As part of Stafford County's ongoing effort to speed up the tax mapping and 911 mapping processes, reduce errors, and increase efficiency, the County has standards for digital submission of plats. Digital files are now required at the **Subdivision Preliminary Plan** stage. Submissions are needed with the initial application and an updated file for each subsequent submission. The submission requirements listed below are very similar to the standards published by the Engineers and Surveyors Institute in October 1998.

Only the following file formats will be accepted on CD/DVD, or as an attached email sent to gis@staffordcountya.gov

1. CAD file (.DWG or .DXF),
2. ESRI shapefile or geodatabase

Mandatory requirements for digital submission must include the following:

- Only one file submitted, not multiple pages
- The name of the file(s) and date of the submission will be written on the outside of the media.
- Plats and plans will be oriented in space, using the above said control points to Virginia State Plane Coordinates, North Zone, NAD 83 HARN to match the county's GIS data projection. Also, State Plane Coordinates must exist for at least four corners of the plat.
- Annotations must have road names and lot numbers.
- All digital line types will be solid, continuous, and snapped at intersections.