

SECTION 11 – EXTERNAL REFERENCE

For projects with twelve (12) or fewer plan sheets, it may be acceptable to place all components of the plan and profile in a single drawing. For larger projects, where drawing size effects performance and limits sharing, the base drawing should contain only the plan view with the profile created in a separate drawing. These two (2) drawings should then be XREF'd into separate drawings containing the plan and profile sheets. Utilizing this method, each plan and profile sheet should either be generated as a separate drawing or comprised of no more than twelve (12) sheets (layout tabs) per drawing.

11.1 General XREF Information

The following are required when using external references:

1. Attach each XREF on a unique layer (i.e. Z-XREF-EXIST SURVEY AND TOPO, Z-XREF-PROP UTIL, etc)
2. XREF drawings should follow the City's coordinate system so that when inserted, an XREF drawing will align with the base drawing. Insert external references (XREF) at (0, 0, 0) no exceptions.
3. XREF will only be used when necessary.
4. XREF drawings will be in an appropriate folder structure.

11.2 XREF Folder & File Structure

All Xrefs shall be located in the X-Ref folder inside of the design folder. This includes City Titleblocks.

11.3 City of Waco and TxDOT Details

Standard details downloaded from the City and or TxDOT shall be located the Details folder inside the Design folder. They shall be kept separate from each other and from other X-Ref files.

11.4 Naming convention for XREF Items

All XREF drawing file names shall begin with an "X", a short description of the contents of that drawing, and a sequence number if necessary (i.e. "2" for drawing 2 of 5):

Examples:

X-EXIST SURVEY AND TOPO.DWG	Existing survey and topo reference file
X-PED IMPROV PROP.DWG	Proposed pedestrian improvements
X-PROP UTIL 02.DWG	Proposed utility base drawing file (assuming a series of files is needed – 2 character limit)