If the
7 proposed location from which said fill is obtained is later to be changed, the
8 developer shall inform the County Board of the location of the proposed new
9 borrow area and obtain approval thereof from the County Board;

10 12) All deviations from the provisions of this article shall be fully set forth and
11 reasons given for said deviations;

12 13) In the event that said real property is located within a flood plain, the developer
13 shall comply with all requirements pertaining to flood plains contained in the
14 Lancaster County Code and applicable state statutes.

15 p) A Computer-Aided-Design (CAD) file representing only the preliminary plat boundary
16 survey and street centerlines shall be submitted that complies with the CAD Standards for
17 Subdivision File Submittal maintained by the Lancaster County Engineer and City of Lincoln
18 Public Works and Utilities Engineering Services.

1 **Lancaster County Subdivision Resolution**

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3 **Sec. 7.02. INFORMATION ON OR ACCOMPANYING A PRELIMINARY PLAT.** The
4 following required information shall be identified and shown on the preliminary plat or on
5 accompanying sheets:

6 (a) Centerline profiles in NAVD 1988 of all existing and proposed streets and private
7 roadways within and adjacent to the subdivision. The profile shall show points of intersection with
8 all other streets and private roadways, stationing, the existing ground surface elevations, the
9 proposed street grades, the length of vertical curves between changes in grade, and the profiles and
10 horizontal alignment of temporary dead-end streets extending three hundred (300) feet beyond the
11 limits of the subdivision. (Resolution No. R-3, December 30, 1999)

12 (b) A drainage study in NAVD 1988. When utilizing National Geodetic Vertical Datum
13 1929 (NGVD 1929) based flood elevations from FEMA floodplain maps, 0.50 feet shall be added
14 to NGVD 1929 to obtain NAVD 1988, unless a more accurate conversion factor using an
15 established conversion program is demonstrated to the satisfaction of the County Engineer. The
16 drainage study shall include the following: (Resolution No. R-3, December 30, 1999)

17 (1) A topographic map showing the drainage area and resulting runoff from all
18 land lying outside the limits of the preliminary plat which discharges storm water runoff into or
19 through the plat.

20 (2) A topographic map showing proposed contour lines and all subdrainage areas
21 and resulting runoff within the limits of the preliminary plat.

22 (3) Directional flow arrows for surface drainage along all lot lines where:

23 i. The flow from one acre or more discharges along a common lot line; and

1 ii. The finished grade of the lot is proposed to be two percent (2%) or less.

2 The drainage study map shall provide sufficiently detailed information to determine the proposed
3 slope along all lot lines.

4 (4) The size and location of the pipes, ditch liners, and other drainage facilities
5 required to adequately drain the subdivision.

6 (5) A copy of the drainage computations.

7 (c) The location, size, and common name of all existing trees within and adjacent to the
8 subdivision. The location of the trees may be shown on an aerial photograph with the proposed
9 streets and lots accurately shown thereon. All existing trees which measure three (3) inches or
10 more in caliper five (5) feet above the ground shall be shown and each tree identified with its
11 common name. However, if five (5) or more trees are located so that each is within approximately
12 ten (10) feet of the edge of another tree, they may be considered a tree mass and the outline of the
13 tree mass shall be shown, with a list of the common name of the trees which are within the tree
14 mass and their general grouping. If this procedure is followed, the individual location of each tree
15 within the tree mass is not necessary. An indication shall be made on the map showing which trees
16 or tree masses are to remain and which trees or tree masses are to be removed.

17 (d) A vicinity sketch showing the general location of the preliminary plat in relation to
18 existing streets and section lines.

19 (e) Notwithstanding (a) and (b) above, centerline profiles and drainage studies submitted
20 before March 1, 20-00 may be submitted in NAVD 1988 or in City datum or other datum as
21 approved by the County Engineer. (Resolution No. R-3, December 30, 1999)

22 (f) A Computer-Aided-Design (CAD) file representing only the preliminary plat boundary
23 survey and street centerlines that complies with the CAD Standards for Subdivision File Submittal

1 maintained by the Lancaster County Engineer and City of Lincoln Public Works and Utilities
2 Engineering Services.

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4 **Sec. 8.05. ADDITIONAL INFORMATION REQUIRED.** Accompanying the final plat
5 submittal, the following information shall be submitted:

6 (a) a statement from the subdivider indicating:

7 (1) Any interest the subdivider has in the land surrounding the final plat and the
8 nature of such interest.

9 (2) The name, telephone number, mailing address of the subdivider, record owner,
10 and any other person the subdivider may want informed of the final plat process, and any person
11 who has the authorization to act on behalf of the subdivider. (December 10, 2013, Resolution No.
12 R-13- 0070).

13 (b) a Computer-Aided-Design (CAD) file representing all information being submitted that
14 complies with the CAD Standards for Subdivision File Submittal maintained by the Lancaster
15 County Engineer and City of Lincoln Public Works and Utilities Engineering Services.

TEXT AMENDMENT NO. 17013 AND COUNTY TEXT AMENDMENT NO. 17014

TEXT AMENDMENT NO. 17013, TO AMEND TITLES 26 AND 27 OF THE LINCOLN MUNICIPAL CODE FOR CAD (COMPUTER AIDED DESIGN/DRAFTING) STANDARDS FOR SUBDIVISION SUBMITTAL.

December 6, 2017

Members present: Beckius, Corr, Edgerton, Finnegan, Harris, Hove, Joy, Washington, and Scheer.

Staff recommendation: Approval.

AND

COUNTY TEXT AMENDMENT NO. 17014, TO AMEND THE LANCASTER COUNTY ZONING AND SUBDIVISION REGULATIONS FOR CAD (COMPUTER AIDED DESIGN/DRAFTING) STANDARDS FOR SUBDIVISION SUBMITTAL.

December 6, 2017

Members present: Beckius, Corr, Edgerton, Finnegan, Harris, Hove, Joy, Washington, and Scheer.

Staff recommendation: Approval.

There were no ex parte communications disclosed.

Staff Presentation: Brian Will of the Planning Department stated these two items are identical changes moving forward to either City Council or County Board, if approved today. Under the amendment, CAD files will be required as part of application submittal for preliminary plats, final plats, special permits, use permits, and CUPs. As it is today, electronic submissions are PDF files which are difficult to modify. The CAD file will provide a usable file that can be overlaid and commented upon as part of the review process.

Pam Dingman, County Engineer, said that she and **David Young, Public Works Department,** have been collaborating on this for two years, along with the Planning Department and the County Assessor. This is a modern and efficient way to handle the plats. Currently, paper copies of plans might go back and forth several times to make sure things are correct, which is important for legal boundaries. They are entered and reentered several times along the way and in some cases, they have to be corrected with an affidavit. This new process will significantly reduce review time.

David Young, Public Works, said that in 2012, the City and County task force looked for opportunities to work together by using the same software and standards and to share the agreements and costs. By doing the review with electronic files, we hope to go from a 14-day process to a 1-day process. Omaha currently uses this system.

Finnegan asked if the development community had input. Dingman said yes, and there are a couple here today to speak. Young added that there is no other change to the process other than accepting the electronic documents.

Hove asked if the cost of implementation has been budgeted for. Dingman said this is an effort to create more efficiency within the existing system, so it is up to staff to find efficiencies. Overall, it will amount to a cost savings.

Proponents:

1. **Brad Marshall, Olsson Associates**, said Olsson Associates has been working with the County and City on CAD standards and very much appreciates the involvement of the development community as they submit many documents. This is an upgraded system and will make it easier and faster. Personnel time will also be saved. A test run of the system went very smoothly.

Corr asked if this causes any changes to current practices. Marshall said it does not create much work. As consultants, each firm has their own standards and practices. Everyone has been cooperative to make sure it is not too difficult for each to meet practice standards.

Washington mentioned concerns about the potential for loss of proprietary information. Marshall said that from a business perspective, everything we do could be proprietary so we worked carefully deciding what information will be shared.

There was no testimony in opposition.

Staff Questions:

Washington asked if there are any developers who do not submit drawings, whether CAD or PDF files. She wondered if hand-drawn plans are ever submitted. Will said not for the types of applications these rules would apply to.

Washington asked what steps staff will take to make sure the City and County do not give out proprietary information to others. Will said that issue was specifically addressed. The text says that only final plat and boundary survey will be shown.

Washington noticed the staff note that a bigger proposal will come forward in the future. Will said there are other issues that will be revised. Young said this is the first, incremental step and it will allow issues to be solved as they come up.

TEXT AMENDMENT. 17013

ACTION BY PLANNING COMMISSION:

December 6, 2017

Finnegan moved for approval, seconded by Corr.

Washington expressed her appreciation for the small steps being taken to save money.

Corr thanked staff and developers for working together and investing so much time. This will be a valuable tool.

Scheer expressed his appreciation for the incremental steps being taken.

Motion carried, 9-0: Beckius, Corr, Edgerton, Finnegan, Harris, Hove, Joy, Washington, and Scheer voting 'yes'.

Note: This is a recommendation to the City Council.

TEXT AMENDMENT: 17014

ACTION BY PLANNING COMMISSION:

December 6, 2017

Finnegan moved for approval, seconded by Joy and carried, 9-0: Beckius, Corr, Edgerton, Finnegan, Harris, Hove, Joy, Washington, and Scheer voting 'yes'.

Note: This is a recommendation to the County Board.