



**GEOGRAPHIC INFORMATION SYSTEM  
STANDARD  
FOR DIGITAL PARCEL DATA SETS**

**Version 2.1  
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Issued by:  
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# 1 INTRODUCTION

Eventually each municipality identifies the need to develop a digital Geographic Information System (GIS) parcel database. The effort to meet this need brings together professions and technologies related to municipal land information management. On one hand, there is the need to inventory and analyze attribute information and to graphically display property parcels for basic land use planning and value assessment. On the other hand, there is the legal requirement and designated responsibility for authoritative boundary determination and the formal definition and description of real property.

As described in this document, the former is an interest of the GIS practitioner for which these standards are offered, and the latter is the exclusive responsibility of the licensed Professional Land Surveyor (see Appendix C). The line between the two is best described in the laws of various states now experiencing convergence. Professionals in these states are seeking solutions that interpret these laws. The standards contained in this document attempt to reach an understanding of these issues and better define the requirements and needs of all affected parties including Rhode Island elected and appointed municipal officials, GIS practitioners, and the RI Society of Professional Land Surveyors (RISPLS). The ultimate goal of this standard is to provide a framework by which parcel data is published at a municipal level for inclusion in a Statewide Parcel Dataset or to the RIGIS Data Clearinghouse.

The Rhode Island Geographic Information System (RIGIS) Executive Committee (EC) is the oversight, management, and advisory body for the state's GIS efforts. The RIGIS EC expressed a need to review and update the “Standards for Digital Parcel Datasets for Use in a Geographic Information System” last updated in December 2003. The Technical Standards Working Group took up this task and reviewed all New England States’ comparable standards. It was later completed by the State of Rhode Island GIS Coordinator with much input and collaborative review from the RIGIS EC. What follows is a common sense approach that will allow municipal parcel datasets of different qualities to be integrated while providing a pathway for improvement in each municipality.

These standards were accepted by the RIGIS Executive Committee and are for use by parties interested in submitting parcel data to the RIGIS data clearinghouse or to the State for inclusion in a statewide parcel dataset, or for project based analysis at state or regional levels. Additional recommended guidelines are provided in an accompanying document for parties interested in developing and maintaining such GIS data, and for municipal (tax assessor) map production purposes. This document borrows heavily from corresponding documents of the States of Connecticut, Maine, Massachusetts, and Vermont. More detailed listings of information sources and reviewers who have contributed to this document are included in Appendices A and B.

## 1.1 Purpose

To develop a standard GIS parcel dataset for all communities within Rhode Island to allow for better integration to support regional and statewide planning purposes including the:

1. Ability to perform regional and statewide analyses
2. Improved accuracy of state, municipal, and parcel boundaries over time
3. Improved support of regional and state data models
  - a. Homeland Security/ natural disaster planning and response
  - b. Land Use
  - c. Crime
  - d. Demographics
  - e. Environmental
  - f. Health
  - g. Transportation
  - h. Watershed
  - i. Regional
  - j. Many Others

## 1.2 Definitions

*Assessor Databases* - Databases containing property assessment and tax information maintained by a municipal Tax Assessors.

*Attribute* - A single element of non-graphic (e.g. number or character text string) information stored in a database field and usually, in context of this standard, associated with a single geographic feature (e.g. a property parcel on a map) such as the parcels' identifier, last edit date, type of parcel, etc.

*Basemap* - A map portraying basic reference features such as roads, lakes and streams onto which other thematic spatial information such as property or parcel outlines, easements, rights of way or other special features are placed.

*CAD(D)* - Computer Aided Drafting (Design) - CAD or CADD technology utilizes computer software for vector line representation of spatial features in a map, engineering drawing, plan or graphic representation. CAD software produces and uses data in a specialized file format (e.g. AutoCAD DWG and DXF files, Intergraph DGN files, etc.).

*CAMA* – A computer-assisted mass appraisal (CAMA) system is a relational database system used for maintaining property data, valuing property and managing workflows in the assessing department. A CAMA system contains parcel records with highly detailed land and building data. CAMA systems often have embedded GIS functionality.

*Deed* - The historic record of conveyance for property ownership. It is the primary legal

record defining the property and its boundaries and is usually stored in the Land Evidence records maintained by the municipality.

*Developer's Lot* - A property polygon further broken down by the division of a lot. Usually found in maps or deeds of record to describe how the developer decides to number new lots resultant from one or more lots being subdivided.

*Digital Parcel Dataset* - A computer file or files containing a graphic (vector) representation of the boundary information originally depicted and maintained on municipal Assessor tax maps. These files may also include public and private rights-of-way and various kinds of easements. In a GIS database the digital parcel dataset contains attribute information in or from a relational database further identifying individual graphic features represented by points, lines or polygons on the map.

*Digitizing* - The process of rendering geographic features illustrated on a scanned image or hard copy map into a digital vector file format through tracing on an electronic grid tablet or by on screen ("heads up") tracing from a computer monitor screen.

*Georeference* - The registration of a map, map layer or map feature to a real world coordinate system such as the system of Latitude and Longitude or the Rhode Island State Plane Coordinate System. This process is usually done by referencing known coordinate locations on the ground to points on the map in the digital image or vector line map layer.

*GIS* - (Geographic Information System) - A system of people, computer hardware, software and procedures, for users to enter, store, manipulate and display geographically referenced information.

*Image File* - A computer file created by scanning a graphic display or photograph into a digital file format viewable on a computer monitor. The digital image sometimes referred to as a raster file or raster image consists of columns and rows of cells called pixels (short for picture elements). Example file formats: jpg, jpeg, tiff, gif, MrSID.

*Lot* - A closed polygon feature representing a distinct portion or plot of land taxed under unique ownership.

*Metadata* - Specific information about the digital data including sources, scale, accuracy, currentness, attribute code meanings etc. usually collected in a separate document or record(s) attached to and supporting a digital dataset or dataset package.

*Parcel* - A closed polygon feature representing a unit of land by ownership or interest on a municipal Assessor tax map. A parcel may contain one or more lots taxed under unique ownership.

*Plat* - An individual tax map containing a number of individual parcels representing a section of an Assessor's municipality commonly identified by a single numeric or alpha-numeric code.

*Property* - In this guideline, this refers to a feature representing real property with a record in an Assessor database.

*Quality Assurance* - Procedures implemented after the initial data compilation and generation processes to ensure standards of accuracy and completeness detailed in specifications and controlled by the quality control processes have been met.

*Quality Control* - Methods and techniques employed during the processes of data compilation and generation to ensure product specifications are being realized.

*Registration* - The process of assigning or identifying points in a Cartesian coordinate system to uniquely fix and identify locations on a map. When further registered to a real world coordinate system, the map or map layer is termed georeferenced.

*Scan* - The process of converting a hard copy document into a digital image file useable in a computer system. A scanned image can be registered to a geographic location on the ground through an additional process (georeferencing).

*Sublot* – An assessor’s tax map lot further broken down by the subdivision of one or more lots.

*Tax Roll* - A list of taxes by Owner. It is created by a Tax Administration system which maintains accounts for all property including vehicles, tangible property and real estate (includes all CAMA records but without full detail). Tax classification, tax agreements and tax exemptions are applied and the system produces a tax roll.

*Topology* - The spatial relationships between connecting or adjacent features in a geographic data layer. In Esri terminology Topology defines and enforces data integrity rules.

*Unit* - The assignment of attribute coding for separate ownership units within a parcel such as in a condominium. However a condominium’s unit identifier may be different from a parcel’s unit identifier. Often condominium units are identified within the complete physical address.

*Vector Files* - Digital files of spatial data consisting of points, lines or polygons. Examples: ESRI shapefiles, geodatabase feature class or AutoCAD DXF files.

## **2 DIGITAL PARCEL STANDARDS**

This parcel standard employs a tiered system, but unlike other tiered systems, this one identifies the method of parcel data layer compilation as the determining factor between tiers. Compliance with this standard requires that the parcel dataset meet Level C, at a minimum, however the goal of all municipal parcel dataset stewards should be to attain

Level B and ultimately Level A if possible. Attribution between tiers has been left mostly the same, as it is felt that as long as a unique identifier is fully populated, CAMA extracts can provide other attributes.

### **Level C**

Compliance with this level requires that the data steward maintains parcel data on an annual basis and ensures that parcel bounds reasonably align with visible evidence shown on the highest accuracy orthophotography available at that time.

### **Level B**

This level of compliance requires that the town-wide parcel dataset first meets Level C standards. At a time of the municipality's choosing, from that point forward, annual maintenance at this level requires more precise boundary compilation using Coordinate Geometry (COGO) and placement of features where survey information is provided. After the parcel in question has been updated, the data steward is required to also perform adjustments to the surrounding parcels in order to adjust less accurately mapped parcels using more accurately COGO'd line work. This assumes the surrounding parcels have not yet been COGO'd and do not contradict the newly updated parcel linework.

As soon as the decision is made by the municipality to move from Level C to Level B, feature level metadata fields must be added to the GIS parcel polygon attribute schema before the first COGO operation is performed. All current parcels at that time must be populated with as much polygon feature level metadata as possible. Moving forward, feature level metadata on all updated or edited parcels is required to document individual parcel compilation/update methods, sources used, dates, etc. (See Appendix E for a metadata example quite similar to this new standard).

### **Level A**

This level of compliance requires that the town-wide parcel dataset be either (re)compiled using only deed research, plans of record and COGO methods, or an eventual move from Level B to Level A when the majority of parcels have been automated or adjusted using COGO methods. All edits in following years need to be performed in this manner to retain precision and relative accuracy.

## **2.1 Digital Dataset Contents and Technical Specifications**

### **2.1.1 Composition and Content**

Essentially the digital parcel dataset should consist of polygon features for all parcels listed in the municipality's Tax Assessor database and shown on municipal tax maps. Each polygon designated as a property parcel will be identified by a unique identifier (CAMALink) capable of being digitally linked or joined to one or more records in the municipality's CAMA database.

All polygons must have proper topology - closed boundary lines, without polygon overlaps or gaps, or component line feature undershoots, overshoots, or dangles. For publishing the data to submit to RIGIS per this Standard, exceptions include cases where municipalities choose to have their condo/trailer unit polygons digitized to create a one-to-one match between parcel and CAMA records, as well those where stacked polygons are generated when joined to CAMA resulting in a one-to-one relationship.

Another exception to the topology requirement would be where municipalities do not include town-wide right-of-way polygons in their digital parcel dataset (thereby creating gaps). Road rights-of-way, if available, should be closed polygons at the Town line. This will result in one or more complex ROW polygons.

### 2.1.2 Georeference

Use North American Geodetic Datum of 1983 in the Rhode Island State Plane Coordinate (RISPC) system with measurement units of U.S. Survey feet.

### 2.1.3 Base Registration

All parcel data developed or updated will use the RIGIS Spring 2011 orthophoto series or a more recent, higher horizontal accuracy product, as the Base Map. The horizontal accuracy of the RIGIS Spring 2011 orthophoto series is 0.76 meters (2.5 feet) with a 95% confidence rate.

### 2.1.4 Datasets and Attribute Fields

The following are required (unless otherwise noted) RIGIS Parcel Standard datasets and fields. Please see the forthcoming RIGIS Parcel Data Model accompanying document for more technical details.

Minimum fields required<sup>1</sup> to be included are based on the following notations:

- \* Required only if available, all Levels (i.e. if you do not have it, it is not required. If you have it, it is required to include it)
- \*\* Feature-level metadata field, required population moving forward for Levels B & A; backfill all levels time permitting

#### 2.1.4.1 Parcel Polygons

##### ➤ CAMALink

- Foreign key field used to link parcel layer to CAMA table
- Parcel polygon record's unique Identifier
- Usually made up of a unique combination of plat, block, lot, subplot and/or unit, but can be any unique alphanumeric value found (or added to and populated in) the CAMA database
- Could instead be the unique CAMA record identifying field if there is a one-to-one match between parcel polygons and CAMA

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<sup>1</sup> If you have additional fields beyond those listed here, you do not need to remove them, but you must have at least the minimum required fields in the published datasets for compliance with this standard.



- Must match the values in the CAMA table's CAMALink field
- Null values are acceptable only when there is not a valid Identifier, such as ROWs, Water, or just unknown parcels
- MuniName
  - Full Town or City Name
  - See Appendix D for valid values list
- ParcelID\*
  - Typically used when the town has an Identifier for the parcels that is different from the CAMALink field's values and cannot necessarily be used to get a proper join to the CAMA table
  - Usually made up of a unique combination of plat, block, lot, subplot and/or unit, but can be any unique alphanumeric value as defined by the municipality
- FeaType\*
  - Character field identifying polygon feature type
  - See Appendix D for valid values list
- Ownershp\*
  - The organization type that owns the property
  - See Appendix D for valid values list
- Interest\*
  - The type of legal title to a real property's buildings and land
  - See Appendix D for valid values list
- ComName\*
  - Character field would be populated with the common name of the property
    - e.g. "FORT GETTY TOWN RECREATION AREA", or "RICHMOND POUND", or "ROGER WILLIAMS PARK".
    - If a developers subdivision, the subdivision name
    - If a condominium, the condominium association name
  - Not all records need to be populated
- AutoType \*, \*\*
  - The type of data automation that was performed
  - See Appendix D for valid values (domain)
- AutoMeth \*, \*\*
  - The data automation method that was used to create/update the feature
  - See Appendix D for valid values (domain)
- UpdDate \*, \*\*
  - Date field populated with the date that the parcel polygon was created, or acquired
  - Overwritten by the date the last update was made to it
- AutoNote \*, \*\*
  - Note by editor on the edit performed
  - Not all records need to be populated
- SrcID \*, \*\*
  - Identifying information for source used to create/update parcel (i.e. document name)
- SrcType \*, \*\*

- Type of source document used to create/update parcel
- See Appendix D for valid values (domain)
- SrcDate \*, \*\*
  - Date field populated with the date of the source document that was used to create/update parcel

#### 2.1.4.2 CAMA Extract Table

- GISLink
  - Foreign Key to link to Parcels attribute table
  - Made up of a combination of plat, block, lot, subplot and/or unit
    - OR whatever ID syntax is used by the municipal assessor to associate the real property record to the land parcel in GIS.
  - Must match the values in the GIS Parcel Layer's CAMALink field
  - Null values are acceptable only when there is not a valid Identifier, such as ROWs, Water, or just unknown parcels
- PropID
  - Unique Property ID. May be a combination of plat, block, lot, subplot and/or unit OR whatever is used as a UNIQUE identifier for each CAMA record.
- PlatNum
  - Tax Plat or Map number
- BlockNum
  - Tax map Block number
  - This field is **only** required if utilized by the municipal Assessor
    - In that case, it should be populated as appropriate
- LotNum
  - Tax map Lot number
- SublotNum
  - Tax map Sublot number
  - This field is **only** required if utilized by the municipal Assessor
    - In that case, it should be populated as appropriate
- UnitNum
  - Tax map Unit number
  - This field is **only** required if utilized by the municipal Assessor
    - In that case, it should be populated as appropriate
- MuniName
  - Full Town or City Name
  - See Appendix D for valid values list
- ParcAddress
  - Full street address of parcel
  - Ex. 1234 East Main Street Extension, Unit 5F
- Owner1
  - Full Owner1 name (includes company names)

- Owner2
  - Full Owner2 name (includes company names)
- OwnerAddress
  - Full street address of owner
  - Ex. 1234 East Main Street Extension, Unit 5F
- OwnerCity
  - Owner Address City name
  - Post Office name of the mailing address
  - This includes village names
- OwnerState
  - Owner Address state code
- OwnerZip
  - Owner Address zip code (zip5 and Plus4 portions)
- OwnerCountry
  - Country Code of Owner Mailing Address
- LastBook
  - Deed book number - most current sales transaction
- LastPage
  - Deed page number - most current sales transaction
- LastDocRef
  - Other document number - most current sales transaction
  - Documents filed along with deeds for the property
    - Ex. subdivision plans, boundary surveys, etc.
- LastSalePrice
  - Amount of most recent sales transaction
- LastSaleDate
  - Date of most recent sales transaction
- AssessedValueTotal
  - Total Assessed Value of property
- AssessedValueLand
  - Land portion of total assessed value of property
- AssessedValueBuildings
  - Building portion of total assessed value of property
- TaxRollYear
  - Year during which assessed values of property were calculated
- StateUse
  - 2-digit Rhode Island Property Use Code for taxation purposes
  - See Appendix D for valid values
- MuniUseCode
  - Use code defined by the Assessor's Office
- MuniUseCodeDesc
  - Description for interpreting the MuniUseCode
- AreaAC
  - Parcel area in Tax Assessor database calculated in Acres
- AreaSF
  - Parcel area in Tax Assessor database calculated in Square Feet

- NumBldgs
  - Number of Buildings on property
- NumUnits
  - Number of Units on property
- YearBuilt
  - Original year in which the primary building was constructed
- NumFloors
  - Number of Floors in primary building
- GrBldgArea
  - Gross Building area amount in square feet for primary building
- LivingArea
  - Living area of building(s) in square feet for primary building
- TotalRooms
  - Total number of rooms in building for primary building
- NumBedrooms
  - Number of bedrooms in building for primary building
- NumBathrooms
  - Number of full bathrooms in building for primary building
- NumHalfBaths
  - Number of half bathrooms in building for primary building

#### 2.1.4.2.1 Linking Parcel and CAMA tables

The CAMA table needs to contain the populated GISLink field so that each CAMA record can link to a GIS parcel. After linking the CAMA table to the Parcels attribute table by GISLink and CAMALink fields respectively, records in the GIS Parcel attribute table that do not have at least one matching record in the joined CAMA table shall not exceed 4% of the total parcel records. Likewise, records in the CAMA table that do not have at least one matching record in the GIS parcels attribute table, when joined in the reverse manner, shall not exceed 4% of the total CAMA records.

In other words, in order for a municipal GIS parcel dataset to be accepted for inclusion in the RIGIS database, there must be at least a 96% bidirectional match rate between the GIS parcels attribute table and the CAMA table.

#### 2.1.4.3 Parcel Lines

If the municipality has a Parcel Line layer and is submitting Parcel data to the State/RIGIS, the Parcel Line layer should also be provided, but it is not a requirement of the standard.

- LineType \*
  - The type of map feature that the parcel line is representing
  - See Appendix D for valid values (domain)
- SrcType \*, \*\*
  - Type of source document used to create/update parcel

- See Appendix D for valid values (domain)
- AutoMeth \*, \*\*
  - The data automation method that was used to create/update the feature
  - See Appendix D for valid values (domain)
- DateAdd \*, \*\*
  - The date the parcel line was first added
- UpdDate \*, \*\*
  - Date field populated with the date the last update was made to it
  - NULL if the original parcel line has never been updated
- AutoNote \*, \*\*
  - Note by editor on the edit performed
  - Not all records need to be populated

#### 2.1.4.4 Zoning Dataset

If the municipality has a Zoning layer and is submitting Parcel data to the State/RIGIS, the Zoning dataset should also be provided. This includes the base zone district layer and any overlay zone layers, if available. If zoning data is provided, the following are the minimum fields required:

- ZoneCode
  - Municipal Zoning District Code
- ZoneDesc
  - Municipal Zoning District Code Description for interpreting the ZoneCode
- MuniName
  - Full Town or City Name
  - See Appendix D for valid values list

#### 2.1.5 Metadata

The Federal Geographic Data Committee's metadata content standard for minimum required items is required for the state standard and recommended for all users (see example in Appendix E). Metadata format should be compliant with the Federal Geographic Data Committee (FGDC) standard format. (For more information about metadata see the following web site: ([www.fgdc.gov](http://www.fgdc.gov))).

##### 2.1.5.1 Minimum Required Items for Spatial Datasets

- Source Name, Map Scale, Accuracy, Date
- Data Projection full description
  - Ex. “North American Geodetic Datum of 1983 in the Rhode Island State Plane Coordinate (RISPC) system with measurement units of U.S. Survey feet”
- Data Attribute Definition and Coding Descriptions
  - Sometimes called a “Data Dictionary”
  - For all spatial database attribute fields

- See example in Appendix E
- Automation Process Methods and Dates
  - A description of methods used and company (if done by outside consultant) creating and/or updating data.
- Data Custodian, Contact and Creating Organization
- Date of currentness and/or last update
- Recommendations stating limitations of use
  - See example in Appendix C
- RIGIS/RISPLS Disclaimer
  - Highly recommended for inclusion in the supplemental information section of the metadata and on all hardcopy and softcopy map products derived from the digital dataset
  - Requirement for inclusion in the RIGIS online database
  - See Appendix C for text

#### 2.1.5.2 Minimum Required Items for CAMA Extract Table

This information may be provided in a simple text file or document file, accompanying the CAMA Extract Table file, or in FGDC format if the CAMA table is delivered in a Geodatabase.

- The name and version of the CAMA software from which the CAMA table was extracted from the Assessor database
- Data Custodian, Contact and Creating Organization
- Date of currentness (i.e. current through December 31, 2015)
- Date of Export from CAMA database

## 2.2 Delivery Format

- If the municipality has the means to publish their parcel data into the provided RIGIS parcel data model schema, that resulting Esri File Geodatabase it is the required delivery format.
- If the municipality is not able to publish their parcel data into the provided RIGIS parcel data model, however they are able to provide compliant data in an Esri Geodatabase format, it is the required delivery format.
- Spatial datasets and the CAMA extract table may both be delivered in geodatabase format.
- Spatial datasets may also be delivered in the open shapefile format
  - All files that constitute the Shapefile must be provided (minimum: .shp, .shx, .dbf, include if available: .prj, .xml, .sbn and .sbx)
  - Compress them all into an extractable file format, such as .Zip, to keep them all together if possible
- The CAMA extract table may also be delivered in dBase IV, Microsoft Access, Comma Separated Values (.csv) or comma separated (.txt) file format, regardless of the delivery format of the spatial data.

# **APPENDIX A. - Credits to Participants, Creators and Reviewers of This Document**

## **Primary Contributors:**

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## **Reviewers:**

RIGIS Executive Committee Members (2015)

## **APPENDIX B. - List of Reference Sources Used in Preparing This Document**

State of Maine Standards for Digital Parcel Files, Maine Geolibrary Board by the Digital Parcels Standards Committee, Version 2.2 June 2011

MassGIS Standard for Digital Parcel Files, Information Technology Division, Office of Geographic Information (MassGIS), Version 2.1 May 2012

Vermont GIS Parcel Data Standard, VT Center for Geographic Information (VCGI) by the VT Parcel Data Standard and Guideline Subcommittee of the VCGI Technical Advisory Committee, Version 1.0 March 2012

Cadastral Data Standards and Guidelines 1.0, Connecticut Geospatial Information Systems Council, January 2011

Town of East Greenwich Rhode Island, - Digital Parcel File Standards, - August 2002

VGIS Handbook, Part3-Guidelines-Section A, Municipal Property Mapping, Vermont Center for Geographic Information, Vermont Property Mapping Program, Department of Taxation, Version 2.0 December 2000

Assessor's Guide to Tax Mapping, New York State Board of Equalization and Assessment, August 1989 Edition.

Implementation of Land Information Systems in Local Government-Steps Toward Land Records Modernization in Wisconsin, Stephen J. Ventura, University of Wisconsin-Madison, Wisconsin State Cartographers Office, April 1991.

GIS Guidelines for Assessors - Second Edition, Urban and Regional Information Systems Association (URISA) and the International Association of Assessing Officers (IAAO), 1999

General Laws of Rhode Island, Title 5, Chapter 8.1, Land Surveyors

Content Standard for Digital Geospatial Metadata (version 2), Federal Geographic Data Committee (FGDC), 1998

Report of the Joint Task Force on the NCEES Model Law for Surveying, NCASPRS Annual Conference, May 10, 2002

Property Record Output Fields – Schedule A, The Warren Group, revised March, 31, 2004.



## **APPENDIX C. - RIGIS-Endorsed Disclaimer for Use of Digital Parcel Data**

Extracted from the latest signed Memorandum of Understanding between RIGIS and the RI Society of Professional Land Surveyors (RISPLS), this statement should be included in metadata, with digital datasets, online maps and applications, and on printed maps, posters, and paper copy tabular listings:

*Disclaimer: This (map, data, or geospatial product) is not the product of a Professional Land Survey. It was created by XXXX for general reference, informational, planning and guidance use, and is not a legally authoritative source as to location of natural or manmade features. Proper interpretation of this (map, data, or geospatial product) may require the assistance of appropriate professional services. XXXX makes no warranty, express or implied, related to the spatial accuracy, reliability, completeness, or currentness of this map.*

## APPENDIX D. - RIGIS and RIPUC Attribute Coding

- **MuniName** – valid values (domain list) for Rhode Island Cities and Towns for both Code and Description

<b>Municipality Name</b>
Barrington
Bristol
Burrillville
Central Falls
Charlestown
Coventry
Cranston
Cumberland
East Greenwich
East Providence
Exeter
Foster
Glocester
Hopkinton
Jamestown
Johnston
Lincoln
Little Compton
Middletown
Narragansett
Newport
New Shoreham
North Kingstown
North Providence
North Smithfield
Pawtucket
Portsmouth
Providence
Richmond
Scituate
Smithfield
South Kingstown
Tiverton
Warren
Warwick
Westerly
West Greenwich
West Warwick
Woonsocket

- **FeaType** – valid values (domain list) for Parcel Types for both Code & Description

<b>Valid Value</b>	<b>Definition</b>
PARCEL	A lot of record
PAPER STREET	Approved developer’s planned street right-of-way which has not yet been constructed
PRIVATE ROW	A closed right-of-way polygon that is privately owned.
MUNICIPAL ROW	A closed right-of-way polygon that is owned by the municipality.
STATE ROW	A closed right-of-way polygon that is State owned.
RAILROAD ROW	A closed right-of-way that contains a rail line. Usually not a lot of record.
UNKNOWN ROW	A right-of-way of unknown use.
MEDIAN	A median within a right-of-way. Often these are depicted graphically on a tax map and do not have a Plat/Lot reference. They are not a lot of record.
WATER	A closed body of open water. Ponds may have a Plat/Lot reference or not depending on deeded ownership.
ISLAND	An island in a closed water body
UNKNOWN	There are some communities where deeds do not reconcile so that ownership and/or boundaries are unknown. These areas may require the services of a title examiner and land surveyor to resolve.

- **Ownership** - valid values (domain) for parcel Ownership Types for both Code & Description.

- PRIVATE
- MUNICIPAL
- STATE
- COUNTY
- FEDERAL
- INTERNATIONAL
- INDIAN TRIBE
- RAILROAD
- UNKNOWN

- **Interest**- valid values (domain) for parcel Interest Types for both Code & Description.

- FEE SIMPLE
- CONDOMINIUM

- **AutoType** - valid values (domain) for Automation Types for both Code & Description.
  - COMBINED PARCELS
  - SPLIT PARCELS
  - PARCEL LINEWORK ADJUSTED
  - PARCEL ID CHANGE
  - ANNOTATION UPDATE
  - NEW PARCEL CREATION
  - ATTRIBUTE UPDATE
  - OTHER
  
- **AutoMeth** – valid values (domain) for Automation Method for both Code & Description.
  - HEADS UP DIGITIZING
  - COORDINATED COGO
  - NON-COORDINATED COGO
  - COORDINATED CADD
  - NON-COORDINATED CADD
  - GIS GRADE GPS
  - RTK GPS
  
- **SrcType** – valid values (domain) for Source Type for both Code & Description.
  - TAX MAP
  - DEED
  - SUBDIVISION PLAN
  - SURVEY PLAN
  - ASBUILT
  - DOT ROW MAPPING
  - RR VALUATION MAP
  - LINES OF OCCUPATION
  - GPS DATA
  - CORRESPONDENCE
  - HAND SKETCH
  - OTHER
  
- **LineType** – valid values (domain) for Parcel Line Type for both Code & Description.
  - PARCEL BOUNDARY
  - TOWN BOUNDARY
  - STATE BOUNDARY
  - WATER BOUNDARY
  - RIGHT OF WAY BREAK LINE
  - PAPER STREET
  - RAILROAD RIGHT OF WAY
  - ROAD RIGHT OF WAY
  - NOT APPLICABLE
  - UNKNOWN

➤ **StateUse** – valid values for Rhode Island Property Tax Use Code (2003) - RIPUC

<b>Code</b>	<b>Description</b>	<b>Notes</b>	<b>Category</b>
01	<i>One Family Residence</i>	Includes mobile home with foundation on deeded lot	Improved Real Property
02	<i>Two to Five Family Residence</i>		Imp. Real Prop.
03	<i>Apartments</i>	Residential structure containing six dwelling units or more	Imp. Real Prop.
04	<i>Combination</i>	A building with stores or shops on ground floor and dwellings on upper floor(s)	Imp. Real Prop.
05	<i>Commercial I</i>	A business property of small or medium size having a MAXIMUM assessment value of \$100,000	Imp. Real Prop.
06	<i>Commercial II</i>	A business property having a MINIMUM Assessment of \$100,000	Imp. Real Prop.
07	<i>Industrial</i>	Any industrial or manufacturing establishment	Imp. Real Prop.
08	<i>Estate</i>	A large luxurious residence with ample acreage	Imp. Real Prop.
09	<i>Farm</i>	Any rural parcel of land of FIVE ACRES OR MORE with or without outbuildings or which at least ten percent is used for agricultural purposes	Imp. Real Prop.
10	<i>Utility and Railroad</i>	Any public utility or railroad property. Real Estate and/or Personal	Imp. Real Prop.
11	<i>Seasonal and Beach Property</i>	Residential property, such as a summer home, subject to seasonal occupancy	Imp. Real Prop.
12	<i>Other Improved Land</i>	Any improved land not included in other classifications	Imp. Real Prop.
13	<i>Residential</i>	Vacant lot in a residential zone	Vacant Land
14	<i>Commercial and Industrial</i>	Vacant lot in a commercial or industrial zone	Vacant Land
15	<i>Other</i>	Any other vacant lot not otherwise classified	Vacant Land
21	<i>Residential Buildings on Leased Land</i>		
22	<i>Industrial Buildings on Leased Land</i>		
23	<i>Residential Condominium</i>		Imp. Real Prop.

24	<i>Commercial Condominium</i>		
25	<i>Industrial Condominium</i>		
26	<i>Time Shared Condominium</i>	Deeded. (Interval ownership)	
33	<i>Farm Forest and Open Space Act</i>	Land that is so classified under the provisions of P.L. 1980, Chapter 252	
70	<i>Cemeteries</i>		Statutory (Exempt)
71	<i>Charitable</i>		Statutory (Exempt)
72	<i>Church</i>		Statutory (Exempt)
73	<i>Ex-Charter</i>		Statutory (Exempt)
74	<i>Federal</i>		Statutory (Exempt)
75	<i>Hospital</i>		Statutory (Exempt)
76	<i>Libraries</i>		Statutory (Exempt)
77	<i>Military</i>		Statutory (Exempt)
78	<i>Municipal</i>		Statutory (Exempt)
79	<i>School</i>		Statutory (Exempt)
80	<i>State</i>		Statutory (Exempt)
82	<i>Vote of City</i>		Statutory (Exempt)
83	<i>Stabilized (Homestead Exemption 44-3-9)</i>		Statutory (Exempt)
97	<i>Mobile Homes</i>		
98	<i>Commercial Building on Leased Land</i>		

## APPENDIX E. - Metadata and Data Dictionary (Attribute Overview)

Example shown (printout, then XML file) is compliant with the Federal Geographic Data Committee (FGDC) Content Standard for Digital Geospatial Metadata (CSDGM) for illustrative purposes

---

### Printout

#### Identification ►

CITATION

CITATION INFORMATION

ORIGINATOR AppGeo

PUBLICATION DATE 2013-07-03

TITLE

ParcelPolygon

GEOSPATIAL DATA PRESENTATION FORM vector digital data

DESCRIPTION

ABSTRACT

This layer depicts Parcel polygons for the town of Exeter, RI. The data represented has been digitized by AppGeo from the tax maps provided by the Town. These tax maps were georegistered and rectified to the Orthophotography by AppGeo on a block-by-block basis (to constrain any errors to be within each roadway block) while maintaining the parcel line dimension lengths in the annotation where possible. Parcel lines were digitized from this source and used to construct the ParcelPolygon layer, and coded with the Map, Block, Lot fields. Lot Number and Area annotation feature classes for this layer were created as feature-linked annotation. These polygons are contained in a seamless, town-wide parcel data geodatabase created by AppGeo that has been aligned to the 2011 RIGIS 6" Orthophotography provided by the State and linked to the Town's CAMA database.

PURPOSE

For use within town government for tax assessment, parcel inventory, property records management and general town planning.

TIME PERIOD OF CONTENT

TIME PERIOD INFORMATION

SINGLE DATE/TIME

CALENDAR DATE 2012-12-31

CURRENTNESS REFERENCE

Parcels Current through December 31, 2012

STATUS

PROGRESS Complete  
MAINTENANCE AND UPDATE FREQUENCY Annually

SPATIAL DOMAIN  
BOUNDING COORDINATES  
WEST BOUNDING COORDINATE -71.791635  
EAST BOUNDING COORDINATE -71.507863  
NORTH BOUNDING COORDINATE 41.602552  
SOUTH BOUNDING COORDINATE 41.499678

KEYWORDS  
THEME  
THEME KEYWORD THESAURUS None  
THEME KEYWORD Parcel Polygons

THEME  
THEME KEYWORD THESAURUS ISO 19115 Topic Categories  
THEME KEYWORD planningCadastre

PLACE  
PLACE KEYWORD THESAURUS None  
PLACE KEYWORD Exeter

ACCESS CONSTRAINTS  
None

USE CONSTRAINTS  
The standards for spatial accuracy and detail of property boundaries and related attribute information used in the creation and updating of data depicted and contained within this data set were intended to be used at the planning, property assessment, and graphic map display level. There is no intent to provide definition or specify limits for legal boundary determination or property conveyance purposes. Matters related to those more definitive interests remain the purview of the professional title attorney and/or registered land surveyor.

POINT OF CONTACT  
CONTACT INFORMATION  
CONTACT ORGANIZATION PRIMARY  
CONTACT ORGANIZATION AppGeo  
CONTACT ADDRESS  
ADDRESS TYPE mailing and physical  
ADDRESS 24 School Street, Suite 500  
CITY Boston  
STATE OR PROVINCE MA  
POSTAL CODE 02108  
COUNTRY UNITED STATES



CONTACT VOICE TELEPHONE 617-447-2400

POINT OF CONTACT

CONTACT INFORMATION

CONTACT ORGANIZATION PRIMARY

CONTACT ORGANIZATION Town of Exeter, Rhode Island

CONTACT ADDRESS

ADDRESS TYPE mailing and physical

ADDRESS 675 Ten Rod Road

CITY Exeter

STATE OR PROVINCE RI

POSTAL CODE 02822

COUNTRY UNITED STATES

CONTACT VOICE TELEPHONE (401)-294-3891

DATA SET CREDIT

Town of Exeter, Rhode Island

NATIVE DATA SET ENVIRONMENT

Microsoft Windows 7 Version 6.1 (Build 7601) Service Pack 1; Esri ArcGIS  
10.1.1.3143

**Spatial Data Organization**

DIRECT SPATIAL REFERENCE METHOD Vector

POINT AND VECTOR OBJECT INFORMATION

SDTS TERMS DESCRIPTION

SDTS POINT AND VECTOR OBJECT TYPE GT-polygon composed of chains

POINT AND VECTOR OBJECT COUNT 3110

**Spatial Reference** ►

HORIZONTAL COORDINATE SYSTEM DEFINITION

PLANAR

MAP PROJECTION

MAP PROJECTION NAME NAD 1983 StatePlane Rhode Island FIPS 3800 Feet

TRANSVERSE MERCATOR

SCALE FACTOR AT CENTRAL MERIDIAN 0.99999375

LONGITUDE OF CENTRAL MERIDIAN -71.5

LATITUDE OF PROJECTION ORIGIN 41.08333333333334

FALSE EASTING 328083.3333333333

FALSE NORTHING 0.0

PLANAR COORDINATE INFORMATION

PLANAR COORDINATE ENCODING METHOD coordinate pair

COORDINATE REPRESENTATION

ABSCISSA RESOLUTION 0.0003280833333333334

ORDINATE RESOLUTION 0.0003280833333333334

PLANAR DISTANCE UNITS foot\_us

GEODETTIC MODEL

HORIZONTAL DATUM NAME D North American 1983

ELLIPSOID NAME GRS 1980  
SEMI-MAJOR AXIS 6378137.0  
DENOMINATOR OF FLATTENING RATIO 298.257222101

### Entities and Attributes ►

DETAILED DESCRIPTION

ENTITY TYPE

ENTITY TYPE LABEL ParcelPolygon

ENTITY TYPE DEFINITION

Parcel Polygons

ENTITY TYPE DEFINITION SOURCE AppGeo

ATTRIBUTE

ATTRIBUTE LABEL OBJECTID

ATTRIBUTE DEFINITION

Internal feature number.

ATTRIBUTE DEFINITION SOURCE ESRI

ATTRIBUTE DOMAIN VALUES

UNREPRESENTABLE DOMAIN

Sequential unique whole numbers that are automatically generated.

ATTRIBUTE

ATTRIBUTE LABEL Shape

ATTRIBUTE DEFINITION

Feature geometry.

ATTRIBUTE DEFINITION SOURCE ESRI

ATTRIBUTE DOMAIN VALUES

UNREPRESENTABLE DOMAIN

Coordinates defining the features.

ATTRIBUTE

ATTRIBUTE LABEL ParcelID

ATTRIBUTE DEFINITION

Parcel Plat-Lot-Sublot Identification number

ATTRIBUTE DEFINITION SOURCE Tax Assessor

ATTRIBUTE

ATTRIBUTE LABEL PropertyID

ATTRIBUTE DEFINITION

Equivalent to the Unique ID in the Town's CAMA database

ATTRIBUTE DEFINITION SOURCE Tax Assessor

ATTRIBUTE

ATTRIBUTE LABEL Map

ATTRIBUTE DEFINITION

Tax Assessor Map Number

ATTRIBUTE DEFINITION SOURCE Tax Assessor

ATTRIBUTE

ATTRIBUTE LABEL Block

ATTRIBUTE DEFINITION

Tax Assessor Block Number

ATTRIBUTE DEFINITION SOURCE Tax Assessor

ATTRIBUTE

ATTRIBUTE LABEL Lot

ATTRIBUTE DEFINITION

Tax Assessor Lot Number

ATTRIBUTE DEFINITION SOURCE Tax Assessor

ATTRIBUTE

ATTRIBUTE LABEL LotCut

ATTRIBUTE DEFINITION

Tax Assessor Lot Cut number

ATTRIBUTE DEFINITION SOURCE Tax Assessor

ATTRIBUTE

ATTRIBUTE LABEL Comments

ATTRIBUTE DEFINITION

Comments or notes regarding the parcel

ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE

ATTRIBUTE LABEL ParcelType

ATTRIBUTE DEFINITION

Used to identify polygons on the parcel map other than parcels which identify some other feature of interest - valid values in domain

ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE

ATTRIBUTE LABEL ParcelOwnership

ATTRIBUTE DEFINITION

Used to identify ownership of parcel/property - valid values in domain

ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE

ATTRIBUTE LABEL ParcelInterest

ATTRIBUTE DEFINITION

Used to identify ownership interest in each polygon.

ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE  
ATTRIBUTE LABEL UpdateDate  
ATTRIBUTE DEFINITION  
Last update date  
ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE  
ATTRIBUTE LABEL AutomationMethod  
ATTRIBUTE DEFINITION  
Automation method used to create/update parcel polygon feature class - valid values in domain  
ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE  
ATTRIBUTE LABEL AutomationType  
ATTRIBUTE DEFINITION  
Type of update to parcel polygon feature class - valid values in domain  
ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE  
ATTRIBUTE LABEL AutomationComment  
ATTRIBUTE DEFINITION  
Additional automation comments  
ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE  
ATTRIBUTE LABEL Editor  
ATTRIBUTE DEFINITION  
Individual or organization who last edited the data  
ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE  
ATTRIBUTE LABEL SourceID  
ATTRIBUTE DEFINITION  
Identifying information for source used to create/update parcel boundary  
ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE  
ATTRIBUTE LABEL SourceType  
ATTRIBUTE DEFINITION  
Parcel boundary source - valid values in domain  
ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE  
ATTRIBUTE LABEL SourceDate

ATTRIBUTE DEFINITION  
Parcel boundary source date  
ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE  
ATTRIBUTE LABEL StreetNameID  
ATTRIBUTE DEFINITION  
Numeric ID used as a code for each street in a town  
ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE  
ATTRIBUTE LABEL ParcelArea  
ATTRIBUTE DEFINITION  
Area of parcel as recorded in assessor's database  
ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE  
ATTRIBUTE LABEL ParcelAreaUnits  
ATTRIBUTE DEFINITION  
Units of parcel area field  
ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE  
ATTRIBUTE LABEL GISArea  
ATTRIBUTE DEFINITION  
Parcel polygon shape area calculated  
ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE  
ATTRIBUTE LABEL GISAreaUnits  
ATTRIBUTE DEFINITION  
Parcel polygon shape area units  
ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE  
ATTRIBUTE LABEL MapDifference  
ATTRIBUTE DEFINITION  
Used to calculate difference between GIS size and CAMA size (GISArea - ParcelArea)  
ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE  
ATTRIBUTE LABEL MapDiffPct  
ATTRIBUTE DEFINITION  
Calculated percent difference between GIS size and CAMA size

(MapDifference/ParcelArea)

ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE

ATTRIBUTE LABEL LocationID

ATTRIBUTE DEFINITION

A unique identifier created from the X and Y coordinate values of a point that lies within the parcel polygon

ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE

ATTRIBUTE LABEL LocationIDUnits

ATTRIBUTE DEFINITION

Units of the coordinates from which Loc\_ID is built

ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE

ATTRIBUTE LABEL CommonName

ATTRIBUTE DEFINITION

Common name for parcel

ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE

ATTRIBUTE LABEL Subdivison

ATTRIBUTE DEFINITION

Name of subdivision the parcel was created within

ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE

ATTRIBUTE LABEL CondoAssoc

ATTRIBUTE DEFINITION

Condo association the parcel is within, used for Condo Units or Condo Main parcels

ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE

ATTRIBUTE LABEL OtherDistrict

ATTRIBUTE DEFINITION

Other association name such as Beach Association

ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE

ATTRIBUTE LABEL CAMAMatch

ATTRIBUTE DEFINITION

Match to record in CAMA database

ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE

ATTRIBUTE LABEL EntityID

ATTRIBUTE DEFINITION

Unique ID to identify State/County/Municipality (we are using FIPS code)

ATTRIBUTE DEFINITION SOURCE AppGeo

ATTRIBUTE

ATTRIBUTE LABEL Shape\_Length

ATTRIBUTE DEFINITION

Length of feature in internal units.

ATTRIBUTE DEFINITION SOURCE ESRI

ATTRIBUTE DOMAIN VALUES

UNREPRESENTABLE DOMAIN

Positive real numbers that are automatically generated.

ATTRIBUTE

ATTRIBUTE LABEL Shape\_Area

ATTRIBUTE DEFINITION

Area of feature in internal units squared.

ATTRIBUTE DEFINITION SOURCE ESRI

ATTRIBUTE DOMAIN VALUES

UNREPRESENTABLE DOMAIN

Positive real numbers that are automatically generated.

### Distribution Information

DISTRIBUTION LIABILITY

none

STANDARD ORDER PROCESS

DIGITAL FORM

DIGITAL TRANSFER INFORMATION

FORMAT NAME File Geodatabase Feature Class

DIGITAL TRANSFER OPTION

### Metadata Reference

METADATA DATE 2014-12-23

METADATA CONTACT

CONTACT INFORMATION

CONTACT ORGANIZATION PRIMARY

CONTACT ORGANIZATION AppGeo

CONTACT ADDRESS

ADDRESS TYPE mailing and physical

ADDRESS 24 School Street, Suite 500

CITY Boston

STATE OR PROVINCE MA

POSTAL CODE 02108

COUNTRY UNITED STATES

CONTACT VOICE TELEPHONE 860-643-4401

METADATA STANDARD NAME FGDC Content Standard for Digital Geospatial  
Metadata

METADATA STANDARD VERSION FGDC-STD-001-1998

METADATA TIME CONVENTION local time

---

## XML file

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        <geoform>vector digital data</geoform>
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Exeter, RI. The data represented has been digitized by AppGeo from the
tax maps provided by the Town. These tax maps were georegistered and
rectified to the Orthophotography by AppGeo on a block-by-block basis
(to constrain any errors to be within each roadway block) while
maintaining the parcel line dimension lengths in the annotation where
possible. Parcel lines were digitized from this source and used to
construct the ParcelPolygon layer, and coded with the Map, Block, Lot
fields. Lot Number and Area annotation feature classes for this layer
were created as feature-linked annotation. These polygons are contained
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has been aligned to the 2011 RIGIS 6" Orthophotography provided by the
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map display level. There is no intent to provide definition or specify
limits for legal boundary determination or property conveyance
purposes. Matters related to those more definitive interests remain the
purview of the professional title attorney and/or registered land
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  </attr>
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```

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feature class - valid values in domain</attrdef>
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values in domain</attrdef>
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  </attr>
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    <attrlabl>Editor</attrlabl>
    <attrdef>Individual or organization who last edited the
data</attrdef>
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  </attr>
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    <attrdef>Identifying information for source used to
create/update parcel boundary</attrdef>
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  </attr>
  <attr>
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domain</attrdef>
    <attrdefs>AppGeo</attrdefs>
  </attr>
  <attr>

```

```

    <attrlabl>SourceDate</attrlabl>
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    <attrdefs>AppGeo</attrdefs>
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  <attr>
    <attrlabl>StreetNameID</attrlabl>
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  </attrdef>
    <attrdefs>AppGeo</attrdefs>
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    <attrdef>Area of parcel as recorded in assessor's
database</attrdef>
    <attrdefs>AppGeo</attrdefs>
  </attr>
  <attr>
    <attrlabl>ParcelAreaUnits</attrlabl>
    <attrdef>Units of parcel area field</attrdef>
    <attrdefs>AppGeo</attrdefs>
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    <attrdef>Parcel polygon shape area calculated</attrdef>
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    <attrdef>Used to calculate difference between GIS size and CAMA
size (GISArea - ParcelArea)</attrdef>
    <attrdefs>AppGeo</attrdefs>
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    <attrdef>Calculated percent difference between GIS size and
CAMA size (MapDifference/ParcelArea)</attrdef>
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    <attrdef>A unique identifier created from the X and Y
coordinate values of a point that lies within the parcel
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Units or Condo Main parcels
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      <attrdef>Match to record in CAMA database
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      <attrdefs>AppGeo</attrdefs>
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    <attr>
      <attrlabl>EntityID</attrlabl>
      <attrdef>Unique ID to identify State/County/Municipality (we
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