PLAN OF DIVISION - CHECKLIST FOR CLIENTS	Plan Presentation Requirements PPR Reference	✓
TEXTUAL SHEET		
PLAN PURPOSE — Check correct plan purpose and plan type. Contact Old Systems re Pt IV & VII Apps	2.1	
AREA NAME — Check Register Search for a Certificate of Title / Property Location Browser (SAPPA)	2.52	
COUNCIL	2.53	
LAST PLAN — Check if reference needs to be shown	2.54	
SUBJECT TITLE DETAILS		
PREFIX / VOLUME / FOLIO / OTHER	4 - 4.5	
PARCEL TYPE / PARCEL NUMBER / PLAN TYPE / PLAN NUMBER	4.6 - 4.9	
HUNDRED / IA / DIVISION / TOWN	4.10 - 4.11	
OTHER TITLES AFFECTED	4.12	
EASEMENT DETAILS – View tables 5.7, 5.8, 5.9 AND 5.10		
STATUS / LAND BURDENED / FORM	5.3 - 5.5	
CATEGORY / IDENTIFIER / PURPOSE	5.6 - 5.8	
IN FAVOUR OF	5.9 - 5.10	
CREATION - right of way to have authorising doc. No.	5.11	
ANNOTATIONS	6.0	
DIAGRAM SHEET (s)		
SEARCHING DATA		
SURVEY GRAPHIC INDEX & PLOTS ON SAILIS — N.B. No longer updated		
SAILIS – Plan Image Search — Print search list if survey is in non-metro area		
OTHER PLAN DATA SOURCES — Abutting Plans, Survey Database		
PC PLANS — Closures and areas		
DATA PRESENTATION — Data, Running chainage, Bearings, Copied, Calculated and Curve data	7.33 - 7.41	
LINETYPES & BOUNDARIES — Use PLB for Administrative boundaries Show only if traverses BBL	7.20 & 7.59	
NORTH POINT & BEARING DATUM	7.21 & 7.73- 7.76	
DIAGRAM SCALE AND BAR SCALE	7.22 - 7.23	
PARCEL IDENTIFIERS, PIECES SCHEDULE, AREAS	7.31 - 7.32 & 7.45 - 7.50	
BACKGROUND (HISTORICAL DATA)– including vincula	7.51- 7.53	
ABUTTALS — Check Property Location Browser PLB (SAPPA)	7.54 - 7.56	
All Allotments have Road Access and are Fixed to a Street Corner	7.29	
ENLARGEMENT — If whole parcel shown then drawn to scale	7.43	
ROADS — name from PLB (SAPPA), areas, access, widths, offsides.	7.45.1 & 7.57 - 7.58	
OCCUPATION — offset data (include for new boundary lines), note in ANNOTATIONS on Textual sheet	7.69 -7.72	
PARTY WALL — data requirements and note	13	
REDESIGNATION – CT, CL, CR / Allotment number — show annotation on Textual sheet.	2.36	
NATURAL BOUNDARIES — Show authority for plotting / scaling vide …. note in ANNOTATIONS on Textual sheet.	19.0	
ALL RELEVANT MARKS CONNECTED TO BY DATA		
MP's — Street bends / Curves / Rural boundaries –NEW MP'S IN DSA'S NOT REQUIRED – NEW SPIKES / GI NAILS NOT TO BE SHOWN	Cadastral Survey Requirements 14.4	
PSM's — NUMBERS / SYMBOLS / MINIMUM PSM REQUIREMENTS / MGA PLAN JOINS	CSG: 14.3	
EASEMENT DATA — fixed independently in each parcel	8.3	
EASEMENT IDENTIFIERS — not duplicated elsewhere on plan	5.7	
EASEMENTS - TOGETHER RIGHTS DEFINED — show vincula	8.5	
EASEMENTS over CROWN LAND — check CL for underlease(s) / redesignations		
EASEMENTS SERVICE EASEMENTS — DLC / TLC to have Sec 31 application in doc: <10m	TABLES 5.7 - 5.9	