



Association of Ontario Land Surveyors Policy on Sketches

In order to provide opportunity for consistent understanding by the user of the various documents which may be provided by an Ontario Land Surveyor, the following is provided to ensure that a Sketch will look significantly different than a Plan of Survey.

A sketch is not a cadastral survey. It can incorporate information from a survey but is restricted by the following conditions and provisions:

- 1) Sketches should indicate in their title block the purpose of the sketch, for example, but not limited to:
 - a) Sketch for Building Permit Application,
 - b) Sketch for Severance Application
 - c) Sketch for Discussion Purposes,
 - d) Sketch showing Topographic Information,
 - e) Sketch for Development Permits,
 - f) Sketch for Grading Permits
 - g) Sketch to Illustrate (_____)
 - h) Illustration showing (_____)
- 2) The Geographic location of the parcel may appear as a part of the Sketch and shall not appear in the title block. This information can appear as a note.
- 3) The following Caution notes must appear prominently on the Sketch:

“Caution”

 - a) This is NOT a Plan of Survey and shall not be used except for the purpose indicated in the title block.
 - b) This Sketch is protected by Copyright ©
- 4) A Note shall appear on all Sketches indicating the source of the dimensions and information shown.
- 5) A Sketch shall contain a statement to indicate the Sketch is an original if embossed by the surveyor’s seal, or if it is pdf certified in an electronic version.
- 6) The Sketch shall NOT be signed unless required by an approving agency, and if so required shall be signed certifying date of completion only.
- 7) A Sketch shall include a note to indicate what units of measurement are being used and a conversion factor if desired.
- 8) A Sketch should not show bearings.
- 9) A Sketch shall not show any survey monuments.
- 10) A Sketch shall not show ties from existing property lines to physical features such as buildings, structures or fences.