



County Assessor's AutoCAD File Submittal Requirements

In order to expedite the Assessor Parcel Number (APN) assignments, a geo-referenced CAD file containing specific layers is required. A geo-referenced CAD file tying, or referenced to, Pinal County's GIS control network allows us to properly import and place the CAD drawing in the correct location within our GIS. Below are the requirements for CAD file submittal in addition to some resources to help you meet them. Processing will not continue unless all requirements are met.

CAD File Submission Requirements

Compact Disc (CD) Containing;

- Geo-referenced CAD drawing using Pinal County control points. **Use at least 2 control points.**

Resources

- Pinal County Control Network (PDF)
<http://pinalcountyz.gov/Departments/PublicWorks/Documents/Form/PinalCountyControlNetwork.pdf>
- CAD file containing all control points (DWG) (To be provided electronically by Addressing Department)
- Sample CAD file (DWG) (To be provided electronically by Addressing Department)
- CAD drawing or ESRI shapefile containing **only** these layers:
 - Lot Numbers & Tract Designations
 - Parcel Lines
 - Subdivision Boundary
- Other documents to include on CD
 - Title report
 - Legal description of the subdivision boundary
 - Legal description(s) of parent parcel(s) remnant parcels
 - PDF copy of plat
- Note: Roadway curve tick marks are not needed.