

CADD Standards and Procedures Manual



SECTION 9 – TEXT STYLES

9.1 Text Styles

The True Type font “Arial” shall be used for all annotation except as indicated in the table below. These text styles are recognized as the standard in this document. It is recommended that these styles should be left at a Height of “0” so that AutoCAD can prompt for a height when the text is entered in the drawing. By leaving the standard text style height at “0” you can change the text style height to what you need when prompted, therefore not having to create multiple text styles using the same font. All text colors shall be bylayer.

9.2 Standard Text Heights

The following table, Table 9.2 Standard Text Heights, is a listing of standard fonts for use in City projects. In all instances, minimum text size shall be no less than **0.0625”** when plotted at full size to 11x17. **Please note**, when the original paper size is something other than 11x17 (i.e. 22x34) it is required that the consultant make the necessary adjustments to the text size so that when printed to 11x17 the smallest text size is **0.0625”**.

Table 9.2 Standard Text Heights

Annotation “Guideline”	Example	Font	Plot Size (Paper Space)
Street Names – proposed/active	<i>CHERRY HILL SQ</i>	Arial black italic	.1
Street Names – existing/adjacent	<i>EDNA AVE</i>	Arial italic	.09
Matchline	MATCHLINE STA. 4+25	Arial, bold	.09
Proposed Centerline Stationing	10+25	Arial	.09
ROW/Road data Profile geometry notes/slopes Station offsets MH/WV label Profile utility labels	60’ ROW ~ 36’ BOC-BOC ELEV=472.41 ; 0.17% STA. 10+25, 25.00’ RT MH123456 ; WV789012 EXISTING 12” WATER LINE	Arial	.08
Contour lines - proposed General Notes Dimensions Horizontal/Vertical Profile Grid Labels Utility lines Property Info Profile grid stations and elevations	525 SEE SHEET C801 R96’; 58.69’ 525 8”SS ; OHE ; UGE ; GAS 123 MAIN ST, PID 12345 3+00 ; 475	Arial	0.0625
Contour lines - existing	<i>525</i>	Romans italic	0.0625