Tailte Éireann
Clárúchán, Luacháil,
Suirbhéireacht
Registration, Valuation,
Surveying

Registration Mapping Guide 7(a)
Required structure of CAD files for registration of scheme developments only

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Note:

- **This Registration Mapping Guide refers to the lodgement of CAD files for scheme developments only. If your CAD file does not relate to a scheme development see Registration Mapping Guide 7(d).**

- **Refer to Registration Mapping Guide 3 for additional information on the preparation of scheme maps.**

1. Requirements

CAD files submitted to Tailte Éireann (TÉ) Registration containing digitised boundary geometry for Scheme Map Approval must conform to the following requirements:

1.1 File format

The file must be in Autodesk DWG format. DXF files generated by non-AutoCAD cannot be accepted.

1.2 Co-ordinates

All geometry and annotation in the CAD file must be referenced to Irish Transverse Mercator (ITM) co-ordinates. ITM co-ordinates are always stated in metres East and North of the adopted ITM origin. E.g. [654321.123 (mE), 654321.123 (mN)]

1.3 Data Layers

The data relating to the proposed Scheme Map Approval in the CAD file **must** be structured into TÉ Registration standard layer **(LR_PLAN_NEW)** and coloured **(RED)**. Only the site boundaries, site numbers and street names for approval should be shown on this layer.

1.4 CAD lines

- Only Continuous Line Style of zero thickness to be used for site boundary lines.
- The lines representing a boundary for a site must be complete and must not leave any gaps in the boundary.
- Polylines should be broken at each intersection, although they should still be snapped together.
- There should be no duplicate lines.
- There should be no overlapping lines.

1.5 TÉ Surveying topographic vector data

The CAD file must include the latest available TÉ Surveying vector data which should be displayed and plotted in black to make it distinguishable on the hard copy version. Where a boundary is represented by current TÉ Surveying detail on the TÉ Surveying map it should be used for the site boundary – the TÉ Registration map is an index map based on the maps provided by TÉ Surveying. The map register is maintained and updated with the detail as provided by TÉ Surveying.

1.6 Annotation

The size and style of text (site numbers/street names) must be clear and unambiguous when viewing the hard copy Scheme Map. Note the hard copy Scheme Map lodged must comply with our requirements for Development Schemes and Computer Generated Maps – see *Registration Mapping Guides 3 & 4.*

2. Standard layers and colours

A CAD file submitted for Scheme Approval must conform to the following Layer and Colour standard. Other geometry and annotation details are not required and should be removed from the CAD file. Only data on standard layers will be interpreted by us.

Layers and Colours:

- **LR_PLAN_NEW (Red)** Used for proposed site boundaries, site numbers and street names.

- **TÉ Surveying detail (Black)** Used for all TÉ Surveying detail.

3. Lodging the CAD file

3.1 The CAD file must be emailed as a single file. Any referenced geometric data must be bound into the file and any references to images must be removed from the file before it is submitted to TÉ Registration.

- For Development Schemes in counties **Carlow, Clare, Cork, Kerry, Kilkenny, Laois, Limerick, Offaly, Tipperary, Waterford and Wexford,** email the CAD file to schemequery@tailte.ie

- For Development Schemes in counties **Cavan, Donegal, Dublin, Galway, Kildare, Leitrim, Longford, Louth, Mayo, Meath, Monaghan, Roscommon, Sligo, Wicklow and Westmeath,** email the CAD file to schemequerynorth@tailte.ie

3.2 A completed Scheme Lodgement Form must be emailed with your application. **(See Appendix A, page 6)**.

3.3 Compliant CAD files will be loaded into our mapping system and assigned an "S" reference number.

3.4 Notification of the CAD file's acceptance and the "S" reference number will be issued to the sender. This "S" reference number must then be included in all documents or correspondence lodged to TÉ Registration.

3.5 An application for Scheme Map Approval lodged in electronic form commands a fee of **€130.**

3.6 A hard copy version that complies with TÉ Registration requirements for Development Schemes and Computer Generated Maps must be lodged under the "S" reference number for approval. See *Registration Mapping Guides 3 & 4.*

3.7 At registration stage, a copy of the Approved Scheme Map bearing the approval certificate must be lodged with each application for registration.
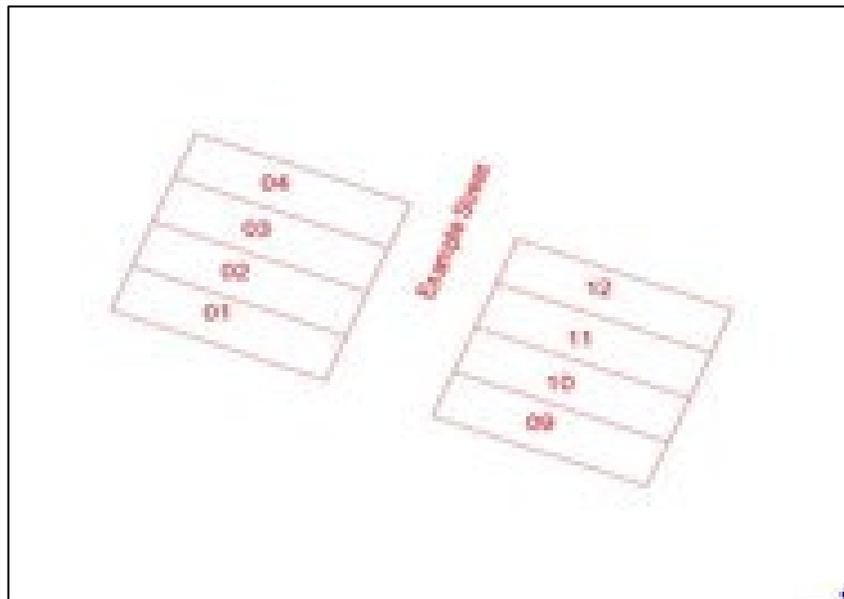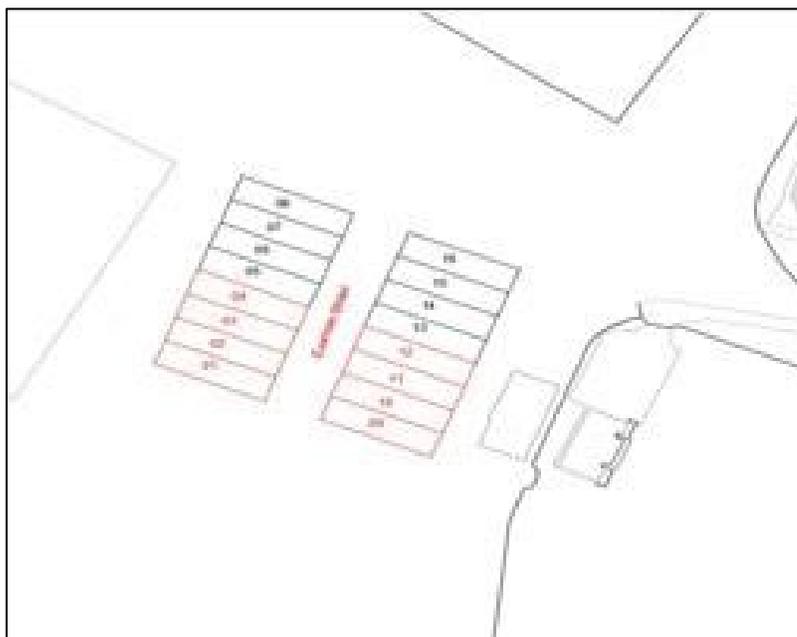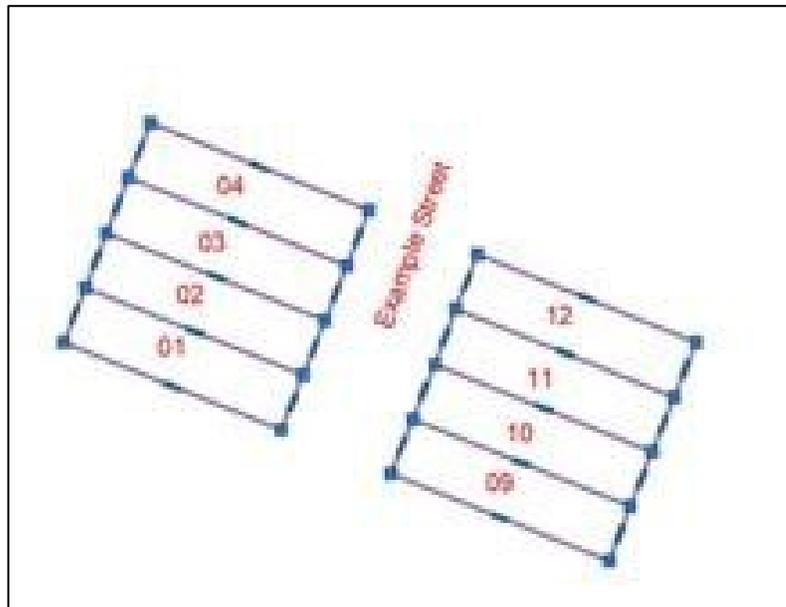
Figure 1 LR_PLAN_NEW

Figure 2 LR_PLAN_NEW and TÉ Surveying detail

Figure 3 – Polylines broken at each intersection

16th December 2023.

Multistorey/Scheme Map(s) Lodged

Details of Map(s):

1. COUNTY:

ITM Coordinates X: [ ][ ][ ][ ][ ] Y: [ ][ ][ ][ ][ ]

Folio Numbers:

Townland:

Development Name:

Block No:						
Site/Apartment Numbers				. . .	. . .	

Fees:

2. Fees in respect of approval of a scheme map by the Registry

○ Where the Approval of a scheme map is the First such approval **and the scheme map is lodged in electronic form - €130**

○ Where the Approval of a scheme map is the First such approval **and the scheme map is lodged in paper form - €300**

○ Where the Approval is a revision of a scheme map lodged in either electronic or paper based form **where the map was previously approved - €50**

Lodged by:

3. Name:

Address:

Reference: Contact Phone No:

email Address:

Official Use Only

Print Form **Print Blank Copy**

Note - clicking the "Print Blank Copy" button will clear any inputted data from the form.

Date Lodged [ ][ ][ ][ ][ ][ ] ☐ By Hand ☐ By Post

Date Approved [ ][ ][ ][ ][ ][ ] Approved By

Date Returned [ ][ ][ ][ ][ ][ ] ☐ By Hand ☐ By Post

Amount Payable ☐ €130 ☐ €300 ☐ €50

Validated Fees