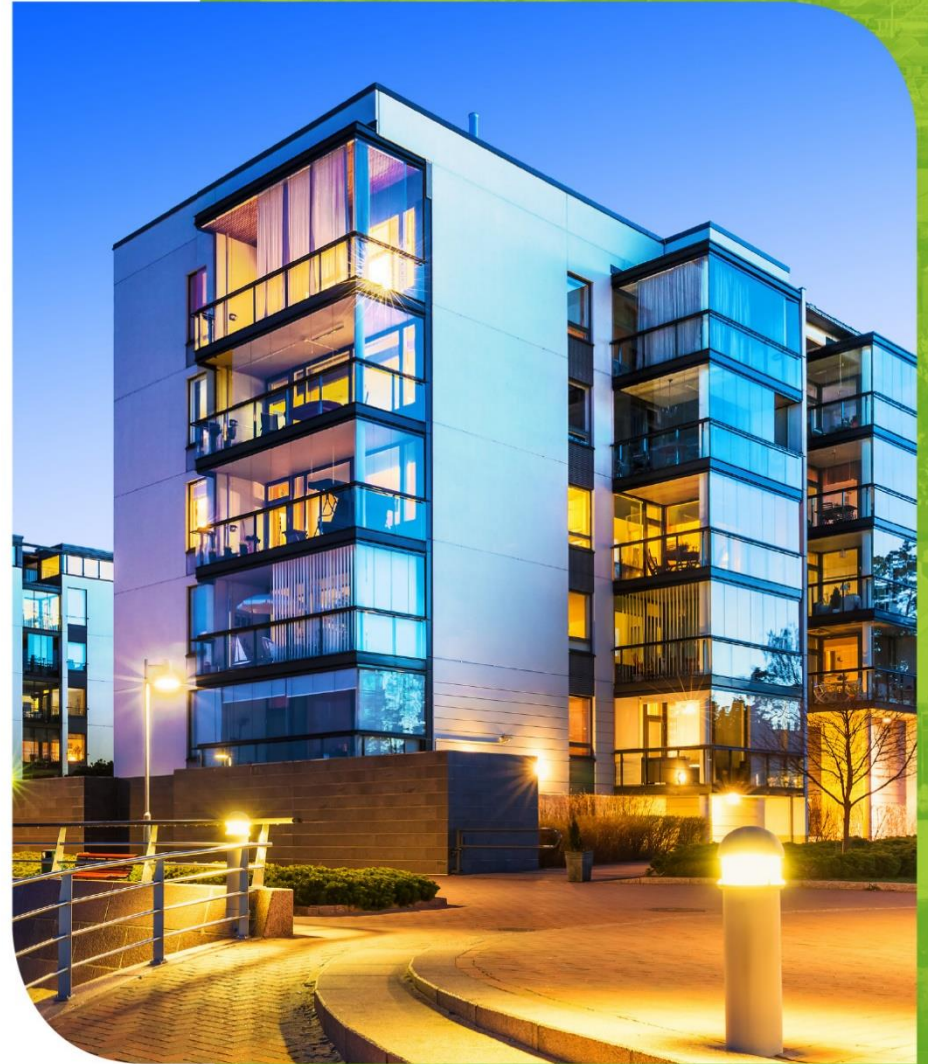




## Divisions involving Community or Strata Plans

April 2021

[landservices.com.au](https://landservices.com.au)



## Agenda

- PPG Scenarios
- Division and Community or Strata Plans must be lodged at the same time
- SCAP Consents required for both plans
- Scenarios
- Key Points to remember



# Who are we?

Bill Sheeky



**Bill Sheeky** is a Senior Division Officer for Land Services SA. He has been with LSSA since its inception in 2017, and has worked with the Lands Titles Office for 43 years.

Bill has performed several roles within the Lands Titles Office over that time and currently is a Senior Plan Examiner, Client Advice Officer, responsible for tackling some of the more complex plans lodged in Land Services SA.

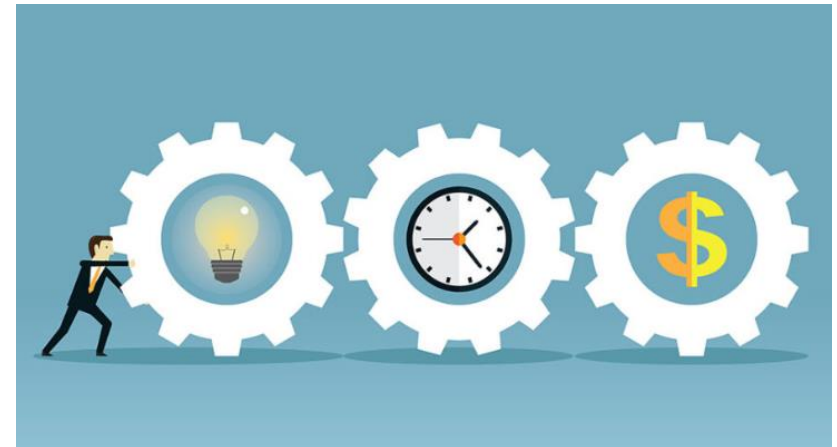
One of Bill's career highlights has been visiting our Customers through our Premium Consulting Service and giving presentations to up and coming Tafe SA students.



# Why are we doing this?

Land Services SA is committed to providing an excellent Customer Experience

- ✓ Assist in educating the industry by providing regular training updates
- ✓ Assist in reducing requisitions and saving you and your clients time and money
- ✓ Supporting you to deliver excellent service to your clients.





# PPG: Scenarios for Community Plans

Sections 10.26 through to 10.31

PPG Section	Scenario
10.26	Amending the external boundaries of a Community Plan
10.27	Amendments where the whole of an Allotment is added to a Community Plan
10.28	Amendments where portion of an Allotment is added to a Community Plan
10.29	Amendments where Land is truncated from a Community Plan and added to an Allotment
10.30	Amendments where Land is truncated from a Community Plan to form an allotment
10.31	Amendments where Land is both truncated from and added to a Community Plan to form an allotment



# PPG: Scenarios for Community Plans

Sections 11.9 through to 11.14

PPG Section	Scenario
11.9	Amending the external boundaries of a Strata Plan
11.10	Amendments where the whole of an allotment is added to a Strata Plan
11.11	Amendments where portion of an allotment is added to a Strata Plan
11.12	Amendments where Land is truncated from a Strata Plan and added to an Allotment
11.13	Amendments where Land is truncated from a Strata Plan to form an allotment
11.14	Amendments where Land is both truncated and added to a Strata Plan to form an allotment



An aerial photograph of a residential neighborhood, showing houses and trees, is overlaid with a semi-transparent green filter. The text and list are positioned on the left side of the image.

# Overview of Requirements

- It is a two plan Job
- We must have SCAP approval for both plans
- Both Plans should be lodged together
- Communicate with the Conveyancer

An aerial photograph of a residential neighborhood, showing numerous houses with dark roofs and green lawns, interspersed with trees. The entire image is covered with a semi-transparent green overlay. A white vertical line is positioned to the left of the main title.


# Scenario One:

Division involving an EPL Community Plan

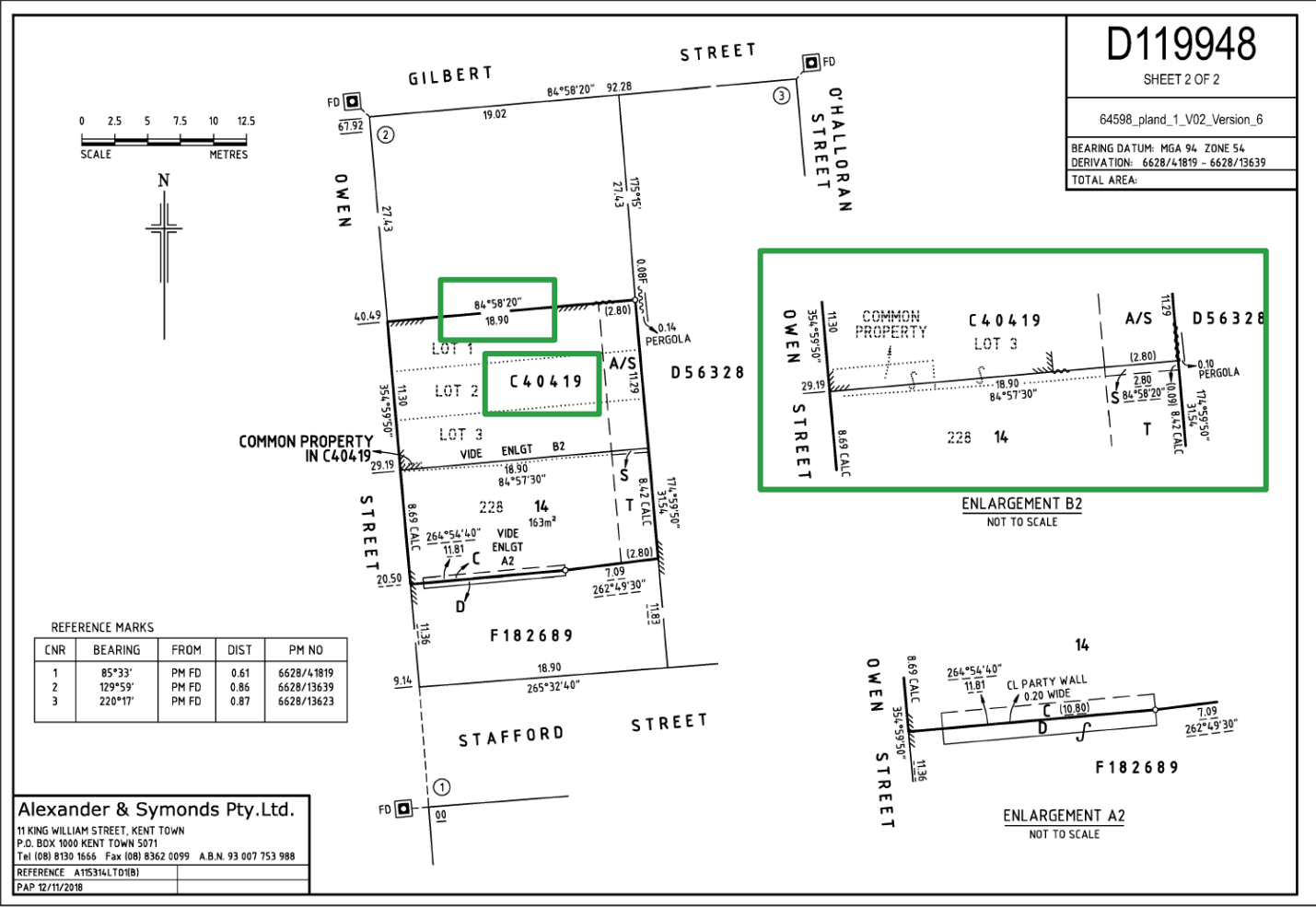




# The Division Plan


PURPOSE:	DIVISION	AREA NAME:	ADELAIDE	RE-APPROVED:	06/01/2020	 <b>D119948</b> SHEET 1 OF 2			
MAP REF:	6628/41/M	COUNCIL:	THE CORPORATION OF THE CITY OF ADELAIDE	DEPOSITED:	11/05/2020				
LAST PLAN:		DEVELOPMENT NO:	020/D011/18/001/56736						
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	6169	428		ALLOTMENT(S)	228	F	182690 ADELAIDE		
CT	6173	372		LOT(S)	3	C	40419 ADELAIDE		
CT	6173	373		COMMON PROPERTY		C	40419 ADELAIDE		
OTHER TITLES AFFECTED: CT 6173/370 , CT 6173/371									
EASEMENT DETAILS:									
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF		CREATION	
EXISTING	14	SHORT	EASEMENT(S)	T	FOR SEWERAGE PURPOSES			TG 12416276	
EXISTING	14	SHORT	EASEMENT(S)	C	PARTY WALL RIGHTS	D		T 1808998	
EXISTING		SHORT	EASEMENT(S)	D	PARTY WALL RIGHTS	C		T 1808998	
EXISTING	1. 2. 3 IN C40419. 14	SHORT	EASEMENT(S)	S	FOR SEWERAGE PURPOSES			TG 12416274	
ARY FROM	1. 2. 3 IN C40419	SHORT	EASEMENT(S)	S IN F250377	FOR SEWERAGE PURPOSES	228 IN F182690		TG 12416275	
ARY TO	1. 2. 3 IN C40419	SHORT	EASEMENT(S)	A	FOR SEWERAGE PURPOSES	14		TG 12416275	

# The Division Plan





# The Community Plan Amendment (EPL)

PURPOSE: PRIMARY COMMUNITY		AREA NAME: ADELAIDE		RE-APPROVED: 02/03/2020					
MAP REF: 6628/41/M		COUNCIL: THE CORPORATION OF THE CITY OF ADELAIDE		DEPOSITED: 21/04/2016		<b>C40419</b>			
LAST PLAN: D119948		DEVELOPMENT NO: 020/C005/15/001/44432, 020/C013/18/001/56738				SUBSTITUTE SHEET SHEET 1 OF 2			
AGENT DETAILS:		SURVEYORS CERTIFICATION:							
AGENT CODE:									
REFERENCE:									
SUBJECT TITLE DETAILS:									
PREFIX	VOLUME	FOLIO	OTHER	PARCEL ALLOTMENT(S)	NUMBER 229	PLAN F	NUMBER HUNDRED / IA / DIVISION 182691 ADELAIDE	TOWN	REFERENCE NUMBER
PT CT	6169	426							
OTHER TITLES AFFECTED: CT 6173/370 , CT 6173/371 , CT 6173/372 , CT 6173/373									
EASEMENT DETAILS:									
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF		CREATION	
EXISTING	1. 2. 3	SHORT	EASEMENT(S)	S	FOR SEWERAGE PURPOSES			TG 12416274	
EXISTING	1. 2. 3	SHORT	EASEMENT(S)	A	FOR SEWERAGE PURPOSES			TG 12416275	
ANNOTATIONS: THE COMMON PROPERTY IS DESIGNATED (C1) FOR LAND INFORMATION PURPOSES ONLY AND DOES NOT PROVIDE A LEGAL IDENTIFIER FOR THE COMMON PROPERTY.									
THE SERVICE INFRASTRUCTURE WAS NOT IN PLACE AS AT 21 / 05 / 2015									
EASEMENT A AFFECTED BY AP 13217251									





An aerial photograph of a residential neighborhood, showing houses and trees, is overlaid with a semi-transparent green filter. The text is positioned on the left side of the image.


## Scenario Two:

### **Divisions involving a Manual Community Plan**

- Must be lodged manually
- Must be paid for by cheque, money order or by cash at the front counter
- Final plan must be on film or heavier grade paper



# The Division Plan

PURPOSE:	DIVISION	AREA NAME:	BROMPTON	APPROVED:	23/06/2020	 <b>D123739</b> SHEET 1 OF 3				
MAP REF:	6628/40/P, 6628/41/C	COUNCIL:	CITY OF CHARLES STURT	DEPOSITED:	06/07/2020					
LAST PLAN:	DEVELOPMENT NO: 252/D332/19/001/58250									
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	5103	81		ALLOTMENT(S)	8	F	100986	YATALA		
CT	5999	561		LOT(S)	100	C	23993	YATALA		
OTHER TITLES AFFECTED:										
EASEMENT DETAILS:										
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION			





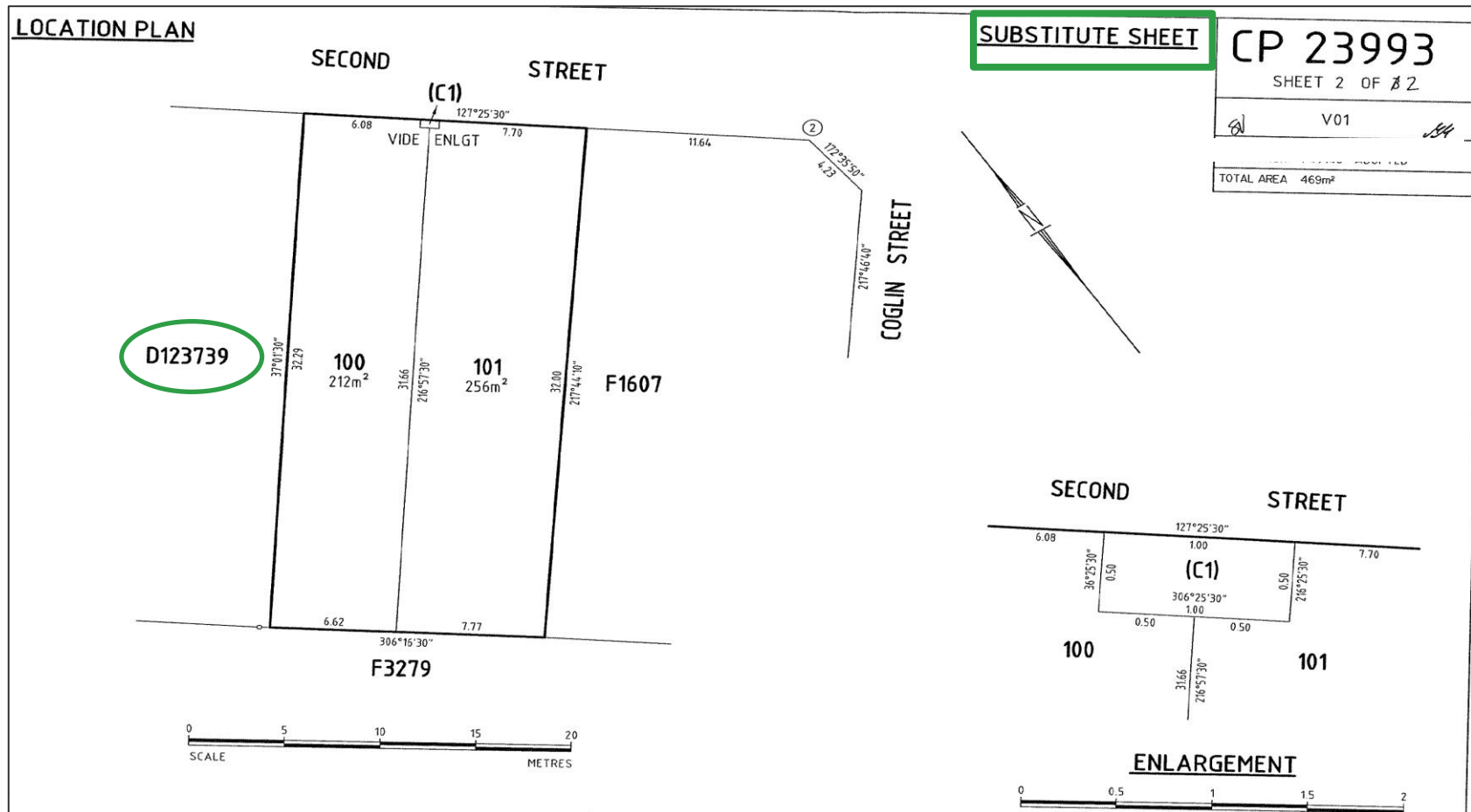
# The Community Plan Amendment (Manual)

PURPOSE: PRIMARY COMMUNITY		AREA NAME: BROMPTON		APPROVED:					
MAP REF: 6628/41/C, 6628/40/P		COUNCIL: CITY OF CHARLES STURT		23.6.20		CP 23993			
LAST PLAN: D123739		DEVELOPMENT NO: 252/C016/06, 252/C333/19/001/58354		DEPOSITED/FILED:		SUBSTITUTE SHEET			
				6/12/2007		SHEET 1 OF 2			
						V01			
AGENT DETAIL				SURVEYORS CERTIFICATION:					
AGENT CODE:									
REFERENCE:									
SUBJECT TITLE DETAILS:									
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER
PT CT	5221	493		ALLOTMENT(S)	6	F	121450	YATALA	
PT CT	5221	578		ALLOTMENT(S)	6	F	121450	YATALA	
OTHER TITLES AFFECTED:				CT 5999/561					
EASEMENT DETAILS:									
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF		CREATION	
ANNOTATIONS:				THE COMMON PROPERTY IS DESIGNATED (C1) FOR LAND INFORMATION PURPOSES ONLY AND DOES NOT PROVIDE A LEGAL IDENTIFIER FOR THE COMMON PROPERTY THE SERVICE INFRASTRUCTURE COULD NOT BE FOUND DUE TO THE AGE AND NATURE OF THE SCHEME AND THE UNAVAILABILITY OF RECORDS					





# The Community Plan Amendment (Manual)




# Scenario Three:

## Divisions involving a Strata Plan

- Must be lodged as hard copy in A3 Format
- Surveyor must certify the whole Strata Scheme
- Strata Amendment must be lodged Manually with AP Dealing by conveyancer
- Surveyor should coordinate with Conveyancer to lodge plans at the same time as AP
- All Units affected shown in OTHER TITES AFFECTED
- Should they take this opportunity to convert to COMMUNITY PLAN?



# The Division Plan

PURPOSE:	DIVISION	AREA NAME:	BOWDEN	APPROVED:	13/11/2020	 <b>D125292</b> SHEET 1 OF 3			
MAP REF:	6628/41/D	COUNCIL:	CITY OF CHARLES STURT	DEPOSITED:	04/12/2020				
LAST PLAN:	DEVELOPMENT NO: 252/D253/20/001/60240								
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	5943	637		ALLOTMENT(S)	4	F	106970 YATALA		
CT	5482	310		UNIT(S)	1	S	14186 YATALA		
OTHER TITLES AFFECTED:									
EASEMENT DETAILS:									
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF		CREATION	





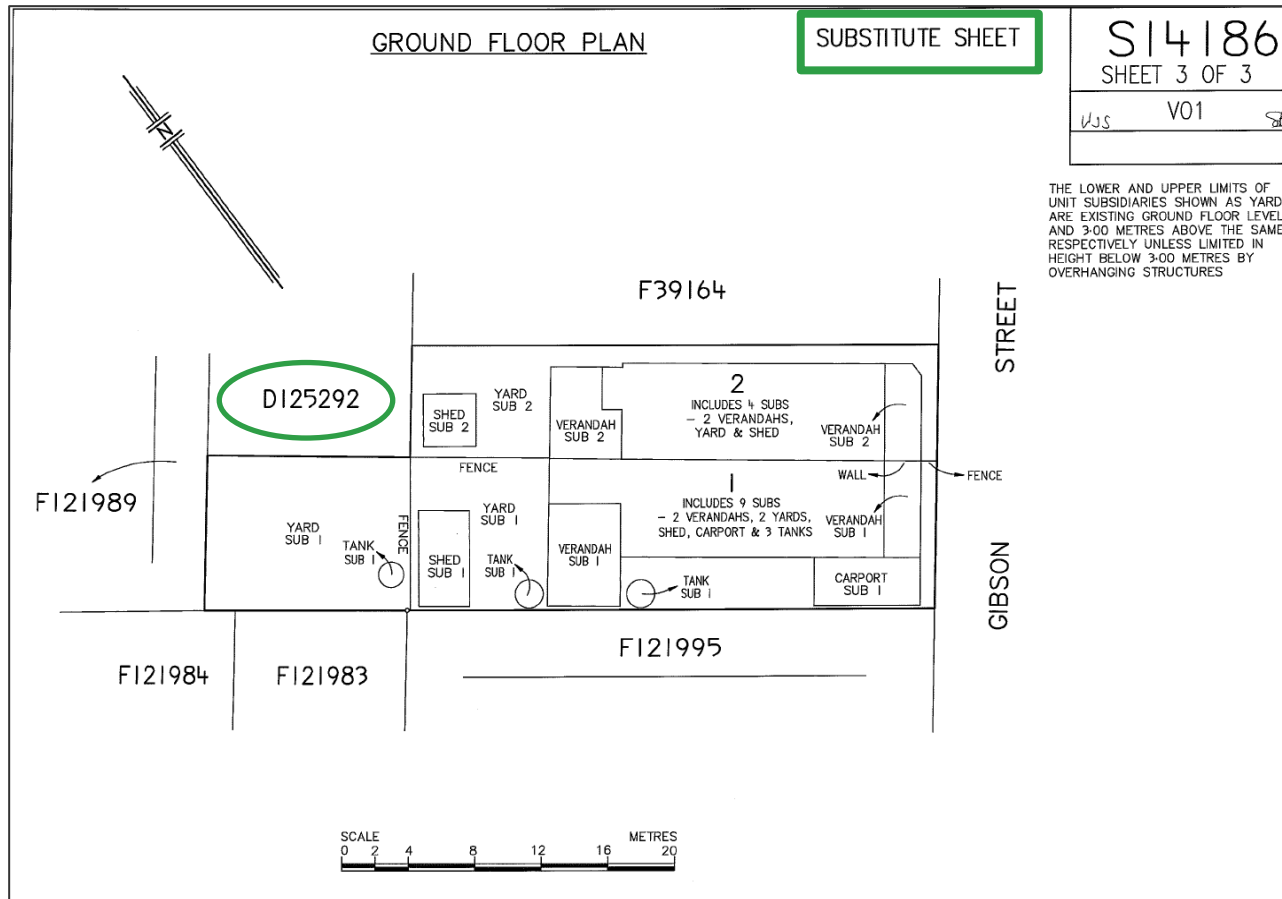


# The Strata Plan Amendment

PURPOSE: STRATA	AREA NAME: BOWDEN	APPROVED: <i>13/11/2020</i>	S14186 SUBSTITUTE SHEET SHEET 1 OF 3						
MAP REF: 6628-41-D	COUNCIL: CITY OF CHARLES STURT	DEPOSITED/FILED: <i>4/12/1997</i>							
LAST PLAN: D125292	DEVELOPMENT NO: 252/S014/97, 252/S254/20/60320	V01							
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	3177	159		ALLOTMENT(S)	112	F	39164	YATALA	
CT	3177	160		ALLOTMENT(S)	112	F	39164	YATALA	
PT CT	5943	637		PT ALLOTMENT(S)	4	F	106970	YATALA	
OTHER TITLES AFFECTED: CT 5482/310, CT 5926/27, CT 5482/312									
EASEMENT DETAILS:									
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF			CREATION



# The Strata Plan Amendment





## Scenario Four:

### **Division over Strata Plan to be Converted to a Community Scheme**

- Lodgment of Resolution LR must be lodged up front to adopt the Community Titles Act
- An OB is required to Convert Strata Plan
- The amendment is lodged in the A3 format
- The original strata plan number is maintained




## LR – Lodgment of Resolution Required for Conversion





# The Division Plan

PURPOSE:	DIVISION	AREA NAME:	ASCOT PARK	APPROVED:	27/08/2020	 <b>D124244</b> SHEET 1 OF 2 103113_text_01_v04_Version_4			
MAP REF:	6628/50/P	COUNCIL:	THE CORPORATION OF THE CITY OF MARION	DEPOSITED:	29/09/2020				
LAST PLAN:		DEVELOPMENT NO:	100/D077/20/001/58867						
AGENT DETAILS:		SURVEYORS CERTIFICATION:							
AGENT CODE:									
REFERENCE:									
SUBJECT TITLE DETAILS:									
PREFIX	VOLUME	FOLIO	OTHER	PARCEL UNIT(S)	NUMBER	PLAN	NUMBER HUNDRED / IA / DIVISION	TOWN	REFERENCE NUMBER
CT	5038	430		UNIT(S)	3	S	2506 ADELAIDE		
CT	5038	431		COMMON PROPERTY		S	2506 ADELAIDE		
CT	5351	719		ALLOTMENT(S)	65	F	12149 ADELAIDE		
OTHER TITLES AFFECTED:									
EASEMENT DETAILS:									
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF			CREATION





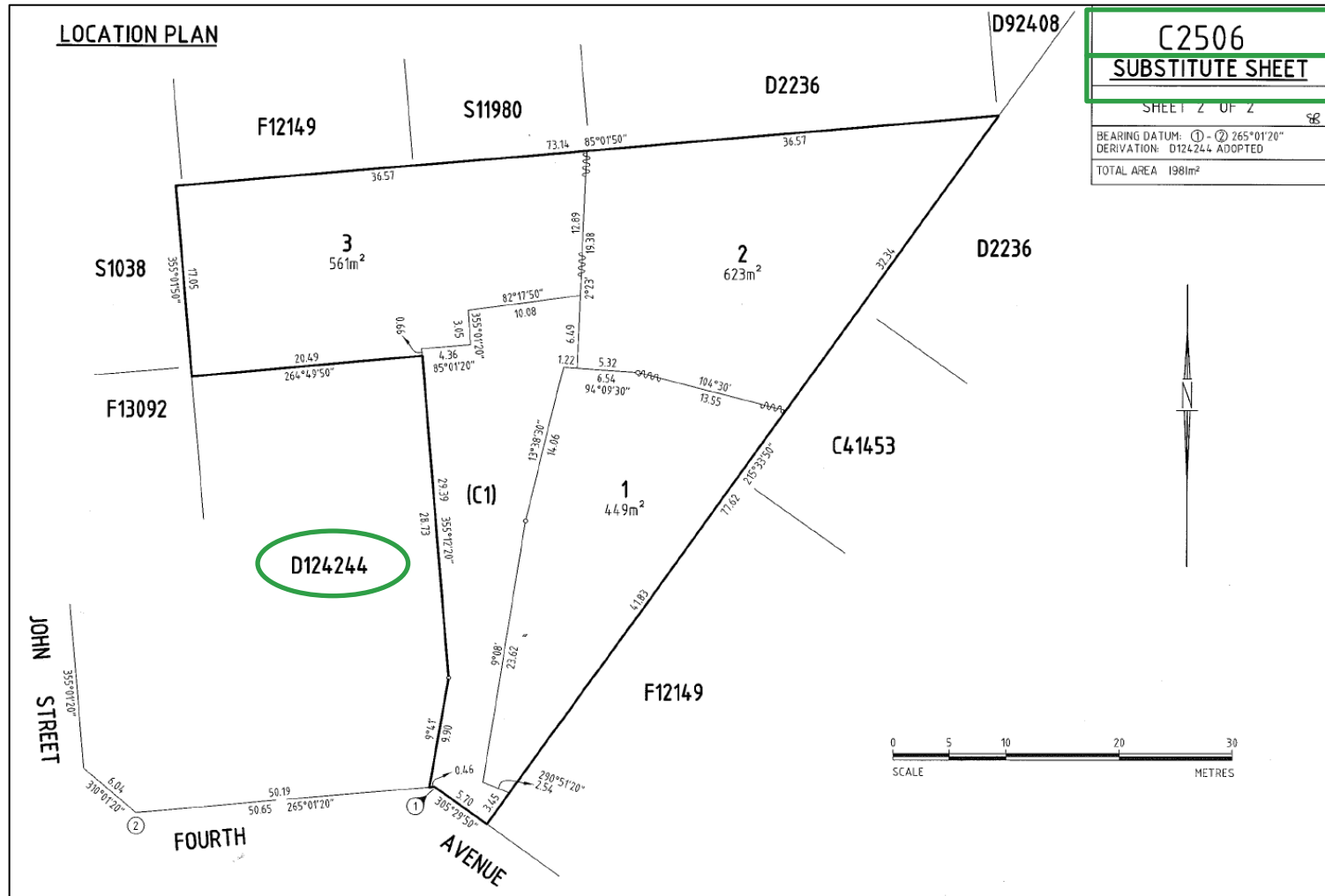


# Community Plan: Substitute Sheet

PURPOSE: PRIMARY COMMUNITY	AREA NAME: ASCOT PARK	APPROVED: <i>[Signature]</i> 27/9/2020	<b>C2506</b> <b>SUBSTITUTE SHEET</b> SHEET 1 OF 2 V01							
MAP REF: 6628/50/P	COUNCIL: CITY OF MARION	DEPOSITED/FILED: 1/4/1976								
LAST PLAN: D124244	DEVELOPMENT NO: 100/C038/20/001/58988									
AGENT DETAIL		SURVEYORS CERTIFICATION								
AGENT CODE: REFERENCE:										
SUBJECT TITLE DETAILS:										
PREFIX	VOLUME	FOLIO	OTHER	PARCEL	NUMBER	PLAN	NUMBER	HUNDRED / 1A / DIVISION	TOWN	REFERENCE NUMBER
PT CT	4008	974		PT ALLOTMENT	99	D	2236	ADELAIDE		
PT CT	5351	719		PT ALLOTMENT	65	F	12149	ADELAIDE		
OTHER TITLES AFFECTED: CT5038/428, CT5038/429, CT5038/430, CT5038/431										
CASEMENT DETAILS:										
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF			CREATION	
ANNOTATIONS: THE COMMON PROPERTY IS DESIGNATED (C1) FOR LAND INFORMATION PURPOSES AND DOES NOT PROVIDE A LEGAL IDENTIFIER FOR THE COMMON PROPERTY.  THE SERVICE INFRASTRUCTURE COULD NOT BE FOUND DUE TO THE AGE AND NATURE OF THE SCHEME AND THE UNAVAILABILITY OF RECORDS										



# Community Plan: Substitute Sheet





# Key Points to Remember

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- Check the PPG
- 2-plans are required;
- A Division Plan and an Amendment to the Community or the Strata Plan
- Manual Plan Lodgments must be paid by cheque manually.
- Both Plans require SCAP consents
- The amendment plans show the original SCAP and new SCAP references
- All Sheets are labelled Substitute Sheet
- Subject title details on the amendment plans reflect the CT status
- All CT's affected are shown in the other titles affected and
- If converting to COMMUNITY PLAN, a lodgments of resolutions, LR dealing must be lodged prior to commencing amendment

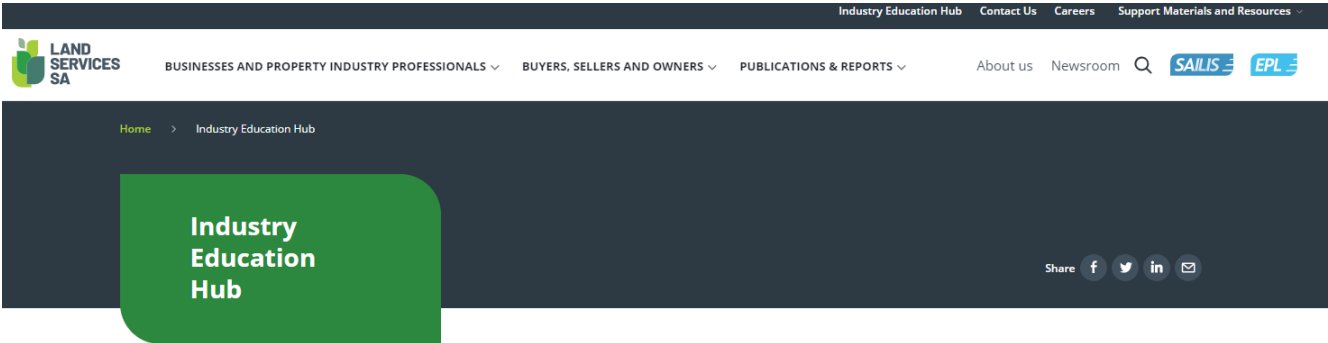
An aerial photograph of a suburban neighborhood, showing numerous houses with varying rooflines and colors, interspersed with lush green trees. The entire image is covered with a semi-transparent green overlay. The word "Questions" is written in white, sans-serif font, positioned to the right of a short vertical white line.

# Questions



# Industry Education Hub

Keep updated on Land Services SA webinars and videos



## Industry Education Hub

Land Services SA partner with the SA Government and relevant Industry Bodies to deliver a range of Educational Materials to support property industry professionals.

This webpage is dedicated to the publication of Industry Education Materials to assist conveyancing professionals. The first set of materials consists of a series of short training videos focusing on key requirements of eConveyancing in the lead up to 3 August 2020, the date set for mandating of eConveyancing in South Australia.

These videos have been published by topic to enable practitioners to select and watch videos relevant to them at their convenience.

### eConveyancing Series

Training Video	Relevant Support Materials
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An aerial photograph of a suburban neighborhood, showing a dense arrangement of houses with dark roofs and lush green trees. The entire image is overlaid with a semi-transparent green filter. On the left side, there is a vertical white line. In the bottom left corner, there is a solid white horizontal bar.

End