

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](#))

0.390											
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 / IA / DIVISION	TOWN	REFERENCE	NUMBER
CT	5164	993		ALLOTMENT(S)	1	D	38598	NOARLUNGA			
PT CT	5164	994		ALLOTMENT COMPRISING PIECES	(10 ⁶ 11 ⁷)	D	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 LINWORK = 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)

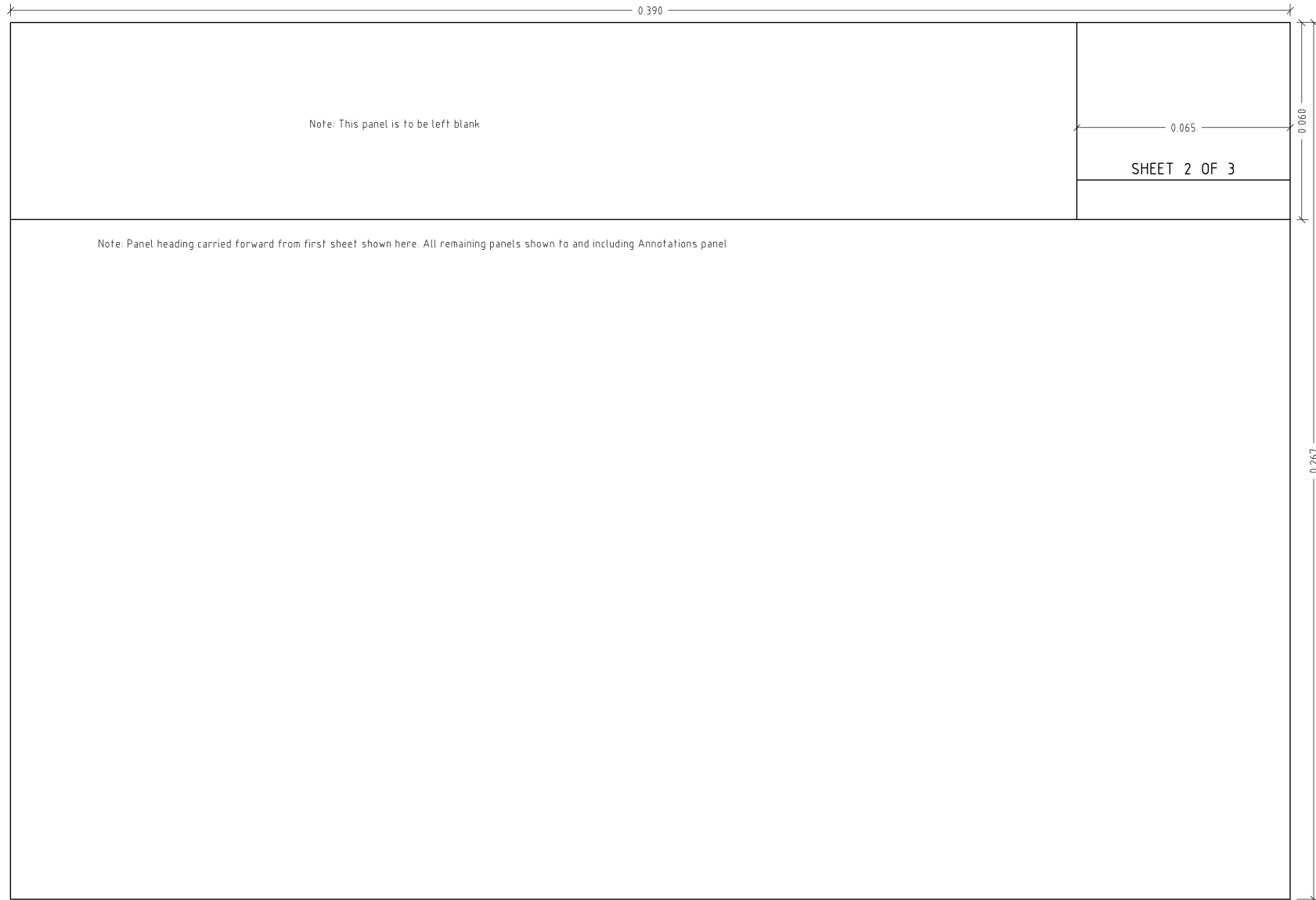


Figure 1.2 - Textual Sheet (following page template)

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 / IA / DIVISION	TOWN	NUMBER	REFERENCE
ET	5164	993		ALLOTMENT(S)	1	ID	38598	NOARLUNGA			
PT CT	5164	994		ALLOTMENT COMPRISING PIECES	(10 ⁺ 11 ⁺)	D	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)	E	FOR DRAINAGE PURPOSES	COUNCIL FOR THE AREA			2231g RPA		
NEW	32	LONG	RIGHT(S) OF WAY	A	ACCESS	555 IN DT11					
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	AREA NAME:	SHELDON PARK	APPROVED:	SHEET 1 OF 2 V01						
MAP REF:	6628/39/K	COUNCIL:	CITY OF MARION	DEPOSITED/FILED:							
LAST PLAN:		DEVELOPMENT NO.:	100/0051/03/001/0125								
AGENT DETAILS:		TORRENS SURVEYS 11 ADELAIDE STREET, ADELAIDE SA 5000 Ph: (08) 5625 1256 Fax: (08) 5625 1257		SURVEYORS CERTIFICATION: I Frank L Torrens Licensed Surveyor of South Australia do hereby certify: 1) That this plan has been made from surveys carried out by me or under my personal supervision and in accordance with the Survey Act 1992 2) That the fieldwork was completed on 17/08/2006 except for final placement of survey marks.							
AGENT CODE:	FRTD	Dated the 25th day of August 2006		Frank L Torrens Licensed Surveyor							
REFERENCE:	A125.368										
SUBJECT TITLE DETAILS:											
PREFIX	VOLUME	FOLIO	OTHER	PARCEL ALLOTMENT(S)	NUMBER	PLAN	NUMBER	HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER	
CT	5164	993			1-5	D	38598	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.