

# Local Government Management Association Workshop for Approving Officers

## Electronic Survey Plan System Update

Jeff Beddoes, Senior Deputy Surveyor General

May 18, 2010

# Land Surveyors Adoption of ESP



- Currently there are approximately 323 practicing BC Land Surveyors
- Juricert Signatures acquired through an arm of Law Society that works closely with Secretary / Registrar of ABCLS
- At end of January, 2010 - 243 BC land surveyors had acquired a Juricert Signature
- 190 different BC land surveyors had submitted an Electronic Survey Plan to either the office of the Surveyor General or the Land Title Office

## Submissions to the Surveyor General:

- In January 2010 97% (59 of 61) of all eligible plans, submitted to the Surveyor General were electronic
- In February 2010 100% (57 of 57) of all eligible plans, submitted to the Surveyor General were electronic
- In March 2010 98% (43 of 44) of all eligible plans, submitted to the Surveyor General were electronic
- In the 2009/10 fiscal year 91% (147 of 161) plans prepared pursuant to the *Land Act* were submitted electronically
- Between January and March 2010 98% (111 of 113) Well-Site Plans were submitted electronically

## EFS Submissions to the Land Title Office:

- 2007/08 intake 26.8% of eligible documents
- 2008/09 intake 38.6% of eligible documents
- 2009/10 intake 51.2% of eligible documents
- **Uptake over 50% in 7 of last 8 months** (high 53.9% in March)

# Electronic Survey Plan Uptake

## Submissions to the Land Title Office:

- Total of 1,104 Electronic Plans submitted in fiscal 2008/09
- Total of 2,742 Electronic Plans submitted in fiscal 2009/10

ESP Plan Intake 2009/10					ESP Plan Intake 2008/09				
Month	Electronic Plan Submission	Paper Plan Submission	All Submission Methods	% Electronic Plan Submission	Month	Electronic Plan Submission	Paper Plan Submission	All Submission Methods	% Electronic Plan Submission
Apr	166	767	933	18.0%	Apr	61	930	991	6.0%
May	152	574	726	21.0%	May	68	912	980	7.0%
Jun	220	809	1,029	21.0%	Jun	88	1,030	1,118	8.0%
Jul	200	751	951	21.0%	Jul	86	1,132	1,218	7.0%
Aug	240	652	892	27.0%	Aug	108	824	929	11.0%
Sep	197	760	957	21.0%	Sep	109	883	992	11.0%
Oct	278	744	1,022	27.0%	Oct	93	939	1,032	9.0%
Nov	252	615	867	29.0%	Nov	82	855	937	9.0%
Dec	259	633	882	29.0%	Dec	75	721	796	9.0%
Jan	219	554	773	28.0%	Jan	104	694	798	13.0%
Feb	308	572	880	35.0%	Feb	101	688	789	13.0%
Mar	251	700	951	26.0%	Mar	129	791	920	14.0%
<b>Total</b>	<b>2,742</b>	<b>8,131</b>	<b>10,863</b>	<b>25.0%</b>	<b>Total</b>	<b>1,104</b>	<b>10,399</b>	<b>11,500</b>	<b>10.0%</b>

# Electronic Survey Plan Uptake

## Types of Electronic Plans Submitted to the Land Title Office

January 2010 LTD Plan Submissions					
	Total All	Paper	% Paper	Electronic	% Electronic
Subdivision	203	189	93%	14	7%
Strata	63	54	86%	9	14%
Other	507	311	61%	196	39%
<b>Total</b>	<b>773</b>	<b>554</b>	<b>72%</b>	<b>219</b>	<b>28%</b>
February 2010 LTD Plan Submissions					
Subdivision	259	221	85%	38	15%
Strata	84	77	92%	7	8%
Other	537	274	51%	263	49%
<b>Total</b>	<b>880</b>	<b>572</b>	<b>65%</b>	<b>308</b>	<b>35%</b>
March 2010 LTD Plan Submissions					
Subdivision	258	229	89%	29	11%
Strata	85	78	92%	7	8%
Other	608	393	65%	215	35%
<b>Total</b>	<b>951</b>	<b>700</b>	<b>74%</b>	<b>251</b>	<b>26%</b>

# Electronic Survey Plan Uptake



## Submissions to the Land Title Office:

- Plans that do not require signatures and consents (i.e. Posting Plans and Statutory Right-of-Way Plans) are seeing greatest level of uptake
- More than 50% of Posting Plans to New Westminster Land Title Office are Electronic Survey Plans

## Submissions to the Land Title Office:

### Next Steps:

- Begin Discussions on **requiring** certain types of plans to be submitted electronically
- Survey Rules already require all plans prepared pursuant to the *Mineral Tenure Act* to be submitted electronically
- Consideration to be given to requiring all Posting Plans to be electronic
- Methodology (Survey Rules, Directors Requirement, Legislation) not yet determined

# What is the Electronic Filing System?

- EFS allows users to submit land title and survey documents to the Land Title Office via the internet
- EFS assigns document numbers, receives fees, and provides notice of pending numbers in seconds
- First functionality introduced in 2004

*“The magic of EFS is that you can close a transaction anywhere in the world in 48 hours and you can’t do that with the over-the counter method. I know of no lawyer who has tried EFS who would then consider reverting to the manual filing system.”*

**RALSTON S. ALEXANDER, Q.C.**  
Lawyer, Victoria

# What are Electronic Survey Plans?

- The Electronic Survey Plan system allows for the electronic delivery of survey plans, in digital format to the Crown Land Registry and the Land Title Offices
- A subset of the Electronic Filing System
- Development commenced in 2003. ESP was to piggy back on EFS
- Functionality to allow electronic submission of plans to the Crown Land Registry went live on July 24, 2006
- Functionality to allow electronic submission of plan to the Crown Land Registry went live in March, 2008

# How does the Electronic Survey Plan system work?

- Land surveyor conducts survey and prepares **Plan** in PDF format
- Plan is attached to a **Certification Form** which is digitally signed by the land surveyor
- An **Application Form** is prepared. All of the owners and approving authorities sign a true copy of the Application Form. Circulation of the form may be concurrent and via e-mail
- A lawyer, notary public or land surveyor digitally signs an Application Form certifying that they have a signed copy or copy of that copy in their possession
- The **Plan** and **Certification Form** prepared by the land surveyor together with the **Application Form** are submitted to the Land Title Office, via EFS, for deposit
- **No signatures appear on the Plan**



# Certification Form

FORM\_SPC\_V8

**SURVEY PLAN CERTIFICATION**  
**PROVINCE OF BRITISH COLUMBIA** PAGE 1 OF 1 PAGES

By incorporating your electronic signature into this form you are also incorporating your electronic signature into the attached plan and you

(a) represent that you are a subscriber and that you have incorporated your electronic signature to the attached electronic plan in accordance with section 168.73 (3) of the Land Title Act, RSBC 1996 c.250, and

(b) certify the matters set out in section 168.73 (4) of the Land Title Act. Each term used in this representation and certification is to be given the meaning ascribed to it in part 10.1 of the Land Title Act.

Digitally signed by Jeffrey Beddoes  
MLA9AI  
DN: cn=CA, ou=Jeffrey Beddoes  
MLA9AI, o=BC Land Surveyor,  
serialityID=www.jordan.com/  
L&P&J&M&A&I  
Date: 2010.03.11 14:04:18 -0700

1. BC LAND SURVEYOR: (Name, address, phone number) **Import Profile**

Jeff Beddoes  
4078 Cedar Hill Road

Victoria BC V8S 2S3

PLAN IDENTIFICATION: Control Number: 127-413-1460

Plan Number: EPP3

3. CERTIFICATION:  Form 9  Explanatory Plan

I am a British Columbia land surveyor and certify that I was present at and personally supervised this survey and that the survey and plan are correct.

The field survey was completed on: 2010 March 06 (YYYY/Month/DD)  
The plan was completed and checked on: 2010 April 21 (YYYY/Month/DD)  
The checklist was filed under ECR# 92546

None  Strata Form 5

None  Strata Form U1  Strata Form U1A/U2

4. ALTERATION:

Pre-assigned  
Plan Number

Control  
Number

# The Application Form (1<sup>st</sup> page)

Pre-assigned  
Plan Number

Control  
Number

FORM\_DISP\_V7

**APPLICATION TO DEPOSIT PLAN  
AT LAND TITLE OFFICE  
PROVINCE OF BRITISH COLUMBIA** [HELP GUIDE](#) [LOCK](#) PAGE 1 OF 4 PAGES

Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.732, and a true copy, or a copy of that true copy, is in your possession.

1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent) [Import Profile](#)

Jeff the Lawyer  
1235 42nd Avenue  
Vancouver BC V8N 3C3

Deduct LTSA Fees? Yes

PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:  
(LEGAL DESCRIPTION)

923 LOT 2, SECTION 42, LAKE DISTRICT, PLAN VIP7795 EXCEPT PART IN PLANS VIP79777 AND VIP81610

[Use 30 Parcel Schedule](#) [Use Parcel Schedule](#)

3. APPLICATION FOR DEPOSIT OF:

PLAN TYPE	PLAN NUMBER	CONTROL NUMBER	NUMBER OF NEW LOTS CREATED
Subdivision	EPP3	127-413-1460	1

4. OWNER(S): (updated owner(s) name(s), occupation(s), postal address and postal code) [Use Schedule](#)

SAYWARD HILL DEVELOPMENTS LTD

5331 CORDOVA BAY ROAD  
VICTORIA V8Y 2L3 BRITISH COLUMBIA CANADA

Incorporation No BC0540574

[Joint Tenants ?](#)

5. ADDITIONAL INFORMATION:

The Restrictive Covenant dated April 21, 2010 attached to a declaration is in support of the plan application.

Is there a supporting document required for this plan application?  
Click on the Help Guide button on the top of this form for more information.

[Add Owner/Charge Signatures](#) [Add Approver Signatures](#) [Add SG Signatures](#) [Use Schedule](#)

# The Application Form (subsequent pages)

FORM\_TGA\_V7

SCHEDULE OF OWNERS AND WITNESSES PAGE 2 OF 4 PAGES

PLAN NUMBER:  CONTROL NUMBER:

*Is a covenant the approving officers condition of subdivision and indicated on the plan?*

The registered owner(s) designated hereon declares that he/she has entered into a covenant in favour of the Municipality of Saanich under Section 219 of the Land Title Act.

Witness to All Signatures	Sayward Hills Developments Ltd Inc. No. BC0540574
<hr/> [signature]	<hr/> Authorized Signatory
<hr/> [fill in witness name]	<hr/> Authorized Signatory
<hr/> [fill in occupation]	<hr/> Authorized Signatory
<hr/> [fill in address line 1]	
<hr/> [fill in address line 2]	

[Add Owner/Charge Signatures](#) [Add Approver Signatures](#) [Add SO Signatures](#)

FORM\_TGA\_V7

SCHEDULE OF OWNERS AND WITNESSES PAGE 3 OF 4 PAGES

PLAN NUMBER:  CONTROL NUMBER:

*Is a covenant the approving officers condition of subdivision and indicated on the plan?*

Witness to All Signatures	The Royal Bank of Canada as to Mortgage Charge AD12345
<hr/> [signature]	<hr/> Authorized Signatory
<hr/> [fill in witness name]	<hr/> Authorized Signatory
<hr/> [fill in occupation]	<hr/> Authorized Signatory
<hr/> [fill in address line 1]	
<hr/> [fill in address line 2]	

[Add Owner/Charge Signatures](#) [Add Approver Signatures](#) [Add SO Signatures](#)

# The Application Form (subsequent pages)

FORM\_APPR\_V7

SCHEDULE OF APPROVING OFFICERS AND PROVINCIAL APPROVERS PAGE 4 OF 4 PAGES

PLAN NUMBER:  CONTROL NUMBER:

Select the approval type from the following selections in the drop down. Appropriate editable text will auto fill in the text box

Approval - Approving Officer - LTA Section 88

Plan EPP \_\_\_\_\_ Is Approved under the Land Title Act on \_\_\_\_\_ [date].

\_\_\_\_\_  
[signature] Approving Officer

\_\_\_\_\_  
[Fill In name of Approving Officer]

\_\_\_\_\_  
District of Saanich

\_\_\_\_\_  
file reference 0123 -AB 128

Select the approval type from the following selections in the drop down. Appropriate editable text will auto fill in the text box

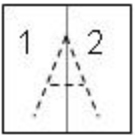
\_\_\_\_\_  
[Empty text box for second approval type]

# Advantages of Electronic Plans

- Plan numbers are pre-assigned – eases completion of documents
- Eliminates the need for mylar and paper copies to be couriered to owners and approvers and the Land Title Office
- Electronic transmission of plans virtually instantaneous
- Supports filing outside of standard business hours
- Consents and Approvals for the plan can be gathered concurrently
- Eliminates the need to store hardcopy plans that deteriorate over time
- Provides improved access to records (plans and documents)
- Will in the future facilitate the automated update of a cadastral parcel fabric

Land Surveyor

**Legal Plan**



**Certification Form**

**Signed**

BCLS

Land Surveyor, Lawyer  
Notary Public

**Application Form**

Owner \_\_\_\_\_

Bank \_\_\_\_\_

Approving Officer \_\_\_\_\_

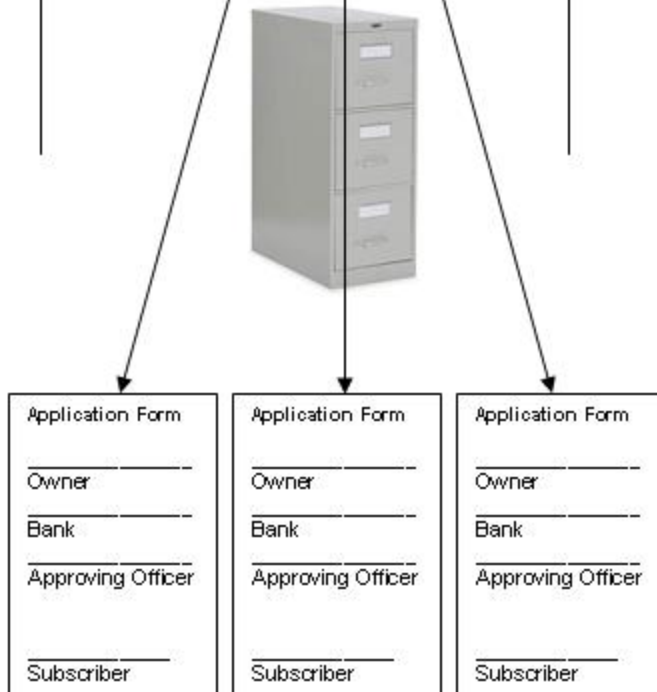
**Signed**

Subscriber \_\_\_\_\_

Submitted to LTO  
through BC OnLine



LAND TITLE OFFICE



- PDF plans are more secure than conventional hard copy plans
- Protected by digital signature
- The Certification Form must be digitally signed by a land surveyor
- The Application Form must be digitally signed by a notary public, lawyer or land surveyor
- New Electronic Plan Application Guide released mid-April
- Increased security – all amendments require a new signature

# Questions?

# THANK YOU

Please see our website at:

<http://www.ltsa.ca/surveyor-general/electronic-filing-of-survey-plans>

Or contact: Jeff Beddoes, Senior Deputy Surveyor General

([jeff.beddoes@ltsa.ca](mailto:jeff.beddoes@ltsa.ca) or (250) 952-5324)

for further information