

Department of Revenue Quality Control Process

April 7, 2004

Before the conversion or remapping process starts the following are created, with the county cartographer having the final approval:

1. A corner control development plan for the whole county.
2. A *Method of Mapping* document (i.e the steps a vendor would take) to assure procedures followed will result in an accurate maintainable product.

After digital conversion of assessor's map:

All errors will be noted either digitally or on a hardcopy form as specified in the contract and sent back to vendor for correction.

1. Check text work on scaled printed copy assessor's map against old assessor's map.
 - See Map
 - Cancelled Numbers
 - Taxlot numbers and acres
 - Subdivision and Partition Plat names, lot and block numbers
 - Tax Code numbers
 - Road names, widths, and stationing
 - Section numbers
 - Government Lot numbers and acres
 - DLC names
 - Taxlot arrows, dimension arrows, and parcel hooks
 - County Survey numbers
 - City names
 - Bearings and distances
2. Check line work on scaled printed copy against old assessor's map.
 - Public Roads
 - Private Roads
 - Railroad
 - Easements
 - Hydro features
 - Taxlot lines
 - Supplemental Taxlot lines
 - Subdivision lines
 - DLC lines
 - Map boundaries
 - Tax code lines
 - Zone boundary
 - Vegetation lines
3. Check accuracy of digital linear features, following these steps will help determine a map's accuracy
 - Ensure correct level (layer) on all features.
 - Compare line work against control points.
 - Compare line work against construction layers.
 - Compare line work against legal descriptions when necessary.
 - Check geometry of taxlot, tax code, and map boundary polygons.
 - Check length of linear features in questionable areas.
 - Ensure closure of polygons for taxlots, tax code, map boundaries
 - Check taxlot, tax code, and map boundaries for gaps or overlaps
 - Check that taxlot, tax code, and map boundaries all have correct attributes
4. Bring up orthophoto image or photogrammetric mapping behind the map as one last visual check for locational errors.