

Notice

To Lodging Parties

6 July 2018 No 206

Change to Plan Examination Process

Manual Community/Strata Plans

Change to Plan Examination Process

The Office of the Registrar-General is considering a change to the Plan Examination Process and enforcing the requirement that all certified survey plans (Deposited, Filed and Community Plans) lodged in the Lands Titles Office must have a survey report provided at lodgement. In addition, during the examination process, if any data or certified survey plan is not considered to be to an acceptable standard the plan will be requisitioned. Consideration is also being given to charging an additional plan examination fee.

As per Surveyor-General's Direction No. 4, the survey report shall contain a certified copy of the completed Certified Survey Plan Checklist, of a form specified in [Appendix E of the Cadastral Survey Guidelines](#), and the written report.

The provision of both the written report and checklist will be compulsory for plan examination to commence. If either document is not included with the plan at lodgement, the plan will be returned with a pre-examination requisition to provide the required documents.

Upon the plan's return, together with the required survey report and checklist, the plan will be processed for examination.

If upon examination it is immediately apparent that there are a significant number of errors that should have been detected by the use of the checklist, the plan examination process will immediately be suspended and the plan returned to the lodging party for correction to an acceptable standard.

The plan would be considered to be at an acceptable standard if it complies with the Cadastral Survey Guidelines and Plan Presentation Guidelines.

There is provision in the Real Property Regulations 2009 for the Registrar-General to charge additional examination fees where a survey plan is relodged or resubmitted. After a transition period of three to six months, if the quality of lodged plans does not improve, the additional plan examination fee may be charged if a plan is requisitioned on the basis of an unacceptable amount of errors and is therefore not compliant with the required standards.

These proposed changes are as a result of numerous plans being lodged that do not contain a properly completed checklist and/or are of an unacceptable standard to be accepted for deposit or filing.

The Registrar-General is interested in any feedback in respect to the above proposals. Please direct any comments to DPTI.RegistrarGeneral@sa.gov.au



Manual Community/Strata Plans

After consultation with industry by Land Services SA, it has been decided to simplify the preparation of Manual Community / Strata Plans by allowing the option for a plan to be prepared on high quality paper (110 gsm minimum).

Where film or the printer required to print on film is unavailable, dispensation may be granted by the Registrar-General to allow the lodgement of the Manual Community / Strata Plan lodgement on high quality paper.

Sections 1.2.1, 7.2.1, 10.5 and 11 of the Plan Presentation Guidelines (PPG) will be updated accordingly to reflect that where film is unavailable the Registrar-General will allow lodgement on high quality paper.

To request dispensation please contact the Plans Client Advice Officer on (08) 8423 5000.



Graeme Jackson
REGISTRAR-GENERAL
Lands Titles Office