

COMPREHENSIVE REVIEW CHECK LIST & RATING SCALE

<u>Topic</u>	<u>Reference</u>	<u>Reference Synopsis</u>	<u>Rating Scale</u>
<p><u>Research</u></p> <p>Documentary Evidence</p>	<p>{tc \l3 "Research } O.Reg. 42/96 S.3(a) Interpretive Guide S.1</p>	<p>Documentary evidence related to the land under survey and the land adjoining the land under survey must be examined. (Note: Documentary evidence may, subject to specific circumstances, include 40 yr. search, search for priority of severance, patent, field notes and plans of other surveyors, municipal by-laws, details for transfer of control and jurisdiction of King’s Highway to local road authority, etc.)</p>	<p>0 - : Comprehensive search and supporting field notes. 1 – 4: Minor omissions in documentation of searches, i.e. relying solely on property index maps for extent of adjacent PINs. 5 – 10: Deficiencies in research sufficient to cast doubt on the re-establishment of a boundary. May vary from absence of copies of plans or deeds to unresolved discrepancies between conflicting descriptions in adjacent deeds. Absence of any research into field notes of other firms, etc. Survey based on description provided by client with no additional research, survey adopts conflicting found monumentation without knowledge of source of evidence, lack or character of research at level to suggest the resulting survey is incorrect. Also, lack of research for Notice(s) of Claim for 40-year-old easements under the <i>Registry Act</i>.</p>
<p>Best Evidence</p>	<p>O.Reg. 42/96 S.3(c)</p>	<p>Boundaries must be re-established giving priority to evidence in accordance with common and statute law. (Note: Consideration must be given to Surveys Act, re: aliquot parts, unrun sidelines. Circumstances may have required reference to original field notes. Other issues could include misdescription, assessment of evidence, affidavits of knowledgeable parties, research into status and extent of travelled roads, roads in lieu and unregistered road widenings and like matters.)</p>	<p>0 -: Comprehensive research exhibited. 1 – 6: Minor issues in which research may have revealed information that would influence decisions made during the survey. 6 – 10: Major issues indicating that research was not undertaken for best, or better evidence; and survey is in conflict with other information contained in prior or adjacent surveys or historical data. Major issues of proportioning deeds; ignoring conflicting, long-standing occupation that could be reasonably related to original survey; not considering misdescription; reverse application of the priorities of boundary evidence by relying solely on dimensions in contrast to other evidence; plans do not represent a full survey of <u>all</u> boundaries of a unit of land while labelled SRPR.</p>

Water Boundaries	Interpretive Guide S.2	Water boundaries need to be researched sufficiently to determine whether they have been artificially altered. (Note: Navigability; controlled water levels; location or elevation of original water's edge; purpose, history, and variations to water level control regimes; time and circumstances of patent relative to water level control conditions; flooding rights and reserves; placement of fill or dredging are issues that may need to be researched/ resolved.)	0 -: Comprehensive research documented. 1 – 6 : Questionable research or reliance on previous decisions without investigation. 6 – 10 : No apparent research in respect to the water boundary, in conflict with other authoritative surveys.
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Field Notes/Work Best Evidence	O.Reg. 42/96 S.3(b)	A thorough field investigation for the best evidence of the boundaries must be conducted. (Note: Includes seeking monuments on or in proximity to boundaries under survey, considering occupation as evidence where no other evidence exists.)	0 -: All relevant evidence appears to have been found and considered. 1 – 6 : Field examination indicates additional unfound evidence that should have been located. 6 – 10 : Significant lack of field research for evidence at subject boundaries and corners, and not acquiring relevant information from local knowledgeable people.
Monument Placed on Existing Boundary	Interpretive Guide S.3	A monument placed on an existing boundary shall be established from evidence of the boundary on both sides of the monument. (Note: Consideration given to the availability of "evidence on either side".)	0 -: Points re-established from evidence on either side 1 – 6 : Production of street lines from monuments, laying out net from one side without checks 6 – 10 : Producing fence lines to re-establish township lot limits, etc. without supportive evidence.
Monument Placed on Existing Boundary	Interpretive Guide S.3	A monument or point placed on an existing boundary shall be established from evidence of the boundary on both sides of the boundary. In the absence of evidence of the rear line, consideration must be given to the depth of the lots on both sides of the common rear boundary.	0 -: Rear limits of lots re-established by reference to existing evidence on line of rear of lots, on limit of lane at rear of lots or by proportioning between streets at front and to the rear of lots. 1 – 6 Relying on plan or field note depth of lots where no monuments were found or shown on the old field notes or plans. 6 – 10 : Setting plan values for direction of sidelines and depth of property with no supporting evidence; or without considering the depth of the block; or conflicting with occupation or other surveys of nearby lands to the point of casting doubt on the survey.
Field Notes	O.Reg. 42/96 S.9 Interpretive Guide S.7-10	Every surveyor shall make and preserve exact and regular field notes for all surveys. (Note: Form of field notes to comply with A.O.L.S. Guidelines.)	0 -: Field notes in full compliance with the Guidelines 1 – 4 : Minor omissions or incongruities that do not affect the survey 5 – 10 : No notes, informal notes jotted on copy of underlying plan, sketch pages or measurement files missing from notes of radial survey, lack of correlation between sketch pages and measurements, etc.
Evidence and Procedure	O.Reg. 42/96 S.9 Interpretive Guide S.7-10	Field notes shall contain a clear and detailed account of the field work.	As above, emphasis placed on the clarity of the field notes in demonstrating the decisions made in the field, with a clear indication of the actual measured data and any calculated information added to the field notes.

<u>Description of Item</u>	<u>Reference</u>	<u>Reference Synopsis</u>	<u>Rating Scale</u>
<u>Field Notes/Work (Cont'd)</u> Field Procedure	O.Reg. 42/96 S.9 Interpretive Guide S.7-10	For each survey, exact and accurate field notes shall be prepared and shall contain a clear and detailed account of everything found, observed, and done in the field in the course of and relevant to the survey. The notes shall clearly indicate the method and progression of the survey.	As above, with emphasis on illustration of method and progression of survey.
Field Work to be Current	Interpretive Guide S.20, 21	A plan is to be prepared from current survey and may not be either partially or fully compiled unless permitted by the Statutes and Regulations of Ontario. (Note: Plan is not to be prepared by compiling information collected in earlier surveys without field verification. Plans not to show information taken from plans by others without verifying measurements. Sufficient field work to be undertaken and recorded in field notes to verify information shown on plans.)	0 -: Plan prepared from current survey. 1 – 8: Plan includes information that was not collected during current field work, shows bars on unrun lines without documentation that the bars continue in place. 8 – 10: Plan appears to be mainly or entirely compiled from title information and earlier plans or from plans by others without verification of information; such as, plan shows water's edge by reference to an earlier survey and not as a reflection of current conditions.
Measurement Verification	O.Reg. 42/96 S.7	All measurements shall be verified by mathematical closure or independent measurement.	0 -: Field work confirmed by closed traverse or independent or redundant measurements. 1 – 10: Traverses not closed or work undertaken by radial method without adequate checks, redundancies or independent measurement. Significance varies by length of sights, disagreement with plans of adjoining lands, placement of monuments often on return trip to site without correlation to points previously established or without confirming measurements between points set and points found. Disagreement with prior measurements without verifying whether errors in prior or current work.
Interests in Title (Easements, etc.)	O.Reg. 42/96 S.21 (1)(a)ii,(b) Interpretive Guide S.16	Easements or other interests in title evident on the ground must be located in the field and survey data necessary to illustrate their position shown on the plan. (Note: Aerial wires crossing property to serve other properties or crossing other properties to serve subject property, overhead wires in or out of easements, rear yard drains, driveways etc. must be located in the field and shown on field notes.)	0 -: Interests in title shown and tied to property limits 1 – 6: Field examination or other plans indicate the presence of interests in title not noted in the work under review. 7 – 10: Significant features indicating an interest in title or lack of same, such as undedicated widenings in front of parcel, drainage ditches, and apparent uses by others, etc.

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<u>Field Notes/Work (Cont'd)</u>			
Fences (hedges, etc.)	O.Reg. 42/96 S.21 (1)(a)i,ii Interpretive Guide S.16	Fences and their relationship to the boundary must be shown on plans. (Note: Features such as fences, retaining walls, hedges, posts which appear to limit or demarcate properties must be shown in relation to the boundaries.)	0 -: Fences , walls, hedges, etc. shown on the plan with ties. 1 – 3 : Fences, etc shown graphically with no direct relationship to the boundaries indicated. 4 – 10 : Fences or other limiting features not tied in in the field or shown in the field notes or on the plan.
Physical Encroachments	O.Reg. 42/96 S.21 (1)(a)iii Interpretive Guide S.16	Plans shall show any visible encroachments from the land being surveyed onto adjacent lands and from adjacent lands onto the lands being surveyed. (Note: Field notes to show overhanging eaves, encroaching structures, fences, driveways, planters, walks, utility pedestals and lines, pole anchors and the like.)	0 -: All encroachments shown 1 – 10 : Encroachments not shown. Level of concern varies from minor issues such as planted areas to significant issues including laneways across property, encroaching or overhanging structures and obvious contentious uses.
Monumentation	O.Reg. 525/91 S.2(4)	The top of a planted iron bar should not be more than 10 centimetres above the surface of the ground.	0 -: All monuments compliant 1 – 5 : Monuments not set in accordance with regulation. 6 –10 : Monuments up in travelled ways, loosely propped up in stones, etc.
Unidentified Monuments	O.Reg. 525/91 O.Reg. 525/91 S.3(2) S.3(3)	Monuments must be identified by name, number or letters of the appropriate firm or surveyor unless it is not possible to determine the origin of the monument. (Note: field notes to indicate the number, name or letters on the found monument or indicate no identification is evident, or such information is inaccessible, as flush in asphalt, or buried.)	0 -: The origin of found evidence is indicated in the field notes through inspection of the evidence. 1- 10 : Evidence of unknown origin is adopted during the survey. In extreme instances indications on other plans may suggest adopted monumentation has been set as a witness or is in conflict with other surveys and no research has been undertaken to determine how the adopted evidence was set.
Monumentation	O.Reg. 525/91 S.3(1) S.3(2)	The form of monumentation, be it planted or found, shall be identified by the legislated “letters of designation”, subject to the provisions set out under S.5(5)(6).	0 :- Compliant presentation. 1- 6 : Form of monumentation incorrectly identified.
Monumentation	O.Reg. 525/91 S.2	Sets out the type of permissible monuments where legislation requires monumentation.	0 :- Presentation compliant. 1 – 6 : Non-compliant monumentation used.

Monumentation	O.Reg. 525/91 S.4(1)	A monument shall be planted at every point that defines a corner of a unit of land and along the limits at intervals not greater than 150 metres in built-up areas, and not more than 300 metres elsewhere.	0 -: Monumentation at all required points and at prescribed intervals. 1 – 10: Non-compliant monumentation, i.e. corners not marked, intervals between monuments exceed requirements, etc.
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<u>Field Notes/Work (Cont'd)</u>			
Monumentation	O.Reg. 525/91 S.4(2)	For every survey, at least one quarter of the total number of angles must be monumented by a rock bar, rock post, rock plug, or standard iron bar.	0 -: Monumentation in compliance, with consideration given to exceptions where buried services or insufficient overburden occur. 1 – 10: Non-compliant monumentation to reliance on cut crosses, and concrete pins in lieu of SIBs.
Monumentation	O.Reg. 525/91 S.6(2)	When one limit of an easement is monumented, it must be monumented by a rock bar, rock post, rock plug, or standard iron bar.	0 -: Monumentation in compliance. 1 – 10: Insufficient SIBs or equivalents to none at all, without clarification (i.e. lack of overburden or buried services).
Monumentation	O.Reg. 525/91 S.6(3)	If the sides of the easement are not parallel, then all corners need be monumented in accordance with S.4(1) and (2).	0 -: Monumentation compliant. 1 – 10: Not all corners of irregular easement marked to lack of SIB or equivalents set, without clarification.
Monumentation	O.Reg. 525/91 S.6(5)	In every survey of land that defines, locates or describes the boundaries of two or more existing or proposed easements or any part thereof, monuments shall define each easement.	0 -: Monumentation compliant. 1 – 10: Multiple easements not fully monumented.
Monumentation	O.Reg. 525/91 S.8(2)	For the purposes of an SRPR, a monument shall be planted at every corner and angle at the front of the unit of land.	0 -: Monumentation in compliance. 1 – 10: Required points partially or not at all monumented; or witness cut crosses set in instances where bars could be set on corners.
Monumentation	O.Reg. 525/91 S.8(3)	For the purpose of an S.R.P.R. on a building/structure under construction, a monument should be planted at, at least, one corner or angle at the front of the unit of land.	0 -: Monumentation in compliance. 1 – 10: Monumentation not in full compliance.
Monumentation	O.Reg. 525/91 S.11(5) S.11(6) S.11(7)	Witness monuments are to be no closer than 1 metre to corners. They must be labelled "WIT" and should be planted on a boundary.	0 -: Witness point satisfies criteria. 1 – 7: Witness incorrectly set. 7 – 10: Several points incorrectly set, i.e. field survey finalized by office recalculation, without return to site to move monuments.
Parcel Dimensions	Comment	Dimensions “set” or “measured” in the field should be reflected on the plan.	0 -: Plan presentation full compliance. 1 – 10: Presentation incomplete.

Monumentation	O.Reg. 525/91 S.7	In a route survey, the surveyor shall monument the designated points and/or angles with rock bars, rock posts, rock plugs or standard iron bars.	0 -: Monumentation in compliance. 1 – 5: Not full compliance, without clarification. 6 – 10: SIB or equivalent not used throughout.
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<u>Field Notes/Work (Cont'd)</u>			
Monumentation	O.Reg. 525/91 S.7(1)	In a route survey, a monument shall be planted on the limits of the route at intervals not greater than 150 metres in built-up areas, not more than 300 metres elsewhere, at the point of every angle or bend and at the beginning and end of every curve of constant radius.	0 -: Monumentation in compliance. 1 – 10: Route limits not adequately monumented.
Monumentation	O.Reg. 525/91 S.7(2)	The limits of a route survey are to be marked with standard iron bars or equivalent.	0: Monumentation in compliance. 1 – 10: Monumentation at variance to the Regulatory requirements.
Monumentation	O.Reg. 525/91 S.3(1)(a)	All planted monumentation, including those which replace found monuments, are to be designated by an open square.	0: Plan presentation compliant. 1 – 6: Presentation incomplete or in error.
Monumentation	O.Reg. 525/91 S.4,S.8(1)	For the purposes of an S.R.P.R. of an apartment or Condominium building, townhouse or industrial/commercial building, a monument shall be planted at every corner and angle of the unit of land.	0: Monumentation in compliance. 1 – 10: Monumentation at variance to the Regulatory requirements.
Monumentation	O.Reg. 525/91 S.10	A monument shall be planted at every angle on a survey line established to make a closed traverse to determine and reference an irregular boundary.	0: Monumentation in compliance. 1 – 10: Monumentation at variance to the Regulatory requirements.
Monumentation	O.Reg. 525/91 S.1(1),2(2)	A “concrete PIN” constitutes an iron or steel pin of specific dimension driven or wedged into bedrock or concrete with its top flush with the surface of the bedrock or concrete.	0: Monumentation in compliance. 1 – 10: Monumentation at variance to the Regulatory requirements.
Monumentation	O.Reg. 525/91 S.5(3)(4)	Standard iron bars and/or equivalent are to be planted no more than 150 metres apart to define the exterior boundary of the subdivision, as well as the boundary of every unit of land or street.	0: Monumentation in compliance. 1 – 10: Monumentation at variance to the Regulatory requirements.

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Plans Best Evidence	O.Reg. 42/96 S.3(c)	Boundaries must be re-established giving priority to evidence in accordance with common and statute law. (Note: Consideration must be given to Surveys Act re aliquot parts, unrun sidelines. Circumstances may have required reference to original field notes. Other issues could include misdescription, assessment of evidence, affidavits of knowledgeable parties, research into status and extent of travelled roads, roads in lieu and unregistered road widenings and like matters.)	0 -: Comprehensive research exhibited. 1 – 6 : Minor issues in which research may have revealed information that would influence decisions made during the survey. 6 – 10 : Major issues indicating that research was not undertaken for best, or better evidence; and survey is in conflict with other information contained in prior or adjacent surveys or historical data. Major issues of proportioning deeds; ignoring conflicting, long-standing occupation that could be reasonably related to original survey; not considering misdescription; reverse application of the priorities of boundary evidence by relying solely on dimensions in contrast to other evidence; plans do not represent a full survey of <u>all</u> boundaries of a unit of land while labelled SRPR.
Error of Closure	O.Reg. 42/96 S.4 & 20	The error of closure of a unit of land shown on the plan shall not exceed the limits as specified.	0 -: All units are fully dimensioned and close within specified limits. 1 – 4 : Not all dimensions are shown. 5 – 10 : Plans contain gross errors, are incomplete.
Copyright	Interpretive Guide S.11	Except where plans are to be deposited or registered, retention of ownership and copyright shall be indicated, if applicable	0 -: Copyright symbol and statement of retention of ownership shown on plans 1 - 10 : No copyright symbol or statement of ownership shown
Easements	O.Reg. 42/96 S.13(1)(a)	A plan shall show every right-of-way or easement affecting the land shown on the plan, that is described in a registered instrument or shown on a registered or deposited plan.	0 -: Extent of easements shown on plans, parts created to illustrate easements on reference plans and easements noted in schedules or below schedules on reference plans. 1 – 5 : Extent of easements or right-of-ways not clearly indicated, easements shown on face of reference plans but not in schedule or vice-versa. 6 – 10 : Easements or rights-of-way not shown on plans. Easements extinguished under Part III of the <i>Registry Act</i> not illustrated as <u>fact</u> .
Interests in Title (Easements, etc.)	O.Reg. 42/96 S.21 (1)(a)ii,(b) Interpretive Guide S.16	Easements or other interests in title evident on the ground must be located in the field and survey data necessary to illustrate their position shown on the plan.	0 -: Interests in title such as overhanging lines, utility pedestals, poles, anchors, etc. shown with ties to limits 1 – 3 : Interests in title shown graphically without ties to limits. 4 – 10 : Interests in title not shown.

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Plans (Cont'd) Fences (hedges, etc.)	O.Reg. 42/96 S.21 (1)(a)i,ii Interpretive Guide S.16	Fences and their relationship to the boundary must be shown on plans. (Note: the location of fences, hedges, walls, retaining walls adjacent to boundaries are required to be shown. Consideration should also be given to interior fences enclosing swimming pools, transformers, etc. This element shown under Plans if feature located by field notes.)	0 -: Fences, walls, hedges, etc. shown , described, and relationship to limits shown by measurement or stated to be on line. 1 – 5: Fences , etc. shown on plan but not explicitly tied to limits, implied to be on line. 6 – 10: Fences, walls, hedges, etc. not shown on plan.
Encroachments	O.Reg. 42/96 S.21 (1)(a)iii Interpretive Guide S.16	Plans shall show any visible encroachments from the land being surveyed onto adjacent lands and from adjacent lands onto the lands being surveyed. (Note: includes buildings, eaves, patios, decks, driveways, wells or other features extending across property limits.)	0 -: Character and extent of encroachments shown. 1 – 4: Encroachments shown graphically but extent not fully indicated. 5 – 10: Encroachments not shown on plan.
Plan Clarity	O.Reg. 42/96 S.12(1)	Plans shall be drawn to a standard that ensures clarity of presentation.	0 -: Plans drawn to professional standards. 1 – 10: Plans displaying information poorly such that congestion or placement of information requires enlargements or details.
Bearing Note	O.Reg. 42/96 S.5,15,16	The origin of the bearings shall be shown on the plan and shall include the information as required by the Regulations.	0 -: Bearing notes, coordinates of control monuments where used, are correctly shown. 1 – 5: Bearing note incorrect, line adopted for bearing reference not described, not shown or not monumented. 6 – 10: No bearing reference to no bearing note.
Title Information	O.Reg. 42/96 S.17	Plans shall show clearly the parcels and registered instruments that define the limits of adjoining land. (Note: Applies to lands not included in Part II of the Land Registration Reform Act.)	0 -: Parcel numbers or instrument numbers shown for subject and adjoining lands. (Note: Parcel numbers or instrument numbers for adjoining land not required if all of an undivided lot on a plan of subdivision.) 1 – 10: Parcel numbers and instrument numbers incorrect or omitted.
Subdivision Units	O.Reg. 42/96 S.17	Plans shall clearly identify the existing subdivision units included within and adjoining the land surveyed.	0 -: Subdivision units illustrated and labelled on plan. 1 – 10: Subdivision units incorrectly shown or omitted.

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Plans (Cont'd) Lot Fabric Tie	O.Reg. 42/96 S.17(1)(b) Interpretive Guide S.13	Plans shall show sufficient data to position the parcel being surveyed within the limits of the lot of which it is part. (Note: Requires a tie to a lot corner, a corner of a subdivision unit, such as a part on a reference plan. in the same lot, or a tie from the intersection of a lot line with a highway if the highway is shown on a registered or deposited plan.)	0 -: Lot fabric tie shown on plan. 1 – 10 : Lot corner tie vague, incorrect or omitted.
Property Identifiers	O.Reg. 42/96 S.17(1)d	A plan shall show the property identifiers assigned to the land included in the plan and the adjoining land. (Note: Refers to land under Part II of the Land Registration Reform Act.)	0 -: Property Identification Numbers shown on the plan for subject property and adjoining properties including roads. 1 – 10 : Property Identification numbers incorrect, omitted or not shown clearly.
Method of Survey	O.Reg. 42/96 S.19 Interpretive Guide S.14	The procedure used in re-establishing all existing boundaries forming part of a survey or on which a survey is dependent must be shown on the plan. The source of all information must also be shown if distances or directions are set.	0 -: Method of survey clearly indicated, full details of the source of distances or directions set are given including the date, file number and authorship of plans or field noted from which information was taken. 1 – 5 : Plan does not clearly differentiate between set and measured distances or directions, does not fully indicate source of information. 6 – 10 : No indication of method of survey.
Evidence	O.Reg. 42/96 S.19	A plan shall show the position and form of all survey evidence, conflicting or otherwise.	0 -: Plans shows position of all found and planted evidence. 1 – 5 : Found evidence questionably beyond subject lands not shown. 6 – 10 : Conflicting evidence not shown.
Error of Closure	O.Reg. 2/96 S.20 (2) & (3)	Sufficient data shall be shown to determine the error of closure for each unit on the plan.	0 -: Each unit fully dimensioned. 1 – 5 : Dimensions or arrows shown incorrectly. 6 – 10 : Units not fully dimensioned.
Comparisons	O.Reg. 42/96 S.20(1) Interpretive Guide S.15	Where a measurement of distance or direction differs by more than the allowable error from dimensions contained in a published document, then comparisons to the most recent published measurement shall be shown. (Note: Comparison to prior surveys or plans of adjacent lands may not be appropriate if such plans are not in public record, i.e., registered or deposited.)	0 -: Comparisons are made to published documents such as instruments or deposited or registered plans. 1 – 5 : Comparisons incorrectly shown, comparisons shown where differences are insignificant. 6 – 10 : Comparisons not shown.

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Plans (Cont'd) Authority for Distance Set	O.Reg. 42/96 S.19(c) Interpretive Guide S.14	Where a distance is set, the source shall be indicated on the plan. (Note: The cited source should be identified by instrument no., parcel no., plan number if deposited or registered, or the date of plan and field notes and name of surveyor that prepared them.)	0 -: The source cited as an authority for distances or directions set in the survey is fully shown. 1 – 5: Authority for distances set not fully shown. 6 – 10: Authority for distance or angle set not indicated.
Allowable Error	O.Reg. 42/96 S.20(1) Interpretive Guide S.15	Where a measurement of distance or direction on a plan differs by less than the allowable error from that shown in a published document, the measurement shown be shown to be in agreement with the published measurement.	0 -: Measurements shown in agreement with published document where measured distance or bearing is within allowable error. 1 – 10: Plan shows conflict with published values when differences between measured and published values are within allowable error.
Identify Roads, Railways, and Bodies of Water	O.Reg. 42/96 S.21 Interpretive Guide S.16	Plans shall show and identify Roads, Railways, and Bodies of Water that form or control the position of a boundary.	0 -: Roads, railways and bodies of water identified, including status or authority for roads. 1 – 4: Authority or status of road not indicated. 5 – 10: Pertinent information relating to roads and riparian limits not shown, location and status of unopened road through property not shown or incorrectly shown and like omissions or errors that cast doubt on the survey.
Stopped Up or Closed Roads	O.Reg. 42/96 S.22	The instruments and/or by-laws used to stop up or close part of all of a street or highway must be shown.	0 -: The instrument and/or by-laws closing roads indicated on the plan. 1 – 4: Insufficient information respecting the authority for closed roads is provided. 5 – 10: Plan omits to indicate that road is closed with result that full disclosure is not provided respecting status of access or title.
Plan Title	O.Reg. 42/96 S.24	The title shall show the name of the Geographic Township, etc.	0 -: Geographic Township correctly shown in plan title. 1 – 4: Geographic Township shown where lands are within a registered plan, or name of former municipality shown where new municipality is incorporated. 4 – 10: Geographic Township omitted or incorrectly shown.
Legend	Interpretive Guide S.18	Where any symbol or abbreviation is shown on a plan, its meaning should be clearly defined in a legend on the plan unless defined by Statute or Regulation.	0 -: Symbols or abbreviations defined in legend. 1 – 10: Symbols or abbreviations not defined or established symbols inappropriately used; one too many occurrences.

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Plans (Cont'd)			
Client's Name	O.Reg. 42/96 S.27(3)	The name of the client for whom the Surveyor's Real Property Report plan was prepared is to be indicated on the plan.	0 -: Name of client indicated on SRPR. 1 – 6 : Name of client not indicated on SRPR or name of client shown on reference plan.
Buildings and Improvements	O.Reg. 42/96 S.28	The SRPR shall show all buildings and structures on the lands and their distances from the boundaries of the lands. (Note: Plan to show all structures despite indications from client that demolition is to occur.)	0 -: All buildings and structures shown. 1 – 10 : Plan does not represent conditions prevailing at time of survey, varying from minor omissions to patently incorrect plans.
Survey Method - Priority of Severance	"baselines" No. 1	Priority of Severance must be considered if no better evidence is available.	0 -: Priority of severance considered. 1 – 10 : Priority of severance not considered, surplus or deficiency inappropriately assigned, etc.
Survey Method	"baselines" No. 2	When deed limits are described relative to lot limits, it is necessary to re-establish the lot limit in order to re-establish the deed line.	0 -: Lot fabric re-established. 1 – 10 : Lot fabric not re-established.
Terminology	Recom- mend AOLS Bulletin 1984-21	The use of terms such as "limit of occupation" should be avoided on a plan of survey.	0 : Term does not appear. 1 – 6 : Term used inappropriately.
Surveyor's Real Property Report	O.Reg. 42/96 S.27	The plan must include a note indicating that the written report is to be read in conjunction with the plan and a note specifying the name of the client.	0 -: Name of client shown and written report incorporated or referred to on plan 1 – 6 : Name of client omitted and or written report or reference to same omitted.
Surveyor's Real Property Report	O.Reg. 42/96 S.27	A Surveyor's Real Property Report is a survey that locates a building or structure to the boundaries of a <u>unit of land</u> .	0 : - Plan is properly labelled. 1 – 6 : Incorrect plan title or the survey does not form a closed <u>unit of land</u> .
Schedule	O.Reg. 43/96 S.20	Reference Plans shall include a schedule to relate the Parts to the existing subdivision units and existing registered instruments, etc. (Note: Reference to easements and right-of-ways to be included in or near the schedule.)	0 -: The plan includes a schedule and makes notes of appurtenant and servient interests. 1 – 10 : Schedule omitted, incorrect or incomplete.
Schedule	O.Reg. 43/96 S.20(1)(e) (Form 2)	For compiled easement plan, the SCHEDULE need state the perpendicular or radial width of the PART.	0 -: Plan presentation complete. 1 – 10 : Schedule does not state the width of the PART(s)

<u>Topic</u>	<u>Reference</u>	<u>Reference Synopsis</u>	<u>Rating Scale</u>
Plans (Cont'd) Topographical Information	O.Reg. 42/96 S.21(2)	Topographical information that does not relate to the definition of limits of subdivision units shall not be shown on a plan of survey. (Note: This section relates to plans to be deposited or registered in a Land Registry Office. It does not preclude the illustration of fences or other structures on or near the property limits that may indicate an interest.)	0 -: Plan shows only pertinent topographical information, i.e., fences hedges, centrelines of walls, corners of buildings from which ties were set to establish limits, water edges, etc. 1 – 10: Plans combine information normally reserved for SRPRs on reference plans, incorrectly show topographical information such as water's edge, limits of travelled roads and other features that control the limits of the subject property
Reference Plan Parts	O.Reg. 43/96 S.20(1)(b)	Reference Plans shall show a separate part for every existing easement included in a new subdivision unit.	0 -: PARTs created for easements, including separate parts for overlapping or bisecting easements. 1 – 5: Existence of easement acknowledged but adequate number of PARTs not created. 6 – 10: Plan does not show easements.
Topographical Information	O.Reg. 42/96 S.6 Interpretive Guide S.6	The position of topographical information shall be determined by measurements at such intervals that will enable relocation.	0 -: Sufficient measurements shown on the plan to enable the re-establish the position of topographical feature. 1 – 10: Insufficient measurements shown to re-establish location of topographic features or features omitted or incorrectly shown.
Water Boundary Bench Marks	O.Reg. 42/96 S.8	Where a survey is made to define a boundary of a regulated body of water or in reference to an elevation and where a benchmark does not exist within 300 metres of the site, a permanent benchmark shall be established.	0 -: Bench mark within 300 metres or bench mark established and shown on plan. 1 – 6: No bench mark within 300 metres and no bench mark established and shown on plan.
Scale Bar	O.Reg. 2/96 S.13(2)	The scale shall be expressed in numerical form and a scale bar shall be illustrated representing either feet or metres.	0 -: Scale expressed in numerical form and scale bar shown. 1 – 4: Scale and/or scale bar omitted from plan.
Conversion Note	O.Reg. 42/96 S.14(2)	A boldly printed note shall be shown that clearly illustrates how to convert between metric and imperial units.	0 -: Conversion note shown on plan 1 – 4: Conversion note incorrect or <u>not</u> shown on plan.
Integrated Surveys	O.Reg. 42/96 S.14(3) Interpretive Guide S.12	Where a survey has been integrated the scale factor and datum shall be indicated.	0 -: Scale factor and datum indicate for integrated surveys. 1 – 8: Scale factor and datum incorrectly expressed or omitted.

<u>Topic</u>	<u>Reference</u>	<u>Reference Synopsis</u>	<u>Rating Scale</u>
Plans (Cont'd)			
Confirmed Boundaries	O.Reg 42/96 S.23	Where a plan shows a boundary that has been confirmed then reference must be made to such confirmation.	0 -: Confirmed boundaries indicated on plan with reference to the appropriate plan and/or instrument. 1 – 10: Confirmed boundaries not appropriately shown on the plan
Terminology	Recom- mendation	It is recommended that a tie shown to illustrate the location of a feature in relation to a boundary not be indicated as an encroachment on the plan. The use of the term “encroachment” may imply a legal conclusion. We suggest that it is preferable to indicate the direction of the tie as a statement of fact.	0 - : Term does not appear. 1 – 10: Improper usage of the term “encroachment”
Surveyor’s Certificate	O.Reg. 42/96 S.25	The Surveyor’s Certificate must now be as in “FORM 1”.	0 -: Correct Surveyor's Certificate on plan. 1 – 5: Incorrect Certificate to no Certificate on plan.
Owner’s Certificate	O.Reg. 43/96 S.24	An Owner’s Certificate must be in “Form 9”.	0 -: Correct Owner’s Certificate on plan. 1 – 5: Incorrect Certificate to the Certificate on plan.
Cul-de-Sac	O.Reg. 42/96 S.13(f)	A plan shall show the radial centre of a cul-de-sac with reference to the street or streets connected to the cul-de-sac.	0 -: Compliant plan presentation. 1 – 5: Incomplete/non-compliant plan presentation.
S.R.D. Plan Submission Form	A.O.L.S. By-Law 94-4	Every Surveyor’s Real Property Report and/or Plan of Survey shall be affixed with an S.R.D. Plan Submission Form.	0 -: Compliant plan presentation. 1 – 5: Incomplete/non-compliant plan presentation.
Boundary Definition	O.Reg. 42/96 S.13(1)(c)	A plan shall show the radius, arc length, chord length and chord bearing of each curved line forming any limit or part of any limit.	0 -: Compliant plan presentation. 1 – 5: Incomplete/non-compliant plan presentation.
Proposed Usage	O.Reg. 43/96 S.11	For plans within the land registration system, the plan shall not exhibit information describing the intended purpose of the lands, save as required under any Act as well as Section 19(5).	0 -: Compliant plan presentation. 1 – 5: Incomplete/non-compliant plan presentation.

<u>Topic</u>	<u>Reference</u>	<u>Reference Synopsis</u>	<u>Rating Scale</u>
<u>Correspondence</u> Report to Client	Interpretive Guide S.36	Obvious problems or contentious issues found to exist during the course of the survey must be drawn to the client's attention in the written communication.	0 -: Full disclosure provided to client in report or correspondence 1 – 3 : Trivial issues omitted from report or correspondence 4 – 7 : Significant issues omitted from report or correspondence. 8 – 10 : Major issues omitted.
Report to Client	Interpretive Guide S.36	Some form of written correspondence to the client is required for each survey.	0 -: Report, transmittal or other evidence of correspondence in file. 1 – 10 : Inadequate to no correspondence in the form of report or transmittal to client.

March 15,2017