



Industry Education Webinar:
Managing 'Existing' Easements
in DPL: from Title to Textual
Sheet





About our Land Services SA Team

This Industry Education Webinar was prepared by Land Services SA's Subject Matter Experts. Our staff have years of experience and are well respected in the Industry.

Stella Vagenas is a Senior Plan Examiner and the Lease Plan Expert with over 29 years experience examining all plans including complex plans and providing Client Advice. Stella had a key involvement in projects such as Digital Plan Lodgment (DPL)



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Digital Plan Lodgement

Electronic Plan Lodgement System (EPL) was replaced with the new Digital Plan Lodgement (DPL) Module in SAILIS as of **Monday 27 May 2024**.



Replaced to DPL (Digital Plan Lodgement) within SAILIS



Logged on: Stella Vagenas

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Digital Plan Lodgement

Prepare Lodgement Cover Sheet
Prepare Priority Notice
Manage Priority Notice

Home My SAILIS

Plans / D136121 /

Plan Header

Title Reference

Development Details

Easements

Annotations

Uploads

Notify Third Parties

Certification

Fees

Summary

Requisitions

Notes

DPL provides system functionality to capture, record, and manage easements identified on the current Certificate of Title within the DPL Easement tabs.





Easement Rules

1. The title, **not** the plan, must be viewed when checking the easements
 - **Except:** Staged Subdivisions, where plan references may be used according to subdivision stage requirements.
2. Check if the Easement notes make sense – maintain logic, consistency, and clarity
3. Where the land is contiguous, both the servient and dominant land must be shown
 - **Except:** where the dominant land is a parcel in either a Strata or Community plan, OR created or varied in an easement plan
4. The combination of **LAND BURDENED**, **IDENTIFIER** and **IN FAVOUR OF** columns can only contain one field with multiple entries, e.g. 2.3.5 or A.B.C





Easement notes on Certificate of Titles v Digital Plan Easement Tabs

DPL has been designed to import and interpret easement information directly from the Certificate of Title, reading the data from left to right

Structured Easements

Easements		Form	Category	Identifier	Purpose
SUBJECT TO SERVICE EASEMENT(S) OVER THE LAND MARKED B(T/F) ON DP 94368 FOR ELECTRICITY SUPPLY PURPOSES TO DISTRIBUTION LESSOR CORPORATION (SUBJECT TO LEASE 8890000) (223LG RPA)					
		In Favour Of			Creation

DPL Retrieve Easement

Retrieved Easements Data

TITLE REFERENCE CT6143/938 ALLOTMENT 7005 IN D94368

Form	Category	Identifier	Purpose	In Favour Of	Creation	Action
SUBJECT TO SERVICE EASEMENT(S)	OVER THE LAND MARKED B(T/F) ON DP 94368	FOR ELECTRICITY SUPPLY PURPOSES	TO DISTRIBUTION LESSOR CORPORATION (SUBJECT TO LEASE 8890000)	(223LG RPA)		





Digital Plan Lodgement – Action Easement

Upon retrieval of an easement, the system will prompt the user to take action.

Action

Four action options will be displayed, and the user must select the appropriate method for processing the retrieved easement, as shown below.

Easement ×

TITLE REFERENCE CT6143/938 ALLOTMENT 7005 IN D94368

Extinguish

Carry Forward

Vary

Ignore

SUBJECT TO SERVICE EASEMENT(S) OVER THE LAND MARKED B(T/F) ON DP 94368 FOR ELECTRICITY SUPPLY PURPOSES TO DISTRIBUTION LESSOR CORPORATION (SUBJECT TO LEASE 8890000) (223LG RPA)

Cancel

Create Easement





Servient Easement– Action (Carry Forward)

If the decision is made to carry the **servient easement** forward, the new Allotment Number must be populated in the *Land Burdened* field to ensure the easement is created with the correct parcel details carried forward

For Division and Community Plans

- Review the retrieved easement details
- Select the option to carry the easement forward.
- Enter the new Allotment Number in the Land Burdened field, e.g. 1
- Confirm the parcel details are correct.
- Create the easement to ensure the correct parcel information is carried forward.

Noting FX plans the parcel identifier doesn't change, as no new identifiers are being created, therefore retaining allotment "7005" from the CT.

Easement

TITLE REFERENCE CT6143/938 ALLOTMENT 7005 IN D94368

Extinguish

Carry Forward

Vary

Ignore

SUBJECT TO SERVICE EASEMENT(S) OVER THE LAND MARKED B(T/F) ON DP 94368 FOR ELECTRICITY SUPPLY PURPOSES TO DISTRIBUTION LESSOR CORPORATION (SUBJECT TO LEASE 8890000) (223LG RPA)

Status	Land Burdened	Form	Category	Identifier	Purpose	In Favour Of	Creation
Existing	Land Burdened * 1	SERVICE	EASEMENT(S)	Identifier * B(T/F)	FOR ELECTRICITY SUPPLY PURPOSES	Authority or Free Text DISTRIBUTION LESSOR CORPORATION (SUBJECT TO LEASE 8890000)	223LG RPA

Cancel

* Asterisk Denotes Mandatory Fields

Create Easement



Servient Easement– Action (Carry Forward)-Outcome

Easement display on Textual Sheet

EASEMENT DETAILS:							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXISTING	1	SERVICE	EASEMENT(S)	B(T/F)	FOR ELECTRICITY SUPPLY PURPOSES	DISTRIBUTION LESSOR CORPORATION (SUBJECT TO LEASE 8890000)	223LG RPA
ANNOTATIONS:							

The Easement tab now displays all easements that have been actioned, along with the corresponding action status, such as *Ignore*, *Carry Forward*, *Extinguish*, or *Varied*.

Easements

+ Add Easement

Easements for D136121

Status	Land Burdened	Form	Category	Identifier	Purpose	In Favour Of	Creation	
EXISTING	1	SERVICE	EASEMENT(S)	B(T/F)	FOR ELECTRICITY SUPPLY PURPOSES	DISTRIBUTION LESSOR CORPORATION (SUBJECT TO LEASE 8890000)	223LG RPA	 

Retrieved Easements Data

TITLE REFERENCE CT6143/938 ALLOTMENT 7005 IN D94368

SUBJECT TO SERVICE EASEMENT(S) OVER THE LAND MARKED B(T/F) ON DP 94368 FOR ELECTRICITY SUPPLY PURPOSES TO DISTRIBUTION LESSOR CORPORATION (SUBJECT TO LEASE 8890000) (223LG RPA)





Dominant Easement (Carry Forward)

In the case of a **Dominant easement**, the decision must be made to carry forward the easement over the whole of the BBL or make the decision to extinguish portion of the easement which isn't benefit by the dominant right.

Land Burdened

- This field is **optional**.
- It may be left **blank** Leave blank if not applicable.

In Favour Of

- This field is **mandatory** and must always be populated.
- The reviewer must select **one** of the following options:
 - Carry forward for all parcels**, or
 - Partially extinguish** (where the interest applies to only some parcels).

Validation

- Confirm that the **In Favour Of** field has been completed before proceeding.
- Records must not be progressed if the **In Favour Of** field is blank.

Compliance

Failure to complete mandatory fields may result in processing delays or rework, which could require **requesting a fresh SCAP** as it is a **critical document for confirming easement**

Easement

×

TITLE REFERENCE CT5516/964 ALLOTMENT 225 IN F13

Extinguish

Carry Forward

Vary

Ignore

TOGETHER WITH EASEMENT(S) OVER THE LAND MARKED A (T 3068677)

Status	Land Burdened	Form	Category	Identifier	Purpose	In Favour Of	Creation
Existing	Land Burdened	LONG	EASEMENT(S)	Identifier * A		Authority or Free Text 1.2 AND COMMON PROPERTY	Creation * T 3068677

Cancel

Update Easement

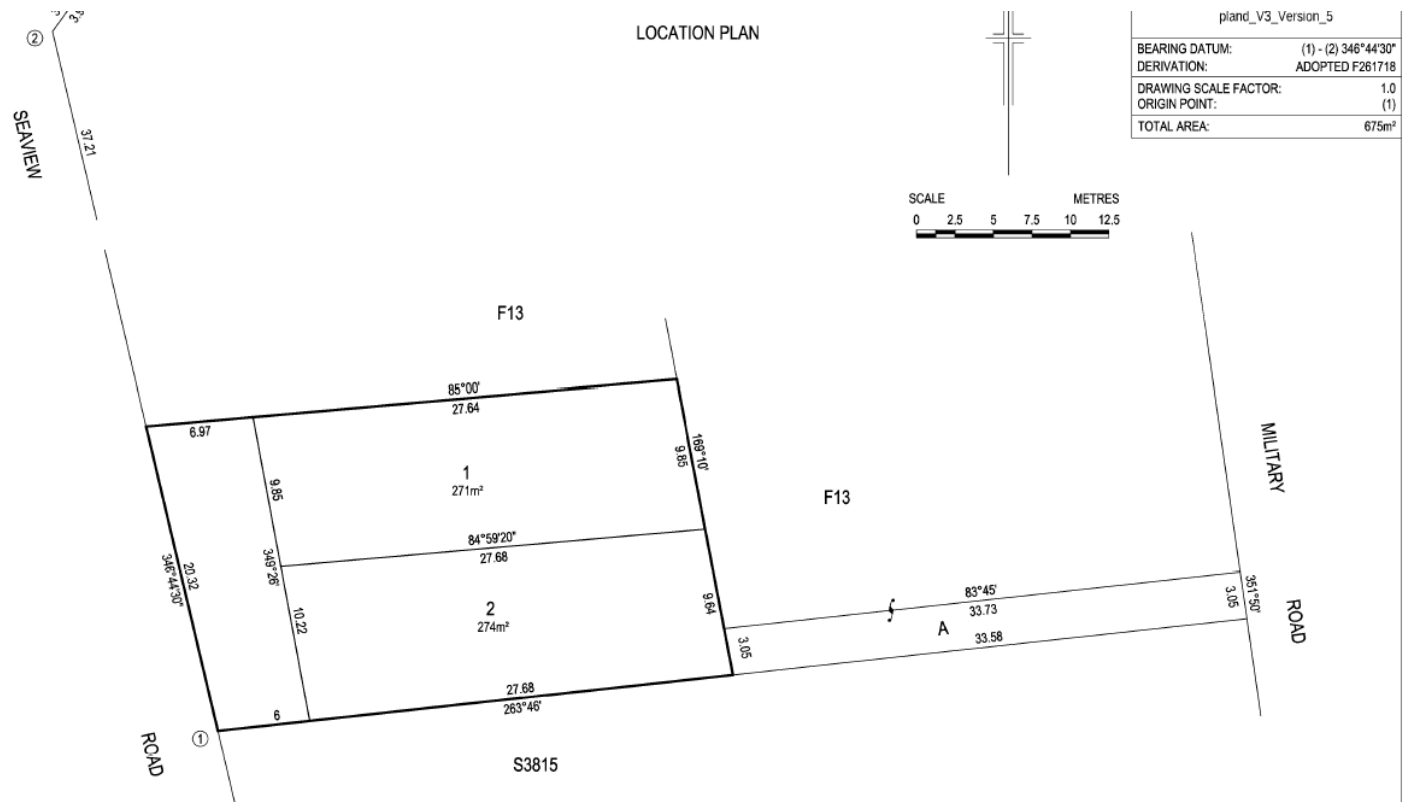




Dominant Easement (Carry Forward)

Outcome when carrying forward **dominant** easement.

EASEMENT DETAILS:							
STATUS	LAND BURDENED	FORM	CATEGORY	IDENTIFIER	PURPOSE	IN FAVOUR OF	CREATION
EXISTING		LONG	EASEMENT(S)	A		1.2.COMMON PROPERTY	T 3068677





Multiple Certificate of Titles showing same easements

Where multiple easements are present, and only one is to be retained:

- **Carry forward one easement** as an action.
- **Ignore the remaining easement(s)** and take no action on them.

Ensure the **In Favour Of** field reflects **carry forward for all applicable parcels** for the retained easement.

TITLE REFERENCE CT6289/523 ALLOTMENT 4 IN D132835

SUBJECT TO FREE AND UNRESTRICTED RIGHT(S) OF WAY OVER THE LAND MARKED S ON D132835 (RTC 14100505)

Action

TITLE REFERENCE CT6289/521 ALLOTMENT 2 IN D132835

SUBJECT TO FREE AND UNRESTRICTED RIGHT(S) OF WAY OVER THE LAND MARKED S ON D132835 (RTC 14100505)

Action

TITLE REFERENCE CT6289/523 ALLOTMENT 4 IN D132835

SUBJECT TO FREE AND UNRESTRICTED RIGHT(S) OF WAY OVER THE LAND MARKED S ON D132835 (RTC 14100505)

Carry Forward

TITLE REFERENCE CT6289/521 ALLOTMENT 2 IN D132835

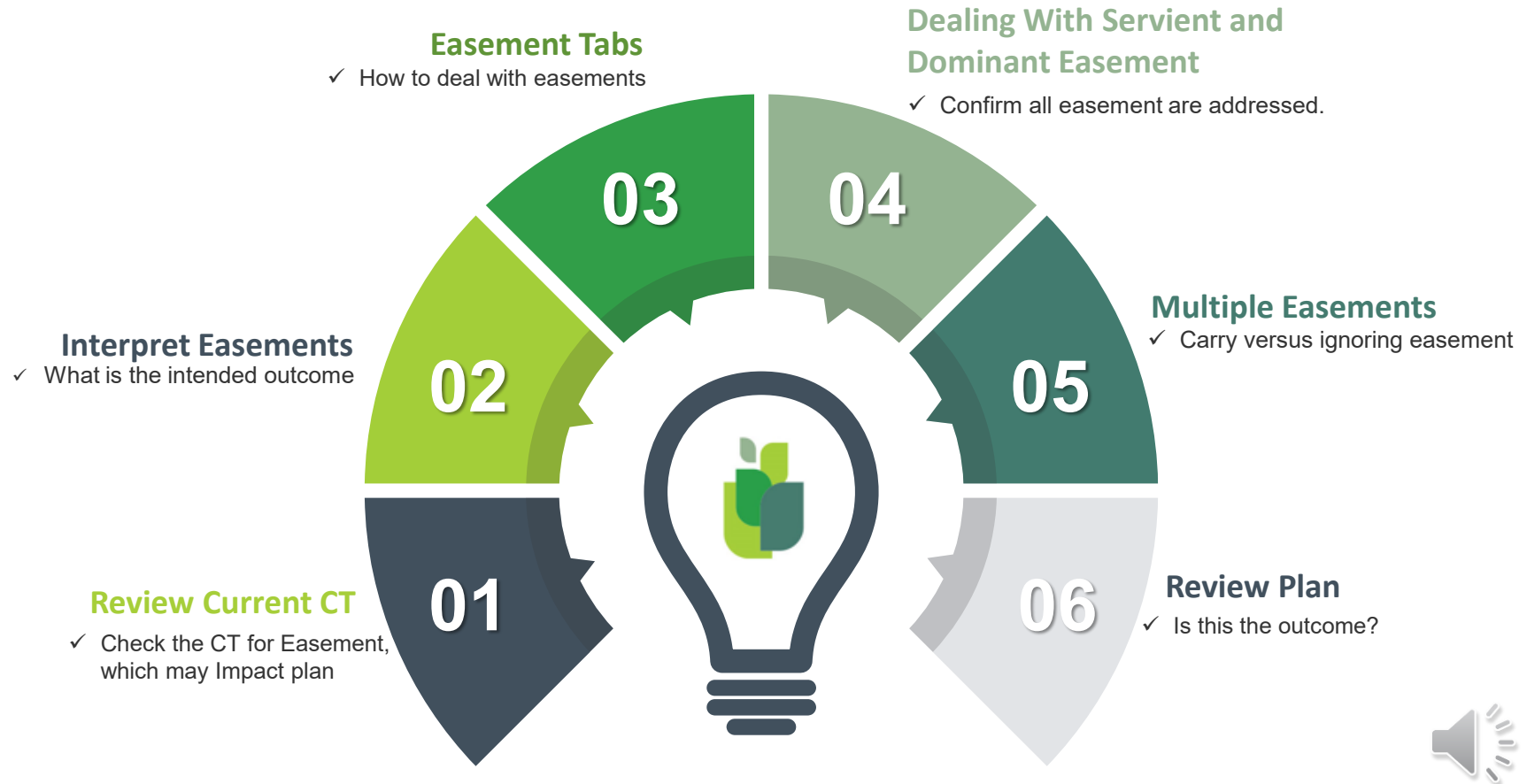
SUBJECT TO FREE AND UNRESTRICTED RIGHT(S) OF WAY OVER THE LAND MARKED S ON D132835 (RTC 14100505)

Ignore

Easements for D136121								
Status	Land Burdened	Form	Category	Identifier	Purpose	In Favour Of	Creation	
EXISTING	5004.5005	SHORT	FREE AND UNRESTRICTED RIGHT(S) OF WAY	S			RTC 14100505	



Summary of Key Points



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