
Plan Presentation Guidelines

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INTRODUCTION

The Plan Presentation Guidelines (PPG) describes the specific requirements for cadastral plans lodged for acceptance in the Lands Titles Registration Office (LTRO) of South Australia. The PPG forms part of the requirements of the Real Property Act 1886 (RPA). The RPA together with the Crown Land Management Act 2009 (CLMA), Community Titles Act 1996 (CTA) and other associated acts govern the intent of plans lodged.

Plans lodged in the LTRO must comply with the requirements set out in these guidelines.

The PPG will be updated whenever necessary to meet changing circumstances. Any questions, errors or omissions regarding the PPG should be referred to the appropriate contact numbers below.

Plan Lodgement

It is preferred that plans are lodged electronically using Electronic Plan Lodgement (EPL) or alternatively a hardcopy may be lodged.

All new plans (excluding GRO Plans) must be lodged in A3 format.

Not all plans can be lodged electronically (using EPL). Refer to [Table 2.1 – Plan Purpose Decision Table](#) for details.

Plan Format

The plan format consists of two components:

- Textual sheet(s)
- Diagram sheet(s)

The textual sheet contains panels that are used for capturing non-graphical information related to the plan. The diagram sheet contains the diagram component.

PPG Format

The PPG is divided into three main sections.

- Part A - Textual sheet requirements.
- Part B - Diagram sheet requirements. (For exceptions see [Section 10.5 Amendments by Substituting Sheets in the Common Plan Format](#), [Section 11 Amendments to Strata Plans](#) and [Section 17 GRO Plans](#))
- Part C - Specific information about standard plan types (eg: Community Plans and Road Plans) and atypical situations such as channel reserves or natural boundaries. Part C assumes that general Textual and Diagram Sheet requirements described in Parts A and B apply. Where these requirements differ, specific Textual and/or Diagram Sheet requirements are described.

All requirements in the PPG are numbered. Where anomalies appear during the plan examination process, Land Services SA staff will refer to the relevant PPG requirement number(s) when requisitioning the lodging agent for corrections.

NOTE: Most diagrams in this document have been reduced in size and therefore the character size, line weight and parcel boundaries etc. may not reflect the required size or shape. Refer to the relevant text for information about character size, line weight and parcel boundaries etc.

Audience

All persons preparing cadastral plans for lodgement in the LTRO should refer to the PPG. It is assumed all users have a reasonable level of understanding of survey practice in South Australia.

Contact Numbers

The following table lists the phone and email address for the contact areas within Land Services SA.

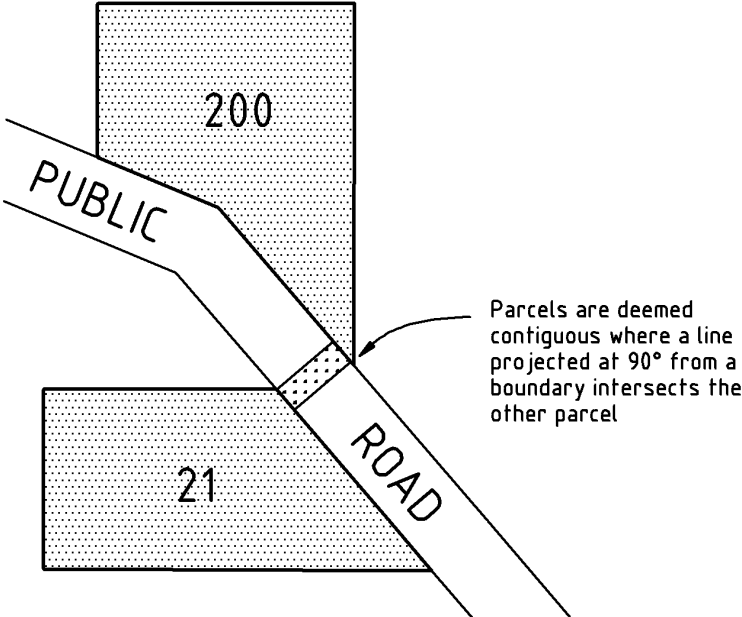
Area	Phone	Email
Changes to the PPG	(08) 8423 5000	customersupport@landservices.com.au
Client Advice Documents	Country Callers 1800 647 176	
Client Advice Plans		
General Plan Enquiries		

Version and Release Date

The PPG is only available on the Internet and all updates are made directly to this source.

Version	Date	Comment
1.0	November 2007	First release
2.0	November 2008	Addition of Section 7.73 Complex or multi sheet plans
3.0	June 2009	Updates to the PPG
4.0	August 2012	Updates to the PPG
5.0	March 2013	Updates to the PPG
6.0	August 2014	Updates to the PPG
7.0	October 2015	Updates to the PPG
8.0	August 2016	Updates to the PPG
9.0	July 2017	Updates to the PPG
10.0	24 August 2020	Updates to the PPG

DEFINITION OF TERMS (GENERAL)

Term	Meaning
Annotations	Information shown on the Annotation schedule of the Textual sheet
Appurtenance	Occurs when only portion of a parcel is together with easement rights
Certified Survey or Certified Plan	Any plan carrying the certification of a Licensed Surveyor pursuant to Survey Regulation 19 (Refer to the Notice of the Surveyor-General (No 6) – Approved Form of Certificate)
Contiguous	<p>Parcels are contiguous where they: directly abut one another at any point, or are separated by land dedicated for public purposes if a line projected at right angles from any point along a parcel boundary intersects the other parcel.</p> 
Division Plan	Includes a Deposited Plan (prefix D), Community Plan (prefix C), Community Strata Plan (prefix C) or a Strata Plan (prefix S)
Easement	The term easement includes a right of way
Notations	Information shown on the diagram sheet
Parcel	Refers to the “whole” of an allotment, piece, common property, community lot, community strata lot, development lot, strata unit, section or block
Plan of Division	Refers to a Deposited Plan
Subject land	Land included in the Subject Title Details panel of the Textual sheet
Title	Certificate of Title (CT), Limited Certificate of Title (CT), Crown Lease (CL) and Crown Record (CR)
Uncertified Plan or Data Plan	Any plan that is not a Certified Plan, Community Plan or Strata Plan. A “pegged in accordance” plan is included as an Uncertified Plan

PART A

TEXTUAL SHEETS

1. GENERAL REQUIREMENTS FOR TEXTUAL SHEETS

1.1 Sheet Size

- 1.1.1 Textual Sheets must be lodged on A3 International paper size (297mm x 420mm).

1.2 Drafting Material

- 1.2.1 Textual sheets must be lodged on double matt drafting film of a minimum thickness of 0.08 mm or any other material approved by the Registrar-General.
- 1.2.2 Folded or creased plans and illegible or defaced plan presentation are not acceptable.

1.3 Ink

- 1.3.1 The type of ink must be a stable waterproof black of a type recommended by the manufacturer of the drafting film.
- 1.3.2 All data and line work must be allowed to dry naturally.
- 1.3.3 Photo copied plans from computer plots onto film are acceptable.

1.4 Erasures

- 1.4.1 Erasures must be made by a method that does not damage the drafting material.

1.5 Sheet Layout

- 1.5.1 The textual sheet must contain the following panels (in landscape format):
 - The first textual panel (Plan Heading) containing: PURPOSE, AREA NAME, MAP REF, COUNCIL, LAST PLAN and DEVELOPMENT NUMBER
 - Agent Details
 - Subject Title Details
 - Easement Details
 - Annotations

See Figure 1.1 and Figure 1.3 for information about the size and positioning of panels. See Figure 1.4 for an example of a Plan for Division.

- 1.5.2 The following panels must be sized appropriately to accommodate the required textual information:
 - Agent Details
 - Subject Title Details
 - Easement Details
 - Annotations

Panels may be carried forward to a new page if required.

- 1.5.3 The Plan Heading panel must not be resized.
- 1.5.4 Where more than one textual sheet is required, the Plan Heading panel on subsequent textual sheets must be left blank except for sheet numbering (see Figure 1.2)

PURPOSE:										AREA NAME:										APPROVED:									
MAP REF:										COUNCIL:										DEPOSITED/FILED:									
LAST PLAN:										DEVELOPMENT NO:										SHEET 1 OF 2									
AGENT DETAILS:										SURVEYORS CERTIFICATION:																			
AGENT CODE:																													
REFERENCE:																													
SUBJECT TITLE DETAILS:																													
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED / 1A / DIVISION	TOWN	REFERENCE	NUMBER																		
CT	5164	993		ALLOTMENT(S)	1	D	38598	NOARLUNGA																					
ALLOTMENT COMPRISING PIECES																													
PT CT	5164	994			(10" 11")	ID	38598	NOARLUNGA																					
OTHER TITLES AFFECTED:																													
EASEMENT DETAILS:																													
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION																						
EXISTING	13-19 30 31	SERVICE	EASEMENT(S)	IE	FOR DRAINAGE PURPOSES	COUNCIL FOR THE AREA	12231g RPA																						
NEW	32	LONG	RIGHT(S) OF WAY	IA	ACCESS	555 IN 0111																							
ANNOTATIONS: MINIMUM 5MM AND MAXIMUM 10MM VERTICAL SPACING BETWEEN TEXTUAL FONTS FOR INDIVIDUAL TITLE AND EASEMENT DESCRIPTIONS LINEWORK = 0.35MM NOTE THAT DASHED LINES ARE FOR DIMENSIONING PURPOSES ONLY IMPORTANT: OUTSIDE BORDERS ARE LOCATED 15MM FROM EDGE OF PLAN SHEETS IF POSSIBLE PANELS MUST NOT BREAK ACROSS SHEETS																													

Figure 1.1 - Textual Sheet (first page template)

<p>Note: This panel is to be left blank.</p>	<p>0.065</p> <p>SHEET 2 OF 3</p>
<p>Note: Panel heading carried forward from first sheet shown here. All remaining panels shown to and including Annotator's panel.</p>	

Figure 1.2 - Textual Sheet (following page template)

0.390											
PURPOSE:				AREA NAME:				APPROVED:			
MAP REF:				COUNCIL:				DEPOSITED/FILED:			
LAST PLAN:				DEVELOPMENT NO:				SUBSTITUTE SHEET SHEET 1 OF 2 V01			
AGENT DETAILS:				SURVEYORS CERTIFICATION:							
AGENT CODE:											
REFERENCE:											
SUBJECT TITLE DETAILS:											
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED / 1A / DIVISION	TOWN	NUMBER	REFERENCE
ET	5164	993		ALLOTMENT(S)	1	D	38598	NOARLUNGA			
PT CT	5164	994		ALLOTMENT COMPRISING PIECES	(10 ⁴ 11)	D	38598	NOARLUNGA			
0.020	0.020	0.015	0.025	0.090	0.030	0.020	0.020	0.060	0.045	0.020	0.025
OTHER TITLES AFFECTED:											
EASEMENT DETAILS:											
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF				CREATION	
EXISTING	13-19,30,31	SERVICE	EASEMENT(S)	E	FOR DRAINAGE PURPOSES	COUNCIL FOR THE AREA				2231g RPA	
NEW	32	LONG	RIGHT(S) OF WAY	A	ACCESS	555 IN D111					
0.035	0.040	0.025	0.060	0.035	0.065	0.100				0.030	
ANNOTATIONS: MINIMUM 5MM AND MAXIMUM 10MM VERTICAL SPACING BETWEEN TEXTUAL FONTS FOR INDIVIDUAL TITLE AND EASEMENT DESCRIPTIONS LINEWORK = 0.35MM NOTE THAT DASHED LINES ARE FOR DIMENSIONING PURPOSES ONLY IMPORTANT: OUTSIDE BORDERS ARE LOCATED 15MM FROM EDGE OF PLAN SHEETS IF POSSIBLE PANELS MUST NOT BREAK ACROSS SHEETS											

Figure 1.3 – Substitute Sheet

PURPOSE: DIVISION MAP REF: 6628/39/K LAST PLAN:	AREA NAME: SHEEDOW PARK COUNCIL: CITY OF MARION DEVELOPMENT NO: 100/0051/03/001/0125	APPROVED: DEPOSITED/FILED:	SHEET 1 OF 2 V01							
AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257 AGENT CODE: FRTD REFERENCE: A125.368		SURVEYORS CERTIFICATION: I FRANK L TORRENS, a licensed surveyor do hereby certify – 1) That this plan has been made from surveys carried out by me and correctly prepared in accordance with the Survey Act 1992. 2) That the field work was completed on the 12 th day of June 2020 24th day of August 2020 Frank L Torrens Licensed Surveyor								
SUBJECT TITLE DETAILS:										
PREFIX	VOLUME	FOLIO	OTHER	PARCEL ALLOTMENT(S)	NUMBER 1-5	PLAN D	NUMBER 38598	HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER
CT	5164	993						NDARLUNGA		
PT CT	5164	994		ALLOTMENT COMPRISING PIECES	(10* 11)	D	38598	NDARLUNGA		
CT	5201	42		ALLOTMENT(S)	29.30			NDARLUNGA		
CT	5201	43		SECTION (S)	102			NDARLUNGA		
CT	5222	198		ALLOTMENT(S)	51 (RESERVE(S))	D	50526	NDARLUNGA		
OTHER TITLES AFFECTED: CT 5289/142										
EASEMENT DETAILS:										
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF			CREATION	
EXISTING	13-19 :30: 31	SERVICE	EASEMENT(S)	E	FOR DRAINAGE PURPOSES	COUNCIL FOR THE AREA			223kg RPA	
NEW	32	LONG	RIGHT(S) OF WAY	A	ACCESS	555 IN D111				
ANNOTATIONS:										

Figure 1.4 – Textual Sheet (example)

1.6 Sheet Numbering

- 1.6.1 The sheet number must be shown in the Plan Number panel in the upper right hand corner of the textual sheet (see [Figure 1.1](#)).
- 1.6.2 The textual sheet must be numbered SHEET 1 OF N where N is the total number of sheets lodged (including diagram sheets).
- 1.6.3 Where more than one textual sheet is required, subsequent Textual Sheets must be numbered SHEET 2 OF N, SHEET 3 OF N, etc. where N is the total number of sheets lodged including all diagram sheets (see [Figure 1.2](#)).

1.7 Version Numbering

- 1.7.1 The Plan Version Number must be shown in the panel directly below the textual sheet number eg V01
- 1.7.2 Version Numbers must increment each time a (Textual/Diagram) Sheet(s) is re-lodged. The individual Textual/Diagram Sheet(s) that make up the plan may have different version numbers

1.8 Font (Character Style)

- 1.8.1 All characters must be alpha capitals. Lower case characters may be used for the surveyor's certification.
- 1.8.2 All lettering (alpha and numeric characters) must be vertical.
- 1.8.3 All characters must be consistently open in form and construction.
- 1.8.4 The pen point size to character height relationship must be as indicated in [Table 1.1](#).

Table 1.1 - Pen Point Size Format Table

Character Height	Pen Point Size
2.5 mm	0.25 mm
3.5 mm	0.35 mm
5.0 mm	0.50 mm

- 1.8.5 The minimum clear internal space, enclosed or partly enclosed, in any part of the character must be such that it will accommodate a 0.7mm diameter disc for letters 2.5mm high and a 1mm diameter disc for letters 3.5mm high and above.

Fonts are to conform to ISO 3098/1 Type B, upright characters such as ISOCpz.SHX and ISO3098.SHX.

- 1.8.6 Character height must be as indicated in [Table 1.2](#).

Table 1.2 – Character Height Format Table

Text Purpose	Character Height
Headings	3.5 mm
Details / Information (Certification excluded)	2.5 mm

- 1.8.7 All words, plans and allotment numbers must be shown in full and not divided.

Incorrect	Correct
500.601 AND O THER LAND	500.601 AND OTHER LAND
A IN F121.B IN F10 90. E IN F12111	A IN F121.B IN F1090.E IN F12111

1.9 References

- 1.9.1 All references to plan prefixes must be shown with the first letter only (except for non redesignation Filed Plans where the prefix FX must be used), eg: D2354 not DP2354.
- 1.9.2 Multiple parcel references may be shown (eg: parcels 5, 6 and 8 are shown as 5.6.8).
- 1.9.3 Multiple parcel references that are numerically continuous may be shown as the first and last parcel separated by a horizontal dash (eg: parcels 1 to 6 inclusive are shown as 1-6).
- 1.9.4 Parcel numbers must be shown in ascending numerical order, eg: 1.2.8.10.15
The exception to this is for appurtenancies shown in the EASEMENT DETAILS panel under IN FAVOUR OF see Section 5.9
- 1.9.5 Pieces must be shown with an asterisk * eg: Piece 6 is shown as 6*.
- 1.9.6 Pieces forming an allotment must only be shown with a bracket in the SUBJECT TITLE DETAILS under NUMBER eg: Allotment comprising pieces 6, 7 and 8 is shown as (6*.7*.8*) in the NUMBER panel.

Pieces forming an allotment in the EASEMENT DETAILS for LAND BURDENED or IN FAVOUR OF must not show a bracket. eg. Allotment comprises pieces 7*, 8* and 9*, only 7*.8*.9* is shown in either the LAND BURDENED or the IN FAVOUR OF.

2. PLAN HEADING

The Plan Heading (first Textual panel) shows the plan purpose and plan reference information. Information must be provided for the following headings where applicable:

- PURPOSE
- AREA NAME
- MAP REF
- COUNCIL
- LAST PLAN
- DEVELOPMENT NO

2.1 Plan Purpose

The plan purpose (PURPOSE) defines the specific purpose(s) of the plan.

For a list of approved plan purposes and their respective plan type (and if the plan can be lodged using EPL), refer to [Table 2.1 – Plan Purpose Decision Table](#).

Table 2.1 – Plan Purpose Decision Table

Plan Purpose	Plan Type	Title System	Can be Lodged using EPL
AMALGAMATION	D	RPA / Crown	Yes
AMALGAMATION AND REDESIGNATION OF PARCELS	D	RPA / Crown	Yes
AMALGAMATION AND EASEMENT	D	RPA / Crown	Yes
AMALGAMATION OF S..... AND S.....	S	RPA	No
APPLICATION UNDER PART 4 OF THE RPA AND REDESIGNATION OF PARCELS	F	NUA	Yes
APPLICATION UNDER PART 7A OF THE RPA AND REDESIGNATION OF PARCELS	F	NUA	Yes
APPLICATION UNDER SECTION 115A OF THE RPA AND REDESIGNATION OF PARCELS	F	NUA	Yes
CORRECTION OF DATA UNDER SECTION 223J OF THE RPA AND REDESIGNATION OF PARCELS	F	RPA	Yes
CORRECTION OF DATA UNDER SECTION 223J OF THE RPA, EASEMENT AND REDESIGNATION OF PARCELS	F	RPA	Yes
CORRECTION OF DATA UNDER SECTION 51 OF THE SURVEY ACT AND REDESIGNATION OF PARCELS	F	RPA	Yes
DECLARATION OF PUBLIC ROAD AND REDESIGNATION OF PARCELS	F	RPA / Crown	Yes
DIVISION	D	RPA / Crown	Yes
DIVISION, CORRECTION OF DATA UNDER SECTION 223J OF THE RPA AND REDESIGNATION OF PARCELS	D	RPA	Yes
DIVISION AND EASEMENT	D	RPA / Crown	Yes
DIVISION, EASEMENT AND REDESIGNATION OF PARCELS	D	RPA / Crown	Yes

Plan Purpose	Plan Type	Title System	Can be Lodged using EPL
DIVISION AND REDESIGNATION OF PARCELS	D	RPA / Crown	Yes
DIVISION AND APPLICATION UNDER SECTION 115A OF THE RPA	D	RPA / Non RPA	Yes
DIVISION AND APPLICATION UNDER SECTION 115A OF THE RPA AND REDESIGNATION OF PARCELS	D	RPA / Non RPA	Yes
DIVISION AND APPLICATION UNDER SECTION 115A OF THE RPA, EASEMENT AND REDESIGNATION OF PARCELS	D	RPA / Non RPA	Yes
DIVISION, REDEFINITION OF BOUNDARIES AND REDESIGNATION OF PARCELS	D	RPA / Crown	Yes
EASEMENT	F	RPA / Crown	Yes
EASEMENT AND REDESIGNATION OF PARCELS	F	RPA / Crown	Yes
INFORMATION	F	RPA / Crown / Non RPA	Yes
LEASE	F	RPA / Crown	Yes
MERGER PURSUANT TO SECTION 28(3) OF THE ROADS (OPENING AND CLOSING) ACT 1991	D	Non RPA	Yes
MERGER PURSUANT TO SECTION 28(3) OF THE ROADS (OPENING AND CLOSING) ACT 1991 AND REDESIGNATION OF PARCELS	D	Non RPA	Yes
OUTER BOUNDARY	F	RPA / Crown	Yes
AMALGAMATION OF COMMUNITY PLANS	C	RPA	Yes
PRIMARY COMMUNITY	C	RPA	Yes
PRIMARY COMMUNITY STRATA	C	RPA	Yes
REAL PROPERTY (REGISTRATION OF TITLES) ACT PURPOSES AND REDESIGNATION OF PARCELS	F	Non RPA	Yes
REDEFINITION OF BOUNDARIES	F	RPA / Crown / Non RPA	Yes
REDEFINITION OF BOUNDARIES AND REDESIGNATION OF PARCELS	F	RPA / Crown	Yes
REIDENTIFICATION OF LAND AND REDESIGNATION OF PARCELS	F	RPA / Crown	Yes
ROAD CLOSING UNDER SECTION 27AA OF THE HIGHWAYS ACT	F	Non RPA	Yes
ROAD CLOSING UNDER (State the Relevant Act)	F	Non RPA	Yes
ROADS (OPENING & CLOSING) ACT 1991	D	RPA / Crown / Non RPA	Yes
ROADS (OPENING & CLOSING) ACT 1991 AND DIVISION	D	RPA / Crown / Non RPA	Yes
ROADS (OPENING & CLOSING) ACT 1991 AND EASEMENT	D	RPA / Crown / Non RPA	Yes
ROADS (OPENING & CLOSING) ACT 1991, DIVISION, EASEMENT AND REDESIGNATION OF PARCELS	D	RPA / Crown / Non RPA	Yes
ROADS (OPENING & CLOSING) ACT 1991 AND REDESIGNATION OF PARCELS	D	RPA / Crown / Non RPA	Yes
ROADS (OPENING & CLOSING) ACT 1991, DIVISION AND REDESIGNATION OF PARCELS	D	RPA / Crown / Non RPA	Yes

Plan Purpose	Plan Type	Title System	Can be Lodged using EPL
ROADS (OPENING & CLOSING) ACT 1991, DIVISION AND EASEMENT	D	RPA / Crown / Non RPA	Yes
ROADS (OPENING & CLOSING) ACT 1991, EASEMENT AND REDESIGNATION OF PARCELS	D	RPA / Crown / Non RPA	Yes
SECONDARY COMMUNITY	C	RPA	Yes
SECONDARY COMMUNITY STRATA	C	RPA	Yes
TERTIARY COMMUNITY	C	RPA	Yes
TERTIARY COMMUNITY STRATA	C	RPA	Yes

The following substitute plans cannot be lodged using EPL:

Strata plans

Community plans where the original plan was not lodged using EPL

NOTE: Only specific requirements are shown for the following plan headings

2.2 Plan Purpose – AMALGAMATION

A plan to amalgamate Crown Land parcels, Real Property Act 1886 (RPA) allotments or a combination of Crown Land parcels and Real Property Act 1886 (RPA) allotments.

Where necessary prior documentation is required before the plan can be deposited as the land must be in the same tenure, ownership and subject to the same encumbrances.

Planning approval is not required. Showing background data is optional.

2.2.1 The land to be amalgamated must be contiguous.

2.2.2 A survey may be required where there is a conflict with linear or angular data.

2.2.3 Land that is a State Heritage Place cannot be amalgamated without development approval. See Schedule 3 of the *Development Regulations 2008*.

2.3 Plan Purpose – AMALGAMATION AND REDESIGNATION OF PARCELS

A combination of amalgamation and redesignation of parcel(s).

For requirements refer to:

[Section 2.2 Plan Purpose - AMALGAMATION](#)

[Section 2.35 Plan Purpose - REDESIGNATION OF PARCEL\(S\)](#)

2.4 Plan Purpose – AMALGAMATION AND EASEMENT

A combination of amalgamation and easement.

For requirements refer to:

[Section 2.2 Plan Purpose - AMALGAMATION](#)

[Section 2.22 Plan Purpose – EASEMENT](#)

2.5 Plan Purpose – AMALGAMATION OF S..... AND S.....

A plan to amalgamate two or more deposited Strata Plans (that are contiguous) to form a new single Strata Plan.

- 2.5.1 The boundaries of easements, appurtenances, units, unit subsidiaries and common property must remain unaltered on the amalgamated Strata Plan.
- 2.5.2 Easement(s) may be extinguished (under the provisions of 90C of the Real Property Act 1886).
- 2.5.3 The outer boundary reference (if any) for each Strata Plan being amalgamated must be shown in the LAST PLAN field on the textual sheet.
- 2.5.4 The individual Strata Plan details must be shown in the Subject Title Details panel (eg: UNITS 1-4.Common Property in S123 and UNITS 1-7.Common Property in S4567).

2.6 Plan Purpose – APPLICATION UNDER PART 4 OF THE RPA AND REDESIGNATION OF PARCELS

A plan used to bring land under the Real Property Act that had been alienated from the Crown.

2.7 Plan Purpose – APPLICATION UNDER PART 7A OF THE RPA AND REDESIGNATION OF PARCELS

A plan used to delineate land that has been adversely possessed pursuant to the Real Property Act 1886.

2.8 Plan Purpose – APPLICATION UNDER SECTION 115A OF THE RPA AND REDESIGNATION OF PARCELS

A plan used to allow for the issue of a Certificate of Title for land that is uniquely identified and vested in an authority using the provisions of Section 115A of the Real Property Act 1886.

2.9 Plan Purpose – CORRECTION OF DATA UNDER SECTION 223J OF THE RPA AND REDESIGNATION OF PARCELS

A plan used to allow the Registrar-General (in accordance with Section 223J of the Real Property Act 1886) to reconcile boundaries as shown on titles with the occupied boundaries.

Initial enquires regarding applications under Section 223J are to be directed to the Plans Client Advice Officer as preliminary approval must be obtained before proceeding with the application.

Any amendment under Section 223J is to:

- Be within 200 millimetres or less in a metropolitan areas or within a ratio of >1:500 in a non-metropolitan area unless otherwise approved by the Registrar-General
- Accommodate substantial occupation that a reasonable person would take to be the boundary of the title
- Accommodate long standing occupation (minimum of 30 years) unless the circumstances of a particular case warrant a lesser period
- Should not involve easements, unless accompanied by an application to vary the easement

For further requirements refer to the Land Services Group website at the following link:

<http://www.sa.gov.au/landservices>

On the above home page go to Publications and Guidance notes Community, Strata and Land Division Guides – Boundary and fence adjustment - Rectification of Boundaries.

- 2.9.1 223J Corrections must not involve land in a Community or Strata Plan.

2.10 Plan Purpose – CORRECTION OF DATA UNDER SECTION 223J OF THE RPA, EASEMENT AND REDESIGNATION OF PARCELS

For requirements refer to:

[Section 2.9 Plan Purpose – CORRECTION OF DATA UNDER SECTION 223J OF THE RPA AND REDESIGNATION OF PARCELS](#)

[Section 2.22 Plan Purpose – EASEMENT](#)

2.11 Plan Purpose – CORRECTION OF DATA UNDER SECTION 51 OF THE SURVEY ACT AND REDESIGNATION OF PARCELS

A plan used to allow the Surveyor-General (in accordance with Section 51 of the Survey Act 1992) to equitably reconcile boundaries shown on titles with the occupied boundaries.

2.12 Plan Purpose – DECLARATION OF PUBLIC ROAD AND REDESIGNATION OF PARCELS

A plan to uniquely define land that is a private road held in private ownership and declared public road pursuant to the Local Government Act 1999.

2.12.1 The road being declared public must be named on the diagram.

2.12.2 Where a road is declared public and is comprised of more than one parcel, each parcel must be an allotment (not a piece).

2.12.3 The land must be declared public under Section 210 of the Local Government Act 1999 in the Government Gazette prior to acceptance of the plan.

2.13 Plan Purpose – DIVISION

A plan:

- To create new land parcels or adjust boundaries between existing parcels.
- May also create, or extinguish easements over RPA and Crown Land.
- May incorporate a variation of easement.

For information about creating easements in a plan of division, refer to:

[Section 2.22 Plan Purpose – EASEMENT](#)

2.13.1 Approval for the division may be required. For details refer to [Section 2.56 Development Number](#)

2.13.2 Roads and reserves may be vested in the council for the area, a prescribed authority or revert to the Crown upon deposit of the plan. For requirements refer to [Section 7.26 Parcel Identifiers](#).

2.13.3 For acquisition plans refer to [Section 7.75](#).

2.13.4 Division plans may be lodged over RPA, NUA (Old System) or Crown Land (including a Crown Lease)

2.14 Plan Purpose – DIVISION, CORRECTION OF DATA UNDER SECTION 223J OF THE RPA AND REDESIGNATION OF PARCELS

A plan to create new land parcels or adjust boundaries between existing parcels. Division can be used over RPA or Crown Land or a combination of both with an application to allow the Registrar-General (in accordance with Section 223J of the Real Property Act 1886) to reconcile boundaries as shown on titles with the occupied boundaries. Note: Not between RPA and Crown land.

For requirements refer to:

[Section 2.13 Plan Purpose - DIVISION](#)

[Section 2.9 Plan Purpose – CORRECTION OF DATA UNDER SECTION 223J OF THE RPA AND REDESIGNATION OF PARCELS](#)

2.15 Plan Purpose – DIVISION AND EASEMENT

A combination plan of division and Real Property Act easement.

For requirements refer to:

[Section 2.13 Plan Purpose - DIVISION](#)

[Section 2.22 Plan Purpose – EASEMENT](#)

2.16 Plan Purpose – DIVISION AND FOR EASEMENT

A combination plan of division and a crown easement.

For requirements refer to:

[Section 2.13 Plan Purpose - DIVISION](#)

[Section 2.22 Plan Purpose – EASEMENT](#)

2.17 Plan Purpose – DIVISION, EASEMENT AND REDESIGNATION OF PARCELS

A combination plan of division, Real Property Act easement and redesignation of parcels.

For requirements refer to:

[Section 2.13 Plan Purpose - DIVISION](#)

[Section 2.22 Plan Purpose – EASEMENT](#)

[Section 2.35 Plan Purpose - REDESIGNATION OF PARCEL\(S\)](#)

2.18 Plan Purpose – DIVISION AND REDESIGNATION OF PARCELS

A combination plan of division and redesignation of parcels.

For requirements refer to:

[Section 2.13 Plan Purpose - DIVISION](#)

[Section 2.35 Plan Purpose - REDESIGNATION OF PARCEL\(S\)](#)

2.19 Plan Purpose – DIVISION AND APPLICATION UNDER SECTION 115A OF THE RPA 1886

A plan used to allow the Registrar-General using the provisions of Section 115A of the Real Property Act 1886 to issue a new Certificate of Title for land that is vested in an authority and not uniquely identified eg. portion of seabed or Public Road.

2.20 Plan Purpose – DIVISION AND APPLICATION UNDER SECTION 115A OF THE RPA 1886 AND REDESIGNATION OF PARCELS

A combination plan of division and an application under Section 115A of the Real Property Act 1886.

For requirements refer to:

[Section 2.19 Plan Purpose – DIVISION AND APPLICATION UNDER SECTION 115A OF THE RPA](#)

[Section 2.35 Plan Purpose - REDESIGNATION OF PARCEL\(S\)](#)

2.21 Plan Purpose – DIVISION, REDEFINITION OF BOUNDARIES AND REDESIGNATION OF PARCELS

A combination plan of division, redefinition of boundaries and redesignation of parcels.

For requirements refer to:

[Section 2.13 Plan Purpose - DIVISION](#)

[Section 2.33 Plan Purpose – REDEFINITION OF BOUNDARIES](#)

[Section 2.35 Plan Purpose - REDESIGNATION OF PARCEL\(S\)](#)

2.22 Plan Purpose – EASEMENT

A plan to depict proposed or varied easements.

2.22.1 Planning approval is not required for a Filed Plan. Refer to [Section 5.13 Easements shown on a plan of division that are not created on the deposit of the plan](#).

2.22.2 The servient and dominant land must be shown within the bold black lines except where:

- Land in a Strata or Community Plan is the benefiting party.
- The dominant land is not contiguous with the servient land.
- There is no dominant land.

In these cases only the servient tenement need be shown.

2.22.3 For survey requirements for easements refer to [Section 12.4 Easements](#).

2.22.4 Where AND EASEMENT is used in a division plan, the easement status must be shown as PROPOSED and a note in the Annotations (eg. EASEMENT(S) DO NOT FORM PART OF THE DIVISION).

2.23 Plan Purpose – EASEMENT AND REDESIGNATION OF PARCELS

A combination plan to depict proposed or varied easements and redesignation of parcels.

For requirements refer to:

[Section 2.22 Plan Purpose – EASEMENT](#)

[Section 2.35 Plan Purpose - REDESIGNATION OF PARCEL\(S\)](#)

2.24 Plan Purpose – INFORMATION

A plan to enable boundary redefinition or other survey work to be placed on a public record. These plans are only verified in relation to their specific requirements (see below) and are not examined; and no examination fee is charged. If examination is required refer to [Section 2.33 Plan Purpose – REDEFINITION OF BOUNDARIES](#).

2.24.1 New identifiers must not be created.

2.24.2 Plan(s) must be a certified survey.

2.24.3 Plan must connect to at least two PSMs (network or non-network).

2.24.4 Diagram sheet must include the wording:

PLAN FOR INFORMATION (NOT APPROVED FOR DATA)

This wording is to be positioned in the top left hand corner, conform to the requirements in Section 1.8 of the PPG and be a character height of 3.5mm

2.24.5 Disclaimers are not to form any part of the plan

2.25 Plan Purpose – LEASE PURPOSES

A plan to define accurately a portion of land to be leased.

For requirements refer to:

Section 16 Lease Plans

2.26 Plan Purpose – MERGER PURSUANT TO SECTION 28(3) OF THE ROADS (OPENING AND CLOSING) ACT 1991

A plan to merge an existing closed road (Roads (Opening and Closing) Act 1991 or a prior Act) with contiguous land.

For requirements refer to:

Section 15 Plans Pursuant To The Roads (Opening And Closing) Act 1991

2.27 Plan Purpose – MERGER PURSUANT TO SECTION 28(3) OF THE ROADS (OPENING AND CLOSING) ACT 1991 AND REDESIGNATION OF PARCEL(S)

A combination plan to merge an existing closed road (Roads (Opening and Closing) Act 1991 or a prior Act) with contiguous land and redesignation of parcels.

For requirements refer to:

[Section 2.26 Plan Purpose – MERGER PURSUANT TO SECTION 28\(3\) OF THE ROADS \(OPENING AND CLOSING\) ACT 1991](#)

[Section 2.35 Plan Purpose - REDESIGNATION OF PARCEL\(S\)](#)

2.28 Plan Purpose – OUTER BOUNDARY

A certified survey plan defining the external boundaries of a parcel of land.

An outer boundary plan must be lodged prior to:

- A Primary Community Plan.
- An amendment to a Strata Plan where the amendment is on or close to the boundary.
- A Strata Plan converted to a Community Plan, where the Strata Plan did not have an outer boundary.

2.28.1 The plan must not redesignate parcel(s).

2.28.2 Where there is more than one parcel, showing internal data is optional.

2.28.3 Where there is more than one parcel and internal data isn't shown, a minimum number of lines must be used to physically separate the parcels, and the historical parcel identifier must be shown in solid lettering.

2.28.4 Where the plan repeats the same historical parcel identifier, the plan type and plan number must be shown in broken lettering adjacent to the parcel identifier.

2.28.5 Where the surveyors field measurements agree (within tolerances) with a prior certified survey a prior certified survey's data may be used as an outer boundary plan provided:

- The date of the field work of the prior survey is within two years of lodgement of the proposed division or;
- The date of the field work of the prior survey is after the date of operation of the DSA

2.28.6 Boundaries created by a "pegged in accordance" plan cannot be used as an outer boundary plan.

2.28.7 A prior survey plan that has defined the subject land of a primary community plan must not be used as an outer boundary when the required survey marks are gone or the surveyor cannot agree with the data or fixings to survey marks shown on the prior survey.

2.28.8 It is not necessary for a division (including subdivision) to be preceded by an outer boundary survey, see 7.35.4 for balance data requirements.

- 2.28.9 Where the lodgement of the survey will detrimentally affect any abutting land written consent may be required from the affected land owners. See Notice to Lodging Parties No.195.

2.29 Plan Purpose – AMALGAMATION OF COMMUNITY PLANS

A plan to amalgamate two or more deposited Community Plans (that are contiguous) to form a new single Community Plan.

- 2.29.1 The boundaries of easements, appurtenances, lot, lot subsidiaries and common property must remain unaltered on the amalgamated Community Plan.
- 2.29.2 Easement(s) may be extinguished (except by the provisions of 90C of the Real Property Act 1886).
- 2.29.3 The outer boundary reference for each Community Plan being amalgamated must be shown on the textual sheet in the Last Plan field.
- 2.29.4 The individual Community Plan details must be shown in the Subject Title Details panel (eg: LOTS 1-4.COMMON PROPERTY in C29999 and LOTS 1-7.COMMON PROPERTY in C28797).

2.30 Plan Purpose – PRIMARY COMMUNITY

A plan of community division in accordance with the Community Titles Act 1996.

For requirements refer to:

Section 9 Community Plans

2.31 Plan Purpose – PRIMARY COMMUNITY STRATA

A plan of community strata division in accordance with the Community Titles Act 1996.

For requirements refer to:

Section 9 Community Plans

2.32 Plan Purpose – REAL PROPERTY (REGISTRATION OF TITLES) ACT PURPOSES AND REDESIGNATION OF PARCELS

A plan to obtain an ordinary Certificate of Title following the removal of limitations described on a Limited Certificate of Title.

- 2.32.1 The plan must be a certified survey.

2.33 Plan Purpose – REDEFINITION OF BOUNDARIES

Plans that:

- Redefine road boundaries by survey.
- Correct data for Crown Land by resurvey or survey of existing unsurveyed boundaries to correct data
- Replace PSM(s).

- 2.33.1 Where the intent of the plan is to redefine a road boundary or replace PSMs, the plan purpose Redefinition of Boundaries must not be combined with other plan purposes.

2.34 Plan Purpose – REDEFINITION OF BOUNDARIES AND REDESIGNATION OF PARCELS

A combination plan for the redefinition of boundaries for RPA land (other than by Section 223J of the Real Property Act 1886 or Section 51 of the Survey Act 1992) and redesignation of parcels.

A new title(s) will issue in accordance with the correction/redefinition.

- 2.34.1 If a new title boundary discloses a shortage outside of tolerances (eg. >1/500 x Distance) consents from all parties with an interest in the land must be lodged before the plan will be approved.
- 2.34.2 Where the lodgement of the survey will detrimentally affect any abutting land written consent may be required from the affected land owners. See Notice to Lodging Parties No.195.
- 2.34.3 A variation of easement may be required where the difference in data is outside tolerance.

For requirements refer to:

[Section 2.35 Plan Purpose - REDESIGNATION OF PARCEL\(S\)](#)

2.35 Plan Purpose – REDESIGNATION OF PARCEL(S)

This purpose changes the legal description of a parcel of land and must only be used in conjunction with other plan purposes. Refer to [Table 2.1 – Plan Purpose Decision Table](#).

This purpose is used:

- To redefine the subject land in a filed plan.
 - When additional parcel(s) are included that do not form part of the main purpose of the Division Plan.
- 2.35.1 The redesignated land must be included within the bold black lines.
 - 2.35.2 Only parcel(s) that constitute an allotment can be redesignated.
 - 2.35.3 For division plans, an annotation must be shown in the annotation panel listing the parcel(s) and the respective title reference (CT.....), which do not form part of the main purpose of the plan (eg: ALLOTMENT(S) 5 (CT5123/123) DO NOT FORM PART OF THE DIVISION PROCESS). Note: ALLOTMENT 5 refers to the parcel identifier in the new plan not the parcel identifier in CT 5123/123.
 - 2.35.4 For road plans, an annotation must be shown in the annotation panel listing the parcel(s) and the respective title reference (CT.....), which do not form part of the main purpose of the plan (eg: ALLOTMENT(S) 5 (CT5123/123) DO NOT FORM PART OF THE ROAD PROCESS). Note: ALLOTMENT 5 refers to the parcel identifier in the new plan not the parcel identifier in CT 5123/123.
 - 2.35.5 For amalgamation plans, an annotation must be shown in the annotation panel listing the parcel(s) and the respective title reference (CT.....), which do not form part of the main purpose of the plan (eg: ALLOTMENT(S) 5 (CT5123/123) DO NOT FORM PART OF THE AMALGAMATION PROCESS). Note: ALLOTMENT 5 refers to the parcel identifier in the new plan not the parcel identifier in CT 5123/123.
 - 2.35.6 Land cannot be redesignated in a Community or Strata plan
 - 2.35.7 For Filed Plans, an annotation must be shown in the annotation panel listing the parcel(s) and the respective reference (CT/CL/CR.....), eg: ALLOTMENT 6 - CT5135/456

2.36 Plan Purpose – REIDENTIFICATION OF LAND AND REDESIGNATION OF PARCELS

A plan that can be:

- Lodged by Land Services SA to uniquely identify parcel(s) of land. An annotation must be shown in the ANNOTATION PANEL describing all of the sources used (including the use of data from the Spatial Cadastre) to define the subject land boundary.

- Used to uniquely identify land to cancel Community and Strata Plans. These plans can not be accepted for filing until documentation to cancel the Community or Strata Plan is lodged.
- A plan to uniquely define crown land which pursuant to the Crown Land Management Act 2009 will be deemed as a public road upon acceptance for filing. The parcel of land going for road will be labelled with an Allotment number, street name and no area.

The note in the annotations must be:

ALLOTMENT(S) _ _ ARE PUBLIC ROAD(S) PURSUANT TO THE CROWN LAND MANAGEMENT ACT 2009

For requirements refer to:

[Section 2.35 Plan Purpose - REDESIGNATION OF PARCEL\(S\)](#)

2.37 Plan Purpose – ROAD CLOSING UNDER SECTION 27AA OF THE HIGHWAYS ACT

A plan to close a road under the Highways Act 1926.

2.37.1 The following note must be added to the ANNOTATION PANEL (eg: VIDE GOVERNMENT GAZETTE DATE .../.../.... PAGE...).

After the plan is approved details of the Government Gazette will be supplied by Land Services.

2.38 Plan Purpose – ROAD CLOSING UNDER (STATE THE RELEVANT ACT)

A plan to close a road under a relevant act.

2.38.1 An annotation must be shown in the Annotations panel (eg: VIDE GOVERNMENT GAZETTE DATE .../.../.... PAGE...).

2.39 Plan Purpose – ROADS (OPENING AND CLOSING) ACT 1991

A plan that creates or closes roads pursuant to the Roads (Opening and Closing) Act 1991.

For requirements refer to:

Section 15 Plans Pursuant To The Roads (Opening And Closing) Act 1991

2.40 Plan Purpose – ROADS (OPENING AND CLOSING) ACT 1991 AND DIVISION

A combination plan that includes a division and creates or closes roads pursuant to the Roads (Opening and Closing) Act 1991.

For requirements refer to:

Section 15 Plans Pursuant To The Roads (Opening And Closing) Act 1991

[Section 2.13 Plan Purpose - DIVISION](#)

2.41 Plan Purpose – ROADS (OPENING AND CLOSING) ACT 1991 AND EASEMENT

A combination plan that depicts proposed or varied easements and opens or closes roads pursuant to the Roads (Opening and Closing) Act 1991.

For requirements refer to:

Section 15 Plans Pursuant To The Roads (Opening And Closing) Act 1991

[Section 2.22 Plan Purpose – EASEMENT](#)

2.42 Plan Purpose – ROADS (OPENING AND CLOSING) ACT 1991 DIVISION, EASEMENT AND REDESIGNATION OF PARCELS

A combination plan that includes a division, depicts proposed or varied easements, opens or closes roads pursuant to the Roads (Opening and Closing) Act 1991 and redesignates parcels.

For requirements refer to:

Section 15 Plans Pursuant To The Roads (Opening And Closing) Act 1991

[Section 2.13 Plan Purpose - DIVISION](#)

[Section 2.22 Plan Purpose – EASEMENT](#)

[Section 2.35 Plan Purpose - REDESIGNATION OF PARCEL\(S\)](#)

2.43 Plan Purpose – ROADS (OPENING AND CLOSING) ACT 1991 AND REDESIGNATION OF PARCELS

A combination plan that opens or closes roads pursuant to the Roads (Opening and Closing) Act 1991 and redesignates parcels.

For requirements refer to:

Section 15 Plans Pursuant To The Roads (Opening And Closing) Act 1991

[Section 2.35 Plan Purpose - REDESIGNATION OF PARCEL\(S\)](#)

2.44 Plan Purpose – ROADS (OPENING AND CLOSING) ACT 1991 DIVISION, AND REDESIGNATION OF PARCELS

A combination plan that includes a division, opens or closes roads pursuant to the Roads (Opening and Closing) Act 1991 and redesignates parcels.

For requirements refer to:

Section 15 Plans Pursuant To The Roads (Opening And Closing) Act 1991

[Section 2.13 Plan Purpose - DIVISION](#)

[Section 2.35 Plan Purpose - REDESIGNATION OF PARCEL\(S\)](#)

2.45 Plan Purpose – ROADS (OPENING AND CLOSING) ACT 1991 DIVISION AND EASEMENT

A combination plan that includes a division, depicts proposed or varied easements and opens or closes roads pursuant to the Roads (Opening and Closing) Act 1991.

For requirements refer to:

Section 15 Plans Pursuant To The Roads (Opening And Closing) Act 1991

[Section 2.13 Plan Purpose - DIVISION](#)

[Section 2.22 Plan Purpose – EASEMENT](#)

2.46 Plan Purpose – ROADS (OPENING AND CLOSING) ACT 1991 EASEMENT AND REDESIGNATION OF PARCELS

A combination plan that depicts proposed or varied easements, opens or closes roads pursuant to the Roads (Opening and Closing) Act 1991 and redesignates parcels.

For requirements refer to:

Section 15 Plans Pursuant To The Roads (Opening And Closing) Act 1991

[Section 2.22 Plan Purpose – EASEMENT](#)

[Section 2.35 Plan Purpose - REDESIGNATION OF PARCEL\(S\)](#)

2.47 Plan Purpose – SECONDARY COMMUNITY

A plan of division of a community lot in a primary community plan in accordance with the Community Titles Act 1996.

For requirements refer to:

Section 9 Community Plans

2.48 Plan Purpose – SECONDARY COMMUNITY STRATA

A plan of community division of a community lot in a primary community strata plan in accordance with the Community Titles Act 1996.

For requirements refer to:

Section 9 Community Plans

2.49 Plan Purpose – TERTIARY COMMUNITY

A plan of a community division of a community lot in a secondary community plan in accordance with the Community Titles Act 1996.

For requirements refer to:

Section 9 Community Plans

2.50 Plan Purpose – TERTIARY COMMUNITY STRATA

A plan of community division of a community lot in a secondary community strata plan in accordance with the Community Titles Act 1996.

For requirements refer to:

Section 9 Community Plans

2.51 Area Name

An area name (AREA NAME) is a name of a particular area approved by the Geographical Names Board.

2.51.1 Where an electronic title exists for the subject land, the area name(s) must be shown in the Plan Heading panel.

2.51.2 If no electronic title exists for the subject land, an area name(s) in accordance with the South Australian Property & Planning Atlas (SAPPA) must be shown in the Plan Heading panel.

2.51.3 Multiple area names must be shown where they exist.

2.52 Map Ref

The map reference (MAP REF) refers to a standard scale series map on which the subject land is located.

For the method of formulating the map reference from the different scales that the plan could be over, refer to [Table 2.2 – Map Reference Format Table](#).

Table 2.2 - Map Reference Format Table

Scale	Primary Identifiers	Secondary Identifiers	Tertiary Identifiers	Example
1:100000	4734 to 7045	No	No	6678
1:50000	4734 to 7045	I, II, III, or IV (Roman Numerals).	No	6648/II
1:10000	4734 to 7045	1 to 50	No	6258/28
1:2500	4734 to 7045	1 to 50	A to R	6628/08/B

2.52.1 Multiple map references must be shown where they exist.

2.53 Council

The council (COUNCIL) reference refers to the Council in which the subject land is located.

For a list of approved Council Names and if they require an historical reference in the Subject Title Details panel, refer to [Table 2.3 – Council Decision Table](#).

Table 2.3 - Council Decision Table

Council Locality	Full Council Name to be shown	Historical Information Required
A		
ADELAIDE	THE CORPORATION OF THE CITY OF ADELAIDE	NO
ADELAIDE HILLS	ADELAIDE HILLS COUNCIL	NO
ALEXANDRINA	ALEXANDRINA COUNCIL	YES
ADELAIDE PLAINS	ADELAIDE PLAINS COUNCIL	YES
B		
BAROSSA	THE BAROSSA COUNCIL	YES
BARUNGA WEST	DISTRICT COUNCIL OF BARUNGA WEST	YES
BERRI BARMERA	THE BERRI BARMERA COUNCIL	YES
BURNSIDE	CITY OF BURNSIDE	NO
C		
CAMPBELLTOWN	THE CORPORATION OF THE CITY OF CAMPBELLTOWN	NO
CEDUNA	THE DISTRICT COUNCIL OF CEDUNA	YES
CHARLES STURT	CITY OF CHARLES STURT	NO
CLARE AND GILBERT VALLEYS	CLARE AND GILBERT VALLEYS COUNCIL	YES
CLEVE	THE DISTRICT COUNCIL OF CLEVE	YES
COOBER PEDY	DISTRICT COUNCIL OF COOBER PEDY	YES
COORONG	THE COORONG DISTRICT COUNCIL	YES
COPPER COAST	COPPER COAST COUNCIL	YES
E		
ELLISTON	THE DISTRICT COUNCIL OF ELLISTON	YES
F		
FLINDERS RANGES	THE FLINDERS RANGES COUNCIL	YES
FRANKLIN HARBOUR	THE DISTRICT COUNCIL OF FRANKLIN HARBOUR	YES
G		
GAWLER	TOWN OF GAWLER	NO
GOYDER	REGIONAL COUNCIL OF GOYDER	YES
GRANT	DISTRICT COUNCIL OF GRANT	YES
H		
HOLDFAST BAY	CITY OF HOLDFAST BAY	NO
K		
KANGAROO ISLAND	KANGAROO ISLAND COUNCIL	YES
KAROONDA EAST MURRAY	THE DISTRICT COUNCIL OF KAROONDA EAST MURRAY	YES
KIMBA	THE DISTRICT COUNCIL OF KIMBA	YES

Council Locality	Full Council Name to be shown	Historical Information Required
KINGSTON	KINGSTON DISTRICT COUNCIL	YES
L		
LIGHT REGIONAL	LIGHT REGIONAL COUNCIL	YES
LOWER EYRE PENINSULA	DISTRICT COUNCIL OF LOWER EYRE PENINSULA	YES
LOXTON WAIKERIE	DISTRICT COUNCIL OF LOXTON WAIKERIE	YES
M		
MALLALA	THE DISTRICT COUNCIL OF MALLALA	YES
MARION	THE CORPORATION OF THE CITY OF MARION	NO
MID MURRAY	MID MURRAY COUNCIL	YES
MITCHAM	CITY OF MITCHAM	NO
MOUNT REMARKABLE	THE DISTRICT COUNCIL OF MOUNT REMARKABLE	YES
MOUNT BARKER	MOUNT BARKER DISTRICT COUNCIL	NO
MOUNT GAMBIER	CITY OF MOUNT GAMBIER	YES
MURRAY BRIDGE	RURAL CITY OF MURRAY BRIDGE	YES
N		
NARACOORTE LUCINDALE	NARACOORTE LUCINDALE COUNCIL	YES
NORTHERN AREAS	NORTHERN AREAS COUNCIL	YES
NORWOOD, PAYNEHAM AND ST. PETERS	THE CORPORATION OF THE CITY OF NORWOOD, PAYNEHAM AND ST. PETERS	NO
O		
ONKAPARINGA	CITY OF ONKAPARINGA	NO
ORROROO/CARRIETON	DISTRICT COUNCIL OF ORROROO/CARRIETON	YES
P		
PETERBOROUGH	DISTRICT COUNCIL OF PETERBOROUGH	YES
PLAYFORD	CITY OF PLAYFORD	NO
PORT ADELAIDE ENFIELD	CITY OF PORT ADELAIDE ENFIELD	NO
PORT AUGUSTA	THE CORPORATION OF THE CITY OF PORT AUGUSTA	YES
PORT LINCOLN	CITY OF PORT LINCOLN	YES
PORT PIRIE REGIONAL	PORT PIRIE REGIONAL COUNCIL	YES
PROSPECT	THE CITY OF PROSPECT	NO
R		
REMARK PARINGA	REMARK PARINGA COUNCIL	YES
ROBE	THE DISTRICT COUNCIL OF ROBE	YES
ROXBY DOWNS	MUNICIPAL COUNCIL OF ROXBY DOWNS	YES
S		
SALISBURY	CITY OF SALISBURY	NO
SOUTHERN MALLEE	DISTRICT COUNCIL SOUTHERN MALLEE	YES
STREAKY BAY	THE DISTRICT COUNCIL OF STREAKY BAY	YES
T		
TATIARA	THE DISTRICT COUNCIL OF TATIARA	YES

Council Locality	Full Council Name to be shown	Historical Information Required
TEA TREE GULLY	CITY OF TEA TREE GULLY	NO
TUMBY BAY	THE DISTRICT COUNCIL OF TUMBY BAY	YES
U		
UNLEY	THE CORPORATION OF THE CITY OF UNLEY	NO
V		
VICTOR HARBOR	CITY OF VICTOR HARBOR	YES
W		
WAKEFIELD REGIONAL	WAKEFIELD REGIONAL COUNCIL	YES
WALKERVILLE	THE CORPORATION OF THE TOWN OF WALKERVILLE	NO
WATTLE RANGE	WATTLE RANGE COUNCIL	YES
WEST TORRENS	CITY OF WEST TORRENS	NO
WHYALLA	THE CORPORATION OF THE CITY OF WHYALLA	YES
WUDINNA	WUDINNA DISTRICT COUNCIL	YES
Y		
YANKALILLA	THE DISTRICT COUNCIL OF YANKALILLA	YES
YORKE PENINSULA	DISTRICT COUNCIL OF YORKE PENINSULA	YES
OUTSIDE L.G.A. BOUNDARIES	OUTSIDE L.G.A. BOUNDARIES	YES

2.53.1 Multiple council names must be shown where they exist.

2.53.2 Council names that are shown on the South Australian Property & Planning Atlas (SAPPA) () may be used instead of the names in [Table 2.3 – Council Decision Table](#)

2.54 Last Plan

The last plan (LAST PLAN) refers to the survey that provided data for the boundaries of the plan and must be shown only in the following circumstances:

2.54.1 For Community Plans, a reference to the outer boundary plan must be shown. For secondary and tertiary plans, the parent plan must be shown before the outer boundary plan.

2.54.2 For plans of division creating more than five (5) allotments, a reference to the outer boundary plan must be shown.

2.54.3 For data division plan(s) where new boundaries have been delineated by tie lines on a certified survey, a reference to the outer boundary plan must be shown. Refer to section 12.4 for details.

2.54.4 Where data is introduced into a data plan, a reference to the outer boundary plan must be shown.

2.55 Development Number

The development number (DEVELOPMENT NO) refers to the number allocated by the State Commission Assessment Panel (SCAP).

2.55.1 Current SCAP approval is required for Division Plans, with the following exceptions:

- Exemption is given for widening an existing road, road reserve or drainage reserve which is or is to be vested in the Crown, a Minister of the Crown, an instrumentality or an agency of the Crown or a Council pursuant to Schedule 3, 3(5) of the

Development Regulations 1993 (The Crown or Council consent to the widening in the application for deposit of a Division / Community Plan).

- Where an exemption has been given in accordance with Section 49 of the Development Act 1993.

2.55.2 A SCAP land division certificate is current for 12 months from the date that the original certificate was issued.

If division documents have not been lodged within 12 months from the date the original certificate was issued, the certificate will need to be upstamped to extend the original date. No consents are required to extend the land division certificate. Reissuing SCAP consent due to material difference will not change the date that the certificate will expire.

2.55.3 The development number must be shown exactly as shown on the SCAP consents (eg.: 020/C503/06/001/4662).

[Refer to Table 2.4 – Development Number Format Table](#) for a description of the format of the development number:

Table 2.4 - Development Number Format Table

Number	Meaning
020	Council No
C or D	Community or Division Plan
503	SCAP Number
06	Year
001	Commission Number (Stage No)
4662	Version No

2.55.4 Refer to [Table 2.5 – SCAP Decision Table](#) for a description of when a new SCAP land division certificate is required (there are material differences) and when SCAP approval is not required (there are no material differences).

The plan lodged in the LTRO and the plan lodged for the land division approval must not have any material differences.

Table 2.5 - SCAP Decision Table

Subject	Fresh SCAP land division certificate is required (material differences)	Fresh SCAP land division certificate is not required (no material differences)
Plan Purpose	Where the plan purpose doesn't agree with the easement(s) details status	
Subject Title Details		SUBJECT TITLE DETAILS shows the correct land description but the title has been cancelled.
Road Width	Where the width of the road is changed affecting the road design.	

Subject	Fresh SCAP land division certificate is required (material differences)	Fresh SCAP land division certificate is not required (no material differences)
Easement (being a planning condition)	<ol style="list-style-type: none"> 1. Due to a change in the width, extent or position of an easement or an appurtenance. 2. Where a private easement that is not a planning condition is changed to a planning condition or vice versa. 3. Where a private easement is changed to a service easement or vice versa. 4. Where an easement is added, deleted (including an existing easement), varied or extinguished (excluding extinguishment by Section 90C or 90E of the RPA 1886). 5. Where the general purpose of an easement is changed. 6. Where the benefiting party of an easement being created is changed. 7. Where there are changes to the benefiting party of an easement to be created including name, title reference or parcel. 8. Where the STATUS NEW or PROPOSED is incorrectly shown 9. Where the diagram shows an easement (including an existing easement) but the EASEMENT DETAILS on the textual sheet do not show the easement or vice versa. This is not applicable where the EASEMENT DETAILS refer to a plan that the easement is over. 10. The easement is not fixed. 	<ol style="list-style-type: none"> 1. Where there is a minor change to the easement data. 2. Where a former name of a statutory authority, public utility or local government area is shown in the easement detail. 3. Where the wrong FORM is shown in the Easement Details (eg. SHORT instead of LONG or vice versa) 4. Where the EASEMENT DETAILS shows Free and Unrestricted Right of Way that should be Right of Way or vice versa. 5. Where a redesignated parcel and easement is added so that the easement can be created at a later stage. (eg. The easement STATUS is shown as PROPOSED 6. Where an easement is extinguished by Section 90c of the Real Property Act 1886 but an extinguishment note was used in the EASEMENT DETAILS or vice versa. 7. Where an existing easement of limited duration created by lease (e.g. GU's) is omitted
Area	<ol style="list-style-type: none"> 1. Due to a change in data the area of the parcel is significantly different or under the council's minimum parcel size. 2. Where the parcel has full data but the area is not shown. 	<ol style="list-style-type: none"> 1. Where the area is changed due to survey data difference or a drafting error (the data remains the same) and the area change does not fall below the council's minimum parcel size.
Parcel	<ol style="list-style-type: none"> 1. Where the shape of the parcel is changed. 2. Where the number of parcels is changed (including parcels vesting for roads / reserve). 3. Where the parcel number is changed in a Community, Community Strata or Amendment to a Strata or Community Plan. 	<ol style="list-style-type: none"> 1. Where the change in the parcel shape is due to adopting minor bends in accordance with occupation from a survey. 2. Where the parcel number is changed in a Division or Filed Plan only written confirmation from the council is required

Subject	Fresh SCAP land division certificate is required (material differences)	Fresh SCAP land division certificate is not required (no material differences)
Encroachment	<ol style="list-style-type: none"> 1. Where there has been a change to an encroachment pursuant to the Strata Titles Act 1988 or the Community Titles Act 1996. 2. Where there is an encroachment over Public land and the encroachment ANNOTATION does not label the land as being a road or reserve. 3. Where OTHER TITLES AFFECTED does not show the title reference or shows the incorrect title reference for an encroachment in a Community plan or an amendment to a Strata plan. 	
Service Infrastructure	<ol style="list-style-type: none"> 1. Where the service infrastructure (if applicable) has not been included. 2. Where the service infrastructure has been changed. 	
Street names	<ol style="list-style-type: none"> 1. Not Required. 	<ol style="list-style-type: none"> 1. Where a street name is changed only written confirmation from the council is required.

3. AGENT

The Agent panel shows information about the survey company or drafting agent and lodging agent. Information may be provided for the following headings:

- AGENT DETAILS
- AGENT CODE
- REFERENCE
- SURVEYORS CERTIFICATION

3.1 Agent Details

3.1.1 The following agent details may be provided:

- The name of the survey company or drafting agent or lodging agent.
- Postal address
- Phone and fax numbers
- E-mail address

3.2 Agent Code

3.2.1 The Lands Titles Registration Office (LTRO) Agent Code for the lodging party must be shown.

3.3 Reference

3.3.1 An internal file reference number of the survey company or drafting agent may be provided (limited to a maximum of 16 characters).

3.4 Surveyors Certification

3.4.1 Certified survey plans cannot be lodged where the date of the field work is over 2 years. The surveyor's certification must show the surveyor's full name. For a list of approved certifications, refer to Table 3.1.

Where a Certified Survey Certification is used, additional certifications are not required excluding Alterations/Additions to Finalised Plans.

[Table 3.1 – Certification Decision Table.](#)

Table 3.1 - Certification Decision Table

Certification Type	Certificate
Certified Survey	<p>I, <i>[insert name]</i>, a licensed surveyor under the <i>Survey Act 1992</i> certify –</p> <p>(1) That this plan has been made from surveys carried out (select applicable):</p> <p><input type="checkbox"/> by me, or</p> <p><input type="checkbox"/> by another licensed surveyor under my personal supervision, or</p> <p><input type="checkbox"/> by a person other than a licensed surveyor under my personal supervision</p> <p>and correctly prepared in accordance with the <i>Survey Act 1992</i>.</p> <p>(2) That the field work was completed on the day of 20.....</p> <p><input type="checkbox"/> excepting for the final placement of survey marks* (select if applicable)*</p> <p>Date.....<i>[signed]</i> Licensed Surveyor</p> <p>* Note: The exception in clause 2 is restricted to surveys affected by the requirements of regulation 22 of the Survey Regulations 2020.</p>
Natural Boundary	<p>The position of the..... is certified correct – date -</p> <p>Licensed Surveyor (Surveyor's full name)</p>
Lease Plan using coordinates (for a plan without any easement(s))	<p>The position of the coordinates and lease parcels being entirely within the subject land is certified correct. – date -</p> <p>Licensed Surveyor (Surveyor's full name)</p>
Lease Plan with easement(s) using coordinates	<p>The position of the coordinates and lease parcels being entirely within the subject land and lease parcels do not encroach into easements, is certified correct. – date -</p> <p>Licensed Surveyor (Surveyor's full name)</p>
Pegged in accordance	<p>The new boundaries have been pegged in accordance with – date-</p> <p>Licensed Surveyor (Surveyor's full name)</p>

Existing easement(s)	<p>The position of the Easementis certified correct – date – Licensed Surveyor <i>(Surveyor's full name)</i></p>
Community Plan / Amendment to a Community Plan	<p>I, a licensed surveyor under the <i>Survey Act 1992</i>, certify that - (a) I am uncertain about the location of that part of the service infrastructure shown between the points marked > and < on the plan; and (b) this community plan has been correctly prepared in accordance with the <i>Community Titles Act 1996</i>. Dated theday of20.. Licensed Surveyor</p>
Amendment to a Strata Plan	<p>CERTIFICATE OF A LICENSED SURVEYOR RELATING TO THE AMENDMENT OF A DEPOSITED STRATA PLAN I....., a licensed surveyor under the <i>Survey Act 1992</i>, certify that this plan correctly delineates the units, common property and buildings on the land comprised in the plan. Dated thisday of.....20... Licensed Surveyor</p>
Alterations/Additions to Finalised Plans <i>Note: Full name to be printed below signature</i>	<p>PLEASE AMEND THE PLAN AS SHOWN IN RED (Signature) LICENSED SURVEYOR (and/or plan drafter for uncertified plans) DATE/...../.....</p>

4. SUBJECT TITLE DETAILS

The Subject Title Details panel shows information about the current and historical description of the land affected by the intent of the plan. The information generally originates from the certificates of title and must be shown in a table format under the following headings:

- PREFIX
- VOLUME
- FOLIO
- OTHER
- PARCEL
- NUMBER
- PLAN
- NUMBER
- HUNDRED/IA/DIVISION
- TOWN
- REFERENCE NUMBER

4.1 General Requirements

4.1.1 A current title reference must be shown only once (see [Example 4.1](#)).

4.1.2 Where a title or crown record reference has multiple parcels with the same PARCEL type all parcels must be shown on the same row with the exception of the PARCEL type of Sections, Blocks or Town Allotments ([see Example 4.1](#)).

SUBJECT TITLE DETAILS										
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN	REFERENCENUMBER
CT	5623	12	ALLOTMENT(S)		1-25	D	123456	NOARLUNGA		
			ALLOTMENT(S)		(12*.13*)	F	113575	NOARLUNGA		
			COMPRISING PIECES							
			SECTION(S)		11			NOARLUNGA		
			BLOCK(S)		123			NOARLUNGA		

Example 4.1

4.1.3 Where numerous title references exist, each must have entries in the fields where information is relevant, eg. Where the second title has the same historical references as the first title, they are still required to be shown ([see Example 4.2](#)). Parcel types must be shown in plural (eg.ALLOTMENT(S), SECTION(S) etc) even if only one allotment or section exists.

SUBJECT TITLE DETAILS										
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN	REFERENCENUMBER
CT	5875	54	ALLOTMENT(S)		89	D	61153	BLANCHE	SECTION	163
CT	5589	63	ALLOTMENT(S)		90	D	61153	BLANCHE	SECTION	163

Example 4.2

4.2 Prefix

- 4.2.1 The prefix of a whole or part of a Certificate of Title, Limited Certificate of Title, Crown Lease or Crown Record, reference must be shown in the PREFIX column. For a list of approved prefixes, refer to [Table 4.1 – Land Description Prefix Decision Table](#).

Table 4.1 – Land Description Prefix Decision Table

Prefix	Meaning
CT	Whole of a Certificate of Title/Limited
CL	Whole of a Crown Lease
CR	Whole of a Crown Record
PT CT	Part of a Certificate of Title/Limited
PT CL	Part of a Crown Lease
PT CR	Part of a Crown Record

- 4.2.2 Limited computerised titles are referred to as CT only.
- 4.2.3 Limited imperial titles (titles not converted) are shown in the OTHER column, eg. LT CT E/104

4.3 Volume

- 4.3.1 The volume of the current Certificate of Title, Crown Lease or Crown Record reference must be shown in the VOLUME column.
- 4.3.2 The volume reference must be shown as a whole number (eg: 5412).
- 4.3.3 Each volume reference must be shown on a separate row.

4.4 Folio

- 4.4.1 The folio of the current Certificate of Title, Crown Lease or Crown Record reference must be shown in the FOLIO column.
- 4.4.2 The folio reference must be shown as a whole number (eg: 62).
- 4.4.3 Each folio reference must be shown on a separate row.

4.5 Other

- 4.5.1 Instruments representing ownership to land (other than CT, CL or CR or part of these) within the bold black lines must be shown in the OTHER column (eg: VM 7156421).
- 4.5.2 Limited imperial titles (titles not converted) are shown in the OTHER column, eg LT CT E/104

4.6 Parcel Type

- 4.6.1 The parcel type must be shown in the PARCEL column. For a list of approved parcel types refer to [Table 4.2 – Parcel Type Decision Table](#).

Table 4.2 - Parcel Type Decision Table

Parcel Type
ALLOTMENT(S)
BLOCK(S)
SECTION(S)
TOWN ACRE(S)
UNIT(S)
COMMON PROPERTY
LOT(S)
LOT(S) COMPRISING PIECES
DEVELOPMENT LOT(S)
DEVELOPMENT LOT (S) COMPRISING PIECES
CLOSED ROAD MARKED
ALLOTMENT(S) COMPRISING PIECES
OTHER (eg. FREE FORMAT)
LAND MARKED (BEING CLOSED ROAD)
LAND MARKED (PORTION BEING CLOSED ROAD)
ALLOTMENT(S) (ROAD) (BEING CLOSED ROAD)
ALLOTMENT(S) (ROAD) (PORTION BEING CLOSED ROAD)
PT ALLOTMENT(S)
PT ALLOTMENT(S) COMPRISING PIECES
PT BLOCK(S)
PT SECTION(S)
PT CLOSED ROAD MARKED
ALLOTMENT(S) (ROAD)
ALLOTMENT(S) COMPRISING PIECES (ROAD)
ALLOTMENT(S) (RESERVE)
ALLOTMENT(S) COMPRISING PIECES (RESERVE)
ALLOTMENT(S) (THOROUGHFARE)
ALLOTMENT(S) COMPRISING PIECES (THOROUGHFARE)
PIECE(S)
ALLOTMENT(S) (THOROUGHFARE) (BEING CLOSED ROAD)
ALLOTMENT(S) (THOROUGHFARE) (PORTION BEING CLOSED ROAD)

- 4.6.2 Parcel types must be shown in plural eg: ALLOTMENT(S) even if only one parcel exists.

- 4.6.3 Each parcel type must be shown on a separate row eg: UNIT(S) not UNIT(S) and COMMON PROPERTY.

4.7 Parcel Number

- 4.7.1 The number of the parcel must be shown in the NUMBER column, to the right hand side of the PARCEL. For a list of approved parcel number types refer to [Table 4.3 – Parcel Number Decision Table](#).

Table 4.3 - Parcel Number Decision Table

Parcel Number Type	Example
PARCEL NUMBERS	1-5
CLOSED ROAD(S)	A
ROAD(S)	10
RESERVE(S)	3
DRAINAGE RESERVE(S)	40 (DRAINAGE RESERVE)
RESERVE(S) COMPRISING PIECES	(10*.11*)

- 4.7.2 Parcel numbers may be shown as numbers or alpha identifiers (eg: 18 or A).

- 4.7.3 Multiple parcels must be shown on the same row where they:

- Exist in the same title and the
- Remaining columns (except – reference number) to the right hand side match. (See 4.1.2)
- Are Parcels in DP's, FP's or CP's

- 4.7.4 Where a title or crown record has a different:

- Plan, or
- Hundred, or
- Reference number

a separate row must be utilised. See [Example 4.3](#)

SUBJECT TITLE DETAILS										
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN	REFERENCE NUMBER
CT	5164	993		ALLOTMENT(S) 8	D	51163	CADELL		SECTION	38
				ALLOTMENT(S) 9	D	51163	CADELL		SECTION	38
							EBA		SECTION	2
				ALLOTMENT(S) 10	D	51163	CADELL		SECTION	39
							CADELL		SECTION	40
OTHER TITLE(S) AFFECTED:										

Example 4.3

- 4.7.5 The only parcel description that can be shown in the NUMBER column is (DRAINAGE RESERVE). ROAD or RESERVE are shown under PARCEL [See example in Example 4.4](#).

SUBJECT TITLE DETAILS									
PREFIX	VOLUME	FOLIO	OTHER PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN	REFERENCE NUMBER
CT	5698	57	ALLOTMENT(S) (ROAD)	78	D	56567	CLARE	SECTION	15
CT	5698	58	ALLOTMENT(S) (RESERVE)	79	D	56567	CLARE	SECTION	15
CT	5698	59	ALLOTMENT(S) (RESERVE)	80(DRAINAGE RESERVE)	D	56567	CLARE	SECTION	15
OTHER TITLE(S) AFFECTED:									

Example 4.4

4.8 Plan Prefix

4.8.1 The plan prefix must be shown in the PLAN column.

4.8.2 The first letter of the plan prefix must be shown (eg: Deposited Plan is shown as D)

4.8.3 Each plan prefix must be shown on a separate row (eg: D not D.F).

4.9 Plan Number

4.9.1 The number of the plan must be shown in the NUMBER column, to the right hand side of the plan prefix.

4.9.2 The plan number reference must be shown as a whole number (eg: 60012).

4.9.3 Only one plan number can be shown on each row (eg: 45786 not 45786.56236).

4.10 Hundred / IA / Division

4.10.1 The Hundred name, Irrigation Area, Out of Hundreds or Division name of the land within the bold black lines must be shown in the HUNDRED / IA / DIVISION column. See [Table 4.4](#).

4.10.2 The Hundred Name must be shown in upper case (eg: YATALA). See [Table 4.4](#).

4.10.3 Irrigation Areas must include the suffix IA (eg: COBDOGLA IA). See [Table 4.4](#).

4.10.4 Out of Hundreds must include the 1:250,000 map sheet name, eg: OH (AMDAMOOKA). See [Table 4.4](#).

[Table 4.4 - Hundred / IA / Division Format Table](#)

AREA TYPE	Example
Hundred	YATALA
Irrigation Area	COBDOGLA IA
Division	NOOKAMKA DIVISION (NOOK)
Out of Hundreds	OH (INNAMINCKA)

4.10.5 Where an Irrigation Area also comprises a Division, both entries must be shown in the Hundred / IA / Division column. See [Example 4.6](#).

SUBJECT TITLE DETAILS									
PREFIX	VOLUME	FOLIO	OTHER PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN	REFERENCENUMBER
CR	5032	39	BLOCK(S)	78			COBDOGLA IA (MCNII)		
OTHER TITLE(S) AFFECTED:									

Example 4.6

4.11 Town

- 4.11.1 If the Parcel in the Subject Title Details is an Allotment in a Town, the Township name must be shown in the Town Column. [See Example 4.7.](#)
- 4.11.2 If the Parcel in the Subject Title Details is an Allotment in a Plan where the historical reference is an Allotment in a Town, the Township name must not be shown in the Town Column. [See Example 4.7.](#)
- 4.11.3 Each Township name must be shown on a separate row.
- 4.11.4 Reference to a Township must be shown as upper case (eg: BERRI or GAMBIERTOWN). [See Example 4.7.](#)

SUBJECT TITLE DETAILS										
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN	REFERENCE NUMBER
CR	5879	85		ALLOTMENT(S)	65			BERRI IA	BERRI	
CT	5956	54		ALLOTMENT(S)	8	D	58965	BERRI IA		ALLOTMENT 52
OTHER TITLE(S) AFFECTED:										

Example 4.7

4.12 Reference

- 4.12.1 A parcel type must be shown in the REFERENCE column where the Council Locality requires a historical reference. [Refer to Table 2.3 – Council Decision Table](#)
- 4.12.2 Note: if multiple Council localities exist, one requiring historical reference and the other(s) not – then historical references must be shown for all land descriptions.
- 4.12.3 The historical parcel types must be shown in accordance with [Table 4.5 – Parcel Reference Format Table](#)

Table 4.5 – Parcel Reference Format Table

PARCEL TYPE
SECTION
ALLOTMENT
BLOCK
CLOSED ROAD
FORESHORE
SEABED

- 4.12.4 Reference must be made to the whole parcel (eg: PT must not be shown).

4.13 Reference Number

- 4.13.1 A parcel number must be shown in the NUMBER column where the Council Locality requires a historical reference. Refer to Table 2.3 – Council Decision Table.
- 4.13.2 Multiple parcels must be shown on separate lines.
- 4.13.3 Parcel numbers may be shown as numbers or alpha identifiers (eg: 18 or A)
- 4.13.4 Reference must be made to the whole parcel (eg: PT must not be shown).
- 4.13.5 Where one land description comprises historical references in different HUNDREDS, TOWN names or REFERENCE type, the historical references must be shown on separate rows to clarify. [See Example 4.8.](#)

SUBJECT TITLE DETAILS									
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN
CT	5796	96		ALLOTMENT(S)	3	D	59172	LINCOLN	SECTION 112
								WANILLA	SECTION 2
								WANILLA	SECTION 3
PT CT	5623	12		ALLOTMENT(S)	6-8	F	125645	EBA	SECTION 156
								EBA	BLOCK 1
OTHER TITLE(S) AFFECTED:									

Example 4.8

4.14 Other Title(s) Affected

4.14.1 A title reference must be shown as OTHER TITLE(S) AFFECTED for:

- An easement in gross title that is affected by the outcome of the plan.
- Land outside the bold black lines is affected by the outcome of the plan (eg: Dominant land is affected by the creation, variation or extinguishment of an easement). Except on a division plan when an easement is being extinguished and the easement remains appurtenant to other dominant land.
- Parcels affected by an amendment to a Community Plan. Current Title reference(s) of Lot(s) and Common Property are shown if their boundaries and or easements are affected by the amendment. The remaining Lot(s) or Common Property in the scheme must not be shown.
- An encroachment by a Community Plan occurs (see Section 9.31).
- Existing dominant easement(s) title(s) being extinguished (including easement in gross title(s)) over land opened or closed under the Roads (Opening and Closing) Act 1991

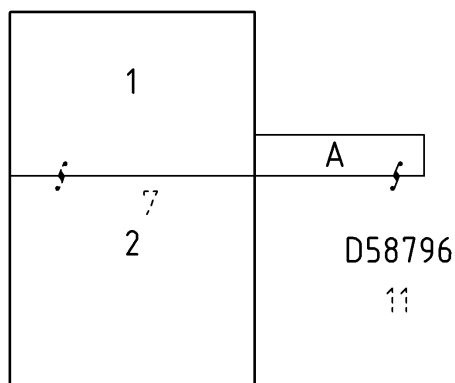
4.14.2 Multiple title references may be shown (eg: CT5832/45.CT5832/46). [See Example 4.9.](#)

SUBJECT TITLE DETAILS									
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN
CT	5164	993		ALLOTMENT(S)	8.9	D	21163	ADELAIDE	REFERENCENUMBER
OTHER TITLE(S) AFFECTED: CT 5832/45.CT 5832/46									

Example 4.9

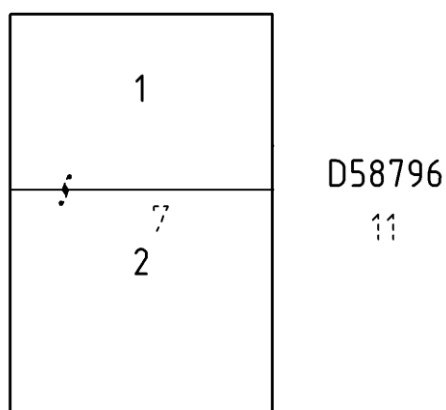
4.15 Other Titles Affected – Case study 4.1

In the example below Allotment 7 had an easement over A and is divided into Allotments 1 and 2. Only Allotment 1 is to retain an easement over A. Allotment 2 will no longer have an easement over A. In accordance with Section 223LH(2a) RPA 1886 the servient title for A is not shown in the OTHER TITLES AFFECTED panel.



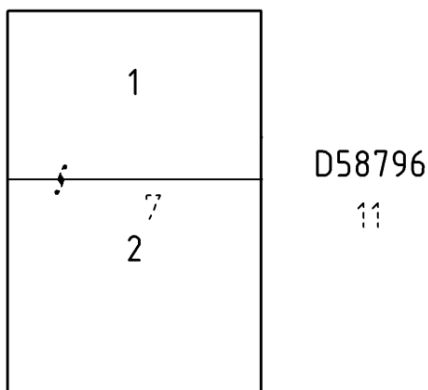
4.16 Other Titles Affected – Case study 4.2

In the example below Allotment 7 had an easement over A and is divided into Allotments 1 and 2. Allotments 1 and 2 are no longer to retain an easement over A. A right search has found that another Allotment outside the plan has a dominant right over A. In accordance with Section 223LH(2a) RPA 1886 the servient title for A is not shown in the OTHER TITLES AFFECTED panel.



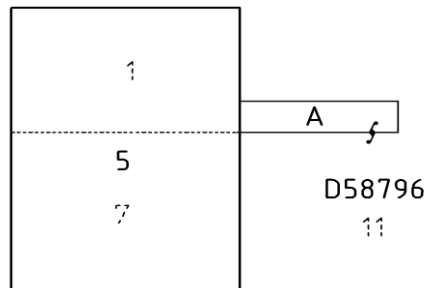
4.17 Other Titles Affected – Case study 4.3

In the example below Allotment 7 had an easement over A and is divided into Allotments 1 and 2. Allotments 1 and 2 are no longer to retain an easement over A. A right search has found that there is no other Allotment outside the plan which has a dominant right over A. The servient title for A is shown in the OTHER TITLES AFFECTED panel.



4.18 Other Titles Affected – Case study 4.4

In the example below Allotment 1 had an easement over A. Allotments 1 and 7 are to be amalgamated. As Allotment 1 which has an easement over A is to be extended so that the whole of Allotment 5 is to have an easement over A the servient title for A is shown in the OTHER TITLES AFFECTED panel.



4.19 Subject Title Details – Further Examples

[Example 4.10](#) shows a land description where historical references are not required. Land outside the bold black lines is affected (dominant easement rights are being extinguished on titles CT5832/45 and CT5832/46).

SUBJECT TITLE DETAILS									
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION TOWN	REFERENCENUMBER
CT	5164	993		LOT(S)	8.9	C	21163	ADELAIDE	
CL	1223	89		SECTION(S)	140			YATALA	
OTHER TITLE(S) AFFECTED: CT5832/45,CT5832/46									

Example 4.10

[Example 4.11](#) shows an original land description that is still current and is contained in an Irrigation Area, Division and Government Town.

SUBJECT TITLE DETAILS									
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION TOWN	REFERENCENUMBER
CR	5032	39		BLOCK(S)	78			COBDOGLA IA (MCNI)	
CR	5879	85		ALLOTMENT(S)	65			BERRI IA	BERRI
OTHER TITLE(S) AFFECTED:									

Example 4.11

[Example 4.12](#) shows a land description where historical references are required.

SUBJECT TITLE DETAILS									
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION TOWN	REFERENCE NUMBER
PT CT	5623	12		ALLOTMENT(S)	6-8	F	125645	EBA	SECTION 156
CT	5453	63		ALLOTMENT(S)	25	F	126341	KANMANTOO	BLOCK 1
OTHER TITLE(S) AFFECTED:									

Example 4.12

[Example 4.13](#) shows a land description where parcels are contained in an Irrigation Area and historical references are required.

SUBJECT TITLE DETAILS											
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN	REFERENCE	NUMBER
CT	5786	56		ALLOTMENT COMPRISING PIECE(S)	(80*.81*)	D	57101	BERRI IA		ALLOTMENT	949
CT	5465	72		ALLOTMENT(S)	13	F	47801	COBDOGLA IA (NOOK)		BLOCK	130
OTHER TITLE(S) AFFECTED:											

Example 4.13

[Example 4.14](#) shows a land description where parcels are shown separately (they are contained in separate certificates of title but are in the same plan).

SUBJECT TITLE DETAILS											
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN	REFERENCE	NUMBER
CT	5958	10		UNIT(S)	1	S	13985	NOARLUNGA			
CT	5958	11		UNIT(S)	2	S	13985	NOARLUNGA			
CT	5958	12		COMMON PROPERTY		S	13985	NOARLUNGA			
OTHER TITLE(S) AFFECTED:											

Example 4.14

[Example 4.15](#) shows an Allotment in a plan where the parcel's historical identity was a closed road.

SUBJECT TITLE DETAILS											
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN	REFERENCE	NUMBER
CT	5642	56		ALLOTMENT(S)	106	F	205263	LINCOLN		CLOSED ROAD	
OTHER TITLE(S) AFFECTED:											

Example 4.15

[Example 4.16](#) shows an Allotment in a plan where the parcel's historical identity was a foreshore and seabed.

SUBJECT TITLE DETAILS											
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN	REFERENCE	NUMBER
CT	5642	56		ALLOTMENT(S)	106	F	205263	LINCOLN		FORESHORE SEABED	
OTHER TITLE(S) AFFECTED:											

Example 4.16

[Example 4.17](#) shows a land description where the land is from the seabed and foreshore.

SUBJECT TITLE DETAILS										
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN	REFERENCE NUMBER
				SEABED	PORTION OF SEABED			OH(ADELAIDE)		
				FORESHORE	PORTION OF FORESHORE			PORT ADELAIDE		
OTHER TITLE(S) AFFECTED:										

Example 4.17

4.20 Subject title details for Road Plans

The subject title details for a road closing can include:

- The closed road.
- Land merging with a closed road.
- Balance of the closed road.

The subject title details for a road opening must include the land from which the new road is being created.

The following are examples of the Subject Title details for road plans:

[Example 4.18](#) shows the land description where a parcel to be closed is an allotment in a plan with a title reference.

SUBJECT TITLE DETAILS										
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN	REFERENCE NUMBER
CT	6001	112		ALLOTMENT(S) (ROAD) (BEING CLOSED ROAD)	6	D	12346	ADELAIDE		
OTHER TITLE(S) AFFECTED:										

Example 4.18

[Example 4.19](#) shows a land description where a parcel to be closed is portion of an allotment in a plan with a title reference.

SUBJECT TITLE DETAILS										
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN	REFERENCE NUMBER
CT	7001	110		ALLOTMENT(S) (ROAD) (PORTION BEING CLOSED ROAD)	6	D	12347	ADELAIDE		
OTHER TITLE(S) AFFECTED:										

Example 4.19

[Example 4.20](#) shows a land description where the road being closed was created as a road in a road plan under the Roads (Opening and Closing) Act 1932.

SUBJECT TITLE DETAILS									
VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN	REFERENCE NUMBER
			LAND MARKED (BEING CLOSED ROAD)	2	R	1237	ADELAIDE		
			LAND MARKED (PORTION BEING CLOSED ROAD)	1	R	1114	ADELAIDE		
OTHER TITLE(S) AFFECTED:									

Example 4.20

[Example 4.21](#) shows a land description where a parcel of closed road does not have a title reference and is not uniquely identified eg. A Government Road.

SUBJECT TITLE DETAILS									
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN
				CLOSED ROAD ADJACENT TO SECTIONS 8.9				LINCOLN	
OTHER TITLE(S) AFFECTED:									

Example 4.21

[Example 4.22](#) shows a land description where the plan indicates existing Closed Road in a Certificate of Title.

SUBJECT TITLE DETAILS									
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED/IA/DIVISION	TOWN
CT	7000	111		CLOSED ROAD A MARKED	R		111	ADELAIDE	
OTHER TITLE(S) AFFECTED:									

Example 4.22

4.21 Resubdivision Docket

Subject Titles affected by a current Resubdivision Docket must have the following note added to the ANNOTATION Panel:

THIS PLAN SUPERSEDES __ IN RESUBDIVISION DKT __/__/__

4.22 Closed Roads in a Certificate of Title

Closed Road Parcels in a Road Plan are not an Allotment eg. A, B and C in RP 1211.

When dealing with a Certificate of Title containing parcels of closed road in a Road Plan these parcels form one Allotment and must be dealt with as if they were Pieces Comprising an Allotment.

Where a plan includes a closed road in a road plan the plan diagram must show the historic identifier of closed road in broken lettering.

5. EASEMENT DETAILS

The Easement Details panel shows easement information. Easement details must be shown in a table format under the following headings:

- STATUS
- LAND BURDENED
- FORM
- CATEGORY
- IDENTIFIER
- PURPOSE
- IN FAVOUR OF
- CREATION

DEFINITION OF TERMS (EASEMENT DETAILS)

Term	Meaning
Easement	A right to use a portion of land for a specific purpose. An easement generally provides a service.
Servient Land	Land subject to an easement (Land burdened).
Dominant Land	Land with the benefit to use an easement (In favour of).
Dominant Authority	A body entitled by legislation to be the benefiting party of an easement (usually not appurtenant to land).
Service Easement	An easement created as a condition of planning approval and vests in favour of either: Water Industry Entity, Council, Crown or Electricity Entity. The vesting occurs pursuant to Section 223LG of the Real Property Act 1886 or the Community Titles Act free of cost upon deposit of a plan of division or community division.
Short Form Easement	Section 89A of the Real Property Act 1886 provides for a short form description to be used on a plan and title. Where used, the short form wording incorporates the corresponding long form description of that easement as set out in the 6th Schedule of the Real Property Act 1886
Long Form Easement	An easement that is neither a service easement nor short form easement. The exact description of the easement is set out in full in the documentation creating the easement.
Free and Unrestricted Right of Way	Section 89 of the Real Property Act 1886 provides for a short form description of a free and unrestricted right of way to be used on a plan and title. Where used, the short form wording incorporates the corresponding long form description of a right of way as set out in the 5 th Schedule of the Real Property Act 1886.
Right of Way	A right of way provides access, but may contain specific conditions or covenants set out in the documentation creating the right.
Private Easement	Easements other than service easements are referred to as private easements. Consents by the affected parties will appear in the creation documentation.
Easement in Gross	A title for an easement that is not appurtenant to land but benefits a dominant authority, or a body capable of holding an easement in gross pursuant to Section 41A of the Law of Property Act 1936
Prescribed Public Utility	A Minister, statutory authority or other person declared by regulation to be a prescribed public utility under the Roads (Opening and Closing) Act 1991

Profit A' Prendre	A right to go on another person's land and take away something of value from it's soil or from the products of it's soil.
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5.1 General Requirements

Easements, rights of way and free and unrestricted rights of way are generally referred to as Easements for the purpose of this documentation.

When describing an Allotment an Alpha Identifier in a plan either in or on can be used.

5.1.1 Easements must be shown in the Easement Details panel where:

- Existing easements are shown on the certificate of title.
- Existing easements are to be varied or extinguished.
- New easements are to be created.

5.1.2 Only one easement row note is to be shown in the easement details where the servient and dominant land exists within the bold black lines.

5.1.3 Where an easement is being created/varied and the dominant and servient land is contiguous, the dominant land must be included within the plan, except where the dominant land is a parcel in either a Strata or Community Plan.

5.1.4 Where an easement is being created/varied and the dominant and servient land are not contiguous the dominant land does not need to be shown on the plan. The title reference(s) of the dominant land must be shown under Other Titles Affected.

5.1.5 The dominant existing easement(s) must be shown on the plan unless the easement(s) is not contiguous with the servient land and an existing plan delineating the dominant easement(s) can be referred to.

5.1.6 An easement certification is required where existing easements are depicted with data on a new plan and the creation document did not show enough data to fix the easement. Refer to [Table 3.1 – Certification Decision Table](#)

An annotation note will also be required to show how the surveyor determined the position of the easement. [Refer to Table 6.1 – Annotation Format Table.](#)

5.1.7 The combination of LAND BURDENED, IDENTIFIER and IN FAVOUR OF columns can only contain one field with multiple entries, eg 2.3.5 or A.B.C (see [Example 5.1](#)).

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXISTING	2.3.5	SHORT	EASEMENT(S)	A	FOR DRAINAGE PURPOSES		RTC 8993653
NEW	1	SHORT	EASEMENT(S)	A.B.C	FOR DRAINAGE PURPOSES	2	
EXISTING	10	SHORT	EASEMENT(S)	A	FOR DRAINAGE PURPOSES	11.12.13	RTC 8993653

Example 5.1

5.1.8 A parcel is to be identified by its numeric number and estate type, eg. 101(RESERVE) or 103(SMITH ROAD) or 13(DEVELOPMENT LOT).

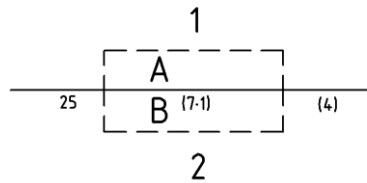
5.1.9 Where fields in the Easement Details panel are required (in accordance with the Easement Decision Tables) the required fields must contain valid characters. Field data inferred by “ditto” references from preceding data are not acceptable.

5.1.10 Where required to be shown, the land description must be shown in the format: 6 IN D45632 where:

- 6 - represents the parcel number or easement identifier,
- D - is the plan prefix, and

- 45632 - is the plan number

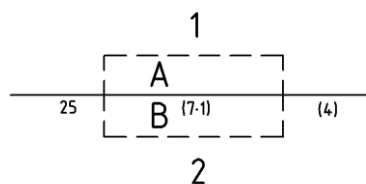
5.1.11 Easement(s) must be held appurtenant to a dominant parcel(s) of land or an acceptable dominant authority. However, Party Walls differ as the rights of a Party Wall are reciprocal. Reciprocal means that only A would have rights over B and B over A.



EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
NEW	1	SHORT	EASEMENT(S)	A	PARTY WALL RIGHTS	B	
NEW	2	SHORT	EASEMENT(S)	B	PARTY WALL RIGHTS	A	

Example 5.2

Where Dual access is required the easement should not be reciprocal, as portion of Allotment 1 marked A is to be subject to a right of way appurtenant to the whole of Allotment 2 and similarly portion of Allotment 2 marked B is to be subject to a right of way appurtenant to the whole of Allotment 1.



EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
NEW	1	LONG	RIGHT(S) OF WAY	A	ACCESS	2	
NEW	2	LONG	RIGHT(S) OF WAY	B	ACCESS	1	

Example 5.3

5.2 Service Easements

- 5.2.1 Service easements for electricity supply purposes must not exceed 10 metres in width.
- 5.2.2 Service easements cannot be created in a Filed Plan, Strata Plan or have a STATUS of PROPOSED in a Division Plan.
- 5.2.3 Service easements can be created over land that is redesignated in a plan. The STATUS of the service easement must be shown as NEW.
- 5.2.4 Where a service easement is limited in height the height limitation must be fixed by reference to the Australian Height Datum.

5.3 Status

- 5.3.1 The status of easements must be shown in the STATUS column in the following order:
- EXTINGUISH
 - EXISTING

- VARY FROM
- VARY TO
- NEW
- PROPOSED (easements not forming a condition for plan deposit)

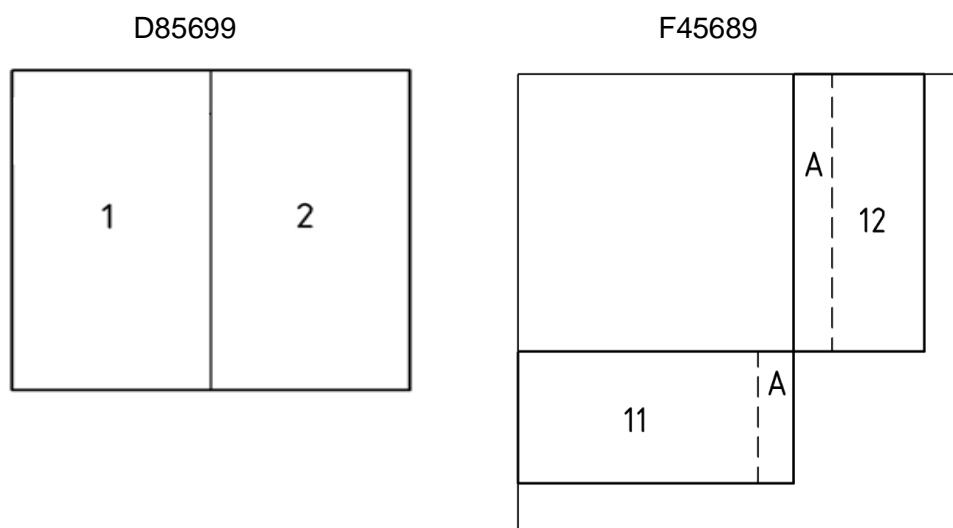
5.4 Land Burdened

A description of the servient land (land subject to the easement) must only be shown in the LAND BURDENED column where:

- Servient land is inside the bold black lines. See Table 5.1.
- Servient land is outside the bold black lines and easement(s) are being created, varied or extinguished. See Table 5.1.
- The dominant existing easement(s) are extensive or physically separated from the servient land and an existing plan delineating the dominant rights can be referred to.

If the plan delineating the dominant land has other portions with the same easement identifier, to uniquely identify the easement in this case the parcel identifier must be added to the LAND BURDENED. See the example below.

This is an example of a division plan, D85699 creating Allotments 1 and 2 which have a dominant easement over A in Allotment 12 delineated on F45689. Because Allotments 1 and 2 are physically separated from easement A in Allotment 12, A does not need to be shown on D85699. As F5689 has other portions of land with the same easement identifier the easement can only be uniquely identified by adding the parcel identifier to the LAND BURDENED.



EASEMENT DETAILS						
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF
EXISTING	12 IN F45689		SHORT EASEMENT(S)	A IN F45689	FOR DRAINAGE PURPOSES	1.2
						TG5623265

Table 5.1 - Land Burdened Description Decision Table

Method of Description	Scenario
PARCEL NUMBER (eg 10)	<ul style="list-style-type: none"> Servient land is inside the bold black lines.
TITLE REFERENCE (eg CT 5112/89)	<ul style="list-style-type: none"> Only show a title reference where the servient land is affected by the creation, variation or extinguishment of an easement AND is outside the bold black lines.
LAND DESCRIPTION (eg 101 IN D47854)	<ul style="list-style-type: none"> Only show a land description where the servient land is affected by the creation, variation or extinguishment of an easement AND is outside the bold black lines. Portions of land are specifically referred to during variation or extinguishment of internal easements – see “Now Contained In” Multiple parcels within the bold black lines exist with the same parcel identifier, eg: 6 IN F112456 and 6 IN D45568. Multiple parcels outside the bold black lines exist with the same parcel identifier and the existing easement(s) are extensive or physically separated.

5.4.1 Where the servient land to an existing easement exists both within and outside the bold black lines, the description must be shown in the format: 12.13.14 (AND OTHER LAND).

5.5 Form

5.5.1 The type of easement must be shown in the FORM column in accordance with [Table 5.2](#).

Table 5.2 - Easement Form Decision Table

Type of Easement	Shown in the Form Column
SERVICE EASEMENT (s.223LG of the RPA)	SERVICE
SHORT FORM EASEMENT (5th & 6th schedule of the RPA)	SHORT
LONG FORM EASEMENT (purpose set out in the document)	LONG

5.6 Category

5.6.1 The category of easement must be shown in the CATEGORY column in accordance with the criteria set out in the following tables:

[Table 5.7 – New and Proposed Easement Decision Table](#)

[Table 5.8 – Existing Easement Decision Table](#)

[Table 5.9 – Extinguishment and Variation Easement Decision Table](#)

5.6.2 One of the following categories of easements must be shown:

- EASEMENT(S)
- EASEMENT(S) WITH LIMITATIONS
- FREE AND UNRESTRICTED RIGHT(S) OF WAY
- FREE AND UNRESTRICTED RIGHT(S) OF WAY WITH LIMITATIONS
- RIGHT(S)

- RIGHT(S) WITH LIMITATIONS
- RIGHT(S) OF WAY
- RIGHT(S) OF WAY WITH LIMITATIONS
- RIGHT(S) AND EASEMENT(S)
- RIGHT(S) AND EASEMENT(S) WITH LIMITATIONS
- RIGHT(S) OF WAY AND EASEMENT(S)
- RIGHT(S) OF WAY AND EASEMENT(S) WITH LIMITATIONS
- RIGHT(S) AS MAY HAVE BEEN GRANTED
- CERTAIN RIGHT(S) AND LIBERTIES

5.6.3 Category types must be shown in plural (eg: EASEMENT(S)) even if only one easement exists.

5.7 Identifier

5.7.1 Easement identifiers must be shown in the IDENTIFIER column.

5.7.2 Easements over the whole of parcel require an alpha identifier.

5.7.3 Where practical, the same easement identifiers must be retained from the title and prior plan.

5.7.4 Where practical, new easement identifiers must begin from A. The use of letters I and O must not be used for an easement identifier.

5.7.5 Double alpha identifiers (eg. AA, AB and AC etc) may be used to identify easements when there are no more single alpha identifiers available for use on the plan.

5.7.6 Easement identifiers must be shown for each parcel (a single easement identifier arrowed out for multiple parcels must not be used).

5.7.7 Where easements for a different purpose cross or intersect the land, a combination of each easement identifier (eg. A/B) must be used to identify the common land.

5.7.8 Where practical, land shown as an easement must be identified with one alpha identifier, regardless of how many easements that land is subject to (eg: A).

5.7.9 The identifier (T/F) must only be shown after an alpha identifier, (eg. H(T/F)). (The identifier (T/F) is reserved for service easements for electricity supply created on a plan of division and community plans).

5.7.10 When creating easement(s) (eg a Status of New or Proposed) different easement identifiers must be used for each easement over separate parcels except for the following instances when a single identifier must be used:

- Where the easement is a service easement (eg. created by 223LG RPA)
- Where the easements are for different purposes but over the exact same portion of land (unless the easement identifier includes (T/F)).
- Easement in gross title is to issue in the name of an authority see Sec 5.53 - Bodies entitled to hold an Easement in Gross

Case Study 5.2 is an example where private easements are created (eg. Status of New or Proposed) appurtenant to dominant land and separate identifiers are used.

Case Study 5.6 is an example where a parcel has numerous dominant easement rights created by different documents and separate identifiers are used.

Table 5.3 – Variation and Extinguishment IDENTIFIER Column Format Table

Method of Description	Scenario
B	Easement to be varied or extinguished is uniquely identified
A on D56897	Easement to be varied or extinguished can only be uniquely identified by reference to the prior description. Easement varied is extensive or not contiguous and must be identified by reference to a prior plan.
C in 2	An easement to be varied or extinguished exists in multiple parcels within the same plan and has the same identifier, but the easement is to be extinguished over one of the parcels only. Allotment 2 refers to a parcel within the bold black lines
SHOWN AS EASEMENT ON CT 4512/87	The easement to be varied or extinguished has not been shown on a plan before and not shown with an alpha identifier on the title
SHOWN AS RIGHT OF WAY ON CT 3572/80	The right of way to be varied or extinguished has not been shown on a plan before and not shown with an alpha identifier on the title

5.8 Purpose

- 5.8.1 Where applicable, the purpose of the easement must be shown in the PURPOSE column in accordance with the criteria set out in the following tables:

[Table 5.7 – New and Proposed Easement Decision Table](#)

[Table 5.8 – Existing Easement Decision Table](#)

[Table 5.9 – Extinguishment and Variation Easement Decision Table](#)

- 5.8.2 For new easements and existing short form easements (identified by a purpose shown in the easement note on the title), one of the following short form purposes may be shown.

Note: If an existing easement has no purpose shown in the easement note on the title, then no purpose is to be shown on the new plan when that easement is to be carried forward.

For EASEMENT(S) OR EASEMENT(S) WITH LIMITATIONS:

- FOR SEWERAGE PURPOSES
- FOR WATER SUPPLY PURPOSES
- FOR DRAINAGE PURPOSES
- FOR GAS SUPPLY PURPOSES
- FOR THE TRANSMISSION OF ELECTRICITY BY OVERHEAD CABLE
- FOR THE TRANSMISSION OF ELECTRICITY BY UNDERGROUND CABLE
- FOR THE TRANSMISSION OF TELEVISION SIGNALS BY UNDERGROUND CABLE
- FOR EAVES AND GUTTERS
- PARTY WALL RIGHTS
- FOR THE TRANSMISSION OF TELECOMMUNICATION SIGNALS BY UNDERGROUND CABLE
- FOR THE TRANSMISSION OF TELECOMMUNICATION SIGNALS BY OVERHEAD CABLE
- FOR SUPPORT
- TO PARK A VEHICLE

For RIGHT(S) OF WAY OR RIGHT(S) OF WAY WITH LIMITATIONS:

- ON FOOT

5.8.3 For new or proposed long form easements, a general purpose must be shown to indicate the general nature of the easement. The precise description of the easement will be set out in the documentation accompanying the plan prepared by the solicitor or conveyancer.

The general purpose must fit a CATEGORY:

The table below provides examples but is not a comprehensive list of common general purposes and their category.

CATEGORY	PURPOSE
RIGHT(S) OF WAY	ACCESS
	SAILING A VESSEL
	FOR FIREFIGHTING PURPOSES
EASEMENT(S)	LIGHT AND AIR
	MAINTENANCE OF EAVES
	MAINTENANCE PURPOSES
	DISCHARGING WATER
	ANTENNA PURPOSES
	WATER STORAGE
	PUMPING PURPOSES
	INSTALLING AND MAINTAINING AIR-CONDITIONING
	INSTALLING AND MAINTAINING PHONE TOWER
	FIRE EXIT PURPOSES
	FIRE HYDRANT PURPOSES
	FOR WATER SUPPLY FOR FIRE FIGHTING PURPOSES
	EXHAUST DUCT PURPOSES
	PIPELINE PURPOSES
	CONSTRUCTION AND MAINTENANCE OF A WINDMILL

5.8.4 A purpose is not shown for existing long form easements.

5.9 In Favour Of (Land)

A description of the dominant land (land benefiting from the easement) must only be shown in the IN FAVOUR OF column where:

- The dominant land is inside the bold black lines. See Table 5.4.
- The dominant land is outside the bold black lines and easement(s) are being created, varied or extinguished. See Table 5.4.

Table 5.4 – Dominant Land Format Decision Table for Existing Easements

Method of Description	Scenario
PARCEL NUMBER (eg 10)	• Dominant land is inside the bold black lines.
TITLE REFERENCE (eg CT 5112/89)	• Only show a title reference where the dominant land is affected by the creation, variation or extinguishment of an easement AND is outside the bold black lines.
LAND DESCRIPTION (eg 101 IN	• Only show a land description where the servient land is

D47854)	<p>affected by the creation, variation or extinguishment of an easement AND is outside the bold black lines.</p> <ul style="list-style-type: none"> • Portions of land are specifically referred to during variation or extinguishment of internal easements – see “NOW CONTAINED IN” • Multiple parcels within the bold black lines exist with the same parcel identifier, eg: 6 IN F112456 and 6 IN D45568.
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5.9.1 Where the dominant land to an existing easement exists both within and outside the bold black lines, the description must be shown in the format: 12.13.14 (AND OTHER LAND).

5.9.2 Appurtenances must be shown in the format: 200 (marked X).

5.9.3 Multiple parcels with appurtenances must be shown in the format:
202.203 (ALL MARKED Y). 201.

Parcels 202.203 have an appurtenance marked Y, but 201 does not.

5.9.4 Where practical, new appurtenance identifiers must begin from X.

5.10 In Favour Of (Dominant Authorities)

5.10.1 Where a dominant authority is benefiting from the easement, the dominant authority must be shown in the IN FAVOUR OF column, in accordance with the criteria set out in the following tables:

[Table 5.5 – Dominant Authority Decision Table for Easements](#)

[Table 5.7 – New and Proposed Easement Decision Table](#)

[Table 5.8 – Existing Easement Decision Table](#)

[Table 5.9 – Extinguishment and Variation Easement Decision Table](#)

5.10.2 New easements must only refer to dominant authorities where an authority is entitled to hold an easement pursuant to:

- Section 223LG of the Real Property Act 1886 - Service easement
- Section 41A of the Law of Property Act 1936 - Easement in gross
- Any other Statute

See [Table 5.11 - Bodies entitled to hold an Easement in Gross](#)

5.10.3 Dominant authority names for existing private easements must be shown only where the following requirements exist:

- The name exists in the easement clause on the certificate of title, and
- That name appears in the Dominant Authority Decision Table for Easements ([see Table 5.5 – Dominant Authority Decision Table for Easements](#))

All other dominant authority names shown on a certificate of title are not carried forward onto the new plan.

5.10.4 Where the name appears as a former name in the Dominant Authority Decision Table for Easements ([see Table 5.5 – Dominant Authority Decision Table for Easements](#)), that name must be updated to the current name (eg: where Minister of Works is shown on the certificate of title, that name must be updated to The Minister for Infrastructure).

5.10.5 Where “ETSA” or any reference is made to “electricity” in a certificate of title easement clause, a title search of the current Easement In Gross title is required to determine if that name has vested in one of the following electricity entities:

- Distribution Lessor Corporation (subject to Lease 8890000)
- Transmission Lessor Corporation of 1 undivided 2nd part (subject to lease 9061500) and Electranet Pty. Ltd. of 1 undivided 2nd part.

5.10.6 Council names must be shown as: THE COUNCIL FOR THE AREA

5.10.7 Dominant authority names must be shown in full and not abbreviated (eg: SA WATER CORP is not acceptable).

5.10.8 Where there is reference to Minister for Infrastructure in a Certificate of Title easement clause and the easement is to be varied or extinguished the current name of South Australian Water Corporation must be used.

5.10.9 Appurtenance identifiers starting from the end of the alphabet must be used.

5.10.10 The use of letters I and O must not be used for appurtenance identifier.

Table 5.5 - Dominant Authority Decision Table for Easements

Former Names	Current Names
	THE CROWN
	THE COUNCIL FOR THE AREA
	DISTRIBUTION LESSOR CORPORATION
	DISTRIBUTION LESSOR CORPORATION (SUBJECT TO LEASE 8890000)
Commissioner of Public Works Commissioner of Waterworks Commissioner of Water Conservation Commissioner of Sewers Minister of Public Works Minister of Works Minister of Water Resources Minister of Public Infrastructure	THE MINISTER FOR INFRASTRUCTURE
THE MINISTER FOR INFRASTRUCTURE	SOUTH AUSTRALIAN WATER CORPORATION only update if easement is varied or extinguished
Natural Gas Pipelines Authority of South Australia Pipelines Authority of South Australia	NATURAL GAS AUTHORITY OF SOUTH AUSTRALIA
	SOUTH AUSTRALIAN GAS CO. LTD.
	SOUTH AUSTRALIAN WATER CORPORATION
	TRANSMISSION LESSOR CORPORATION
	TRANSMISSION LESSOR CORPORATION OF 1 UNDIVIDED 2ND PART (SUBJECT TO LEASE 9061500) AND ELECTRANET PTY. LTD. OF 1 UNDIVIDED 2ND PART
The Adelaide Electric Supply Company Limited The Electricity Trust of South Australia. (A title search is required to determine if ETSA Corporation has vested in another name).	ETSA CORPORATION
<ul style="list-style-type: none"> • CKI Utilities Development Ltd. • PAI Utilities Development Ltd. - previously known as HEI Utilities Development Ltd. 	CKI UTILITIES DEVELOPMENT LTD. PAI UTILITIES DEVELOPMENT LTD. SPARK INFRASTRUCTURE SA (NO. 1) PTY. LTD. SPARK INFRASTRUCTURE SA (NO. 2) PTY. LTD.

<ul style="list-style-type: none"> Spark Infrastructure SA (No. 1) Pty. Ltd. - previously known as CKI Utilities Holdings Pty. Ltd. and CKI Utilities Holdings Ltd. Spark Infrastructure SA (No. 2) Pty. Ltd. - previously known as CKI/HEI Utilities Distribution Pty. Ltd. and CKI/HEI Utilities Distribution Ltd. Spark Infrastructure SA (No. 3) Pty. Ltd. – previously known as HEI Utilities Holdings Pty.Ltd. and HEI Utilities Holdings Ltd. 	SPARK INFRASTRUCTURE SA (NO. 3) PTY. LTD.
Former Names	Current Names
	THE COMMONWEALTH OF AUSTRALIA
	TELSTRA CORPORATION LTD.
ENVESTRA (SA) LTD.	AUSTRALIAN GAS NETWORKS (SA) LTD

5.11 Creation

5.11.1 A reference to the creation document of an easement must be shown in the CREATION column in accordance with the criteria set out in the following tables:

[Table 5.7 – New and Proposed Easement Decision Table](#)

[Table 5.8 – Existing Easement Decision Table](#)

[Table 5.9 – Extinguishment and Variation Easement Decision Table](#)

5.11.2 Only one creation reference can be shown in each easement row.

5.11.3 The creation reference for new and existing service easements must be 223LG RPA

5.11.4 Existing easements and rights of way require a reference to the creation document to be shown.

5.11.5 Where the creation document reference for a free and unrestricted right of way is known, that creation document reference must be shown (however, no additional searching is required).

5.11.6 A document prefix must precede the document number in accordance with the [Table 5.6 – Creation Document Number Prefix Decision Table](#) (eg: a transfer document must be shown in the Creation column as T1032556):

Table 5.6 - Creation Document Number Prefix Decision Table

Prefix	Document Type
A	APPLICATION
ACT	APPLICATION FOR COMMUNITY TITLES
AP	AMENDMENT TO STRATA OR COMMUNITY PLAN
AS	PARTIAL SURRENDER OF A CROWN LEASE
AQ	AQUISITION
CERTIFICATE OF TITLE UNDER ROAD ORDER VOL. FOLIO	ROAD ORDER CERTIFICATE OF TITLE
GG date PAGE no. (eg: GG 24.2.1983 PAGE 466)	GOVERNMENT GAZETTE (Land Grant has not issued)

Prefix	Document Type
GU	LEASE OF AN EASEMENT OR RIGHT OF WAY
GRO INDENTURE (eg: GRO INDENTURE 2/1927)	DEPOSITED INDENTURE
GRO NO. BOOK (eg: GRO NO. 1881 Book 11)	REGISTERED INDENTURE
LAND GRANT VOL. FOLIO (eg: LAND GRANT VOL. 4213 FOL. 63)	LAND GRANT
N	NOTIFICATION
PL	PARTIAL SURRENDER OF A LEASE
PT	PART 7A APPLICATION
RE	APPLICATION TO CREATE AN EASEMENT
RLG	REQUEST FOR LAND GRANT
RT	EASEMENTS CREATED BY REQUEST, eg: Letter attached to a docket.
RTC/RTU	APPLICATION FOR DEPOSIT OF A DIVISION PLAN
RTD	REQUEST FOR NEW TITLES FROM A DIVISION PLAN
T	TRANSFER
TG	APPLICATION TO CREATE AN EASEMENT
TT	PART 4 APPLICATION
V	VESTING
VM	MERGER DOCUMENT

Table 5.7 - New and Proposed Easement Decision Table

(Allowable easement type combinations for showing new and proposed easement details in the Easement Details panel)

STATUS	FORM	CATEGORY	PURPOSE	IN FAVOUR OF	CREATION
NEW	SERVICE	EASEMENT(S) EASEMENT(S) WITH LIMITATIONS	FOR SEWERAGE PURPOSES	SOUTH AUSTRALIAN WATER CORPORATION <i>or other water industry entity</i>	223LG RPA
			FOR WATER SUPPLY PURPOSES	SOUTH AUSTRALIAN WATER CORPORATION <i>or other water industry entity</i>	
			FOR DRAINAGE PURPOSES	THE COUNCIL FOR THE AREA	
			FOR ELECTRICITY SUPPLY PURPOSES	THE CROWN	
NEW or PROPOSED	SHORT	FREE AND UNRESTRICTED RIGHT(S) OF WAY FREE AND UNRESTRICTED RIGHT(S) OF WAY WITH LIMITATIONS	<i>No additional purpose shown</i>	Dominant land <i>or</i> DOMINANT AUTHORITY	Left vacant
		EASEMENT(S) EASEMENT(S) WITH LIMITATIONS	FOR WATER SUPPLY PURPOSES FOR SEWERAGE PURPOSES FOR DRAINAGE PURPOSES FOR GAS SUPPLY PURPOSES FOR THE TRANSMISSION OF ELECTRICITY BY OVERHEAD CABLE FOR THE TRANSMISSION OF ELECTRICITY BY UNDERGROUND CABLE FOR THE TRANSMISSION OF TELEVISION SIGNALS BY UNDERGROUND CABLE FOR EAVES AND GUTTERS FOR PARTY WALL RIGHTS FOR THE TRANSMISSION OF TELECOMMUNICATION SIGNALS BY UNDERGROUND CABLE FOR THE TRANSMISSION OF TELECOMMUNICATION SIGNALS BY OVERHEAD CABLE FOR SUPPORT TO PARK A VEHICLE		
		RIGHT(S) OF WAY RIGHT(S) OF WAY WITH LIMITATIONS	ON FOOT		

STATUS	FORM	CATEGORY	PURPOSE	IN FAVOUR OF	CREATION
NEW or PROPOSED	LONG	EASEMENT(S) EASEMENT(S) WITH LIMITATIONS RIGHT(S) RIGHT(S) WITH LIMITATIONS RIGHT(S) OF WAY RIGHT(S) OF WAY WITH LIMITATIONS RIGHT(S) AND EASEMENT(S) RIGHT(S) AND EASEMENT(S) WITH LIMITATIONS RIGHT(S) OF WAY AND EASEMENT(S) RIGHT(S) OF WAY AND EASEMENT(S) WITH LIMITATIONS PROFIT A' PRENDRE	<i>General purpose to be shown</i>	<i>Dominant land</i> or DOMINANT AUTHORITY	<i>Left vacant</i>

Table 5.8 - Existing Easement Decision Table

(Allowable easement type combinations for showing existing easement details in the Easement Details panel)

STATUS	FORM	CATEGORY	PURPOSE	IN FAVOUR OF	CREATION
EXISTING	SERVICE	EASEMENT(S) EASEMENT(S) WITH LIMITATIONS	FOR SEWERAGE PURPOSES	SOUTH AUSTRALIAN WATER CORPORATION <i>or other water industry entity</i>	223LG RPA
			FOR WATER SUPPLY PURPOSES	SOUTH AUSTRALIAN WATER CORPORATION <i>or other water industry entity</i>	
			FOR DRAINAGE PURPOSES	THE COUNCIL FOR THE AREA	
				THE CROWN	
			FOR ELECTRICITY SUPPLY PURPOSES	DISTRIBUTION LESSOR CORPORATION (SUBJECT TO LEASE 8890000) <i>or other electricity entities.</i>	
	SHORT	FREE AND UNRESTRICTED RIGHT(S) OF WAY FREE AND UNRESTRICTED RIGHT(S) OF WAY WITH LIMITATIONS	<i>No additional purpose shown</i>	<i>For dominant authorities see –</i> In Favour Of (Dominant Authorities) or <i>Dominant parcel(s) of land are only referred to where they exist inside the bold black lines</i>	<i>Creation document to be shown - where it is known</i>

STATUS	FORM	CATEGORY	PURPOSE	IN FAVOUR OF	CREATION
EXISTING	SHORT	EASEMENT(S) EASEMENT(S) WITH LIMITATIONS	FOR WATER SUPPLY PURPOSES FOR SEWERAGE PURPOSES FOR DRAINAGE PURPOSES FOR GAS SUPPLY PURPOSES FOR THE TRANSMISSION OF ELECTRICITY BY OVERHEAD CABLE FOR THE TRANSMISSION OF ELECTRICITY BY UNDERGROUND CABLE FOR THE TRANSMISSION OF TELEVISION SIGNALS BY UNDERGROUND CABLE FOR EAVES AND GUTTERS FOR PARTY WALL RIGHTS FOR THE TRANSMISSION OF TELECOMMUNICATION SIGNALS BY UNDERGROUND CABLE FOR THE TRANSMISSION OF TELECOMMUNICATION SIGNALS BY OVERHEAD CABLE FOR SUPPORT TO PARK A VEHICLE	For dominant authorities see – In Favour Of (Dominant Authorities) or Dominant parcel(s) of land are only referred to where they exist inside the bold black lines	Creation document must be shown
		RIGHT(S) OF WAY RIGHT(S) OF WAY WITH LIMITATIONS	ON FOOT		
	LONG	EASEMENT(S) EASEMENT(S) WITH LIMITATIONS RIGHT(S) RIGHT(S) WITH LIMITATIONS RIGHT(S) OF WAY RIGHT(S) OF WAY WITH LIMITATIONS RIGHT(S) AND EASEMENT(S) RIGHT(S) AND EASEMENT(S) WITH LIMITATIONS RIGHT(S) OF WAY AND EASEMENT(S) RIGHT(S) OF WAY AND EASEMENT(S) WITH LIMITATIONS CERTAIN RIGHT(S) AND LIBERTIES RIGHT(S) OF WAY AS MAY EXIST PROFIT A' PRENDRE	No purpose shown	For dominant authorities see - In Favour Of (Dominant Authorities) or For dominant land see - In Favour Of (Land)	Creation document must be shown

Table 5.9 - Extinguishment and Variation Easement Decision Table

(Allowable easement type combinations for showing extinguishment and variation easement details in the Easement Details panel)

STATUS	FORM	CATEGORY	PURPOSE	IN FAVOUR OF	CREATION
EXTINGUISH or VARY FROM VARY TO	SERVICE	EASEMENT(S) EASEMENT(S) WITH LIMITATIONS	FOR SEWERAGE PURPOSES	SOUTH AUSTRALIAN WATER CORPORATION <i>or other water industry entity</i>	223LG RPA
			FOR WATER SUPPLY PURPOSES	SOUTH AUSTRALIAN WATER CORPORATION <i>or other water industry entity</i>	
			FOR DRAINAGE PURPOSES	THE COUNCIL FOR THE AREA	
				THE CROWN	
			FOR ELECTRICITY SUPPLY PURPOSES	DISTRIBUTION LESSOR CORPORATION (SUBJECT TO LEASE 88900000) TRANSMISSION LESSOR CORPORATION OF 1 UNDIVIDED 2 ND PART (SUBJECT TO LEASE 9061500) AND ELECTRANET PTY LTD OF 1 UNDIVIDED 2 ND PART <i>or other electricity entities.</i>	
	SHORT	FREE AND UNRESTRICTED RIGHT(S) OF WAY FREE AND UNRESTRICTED RIGHT(S) OF WAY WITH LIMITATIONS	<i>No additional purpose shown</i>	<i>For dominant authorities see – In Favour Of (Dominant Authorities) or Dominant parcel(s) of land are only referred to where they exist inside the bold black lines</i>	<i>Creation document to be shown – where it is known</i>

STATUS	FORM	CATEGORY	PURPOSE	IN FAVOUR OF	CREATION
EXTINGUISH or VARY FROM VARY TO	SHORT	EASEMENT(S) EASEMENT(S) WITH LIMITATIONS	FOR WATER SUPPLY PURPOSES FOR SEWERAGE PURPOSES FOR DRAINAGE PURPOSES FOR GAS SUPPLY PURPOSES FOR THE TRANSMISSION OF ELECTRICITY BY OVERHEAD CABLE FOR THE TRANSMISSION OF ELECTRICITY BY UNDERGROUND CABLE FOR THE TRANSMISSION OF TELEVISION SIGNALS BY UNDERGROUND CABLE FOR EAVES AND GUTTERS FOR PARTY WALL RIGHTS FOR THE TRANSMISSION OF TELECOMMUNICATION SIGNALS BY UNDERGROUND CABLE FOR THE TRANSMISSION OF TELECOMMUNICATION SIGNALS BY OVERHEAD CABLE FOR SUPPORT TO PARK A VEHICLE	For dominant authorities see – In Favour Of (Dominant Authorities) or Dominant parcel(s) of land are only referred to where they exist inside the bold black lines	Creation document to be shown
		RIGHT(S) OF WAY RIGHT(S) OF WAY WITH LIMITATIONS	ON FOOT		
	LONG	EASEMENT(S) EASEMENT(S) WITH LIMITATIONS RIGHT(S) RIGHT(S) WITH LIMITATIONS RIGHT(S) OF WAY RIGHT(S) OF WAY WITH LIMITATIONS RIGHT(S) AND EASEMENT(S) RIGHT(S) AND EASEMENT(S) WITH LIMITATIONS RIGHT(S) OF WAY AND EASEMENT(S) RIGHT(S) OF WAY AND EASEMENT(S) WITH LIMITATIONS CERTAIN RIGHT(S) AND LIBERTIES RIGHT(S) OF WAY AS MAY EXIST PROFIT A' PRENDRE	No purpose shown	For dominant authorities see - In Favour Of (Dominant Authorities) or For dominant land see - In Favour Of (Land)	Creation document to be shown

5.12 Summary of Possible Easement CombinationsTable

Table 5.10 – Summary of Possible Easement Combinations

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXTINGUISH	100 in D47625	SHORT	EASEMENT(S)	H IN D47625	FOR DRAINAGE PURPOSES	101 IN D47625 NOW CONTAINED IN 53	RTC 9112356
EXTINGUISH	100 IN D47625	SHORT	FREE AND UNRESTRICTED RIGHT(S) OF WAY	H IN D47625		101-105 in D47625	RTC 9112356
EXTINGUISH	CT 5125/63	LONG	RIGHT(S) OF WAY	B IN D1234		CT 5278/25 NOW CONTAINED IN 52	T 899523
EXTINGUISH	52 (TYNTE STREET)	SHORT	EASEMENT(S)	A IN D7253	FOR DRAINAGE PURPOSES	49	TG 8896521
EXISTING	52 (RESERVE)	SERVICE	EASEMENT(S)	D(T/F)	FOR ELECTRICITY SUPPLY PURPOSES	DISTRIBUTION LESSOR CORPORATION (SUBJECT TO LEASE 8890000)	223LG RPA
EXISTING	53	LONG	EASEMENT(S)	G		COUNCIL FOR THE AREA	TG 9112357
EXISTING	56*.57*	SHORT	FREE AND UNRESTRICTED RIGHT(S) OF WAY	J			
EXISTING	49	SHORT	EASEMENT(S)	L	FOR DRAINAGE PURPOSES	52.53.54 (AND OTHER LAND)	T 8999756
EXISTING	75	LONG	EASEMENT(S)	G		22.23.24 (ALL MARKED X)	TG 8689523
EXISTING	80	LONG	EASEMENT(S)	K		TRANSMISSION LESSOR CORPORATION OF 1 UNDIVIDED 2 ND PART (SUBJECT TO LEASE 9061500) AND ELECTRANET PTY LTD OF 1 UNDIVIDED 2 ND PART	TG 8265895
EXISTING		SHORT	EASEMENT(S)	A	FOR SEWERAGE PURPOSES	27.28	TG 8112355
EXISTING	1	SHORT	EASEMENT(S)	A	PARTY WALL RIGHTS	B	TG 82067429
EXISTING	2	SHOR	EASEMENT(S)	B	PARTY WALL RIGHTS	A	TG 82067429
EXISTING	19	LONG	EASEMENT(S) WITH LIMITATIONS	M		CT 5000/1	GU 9851051
VARY FROM	100 IN F47625	LONG	RIGHT(S) OF WAY	A IN F47625		101 IN F47625	RTC 9112356
VARY TO	53	LONG	RIGHT(S) OF WAY	B		52	RTC 9112356
VARY FROM	6 IN D43621	SHORT	EASEMENT(S)	F IN D43621	FOR DRAINAGE PURPOSES	CT 5623/236	TG 8753562
VARY TO	53	SHORT	EASEMENT(S)	C	FOR DRAINAGE PURPOSES	CT 5623/236	TG 8753562
NEW	52 (RESERVE) .53.54.56*.57*	SERVICE	EASEMENT(S)	D	FOR SEWERAGE PURPOSES	SOUTH AUSTRALIAN WATER CORPORATION	223LG RPA
NEW	52.55	LONG	EASEMENT(S)	F	CAR PARKING	53 (MARKED X)	
PROPOSED	51*	SHORT	FREE AND UNRESTRICTED RIGHT(S) OF WAY	E		53.54 (ALL MARKED X).52	

5.13 Easements shown on a plan of division that are not created on the deposit of the plan

5.13.1 The creation of easements is not part of the division process where:

- By mutual agreement, the registered proprietors agree to create a private easement at a later date and that will not be a condition of the plan.
- Easements are created in a Road Plan where no division occurs.

Service easements can only be created as a condition of plan deposit on plans of division or community plans.

Easements that are not created on the deposit of the plan can be shown over the land being divided or land redesignated outside the division.

5.13.2 Where easement(s) are not created on deposit over land within the division:

- The PURPOSE on the Textual Sheet must refer to: DIVISION AND EASEMENT
- The EASEMENT STATUS must show PROPOSED
- The annotation

EASEMENT __ DOES NOT FORM PART OF THE DIVISION

must be shown in the ANNOTATION panel.

5.13.3 Where the easement(s) are not created on deposit over land outside the division (eg. Redesignated):

- The PURPOSE on the Textual Sheet must refer to: DIVISION, EASEMENT AND REDESIGNATION OF PARCELS
- SUBJECT TITLE DETAILS must include the land being redesignated
- The EASEMENT STATUS must show PROPOSED
- The annotations

ALLOTMENT __ (CT __/__) DOES NOT FORM PART OF THE DIVISION

EASEMENT __ DOES NOT FORM PART OF THE DIVISION

must both be shown in the ANNOTATION panel.

5.13.4 In the following example Allotment 12 is a redesignated parcel and is included in the plan to create easement A at a later stage.

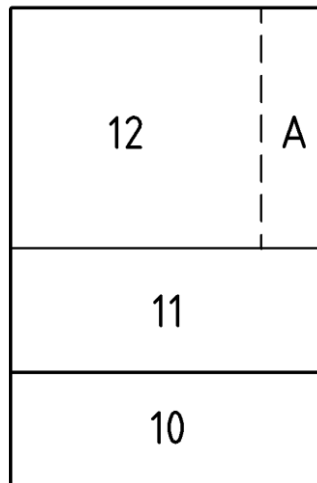
The heading of the plan will be:

- DIVISION, EASEMENT AND REDESIGNATION OF PARCELS
- SUBJECT TITLE DETAILS must include CT 5000/111 (Allotment 5 in D4567)
- The EASEMENT STATUS must show PROPOSED
- The Annotation

ALLOTMENT 12 (CT 5000/111) DOES NOT FORM PART OF THE DIVISION

EASEMENT A DOES NOT FORM PART OF THE DIVISION

must be shown on the ANNOTATION panel.



5.14 Easements that are created/varied over land being redesignated on a plan of division

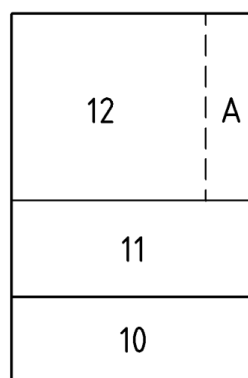
5.14.1 If a redesignated parcel is included on a division plan for the purpose of creating/varying an easement, the easement can be created as part of the planning condition.

- The PURPOSE on the Textual Sheet must refer to DIVISION AND REDESIGNATION OF PARCELS.
- SUBJECT TITLE DETAILS must include the land being redesignated
- The EASEMENT STATUS must show NEW.
- The Annotation ALLOTMENT __ (CT ____/____) DOES NOT FORM PART OF THE DIVISION must be shown.

5.14.2 In the following example Allotment 12 is a redesignated parcel and is included in the plan to create easement A on deposit of the plan. Easement A can be created as part of the planning condition and does not need to be created at a later stage.

The heading of the plan will be:

- DIVISION AND REDESIGNATION OF PARCEL
- SUBJECT TITLE DETAILS must include CT 5000/222 (Allotment 5 in D4567)
- The EASEMENT STATUS must show NEW.
- The Annotation ALLOTMENT 12 (CT 5000/222) DOES NOT FORM PART OF THE DIVISION must be shown on the Textual sheet.



5.15 Now Contained In

5.15.1 The label NOW CONTAINED IN is shown in the LAND BURDENED and IN FAVOUR OF columns to accurately describe land affected by the extinguishment of easements.

As a result of a land division where new boundaries overlap the old, the label must combine a prior land description with a new land description to specifically identify a portion of land (eg: 107 IN D45689 NOW CONTAINED IN 1 where 1 is a solitary parcel number that refers to a parcel on the current plan).

5.16 Now Contained In - Example

The following example ([Figure 5.1](#)) shows a land description where Allotment 107 formally had a dominant easement right over the land marked A. As a result of land division, allotment 2 only is to retain the dominant easement right over the land marked A.

The dominant easement rights over A appurtenant to the shaded area are to be extinguished. The appurtenance being extinguished is accurately described in the IN FAVOUR OF column.

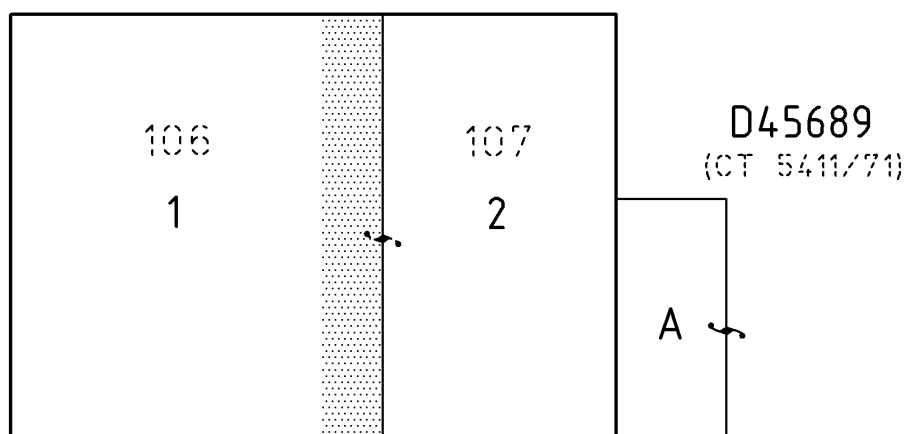


Figure 5.1

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXTINGUISH	CT 5411/71	SHORT	EASEMENT(S)	A	FOR DRAINAGE PURPOSES	107 IN D45689 NOW CONTAINED IN 1	T 1022365
EXISTING		SHORT	EASEMENT(S)	A	FOR DRAINAGE PURPOSES	2	T 1022365

5.17 Extinguishment of Easements

(See also [Table 5.1 - Land Burdened Description Decision Table](#) and [Table 5.4 – Dominant Land Format Decision Table for Existing Easements](#))

Easements are generally extinguished by one of two methods;

- By mutual agreement between the registered proprietors.
- Automatically pursuant to legislation.

The extinguishment of the whole of an easement does not require a plan.

Requirements for extinguishment of easements are set out in

[Table 5.9 – Extinguishment and Variation Easement Decision Table](#)

- 5.17.1 Extinguishments of easements on plans of division and community plans are a condition for plan deposit.
- 5.17.2 Easements to be extinguished by mutual agreement (ie. Not being extinguished automatically by operation of an Act) require an extinguishment note to be shown in the easement details.
- 5.17.3 The STATUS column must show EXTINGUISH.
- 5.17.4 Where an easement or its appurtenance is being extinguished and that land is NOT uniquely identified on the new plan, then the prior land description must be referred to in the LAND BURDENED, IDENTIFIER and IN FAVOUR columns (eg. 7 IN D69856, CT 5874/65 & A ON D69856). See [Figure 5.3](#) & [Figure 5.7](#).
- 5.17.5 Where portion of an easement or its appurtenance is being extinguished (eg. Allotment 2 only is to retain the easement or where portion of the subject land is vesting for road or reserve) and that land IS uniquely identified on the new plan, then the current parcel identifiers are referred to. See [Figure 5.4](#), [Figure 5.5](#), [Figure 5.6](#) and [Table 5.3](#) – Variation and Extinguishment IDENTIFIER Column Format Table.
- 5.17.6 If multiple easements exist with the same alpha identifier on the prior plan, a parcel number must be included for clarity (eg: A IN 112 ON D56632).
- 5.17.7 The IN FAVOUR OF column in the Easement Details panel must refer to dominant land or a dominant authority having the easement right extinguished.
- 5.17.8 Extinguishments of easements may affect the OTHER TITLES AFFECTED panel – please see section 4.14

5.18 Extinguishment of Easements - Example

The following example ([Figure 5.2](#)) shows two options for extinguishing an easement where allotment 15 has a dominant easement right over the land marked A.

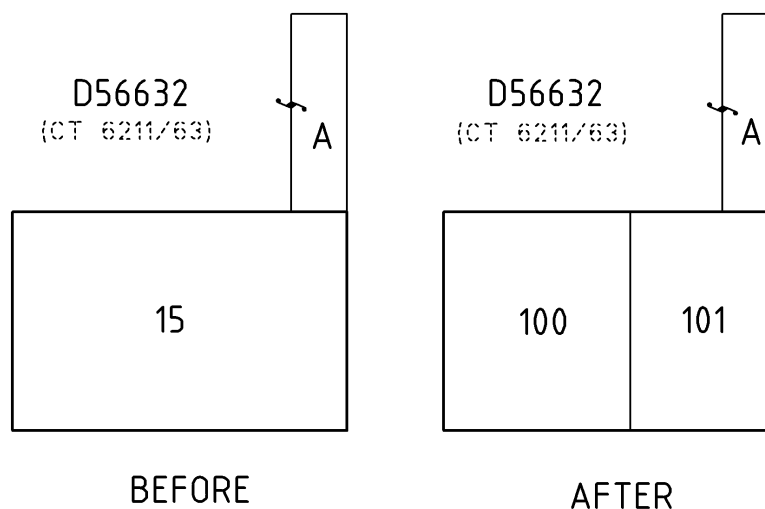


Figure 5.2

Option 1 (partial extinguishment - Parcel 101 only will retain the dominant right)

OTHER TITLES AFFECTED: (See Sec 4.14 for clarification of OTHER TITLES AFFECTED)

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXTINGUISH	CT 6211/63	SHORT	EASEMENT(S)	A	FOR DRAINAGE PURPOSES	100	RTC 8993653
EXISTING		SHORT	EASEMENT(S)	A	FOR DRAINAGE PURPOSES	101	RTC 8993653

The land description in the new plan (parcel 100) is referred to because only portion of the prior dominant land has been extinguished. Parcel 101 retains the easement right.

Option 2 (full extinguishment – the right must not be depicted on the diagram)

OTHER TITLES AFFECTED: CT 6211/63 (See Sec 4.14 for clarification of OTHER TITLES AFFECTED)

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXTINGUISH	CT 6211/63	SHORT	EASEMENT(S)	A IN D56632	FOR DRAINAGE PURPOSES	15 IN D56632	RTC 8993653

In the above example, the IN FAVOUR OF column has referred to a land description (15 IN D56632) but it could also refer to a title reference.

5.19 Extinguishment of Easements where the Dominant and Servient Land Merge (Section 90C of the Real Property Act)

Easements are extinguished automatically by Section 90C of the Real Property Act 1886 to the extent where the dominant and servient land merge and dominant land is absorbed into the same parcel as the easement.

5.19.1 An easement extinguishment note explaining the automatic operation of Section 90C of the Real Property Act 1886 is not shown in the EASEMENT DETAILS.

5.19.2 Where an extinguishment has occurred pursuant to Section 90C of the Real Property Act 1886, the following note must be shown in the ANNOTATION panel.

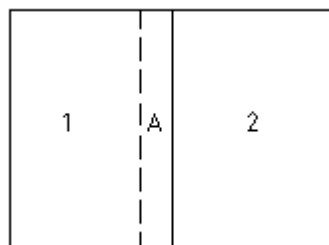
SECTION 90C OF THE REAL PROPERTY ACT 1886 APPLIES TO THIS PLAN

5.19.3 Where the intention is to totally extinguish the easement and part of the extinguishment is by Section 90C of the Real Property Act 1886 and the other part is by mutual consent of the servient and dominant owners, only the extinguishment note in the easement details is shown. The annotation SECTION 90C OF THE REAL PROPERTY ACT 1886 APPLIES TO THIS PLAN must not be shown.

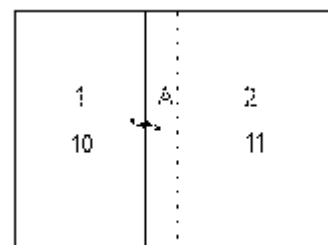
The following example shows that Allotment 2 has a together with right over easement A in Allotment 1. A division extends Allotment 2 to include that portion of land marked easement A in Allotment 1. Because easement A is no longer required as it is now contained in Allotment 11 easement A is extinguished by Section 90c. No extinguishment note is shown. The following note must be shown in the ANNOTATION panel.

SECTION 90C OF THE REAL PROPERTY ACT 1886 APPLIES TO THIS PLAN

BEFORE



AFTER



The following example ([Figure 5.3](#)) shows an allotment (101) that had a dominant easement right over portion of allotment 100 marked “A” (shown for illustration purposes only – “A” would not be shown on the plan). The land division plan alters the common boundary with a parallel shift to the left.

Part of easement A (the light shaded area) is extinguished automatically by Section 90C as regards the dominant right of allotment 101. (Note: This portion could still be subject to easement(s) in favour of other land).

The easement appurtenance can be extended to cover the whole of the new allotment 51 (i.e. the shaded grey areas).

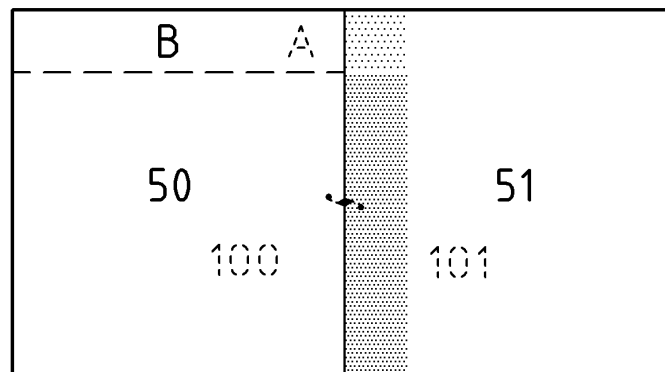


Figure 5.3

Option 1 (preferred option - extinguish and re-grant the easement see Figure 5.3)

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXTINGUISH	100 IN D45786	LONG	EASEMENT(S)	A IN D45786		101 IN D45786	RTC 10332564
NEW	50	LONG	EASEMENT(S)	B	DRAINAGE	51	

Note: In Option 1 as the easement is completely extinguished the note Section 90C of the Real Property Act 1886 must not be shown.

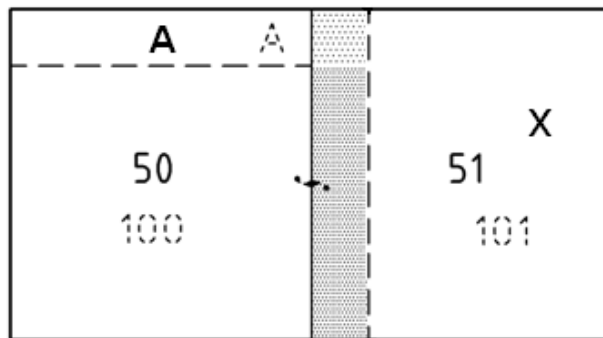
Option 2 (preferred option - varying the easement see Figure 5.3)

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
VARY FROM	100 IN D45786	LONG	EASEMENT(S)	A IN D45786		101 IN D45786	RTC 10332564
VARY TO	50	LONG	EASEMENT(S)	B		51	RTC 10332564

Option 3 (Carry forward the easement only and show an appurtenancy. The light shaded area has been automatically extinguished by Section 90C of the Real Property Act 1886

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXISTING	50	LONG	EASEMENT(S)	B		51 (MARKED X)	RTC 10332564
ANNOTATIONS							
SECTION 90C OF THE REAL PROPERTY ACT 1886 APPLIES TO THIS PLAN							

In the example below the existing easement identifier A is used because the easement is being carried forward and not varied. Appurtenance X in allotment 51 must be shown on the diagram. A note is required in the ANNOTATION column to show that the provisions of Section 90C have occurred (ie the light shaded area).



5.20 Extinguishment Pursuant to Section 90E of the Real Property Act 1886

- 5.20.1 Rights of way and free and unrestricted rights of way over a public street or road are extinguished pursuant to Section 90E of the Real Property Act 1886.
- 5.20.2 An easement extinguishment note explaining the automatic operation of Section 90E of the Real Property Act 1886 is not shown in the EASEMENT DETAILS.
- 5.20.3 Where land subject to right(s) of way is to vest as a public road in a plan of division, the right of way is extinguished pursuant to Section 90E of the Real Property Act 1886 and the following note must be shown in the ANNOTATION panel.
SECTION 90E OF THE REAL PROPERTY ACT 1886 APPLIES TO THIS PLAN
For further clarification see 5.21.
- 5.20.4 Titles outside the subject land that had rights over the land vested for Public Road must not be included on the division plan and will not be updated.
- 5.20.5 The balance of the right of way not extinguished by Section 90E of the Real Property Act 1886 must be carried forward as an existing right of way in the EASEMENT DETAILS panel.
- 5.20.6 Where the intention is to totally extinguish a Right of Way and only portion has vested as Public Road only the extinguishment note in the easement details is shown. The annotation SECTION 90E OF THE REAL PROPERTY ACT 1886 APPLIES TO THIS PLAN must not be shown.
- 5.20.7 When dealing with a parcel of land which has a dominant right of way over a road, a search must be carried out to verify if the road is public. If it is determined that the road is a Public Road the Right of Way is therefore extinguished and the note SECTION 90E OF THE REAL PROPERTY ACT 1886 APPLIES TO THIS PLAN must not be shown. If the road has not been declared public the Right of Way is carried forward.
- 5.20.8 Rights of way created by Commonwealth Acts are not extinguished by Section 90E of the Real Property Act 1886

5.21 Extinguishment of Right of Way Pursuant to Section 90E of the Real Property Act 1886 - Example

The following example ([Figure 5.4](#)) shows a parcel (11) that had a dominant right of way over the land marked A. Part of the right of way has vested as public road as a result of the division. The right of way over the land vesting as Public Road (the shaded area) is automatically extinguished by Section 90E of the RPA.

Note: Easements are not extinguished by Section 90E

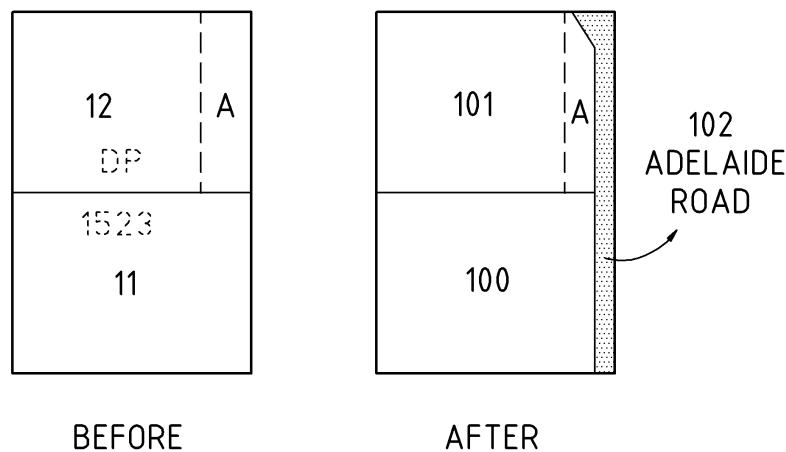


Figure 5.4

EASEMENT DETAILS						
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF CREATION
EXISTING	101	LONG	RIGHT(S) OF WAY	A	100	T 199365
ANNOTATION						
SECTION 90E OF THE REAL PROPERTY ACT 1886 APPLIES TO THIS PLAN						

5.22 Extinguishment of Easements Pursuant to Section 223LF(2)(b) of the Real Property Act 1886

Easements may remain over land that has been vested as road, reserve or thoroughfare. But can be extinguished pursuant to Section 223LF(2)(b) of the Real Property Act 1886.

Requirements for extinguishment of easements are set out in

[Table 5.9 – Extinguishment and Variation Easement Decision Table](#)

5.22.1 Where easements are extinguished pursuant to Section 223LF(2)(b) of the Real Property Act 1886, an easement extinguishment must be shown in the Easement Detail.

5.22.2 The balance of the easement not extinguished by Section 223LF(2)(b) of the Real Property Act 1886 must be carried forward as an existing easement in the Easement Details (unless it is decided to vary or extinguish this part of the easement or the easement is extinguished in its entirety).

5.23 Extinguishment of Easements Pursuant to Section 223LF(2)(b) of the Real Property Act 1886 - Example

The following example ([Figure 5.5](#)) shows a portion of the easement has been vested as road. The registered proprietor and benefitting parties have agreed to extinguish that portion of the easement over the road (the shaded area). The balance of the easement will remain.

Note: If Allotment 51 was vested as reserve the same principles would apply eg. The LAND BURDENED would be 51 (RESERVE)

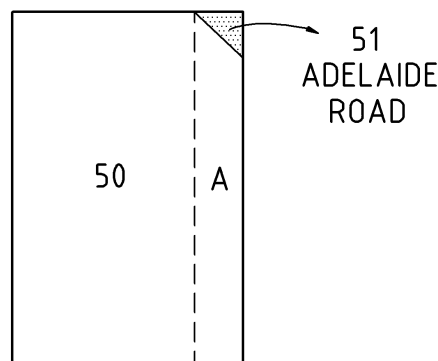


Figure 5.5

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXTINGUISH	51 (ADELAIDE ROAD)	SHORT	EASEMENT(S)	A IN D1523	FOR DRAINAGE PURPOSES	26 IN D59963	RTC 1012356
EXISTING	50	SHORT	EASEMENT(S)	A	FOR DRAINAGE PURPOSES		RTC 1012356

5.24 Cessation of Easements Pursuant to Section 223LF(6) of the Real Property Act 1886

Easement rights cease where the dominant land vests in the council, crown or prescribed authority as a street, road, thoroughfare, reserve or other similar open space, unless the plan shows that the easement will remain appurtenant to that land.

5.25 Cessation of Easements Pursuant to Section 223LF(6) of the Real Property Act 1886 - Example

In the following example ([Figure 5.6](#)) the whole of the land had a dominant easement right over the land marked A (prior to deposit and vesting of the reserve). That easement right is no longer required as regards Allotment 2 Reserve.

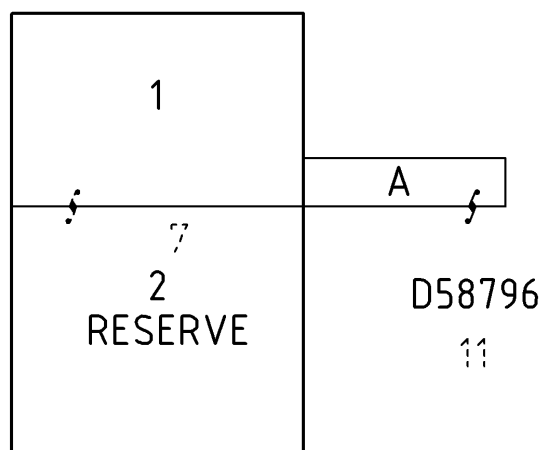


Figure 5.6

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXISTING		LONG	EASEMENT(S)	A		1	RTC 1099365

5.26 Variation of Easements

(See also [Table 5.1 - Land Burdened Description Decision Table](#) and [Table 5.4 - Dominant Land Format Decision Table for Existing Easements](#))

A variation to an easement can be used to:

- Vary the position, extend or reduce an easement over servient land.
- Vary the height of an easement.
- Extend the appurtenance of the easement of the dominant land

A variation to an easement must not be used to:

- Reduce the appurtenance of an easement as this is an extinguishment
- Change the purpose

Requirements for variation of easements are set out in

[Table 5.9 – Extinguishment and Variation Easement Decision Table](#)

- 5.26.1 Variation of an easement on a plan of division or a community plan is a condition for plan deposit.
- 5.26.2 The information relating to the variation of an easement must be shown in the Easement Details panel.
- 5.26.3 Two easement details indicate the variation. These are identified in the STATUS column as,
- VARY FROM (the prior easement description)
 - VARY TO (the outcome after the variation)
- 5.26.4 The FORM, CATEGORY, PURPOSE and CREATION characters in the VARY TO row must remain the same as those shown in the VARY FROM row.
- 5.26.5 The old easement identifier or position must not be shown on the diagram. [Table 5.3 – Variation and Extinguishment IDENTIFIER Column Format Table](#)
- 5.26.6 If the easement has not been shown on a prior plan, no identifier is shown in the VARY FROM row in the Easement Details panel.
- 5.26.7 Where the position of the actual easement is to change, the IDENTIFIER column for VARY TO must differ from that shown on the certificate of title and must refer to the identifier on the current plan (eg: B).
- 5.26.8 Where the extent of the appurtenance only (dominant land) is to change, the IDENTIFIER column in the VARY TO row must remain unchanged.
- 5.26.9 The IN FAVOUR OF column in the Easement Details panel must refer to dominant land or a current dominant authority having the easement right varied.
- 5.26.10 Variations of easements may affect the OTHER TITLES AFFECTED panel – see section 4.14

5.27 Variation of Easements - Example

The following example ([Figure 5.7](#)) shows allotment 19 that has been divided and easement A has been varied to the position marked B. The example shows two options for changing the position of the easement.

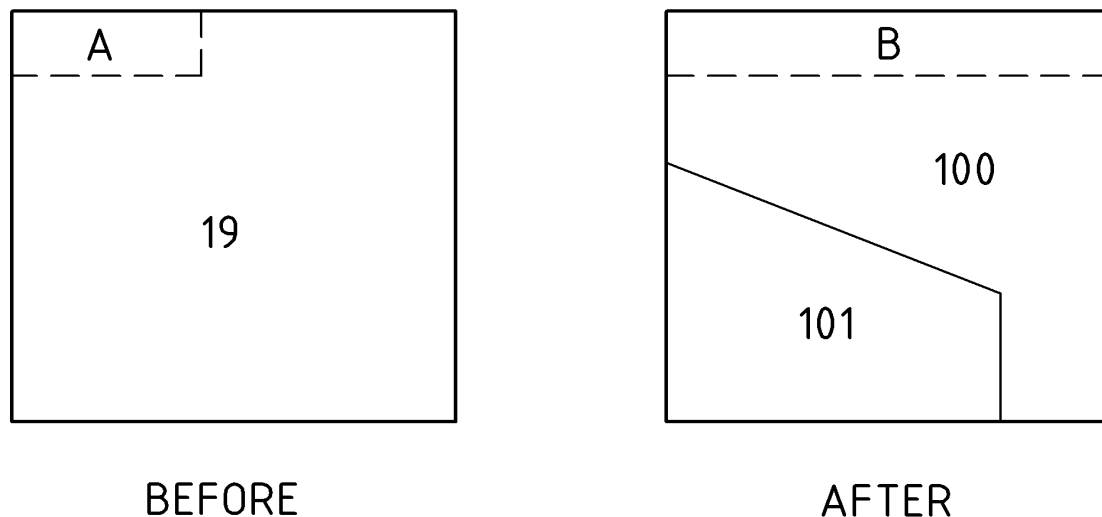


Figure 5.7

Option 1 (Varying the easement)

EASEMENT DETAILS						
STATUS	LAND BURDENED FORM		CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF CREATION
VARY FROM	19 IN D47625	LONG	EASEMENT(S)	A IN D47625		CT 5326/236 T 9112356
VARY TO	100	LONG	EASEMENT(S)	B		CT 5326/236 T 9112356

Option 2 (Extinguish and re-grant the easement)

EASEMENT DETAILS						
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF CREATION
EXTINGUISH	19 IN D47625	LONG	EASEMENT(S)	A IN D47625		CT 5326/236 T 9112356
NEW	100	LONG	EASEMENT(S)	B	DRAINAGE	CT 5326/236

5.28 Easements in Community Plans

5.28.1 Easements created on a Community Plan are a condition for plan deposit.

5.28.2 Easements may be varied or extinguished on Community Plans.

5.28.3 The following easements for the supply of services and internal reciprocal rights of support are protected by the Community Titles Act 1996 and do not need to be created:

- Easements for support and shelter
- Easements for the establishment, maintenance and repair of the service infrastructure
- Easements for the provision of the following services by means of the service infrastructure-
 - the supply of water, gas, electricity, heating oil or air-conditioned air
 - ventilation
 - the transmission of telephonic, radio, computer and television signals
 - the removal of sewage and the drainage and water
 - the removal or disposal of garbage and waste
 - the provision of any other similar service

For clarification see Section 24 of Community Titles Act 1996.

- 5.28.4 Where a building is built after the deposit of the plan and a development contract has not been lodged, easements must be created for cantilevering, projections and overhang where they are not reciprocal.
- 5.28.5 On Community Strata Plans, servient and dominant easements and appurtenances must be shown with data on the site plan. Servient and dominant easements and appurtenances must also be shown on all floor levels where they exist, data is not shown.
- 5.28.6 If an easement is over a Lot Subsidiary in a Community Strata Plan only the relevant Lot number is mentioned in the EASEMENT DETAILS and no reference is made of the Subsidiaries.

5.29 Easements in amendment to Community and Strata Plans

An amendment to a Community and Strata Plan can:

- Create a new easement.
- Vary/extinguish an easement that has been created previously.

Note: Community Plan amendments can create service and private easements whereas Strata Plan amendments can only create private easements.

Where an amendment does not affect existing easement(s), the easement notes will be shown the same as the prior plan (with the exception of updating Ministers names, electricity authorities etc).

5.29.1 For the Common Plan Format:

- Existing easement(s) prior to the variation/extinguishment must be carried forward.
- New note(s) creating/varying/extinguishing easement(s) in a Strata or Community Plan will be shown under the heading of eg. "EASEMENT(S) __ _ AFFECTED BY AP _____"
- For a variation of an easement the easement identifier in the Annotation Note is the identifier of the easement prior to the variation
- Existing easement(s) prior to a variation/extinguishment will not be delineated on the new plan diagram.

5.29.2 For the A3 Plan Format:

- Existing easements affected by the variation/extinguishment or new easements are shown in the Annotations as "EASEMENT(S) __ _ AFFECTED BY AP _____"
- Existing easement(s) prior to the variation/extinguishment will not be shown on the textual and diagram sheets.
- The new easement details for the creation/variation/extinguishment are shown on the textual and diagram sheets.
- For a variation of an easement the easement identifier in the annotation note is the identifier of the easement prior to the variation
- All titles affected by the creation/variation/extinguishment that are external to the Community plan are shown in the OTHER TITLES AFFECTED.

New Easements

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
NEW	2	SHORT	EASEMENT(S)	A	FOR DRAINAGE PURPOSES		

ANNOTATIONS:

EASEMENT(S) A AFFECTED BY AP 10012345

Variation of Easements

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
VARY FROM	1 in C20101	LONG	RIGHT(S) OF WAY	B in C20101		2 in C20101	ACT 9865231
VARY TO	1	LONG	RIGHT(S) OF WAY	C		2	ACT 9865231

ANNOTATIONS:

FORMER EASEMENT(S) B AFFECTED BY AP 10012345

Extinguishment of Easements

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXTINGUISH	3 in C20101	SHORT	EASEMENT(S)	D in C20101		2 in C20101	ACT987123

ANNOTATIONS:

FORMER EASEMENT(S) D AFFECTED BY AP 10012345

5.30 Creation of Easements in Community Plans where the Servient Land is outside the Bold Black Lines

Service and private easements can be created outside of the bold black lines on a Community Plan.

5.30.1 Creation of an easement outside the bold black lines can only occur where the easement abuts the subject land. Note; the easement being created can traverse multiple parcels, but must be unbroken throughout.

5.30.2 Only the extent of the easement must be depicted, not the servient land ([see Figure 5.8](#)).

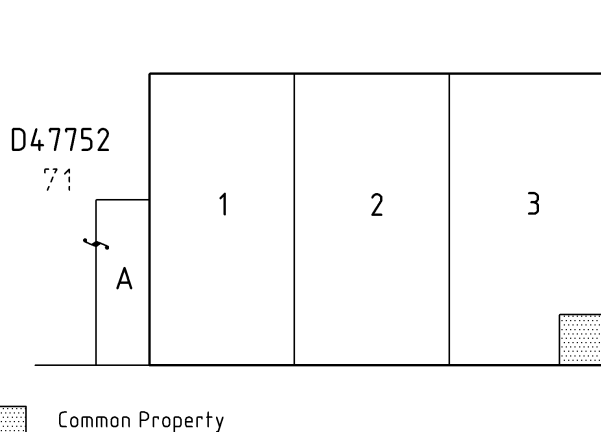


Figure 5.8

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
NEW	71 IN D47752	SERVICE	EASEMENT(S)	A	FOR WATER SUPPLY PURPOSES	SOUTH AUSTRALIAN WATER CORPORATION	223LG

The Title Reference for allotment 71 in D47752 must be shown in the OTHER TITLES AFFECTED panel.

5.31 Creation of Easements in Community Plans where the Dominant Land is outside the Bold Black Lines

5.31.1 The dominant land must not be shown on the diagram sheet

5.31.2 The dominant land must be referred to in the IN FAVOUR OF column in the Easement Details panel, by the land description or title reference ([see Figure 5.9](#)).

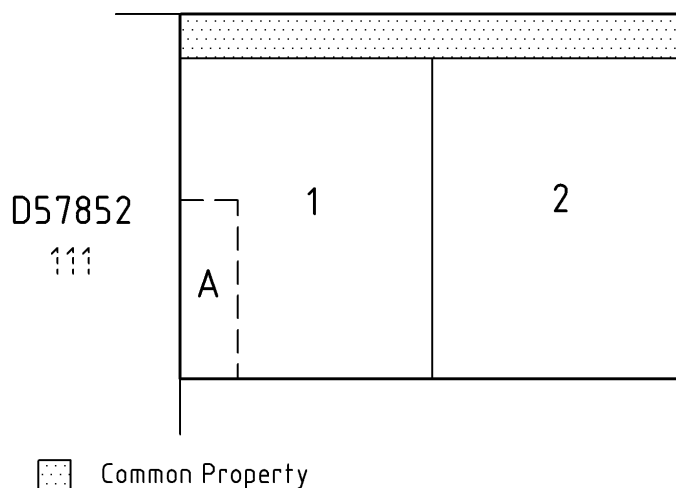


Figure 5.9

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
NEW	1	SHORT	EASEMENT(S)	A	FOR SEWERAGE PURPOSES	111 IN D57852	

The Title Reference for allotment 111 in D57852 must be shown in the OTHER TITLES AFFECTED panel.

5.32 Easements in Road Plans pursuant to Roads (Opening and Closing) Act 1991

5.32.1 Existing easements over land:

- Opened as road are extinguished upon confirmation of the Road Process Order, unless preserved in the road process order. All dominant titles being extinguished (including easement in gross) will need to be shown in the OTHER TITLES AFFECTED panel. These extinguishments do not require an extinguishment note to be shown.
- To be closed are extinguished pursuant to the Roads Act. All dominant titles (including easement in gross) will need to be shown in the OTHER TITLES AFFECTED panel. These extinguishments do not require an extinguishment note to be shown.

Where a closed road is merged with land that has a dominant right the servient land automatically extends to include the closed road in accordance with the Roads act.

5.32.2 New easements can be created on Road Plans by the following methods:

- Road Process only.
- As part of a combined road closure and division process.
- By Grant document over the land not being closed.

5.32.3 Easements created in a road process order can be in favour of:

- Private Parties (to be held appurtenant to their land)
- The Council for the Area
- Telstra Corporation Ltd.
- South Australian Water Corporation
- Electricity entities authorised under the Electricity Act 1996
- Australian Gas Networks (SA) Ltd
- Epic Energy South Australia Pty Ltd
- Statutory Authority
- Prescribed Public Utility

5.33 Easements created as part of the Road Process

Easements created as part of the Road Process can only be created over the closed road. Where a new easement is to traverse both the subject land and the closed road separate easement identifiers will be required and the land outside the closed road will have to be created by grant documentation.

- The PLAN PURPOSE on the Textual sheet must show:
ROADS (OPENING AND CLOSING) ACT 1991
- The easement STATUS must show NEW.

5.34 Easements in Road Plans - Example

The following example ([Figure 5.10](#)) shows allotment 100 and a closed road with an easement being created (the shaded area). Although, the purpose of easement B is the same as A, it must be created separately as easements created by the Road Process can only be created over the road being closed. Easement A must be created by the Road Process, whereas B must be created by grant documentation.

The Plan Purpose is **ROADS (OPENING AND CLOSING) ACT 1991 AND EASEMENT**

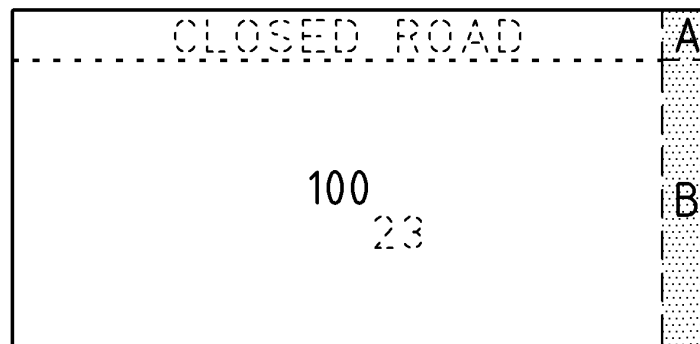


Figure 5.10

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
NEW	100	LONG	EASEMENT(S)	A	FOR DRAINAGE PURPOSES	SOUTH AUSTRALIAN WATER CORPORATION	
PROPOSED	100	SHORT	EASEMENT(S)	B	FOR DRAINAGE PURPOSES	SOUTH AUSTRALIAN WATER CORPORATION	

5.35 Easements in Road Plans created as part of the Division process under 19AB of the Real Property Act 1886

5.35.1 Easements can be created over the land being divided and or the Closed Road as part of the division process and not the road process. A separate easement identifier is not required where the easement traverses over the closed road.

- The PLAN PURPOSE on the Textual sheet must show:
ROADS (OPENING AND CLOSING) ACT 1991 AND DIVISION
- The easement STATUS column must show NEW.
- Where an easement is to be created over a Closed Road by the Division process the following ANNOTATION must be shown:

EASEMENT(S) __ DO NOT FORM PART OF THE ROAD PROCESS.

5.36 Easements in a Road Plan created by Grant Document after Deposit

5.36.1 Easements can be created over the subject land, the land being divided and or the Closed Road by a Grant document. A separate easement identifier is not required where the easement traverses over the closed road.

The Textual sheet must show:

- ROADS (OPENING AND CLOSING) ACT 1991 AND EASEMENT or ROADS (OPENING AND CLOSING) ACT 1991, DIVISION AND EASEMENT as the PLAN PURPOSE.
- The easement STATUS column must show PROPOSED.
- Where an easement is to be created over a Closed Road by grant the following ANNOTATION must be shown: EASEMENT __ DOES NOT FORM PART OF THE ROAD PROCESS.
- Where the PLAN PURPOSE is ROADS (OPENING AND CLOSING) ACT 1991, DIVISION AND EASEMENT and the easement is to be created over land outside the Closed Road by grant the following ANNOTATION must be shown: EASEMENT __ DOES NOT FORM PART OF THE DIVISION PROCESS.

- Where the PLAN PURPOSE is ROADS (OPENING AND CLOSING) ACT 1991, DIVISION AND EASEMENT and the same easement is to be created over both the closed road and land outside the Closed Road by grant the following combined ANNOTATION must be shown: EASEMENT __ DOES NOT FORM PART OF THE DIVISION OR ROAD PROCESS

5.37 Dealing with roads closed under the Roads (Opening and Closing) Act 1932

5.37.1 If a road closed under the Roads (Opening and Closing) Act 1932 was subject to easement(s), including right(s) of way prior to its closure and a Road Plan is to merge the closed road with the adjoining land a search of the original road order is required to determine if the closed road is still subject to these easements.

5.38 Easements to be Created over Crown Land

5.38.1 Easements including Service easements can be created over Crown Land upon deposit of a Division Plan.

5.39 Existing Easements over Crown Land

Where easements are shown on Crown Leases as endorsements or as easement notes and the land is to remain as Crown land or be freeholded those easements must be shown on the plan.

5.39.1 Where Crown Land is being merged or divided with RPA land, the dominant rights appurtenant to the parcel of Crown Land do not automatically extend to cover the extent of the new parcel. See [Section 5.40 Easements Appurtenant To Crown Land](#).

5.40 Easements Appurtenant To Crown Land

In [Figure 5.11](#) a parcel of Crown Land and RPA land merge to form one allotment, the dominant easement right appurtenant to the Crown Lease is shown as an appurtenance. The dominant easement right over A appurtenant to the Crown Lease does not automatically extend to cover the RPA land.

Further documentation is required to extend the appurtenance over the whole of allotment 8.

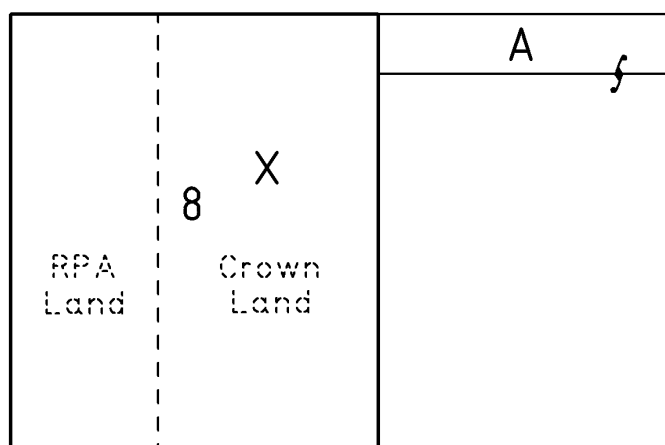


Figure 5.11

EASEMENT DETAILS						
STATUS	LAND BURDENED FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXISTING	LONG	CERTAIN RIGHTS A AND LIBERTIES	8	(MARKED X)		AL4112356

5.41 Natural Gas Authority Easements (Section 9 NGA 1967)

Easements making reference to Section 9 of the Natural Gas Authority Act 1967 protect the Moomba - Adelaide and Katnook gas pipelines and their infrastructure. These statutory easements will be shown on titles in conjunction with a private easement to a gas or pipeline authority also shown on the same title. The position of the private easement is fixed by data and may be in a similar position to the statutory easement.

Both easements must be shown in the Easement Details,

Firstly, The private easement created by a granting document, eg. T 602385

Secondly, The statutory easement (created by Section 9 of the Natural Gas Authority Act 1967)

The physical position of the statutory easement may or may not be defined by a survey, in which case,

If the easement has been defined by survey, then the position must be shown on the diagram and an identifier shown in the Easement Details.

If the easement has not been defined by survey, then the position of the statutory easement is not shown on the diagram and the IDENTIFIER shown in the Easement Details must show POSITION NOT DEFINED. [See Example 5.2](#)

EASEMENT DETAILS							
STATUS	LAND BURDENED FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION	
EXISTING	10	LONG EASEMENT(S)	A		NATURAL GAS AUTHORITY OF SOUTH AUSTRALIA	T602385	
EXISTING	10	LONG EASEMENT(S)	POSITION NOT DEFINED				Section 9 NGA 1967

Example 5.2

Where land is being divided into multiple parcels that are subject to a statutory easement (created by Section 9 of the Natural Gas Authority Act 1967), that statutory easement must be carried forward onto the same parcels as the private easement (if any) created by grant and IN FAVOUR of the Natural Gas Authority of South Australia.

[In Figure 5.12](#) – The title for the land being divided into allotments 1 & 2 currently indicates the existence of both private and statutory easements (although the position of the statutory easement has not been defined). Both easements are shown in the easement details parcels being carried forward onto allotment 1 only.

Note: LSSA staff will confirm with the dominant easement owner that the statutory easement does not need to be carried forward over the other allotments in the plan.

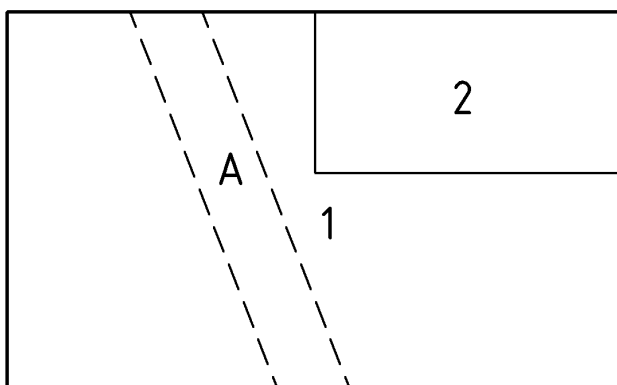


Figure 5.12

5.42 Easements with Limitations

Easements are unlimited, unless restricted by height or time of use.

5.42.1 Easements must be either limited or unlimited (eg: a new easement cannot comprise portion being limited and another portion unlimited).

5.42.2 Separate easements must be shown with different identifiers.

5.42.3 The Category column in the Easement Details panel must show "WITH LIMITATIONS".

5.43 Easements Limited to Time

5.43.1 Specific time restrictions (eg. when the easement can be used) will be shown in the creation document prepared by the solicitor or conveyancer.

5.43.2 The category column in the Easement Details must refer to "WITH LIMITATIONS".

5.44 Easements of Limited Duration

5.44.1 An expiry date will be shown in the creation document prepared by the solicitor or conveyancer.

5.44.2 The category column in the Easement Details must refer to "WITH LIMITATIONS".

5.45 Existing Easements of Limited Duration created by Lease

As a consequence of the change referred to in NTLP 178 to GU Dealings new plans will now need to include existing easements of limited duration created by lease. From 18 May 2015 upon conversion of Crown leases to electronic format and on issue of titles an easement of limited duration will be shown as an easement note on the new title/CL.

Easements of limited duration created by lease are to be shown on plans as easements on the textual and diagram sheets. The usual requirements of Section 5 and other relevant sections of the PPG apply.

5.45.1 Plans attached to existing Leases

An easement created by a lease is sometimes defined by reference to a plan attached to the document. In those instances the surveyor will be required to relate the easement from the plan attached to the document to the plan being prepared.

5.45.2 Easement of Limited Duration or Lease

As existing easements of limited duration created by a lease have three different prefixes and various ways of being endorsed on titles and Crown leases it is recommended that a copy of the Lease of Easement document be obtained.

Surveyors may need to consult with a Plans Client Advice Officer before the plan is prepared to ensure that it is an easement of limited duration created by lease and not just an easement attached to leased land.

5.45.3 Easement(s) over or appurtenant to Lease (not fee simple)

Easement(s) with a STATUS of New, Proposed, Existing, Extinguish or Vary From and Vary To that are over a lease must show the lease number in the Land Burdened panel in Easement Details

Easement(s) with a STATUS of New, Proposed, Existing, Extinguish or Vary From and Vary To that are appurtenant to a lease must show the lease number in the In Favour Of panel in Easement Details

EASEMENT DETAILS						
STATUS	LAND	BURDENED FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF CREATION
EXISTING	L 544444	LONG	EASEMENT(S) WITH LIMITATIONS	A		GU 524012
NEW	22	LONG	EASEMENT(S) WITH LIMITATIONS	P		L 121231
PROPOSED	L 541214	LONG	EASEMENT(S) WITH LIMITATIONS	T		21

5.46 Easements Limited in Height

5.46.1 The category column in the Easement Details must refer to “WITH LIMITATIONS”.

5.46.2 Height limits for new and proposed easements and existing service easements must be shown in a schedule on the diagram sheet ([see Figure 5.13](#)) or by cross section or a combination of both.

5.46.3 Height limits for all other existing easements must not be shown in a schedule on the diagram sheet.

5.46.4 Lower and upper limits where applicable must be shown.

5.46.5 Height limits shown must refer to the Australian Height Datum (AHD).

5.46.6 Where there is uncertainty as to where the RL height is (eg. does it go above, below or through an existing structure), either a cross section or an annotation eg. The RL 116.20 metres AHD exists above Carport Unit Sub 2 must be shown.

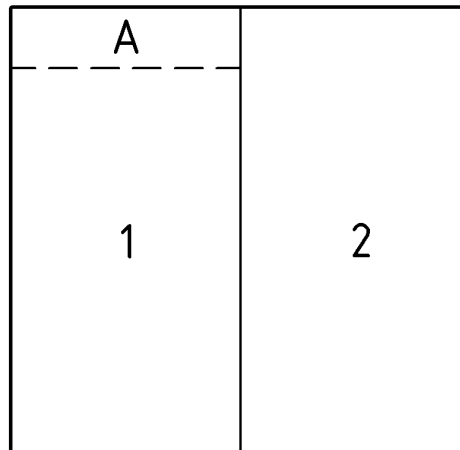
EASEMENT DETAILS						
STATUS	LAND	BURDENED FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF CREATION
PROPOSED	16	LONG	EASEMENT(S) WITH LIMITATIONS	A	FOR ELECTRICITY SUPPLY PURPOSES	17

EASEMENT LIMITATION(S) SCHEDULE	
IDENTIFIER	HEIGHT LIMITATION
A	LOWER LIMIT 10.27 METRES AHD UPPER LIMIT 27 METRES AHD

Figure 5.13 (to be shown on the Diagram Sheet)

5.47 Easements - Case Study 5.1

Parcel 1 is subject to a right, with parcel 2 having a dominant right.

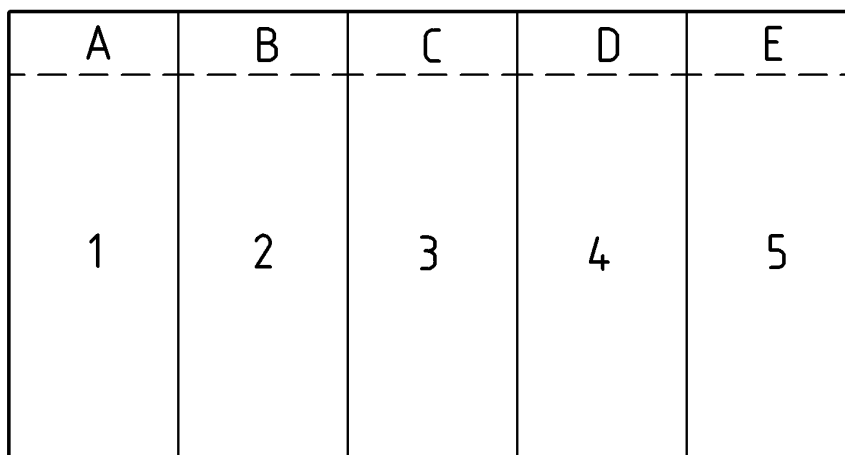


EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXISTING	1	SHORT	FREE AND UNRESTRICTED RIGHT(S) OF WAY	A		2	TG 1014452

5.48 Easements - Case Study 5.2

Each parcel will receive a dominant easement right over the other parcels within the bold black lines.

Note: Each easement requires a different identifier.



EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
NEW	1	LONG	RIGHT(S) OF WAY	A	ACCESS	2,3,4,5	
NEW	2	LONG	RIGHT(S) OF WAY	B	ACCESS	1,3,4,5	
NEW	3	LONG	RIGHT(S) OF WAY	C	ACCESS	1,2,4,5	
NEW	4	LONG	RIGHT(S) OF WAY	D	ACCESS	1,2,3,5	
NEW	5	LONG	RIGHT(S) OF WAY	E	ACCESS	1,2,3,4	

5.49 Easements - Case Study 5.3

Each parcel will receive a dominant easement right over all parcels to its left.

Note: Each easement requires a different identifier.

A	B	C	D	
1	2	3	4	5

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
NEW	1	SHORT	EASEMENT(S)	A	FOR DRAINAGE PURPOSES	2,3,4,5	
NEW	2	SHORT	EASEMENT(S)	B	FOR DRAINAGE PURPOSES	3,4,5	
NEW	3	SHORT	EASEMENT(S)	C	FOR DRAINAGE PURPOSES	4,5	
NEW	4	SHORT	EASEMENT(S)	D	FOR DRAINAGE PURPOSES	5	

5.50 Easements - Case Study 5.4

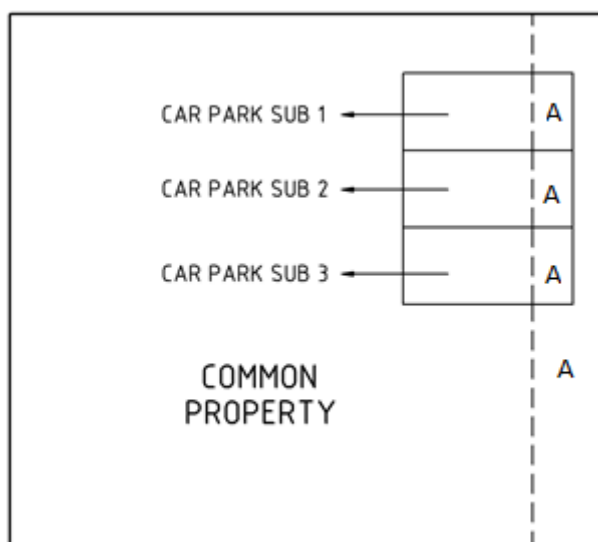
The dominant land to an easement exists both within and outside the bold black lines. The shaded parcels are outside the plan, but also have dominant rights over A.

A	
1	2

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXISTING	1	SHORT	EASEMENT(S)	A	FOR DRAINAGE PURPOSES	2 (AND OTHER LAND)	TG9112367

5.51 Easements - Case Study 5.5

A Filed Plan depicting a proposed easement over unit/lot subsidiaries 1,2,3 and common property in a Strata/Community Plan.

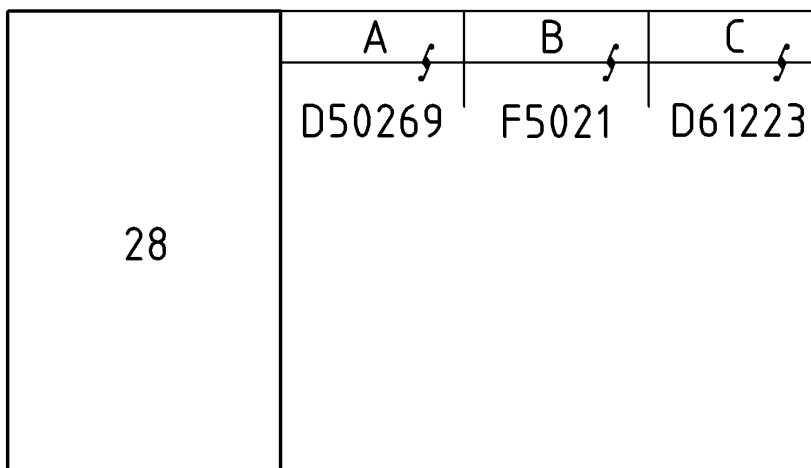


EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
PROPOSED	1.2.3.COMMON PROPERTY	SHORT	EASEMENT(S)	A	FOR DRAINAGE PURPOSES	COUNCIL FOR THE AREA	

Note: The easement is limited to the height and depth of the parcel it is granted over (eg: a car park subsidiary generally has a lower limit of the upper surface of the ground and an upper limit of 3 metres above). The easement is not created, until further documentation is lodged and registered.

5.52 Easements - Case Study 5.6

A parcel of land has numerous dominant easement rights created by different documents.



EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXISTING		SHORT	EASEMENT(S)	A	FOR DRAINAGE PURPOSES	28	RTC 9125634
EXISTING		SHORT	EASEMENT(S)	B	FOR DRAINAGE PURPOSES	28	TG 8523651
EXISTING		SHORT	EASEMENT(S)	C	FOR DRAINAGE PURPOSES	28	T 456231

Although the easement is for the same purpose, it was created at different times by various creation documents therefore it requires separate details.

The Land Burdened fields are left blank because:

- The Land Burdened by the easement is outside the bold black lines and
- The easement is not being varied or extinguished.

5.53 Easements - Case Study 5.7

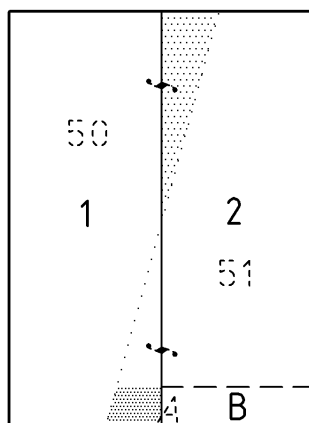
The common boundary between Allotments 50 and 51 in D45786 has altered. Allotment 50 had a dominant easement right over portion of parcel 51 marked A. The provisions of Section 90C of the Real Property Act 1886 apply, where an allotment cannot have a dominant easement right over itself. The example below shows three different actions occurring, with 4 different options to achieve an end result.

Actions automatically occurring upon deposit pursuant to Section 90C of the Real Property Act 1886 are:

1. The light shaded area's dominant easement right over easement B in allotment 2 is extinguished.
2. Portion of allotment 50 now contained in allotment 1 has had the easement right extinguished over A which is now contained in allotment 1

Options:

1. The light shaded area maintains the dominant easement right over the dark shaded area. If this is no longer required, it can be extinguished.
2. The appurtenance of easement B can be extended to cover the whole of the new parcel, being allotment 1.



Option 1 (preferred option - extinguish and re-grant the easement)

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXTINGUISH	51 IN D45786	LONG	RIGHT(S) OF WAY	A IN D45786		50 IN D45786	TG 9865231
NEW	2	LONG	RIGHT(S) OF WAY	B	ACCESS	1	

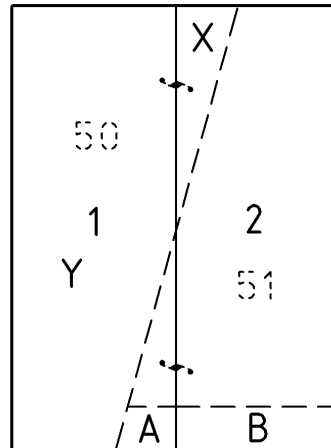
Option 2 (preferred option - varying the easement)

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
VARY FROM	51 IN D45786	LONG	RIGHT(S) OF WAY	A IN D45786		50 IN D45786	TG 9865231
VARY TO	2	LONG	RIGHT(S) OF WAY	B		1	TG 9865231

Option 3 (Carry forward the existing easement and show appurtenancies. Note portions of the easement have been extinguished by Section 90C of the Real Property Act 1886)

EASEMENT DETAILS						
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE IN FAVOUR OF	CREATION
EXISTING	1	LONG	RIGHT(S) OF WAY	A	2 (MARKED X)	TG 9865231
EXISTING	2	LONG	RIGHT(S) OF WAY	B	1 (MARKED Y)	TG 9865231
ANNOTATIONS						
SECTION 90C OF THE REAL PROPERTY ACT 1886 APPLIES TO THIS PLAN						

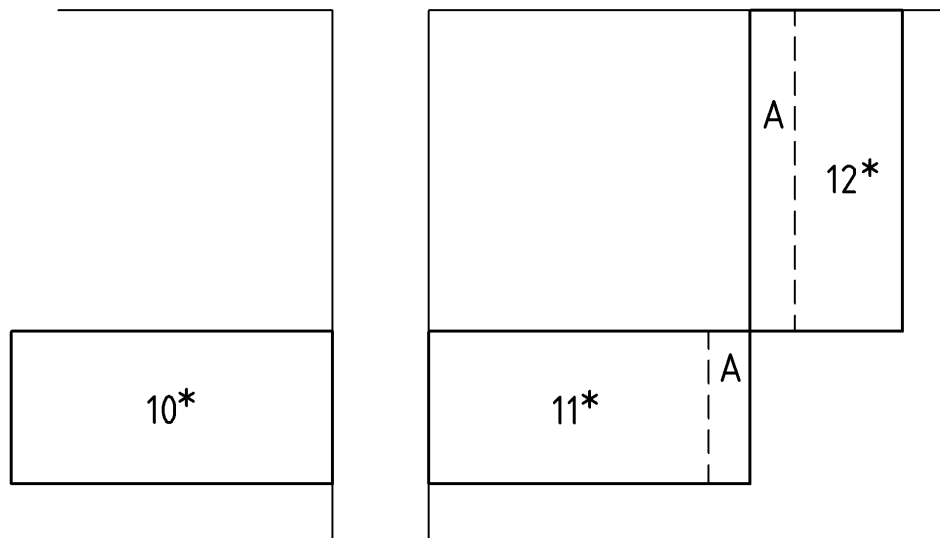
The existing easement is to be carried forward with appurtenances shown. No attempt is made to extend the appurtenances over the whole of the allotments. The identifier in allotment 2 has been changed from A to B to avoid confusion when reading the easement details.



5.54 Easements - Case Study 5.8

Pieces subject to an easement.

Note: Pieces (10*.11*.12*) comprise one allotment.



EASEMENT DETAILS						
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF
NEW	11*.12*	SHORT	EASEMENT(S)	A	FOR DRAINAGE PURPOSES	COUNCIL FOR THE AREA
CREATION						

5.55 Bodies Entitled to Hold an Easement in Gross

The [following Table 5.11 - Bodies entitled to hold an Easement in Gross](#) pursuant to Section 41A of the Law of Property Act 1936.

Table 5.11 - Bodies entitled to hold an Easement in Gross

A
Alano Utilities (Mt Barker) Pty Ltd.
Australian Gas Networks Ltd.
Australian Gas Networks (SA) Ltd.
Ayers Net Ltd.
Australian Zircon NL
B
Barossa Infrastructure Ltd.
Berri Irrigation Trust Incorporated
Bunyip Water Pty. Ltd.
C
Cadell Irrigation Trust Incorporated
Chaffey Irrigation Trust Incorporated
Cheetham (Dry Creek) Pty. Ltd.
Cobdogla Irrigation Trust Incorporated
D
Davidson Vineyard Management Pty. Ltd.
F
Fuller West Road Recycled Water Association Incorporated
G
Gawler River Floodplain Management Authority
Golden Heights Irrigation Trust Incorporated
Greenhill Water Supply Co. Ltd.
K
Kingston Irrigation Trust Incorporated
L
Langhorne Creek Water Co. Pty. Ltd.
Lock 4 Irrigation Trust Incorporated
Loxton Irrigation Trust Incorporated
Lyrup Village Settlement Incorporated
M
Marathon Water Pty. Ltd.
Meadow Glen Water Co. Pty. Ltd.
Moorook Irrigation Trust Incorporated
Mypolonga Irrigation Trust Incorporated
O
OZ Minerals Prominent Hills Operations Pty. Ltd.
P
Penrice Soda Products Pty. Ltd.

Pumped Hydro (SA) Pty. Ltd.
S
Spencer Gulf Telecasters Ltd.
Stony Gap Operations Pty. Ltd.
Sunlands Irrigation Trust Incorporated
T
Telstra Corporation Ltd.
The Pine Village Land & Services Management Association Incorporated
W
Waikerie Irrigation Trust Incorporated
Willunga Basin Water Company Pty. Ltd.
WMC (Olympic Dam Corporation) Pty. Ltd.
Woods Point Irrigation Trust Incorporated

Other bodies entitled to hold an easement in gross are:

- Crown
- Public or local authority
- An electricity entity licensed under the Electricity Act 1996 to carry on the generation of electricity or the operation of a transmission or distribution network - vide Government Gazette 27.1.2000 Page 502.

A list of the licensed bodies can be found at the Essential Services Commission of South Australia website at the following link:

<http://www.escosa.sa.gov.au/>

Once on the above home page go to Electricity – Licensing - Distribution, Generation or Transmission licences for the relevant electricity entities.

6. ANNOTATIONS

The Annotations panel is used for definition or explanatory notes relating to the plan. Annotations may be tailored to suit the circumstances.

For a list of standard annotations that apply to a variety of plans, refer to [Table 6.1 – Annotation Format Table](#).

Table 6.1 - Annotation Format Table

Example Annotations	Reference
Free Formatted annotation to suit the circumstances	
EASEMENT(S) __ DO NOT FORM PART OF THE DIVISION	2.22
ALLOTMENT(S) __ (CT ____ / ____) DO NOT FORM PART OF THE DIVISION PROCESS	2.35
ALLOTMENT(S) __ (CT ____ / ____) DO NOT FORM PART OF THE ROAD PROCESS	2.35
ALLOTMENT(S) __ (CT ____ / ____) DO NOT FORM PART OF THE AMALGAMATION PROCESS	2.35
ALLOTMENT(S) __ ARE PUBLIC ROAD(S) PURSUANT TO THE CROWN LAND MANAGEMENT ACT 2009	2.36
VIDE GOVERNMENT GAZETTE DATE __ / __ / __ PAGE __	2.37 & 2.38
THIS PLAN SUPERSEDES __ IN RESUBDIVISION DKT __ / __	4.21
SECTION 90(C) OF THE REAL PROPERTY ACT 1886 APPLIES TO THIS PLAN	5.19
SECTION 90(E) OF THE REAL PROPERTY ACT 1886 APPLIES TO THIS PLAN	5.20
EASEMENT(S) __ AFFECTED BY AP _____	5.29
EASEMENT(S) __ DO NOT FORM PART OF THE ROAD PROCESS	5.35
AUTHORITY FOR DATA VIDE _____	7.38
NO OCCUPATION UNLESS OTHERWISE SHOWN	7.65
THE _____ DATUM BEARINGS HAVE BEEN DETERMINED INDEPENDENTLY OF ONE ANOTHER AND MAY NOT REFLECT THE TRUE RELATIONSHIP	7.71
ALLOTMENT(S) __ AND PORTION OF ALLOTMENT(S) MARKED __ IS SUBJECT TO RENMARK RESERVATIONS AS CONTAINED IN LAND GRANT VOLUME __ FOLIO __	7.74
LOT(S) __ AND PORTION OF LOT(S) MARKED __ IS SUBJECT TO RENMARK RESERVATIONS AS CONTAINED IN LAND GRANT VOLUME __ FOLIO __	7.74
PORTION OF ALLOTMENT(S) MARKED __ IS SUBJECT TO RENMARK RESERVATIONS AS CONTAINED IN LAND GRANT VOLUME __ FOLIO __	7.74
PORTION LOT(S) MARKED __ IS SUBJECT TO RENMARK RESERVATIONS AS CONTAINED IN LAND GRANT VOLUME __ FOLIO __	7.74
ALLOTMENT(S) __ IS TO ISSUE IN THE NAME OF __ LAND ACQUISITION ACT 1969 APPLIES TO THIS PLAN	7.75
LAND ACQUISITION ACT 1969 APPLIES TO THIS PLAN	7.75
THE SERVICE INFRASTRUCTURE WAS NOT IN PLACE AS AT __ / __ / __	9.13
THE SERVICE INFRASTRUCTURE COULD NOT BE FOUND DUE TO THE AGE AND NATURE OF THE SCHEME AND THE UNAVAILABILITY OF RECORDS	9.13
THE COMMON PROPERTY IS DESIGNATED (C1) FOR LAND INFORMATION PURPOSES ONLY AND DOES NOT PROVIDE A LEGAL IDENTIFIER FOR THE COMMON PROPERTY	9.2

Example Annotations	Reference
ENCROACHMENT OF __ OCCURS OVER _____	9.29
ENCROACHMENT OF BALCONIES OCCURS OVER SMITH STREET (VIDE CP__)	9.29
ENCROACHMENT OF __ OCCURS OVER ADJOINING PRIVATE LAND LETTERED _ _	9.30
PARTY WALL(S) IS OCCUPIED	13.1
PARTY WALL(S) IS UNOCCUPIED	13.1
ALLOTMENT(S) __ IS A RESERVE VIDE D_____	14
ROAD OPENED UNDER THE ROADS (OPENING AND CLOSING) ACT 1991 NUMBERED __ AND NAMED _____.	15.4
TO SUPERSEDE G___/_____	16.1
TO SUPERSEDE F_____	16.1
TO SUPERSEDE SHOP __ AND PORTION OF COMMON MALL IN	16.1
TO SUPERSEDE OFFICE _ AND CARPARK __ IN F_____	16.1
TO SUPERSEDE SHOP _ AND BALANCE OF LAND IN G ___/_____	16.1
TO SUPERSEDE _ AND _ BALANCE OF LAND IN F_____	16.1
TO SUPERSEDE _ BALANCE OF LAND IN G ___/_____	16.1
SEE CT _____/___ FOR EASEMENT DETAILS	16.1
SEE CL _____/___ FOR EASEMENT DETAILS	16.1
SEE D_____ FOR EASEMENT DETAILS	16.1
THE WHOLE OF THE WITHIN LAND IS SUBJECT TO LEASE _____	16.1
THE WHOLE OF THE WITHIN LAND IN CT _____/___ IS SUBJECT TO LEASE ____ _____	16.1
ALLOTMENT(S) __ EXIST ABOVE A LEVEL OF ____ METRES AHD	18
ALLOTMENT(S) __ EXIST BELOW A LEVEL OF ____ METRES AHD	18
PORTION OF ALLOTMENT(S) __ MARKED __ EXIST ABOVE A LEVEL OF ____ METRES AHD	18
PORTION OF ALLOTMENT(S) __ MARKED __ EXIST BELOW A LEVEL OF ____ METRES AHD	18
LOT(S) __ EXIST ABOVE A LEVEL OF ____ METRES AHD	18
LOT(S) __ EXIST BELOW A LEVEL OF ____ METRES AHD	18
PORTION OF LOT(S) __ EXIST ABOVE A LEVEL OF ____ METRES AHD	18
PORTION OF LOT(S) __ EXIST BELOW A LEVEL OF ____ METRES AHD	18
PORTION OF THE COMMON PROPERTY MARKED __ EXIST ABOVE A LEVEL OF _ _. METRES AHD	18
PORTION OF THE COMMON PROPERTY MARKED __ EXIST BELOW A LEVEL OF _ _. METRES AHD	18
MEDIUM HIGH WATER MARK PLOTTED FROM __	19
CENTRE LINE OF __ PLOTTED FROM __	19
EDGE OF __ PLOTTED FROM __	19
THE POSITION OF EASEMENT __ HAS BEEN DETERMINED BY FIELD SURVEY OF OCCUPATION	5.45.3
THE POSITION OF EASEMENT __ HAS BEEN PLOTTED FROM COORDINATES SUPPLIED BY __	5.45.3
The __ symbol indicates locations to add the appropriate data, identifiers, date etc.	

7. GENERAL REQUIREMENTS FOR DIAGRAM SHEETS

7.1 Sheet Size

7.1.1 Diagram Sheets must be lodged on A3 International paper size (297mm x 420mm).

7.2 Drafting Material

7.2.1 Diagram Sheets must be lodged on double matt drafting film of a minimum thickness of 0.08 mm or any other material approved by the Registrar-General.

7.2.2 Folded or creased plans and illegible or defaced plan presentation are not acceptable.

7.3 Ink

7.3.1 The type of ink must be a stable waterproof black of a type recommended by the manufacturer of the drafting film.

7.3.2 All data and line work must be allowed to dry naturally.

7.3.3 Photo copied plans from computer plots onto film are acceptable.

7.4 Erasures

7.4.1 Erasures must be made by a method that does not damage the drafting material.

7.5 Sheet Layout

7.5.1 The first Diagram Sheet must contain panels for the following:

- Plan Number
- Version Number
- Bearing Datum
- Total Area

See [Figure 7.1\(a\)](#) for information about the size and positioning of the panels.

7.5.2 The second and subsequent Diagram Sheet(s) must only contain panels for the following:

- Plan Number
- Version Number

See [Figure 7.1\(b\)](#) for information about the size and positioning of the panels.

7.6 Plan Number

7.6.1 The Diagram Sheet must contain a Plan Number panel in the upper right hand corner of the Diagram Sheet in landscape format. See [Figure 7.1\(a\)](#) for information about the size and positioning of the Plan Number Panel.

7.6.2 Border lines must be 0.35mm and centred 15mm from the edge of the paper.

7.7 Sheet Numbering

7.7.1 The Sheet Number must be shown in the Plan Number panel in the upper right hand corner of the Diagram Sheet in landscape format.

- 7.7.2 The Diagram Sheet must be numbered SHEET M OF N where M is the number of the last Textual Sheet plus 1 and N is the total number of sheets lodged (including Textual Sheets).
- 7.7.3 Where more than one Diagram Sheet is required, subsequent Diagram Sheets must be numbered consecutively ([see Figure 7.1\(b\)](#))

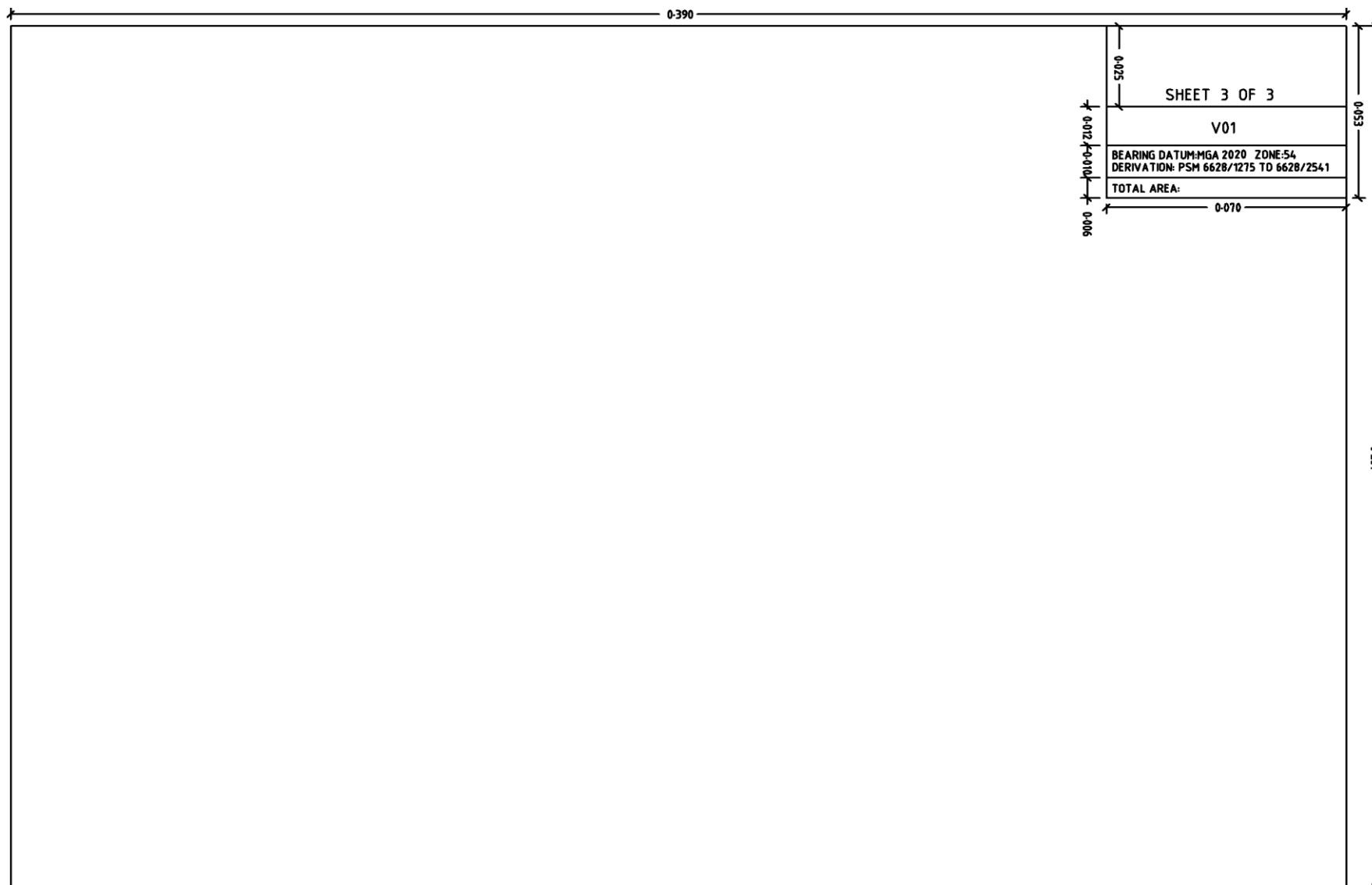


Figure 7.1(a) -First Diagram Sheet (template)

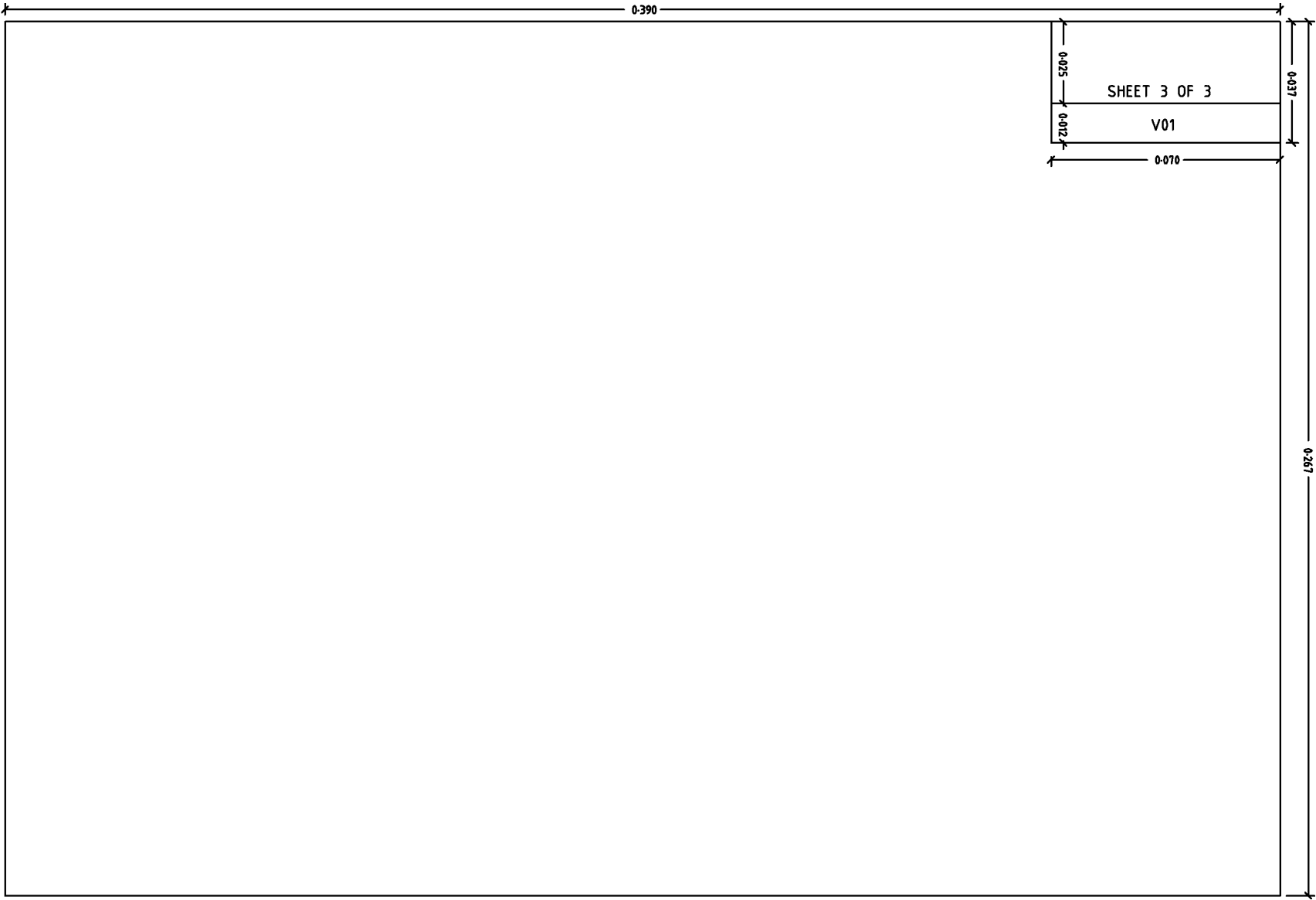


Figure 7.1(b) –Second and Subsequent Diagram Sheet (template)

7.8 Version Numbering

- 7.8.1 The Plan Version Number must be shown in the panel directly below the diagram sheet number and must start at one eg V01
- 7.8.2 Version Numbers must increment by one each time a (textual/diagram) sheet(s) is re-logged. The individual Textual/Diagram Sheet(s) that make up the plan may have different version numbers

7.9 Multiple Diagram Sheets

When the complexity of the subject land requires multiple Diagram Sheets a Location Diagram must be included

- 7.9.1 The Location Diagram must be shown as the first Diagram Sheet.
- 7.9.2 The Location Diagram must be drawn to an approved scale.
- 7.9.3 The Location Diagram must delineate all easement identifiers, allotment numbers and road names.
- 7.9.4 Data is not required.
- 7.9.5 Cross references must be shown to the applicable enlargements.
- 7.9.6 Enlargements from Location Diagrams must be drawn in blocks of allotments, lots or sections abutting each other.

Where the plan is complex and cannot be drawn as required above please contact the Plans Client Advice Officer before drafting.
- 7.9.7 Where the plan requires more than 15 diagram sheets please contact the Plans Client Advice Officer.

7.10 Legibility

- 7.10.1 All information on Diagram Sheet(s) must be clear and not cross through any lines.
- 7.10.2 Alpha capitals must be used. Lower case characters must be used for the conventional symbols m², km² and ha.
- 7.10.3 All lettering (alpha and numeric characters) must be vertical.
- 7.10.4 All characters must be consistently open in form and construction.
- 7.10.5 The pen point size to character height relationship must be as indicated in [Table 7.1](#).
- 7.10.6 The minimum clear internal space, enclosed or partly enclosed, in any part of the character must be such that it will accommodate a 0.7mm diameter disc for letters 2.5mm high and a 1mm diameter disc for letters 3.5mm high and above.
- 7.10.7 Fonts are to conform to ISO 3098/1 Type B, upright characters such as ISOCpz.SHX and ISO3098.SHX.
- 7.10.8 Character height must be consistent throughout the plan as indicated in [Table 7.1](#). If 5.0 mm is used as a character height for Abuttals etc; then a 3.5 mm height should be used for Areas. If 3.5 mm is used for Abuttals etc; then a 2.5 mm height should be used for Areas.

Table 7.1 - Character Height Format Table

Text Purpose	Character Height	Pen Point Size
Abuttals	3.5mm	0.35mm
Road Names	or	or
Allotment / Pieces / Lot / Unit Identifiers	5.0mm	0.50mm

Text Purpose	Character Height	Pen Point Size
Easement Identifiers Historical Identifiers Plan Identifiers (Site Plan etc.)		
Areas Data Schedule Information	3.5 mm or 2.5 mm 2.5mm	3.5 mm or 2.5 mm 2.5mm

7.11 Decimal Points

7.11.1 Every decimal point on the plan must appear either on the text base line or at mid-numeral height.

7.11.2 Decimal points must be consistent throughout the plan and occupy a space equivalent to the average numeral width.

7.12 Abbreviations

Abbreviations are common terms that may be used on plan diagrams. The use of abbreviations is optional. For a list of approved abbreviations, refer to [Table 7.2](#).

7.12.1 Word combination abbreviations must not be separated, however single abbreviations may be combined if there is not an approved abbreviation for the required combination.

7.12.2 Terms not listed in the Approved Abbreviations table must be written in full.

Table 7.2 - Approved Abbreviations Format Table

Term	Approved Abbreviation
Adjusted	ADJ
Alley	ALLY
Approach	APP
Approximately	approx or APPROX
Astronomical fix	ASTROFIX
Australian Height Datum	AHD
Australian National Spheroid	ANS
Avenue	AVE
Azimuth	AZ
Balance	BAL
Bearing	BRG
Bench Mark	BM
Between	BET
Bitumen	BIT
Block	BLK
Bold black lines	BBL
Bolt	BT
Book	BK
Border	BDR
Bottom	BTM
Boulevard	BVD
Boundary	BDY
Brick	BK

Term	Approved Abbreviation
Broadway	BDWY
Building	BLDG
Building Corner	BCNR
Bypass	BYPA
Calculated	CALC
Centre	CEN
Centre Line	CL
Centre line of wall	CLW
Certificate of Title	CT
Chainage	CH
Checked	CHKD
Circle	CIR
Circuit	CCT
City Council	CC
Close	CL
Colour bond fence	CBF
Commonwealth	CWTH
Commonwealth Gazette	CG
Community Plan (Prefix to Plan Number)	C
Community Titles Act	CTA
Concrete	CONC
Concrete Block	CBLK
Connection	CONN
Construction	CONSTN
Control Mark	C MK
Co-ordinates	CO-ORDS
Corner	CNR
Corporate Town	CT
Court	CT
Creek	CK
Crescent	CRES
Crown Lands Management Act	CLMA
Crown Lands Act	CLA
Crown Lease	CL
Crown Record	CR
Cyclone	CYC
Datum Peg	DP
Department	DEPT
Deposited Plan (Prefix to Plan Number)	D
Designated Survey area	DSA
Development	DEV
Diagram Book Page	DBP
Diameter	DIAM
District Council	DC
Disturbed	DSTB

Term	Approved Abbreviation
Drill Hole and Wing	DH & W
Drive	DR
Dropper	DPR
Dwarf	DWF
Easement	EMT
East	E
Eave and gutter	E & G
Electric Light Pole	ELP
Encroachment	ENCR
Enlargement	ENLGT
Enrolled Plan	EP
Esplanade	ESP
Expressway	EXP
Fence	F
Fence Intersection	FI
Fence Post (wooden)	FP
Fence Post (steel)	SFP
Fence Post (concrete)	CFP
Fence Post (galvanised iron)	GIFP
Field Book	FB
Filed Plan (Prefix to Plan Number)	F
Folio	FOL
Footing	FTG
Foreshore	FSHR
Found	FD
Foundation	FDN
Freeway	FWY
Galvanised	GAL
Galvanised Iron	GI
Galvanised Iron Nail	GIN
Galvanised Iron Pipe	GIP
Galvanised Iron Roof	GIR
Garage	GAR
Gardens	GDNS
General Registry Office Plan	G or GP
Geocentric Datum of Australia 2020	GDA2020
Government	GOVT
Government Gazette	GAZ
Ground	GND
Grove	GR
Hectare	ha
High Tension Line	HTL
High Water Mark	HWM
Highway	HWY
House	HSE

Term	Approved Abbreviation
Hundred	HD
Inaccessible	INACCESS
Inclusive or including	INCL
Inside face of wall	IFW
Intersection	INT
Intersection Point	IP
Iron Pipe	IP
Irregular	IRREG
Irrigation Area	IA
Island	IS
Kerb	KB
Kilometre Post	KP
Kilometre(s)	km(s)
Lands Titles Registration Office	LTRO
Laneway	LNWY
Leaning	LNG
Lead plug	LP
Left Bank	L BANK
Licensed Surveyor	LS
Low Water Mark	LWM
Magnetic	MAG
Manhole	MH
Map Grid of Australia 2020	MGA2020
Mark	MK
Marked	MKD
Masonry nail	MN
Medium (or Mean) High Water Mark	MHWM
Memorial	MEM
Metal Pin	MP
Metal Screw	MS
Metre(s)	m
Mile Post	MILE P
Mineral Lease	ML
Mount	MT
Municipal Council	MC
Nail	NL
No data	ND
No Deposited Plan	NDP
North	N
Not Under the Real Property Act	NUA
Not Looked For	NLF
Number	No
Observed	OBS
Occupation	OCC
Old	O

Term	Approved Abbreviation
Old fence	OF
Old Peg	OP
Old Peg and Trench	OPT
Old Trench	OT
Original	ORIG
Out of Hundreds	OH
Outside Face of Wall	OFW
Overhead	OH
Page	PG
Parade	PDE
Part	PT
Pastoral Lease	PL
Permanent survey mark	PSM
Picket	PKT
Pipeline	PIPEL
Place	PL
Placed	PLD
Plastic Peg	PP
Plastic Rod	PR
Plaza	PLZA
Plinth	PLH
Portion	PTN
Post and wire fence	P & WF
Post and Nett Fence	P & NETT
Power Pole	PP
Point	PNT
Private	PRIV
Production/Produced	PROD
Promenade	PROM
Radius	RAD
Railway	RLY
Ramset Nail	RAM
Recent	REC
Recreation	REC
Reduced Level	RL
Reference Mark	RM
Reinstated	REINSTD
Remarked	RMKD
Removed	REMVD
Replaced	REPLD
Reserve	RES
Reset	RST
Residence	RES
Resubdivision	RESUB
Retaining	RETG

Term	Approved Abbreviation
Right Bank	R BANK
Right of Way	ROW
Road	RD
Road Plan (prefix to Plan Number)	R
Section	SEC
Sewerage	SWGE
Sheet	SH
South	S
Spike	SPK
Square	SQ
Square Kilometres	km ²
Square Metres	m ²
State Survey Mark	SSM
Stainless Steel Rod	SSR
Station	STN
Stobie Pole	STP
Stone	STE
Straight	STT
Strainer	STR
Strand	STRA
Strata Plan (prefix to plan number)	S
Street	ST
Subsidiary	SUB
Tangent	TAN
Tangent Point	TP
Telegraph Pole	TEP
Terrace	TCE
Track	TRK
Transformer	T/F
Travelling Stock Route	TSR
Traverse	TRAV
Trench	T
Trigonometrical	TRIG
Unallotted Crown Land	UCL
Underground	UG
Unregistered	UNREG
Variable	VAR
Valley	VY
Very Old	VO
Very Old Fence	VOF
Very Old Peg	VOP
Very Old Trench	VOT
Very Old Peg and Trench	VOPT
Volume	VOL
Walk	WALK

Term	Approved Abbreviation
Walkway	WKWY
Wall	W
Water Table	WT
West	W
Witness Dropper	WIT DPR

7.13 Schedules and Notations

7.13.1 Schedules and notations must be shown on the diagram sheet to which they relate. Where a notation is applicable to more than one sheet the notation must be shown on the first diagram sheet, which required the notation.







7.14 Line Weight

7.14.1 The bold black line (BBL) that delineates the extent of the subject land of a plan must be 0.5mm to 0.7mm thick. All other lines must be 0.25mm to 0.35 mm thick unless stated otherwise.

7.15 Line Types

7.15.1 Line types must be as indicated in [Table 7.3](#).

Table 7.3 - Line Type Format Table

Line Type	Purpose
	Parcel boundaries.
	Easement and appurtenance boundaries
	Tie-line and connection
	Historical boundaries
	Administration boundaries (Area name, Government Town, Hundred, Irrigation area / division, Local government)
	Service Infrastructure

7.15.2 When more than one parcel boundary type coincides, the priority in descending order is:

- Solid.
- Easement and appurtenance boundaries.
- Tie-lines and connections.
- Historical boundaries.

For example, where a solid boundary coincides with another boundary type (eg: an easement boundary) a solid line must be shown. Where an easement boundary

coincides with a tie-line and/or a historical boundary the symbol for an easement boundary must be shown.

7.16 North Point

- 7.16.1 A simple north point must be shown on each diagram sheet.
- 7.16.2 The length must be at least 5cm.
- 7.16.3 Orientation must be as set out in [Figure 7.2](#) and [Figure 7.3](#).
- 7.16.4 The north point must be plotted at a bearing of 0° or 360°.

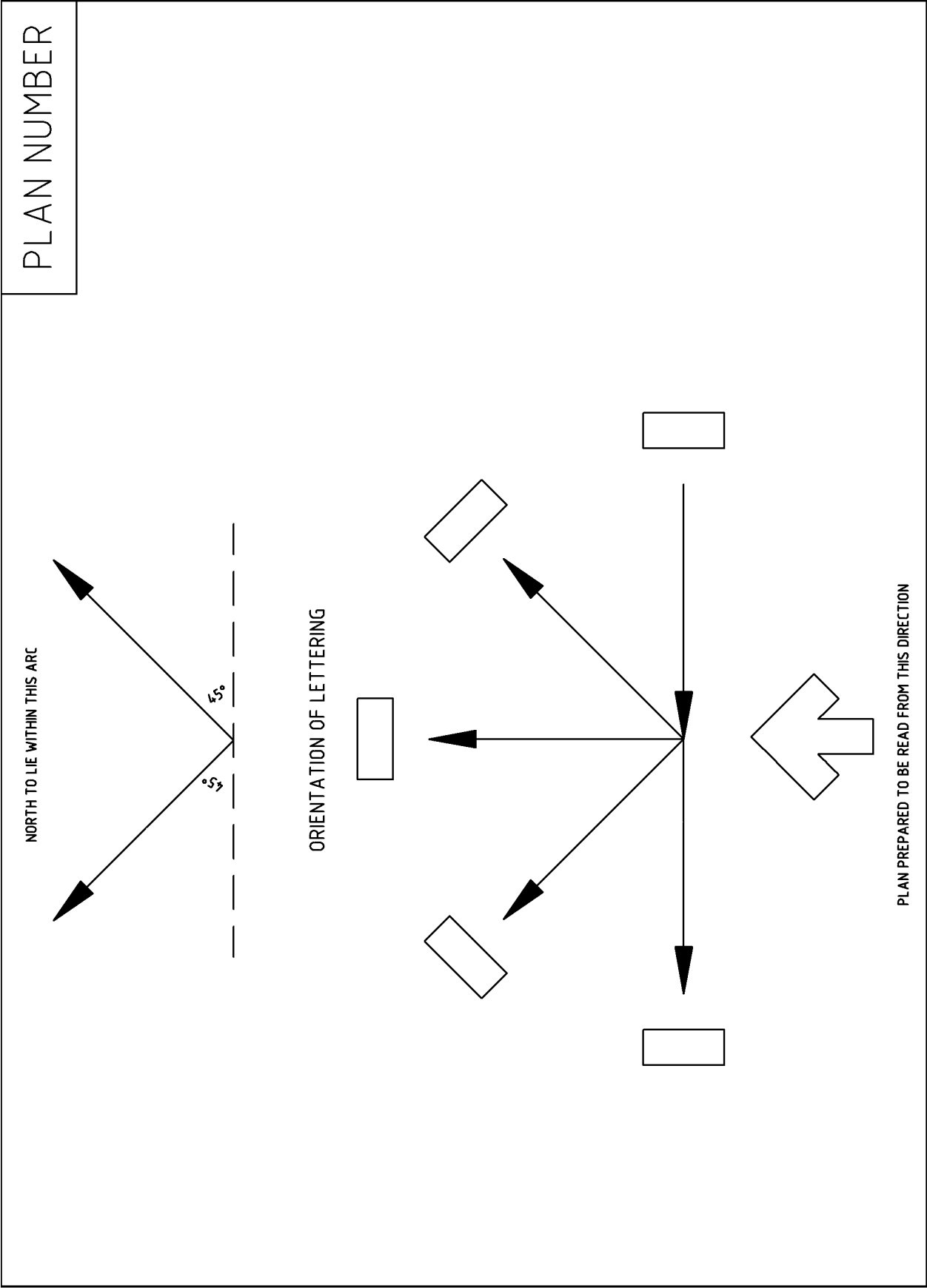


Figure 7.2

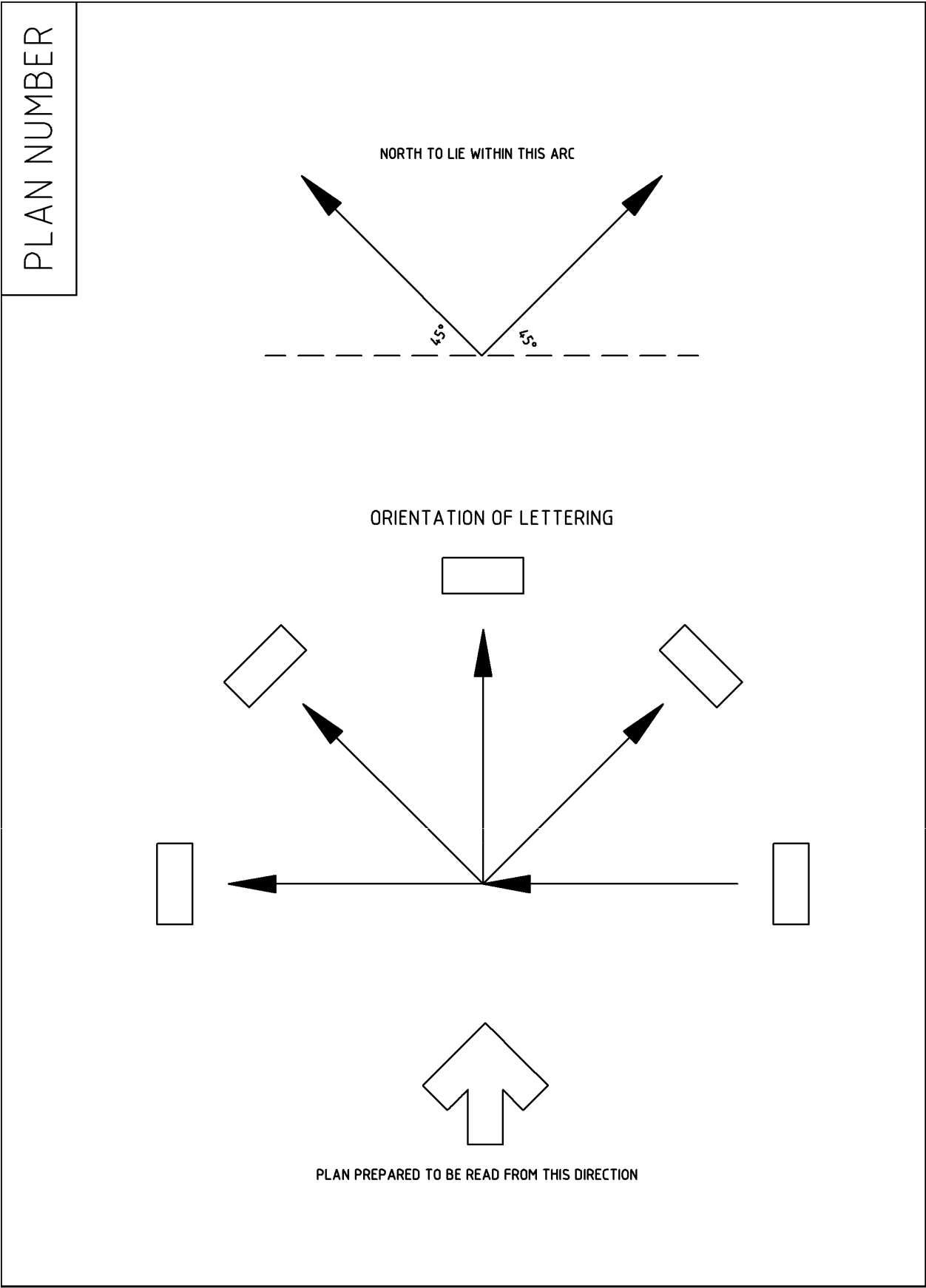


Figure 7.3

7.17 Diagram Scale

7.17.1 The following scales

1:100 1:125 1:150 1:200 1:250 1:300 1:400 1:500 1:600 1:750 1:800 1:1000

(or greater multiples of 10) must be used in accordance with the information shown in [Table 7.4](#).

Table 7.4 - Minimum Diagram Scale Format Table

Minimum Parcel Size	Minimum Scale Required
300m ² or less	1:750
More than 300m ² and less than 2000m ²	1:1000
Over 2000m ² and under one hectare	1:2500
One hectare or over	Such that each parcel is not less than 9 cm ² in size

7.18 Bar Scale

7.18.1 A bar scale of a minimum length of 50 mm must be shown for both the main diagram and enlargements drawn to scale and include the labels SCALE and METRES (see [Figure 7.4](#)). Use of the scale value ratio 1:750 (without a bar scale) is not acceptable.

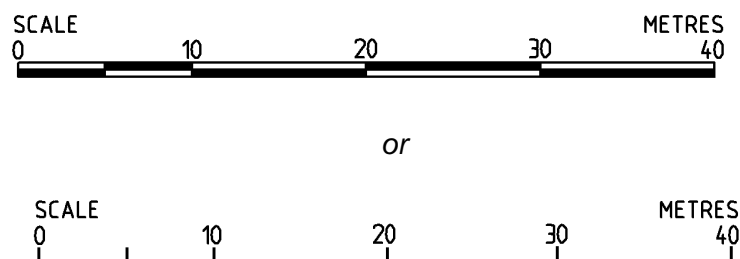


Figure.7.4

7.19 Extent of Land

7.19.1 The extent of the subject land must be delineated using a bold black line (BBL).

7.20 Whole Parcels

7.20.1 Every allotment, lot, unit or piece must be shown as a whole parcel (to an appropriate scale) even if a separate diagram is necessary.

7.21 Measurements

7.21.1 All lineal measurements must be in metric units.

7.22 Pops

7.22.1 Pops must be used only to indicate a bend where it is not clear at which point a line changes direction.

7.22.2 The maximum diameter of a pop must be 1.5mm.

7.22.3 Pops must not be used to indicate any intermediate point on a straight line, including lines consisting of different boundary or line types (eg: an easement boundary which is a production of an allotment boundary).

7.22.4 Pops must not be used where two or more lines intersect at a common point and one of those lines is a straight line as shown in [Figure 7.5](#).

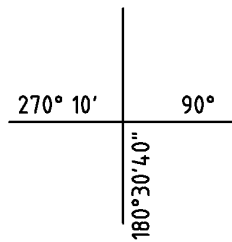


Figure 7.5

7.22.5 Pops must not be used to define the limit of a diagram or land parcel. The following alternatives may be used (see Figure 7.6):

- Running chainages
- “x” to define the limit
- A statement eg:

195.36 to CNR 2

136.25 to MP

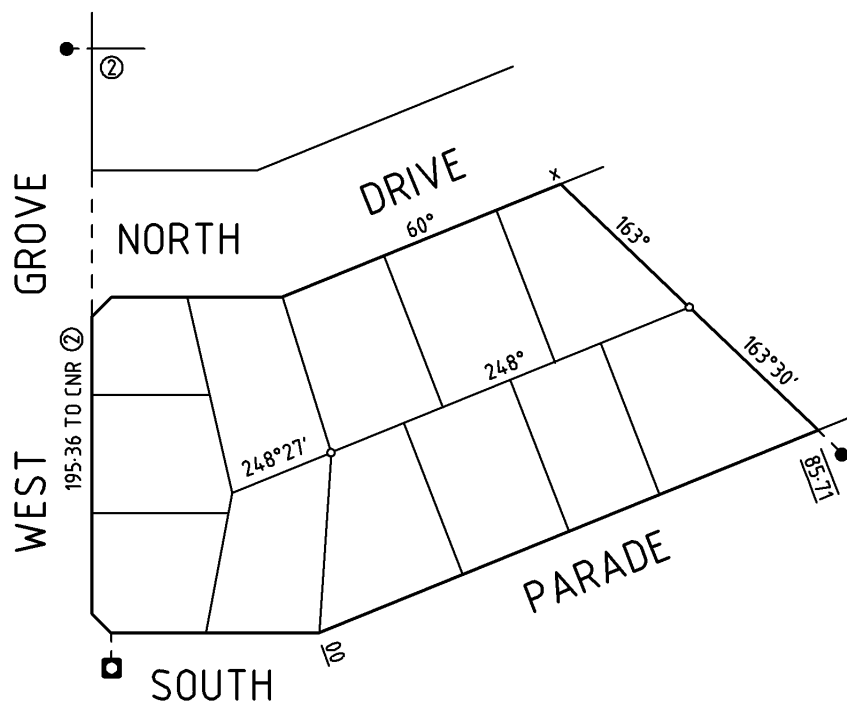


Figure 7.6

7.23 Vincula

7.23.1 A vinculum must be used to designate a link or connection between parcels of land that are separated by some form of boundary.

7.23.2 Solid vincula must be shown for current identities but not within the bold black lines (see [Figure 7.7](#)).



Figure 7.7

7.23.3 Broken vincula must be used for historical identities ([see Figure 7.8](#)).



Figure 7.8

7.23.4 Broken vincula must be used to link the various portions having the same historic identifier when the historic identifier has been shown on the plan and the extent of the historical boundaries is unclear ([see Figure 7.9](#)).

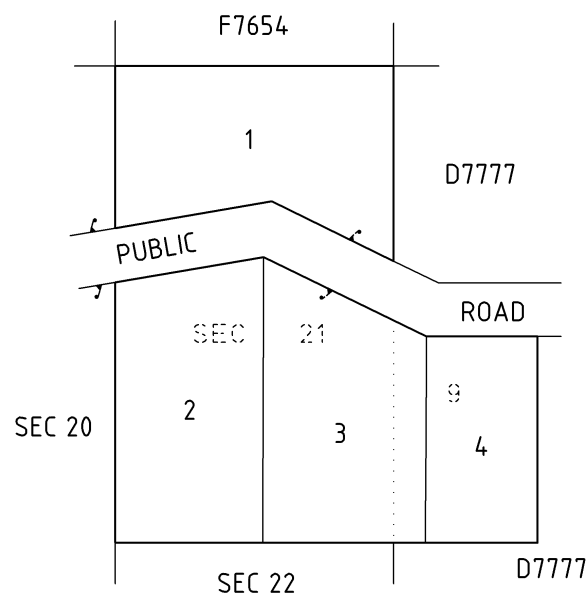


Figure 7.9

7.23.5 Broken vincula must be used to link the servient land outside the bold black lines with abutting land with the same identifier within a Government Town or No Deposited Plan (NDP) ([see Figure 7.10](#)).

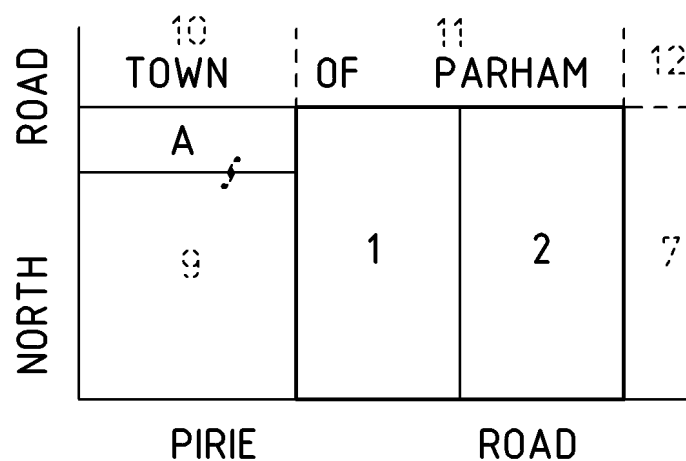


Figure 7.10

- 7.23.6 Solid vincula must be used to link the servient land outside the bold black lines with abutting land ([see Figure 7.11](#)).

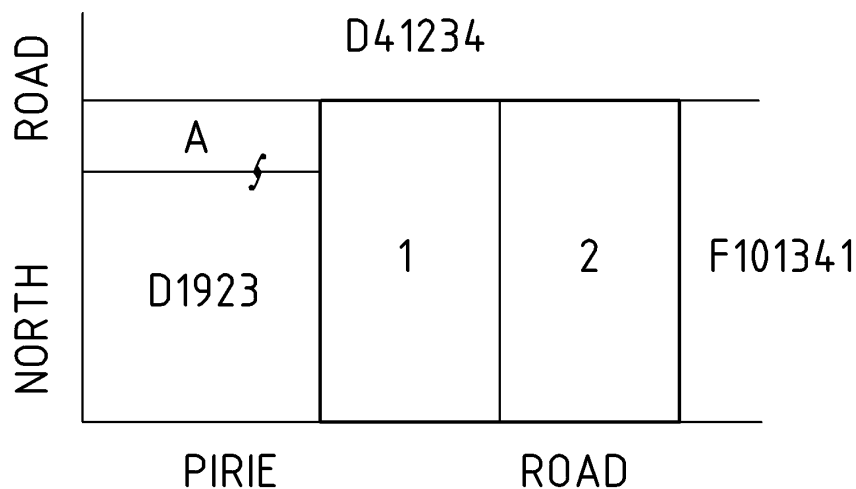


Figure 7.11

7.24 Fixings to Street Corner

- 7.24.1 All allotments, lots and pieces must be fixed by bearing and distance to a street corner or a substantial bend in an abutting road.
- 7.24.2 When a corner cut off exists, fixing to the true corner is not acceptable. The fixing must be by bearing and distance to the cut and bearing and distance along the cut (or the first chord of a multiple chord cut off).
- 7.24.3 A distance is not required along the corner cut for Uncertified plans.

7.25 Connections or tie-lines

- 7.25.1 Tie-lines must be used to fix the location of natural boundaries and connect across roads, open space and reference marks.
- 7.25.2 Tie-lines must not be used on uncertified plans.
- 7.25.3 Tie-lines must not be delineated adjacent to boundary lines unless data is provided along the boundary line. (The historical method of defining boundaries using only a tie-line with full data and offsets to the boundary, usually fencing, is not acceptable except for the criteria set out under Natural Boundaries).
- 7.25.4 Tie-lines must be shown the same size on the main diagram and enlargements regardless of the scale of the plan.
- 7.25.5 Tie-lines may be used to depict prior definition lines used to justify redefinition but not redefined by the new survey.
- 7.25.6 Tie-lines may be used to provide survey data for uncertified plans subsequently lodged pursuant to the Land Acquisition Act 1969. (See Section 12.4 for further detail)

7.26 Parcel Identifiers

See Section 14 Reserves and Section 18 Stratum Divisions for the criteria applicable to Reserve and Stratum allotments.

- 7.26.1 Parcel identifiers are required for all land within the bold black lines except for Common Property.

- 7.26.2 New parcels must be, as far as practicable, identified by consecutive numbers which cannot be confused with the existing subject and abutting land identifiers.
- 7.26.3 Parcel numbers must be positioned near the centre of each parcel. Where the parcel number cannot fit inside the figure, the number must be arrowed out.
- 7.26.4 Parcel numbers must be orientated parallel to the bottom of the sheet.
- 7.26.5 Roads and thoroughfares in RPA and Crown Land Divisions and Community Plans vesting in the council must include a road name or labelled WALKWAY etc.
- 7.26.6 Land being transferred for road purposes must be numbered. An annotation must be shown in the Annotations panel of the Textual sheet (eg: ALLOTMENTS 7. 8 AND 9 ARE TO BE PUBLIC ROAD).
- 7.26.7 Land being declared as a public road must be numbered. An annotation must be shown in the Annotations panel of the Textual sheet (eg: ALLOTMENTS 7. 8 AND 9 ARE TO BE PUBLIC ROAD).
- 7.26.8 If a road being declared public comprises more than one portion, each portion must be identified as a separate allotment in accordance with the Government Gazette.

7.27 Redesignation

A unique identifier is required for each parcel of land including pieces that, even though physically separated, together comprise a single allotment or a lot. This applies equally to plans over RPA Land, Crown Land or a combination of both forms of tenure.

Before redesignating physically separated parcels that have the same identity or parcels in a Unique Land Parcel Identification (ULPI) plan with the annotation SUBJECT TO REARRANGEMENT OF PARCELS, a search is required to ascertain whether the parcels form allotments or are portions of an allotment (and therefore should be redesignated as pieces).

- 7.27.1 Land being redesignated must constitute allotment(s).
- 7.27.2 Outer boundary plans must not be redesignated if that is the sole purpose of the plan.
- 7.27.3 A deposited plan may be used to redesignate land that does not form part of the division, (eg: when an easement is created as a planning condition over adjacent land, the adjacent land is delineated on the Diagram Sheet and redesignated even if it is already uniquely identified (see Table 2.1 – Plan Purpose Decision Table)).
- 7.27.4 Parcels within a Strata Plan or Community Plan (excluding allotments that have been vested as a road or reserve) cannot be redesignated in a Deposited Plan or a Filed Plan.

7.28 Pieces

Piece numbering does not apply to Strata Plans pursuant to the Strata Titles Act 1988 and Community Strata Plans pursuant to the Community Titles Act 1996.

- 7.28.1 When a lot or development lot in a Community Plan or an allotment comprises two or more physically separated parcels each piece must be numbered.
- 7.28.2 The numbering of pieces must be within the allotment or lot numbering sequence.
- 7.28.3 Each piece comprising an allotment or lot must be marked with an asterisk after the number to distinguish the pieces from a single parcel allotment or lot.
- 7.28.4 All allotments comprising pieces must be detailed in a Pieces Schedule as shown in [Figure 7.12.](#)

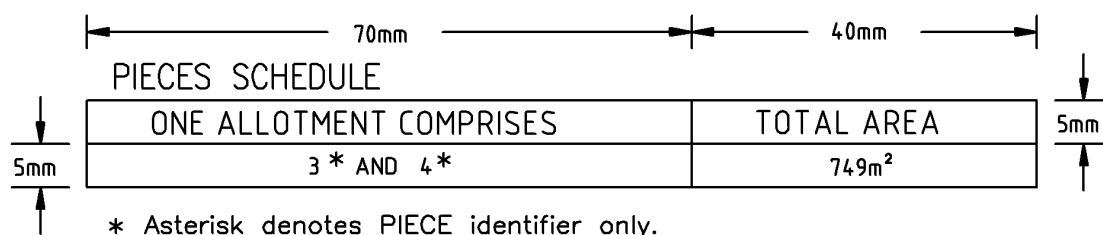


Figure 7.12

7.28.5 All lots comprising pieces must be detailed in a Pieces Schedule as shown in [Figure 7.13](#).

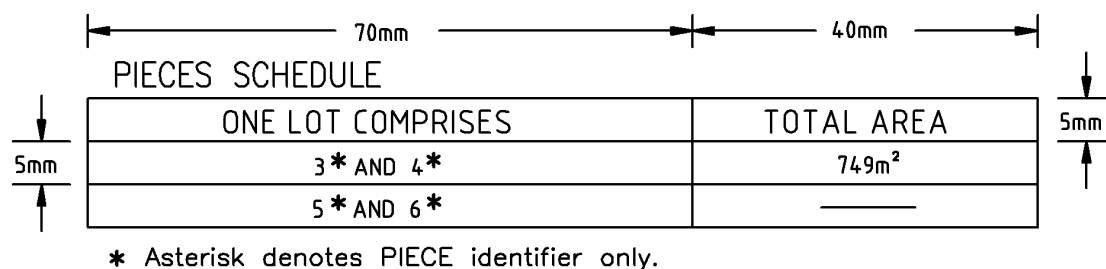


Figure 7.13

7.28.6 The Pieces Schedule must be shown once only throughout the plan.

7.28.7 When a plan is lodged over an Allotment Comprising Pieces all the Pieces must be delineated on the plan.

7.29 Data

7.29.1 Data must be oriented so that they can be read as indicated in [Figure 7.2](#) and [Figure 7.3](#). Under no circumstance should a plan require turning upside down to read any data except for running chainages.

7.29.2 Data is shown by bearing and distance (there are exceptions Strata/Lease Plans and Easement Fixings).

7.29.3 Data must be positioned to allow an allotment, lot, or piece to stand alone.

7.29.4 Data must be located along and as close as practical to the boundary.

7.29.5 Data must be positioned as near as practical to the centre of the line to which they refer.

7.29.6 Data must be positioned from corner to corner or between angle points if there is more than one line forming a boundary.

7.29.7 Data must not be duplicated except for connections between sheets or for enlargements.

7.29.8 Data must be clear of other data and boundaries.

7.29.9 Data must be arrowed out when space does not permit data being shown close to a boundary or when data goes past a line. Enlargements must be used to avoid excessive use of arrows and to assist in the clarity of the plan.

7.30 Distances

Distances shown on plans are ground distances (the actual distance measurements reduced to the horizontal).

7.30.1 Distances must be shown inside allotments, lots and pieces whenever space permits.

- 7.30.2 Truncated bearings and distances must satisfy prescribed tolerances or be labelled APPROX
- 7.30.3 Distances may be shown to the nearest centimetre (rounded mathematically) but the preferred option is to not show trailing zeros as in [Table 7.5 – Distance Format Table](#).

Table 7.5 - Distance Format Table

Distance	Shown as
1234.06	1234.06
123.40	123.4
12.00	12
0.91	0.91
0.80	0.8

- 7.30.4 In commercial areas the distance from a reference mark to the nearest 5mm (eg: 0.005) may be shown.

7.31 Part Distances

- 7.31.1 Minimum part distances along a boundary must be shown (part distances must not be shown for each portion of the boundary).
- 7.31.2 Part distances must be shown in brackets (eg: (3.05), (4)).
- 7.31.3 Part distances must be used only to fix the position of an easement, occupation, tie-line, reference mark, reservation, trust or appurtenance to an allotment, lot or piece boundary within the bold black lines.
- 7.31.4 Part distances must not be used along tie-lines.
- 7.31.5 Part distances must not be used along easement boundaries that do not coincide with an allotment, lot, or piece boundary.
- 7.31.6 Part distances must not be used to fix an easement to another easement where they intersect.
- 7.31.7 Part distances must not be used to fix to an allotment, lot or piece boundary, occupations, tie-lines and reference marks along road or street boundaries that are outside of the bold black line. Running chainages (see [Section 7.34 Running Chainages](#)) should be used see [Figure 7.14](#).

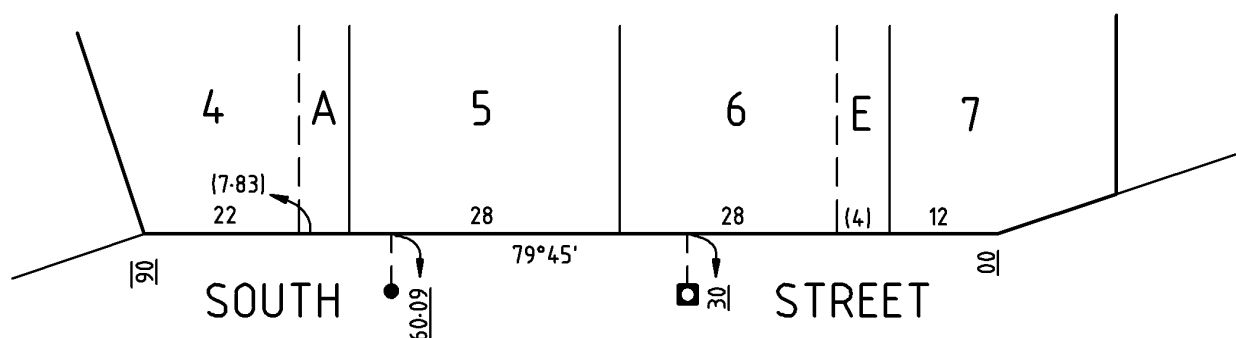


Figure 7.14

7.32 Bearings

All bearings on surveys in Designated Survey Areas (DSAs) and tertiary network areas are expressed as plane bearings. Outside these areas where the bearing datum is also based on the geodetic control network (as indicated in the bearing datum panel) it will be assumed, unless otherwise noted, that the bearings are plane. Angles can only be used to fix an existing easement if the easement cannot be fixed in any other way.

- 7.32.1 Where possible, bearings must be shown in a clockwise direction and on the other side of the line to the distance.
- 7.32.2 Bearings must be shown to the nearest 10" (rounded mathematically) but the preferred option is:
- Degrees to the nearest 1° if in whole degrees.
 - Degrees and minutes to the nearest 1' if in whole minutes.
- 7.32.3 The degrees, minutes and seconds must not be spread along a line.
- 7.32.4 When an angular misclosure of greater than 0°01' is introduced by using a combination of surveyed and copied data, the bearing of the closing line (or most practical line) must be omitted provided the remaining copied data agrees with that shown on previous plans.

7.33 ALL Distances and Bearings

- 7.33.1 The label ALL for distances should be avoided wherever possible.
- 7.33.2 The label ALL must not be shown for bearings. Lines are assumed straight unless indicated by a change in bearing or a pop.
- 7.33.3 The label ALL should not be used on distances within the bold black lines as a summation distance is not required ([see Figure 7.15](#)).

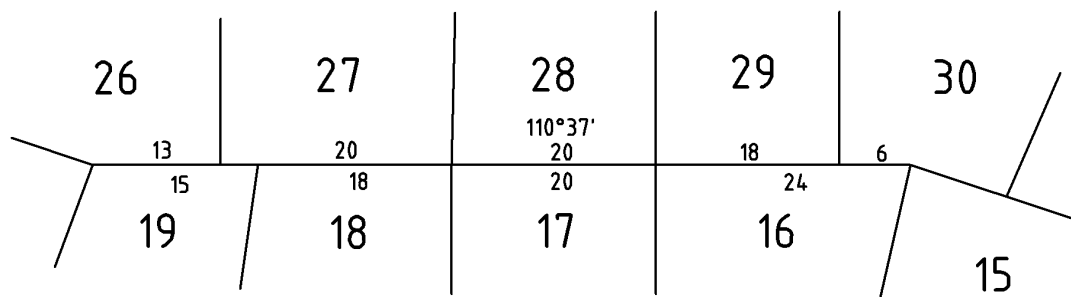


Figure 7.15

- 7.33.4 Where a summation of distances is necessary to clarify data, running chainages are preferred to the label ALL ([see Figure 7.14](#)).

7.34 Running Chainages

- 7.34.1 Running chainages may be used to clarify:
- Offsets to irregular boundaries from surveyed tie-lines
 - Datum pegs along an unfenced rural boundary
 - Offsets to a fenced boundary
 - A common boundary between adjoining sheets of a multiple sheet plan.
 - Other occupation details.
- 7.34.2 Running chainages may be used on uncertified plans when data cannot be shown clearly any other way.
- 7.34.3 A combination of survey, copied and calculated data may be used in running chainages.
- 7.34.4 Running chainages must be orientated in the direction of the ascending chainages and perpendicular to the reference line (except for road widths that are not surveyed on the prior outer boundary survey). [See Figure 7.14](#)

- 7.34.5 Distances for allotments, lots and pieces must not be shown solely by running chainages.
- 7.34.6 Easements must not be fixed to allotment, lot or piece boundaries solely by running chainages.
- 7.34.7 The commencement chainage 00 must be shown except along a series of straights where the end chainage of one straight implies the 00 chainage for the next.
- 7.34.8 On certified plans, running chainages depicting survey data must be underlined with a solid line.
- 7.34.9 On certified plans, running chainages depicting copied data must be underlined with a broken line.
- 7.34.10 End chainages must be shown with an underline and a line above. [See Figure 7.14](#)
- 7.34.11 On data plans, all running chainages must be underlined with a solid line.
- 7.34.12 The zero and end chainages must be shown at the extremities of the line wherever possible, unless data for some part of a straight line is not being provided.

7.35 Copied Data

- 7.35.1 Data that has not been measured on the ground as part of the new survey must be shown as copied or calculated (as set out in [Section 7.36 Calculated Data](#)).
- 7.35.2 Copied data must be shown with a broken underline, eg: 123.45.
- 7.35.3 Copied data must be taken from the one source ([for exceptions see 7.35.5](#)). A combination of data from title and adjoining surveys that do not fully survey the land is not acceptable.
- 7.35.4 The whole of the subject parcel must be surveyed if the division (including subdivision) involves the creation of a new road or the substantial widening of an existing road, or if further division of the balance parcel is intended.
- Data for the balance parcel may be shown copied if such data is from certified survey whose date of field work is:
- Within a DSA
- After the date of operation of the relevant DSA.
- Outside DSA or before a DSA was created
- Within the previous two years, or
 - Within the previous ten years providing a print of the survey is updated in red showing that all survey marks required by Survey Instructions are in place, the data is within prescribed tolerances, and approval is obtained from the Plans Client Advice Officer.
- 7.35.5 Copied data may be used from a combination of more than one survey when the surveys are interconnected in such a way as to confirm the accuracy of the data.

7.36 Calculated Data

There is no provision for DEDUCED data. Deduced data must be expressed as CALCULATED data on all plans.

- 7.36.1 Calculated data must be shown with the suffix CALC (eg: 23.56 CALC).
- 7.36.2 Calculated data may be used for a join between two previously defined points.
- 7.36.3 Calculated data may be used as the balance distance when an existing (copied) distance has been subtracted from a survey distance ([see Figure 7.16— 30.2 CALC](#)).
- 7.36.4 Calculated data must be shown as the balance distance when a survey distance has been subtracted from an existing (copied) distance ([see Figure 7.16 — 75.43 CALC](#)).

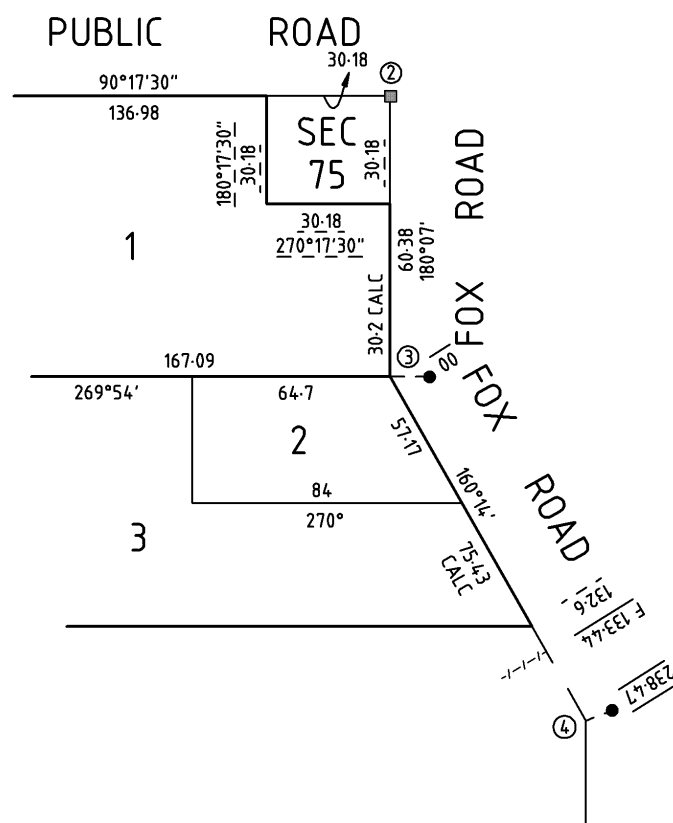


Figure 7.16

7.36.5 Calculated data must not be used to provide acceptable closures for an unsurveyed boundary of a parcel.

7.37 Curve Data

The boundaries of Channel Reserves and Railways were often defined as curved lines on Diagram Book Page surveys.

7.37.1 Plans that include all or part of channel reserves and railway boundaries may show:

- The radius of the curve.
- An arc length of the curve.
- A tangent bearing to the curve or a bearing for the long chord joining the ends of the arc.
- Tangent points marked TP to clearly indicate that the preceding line is at a tangent to the curve.
- Where possible, sufficient data (independent of any closed figure containing the curve) to calculate a chord bearing.

7.37.2 New boundaries, on a certified plan, comprised of chords of a curve must show:

- An alpha (or alpha/numeric) identifier, distinct from other identifiers used elsewhere, to identify the curve(s) on the diagram (eg: Curve C or Pt Curve A1 etc).
- A schedule, on the same sheet as the curve, showing the Curve Identifier, Radius, Intersection Angle and Tangent Length as indicated as follows.

Curve	Radius	Int. Angle	Tangent
A	96.55	15°37'32"	13.25

B	84.55	15°37'32"	11.6
C	66.36	23°25'22"	13.76
D	78.36	23°25'22"	16.24

7.37.3 The width of the schedule must not exceed 10cms.

7.37.4 Curve data for parcel boundaries consisting of chords must not be shown on subsequent uncertified plans.

7.37.5 Curve data for parcel boundaries consisting of chords may be shown on subsequent certified plans (if required).

7.38 Authority for Data Plan Requirements for Uncertified Plans

7.38.1 Where a plan is lodged over RPA land, existing data from either the plan listed in the title description or the title diagram (where it exists) must be used unless a more recent survey plan redefines all of the subject land. Where the survey data is used the plan number must be shown in the LAST PLAN field on the Textual sheet. Data on uncertified plans must not be shown as adopted.

7.38.2 Where a plan is lodged over Crown land and the data is sourced from:

- Direct data shown on previous plans.
- A join between points fixed by a previous survey.
- Data derived from boundaries defined by tie-line offsets on previous surveys.

The authority for data must be shown in the Annotations panel on the Textual Sheet, eg:

AUTHORITY FOR DATA VIDE DIAGRAM BOOK PAGES 6 AND 45.

7.39 Enlargements

7.39.1 Enlargements must be used when part of a plan is obscure or when there is not enough space to show the required data.

7.39.2 When enlargements are necessary they must be, wherever possible, shown on the sheet to which they relate.

7.39.3 Enlargement(s) depicting the whole of a parcel must be drawn to scale.

7.39.4 Portion(s) of a parcel must not be shown on any sheet unless it appears as a whole on another sheet.

7.39.5 Where there is only one enlargement on the plan it may be labelled as ENLARGEMENT ([see Figure 7.17](#)) or arrowed out.

7.39.6 Where there is more than one enlargement on a plan they must be identified using unique alpha/numerical identifiers. The numerical identifier must relate to the respective sheet number that the enlargement is shown on eg. E3 is an Enlargement on sheet 3.

7.39.7 Where an enlargement has been drawn to scale, a bar scale of 50mm minimum length must be shown under the enlargement label.

7.39.8 Where an enlargement has not been drawn to scale, the notation NOT TO SCALE must be shown under the enlargement label (the abbreviation NTS is not acceptable).

7.39.9 A notation must be placed on the main diagram to refer to the enlargement eg:

VIDE ENLARGEMENT E3

VIDE ENLGT G5

7.39.10 No reference to "Sheet __" is shown.

- 7.39.11 Individual diagram sheets must have diagrams including enlargements orientated in the same direction.
- 7.39.12 Enlargements should only show one common piece of data (preferably a distance) from the main diagram with minimal road name and parcel numbers to connect the enlargement to the main diagram ([see Figure 7.17](#)).

On sheet 2

On sheet 3

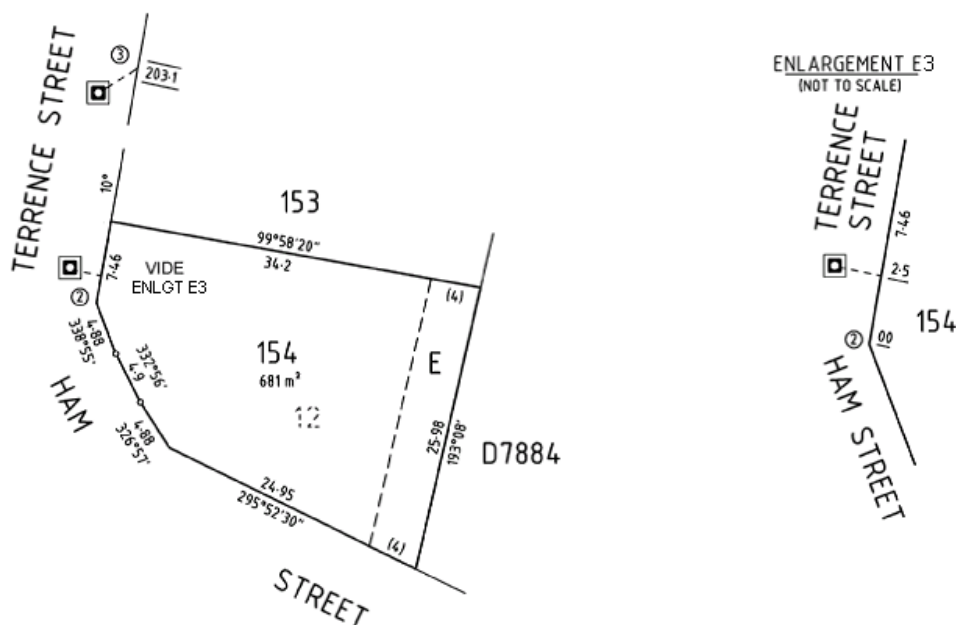


Figure 7.17

7.40 Continuations

- 7.40.1 Vide Continuation may be used where there is not enough space to accurately depict the main diagram. The diagram must be broken into segments at the same scale.
- 7.40.2 Where the diagram is continued on the same sheet above or below, VIDE CONTINUATION ABOVE and VIDE CONTINUATION BELOW can be used.
- 7.40.3 Where the diagram is not on the same sheet the continuation must be on the following sheet. VIDE CONTINUATION XX is shown on the first sheet and CONTINUATION XX is shown on the following sheet.

7.41 Areas

- 7.41.1 Areas must be shown for each new allotment and pieces in a Division Plan except allotments vesting as public road under the Real Property Act 1886, the Crown Land Management Act 2009 and the Community Titles Act 1996 (walkways and thoroughfares are classed as public roads).
- 7.41.2 Areas must be shown for each allotment shown on a plan as a result of a redesignation.
- 7.41.3 Areas must be shown for each defined parcel of land on a Filed Plan with no new identifiers (FX) when the parcel(s) shown thereon constitute allotment(s) defined by Section 223LA of the Real Property Act 1886.
- 7.41.4 Areas must be shown for allotments to vest as a Reserve or other similar open space in a Community Plan.
- 7.41.5 Areas must be shown for each lot or piece fixed by data in a plan of community division.

7.41.6 Areas must not be shown for lots or pieces fixed solely by monument or a combination of data and monument in a plan of community division.

7.41.7 Areas must not be shown for lots in a plan of community strata.

7.42 Areas - Presentation

7.42.1 Areas of allotments, lots and pieces must be shown as calculated areas when the allotment, lot or piece closes within prescribed tolerances.

7.42.2 Areas of allotments and pieces must be shown as approximate when a calculated area cannot be shown.

7.42.3 Areas of allotments and pieces must be shown with the following abbreviations, using lower case letters where indicated:

- square metres = m²
- hectares = ha
- square kilometres = km²
- approximate = approx or APPROX

7.42.4 Areas must be shown in:

- Square metres when less than 1 hectare
- Hectares when in the range 1 hectare to 9999 hectares
- Square kilometres when greater than 9999 hectares.

7.42.5 Areas for pieces must be shown in brackets to indicate the area is only part of the total area for an allotment or lot.

7.43 Areas - Delineation

7.43.1 Areas must be shown on the plan in one of two ways (a combination of both is not acceptable):

- Under the allotment, lot or piece number; either on the main diagram or enlargement(s) but not both for the same parcel.
- In a schedule where the scale of a plan prohibits areas being shown on the diagram as follows.

ALLOTMENT	AREA
1	300m ²
2	450m ²
3	600m ²
4	600m ²
10	1.651ha
11	9957m ²
12*	(7.123ha)
13*	(2.34ha) approx

For lots in a community plan, replace ALLOTMENT with LOT.

7.43.2 The schedule(s), for multiple diagram sheets, must only depict the allotments, lots or pieces that relate to the sheet on which the schedule is shown.

7.43.3 Where the areas of pieces have been shown in a schedule, a Pieces Schedule is still required. Refer to [Figure 7.12](#) and [Figure 7.13](#).

7.43.4 The area of each parcel must be shown only once throughout the plan.

7.43.5 Where an area schedule is used, all parcel areas must be shown in the schedule. Refer to Section 18 Stratum Divisions for exceptions.

7.44 Calculated Areas

7.44.1 Calculated areas must be shown when the parcel data closes within prescribed tolerances as set out in the Notice of the Surveyor-General (No 1) - Accuracy. These areas are referred to as calculated although the word calculated (or calc) must not be shown.

7.44.2 Plan data must be used to calculate the area.

7.44.3 Calculated areas must be rounded (not truncated). Variations up to 1m² will be allowable.

7.44.4 Calculated areas (See [Table 7.6](#) for examples) are shown rounded mathematically as follows;

- To one decimal place for areas less than 1m².
- To the nearest square metre for areas less than 1ha (and greater than 1m²).
- To 4 significant figures for areas of 1ha and above.

Table 7.6 – Area Rounding Presentation

Calculated Area	Rounded Area Required
0.65m ²	0.7m ²
0.84m ²	0.8m ²
0.95m ²	1m ²
24.49m ²	24m ²
96.5m ²	97m ²
244.3m ²	244m ²
327.7m ²	328m ²
1243.4m ²	1243m ²
2156.6m ²	2157m ²
9999.4m ²	9999m ²
9999.5m ²	1.000ha
1.0054ha	1.005ha
2.4567ha	2.457ha
15.674ha	15.67ha
23.985ha	23.99ha
456.73ha	456.7ha
561.22ha	561.2ha
600.06ha	600.1ha
7889.1ha	7889ha
8801.5ha	8802ha
9999.4ha	9999ha
9999.5ha	100.0km ²
111.11km ²	111.1km ²
234.15km ²	234.2km ²

7.45 Approximate Areas

- 7.45.1 Approximate areas must be shown where the area has been determined by digitisation or other similar methods, eg:
- An allotment, lot or piece has a natural boundary (river, coastline etc).
 - Is related to a natural boundary by a set distance (eg: the subject land abuts a coastal reserve 30.18 metres wide).
 - There is no data available for an allotment or piece and an area cannot be taken from a certificate of title, crown lease or a previous plan.
- 7.45.2 Approximate areas must be shown where there is incomplete data for a Section, Block-Allotment, or Piece that does not have a natural boundary, and an area has been deduced from available data.
- 7.45.3 Approximate areas must be shown where a Section, Block, Allotment, or Piece does not close within prescribed tolerances and the area has been shown on a certificate of title, crown lease or previous plan in square metres, hectares or square kilometres (or can be converted from an area thereon shown in Acres, Roods and Perches).
- 7.45.4 Approximate areas must be shown where the data for a Section, Block, Allotment or Piece does not close within prescribed tolerances and an area can be obtained by subtracting from the total area shown on a certificate of title, crown lease or a previous plan, the sum of the calculated areas for rest of the subject land.
- 7.45.5 Approximate areas are derived using the following order of preference:
- From a Certificate of Title, Crown Lease or previous plan in square metres, hectares or square kilometres (or can be converted from an area shown in Acres, Roods and Perches).
 - Subtracting the calculated area from the total area shown on a Certificate of Title, Crown Lease or a previous plan.
 - Deduced from available data.
 - Digitisation or other similar methods eg. Where the parcel has a natural boundary, or is related to a natural boundary by a set distance, or there is no data available for an allotment or piece and an area cannot be taken from a Certificate of Title, Crown Lease or a previous plan.
- 7.45.6 Approximate areas ([See Table 7.7 for examples](#)) are shown rounded as follows:
- To the nearest square metre for areas less than 10m².
 - To the nearest 10 square metres for areas 10m² or greater and less than 1ha.
 - To 3 significant figures for areas of 1ha and above (trailing zeros are not truncated).

Table 7.7 - Approximate Area Rounding Presentation

Area	Rounded Area Required
0.5m ²	1m ² Approx
9.4m ²	9m ² Approx
9.5m ²	10m ² Approx
14.9m ²	10m ² Approx
15.0m ²	20m ² Approx
94.3m ²	90m ² Approx
96.5m ²	100m ² Approx
210.4m ²	210m ² Approx
227.7m ²	230m ² Approx
Area	Rounded Area Required
1243m ²	1240m ² Approx
2156m ²	2160m ² Approx
9994m ²	9990m ² Approx
9999m ²	1.00ha Approx
1.003ha	1.00ha Approx
1.455ha	1.46ha Approx
25.63ha	25.6ha Approx
28.95ha	29.0ha Approx
356.4ha	356ha Approx
361.5ha	362ha Approx
4881ha	4880ha Approx
4895ha	4900ha Approx
9994ha	9990ha Approx
9995ha	100km ² Approx
302.2km ²	302km ² Approx
2715km ²	2720km ² Approx

7.46 Total Area

7.46.1 The total area (panel/schedule) must be completed only for:

- Plans of outer boundary
- Plans of division of more than 5 allotments following an outer boundary
- Community Plans

7.46.2 A total area schedule must be shown only for:

- Pieces comprising one allotment. Refer to [Figure 7.12](#).
- Pieces, all defined by data, comprising a lot in a plan of Community Division. Refer to [Figure 7.13](#).
- Parcels in stratum divisions forming one allotment (using a Total Area schedule). Refer to Section 18 Stratum Divisions.

7.46.3 Where one or more parcels require an approximate area the total area must be shown as approximate.

7.47 Background Information

Background information (the current land identity), is required on new plans in certain situations to clarify the intent of the plan. The criteria for showing or not showing this information is set out below. In all other cases showing background information is optional.

- 7.47.1 Background information must be shown where the boundary of an allotment in a new Deposited Plan or a Filed Plan is related to a boundary of the current identifier (eg: coinciding with, on production of etc).
- 7.47.2 Background information must be shown where a closed road is to merge with the adjoining land pursuant to the Roads (Opening and Closing) Act 1991.
- 7.47.3 Background information must be shown where the subject land has more than one current identifier and at least one of the current identifiers comprises a Section, Town Acre or Allotment in a Government Town.
- 7.47.4 Background information must be shown where the subject land of a plan of division comprises common property in a Strata Plan pursuant to the Strata Titles Act 1988.
- 7.47.5 Background information must be shown where the subject land of a plan of division comprises common property, lots or, development lots in a Community Plan.
- 7.47.6 Background information must be shown where the subject land of a No New Identifier Filed Plan (FX plan) comprises parcels in more than one plan that have the same parcel identifier. Background information must only be shown for those parcels with the same identifiers and must not be shown for those parcels with one current identifier.
- 7.47.7 Background information must not be shown where the subject land has one current identifier.
- 7.47.8 Background information must not be shown where the showing of the current identifiers would unnecessarily clutter the diagram sheet, except where the background identifiers are essential (where the subject land has more than one current identifier and at least one of the current identifiers comprises a Section, Town Acre or Allotment in a Government Town).
- 7.47.9 Background information must not be shown on Strata Plans.
- 7.47.10 Background information must not be shown on Community Plans.
- 7.47.11 Background information must not be shown on Division Plans of more than five (5) allotments that have been preceded by an Outer Boundary Plan.
- 7.47.12 Background information must not be shown for boundary lines amended under Section 223J of the Real Property Act 1886.

7.48 Background Information - Presentation

- 7.48.1 Historical information must be shown clear of other data and boundaries. ([Refer to Section 7.15 Line Types](#) for information about priority where a historical boundary is coincident with other boundary types.)
- 7.48.2 Where it is a requirement to show background data, all the background identifiers must be shown on the diagram.
- 7.48.3 Data must not be shown along dotted historical boundaries
- 7.48.4 The principal identifier (an allotment or lot number, without the prefix ALLOTMENT or LOT) must be shown when the subject land is in a:
 - 7.48.5 Plan that has been accepted for deposit or filing in the LTRO.
 - 7.48.6 NDP or a Government Town (other than the City of Adelaide).
- 7.48.7 The plan number must be shown below the parcel number where the subject land comprises parcels with the same number from different plans.

- 7.48.8 When reference to an allotment number cannot be made, the Block, Section or Town Acre number (including the appropriate prefix of BLK, SEC or TA) must be shown.
- 7.48.9 The label CLOSED ROAD must be shown when a road has been closed pursuant to the Roads (Opening and Closing) Act 1991
- 7.48.10 The label COMMON PROPERTY followed by the appropriate plan number must be shown where the subject land includes Common Property in a Strata Plan or Community Plan, ([see Figure 7.19](#)) eg:
- 7.48.11 COMMON PROPERTY C21345 or COMMON PROPERTY S10981.
- 7.48.12 The label PORTION OF FORESHORE must be shown for land between the Medium High Water Mark and the Low Water Mark.
- 7.48.13 The label PORTION OF SEABED must be shown for land the sea ward side of the Low Water Mark.

7.49 Background Information - Examples

[Figure 7.18](#) shows a plan of division of three titles in different ownerships into four allotments. Background information is shown as the subject land comprises more than one section.

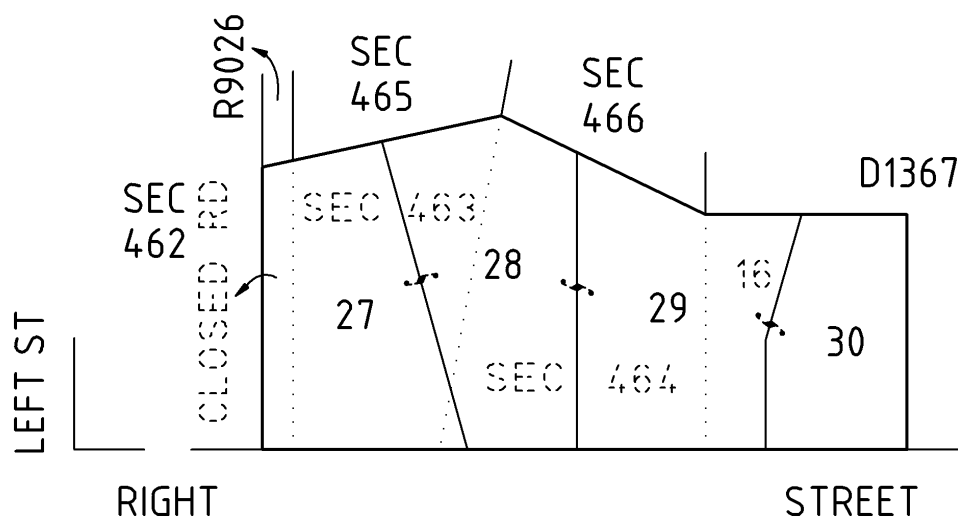


Figure 7.18

[Figure 7.19](#) shows a plan of division for the addition of portion of Allotment 10 in D37 to the Common Property in S99917. Background information is required. The common property is not given a new allotment number, as it remains Common Property in S99917 (eg: S99917 is shown in solid lines).

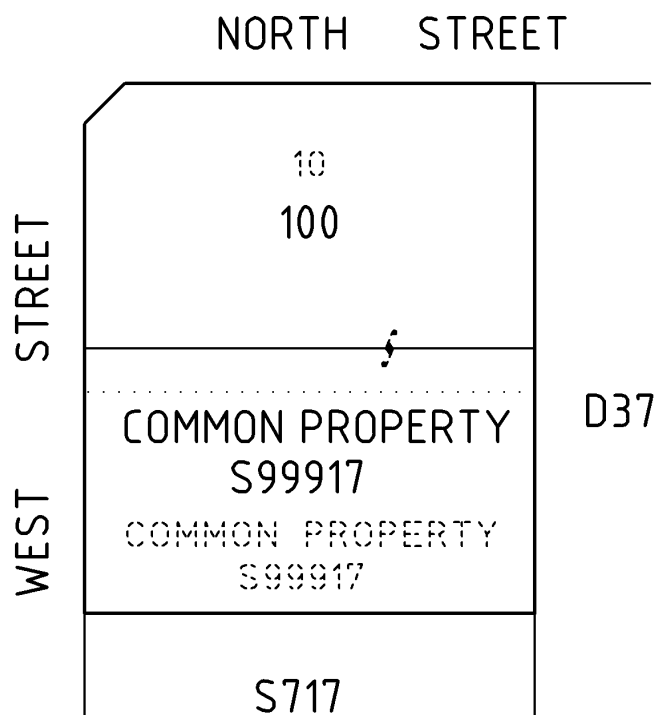


Figure 7.19

7.50 Abuttals

Abuttals assist in delineating the extent of the subject land and in the recognition of boundaries between land parcels. Abuttals also determine the location of a parcel of land in relation to other parcels.

7.51 Abuttals - Presentation

- 7.51.1 Where a plan assigning new identifiers is deposited or filed in the Lands Titles Registration Office all subsequent abutting plans must use that plan number as the abuttal.
- 7.51.2 Where the abutting land is contained in plans lodged in the Surveyor-General's Office prior to the introduction of the Common Plan format (eg: Diagram Book Pages and Township plans) the abuttal shown must be the parcel type (eg: Section or Block, Town Name, Town Acre) and parcel identifier.
- 7.51.3 Abuttals must be shown in accordance with [Table 7.8 – Abuttals Format Table](#).

Table 7.8 - Abuttals Format Table

Plan Type	Abuttal Example
Community Plan	C20123
Deposited Plan	D45674
Filed Plan	F135675
GRO Enrolled Plan	E3/53
GRO Deposited Plan	G253/1856
Strata Plan	S13456
Road Plan	R1234
Section	SEC122

- 7.51.4 No New Identifier Plans (eg: FX Plans) must not be used as abuttals.

7.52 Stratum Abuttals

Refer to Section 18 Stratum Divisions.

7.53 Parcel Identifier Abuttals

- 7.53.1 Where there is no plan for the abutting land (eg: Sections or blocks in a Hundred, Government Towns and the City of Adelaide), the parcel identifier must be used as follows:
- 7.53.2 The section/block number must be prefixed by SEC or BLK. Where the abutting section is a dedicated Reserve, showing the type of reserve under the section number is optional.
- 7.53.3 If the adjoining land is railway land and is not a dedicated Railway Reserve, the label RAILWAY must not be included in the abuttal.
- 7.53.4 Where applications to bring land under the provisions of the Real Property Act 1886 have revealed the existence of unregistered private subdivisions, they must be referred to as NO DEPOSITED PLAN (NDP) and are identified by the original subdivision name followed by the label NDP.
- 7.53.5 Where the original subdivisional name in the NDP differs from the current area name, the current area name must be shown in brackets eg: SOUTH RICHMOND (MARLESTON) NDP
- 7.53.6 Where the subject land and the abutting land are both within a Government Town (or NDP), the abutting allotment numbers and boundaries must be shown as broken lines and the name of the town (or NDP) in firm lettering eg: GLENELG NDP
- 7.53.7 Where the subject land of a plan is not in a Government Town (or NDP) but abuts a Government Town (or NDP), only the name of the Town (or NDP) must be shown as the abuttal eg: TOWN OF JERVOIS, NORWOOD NDP.
- 7.53.8 Where the abutting land identifier is a Town Acre in the City of Adelaide the abuttal must be shown in firm lettering eg: TA 98.

7.54 Roads and Streets

- 7.54.1 Where an abutting public road or street has a name, the name must be shown on the plan.
- 7.54.2 Where the width of a road plots less than one centimetre on the plan, the road offside must be shown.

Where the width of a road plots more than one centimetre on the plan, showing the road offside is optional, unless on certified plans occupation etc. is related to the offside.
- 7.54.3 On certified plans, only show a road width where the offside has been shown
- 7.54.4 Where a road offside has been shown on a plan, abuttals to the other side of the road are not required.
- 7.54.5 Road widths must be shown along or as near as practical to the centre line of the road.
- 7.54.6 Road widths must not be shown on uncertified plans.
- 7.54.7 Road widths must not be shown in brackets.
- 7.54.8 When the road width is irregular, the notation IRREGULAR WIDTH may be shown near the centre-line of the road.
- 7.54.9 Road names must be shown wholly within the road boundaries or arrowed out when space does not permit (road names must not straddle boundaries).

- 7.54.10 Where a road was not previously shown on a certificate of title or a plan as an abuttal, the road must not be shown on a new plan as an abuttal unless it is clear that it is a public road.
- 7.54.11 Where an abutting public road or street has a name, the name must be shown on the plan in accordance with that shown on the South Australian Property & Planning Atlas (SAPPA).
- 7.54.12 Where a road name differs to that shown on the SAPPA, a letter of confirmation from the local government authority is required before that name can be used.
- 7.54.13 Where no road name is shown on the SAPPA, the road name shown on the approved SCAP certificate may be used.
- 7.54.14 Reference to the Road Plan number must not be shown for roads opened pursuant to the Roads (Opening and Closing) Act 1932.
- 7.54.15 Where the name of a public street or road cannot be ascertained, the street or road must be shown as PUBLIC ROAD (after confirming that the status of the parcel is public road), including roads shown on titles and previous plans as New Road, Government Road and Main Road.
- (See the Local Government Act 1999 for definitions of public streets and roads).
- 7.54.16 Roads intersecting the subject land on a certified plan must be fixed along the bold black line by a distance to the road, across the road and a bearing along the road.
- 7.54.17 Roads intersecting the subject land on a data plan must be fixed along the bold black line by a distance to the road, across the road and a bearing along the road if the data is shown on the Certificate of Title or previous plan.

7.55 Private Roads

When a road or street that is not public is shown as an abuttal on a plan or certificate of title, rights of way are implied where no registered rights are defined. On current certificates of title these roads are usually shown as Private Road, Right of Way or Road. It is essential that a rights search be made of both the subject land and the abutting land to ascertain their current status.

- 7.55.1 Where the subject land certificate of title implies a right by showing PRIVATE ROAD, RIGHT OF WAY or ROAD and the servient certificate of title originally has the road shown as Private Road (by notation or brown wash in the case of an imperial title), the abuttal must be shown as PRIVATE ROAD or RIGHT OF WAY in accordance with the subject land certificate of title.
- 7.55.2 Where the subject land certificate of title implies a right by showing PRIVATE ROAD, RIGHT OF WAY or ROAD and the servient certificate of title originally does not delineate the road, the abuttal must be shown as ROAD.
- 7.55.3 Where a private road has a street or road name in a division plan (excluding community Plans) the label PRIVATE or PRIVATE ROAD must be shown in brackets together with the street or road name, eg:

SMITH (PRIVATE) ROAD

JONES (PRIVATE ROAD) STREET

7.56 Administrative Names / Boundaries

The following types of administrative boundaries are applicable:

- Area Name.
- Government Town.
- Hundred.
- Irrigation Areas and Divisions.

- Local Government.

7.56.1 Where the term TOWN appears in a name (eg: BORDERTOWN) the abuttal must be shown as BORDERTOWN not Town of Bordertown.

7.56.2 Administrative boundaries and labels must be shown only:

- On the plan where the boundary traverses the subject land (see Figure 7.20) or
- Where a plan has parcels within the bold black line that extend either side of the administration boundary or
- Where the abuttal(s) is a section in a different hundred(s)

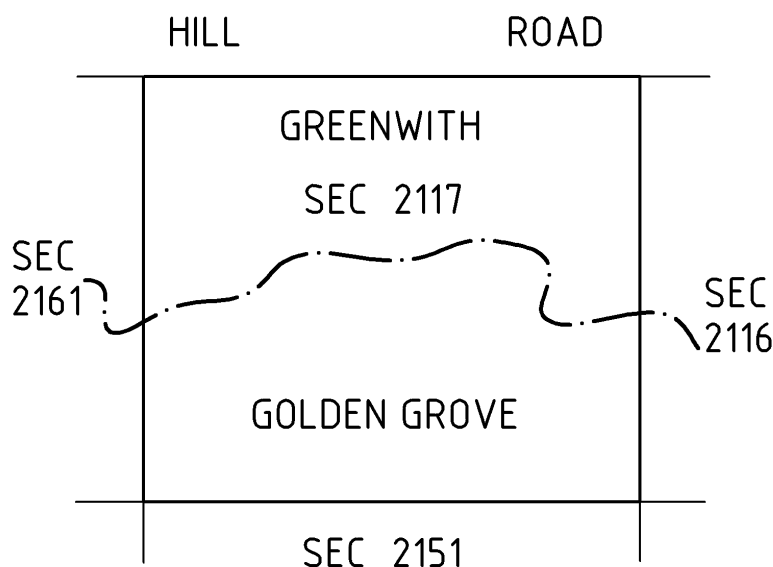


Figure 7.20

7.56.3 Where more than one administrative type shares a common boundary, only one administrative boundary line must be shown ([See 7.15](#)).

7.56.4 The line weight of administrative boundaries must be 0.5mm and the character height of names must be 5mm ([see Figure 7.21](#))

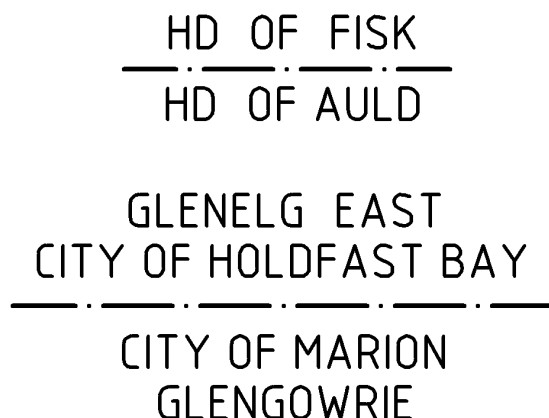












Figure 7.21





7.57 Survey Mark Symbols

7.57.1 Uncertified plans must not show survey marks.

- 7.57.2 Divisions of more than five (5) allotments that require a preceding outer boundary survey must not show survey marks as found that have not been shown on the outer boundary plan without prior approval of the Plan Client Advice Officer
- 7.57.3 The reference mark type and whether it has been placed or found must be shown in a Reference Mark schedule
- 7.57.4 Reference marks must be identified on the diagram sheet using the approved abbreviations and symbols. Refer to [Table 7.2 – Approved Abbreviations Format Table](#) and [Table 7.9 – Survey Mark Format Table](#).
- 7.57.5 The reference mark notations MP, MP FD etc. or PSM, PSM FD are optional on the diagram but if shown they must be shown throughout the whole diagram sheet and all other diagram sheet(s).
- 7.57.6 Notations of explanation (eg: ● in KB, ● NLF CONC FOOTPATH etc.) may be shown on the plan drawing space.
- 7.57.7 GONE, DSTB and NLF notations must be used on the diagram.
- 7.57.8 The symbols shown in [Table 7.9 – Survey Mark Format Table](#) are accepted survey mark symbols and a legend describing these symbols is not required on the diagram sheet.

Table 7.9 - Survey Mark Format Table

Survey Mark	Symbol	Symbol Dimension
Trig Station.		
Network permanent survey marks (PSM) placed or found.		Outer box: 5.5mm x 5.5 mm Inner box: 3.5 x 3.5 mm Circle: 2.0mm diameter
Survey Mark	Symbol	Symbol Dimension
Network permanent survey marks gone (includes marks found destroyed).		Outer box: 5.5mm x 5.5 mm Inner box: 3.5 x 3.5 mm Circle: 2.0mm diameter
Non-network PSM placed or found.		Outer box: 3.5 x 3.5 mm Circle: 2.0mm diameter
Non-network PSM not looked for.		
Non-network PSM gone (includes marks found destroyed).		
Tertiary network traverse station placed or found.		Outer circle: 3.5 mm diameter Inner circle: 2.0mm diameter
Tertiary network traverse station not looked for.		
Tertiary network traverse station gone (includes marks found destroyed).		
Other reference marks such as metal pins, bolts, spikes, galvanised iron pipe, drill holes, droppers** and plastic rods etc placed or found.		
Other reference marks such as		

metal pins, bolts, spikes, galvanised iron pipe, drill holes, droppers** and plastic rods etc not looked for.	● NLF	Circle: 2.0mm diameter *
Other reference marks such as metal pins, bolts, spikes, galvanised iron pipe, drill holes, droppers and plastic rods etc gone (includes marks found destroyed).	☒ GONE	
<p>* Symbol for DH and wings may have  or  added to ● to indicate the wing.</p> <p>Y</p> <p>**An alternative symbol for a dropper is</p>		
Trenches found	 OT or STE T FD	8.0mm x 2.0mm
Old peg and trench found	 OPT	8.0mm x 2.0mm
Corner pegs found	■ PEG FD (or OP FD)	2.0mm x 2.0mm
Substitute for corner or datum peg placed	● MN (or MP etc) Y DPR	Circle: 2.0mm diameter *
Datum peg found	■ DP FD	2.0mm x 2.0mm

7.58 Corners Witnessed by a Reference Mark

- 7.58.1 Corners witnessed by a reference mark must be joined to the reference mark by a tie-line.
- 7.58.2 Corners witnessed by a reference mark must be numbered on the diagram with the number shown within a circle.
- 7.58.3 The corner number character height must be 2.5mm. The diameter of the circle is the smallest size that accommodates the corner numbers without touching the number and must be the same size throughout the plan.
- 7.58.4 The corner number must be shown adjacent to the corner or arrowed out if space does not permit.
- 7.58.5 On divisions of more than 5 allotments that are preceded by an outer boundary survey where PSMs are to be added after deposit of the plan, sufficient space must be left at the appropriate corners to accurately depict the PSM symbol and the tie-line to the corner.

7.59 Reference Mark Schedule

- 7.59.1 Details for all reference marks relevant to the survey as required in the Cadastral Survey Guidelines and the Notices of the Surveyor-General must be shown in a schedule labelled Reference Mark Schedule.
- 7.59.2 The reference mark schedule must be shown on each diagram sheet and includes only those reference marks delineated on that sheet.
- 7.59.3 The reference mark schedule must be located in a convenient position within the plan drawing space.

7.59.4 Reference marks placed or found as offsets to true boundary corners that cannot be marked or on boundaries as alternatives to boundary pegs must not be included in the reference mark schedule or shown on the plan.

7.59.5 The reference mark schedule must consist of the following columns labelled from left to right CNR, BEARING, FROM, DIST, PSM NO and COMMENT*.

* If a comment is not required adjacent any reference marks the column is not required.

7.59.6 The reference mark schedule column dimensions must be 12.5mm, 25mm, 20mm, 15mm, 25mm and 35mm* respectively. [See Figure 7.22.](#)

* If 'comment' column is required.

If no comment is required adjacent any reference mark in the schedule the 'comment' column is not required.

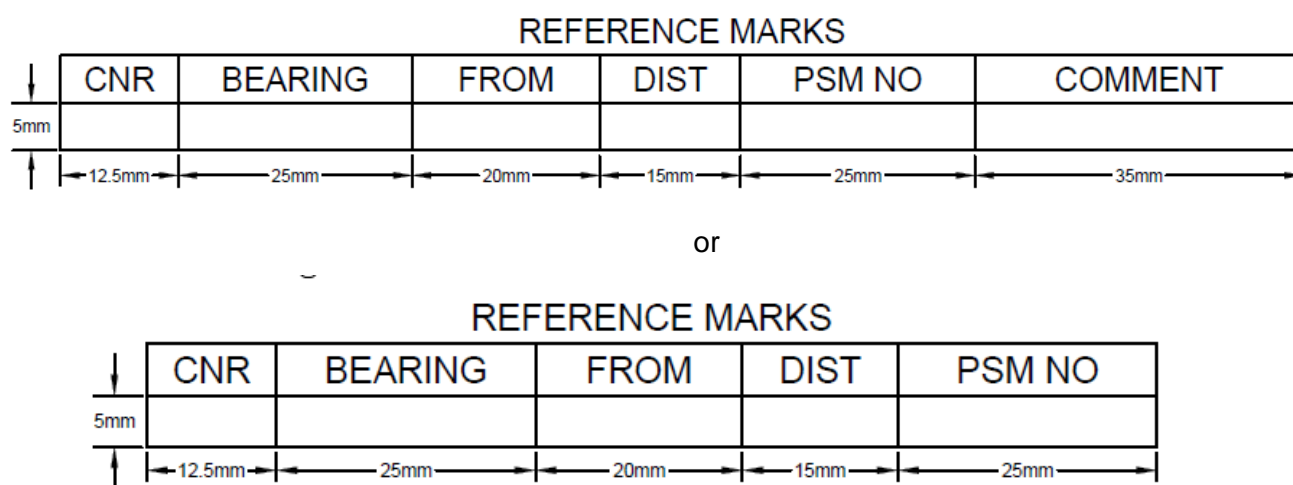


Figure 7.22

7.59.7 The bearing must be shown from the reference mark to the corner or point witnessed.

7.59.8 The bearing must be shown in degrees or degrees and minutes only, as per boundary presentation. Where the reference mark is placed on the production of a surveyed line, the bearing shown must be the bearing of the line (directed towards the corner) with the seconds truncated (eg: 348°15' 40" is shown as 348°15').

7.59.9 In situations where the reference mark is at some distance from the corner and a displacement in position of greater than 1 cm will be the effect if the seconds are omitted from the bearing, the bearing may be shown in degrees, minutes and seconds.

7.59.10 When a metal pin has been found and replaced by a PSM, only the notation PSM must be shown in the FROM column of the schedule. The mark must be shown on the diagram and in the comment column of the schedule as:

■ MP FD NOW PSM

7.59.11 Existing reference marks and PSMs found in the field but not previously shown on a registered survey must be shown in the schedule as FD. The notation FIRST FIX must be noted in the comments column of the schedule adjacent to the reference mark to clarify that these marks have not been connected on previously lodged surveys.

The following notations must be used on the diagram but must not be shown in the schedule:

- MN FD UNREG
- MP FD UNREG
- FD UNREG

For a new PSM number, contact Survey Operations
(DIT.SurveyOperations@sa.gov.au) prior to plan lodgement.

7.59.12 Where a registered benchmark (BM) has been connected to the cadastre for the first time and used as a PSM, the schedule must show 'FROM' PSM FD with the notation FIRST FIX shown in the comment column. The plan diagram must show:

- BM FD NOW PSM

7.60 Reference Mark Relocation

7.60.1 Reference marks fixed from adjacent occupation or physical features maybe shown as in [Figure 7.23](#), [Figure 7.24](#) and [Figure 7.25](#).

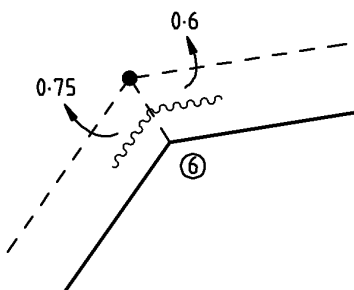


Figure 7.23

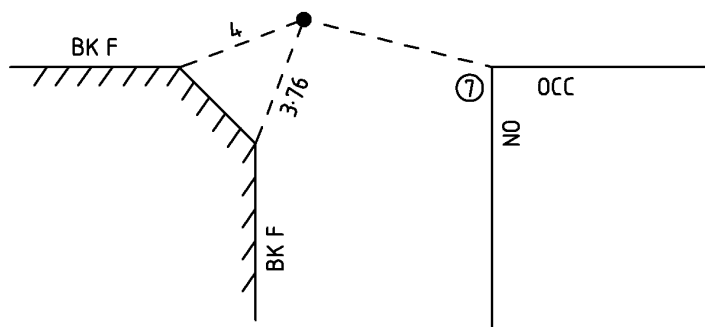


Figure 7.24

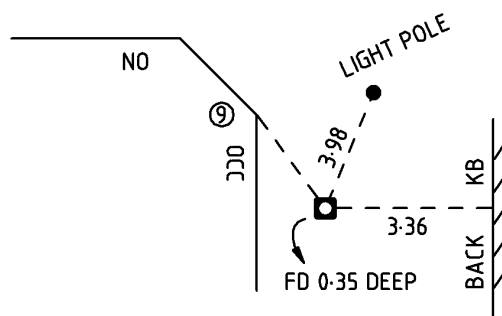


Figure 7.25

7.61 Mark Numbering

All PSMs placed are registered and allocated a unique reference number (eg: 6628/1032) and relevant information is stored in the Surveyor-General's Survey Mark Database.

7.61.1 All surveyors placing a new PSM must obtain the appropriate reference number and add it to the reference mark schedule on the survey plan prior to lodging the plan. The reference number can be obtained from the Surveyor-General's Survey Operations Section (DIT.SurveyOperations@sa.gov.au).

7.61.2 The PSM and tertiary network traverse station numbers (if applicable) must be shown in the schedule.

7.62 Marks Gone

7.62.1 Where survey marks are required to be connected as specified in the Cadastral Survey Guidelines, but cannot be located in the field, the appropriate symbol must be shown on the diagram sheet and be labelled as GONE.

7.62.2 Gone reference marks, except PSMs, must not be shown in the reference mark schedule.

7.62.3 Where a PSM mark is gone, the label PSM GONE, the mark number and corner number must be shown in the reference mark schedule ([see Figure 7.26](#)) and a report in accordance with the Notice of the Surveyor-General (No 5) – Survey Reports is required.

7.63 Marks Disturbed or Refixed

7.63.1 Where a reference mark has been found significantly disturbed and considered by the surveyor as unacceptable as a reference mark, the mark must be shown on the diagram as DSTB (disturbed) using its respective gone symbol (see [Table 7.9](#)), and if a PSM, must be shown as PSM GONE in the reference mark schedule, ([see Figure 7.26](#))

7.63.2 Where, due to a gone PSM, a new PSM is placed to meet PSM spacing requirements it must be in a different position to the gone PSM. The PSM placed must be shown as a new PSM with a new number (see [Figure 7.26](#)).

For a new PSM number, contact Survey Operations (DIT.SurveyOperations@sa.gov.au) prior to plan lodgement.

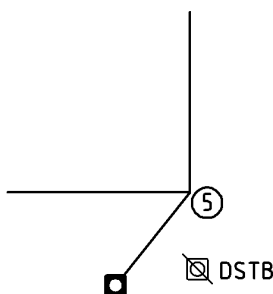


Figure 7.26

5	49°36'	PSM	2.08	6628/60166
5	-	PSM GONE	-	6628/27127

7.63.3 Where a reference mark (PSM or other) has been found slightly disturbed and considered by the surveyor to still be acceptable as a reference mark, the notation DISTURBED must be shown on the diagram adjacent the symbol. The notation DISTURBED - NEW FIX must be shown in the comment column of the schedule to highlight the mark fixing has altered from the prior plan connection (not applicable to 7.63.2)

7.63.4 Where a PSM has been refixed using its original fix the notation ORIGINAL FIX must be shown in the reference mark schedule comment column to indicate the fix has changed from the previous fix and reverted to its original fix.

7.63.5 Where the coordinates of a gone PSM are used for cadastral redefinition in accordance with the Cadastral Survey Guidelines the notation "POSITION DERIVED FROM COORDS" must be shown adjacent the gone PSM symbol on the diagram and "COORDS USED" must be shown in the reference mark schedule comment column. The bearing and distance from the mark to the corner are to be shown inside the reference mark schedule. ([see Figure 7.27](#))



Figure 7.27

7.64 Marks Not Looked For

See Cadastral Survey Guidelines for criteria for the usage of NOT LOOKED FOR (NLF).

7.64.1 Where the criteria for the usage of NLF is met and thus it is deemed unnecessary to connect to the reference mark, the notation NLF must be added to the mark description adjacent the symbol representing the mark, eg.

- GIP NLF (CONC FOOTPATH)
- MP NLF

7.64.2 Where the coordinates of a PSM that is NLF, due to inaccessibility, are used for cadastral redefinition in accordance with the Cadastral Survey Guidelines, the notation "NLF (Explanation) POSITION DERIVED FROM COORDS" must be shown adjacent its symbol on the diagram. "COORDS USED" must be shown in the reference mark schedule comment column. The bearing and distance from the mark to the corner are to be shown inside the reference mark schedule. (See Figure 7.27a)

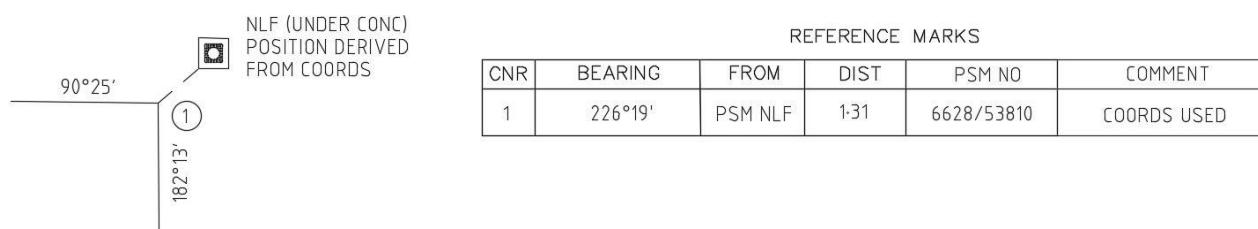


Figure 7.27a

7.65 Fixings to Occupations



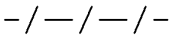
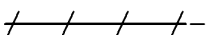
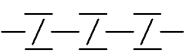

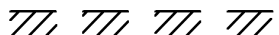
See [Section 7.59 Reference Mark Schedule](#) or reference mark occupation connections.

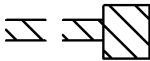
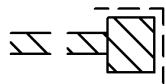
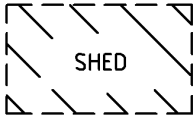
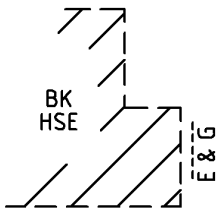
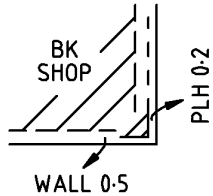

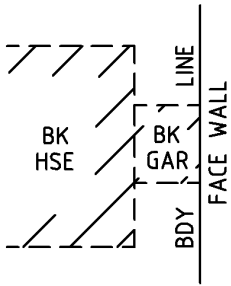
- 7.65.1 Unless shown otherwise, occupation offsets to urban road or street boundaries must refer to the face of any wall, fence etc. For side boundaries and rural road boundaries occupation offsets must refer to the centre line of the occupation.
- 7.65.2 Occupation fixings to all defined boundaries of the subject land must be shown except:
- Plans of division of more than five (5) allotments that have been preceded by an outer boundary survey. (This exception does not apply to new internal boundaries that are occupied.)
 - Community Plans (This exception does not apply to new internal boundaries that are occupied.)
 - Strata Plans.
- 7.65.3 Offsets must be shown adjacent and parallel to boundaries as close to the relevant point as possible.
- 7.65.4 Uncertified plans (including pegged in accordance plans) must not show occupation. A certified survey must be used if new boundaries are related to occupation.
- 7.65.5 Unoccupied boundaries of the subject land defined on certified surveys must be shown with the label NO OCC except for:
- Plans of division of more than five (5) allotments that have been preceded by an outer boundary survey.
 - Community Plans.
 - Strata Plans.
 - When the annotation note NO OCCUPATION UNLESS OTHERWISE SHOWN is used.

7.66 Symbols for Common Occupation

- 7.66.1 The symbols shown in [Table 7.10 – Common Occupation Symbols Format Table](#) are accepted common occupation symbols.

Table 7.10 - Common Occupation Symbols Format Table

Symbol	Meaning
Fences:	
	Corrugated galvanised iron/cement-fibre/colorbond cladding on post and rail.
	Corrugated galvanised iron/cement-fibre/cement/colorbond cladding with concrete or brick base.
	Post and wire, weldmesh, post and rail, brush, paling, etc (describe fence material used).
	Post and wire, weldmesh, post and rail, brush, paling etc on the boundary.
	Post and wire, weldmesh, post and rail, brush paling etc. on concrete or brick base (describe material used).
	Fence post, round or square.
	Brick, stone or concrete fence or wall (describe material).

	Brick or stone pillar (describe material).
	Brick or stone pillar with plinth; describe material and points located by measurement.
Symbol	Meaning
Buildings:	
	Describe by materials used in main walls.
	Show eave and gutter if encroaching over adjoining land.
	Describe by material used in main walls and point located by measurement from boundary.
	Describe by number of floors and material used in main walls.
	Describe by material used in main walls, relate to side boundary if relevant.

7.66.2 Allotment, piece or lot numbers must not be shown inside a closed symbol representing a structure.

7.67 Relationship of Occupations to Boundaries

7.67.1 Relationship of occupations to boundaries must be shown arrowed out or chainage style. If the latter, no zero chainage or underlining is required. See [Figure 7.27](#) for rural occupation example and [Figure 7.28](#) for urban occupation example.

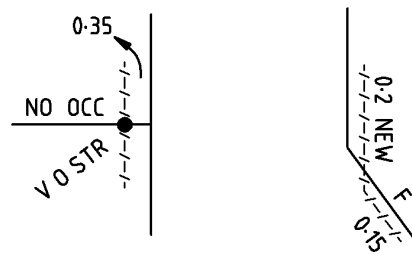


Figure 7.27

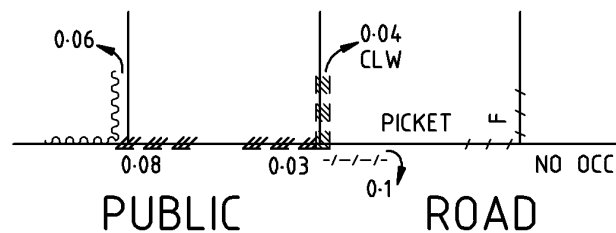


Figure 7.28

7.68 Measurements to Occupations along Street Frontages

7.68.1 Measurements to occupations along street frontages may be shown using the following methods:

- Direct measurement between occupations. ([See Figure 7.29](#))
- Running chainage from fixed origin. ([See Figure 7.30](#))
- Relating occupations to boundary data. (Only valid where existing boundary data is re-laid from road corners). ([See Figure 7.31](#))

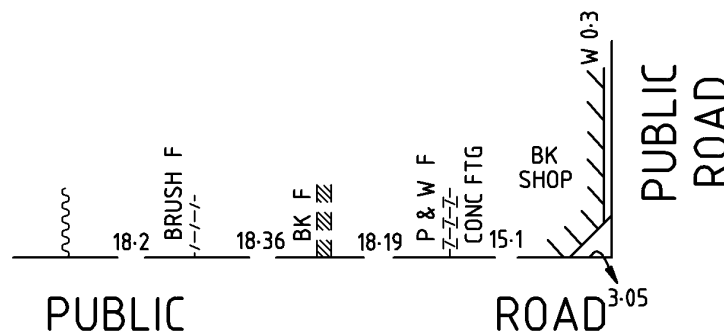


Figure 7.29

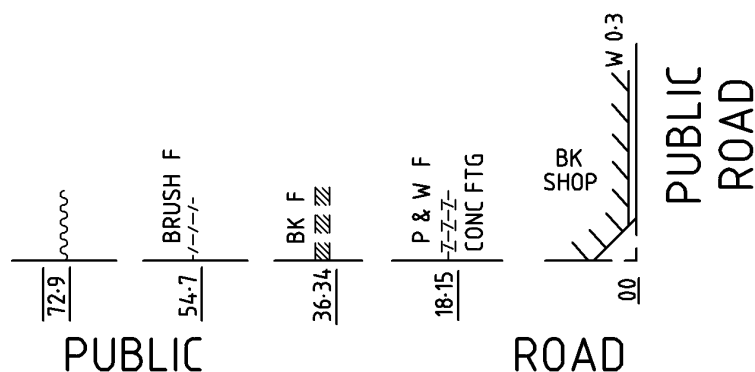


Figure 7.30

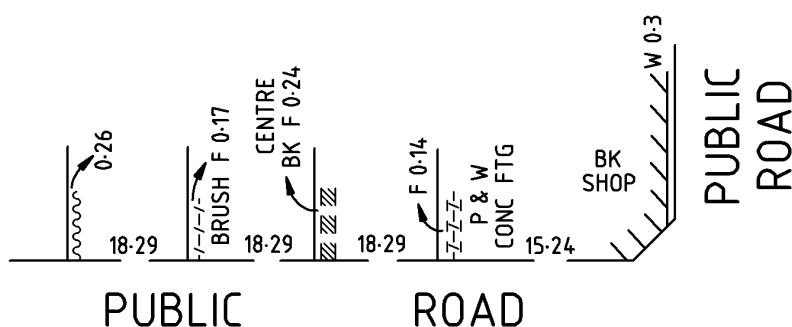


Figure 7.31

7.69 Certified Plan Bearing Datum

7.69.1 Each new certified survey plan must be oriented to the current published or, where no published coordinates exist, the calculated MGA2020 coordinates of two PSMs straddling the subject survey. The two PSMs selected for this orientation must be far enough apart to minimise the contribution of extrapolation errors in bearing comparisons to other PSMs, and the plan bearing between the two PSM's must be within 10" of MGA2020. The two PSMs selected for the orientation must be shown at DERIVATION in rule 7.69.2.

7.69.2 The Bearing Datum (Panel/Schedule) on the diagram sheet must be completed showing the two PM numbers used in 7.69.1 and the ZONE, eg:

BEARING DATUM: MGA 2020 ZONE 54

DERIVATION: PSM 6628/1275 TO 6628/2541

7.69.3 A bearing from an earlier plan, although calculated from coordinated PSMs, must not be used.

The exception is where a division of greater than five (5) allotments is part of a staged development. The outer boundary bearing datum may then be used with the Bearing Datum Panel shown as per the outer boundary survey, although the coordinated PSMs used to derive the bearing datum are not shown on the new plan

7.69.4 Surveys adjusted to the coordinates of survey marks may be indicated by annotation on the textual sheet such as

SURVEY ADJUSTED TO MGA2020 COORDINATES OF 6628/1275, 2541, 6627/10364, 10366

The annotation must not refer to adjustment without specifying point numbers. For example annotation such as "survey adjusted to MGA2020 coordinates of all PSMs" will not be accepted.

Irrespective of adjustment the bearing datum panel on the diagram sheet must be completed as for rule 7.69.2, that is, a pair of PSMs must be nominated for the derivation.

- 7.69.5 In areas where local geodetic control is unavailable, surveys must be orientated to MGA2020 through the use of GNSS (Global Navigation Satellite System) and the notation DERIVATION: GNSS must be shown in the bearing datum panel, eg:

BEARING DATUM: MGA 2020 Zone 54

DERIVATION: GNSS

- 7.69.6 Community Plans that do not show PSMs must adopt the bearing datum from the LAST PLAN reference eg.

BEARING DATUM: (1)–(2) 81°50'

DERIVATION: F21663 ADOPTED

Where the Community Plan shows two or more PSMs the bearing datum must be as described in 7.69.2.

7.70 Bearing Datum for Uncertified Plans

- 7.70.1 Bearings on uncertified plans must be derived, in the following order of preference, by one of the following methods and shown in the Bearing Datum Panel as indicated:

- Adoption of a bearing from a previous plan based on coordinated marks.
BEARING DATUM: (1)–(2) 90°30'
DERIVATION: F21663 ADOPTED.
- Adoption of bearing from a previous plan not based on coordinated marks.
BEARING DATUM: (1)–(2) 90°30'
DERIVATION: F21663 ADOPTED.
- Scaling from the most suitable standard map.
BEARING DATUM: (1)–(2) 90°30'
DERIVATION: 6628-10-C SCALED.

7.71 More than One Datum Bearing

- 7.71.1 Two (or more) datum bearings may be shown where the bearing relationship between different tenements or unconnected data is unknown and cannot be determined, eg:

- Where the servient land is physically separated from the dominant land (see [Figure 7.32](#)).
- Where a CT or previous plan shows incomplete data and the data shown is unconnected.

- 7.71.2 The first bearing datum must be derived as described in Section 7.69 and the second datum bearing must be derived by scaling from a map sheet the angular relationship between the different tenements or data, and applying that relationship to the first bearing datum.

- 7.71.3 The second bearing datum must be shown as SCALED.

The Bearing Datum Panel must be shown as the following example:

BEARING DATUM: (1)–(2) 90°

DERIVATION: F21663 ADOPTED

BEARING DATUM: (3)–(4) 10°30'

DERIVATION: 6727-31 SCALED

7.71.4 Two (or more) datum bearings on a plan that has surveyed data and adopted data that are physically separated must show the Bearing Datum panel as per the following example:

BEARING DATUM: MGA2020 ZONE: 54

DERIVATION: PSM 6628/1275 TO 6628/2541

BEARING DATUM: (3)–(4) 10°30'

DERIVATION: 6727-31 SCALED

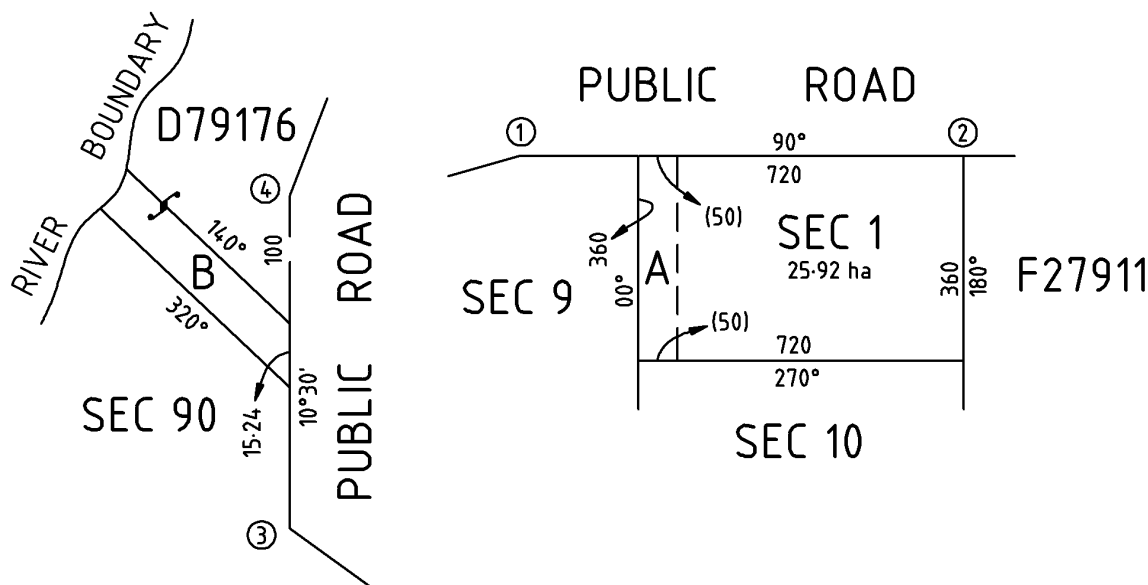


Figure 7.32

The datum bearing for the dominant land (Section 1) has been adopted from F21633 and all the bearings for Section 1 relate to that datum.

The datum bearing for the servient land (marked B) has been derived from the scaled relationship from a map sheet between the servient and dominant land. The bearings for land marked B relate to that datum.

7.71.5 Bearings derived from different datum are not permitted for adjacent boundaries on a diagram sheet. Where this situation occurs a bearing from one of the adjacent boundaries must be omitted.

7.71.6 Where two (or more) datum bearings are used a notation must be shown on the diagram sheet, eg:

THE TWO DATUM BEARINGS HAVE BEEN DETERMINED INDEPENDENTLY OF ONE ANOTHER AND MAY NOT REFLECT THE TRUE RELATIONSHIP

7.72 Firm Identification Box

7.72.1 If used, the Firm Identification box must contain:

- The name of the survey company and its Australian Company Number (ACN), and
- The name of the lodging party or drafting agent for plans not drafted or lodged by a survey company, and.
- Address, telephone, fax number and e-mail address.

7.72.2 The memorandum or articles of association of the survey company must comply with the Survey Act before the company's name can appear in the panel on certified plans.

- 7.72.3 Information must be shown in unobtrusive lettering of 0.25mm height within a box no greater in area than 27 square centimetres, eg: a 9x3cm panel ([see Figure 7.33](#)).
- 7.72.4 Logos and advertising must not be shown.
- 7.72.5 The Firm Identification Box must not be positioned adjacent the Plan Number panel.



Figure 7.33

7.73 Complex or Multi Sheet Plans

To enable more data to be displayed on A3 sized plans and reduce the number of sheets required for some complex or multi sheet plans, a reduction in data size has been included.

The reduced sizes are approximately 80% of the current minimums.

The reduced font sizes apply to the diagram sheets only and not the textual sheets.

The use of the smaller font on a plan is at the Registrar-General's discretion. If in doubt, advice can be obtained from the Plans Client Advice Officer.

- 7.73.1 Alpha capitals must be used. Lower case characters must be used for the conventional symbols m², km² and ha.
- 7.73.2 All lettering (alpha and numeric characters) must be vertical.
- 7.73.3 All characters must be consistently open in form and construction.
- 7.73.4 The pen point size to character height relationship must be as indicated in [Table 7.11](#).
- 7.73.5 The minimum clear internal space, enclosed or partly enclosed, in any part of the character must be such that it will accommodate a 0.6 mm diameter disc for letters 2.0 mm high, 0.7 mm diameter disc for letters 2.5 mm high and a 1mm diameter disc for letters 3.5 mm high and above.
- 7.73.6 Fonts are to conform to ISO 3098/1 Type B, upright characters such as ISOCpz.SHX and ISO3098.SHX.
- 7.73.7 Character height must be consistent throughout the plan as indicated in [Table 7.11](#).

Table 7.11 - Character Height Format Table (Complex Plans)

Text Purpose	Character Height	Pen Point Size
Abuttals	3.0 mm	0.30 mm
Road Names	or	or
Allotment / Pieces / Lot / Unit Identifiers	4.0 mm	0.40 mm
Easement Identifiers		
Historical Identifiers		

Text Purpose	Character Height	Pen Point Size
Plan Identifiers (Site Plan etc.)		
Areas Data Schedule Information	2.0 mm	0.20 mm

7.73.8 The bold black line (BBL) that delineates the extent of the subject land of a plan must be 0.3 mm to 0.6 mm thick. All other lines must be 0.20 mm to 0.30 mm thick unless stated otherwise.

7.73.9 The following scales

1:100 1:125 1:150 1:200 1:250 1:300 1:400 1:500 1:600 1:750 1:800 1:1000

(or greater multiples of 10) must be used in accordance with the information shown in [Table 7.12](#).

Table 7.12 - Minimum Diagram Scale Format Table

Minimum Parcel Size	Minimum Scale Required
300m ² or less	1:750
More than 300m ² and less than 2000m ²	1:1000
Over 2000m ² and under one hectare	1:2500
One hectare or over	Such that each parcel is not less than 9 cm ² in size

7.73.10 A bar scale of a minimum length of 40 mm must be shown for both the main diagram and enlargements drawn to scale and include the labels SCALE and METRES (see [Figure 7.34](#)). Use of the scale value ratio 1:750 (without a bar scale) is not acceptable.

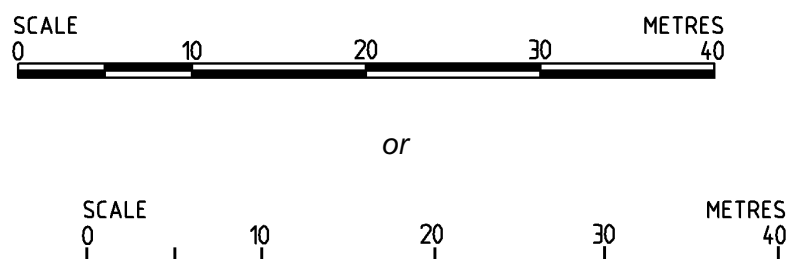


Figure.7.34

7.73.11 All allotments comprising pieces must be detailed in a Pieces Schedule as shown in [Figure 7.35](#).

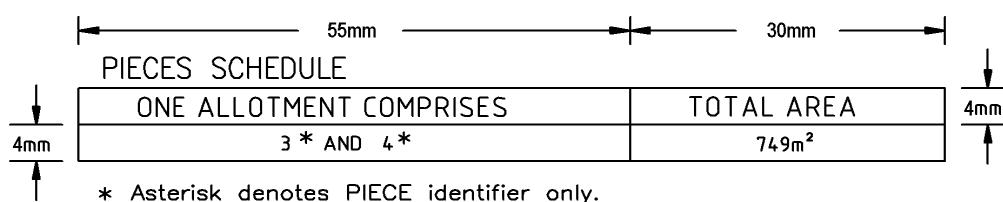


Figure 7.35

7.73.12 All lots comprising pieces must be detailed in a Pieces Schedule as shown in [Figure 7.36](#).



Figure 7.36

7.73.13 The line weight of administrative boundaries must be 0.4 mm and the character height of names must be 4 mm (see [Figure 7.37](#)).

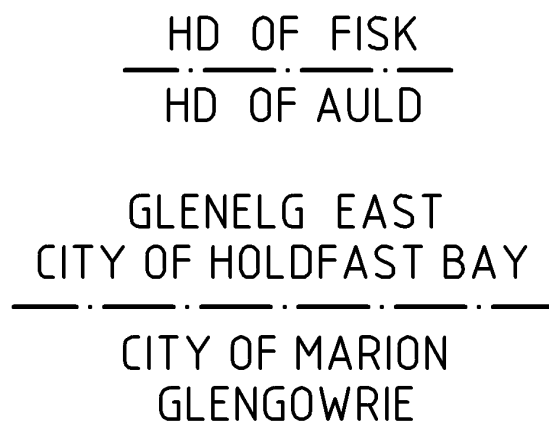















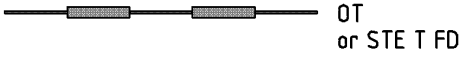



Figure 7.37

7.73.14 Survey Mark Symbols – [Refer to Table 7.13.](#)

Table 7.13 - Survey Mark Symbols (Complex Plans)

Survey Mark	Symbol	Symbol Dimension
Trig Station.		
Network permanent survey marks (PSM) placed or found.		Outer box: 4.5 mm x 4.5 mm Inner box: 3.0 mm x 3.0 mm Circle: 1.5 mm diameter
Network permanent survey marks gone (includes marks found destroyed).		
Non-network PSM placed or found.		Outer box: 4.5 mm x 4.5 mm Inner box: 3.0 mm x 3.0 mm Circle: 1.5 mm diameter
Non-network PSM not looked for.		
Non-network PSM gone (includes marks found destroyed).		
Tertiary network traverse station placed or found.		
Tertiary network traverse station not looked for.		Outer circle: 3.0 mm diameter Inner circle: 1.5 mm diameter
Tertiary network traverse station gone (includes marks found destroyed).		
Other reference marks such as metal pins, bolts, spikes, galvanised iron pipe, drill holes, droppers** and plastic rods etc placed or found.		
Other reference marks such as metal pins, bolts, spikes, galvanised iron pipe, drill holes, droppers** and plastic rods etc not looked for.		Circle: 1.5 mm diameter *
Other reference marks such as metal pins, bolts, spikes, galvanised iron pipe, drill holes, droppers and plastic rods etc gone (includes marks found destroyed).		
<p>* Symbol for DH and wings may have  or  added to  to indicate the wing.</p> <p>Y</p> <p>**An alternative symbol for a dropper is</p>		
Trenches found		6.0 mm x 1.5 mm
Old peg and trench found		6.0 mm x 1.5 mm

Survey Mark	Symbol	Symbol Dimension
Corner pegs found	■ PEG FD (or OP FD)	1.5 mm x 1.5 mm
Substitute for corner or datum peg placed	● MN (or MP etc) Y DPR	Circle: 1.5 mm diameter *
Datum peg found	■ DP FD	1.5 mm x 1.5 mm

7.73.15 The corner number character height must be 2.0mm. The diameter of the circle is the smallest size that accommodates the corner numbers without touching the number and must be the same size throughout the plan.

7.73.16 The reference mark schedule column dimensions must be 10mm, 20mm, 14mm, 12mm, 20mm and 28mm* respectively (see Figure 7.38).

* If 'comment' column is required. If no comment is required adjacent any reference mark in the schedule the 'comment' column is not required.

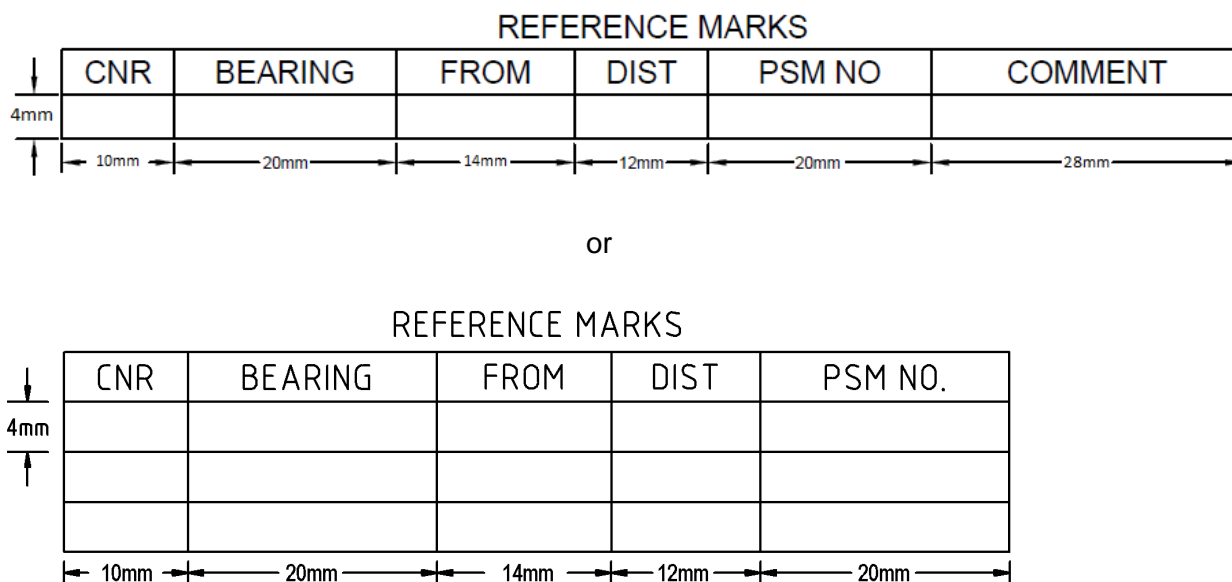


Figure 7.38

7.74 Renmark Reservations

Where a title has under the heading of SCHEDULE OF ENDORSEMENTS "SUBJECT TO THE RESERVATIONS PROVISIONS AND CONDITIONS STILL SUBSTITUTING AND CAPABLE OF TAKING AFFECT CONTAINED IN LAND GRANT VOL ___ FOLIO ___"

7.74.1 The Renmark Reservation is only shown on a plan where the title(s) containing the Renmark Reservation note is over portion of an Allotment / Lot.

7.74.2 The Renmark reservation is shown as an appurtenancy on the diagram see Section 8.2 and 8.3.

7.74.3 The Renmark Reservation is not carried forward over land vesting for Road / Reserve.

7.74.4 The following ANNOTATIONS can be shown:

- Where the Renmark Reservation is over the whole of an Allotment(s) and portion of an Allotment(s) in a plan the following ANNOTATION must be shown on the Textual sheet:

ALLOTMENT(S) _ _ AND PORTION OF ALLOTMENT(S) MARKED _ _ IS
SUBJECT TO RENMARK RESERVATIONS AS CONTAINED IN LAND GRANT
VOLUME _ _ FOLIO _ _

- Where the Renmark Reservation is over portion of an Allotment(s) in a plan the following ANNOTATION must be shown on the Textual sheet:

PORTION OF ALLOTMENT(S) MARKED _ _ IS SUBJECT TO RENMARK
RESERVATIONS AS CONTAINED IN LAND GRANT VOLUME _ _ FOLIO _ _

- Where the Renmark Reservation is over the whole of a LOT(S) and portion of a LOT(S) in a plan the following ANNOTATION must be shown on the Textual sheet:

LOT(S) _ _ AND PORTION OF LOT(S) MARKED _ _ IS SUBJECT TO RENMARK
RESERVATIONS AS CONTAINED IN LAND GRANT VOLUME _ _ FOLIO _ _

- Where the Renmark Reservation is over portion of a LOT(S) in a plan the following ANNOTATION must be shown on the Textual sheet:

PORTION OF LOT(S) MARKED _ _ IS SUBJECT TO RENMARK
RESERVATIONS AS CONTAINED IN LAND GRANT VOLUME _ _ FOLIO _ _

7.75 Acquisition Plans

These plans can be pursuant to the Land Acquisition Act 1989 (Commonwealth) or the Land Acquisition Act 1969 (State).

7.75.1 An area must be shown for the Allotment being acquired.

7.75.2 The purpose for the land acquisition must not be shown.

7.75.3 Annotations must be shown in the Annotations Panel eg:

ALLOTMENT(S) 7 IS TO ISSUE TO THE COMMISSIONER OF HIGHWAYS
LAND ACQUISITION ACT 1969 APPLIES TO THIS PLAN
ALLOTMENT(S) 7 IS TO ISSUE TO THE COUNCIL FOR THE AREA
LAND ACQUISITION ACT 1969 APPLIES TO THIS PLAN

8 DIAGRAM REQUIREMENTS FOR EASEMENTS

These requirements apply to service and private easements (excluding party walls) either new or existing. They are applicable to servient and dominant easements over RPA and Crown Land.

8.1 General Requirements for Easements and Appurtenances

Easement and appurtenance boundaries are considered to be straight lines unless otherwise indicated.

8.1.1 Where easement boundary lines intersect with other boundaries the breaks in the line must not occur at the intersection.

8.1.2 Angles must not be used to fix new easements.

8.2 Easement and Appurtenance Data

The showing of full data for each easement within each allotment or lot is optional.

See Section 7.31 for part distance requirements for fixing easement and appurtenance boundaries.

8.2.1 Where an easement has previously been shown with full data, data may be omitted to show only the minimum data to fix the easement on the new plan. ([See Figure 8.1](#)).

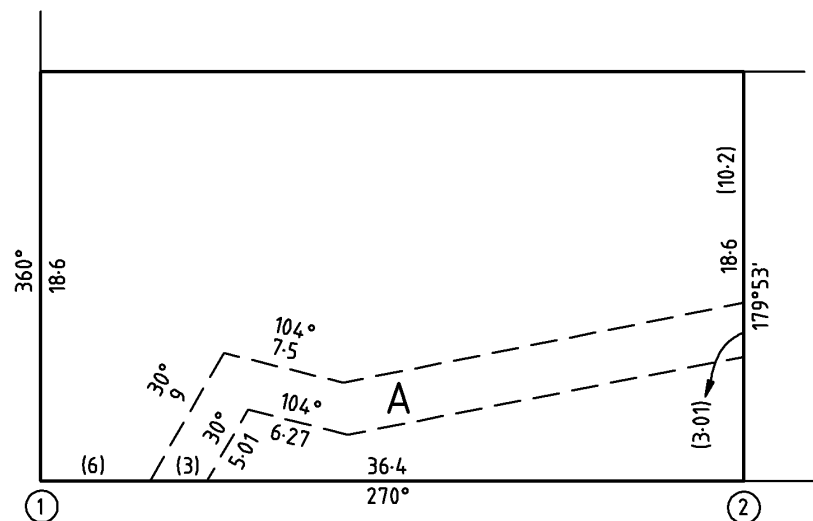


Figure 8.1

8.2.2 The minimum number of fixings must be used to fix each corner of an easement.

8.2.3 Calculated data may be used to fix easements to parcel boundaries and bends in easements when the new plan provides data which was not previously available.

8.2.4 Sufficient data must be shown for each easement so that each easement can stand alone within a parcel. Each corner of each easement within each allotment, lot or piece must be fixed independently of other easements (see [Figure 8.2](#)).

8.2.5 Where easements intersect, data must not be shown to the intersection points (see [Figure 8.2](#)).

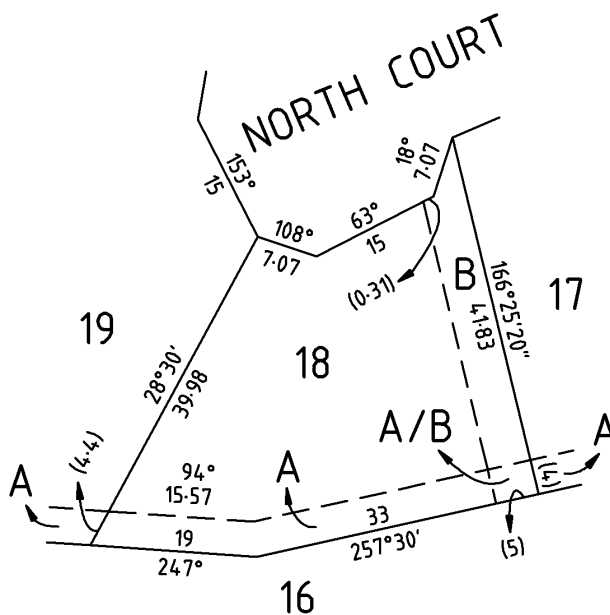


Figure 8.2

8.2.6 Where a new boundary intersects an existing easement that has not been resurveyed (e.g. the data for the easement is shown as adopted data), the word CALC is shown after the easement distance(s) used to fix the easement within the new parcel.

8.2.7 Where an easement cannot be fixed by any other means an easement may be fixed by the use of:

- An easement width.
- Angles.

See [Section 8.13 Easements - Case Study 8.1](#)

8.2.8 Easements must not be fixed by the intersection of two boundaries (that is swingers) showing:

- Distance only.
- A bearing and no distance
- A distance and no bearing.

8.2.9 Height limits must be set out in a schedule on the diagram sheet as below. Lower and upper limits, where applicable must be shown. Height limits shown refer to Australian Height Datum (AHD).

EASEMENT LIMITATION(S) SCHEDULE	
IDENTIFIER	HEIGHT LIMITATION
A	LOWER LIMIT 10.27 METRES AHD UPPER LIMIT 27 METRES AHD

8.3 Easements Fixed Solely by Monument

8.3.1 In some situations easements may be fixed solely by monument, eg:

- Rights of support for allotments in a stratum division.
- Where one or more allotments sit on top of one another in a multi storey building.
- In a Strata Plan pursuant to the Strata Titles Act 1988
- In a Community Plan in accordance with the Community Titles Act 1996.

This method does not apply to easements related to monuments such as party walls, easements for eaves and gutters etc, which must be fixed by data.

- 8.4.1 Existing easements outside the bold black lines must be shown on the diagram sheet.
- 8.4.2 The boundaries of the easement must be shown by solid boundary lines.
- 8.4.3 Where the easement is complex and/or extensive or non contiguous, the easement may be omitted from the diagram sheet provided another plan delineates the easement (contact the Plans Client Advice Officer).
- 8.4.4 Reference to the easement must be shown in the Easement Details panel on the Textual sheet.
- 8.4.5 Reference to a certificate of title in which the servient land is depicted is not acceptable.
- 8.4.6 Where the easement is shown on the plan it should be plotted to scale. If the scale of the plan prohibits the easement from fitting on the sheet, the lines may be broken to shorten the presentation.
- 8.4.7 Where the servient land has one easement identifier, the overall data must be shown for the whole easement regardless of the number of parcels of land with different identifiers that comprise the servient land (see [Figure 8.3](#)).
- 8.4.8 The boundary between each parcel of land with a different identifier, comprising the servient land must be shown as a dotted line (see [Figure 8.3](#)).
- 8.4.9 The servient land is identified on the diagram in accordance with the guidelines for Abuttals. Refer to Section 7.50 Abuttals.

Figure 8.3

Figure 8.4

- 8.4.11 Where the right(s) is a free and unrestricted right(s) of way, only one easement identifier must be shown even if the right was created by more than one document.
- 8.4.12 Where the same land inside the bold black lines has a dominant free and unrestricted right of way over physically separated land outside the bold black lines, each physically separated right must be alpha identified.

8.5 Easements under Part 19AB of the Real Property Act 1886

- 8.5.1 Where an easement is being created in a plan of division over land subject to an existing easement, reference to a prior plan or certificate of title is not acceptable; the easement must be shown on the diagram sheet.
- 8.5.2 Where an easement(s) is being created over the land being divided appurtenant to land outside the subject land of the division, the dominant land must be shown only on the diagram sheet and included in the bold black lines where it is intended to redesignate the dominant land.

8.6 Easements in Filed Plans

- 8.6.1 Service easements under Section 223LG of the Real Property Act 1886 must not be created on Filed Plans. (Only existing service easements within subject land may be shown).
- 8.6.2 Where the land is contiguous both the servient and dominant tenements must be shown within the bold black lines.
- 8.6.3 Where the dominant land is not contiguous with the servient land, only the servient land is shown on the plan (contact the Plans Client Advice Officer).

8.7 Variation of Easements

- 8.7.1 The old easement position, size or shape must not be shown.
- 8.7.2 A different easement identifier to the original must be used.
- 8.7.3 Where an appurtenance is extended, only the result of that extension must be shown on the plan, the old appurtenance must not be separately defined.

8.8 Extinguishment of Easements

- 8.8.1 Where the whole of an easement is being extinguished, a plan is not required.
- 8.8.2 The easement being extinguished must not be shown.
- 8.8.3 Where portion of an easement is being extinguished, the balance portion must be shown with a new identifier and the appropriate data to define the easement. The portion being extinguished must not be shown.

8.9 Easements Pursuant to the Roads (Opening and Closing) Act 1991

Easement presentation requirements for Roads (Opening and Closing) Act 1991 plan Diagram Sheet(s) are as set out in the Easement Details Panel.

- 8.9.1 Easements created under this Act may be over the whole or portion of the closed road(s).
- 8.9.2 Existing easements over land opened as road may be extinguished by Section 25(1)(b).
- 8.9.3 If the easement is to be retained, as set out in the road order, the easement over the portion becoming the road must be defined by data and alpha identified with appropriate information for the existing easement shown in the Easement Details Panel of the Textual Sheet.

8.10 Petroleum Regulations Gas Supply Easements

- 8.10.1 Easements for GAS SUPPLY PURPOSES to Envestra (SA) Limited must be delineated on the diagram sheet in relation to the physical centreline of the pipe.
- 8.10.2 A general enlargement must be shown offsetting the easement boundaries to the pipe centreline (see [Figure 8.5](#)).

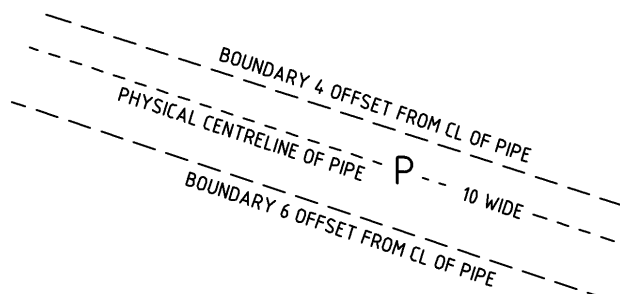


Figure 8.5

- 8.10.3 A notation must be shown on the diagram sheet as follows:

THE PHYSICAL CENTRELINE OF THE GAS PIPELINE IS EVIDENCED AT GROUND LEVEL BY STEEL MARKER POSTS IN ACCORDANCE WITH THE PETROLEUM REGULATIONS 1989

8.11 Physical Evidence of Existing Easements

- 8.11.1 Where an existing easement is redefined on a certified plan, comment on the physical evidence of the easement must be shown by:

- Fixings to monuments, eg: Manhole covers, centreline of pylons.
- A notation on the diagram sheet, eg:

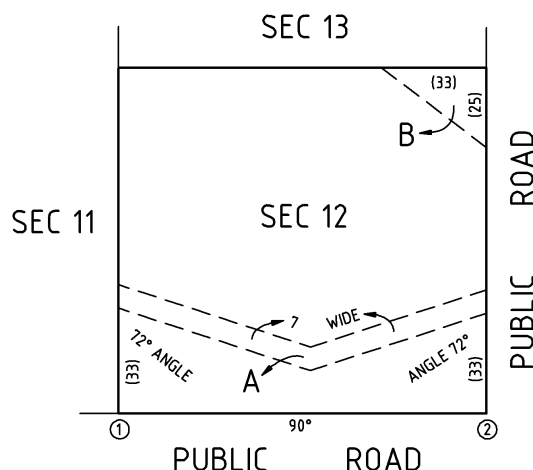
NO PHYSICAL EVIDENCE OF EASEMENT A.

PHYSICAL EVIDENCE OF EASEMENT B IS CONTAINED WITHIN THE EASEMENT

8.12 Easements - Case Study 8.1

An uncertified data Filed Plan is shown to supply data for easement B.

Section 12 is subject to an easement marked A created by T171615. There is no data shown on the certificate of title for Section 12 except for the width, distance and angle fixings for easement A.



On the new plan easement A is fixed by a part distance along the eastern and western boundaries of Section 12. Since the relationship between the eastern and western boundaries of Section 12 is unknown and cannot be determined, easement A is then fixed by angles as shown on the CT and a width.

9 COMMUNITY PLANS

A Community Plan is the division of an allotment into two or more community lots, development lot(s) and common property. A Community plan can vest roads or reserves.

An Outer Boundary Plan must be lodged prior to a Community Plan (See Section 2.28 Plan Purpose – OUTER BOUNDARY).

Two types of community plans exist:

- Community Division creates Lots by data that are generally unlimited in height and depth. (See [Figure 9.1](#))
- Community Strata is generally where one Lot exists above another and the boundaries defined by monument, and limited in height and depth. (See [Figure 9.1](#))

A Community Strata may contain a Lot Subsidiary (an area set aside on the plan for the exclusive use of the Lot to which it was assigned.)

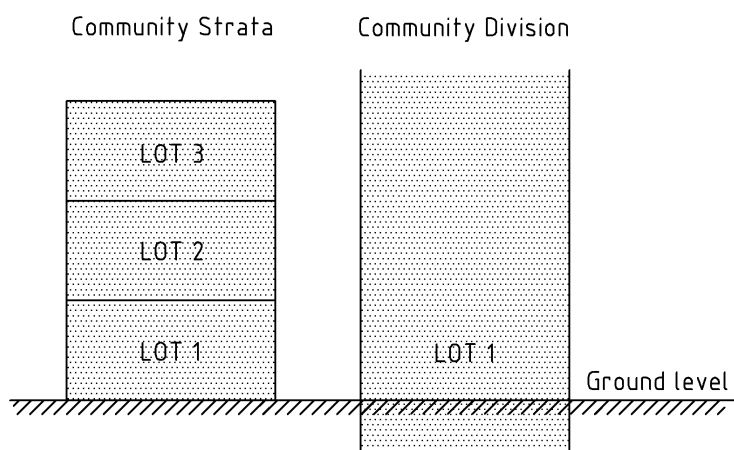


Figure 9.1

9.1 Common Property

Common Property in a Community plan is defined as:

- Land that is not designated as a lot on a plan of Community division, and
- Land that is not designated as a lot or lot subsidiary on a Community Strata plan, or
- Land that is not designated as an allotment to vest as a reserve or a public road, or
- Any Service Infrastructure that services more than one lot or Common property.

9.1.1 A Community Division must contain an area of Common Property that is meaningful.

9.2 Common Property Identification (Community Division)

9.2.1 Common Property identifier(s) are optional on a Community Division Plan. Where the land is identified the format (C1), (C2), (C3) etc must be used and each separate portion of the Common Property must have a unique identifier.

(C1), (C2) and (C3) can be used for Common Property abutting each other where there is an intention to use portions of the Common Property for different uses.

9.2.2 Where a Stratum division involves Common Property, the Common Property must be shown with identifiers in the format (C1), (C2), (C3) etc. See Section 18 Stratum Division

9.2.3 Where the Common Property on a Community Division Plan is shown with an identifier (eg: C1), a corresponding annotation must be shown in the Annotations panel on the Textual sheet.

THE COMMON PROPERTY IS DESIGNATED (C1) FOR LAND INFORMATION PURPOSES AND DOES NOT PROVIDE A LEGAL IDENTIFIER FOR THE COMMON PROPERTY.

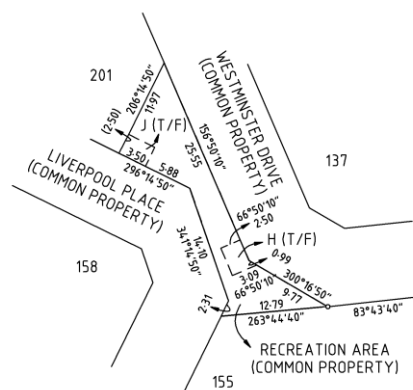
9.2.4 Where applicable, the label COMMON PROPERTY must be shown in the Easement Details panel on the Textual sheet. (Identifiers eg: (C1), (C2), (C3) etc. must not be shown.)

9.3 Named Common Property intended for Public Use (Community Division)

9.3.1 Where part of the Common Property is to be accessed by the public, that portion may be delineated by solid lines and full data (e.g. GOLF COURSE, VISITOR CAR PARKING).

9.3.2 Note, that areas for Public Use can be delineated on a plan attached to the By Laws instead of showing them on the Community Plan. If the area set aside for Public Use on a Community Plan is changed, new planning approval and an Amendment to the Community Plan will be required.

9.3.3 Where the area to be accessed by the public has been assigned a road name, the road must be identified as common property (e.g.: TORRENS LANE (COMMON PROPERTY)).



9.3.4 Where the area to be accessed by the public has not been assigned a road name, the private road must be identified as common property (e.g.: PRIVATE ROAD (COMMON PROPERTY))

9.3.5 Named Common Property must not have the identifier of (C1), (C2) and (C3).

9.4 Common Property Identification (Community Strata)

9.4.1 The label COMMON PROPERTY must not be shown on a Community Strata plan where the Common Property has not been assigned a separate land use.

9.4.2 Common Property on a Community Strata Plan may be labelled uniquely with a general purpose, eg. BALCONY, CARPARK A, CARPORT, CONCRETE PATH, COURT YARD, DRIVEWAY, PATIO, PERGOLA, PORCH, STAIRS, STORE ROOM, VERANDAH etc.

9.5 Data

- 9.5.1 Bearings and distances must be shown for the full extent of the Common Property on Community Division plans unless it is a Single Storey Monument Community plan.
- 9.5.2 Areas must not be shown for Common Property.
- 9.5.3 Hatchuring may be shown on a Community Strata Division or at corners and intervals along a boundary formed by a wall, or other monument as shown in [Figure 9.2](#).

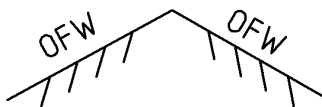


Figure 9.2

9.6 Plan Components (Community Division)

- 9.6.1 The following plan components must be submitted for a Community Division

- Textual Sheet
- Location Plan
- Service Infrastructure (where applicable)

The Location Plan and Service Infrastructure may be shown on the one sheet where space permits. Alternatively, separate diagram sheets will be utilised.

9.7 Plan Components (Community Strata)

- 9.7.1 The following plan components must be submitted for a Community Strata

- Textual Sheet
- Site Plan (service infrastructure optional)
- Floor Plans (must be submitted where multiple floor levels exist. Separate sheets are not required for single storey plans)

9.8 Further Development

Land in a Community Plan can be further divided by:

- Amending a deposited Community Plan (See Section 10 Amendments to Community Plans).
- Tiering
- By dividing a Development Lot.

9.9 Tiering

The first Community Plan lodged over Real Property Act 1886 (RPA) land is referred to as a *Primary* or *Primary Strata* Community Plan.

Tiering allows for a community plan to be lodged over a community lot in the Primary Plan. This second plan is referred to as a Secondary plan of Community Division. The Act allows for a Community Plan to be lodged over a lot in the Secondary plan. This plan is referred to as a “Tertiary” plan of Community Division (see [Figure 9.3](#)).

For a plan to be Tiered there must be a minimum of 2 Lots not including a Development Lot or Common Property.

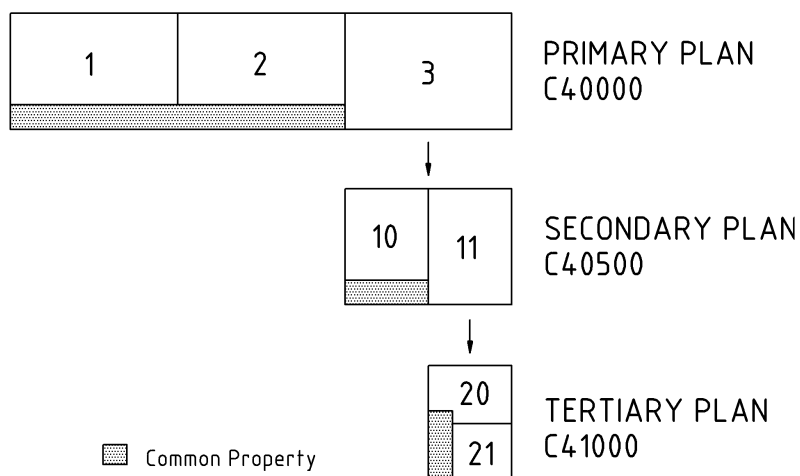


Figure 9.3

9.10 Development Lots

Development lots may be created in Community Plans to stage the development.

For a plan to have a Development Lot there must be a minimum of 2 Lots not including a Development Lot or Common Property.

Further division of a development lot by amending the plan creates new lots that become part of the existing community scheme (see [Figure 9.4](#))

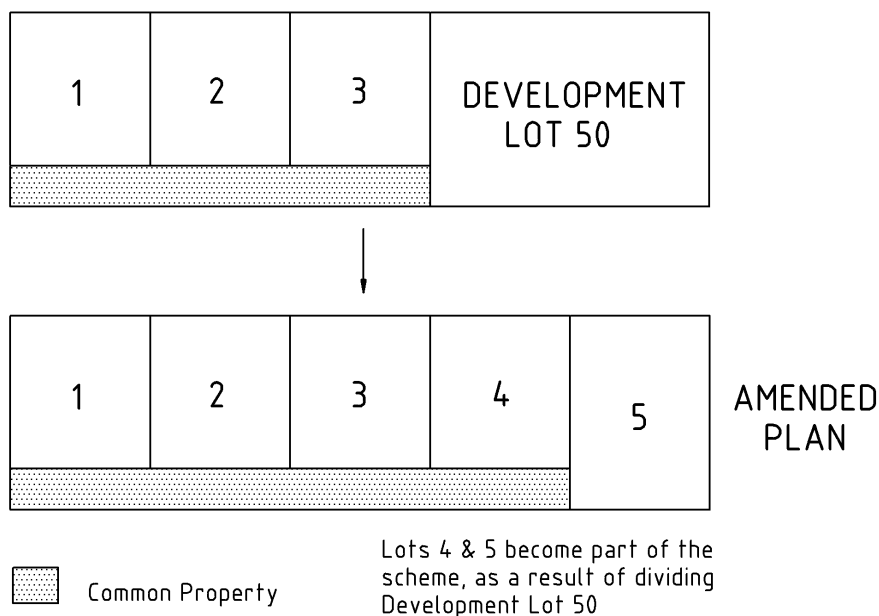
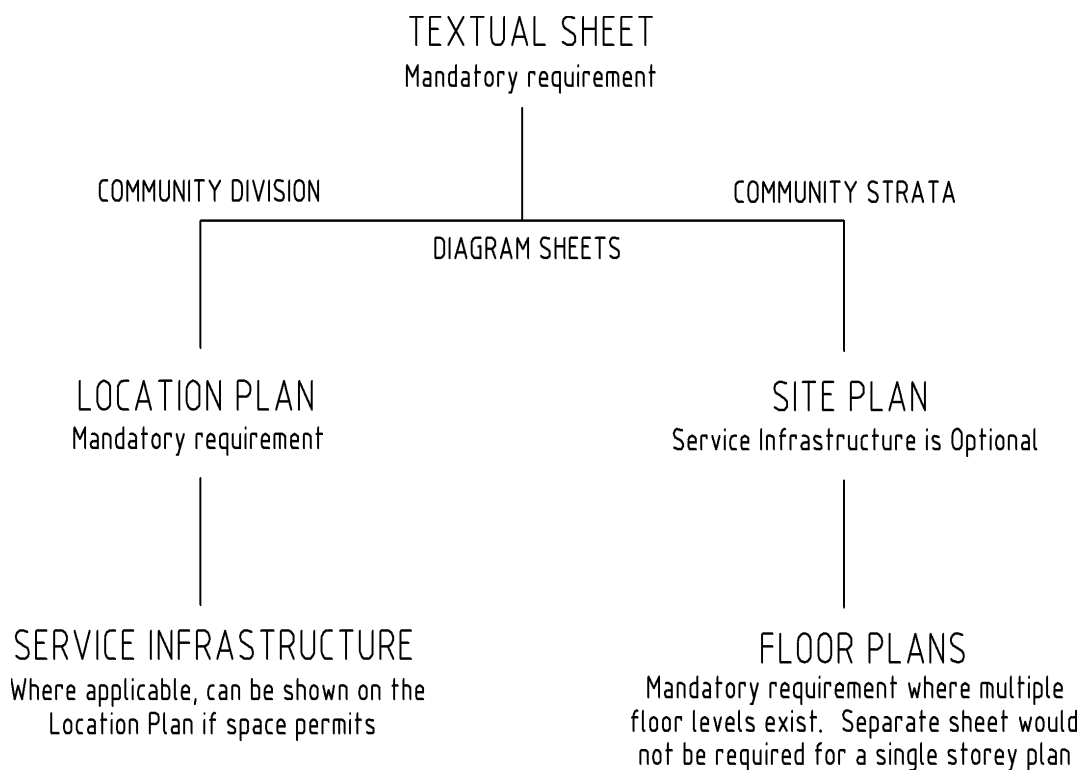


Figure 9.4

9.11 Plan Components

The following diagram represents the plan components of Community Division Plan and a Community Strata Plan.



Note: The Location Diagram and Service Infrastructure can be shown on the one sheet where space permits. Alternatively, separate diagram sheets will be utilised.

9.12 Specific Textual Sheet Requirements for Community Plans

For general Textual sheet requirements, refer to Section 1 General Requirements for Textual Sheets.

9.12.1 The Plan Purpose field must show one of the following:

- PRIMARY COMMUNITY
- SECONDARY COMMUNITY
- TERTIARY COMMUNITY
- PRIMARY COMMUNITY STRATA
- SECONDARY COMMUNITY STRATA
- TERTIARY COMMUNITY STRATA

9.12.2 For a Primary Community Plan the Last Plan reference must be the Outer Boundary Plan.

For Secondary and Tertiary Community Plans the Last Plan reference must be the prior tiered Community Plan eg. the Last Plan reference in a Secondary Plan is the Primary Plan.

9.12.3 The Annotations panel may require an annotation regarding common property (see 9.2.3) or service infrastructure (see [Table 9.1 – Service Infrastructure Notations Decision Table](#)).

9.13 Specific Diagram Sheet Requirements for Community Plans

For general Diagram Sheet Requirements, refer to Section 7 General Requirements for Diagram Sheets.

9.13.1 All Community Strata diagram sheets must be drawn at the same scale.

9.13.2 A Community Plan Pieces Schedule must be shown for Community Division Lots comprising pieces.

9.14 Location Plan (Community Division)

9.14.1 The Location Plan sheet must be labelled LOCATION PLAN

9.14.2 The Location Plan must depict the community lots using numeric identifiers (eg: 10)

9.14.3 The Location Plan must include areas for Lots or Development Lots fixed by data.

9.14.4 The Location Plan must not show historical background data.

9.14.5 The Location Plan may include service infrastructure where space permits. The sheet must be then labelled LOCATION AND SERVICE INFRASTRUCTURE PLAN

9.14.6 Where the service infrastructure is shown on the location plan, the Service Infrastructure Plan requirements must be complied with (see [Section 9.16 Service Infrastructure Plan](#)).

9.14.7 The Location Plan must depict the position of the subject land within the cadastre, by referring to abutments and fixings to street corners.

9.14.8 The Location Plan must show the position of the Lots and Common Property.

9.14.9 The Location Plan must show dominant and servient easements and encroachments by data.

9.14.10 The Location Plan must use the bearings and distances from the outer boundary plan for the external boundaries.

9.14.11 The Location Plan must use bearings and distances for the internal Community Division parcels.

9.14.12 When Survey marks are required by the Surveyor-General they must be shown on the Location Plan.

9.15 Service Infrastructure

9.15.1 Service infrastructure includes cables, wires, pipes and other ancillary equipment that provide a service to parcels in a Community Division Plan.

9.15.2 The service infrastructure must be shown where it provides a service to more than one parcel in a Community Plan.

9.16 Service Infrastructure Plan

9.16.1 Minimal information must be shown on the Service Infrastructure Plan to identify the position of the service infrastructure (eg: only parcel boundaries, identifiers and part of the overall diagram may be shown).


9.16.2 The service infrastructure Plan sheet must be labelled SERVICE INFRASTRUCTURE PLAN

9.16.3 The service infrastructure Plan must not show historical background data.

9.16.4 Service infrastructure must be plotted diagrammatically (not by data).

9.16.5 The service infrastructure must be plotted as a single line (see Table 7.3 - Line Type Format Table)

9.16.6 The following standard legend must be shown on the diagram sheet where the service infrastructure exists:

C	COMPUTING SERVICES
D	DRAINAGE PURPOSES
E	ELECTRICITY PURPOSES
G	GAS SUPPLY / RETICULATION
H	HEATING OIL
R	RADIO SERVICE
S	SEWER SYSTEM
T	TELEPHONE SYSTEM
TV	TELEVISION SERVICE
W	WATER SUPPLY / RETICULATION
/	SERVICES IN SAME TRENCH
	SERVICES CROSS OVER

9.16.7 Corresponding alpha identifiers from the standard legend identifying each service must be shown (see [Figure 9.5](#)):

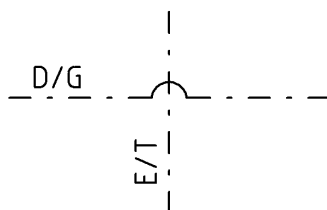


Figure 9.5

9.16.8 When the service infrastructure is not shown on the plan, the Service Infrastructure Table must be used to determine the appropriate service infrastructure annotation and shown on the Textual Sheet. See [Table 9.1](#).

Table 9.1 - Service Infrastructure Annotations Decision Table

SERVICE INFRASTRUCTURE	ANNOTATIONS
Not shown on the plan.	THE SERVICE INFRASTRUCTURE WAS NOT IN PLACE AS AT (DATE).
Impracticable to locate on the ground	THE SERVICE INFRASTRUCTURE COULD NOT BE FOUND DUE TO THE AGE AND NATURE OF THE SCHEME AND THE UNAVAILABILITY OF RECORDS

9.16.9 Where the exact position of the service infrastructure is not known, the estimated position can be indicated between the arrows. (See [Figure 9.6](#))

SITE AND SERVICE INFRASTRUCTURE PLAN

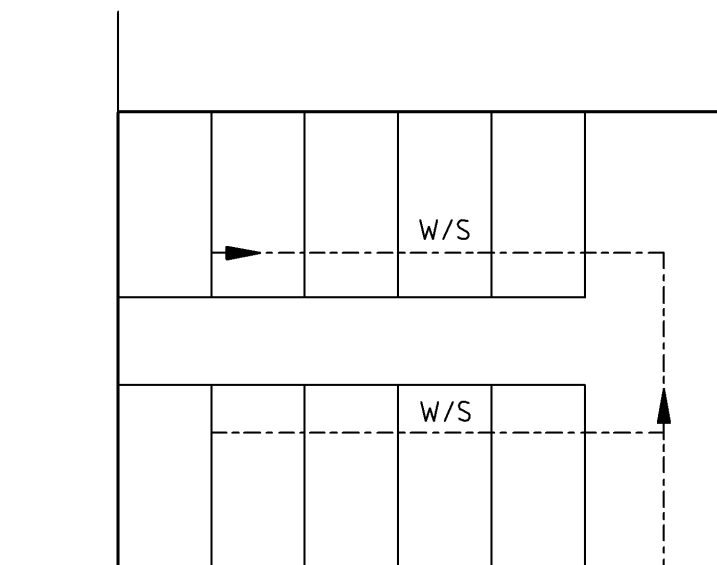


Figure 9.6

9.17 Site Plan (Community Strata)

- 9.17.1 The Site Plan sheet must be labelled SITE PLAN
- 9.17.2 The Site Plan must show buildings, survey marks (when required), structures and other parcels, plotted accurately in relation to the subject land or other cadastral boundaries.
- 9.17.3 The Site Plan must not show historical background data.
- 9.17.4 The Site Plan may include service infrastructure where space permits. The sheet must be then labelled SITE AND SERVICE INFRASTRUCTURE PLAN
- 9.17.5 Where the service infrastructure is shown on the site plan, the Service Infrastructure Plan requirements must be complied with (see [Section 9.13 Service Infrastructure Plan](#)).
- 9.17.6 The Site Plan must show the position of the subject land within the cadastre, by referring to abutments and fixings to street corners.
- 9.17.7 The Site Plan must show the building structures with labels (e.g.: CARPORTS, 10 STOREY BUILDING or 10 LEVEL BUILDING). Storey is only used where the building is Ground Floor, First Floor, Second Floor etc. Where there is a Basement, Lower Basement, Undercroft or a Mezzanine etc. Level must be used.
- 9.17.8 Areas must not be shown on the site plan for parcels defined by monument.
- 9.17.9 The Site Plan must show dominant and servient easements and encroachments fixed by data.
- 9.17.10 The Site Plan must use the bearings and distances from the outer boundary plan for the external boundaries.

9.18 Floor Plan(s) (Community Strata)

- 9.18.1 The floor plan(s) must describe the definition of the Community Strata parcel boundaries at each level and identify the parcels.
- 9.18.2 Each Lot and Development Lot must be labelled on the floor plan(s) with a parcel number.

- 9.18.3 Where a community strata lot (excluding a Development Lot) has Lot subsidiaries attached to it, they must be referred to below the Lot number, e.g:

5

INCLUDING 4 LOT SUBS
BALCONY, 2 CARPARKS &
STORE

- 9.18.4 Piece identifiers must not be shown on Community Strata plans.
- 9.18.5 One parcel may span multiple floors on the floor plan(s).
- 9.18.6 Where a parcel exists on multiple floors an annotation may be shown in the Annotations panel on the Textual sheet (eg: DEVELOPMENT LOT 3 EXISTS AT GROUND, FIRST AND SECOND FLOOR LEVELS).
- 9.18.7 Monument, data or combination of monument and data may be used to define each Community Strata parcel on the floor plan(s).
- 9.18.8 The floor plan(s) must not show historical background data.
- 9.18.9 The floor plan(s) must not show service infrastructure.
- 9.18.10 Multiple floor level diagrams may be shown on each sheet of the Floor Plan.
- 9.18.11 A label must be shown for each floor level diagram starting from the lowest level (e.g. BASEMENT FLOOR PLAN). Where there are levels other than Basement, Ground, First, Second, Third etc e.g. Lower Basement, Mezzanine, Undercroft, the corresponding level must be shown next to it.
- LEVEL 1 – LOWER BASEMENT FLOOR PLAN
- LEVEL 2 – BASEMENT FLOOR PLAN
- LEVEL 3 – GROUND FLOOR PLAN
- LEVEL 4 – MEZZANINE
- LEVEL 5 – FIRST FLOOR
- 9.18.12 Encroachments, where they exist, must be shown with data offsets on each floor level on the floor plan(s).
- 9.18.13 Only easements burdening the land, where they exist, must be shown on each floor level on the floor plan(s).
- 9.18.14 Easement data must not be shown on the floor plan(s), unless the easement position changes at different floor levels.
- 9.18.15 Nib walls must be shown as a single line with a width range of 0.50 to 0.70 ([see Figure 9.7](#)).

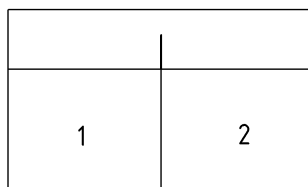


Figure 9.7

9.19 Lot Subsidiaries

A Lot subsidiary is an area set aside on the Community Strata plan for the exclusive use of the Lot it was assigned to.

- 9.19.1 Each Lot Subsidiary must be labelled with a description and the Lot number to which it is assigned eg: Carpark for Lot 5 must be shown as

CARPARK
SUB 5

- 9.19.2 Lot Subsidiary boundaries must be defined laterally and vertically.
- 9.19.3 Lot Subsidiary boundaries may be defined by monument, data or combination of both.

9.20 Lot Subsidiaries (Height Boundaries)

- 9.20.1 Where the upper boundary of a Lot Subsidiary is fixed by monument (e.g. verandah) a notation is not required.
- 9.20.2 Height boundaries of a Lot Subsidiary that are not monuments must show a notation specifying the upper and lower height limits (eg: 0.1 METRES BELOW THE UNDERSIDE OF THE CEILING). Where the upper boundary of a Lot subsidiary cannot be defined by monument (e.g. yard), a notation is required.
- 9.20.3 Lot subsidiaries requiring a height limiting notation must be shown in the following format on the Diagram Sheet:

THE LOWER AND UPPER LIMITS OF A LOT SUBSIDIARY SHOWN AS YARD ARE
0.3 METRES BELOW EXISTING GROUND LEVEL AND 3 METRES ABOVE THE
SAME RESPECTIVELY UNLESS LIMITED IN HEIGHT BY OVERHANGING
STRUCTURES BELOW 3 METRES

where:

- THE LOWER AND UPPER LIMITS OF A LOT SUBSIDIARY SHOWN AS YARD is the description of the Lot Subsidiary and the limits that are being referenced in the notation.
- ARE 0.3 METRES BELOW EXISTING GROUND LEVEL defines the lower limit.
- AND 3 METRES ABOVE THE SAME RESPECTIVELY defines the upper limit
- UNLESS LIMITED IN HEIGHT BY OVERHANGING STRUCTURES BELOW 3 METRES is the upper limit disclaimer

NOTE: Lot Subsidiary notations must be tailored specifically for each situation.

- 9.20.4 The lower limits of a Lot Subsidiary may be set by a monument or numeric height level. For example:
- The upper surface of a concrete slab or
 - A specified depth below ground level (To allow for gardening and tree roots). The specified depth limit could refer to:
 - Existing ground level (eg: 0.3 metres below the existing ground level) or
 - An Australian Height Datum (AHD) level (eg: 7.5 metres AHD).
- 9.20.5 The upper limits of a Lot subsidiary may be set by a monument or numeric height level. For example:
- The under side of concrete surface or
 - A specified height above ground level.
- The specified height limit could refer to:
- Existing ground level (eg: 5 metres above the existing ground level) or
 - An Australian Height Datum (AHD) level (eg: 7.5 metres AHD).

9.21 Lot Subsidiaries (Height Boundaries) – Examples

THE LOWER AND UPPER LIMITS OF A LOT SUBSIDIARY SHOWN AS CONCRETE PATH IS THE UNDERSIDE OF THE CONCRETE AND 3 METRES ABOVE THE SAME RESPECTIVELY UNLESS LIMITED IN HEIGHT BY OVERHANGING STRUCTURES BELOW 3 METRES.

THE UPPER LIMIT OF A LOT SUBSIDIARY SHOWN AS BALCONY IS 2.8 METRES ABOVE THE UPPER SURFACE OF THE BALCONY UNLESS LIMITED IN HEIGHT TO THE UNDERSIDE OF OVERHANGING STRUCTURES BELOW 2.8 METRES.

LOT SUBSIDIARIES SHOWN AS BALCONY ARE FULLY COVERED.

THE UPPER LIMIT OF A LOT SUBSIDIARY SHOWN AS STAIRS ARE LIMITED TO 3 METRES ABOVE THE UPPER SURFACE OF THE STEPS UNLESS LIMITED IN HEIGHT TO THE UNDERSIDE OF OVERHANGING STRUCTURES BELOW 3 METRES.

THE UPPER BOUNDARY OF A LOT SUBSIDIARY SHOWN AS CARPORT IS 0.15 METRES BELOW THE LOWER EDGE OF THE CARPORT ROOF BEAMS.

THE LOWER AND UPPER LIMITS OF A LOT SUBSIDIARY SHOWN AS CARPARK ARE EXISTING GROUND LEVEL AND 3 METRES ABOVE THE SAME RESPECTIVELY UNLESS LIMITED IN HEIGHT BY OVERHANGING STRUCTURES BELOW 3 METRES.

Although an upper limit can be set by height, that upper limit can be reduced to the height of any overhanging structures below the set height limit. In [Figure 9.8](#), the overhanging balcony reduces height.

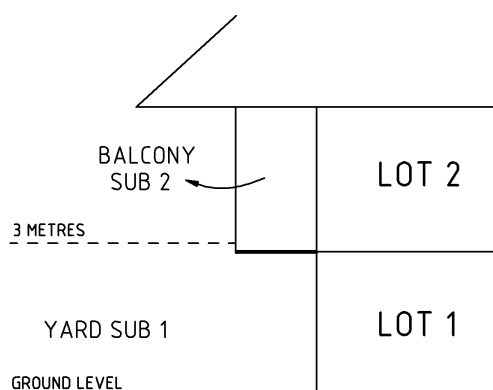


Figure 9.8

Example notation for the diagram above:

THE LOWER AND UPPER LIMITS OF A LOT SUBSIDIARY SHOWN AS YARD ARE EXISTING GROUND LEVEL AND 3 METRES ABOVE THE SAME RESPECTIVELY UNLESS LIMITED IN HEIGHT BY OVERHANGING STRUCTURES BELOW 3 METRES.

9.22 Lot Subsidiaries (Lateral Boundaries)

9.22.1 Lateral Lot Subsidiary boundaries may be defined by monument, data or combination of both.

9.22.2 Labels may be used on Lot Subsidiary boundaries to assist the definition (eg: PRODUCTION OF OUTSIDE FACE OF WALL or abbreviations may be used).

9.22.3 Lines are assumed to be straight unless indicated otherwise

9.23 Methods of fixing and identifying lateral boundaries of lot subsidiaries

9.23.1 The boundaries of lot subsidiaries are fixed by:

- Data
- Monument
- A combination of data and monument

9.23.2 A label must be shown to identify the boundary of lot subsidiaries in the following situations:

- Along a common boundary of lot subsidiaries with the same land use regardless whether the common boundary is monumented or not.
- Where a monument which is not a structure (eg fence, wall, edge of concrete, join in concrete etc.) forms a boundary of a lot subsidiary.
- Where the boundary of a lot subsidiary is related to a monument eg: a join between corners of a structure, a join between structures, outside face of wall prod etc.

9.24 Lot Subsidiaries (Lateral Boundaries) defined by Data

9.24.1 Data must be used to define the boundaries of a Lot Subsidiary where the subsidiary is unrelated to a monument (eg: Car parks).

9.24.2 Data cannot be used to fix a monument (e.g. carports).

9.24.3 Where necessary, tie-line data must be used to locate the Lot Subsidiary to the Lot boundary.

9.24.4 Angles and distances (not bearings) should be used to fix subsidiaries.

9.24.5 Only show minimum data.

9.25 Lot Subsidiaries (Lateral Boundaries) defined by Data

See [Figure 9.9](#)

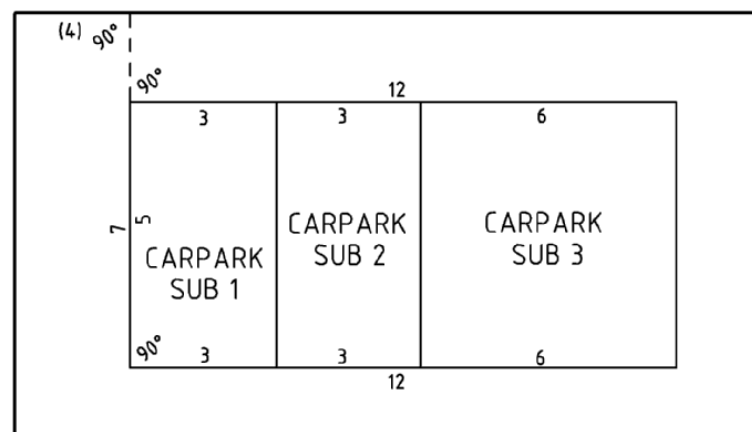


Figure 9.9

9.26 Lot Subsidiaries (Lateral Boundaries) defined by Monument

A monument or combination of different monuments that fully enclose a Lot Subsidiary may be used to define the Lateral Boundaries of the Lot Subsidiary.

A boundary can be fixed by a monument or be related to a monument.

Use of monuments for Lot Subsidiary boundaries is viewed as discretionary upon the Surveyors field inspection. The monuments used should constitute permanent and long standing structures, eg, Moss rocks or painted lines in a car park are not permanent or

deemed to be long standing. However, edge of concrete kerb or outside face of pillar is more substantial.

9.26.1 Lot subsidiaries comprising or defined by a structure can include balcony, garage, carport, shed, rain water tank, shadehouse, verandah, porch etc.

9.26.2 Where the boundary of a lot subsidiary is a monument consideration should be given as to whether the monument is to remain common property or is to be the shared responsibility of the owners who enjoy exclusive use of a particular lot subsidiary eg. if the boundary between 2 garage lot subsidiaries is labelled as WALL this would mean that the wall between both lot subsidiaries would remain as Common Property. If the boundary was labelled as CENTRE LINE OF WALL, the wall would be the joint responsibility of both lot owners.

9.26.3 If "Centre line of posts and prod" is used, the posts are the responsibility of the lot owner. If the term "Posts and centreline Prod" is used the posts remain Common Property. Pillars and columns are treated the same as Posts.

9.26.4 A label must be shown on the side of the line to which it refers. Where space does not permit, the label may be arrowed out (see [Figure 9.10](#)).

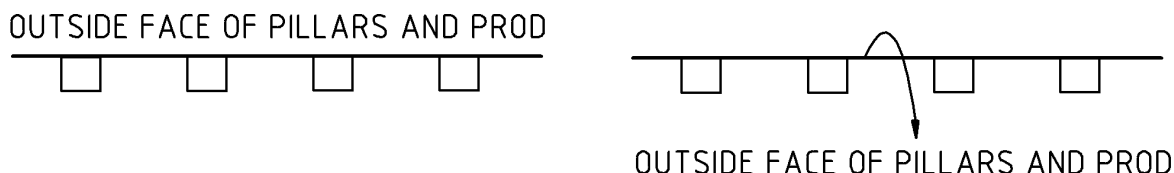


Figure 9.10

9.26.5 Lot Subsidiary boundaries within a building structure generally do not require labels. For example, a storeroom in a building may be defined solely by monument with no labels where the boundaries are the inside face of the walls, floor and ceiling (see [Figure 9.11](#)).

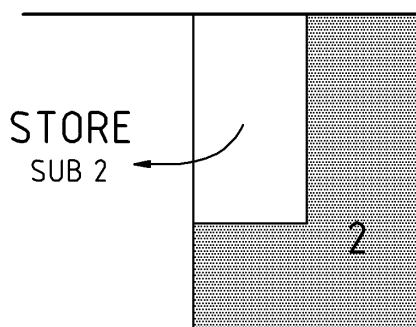


Figure 9.11

9.26.6 A label must be shown where Lot Subsidiaries assigned to different Lots abut each other and share the same common boundary (see [Figure 9.12](#)).

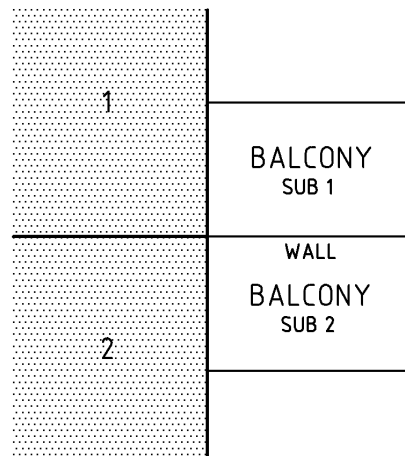


Figure 9.12

9.26.7 A label must be shown where a Lot Subsidiary boundary is a monument and not a structural component of the building (see [Figure 9.13](#)).

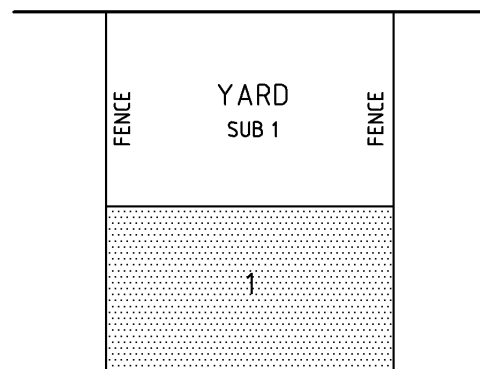


Figure 9.13

9.26.8 Monuments that do not form the entire length of a Lot Subsidiary boundary must show a label referring to two components:

- INSIDE, CENTRELINE, OUTSIDE FACE or similar
- PRODUCTION or PRODUCED

for example:

PRODUCTION OF OUTSIDE FACE OF WALL

EXPOSED FACE OF KERB PRODUCED

COLUMNS AND CENTRELINE OF COLUMNS PRODUCED

9.26.9 A boundary line has no width; labels such as FENCE PRODUCED or PRODUCTION OF WALL must not be shown (see [Figure 9.14](#)).

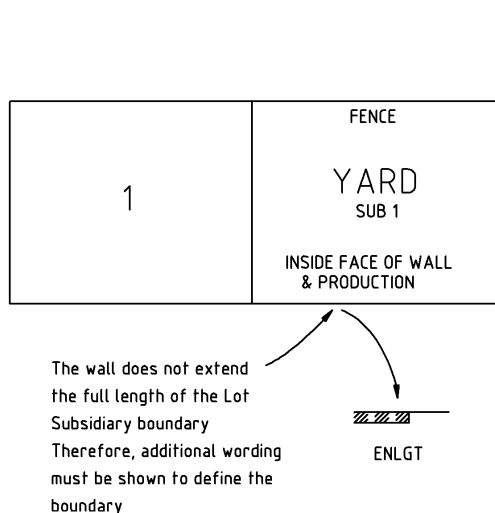


Figure 9.14

9.26.10 Stepped boundaries must show a label for each step, or an arrow indicating the extent of the label (see [Figure 9.15](#)). Where abbreviations are used a schedule must be shown.

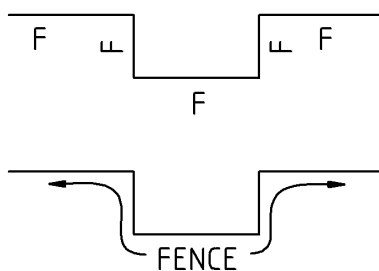


Figure 9.15

9.27 Lot Subsidiaries (Lateral Boundaries) defined by Monument and Data

Lot Subsidiary boundaries can be defined by a combination of data and monument.

9.27.1 A Lot Subsidiary boundary may be defined by straight line from a known point to a distance along a boundary (see [Figure 9.16](#)).

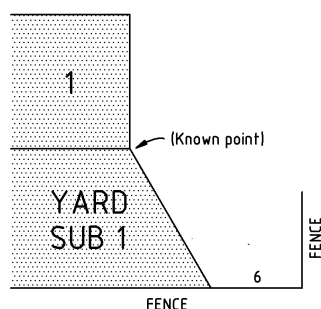


Figure 9.16

9.27.2 Angles and distances from a monument may be used to define Lot Subsidiary boundaries (see [Figure 9.17](#)).

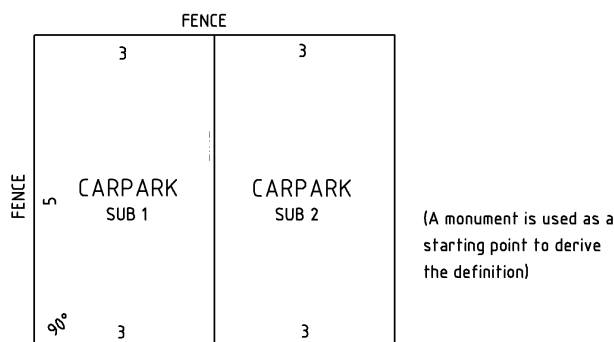


Figure 9.17

9.27.3 Data must not be shown along the entire length of a monument (see [Figure 9.18](#)).

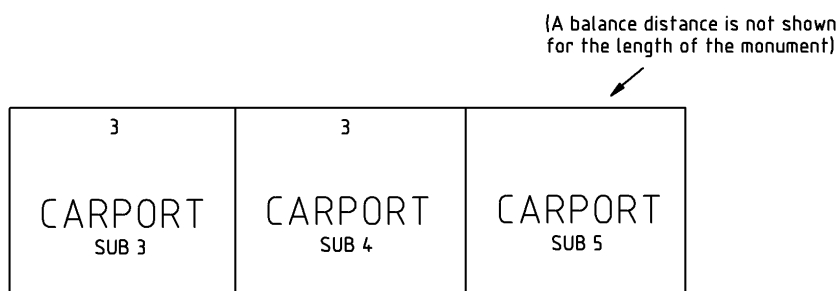


Figure 9.18

9.27.4 Data must not be shown connecting a monument to the title boundary.

9.28 Lot Entitlement Sheet

Lot Entitlements determine the shares in which lot owners make monetary contributions to the community corporation and are responsible for liabilities of the corporation and the shares in which the assets of the corporation are divided on cancellation.

Lot Entitlement Schedules are attached to the application and annexed to the plan.

See LTO Forms Online and Notice to Lodging Parties (NTLP) Number 158

9.29 Easements in Community Plans

See [Section 5.28 Easements in Community Plans](#)

9.30 Party Walls In Community Plans

See [13.7.3](#) and [13.7.4](#)

9.31 Encroachments

Encroachments apply to both Community Division and Community Strata.

They can be over Public land or Private land or both.

9.31.1 Encroachments must be plotted on the diagram using the tie-line symbol.

9.31.2 Encroachments must be fixed by offsets from the bold black lines and data must not be shown along the length of the encroachment.

9.31.3 Offsets must be shown on the Location sheet of a Community Division and on the Site Plan sheet and the relevant Floor plans on which the encroachment occurs for a Community Strata Plan.

9.31.4 On a Community Strata Plan where the encroachment(s) is uniform, the offsets are only required on the Site Plan. Where the encroachment(s) is not uniform, offsets must be shown on every relevant Floor plan where the encroachment occurs.

9.31.5 Only the land description abuttal must be shown for the land being encroached upon.

9.31.6 If an encroachment occurs over land which has a Certificate of Title this title reference must be shown under OTHER TITLES AFFECTED.

9.32 Encroachments over Public Land

Public land includes streets, roads, reserves etc and any land controlled or managed by a council.

9.32.1 Encroachments over Public land have no maximum distances for the encroachment and do not require an encroachment at ground level of footing and associated structures (eg: a balcony may encroach but only from the upper floors).

9.32.2 Encroachments over Public Roads and Reserves must be labelled on the diagram as to their nature, in solid letters. An alpha identifier may be added if the encroachments are of a similar nature and need to be uniquely identified. [Figure 9.21](#) shows two balconies encroaching onto a public road.

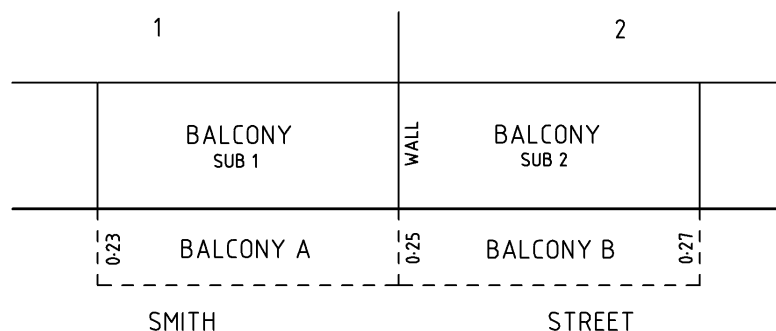


Figure 9.21

9.32.3 An annotation must be shown in the Annotations Panel on the Textual sheet (eg: ENCROACHMENT OF BALCONIES OCCURS OVER SMITH STREET).

9.32.4 Secondary and Tertiary Community Plans that abut an encroachment on the Primary Community Plan must make reference to the Primary Plan.

The following note is to be shown in the ANNOTATION PANEL on the Textual Sheet quoting the Primary Community Plan number:

ENCROACHMENT OF BALCONIES OCCURS OVER SMITH STREET (VIDE CP.....)

9.32.5 The offset along the common boundary of an encroachment of a like nature may be shown (eg: between the two balconies shown in [Figure 9.21](#)).

9.32.6 Where an encroachment occurs over a public reserve, an annotation must be shown in the Annotations panel on the Textual sheet (eg: ENCROACHMENT OF VERANDAH OCCURS OVER ALLOTMENT 10(RESERVE) IN D 38675).

9.32.7 Where an encroachment (eg. balcony) is shown on the primary community plan but is exclusively used by a lot in the secondary community plan, reference to the encroachment may be shown on the secondary community plan

9.33 Encroachments over Adjoining Private Land

Encroachments over adjoining private land consist of protrusions of footings, or footings and associated structures at ground level.

- 9.33.1 Where the encroachment includes footings less than 200mm, consents from the party being encroached upon is required. If greater than 200mm, an easement (except for footings) or division is required.
- 9.33.2 An alpha identifier must be used to identify the encroachment over private land. The nature of the encroachment must be described in an annotation shown in the Annotations Panel on the Textual sheet (eg: ENCROACHMENT OF FOOTINGS AND WALL OCCURS OVER ADJOINING PRIVATE LAND LETTERED X). (Refer to [Figure 9.22](#), which shows an encroachment of footing and wall.)

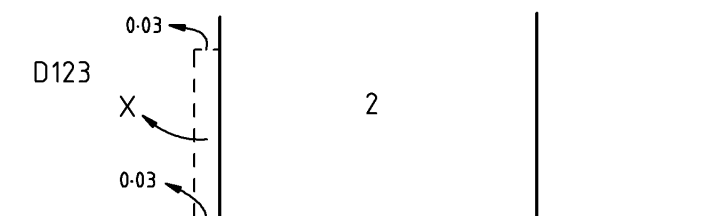
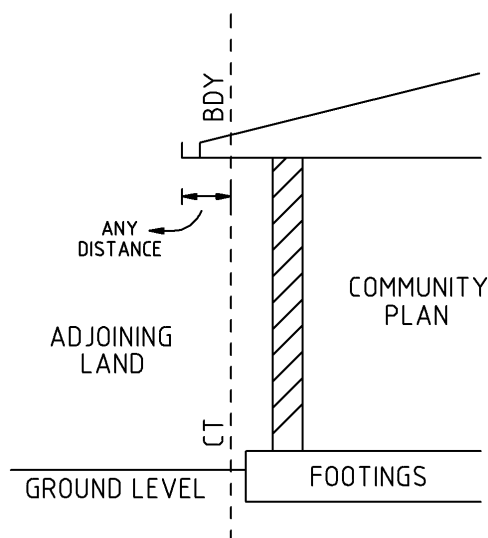


Figure 9.22

- 9.33.3 Where any part of a building (other than footings) encroach over adjacent private land by overhanging or cantilevering structures, either an easement for overhanging eaves, gutters etc. must be created, or the fee simple of the land must be purchased, by means of a plan of division

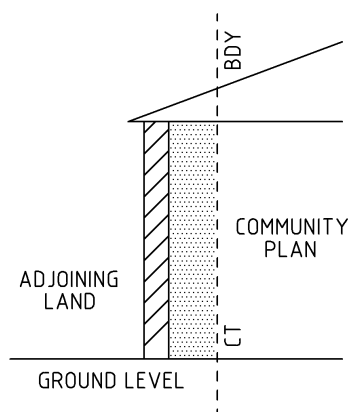
9.34 Encroachments over Private Land - Case Study 9.1

Only the eaves and gutters are encroaching into the adjoining land. An easement for eaves and gutters may be created or purchase the fee simple of the land by means of land division.



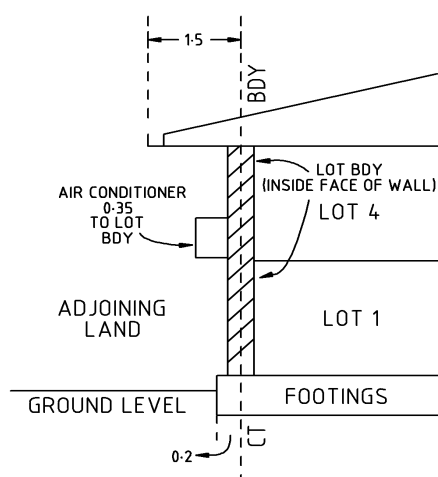
9.35 Encroachments over Private Land - Case Study 9.2

The building encroaches greater than 200mm into adjoining private land. As the Lot is outside the title boundary, a land division is required. The owner of the Lot can only legally own to the CT boundary (i.e. the shaded portion cannot be legally occupied by the owner of the Lot).



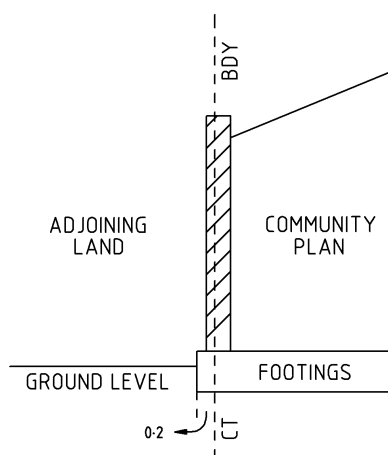
9.36 Encroachments over Private Land - Case Study 9.3

A building in a Community Strata encroaches into the adjoining land. The encroachment of the footings and wall is within 200mm but the air conditioner and the eaves and gutters are outside the 200mm limit. Consents for the encroachment of wall and footings must be obtained from the adjoining owner and other registered interests and attached to the application for deposit. The remaining encroachments (air conditioner, eaves and gutters) require the creation of an easement or a Division Plan can be prepared to adjust the boundary to accommodate the encroachments.



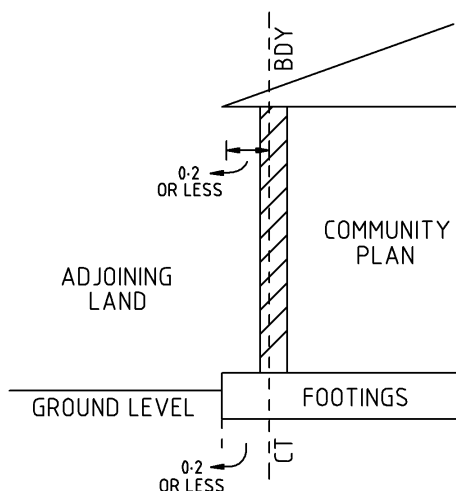
9.37 Encroachments over Private Land - Case Study 9.4

The footings and wall encroach less than 200mm into the adjoining land. Consents for the encroachment of the wall and footings must be obtained from the adjoining owner and other registered interests and attached to the application for deposit.



9.38 Encroachments over Private Land - Case Study 9.5

The encroachments of footings, wall, eaves and gutters are all less than 200mm or less. Consents for encroachments must be obtained from the adjoining owner and other registered interests and attached to the application for deposit.



9.39 Single Storey Monument Community Plans

A single storey monument based Community Plan can exist in two situations:

- Single Storey Community Strata Plan
- Single Storey Community Plans

9.40 Single Storey Community Strata Plans

Single Storey Community Strata Plans may be lodged in the LTRO where the subject land is a scheme that was in existence prior to 22 February 1968.

The plan can be prepared in either the Community Strata plan format or a data and monument format. The plan Purpose must be PRIMARY COMMUNITY STRATA.

Where the data and monument format is used, data cannot be used to fix the monument(s). A note must be shown regarding the height limits of the lots e.g. The upper and lower limits of lots are metres above the finished floor level and metres below the finished floor level.

9.41 Single Storey Community Plans (not a Strata Plan)

Single storey monument plans may be lodged at the LTRO where the subject land is to be used for commercial purposes (eg: Shopping centres or offices).

9.41.1 The Purpose field on the Textual sheet must show PRIMARY COMMUNITY.

9.41.2 Lot boundaries are usually the outside face of the wall and must be indicated on the plan by one of two methods:

- An annotation in the Annotations panel on the Textual sheet (eg: UNLESS STATED OTHERWISE THE BOUNDARY OF A LOT IS THE OUTSIDE FACE OF WALL) or
- Identify each monument boundary with a label (eg: OUTSIDE FACE OF WALL)

9.41.3 An upper or a lower limit (not both) must be shown in the Annotations panel on the Textual sheet (eg: THE UPPER LIMIT OF LOTS SHOWN IS THE UNDERSIDE OF THE CEILING)

9.41.4 The following annotation must be shown in the Annotations panel on the Textual sheet where the Lots are entirely within a single storey building:

LOTS..... ARE ENTIRELY WITHIN A SINGLE STOREY BUILDING

9.41.5 The following annotation must be shown in the Annotations panel on the Textual sheet where the Lots do not occupy the full extent of the building structure.

- - - - DENOTES THAT PART OF THE SINGLE STOREY BUILDING THAT DOES NOT FORM PART OF A LOT BOUNDARY

9.41.6 Tie lines must be shown on the diagram to indicate the extent of the building (see [Figure 9.23](#))

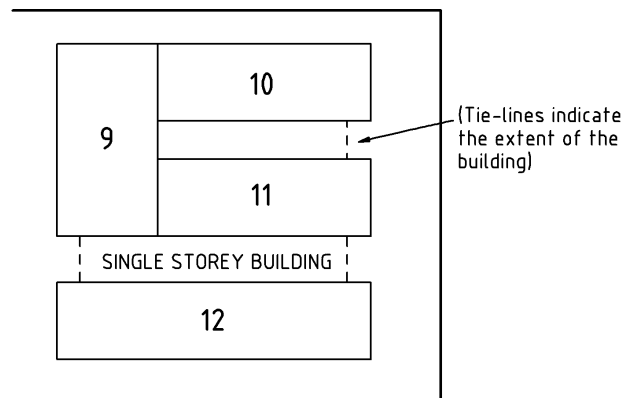


Figure 9.23

9.42 A Strata Plan adopting the Community Titles Act and a subsequent amendment

9.42.1 An LR (Lodgement of Resolution) document is lodged and filed to adopt the provisions of the Community Titles Act 1996.

9.42.2 The new plan must be given the prefix C and show the original number of the Strata Plan eg. S7985 will become C7985. A Community Plan with a new number must not be lodged.

9.42.3 Where the original Strata Plan was a single storey strata the new Community Plan can be fixed by data and have the plan Purpose of PRIMARY COMMUNITY.

9.42.4 A new outer boundary is required unless the requirements of Section 2.28 are fulfilled.

9.42.5 The Community Plan must show the original title reference in the SUBJECT TITLE DETAILS and the current title references of the Common Property and Units must be shown under Other Titles Affected.

9.42.6 The Community Plan must show SUBSTITUTE SHEET under the plan number on the textual sheet and on all diagram sheets.

9.42.7 When an Allotment(s) is vested as a public road or reserve on the Strata Plan the new plan must delineate these allotments(s) and retain the original allotment number(s). A note must be shown in the Annotation panel on the Textual Sheet, eg. ALLOTMENT 6 VESTED AS A RESERVE IN S1010 or ALLOTMENT 7 (SMITH STREET) VESTED AS A PUBLIC ROAD IN S1000. Reserve or Smith Street is shown in brackets under the allotment number on the Diagram Sheet, eg.

6
(RESERVE)

7
(SMITH STREET)

9.42.8 For general requirements see Section 10 Amendments to Community Plans.

9.43 Cancellation of a Community Plan

9.43.1 Any type of community scheme can be cancelled, but if there are any subservient plans these will also need to be cancelled.

Therefore if a:

- Primary Plan is to be cancelled any subservient secondary and tertiary plans must also be cancelled.
- Secondary Plan is to be cancelled any subservient tertiary plans must also be cancelled.

9.43.2 There are two methods of cancelling a Community Plan:

- Section 70 of the Community Titles Act 1996 – Where a Division Plan supersedes the whole of a Community Plan. Roads/Reserves vested in a Community plan remain in the Community plan.
- Part 7 Division 3 of the Community Titles Act 1996 – Where a Community Plan will not be superseded by a Division Plan, a Filed Plan (with the heading REIDENTIFICATION OF LAND AND REDESIGNATION OF PARCELS) redesignating the Allotment created by the cancellation must be lodged prior to the application for cancellation. Roads/Reserves vested in a Community plan remain in the Community plan.

Note: For amendments involving changes to boundaries of a Community Plan see Section 10.26.

9.43.3 Section 69(2) of the Community Titles Act 1996 sets out the disposition of existing easements, eg:

- All internal easements are extinguished
- An easement over a lot or the common property where the dominant land is outside the community parcel (or where there is no dominant land) is unaffected
- An easement that was appurtenant to part, but not whole, of the community parcel will be appurtenant to the whole of the land formerly comprised in the community parcel if the owner of the servient land and all persons who hold a registered encumbrance over the servient land (other than an easement that will not be affected) consent to the cancellation of the plan.


9.44 Community Plans – C21830 (Primary Plan of Community Division)

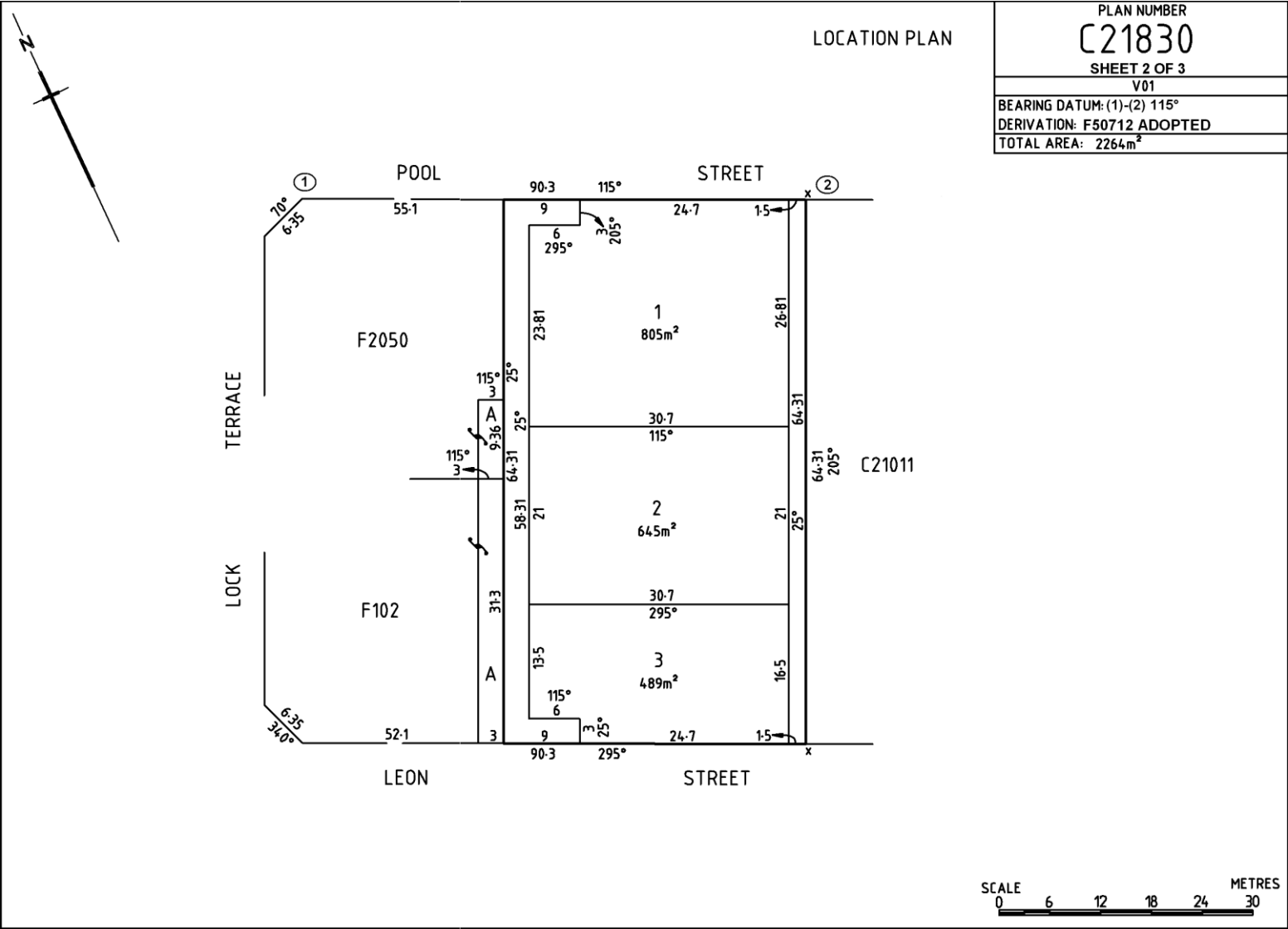
C21830 is a Primary Plan of Community Division creating three lots and common property. A free and unrestricted right of way is to be created as a planning condition over adjoining land appurtenant to Lots 1 and 2.

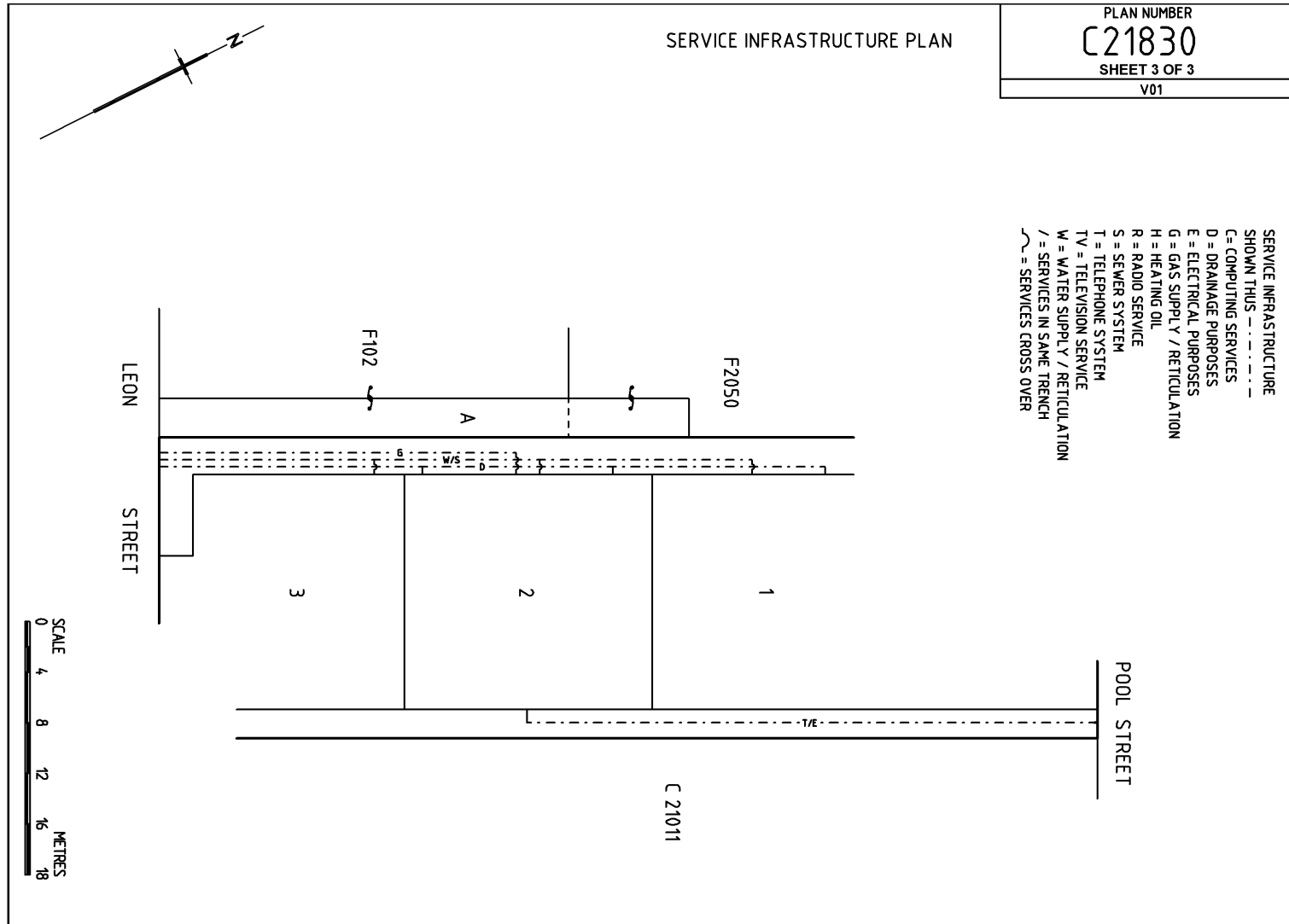
NOTE: The servient land outside the bold black lines is depicted on the plan as distinct from the whole of the CT for the servient land.

The plan consists of:

- Sheet 1 - is the TEXTUAL SHEET
- Sheet 2 - is the LOCATION PLAN
- Sheet 3 - is the SERVICE INFRASTRUCTURE PLAN

PURPOSE: PRIMARY COMMUNITY MAP REF: 6628/42/G LAST PLAN: F50712	AREA NAME: GREENHILLS COUNCIL: CITY OF SALISBURY DEVELOPMENT NO: 180/C101/05/001/2354	APPROVED: <div style="border: 1px solid black; height: 20px; width: 100%;"></div> DEPOSITED/FILED: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	 <div style="font-size: 24pt; font-weight: bold;">C21830</div> <div style="font-weight: bold;">SHEET 1 OF 3</div> <div style="font-weight: bold;">V01</div>																						
AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257																									
AGENT CODE: FRT0 REFERENCE: A125.365		SURVEYORS I Frank Leon Torrens Licensed Surveyor of South Australia do hereby certify: CERTIFICATION: 1) I am uncertain about the location of that part of the service infrastructure shown between the points marked > and < on the plan; and 2) This community plan has been correctly prepared in accordance with the Community Titles Act 1996. Dated the day of 20 Frank Leon Torrens Licensed Surveyor																							
SUBJECT TITLE DETAILS: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">PREFIX</th> <th style="text-align: left;">VOLUME</th> <th style="text-align: left;">FOLIO</th> <th style="text-align: left;">OTHER</th> <th style="text-align: left;">PARCEL</th> <th style="text-align: left;">NUMBER</th> <th style="text-align: left;">PLAN</th> <th style="text-align: left;">NUMBER</th> <th style="text-align: left;">HUNDRED / 1A / DIVISION</th> <th style="text-align: left;">TOWN</th> <th style="text-align: left;">REFERENCE NUMBER</th> </tr> </thead> <tbody> <tr> <td>CT</td> <td>5575</td> <td>90</td> <td></td> <td>ALLOTMENT(S)</td> <td>10</td> <td>D</td> <td>45179</td> <td>YATALA</td> <td></td> <td></td> </tr> </tbody> </table>				PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED / 1A / DIVISION	TOWN	REFERENCE NUMBER	CT	5575	90		ALLOTMENT(S)	10	D	45179	YATALA		
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CT	5575	90		ALLOTMENT(S)	10	D	45179	YATALA																	
OTHER TITLES AFFECTED: CT 5124/124, CT 5555/263																									
EASEMENT DETAILS: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">STATUS</th> <th style="text-align: left;">LAND BURDENED</th> <th style="text-align: left;">FORM</th> <th style="text-align: left;">CATEGORY</th> <th style="text-align: left;">IDENTIFIER</th> <th style="text-align: left;">PURPOSE</th> <th style="text-align: left;">IN FAVOUR OF</th> <th style="text-align: left;">CREATION</th> </tr> </thead> <tbody> <tr> <td>NEW</td> <td>1 IN F 102 1 IN F 2050</td> <td>SHORT</td> <td>FREE AND UNRESTRICTED RIGHT(S) OF WAY</td> <td>A</td> <td></td> <td>1.2</td> <td></td> </tr> </tbody> </table>				STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION	NEW	1 IN F 102 1 IN F 2050	SHORT	FREE AND UNRESTRICTED RIGHT(S) OF WAY	A		1.2							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION																		
NEW	1 IN F 102 1 IN F 2050	SHORT	FREE AND UNRESTRICTED RIGHT(S) OF WAY	A		1.2																			
ANNOTATIONS:																									





9.45 Community Plans – C21900 (Secondary Plan of Community Strata)


C21900 is a Secondary Plan of Community Strata lodged over lot 2 in C21830 (see Section 9.41 Community Plans - C21830) creating 4 Lots and common property.

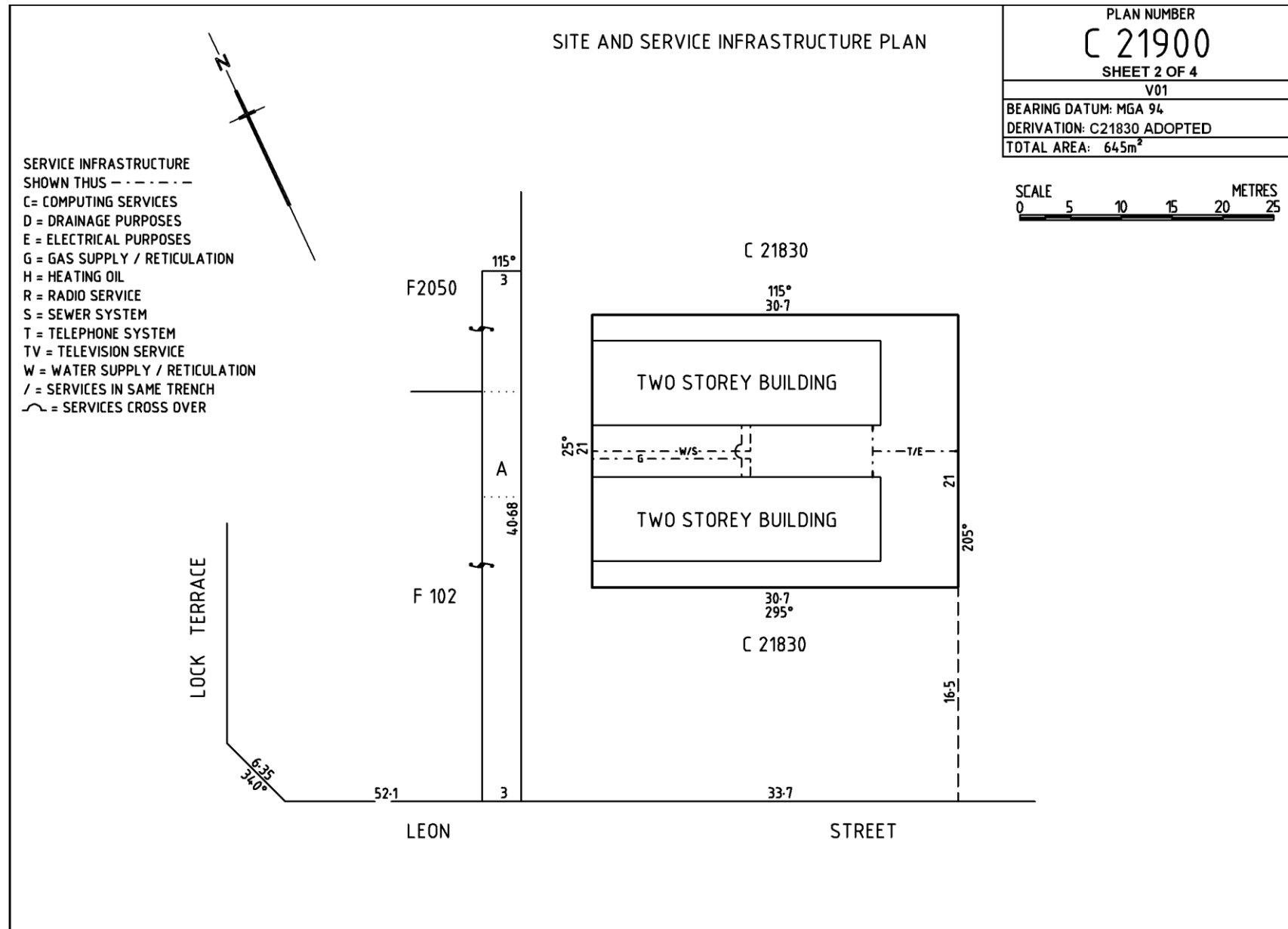
Lot 2 in C21830 has legal access over the common property and a free and unrestricted right of way over land marked A in C21830.

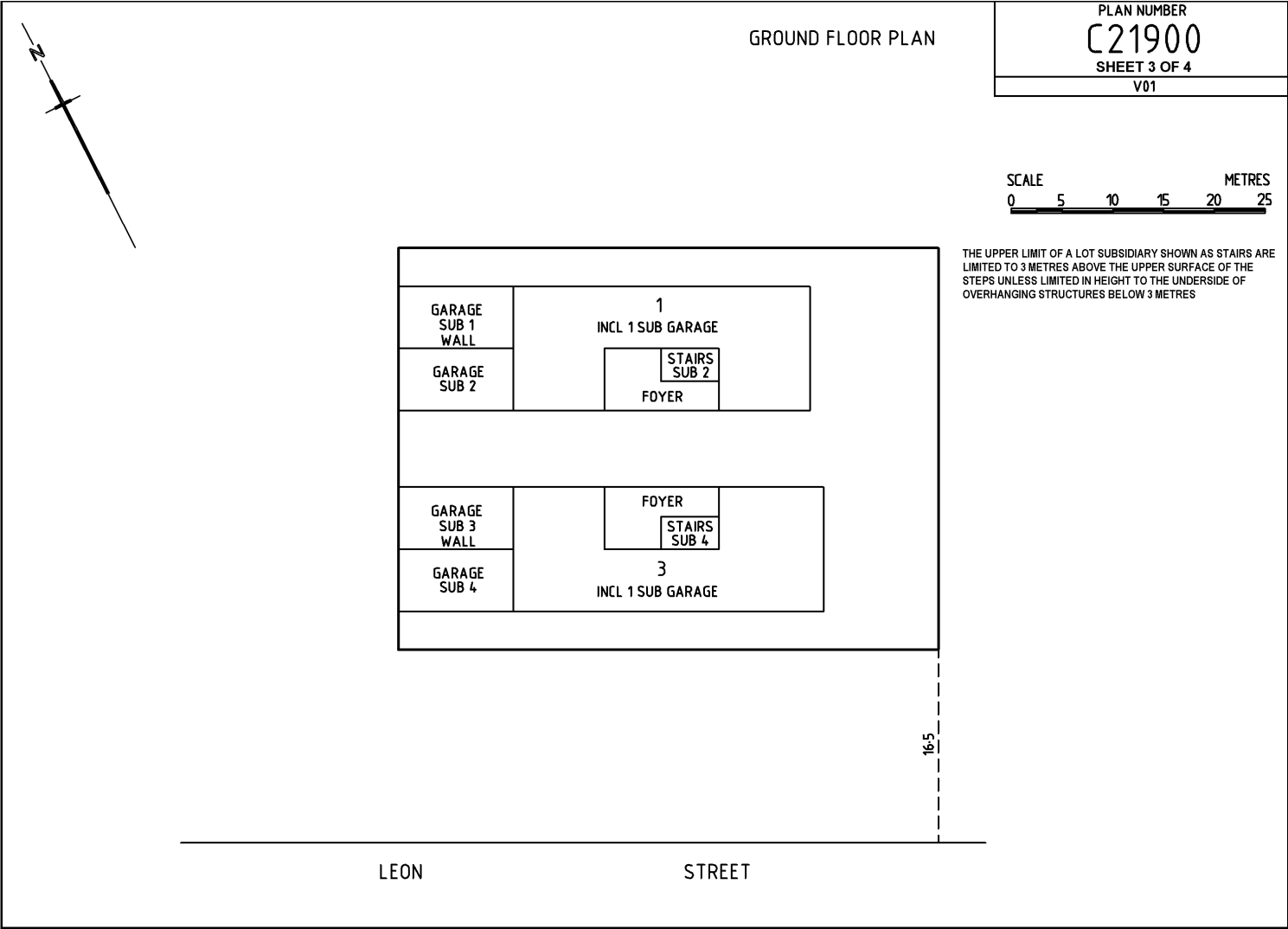
NOTE: The identity of the servient land has changed since C21830.

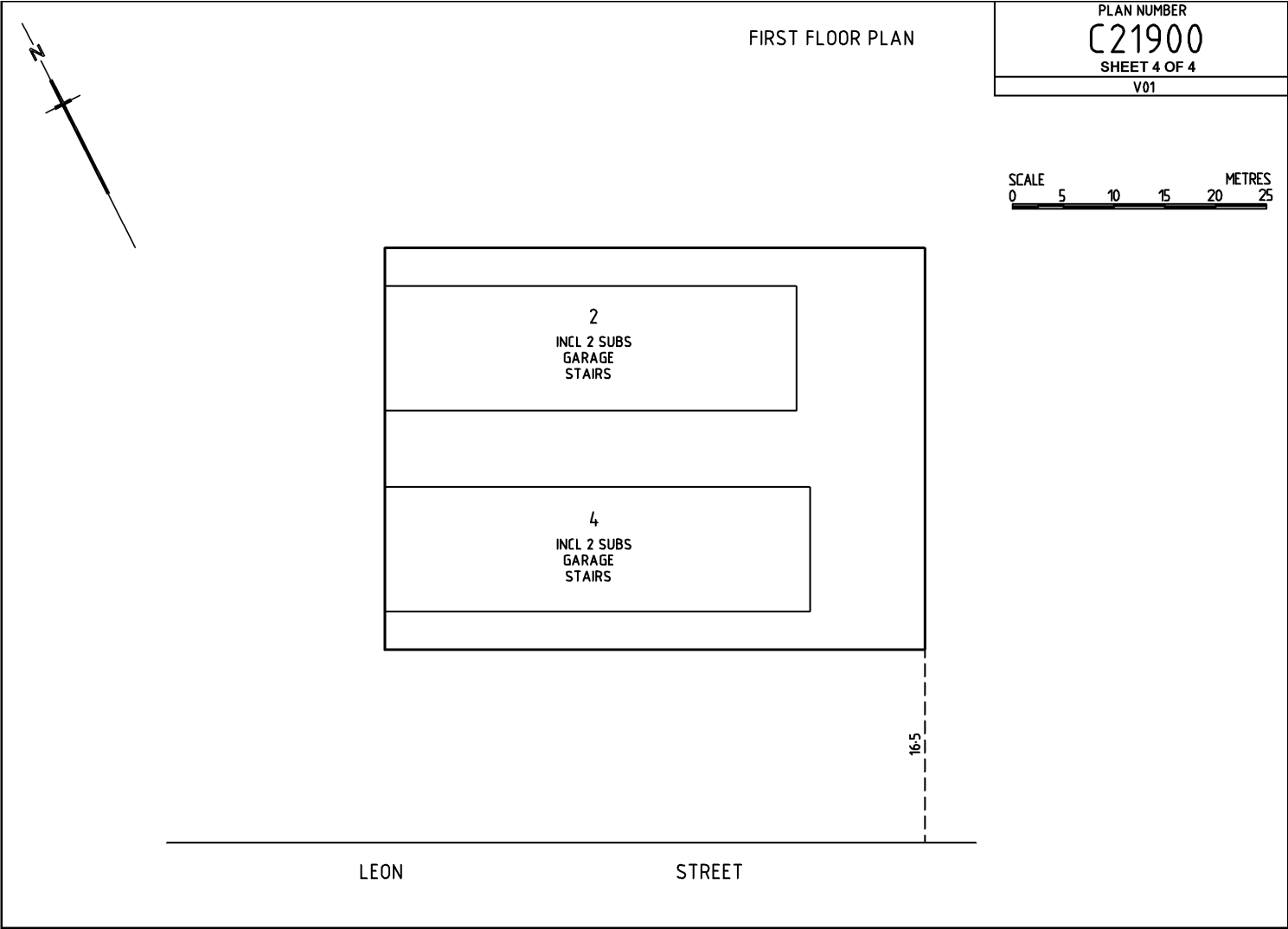
The plan consists of:

- Sheet 1 - is the TEXTUAL SHEET
- Sheet 2 - is the SITE and SERVICE INFRASTRUCTURE PLAN
- Sheet 3 - is the GROUND FLOOR PLAN
- Sheet 4 - is the FIRST FLOOR PLAN

PURPOSE: SECONDARY COMMUNITY STRATA MAP REF: 6628.42.G LAST PLAN: C21830	AREA NAME: GREENHILLS COUNCIL: CITY OF SALISBURY DEVELOPMENT NO: 180/C101/05/001/2354	APPROVED: / . / DEPOSITED/FILED: / . /	 C21900 SHEET 1 OF 4 V01																						
AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257 AGENT CODE: FRT0 REFERENCE: A125.365		SURVEYORS I Frank Leon Torrens Licensed Surveyor of South Australia do hereby certify: CERTIFICATION: 1) I am uncertain about the location of that part of the service infrastructure shown between the points marked > and < on the plan; and 2) This community plan has been correctly prepared in accordance with the Community Titles Act 1996. Dated the day of 20 Frank Leon Torrens Licensed Surveyor																							
SUBJECT TITLE DETAILS: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">PREFIX</th> <th style="text-align: left;">VOLUME</th> <th style="text-align: left;">FOLIO</th> <th style="text-align: left;">OTHER</th> <th style="text-align: left;">PARCEL</th> <th style="text-align: left;">NUMBER</th> <th style="text-align: left;">PLAN</th> <th style="text-align: left;">NUMBER</th> <th style="text-align: left;">HUNDRED / IA / DIVISION</th> <th style="text-align: left;">TOWN</th> <th style="text-align: left;">REFERENCE NUMBER</th> </tr> </thead> <tbody> <tr> <td>CT</td> <td>5981</td> <td>16</td> <td></td> <td>LOT(S)</td> <td>2</td> <td>C</td> <td>21830</td> <td>YATALA</td> <td></td> <td></td> </tr> </tbody> </table>				PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER	CT	5981	16		LOT(S)	2	C	21830	YATALA		
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER															
CT	5981	16		LOT(S)	2	C	21830	YATALA																	
OTHER TITLES AFFECTED:																									
EASEMENT DETAILS: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">STATUS</th> <th style="text-align: left;">LAND BURDENED</th> <th style="text-align: left;">FORM</th> <th style="text-align: left;">CATEGORY</th> <th style="text-align: left;">IDENTIFIER</th> <th style="text-align: left;">PURPOSE</th> <th style="text-align: left;">IN FAVOUR OF</th> <th style="text-align: left;">CREATION</th> </tr> </thead> <tbody> <tr> <td>EXISTING</td> <td></td> <td>SHORT</td> <td>FREE AND UNRESTRICTED RIGHT(S) OF WAY</td> <td>A</td> <td></td> <td>1-4 COMMON PROPERTY</td> <td></td> </tr> </tbody> </table>				STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION	EXISTING		SHORT	FREE AND UNRESTRICTED RIGHT(S) OF WAY	A		1-4 COMMON PROPERTY							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION																		
EXISTING		SHORT	FREE AND UNRESTRICTED RIGHT(S) OF WAY	A		1-4 COMMON PROPERTY																			
ANNOTATIONS: PRIMARY PLAN IS C21830																									








9.46 Community Plans – C22001 (Secondary Plan of Community Division)

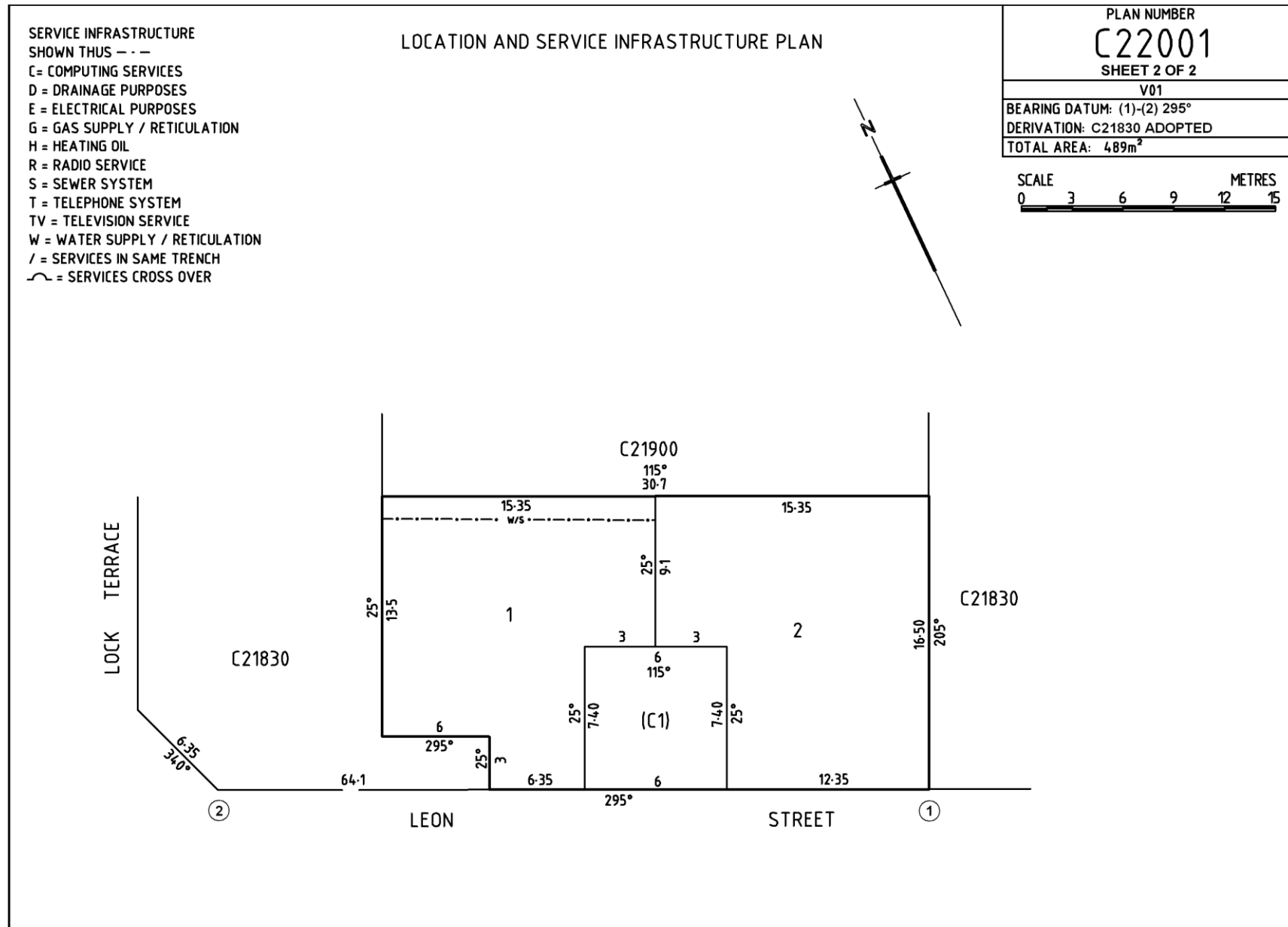
C22001 is a Secondary Plan of Community Division over lot 3 in C21830 (see Section 9.41 Community Plans - C21830) creating 2 lots and common property.

The service infrastructure has been shown on Diagram Sheet 1.

The plan consists of:

- Sheet 1 - is the TEXTUAL SHEET
- Sheet 2 - is the LOCATION AND SERVICE INFRASTRUCTURE PLAN

PURPOSE: SECONDARY COMMUNITY MAP REF: 6628.42.G LAST PLAN: C21830	AREA NAME: GREENHILLS COUNCIL: CITY OF SALISBURY DEVELOPMENT NO: 180/C010/05/001/5641	APPROVED: / / <hr/> DEPOSITED/FILED: / /	 <div style="font-size: 2em; font-weight: bold; margin: 5px 0;">C22001</div> <div style="font-weight: bold; margin: 2px 0;">SHEET 1 OF 2</div> <div style="border: 1px solid black; padding: 2px; font-weight: bold; margin: 2px 0;">V01</div>																						
AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257 AGENT CODE: FRT0 REFERENCE: A125.365																									
SURVEYORS I Frank Leon Torrens Licensed Surveyor of South Australia do hereby certify: CERTIFICATION: 1) I am uncertain about the location of that part of the service infrastructure shown between the points marked > and < on the plan; and 2) This community plan has been correctly prepared in accordance with the Community Titles Act 1996. <div style="display: flex; justify-content: space-between;"> Dated the day of 20 Frank Leon Torrens Licensed Surveyor </div>																									
SUBJECT TITLE DETAILS: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">PREFIX</th> <th style="text-align: left;">VOLUME</th> <th style="text-align: left;">FOLIO</th> <th style="text-align: left;">OTHER</th> <th style="text-align: left;">PARCEL</th> <th style="text-align: left;">NUMBER</th> <th style="text-align: left;">PLAN</th> <th style="text-align: left;">NUMBER</th> <th style="text-align: left;">HUNDRED / IA / DIVISION</th> <th style="text-align: left;">TOWN</th> <th style="text-align: left;">REFERENCE NUMBER</th> </tr> </thead> <tbody> <tr> <td>CT</td> <td>5981</td> <td>17</td> <td></td> <td>LOT(S)</td> <td>3</td> <td>C</td> <td>21830</td> <td>YATALA</td> <td></td> <td></td> </tr> </tbody> </table>				PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER	CT	5981	17		LOT(S)	3	C	21830	YATALA		
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER															
CT	5981	17		LOT(S)	3	C	21830	YATALA																	
OTHER TITLES AFFECTED:																									
EASEMENT DETAILS: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">STATUS</th> <th style="text-align: left;">LAND BURDENED</th> <th style="text-align: left;">FORM</th> <th style="text-align: left;">CATEGORY</th> <th style="text-align: left;">IDENTIFIER</th> <th style="text-align: left;">PURPOSE</th> <th style="text-align: left;">IN FAVOUR OF</th> <th style="text-align: left;">CREATION</th> </tr> </thead> <tbody> <tr> <td colspan="8" style="height: 100px;"></td> </tr> </tbody> </table>				STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION														
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION																		
ANNOTATIONS: PRIMARY PLAN IS C21830 COMMON PROPERTY IS DESIGNATED (C1) FOR LAND INFORMATION PURPOSES AND DOES NOT PROVIDE A LEGAL IDENTIFIER FOR THE COMMON PROPERTY																									



9.47 Community Plans – C23196 (Tertiary Plan of Community Strata)


C23196 is a Tertiary Plan of Community Strata lodged over lot 2 in C21900, a Secondary Plan of Community Strata (see [Section 9.42 Community Plans – C21900 \(Secondary Plan of Community Strata\)](#))

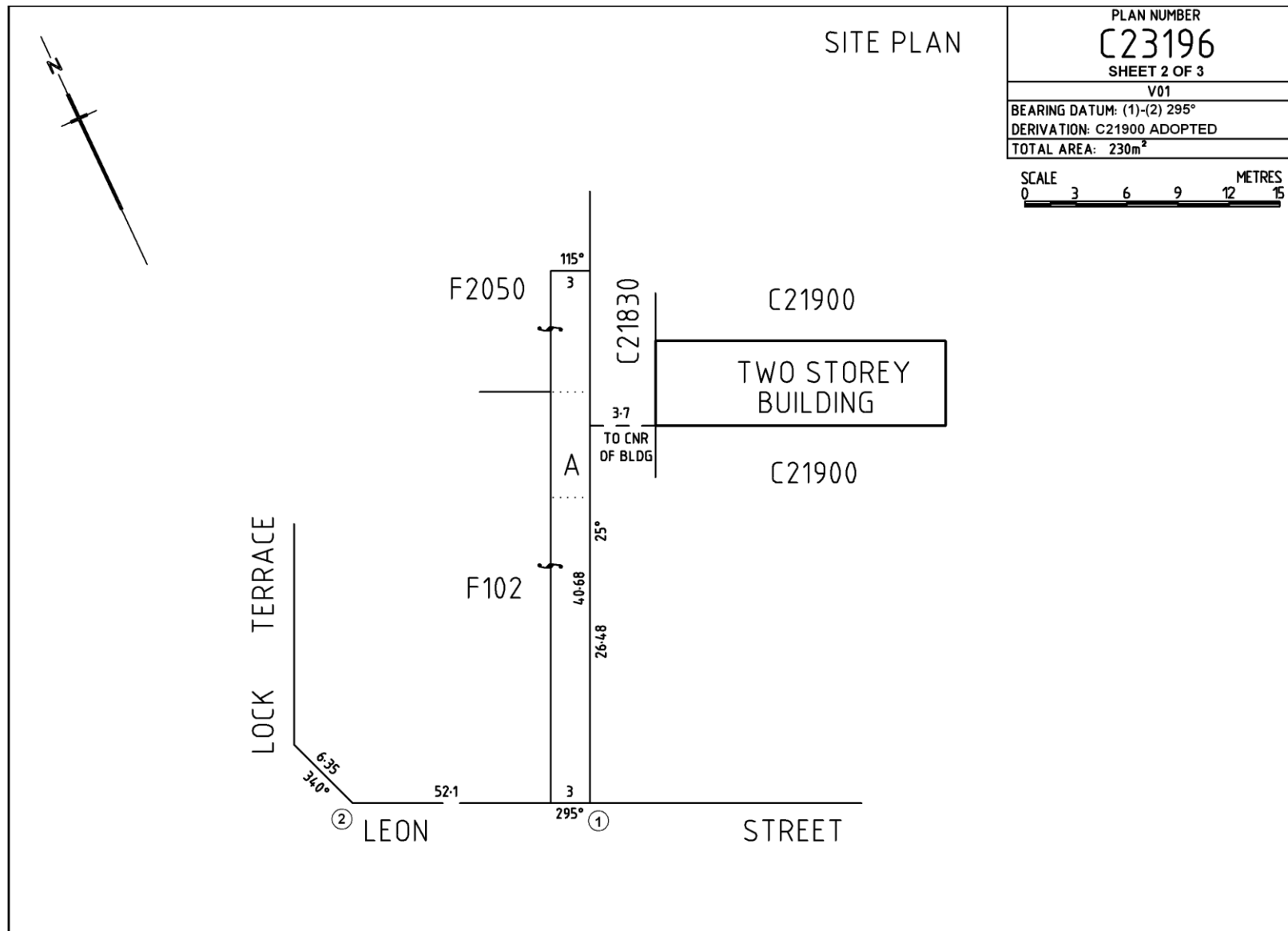
The plan consists of:

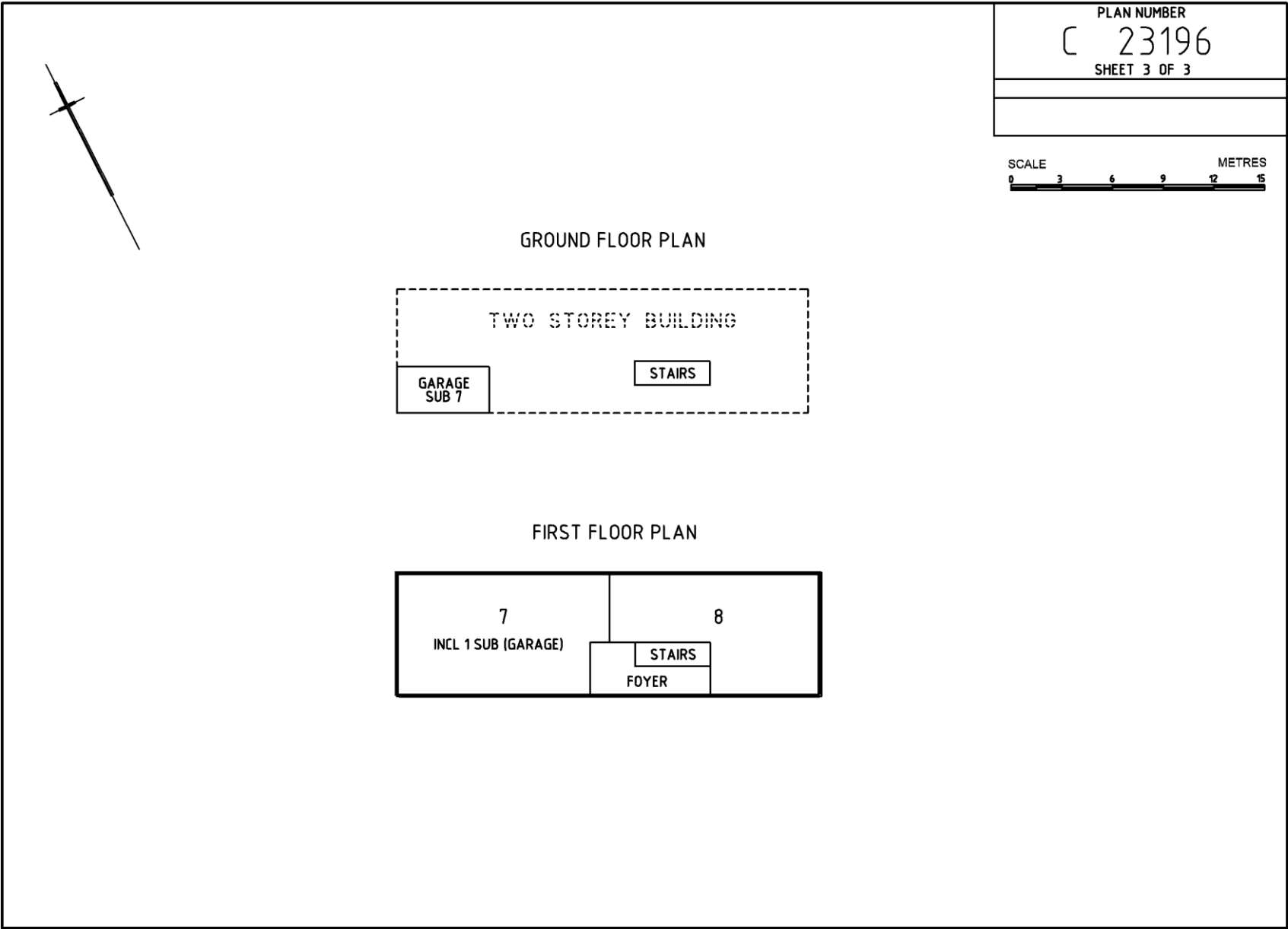
- Sheet 1 - is the TEXTUAL SHEET
- Sheet 2 - is the SITE PLAN
- Sheet 3 - is the GROUND FLOOR PLAN and FIRST FLOOR PLAN

Diagram Sheet 1 (Site Plan) shows the two storey building, the servient land outside the bold black lines lettered A and a connection from the two storey building to Leon Street.

Diagram Sheet 2, (Ground Floor Plan and First Floor Plan) shows the common property (stairs) and the lot subsidiary (garage) on the ground floor plan and the lots and common property (stairs and foyer) on the first floor plan.

PURPOSE: TERTIARY COMMUNITY STRATA MAP REF: 6628.42.G LAST PLAN: C21900	AREA NAME: GREENHILLS COUNCIL: CITY OF SALISBURY DEVELOPMENT NO: 180/C011/05/001/1234	APPROVED: <div style="border: 1px solid black; height: 20px; margin: 2px;"></div> <div style="border: 1px solid black; height: 20px; margin: 2px;"></div> DEPOSITED/FILED: <div style="border: 1px solid black; height: 20px; margin: 2px;"></div> <div style="border: 1px solid black; height: 20px; margin: 2px;"></div>	 <div style="font-size: 24pt; font-weight: bold; margin: 5px;">C23196</div> <div style="font-weight: bold; margin: 2px;">SHEET 1 OF 3</div> <div style="border: 1px solid black; padding: 2px; margin: 2px;">V01</div>																														
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%; vertical-align: top;"> AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257 AGENT CODE: FRT0 REFERENCE: A125.365 </td> <td style="width: 60%; vertical-align: top;"> SURVEYORS CERTIFICATION: I Frank Leon Torrens Licensed Surveyor of South Australia do hereby certify: 1) I am uncertain about the location of that part of the service infrastructure shown between the points marked » and « on the plan; and 2) This community plan has been correctly prepared in accordance with the Community Titles Act 1996. Dated the day of 20 Frank Leon Torrens Licensed Surveyor </td> </tr> </table>				AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257 AGENT CODE: FRT0 REFERENCE: A125.365	SURVEYORS CERTIFICATION: I Frank Leon Torrens Licensed Surveyor of South Australia do hereby certify: 1) I am uncertain about the location of that part of the service infrastructure shown between the points marked » and « on the plan; and 2) This community plan has been correctly prepared in accordance with the Community Titles Act 1996. Dated the day of 20 Frank Leon Torrens Licensed Surveyor																												
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OTHER TITLES AFFECTED: <table style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="10" style="text-align: left; padding-bottom: 5px;">EASEMENT DETAILS:</th> </tr> <tr> <th style="text-align: left;">STATUS</th> <th style="text-align: left;">LAND BURDENED</th> <th style="text-align: left;">FORM</th> <th style="text-align: left;">CATEGORY</th> <th style="text-align: left;">IDENTIFIER</th> <th style="text-align: left;">PURPOSE</th> <th style="text-align: left;">IN FAVOUR OF</th> <th style="text-align: left;">CREATION</th> <th colspan="2"></th> </tr> <tr> <td>EXISTING</td> <td></td> <td>SHORT</td> <td>FREE AND UNRESTRICTED RIGHT(S) OF WAY</td> <td>A</td> <td></td> <td>7.8.COMMON PROPERTY</td> <td></td> <td colspan="2"></td> </tr> </table>				EASEMENT DETAILS:										STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION			EXISTING		SHORT	FREE AND UNRESTRICTED RIGHT(S) OF WAY	A		7.8.COMMON PROPERTY			
EASEMENT DETAILS:																																	
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION																										
EXISTING		SHORT	FREE AND UNRESTRICTED RIGHT(S) OF WAY	A		7.8.COMMON PROPERTY																											
ANNOTATIONS: PRIMARY PLAN IS C21830 SECONDARY PLAN IS C21900																																	





9.48 Community Plans – C23791 (Community Division where some of the Lots comprise Pieces)

C23791 is a plan of Community Division delineating:

- An allotment to vest as public road
- Lots comprising pieces.
- Two separate areas of common property

Survey marking requirements are the same for Community Plans as they are for Division Plans.


NOTE: Survey marks and schedule have not been shown on the sample plan.

The plan consists of:

- Sheet 1 - is the TEXTUAL SHEET
- Sheet 2 - is the LOCATION PLAN
- Sheet 3 - is the SERVICE INFRASTRUCTURE PLAN (not included)

Diagram Sheet 1, the Location Plan shows:

- Allotment 50 is to vest as public road. The prefix Allotment is not shown.
- Piece identifiers and a schedule of pieces shown to identify portions of the same lot separated by common property.
- The two areas of the common property have been identified as (C1) and (C2) with a corresponding annotation shown in the Annotation panel on the Textual Sheet

PURPOSE: PRIMARY COMMUNITY MAP REF: 6628.42.K LAST PLAN: F65023	AREA NAME: HEATHPOOL COUNCIL: THE CORPORATION OF THE CITY OF NORWOOD, PAYNEHAM AND ST. PETERS DEVELOPMENT NO: 180/C200/00/001/78946	APPROVED:/...../..... DEPOSITED/FILED:/...../.....	 C23791 SHEET 1 OF 2 V01																						
AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257 AGENT CODE: FRT0 REFERENCE: A125.365																									
SURVEYORS I Frank Leon Torrens Licensed Surveyor of South Australia do hereby certify: CERTIFICATION: <ol style="list-style-type: none"> 1) I am uncertain about the location of that part of the service infrastructure shown between the points marked > and < on the plan; and 2) This community plan has been correctly prepared in accordance with the Community Titles Act 1996. <p style="text-align: right;">Dated the day of 20 Frank Leon Torrens Licensed Surveyor</p>																									
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PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER															
CT	5621	156		ALLOTMENT(S)	16	F	139643	YATALA																	
OTHER TITLES AFFECTED:																									
EASEMENT DETAILS: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">STATUS</th> <th style="text-align: left;">LAND BURDENED</th> <th style="text-align: left;">FORM</th> <th style="text-align: left;">CATEGORY</th> <th style="text-align: left;">IDENTIFIER</th> <th style="text-align: left;">PURPOSE</th> <th style="text-align: left;">IN FAVOUR OF</th> <th style="text-align: left;">CREATION</th> </tr> </thead> <tbody> <tr> <td colspan="8" style="height: 100px;"></td> </tr> </tbody> </table>				STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION														
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION																		
ANNOTATIONS: THE COMMON PROPERTY IS DESIGNATED (C1) AND (C2) FOR LAND INFORMATION PURPOSES ONLY AND DOES NOT PROVIDE A LEGAL IDENTIFIER FOR THE COMMON PROPERTY <div style="height: 100px;"></div>																									

PIECES SCHEDULE

ONE LOT COMPRISES	TOTAL AREA
1* AND 2*	167m ²
5* AND 6*	153m ²

* Asterisk denotes PIECE identifier only.

LOCATION PLAN

PLAN NUMBER

C23791

SHEET 2 OF 2

V01

BEARING DATUM: (1)-(2) 85°18'10"

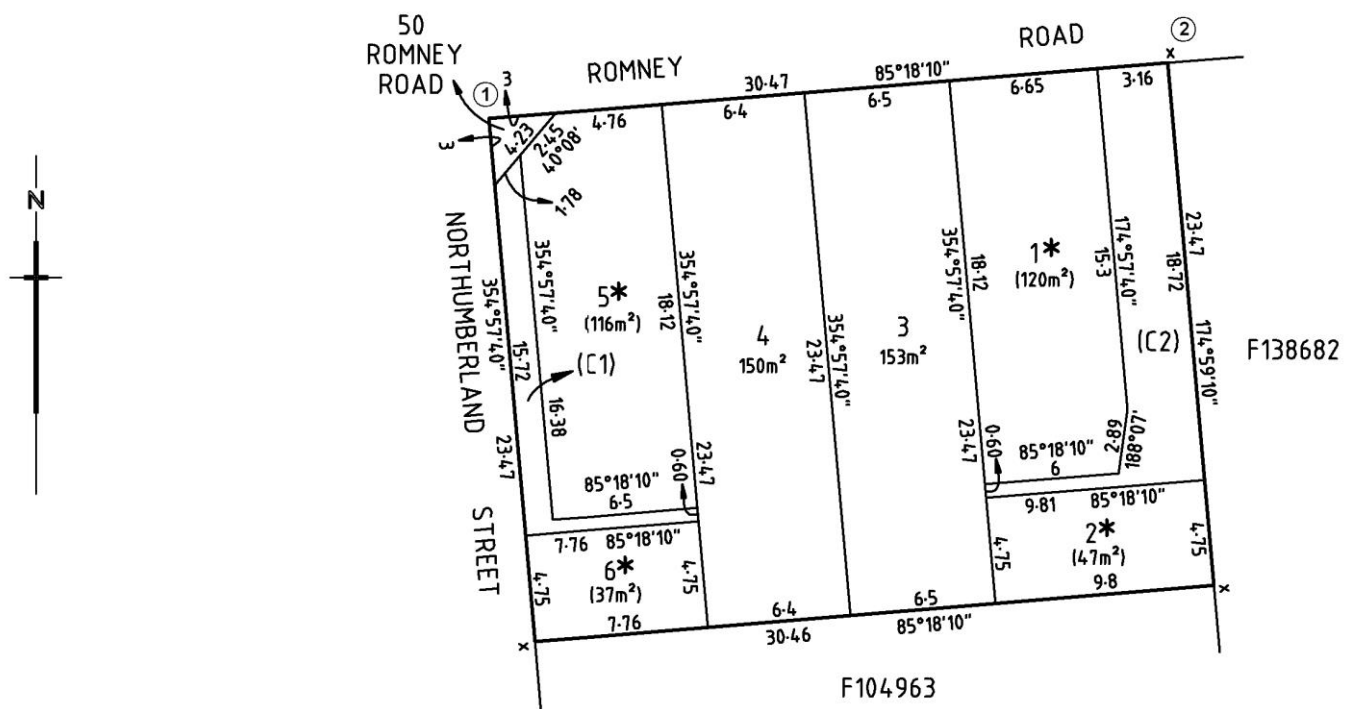
DERIVATION: F65023 ADOPTED

TOTAL AREA: 715m²

SCALE

METRES

0 3 6 9 12 15



9.49 Community Plans – C21611 (Existing Scheme Community Strata)

C21611 is an example of an existing scheme Community Strata, which is over a single storey building.

SCAP consent indicates that the building was built prior to 22nd February 1968.

This plan is drafted exactly the same as a Community Strata consisting of:

- Sheet 1 - is the TEXTUAL SHEET
- Sheet 2 - is the SITE PLAN
- Sheet 3 - is the GROUND FLOOR PLAN


The Site Plan shows:

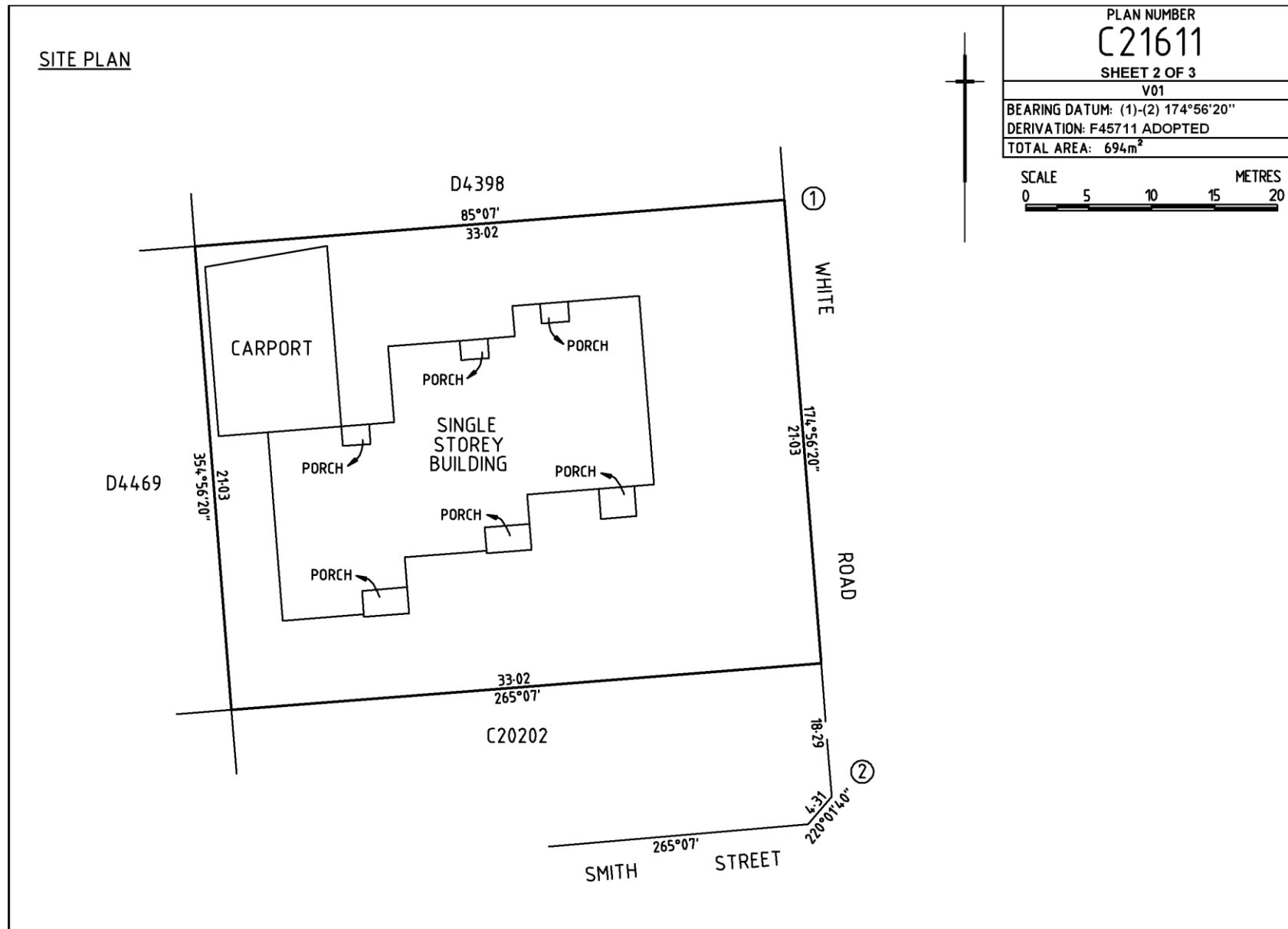
- The extent of the subject land and dimensions.
- The position of the single storey building and other monuments, carport, porches.

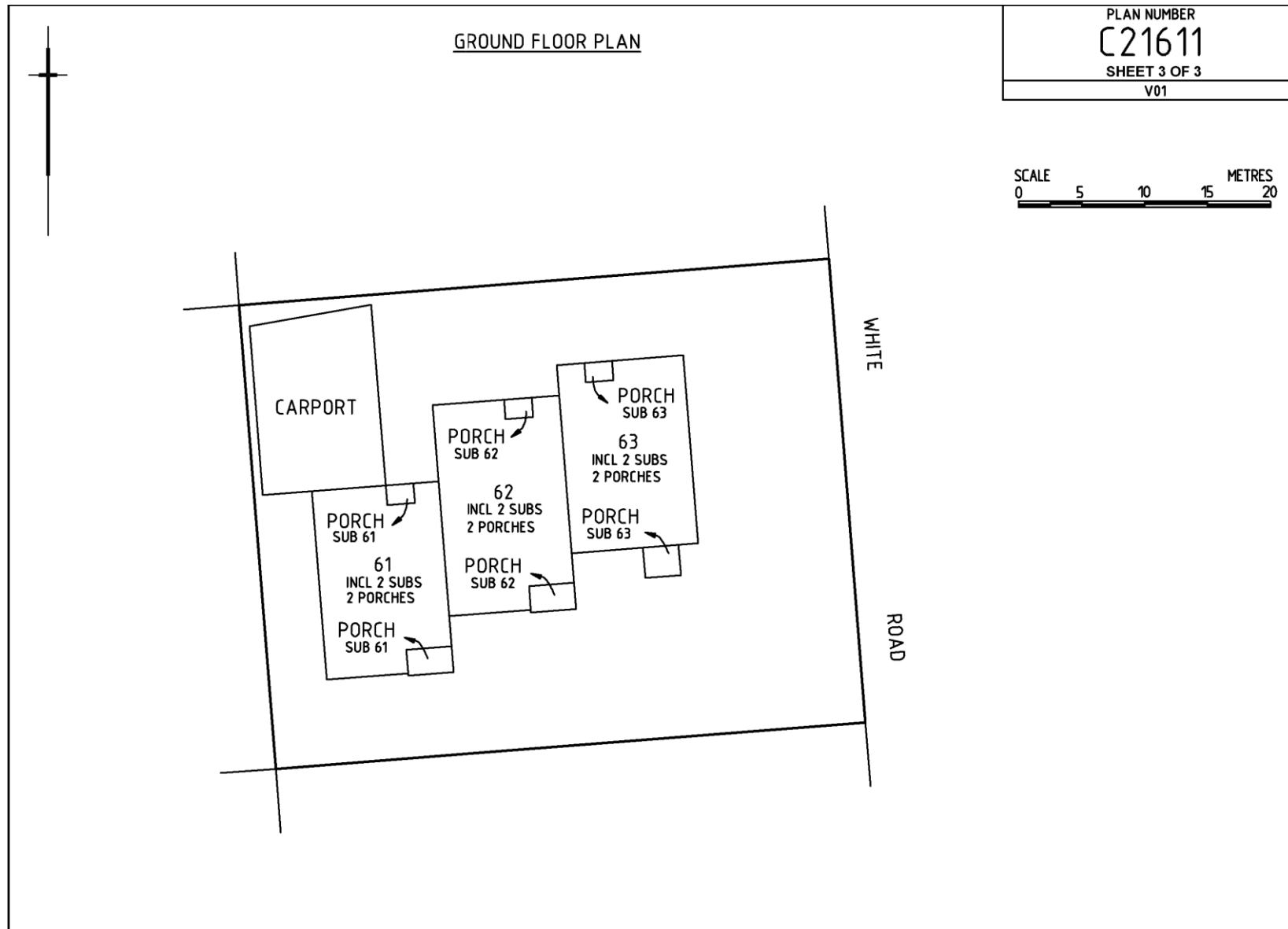
The Ground Floor Plan shows:

- The layout of the Strata Lots and Lot Subsidiaries
- The Common Property and Carport which is also Common Property

In this case there is no First Floor Plan as the building consists of a single storey. The building itself is considered Common Property.

PURPOSE: PRIMARY COMMUNITY STRATA		AREA NAME: LINDEN PARK		APPROVED:/...../.....		 C21611 SHEET 1 OF 3 V01			
MAP REF: 6628.42.Q		COUNCIL: CITY OF BURNSIDE		DEPOSITED/FILED:/...../.....					
LAST PLAN: F45711		DEVELOPMENT NO: 180/C536/06/001/5641							
AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257				SURVEYORS I Frank Leon Torrens Licensed Surveyor of South Australia do hereby certify:					
AGENT CODE: FRT0				CERTIFICATION: 1) I am uncertain about the location of that part of the service infrastructure shown between the points marked » and « on the plan; and 2) This community plan has been correctly prepared in accordance with the Community Titles Act 1996.					
REFERENCE: A125.365				Dated the day of 20 Frank Leon Torrens Licensed Surveyor					
SUBJECT TITLE DETAILS:									
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER
CT	5119	313		ALLOTMENT(S)	371	D	3984	ADELAIDE	
CT	5119	316		ALLOTMENT(S)	371	D	3984	ADELAIDE	
CT	5119	374		ALLOTMENT(S)	371	D	3984	ADELAIDE	
OTHER TITLES AFFECTED:									
EASEMENT DETAILS:									
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF			CREATION
ANNOTATIONS:									





9.50 Community Plans – C23818 (Staging of a plan of Community Division)

C23818 is an example of a Staged Development of a plan of Community Division using a Development Lot. The first stage creates four Lots and a Development Lot, the second stage creates an additional four Lots

The First Stage

The first stage creates Lots numbered 1 to 4 inclusive and Development Lot 9 and identifies the common property as (C1).

The plan consists of:

- Sheet 1 - is the TEXTUAL SHEET
- Sheet 2 - is the LOCATION PLAN
- Sheet 3 - is the SERVICE INFRASTRUCTURE PLAN

The Second Stage

The second stage divides Development Lot 9 into Lots 5 to 8 inclusive by amending the original plan by substituting a new plan.


Included in the sample diagram sheets are a substitute location and common property plan and service infrastructure plan.

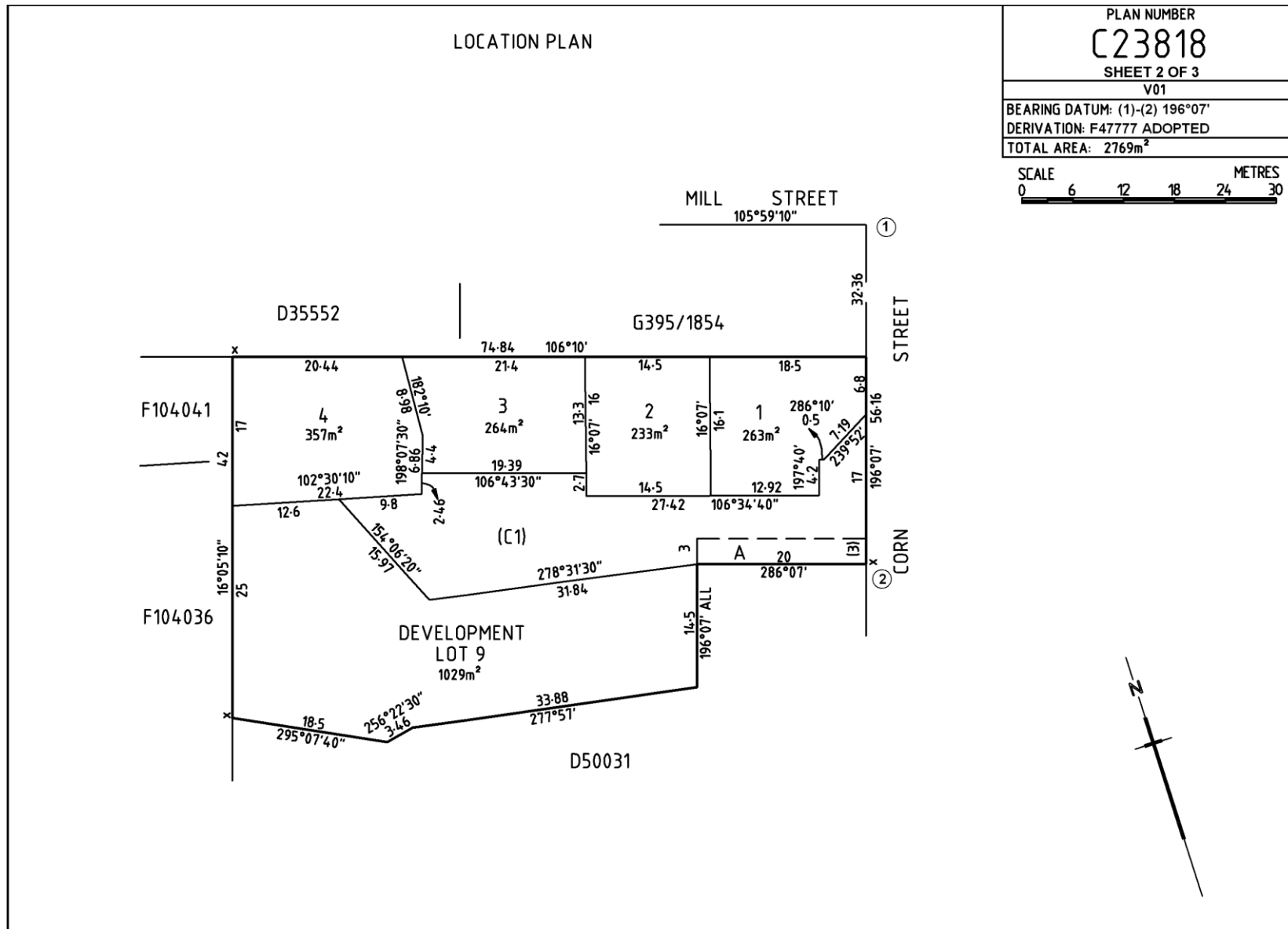
Where the Substitute sheet method is used:

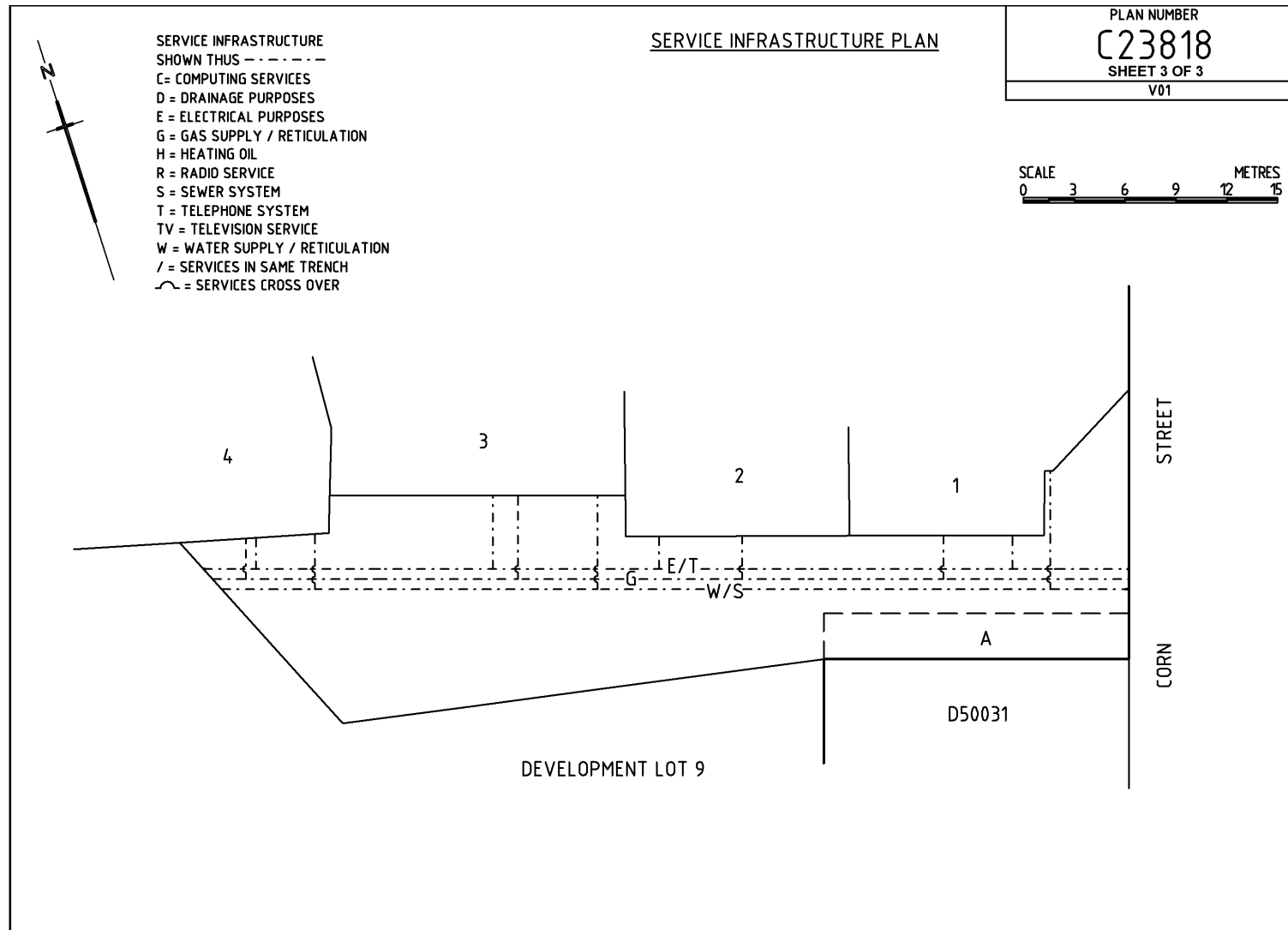
- The original Community Plan number must be shown
- The new SCAP number must be shown with the previous SCAP number(s)
- The original title reference(s) and land description prior to deposit of the Community Plan must be shown in the Subject Title Details
- Parcels affected by the amendment to a Community Plan must be shown in the Other Titles Affected column, (eg CT 5894/123 is the title reference for Development Lot 9)
- The easement notation must be carried forward exactly as shown on the original Community Plan unless the Substitute Sheet varies or extinguishes the easement


The plan consists of:

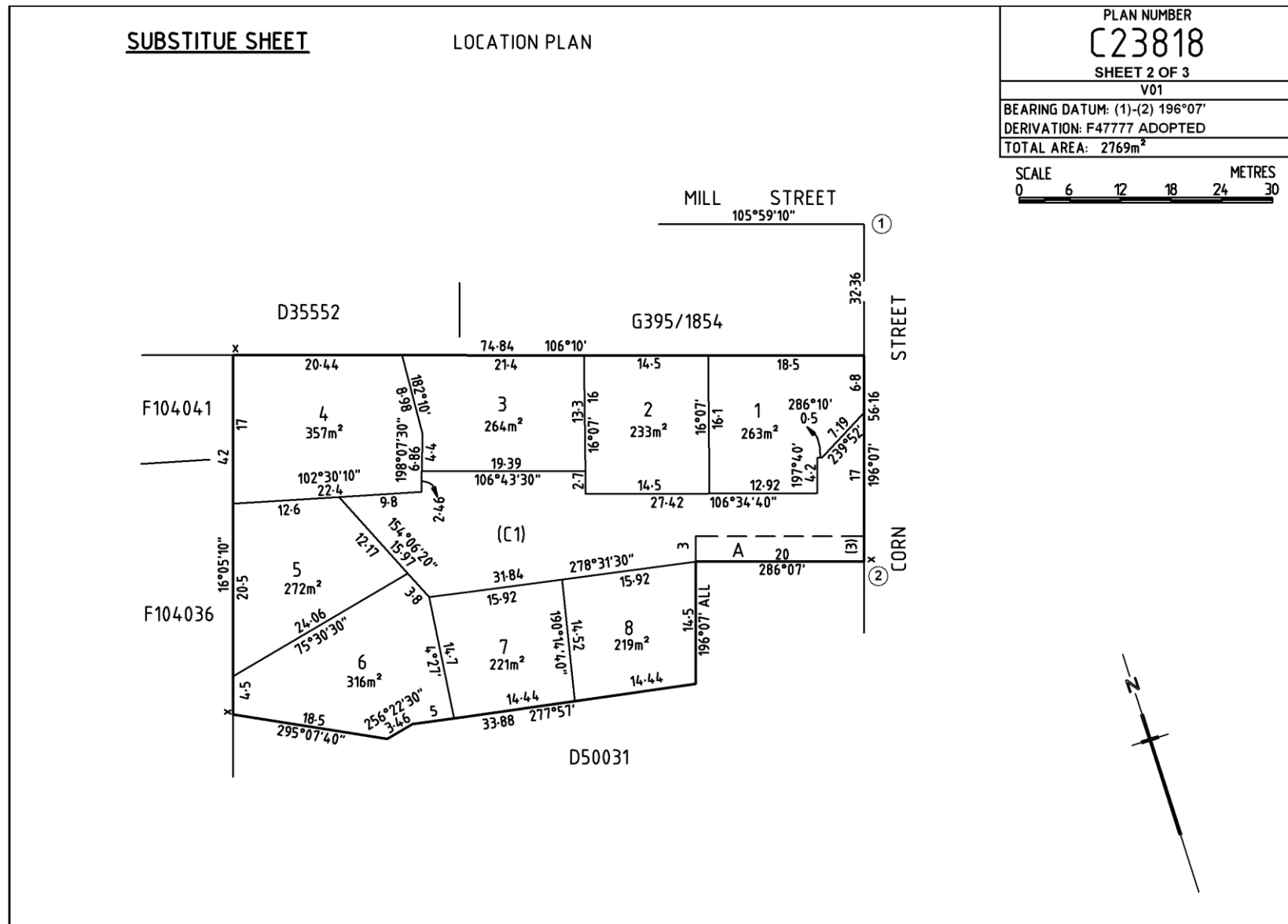
- Sheet 1 - is the substitute TEXTUAL SHEET
- Sheet 2 - is the substitute LOCATION PLAN
- Sheet 3 - is the substitute SERVICE INFRASTRUCTURE PLAN

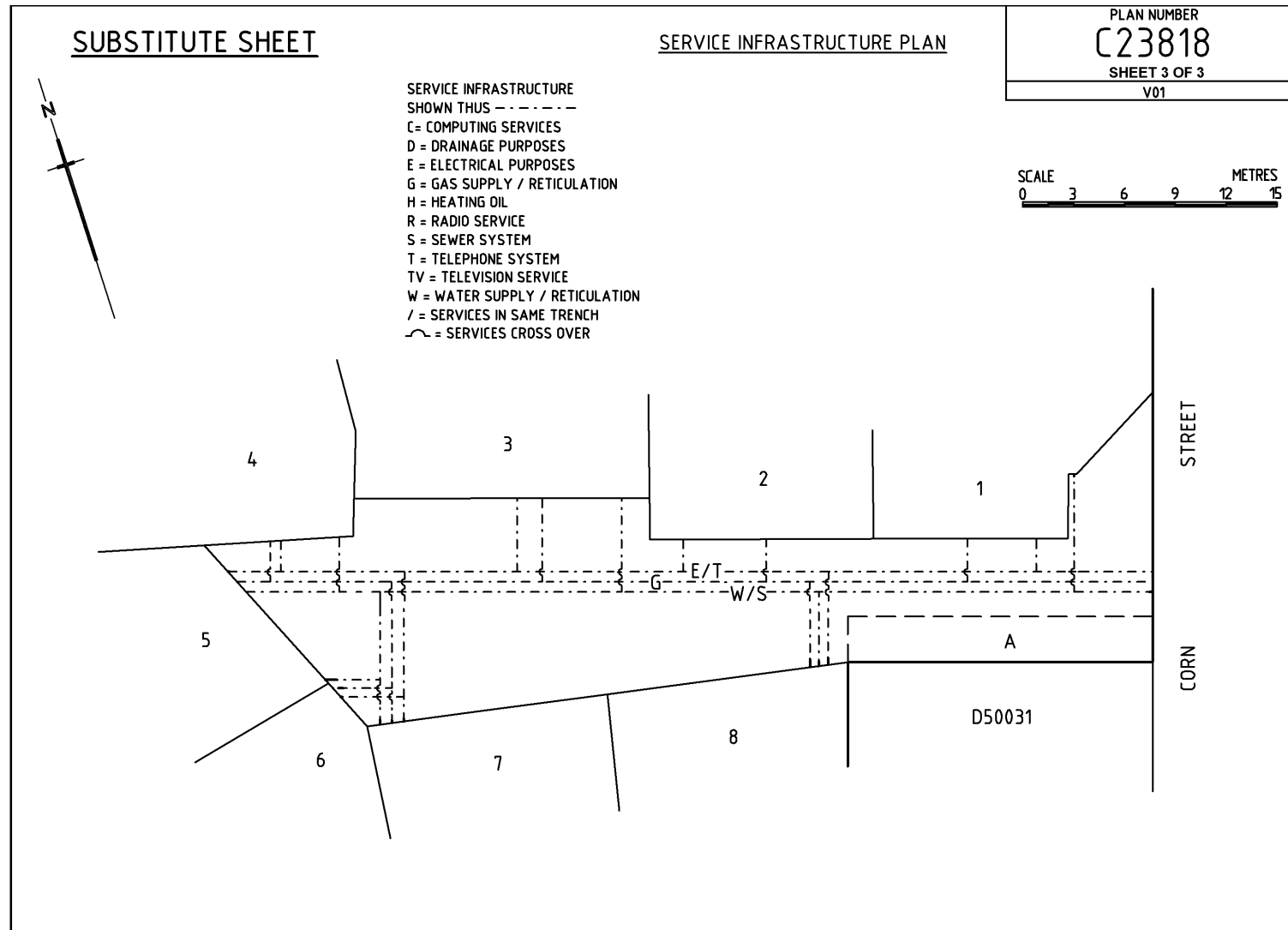
PURPOSE: PRIMARY COMMUNITY MAP REF: 6627.10.Q LAST PLAN: F47777	AREA NAME: REYNELLA COUNCIL: CITY OF HOLDFAST BAY DEVELOPMENT NO: 171/C029/04/001/2351	APPROVED:/...../..... DEPOSITED/FILED:/...../.....	 C23818 SHEET 1 OF 3 V01																						
AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257																									
AGENT CODE: FRT0 REFERENCE: A125.365		SURVEYORS I Frank Leon Torrens Licensed Surveyor of South Australia do hereby certify: CERTIFICATION: 1) I am uncertain about the location of that part of the service infrastructure shown between the points marked > and < on the plan; and 2) This community plan has been correctly prepared in accordance with the Community Titles Act 1996. Dated the day of 20 Frank Leon Torrens Licensed Surveyor																							
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PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER															
CT	5000	786		ALLOTMENT(S)	1	D	38805	NOARLUNGA																	
OTHER TITLES AFFECTED: CT 5000/11																									
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STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION																		
NEW	COMMON PROPERTY	SHORT	FREE AND UNRESTRICTED RIGHT(S) OF WAY	A		CT 5000/11																			
ANNOTATIONS: THE COMMON PROPERTY IS DESIGNATED (C1) FOR LAND INFORMATION PURPOSES ONLY AND DOES NOT PROVIDE A LEGAL IDENTIFIER FOR THE COMMON PROPERTY																									





PURPOSE: PRIMARY COMMUNITY		AREA NAME: REYNELLA		APPROVED:/...../.....		 C23818 SUBSTITUTE SHEET SHEET 1 OF 3 V01			
MAP REF: 6627.10.Q		COUNCIL: CITY OF HOLDFAST BAY		DEPOSITED/FILED:/...../.....					
LAST PLAN: F47777		DEVELOPMENT NO: 171/C029/06/002/2351 184/C033/07/003/1286							
AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257		SURVEYORS CERTIFICATION:		I Frank Leon Torrens Licensed Surveyor of South Australia do hereby certify: 1) I am uncertain about the location of that part of the service infrastructure shown between the points marked > and < on the plan; and 2) This community plan has been correctly prepared in accordance with the Community Titles Act 1996. Dated the day of 20 Frank Leon Torrens Licensed Surveyor					
AGENT CODE: FRT0		REFERENCE: A125.365							
SUBJECT TITLE DETAILS:									
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER
CT	5000	786		ALLOTMENT(S)	1	D	38805 NOARLUNGA		
OTHER TITLES AFFECTED: CT 5000/11. CT 5894/123									
EASEMENT DETAILS:									
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF		CREATION	
NEW	COMMON PROPERTY	SHORT	FREE AND UNRESTRICTED RIGHT(S) OF WAY	A		CT 5000/11			
ANNOTATIONS: THE COMMON PROPERTY IS DESIGNATED (C1) FOR LAND INFORMATION PURPOSES ONLY AND DOES NOT PROVIDE A LEGAL IDENTIFIER FOR THE COMMON PROPERTY									





9.51 Community Plans – C23825 (Primary Plan of Community Strata Plan with an allotment to vest as public road)

C23825 is an example of a Community Strata, which is vesting an allotment as road.

The plan consists of:


- Sheet 1 - is the TEXTUAL SHEET
- Sheet 2 - is the SITE PLAN
- Sheet 3 - is the GROUND FLOOR PLAN & FIRST FLOOR PLAN

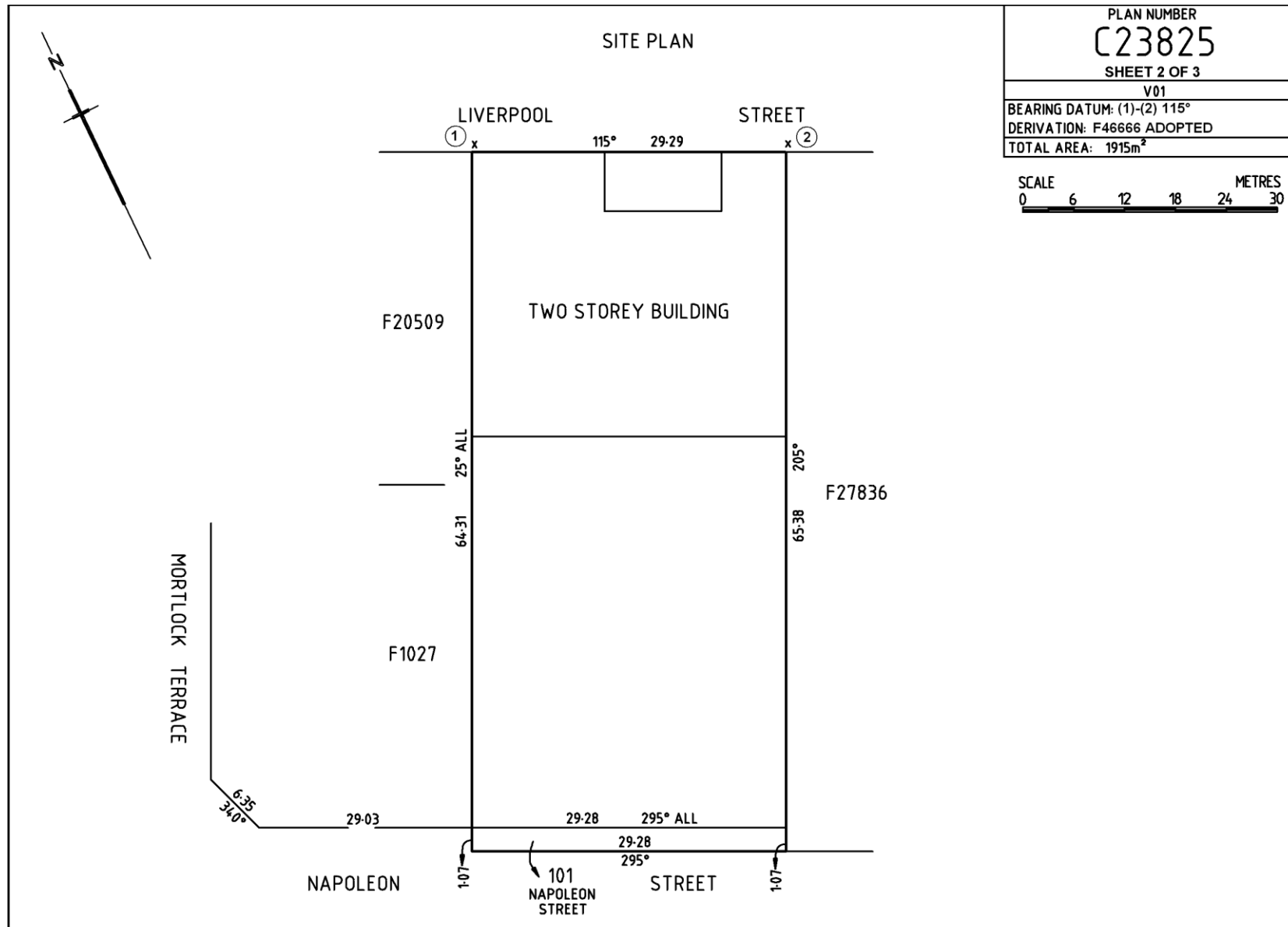
The Site Plan depicts:

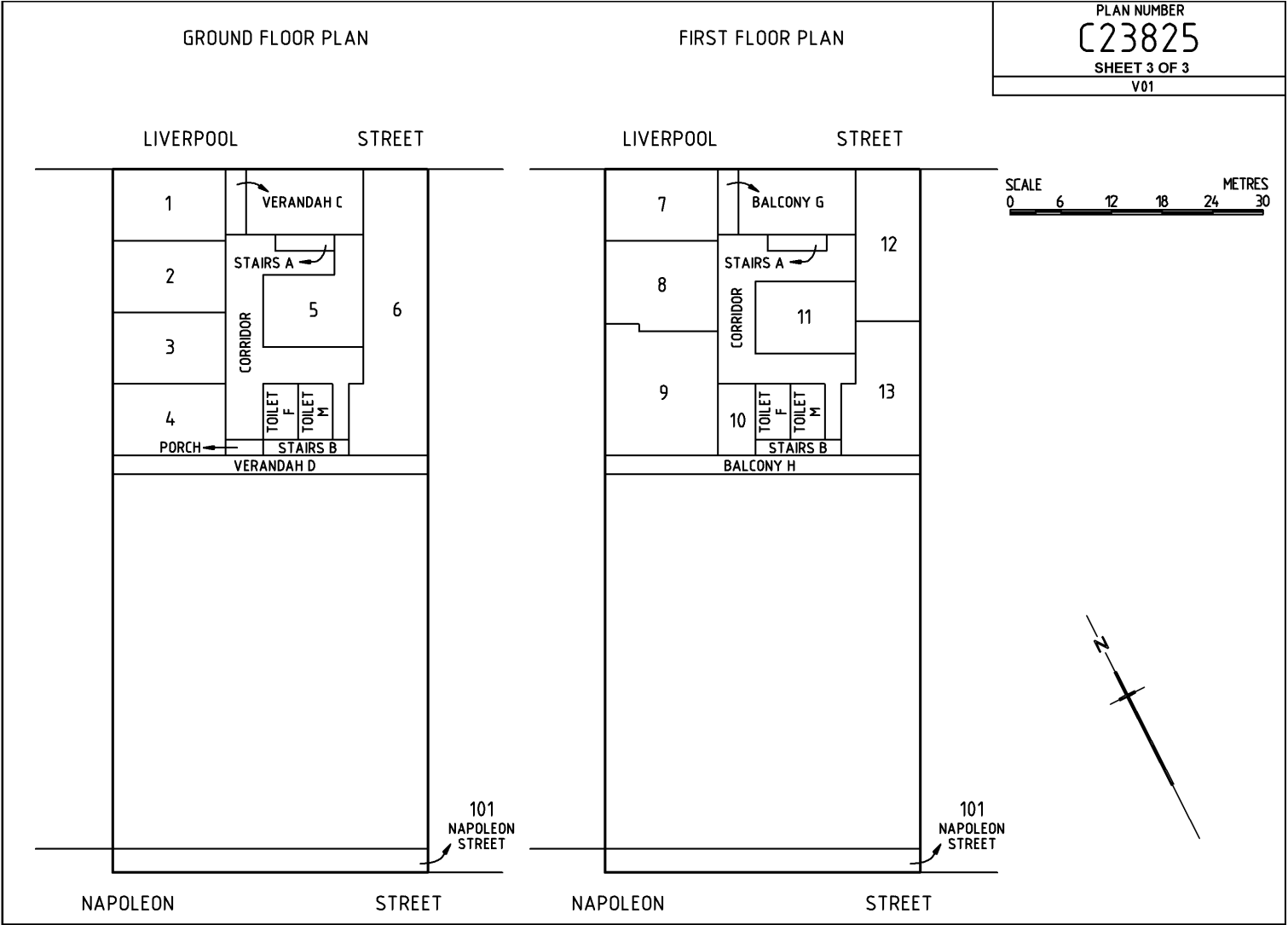
- The extent of the subject land and dimensions.
- Allotment 101 to vest as public road fixed by data.
- The position of the two-storey building.
- The Common Property.

The Ground and First Floor Plans delineates:

- The ground floor and first floor plans and the layout of the Strata Lots.
- The different portions of the Common Property on the respective floors.
- The allotment to vest as road (on each floor plan).

PURPOSE: PRIMARY COMMUNITY STRATA		AREA NAME: PORT LINCOLN		APPROVED: / ... / ...	 C23825 SHEET 1 OF 3
MAP REF: 6628.24		COUNCIL: CITY OF PORT LINCOLN		DEPOSITED/FILED: / ... / ...	
LAST PLAN: F46666		DEVELOPMENT NO: 206/D011/05/001/2354			
AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257		SURVEYORS I Frank Leon Torrens Licensed Surveyor of South Australia do hereby certify: CERTIFICATION: 1) I am uncertain about the location of that part of the service infrastructure shown between the points marked > and < on the plan; and 2) This community plan has been correctly prepared in accordance with the Community Titles Act 1996.			
AGENT CODE: FRT0		Dated the day of 20 Frank Leon Torrens Licensed Surveyor			
REFERENCE: A125.365					
SUBJECT TITLE DETAILS:					
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	
CT	5102	738		ALLOTMENT(S)	
NUMBER	PLAN	NUMBER	HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER
3	D	34431	LINCOLN		SEC 20
OTHER TITLES AFFECTED:					
EASEMENT DETAILS:					
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE
					IN FAVOUR OF
					CREATION
ANNOTATIONS:					





9.52 Community Plans – C23826 (Primary Community Strata depicting Lot Subsidiaries)

C23826 is an example of a plan of Community Strata, which consists of:

- Sheet 1 - is the TEXTUAL SHEET
- Sheet 2 - is the SITE PLAN, Diagram Sheet 1
- Sheet 3 - is the GROUND FLOOR PLAN, Diagram Sheet 2
- Sheet 4 - is the FIRST FLOOR PLAN, Diagram Sheet 3

The Site Plan, depicts:

- The extent of the subject land and dimensions.
- The position of the two storey building.
- The position of the other monuments, carports, stairs.
- The common property.

The Ground floor plan delineates:


- The ground floor layout of the strata lots and lot subsidiaries
- Identifies the different portions of the common property that are labelled stairs pathway.
- The upper and lower limits of the lot subsidiaries, which are not a monument, are shown as a notation.

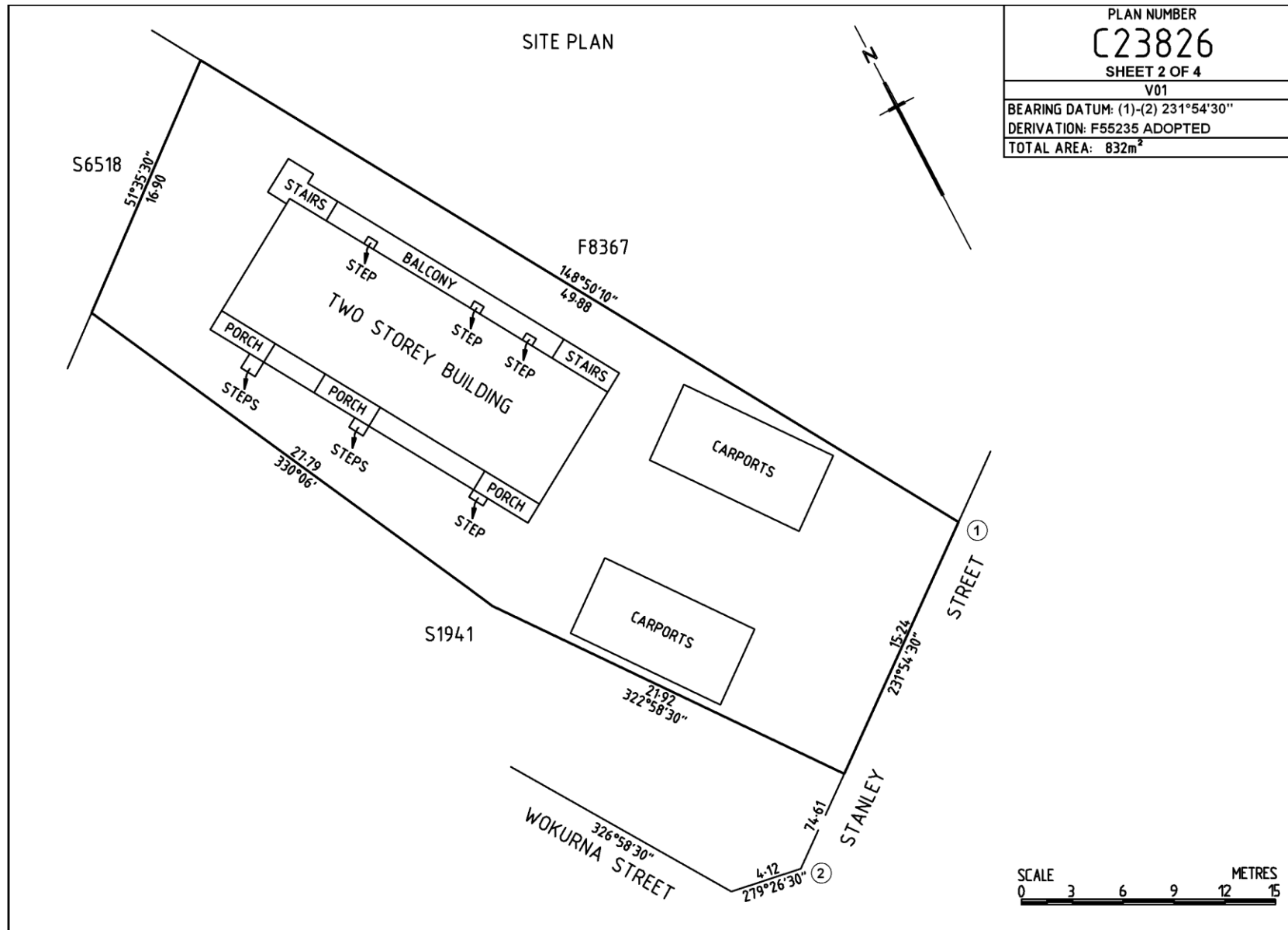
The First floor plan, delineates

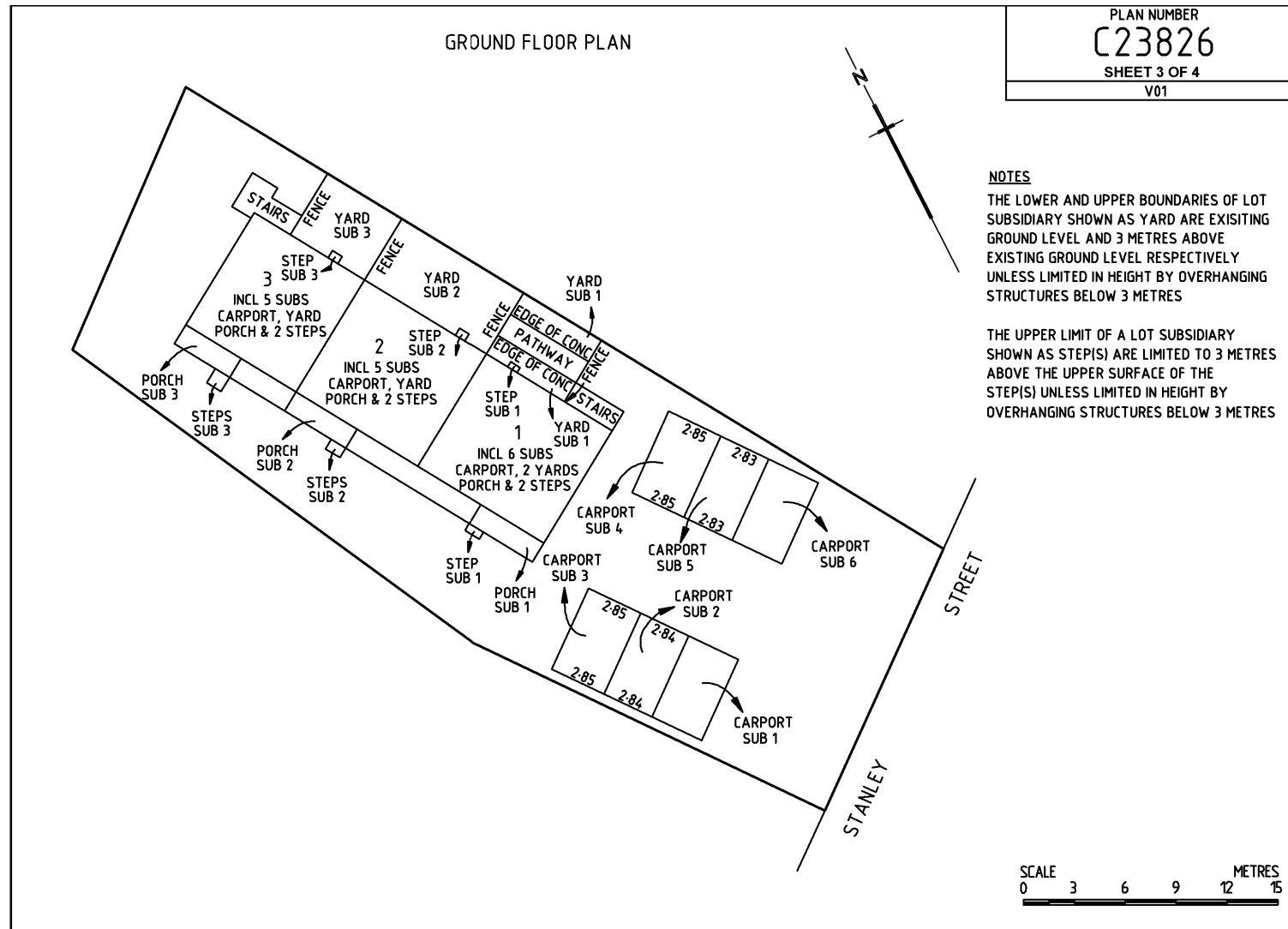
- The first floor layout of the strata lots and lot subsidiaries
- Identifies the different portions of common property that are labelled, balcony, stairs.

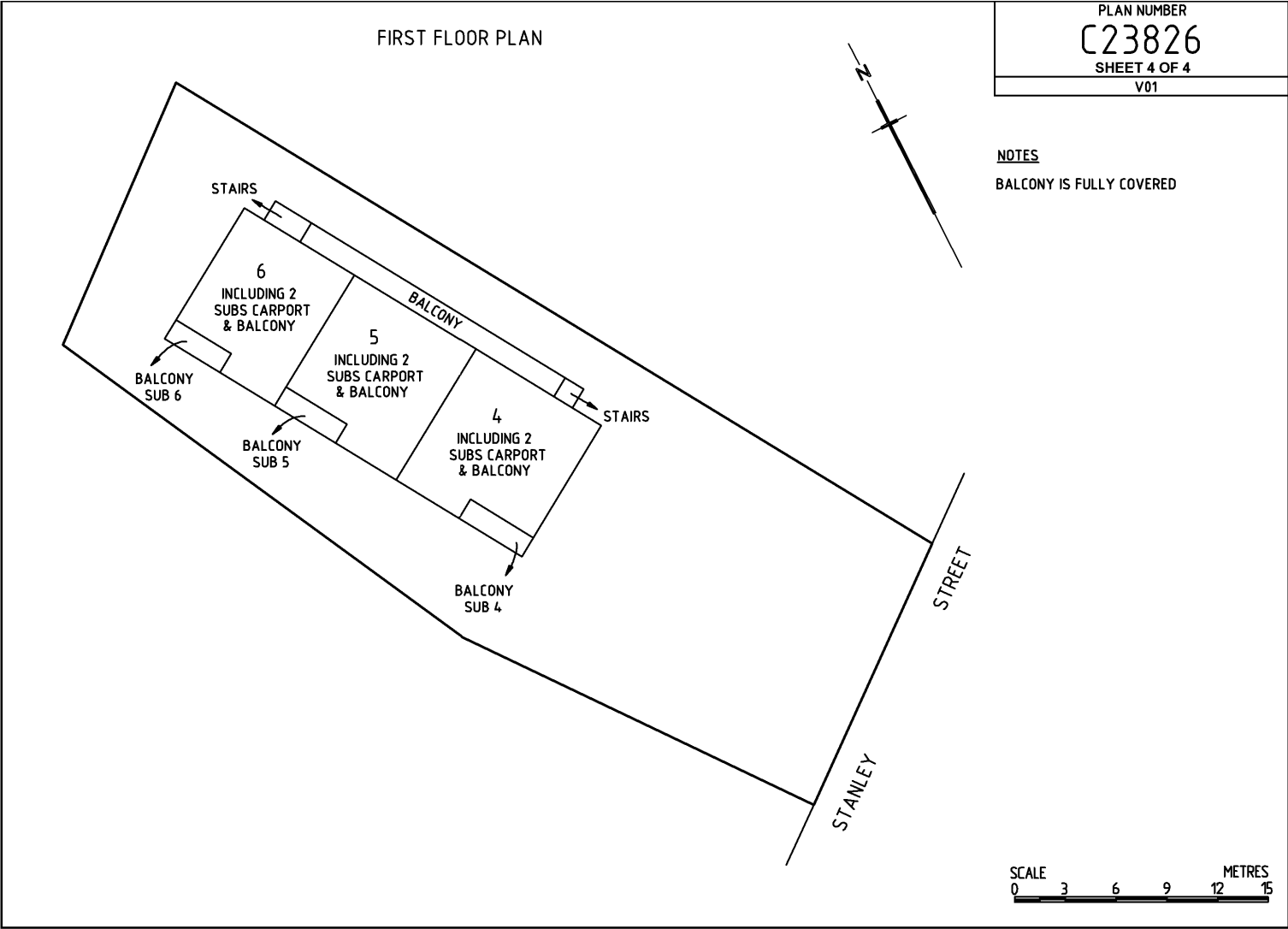
The features of this plan are:

- The Lots are identified by number only.
- Lot subsidiaries are identified as YARD sub 3.

PURPOSE: PRIMARY COMMUNITY STRATA MAP REF: 6628.50.F LAST PLAN: F55235	AREA NAME: PLYMPTON COUNCIL: CITY OF WEST TORRENS DEVELOPMENT NO: 522/C090/06/001/5641	APPROVED:/...../..... DEPOSITED/FILED:/...../.....	 C23826 SHEET 1 OF 4 V01																						
AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257 AGENT CODE: FRT0 REFERENCE: A125.365		SURVEYORS I Frank Leon Torrens Licensed Surveyor of South Australia do hereby certify: CERTIFICATION: 1) I am uncertain about the location of that part of the service infrastructure shown between the points marked > and < on the plan; and 2) This community plan has been correctly prepared in accordance with the Community Titles Act 1996. Dated the day of 20 Frank Leon Torrens Licensed Surveyor																							
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PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER															
CT	5322	465		ALLOTMENT(S)	214	F	8367	ADELAIDE																	
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ANNOTATIONS: <div style="height: 100px;"></div>																									







9.53 Community Plans – C23843 (Plan of Community Division delineating Carparks)

A single storey building exists on the site of C23843. Since the Lots extend beyond the building, the Lots are fixed by data and are unlimited in height and depth.

The data shown for a common boundary occupied by a wall doesn't need to be the centre line of the wall. The boundary must lie within the wall.

Provision for car parking is to be provided.

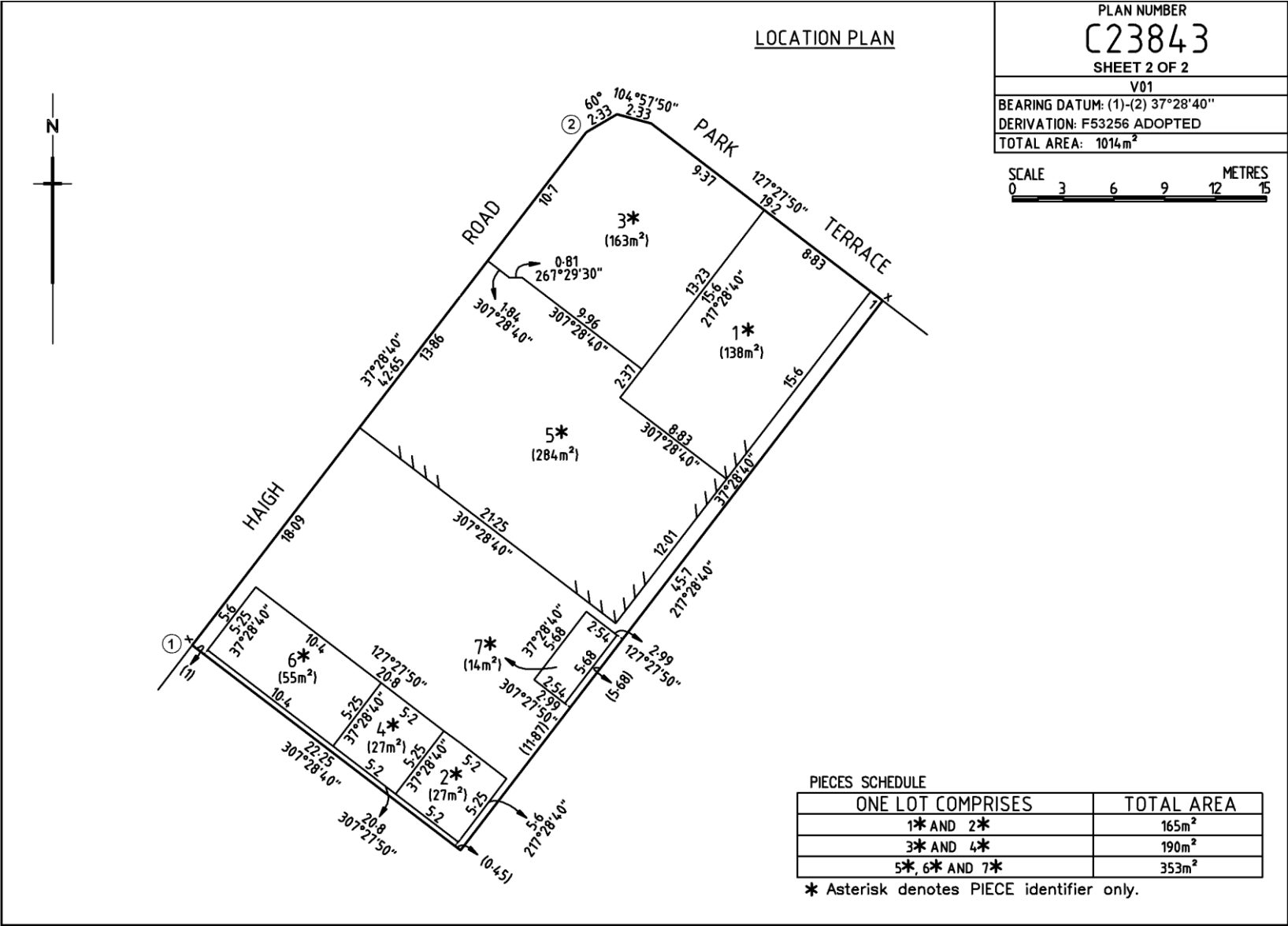
The plan consists of:

- Sheet 1 - is the TEXTUAL SHEET (not included)
- Sheet 2 - is the LOCATION PLAN

Carparks are in fee simple where the Lots comprise pieces. The carparks are situated in pieces 2, 4, 6 and 7.

The features of this plan are:

- Creates Lots comprising pieces and common property.
- Full data for pieces comprising Lots is shown and fixed to the outer boundary.
- A By-laws plan is not a requirement unless separate portions of the common property are to have different uses.
- Where it is desired to add more carparks or alter existing carparks an amendment by substitute plan is required, as the boundary between the Lots and common property will change. (SCAP approval will be required).
- Piece identifiers and a schedule of pieces.




9.54 Community Plans – C20363 (Plan of Community Division delineating portion of the Common Property to be used by the general public)

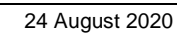
C20363 is a plan of Community Division, which consists of:

- Sheet 1 - is the TEXTUAL SHEET
- Sheet 2 - is the LOCATION PLAN

The Location Plan shows:

- The relationship between the Lots comprising pieces and the common property and their identifiers.
- Data for the bold black lines.
- The access road that may be used by the public. Since it is to be used by the public and it is to remain as common property it is delineated and identified on the plan as common property.
- Schedule of pieces comprising a Lot.
- Area of each piece.

PURPOSE: PRIMARY COMMUNITY MAP REF: 6628.42.K LAST PLAN: D46881	AREA NAME: KENSINGTON COUNCIL: THE CORPORATION OF THE CITY OF NORWOOD, PAYNEHAM AND ST PETERS DEVELOPMENT NO: 150/C004/05/001/2541	APPROVED: <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> DEPOSITED/FILED: <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	 <div style="font-size: 2em; font-weight: bold;">C20363</div> SHEET 1 OF 2 <div style="border: 1px solid black; padding: 2px; width: 100px; margin: 0 auto;">V01</div>																				
AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257 AGENT CODE: FRT0 REFERENCE: A125.365																							
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PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER														
CT	5424	350		ALLOTMENT(S)	2	D	46881 ADELAIDE																
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STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION																
ANNOTATIONS: THE SERVICE INFRASTRUCTURE WAS NOT IN PLACE AS AT 01/07/2007																							




9.55 Community Plans – C20810 (Plan of Community Division that has connected to and placed Survey Marks)

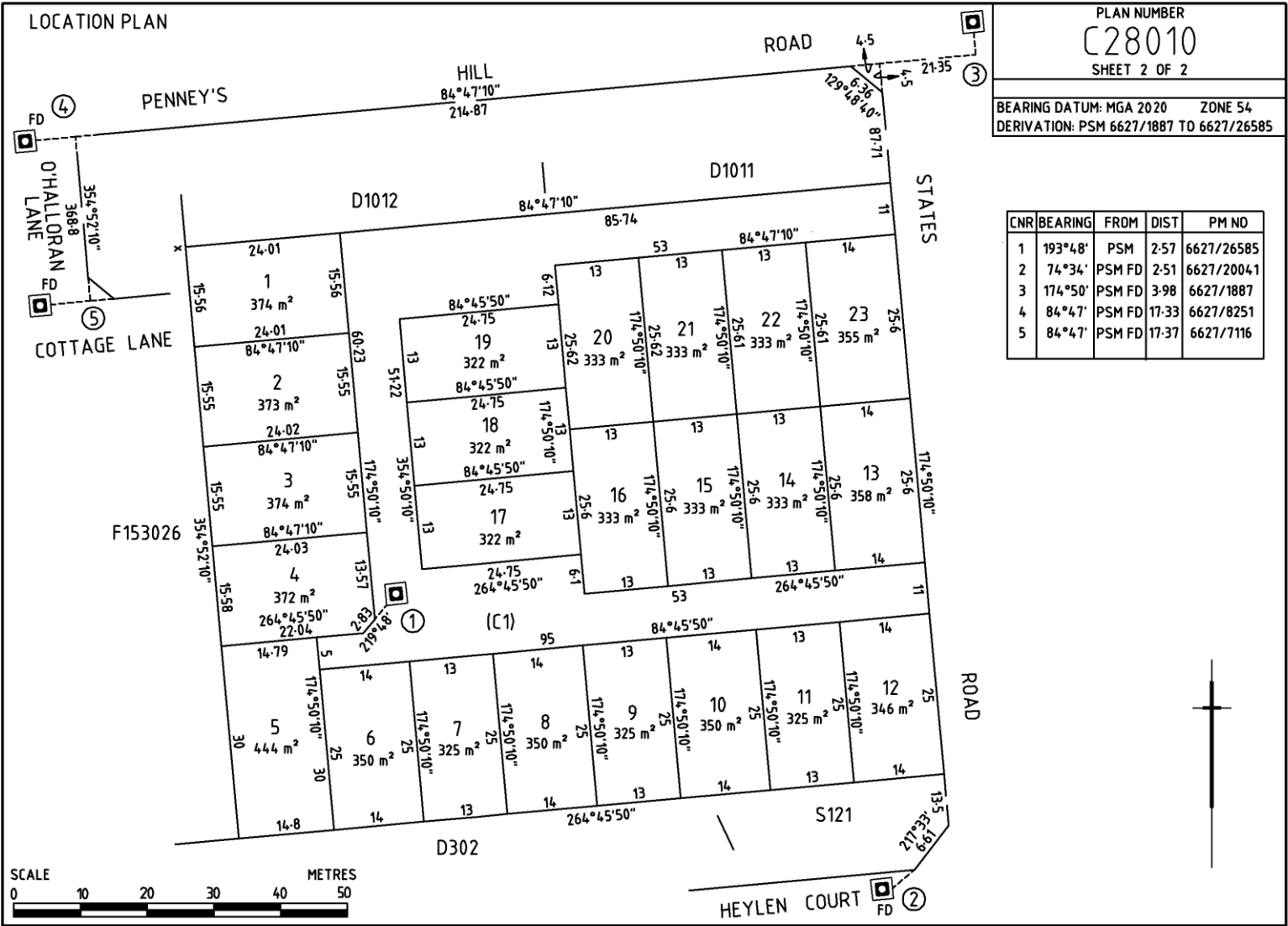
C20810 is an example of a plan of Community Division, which consists of:

- Sheet 1 - is the TEXTUAL SHEET
- Sheet 2 - is the LOCATION PLAN

Diagram Sheet 1 (the Location Plan) shows:

- The relationship between the Lots and common property and their identifiers
- Data for the bold black lines
- Areas for the Lots
- A schedule for reference marks found and placed
- The position of those marks found and placed on the plan
- The portion of CT in the Subject Titles Details (the balance title must be an allotment within the meaning of 19AB)

PURPOSE: PRIMARY COMMUNITY MAP REF: 6630.40 LAST PLAN: F50712	AREA NAME: CLARE VALLEY COUNCIL: CLARE AND GILBERT VALLEYS DEVELOPMENT NO: 433/C003/06/001/5411	APPROVED: <div style="border: 1px solid black; height: 20px; margin: 2px;"></div> <div style="border: 1px solid black; height: 20px; margin: 2px;"></div> DEPOSITED/FILED: <div style="border: 1px solid black; height: 20px; margin: 2px;"></div> <div style="border: 1px solid black; height: 20px; margin: 2px;"></div>	 <div style="font-size: 24pt; font-weight: bold;">C28010</div> <div style="font-size: 10pt; font-weight: bold;">SHEET 1 OF 2</div> <div style="border: 1px solid black; padding: 2px; font-weight: bold;">V01</div>																																	
AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257 AGENT CODE: FRT0 REFERENCE: A125.365		SURVEYORS I Frank Leon Torrens Licensed Surveyor of South Australia do hereby certify: CERTIFICATION: 1) I am uncertain about the location of that part of the service infrastructure shown between the points marked > and < on the plan; and 2) This community plan has been correctly prepared in accordance with the Community Titles Act 1996, Dated the day of 20 Frank Leon Torrens Licensed Surveyor																																		
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PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER																										
PT CT	5454	356		ALLOTMENT(S)	200	D	52367	CLARE																												
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ANNOTATIONS: THE COMMON PROPERTY IS DESIGNATED (C1) FOR LAND INFORMATION PURPOSES AND DOES NOT PROVIDE A LEGAL IDENTIFIER FOR THE COMMON PROPERTY SERVICE INFRASTRUCTURE WAS NOT IN PLACE AT 02/05/2007																																				



9.56 Community Plans – C20280 (Community division where the lots are defined by monument contained within a single storey building (this is not a Community Strata Plan))

C20280 is a shopping centre and the concept can be applied to medical rooms, offices, warehouses and other commercial developments of a complex nature. The same principles may apply to a two-storey building which does not create a lot wholly or partly above another.

The Location Plan shows the relationship between the common property and the Lots together with the dimensions of the subject land.

The common property lies both within and outside the building and includes parts of the structure. The tielines on the plan represent the position of the building which does not form a lot boundary.

Since C20280 is a plan of community division, the boundaries of the lots fixed by monument are identified by a label (eg: "outside face of wall" etc).


There are two methods that can be used to achieve this:

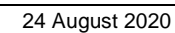
- By notations on the Location Plan as in the case with C20280, or
- By showing symbols (eg: OFW) along each boundary, with a legend showing the meaning of the symbols (eg: OFW = Outside face of wall.)

An upper limit for each lot has been set as indicated by the notation on the Location Plan to ensure that the ceiling and roof remains common property for ease of management by the community corporation. It is also possible to set a lower limit rather than an upper limit.

Although C20280 is a plan of community division, the common property is not identified because the lots are fixed by monument. The plan consists of:

- Sheet 1 - is the TEXTUAL SHEET
- Sheet 2 - is the LOCATION PLAN

PURPOSE: PRIMARY COMMUNITY MAP REF: 6628.49.A LAST PLAN: F401234	AREA NAME: HYDE PARK COUNCIL: THE CORPORATION OF THE CITY OF UNLEY DEVELOPMENT NO: 160/C100/05/001/8974	APPROVED:/...../..... DEPOSITED/FILED:/...../.....	 C20280 SHEET 1 OF 2 V01																						
AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257 AGENT CODE: FRT0 REFERENCE: A125.365		SURVEYORS CERTIFICATION: I Frank Leon Torrens Licensed Surveyor of South Australia do hereby certify: 1) I am uncertain about the location of that part of the service infrastructure shown between the points marked » and « on the plan; and 2) This community plan has been correctly prepared in accordance with the Community Titles Act 1996. Dated the day of 20 Frank Leon Torrens Licensed Surveyor																							
SUBJECT TITLE DETAILS: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">PREFIX</th> <th style="text-align: left;">VOLUME</th> <th style="text-align: left;">FOLIO</th> <th style="text-align: left;">OTHER</th> <th style="text-align: left;">PARCEL</th> <th style="text-align: left;">NUMBER</th> <th style="text-align: left;">PLAN</th> <th style="text-align: left;">NUMBER</th> <th style="text-align: left;">HUNDRED / IA / DIVISION</th> <th style="text-align: left;">TOWN</th> <th style="text-align: left;">REFERENCE NUMBER</th> </tr> </thead> <tbody> <tr> <td>CT</td> <td>4344</td> <td>640</td> <td></td> <td>ALLOTMENT(S)</td> <td>202</td> <td>D</td> <td>24443</td> <td>ADELAIDE</td> <td></td> <td></td> </tr> </tbody> </table>				PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER	CT	4344	640		ALLOTMENT(S)	202	D	24443	ADELAIDE		
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ANNOTATIONS: <div style="height: 100px;"></div>																									



10 AMENDMENTS TO COMMUNITY PLANS

Deposited Community Plans must be amended by:

- Substituting a new manual plan in the A3 format for plans originally lodged in the Common Plan format.
- Substituting a new manual plan in the A3 format for plans originally lodged in the manual A3 format.
- Substituting a new EPL plan for plans originally lodged through EPL.

10.1 General Requirements

- 10.1.1 The amendments must agree with the new State Commission Assessment Panel (SCAP) certificate.
- 10.1.2 Where a complex/multi sheet plan is drawn in the common plan format and only minor amendments are required, dispensation may be granted by the Registrar-General to allow the lodgement of a substitute sheet in the existing common plan format. For dispensation contact the Plans Client Advice Officer.
- 10.1.3 Where a Road / Reserve vests in an amendment to a Community plan they must not merge with existing Roads / Reserves.
- 10.1.4 When a Community Plan has been lodged through EPL, substitute or added sheet(s) can only be lodged through EPL.
- 10.1.5 Amendments to Community Plans must include a change within the bold black lines, (i.e. altering encroachments, adding balconies over an abutting road cannot be done without an amendment within the bold black lines).
- 10.1.6 Where an amendment to a Community Plan changes the boundaries of a Lot(s) the original Lot number must be retained.
- 10.1.7 Where an amendment to a Community Plan creates any additional Lots the next available Lot number must be used.
- 10.1.8 Amendments to a Community Plan that divides Development Lot(s) pursuant to the development contract must not be combined with any other amendment to the plan.

10.2 Amendments by Substituting a Plan or Sheets in the A3 Textual and Diagram Sheet Format

For general Textual Sheet requirements, refer to Section 1 General Requirements for Textual Sheets.

For general Diagram Sheet requirements, refer to Section 7 General Requirements for Diagram Sheets.

For Lot Entitlement Schedule requirements, see LTO Forms Online and Notice to Lodging Parties (NTLP) Number 158

For an example of a Substitute Sheet see Section 9.47 Community Plans – C23818 (Staging of a plan of Community Division)

10.2.1 The PLAN PURPOSE on the Textual Sheet must show either:

- PRIMARY, SECONDARY or TERTIARY COMMUNITY
- PRIMARY, SECONDARY or TERTIARY COMMUNITY STRATA

10.2.2 The original Community Plan number must be shown on the Textual Sheet.

10.2.3 The label SUBSTITUTE SHEET must be shown below the plan number on the Textual Sheet.

- 10.2.4 The previous and new SCAP number must be shown in the heading by Development No on the Textual Sheet.
- 10.2.5 Where all sheets are substituted, the next version number after the prior version number is shown.
- 10.2.6 The original title reference(s) and land description prior to deposit of the Community Plan must be shown in the Subject Title Details on the Textual Sheet.
- 10.2.7 Parcels affected by the amendment to a Community Plan must be shown in the Other Titles Affected column on the Textual Sheet (eg: the current Title References for Lots 1 and 3 are shown as the boundaries between them are being altered. The remaining Lots in the scheme are not shown).
- 10.2.8 Existing easement details must be carried forward exactly as shown on the existing plan.
For easements created, extinguished or varied as part of the amendment see Section 5.29.
- 10.2.9 The label SUBSTITUTE SHEET must be shown on the Diagram Sheets.

10.3 Surveyors Certification

There is only one certification for all Community Plans (including amendments). Refer to Community Plan/Amendment to Community Plan in Table 3.1 - Certification Decision Table Amendment to a Community Plan for the Surveyors Certificate.

10.4 Adding an additional sheet

If there is insufficient room to show the amendments, an “added sheet” can be included in the plan.

- 10.4.1 The label SUBSTITUTE SHEET must be shown on the added sheet

10.5 Amendments by substituting Sheets in the Common Plan Format

Unless stated otherwise in this section, the plan drafting requirements as set out in Community Plans (see Section 9 Community Plans), general requirements for Diagram Sheets (see Section 7 General Requirements for Diagram Sheets) and Lot Entitlement Schedule (see Notice to Lodging Parties (NTLP) Number 158) and LTO Forms Online.

Requirements for the Community Plans lodged in the Common Plan format are as follows:

- 10.5.1 The format size for sheets must be the same throughout the plan.
- 10.5.2 Sheet 1 of a Community Plan must be submitted in one of the following formats:
- B2 size, 500mm x 707mm (see [Figure 10.1](#))
 - B3 size, 353mm x 500mm (see [Figure 10.2](#))
- 10.5.3 Intermediate sheets (to be used for floor, Service Infrastructure or added sheets) of a Community Plan must be submitted in one of the following formats:
- B2 size, 500mm x 707mm (see [Figure 10.3](#))
 - B3 size, 353mm x 500mm (see [Figure 10.4](#))

COMMUNITY PLAN NUMBER

C

PLAN TYPE

THIS IS SHEET OF SHEETS

DEPOSITED / /

CLOSURE CHECKED

PLAN EXAMINED

PLAN APPROVED

P.M.S. APPROVED

TITLE REFERENCE

LAND DESCRIPTION

IRRIGATION AREA DIVISION

HUNDRED AREA COUNCIL

MAP REF.

O.B. TOTAL AREA

DEV. No.

SCALE METRES

ANNOTATIONS

ALL DISTANCES ARE GROUND DISTANCES

COMBINED SCALE FACTOR ZONE AVG

MEASURING DATUM DISTANCE

DERIVED FROM

LEGEND

NETWORK PSM

NETWORK STATION

PERMANENT PLACED

SURVEY FOUND

MARK GONE

REFERENCE PLACED

MARKS FOUND

DRILL HOLE & WING

DIRECTION CHANGE

PART DISTANCES

CALCULATED DATA

COPIED DATA

FD

FD

FD

FD

MP OR FM

SPK FD

BT GONE

20-30

20-85 CALC.

199-85

CERTIFICATE OF LICENSED SURVEYOR

I, a Licensed Surveyor under the Survey Act 1962, certify that this community plan has been correctly prepared in accordance with the Community Titles Act 1996 to a scale prescribed by regulation.

Dated the 3rd day of

Licensed Surveyor

Figure 10.1

COMMUNITY PLAN NUMBER

PLAN TYPE

THIS IS SHEET OF SHEETS

DEPOSITED / /

CLOSURE CHECKED

PLAN EXAMINED

PLAN APPROVED

P.M.S. APPROVED

TITLE REFERENCE

LAND DESCRIPTION

IRRIGATION AREA DIVISION

HUNDRED

AREA

COUNCIL

MAP REF.

O.B.

TOTAL AREA

DEV. No.

SCALE

0

METRES

ANNOTATIONS

ALL DISTANCES ARE GROUND DISTANCES

COMBINED SCALE FACTOR ZONE AMG

BEARING DATUM DISTANCE

DERIVED FROM

LEGEND

NETWORK PSM

NETWORK STATION

PERMANENT SURVEY MARK

REFERENCE MARKS

DRILL HOLE & WING

DIRECTION CHANGE

PART DISTANCES

CALCULATED DATA

COPIED DATA

FD

FD

FD

FD

MP OR RM

SPK FD

BT GONE

(20-32)

20-85 CALC.

100-85

CERTIFICATE OF LICENSED SURVEYOR

I, a licensed Surveyor under the Survey Act 1992, certify that this community plan has been correctly prepared in accordance with the Community Titles Act 1996 to a scale prescribed by regulation.

Dated the day of

Licensed Surveyor

Figure 10.2

		COMMUNITY PLAN NUMBER	
		C	
PLAN TYPE			
THIS IS SHEET		OF	SHEETS
Licensed Surveyor	/...../.....	
PLAN APPROVED		DEPOSITED	
		/ /	
		PRO. REGISTRAR-GENERAL	
SCALE		METRES	
0			
ANNOTATIONS			

Version 10.0


C		COMMUNITY PLAN NUMBER	
PLAN TYPE			
THIS IS SHEET		OF	SHEETS
Licensed Surveyor			
PLAN APPROVED	DEPOSITED		PRO REGISTRAR-GENERAL
		/ /	
SCALE		METRES	
0			
ANNOTATIONS			

Figure 10.4

10.5.4 Character height for headings for each box within a panel must be 2mm.

10.5.5 Character height for information in a panel must be in the range 2.5mm to 3mm.

10.5.6 The information in the panel must not be underlined.

10.5.7 Panel layout must be as follows:

- Community Plan number. Character size of C plan number is 10mm.
- Type of plan eg. Primary, Primary Strata, Secondary, Secondary Strata, Tertiary or Tertiary Strata.
- Sheet number
- Deposited panel
- Closure checked/ Plan examined/ Plan approved/ PSM approved
- Title reference
- Current land description and historical identifier
- Irrigation Area/Division
- Hundred
- Area name
- Council name
- Map reference
- Outer Boundary reference/Total area
- Development number
- Bar scale must be 100mm

For an example see [Figure 10.5.](#)

C

COMMUNITY PLAN NUMBER

PLAN TYPE

THIS IS SHEET
OF
SHEETS

DEPOSITED

CLOSURE CHECKED

PLAN EXAMINED

PLAN APPROVED

P.M.S. APPROVED

TITLE REFERENCE

LAND DESCRIPTION

IRRIGATION AREA.....DIVISION.....
HUNDRED.....
AREA.....
COUNCIL.....

MAP REF.

O.B.

TOTAL AREA

DEV No.

SCALE
METRES

0

ANNOTATIONS

Figure 10.5

10.5.8 Panel layout for additional sheets must be as follows:

- Community Plan number
- Plan type
- Sheet number/Signature of surveyor and date
- Approved/Deposited Panel
- Bar Scale to be 100mm long

For an example see [Figure 10.6](#)

110mm	
COMMUNITY PLAN NUMBER	
C	
PLAN TYPE	
THIS IS SHEET OF SHEETS	
..... / /	
Licensed Surveyor	
APPROVED	DEPOSITED
	/ /
PRO REGISTRAR-GENERAL	
SCALE	METRES
0	
ANNOTATIONS	

Figure 10.6

10.6 Sheet headings

The sheet heading is located at the top of the sheet near the panel.

The character height in the sheet heading must be 5mm.

- 10.6.1 The label LOCATION PLAN must be shown in the sheet heading on sheet 1 of a plan of Community Division.
- 10.6.2 The label SERVICE INFRASTRUCTURE PLAN must be shown in the sheet heading where the Service Infrastructure is shown on a separate sheet.
- 10.6.3 The label LOCATION AND SERVICE INFRASTRUCTURE PLAN must be shown in the sheet heading where the Service Infrastructure is combined with the Location plan.
- 10.6.4 The label SITE PLAN or SITE AND SERVICE INFRASTRUCTURE PLAN must be shown in the sheet heading on sheet 1 of a plan of Community Strata.
- 10.6.5 The label FLOOR PLANS (eg: GROUND FLOOR PLAN, FIRST FLOOR PLAN etc) must be shown in the sheet heading on floor plan sheet(s).

10.7 Specific Plan Requirements

- 10.7.1 The PLAN TYPE on additional sheets must show either:
 - PRIMARY, SECONDARY or TERTIARY COMMUNITY
 - PRIMARY, SECONDARY or TERTIARY COMMUNITY STRATA
- 10.7.2 The original Community Plan number must be shown on additional sheets.
- 10.7.3 The label SUBSTITUTE SHEET must be shown on all amended sheets.
- 10.7.4 The title reference(s) and land description prior to deposit of the original Community Plan must be shown in the respective Title Reference and Land Description panels.
- 10.7.5 The Irrigation Area, Division, Hundred, Area, Council, Map Reference panels must be completed using current information.
- 10.7.6 The OB/Last Plan Reference, Total Area and Bearing Datum panels must be completed using information from the original Community Plan

- 10.7.7 The new State Commission Assessment Panel (SCAP) number must be shown in the DEV No. panel with the prior SCAP number.
- 10.7.8 All required notations (eg: Designation of Common Property (C1), height limitation, easements etc.) must be shown under Annotations.
- 10.7.9 The Surveyors Certificate (see Amendments to a Community Plan in the Table 3.1 – Certification Decision Table) must be shown only on sheet 1 of all Community Plans. The subsequent sheets is to be signed and dated.
- 10.7.10 Easement notations must be carried forward (exactly as shown on the existing plan) unless they are to be extinguished or varied.

10.8 Common Plan Format Easements

10.8.1 Easement notations can be shown on:

- The sheet(s) on which the easement is depicted or
- On the first sheet. Where this method is adopted, the following annotation must be shown in the Annotations panel SEE SHEET 1 FOR DISPOSITION OF EASEMENTS.

The term PORTIONS in an easement note must be shown only where a lot is comprised of two or more physically separated portions of the same easement.

10.9 Standard Easement Notation Requirements

- 10.9.1 Easements must be identified with an Alpha character
- 10.9.2 The easement notations must clearly indicate the rights that each lot or piece in a plan is subject to, or together with.
- 10.9.3 Where an easement is a service easement the term SERVICE EASEMENT must be used in the notation.
- 10.9.4 The term EXISTING must not be used
- 10.9.5 Free and unrestricted rights of way must be non specific as to the dominant tenement(s) (eg: The creation document(s) or dominant Certificates of Title must not be shown). This allows all the land in a plan subject to a single free and unrestricted right of way, to be given a single easement identifier and referred to in one easement notation regardless of the number of creation documents.
- 10.9.6 Where portion of the land in a plan is subject to a free and unrestricted right of way and another portion of land within the same plan is subject to free and unrestricted rights of way, separate easement identifiers and notations must be shown, eg:
 PORTION OF LOT 5 MARKED A IS SUBJECT TO A FREE AND UNRESTRICTED RIGHT OF WAY
 PORTION OF LOT 5 MARKED B IS SUBJECT TO FREE AND UNRESTRICTED RIGHTS OF WAY

10.10 Requirements for Notations to Create Private Easements in an Amendment to a Community Plan

- 10.10.1 The benefiting party or tenement must be identified by either:
 - Showing the full name of the Crown, or Public Authority constituted by an Act. Where the benefiting party is a local government authority the term TO THE COUNCIL FOR THE AREA must be shown unless the benefiting party is an adjoining local government authority in which case the name of the local government authority must be shown in full.

- Referring to a lot number within the plan or referring to an allotment number in a previous plan or some other uniquely identified land parcel (eg. a Section, Block, Town Acre number etc).
- Referring to a Certificate of Title (CT).

10.10.2 The lot or piece over which the easement is to exist must be referred to.

10.10.3 A separate note must be shown for each easement type.

10.10.4 The designation T/F after the alpha identifier must not be used.

10.11 Schedule Easements

Schedule easements may be listed under a header in the Annotation column (eg: SCHEDULE EASEMENTS).

10.11.1 The following prescribed short forms (as allowed for by Section 89 and Section 89A of the Real Property Act 1886) may be used on a plan to define an easement to be created.

Fifth Schedule:

- A free and unrestricted right of way

Sixth Schedule:

- An easement for water supply purposes
- An easement for sewerage purposes
- An easement for drainage purposes
- An easement for gas supply purposes
- An easement for the transmission of electricity by overhead cable
- An easement for the transmission of electricity by underground cable
- An easement for the transmission of television signals by underground cable
- Party wall rights
- An easement for eaves and gutters
- An easement for the transmission of telecommunication signals by underground cable
- An easement for the transmission of telecommunication signals by overhead cable
- An easement for support
- An easement to park a vehicle
- A right of way on foot

10.11.2 The short form (when used) must be quoted word for word. Where the general purpose of the easement is shown in the notation (eg: FOR ELECTRICITY SUPPLY PURPOSES), the easement must be set out in the accompanying application using the long form clause.

10.11.3 Schedule easements can be limited in height (by fixing the lower and upper levels to the Australian Height Datum (AHD) or limited to time of use. These limitations do not alter the purpose of the easement and therefore the prescribed short form may be used in the notation on the plan or in the application to describe the type of easement with the limitation set out in full (eg: COMMENCING AT A HEIGHT OF 58.2 METRES AHD AND LIMITED TO A HEIGHT OF 60.6 METRES AHD).

10.11.4 Where a schedule easement is to be limited to time of use, the limitations must be set out in full in the document and the general statement LIMITED TO TIME OF USE

AS SET FORTH IN THE ACCOMPANYING APPLICATION must be shown in the easement notation.

10.12 Notations for New Private Schedule Easements - Examples

10.12.1 Where the benefiting party is outside the plan and identified by a title reference:

PORTION OF LOT 3 MARKED B IS TO BE SUBJECT TO A FREE AND UNRESTRICTED RIGHT OF WAY APPURTENANT TO CT 5678/123.

10.12.2 Where the benefiting party identified as a Lot within the same plan:

PORTIONS OF LOT 1 MARKED C ARE TO BE SUBJECT TO AN EASEMENT FOR THE TRANSMISSION OF ELECTRICITY BY UNDERGROUND CABLE APPURTENANT TO LOT 2

or

LOT 2 IS TO BE TOGETHER WITH AN EASEMENT FOR THE TRANSMISSION OF ELECTRICITY BY UNDERGROUND CABLE OVER PORTIONS OF LOT 1 MARKED C.

10.12.3 Where the benefiting party is identified as an allotment in a previous plan:

PORTION OF LOT 100 MARKED C IS TO BE SUBJECT TO AN EASEMENT FOR EAVES AND GUTTERS APPURTENANT TO ALLOTMENT 1 IN D12345.

10.12.4 Private easement for electricity supply purposes to the Distribution Lessor Corporation when easement width exceeds 10 metres eg.

PORTION OF LOT 500 MARKED F IS TO BE SUBJECT TO AN EASEMENT FOR THE TRANSMISSION OF ELECTRICITY BY OVERHEAD CABLE TO THE DISTRIBUTION LESSOR CORPORATION (SUBJECT TO LEASE 8890000).

10.12.5 Where a height limitation applies to the whole of the easement:

PORTION OF LOT 7 MARKED G IS TO BE SUBJECT TO A FREE AND UNRESTRICTED RIGHT OF WAY LIMITED IN HEIGHT TO 20 METRES AHD APPURTENANT TO LOT 8

or

PORTION OF LOT 100 MARKED P IS TO BE SUBJECT TO AN EASEMENT FOR EAVES AND GUTTERS COMMENCING AT A HEIGHT OF 58.2 METRES AHD AND LIMITED IN HEIGHT TO 60.2 METRES AHD APPURTENANT TO LOT 101

10.12.6 Where the height limitation applies to portion of the easement:

PORTION OF LOT 10 MARKED A IS TO BE SUBJECT TO A FREE AND UNRESTRICTED RIGHT OF WAY APPURTENANT TO CT 5678/123 LIMITED IN HEIGHT TO 20 METRES AHD ONLY TO THE PORTION MARKED X

The portion of the free and unrestricted right of way which is limited in height is identified as A/X on the plan.

10.12.7 Limited in time as to use:

PORTION OF LOT 7 MARKED B IS TO BE SUBJECT TO A FREE AND UNRESTRICTED RIGHT OF WAY LIMITED IN TIME AS TO USE AS SET FORTH IN THE ACCOMPANYING APPLICATION APPURTENANT TO LOT 8

10.13 Non Schedule Easements

Where the purpose of an easement is other than that stated in the Fifth and Sixth schedules of the Real Property Act 1886 or where it is intended to attach special conditions to the terms of a schedule easement, these easements are called "non schedule easements" or long form and must be set out in full in the accompanying application. "AS SET FORTH IN THE

ACCOMPANYING APPLICATION” must be shown at the end of the easement notation. The purpose of the easement must still be shown in the easement clause in the panel

10.14 Notations for New Private Non Schedule Easements – Examples

10.14.1 Where no height limitation applies to the easement:

PORTION OF LOT 1 MARKED A IS TO BE SUBJECT TO AN EASEMENT FOR LIGHT AND AIR APPURTENANT TO CT 5678/123 AS SET FORTH IN THE ACCOMPANYING APPLICATION

PORTION OF LOT 6 MARKED B IS TO BE SUBJECT TO A RIGHT OF WAY ON FOOT ONLY APPURTENANT TO LOT 10 AS SET OUT IN THE ACCOMPANYING APPLICATION

10.14.2 Where a height limitation applies to the whole of the easement:

PORTION OF LOT 9 MARKED G IS TO BE SUBJECT TO A RIGHT OF WAY AS SET FORTH IN THE ACCOMPANYING APPLICATION LIMITED IN HEIGHT TO 20 METRES AHD APPURTENANT TO LOT 8

PORTION OF LOT 100 MARKED P IS TO BE SUBJECT TO AN EASEMENT FOR RIGHT OF SUPPORT AS SET FORTH IN THE ACCOMPANYING APPLICATION COMMENCING AT A HEIGHT OF 58.2 METRES AHD AND LIMITED IN HEIGHT TO 60.2 METRES AHD APPURTENANT TO CT 5678/123

10.14.3 Where the height limitation applies to portion of the easement:

PORTION OF LOT 10 MARKED A IS TO BE SUBJECT TO A RIGHT OF WAY AS SET FORTH IN THE ACCOMPANYING APPLICATION APPURTENANT TO CT 5678/123 AND LIMITED IN HEIGHT TO 20 METRES AHD ONLY TO THE PORTION MARKED X

The portion of the free and unrestricted right of way which is limited in height is identified as A/X on the plan.

10.14.4 Limited in time as to use:

PORTION OF LOT 7 MARKED B IS TO BE SUBJECT TO A RIGHT OF WAY LIMITED IN TIME AS TO USE AS SET FORTH IN THE ACCOMPANYING APPLICATION APPURTENANT TO LOT 8

10.15 Requirements for Notations to Create Service Easements in an Amendment to a Community Plan

10.15.1 The full name of the Crown, public or Local Authority must be shown in the easement notation unless it is the local government authority for the subject land of the plan, in which case the term TO THE COUNCIL FOR THE AREA must be shown.

10.15.2 Separate notations must be shown for each easement type when each easement is over different land.

10.15.3 The purpose of the easement must be shown.

10.15.4 Easements must refer to the lot or piece over which the easement is to exist.

10.15.5 The term SERVICE must be included in the easement notation.

10.15.6 Where limited in height, the height limitation must be fixed by reference to the Australian Height Datum.

10.16 Notations for New Service Easements - Examples

10.16.1 Easement for Sewerage purposes:

PORTION OF LOT 101 MARKED C IS TO BE SUBJECT TO A SERVICE EASEMENT TO THE SOUTH AUSTRALIAN WATER CORPORATION FOR SEWERAGE PURPOSES.

10.16.2 Easement for Water Supply purposes:

PORTION OF LOTS 3. 4. 5 AND 6 MARKED G IS TO BE SUBJECT TO A SERVICE EASEMENT TO THE SOUTH AUSTRALIAN WATER CORPORATION FOR WATER SUPPLY PURPOSES.

10.16.3 Easement for Drainage purposes:

PORTION OF LOTS 6 AND 7 MARKED A IS TO BE SUBJECT TO A SERVICE EASEMENT TO THE SOUTH AUSTRALIAN WATER CORPORATION FOR DRAINAGE PURPOSES.

10.16.4 Where the authority is the South Australian Water Corporation (with height limitation):

PORTION OF LOT 10 MARKED B IS TO BE SUBJECT TO A SERVICE EASEMENT TO THE SOUTH AUSTRALIAN WATER CORPORATION FOR SEWERAGE PURPOSES LIMITED IN HEIGHT TO 42.5 METRES AHD.

10.16.5 Where the easement is for electricity supply purposes:

PORTION OF LOTS 1. 2. 3. 4 AND 5 AND PORTIONS OF LOT 10 MARKED E ARE TO BE SUBJECT TO A SERVICE EASEMENT TO DISTRIBUTION LESSOR CORPORATION (SUBJECT TO LEASE 8890000) FOR ELECTRICITY SUPPLY PURPOSES.

PORTION OF LOT 1 MARKED A (T/F) IS TO BE SUBJECT TO A SERVICE EASEMENT TO TRANSMISSION LESSOR CORPORATION OF 1 UNDIVIDED 2ND PART (SUBJECT TO LEASE 9061500) AND ELECTRANET PTY. LTD. OF 1 UNDIVIDED 2ND PART FOR ELECTRICITY SUPPLY PURPOSES.

10.16.6 Where both easements are over exactly the same land in a plan:

PORTION OF LOTS 4. 5 AND 6 MARKED F IS TO BE SUBJECT TO THE FOLLOWING SERVICE EASEMENTS

TO THE SOUTH AUSTRALIAN WATER CORPORATION FOR WATER SUPPLY PURPOSES; AND

TO THE COUNCIL FOR THE AREA FOR DRAINAGE PURPOSES.

10.17 Requirements for Notations for the Variation of Easements in an Amendment to a Community Plan

10.17.1 Any easement regardless of its method of creation may be varied as to its size, shape or position, but not purpose.

10.17.2 The plan must show the new position, size or shape of the easement.

10.17.3 The old position, size or shape must not be shown on the plan. The notation must refer to a previous plan that delineated the easement to be varied. Where an easement is to be varied within an Allotment (Lot) shown in the previous plan but is to remain unchanged through the other Allotments (Lots), reference to the Allotment (Lot) number in the previous plan must be made in the notation.

10.17.4 A different easement identifier to the original must be used.

10.17.5 Where the easement is a private easement, the creation document must be shown. Where the easement is a service easement, the fabricated document number must be referred to in the notation on the plan. The original creation document or fabricated document number must be retained when an easement is varied.

10.17.6 Where an easement is to be varied in position, size or shape in one Lot but is shown unchanged over other land in the plan, a second notation must be shown to indicate the disposition of the easement as regards the other lots.

10.17.7 The purpose of the easement must be shown in the notation if it is shown in the recital of the CT or in the endorsement of a CL or CR.

- 10.17.8 Where an easement created in the same document is to be extended or reduced in length or width through one Lot but is to remain unchanged in width or length through other Lots in the same plan, a second notation must be shown to indicate the disposition of the easement(s) as regards those Lots.
- 10.17.9 Where an appurtenance is to be extended, only the result of that extension must be defined on the plan.

10.18 Notations for Varying Private Easements - Examples

- 10.18.1 Where an easement is to be varied as regards a particular Lot but is to remain unchanged through other Lots in the previous plan:

THE RIGHT OF WAY ON FOOT (RE-7689453) OVER PORTION OF LOT 17 MARKED B ON C31501 IS TO BE VARIED TO THE POSITION MARKED C.

- 10.18.2 Where the full extent of an easement depicted on the previous plan is to be varied:

THE EASEMENT FOR DRAINAGE PURPOSES (T3452391) OVER THE LAND MARKED A ON C73456 IS TO BE VARIED TO THE POSITION MARKED B.

- 10.18.3 Where there is no creation document shown in the recital of the CT for the servient land, reference to the dominant land must be made in the variation notation in the Annotation panel of the plan. In the following example the dominant land is Lot 2 in the same plan:

THE FREE AND UNRESTRICTED RIGHT OF WAY OVER PORTION OF ALLOTMENT 1 MARKED A IN D124569 APPURTENANT TO LOT 2 IS TO BE VARIED TO THE POSITION MARKED B.

Where the dominant tenement is outside the plan it must be identified by a CT reference or by referring to an allotment or lot number in a previous plan or some other uniquely identified land parcel eg. Section, Block, TA number etc.

- 10.18.4 The purpose of the easement must be shown if other easements for similar or different purposes were created by the same instrument (eg. RE-7654321) over the subject land in the plan:

THE EASEMENT FOR LIGHT AND AIR (RE7654321) OVER THE LAND MARKED A ON D124568 IS TO BE VARIED TO THE POSITION MARKED B".

- 10.18.5 Where land is being consolidated with other land that does not have a dominant easement and the appurtenance is to be extended to the new lot formed:

THE EASEMENT (RE6981231) APPURTENANT TO CT 5234/125 OVER A IS TO BE EXTENDED TO INCLUDE THE WHOLE OF LOT 121.

10.19 Notations for Varying Service Easement - Examples

- 10.19.1 Where a service easement is to be varied in any way, an appropriate notation must be placed on the plan.

EASEMENT FOR DRAINAGE PURPOSES (SEC29903C) OVER PORTION OF LOT 25 IN C29903 IS TO BE VARIED TO THE POSITION MARKED E.

10.20 Requirements for Notations for the Extinguishment of Easements in the Common Plan Format

Every opportunity should be taken to extinguish unnecessary easements.

- 10.20.1 Extinguishment of an easement can be either:

- A full extinguishment (eg: where rights are transferred from the dominant tenement(s) to the servient tenement(s), the full extent of the easement as set out in the creation document are extinguished) or

- A partial extinguishment (eg. where there are numerous dominant rights and only one or two but not all of the dominant tenements are to extinguish their right).
Note: This is considered a full extinguishment as regards to the dominant land and a partial extinguishment as regards the servient land.
- 10.20.2 Pursuant to Section 23(3) of the Community Titles Act 1996 the easement must be extinguished by mutual consent of owners of both the dominant and servient tenements.
- 10.20.3 Pursuant to Section 90C of the Real Property Act 1886 where as a result of the consolidation of a dominant and servient tenements (by division), the easement is extinguished by operation of the Act to the extent of the consolidation only.
- 10.20.4 Pursuant to Section 90E of the Real Property Act 1886, rights of way including a free and unrestricted right of way over public road cannot exist over public road (with the possible exception of those created by a Commonwealth Act).
- 10.20.5 Pursuant to Section 223LF 2(b) and (c) of the Real Property Act 1886 when roads, reserves etc. vest in a council, prescribed authority or reverts to the Crown, they vest free of all estates and interests except pre-existing easements indicated on the plan of division excluding rights of way in the case of a street, road or thoroughfare.

10.21 Plan and Notation Requirements where an Easement is to be Extinguished in an Amendment to a Community Plan

- 10.21.1 Where an easement is to be extinguished in its entirety, a plan is not required unless the extinguishment is a planning condition of an amendment to a Community Plan.
- 10.21.2 Where an easement is to be extinguished as a planning condition on an amendment to a Community Plan, the easement to be extinguished must not be delineated on the plan.
- 10.21.3 When the subject land of a plan is a servient tenement, the general term OVER THE WITHIN LAND must be used to specify that the easement is to be extinguished only as regards the subject land. The easement as set out in the creation document may extend beyond the subject land.
- 10.21.4 When the subject land of a plan is a dominant tenement, the general term APPURTENANT TO CT (FOR THE SUBJECT LAND) must be shown as other Certificates of Title may have easement rights over the same servient land.
- 10.21.5 When both the servient and dominant tenements are contained in the same lot, the easement is automatically extinguished by virtue of Section 90C of the Real Property Act 1886 and reference to the lot in question must be shown in the notation.
- 10.21.6 The purpose of the easement must be shown in the notation where the purpose is shown in the recital of the CT.
- 10.21.7 Only reference to Section 90E of the Real Property Act 1886 must be shown for an extinguishment of right(s) of way.

10.22 Notations when an Easement is to be Extinguished by Section 23 of the Community Titles Act 1996

- 10.22.1 Where the subject land (or portion of the subject land) of a plan is a dominant tenement:
- EASEMENT FOR DRAINAGE PURPOSES (T234589) APPURTENANT TO THE WITHIN LAND IS TO BE EXTINGUISHED.
- (In the above example, CT 5678/123 (the subject land of a plan) is together with an easement over adjoining land. This easement created by T234589 is to be extinguished as a planning condition on the Community Plan.)

- 10.22.2 Where the subject land (or portion of the subject land) is a servient tenement and there is only one dominant tenement:

THE RIGHT OF WAY (TG4563409) OVER THE WITHIN LAND IS TO BE EXTINGUISHED.

(In the above example, the CT for the subject land states that portion of the land in the CT is subject to a right of way created by TG4563409. The right of way is to be extinguished on the Community Plan as a planning condition).

- 10.22.3 Where there is more than one dominant tenement and the easement is only to be extinguished appurtenant to one of the dominant tenements:

THE EASEMENT FOR DRAINAGE PURPOSES (RE6453210) APPURTENANT TO CT 5218/89 IS TO BE EXTINGUISHED.

An additional notation to identify land in the plan that continues to be a servient tenement is required eg:

PORTION OF LOTS 10 AND 11 MARKED C IS SUBJECT TO AN EASEMENT FOR DRAINAGE PURPOSES (RE6453210).

- 10.22.4 Where portion of the land within the bold black lines is to be expressly excluded from the right, two notations are required:

THE RIGHT OF WAY (T5421175) APPURTENANT TO LOT 4 IS TO BE EXTINGUISHED
and

LOTS 1, 2 AND 3 ARE TOGETHER WITH A RIGHT OF WAY OVER THE LAND MARKED B (T5421175)

- 10.22.5 Where portion of the land within the bold black lines is to be expressly excluded from an easement due to an obstruction, two notations are required:

THE EASEMENT FOR GAS SUPPLY PURPOSES (RE 6014451) APPURTENANT TO YARD SUB 1 IS TO BE EXTINGUISHED

and

THE COMMON PROPERTY AND YARD SUB 2 ARE TOGETHER WITH AN EASEMENT FOR GAS SUPPLY PURPOSES (RE 6014451) OVER THE LAND MARKED A.

10.23 Notations when an Easement is to be Extinguished by Section 90C of the Real Property Act 1886

- 10.23.1 Where other easements exist:

EASEMENT FOR WATER SUPPLY PURPOSES (TG7654567) APPURTENANT TO CT 5678/123 OVER LOT 2 IS TO BE EXTINGUISHED.

In the above situation, where other easements exist (eg: Lot 2 may be either the servient tenement or dominant tenement for other easements), notation(s) indicating the disposition of the other easements must be shown on the plan eg:

PORTION OF LOT 2 MARKED A IS SUBJECT TO AN EASEMENT FOR WATER SUPPLY PURPOSES (RE6754290).

10.24 Notations when a right of way is to be Extinguished by Section 90E of the Real Property Act 1886

Section 90E of the Real Property Act 1886 does not apply to:

- Other easements over public road, or
- A right of way created pursuant to a Commonwealth Act.

- 10.24.1 The rights of way to be extinguished pursuant to Section 90E must not be shown on the plan:

THE RIGHT OF WAY (T719176) OVER SMITH ST (PUBLIC ROAD) IS EXTINGUISHED BY SEC 90E OF THE RPA 1886.

THE FREE AND UNRESTRICTED RIGHT OF WAY APPURTENANT TO CT 5161/97 OVER JOHN ST (PUBLIC ROAD) IS EXTINGUISHED BY SEC 90E OF THE RPA 1886.

- 10.24.2 All existing rights of way over lots to vest as public road are automatically extinguished by Section 90E of the Real Property Act 1886 upon the acceptance of the amended Community Plan for deposit. In this situation a notation must be shown on the plan eg:

THE FREE AND UNRESTRICTED RIGHT OF WAY OVER LOTS 100. 101 AND 102 (PUBLIC ROADS) IS EXTINGUISHED BY SEC 90E OF THE RPA 1886.

10.25 Notations when an Easement is to be Extinguished by Section 223LF(2)(b) of the Real Property Act 1886)

- 10.25.1 Where portion of an easement is to be extinguished over Allotment(s) to vest as a road or a Reserve in a Community Plan, separate notations must be shown for the portion of the easement to be retained and for the portion to be extinguished eg:

PORTION OF LOTS 1 TO 5 INCL. MARKED A ARE SUBJECT TO AN EASEMENT FOR WATER SUPPLY PURPOSES (T1987671)

and

EASEMENT FOR WATER SUPPLY PURPOSES (T1987671) OVER PORTION OF ALLOTMENTS 6 (PUBLIC ROAD) AND 7 (RESERVE) IS TO BE EXTINGUISHED

- 10.25.2 Where the whole of an easement is not to be carried forward over Allotment(s) to vest as road or a Reserve in a Community Plan:

EASEMENT FOR LIGHT AND AIR (T123456) IS TO BE EXTINGUISHED.

10.26 Amending the external boundaries of a Community Plan

Methods of amending the external boundaries of a Community Plan:

- Where the whole of an Allotment is added to a Community Plan
- Where portion of an Allotment is added to a Community Plan
- Where land is truncated from a Community Plan and added to an Allotment
- Where land is truncated from a Community Plan to form an Allotment
- Where land is both truncated and added to a Community Plan to form an Allotment

10.27 Amendments where the whole of an Allotment is added to a Community Plan

An outer boundary plan in conjunction with a substituted amended Community plan will be required. Exemption to lodge an Outer Boundary Plan may be given if the land being added to the Community Plan is in accordance with Section 4.28.5. SCAP approval is required for the amended Community Plan.

The amended Community Plan must show:

- The original and new Outer Boundary Plan numbers in the LAST PLAN reference.
- The former identity of the land in the Community Plan and the Allotment being added in the SUBJECT TITLE DETAILS.
- All current title references of the Community Plan affected by the amendment in the OTHER TITLES AFFECTED.

This section is to be read in conjunction with the other requirements as set out in section 10.

10.28 Amendments where portion of an Allotment is added to a Community Plan

A certified plan of division must be lodged in conjunction with a substituted amendment to the Community Plan. SCAP approval is required for both plans.

The Division Plan must show:

- The balance of the Community Plan as open. The full extent must not be shown.
- All the land being divided in the SUBJECT TITLE DETAILS eg former Allotment and where applicable the Common Property and Lot titles as parties to the division.

The amended Community Plan must show:

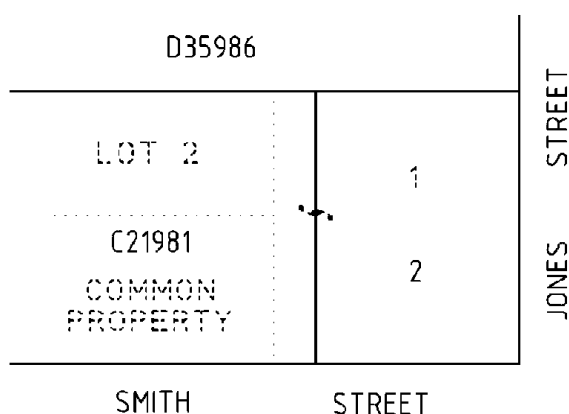
- The Outer Boundary Plan and the new Division Plan numbers in the LAST PLAN reference.
- The former identity of the land in the Community Plan and the portion of the land being added in the SUBJECT TITLE DETAILS.
- All current title references of the Community Plan affected by the amendment in the OTHER TITLES AFFECTED.

This section is to be read in conjunction with the other requirements as set out in section 10.

In the example below portion of Allotment 1 in D15678 is being added to the Common Property and Lot 2 in C21981.

The SUBJECT TITLE DETAILS for the plan of division must include the land that is being affected eg. Allotment 1 in D15678, Common Property and Lot 2 in C21981.

The SUBJECT TITLE DETAILS of the amended Community Plan must be the same as the original community plan and include the former identity of the land added to the Community Plan eg: if portion Allotment 1 in D15678 is added to the Common Property and Lot 2 in the Community Plan, then portion of Allotment 1 in D15678 must be added to the SUBJECT TITLE DETAILS in the amended Community Plan. The OTHER TITLES AFFECTED must show the current title references for Lot 2 and Common Property in C21981.



10.29 Amendments where land is truncated from a Community Plan and added to an Allotment

A certified plan of division must be lodged in conjunction with a substituted amendment to the Community Plan. SCAP approval is required for both plans.

The Division Plan must show:

- The balance of the Community Plan as open. The full extent must not be shown.

- All the land being divided in the SUBJECT TITLE DETAILS eg former Allotment and where applicable the Common Property and Lot titles as parties to the division.

The amended Community Plan must show:

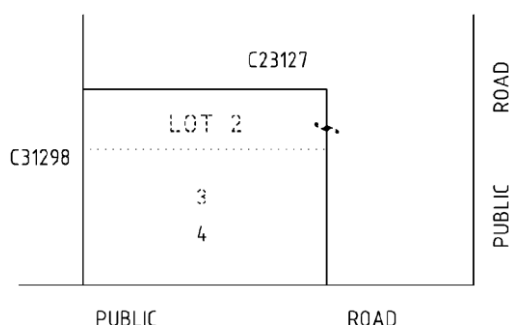
- The Outer Boundary Plan and the new Division Plan Number in the LAST PLAN reference.
- Portion of the original title in the Community Plan in the SUBJECT TITLE DETAILS.
- All current title references of the Community Plan affected by the amendment in the OTHER TITLES AFFECTED.

This section is to be read in conjunction with the other requirements as set out in section 10.

In the example below Allotment 3 and portion of Lot 2 in C23127 is merging to form Allotment 4 in the new division plan. The SUBJECT TITLE DETAILS of the original Community Plan of C23127 is Allotment 1 in D 123.

The SUBJECT TITLE DETAILS for the plan of division must include all the land that is being affected eg. Allotment 3 in D15678 and portion of the Lot 2 in C23127.

The SUBJECT TITLE DETAILS of the amended Community Plan must be portion of the original title in the Community Plan eg. PT Allotment 1 in D123. The OTHER TITLES AFFECTED must show the current title for Lot 2.



10.30 Amendments where land is truncated from a Community Plan to form an Allotment

A certified plan of division must be lodged in conjunction with a substituted amendment to the Community Plan. SCAP approval is required for both plans.

The Division Plan must show:

- The balance of the Community Plan as open. The full extent must not be shown.
- All the land being divided in the SUBJECT TITLE DETAILS eg former Allotment and where applicable the Common Property and Lot titles as parties to the division.

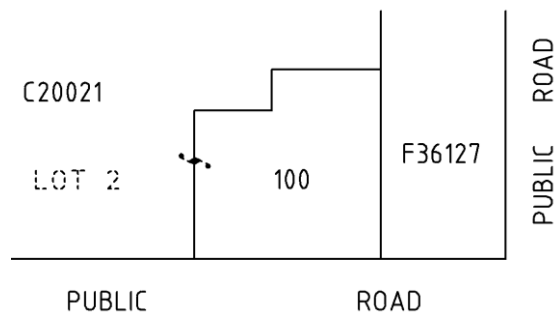
The amended Community Plan must show:

- The Outer Boundary Plan and the new Division Plan Number in the LAST PLAN reference.
- Portion of the original title in the Community Plan in the SUBJECT TITLE DETAILS.
- All current title references of the Community Plan affected by the amendment in the OTHER TITLES AFFECTED.

This section is to be read in conjunction with the other requirements as set out in section 10.

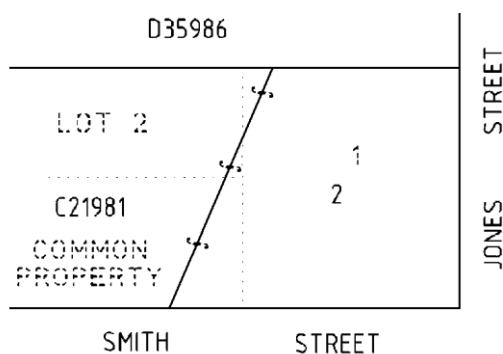
In the example below portion of Lot 2 in C20021 is being divided to form Allotment 100. The original Community Plan land description of C20021 being Allotment 1 in D 234. The SUBJECT TITLE DETAILS for the plan of division is portion of Lot 2 in C20021.

The SUBJECT TITLE DETAILS for the amended Community Plan must be portion of the land in the original Community Plan eg portion of the original title in the Community Plan eg. PT Allotment 1 in D234. The OTHER TITLES AFFECTED must show the current title for Lot 2 in C20021.



10.31 Amendments where land is both truncated from and added to a Community Plan to form an Allotment

In the example below portion of Lot 2 and Common Property in C21981 and Allotment 1 is being divided to form Allotment 2.



10.32 Amalgamation of Community Plans

Two or more Community Plans may be amalgamated to form a single Community Plan provided they are within the same Tier and Scheme Type.

- 10.32.1 A primary plan can be amalgamated with another primary plan if the primary parcels are contiguous.
- 10.32.2 A secondary plan can be amalgamated with another secondary plan if both the secondary parcels form part of the same primary scheme.
- 10.32.3 A tertiary plan can be amalgamated with another tertiary plan only if both the tertiary parcels form part of the same secondary scheme.

To amalgamate plans the following heading must be used:

AMALGAMATION OF COMMUNITY PLANS

11 AMENDMENTS TO STRATA PLANS

Amendments are allowed following SCAP approval to deposited Strata Plans by:

- Substituting a new plan in the A3 format.
- Amendment in red on a full size print of the deposited Strata Plan (Prior approval before lodging the amendment is required from the Plans Client Advice Officer)

Where a complex/multisheet plan is drawn in the common plan format and only minor amendments are required, dispensation may be granted by the Registrar-General to allow lodgement of a substitute sheet (at the same size as the original sheet) in the existing common plan format. For dispensation contact the Plans Client Advice officer.

11.1 Outer Boundary Requirements for Amendments to a Strata Plan

11.1.1 When a Strata Plan is being amended, an outer boundary plan is required in the following cases:

- The Strata Plan being amended did not originally have an outer boundary plan and the amendment is on or close to the boundary.
- The Strata Plan being amended did originally have an outer boundary plan but there is insufficient data to ensure that the amendments are wholly contained within the Strata Plan.

11.2 General Requirements

- 11.2.1 The original Strata Plan number must be used.
- 11.2.2 The amendments must agree with the new State Commission Assessment Panel (SCAP) certificate.
- 11.2.3 Where the original Strata Plan was shown in angles, the substitute Strata plan must also be shown in angles, unless a new outer boundary plan that is in bearings has been accepted for filing. These bearings must be shown.
- 11.2.4 Where a Road/Reserve vests in an amendment to a Strata Plan they must not merge with existing Roads/Reserve. A new allotment and road name must be shown.
- 11.2.5 Amendments to Strata Plans must include a change within the bold black lines (i.e. altering encroachments, adding balconies over an abutting road cannot be done without an amendment within the bold black lines).
- 11.2.6 Where an amendment to a Strata Plan changes the boundaries of a Unit(s) the original unit number must be retained.
- 11.2.7 Where an amendment to a Strata Plan creates any additional Units the next available Unit number must be used.
- 11.2.8 Strata Plans lodged prior to the Strata Titles Act 1988 have existing boundaries set out to the centre line rather than to the inside face of the wall (unless defined differently on the relevant Strata Plan).
- 11.2.9 Unless stated otherwise in this section, the plan drafting requirements as set out in General Requirements for Diagram Sheets (see Section 7 General Requirements for Diagram Sheets) and Community Plans (see Section 9 Community Plans, for Unit Subsidiaries refer to Lot Subsidiaries and substitute UNIT for LOT) apply.

11.2.10 Strata Plans contain the following components:

- Site Plan
- Floor Plan(s)

11.3 Amendments by substituting a Plan in the A3 Textual and Diagram Sheet Format.

For general textual sheet requirements, refer to Section 1 General Requirements for Textual Sheets.

For general diagram sheet requirements, refer to Section 7 General Requirements for Diagram Sheets

For unit entitlement schedule requirements see LTO Forms Online and Notice to Lodging Parties (NTLP) 158.

11.3.1 The plan PURPOSE on the textual sheet must show STRATA.

11.3.2 The last plan reference is the original Strata Plan outer boundary plan or a later outer boundary plan.

11.3.3 The label SUBSTITUTE SHEET must be shown below the plan number on the textual sheet and on all diagram sheet(s) in upper case lettering with a character height of 5mm.

11.3.4 Only the new SCAP number is shown in the heading by Development No. on the textual sheet.

11.3.5 Where the previous amendment to the Strata Plan was in the A3 Plan format the next version number after the prior version number is shown.

11.3.6 The Surveyors Certificate (see Amendments to a Strata Plan in table 3.1 – Certification Decision Table) must be shown.

11.3.7 The original title reference(s) and land description prior to the deposit of the Strata Plan must be shown in the Subject Title Details on the textual sheet.

11.3.8 Parcels affected by the amendments to a Strata Plan must be shown in the Other Titles Affected Panel on the textual sheet (eg: the current title references for Unit 1 and 3 are shown as the boundaries between them are being altered. The remaining Units within the scheme are not shown).

11.3.9 All sheets in the amended plan must be drawn to scale but do not need to be drawn to the same scale as the original plan.

11.4 Amendments by substituting sheets in the Common Plan Format - Site and Floor Plan Sheet Sizes

11.4.1 Strata Site Plans must be submitted in one of the following formats:

- DOL - F, B2 size, 500mm x 707mm (see [Figure 11.1](#))
- DOL – D1, B3 size, 353mm x 500mm (see [Figure 11.2](#))

Strata Floor Plans must be submitted in one of the following formats:

- DOL – B, B2 size, 500mm x 707mm (see [Figure 11.3](#))
- DOL – E, B3 size, 353mm x 500mm (see [Figure 11.4](#))

11.4.2 All sheets must be:

- Drawn in metric data. Imperial data cannot be used.
- The same sheet size throughout the plan.
- The same metric scale throughout the plan.

If the original plan was drawn to a metric scale the amended plan must be drawn to the same scale.

[illegible]

Figure 11.1

STRATA PLAN NUMBER	
S	
THIS IS SHEET	OF SHEETS
DEPOSITED / /	
PRO REGISTRAR-GENERAL	
MAP REFERENCE	
TITLE REFERENCE	
O.B./LAST PLAN REF.	TOTAL AREA
HUNDRED	
TOWNSHIP/AREA	
COUNCIL	
SCALE	
0 METRES	
ANNOTATIONS	

I, _____ a licensed surveyor under the Survey Act, 1992, certify:- (a) that this plan correctly delineates the boundaries of the land comprised in the plan and all units, unit subsidiaries, common property and other buildings shown on the plan; (b) that this plan is correct for the purposes of the Strata Titles Act, 1988, and regulations. Dated this _____ day of _____ _____ Licensed Surveyor

Figure 11.2

STRATA PLAN NUMBER	
S	
THIS IS SHEET	OF SHEETS
DEPOSITED / /	PRO REGISTRAR-GENERAL
MAP REFERENCE	
CONTROL	
SCALE	METRES
0	
ANNOTATIONS	

Version 10.0

STRATA PLAN NUMBER	
S	
THIS IS SHEET	OF SHEETS
DEPOSITED / /	PRO REGISTRAR GENERAL
MAP REFERENCE	
COUNCIL	
SCALE 0	METRES
ANNOTATIONS	

DOL - E

Figure 11.4

- 11.4.3 Character height for headings for each box within a panel must be 2mm.
- 11.4.4 Character height for information in a panel must be in the range 2.5mm to 3mm.
- 11.4.5 The information in the panel must not be underlined.
- 11.4.6 The panel layout for the site plan must be as follows:
- Strata plan number. Character size of Strata Plan number is 10mm.
 - Sheet number
 - Deposited panel
 - Map reference
 - Title reference
 - Outer Boundary reference/Last Plan Reference
 - Total area
 - Hundred
 - Area name
 - Council name
 - Current land description and historical identifier
 - Bar scale must be 100mm

For an example see [Figure 11.5](#)


	110mm	
17mm	STRATA PLAN NUMBER S	
7.5mm	THIS IS SHEET OF SHEETS	
12.5mm	DEPOSITED / / PRO REGISTRAR-GENERAL	
7.5mm	MAP REFERENCE	
12.5mm	TITLE REFERENCE	
7.5mm	O.B./LAST PLAN REF.	TOTAL AREA
25mm	HUNDRED	
	TOWNSHIP/AREA	
	COUNCIL	
25mm		
12.5mm	SCALE METRES 0 	
	ANNOTATIONS	

Figure 11.5

11.4.7 The panel layout for Floor Plans must be as follows:

- Strata Plan number
- Sheet number
- Deposited Panel
- Map Reference
- Council name
- Bar Scale to be 100mm long

For an example see [Figure 11.6](#)

	110mm		
17.5mm	STRATA PLAN NUMBER		
	S		
7.5mm	THIS IS SHEET	OF	SHEETS
12.5mm	DEPOSITED / /		PRO REGISTRAR GENERAL
7.5mm	MAP REFERENCE		
12.5mm	COUNCIL		
12.5mm	<div style="display: flex; justify-content: space-between;"> SCALE METRES </div> <div style="display: flex; align-items: center;"> 0 <div style="flex-grow: 1; border: 1px solid black; position: relative;"> <div style="position: absolute; top: -5px; left: 0; right: 0; height: 2px; background: linear-gradient(to right, black 49%, white 49%, white 51%, black 51%);"></div> </div> </div>		
ANNOTATIONS			

Figure 11.6

11.5 Sheet Headings and Contents in the Common Plan Format

The sheet heading is located at the top of the sheet near the panel.

11.5.1 The character height in the sheet heading must be 5mm.

11.5.2 Sheet headings must be as follows:

- SITE PLAN requirements must be as set out in Community Plans except that service infrastructure must not be shown (Section 9 Community Plans).
- FLOOR PLANS (eg: GROUND FLOOR PLAN, FIRST FLOOR PLAN etc.) must be as set out in Community Plans except that lot subsidiaries must be shown as unit subsidiaries (Section 9 Community Plans).

11.6 Specific Strata Plan Requirements in the Common Plan Format

11.6.1 Where the Site Plan is amended, the Irrigation Area, Division, Hundred, Area, Council, Map Reference panels must be completed using current information.

11.6.2 Where the Site Plan is amended, the OB/Last Plan Reference and Total Area must be completed using information from the original Strata Plan unless there is a later outer boundary plan

11.6.3 All required notations (eg: easements etc.) must be shown under Annotations.

- 11.6.4 The Surveyors Certificate (see Amendments to a Strata Plan in Table 3.1 – Certificate Decision Table) must be shown on all sheets of the amended Strata Plan.

On substitute sheets the pre-printed surveyor's certificate must be left blank and struck through. On the site plan the following notation must be shown directly above the struck through certificate:

FOR CERTIFICATION BY SURVEYOR UNDER THE SECOND SCHEDULE OF REGULATIONS SEE AMENDED ORIGINAL.

11.7 Common Plan Format Easements

See Section 5.29 for Easements in Amendments to Community/Strata Plans.

11.8 Amendments in Red

- 11.8.1 Amendments in red must be only of a minor nature and not be over an existing amendment in red.
- 11.8.2 A combination of an amendment in red and a substitute sheet is not permitted.
- 11.8.3 All amendments in red require prior approval from the Plans Client Advice Officer.
- 11.8.4 Amendments must be plotted in red on a full size print of the deposited Strata Plan.
- 11.8.5 The new boundaries and data must not obstruct existing boundaries and data.
- 11.8.6 For amendments, identifiers, data, unit numbers, labels etc. must be stuck through in red and the existing boundaries crossed through in red using small crosses (see [Figure 11.7](#)).

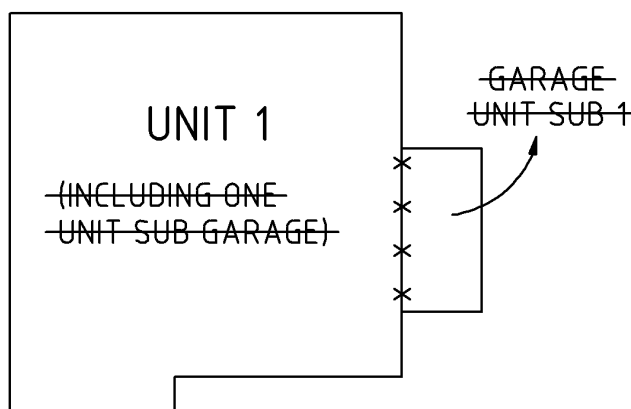


Figure 11.7

- 11.8.7 Erasures or the use of white out fluid on the print to be lodged or the SCAP print is not acceptable.
- 11.8.8 The Surveyors Certificate (see Amendments to a Strata Plan in Table 3.1 – Certificate Decision Table) must be shown on all sheets being amended.

11.9 Amending the external boundaries of a Strata Plan

Methods of amending the external boundaries of a Strata Plan:

- Where the whole of an allotment is added to a Strata Plan
- Where portion of an allotment is added to a Strata Plan
- Where land is truncated from a Strata Plan and added to an Allotment
- Where land is truncated from a Strata Plan to form an Allotment
- Where land is both truncated from and added to a Strata Plan to form an Allotment

11.10 Amendments where the whole of an allotment is added to a Strata Plan

An outer boundary plan in conjunction with a substituted amended Strata Plan will be required. Exemption to lodge an Outer Boundary plan may be given if the land being added to the Strata Plan is in accordance with section 4.28.5. SCAP approval is required for the amended Strata Plan.

The amended Strata Plan must show:

- The original and new Outer Boundary Plan numbers in the OB/ LAST PLAN REFERENCE
- The land in the original Strata Plan and the allotment being added in the land description.

This section is to be read in conjunction with the other requirements as set out in section 11.

11.11 Amendments where portion of an allotment is added to a Strata Plan

A certified plan of division must be lodged in conjunction with a substituted amended Strata Plan. SCAP approval is required for both plans.

The Division Plan must show:

- The balance of the Strata Plan as open. The full extent of the Strata Plan must not be shown.
- All the land being divided in the SUBJECT TITLE DETAILS eg former Allotment and where applicable the Common Property and Unit titles as parties to the division.

The amended Strata Plan must show:

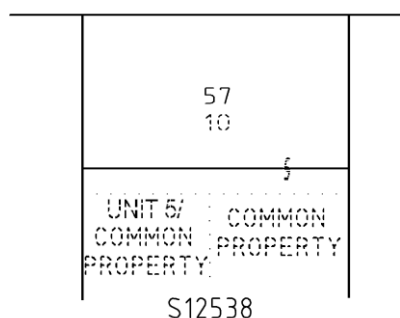
- The Outer Boundary Plan and the new Division Plan numbers in the OB/ LAST PLAN REFERENCE
- The land in the original Strata Plan and the portion of the land being added in the land description.

This section is to be read in conjunction with the other requirements as set out in section 11.

In the example below portion of Allotment 10 in D1178 is being added to the Common Property and Unit 5 in S12538. The balance Allotment is 57.

The SUBJECT TITLE DETAILS for the plan of division must include the land that is being affected eg. Allotment 10 in D1178 and the land in the Strata Plan that will receive the added land eg the Common Property and Unit 5 in S12538.

The land description of the amended Strata Plan must be the same as the original Strata Plan and include the former identity of the land added to the Strata Plan eg: Portion of Allotment 10 in D1178 must be added to the land description in the amended Strata Plan.



11.12 Amendments where land is truncated from a Strata Plan and added to an Allotment

A certified plan of division must be lodged in conjunction with a substituted amendment to the Strata Plan. SCAP approval is required for both plans.

The Division Plan must show:

- The balance of the Strata Plan as open. The full extent of the Strata Plan must not be shown.
- All the land being divided in the SUBJECT TITLE DETAILS eg former Allotment and where applicable the Common Property and Unit titles as parties to the division.

The amended Strata Plan must show:

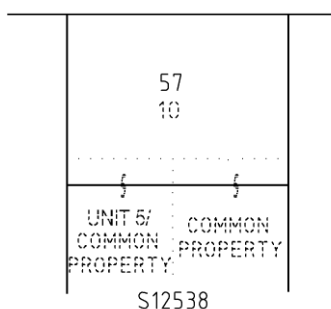
- The Outer Boundary Plan and the new Division Plan numbers in the OB/ LAST PLAN REFERENCE.
- Portion of the original title in the Strata Plan in the land description.

This section is to be read in conjunction with the other requirements as set out in section 11.

In the example below Allotment 10 in D1178 and portion of Common Property and Unit 5 in S12538 are merging to form Allotment 57. The original Strata Plan land description is Allotment 1 in D 1133.

The SUBJECT TITLE DETAILS for the plan of division must include the land that is being affected eg. Allotment 10 and Portion of the Common Property and Unit 5.

The land description of the amended Strata Plan must be portion of the land in the original Strata Plan eg. Portion of the original title in the Strata Plan and PT Allotment 1 in D1133.



11.13 Amendments where land is truncated from a Strata Plan to form an Allotment

A Certified plan of division must be lodged in conjunction with a substituted amendment to the Strata Plan. SCAP approval is required for both plans.

The Division Plan must show:

- The balance of the Strata Plan as open. The full extent of the Strata Plan must not be shown.
- All the land being divided in the SUBJECT TITLE DETAILS eg where applicable the Common Property and Unit titles that are parties to the division.

The amended Strata Plan must show:

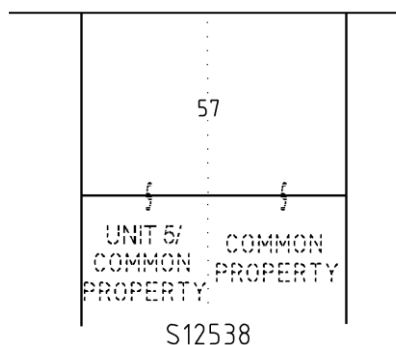
- The Outer Boundary Plan and the new Division Plan numbers in the OB/ LAST PLAN REFERENCE.
- Portion of the land in the original Strata Plan in the land description.

This section is to be read in conjunction with the other requirements as set out in section 11.

In the example below portion of the Common Property and Unit 5 in S12538 is being divided to form Allotment 57. The original Strata Plan land description is Allotment 3 in D2341.

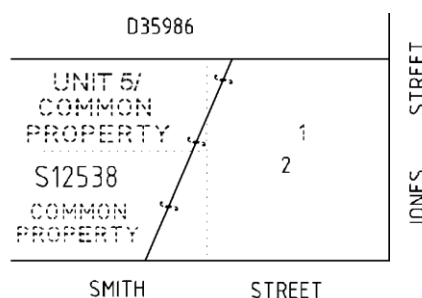
The SUBJECT TITLE DETAILS of the plan of division is the Common Property and Unit 5 in S12538.

The Land Description for the amended Strata Plan must be portion of the land in the original Strata Plan eg. PT Allotment 3 in D2341 being portion of the title.



11.14 Amendments where land is both truncated and added to a Strata Plan to form an Allotment

In the example below portion of Unit 5 and Common Property in S12538 and Allotment 1 is being divided to form Allotment 2.



11.15 Cancelling a Strata Plan

Methods of cancelling a Strata Plan:

- By lodgement of a Division Plan
- By lodgement of a new Community Plan
- By lodgement of a Community Plan with the same number as the Strata Plan. See Section 9.42 - A Strata Plan adopting the Community Titles Act and a subsequent amendment.
- By reverting to the prior land description.

11.16 Cancellation by lodgement of a Division Plan

- A Certified Division Plan is lodged and on deposit the Strata Plan is cancelled.
- All the Units and Common Property titles must be shown in the Subject Title Details on the Division Plan.
- Roads and Reserves that were vested in the Strata Plan remain in the Strata Plan.

11.17 Cancellation by lodgement of a new Community Plan

- A new Community Plan is lodged using the existing titles, Units and Common Property of the Strata plan in the Subject Title Details

- A new Outer Boundary is required unless the requirements of Section 2.28 are fulfilled
- The Strata Plan is cancelled and the land reverts to the original land description
- Where the original land description does not uniquely identify the land as a single allotment a Filed Plan with the heading REIDENTIFICATION OF LAND AND REDESIGNATION OF PARCELS must be lodged with the application to cancel the Strata plan.
- Upon cancellation of the Strata Plan a new interim title will issue and the Community Plan is updated with the new title reference and the original land description or the redesignated parcel land description in the Subject Title details
- Roads and Reserves that were vested in the Strata plan remain in the Strata plan.

11.18 Cancellation by reverting to the prior land description

- The Strata Plan is cancelled.
- On cancellation of a deposited Strata Plan the land reverts to the original land description.
- Where the original land description does not uniquely identify the land as a single Allotment a Filed Plan with the heading REIDENTIFICATION OF LAND AND REDESIGNATION OF PARCELS must be lodged with the application to cancel the Strata Plan.
- Roads and Reserves that were vested in the Strata Plan remain in the Strata Plan.

11.19 The effect on existing easements when a Strata Plan is to be cancelled is as follows:

- Internal easements are extinguished (by Section 90C of the Real Property Act 1886)
- Where a Strata Plan is subject to and/or appurtenant to easements these easements remain unchanged unless affected by documentation.

11.20 Amalgamation of Strata Plans

Where two or more deposited strata plans are contiguous, the strata plans may be amalgamated to form a single strata scheme.

- The boundaries of easements, appurtenances, encroachments, units, unit subsidiaries, common property etc. shown on the strata plans to be amalgamated must be retained on the new strata plan (except for easements where the provisions of s 90C of the Real Property Act 1886 apply)
- The plan purpose is PLAN OF AMALGAMATION OF S..... AND S.....

11.21 Amendments to Strata Plans in the A3 Plan format Case Study 11.1.

S101 is an example of a Substitute Strata Plan in the A3 plan format.

The Textual sheet shows:

- The original Strata Plan Number.
- The label SUBSTITUE SHEET below the plan number.
- The plan PURPOSE as STRATA.
- The LAST PLAN reference from the original strata plan or a later outer boundary.
- Only the new SCAP number.
- The Surveyors Certificate from Table 3.1.

- The SUBJECT TITLE DETAILS using the title reference(s) and land description prior to deposit of the original Strata Plan.
- Parcels affected by the amendment in the OTHER TITLES AFFECTED.

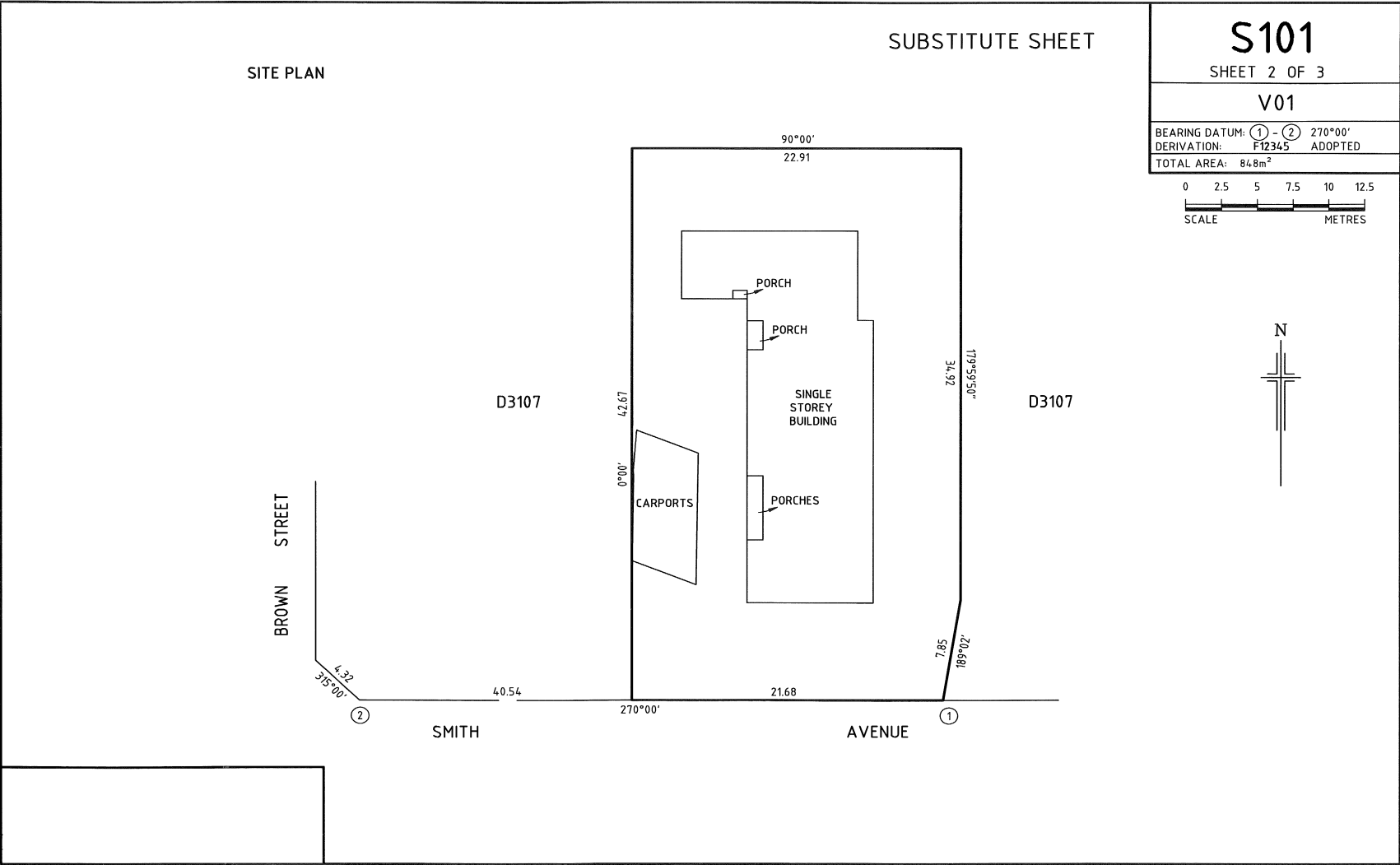
The Site Plan shows:

- The total area
- Dimensions of the subject land as shown on the outer boundary plan
- The Label SITE PLAN.
- The label SUBSTITUE SHEET.

The Ground floor plan:

- The Units and their subsidiaries.
- A note regarding the upper and lower limits of the yards (monuments do not require a height limitation note).
- The label SUBSTITUE SHEET

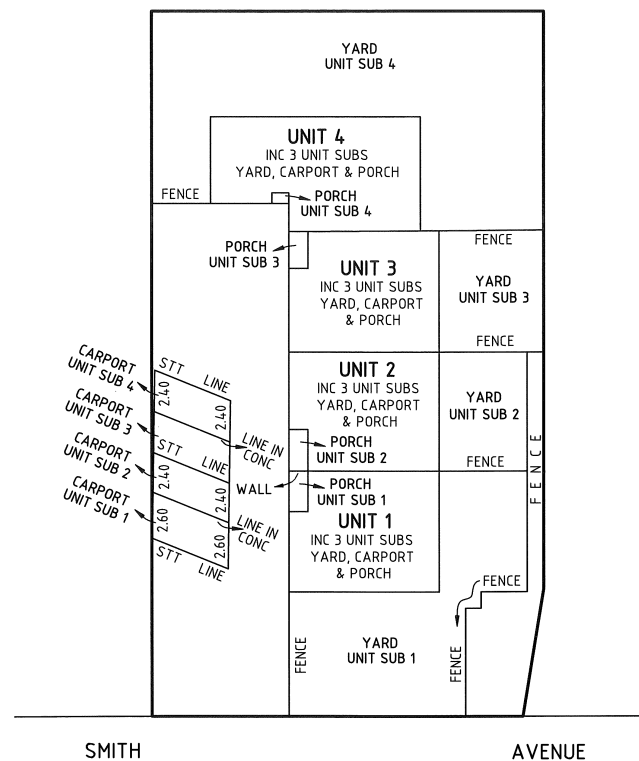
24 August 2020



SUBSTITUTE SHEET

SHEET 3 OF 3

V01



11.22 Amendments to Strata Plans – Case Study 11.2

S18158 is an example of a Substitute Strata Plan. All sheets must show SUBSTITUTE PLAN

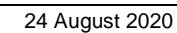
The Site plan shows:

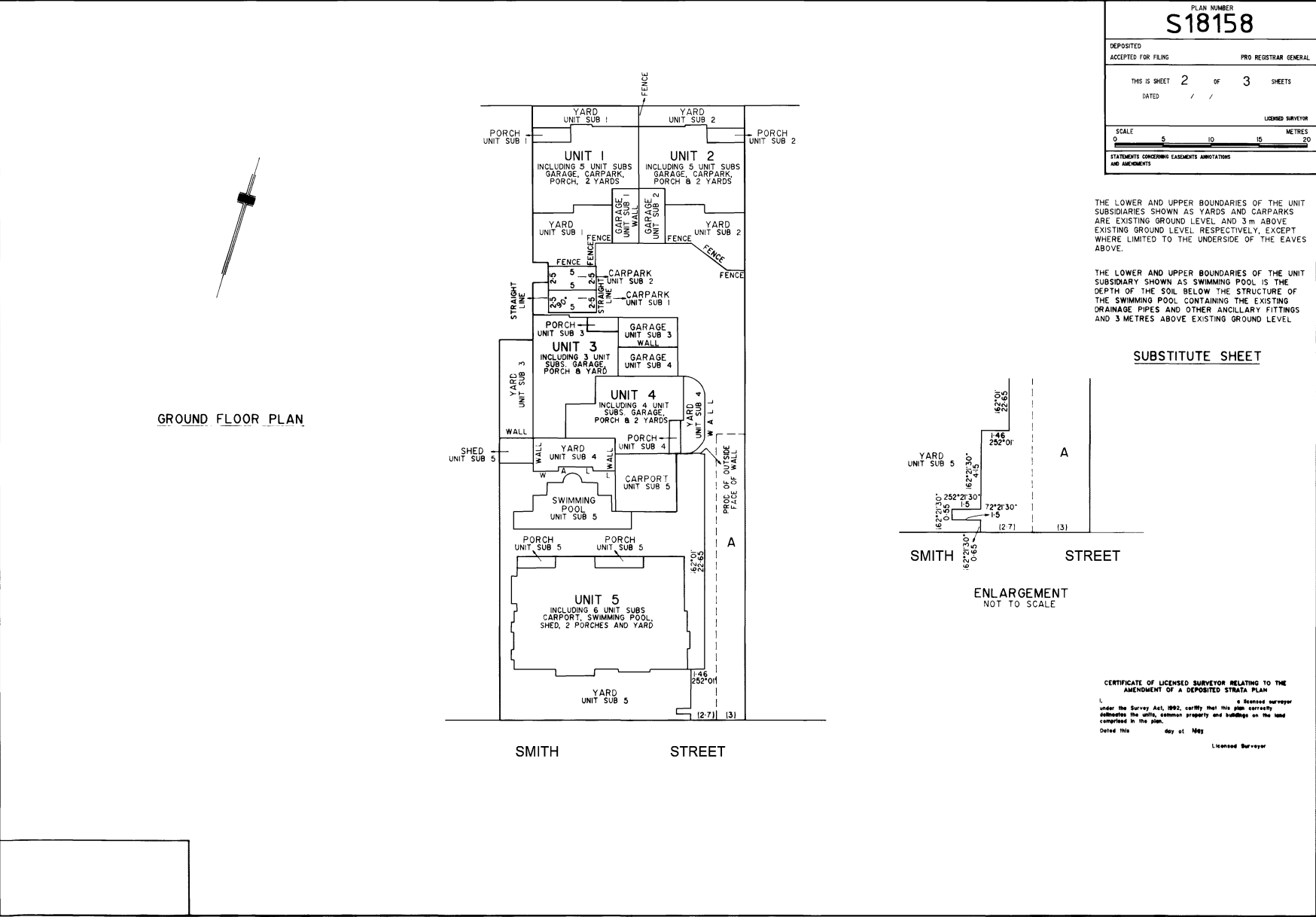
- The original Strata Plan number.
- The title reference(s) and land description prior to deposit of the original Strata Plan in the respective Title Reference and Land Description panels
- The Irrigation Area, Division, Hundred, Area, Council, Map Reference panels using current information.
- The OB/Last Plan Reference and the Total Area panels using information from the original Strata Plan.
- All required notations (eg: easements etc.) must be shown under Annotations.
- The certificate including the heading.
- The pre-printed surveyors certificate left blank and struck through and the following is placed directly above the struck through certificate:

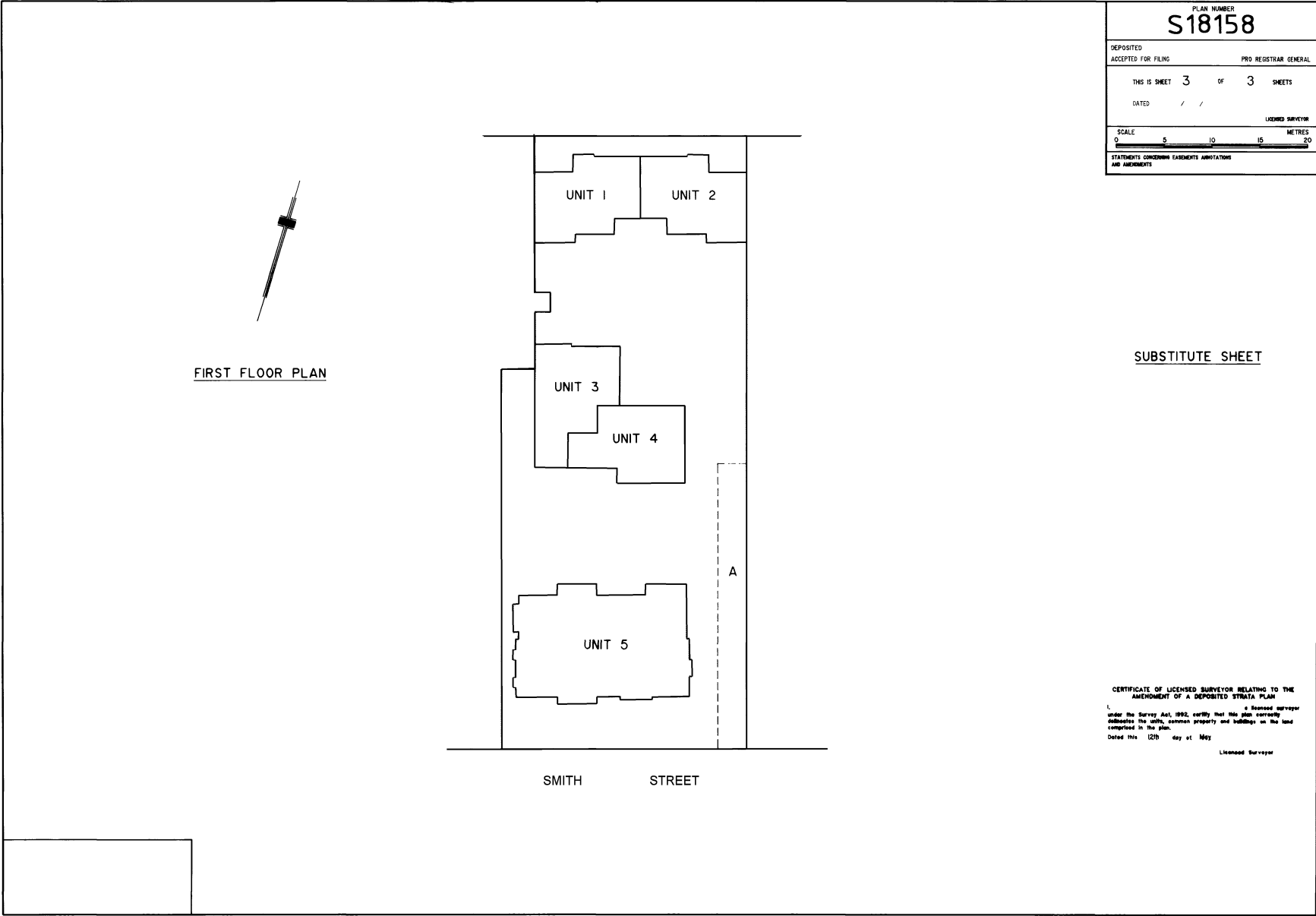
FOR CERTIFICATION BY SURVEYOR UNDER THE FIRST SCHEDULE OF
REGULATIONS SEE AMENDED ORIGINAL

The Floor Plans show:

- The certificate including the heading
- The units and unit subsidiaries
- Easements
- Notations with regard to unit subsidiary limitations







12 REQUIREMENT FOR CERTIFIED SURVEY

A certified survey is required for Deposited and Filed Plans with the exceptions as described below. In a particular case the Registrar-General may require the certificate of a licensed surveyor to be provided in relation to a plan of division or other dealing even though the requirement for the certificate is waived by the following criteria.

See 7.35.4 for criteria for balance parcels, resulting from division (including subdivision), to be surveyed.

12.1 Deposited Plans

- 12.1.1 A certified survey is not required for the plan purpose of amalgamation, provided there is no conflict with linear or angular data.
- 12.1.2 Easement boundaries cannot be used as a new boundary without a certified survey.
- 12.1.3 A certified survey is not required for road closing or channel reserve division (only if the portion of channel reserve being dealt with is merged with abutting land and no new parcels are created, other than the balance of the channel reserve) provided the new boundary is:
 - A join between existing corners
 - A production of a side boundary
 - Square off an existing corner
- 12.1.4 A certified survey is not required for a new boundary that is a join between boundary corners created through previous certified survey(s).
- 12.1.5 A certified survey is not required for a division of an allotment comprising pieces into separate allotments (eg. no new boundaries are being created).

12.2 Plans of Division into Two Allotments Outside Designated Survey Areas (DSAs)

Subject to the requirements of Regulation 5 of the Real Property Regulations 2009 a certified survey is not required for plans of division into two allotments (minor road widening will not be counted as a separate allotment, eg corner cuts six metres (or less) outside DSAs provided:

- 12.2.1 There is no new boundary related to occupation (including party walls) or natural features.
- 12.2.2 The division does not involve the creation of a new road or the substantial widening of an existing road (eg. a corner cut of over 6 metres).
- 12.2.3 The land is not Crown (see Cadastral Survey Guidelines Sec 8 for plan presentation of limited survey for division of some waterfront reserves and pastoral leases).
- 12.2.4 The subject land boundary data is complete and satisfies prescribed tolerances, and a prior survey does not disclose shortage or excess outside prescribed tolerances.
- 12.2.5 A new boundary is not close to a natural boundary that is no longer coincident with its natural feature.
- 12.2.6 A new boundary is not close to a curvilinear reserve boundary that is no longer at original width from the natural boundary (due to movement in the latter).

12.3 Plans of Division Pegged in Accordance

A certified survey is not required for plans of division pegged in accordance with a prior certified survey provided:

- 12.3.1 The division is into five or less allotments.
- 12.3.2 There is no new boundary related to occupation (including party walls) or natural features.
- 12.3.3 The division does not involve the creation of a new road or the substantial widening of an existing road.
- 12.3.4 The land is not commercial.
- 12.3.5 The land is not Crown.
- 12.3.6 The existing parcel to be divided within the prior certified survey must be inside the bold black lines and all of the boundaries surveyed.
- 12.3.7 The prior certified survey's date of field work is after the date of operation of the DSA. If the date of the field work is before the date of operation of the DSA, or if not in a DSA, the prior certified survey's date of field work is within two years of lodgement of the proposed division.
- 12.3.8 The plan is certified as Pegged in Accordance (see Table 3.1 – Certification Decision Table).

Where the surveyor's field measurements does not agree (within tolerances) with the prior certified survey a new fully certified survey must be lodged.

12.4 Land Acquisition Act 1969 Tielines

Infrastructure projects extending over multiple ownerships may require survey of proposed boundaries (certified file plan) followed by individual plans of division. A certified survey is not required for those plans of division provided:

- 12.4.1 The new boundary data is the same as that shown for tielines on the prior certified file plan.
- 12.4.2 The prior certified file plan placed PSMs necessary for the proposed boundaries.
- 12.4.3 The prior certified file plan placed showed all occupation adjacent to the proposed boundary tielines.
- 12.4.4 The prior certified file plan's date of field work is after the date of operation of the DSA. If the date of the field work is before the date of operation of the DSA, or if not in a DSA, the prior certified file plan's date of field work is within two years of lodgement of the proposed division.
- 12.4.5 The plan is certified as Pegged in Accordance (see Table 3.1 – Certification Decision Table).
- 12.4.6 The requirement of rule 7.35.4 for survey of the whole of the subject parcel for substantial widening of a road does not apply to these proposed acquisition certified file plans. However, rule 7.35.4 may apply for subsequent development of the resulting parcels, that is, certified survey of the whole of the subject parcel may be required for division of land beyond that being transferred in the acquisition.

12.5 Easements

Under Section 90D of the RPA 1886 the Registrar-General may require a certified survey for the creation or variation of an easement. Plans client advice should be contacted to confirm whether the following criteria are applicable.

12.5.1 A certified survey may be required for easements being varied, new or proposed where the easement:

- Is extensive or winds through an area unrelated to parcel boundaries
- Is through land where large discrepancies with data exist or where there is very little data.
- Boundary is defined by a monument or natural feature either horizontally or vertically. See Figures 12.1 and 12.2.

12.5.2 Figure 12.1 is an example that shows when a survey is required. The boundary of the Party Wall is defined by monument.

This same principle will apply to vertical monuments that use Australian Height Datum's (AHD)

Note: Hachuring is only shown for illustration purposes and must not be shown on the plan diagrams

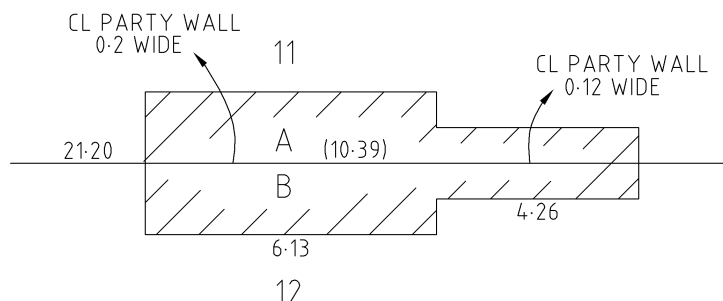


Figure 12.1

12.5.3 Figure 12.2 is an example that shows when a survey is not required, an eaves and gutters structure is indicated by hatchuring. The boundary of the easement for eaves and gutters is not directly defined by monument. The easement extends beyond the physical structure without showing a relationship between them.

This same principle will apply to vertical monuments that use Australian Height Datum's (AHD)

Note: Hachuring is only shown for illustration purposes and must not be shown on the plan diagrams

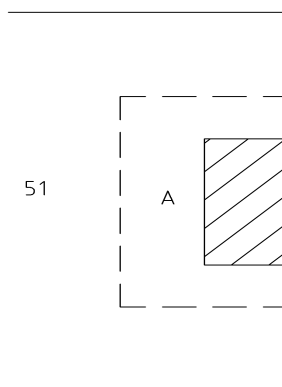


Figure 12.2

12.6 Leases

12.6.1 A certified survey is not required for leases unless:

- Monuments are fixed by data to a title or easement boundary
- Monuments are close to or co-incidental to a title or easement boundary. (Use of the title or easement boundary as the lease boundary, instead of the monument, negates the survey requirement)
- Monuments are defined by data
- Data is shown along the entire length of a monument
- The lease is of an easement or right of way (See 12.4)

13 PARTY WALLS

Party wall easement rights occur where one building structure occupies or intends to occupy two allotments of land and separate occupation usually occurs.

13.1 General Requirements

- 13.1.1 A certified survey must be submitted to create an occupied party wall.
- 13.1.2 Party wall boundaries must be straight lines unless otherwise indicated.
- 13.1.3 The abbreviation for the centre-line of a party wall must be CL PARTY WALL
- 13.1.4 Hatchuring must not be shown on the diagram
- 13.1.5 Party wall angles must be 90° unless shown in bearings.
- 13.1.6 Where practical multiple party wall rights with the same STATUS should be shown consecutively in the EASEMENT DETAILS panel
- 13.1.7 One of the following annotations must be shown in the Annotations panel on the Textual Sheet:

PARTY WALL IS OCCUPIED

or

PARTY WALL IS UNOCCUPIED

13.2 Data Requirements

- 13.2.1 A part distance must be shown along the parcel boundary to locate the party wall (see [Figure 13.1](#)).
- 13.2.2 A part distance must be shown along the parcel boundary to indicate the length of the party wall (see [Figure 13.1](#))

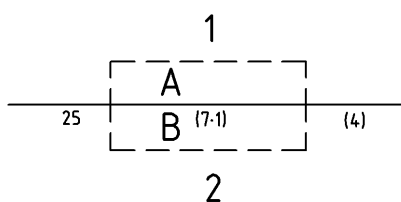


Figure 13.1

- 13.2.3 Distances must be shown for steps on the outer extremities of the Party walls (see [Figure 13.2](#)).
- 13.2.4 Where the stepped Party Wall is uniform on both sides (with internal angles of 90°), distances for the steps must only be shown on one side (see [Figure 13.2](#)).

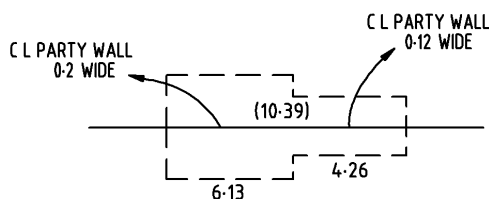


Figure 13.2

- 13.2.5 Where the stepped Party Wall is uniform on one side and not on the other (with internal angles of 90°), distances must be shown on all sides (see [Figure 13.2a](#)).

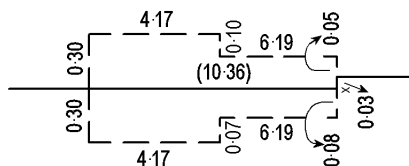


Figure 13.2a

13.3 Specific Requirements where the Internal angles are 90°

- 13.3.1 A width must be shown (eg: CL OF PARTY WALL 0.2 WIDE) or distances must be shown at either end of the party wall (see [Figure 13.3](#) and [Figure 13.4](#)).

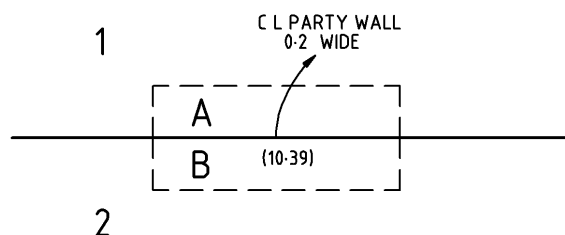


Figure 13.3

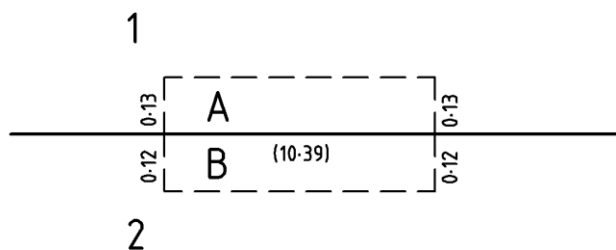


Figure 13.4

13.4 Specific Requirements where the Internal angles are not 90°

- 13.4.1 Bearings and distances must be shown for the full extent of the party wall where the internal angles are not 90° (see [Figure 13.5](#))

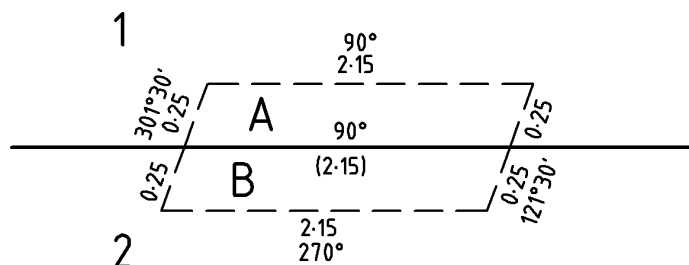


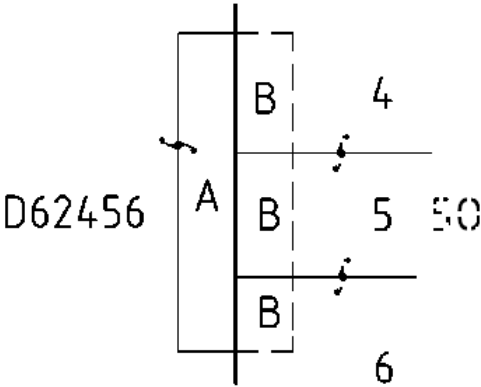
Figure 13.5

13.5 Party Walls Shown in the Easement Details Panel – Example

- 13.5.1 The example below shows the Easement Details Panel on the Textual Sheet for [Figure 13.5](#).

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
NEW	1	SHORT	EASEMENT(S)	A	PARTY WALL RIGHTS	B	
NEW	2	SHORT	EASEMENT(S)	B	PARTY WALL RIGHTS	A	

13.5.2 Below is an example of Allotment 50 being subject and together with Party Wall rights and how to delineate the Party Wall when Allotment 50 is divided.



EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXISTING	4.5.6	SHORT	EASEMENT(S)	B	PARTY WALL RIGHTS	A	TG 11412668
EXISTING		SHORT	EASEMENT(S)	A	PARTY WALL RIGHTS	B	TG 11412668

13.6 Party Walls Shown on the Diagram Sheet – Examples

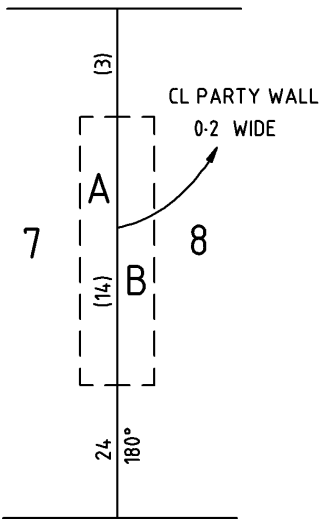


Figure 13.6
STANDARD PARTY WALL

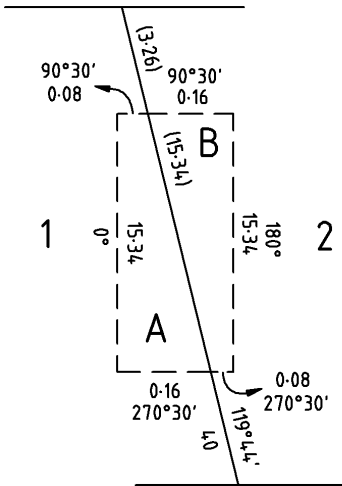


Figure 13.7
OBLIQUE PARTY WALL

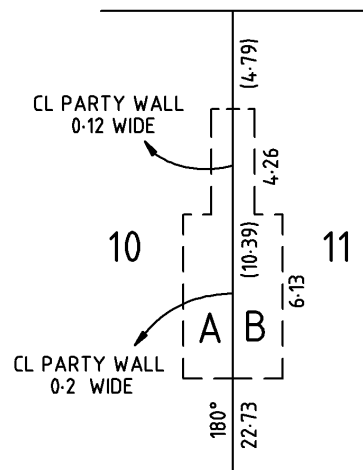


Figure 13.8

STEPPED PARTY WALL

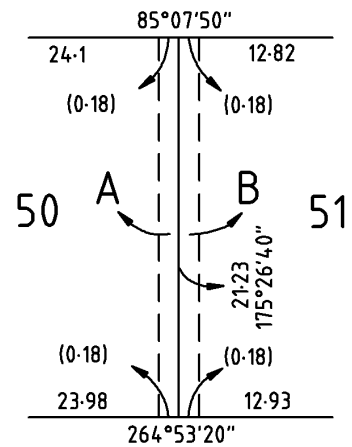


Figure 13.9

NON-STANDARD PARTY WALL

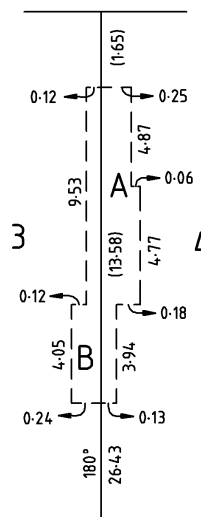
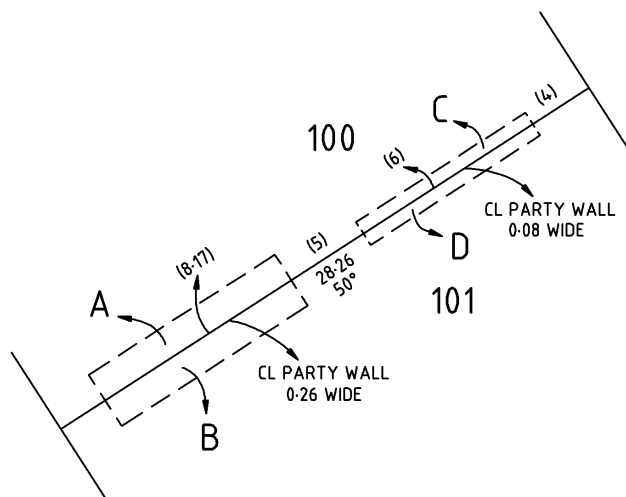


Figure 13.10

NON-STANDARD PARTY WALL



EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
NEW	100	SHORT	EASEMENT(S)	A	PARTY WALL RIGHTS	B	
NEW	101	SHORT	EASEMENT(S)	B	PARTY WALL RIGHTS	A	
NEW	100	SHORT	EASEMENT(S)	C	PARTY WALL RIGHTS	D	
NEW	101	SHORT	EASEMENT(S)	D	PARTY WALL RIGHTS	C	

Figure 13.11
SEPARATED PARTY WALL

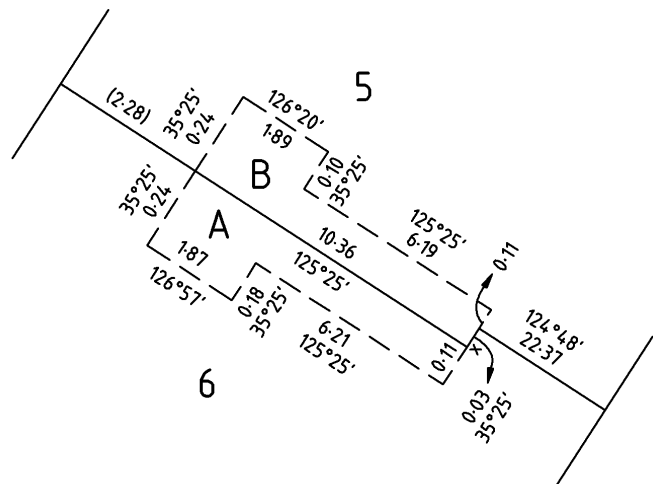


Figure 13.12
NON-STANDARD PARTY WALL

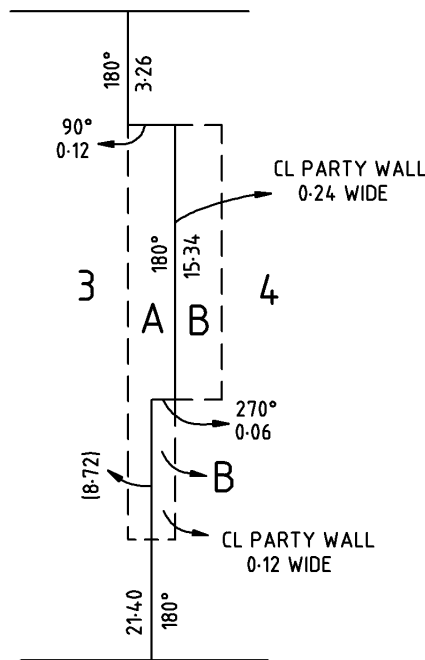


Figure 13.13
STEPPED PARTY WALL

13.7 Party Walls In Community Plans

- 13.7.1 Internal reciprocal rights of support are protected by Section 24 of the Community Titles Act 1996 (i.e. Party Wall rights need not be shown unless it is a condition of the Community Plan).
- 13.7.2 The common wall between Lots (not Strata Lots) may be shown pictorially by hatchuring without data (see [Figure 13.14](#))

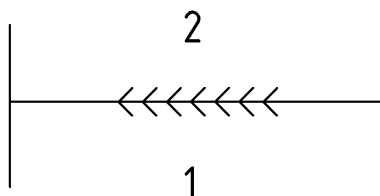


Figure 13.14

- 13.7.3 Party walls rights can exist between a Community Plan and land outside that scheme (eg: between a Community Plan and allotments in a Division Plan). (See [Figure 13.15](#)).

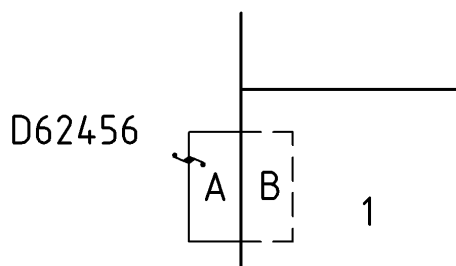


Figure 13.15

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
Existing	1	SHORT	EASEMENT(S)	B	PARTY WALL RIGHTS	A	RE 7375602
Existing		SHORT	EASEMENT(S)	A	PARTY WALL RIGHTS	B	RE 7375602

- 13.7.4 Party Wall rights can exist between a Community Strata (monument based) and allotments in a Division Plan (See [Figure 13.16](#))

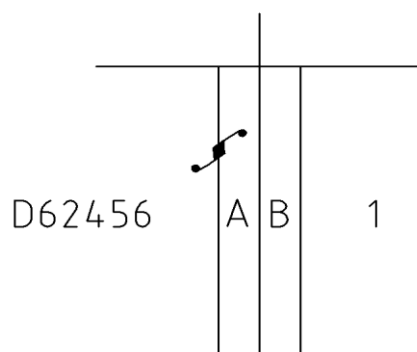


Figure 13.16

EASEMENT DETAILS							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
Existing	COMMON PROPERTY	SHORT	EASEMENT(S)	B	PARTY WALL RIGHTS	A	RTC 10156070
Existing		SHORT	EASEMENT(S)	A	PARTY WALL RIGHTS	B	RTC 10156070

14 RESERVES

Reserve land parcels may be created by the following legislative means:

- By Dedication – Dedicated under the Crown Land Management Act 2009.
- By Proclamation – Declared a forest or native forest reserve or assigned a name to such a reserve by proclamation under the Forestry Act 1950.
- By Proclamation – Constituted national park, conservation park, game reserve, recreation park or regional reserve by proclamation or statute under the National Parks & Wildlife Act 1972.
- Vested – Allotments vested by deposit of a plan of division under the Real Property Act 1886 or Community Titles Act 1996.

Titles issued subject to a trust and crown leases issued for specific purposes are not treated as reserves for the purpose of this section. (See also Section 20 Channel Reserves).

14.1 Specific Requirements

14.1.1 Textual and Diagram Sheet requirements for a Drainage Reserve are the same as a Reserve.

14.1.2 Where a reserve is being, or has been created by dedication or proclamation, no reference is to be made regarding the reserve (only the parcel number must be shown on the diagram sheet).

14.1.3 Where a reserve is being vested, revested or shown on an FX (no new identifiers) plan then the parcel identifier must be shown on the diagram sheet in the following format:

10
RESERVE

14.1.4 An existing reserve included in a subsequent deposited plan that is being redesignated or part of the division reverts as a reserve provided the plan of division has a relevant Development Application Certificate under Section 51 of the Development Act 1993 (see Case Study 1 and Case Study 3). The parcel identifier must be shown on the diagram sheet in the following format:

10
RESERVE

Where an existing vested reserve is not revested as there is no SCAP certificate (see Case Study 2) then the redesignated parcel identifier must be shown on the diagram sheet in the following format:

11
(RESERVE)

The following annotation must be shown:

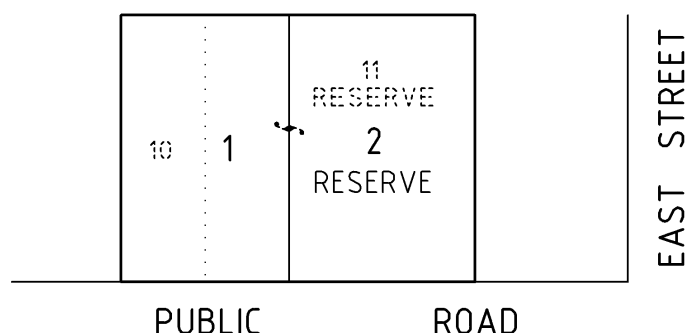
ALLOTMENT(S) 11 IS A RESERVE VIDE D45123

14.1.5 The reserve status will extend if a closed road is merged with a vested reserve under the Roads (Opening and Closing Act 1991). It is deemed that the whole of the land is vested as reserve on the plan the reserve was originally vested in (see Case Study 4).

14.2 Reserves - Case Study 1

Portion of vested reserve merging with adjoining land vide RPA division with SCAP certificate.

- Subject land is allotments 10 and 11 (Reserve) in D23456.
- Portion of allotment 11 is truncated and added to allotment 10 to form new allotment 1 in new plan.
- SCAP certificate is required regarding existing allotment 10.
- The balance of allotment 11 reverts as allotment 2 Reserve and must be shown on the diagram sheet as in the figure below.
- The Parcel Number (for the existing reserve) must be shown as 11 (RESERVE) in the Subject Title Details panel.

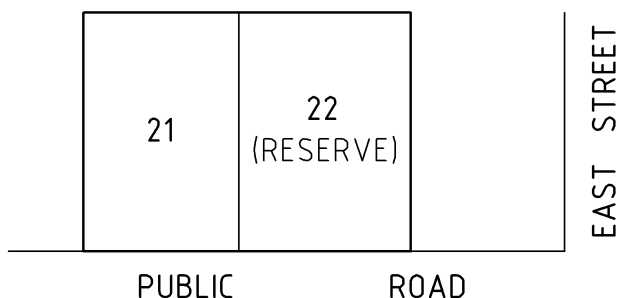


14.3 Reserves - Case Study 2

Portion of a vested reserve, being the whole of the subject land, is being disposed of without a SCAP certificate.

- Subject land is allotment 11 (Reserve) in D23456 held by the council for the area in certificate of title 5431/123.
- Portion of the reserve is truncated by a plan of division with the balance remaining a reserve but not re-vesting by the deposit.
- A SCAP certificate is not included.
- The new parcels must be labelled as shown in the figure below.
- The Parcel Number (for the existing reserve) must be shown as 11 (RESERVE) in the Subject Title Details panel.
- The following annotation must be shown in the Annotations Panel of the Textual Sheet:

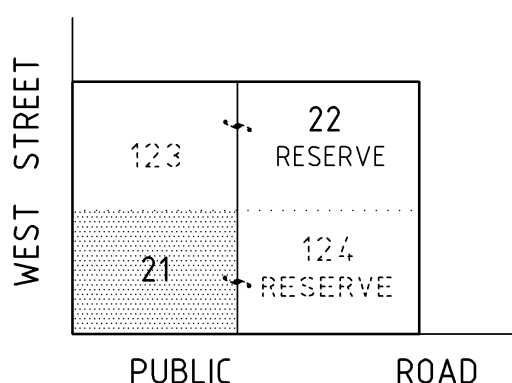
ALLOTMENT(S) 22 IS A RESERVE VIDE D23456



14.4 Reserves - Case Study 3

An exchange of land between a vested reserve and adjoining land.

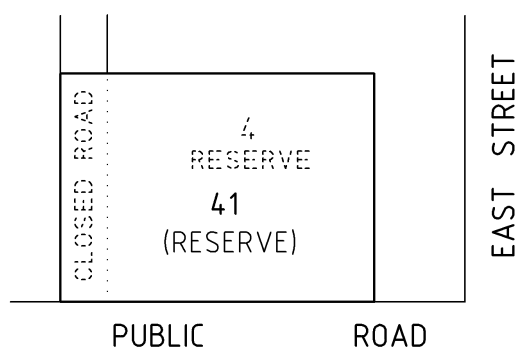
- Subject land is allotments 123 and 124 (Reserve) in D33444.
- The west portion of allotment 124 is truncated from the reserve and added to allotment 123.
- The east portion of allotment 123 is added to allotment 124 becoming part of the reserve.
- SCAP certificate is required re existing allotment 123.
- The new parcels must be labelled as shown in the figure below.
- The Parcel Number (for the existing reserve) must be shown as 124 (RESERVE) in the Subject Title Details panel.



14.5 Reserves - Case Study 4

Road being closed and merging with vested reserve under the Roads (Opening and Closing) Act 1991.

- Subject land is allotment 4 (Reserve) in D33456 and portion of Public Road.
- The new parcel is labelled as shown in the figure below.
- The Parcel Number (for the existing reserve) must be shown as 4 (RESERVE) in the Subject Title Details panel.
- The following annotation must be shown in the Annotations Panel of the Textual Sheet with regard to the reserve:
ALLOTMENT(S) 41 IS A RESERVE VIDE D33456
- No SCAP certificate is required.



15 PLANS PURSUANT TO THE ROADS (OPENING AND CLOSING) ACT 1991

15.1 Two separate plans are lodged at the Office of the Surveyor General pursuant to the Roads (Opening and Closing) Act 1991.

- 15.1.1 A Preliminary Plan must be lodged at the commencement of formal proceedings to give public notice of a proposal to open and/or close road(s).
- 15.1.2 A Deposited Plan must be lodged within three months of the making of a Road Process Order, providing boundary information depicting road that is opened and/or closed by confirmation of that order. Where road is closed and added to adjoining land the plan may merge other land held by the entitled owner. The plan must show any easement to be created by the Road Process Order.

15.2 Preliminary Plan Requirements

- 15.2.1 Preliminary Plans must be submitted on international paper sizes A3 or A4.
- 15.2.2 The heading PRELIMINARY PLAN and sub-headings denoting the Local Government area and Hundred or Locality name must be shown.
- 15.2.3 Preliminary Plans must be drawn to scale with a bar scale or scale ratio. (Plans may be adapted from a photocopy of existing public maps or plans).
- 15.2.4 A north point must be shown.
- 15.2.5 Parcels affected and tenure details (CT / CL / CR reference) must be shown.
- 15.2.6 Identifiers for land being opened as road must be shown as a number, and roads being closed must be shown as a letter.
- 15.2.7 Data must only be shown when it is necessary to clarify the extent of the parcel boundary. If it is known that the final road width will be less than 12 metres the proposed road width must be shown.
- 15.2.8 A statement must be shown for all the parcels being opened, closed or merged eg:
ROADS TO BE OPENED NUMBERED 1.2.3.
ROADS TO BE CLOSED LETTERED A.B.
A TO BE MERGED WITH ALLOTMENT 101 IN D34000
- 15.2.9 The location of all existing easements must be shown.
- 15.2.10 A certification, signed and dated by a Licensed Surveyor must be shown.

I HEREBY CERTIFY THAT THE PORTION OF ROAD TO BE CLOSED LETTERED ---
HEREON IS ROAD WITHIN THE MEANING OF SECTION 3 OF THE ROADS
(OPENING AND CLOSING) ACT 1991.

AUTHORITY: (eg: PUBLIC MAP, N7654321, D1234, GG 1982 PAGE 123).

LICENSED SURVEYOR --/ --/----

- 15.2.11 A certification by the council, dated and signed by an authorised officer must be shown:

CERTIFIED CORRECT AS TO INTENT.

DATED --/ --/----

AUTHORISED OFFICER.

15.3 Deposited Plan Textual Sheet Requirements

For general Textual Sheet requirements, refer to Section 1 General Requirements for Textual Sheets.

- 15.3.1 The following annotation must be shown in the Annotations panel when the data shown is not copied from the current certificate(s) of title.

AUTHORITY FOR DATA _ _ _ _ _ (eg D61456, F47321, DBP55, etc).

- 15.3.2 Deposited Plans that include roads opened under the Roads (Opening and Closing) Act 1991 must show an annotation in the Annotation panel eg:

ROAD OPENED UNDER THE ROADS (OPENING AND CLOSING) ACT 1991
NUMBERED 123.

Where a road name is to apply to the road being opened, the above annotation must be extended to include the name eg: TO BE NAMED SMITH STREET.

- 15.3.3 The document prefix RTD, RTC or RTU and number in which the Road Closure Title Certificate is attached must be shown in the Subject Title Details panel in the Other column and must show (BEING CLOSED ROAD) or (PORTION BEING CLOSED ROAD), as applicable in the Parcel column.

(Due to current lodgement procedures the document prefix / number is added after lodgement.)

- 15.3.4 Existing and proposed easement details must be shown in the Easement Details panel.

15.4 Deposited Plan Diagram Sheet Requirements

For general Diagram Sheet requirements, refer to Section 7 General Requirements for Diagram Sheets.

- 15.4.1 The diagram must include all of the land that is contained in the Road Process Order.
- 15.4.2 Parcels of road closed that are to remain as a separate parcel of land must be identified with a unique allotment number.
- 15.4.3 The balance of the parcel remaining as road after the road closure must be shown and uniquely identified as it is regarded as part of the road process. The plan heading must not include AND REDESIGNATION OF PARCELS. If the balance parcel is extensive the requirement to show the balance parcel may be waived by the Plans Client Advice Officer.
- 15.4.4 Portion(s) of road closed must be labelled CLOSED ROAD in dotted lettering. The closed road boundaries must be shown as dotted lines unless they are coincidental with parcel or easement boundaries.
- 15.4.5 Existing easements over land opened as road are extinguished by Section 25(1)(b) of the Roads (Opening and Closing) Act 1991.

15.4.6 Roads opened under the Roads (Opening and Closing) Act 1991 must show:

- An annotation on the Textual sheet with an approved road name (in accordance with the Local Government Act 1999 requirements). eg.

ROAD OPENED UNDER THE ROADS (OPENING AND CLOSING) ACT 1991
NUMBERED 123 AND NAMED WHITE ROAD.

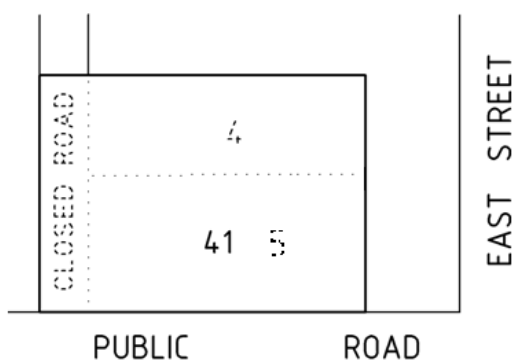
- On the diagram sheet an allotment number, road name and an area.

15.5 Road plans that incorporate amalgamation of adjoining land

15.5.1 Adjoining land may be amalgamated (pursuant to the ROADS (OPENING AND CLOSING) ACT 1991) with land merging with the closed road provided the land is contiguous, in the same ownership and subject to the same encumbrances.

15.5.2 The plan Heading is ROADS (OPENING AND CLOSING) ACT 1991.

In the example below Allotment 5 is to merge with the Closed Road and as a result Allotment 4 will not have road access. If Allotments 4 and 5 have the same ownership and encumbrances the land can be amalgamated as part of the Roads Act.



15.6 Sample Plans pursuant to the Roads (Opening and Closing) Act 1991

15.6.1 Preliminary Plan

15.6.2 Plan under the Roads (Opening and Closing) Act 1991 – D89998

15.6.3 Multi Purpose Plan under the Roads (Opening and Closing) Act 1991, Division, Easement and Redesignation of Parcels – D89999

PRELIMINARY PLAN No _____ / _____

CITY OF PLAYFORD
IN THE AREA NAMED DAVOREN PARK

SCALE 1:500


CLOSED ROAD 'A' TO BE MERGED WITH ADJOINING ALLOTMENT 57
CLOSED ROAD 'B' TO BE MERGED WITH ADJOINING ALLOTMENT 41
ROAD TO BE OPENED NUMBERED 1

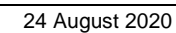
PROPOSAL CERTIFIED CORRECT AS TO INTENT
DATED ____ / ____ / ____


AUTHORISED OFFICER

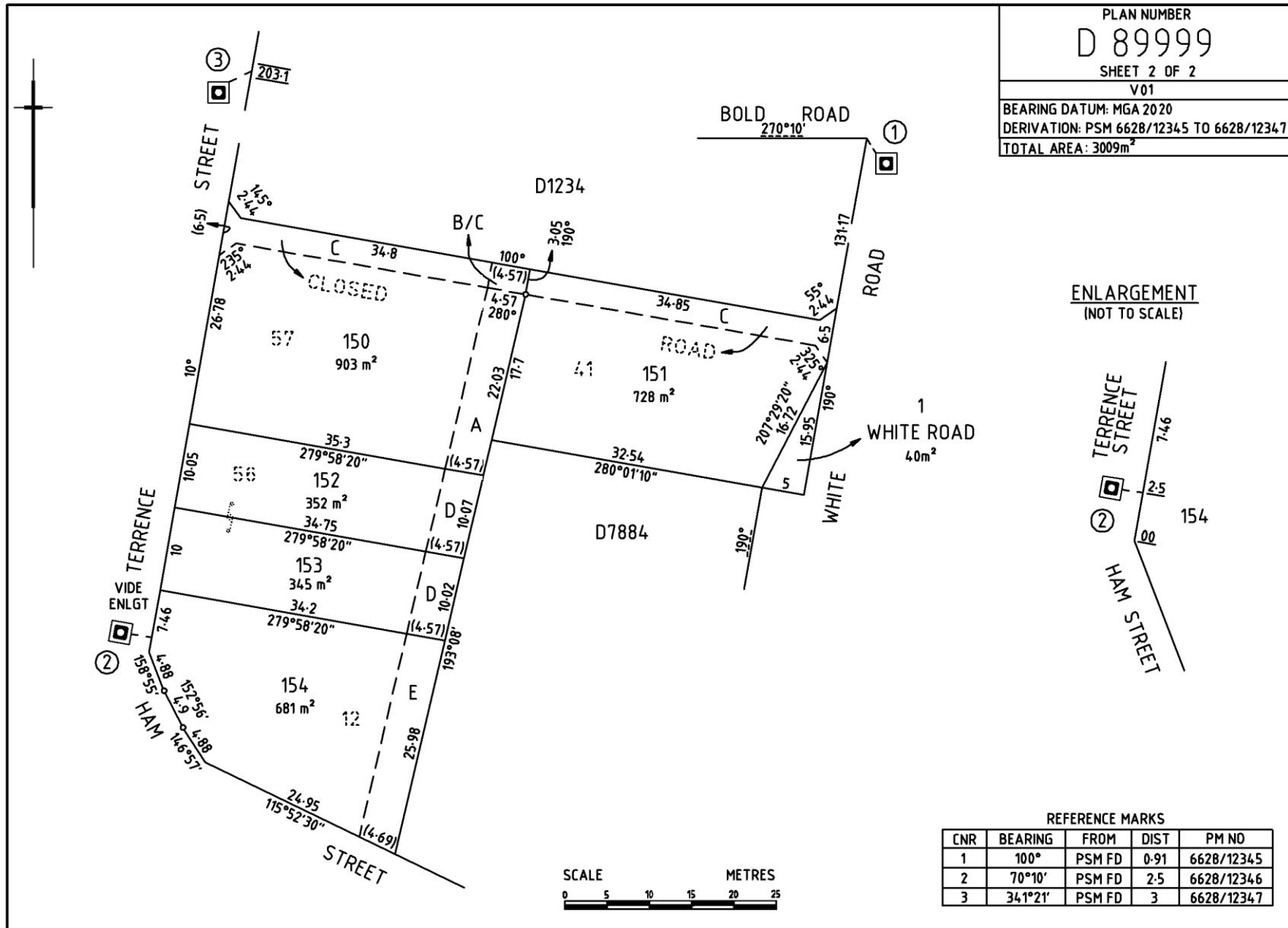
I HEREBY CERTIFY THAT THE PORTION OF ROAD TO BE CLOSED
LETTERED 'A' & 'B' HEREON ARE PUBLIC ROAD WITHIN THE MEANING
OF SECTION 3 OF THE ROADS (OPENING AND CLOSING) ACT 1991
AUTHORITY: N4568701

LICENSED SURVEYOR ____ / ____ / ____

PURPOSE: ROADS (OPENING & CLOSING) ACT 1991 MAP REF: 6628.22.C LAST PLAN:	AREA NAME: DAVOREN PARK COUNCIL: CITY OF PLAYFORD DEVELOPMENT NO:	APPROVED: <div style="border: 1px solid black; height: 20px; margin: 2px;"></div> <div style="border: 1px solid black; height: 20px; margin: 2px;"></div> DEPOSITED/FILED: <div style="border: 1px solid black; height: 20px; margin: 2px;"></div> <div style="border: 1px solid black; height: 20px; margin: 2px;"></div>	 <div style="font-size: 24pt; font-weight: bold; margin: 5px 0;">D89998</div> <div style="font-weight: bold; margin: 5px 0;">SHEET 1 OF 2</div> <div style="border: 1px solid black; padding: 2px; font-weight: bold; margin: 5px 0;">V01</div>																																								
AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257 AGENT CODE: FRT0 REFERENCE: A125.365																																											
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PROPOSED	154	SHORT	EASEMENT(S)	E	DRAINAGE PURPOSES	153																																																									
ANNOTATIONS: EASEMENT D DOES NOT FORM PART OF THE ROAD PROCESS ALLOTMENT 154 (CTS388/726) DOES NOT FORM PART OF THE DIVISION PROCESS ROAD OPENED UNDER THE ROADS (OPENING & CLOSING) ACT NUMBERED 1 TO BE NAMED WHITE ROAD																																																															



16 LEASE PLANS

Lease Plans must be lodged as Filed Plans and accurately define the portion of land to be referred to in a lease document. Lease Plans cannot be combined with any other plan type.

The term *Lease* where used in this section also includes the terms *Underlease* and *Surrender of portion of a Lease or Underlease*.

Note: Abbreviations with a legend may be used

16.1 Specific Textual Sheet Requirements for Lease Plans

For general Textual Sheet requirements, refer to Section 1 General Requirements for Textual Sheets.

16.1.1 The Plan Purpose must show LEASE.

16.1.2 An annotation must be shown in the Annotations panel where a lease plan or portion thereof is superseded, eg:

TO SUPERSEDE F59999

TO SUPERSEDE SHOP A. PORTION OF COMMON MALL IN G351/1986

TO SUPERSEDE OFFICE 2. CARPARK 2 IN F69412

TO SUPERSEDE SHOP A. BALANCE OF LAND IN CT IN G387/1995

TO SUPERSEDE C. Q BALANCE OF LAND IN CT IN F38795

TO SUPERSEDE W BALANCE OF LAND IN CT IN G115/2000

TO SUPERSEDE G71/1995

16.1.3 An annotation must be shown in the Annotations panel where Easements (either dominant or servient) exist, eg:

SEE CT(or CL) FOR EASEMENT DETAILS

SEE CT (or CL) 5748/195 FOR EASEMENT DETAILS (if the plan contains more than one CT/CL)

When the subject land is in a Division Plan or Community Plan that has been deposited for which certificates of title have not yet issued, the following annotation must be shown, eg:

SEE D78152 FOR EASEMENT DETAILS

SEE C20152 FOR EASEMENT DETAILS

Where the subject land has Grants of Easement registered for which certificates of title have not yet issued the annotation is varied to, eg:

SEE F56532 FOR EASEMENT DETAILS

16.1.4 An annotation must be shown in the Annotations panel where current leases exist over the whole of the subject land, eg:

THE WHOLE OF THE WITHIN LAND IS SUBJECT TO LEASE 10258697

An annotation must be shown in the Annotations panel where current leases exist over the whole of one title where the plan consists of several titles, eg:

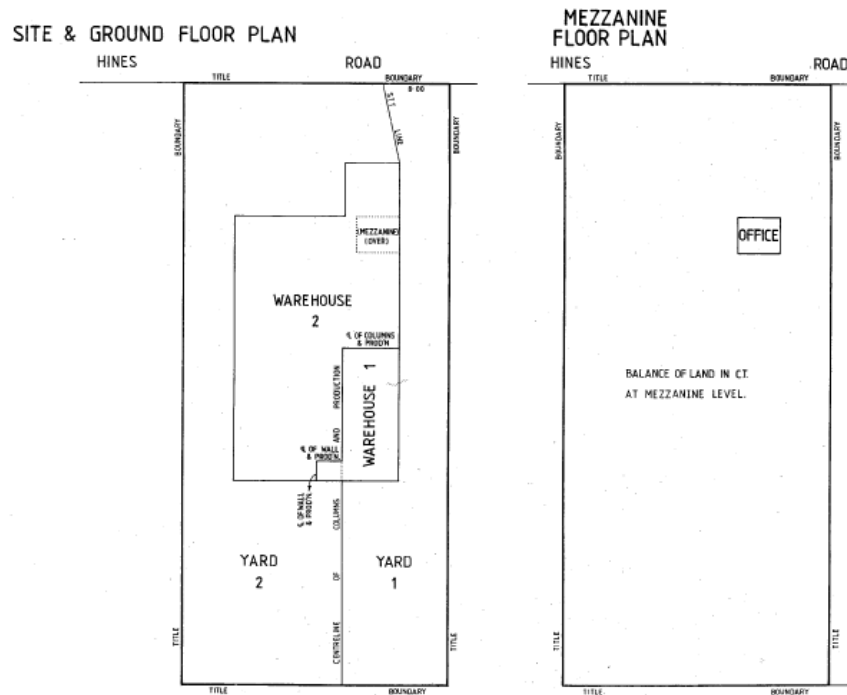
THE WHOLE OF THE WITHIN LAND IN CT 5643/211 IS SUBJECT TO LEASE 10521455

16.2 Specific Diagram Sheet Requirements for Lease Plans

For general Diagram Sheet requirements, refer to Section 7 General Requirements for Diagram Sheets.

16.3 Diagram Sheet Labelling

- 16.3.1 Each diagram sheet must be identified with a label to aid location (and not for definition of height limitations), eg:
SITE PLAN, SITE AND GROUND FLOOR PLAN, FIRST FLOOR PLAN etc.
- 16.3.2 The Site Plan may show buildings, structures and other parcels, but must be plotted accurately in relation to the certificate of title and other cadastral boundaries.
- 16.3.3 The term SITE PLAN may be combined with other labels, eg:
SITE AND GROUND FLOOR PLAN (where the diagram refers to only the ground floor of a multi level building) or
SITE AND FIRST FLOOR PLAN (where the diagram refers to only the first floor of a multi level building).
- 16.3.4 The Site Plan must be the first Diagram Sheet.
- 16.3.5 The label SITE PLAN must be used when the subject land is vacant or where buildings exist and it is the intention to include the whole of the building in the lease.
- 16.3.6 When the whole of the building is shown, a notation must be shown on the Site Plan, eg:
THE WHOLE OF THE SINGLE STOREY BUILDING IS INCLUDED IN PARCEL LABELLED P
THE LEASE PARCEL LABELLED BUILDING CONTAINS THE WHOLE OF THE FOUR LEVEL BUILDING
- 16.3.7 For a multi level building, subsequent sheets after the Site Plan must be labelled with reference to the relevant floor (eg: SECOND FLOOR PLAN, THIRD FLOOR PLAN etc.). It is acceptable (where space permits) to show multiple floors with appropriate labels on the one diagram sheet.
- 16.3.8 Where the shape of the building is constant throughout the diagram sheets, the first sheet must be labelled SITE PLAN and the following sheets must be labelled with reference to the relevant floor (eg: SECOND FLOOR PLAN).
- 16.3.9 When the building shape varies at different levels
- The outline of the upper levels must be delineated on the Site Plan by connection lines, or
 - A Site Plan must be included with each floor that varies with the Ground Floor.
- 16.3.10 A mezzanine requires a separate floor plan labelled MEZZANINE FLOOR and the extent of the mezzanine must be delineated on the floor plan of the level below using connection lines and broken data stating (MEZZANINE OVER).



16.4 Subject Land Delineation

- 16.4.1 The extent of the subject land must be delineated using bold black lines.
- 16.4.2 Dimensions for the subject land must be shown when all of the parcels are fixed by data.
- 16.4.3 When the internal parcels are delineated by monument or a combination of monument and data, the extent of the subject land must be labelled on the outside of all the bold black lines in accordance with the criteria in Table 16.1 – Bold Black Line Label Decision Table.

Table 16.1 - Bold Black Line Label Decision Table

Subject Land	Bold Black Line Labels
One CT	CT BDY or CT 5123/45 BDY
Several Certificates of Title	CT BDY and C'sT BDY
One CL	CL BDY or CL 1123/65 BDY
Several CL's	CL BDY and CL's BDY
One CR	CR BDY or CR 5563/15 BDY
Several CR's	CR BDY and CR's BDY
Strata Plan	S715 BDY
Unit in SP	UNIT 3 BDY or CT BDY
Portion of Unit in SP (eg: Unit sub not being leased)	PTN UNIT 5 BDY
Community Plan	C22105 BDY
Lot in Community Strata Plan	LOT 32 BDY or CT BDY
Portion of Lot in Community Strata Plan (eg: Lot sub not being leased)	PTN LOT 2 BDY
Community Plan and Certificates of Title have not issued	LOT 12 BDY
Section in CT/CL/CR comprising several sections	SEC 57 BDY
Deposited Plan and Certificates of Title have not issued	ALLOTMENT 101 BDY
Allotment of multi allotment CT	ALLOTMENT 59 BDY

- 16.4.4 Where the subject land extends across more than one certificate of title (CT), Crown Lease (CL) or Crown Record (CR) the internal CT or CL boundaries must be shown on all of the diagram sheets. The CT and CL references must be shown in solid lettering along the boundary delineated by a dotted line, eg.

CT 5265/35 BDY

.....

CL 1251/14 BDY

- 16.4.5 Where a lease is only over a Piece being portion of an Allotment only the Piece affected needs to be shown on the plan.

16.5 Parcel Identification

- 16.5.1 Leasable parcels defined by data must be identified by alpha characters (eg: A, B, C) or a descriptive label (eg: AREA K, VINEYARD J, CARPARK 1).
- 16.5.2 Monument names (eg: OFFICE A etc.) must not be used for leasable parcels defined by data (a certified survey would then be required to establish that the structure is in the position indicated by the data).
- 16.5.3 Parcels defined by monument must be identified by monumental features (eg: SHOP 1, SHOP A, OFFICE B, DENTIST ROOMS, LIBRARY etc.).
- 16.5.4 All parcels must show a unique identifier unless they are defined on separate floor levels.
- 16.5.5 Portions not intended for leasing must be identified by label, eg:
- U BALANCE OF LAND IN CT.
- V BALANCE OF LAND IN CT AT SECOND FLOOR LEVEL.
- 16.5.6 Balance parcels must not refer to a prior Lease Plan (eg: BALANCE OF LAND IN GP 6/2004).
- 16.5.7 Balance parcels should be uniquely identified to simplify the description on future plans that may supersede them (eg: W BALANCE OF LAND IN CT).
- 16.5.8 The following are not acceptable to identify a leasable parcel:
- Numerical identifiers unless preceded by a monument identifier (eg: SHOP 1, OFFICE 2 etc).
 - The identifiers Allotment, Lot, Unit, or Piece.
 - Colour to define parcels.
 - Hachured areas.
 - SUITE (which implies a group of rooms).

16.6 Lease Parcel Boundaries Defined by Data

- 16.6.1 When using data to define all parcels, the parcels and the subject land (within the bold black lines) must be defined by bearing and distance. In all other situations angles rather than bearings must be shown when defining parcel boundaries.
- 16.6.2 A leasable parcel fixed by data must have at least one of the following:
- A boundary formed by the bold black lines.
 - A boundary formed by an easement boundary (see [Figure 16.1](#))

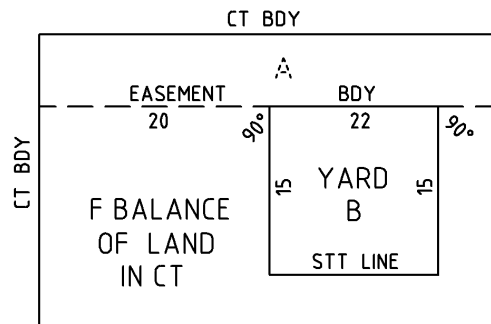


Figure 16.1

- A corner of the leasable parcel fixed by a connection line to the bold black lines with the connection line fixed by a part distance along the bold black lines to a corner of the subject land (see [Figure 16.2](#)).

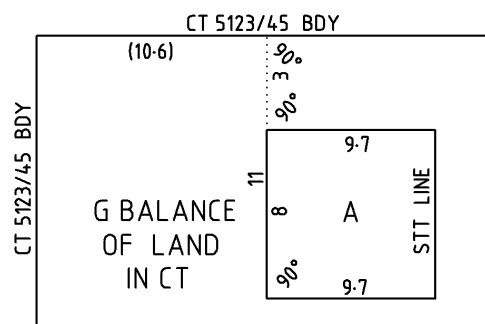


Figure 16.2

- 16.6.3 Minimum data may be used to fix a connection line or parcel boundary, eg: showing STT LINE (straight line) between two fixed points (see [Figure 16.3](#)).

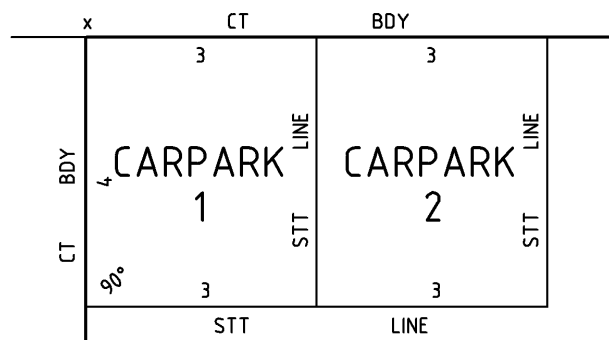


Figure 16.3

- 16.6.4 Height limitations must be shown using either:

- Australian Height Datum (AHD).
- A distance above or below a monument or from ground level.

Height limitations must be described using notations or a combination of both notation and elevation diagram (see [Figure 16.4](#) and [Figure 16.5](#)).

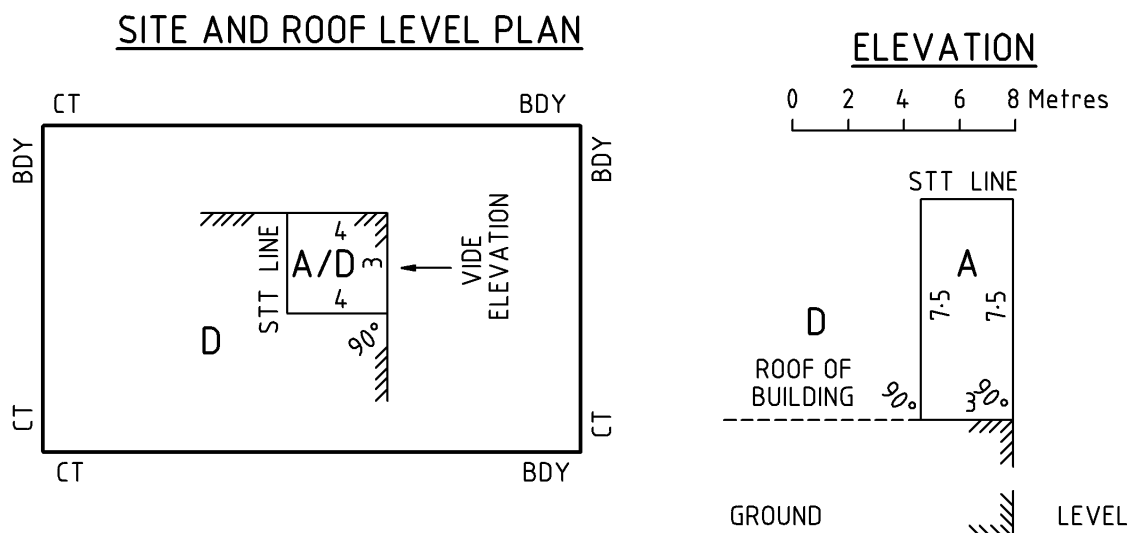


Figure 16.4

NOTATION – THE LOWER AND UPPER LIMITS OF PARCEL A ARE ROOF OF BUILDING AND 7.5 METRES ABOVE THE SAME RESPECTIVELY

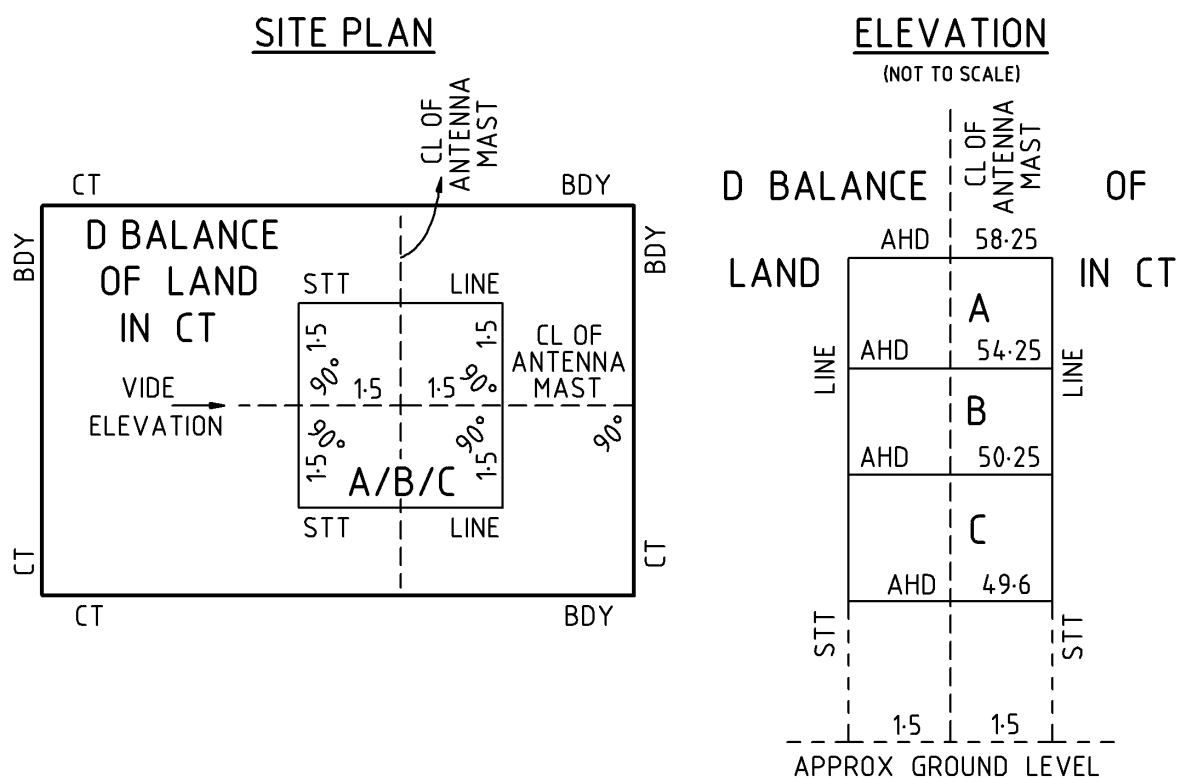


Figure 16.5

NOTATION - THE LOWER AND UPPER LIMITS OF PARCEL A ARE 54.25 METRES AHD AND 58.25 METRES AHD RESPECTIVELY

THE LOWER AND UPPER LIMITS OF PARCEL B ARE 50.25 METRES AHD AND 54.25 METRES AHD RESPECTIVELY

THE LOWER AND UPPER LIMITS OF PARCEL C ARE 49.6 METRES AHD AND 50.25 METRES AHD RESPECTIVELY

16.7 Lease Parcel Boundaries Defined by Monument

- 16.7.1 Monuments must be plotted to scale and not defined by data unless it is a certified survey.
- 16.7.2 See [Section 12.5 Leases](#) to determine if a certified survey is required.
- 16.7.3 A physical monument may be used as a lease boundary only if it is capable of enduring the term of the lease and any extension.
- 16.7.4 Monuments that are easily moved or removed are not acceptable as definition of a parcel boundary (eg: edge of moss rocks, painted lines, trunk of a tree, a set diameter from the centre of a tree, sleepers etc.).
- 16.7.5 Lease parcel boundaries fixed by monument must show clear identification by either a notation on the diagram or labelling of individual boundaries.
- 16.7.6 Where a monument is co-incidental to a title boundary the boundary of the leasable parcel must be the title boundary (lease plans unless certified do not determine the relationship of a monument to the title boundary).

16.8 Lease Parcel Boundaries Defined by Combination of Monument and Data

Lease parcel boundaries may be defined with a combination of data and monument (see [Figure 16.6](#) and [Figure 16.7](#) for acceptable presentation).

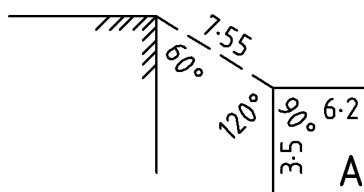


Figure 16.6

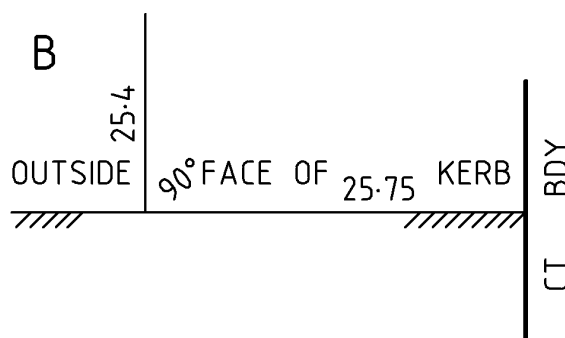


Figure 16.7

16.9 Monument Parcel Boundary Identifiers

Section 5 of the Strata Titles Act 1988 and Section 19 of the Community Titles Act 1996 define specific monument boundaries applicable to those acts. Lease Plans over Strata and Community Strata Plans need only identify lease boundaries that do not form existing unit, lot or subsidiary boundaries.

- 16.9.1 Leasable parcels within a structure (eg: a building) must show boundaries defined both vertically and horizontally.
- 16.9.2 A boundary line has no width; therefore monuments that have a width (eg: a wall, fence, pillar etc.) must show a specific description (eg: CENTRE LINE OF PILLARS).
- 16.9.3 The description must indicate the boundary clearly and without ambiguity

Acceptable descriptions include:

INSIDE FACE OF
 OUTSIDE FACE OF
 EXPOSED FACE OF
 NORTH FACE OF
 CENTRE LINE OF
 EDGE OF
 JOIN IN

16.10 Monument Parcel Boundary Notations

A combination of notation and labels may be used (eg: car parks can be fixed vertically by notation and horizontally by label and/or data).

16.10.1 Notations must be shown on the Diagram Sheet to describe the extent of boundaries and can apply to multiple boundaries, eg:

LEASE BOUNDARIES ARE THE INSIDE FACE OF WALLS, PARTITIONS OR GLASS, THE UPPER SURFACE OF THE FLOOR, AND THE UNDER SURFACE OF THE CEILING UNLESS SHOWN OTHERWISE.

THE LOWER AND UPPER LIMITS OF CARPARKS ARE EXISTING GROUND LEVEL AND 3.00 METRES ABOVE THE SAME RESPECTIVELY UNLESS LIMITED IN HEIGHT BY OVERHANGING STRUCTURES BELOW 3.00 METRES.

YARDS ARE UNLIMITED IN HEIGHT

W BALANCE OF LAND IN CT IS UNLIMITED IN HEIGHT

For further examples of height limitations that can be used (with modification where necessary) see Section 9.21 Lot Subsidiaries (Height Boundaries).

16.11 Monument Parcel Boundary Labels

16.11.1 A monument label must be shown on a boundary where the boundary is not fully defined by data, or notation. Where a fence or wall is used as part of the boundary label, the type of fence or wall does not require identification on the plan.

16.11.2 Each boundary must be labelled separately. Labels must be arrowed out if there is insufficient space along the boundary.

16.11.3 A label must not straddle a boundary line

16.11.4 Where a boundary is the continuation of a line of monument, the monument descriptor must be preceded by the term PRODUCTION OF or succeeded by the term PRODUCED, eg:

- PRODUCTION OF OUTSIDE FACE OF WALL
- FACE OF KERB PRODUCED

As a boundary line has no width, labels such as FENCE PRODUCED or PRODUCTION OF WALL are not acceptable.

16.11.5 Where a boundary comprises a monument and a straight line continuing from it, the term AND PRODUCTION must succeed the label, eg:

EDGE OF CONCRETE AND PRODUCTION

16.11.6 The term AND PRODUCTION must not be shown along a curved boundary.

16.11.7 A legend showing all abbreviations used must be shown on the diagram, eg:

LEGEND	
CLW	CENTRE LINE OF WALL
IFW	INSIDE FACE OF WALL
OFW	OUTSIDE FACE OF WALL
STT	STRAIGHT

For a list of acceptable abbreviations see Table 7.2 – Approved Abbreviations Format Table.

- 16.11.8 Hatchuring may be shown at corners and at intervals along a boundary formed by a wall, or other brick/concrete etc. monument to indicate the position of the structure in relation to the boundary (see [Figure 9.2](#)).
- 16.11.9 Stepped boundaries must show a label for each step, or an arrow indicating the extent of the label.
- 16.11.10 The label INSIDE FACE OF WALL refers to the face of the wall inside of the parcel in that it is written
- 16.11.11 The label OUTSIDE FACE OF WALL refers to the face of the wall outside of the parcel in that it is written
- 16.11.12 A label must be shown on the inside of the line to that parcel it refers. If a monument parcel boundary notation and label(s) exist, a notation must be shown to clarify any boundary labels, eg:

BOUNDARY LABELS REFER ONLY TO THE PARCEL ON THE SIDE OF THE LINE IN THAT THEY ARE WRITTEN

(In [Section 16.18 Lease Plans – Case Study – FX59236](#) the labels indicate:

The boundary between SHOP 1 and SHOP 2 is the centre line of the wall as it is labelled on both sides

The boundaries between SHOP 2 and SHOP 3 are the outside face of the wall for SHOP 2 as indicated by the label and inside face of wall for SHOP 3 as indicated by the notation (see [Figure 16.8](#))

The boundaries between SHOP 3 and VERANDAH are the centre line of the wall for SHOP 3 as indicated by the label and the inside face of the wall for VERANDAH as indicated by the notation (see [Figure 16.9](#))



Figure 16.8



Figure 16.9

16.12 Monument Parcel Boundary Labels – Examples

CENTRE LINE OF BRASS STRIP IN CONCRETE
 CENTRE LINE OF PILLARS AND PRODUCTION
 CENTRE LINE OF FENCE AND PRODUCTION
 CENTRE LINE OF ANTENNA
 JOIN IN CONCRETE
 RIDGE OF ROOF
 JOIN IN CONCRETE AND PRODUCTION
 NORTHERN FACE OF COLUMNS AND PRODUCTION (SOUTHERN ETC)
 CENTRE LINE OF POSTS AND PRODUCTION
 CENTRE LINE OF COLUMNS AND PRODUCTION
 EASTERN FACE OF RETAINING WALL (NORTHERN ETC)
 EDGE OF CONCRETE
 EXPOSED FACE OF RETAINING WALL
 EDGE OF CONCRETE AND PRODUCTION
 EXPOSED FACE OF RETAINING WALL AND PRODUCTION
 EDGE OF CONCRETE PATH
 SOUTHERN FACE OF WALL (NORTHERN ETC)
 EDGE OF CONCRETE PATH AND PRODUCTION
 CENTRE LINE OF WALL
 CENTRE LINE OF WALL AND PRODUCTION
 FACE OF KERB
 INSIDE FACE OF WALL
 BACK OF KERB
 INSIDE FACE OF WALL AND PRODUCTION
 EDGE OF PAVING BRICKS AND PRODUCTION
 INSIDE FACE OF WALL PRODUCED
 WESTERN FACE OF FENCE AND PRODUCTION
 OUTSIDE FACE OF WALL

CENTRE LINE OF FENCE
 PRODUCTION OF OUTSIDE FACE OF WALL
 SOUTHERN FACE OF PILLARS (EASTERN ETC)
 OUTSIDE FACE OF WALL AND PRODUCTION
 CENTRE LINE OF PILLARS PRODUCED
 OUTSIDE FACE OF WALL PRODUCED

16.13 Encroachments over Public Land

16.13.1 Encroachments over public land cannot be leased. Therefore, only the portion of the structure within the title boundary is required on the diagram.

16.13.2 If the encroachment is shown for description purposes in permits, covenants, licences etc, then it must be shown as in [Figure 16.10](#).

- Using connection lines.
- Is uniquely identified in solid lettering.
- With a notation, eg:

ENCROACHMENT OF VERANDAH B OCCURS OVER JONES (PUBLIC) STREET AND IS NOT A LEASABLE PARCEL



Figure 16.10

16.13.3 If the encroachment is shown and is very close to the title boundary a certified survey may be required (see [Section 16.7 Lease Parcel Boundaries Defined by Monument](#)).

16.13.4 Structures or other areas completely contained on public land are not acceptable on a lease plan. (These encroachments can be delineated on a Plan for Licence and lodged in the General Registry Office.)

16.14 Existing Leases

16.14.1 When a lease is still current over the whole of the subject land or the whole of the land in a CT (or CL) within the subject land, an annotation must be shown in the Annotations panel on the Textual sheet.

16.14.2 The boundaries of existing registered leases not over the whole of a CT (or CL) and underleases of portion of a lease must be shown on the diagram sheet.

16.14.3 The extent of the lease must be plotted using connection lines unless it coincides with the parcel boundary, and the number of the lease must be shown in broken lettering (see [Figure 16.11](#)).

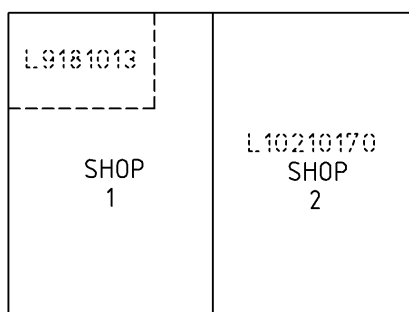


Figure 16.11

16.15 Existing Easements

- 16.15.1 Where an existing easement traverses a leaseable parcel all existing easements over the subject land must be shown on the Diagram Sheet(s) and Annotations Panel shown. e.g

SEE CT FOR EASEMENT DETAILS

Dispensation from this requirement may be given by the Plans Client Advice Officer (prior to lodgement of the plan) if several easements traverse a leaseable parcel and the delineation of those easements would unnecessarily complicate the plan.

Where the easement(s) only traverse non-leaseable parcel(s), (eg: balance of land in CT) delineation of the easement(s) is optional.

- 16.15.2 If dispensation from delineating the easements is granted, then a notation must be shown on the diagram eg:

SEE CT FOR EASEMENT(S) DETAILS

or if the plan contains more than one CT,

SEE CT 5981/962 FOR EASEMENT(S) DETAILS

- 16.15.3 Data must not be shown for easements shown on a Lease Plan Diagram Sheet but accurate delineation of the easement must be shown (see Figure 16.12) with a note in the Annotations panel.

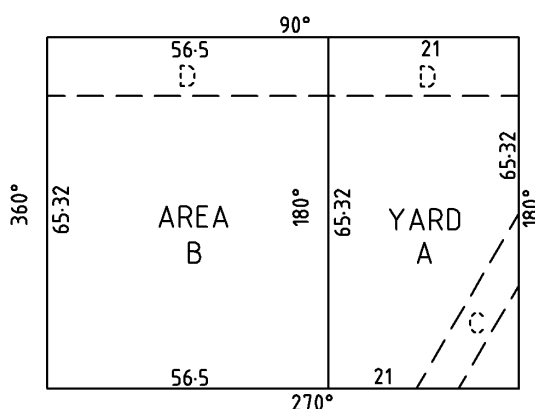


Figure 16.12

- 16.15.4 Where the boundary of a leaseable parcel not being a monument is coincident with an easement boundary, the boundary must be labelled EASEMENT BOUNDARY.
- 16.15.5 Where a boundary of a leaseable parcel fixed by monument is in close proximity to an easement boundary, a notation must be shown on the diagram to clarify that the easement does not encroach over the parcel eg:

EASEMENT B DOES NOT ENCROACH INTO SHOP 5.

- 16.15.6 Easements must be delineated on each level/floor diagram unless the easement is limited in height, then the easement must only be shown on the floor(s) within the height limitations of the easement.
- 16.15.7 Where a title for the subject land shows a dominant right (i.e. it is together with easement rights over adjoining land), the servient land outside the bold black lines must not be delineated on the Lease Plan.
- 16.15.8 Where an appurtenance exists (i.e. only portion of a title for the subject land is together with easement rights over adjoining land), the appurtenance boundary must be shown on the Lease Plan.

Where an existing appurtenance only traverses a non-leasable parcel, (eg: balance of land in CT) delineation of the appurtenance is optional.

16.16 Leasing of Crown Land

A lease is registered on a Crown Lease as an Underlease.

- 16.16.1 Plans for Lease over Crown Records can be lodged only when a freehold title is to issue.

16.17 Superseding a Prior Lease Plan

- 16.17.1 Details of the superseded plans/parcels must be shown in the Annotations panel on the Textual Sheet.
- 16.17.2 Where a prior Lease Plan is superseded either wholly or in part, the whole of the land contained in the certificates of title for the subject land must be delineated on the plan.

Where the subject land has many Lease Plans lodged over it (eg: shopping centres) or the subject land is extensive (eg: Adelaide Airport or the Common Property in large Strata or Community Plans), dispensation may be granted by the Plans Client Advice Officer (prior to lodgement of the plan) allowing portion of the title to be delineated (i.e. the bold black line is left open ended).

- 16.17.3 The parcel identifier on the new plan must be different to that of the superseded parcel (eg: Parcel T45 on the superseded plan may be identified as T45.1 or T45A on the superseding plan or given a new identifier).
- 16.17.4 Where an existing Lease Plan (or portion thereof) is not being superseded, the portions of that plan not superseded must be shown as an abuttal.

(See [Figure 16.13](#), [Figure 16.14](#), [Figure 16.15](#) and [Figure 16.16](#) for examples of a series of superseded plans over one C.T.)

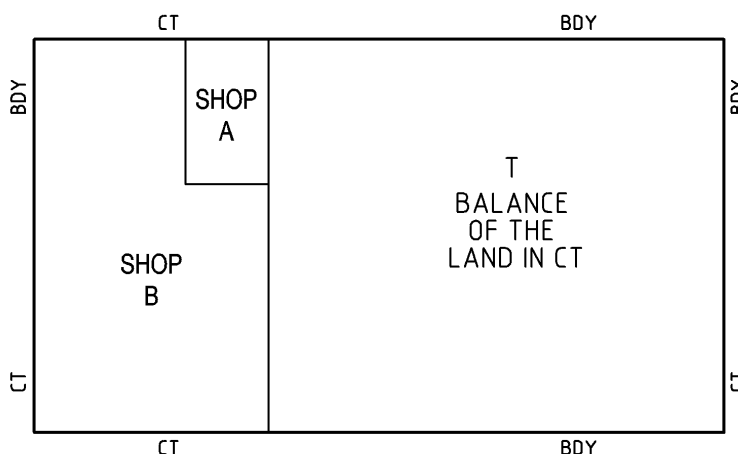


Figure 16.13

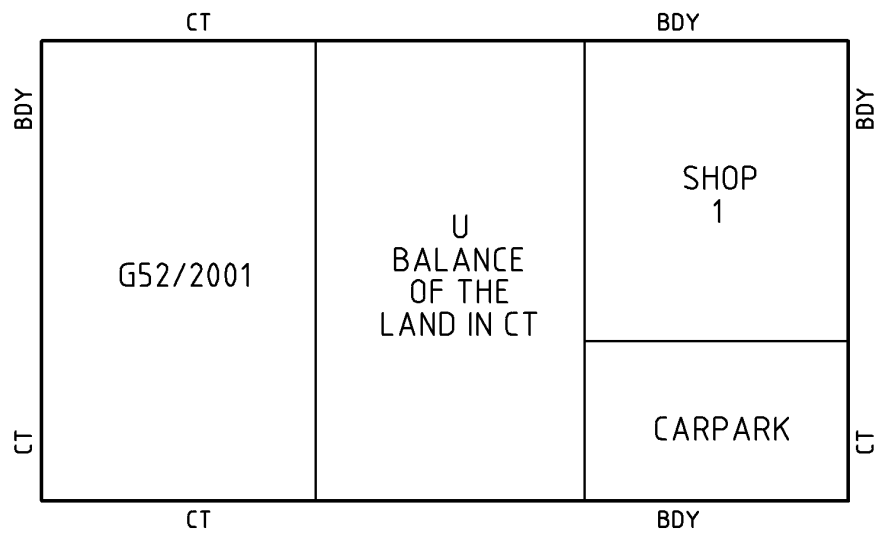


Figure 16.14

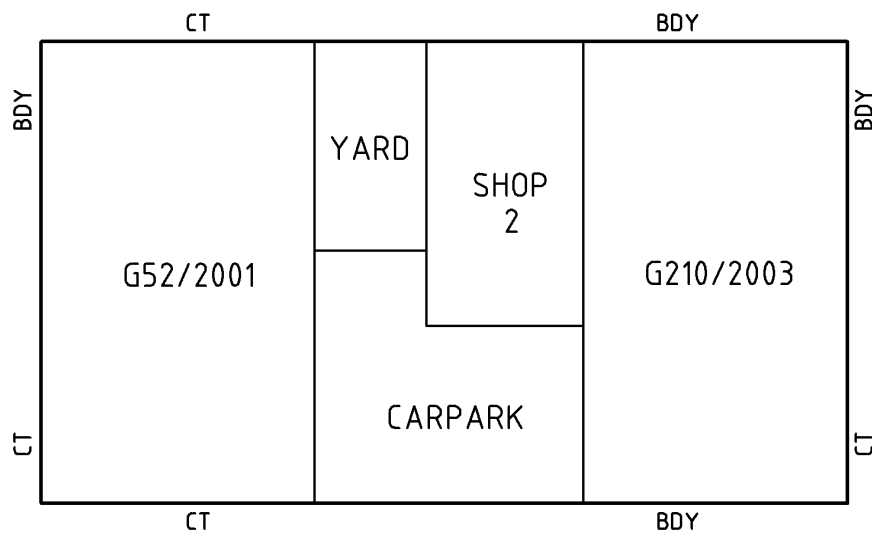


Figure 16.15

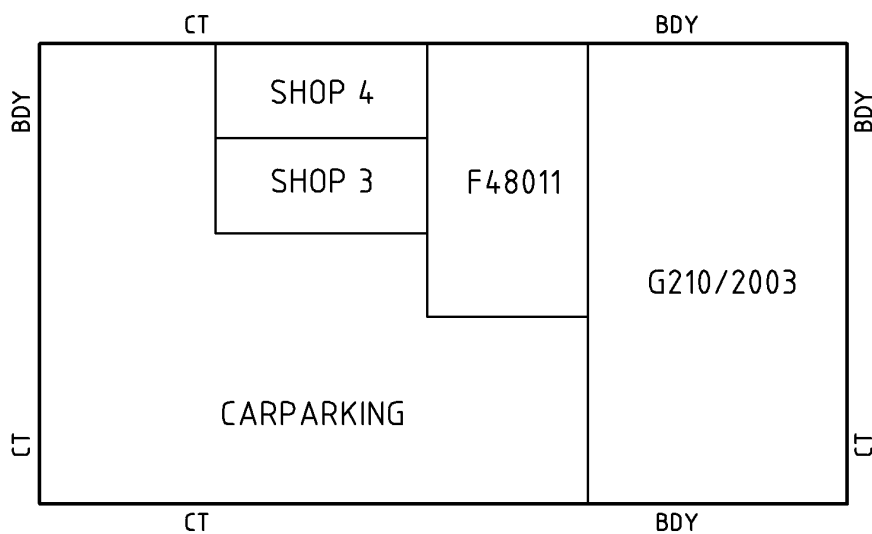


Figure 16.16


16.17.5 The abutting lease plans may be bounded by bold black lines to distinguish them as abutments. Line width for plan abutments must be constant over the plan.

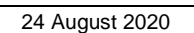
- 16.17.6 Parcels that do not show labels for coinciding boundaries abutting prior Lease Plans adopt the definition shown on the prior plan unless shown otherwise.
- 16.17.7 The new lease boundaries must not overlap abutting Lease Plans.
- 16.17.8 Boundaries common to both new and superseded plans must be plotted to coincide if the plans were shown at the same scale.
- 16.17.9 Where a common boundary is fixed by data on an abutting lease plan and fixed by monument on a new plan, a certified survey is required to ascertain that the monument is in the exact position as the data before the new lease plan can be Accepted for Filing.
- 16.17.10 Current existing leases must be shown (see 16.14 Existing Leases for applicable requirements).
- 16.17.11 Portion of a leasable parcel cannot be superseded, eg:
SHOP 8 in F47654 is now two shops and only one of the shops is included in the new lease. The whole of shop 8 in the prior plan is shown on the new plan and relabelled as, eg: SHOP 8B and SHOP 8C.
- 16.17.12 Portion of a parcel in a prior plan considered not leasable (eg: T BALANCE OF THE LAND IN CT or COMMON MALL) may be superseded with prior approval from the Plans Client Advice Officer before lodgement of the plan.

16.18 Lease Plans – Case Study – FX59236

The plan consists of:

- Superseding portion of a prior plan

PURPOSE: LEASE MAP REF: 6628.33.H LAST PLAN:	AREA NAME: RIDGEHAVEN COUNCIL: CITY OF TEA TREE GULLY DEVELOPMENT NO:	APPROVED:/...../..... DEPOSITED/FILED:/...../.....	 FX59236 SHEET 1 OF 2 V01																																	
AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257 AGENT CODE: FRTD REFERENCE: A125.365																																				
SURVEYORS CERTIFICATION:																																				
SUBJECT TITLE DETAILS: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th>PREFIX</th> <th>VOLUME</th> <th>FOLIO</th> <th>OTHER</th> <th>PARCEL</th> <th>NUMBER</th> <th>PLAN</th> <th>NUMBER</th> <th>HUNDRED / IA / DIVISION</th> <th>TOWN</th> <th>REFERENCE NUMBER</th> </tr> </thead> <tbody> <tr> <td>CT</td> <td>5415</td> <td>25</td> <td></td> <td>ALLOTMENT(S)</td> <td>5</td> <td>D</td> <td>56598</td> <td>YATALA</td> <td></td> <td></td> </tr> <tr> <td>CT</td> <td>5281</td> <td>362</td> <td></td> <td>ALLOTMENT(S)</td> <td>6</td> <td>D</td> <td>56598</td> <td>YATALA</td> <td></td> <td></td> </tr> </tbody> </table>				PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER	CT	5415	25		ALLOTMENT(S)	5	D	56598	YATALA			CT	5281	362		ALLOTMENT(S)	6	D	56598	YATALA		
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CT	5281	362		ALLOTMENT(S)	6	D	56598	YATALA																												
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STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION																													
ANNOTATIONS: TO SUPERSEDE T BALANCE OF THE LAND IN G201/2001 AND SHOP A, SHOP B AND E BALANCE OF THE LAND IN CT IN F55116 <div style="height: 100px; border: 1px solid black; margin-top: 5px;"> </div>																																				



16.19 Lease Boundaries defined by coordinates

Lease Boundaries can be defined by Coordinates in rural or large open spaces where monuments or natural features are not appropriate for adoption and it is difficult to provide an accurate data relationship to the subject land boundary.


- 16.19.1 Where lease parcels defined by coordinates are close or co-incidental to a title boundary, certification of a Licensed Surveyor is required. See Table 3.1
- 16.19.2 Corners of leasable parcels that are referenced by coordinates must be numbered on the diagram and in a schedule.
- 16.19.3 Coordinates must be to two significant figures and shown in a schedule next to the corner numbers.
- 16.19.4 Coordinates must be within title or crown lease boundaries and are not to coincide with monuments, cadastral or easement boundaries.
- 16.19.5 Where the line of a lease boundary intersects the Title Boundary a point number is shown both on the diagram and in the schedule. The schedule must describe the position of the intersection point eg. EASTERN CT BOUNDARY The intersecting line must be fixed by a bearing from the coordinated point to the intersecting point or by a distance along a CT Boundary.
- 16.19.6 The Bearing Datum must be derived from MGA 2020. The Derivation can be from GNSS or a Survey mark with the position of the mark plotted on the plan.

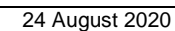
BEARINGDATUM: MGA 2020 ZONE 54

DERIVATION: GNSS

BEARINGDATUM: MGA 2020 ZONE 54

DERIVATION: 6628/2032

PURPOSE:		LEASE		AREA NAME:		WATERLOO		APPROVED:			
MAP REF:		6640/46/R, 6640/46/J		COUNCIL:		CLARE AND GILBERT VALLEYS COUNCIL		FILED:		FX53811	
LAST PLAN:				DEVELOPMENT NO:						SHEET 1 OF 2	
										19219_text_01_v06_Version_6	
AGENT DETAILS:				SURVEYORS CERTIFICATION:		The position of the coordinates, and lease parcels being entirely within the subject land, and lease parcels do not encroach into easements, is certified correct 5th day of March 2010 Licensed Surveyor					
AGENT CODE:											
REFERENCE:											
SUBJECT TITLE DETAILS:											
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER		
CT	5353	500		SECTION(S)	37		WATERLOO				
OTHER TITLES AFFECTED:											
EASEMENT DETAILS:											
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF			CREATION		
ANNOTATIONS: SEE CT FOR EASEMENT DETAILS											



17 GRO PLANS

A plan may be deposited in the General Registry Office (GRO) where a Filed, Deposited or Community plan does not delineate a portion of the land in a certificate of title, crown lease, crown record or old system (NUA) that is required for reference in a document and is not for leasing purposes.

Before a plan can be deposited in the General Registry Office, it must be lodged in the LTO. After being approved for data, a notice is sent to the lodging party informing that the plan is acceptable for lodging in the General Registry Office. Lodgement together with the regulated fee is required within a month of approval otherwise the plan will require re-examination and re-approval.

There are advantages to depositing plans in the General Registry Office over attaching it to a document eg:

- One plan can depict all of the parcels.
- The document is smaller by not having plans attached to it.
- An easy reference can be made in the document to the plan, by quoting its GRO Plan Number (eg: G372/1996).
- GRO plans are easier to interpret and access for viewing.
- A copy of the plan may be requested independently instead of ordering a copy of the document including the plan.
- GRO Plans are larger than those attached to documents which are limited to A4 size.

17.1 Plans Attached to New Documents

Plans attached to documents are permitted only for a limited number of purposes. For any purpose other than for a Caveat, advice must first be obtained from the Document Client Advice Officer.

17.1.1 Plans attached to new documents must be:

- drawn on high quality A4 size paper.
- suitable for reproduction by scanning.
- drawn to a recognised metric scale.
- drawn in accordance with the general drafting requirements.

17.1.2 Parcels must not be coloured or shaded with hatchuring.

17.1.3 The plan purpose must be shown in the heading of the plan, eg:

PLAN FOR CAVEAT

17.2 Plans Attached to Prior Documents

A document may refer to a plan attached to a prior registered document provided the plan defines the parcel boundaries and is suitable for reproduction by scanning, eg:

H in plan attached to Lease 9652138

17.3 General Registry Office (GRO) Plan Format

The following requirements are applicable for plans deposited in the GRO for (but not limited to) the following purposes:

- Encumbrance
- Gazettal of Proclamations
- Licence
- Caveat
- Various Agreements (eg. Management, Heritage)
- Referred to in Legislation

17.3.1 GRO Plans if lodged manually must be drawn on double matt drafting film of a minimum thickness of 0.08mm or any other material, which has been approved by the Registrar-General. Alternatively the plan can be lodged as a tif file.

17.3.2 GRO Plans must be drawn on either:

- One of the following international paper sizes:

A3 297mm x 420mm

B2 500mm x 707mm

B3 353mm x 500mm

- The following common plan format sheets:

Sheet DOL-A, the standard common plan format B2 size (see Figure 17.1).

Sheet DOL-B, a supplementary sheet to be used with DOL-A in multi-sheet plans (see Figure 17.2).

Sheet DOL-C, the reduced common plan B3 size (only used for single sheet plans see Figure 17.3).

(Unless the plan is very simple it is recommended that sheet DOL-A be used.)

If lodged as a tif file

The tif image(s) must meet the following format requirements:

- Resolution: 300 x 300 DPI
- Colours: Black and white
- Compression: CCITT Group 4 fax

Where colour is required on the plan (e.g. Plans for Heritage Agreement that contain aerial photography) the image must meet the following format requirements:

- File type: jpg
- Resolution: 200 x 200 DPI
- Colours: Colour
- Compression: jpeg

The email containing the tif image(s) can be sent to: planalter@landservices.com.au

17.3.3 The same size format must be used throughout the plan.

Figure 17.1

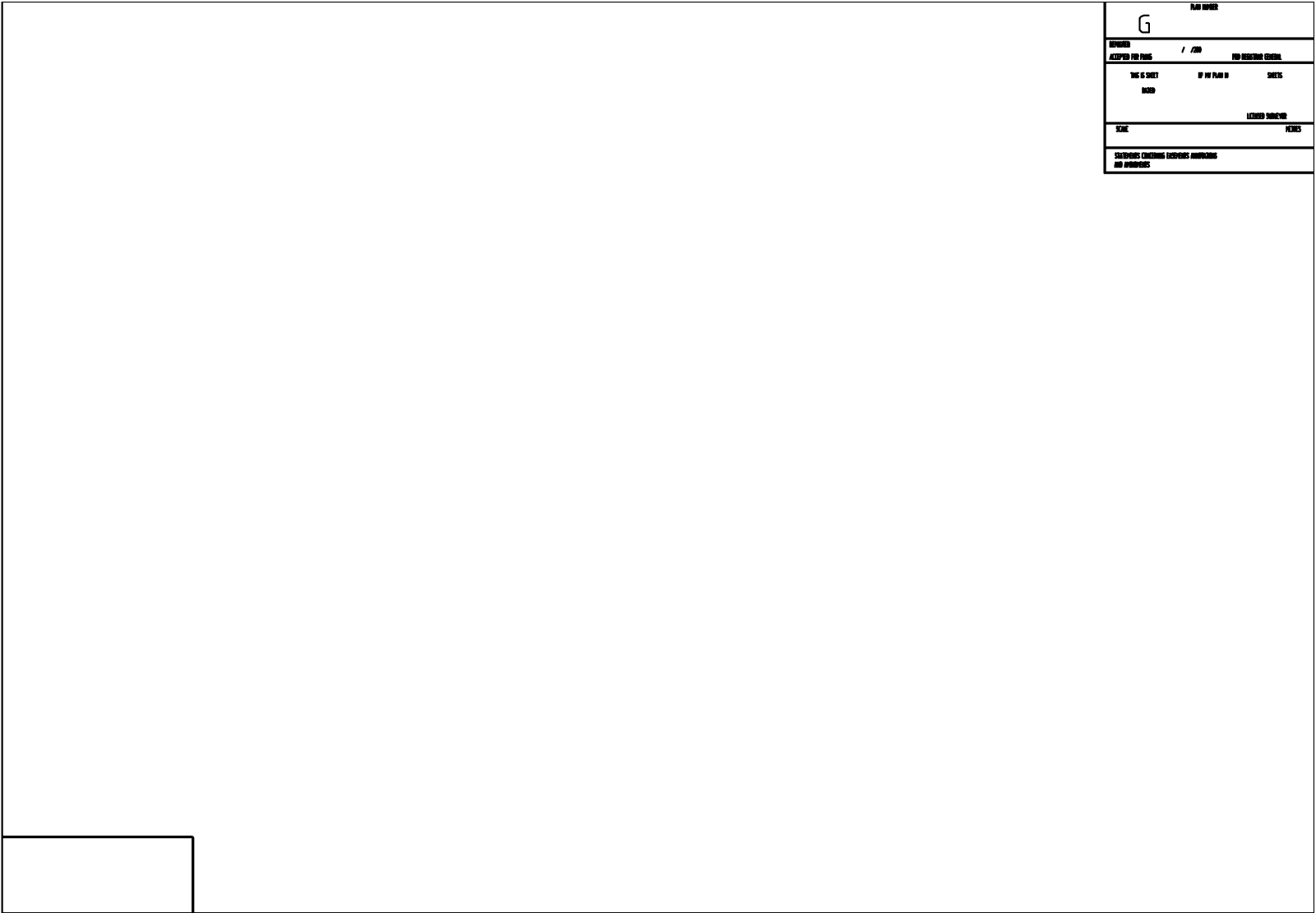


Figure 17.2

[illegible]

Figure 17.3

17.4 GRO Plan Requirements

GRO plans presentation requirements are as per Lease Plans (see Section 16 Lease Plans) except as follows.

- 17.4.1 The following plans must be drawn within the standard GRO Plan requirements to meet the individual purpose of the plan.
- Plans for Gazettal of Proclamation.
 - Plans referred to in legislation.
 - Plans over Crown Land.
- 17.4.2 GRO plans do not require a Textual Sheet.
- 17.4.3 Contact information for the plan drafter must be shown (see Section 7.73 Firm's Identification Box). For quality control a plan version number may also be shown.
- 17.4.4 If the plan comprises more than one sheet, each sheet must be identified separately (eg: Sheet 1 of 2, Sheet 2 of 2, etc.).
- 17.4.5 The reference number of the Standard Map Series on which the subject land is located must be shown on sheet 1 in the Map Ref panel for common plan format plans.
- 17.4.6 The title system, being one or a combination of the Real Property Act, Crown Lands Act or Old System must be shown for common plan format plans on sheet 1 in the Title System panel.
- The abbreviations RPA, CROWN and NUA respectively may be shown.
- 17.4.7 The certificate of title, crown lease or crown record references for the subject land must be shown on sheet 1.
- (Shown in the Title Reference panel for common plan format plans).
- 17.4.8 The Irrigation Area, Division, Hundred, Area and Council names must be shown on sheet 1.
- (Shown against the labels above the PLAN panel for common plan format plans).
- 17.4.9 The purpose of the plan must be shown on sheet 1 (eg: PLAN FOR ENCUMBRANCE).
- (Shown in the Plan panel for common plan format plans).
- 17.4.10 The land description must be shown on sheet 1 (see Section 17.5 GRO Land Description).
- (Shown in the Plan panel, after plan purpose for common plan format plans).
- 17.4.11 A Bar Scale must be shown on sheet 1.
- (Shown in the scale panel, after plan purpose for common plan format plans).
- 17.4.12 Annotation and easement notes must be shown where convenient on the plan.
- (Shown in the Statements panel for common plan format plans).

17.5 GRO Land Description

Land description has two components: the current land identifier and the Historical References (see Section 4.12 Reference Number) and must be shown in the following format:

ALLOTMENT 34 IN D43580 OF SECTION 123

The term IN must be used with current identifiers and OF for historical identifiers.

- 17.5.1 The historical identifier must not be shown for land in council areas forming the metropolitan area (see Table 2.3 – Council Decision Table).
- 17.5.2 Where the subject land is in both the metropolitan and non-metropolitan areas, the land description for the non-metropolitan area must be shown first followed by the land description for the metropolitan area, eg:
- ALLOTMENT 34 IN D43580 OF SECTION 45 AND
ALLOTMENT 100 IN F100675
- 17.5.3 The current land description must include all parcels comprised in the subject land and must be shown in the current land description order.

17.6 Historical Identifier

Historical identifiers are the original crown land identifiers, eg:

- Sections or blocks, abbreviated to SEC and BLK respectively, situated in Irrigation Areas, Hundreds or Out of Hundreds.
 - Allotments in Government Towns.
 - Town Acres, abbreviated to TA, in the City of Adelaide.
- 17.6.1 Reference to PART(S) or PORTION(S) must not be used when referring to the historical identifiers.
- 17.6.2 When the current land description comprises Section(s), Block(s), Town Acre(s) or Allotment(s) in a Government Town the current land description is the historical identifier and must not be repeated.

17.7 Current Land Description Order

- 17.7.1 The current land description must be shown in the following order.

Sections and Blocks situated in:

- Hundreds
- Out of Hundreds but in Counties
- Out of Hundreds Out of Counties
- Allotments within Government Towns and Town Acres in the City of Adelaide

Allotments in:

- GRO Enrolled Plans
- GRO Deposited Plans
- No Deposited Plan
- LTO Deposited Plans
- Filed plans
- Parcels in Strata plans:
- Units
- Common Property

- Allotments (Roads and Reserves)

Parcels in Community Plans:

- Lots
- Development Lots
- Common Property
- Allotments (Roads and Reserves)
- Parcels in Road Plans

17.8 Plans for Heritage Agreement

A plan for Heritage Agreement delineates land protected under:

- The Aboriginal Heritage Act 1988,
- The Native Vegetation Act 1991, or
- The Heritage Act 1993

The majority of Heritage Plans are plotted superimposed on an aerial photograph.

They are usually on drafting film but can be printed on paper or lodged as a tif file (see requirements in 17.3.2) .

17.8.1 Registered Proprietor's/Owner's/Lessee's name(s) must be shown under the land description.

17.8.2 The scale must be in accordance with plan requirements as laid out in Sec 7.18.

17.8.3 Notations must be shown describing the Heritage area, eg:

- The delineation of the heritage area was determined by the use of the Department for Environment and Heritage aerial photograph(s) and orthophotography mosaic Svy. 5906 No 9.
- Area marked A is for Heritage Agreement Purposes.

17.8.4 Bold black lines must be shown to delineate parcel boundaries.

17.8.5 Corners must be numbered with those on Section or Allotment boundaries shown in a schedule headed Annotation Notes, eg:

ANNOTATION NOTES

Point 1 is on the western bdy Allotment 2

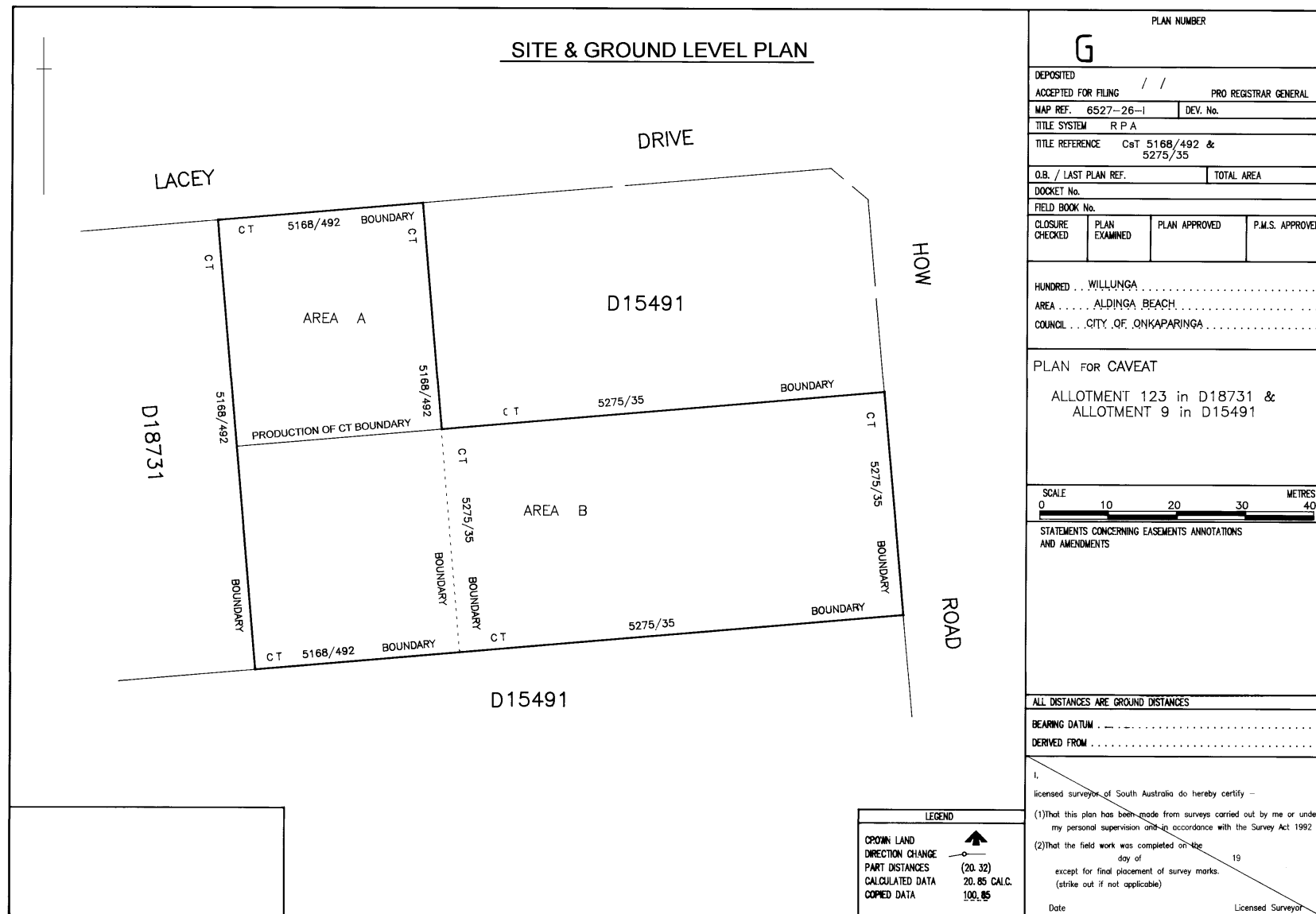
Point 12 is on the eastern bdy Allotment 2

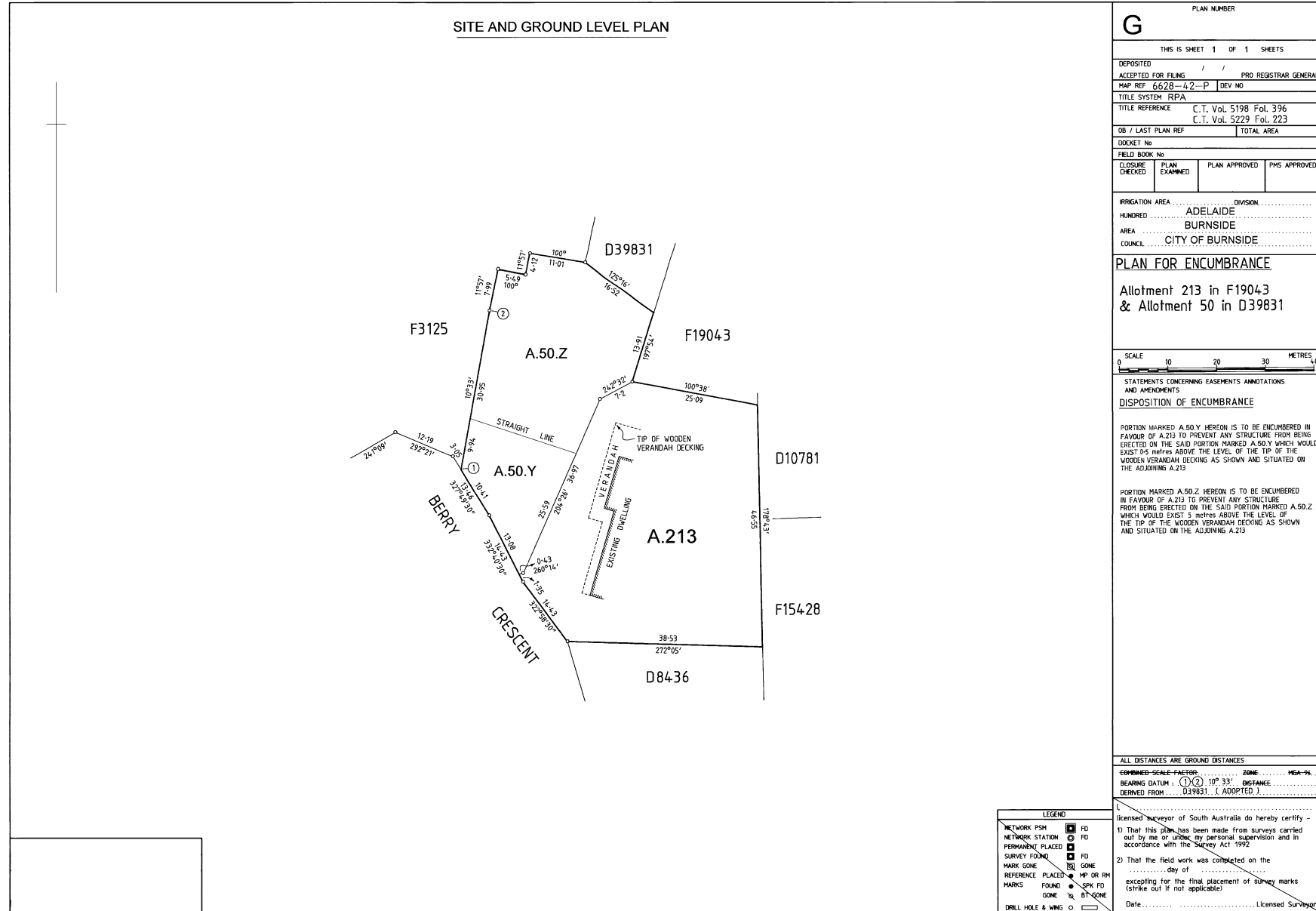
17.9 Amending a GRO Plan

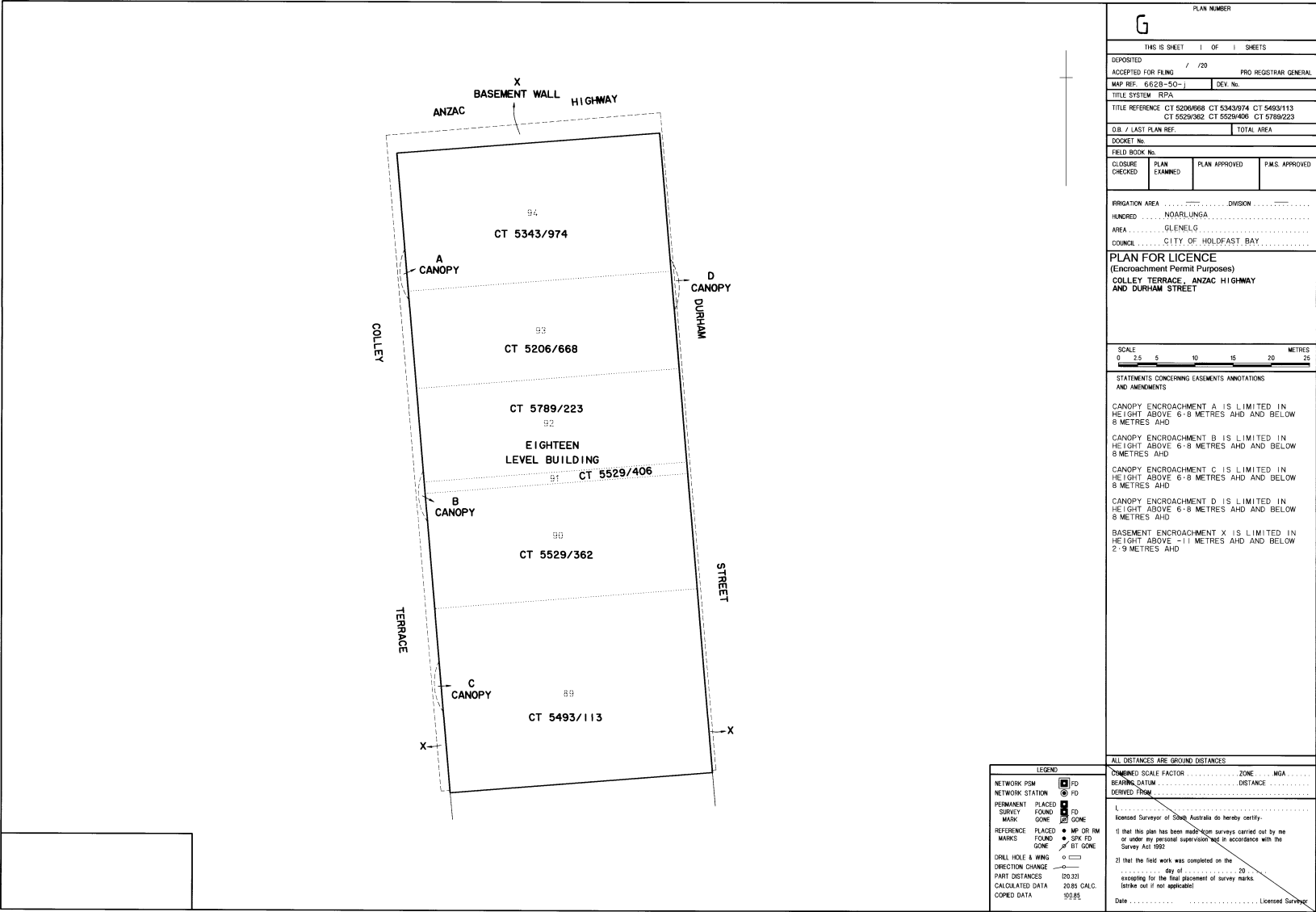
A plan cannot be amended after it has been deposited in the GRO unless it is found to be in error (Section 40 Registration of Deeds Act 1935). Contact the Plans Client Advice Officer before the amendment is lodged.

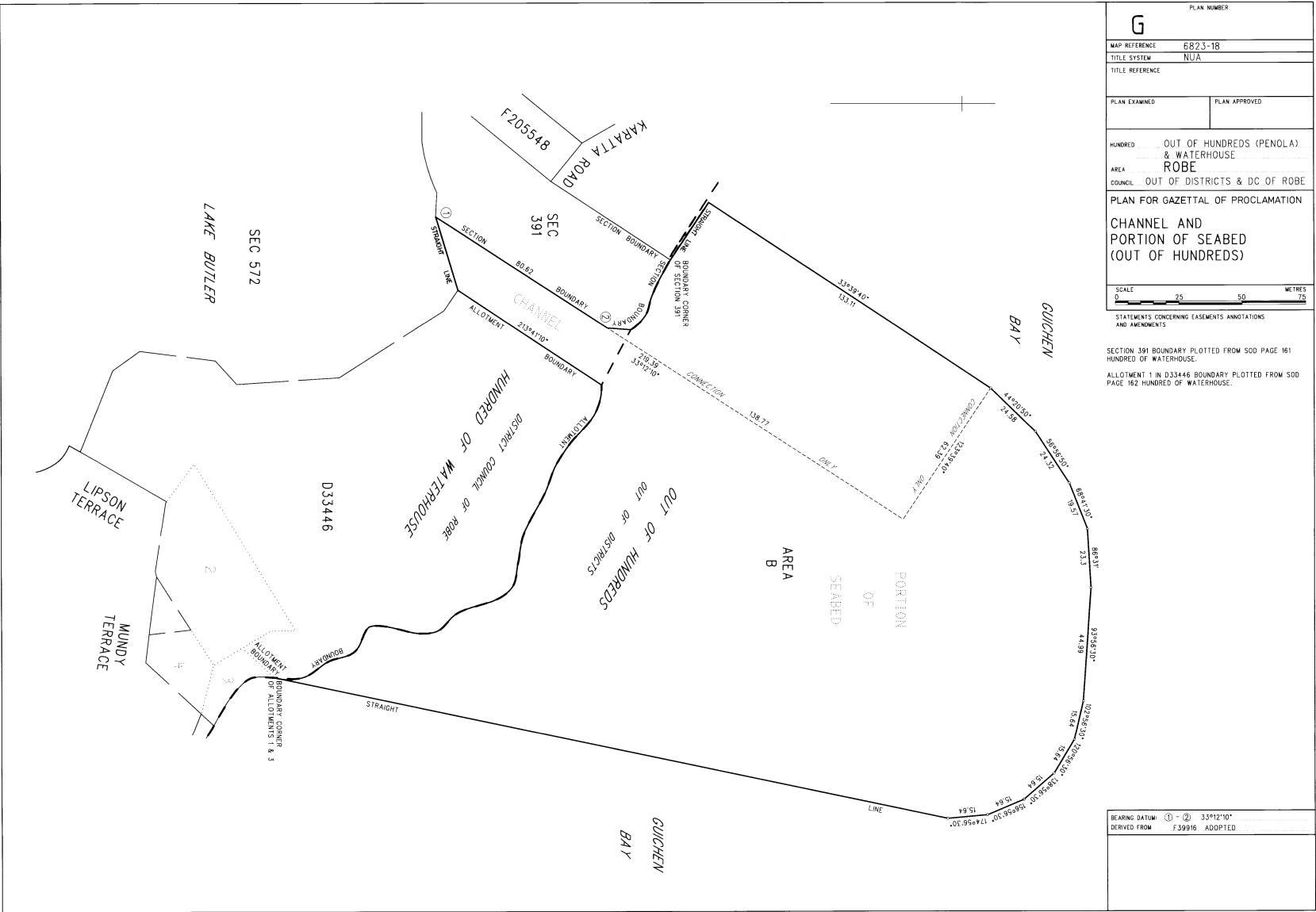
Amendments to accommodate changes to the dimensions of a parcel or to add new parcels to the plan are not acceptable. A new GRO Plan will be required.

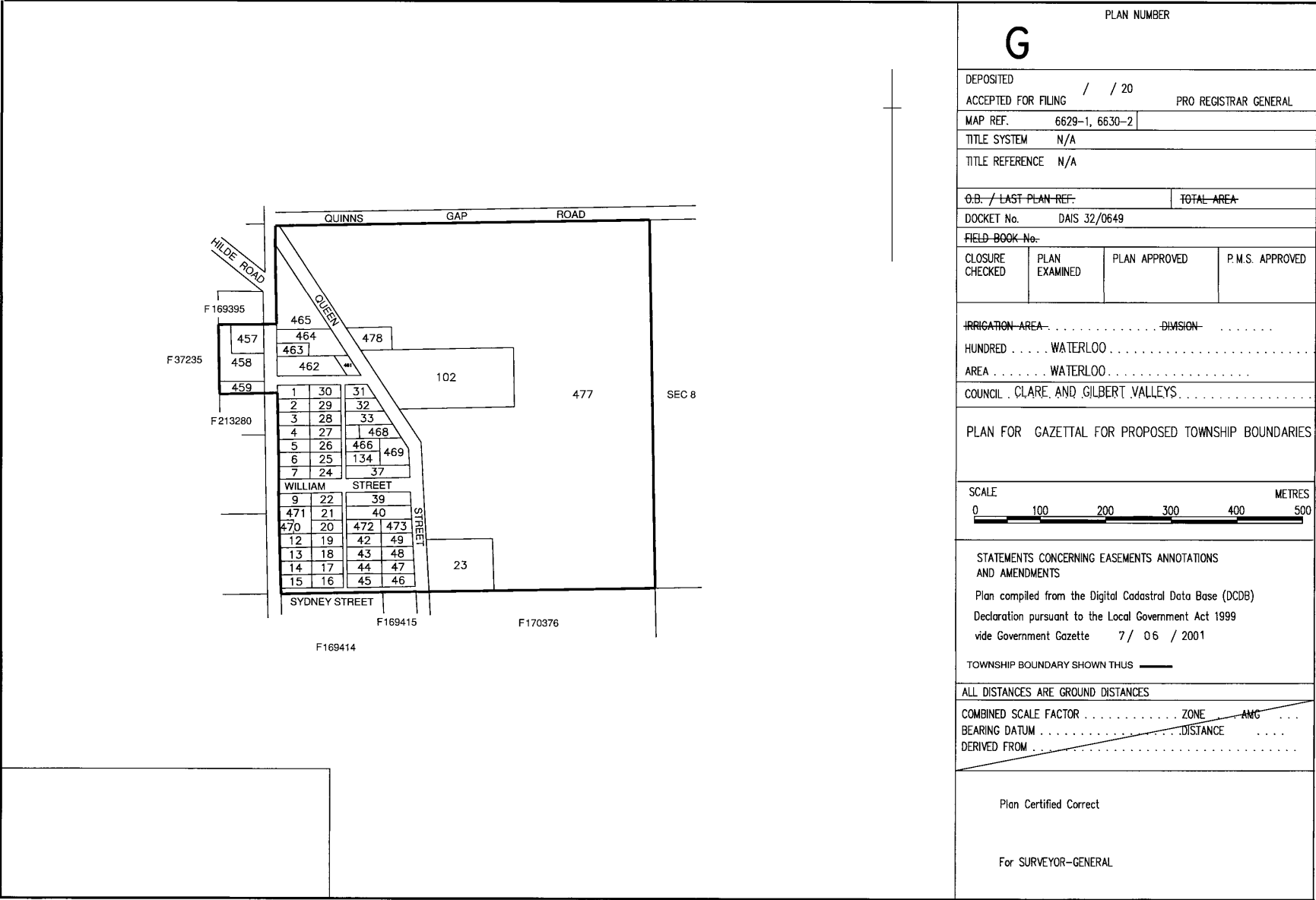
17.10 GRO Plans – Sample Diagrams

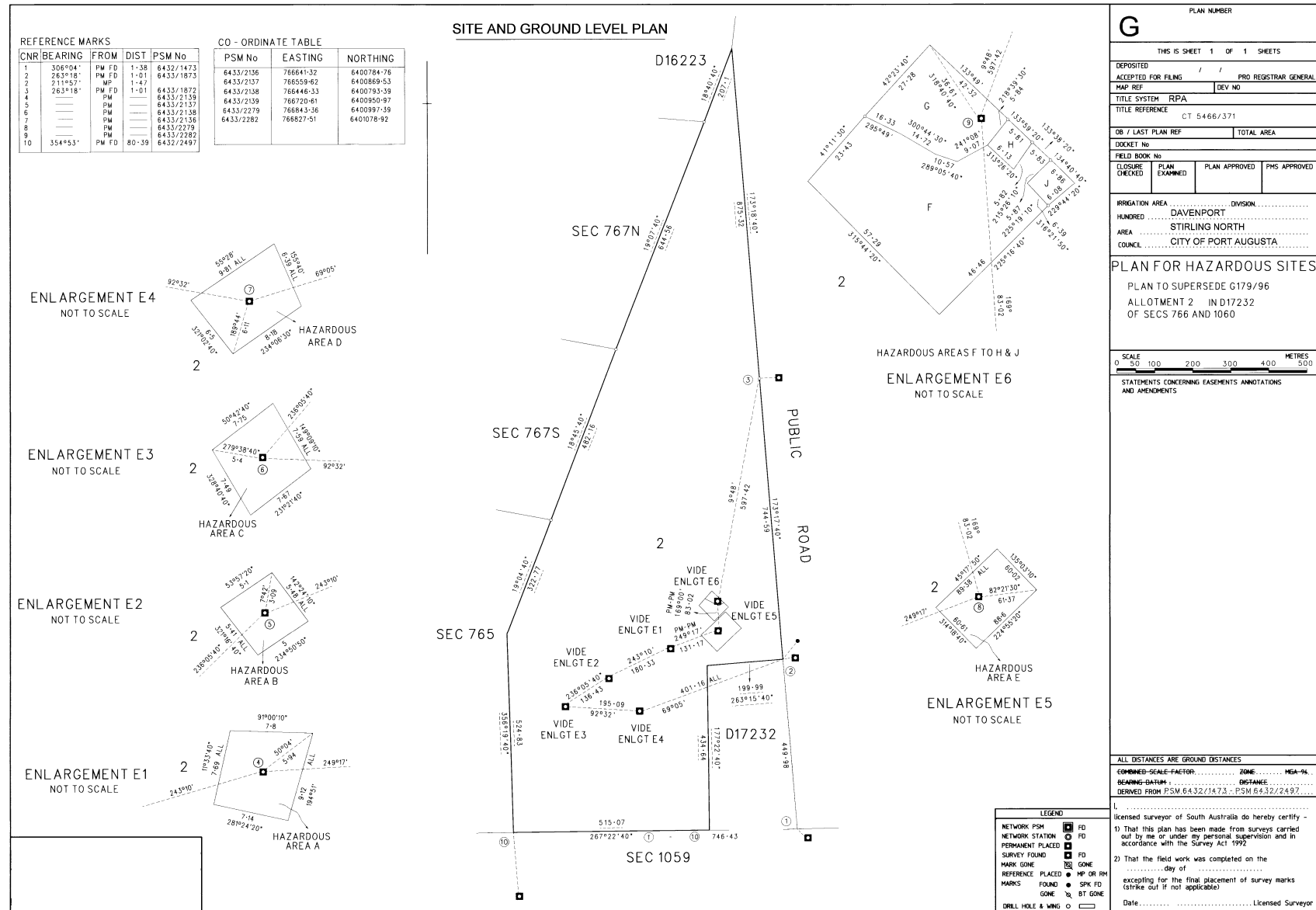


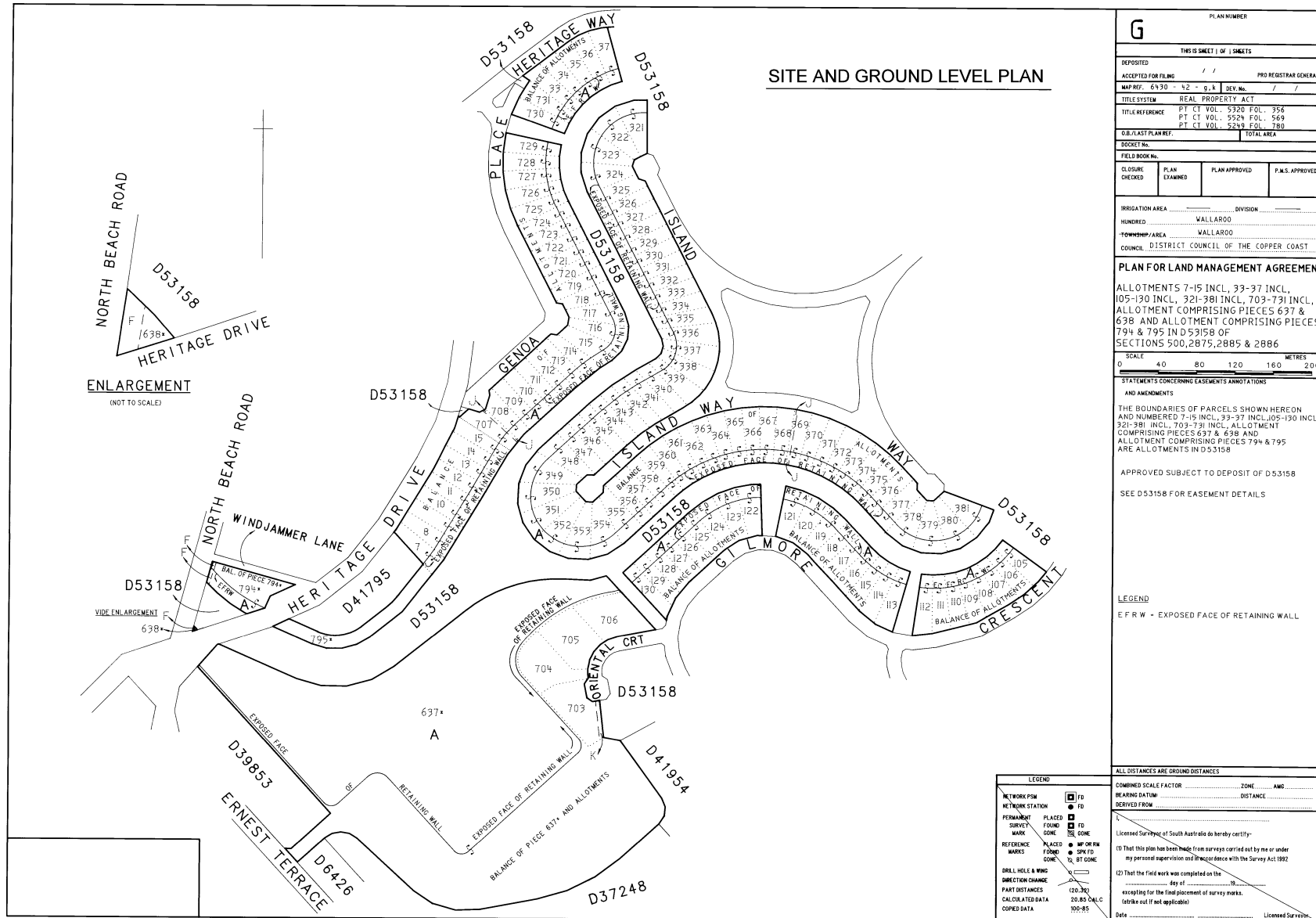


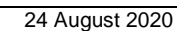


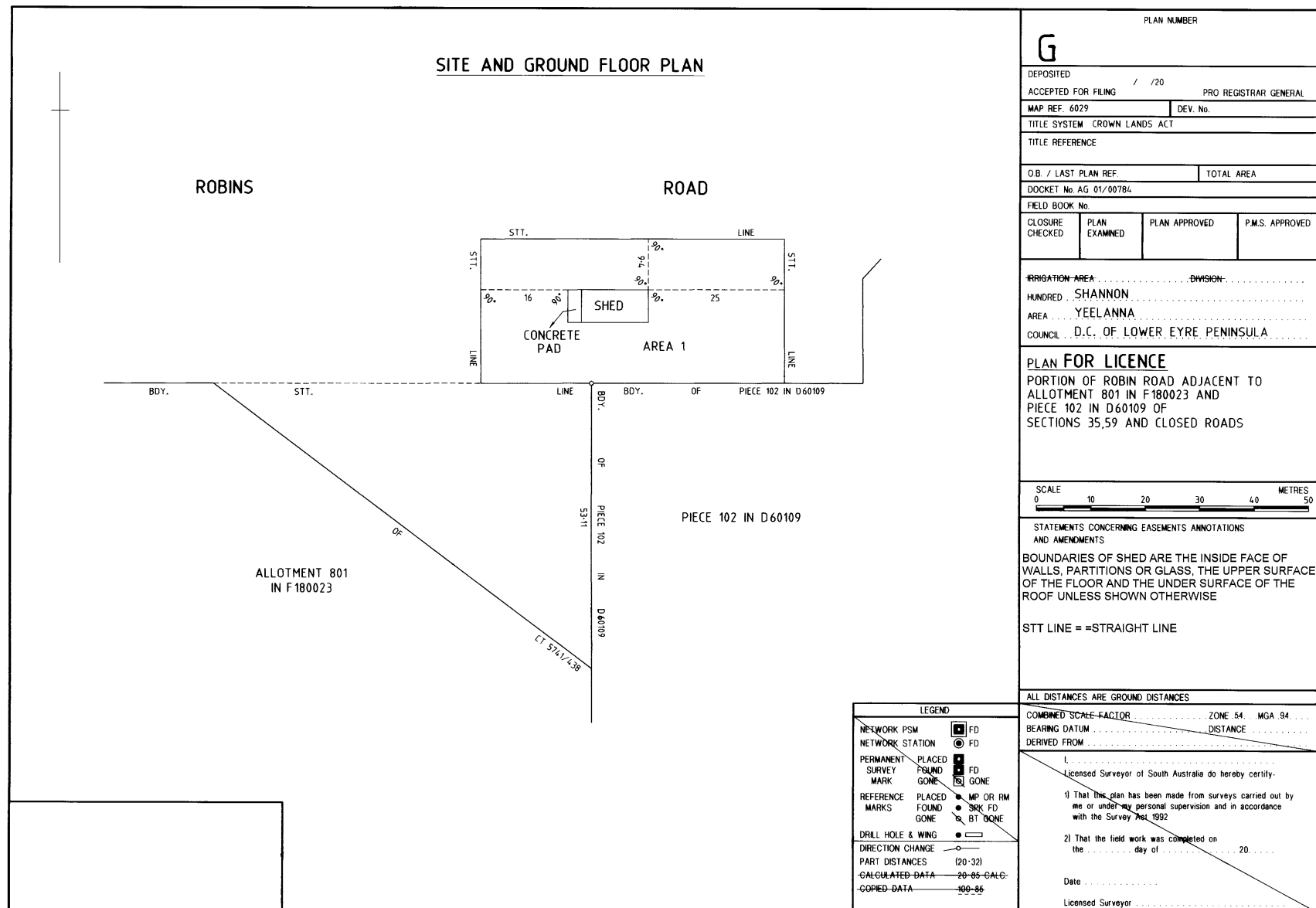


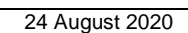


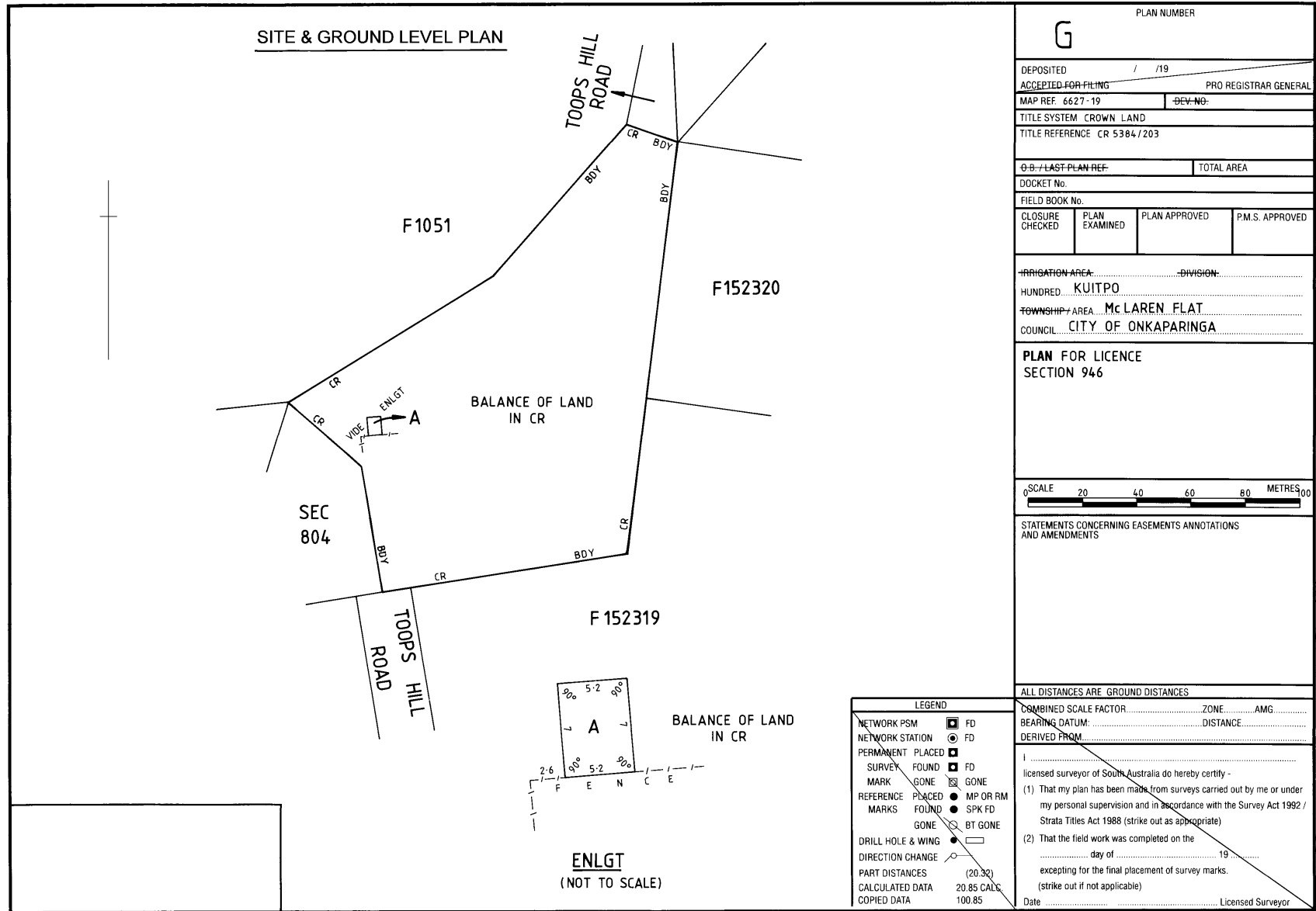












18 STRATUM DIVISIONS

A stratum division of land creates allotments one above another or portion over the other, limited horizontally and vertically by measurement rather than parcels created pursuant to the Strata Titles Act 1988 or in a Community Strata Plan pursuant to the Community Titles Act 1996.

The vertical measurement is related to the Australian Height Datum.

18.1 Specific Requirements

18.1.1 Identifiers must be shown with a forward slash between the identifiers (eg: 4/5).

18.1.2 Where a stratum plan involves Common Property:

- The label (C1) must be used to designate the common property on the diagram sheet.
- The following annotation must be shown in the ANNOTATIONS panel of the Textual sheet:

THE COMMON PROPERTY IS DESIGNATED (C1) FOR LAND INFORMATION PURPOSES ONLY AND DOES NOT PROVIDE A LEGAL IDENTIFIER FOR THE COMMON PROPERTY

18.1.3 Where a parcel(s) has a vertical limitation annotations are required describing the height limit in relation to AHD.

PORTIONS OF ALLOTMENT 1 MARKED H EXISTS ABOVE A LEVEL OF 43.65 METRES AHD

PORTIONS OF ALLOTMENT 2 MARKED H EXISTS BELOW A LEVEL OF 43.65 METRES AHD

18.1.4 Areas must be shown in brackets under the parcel identifiers for each parcel that form an allotment or lot that has parcels that exist at different levels. (See allotments 3 and 5 in [Section 18.3 Stratum Divisions – D89996](#)).

18.1.5 The total area for each allotment or lot in the plan must be shown in a Total Area Schedule, (see [Example 18.1](#)) excluding roads that are vesting upon deposit of the plan and allotments or lots comprising pieces. The areas for allotments or lots that are unlimited in height and depth must also be shown in the Schedule not under Allotment/Lot number.

ALLOTMENT NO.	TOTAL AREA
1	457m ²
2	563m ²

Example 18.1

For lots in a community plan, replace ALLOTMENT with LOT.

18.1.6 Where the plan has both stratum parcels and pieces, a Pieces Schedule must be shown in addition to the Total Area Schedule.

18.1.7 Easements over stratum parcels do not refer to the stratum height limitations. A height limitation must be shown where the right does not extend for the complete height of the stratum parcel.

- 18.1.8 Where the abutting land is in different stratum plans, the abuttal must be shown as the plan numbers separated by a forward slash (eg: C230/C294 or C294/C230).

Where non stratum allotments in the same plan also abut the new plan, the abuttal must be shown as in [Figure 18.4](#).

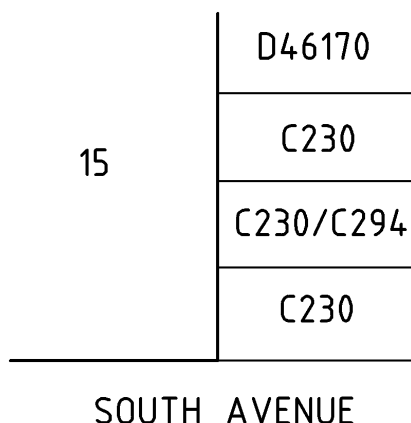


Figure 18.4

- 18.1.9 When the abutting plan includes stratum allotment(s) over a public road, the abuttal must be shown as the road name and plan number separated by a forward slash (eg: CHARLICK CIRCUIT/D44306 see [Figure 18.5](#))

(It is irrelevant from an abuttal point of view whether Charlick Circuit was created in or prior to D44306).

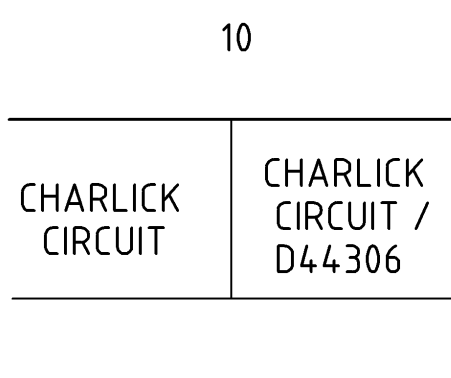


Figure 18.5

- 18.1.10 Where an abutting plan is wholly or partly above (or below) the subject land of a new plan the abutals must be shown in the following format.

84/D44306

(Where 84 is an allotment (or Lot) in the new plan with a height limitation and D44306 above it, see [Figure 18.1](#)).

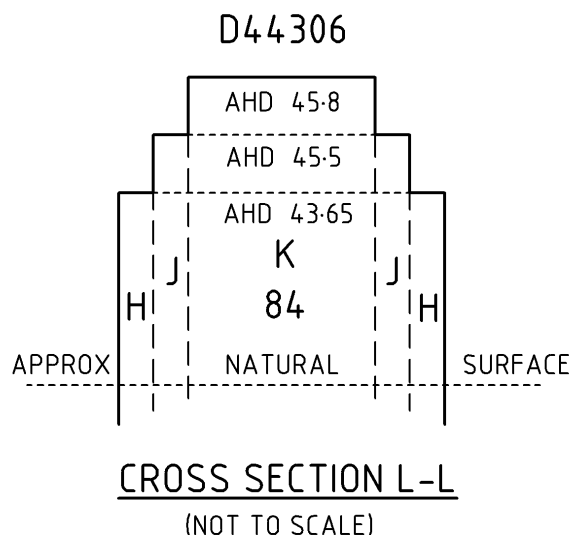


Figure 18.1

18.2 Cross Sections

- 18.2.1 Where it is necessary to clarify the extent of parcels at different levels a Cross Section diagram must be used.
- 18.2.2 Cross Section diagrams must be labelled (and cross referenced to the main diagram), eg:
CROSS SECTION AA – AA
- Where the Cross Section diagram is not on the same sheet as the main diagram, to indicate on the main diagram where the Cross Section is located show “AA3-AA3” as a label for the Cross Section to indicate that the Cross Section is on sheet 3.
- 18.2.3 A bar scale must be shown where the Elevation or Cross Section diagram is plotted to scale. If the Elevation or Cross Section diagram is not plotted to scale, the label NOT TO SCALE must be shown.
- 18.2.4 Where more than one portion of a parcel exists at the same level, each portion must be identified with the same identifier (see [Figure 18.1](#)).
- 18.2.5 On Elevation and Cross Section diagrams:
- Vertical boundaries between each portion of a parcel existing at different levels must be shown using easement boundary lines.
 - The extent of the AHD level must be shown using connection lines unless coincidental with a boundary line.
- (See [Figure 18.2](#) where allotment 2 exists above allotment 1 in a plan of division. The same principles apply to a plan of community division where a lot exists above or below the common property or another lot).
- 18.2.6 Where a parcel is on different levels, an annotation must be shown in the Annotations panel on the Textual Sheet describing the vertical limitations of each parcel or the vertical limitations of each portion of a parcel.

The following annotations are applicable for [Figure 18.2](#):

PORTIONS OF ALLOTMENT 1 MARKED H EXISTS BELOW A LEVEL OF 43.65 METRES AHD

PORTIONS OF ALLOTMENT 1 MARKED J EXISTS BELOW A LEVEL OF 45.5 METRES AHD

PORTION OF ALLOTMENT 1 MARKED K EXISTS BELOW A LEVEL OF 45.8 METRES AHD

PORTIONS OF ALLOTMENT 2 MARKED H EXISTS ABOVE A LEVEL OF 43.65 METRES AHD

PORTIONS OF ALLOTMENT 2 MARKED J EXISTS ABOVE A LEVEL OF 45.5 METRES AHD

PORTION OF ALLOTMENT 2 MARKED K EXISTS ABOVE A LEVEL OF 45.8 METRES AHD

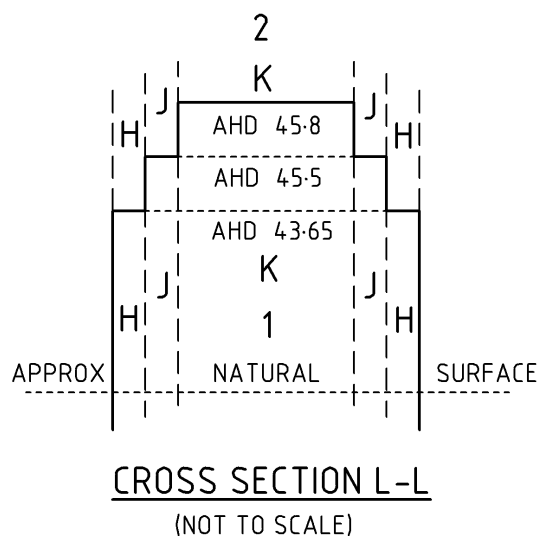


Figure 18.2

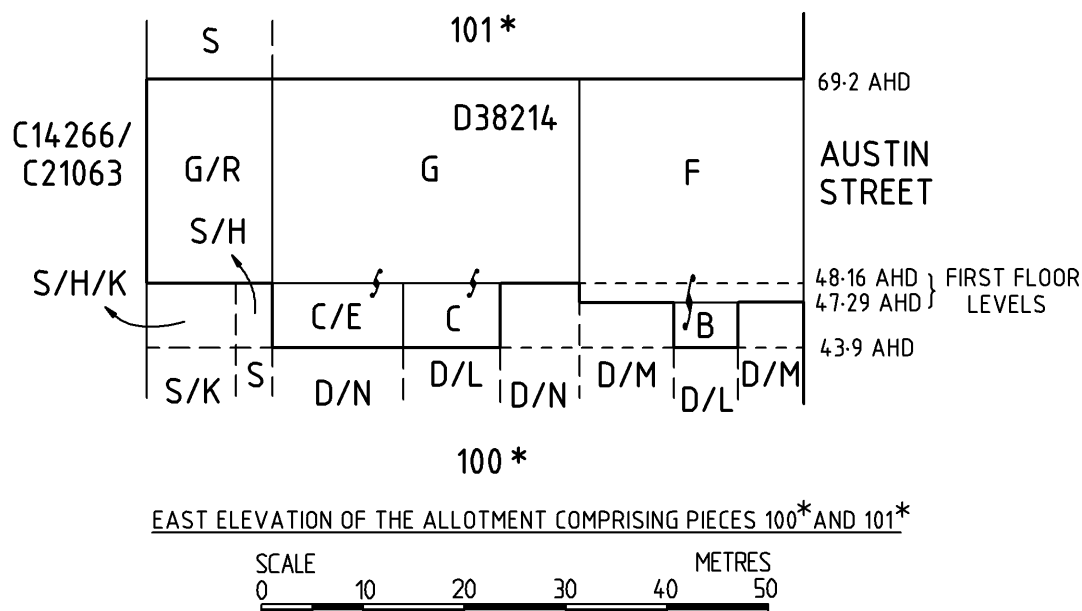
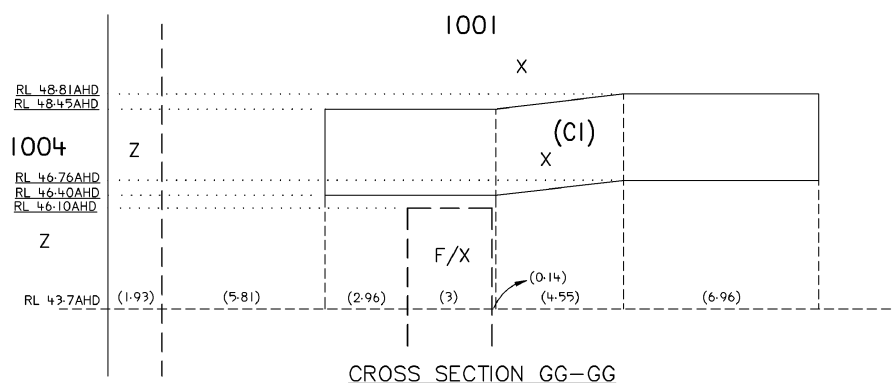


Figure 18.3

- 18.2.7 For parcels with complex vertical limits cross sections may be used to delineate the height limit. The following annotation must be shown in the ANNOTATIONS panel of the textual sheet:

FOR HEIGHT LIMITATIONS ON THE COMMON PROPERTY AND LOT 100 REFER TO CROSS SECTIONS AA-AA, BB-BB AND CC-CC



18.3 Stratum Divisions

Figure 18.6 is an example of where a cross section or elevation is used to clarify the relationship between the common property (C1) and portions of lot 2 marked X.

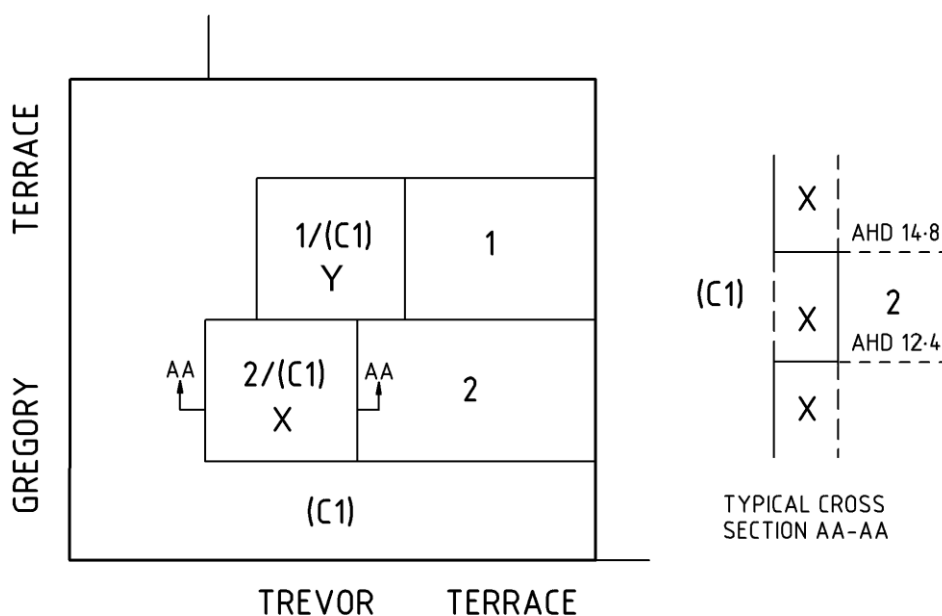


Figure 18.6

Only portion of lot 1 marked Y, portions of lot 2 marked X and common property (C1) marked X and Y have height limitations.


The following annotations must be shown in the ANNOTATIONS panel of the Textual Sheet:

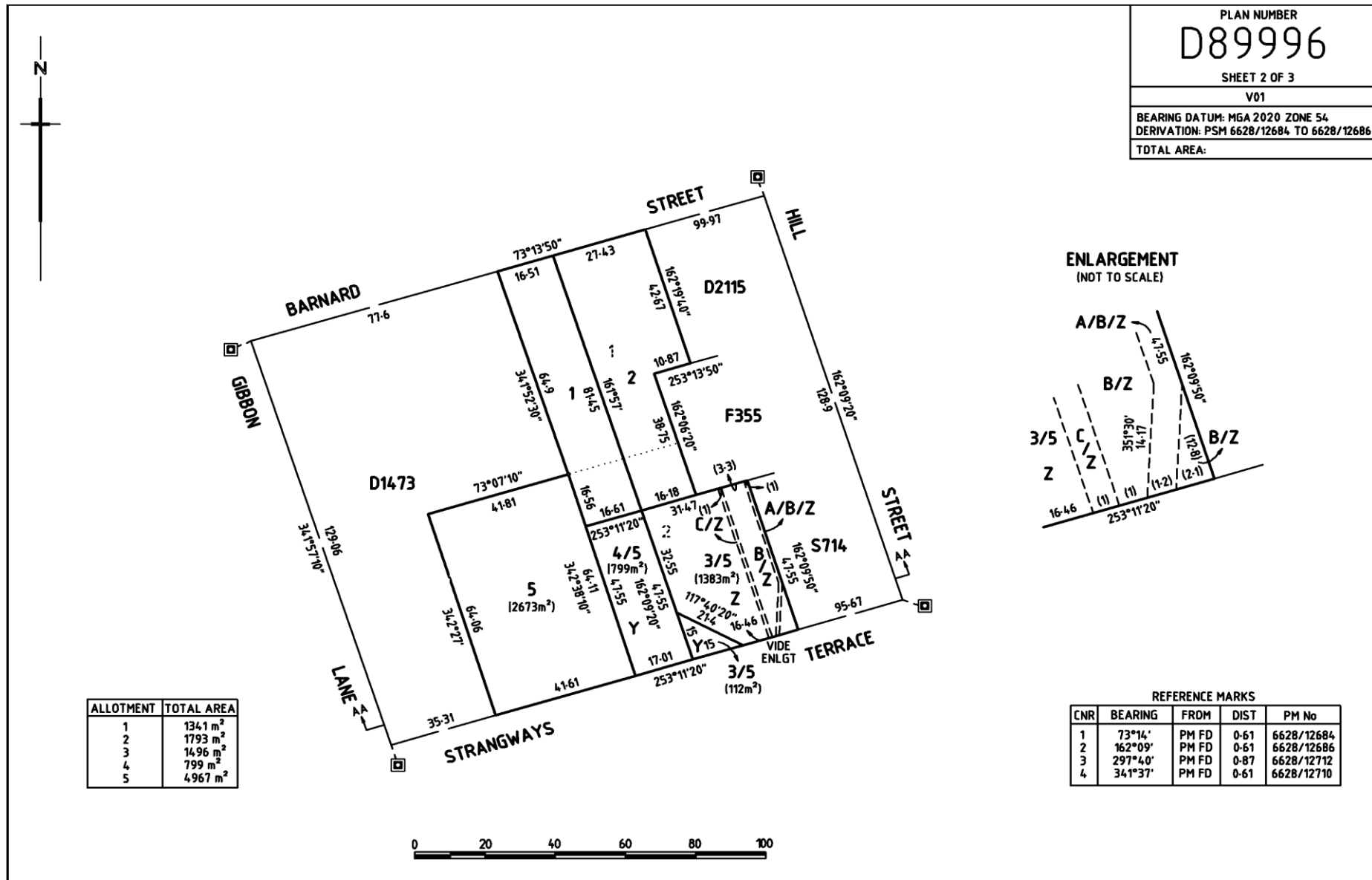
PORTION OF LOT 2 MARKED X EXISTS BELOW A LEVEL OF 12.4 METRES AHD AND ABOVE A LEVEL OF 14.8 AHD

PORTION OF LOT 1 MARKED Y EXISTS ABOVE A LEVEL OF 14.8 METRES AHD

PORTION OF THE COMMON PROPERTY MARKED Y EXISTS BELOW A LEVEL OF 14.8 METRES AHD

PORTION OF THE COMMON PROPERTY MARKED X EXISTS ABOVE A LEVEL OF 12.4 METRES AND BELOW A LEVEL OF 14.8 METRES AHD

PURPOSE: MAP REF: LAST PLAN:	DIVISION 6628.50.L 	AREA NAME: COUNCIL: DEVELOPMENT NO: 100/D022/06/001/02	APPROVED: DEPOSITED/FILED: 	 D89996 SHEET 1 OF 3 V01																																	
AGENT DETAILS: TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257 AGENT CODE: FRT0 REFERENCE: A125.365		SURVEYORS CERTIFICATION: I FRANK L TORRENS, a licensed surveyor do hereby certify – 1) That this plan has been made from surveys carried out by me and correctly prepared in accordance with the Survey Act 1992. 2) That the field work was completed on the 12 th day of June 2020 24th day of August 2020 Frank L Torrens Licensed Surveyor																																			
SUBJECT TITLE DETAILS: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th>PREFIX</th> <th>VOLUME</th> <th>FOLIO</th> <th>OTHER</th> <th>PARCEL</th> <th>NUMBER</th> <th>PLAN</th> <th>NUMBER</th> <th>HUNDRED / IA / DIVISION</th> <th>TOWN</th> <th>REFERENCE NUMBER</th> </tr> </thead> <tbody> <tr> <td>CT</td> <td>6564</td> <td>984</td> <td></td> <td>ALLOTMENT(S)</td> <td>1</td> <td>D</td> <td>30000</td> <td>NOARLUNGA</td> <td></td> <td></td> </tr> <tr> <td>CT</td> <td>6841</td> <td>985</td> <td></td> <td>ALLOTMENT(S)</td> <td>2</td> <td>D</td> <td>30001</td> <td>NOARLUNGA</td> <td></td> <td></td> </tr> </tbody> </table>					PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER	CT	6564	984		ALLOTMENT(S)	1	D	30000	NOARLUNGA			CT	6841	985		ALLOTMENT(S)	2	D	30001	NOARLUNGA		
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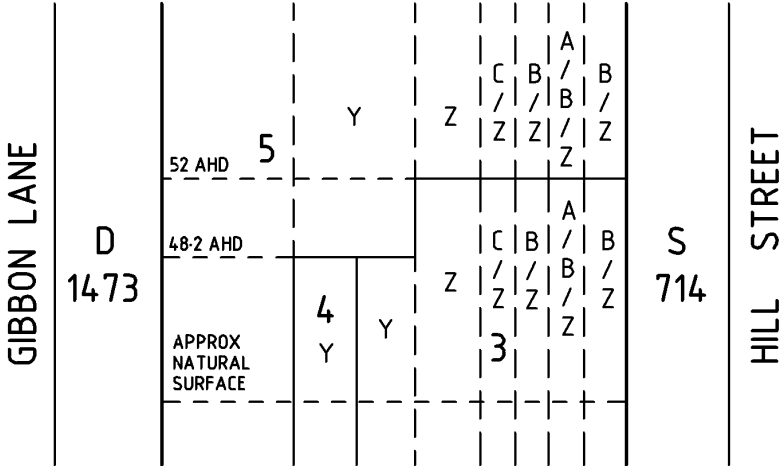
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SHEET 3 OF 3

V01

CROSS SECTION AA - AA
(NOT TO SCALE)



19 NATURAL BOUNDARIES

Natural boundaries are created by adoption of natural features such as waterlines and cliff edges. They are generally ambulatory; that is, they move in sympathy with gradual natural movement of their feature (see Cadastral Survey Guidelines).

Many landward boundaries of waterfront reserves and roads were created as curvilinear boundaries at a particular width from a natural feature. These are generally not ambulatory but are shown in their position at the time of creation. In this section these boundaries will be referred to as curvilinear reserve boundaries.

19.1 General Requirements

19.1.1 Natural boundaries must be shown in a curvilinear manner

19.1.2 Abuttals must be shown separate to the description of natural feature lines.

19.1.3 The name of the waterway adjoining the natural feature line must be shown (unless the abuttal has a numeric identifier), eg.

SPENCERS GULF

RIVER TORRENS

19.1.4 Where a division of land adopts a natural feature as the boundary, the natural feature must be surveyed.

19.1.5 New boundaries must not be defined as a curvilinear width from a natural feature, with the exception of Conservation Leases (see Cadastral Survey Guidelines section 8.4c).

19.2 Surveyed Natural Features in Certified Surveys

19.2.1 Where the natural feature is located by survey, a notation must be shown along and describing the natural feature line, eg:

MEAN HIGH WATER MARK

CENTRE OF RIVER

TOP OF BANK

EDGE OF WATER

POOL LEVEL

EDGE OF CLIFF

19.2.2 Where the natural feature is located by survey, measurements to points along the natural feature line must be shown. This can be MGA 2020 coordinates, (Figure 19.1), radiations and/or traverse and offset (Figure 19.2).

19.2.3 Subject land distances must be shown along boundaries to their intersection with natural boundaries (or curvilinear reserve boundaries) located by survey. These distances may be shown as approximate (see 7.30 and Figure 19.1); a notation (on the applicable diagram sheet) "All distances to the natural boundary are approximate" may instead be shown.

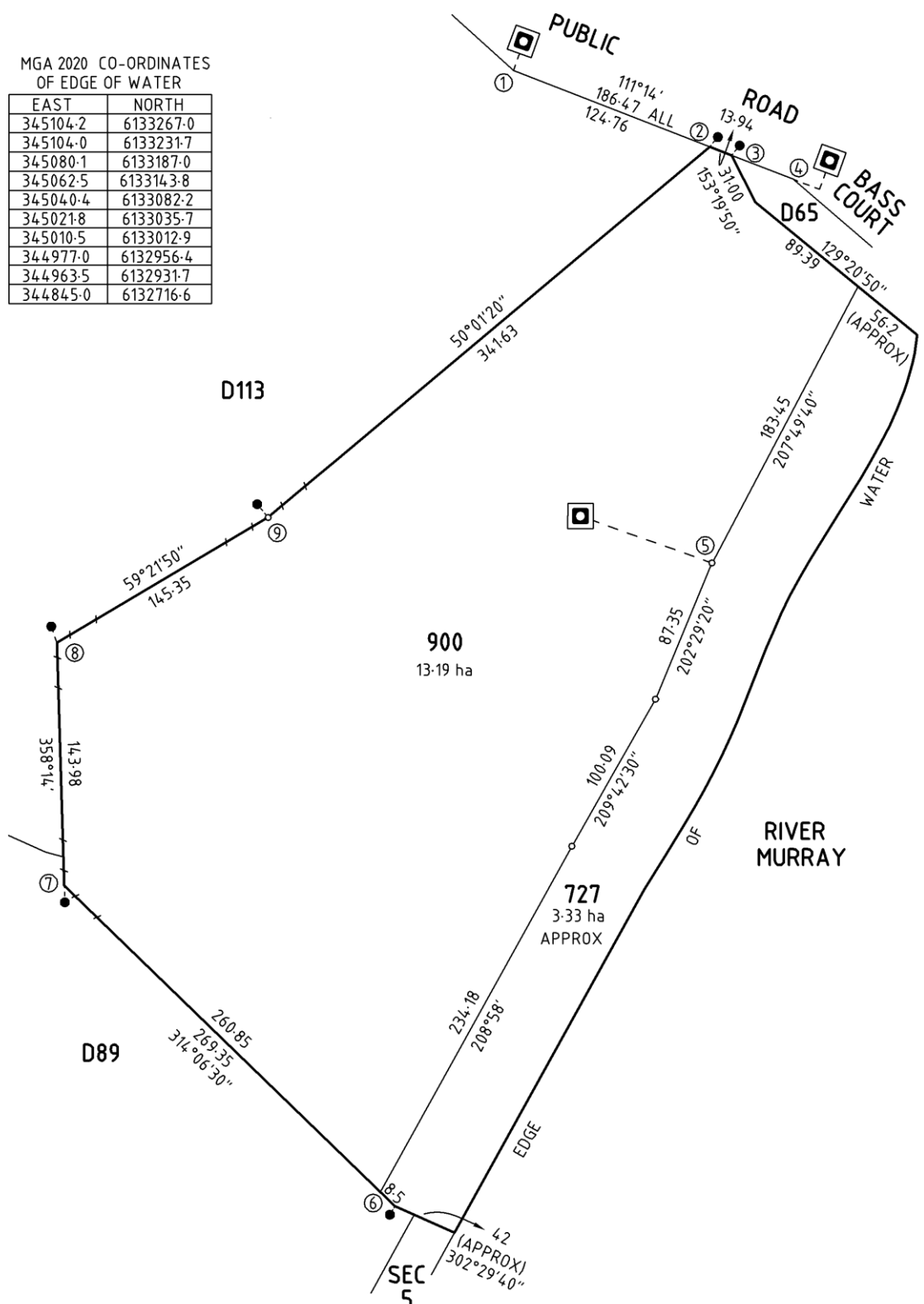


Figure 19.1

MEDIUM HIGH WATER MARK

FROM	BRG	DIST	CH	OFFSET	
				LEFT	RIGHT
MP AT 1	75°19'	40.4			
MP AT 1	90°31'	108.9			
2	348°40'	23.8			
2	95°50'	19.8			
3			71.0	0	0
3			99.7	3.2	
3			132.0	0	0
3			193.2		30.8

All distances in schedule are APPROX

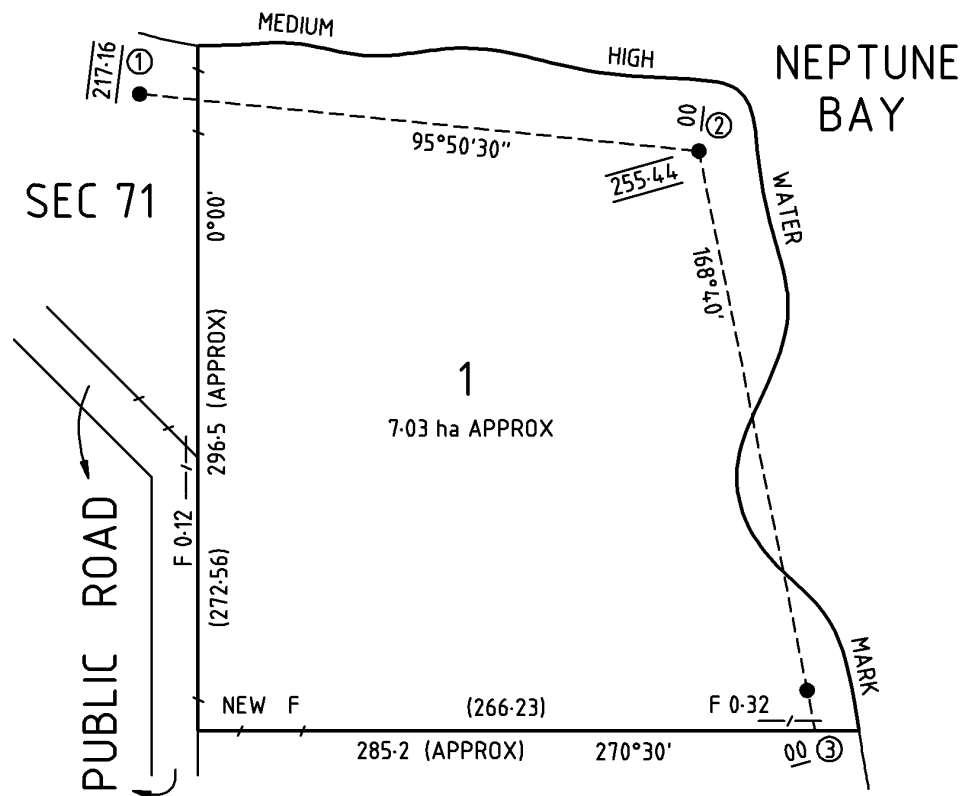


Figure 19.2

- 19.2.4 Where a natural feature line no longer represents the legal boundary, an annotation describing how the legal boundary was plotted must be shown in the Annotations panel on the Textual Sheet eg:

CENTRE OF RIVER FINNISS PLOTTED FROM DBP86

A label may be shown along the legal boundary line eg:

ORIGINAL LAKE EDGE (see Figure 19.3)

EDGE OF RIVER IN 1894

- 19.2.5 If the current position of a natural feature no longer being the legal boundary is surveyed, it must be shown as a tie-line with a label along it (see [Figure 19.3](#)), eg:

CURRENT MHW

CURRENT CENTRE OF CREEK

CURRENT EDGE OF WATER

CURRENT EDGE OF CLIFF

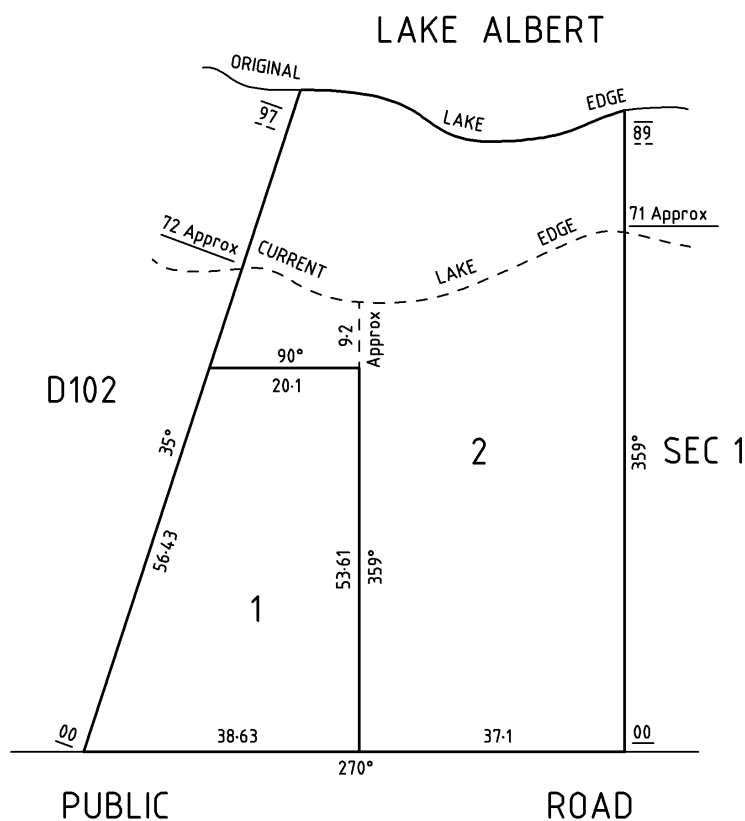


Figure 19.3

On the Textual Sheet in the Annotation Panel show ORIGINAL LAKE EDGE PLOTTED FROM DBP20.

19.3 Unserved Existing Natural Boundaries

- 19.3.1 In either a certified or uncertified plan, where an existing natural boundary is not surveyed but plotted from a previous survey, map or aerial photo, an annotation must be shown in the Annotations panel on the Textual sheet not along the natural boundary, eg:

COAST PLOTTED FROM DBP26

CENTRE LINE OF RIVER TORRENS PLOTTED FROM MAP 6628-37

EDGE OF LAKE GEORGE PLOTTED FROM AERIAL PHOTO 5069/035

EDGE OF RIVER MURRAY PLOTTED FROM SOUTH AUSTRALIAN PROPERTY & PLANNING ATLAS (SAPPA) AERIAL IMAGE DATED 2020

MEDIUM HIGH WATER MARK PLOTTED FROM MAP 6922-IV

19.4 Uncertified Plans

- 19.4.1 Where a new parcel or easement boundary is close to or intersects a natural boundary or curvilinear reserve boundary, in an uncertified plan (eg. see [Figure 19.4](#)), the Natural Boundary certification from Table 3.1 – Certification Decision Table must be included on the Textual Sheet. Note: When the natural feature has moved, to the extent that this certification is not appropriate, a certified survey may be required to locate the current position of the natural boundary or natural feature. See Section 12 Requirement for Certified Survey.

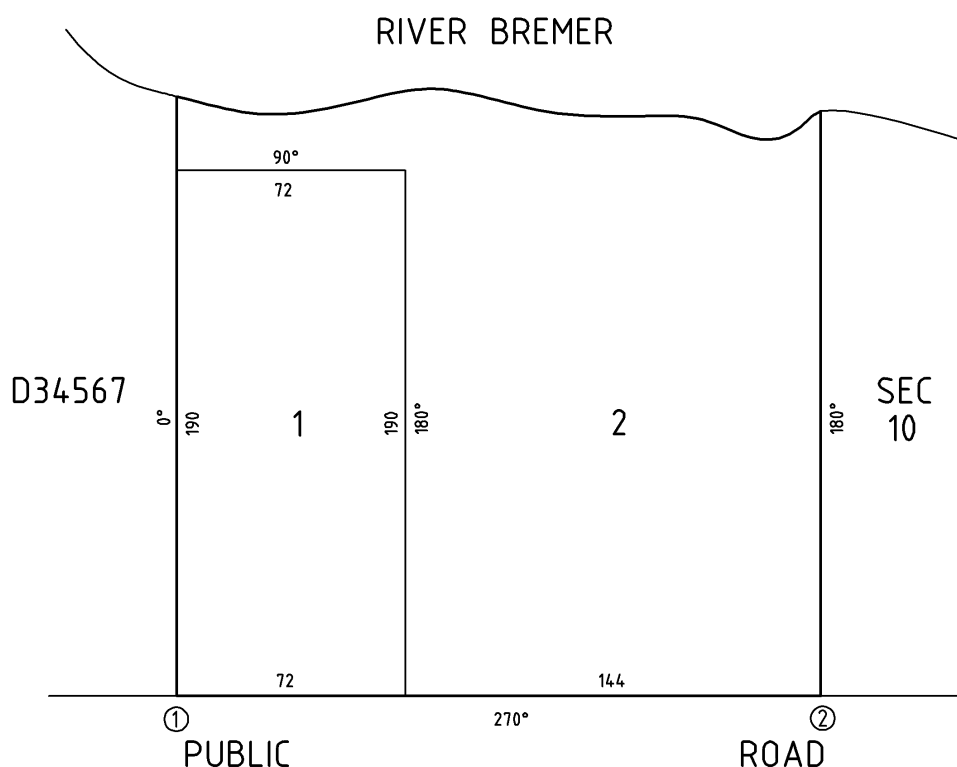


Figure 19.4

20 CHANNEL RESERVES

Channel reserves in irrigation areas that are surplus to requirements are disposed of by merging them with adjacent land or they become public road or reserves.

The following rules are used to enable large balances of channel reserve to be shown diagrammatically.

20.1 Specific Requirements

- 20.1.1 Contact with the regional office of the Minister of Environment and Conservation is required prior to plan preparation to ascertain the division requirements.
- 20.1.2 The Plan Purpose must show DIVISION.
- 20.1.3 Bearings and distances must be only shown for that portion of the Channel Reserve and adjoining land involved in the current transaction including any easement(s) that traverse the subject land being merged. Data and areas must not be shown for the balance channel reserve or parcels (see [Figure 20.1](#)).
- 20.1.4 The balance of the channel reserve must be shown as:
 - Separate allotments with the position of the boundaries being the production of existing parcel boundaries or joins between previously defined points.
 - Part of the main diagram (to scale) or on a separate diagram (that need not be to a prescribed scale but accurately delineates the parcels).
- 20.1.5 Where the balance channel reserve allotments are subject to easements, the easement boundaries must be accurately plotted on the diagram sheet with appropriate notes in the Annotations panel of the Textual Sheet (data for the easement must not be shown).
- 20.1.6 Where the subject land or the balance channel reserve allotments are together with easements over land outside the bold black lines, the requirements for showing servient land is as set out in Section 8.5 Easements External to Subject Land and the Textual Sheet requirements in Section 5 Easement Details.

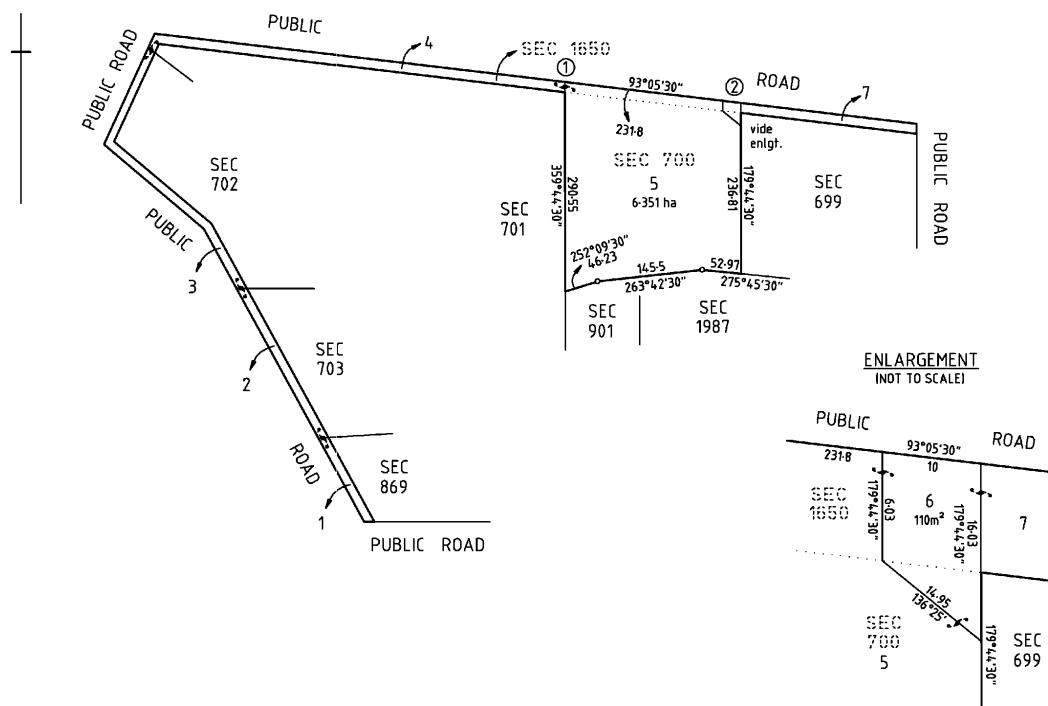


Figure 20.1

21 ALTERATION(S)/ADDITION(S) TO FINALISED PLANS

This section applies to all plans lodged in the Lands Titles Registration Office (LTRO) that have been deposited or accepted for filing.

For alterations to

- General Registry Office plans see Section 17 GRO Plans.
- Community Plans see Section 10 Amendments to Community Plans.
- Strata Plans see Section 11 Amendments to Strata Plans.

The Registrar-General may:

- Correct all the information shown in the textual sheet and amend abutments and street names without notifying the surveyor or plan drafter.
- Reject any amendment in red and request a substitute sheet or a new plan.

For procedures to alteration(s)/additions(s) to finalised plans see Notice to Lodging Parties No.163.

21.1 Types of Alterations/Additions that require Certification

- 21.1.1 Fixings to reference marks.
- 21.1.2 Changes to the reference mark number.
- 21.1.3 Fixings to occupations.
- 21.1.4 Fixings to a street corner or addition of data to a cut corner.
- 21.1.5 Road widths outside the bold black lines.
- 21.1.6 Correcting data on plans where the change does not constitute a material difference (see Table 2.5 – SCAP Decision Table).

Where doubt exists as to the suitability of the amendment(s) in red contact the Plans Client Advice Officer.

For the Certification see Section 3; Table 3.1 under “Alterations/Additions to Finalised Plans” in the PPG.

21.2 Types of Alterations/Additions that are unacceptable

- 21.2.1 Changes to the intent of boundaries in Division and Community Plans.
- 21.2.2 Changes to the position of easements including proposed easements in Filed Plans.
- 21.2.3 Changes to the intent of boundaries in Filed Plans for lease purposes and GRO Plans.

21.3 Alterations/Additions to Finalised Plans (excluding Final Marking of Land Divisions)

Alterations/additions to finalised plans can be lodged either manually or by email with:

- Covering Letter
- Finalised Plan

21.3.1 A Covering Letter:

- A request to the Registrar-General for amendment to Deposited Plan/Filed Plan on company letterhead paper.

- Letter to be signed by the Licensed Surveyor or their agent
- Letter is to be scanned in colour and saved as a PDF.
- PDF file is to be attached to the email.

21.3.2 Finalised Plan

- Alterations or changes are to be marked in red on a print of the Deposited or Accepted for Filing Plan.
- A certification as per Section 3; Table 3.1 under “Alterations/Additions to Finalised Plans” in the PPG is to be added to the plan and signed by the Licensed Surveyor.
- Plan is to be scanned in colour and saved as a PDF.
- PDF file is to be attached to the email.
- The email is to contain two PDF files with the subject panel showing the Plan Type and Reference e.g. DP and the number. The email can be sent to planalter@landservices.com.au.

21.4 Final Marking of Land Divisions

21.4.1 On the completion of final marking surveyors are required to provide tiff file(s) of the altered sheets to Survey Operations

21.4.2 The tiff file(s) must contain the latest version of the CAD drafted diagram sheet(s) with the added fixings and permanent survey marks.

See section 14.6 of the Cadastral Survey Guidelines for further information.

22 WITHDRAWAL OF PLANS

22.1 The following plans can be withdrawn prior to deposit or acceptance for filing:

- Deposited, Community and Strata Plans, with consents of the lodging party including a statement that the applicant(s) and all affected parties have consented to the withdrawal.
- Filed Plans with consents of the lodging party including a statement that the applicant(s) and all affected parties have consented to the withdrawal.

22.2 The following plans can not be withdrawn:

- A plan which has been accepted for filing or deposit
- General Registry Office (GRO) plans once lodged and numbered are deemed to have been accepted for filing.

23 AMENDMENT TO PLANS PRIOR TO DEPOSIT

23.1 Amendment to Division or Community Plans Prior to Deposit

- 23.1.1 A Division or Community Plan that has not been deposited can be amended. Only changes that are classified as Material differences require consents before they can be amended. See Table [Table 2.5 – SCAP Decision Table](#) for Material and Non Material differences
- 23.1.2 Changes constituting a material difference require the SCAP to be updated.
- 23.1.3 A letter requesting the release of the plan for amendment is required.
- 23.1.4 The following table sets out the consents required in the letter to release Division and Community plans for amendment

Type of amendment	Party required to Consent			
	Plan is unapproved		Plan is approved	
	No application lodged	Application lodged	No application lodged	Application lodged
Material difference	EPL - NIL	C	B	C
	Manual - A			

LEGEND	
A	Certifying Surveyor or plan drafter's representative
B	Certifying Surveyor or plan drafter's representative The request must include a statement that the Applicant(s) have consented to the amendments
C	Certifying Surveyor or plan drafter's representative Lodging party of the Application and The request must include a statement that the Applicant(s) and all affected parties have consented to the amendments

Letter requirements:

- Should be on the letterhead of the consenting party's company or firm, and must be signed
- The consent letter must be an original (not faxed) or the consents letter can be scanned in colour, saved as a PDF and attached to an e-mail.
- Include authorisation for release of SCAP if applicable

23.2 Amending a Filed Plan Approved for Data Prior to Acceptance for Filing

23.2.1 A filed plan that has not been accepted for filing can be amended.

To temporarily withdraw the approved Filed Plan for amendment the lodging party must provide the Registrar-General with a written request.

Letter requirements:

- Should be on the letterhead of the lodging party's company or firm, and must be signed
- The consent letter must be an original (not faxed) or the consents letter can be scanned in colour, saved as a PDF and attached to an e-mail.
- The request must include a statement that the Applicant(s) and all affected parties have consented to the amendments