

PLAN OF DIVISION - CHECKLIST FOR CLIENTS		Plan Presentation Guidelines reference	✓
<b>TEXTUAL SHEET</b>	<b>PLAN PURPOSE</b> – Check correct plan purpose and plan type. Contact Old Systems re Pt IV & VII Apps	2.1	
	<b>AREA NAME</b> – Check TATS title / Property Location Browser	2.51	
	<b>MAP REFERENCE</b> - Property Location Browser	2.52	
	<b>COUNCIL</b>	2.53	
	<b>LAST PLAN</b> – Check if reference needs to be shown	2.54	
	<b>SUBJECT TITLE DETAILS</b>		
	<b>PREFIX / VOLUME / FOLIO / OTHER</b>	4.1 – 4.5	
	<b>PARCEL TYPE / PARCEL NUMBER / PLAN TYPE / PLAN NUMBER</b>	4.6 – 4.9	
	<b>HUNDRED / IA / DIVISION / TOWN</b>	4.10 – 4.11	
	<b>REFERENCE / REFERENCE NUMBER</b> – Only show if in non-metro area– see PPG Table 2.3	4.12 – 4.13	
	<b>OTHER TITLES AFFECTED</b>	4.14	
	<b>EASEMENT DETAILS</b> – View tables 5.6, 5.7, 5.8 AND 5.11		
	<b>STATUS / LAND BURDENED / FORM</b>	5.3 – 5.5	
	<b>CATEGORY / IDENTIFIER / PURPOSE</b>	5.6 – 5.8	
	<b>IN FAVOUR OF</b>	5.9 & 5.10	
	<b>CREATION</b> - right of way to have authorising doc. No.	5.11	
	<b>ANNOTATIONS</b>	6.0	
<b>DIAGRAM SHEET (S)</b>	<b>SEARCHING DATA</b>		
	<b>SURVEY GRAPHIC INDEX &amp; PLOTS ON PIERS</b> – N.B. No longer updated		
	<b>PIERS</b> – Print search list if survey is in non-metro area		
	<b>OTHER PLAN DATA SOURCES</b> – Abutting Plans, Survey Database		
	<b>PC PLANS</b> – Closures and areas		
	<b>LINEWORK</b> – BBL'S and others – check pops	7.14 – 7.15	
	<b>DATA PRESENTATION</b> – Data, Running chainage, Bearings, Copied, Calculated and Curve data	7.29 – 7.36	
	<b>LINETYPES &amp; BOUNDARIES</b> – Use PLB for Administrative boundaries Show only if traverses BBL	7.15 & 7.56	
	<b>NORTH POINT &amp; BEARING DATUM</b>	7.16 & 7.69-7.71	
	<b>DIAGRAM SCALE AND BAR SCALE</b>	7.17 – 7.18	
	<b>PARCEL IDENTIFIERS, PIECES SCHEDULE, AREAS</b>	7.26 & 7.28 7.40 – 7 - 45	
	<b>BACKGROUND (HISTORICAL DATA)</b> – including vincula	7.47 – 7.49	
	<b>ABUTTALS</b> – Check Property Location Browser	7.50 – 7.53	
	<b>All Allotments have Road Access and are Fixed to a Street Corner</b>	7.24	
	<b>ENLARGEMENT</b> – If whole parcel shown then drawn to scale	7.39	
	<b>ROADS</b> – name from PLB, access, widths, offside.	7.54 – 7.55	
	<b>OCCUPATION</b> – offset data (include for new boundary lines), note in ANNOTATIONS on Textual sheet	7.65 – 7.68	
	<b>PARTY WALL</b> – data requirements and note	13	
	<b>REDESIGNATION</b> – CT, CL, CR / Allotment number – show annotation on Textual sheet.	7.27	
	<b>NATURAL BOUNDARIES</b> – Show authority for plotting / scaling vide .... note in ANNOTATIONS on Textual sheet.	19.0	
	<b>ALL RELEVANT MARKS CONNECTED TO BY DATA</b>		
	<b>MP'S</b> – Street bends / Curves / Rural boundaries –NEW MP'S IN DSA'S NOT REQUIRED – NEW SPIKES / GI NAILS NOT TO BE SHOWN	Cadastral Survey Guidelines 14.4	
	<b>PSM'S</b> – NUMBERS / SYMBOLS / MINIMUM PSM REQUIREMENTS / MGA PLAN JOINS	CSG: 14.3	
	<b>EASEMENT DATA</b> – fixed independently in each parcel	8.3	
	<b>EASEMENT IDENTIFIERS</b> – not duplicated elsewhere on plan	5.7	
	<b>EASEMENTS - TOGETHER RIGHTS DEFINED</b> – show vincula	8.5	
	<b>EASEMENTS over CROWN LAND</b> – check CL for underlease(s) / redesignations		
	<b>EASEMENTS SERVICE EASEMENTS</b> – DLC / TLC to have Sec 31 application in doc: <10m	TABLES 5.7 – 5.9	