

DEPOSITED PLAN CHECKLIST for SURVEYORS

This checklist must accompany the original plan when lodged in LPI for registration

Note 1: This checklist is designed to compliment items in letters of requisition. Numbering is aligned to a requisition database.

Note 2: Unless otherwise stated, all clauses relate to the Surveying Regulation 2006

Y = Yes, E = Exemption (cl.61) and NA = Not Applicable

Item	Plan Orientation	Y	E	NA
1.1	cl.12.2 Established Permanent Marks adopted are 1. & 2.			
1.2	cl.12(4) MGA Co-ordinate values obtained within 6 months of date of survey			
1.3	cl.12(3) Orientation bearing verified by connection to 3 rd established mark No.			
1.4	cl.12(5) Connections within prescribed values AND connection to additional mark OR report			
1.5	cl.61(2) Completed schedule showing MGA survey mark numbers, co-ordinate values, zone, class and order, combined scale factor, date co-ordinates obtained and source used			
1.6	cl.61(2) Established survey mark numbering is consistent between schedule and plan			
1.7	cl.61(2) Schedule of MGA co-ordinates is in agreement with SCIMS			
1.8	cl.43(3) Measurements between all permanent marks and connections to the survey are proved by closed survey and shown on the plan			
1.9	cl.89 Exemption from complying with clause has been noted on the plan			
1.10	cl.12(6) Non MGA orientation adopted and noted on the plan			
1.11	cl.61(1) Terminals of the datum line are clearly identified on the plan			
1.12	Compare observed and calculated connections between permanent marks			

Item	Marks	Y	E	NA
2.1	cl.60 Surveyor's certificate clearly indicates the survey is within an Urban/Rural zone			
2.2	cl.35(1) The nature and position of all reference marks/monuments are shown on the plan			
2.3	cl.35 Origin & status (found, by me, disturbed, gone) of all reference marks/monuments shown			
2.4	cl's.42(1) & 43 The correct number of Urban placed and/or connected permanent marks within 500m of the survey are shown			
2.5	cl.44(4) Urban Locality sketch for placed permanent marks forwarded on:			
2.6	cl.42(1) & 43 The correct number of Rural placed and/or connected permanent marks within 1,000m of the survey are shown			
2.7	cl.44(4) Rural Locality sketch for placed permanent marks forwarded on:			
2.8	cl.28(1) Reference marks shown at extremities of survey and at intervals of not more than 100m throughout the length of road frontage (Urban survey)			
2.9	cl.28(2) At least 2 reference marks have been shown at suitable locations in relation to land being surveyed where the land does not abut a road (Urban survey)			
2.10	cl.31(2) Appropriate reference marks have been placed/shown for new roads (Urban survey)			
2.11	cl.31(5) Appropriate reference marks have been placed/shown for new roads (Rural survey)			
2.12	cl.31(6) Angular comparisons shown for reference marks connecting new and existing roads			
2.13	cl.18 & cl.42(3) Reference marks correctly shown for affecting interest(s) external to subd'n			
2.14	cl.29(2) Type and position of line mark(s) placed on unfenced Rural boundaries shown			
2.15	cl.42(2) Sufficient permanent survey marks placed/connected to along new and/or redefined road frontage			
2.16	Cls.29(3) & (5) Sufficient reference marks placed/connected to for each parcel in Rural survey			

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Item	Survey Definition	Y	E	NA
3.1	cls.32-34 Common boundary correctly adopted with adjoining lands			
3.2	Sufficient information shown to support definition of roads			
3.3	cl.64(1) Nature of all boundaries with connections to marks/monuments/occupations shown			
3.4	cl.64(1)(c) Age, nature, construction material and relationship to boundary shown for any substantial structure (including any fence) within 1 metre or otherwise relevant to a boundary			
3.5	cl.64(2) Any boundary along a wall shown as "Face of Wall"			
3.6	cl.64(3) Correct use of "Party Wall" for boundaries of lots along a common wall			
3.7	cl.18(2) Surveyed connections from affecting interest(s) to parcel corners correctly shown			
3.8	cl.47(1) & (2) Landward boundary of Crown road or reserve defined by survey			
3.9	cl.47(3) Minister's consent obtained to boundary determination of Crown road or reserve			
3.10	All relevant Minister's/Consent Authority consents to boundary definitions obtained			
3.11	cl.46 Sufficient information provided to support ad-medium-filum-aquae claim (both banks)			
3.12	cl.65 Approved method used to define natural feature boundary shown			
3.13	cl.69 A comprehensive report to explain discrepancy with previous survey is attached			
3.14	cl.48(2)(b) Adjoining owner/NSW Maritime consent to definition of M.H.W.M endorsed on plan			
3.15	Road alignment details shown with kerbs as laid related to kerbs as previously aligned			

Item	Stratum Subdivisions	Y	E	NA
4.1	cl.13 Survey related to 2 or more benchmarks for limitation in height and/or depth			

Item	Plan Check	Y	E	NA
5.1	Plan heading shows land affected, plan purpose, locality (cl.60(a)), LGA, parish and county			
5.2	cl.70 Surveyor's certificate signed, dated and otherwise completed as required			
5.3	North Point and Orientation shown on all sheets of the plan			
5.4	Reduction Ratio shown on all sheets of the plan and separately for all diagrams			
5.5	All lots consecutively numbered (no more than 4 numerals) and part lots correctly shown			
5.6	All lots fully dimensioned (NB: compiled residue rule applies in survey plans)			
5.7	Distances for all compiled boundaries are shown and completely agree with base survey(s)			
5.8	All parcels close within allowable limits OR report submitted			
5.9	Area shown for each lot			
5.10	Each part lot shows an area and at least one part shows the total area			
5.11	All lots with irregular boundaries, defined by traverse, show an offset area and total area			
5.12	Current adjoining information at date of survey shown			
5.13	The site(s) of all existing easements shown			
5.14	Connections from easement(s) to parcel corners correctly shown (also see 3.7)			
5.15	Road names assigned by local roads authority (cl.60(b)) and width/alignment details shown			
5.16	Statements panel shows intention to dedicate a lot to the public as temporary road			
5.17	Statements panel shows intention to create new easement(s)/restriction(s)/covenant(s)			

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Item	Plan Check	Y	E	NA
5.18	Statements panel shows intention to dedicate new roads/pathways to the public as public road			
5.19	Statements panel shows intention to dedicate new road(s) subject to existing easement			
5.20	Plan shows site(s) of all new easements referred to in the s.88B instrument			
5.21	Plan shows site(s) and name(s) of all new roads/pathways dedicated in the statements panel			
5.22	Plan drawn to acceptable office standards for imaging/reproduction			
5.23	Approval for plan with more than 4 sheets obtained from Manager, Titling & Plan Services			
5.24	Reference & consents/reports/supporting information noted in surveyor's reference panel			
5.25	Approval for compiled plan obtained from Plan & Title Advisor and noted in surveyor's reference panel			
5.26	Surveyor General's approval to defer placement of survey marks obtained and noted in surveyor's reference panel			
5.27	cl.30 All corners marked by boundary marks or referenced to reference marks			
5.28	All plans used in the survey are listed in the plans used panel (copies of any unregistered plans used are supplied)			

Item	Old System Plans	Y	E	NA
6.1	Old system boundaries are defined in terms of current deed and all occupations shown			
6.2	Age, nature and construction material of all fences/walls and relationship to boundaries shown			

PPN

I have used the checklist in preparation of this plan and all relevant items have been addressed.

Name:

Signed:

Date:

Surveyor's Reference:

NOTE: Surveyors preparing a Deposited Plan for Community Scheme are also required to complete the Deposited Plan Checklist for Surveyor's – Community Schemes.

See www.lands.nsw.gov.au/land_titles/plan_forms/community_scheme_forms

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Change Log

Date	Item	Details of changes made
31.8.2006	Various	All references to clauses in the Surveying Regulation 2001 (as Amended 2003) have been updated to agree with the new Surveying Regulation 2006.
17.1.2007	2.4	300m amended to read 500m for relating survey marks to corner of land surveyed.
17.1.2007	3.12	Reference to cl.71 removed.
17.1.2007	3.14	Reference to approval of adjoining owner added.
25.1.2007	Note	Note added advising surveyors preparing a Community Scheme to also prepare a Deposited Plan Checklist for Surveyor's – Community Schemes.
27.3.2007	5.1	Removed 'reference map details' and added 'LGA, parish and county'.
28.5.2007	PPN	Box added for PPN.
1.9.2007	5.25, 5.26	Reference to 'on plan' removed and replaced with 'in surveyor's reference panel'.

Note: this change log does NOT form part of the Checklist and should not be lodged with the plan