

LCOG Guidelines for Release of Metro Plan map and data products

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These guidelines address the Eugene/Springfield Metro Plan map and data product issues.

Purpose and Background

The following issues and recommendations address the data files and maps created using the Regional Geographic Information System (GIS). One of the data layers in the Regional Land Information Database (RLID) depicts the adopted Metro Plan Diagram. Through long-standing intergovernmental agreements, the five partners of the GIS Cooperative Project Agreement or “CPA” (Eugene, Springfield, Lane County, EWEB and LCOG) have participated in the development of the RLID data sets. Local planning staff of Eugene, Springfield, and Lane County play an active role on the RLID/CPA Steering Committee.

GIS Products and Files and Suggested Guidelines for Release

Issues and suggested guidelines are presented in the following categories:

1. Current, Adopted Metro Plan Diagram
2. Other Adopted Metro Plan Map Products
3. RLID Metro Plan Designations Digital Layer and Custom Map Products
4. Metro Plan Appendix Maps
5. New RLID Project GIS Data Sets
6. Data and Map Errors

1. Current, Adopted Metro Plan Diagram

This 11 X17 graphic or map displays plan designations and major streets. It was adopted in 2004. The map displays Metro Plan designation amendments or interpretations of designations made since 1987, as best can be depicted on a map of this size. This is the map that LCOG will sell independently or include in the Metro Plan binder that LCOG sells to the public.

2. Other Adopted Metro Plan Map Products

Other adopted Metro Plan map products include the “Planned Facilities Maps” for water, wastewater, and stormwater in the Public Facilities and Services Plan and the TransPlan project maps (only those that are adopted as part of the Metro Plan are adopted Metro Plan maps).

Suggested Guideline:

LCOG will release the adopted maps in their existing adopted 11 X 17 format, or the size in which it was adopted.

3. RLID Metro Plan Designations Digital Layer and Custom Map Products

The RLID Metro Plan designation data layers have not been adopted by the local jurisdictions with land use planning responsibility

Any data released or maps produced from the RLID data layers will contain an easily recognizable and clear notation that states the map or data is unofficial; the date prepared; who the product was prepared for; and the following disclaimer. Should technology allow, these notations will be uneditable.

*"The data in the attached file were saved on (date saved) for (recipient)_____. The data are **unofficial** comprehensive plan designation data in the Regional Land Information Database. LCOG makes no warranty regarding the contents of this file. Because of the nature of the electronic medium on which the attached record is provided, we cannot ensure that its contents will not be modified after its release from our custody. The digital data are for the use of the purchaser (or recipient) only, and are not to be redistributed.*

These data are provided "as is." LCOG does not accept any responsibility for errors, omissions, or positional accuracy in the digital data or the underlying records. Current plan designations for specific parcels should be confirmed with the appropriate governmental entity - Eugene, Springfield, or Lane County - with responsibility for planning and development of the parcel. There are no warranties, express or implied, accompanying this product. Notification of any errors, however, will be appreciated."

Note: Recipients of these digital files may overlay the files onto any other data base, including a parcel base and any map product they create may or may not contain the appropriate disclaimers.

LCOG will release the adopted Metro Plan maps as larger maps, as requested, with the scale deleted. Custom map products made from these data layers will display the appropriate titles and disclaimers described above.

4. Metro Plan Appendix Maps

The Metro Plan Appendices also refer to maps of existing schools, parks, etc. that are **not** adopted products but rather display information as it existed at the time they were developed and are currently used for reference purposes only. LCOG will provide copies of these maps, as requested.

Suggested Guideline:

Maps that are not adopted will contain an easily recognizable and clear notation that states "not adopted" and "not part of the Metro Plan, and are provided solely for the convenience of the purchaser" in the title.

5. New RLID Project GIS Data Sets

LCOG receives requests for data sets related to specific projects. The formulation of the data sets used in these analyses are conducted as part of special “projects” funded by the local governments and these data sets are, in and of themselves, policy-driven. These data sets represent various queries made through algorithms to create new categories that are not contained in RLID.

Suggested Guidelines:

- A. LCOG will label project data clearly in the GIS to indicate it is project-related.
- B. LCOG will notify planning directors of these project requests upon receipt, and notify the planning directors of the associated digital file and/or custom map product upon completion of the project.

6. Data and Map Errors

As Metro Plan data becomes applied in the GIS or RLID on a more parcel-specific basis, it may be reflected in the maps produced under #3 above. Since the data are produced at the local level, this work will necessarily involve close coordination with and verification by the member jurisdictions.

Suggested Guidelines:

- A. Continue to mark all data and products with titles following the above guidelines and disclaimers.
- B. LCOG will coordinate with member jurisdictions to correct data or map errors, but will not change official data files unless the jurisdictions first agree.

Process Recommendations

- LCOG will work with the planning directors to keep the guidelines current and responsive to new and emerging issues as they arise.
- LCOG GIS staff and Eugene, Springfield and Lane County GIS managers will hold an educational session on the GIS, its data sources and products, special contracts, and other related GIS issues with the Development Services Directors and Planning Directors.