



Land Title ELECTRONIC FILING SYSTEM (EFS) Requirements for Land Title Plans Table of Concordance

BC Online
Land Title and Survey Authority of BC

Updated: September 2009
Version 1.2

Change Record			
Version	Date	Page	Description
1.0	September, 2008	All	Initial Release
1.1	April, 2009	5, 25	Added SR4-08 S.3-4 (2) (i) Regional District, SR9-07 S.3-4 (1)(a) change to text for Scale, SR8-07 change to text for S.3-3 (2) Draughting, Minister of Transportation changed to Minister of Transportation and Infrastructure
1.2	Sept, 2009	34,35	Bareland Strata Plan approval - substituted <i>Strata Property Act</i> for <i>Condominium Act</i> conforming with amendments including up to B.C. Reg. 269/2007

Requirements for Land Title Plans

Table of Concordance September, 2009

Director's requirements for electronic plans - **General**

All signatures of the owners and holders of registered charges and plan approvals are now located on the prescribed electronic Application to Deposit Plan at the Land Title office.

Minor changes have been made to existing required signatures and notations where they refer to "shown on plan hereon" or similar language and replaced to facilitate the electronic filing of plans to the land title office.

Director's requirements have been made where there are no existing survey rules for electronic plans. It is anticipated that some of the following requirements may be moved to the General Survey Instruction Rules in future.

Copies	LTA S.67(s) S.168.712		<i>Land Title Act</i> S. 67(s) unless otherwise provided by regulation, the plan must be accompanied by a machine made transparent copy of a type approved by the Surveyor General, together with the number of white prints that may be necessary for the purpose of taxing authorities, the Surveyor General, the Ministry of Transportation and the regional board of the regional district in which the land is located;	LTA Section 168.712(3) Section 245(e) [copies accompanying strata plan tendered for deposit] of the Strata Property Act and the following sections of this Act do not apply in relation to electronic plans: (b) section 67(s) [copies accompanying plan tendered for deposit]; (c) section 144(2)(b) [copies accompanying air space plan tendered for deposit];	<i>A Director's instruction is not required as specific legislation exists.</i>
General Plan Specifications	<i>Land Title Act and Regulations</i>	Survey Rule	Existing Survey Rule Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Standards		S.3-3 (13)	Not applicable	Plans must be in compliance with any standards for electronic submission that have been approved by the Surveyor General.	<i>A Director's instruction is not required as a specific survey rule exists.</i>
Margin		S.10-14 (1)	(1) Plans must have a rectangle that has an area of not less than 150 cm ² , preferably in the top right corner of the plan, which will contain notations required under section 10-15 (a) and (b) with the remaining area left blank for the use of the registrar.	(1) Plans must have a rectangle that has an area of not less than 150 cm ² relative to the intended plot size, preferably in the top right corner of the plan, which will contain the notation required under section 10-15 (a) with the remaining area left blank for the use of the registrar.	<i>A Director's instruction is not required as a specific survey rule exists.</i>
Material and Plan Sheet Sizes		S.3-1 (1)	The plan must be prepared on mylar film with a minimum thickness of 0.075 mm and a matte finish on both sides in one of the following standard sheet sizes: A size - 216 mm by 280 mm B size - 280 mm by 432 mm C size - 432 mm by 560 mm D size - 560 mm by 864 mm E size - 864 mm by 1120 mm (May be used for plans prepared under the <i>Mineral Tenure Act</i> and the <i>Land Act</i> only, unless approval is given by the registrar of land titles).	The plan image must be created as a PDF file compatible with Adobe Acrobat 6.0, or higher, with a resolution of not less than 600 dots per inch and having an intended plot size of A size – 216 mm by 280 mm B size – 280 mm by 432 mm C size – 432 mm by 560 mm D size – 560 mm by 864 mm E size – 864 mm by 1120 mm	<i>A Director's instruction is not required as a specific survey rule exists.</i>

General Plan Specifications	Land Title Act and Regulations and Practice	Survey Rules	Existing Survey Rule Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
SRW Sheet Sizes		S.3-1 (2)	Right of way plans must be prepared using the standard sheet sizes required by subsection (1) if possible but a plan must not in any case exceed 4 metres in length and 0.75 metres in width, except, with the consent of the registrar of land titles.	The intended plot size of right of way plans must be the standard sheet sizes required by subsection (1) if possible but the intended plot size must not in any case exceed 4 metres in length and 0.75 metres in width.	<i>A Director's instruction is not required as a specific survey rule exists.</i>
Lettering and boundaries	LTA S.168.721 (3)	S.3-3	(1) Plans must be draughted in permanent black ink and all words on the plan, other than signatures, must be printed.	(1) All features in an electronic plan must be depicted in black on a white background and all words and numbers must be printed (stylized or ornate fonts are not acceptable).	<i>Land Title Act S.168.721(3) Unless the director otherwise permits, all information in an electronic plan must be depicted in black on a white background. A Director's instruction is not required.</i>
			(2) Except in the case of a posting plan and building strata plan, the exterior boundaries of the land being dealt with by the plan must be shown as a solid black line, between 1 and 1.5 mm in width.	(2) Except in the cases of a building strata plan and a posting plan, other than a block outline posting plan, the exterior boundaries of the land being dealt with by the plan must be shown as a solid black line, between 1 and 1.5 mm in width when the plan image is reproduced at the intended plot size.	<i>A Director's instruction is not required as a specific survey rule exists.</i>
			(7) Signatures on a plan must be original signatures in permanent black ink.	(7) The plan image must contain no signatures.	<i>A Director's instruction is not required as a specific survey rule exists.</i>
			(10) Plan lettering must be in a solid black font and must not be less than 2.0 mm in height.	(10) Lettering on plan images must be in a black font and must not be less than 2.0 mm in height when produced at the intended plot size.	<i>A Director's instruction is not required as a specific survey rule exists.</i>
			(11) Plans must be capable of being reproduced or scanned so that the resulting copy shows a clear and legible image.	(11) Plan images must be capable of being produced so that the resulting copy shows a clear and legible image at the intended plot size.	<i>A Director's instruction is not required as a specific survey rule exists.</i>
Plan Title and Type of Plan	LTA 67(c)	S.10-12	<i>A Land Title Act plan must bear a plan title indicating clearly and concisely the purpose of the plan and the legal description, including the registered plan number, if there is one, of the parcel or parcels being dealt with.</i>	<i>No current specific Survey Rule for electronic plans</i>	<i>Director's instruction for an electronic plan</i> An electronic plan must have a title including the purpose of the plan that includes the legal description, in accordance with the register, of the land and indicate whether all or part of that land is being dealt with.
Original		S.3-3 (12)	(12) The original plan must be identified by adding the word "original" in the lower right hand margin of the plan.	<i>No current specific Survey Rule for electronic plans</i>	<i>Director's instruction - Survey Rule 3-3 (12) does not apply to electronic plans.</i>
Abbreviations - Legend		S.3-4 (1)(d)	(d) a legend giving details of the various monuments shown on the plan, subject to the following: (i) the required monument standard abbreviations must be used; (ii) only monuments shown on the plan may be represented in the legend;	<i>No current specific Survey Rule for electronic plans</i>	<i>Director's instruction for an electronic plan must be the same as Survey Rule S.3-4(1)(d).</i>

General Plan Specifications	Land Title Act and Regulations and Practice	Survey Rules	Existing Survey Rule Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Plan Number Block		S.10-15 (a) S.3-4 (2)(l)	The following notes, with modification as necessary, must be shown on plans if applicable: (a) in the top right corner of the plan, immediately below the top margin: Plan ;	The pre-assigned plan number as prescribed by the Surveyor General or the Director of Land Titles must be prominently displayed in the top right corner, immediately below the top margin as follows: Plan [plan number]; This requirement does not apply to plans submitted pursuant to the <i>Petroleum and Natural Gas Act</i> ,	<i>A Director's instruction is not required as a specific survey rule exists.</i>
Regional District		S.3-4 (2) (i)	(i) in a location near the certificate required by paragraph (f), the following: This plan lies within (Regional District);	<i>No current specific Survey Rule for electronic plans</i>	<i>Director's instruction for an electronic plan must be the same as Survey Rule S.3-4(2)(i).</i>
Scale		S.3-4 (1)(a)	(a) the plan must contain the following information and the information required under subsection(2): (a) <u>Hardcopy Plans</u> bar scale and the following notation: The intended plot size of this plan is ___mm in width by ___mm in height (insert sheet size e.g. D size) when plotted at a scale of 1:___.	(a) bar scale and the following notation: The intended plot size of this plan is ___mm in width by ___mm in height (insert sheet size e.g. D size) when plotted at a scale of 1:___.	<i>A Director's instruction is not required as a specific survey rule exists.</i>
		S.3-2 (1) and (2)	(1) The scale of the plan must be 1:100, 1:125, 1:150, 1:200, 1:250, 1:300, 1:400, 1:500, 1:600, 1:750 or 1:900, or multiples of such scales by an integral power of 10. (2) The smallest scale that will permit all required detail and information to be shown on the plan without congestion must be used.	(2) The smallest scale and sheet size that will permit all required detail and information to be shown on the plan without congestion at the intended plot size must be used.	<i>A Director's instruction for an electronic plan; The intended plot size scale must be the same as specified Survey Rule S.3-2 (1).</i>
Airspace Plan Number Block		S.10-17 (o)	(o) a note in the upper right hand corner "Air Space Plan.....".	<i>No current specific Survey Rule for electronic plans</i>	<i>Director's instruction; Electronic plans must comply with Survey Rule S.10-17(o).</i>
Registrar's Signature		S.10-15 (b)	(b) in the top right corner of the plan, not less than 3 cm below the top margin: Deposited in the Land Title Office at, B.C.,[date]. Registrar	(b) the notation required under hardcopy submission is not required to be shown on the plan image;	<i>Director's instruction for an electronic plan</i> an annotation line containing the date of application, application number and status of the plan appears on a print of the plan image following electronic submission
North Point		S.3-4 (1)(b)	(b) a north point;	<i>No current specific Survey Rule for electronic plans</i>	<i>Director's instruction; Electronic plans must comply with Survey Rule S.3-4(1)(b).</i>

General Plan Specifications	<i>Land Title Act and Regulations and Practice</i>	Survey Rules	Existing Survey Rule Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Metric Statement		S.3-4 (1)(h)	(h) all linear measurements must be shown as horizontal ground level distances in metres and decimals thereof, except for distances to bearing trees and ties to geodetic control monuments, active control points or as required under section 11-9(a)(i), unless otherwise directed by the association;	<i>No current specific Survey Rule for electronic plans</i>	<i>Director's instruction; Electronic plans must comply with Survey Rule S.3-4(1)(h).</i>
Bearing Derivation		S.3-4 (1)(c)	(c) the derivation of bearings;	<i>No current specific Survey Rule for electronic plans</i>	<i>Director's instruction; Electronic plans must comply with Survey Rule S.3-4(1)(c).</i>
Old legal parcel ghosted in		S.3-4 (1)(s)	(s) fine broken lettering to indicate the designations of parcels which will be cancelled on the deposit of the new plan;	<i>No current specific Survey Rule for electronic plans</i>	<i>Director's instruction; Electronic plans must comply with Survey Rule S.3-4(1)(s).</i>
Lot numbering		S.10-14 (2)(k)	(k) unless the registrar is satisfied that convenience of reference will be served by adopting a particular method of marking, each parcel into which the land is divided must be marked with a distinct number or letter on the plan, and must continue an existing series or begin with "1" or "A" and must number or letter consecutively or alphabetically, but in any case the parcels must not be designated as sections or ranges;	<i>No current specific Survey Rule for electronic plans</i>	<i>Director's instruction; Electronic plans must comply with Survey Rule S.10-14(2)(k).</i>
Plot Statutory Right of Ways and Easements		S.3-4 (1)(k)	(k) the boundaries of existing rights of way or easements if there is a charge on title to the parcel under survey or if, in the opinion of the registrar of land titles, there is a reasonable expectation of a charge being placed on the title to the parcel under survey or on the titles of newly created parcels, shown by broken lines;	<i>No current specific Survey Rule for electronic plans</i>	<i>Director's instruction; Electronic plans must comply with Survey Rule S.3-4(1)(k).</i>
Geographic Referencing		S.3-4 (1)(e)	(e) the British Columbia Geographic System designation or designations shown immediately below the title using the 6 minute latitude by 12 minute longitude breakdown;	<i>No current specific Survey Rule for electronic plans</i>	<i>Director's instruction; Electronic plans must comply with Survey Rule S.3-4(1)(e).</i>

General Plan Specifications	<i>Land Title Act and Regulations and Practice</i>	Survey Rules	Existing Survey Rule Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Cadastral Surveys in Integrated		S.3-4 (3)	<p>(3) The plan must contain the following information if applicable:</p> <p>(ii) the notation: "The UTM coordinates and estimated network horizontal accuracy are derived from ...[insert type of GPS survey method].... to[insert geodetic control monument(s) number(s) and/or insert active control point(s) number(s)].....";</p> <p>(iii) the following note , with modification as necessary: "This plan shows horizontal ground-level distances based on a mean ellipsoidal elevation of ...[insert elevation] ... metres. To compute grid distances, multiply ground-level distances by the mean combined factor of ...[insert factor]....";</p>	<i>No current specific Survey Rule for electronic plans.</i>	<i>Director's instruction; Electronic plans must comply with Survey Rule S.3-4(3).</i>
Surveyor's Certification	LTA S.67 (t) S.168.721 S.168.73 BC Reg 334/79	S.3-4 (2)(f)	<p>the surveyor's certificate in the form prescribed under the <i>Land Title Act</i> Regulation; Form 9</p> <p>I, _____, a British Columbia Land Surveyor, of _____, in British Columbia, certify that I was present at and personally superintended the survey represented by this plan, and that the survey and plan are correct. The field survey was completed on the ___ day of _____, _____. The plan was completed and checked, and the checklist filed under # _____, on the _____ day of _____, _____</p> <p>(Signature of B.C.L.S)</p> <p>(n) for explanatory plans: This plan was completed and checked, and the checklist filed under #....., on the..... day of and is hereby certified correct in accordance with Land Title Office records. [name] B.C.L.S.</p>	<p>the following notation must be shown on the plan image:</p> <p>(i) For plans based on field survey: The field survey represented by this plan was completed by [full name of BCLS], BCLS on the [dd] day of [month], [yyyy].</p> <p>(ii) For plans based on existing records: This plan is based on the following Land Title and Survey Authority of BC records: (list plans and documents used to compile the plan) [full name of BCLS], BCLS</p>	<p><i>A Director's Instruction for a notation is not required for an electronic plan as a specific survey rule exists.</i></p> <p><i>Director's instruction - the the surveyor's certificate in the form prescribed under the Land Title Act Regulation; Form 9 or the certification required by Survey Rule 3-4(2)(f) for an explanatory plan shall be contained in the electronic Survey Plan Certification form with an attached image of the plan to which the land surveyor shall apply their electronic signature.</i></p> <p>I am a British Columbia land surveyor and certify that I was present and personally superintended this survey and that the survey and plan are correct.</p> <p>This field survey was completed on: [Year/Month/Day]</p> <p>The plan was completed and checked on: [Year/Month/Day]</p> <p>The checklist was filed under ECR#: _____</p> <p><i>or for an explanatory plan:</i></p> <p>I am a British Columbia land surveyor and certify that this plan was completed and checked on: [Year/Month/Day]</p> <p>that the checklist was filed under ECR#: _____</p> <p>and that the plan is correct in accordance with Land Title Office records.</p>

Form of Application	<i>Land Title Act and Regulations and Practice</i>	Survey Rules	Existing <i>Land Title Act</i> Regulation September 2009		Directors Requirements for Electronic plans and applications September 2009
General - Plan Application	LTA S.92(1) S.168.721 LTA Regulation 334/79	NA	An application to deposit a subdivision plan must be (a) in the form approved by the director, The prescribed forms for <i>Land Title Act</i> plans are the Form 10, 11, 11a	<i>There are no Survey Rules for electronic plan applications</i>	<i>Director's instruction</i> - The form designated by the Director to accompany electronic plans is the electronic Application to Deposit Plan in Land Title Office.
Owners' Signatures	<i>Land Title Act and Regulations and Practice</i>	Survey Rules	Existing Survey Rule Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Signatures required on land title plans	LTA S.72(2) S.97(2) S.103(b) S.168.731(2)	S.3-3 (7)	Signatures on a plan must be original signatures in permanent black ink.	The plan image must contain no signatures.	<i>Director's instruction</i> The signatures required under hardcopy submission are now located on the electronic Application to Deposit Plan form for electronic plan submissions.
		S.10-13	On a blank space outside the main body of the plan, a space must be provided if required for the signatures of owners as defined in the <i>Land Title Act</i> and for witnesses, their occupations and addresses.	Electronic plans must not contain the signatures of owners and witnesses.	
			Owners signatures required under the <i>Land Title Act</i> S.72(2) All signatures required by subsection (1) must be witnessed by at least one person who is 16 years of age or older and who is not an owner of a parcel affected by the plan, and the address and occupation of each witness must be stated on the plan. S.97(2) All the signatures to the plan must be witnessed in the same manner as is required by section 72(2). S.103 Unless the application of this section is dispensed with by the registrar, a reference or an explanatory plan must be (a) signed by each owner of the land dealt with by the plan, and (b) witnessed in the same manner as is required by section 72(2).		

Owners' Signatures	Land Title Act and Regulations and Practice	Survey Rules	Land Title Act and Regulation September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Consents S.100 (1) (b)	LTA S.100(1) (b) S.168.731(2) BC reg 334/79		<p>A reference plan or an explanatory plan tendered for deposit under this section must be accompanied by (a) an application in the form approved by the director signed by the owner in fee simple or that owner's agent and consented to by each holder of a registered charge The Form 11 is the prescribed form containing the consents of the charge holders Section 100 (1)(b) <i>Land Title Act</i></p> <p>CONSENTS OF HOLDERS OF REGISTERED CHARGES (NOTE: Consent by a holder of a registered mortgage of the fee simple operates, on deposit of the plan, to extend the mortgage to the whole of the new parcel shown on the plan).</p> <p>I,</p> <p>_____ [full name, address and occupation], (the agent for _____ [full name, address and occupation]) the owner in fee simple apply to deposit reference/explanatory plan of _____</p> <p>[and acknowledge as or on behalf of the owner in fee simple that, if the plan is a consolidation of surveyed parcels, the deposit of the plan will extend all mortgages of the fee simple so as to coincide with the boundaries of the new parcel as shown on the plan]. Registration Number _____ of Mortgage Signature of Holders of Charges</p> <p>_____</p> <p>[type of charge] [charge registration number]</p> <p>_____ (signature)</p> <p>_____ [name of charge holder]</p>	No current specific Survey Rule for electronic plans	<p><i>Director's instruction</i> for an electronic reference plan or an explanatory plan tendered for deposit under <i>Land Title Act</i> section 100(1)(b):</p> <p>The plan must be accompanied by an electronic Application to Deposit a Plan at Land Title office form signed by the owner in fee simple and consented to by each holder of a registered charge and the signature for any necessary approvals.</p> <p><i>Add the following note and signatures to the electronic plan application</i></p> <p>(NOTE: Consent by a holder of a registered mortgage of the fee simple operates, on deposit of the plan, to extend the mortgage to the whole of the new parcel shown on the plan EPP _____.)</p> <p>I/We, _____ of _____, the holders of the following registered charges, consent to the deposit of Plan EPP _____.</p> <p>_____ [Fill in Registration No. of Charge]</p> <p>_____ [fill in the name of charge holder]</p> <p>_____ [signature]</p> <p>_____ [fill in the name of signatory]</p> <p>_____ [signature]</p> <p>Witness Name [fill in witness name]</p> <p>_____ Address [fill in witness address]</p> <p>_____ Witness occupation [fill in witness occupation]</p>

Signatures, Approvals and Notations	<i>Land Title Act</i> and Regulations and Practice	Survey Rules	Existing Survey Rule Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Covenant required by Approving officer as a condition of Subdivision Approval	LTPM paragraph 14.207	S.10-15 (e)	<p>(e) if a covenant in favour of the Crown, a Crown corporation or agency, a municipality or a regional district is a condition of approval:</p> <p>The registered owner designated hereon declares that he/she has entered into a covenant in favour of _____ [name of covenantee] under section 219 of the <i>Land Title Act</i>;</p>	<p>(e) the notation required under hardcopy submission is moved to the submission form under electronic submission and is not required to be shown on the plan image;</p>	<p><i>Director's instruction for an electronic plan</i> - add the following notation to the plan image if a covenant in favour of the Crown, a Crown corporation or agency, a municipality or a regional district is a condition of approval:</p> <p>A Covenant in the name of _____ pursuant to Section 219 is a condition of approval for subdivision.</p> <p>Directors Requirement in an electronic plan application - the following notation is now located above the owners signature:</p> <p>The registered owner(s) designated hereon declares that he/she has entered into a covenant in favour of _____ [name of covenantee] under Section 219 of the <i>Land Title Act</i>.</p>
Corresponding Approving Officer statement in accompanying Covenant document	LTPM paragraph 7.315		<p>Existing Land Title Practice [not a Survey Rule]</p> <p>This is the instrument creating the condition or covenant entered into under S.219 of the <i>Land Title Act</i> by the registered owner(s) referred to herein and shown on the print of the plan annexed hereto and initialed by me.</p> <p>_____</p> <p>Signature of Authority/Approving Officer</p>	<p><i>No current specific Survey Rule for electronic plans</i></p>	<p><i>Director's instruction</i> – for a Covenant in electronic Form C required as a condition of approval for a subdivision plan:</p> <p>The following notation and signature should be located in a Form D additional signatures in an electronic Form C Covenant.</p> <p>This is an instrument required by the Approving Officer for subdivision Plan EPP_____ creating the condition or covenant entered into under s.219 of the <i>Land Title Act</i>.</p> <p>_____</p> <p>[Signature] Approving Officer</p> <p>_____</p> <p>[Fill in name of Approving Officer]</p>
Certification by Crown for Subdivision, Reference and Explanatory Plans of Titled Crown Land		S.10-15 (o)	<p>(o) for subdivision, reference and explanatory plan of titled Crown land: HER MAJESTY THE QUEEN IN RIGHT OF BRITISH COLUMBIA as represented by the Minister of Agriculture and lands</p> <p>_____</p> <p>Authorized Signatory</p> <p>_____</p> <p>Witness</p> <p>_____</p> <p>Name</p> <p>_____</p> <p>Address</p> <p>_____</p> <p>Occupation</p>	<p>(o) for subdivision, reference and explanatory plan of titled Crown land:</p> <p>The notation required under hardcopy submission is moved to the submission form under electronic submission and is not required to be shown on the plan image.</p>	<p><i>Directors instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA as represented by the Minister of Agriculture and Lands</p> <p>_____</p> <p>[Signature]</p> <p>_____</p> <p>[Fill in name of Authorized Signatory]</p> <p>_____</p> <p>[Fill in Witness Name]</p> <p>_____</p> <p>[Fill in Witness Occupation]</p> <p>_____</p> <p>[Fill in Address line 1]</p> <p>_____</p> <p>[Fill in Address line 2]</p>

Signatures, Approvals and Notations	<i>Land Title Act</i> and Regulations and Practice	Survey Rules	Existing Survey Rule Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Certification by Surveyor General for Subdivision, Reference and Explanatory Plans of Titled Crown Land			<i>No current specific Survey Rule</i>	<i>No current specific Survey Rule for electronic plans</i>	<p><i>Director's instruction for an electronic plan</i> - add the following notation to the plan image where Certification by Surveyor General for Subdivision, Reference and Explanatory Plans of Titled Crown Land is required</p> <p>This plan is prepared as the Official Plan of the lands shown hereon for the Surveyor General.</p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>I hereby certify that EPP_____ is the Official Plan shown outlined thereon.</p> <p>_____ [signature]</p> <p>Surveyor General [fill in name] _____ [date]</p>
Approving Officer Approval	LTA S.88	S.10-15 (c)	<p>(c) in a blank space outside the main body of the plan: Approved under the <i>Land Title Act</i>.....[date] [approving officer's title and jurisdiction]</p> <p>Approval of plan LTA S.88 On the approval of a plan, the approving officer must write on it "Approved under the <i>Land Title Act</i>" with the date of approval and must sign it and append below his or her signature the title Approving Officer for</p> <p>_____ <i>(municipal, or as the case may be)</i></p> <p>_____ <i>(name of municipality, or as the case may be)</i></p>	<p>(c) in a blank space outside the plotted boundaries the jurisdiction of the Approving Officer(s) shall be noted with the following statement:</p> <p>This plan lies within the jurisdiction of the Approving Officer for [insert jurisdictions].</p>	<p><i>A Director's Instruction for a notation is not required for an electronic plan as a specific survey rule exists.</i></p> <p><i>Directors instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>Plan EPP____ Approved under the <i>Land Title Act</i> on _____ [date].</p> <p>_____ [signature]</p> <p>[fill in name of Approving Officer's title] _____ <i>[name of municipality, or as the case may be]</i> _____ [include file reference if desired]</p>
Surveyor Re-inspection	LTA S.84		<i>No current specific Survey Rule for hardcopy plans</i>	<i>No current specific Survey Rule for electronic plans</i>	<p>Where an approving officer has required a land surveyor to inspect a survey pursuant to Section 84 <i>Land Title Act</i>:</p> <p><i>Director's instruction for an electronic plan</i> - add the following notation to an electronic plan image: Inspected under the <i>Land Title Act</i> on the ____ day of _____, _____.</p>

Signatures, Approvals and Notations	<i>Land Title Act and Regulations and Practice</i>	Survey Rules	Existing Survey Rule Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Approving Officer Re Approval	LTA S.92(1) (c)		<i>No current specific Survey Rule for hardcopy plans</i>	<i>No current specific Survey Rule for electronic plans</i>	<p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be: Plan EPP____ Re-Approved under the <i>Land Title Act</i> _____ [date]. _____ [signature]</p> <p>_____ [fill in name and Approving Officer's title]</p> <p>_____ <i>[name of municipality, or as the case may be]</i></p> <p>_____ [include file reference if desired]</p>
Exemption from Integration within ISA		S.5-7 (3)	<p>If exemption from integration is granted under section 5-5, the plan must contain the following notation:</p> <p>Pursuant to section 5-5 of the General Survey Instruction Rules, this survey need not be integrated with survey control. Surveyor General [date]</p>	<p>If exemption from integration is granted under section 5-5, the following notation must be shown on the plan image:</p> <p>Pursuant to section 5-5 of the General Survey Instruction Rules, this survey need not be integrated with survey control.</p>	<p><i>Director's instruction;</i> <i>Electronic plans must comply with Survey Rule S.5-7(3).</i></p> <p><i>Directors instruction</i> - the signature to be included on an electronic plan application must be:</p> <p>Pursuant to section 5-5 of the General Survey Instruction Rules, Plan EPP____ (or EPS____ as appropriate), need not be integrated with survey control</p> <p>_____ [signature]</p> <p>_____ Surveyor General [Fill in name] _____ [date]</p>
Agricultural Land Reserve Approval	BC Reg 171/2002		<p>I hereby certify that this subdivision is approved under Section ____ of the Agricultural Land Reserve Use, Subdivision and, Procedure Regulation.</p> <p>_____ Approving Authority</p>	<i>No current specific Survey Rule for electronic plans</i>	<p><i>Director's instruction for an electronic plan</i> - add the following notation to the plan image:</p> <p>This plan lies within the Agricultural Land Reserve.</p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>I hereby certify that subdivision Plan EPP____ is approved under Section ____ of the <i>Agricultural Land Reserve Use, Subdivision and, Procedure Regulation</i> on _____ [date].</p> <p>_____ [signature]</p> <p>_____ Approving Authority [fill in name and position]</p> <p>_____ [Fill in name of municipality, or as case may be]</p> <p>_____ [include file reference if desired]</p>

Signatures, Approvals and Notations	<i>Land Title Act</i> and Regulations and Practice	Survey Rules	Existing Survey Rule Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Access over registered and unregistered Crown Land		S.10-15 (l)	<p>(l) for plans establishing a highway over both titled land and untitled Crown land under section 9 (1) of the <i>Ministry of Lands, Parks and Housing Act</i>.</p> <p>The public highway through Crown land shown hereon is approved and established under section 9 (1) of the <i>Ministry of Lands, Parks and Housing Act</i>. for Minister of Agriculture and Lands [date]</p>	<p>(l) for plans establishing a highway over both titled land and untitled Crown land under section 9 (1) of the <i>Ministry of Lands, Parks and Housing Act</i>.</p> <p>This plan image includes public highway through Crown land.</p>	<p><i>A Director's Instruction for a notation is not required for an electronic plan as a specific survey rule exists.</i></p> <p>for plans establishing a highway over both titled land and untitled Crown land under section 9 (1) of the <i>Ministry of Lands, Parks and Housing Act</i>.</p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>The public highway through Crown land shown on Plan EPP_____ is approved and established under section 9(1) of the <i>Ministry of Lands, Parks and Housing Act</i>.</p> <p>_____ [signature]</p> <p>_____ [Fill in name of Authorized signatory] for Minister of Agriculture and Lands _____ [date]</p>
Misc Approvals - Public Access to water	LTA S.75(1) (c) and (d) S.76(5)	S.10-15 (d)	<p>(d) if relief from compliance with section 75 (1) (c) or (d) of the <i>Land Title Act</i> is obtained: This plan need not comply with section 75 (1) (.....) of the <i>Land Title Act</i>. Dated[date] for Minister of Transportation;</p>	<p>(d) if relief from compliance with section 75 (1) (c) or (d) of the <i>Land Title Act</i> is obtained: This plan need not comply with section 75 (1) (.....) of the <i>Land Title Act</i>;</p>	<p><i>A Director's Instruction for a notation is not required for an electronic plan as a specific survey rule exists.</i></p> <p>if relief from compliance with section 75(1)(c) or (d) of the <i>Land Title Act</i> is obtained:</p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>Plan EPP_____ need not comply with section 75(1) ____ of the <i>Land Title Act</i>. Dated _____ [date]</p> <p>_____ [signature]</p> <p>_____ [fill in name of signatory] for Minister of Transportation and Infrastructure; _____ [include file reference if desired]</p>

Signatures, Approvals and Notations	<i>Land Title Act</i> and Regulations and Practice	Survey Rules	Existing Land Title Practice Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Plan Title on Subdivision by way of Lease	LTPM paragraph 7.315		Explanatory (Reference) Plan to accompany Lease of Part of (describe parcel) for leasehold purposes; Lease and Approval of the Approving Officer and Provincial Agricultural Land Commission to expire (Date of Expiry)	<i>No current specific Survey Rule for electronic plans</i>	<i>The plan title on an electronic plan shall be the same as for a hardcopy plan.</i>
Subdivision by way of Lease	LTPM paragraph 7.315	S.10-15 (c)	<p>LTPM paragraph 7.315 practice</p> <p>Approved under the <i>Land Title Act</i> for the purpose of a lease for a period of ____ years from (date) [plus the term of any approved renewals]</p> <p>_____ Approving Officer Ministry of Transportation (or other Authority)</p> <p>_____ [date].</p> <p>and if applicable</p> <p>Approved under the <i>Agricultural Land Commission Act</i> for the purpose of leasing for a period of ____ Years from ____ [date] [plus the term of any approved renewals]</p> <p>_____ Chair (or other Official) Provincial Agricultural Land Commission Date_____</p>	<p>In a blank space outside the plotted boundaries within the jurisdiction of the Approving Officer(s) shall be noted with the following statement: This plan lies within the jurisdiction of the Approving Officer for [insert jurisdictions].</p>	<p><i>A Director's Instruction for a notation is not required for an electronic plan as a specific survey rule exists.</i></p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>Plan EPP_____ is approved under the <i>Land Title Act</i> for the purpose of a lease for a period of ____ years from (date) [plus the term of any approved renewals]</p> <p>_____ [signature]</p> <p>_____ Approving Officer [Fill in the full name]</p> <p>_____ [Fill in the name of municipality, or as the case may be]</p> <p>_____ [include file reference if desired]</p> <p><i>and if applicable</i></p> <p>Plan EPP_____ is approved under the <i>Agricultural Land Commission Act</i> for the purpose of leasing for a period of ____ Years from ____ [date] [plus the term of any approved renewals]</p> <p>_____ [signature]</p> <p>_____ Chair (Fill in the name of Chair or other Officer) Provincial Agricultural Land Commission Date_____</p>

Signatures, Approvals and Notations	Land Title Act and Regulations and Practice	Survey Rules	Existing Land Title Practice Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Forest Service Road		S.10-15 (m)	<p>(m) for plans establishing a forest service road over both titled land and untitled Crown land under section 9 (1) of the <i>Ministry of Lands, Parks and Housing Act</i>.</p> <p>The forest road through Crown land shown hereon is approved and established under section 9 (1) of the <i>Ministry of Lands, Parks and Housing Act</i>.</p> <p>..... for Minister of Agriculture and Lands[date]</p>	<p>(m) for plans establishing a forest service road over both titled land and untitled Crown land under section 9 (1) of the <i>Ministry of Lands, Parks and Housing Act</i>.</p> <p>This plan image includes forest service road through Crown land.</p>	<p><i>A Director's Instruction for a notation is not required for an electronic plan as a specific survey rule exists.</i></p> <p>for plans establishing a forest service road over both titled land and untitled Crown land under section 9 (1) of the <i>Ministry of Lands, Parks and Housing Act</i>.</p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>The forest service road through Crown land shown on Plan EPP_____ is approved and established under section 9(1) of the <i>Ministry of Lands, Parks and Housing Act</i>.</p> <p>_____ [signature]</p> <p>_____ [fill in name of signatory] for Minister of Agriculture and Lands _____ [date]</p>
Approval for Access by Forest Service Road	BC Regulation 334/79 S.15 (2)	S.10-15 (j)	<p>(j) if tentative approval has been obtained to access a subdivision by a Forest Service Road:</p> <p>Road established under the <i>Forest Act</i> Pursuant to section 15 (2) of B.C. Reg. 334/79, consent is given to this plan of subdivision. The giving of this consent shall not imply an obligation of the Crown in right of the Province to improve, maintain or repair the forest service road shown on this plan[date]. Regional Engineering Officer, Ministry of Forests;</p>	<p>(j) if tentative approval has been obtained to access a subdivision by a Forest Service Road:</p> <p>Road established under the <i>Forest Act</i></p> <p>Access to the subdivision is to be by Forest Service Road pursuant to Section 15 (2) of B.C. Reg. 334/79. The Crown in right of the Province shall not be obligated to improve, maintain or repair the forest service road shown on this plan image.</p>	<p><i>A Director's Instruction for a notation is not required for an electronic plan as a specific survey rule exists.</i></p> <p>if tentative approval has been obtained to access a subdivision by a Forest Service Road:</p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>Road established under the <i>Forest Act</i> Pursuant to section 15(2) of B.C. Reg. 334/79, consent is given to plan of subdivision EPP____. The giving of this consent shall not imply an obligation of the Crown in right of the Province to improve, maintain or repair the forest service road shown on plan EPP_____ [date]</p> <p>_____ [signature]</p> <p>_____ [fill in name of signatory] Regional Engineering Officer, Ministry of Forests;</p>

Signatures, Approvals and Notations	Land Title Act and Regulations and Practice	Survey Rules	Existing Land Title Practice Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Accreted Land	LTA S.94(1) (c) or S.118(1)(b)	S.10-15 (f)	<p>(f) if an application to include accreted land has been consented to:</p> <p>(i) Certificate under the <i>Land Title Act</i>, section 94 (1) (c) The unregistered land included within this plan is deemed to be lawfully accreted land adjoining Crown land. Surveyor General [date]</p> <p>or in the case of a statutory right of way:</p> <p>(ii) Certificate under the <i>Land Title Act</i>, section 118 (1) (b) The unregistered land adjoining Lot [complete legal description] is deemed to be lawfully accreted land adjoining Crown land. Surveyor General [date]</p>	<p>(f) if an application to include accreted land has been consented to:</p> <p>(i) <i>Land Title Act</i>, section 94 (1) (c) The unregistered land included within this plan is accreted land.</p> <p>or in the case of a statutory right of way:</p> <p>(ii) <i>Land Title Act</i>, section 118 (1)(b) The unregistered land adjoining Lot [complete legal description] is accreted land.</p>	<p><i>A Director's Instruction for a notation is not required for an electronic plan as a specific survey rule exists.</i></p> <p>if an application to include accreted land has been consented to: (i) Certificate under the <i>Land Title Act</i>, section 94(1)(c):</p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>The unregistered land included within plan EPP_____ is deemed to be lawfully accreted land adjoining Crown land.</p> <p>_____ [signature]</p> <p>_____ Surveyor General [fill in name]</p> <p>_____ [date]</p> <p>or in the case of a statutory right of way:</p> <p>(ii) Certificate under the <i>Land Title Act</i>, section 118(1)(b)</p> <p>The unregistered land included within plan EPP_____ and adjoining Lot _____ [complete legal description] is deemed to be lawfully accreted land adjoining Crown land.</p> <p>_____ [signature]</p> <p>_____ Surveyor General [fill in name] _____ [date]</p>

Signatures, Approvals and Notations	<i>Land Title Act</i> and Regulations and Practice	Survey Rules	Existing Survey Rule Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Adjustment of Natural Boundary	LTA S.94(1) (d) or LTA S.118(1)(a)	S.10-15 (g)	<p>(g) if an application to adjust a natural boundary has been consented to:</p> <p>(i) Certificate under the <i>Land Title Act</i>, section 94 (1) (d) The water boundary shown hereon is deemed to be the natural boundary as defined in the <i>Land Act</i>. Surveyor General [date] or in the case of a statutory right of way plan: (ii) Certificate under the <i>Land Title Act</i>, section 118 (1) (a) The water boundary of Lot. [complete legal description] shown hereon is deemed to be the natural boundary as defined in the <i>Land Act</i>. Surveyor General [date</p>	<p>(g) if an application to adjust a natural boundary has been consented to:</p> <p>(i) <i>Land Title Act</i>, section 94 (1) (d) The water boundary shown hereon is the natural boundary as defined in the <i>Land Act</i>. or in the case of a statutory right of way plan: (ii) <i>Land Title Act</i>, section 118 (1) (a) The water boundary of Lot. [complete legal description] shown hereon is the natural boundary as defined in the <i>Land Act</i>.</p>	<p><i>A Director's Instruction for a notation is not required for an electronic plan as a specific survey rule exists.</i></p> <p>if an application to adjust a natural boundary has been consented to for</p> <p>(i) Certificate under the <i>Land Title Act</i>, section 94(1)(d):</p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>The water boundary shown on Plan EPP_____ is deemed to be the natural boundary as defined in the <i>Land Act</i>. _____ [signature] _____ Surveyor General [fill in name] _____ [date]</p> <p><i>or in the case of a statutory right of way plan:</i></p> <p>(ii) Certificate under the <i>Land Title Act</i>, section 118(1)(a)</p> <p>The water boundary of Lot _____ _____ [complete legal description] shown on Plan EPP_____ is deemed to be the natural boundary as defined in the <i>Land Act</i>. _____ Surveyor General [signature] _____ [fill in name] _____ [date]</p>
Easement Notation	LTA S.223 LTPM paragraph 14.264		<p>Subdivider's Endorsement on Plan</p> <p>Amendment of Endorsement on Servient Tenement</p> <p>Pursuant to S.223 of the <i>Land Title Act</i>, Lot ___ of this plan is hereby designated as a parcel to which the benefit of Easement _____ does not attach.</p>	<p><i>No current specific Survey Rule for electronic plans</i></p>	<p><i>Director's instruction</i> for an electronic subdivision plan - add the following notation to the plan image:</p> <p>Pursuant to S.223 of the <i>Land Title Act</i>, Lot ___ of this plan is hereby designated as a parcel to which the benefit of Easement _____ does not attach.</p>

Signatures, Approvals and Notations	<i>Land Title Act</i> and Regulations and Practice	Survey Rules	Existing Survey Rule Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Block Outline		S.10-16 (2)	<p>(2) If approval has been obtained for a block outline survey under section 69 (3) and (4) of the <i>Land Title Act</i>, append the following note to the subdivision or reference plan: Pursuant to my Order dated, the monumentation on this block outline survey is hereby approved.</p> <p>..... Surveyor General</p> <p>The conditions of the above mentioned Order are accepted: Owner(s).....</p> <p>The Order of the Surveyor General dated..... has been filed in the Land Title Office in....., B.C., as number.....</p> <p>..... Registrar</p> <p>Note: For a block outline survey of highways as defined in the <i>Transportation Act</i> or a forest service road as defined in the <i>Forest Act</i>, "Ministry of" must be substituted for "Owner(s)".</p>	<p>(2) If approval has been obtained for a block outline survey under section 69 (3) and (4) of the <i>Land Title Act</i>, the following notation must be shown on the plan image:</p> <p>Modified monumentation has been approved for this survey.</p>	<p><i>A Director's Instruction for a notation is not required for an electronic plan as a specific survey rule exists.</i></p> <p>If approval has been obtained for a block outline survey under section 69 (3) and (4) of the <i>Land Title Act</i>,</p> <p><i>Director's instruction - the signature to be included in an electronic plan application shall be:</i></p> <p>Pursuant to my Order dated_____, the monumentation on block outline survey of Plan EPP_____ is hereby approved.</p> <p>_____ [Date]</p> <p>_____ [signature]</p> <p>Surveyor General [fill in name]</p> <p><i>And following the Surveyor General's signature in the plan application add the following notation with the owners signature:</i></p> <p>The conditions of the above mentioned Order are accepted:</p> <p>_____ [Owner(s) signature]</p> <p>_____ [fill in owner name]</p> <p><i>Additional Director's instruction – add the following note in the electronic plan application and submit an image of the signed order attached to an electronic declaration following the plan application:</i></p> <p>The Order of the Surveyor General dated_____ attached to an electronic declaration is in support of this plan application.</p>
Block Outline Posting Plan		S.10-16 (3)	<p>(3) On posting plans of block outline surveys, the following certificate must be appended:</p> <p>Posting of Block Outline Survey is hereby approved, [date].</p> <p>..... Surveyor General</p>	<p>(3) The notation required under hardcopy submission is moved to the submission form under electronic submission and is not required to be shown on the plan image.</p>	<p><i>Director's instruction - the signature to be included in an electronic plan application must be:</i></p> <p>Posting of Block Outline Survey Plan EPP_____ is hereby approved _____ [date].</p> <p>_____ [signature]</p> <p>Surveyor General [fill in name]</p>

Signatures, Approvals and Notations	<i>Land Title Act and Regulations and Practice</i>	Survey Rules	Existing Survey Rule Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Control Traverse		S.10-16 (4) (a)(iii)	<p>(4) For a block outline survey of highways as defined in the <i>Transportation Act</i> or a forest service road as defined in the <i>Forest Act</i>, if it is necessary to deal with individual parcels using separate block outline plans instead of a single block outline plan, then</p> <p>(a) a plan of a control traverse must be prepared and filed in the Office of the Surveyor General and must contain the following information:</p> <p>(i) show the relation of type 4 (or better) posts set as control monuments;</p> <p>(ii) sufficient cadastral detail to locate the traverse on the ground;</p> <p>(iii) the following note: The monumentation of the control traverse shown on this plan is hereby approved [date]. Surveyor General</p>	<p>a plan image of a control traverse must be prepared and filed in the Office of the Surveyor General and must contain the following information:</p> <p>(i) show the relation of type 4 (or better) posts set as control monuments;</p> <p>(ii) sufficient cadastral detail to locate the traverse on the ground;</p>	<p><i>A Director's instruction for a notation is not required for an electronic plan as a specific Survey Rule exists</i></p>
Modified Posting		S.3-5 (2)	<p>(2) If an application for modified posting is approved, the following note must be shown on the plan:</p> <p>The monumentation on this survey is approved..... [date] Surveyor General</p>	<p>(2) If an application for modified posting is approved, the following note must be shown on the plan image:</p> <p>Modified monumentation has been approved for this survey.</p>	<p><i>A Director's Instruction for a notation is not required for an electronic plan as a specific survey rule exists.</i></p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>The monumentation on survey Plan EPP_____ is approved by the Surveyor General _____ [date]</p> <p>_____ [signature]</p> <p>_____ Surveyor General [fill in name]</p>

Signatures, Approvals and Notations	Land Title Act and Regulations and Practice	Survey Rules	Existing Land Title Practice Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Include unregistered Crown Land <i>Land Act</i> Section 58		S.10-15 (h)	(h) if an application to include unregistered land within a subdivision plan has been consented to: Certificate under the <i>Land Act</i> , section 58 The unregistered land included within this plan, which was not included in a grant from the Crown, need not be retained by the Crown. for Minister of Agriculture and Lands [date]	(h) if an application to include unregistered land within a subdivision plan has been consented to: <i>Land Act</i> , section 58 This plan image includes unregistered land which was not included in the grant from the Crown.	<i>A Director's Instruction for a notation is not required for an electronic plan as a specific survey rule exists.</i> <i>Director's instruction</i> - the signature to be included in an electronic plan application must be: The unregistered land included within plan EPP____, which was not included in a grant from the Crown, need not be retained by the Crown. _____ [signature] _____ [fill in name] for the Minister of Agriculture and Lands _____ [date]
Public Road over Crown Land Section 80		S.10-15 (i)	(i) if a public road allowance is being established over Crown land, as access to a subdivision: Certificate under the <i>Land Act</i> , section 80 The public road through Crown land shown hereon is authorized under the <i>Land Act</i> , section 80. Surveyor General [date]	(i) if a public road allowance is being established over Crown land, as access to a subdivision: <i>Land Act</i> , section 80 This plan image includes road through Crown land.	<i>A Director's Instruction for a notation is not required for an electronic plan as a specific survey rule exists.</i> For a Certificate under the <i>Land Act</i> , section 80: <i>Director's instruction</i> - the signature to be included in an electronic plan application must be: The public road through Crown land shown on Plan EPP____ is authorized under the <i>Land Act</i> , section 80. _____ [signature] _____ Surveyor General [fill in name] _____ [date]
Exemption Section 108	LTA S.108	S.10-15 (k)	(k) if exemption under section 108 (3) of the <i>Land Title Act</i> has been granted by minister's order: Pursuant to section 108 (3) of the <i>Land Title Act</i> , land dealt with hereon, shown covered by water and not designated "Returned to Crown in right of the Province", is not deemed to be transferred to the Crown by virtue of an exemption, by ministerial Order, to the action of section 108 (2) of the Land Title Act. See DF [insert L.T.O. filing no.]	(k) if exemption under section 108 (3) of the <i>Land Title Act</i> has been granted by minister's order: Section 108 (3) of the Land Title Act Subject to an exemption to be granted by minister's order to the action of section 108 (2) of the <i>Land Title Act</i> , land dealt with hereon, shown covered by water and not designated "Returned to Crown in right of the Province", is not to be transferred to the Crown	<i>A Director's Instruction for a notation is not required for an electronic plan as a specific survey rule exists.</i> <i>Director's instruction</i> - if an exemption under section 108(3) of the <i>Land Title Act</i> has been granted by minister's order: <i>add the following notation in the electronic plan application and submit an image of the signed order attached to an electronic declaration following the plan application:</i> The Minister's order pursuant to section 108(3) <i>Land Title Act</i> dated _____ is attached to an electronic declaration in support of this plan application.

Signatures, Approvals and Notations	<i>Land Title Act</i> and Regulations and Practice	Survey Rules	Existing BC Regulation for Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Alternative Access Notations	BC Regulation 334/79 S.8 to 12 LTPM paragraph 7.154		<p>Approving Officer includes in the written approval the following statement</p> <p>Access by Water Only or Access by Air only</p> <p>Access to Highway by Easement</p> <p><i>Approved under Land Title Act, See B.C. Reg. 334/79, S.9 Access by Easement only.</i></p> <p>Access by Common Lot</p> <p><i>Approved under the Land Title Act, See B.C. Reg 334/79, S.11</i></p>	<p><i>No current specific Survey Rule for electronic plans</i></p>	<p><i>Director's instruction for an electronic plan - If an electronic plan is prepared such that an alternate access pursuant to BC Regulation 334/79 is required for one or more of the lots add the applicable notation on the plan image:</i></p> <p>ACCESS BY AIR ONLY ACCESS BY WATER ONLY ACCESS TO LOT __ BY EASEMENT ONLY ACCESS BY COMMON LOT</p> <p><i>Director's instruction – in an electronic plan application which must include the signature required pursuant to S.88 Land Title Act, the Approving Officer includes in the written approval the following statement:</i></p> <p><i>For Access by Water Only or Access by Air only</i></p> <p>Access by Water or Air only</p> <p><i>For Access to Highway by Easement</i></p> <p>Approved under <i>Land Title Act</i>, See B.C. Reg. 334/79, S.9 Access by Easement only.</p> <p><i>For Access by Common Lot</i></p> <p>Approved under the <i>Land Title Act</i>, See B.C. Reg. 334/79, S.11</p>

Signatures, Approvals and Notations	<i>Land Title Act and Regulations and Practice</i>	Survey Rules	Existing Survey Rule Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
S.70 LTA Survey Method Approval within E & N		S.8-18 (1)	<p>(1) If a plan is prepared of an unsurveyed area designated as a block in an original grant from the Esquimalt and Nanaimo Railway Company under section 70 (1) and (2) of the Act, it must contain the following notation:</p> <p>This plan has been prepared in accordance with Part 8 of The General Survey Instruction Rules Approved on _____ (date) Surveyor General</p>	<p>(1) If an electronic plan is prepared of an unsurveyed area designated as a block in an original grant from the Esquimalt and Nanaimo Railway Company under section 70 (1) and (2) of the Act, the following notation must be shown on the plan image:</p> <p>This plan has been prepared in accordance with Part 8 of the General Survey Instruction Rules</p>	<p><i>A Director's Instruction for a notation is not required for an electronic plan as a specific survey rule exists.</i></p> <p>If a plan is prepared of an unsurveyed area designated as a block in an original grant from the Esquimalt and Nanaimo Railway Company under section 70(1) and (2) of the Act:</p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>Plan EPP_____ has been prepared in accordance with Part 8 of the General Survey Instruction Rules Approved on _____(date) _____ [signature] _____ Surveyor General [fill in name]</p>
Survey Monumentation Approval within E & N (Block Outline)		S.8-18 (2)	<p>(2) If a block outline survey has been consented to of an unsurveyed area designated as a block in an original grant from the Esquimalt and Nanaimo Railway Company under section 70 (2) of the Act, it must contain the following notation:</p> <p>Modified monumentation has been used for this survey. Approved on _____(date) Surveyor General</p>	<p>(2) If a block outline survey has been consented to of an unsurveyed area designated as a block in an original grant from the Esquimalt and Nanaimo Railway Company under section 70 (2) of the Act, it must contain the following notation</p> <p>Modified monumentation has been approved for this survey.</p>	<p><i>A Director's Instruction for a notation is not required for an electronic plan as a specific survey rule exists.</i></p> <p>If a block outline survey has been consented to of an unsurveyed area designated as a block in an original grant from the Esquimalt and Nanaimo Railway Company under section 70(2) of the Act, it must contain the following notation:</p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>Modified monumentation has been used for Plan EPP_____. Approved on _____ (date) _____ [signature] _____ Surveyor General [fill in name]</p>

Signatures, Approvals and Notations	<i>Land Title Act and Regulations and Practice</i>	Survey Rules	Existing Survey Rule Hardcopy Plan September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Certification of Statutory Right of Way Plans over Crown Land		S.6-20 (2)	<p>(2) All plans over Crown land must be submitted to the Surveyor General and must include the following notation:</p> <p>I hereby certify that this is the Official Plan of the right of way shown outlined hereon. Surveyor General [date] placed in the bottom right-hand corner of the plan.</p>	<p>(2) The notation required under hardcopy submission is moved to the submission form under electronic submission and is not required to be shown on the plan image.</p>	<p><i>Director's instruction for an electronic plan</i> - add the following notation to the plan image</p> <p>This plan is prepared as the Official Plan of the lands shown hereon for the Surveyor General.</p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>I hereby certify that Plan EPP_____ is the Official Plan of the right of way shown outlined thereon.</p> <p>_____ [signature] _____ Surveyor General [fill in name] _____ [date]</p>
Certification over Highway and Railway Plans		S.7-28 (i)	<p>(i) the following notation is required for railway and highway plans over untitled Crown land:</p> <p style="text-align: center;">Official Plan CONFIRMED UNDER SECTION 72 LAND ACT</p> <p>_____ Surveyor General</p> <p>(ii) the following notation is also required for railway plans:</p> <p>I hereby certify that this is the Official Plan of [designations]..... shown outlined hereon. Surveyor General [date]</p>	<p>The notation required under hardcopy submission is moved to the submission form under electronic submission and is not required to be shown on the plan image.</p>	<p><i>Director's instruction for an electronic plan</i> - add the following notation to the plan image</p> <p>Plan EPP _____ is prepared as the Official Plan of the lands shown hereon for the Surveyor General.</p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p style="text-align: center;">Official Plan EPP __ is Confirmed under Section 72 Land Act</p> <p>_____ [signature] _____ Surveyor General [fill in name] _____ [date]</p> <p>(ii) the following notation is also required for railway plans:</p> <p>Plan EPP _____ is prepared as the Official Plan of the lands shown hereon for the Surveyor General.</p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>I hereby certify that Plan EPP_____ is the Official Plan of the railway shown outlined thereon.</p> <p>_____ [signature] _____ Surveyor General [fill in name] _____ [date]</p>

Strata Property Act General Information	Land Title Act, Strata Property Act or Regulation	Survey Rules	Existing Survey Rule or Strata Property Act Regulation for Hardcopy Strata Plans September 2009	Existing Survey Rules for Electronic Strata Plans September 2009	Directors Requirements for Electronic Strata plans and applications September 2009
General Information required on strata plan sheets	SPA regulation S.14.4 as amended by BC reg 295/2006 LTA S.168.712 (3) SPA Section 244(1)(e) Land Surveyors Act S.75	S.13-2 (b)	<p>Strata plan requirements</p> <p>14.4 (1) Every strata plan tendered for deposit in a land title office must consist of a series of consecutively numbered sheets on the first of which is set out the matters required by section 244 (1) (a), (b) and (f) of the Act followed by further sheets on which are shown the matters required by section 244(1)(c), (d), (g), (h), (i) and (j) of the Act and must comply with the following requirements:</p> <p>(a) each sheet of a strata plan (i) must be endorsed, if it is the first sheet referred to in the preceding paragraph, in the top right corner "Sheet 1 of..... sheets, Strata Plan", and be endorsed in a like manner for the remaining sheets, and if a strata plan is to be deposited in phases, in addition to "Strata Plan" there must be added "Phase", and (ii) must be dated and contain the name of the surveyor preparing the strata plan;</p> <p>(b) if the strata plan includes a building, the perimeter of the building must be outlined on the first sheet and the first sheet must show</p> <p>(i) the dimensions of such perimeter,</p> <p>(ii) the location of the building relative to the boundaries of the land included within the strata plan, and(iii) distances from the building to the boundaries, unless this requirement is dispensed with by the registrar;(f) if a strata plan includes a building, any line shown as a boundary of the strata lot represents a wall built from floor to ceiling, unless the strata plan indicates that the line does not represent a wall built from floor to ceiling, and in that case the area of the space must be dimensioned with reference to a wall or walls; (k) the strata plan must be accompanied by one mylar copy of its sheets, which may be machine made, of a quality equal to that specified in section 14.3 (1), together with any paper prints that are necessary for the purposes of the taxing</p>	no current specific Survey Rule for electronic plans	<p><i>The following requirements shall be in force for electronic plans until such time as the Strata Property Act Regulations are further amended or General Survey Instruction Rules replace all or part of these requirements.</i></p> <p>Director's Electronic Strata plan requirements</p> <p>Every electronic strata plan tendered for deposit in a land title office must consist of a series of consecutively numbered sheets on the first of which is set out the matters required by section 244(1)(a) and (b) of the Act followed by further sheets on which are shown the matters required by section 244(1)(c), (d) and (j) of the Act and must comply with the following requirements:</p> <p>(a) each sheet of a strata plan (i) must be endorsed, if it is the first sheet referred to in the preceding paragraph, in the top right corner "Sheet 1 of ____ sheets, Strata Plan EPS____", and be endorsed in a like manner for the remaining sheets, and if a strata plan is to be deposited in phases, in addition to "Strata Plan EPS____" there must be added "Phase ____", and (ii) must be dated and contain the name of the surveyor preparing the strata plan;</p> <p>(b) if the strata plan includes a building, the perimeter of the building must be outlined on the first sheet and the first sheet must show(i) the dimensions of such perimeter, (ii) the location of the building relative to the boundaries of the land included within the strata plan, and(iii) distances from the building to the boundaries, unless this requirement is dispensed with by the registrar;(f) if a strata plan includes a building, any line shown as a boundary of the strata lot represents a wall built from floor to ceiling, unless the strata plan indicates that the line does not represent a wall built from floor to ceiling, and in that case the area of the space must be dimensioned with reference to a wall or walls;</p>

General Information required on strata plan sheets cont'd			<p>authorities and one paper print for the land title office;</p> <p>The first sheet must contain the following information in addition to the requirements of Part 3:</p> <p>(a) the type of monumentation found or placed at every corner of the land that is subject to the strata plan except phased boundaries which do not require posting;</p> <p>(b) the endorsement of statement by surveyor (Form 9, <i>Land Title Act</i>);</p> <p>(c) where buildings are shown, (i) if there is more than one building, each building must be identified by either a building number or by strata lot numbers to enable a cross reference from the first sheet to the floor plans, and</p> <p>(ii) the shortest distance offsets from each building to the adjacent perimeter strata plan boundaries and additional offsets or bearing and distances to clearly define the relationship of the building(s) to the perimeter plan boundary, if necessary, unless this requirement is dispensed with by the registrar.</p>		
Strata Property Act General Information	Strata Property Act or Regulation	Survey Rules	Existing Survey Rule or Strata Property Act Regulation for Hardcopy Strata Plan September 2009	Existing Survey Rules for Electronic Strata Plans September 2009	Directors Requirements for Electronic Strata plans and applications September 2009
Lettering	Strata Property Act Regulation S.14.3 (2)	S.3-3 (1) and (10)	<p>(1) Plans must be draughted in permanent black ink and all words on the plan, other than signatures, must be printed.</p> <p>(10) Plan lettering must be in a solid black font and must not be less than 2.0 mm in height.</p>	<p>(1) All features in an electronic plan must be depicted in black on a white background and all words and numbers must be printed (stylized or ornate fonts are not acceptable).</p> <p>(10) Lettering on plan images must be in a black font and must not be less than 2.00 mm in height when produced at the intended plot size.</p>	<i>A Director's instruction for electronic strata plan is not required as a specific Survey Rule exists.</i>
Draughting	SPA Regulation S.14.3(3)	S. 3-3 (2)	<p>(2) Except in the cases of a building strata plan and a posting plan, other than a block outline posting plan, the exterior boundaries of the land being dealt with by the plan must be shown as a solid black line, between 1 and 1.5 mm in width when the plan image is reproduced at the intended plot size.</p>	<p>(2) Except in the cases of a building strata plan and a posting plan, other than a block outline posting plan, the exterior boundaries of the land being dealt with by the plan must be shown as a solid black line, between 1 and 1.5 mm in width when the plan image is reproduced at the intended plot size.</p>	<i>A Director's instruction for electronic strata plan is not required as a specific Survey Rule exists.</i>

Strata Property Act General Information	Strata Property Act or Regulation	Survey Rules	Existing Survey Rule or Strata Property Act Regulation for Hardcopy Strata Plan September 2009	Existing Survey Rules for Electronic Strata Plans September 2009	Directors Requirements for Electronic Strata plans and applications September 2009
Strata Sheet Sizes	Strata Property Act Regulation S.14.3 (1) LTA S.168.712 (1-4)	S.3-1 (3)	(3) Strata plans must be prepared using an A or B size sheet, unless the registrar of land titles authorizes C or D size plans.	Strata plans shall be subject to Rule 3-1 (1). The plan image must be created as a PDF file compatible with Adobe Acrobat 6.0, or higher, with a resolution of not less than 600 dots per inch and having an intended plot size of A size – 216 mm by 280 mm B size – 280 mm by 432 mm C size – 432 mm by 560 mm D size – 560 mm by 864 mm E size – 864 mm by 1120 mm	<i>A Director's instruction for electronic strata plans is not required as a specific Survey Rule exists.</i>
Bar Scale	SPA Regulation S.14.4	S.3-4 (a)	a scale and corresponding bar scale must (i) be shown on each sheet of the strata plan, and (ii) must comply with the rules made under section 75 of the Land Surveyors Act;	3-4(a) a bar scale and the following notation: The intended plot size of this plan is ___mm in width by ___mm in height (insert sheet size e.g. D size) when plotted at a scale of 1: _ _.	<i>A Director's instruction is not required for an electronic strata plan as a specific survey rule exists.</i> <i>Note this rule applies to every sheet in an electronic strata plan.</i>
North Point	SPA Regulation S.14.4(1)(o)		a north point must be shown on each sheet of the strata plan, unless this requirement is dispensed with by the registrar	<i>no current specific Survey Rule for electronic plans</i>	<i>Director's instruction for an electronic strata plan must be the same as Strata Property Act Regulation S.14.4(1)(o).</i>
Abbreviations	SPA Regulation S.14.4(1)(p)		all abbreviations or symbols used and all necessary particulars not otherwise expressed must be explained by a legend on the first sheet of the strata plan;	<i>no current specific Survey Rule for electronic plans</i>	<i>Director's instruction for an electronic strata plan must be the same as Strata Property Act Regulation S.14.4(1)(p).</i>
Street Address	SPA Regulation S.14.4(1)(q)		the street address of the land contained in the strata plan must be shown on the first sheet;	<i>no current specific Survey Rule for electronic plans</i>	<i>Director's instruction for an electronic strata plan must be the same as Strata Property Act Regulation S.14.4(1)(q).</i>
Municipality or Assessment District	SPA Regulation S.14.4(1)(r)		the name of the municipality or assessment district in which the strata plan is located must be shown on the first sheet.	<i>no current specific Survey Rule for electronic plans</i>	<i>Director's instruction for an electronic strata plan must be the same as Strata Property Act Regulation S.14.4(1)(r).</i>

Signatures General	Strata Property Act, Land Title Act or Regulation	Survey Rules	Existing Statute Hardcopy Strata Plan September 2009	Existing Statute for Electronic Strata Plans September 2009	Directors Requirements for Electronic Strata plans and applications September 2009
<p>LTA 68.712(1) Provisions in this Act and any other enactment that apply in relation to plans apply to electronic plans except as provided in this Division.</p>	<p>SPA S.244(1) (g) SPA Regulation 295/2006 S.14.9</p>		<p>14.9 (a) unless the plan is in electronic format, an Application to Deposit Strata Plan in Form Z, signed by the person applying to deposit the strata plan or by his or her agent, and (b) the duplicate indefeasible title covering the land if it is not already in the land title office.</p> <p>S.244(1) A strata plan must be signed by (i) the person applying to deposit the plan under section 240, and (ii) each holder of a registered charge on all or part of the land included in the strata plan, unless, in the registrar's opinion, the interests of persons who have not signed are not adversely affected by the deposit of the plan,</p>	<p>LTA S.168.731(2) An electronic plan application is signed for the purposes of this section when the person signs a true copy of the electronic plan application in accordance with the requirements established by the director.</p> <p>LTA S.168.732(3) A subscriber must not incorporate his or her electronic signature into an electronic plan application unless (a) a true copy of the electronic plan application (i) has been signed by the persons specified on the application, and (ii) if this Act requires the signature to be witnessed, the required information respecting the witness is stated on the application, (b) any annotations, approvals, certificates, endorsements or statements required by this Act or any other enactment are set out on the electronic plan application above the signature of the required person, and (c) the true copy referred to in paragraph (a), or a copy of that true copy, is in the possession of the subscriber.</p>	<p><i>Director's instruction for signatures on electronic strata plan - General</i></p> <p>The signatures of the owners and holders of registered charges and plan approvals are now located on the prescribed electronic Application to Deposit Plan at Land Title.</p> <p>Note: some text in existing survey rules, Strata Property Act or regulation or other acts or regulations have been amended in the following for signatures and approvals on the electronic plan application where they refer to "shown on plan hereon" or similar language and replaced with a reference to plan EPP____ or EPS____ as the case may be.</p>

Surveyor Statements	Strata Property Act or Regulation	Survey Rules	Existing Strata Property Act and Regulation for Hardcopy Strata Plan September 2009	Existing Survey Rules for Electronic Strata Plans September 2009	Directors Requirements for Electronic Strata plans and applications September 2009
Form 9		S.10-15 (n) S.3-4 (2)(f) S. 13-2(b)	<p>the surveyor's certificate in the form prescribed under the <i>Land Title Act</i> Regulation; Form 9</p> <p>I, _____, a British Columbia Land Surveyor, of _____, in British Columbia, certify that I was present at and personally superintended the survey represented by this plan, and that the survey and plan are correct. The field survey was completed on the ___ day of _____, _____. The plan was completed and checked, and the checklist filed under #_____, on the _____day of _____, _____</p> <p>(Signature of B.C.L.S)</p> <p>(n) for explanatory plans: This plan was completed and checked, and the checklist filed under #....., on the..... day of and is hereby certified correct in accordance with Land Title Office records.</p> <p>..... [name] B.C.L.S.</p>	<p>3-4 (2) (f) the following notation must be shown on the plan image:</p> <p>(i) For plans based on field survey: The field survey represented by this plan was completed by [full name of BCLS], BCLS on the [dd] day of [month], [yyyy].</p> <p>(ii) For plans based on existing records:</p> <p>This plan is based on the following Land Title and Survey Authority of BC records:</p> <p>(list plans and documents used to compile the plan) [full name of BCLS], BCLS</p>	<p><i>A Director's Instruction for a notation is not required for an electronic strata plan as a specific survey rule exists.</i></p> <p><i>Director's instruction</i> - the the surveyor's certificate in the form prescribed under the <i>Land Title Act</i> Regulation; Form 9 or the certification required by Survey Rule 3-4(2)(f) for an explanatory plan shall be contained in the electronic Survey Plan Certification form with an attached image of the plan to which the land surveyor shall apply their electronic signature.</p> <p>I am a British Columbia land surveyor and certify that I was present and personally superintended this survey and that the survey and plan are correct.</p> <p>This field survey was completed on: [Year/Month/Day]</p> <p>The plan was completed and checked on: [Year/Month/Day]</p> <p>The checklist was filed under ECR#: _____</p> <p><i>or for an explanatory plan:</i></p> <p>I am a British Columbia land surveyor and certify that this plan was completed and checked on: [Year/Month/Day]</p> <p>that the checklist was filed under ECR#: _____</p> <p>and that the plan is correct in accordance with Land Title Office records.</p>

Surveyor Statements	Strata Property Act or Regulation	Survey Rules	Existing Strata Property Act and Regulation for Hardcopy Strata Plan September 2009	Existing Survey Rules for Electronic Strata Plans September 2009	Directors Requirements for Electronic Strata plans and applications September 2009
<p>Surveyors Certification Certificate of Nonoccupancy Form S</p>	<p>SPA S.241(1) SPA Regulation S.14.5 (3)</p>		<p>If a strata plan includes a building that has not been previously occupied, the plan must be endorsed by a British Columbia land surveyor certifying that the building has not been previously occupied. The endorsement of nonoccupancy required by section 241(1) of the Act, and referred to in section 244(1)(i)(i) of the Act, must be in Form S.</p> <p>I,, a British Columbia land surveyor, certify that the buildings included in this strata plan have not, as of [month day, year]*, been previously occupied. Signature</p>	<p><i>no current specific Survey Rule for electronic plans</i></p>	<p><i>Director's instruction for an electronic strata plan - add the following notation to the plan image</i> The buildings included in this strata plan have not been previously occupied.</p> <p><i>Director's instruction for electronic strata plan:</i> The endorsement by the surveyor required in <i>Strata Property Act</i> S.241 (1), Regulation S.14.5(3) Form S for an electronic strata plan shall be contained in the electronic Survey Plan Certification form with an attached image of the plan to which the land surveyor shall apply their electronic signature.</p> <p>I am a British Columbia land surveyor and certify that the buildings included in this strata plan have not been previously occupied as of [Year/Month/Day]</p> <p>Certification Date: [Year/Month/Day]</p>

Surveyor Statements	Strata Property Act or Regulation	Survey Rules	Existing Strata Property Act and Regulation for Hardcopy Strata Plans September 2009	Existing Survey Rules for Electronic Strata Plans September 2009	Directors Requirements for Electronic Strata plans and applications September 2009
<p>Surveyors Certification - Form U Buildings within the boundaries</p>	<p>SPA S.244 (1)(f) SPA Regulation S.14.5(5)</p>		<p>A strata plan must (f) be endorsed by a British Columbia land surveyor with an endorsement that (i) buildings shown on the strata plan are within the external boundaries of the land that is the subject of the strata plan, or (ii) appropriate and necessary easements or other interests exist to provide for access to any parts of the building that are not within the boundaries, The endorsement of the British Columbia land surveyor referred to in section 244(1)(f) of the Act must be in Form U.</p> <p style="text-align: center;">Form U ENDORSEMENT OF SURVEYOR</p> <p>(Section 244(1)(f); Regulation section 14.5 (5))</p> <p>I,....., a British Columbia land surveyor, certify:</p> <p>1 that the buildings shown on this strata plan are within the external boundaries of the land that is the subject of the strata plan [where applicable, add] subject to clause 2 of this endorsement.</p> <p>2 that certain parts of the buildings are not within the external boundaries but appropriate and necessary easements or other interests are registered under No. [registered charge number], as set out in section 244(1)(f) of the <i>Strata Property Act</i>.</p> <p>Date: [month day, year].</p> <p>.....</p> <p>Signature</p>	<p><i>no current specific Survey Rule for electronic plans</i></p>	<p><i>Director's instruction for an electronic strata plan - add the following notation to the plan image:</i></p> <p>The buildings shown hereon are within the external boundaries of the land that is the subject of the strata plan <i>or</i> Certain parts of the buildings shown hereon are not within the external boundaries of the land that is the subject of the strata plan and appropriate and necessary easements or other interests are required to provide for these encroachments</p> <p><i>Additional Director's instruction for electronic strata plan:</i></p> <p>The endorsement by the surveyor required in <i>Strata Property Act</i> S.244 (1)(f), Regulation S.14.5(3) Form U for an electronic strata plan shall be contained in the electronic Survey Plan Certification form with an attached image of the plan to which the land surveyor shall apply their electronic signature</p> <p>I am a British Columbia land surveyor and certify that the buildings shown on this plan are within the external boundaries of the land that is the subject of this strata plan: [Year/Month/Day] or I am a British Columbia land surveyor and certify:</p> <p>1. I am a British Columbia land surveyor and certify that the buildings shown on this plan are within the external boundaries of the land that is the subject of this strata plan subject to clause 2 of this endorsement</p> <p>2. That certain parts of the building are not within the external boundaries but appropriate and necessary easements of other interests are registered as set out in section 244 (1)(f) of the <i>Strata Property Act</i>.</p> <p>Registered Charge Number(s): _____</p>

Strata Plan Signatures and Approvals	Strata Property Act or Regulation	Survey Rules	Existing Strata Property Act and Regulation for Hardcopy Strata Plans September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Phased	SPA S.224 SPA reg's 14.5 (1) LTA S.168.731 (3)		<p>The approval of a phase in a phased strata plan required by section 224 of the Act, and referred to in section 244 (1)(h) of the Act, must be in Form Q.</p> <p>Approved as Phase _____ [number of phase] of a _____ [total number of phases] phase strata plan under section 224 of the <i>Strata Property Act</i>.</p> <p>[date] _____</p> <p>_____ (signature) Approving Officer</p> <p>_____ [full name of Approving Officer]</p> <p>_____ [jurisdiction]</p>	<p><i>no current specific Survey Rule for electronic plans</i></p>	<p><i>Director's instruction for an electronic strata plan - add the following notation to the plan image:</i></p> <p>This Plan is Phase _____ [number of phase] of a _____ [total number of phases] phase strata plan under section 224 of the Strata Property Act lying within the jurisdiction of the Approving Officer for [insert jurisdictions]</p> <p><i>Director's instruction - the signature of the approving officer to be included in an electronic plan application must be:</i></p> <p>EPS _____ is approved as Phase _____ [number of phase] of a _____ [total number of phases] phase strata plan under section 224 of the <i>Strata Property Act</i>.</p> <p>[date] _____</p> <p>_____ (signature) Approving Officer</p> <p>_____ [full name of Approving Officer]</p> <p>_____ [jurisdiction]</p> <p>_____ [fill in file reference if desired]</p>

Strata Plan Signatures and Approvals	Strata Property Act or Regulation	Survey Rules	Existing Strata Property Act and Regulation for Hardcopy Strata Plans September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Form R Endorsement for Common Facilities in Phased Strata Plan	SPA Regulation S.14.5(2) SPA S.225		<p>The approval for common facilities required by section 225(1) of the Act, and referred to in section 244(1)(h) of the Act, must be in Form R.</p> <p>I certify that the _____ [specify common facility], which according to the Phased Strata Plan Declaration in Form P filed for this strata plan was to have been constructed in conjunction with this phase, has been provided for in accordance with section 225 (2) of the <i>Strata Property Act</i>.</p> <p>[date] _____</p> <p>_____ signature) Approving Officer</p> <p>_____ Name of Municipality (or as the case may be)</p>	no current specific Survey Rule for electronic plans	<p><i>Director's instruction for an electronic strata plan</i> - add the following notation to the plan image:</p> <p>The common facility [name the common facility] in this phase is subject to the conditions set out in the Form P filed for this strata plan.</p> <p><i>Director's instruction</i> - the signature of the approving officer to be included in an electronic plan application must be:</p> <p>I certify that the _____ [specify common facility], which according to the Phased Strata Plan Declaration in Form P filed for strata plan EPS_____ was to have been constructed in conjunction with phase ____ [identify phase #], has been provided for in accordance with section 225 (2) of the <i>Strata Property Act</i>.</p> <p>[date] _____</p> <p>_____ (signature)</p> <p>_____ Approving Officer [fill in name]</p> <p>_____ [fill in Name of Municipality, or as the case may be]</p> <p>_____ [fill in file reference if desired]</p>
Conversion Approval	SPA S.242 SPA Regulation S.14.5(4)		<p>The approval of the approving authority required by section 242(7) or (8) of the Act, and referred to in section 244(1)(i)(ii) of the Act, must be in Form T.</p> <p>I certify that the conversion of the buildings included in this strata plan have been approved under section 242 of the <i>Strata Property Act</i>.</p> <p>[date] _____</p> <p>_____ Signature of Authorized Signatory of Approving Authority</p> <p>_____ [Name of Municipality (or as the case may be)</p>	no current specific Survey Rule for electronic plans	<p><i>Director's instruction for an electronic strata plan</i> - add the following notation to the plan image:</p> <p>The buildings included in this strata plan have been previously occupied.</p> <p><i>Director's instruction</i> - the signature of the approving officer to be included in an electronic plan application must be:</p> <p>I certify that the conversion of the buildings included in strata plan EPS_____ have been approved under section 242 of the <i>Strata Property Act</i>.</p> <p>[date] _____</p> <p>_____ Signature of Authorized Signatory of Approving Authority</p> <p>_____ [fill in name of Approving Authority]</p> <p>_____ [fill in name of municipality, or as the case may be]</p> <p>_____ [fill in file reference if desired]</p>

Strata Plan Signatures and Approvals	Strata Property Act or Regulation	Survey Rules	Existing Strata Property Act and Regulation for Hardcopy Strata Plans September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Strata Plan Amendment	SPA S.262(3)(c) LTPM 11/07		<p>Approval by Approving Officer: Section 262(3)(c)(ii)</p> <p>There is no prescribed form for the certificate that the approving officer endorses on the plan.</p>	<p><i>no current specific Survey Rule for electronic plans</i></p>	<p><i>Director's instruction for an electronic strata plan - add the following notation to the plan image:</i></p> <p>The buildings included in this strata plan have been previously occupied.</p> <p><i>Director's instruction - the signature of the approving officer to be included in an electronic plan application must be:</i></p> <p>I certify that the proposed amendment of Strata Plan EPS_____ complies with any applicable [municipal or regional district bylaws or applicable Nisga'a Government laws] for the _____ [jurisdiction].</p> <p>[date]_____</p> <p>_____ (signature) Approving Officer</p> <p>_____ [full name of Approving Officer]</p> <p>[Fill in name of municipality, or as the case may be] _____ [fill in file reference if desired]</p>
Strata Plan Signatures and Bareland Strata Plan Approvals	Strata Property Act or Regulation	Survey Rules	Existing Strata Property Act and Regulation for Hardcopy Strata Plans September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Bareland Strata Plan Modified Posting		S.13-8 (3)(e)	<p>if the association permitted modified posting with type 1, 2 or 4 under section 13-7, then the plan must bear the following certification:</p> <p><i>Modified monumentation has been used for this survey.</i> <i>Approved</i> <i>Surveyor General</i></p>	<p>if the Association permitted modified posting with type 1, 2 or 4 under section 13-7, then the plan must bear the following certification:</p> <p>Modified monumentation has been approved for this survey.</p>	<p><i>A Director's instruction for a notation is not required for an electronic strata plan as a specific survey rule exists.</i></p> <p>if the association permitted modified posting with type 1, 2 or 4 under section 208, then the plan must bear the following certification:</p> <p><i>Director's instruction - the signature to be included in an electronic plan application must be:</i></p> <p>Modified monumentation has been used for Strata Plan EPS_____.</p> <p>_____ [Signature]</p> <p>Surveyor General [fill in name] _____ [date].</p>

Strata Plan Signatures and Bareland Strata Plan Approvals	Strata Property Act or Regulation	Survey Rules	Existing Strata Property Act and Regulation for Hardcopy Strata Plans September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Bareland Strata Plan Public Access to Water	B.C. Reg 75/78 S.8(3)		The grant of relief under subsection (2) may be evidenced by a certificate endorsed on the bare land strata plan and signed by the Minister of Transportation and Highways or by an Approving Officer of the Ministry of Transportation and Highways.	<i>no current specific Survey Rule for electronic plans</i>	<p><i>Director's instruction for an electronic plan</i> - add the following notation to the plan image</p> <p>This plan need not comply with <i>Bareland Strata Regulations 75/78</i> section 8 of the Strata Property Act.</p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>Strata Plan EPS_____ need not comply with <i>Bareland Strata Regulations 75/78</i> section 8 of the Strata Property Act.</p> <p>_____ [Signature]</p> <p>_____ Minister of Transportation and Infrastructure or Approving Officer for Ministry of Transportation and Infrastructure [fill in name and state signing authority] _____ [fill in file reference if desired]</p>
Bareland Strata Plan Form of Approval	B.C. Reg 75/78 S.18		On the approval of a bare land strata plan, the approving officer shall write on it "Approved as a bare land strata plan under the <i>Strata Property Act</i> " with the date of approval and shall sign it and append below his signature the title [Municipal, or as the case may be] Approving Officer for[Name of municipality, or as the case may be].....	<i>no current specific Survey Rule for electronic plans</i>	<p><i>Director's instruction for an electronic plan</i> - add the following notation to the plan image:</p> <p>This bare land strata plan lies within the jurisdiction of the Approving Officer for [insert jurisdictions].</p> <p><i>Director's instruction</i> - the signature to be included in an electronic plan application must be:</p> <p>Strata Plan EPS_____ is approved as a bareland strata plan under the <i>Strata Property Act</i>.</p> <p>_____ [signature]</p> <p>_____ Approving Officer [fill in name] _____. [fill in date]</p> <p>[Fill in Municipality, or as the case may be] _____ [fill in file reference if desired]</p>

Strata Plan Signatures and Bareland Approvals	Strata Property Act or Regulation	Survey Rules	Existing <i>Strata Property Act</i> or Regulation for Hardcopy Strata Plans September 2009	Existing Survey Rules for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Bareland Strata Plan Form of Re-Inspection	B.C. Reg 75/78 S.19(3)		<p>(3) Where a bare land strata plan is tendered for examination and approval after the expiration of 3 months after the date the survey is completed, the approving officer may require the surveyor who carried out the survey to inspect the survey and</p> <p>(a) satisfy himself that</p> <p>(i) all posts and monuments are in place, and</p> <p>(ii) the survey has not been affected by an intervening survey or a registration, deposit, or filing under the Act or the <i>Land Title Act</i>, and</p> <p>(b) write on the plan "Inspected under the <i>Strata Property Act</i>", with the date of the inspection and his signature.</p>	<i>no current specific Survey Rule for electronic plans</i>	<p><i>Director's instruction for an electronic plan</i> - add the following notation to the plan image:</p> <p>Inspected under the <i>Strata Property Act</i> on the ____ day of _____.</p>
Bareland Strata Plan Form of Re-Approval	B.C. Reg 75/78 S.19(3)		<i>no current specific Survey Rule for hardcopy plans</i>	<i>no current specific Survey Rule for electronic plans</i>	<p><i>Director's instruction</i> – where applicable the signature to be included in an electronic plan application must be:</p> <p>Strata Plan EPS_____ re-Approved as a bareland strata plan under the <i>Strata Property Act</i> _____.[date]</p> <p>_____ . [signature]</p> <p>_____ . [fill in name and Approving Officer's title]</p> <p>_____ . [Fill in Municipality, or as the case may be]</p> <p>_____ [fill in file reference if desired]</p>

Documents to Accompany Strata Plans	Strata Property Act or Regulation	Existing Strata Property Act or Regulation for Hardcopy Strata Plans September 2009	Existing Strata Property Act or Regulation for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
	SPA S.245	A strata plan tendered for deposit in a land title office must be accompanied by	<i>no specific strata property act regulations apply for electronic strata plans</i>	An electronic strata plan tendered for deposit in a land title office must be accompanied by the forms required in the following manner
Unit Entitlement	SPA S.245 (a), S.246, S.264 B.C. Regulation 203/2003, s.5	(a) a Schedule of Unit Entitlement in the prescribed form that complies with section 246, and (i) if the unit entitlement has been calculated in accordance with section 246 (3)(a)(i) or (b)(i), a certificate of a British Columbia land surveyor that states that the schedule reflects the habitable area of residential strata lots and the total area of nonresidential strata lots, or (ii) evidence of the superintendent's approval if required under section 246,	<i>no specific strata property act regulations apply for electronic strata plans</i>	<i>Director's instruction</i> The method of electronically submitting the prescribed Strata Property Act Form V approved by the Director is to attach an image of the originally signed form V as a supporting document to the electronic Strata Plan Filing Form.
Documents to Accompany Strata Plans	Strata Property Act or Regulation	Existing Strata Property Act or Regulation for Hardcopy Strata Plans September 2009	Existing Strata Property Act or Regulation for Electronic Plans September 2009	Directors Requirements for Electronic plans and applications September 2009
Voting Rights	SPA S.245(b), S.247, S.248, S.264 B.C. Regulation 203/2003, s.5	(b) if voting rights are set out in a schedule, a Schedule of Voting Rights in the prescribed form that complies with section 247 or 248, together with evidence of the superintendent's approval if the approval is required,	<i>no specific strata property act regulations apply for electronic strata plans</i>	<i>Director's instruction</i> The method of electronically submitting the prescribed Strata Property Act Form W approved by the Director is to attach an image of the originally signed form W as a supporting document to the electronic Strata Plan Filing Form.
Mailing Address	SPA S.245 (c) SPA Regulation S.14.6 (1) B.C. Regulation 203/2003 s.5	The mailing address of the strata corporation, required by section 245 (c) of the Act to accompany a strata plan tendered for deposit, must be set out in Form X.	<i>no specific strata property act regulations apply for electronic strata plans</i>	<i>Director's instruction</i> The method of electronically submitting the prescribed Strata Property Act Form X approved by the Director is to attach an image of the originally signed form X as a supporting document to the electronic Strata Plan Filing Form.
Developers Change of Bylaws	SPA S.245 (d) SPA Regulation S.14.6 (2) B.C. Regulation 203/2003, s.5	Any bylaws that differ in any respect from the Standard Bylaws, required by section 245 (d) of the Act to accompany a strata plan tendered for deposit, must be set out in Form Y	<i>no specific strata property act regulations apply for electronic strata plans</i>	<i>Director's instruction</i> The method of electronically submitting the prescribed Strata Property Act Form Y approved by the Director is to attach an image of the originally signed form Y as a supporting document to the electronic Strata Plan Filing Form.
Phased Strata Plan Declaration	SPA S.221, 222	221 (1) The registrar may only accept a phase of a phased strata plan for deposit if (a) a Phased Strata Plan Declaration in the prescribed form, approved by an approving officer in accordance with section 222, is filed with the first phase	<i>no specific strata property act regulations apply for electronic strata plans</i>	<i>Director's instruction</i> The method of electronically submitting the prescribed Strata Property Act Form P approved by the Director is to attach an image of the originally signed form P as a supporting document to the electronic Strata Plan Filing Form.