

CERTIFIED PLAN FOR EASEMENT / OUTER BOUNDARY - CHECKLIST FOR CLIENTS		Plan Presentation Guidelines reference	✓
TEXTUAL SHEET	PLAN PURPOSE – Check correct plan purpose and plan type	2.1	
	AREA NAME – Check TATS title / Property Location Browser	2.51	
	MAP REFERENCE - Property Location Browser	2.52	
	COUNCIL	2.53	
	SUBJECT TITLE DETAILS		
	PREFIX / VOLUME / FOLIO / OTHER	4.1 – 4.5	
	PARCEL TYPE / PARCEL NUMBER / PLAN TYPE / PLAN NUMBER	4.6 – 4.9	
	HUNDRED / IA / DIVISION / TOWN	4.10 – 4.11	
	REFERENCE / REFERENCE NUMBER – Only show if in non-metro area– see PPG Table 2.3	4.12 – 4.13	
	OTHER TITLES AFFECTED	4.14	
	EASEMENT DETAILS – View tables 5.6, 5.7, 5.8 AND 5.11		
	STATUS / LAND BURDENED / FORM	5.3 – 5.5	
	CATEGORY / IDENTIFIER / PURPOSE	5.6 – 5.8	
	IN FAVOUR OF	5.9 & 5.10	
	CREATION - right of way to have authorising doc. No.	5.11	
	ANNOTATIONS	6.0	
DIAGRAM SHEET (s)	SEARCHING DATA		
	SURVEY GRAPHIC INDEX & PLOTS ON PIERS – N.B. No longer updated		
	PIERS – Print search list & ensure update if in non-metro area		
	OTHER PLAN DATA SOURCES – Abutting Plans, Survey Database		
	PC PLANS – Closures and areas		
	LINEWORK – BBL'S and others – check pops	7.14 – 7.15	
	DATA PRESENTATION – Data, Running chainage, Bearings, Copied, Calculated and Curve data	7.29 – 7.36	
	LINETYPES & BOUNDARIES – Use PLB for Administrative boundaries Show only if traverses BBL	7.15 & 7.56	
	NORTH POINT & BEARING DATUM	7.16 & 7.69-7.71	
	DIAGRAM SCALE AND BAR SCALE	7.17 – 7.18	
	PARCEL IDENTIFIERS, PIECES SCHEDULE, AREAS- Total Area	7.26 & 7.28 7.40 – 7 - 45	
	ALL ALLOTMENTS HAVE ACCESS and are FIXED TO STREET CORNER	7.24	
	ABUTTALS – Check Property Location Browser	7.50 – 7.53	
	ENLARGEMENT – If whole parcel shown then drawn to scale	7.39	
	ROADS – name from PLB, access, widths, offside.	7.54 – 7.55	
	OCCUPATION – data, notes in ANNOTATIONS on Textual sheet.	7.65 – 7.68	
	PARTY WALL – data requirements and note	13	
	NATURAL BOUNDARIES – Show authority for plotting / scaling vide note in ANNOTATIONS on Textual sheet.	19.0	
	DATA TO ALL MARKS		
	MP'S – 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	
	PSM – NUMBERS / SYMBOLS / MINIMUM PSM REQUIREMENTS / MGA PLAN JOINS	CSG: 14.3	
	ALL RELEVANT MARKS CONNECTED		
	PM Gone Report required		
	EASEMENT DATA – fixed independently in each parcel	8.3	
	EASEMENT IDENTIFIERS – not duplicated elsewhere on plan	5.7	
	EASEMENTS TOGETHER RIGHTS DEFINED – show vincula	8.5	
	EASEMENTS over CROWN LAND - check CL for underlease(s) / redesignations		