



Survey Standards

Archived Content

General Instructions for Surveys, e-Edition

Appendix E3 - GUIDELINES FOR THE PREPARATION OF PLANS

Effective Date:

This Chapter is effective January 1, 1997. It was originally published as Chapter E3 of the Third Edition of the *Manual of Instructions for the Surveys of Canada Lands*.

Chapter Sections

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 - Schedule E3-1, Scales and Precision
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General

1. The following guidelines apply to the preparation of all types of survey plans in so far as they are not inconsistent with any other specific requirement.
2. Specimen plans, included in Part D, are for guidance in preparing plans of Canada Lands. Requirements of various property rights systems or local custom may require departure from the specimens. Specific survey instructions may provide details where any digression from the specimen plans is required.
3. Part D may outline additional requirements for a particular type of survey or plan, including endorsement and signature blocks.

Format

4. The plan should be well organized and neatly drawn and should not bear signs of having been tampered with.
5. Plans shall be drawn to a scale sufficient to ensure clarity. Table 1 of Schedule E3- 1 lists suggested scales.
6. Plans should be prepared on polyester film, matte both sides, 0.05 mm to 0.10 mm thick, or on tracing linen.
7. Plans, including margins, shall not exceed 60 cm in width or 300 cm in length unless authorized in specific survey instructions.

8. A margin of 2 cm shall be left outside the borders of the plan.
9. Black permanent ink shall be used.
10. Lettering shall not be less than 2 mm in height.
11. The use of stick-on material to amend or add information to a plan is not permitted.
12. Except for signatures, information shown on a plan may be produced thereon by photographic techniques approved by Legal Surveys Division.

Content

Title Block

13. The title block should include:
 - a) a title in accordance with the provisions of paragraph 14;
 - b) the scale ratio and a bar scale;
 - c) a legend in accordance with the provisions of paragraph 15; and
 - d) certifications of the surveyor if applicable.
14. The title of the plan should include:
 - a) the section, township, and range or lot and concession in which the survey is located;
 - b) the name of the Indian Reserve, National Park, etc., as applicable;
 - c) the county, parish, or community and the province or territory in which the survey is located;
 - d) in remote areas the approximate latitude and longitude of the site of the survey; and
 - e) in the Yukon and Northwest Territories the quad sheet numbers.
15. The legend should include:
 - a) Subject to Schedule E3- 2, an explanation of all symbols used;
 - b) an explanation of abbreviations used which are not listed in Schedule E3- 3;
 - c) the source of any derived data;
 - d) if a coordinate system is used a description of it and, if the plan shows distances, a statement identifying the conversion factor used to convert ground level distance to the projection plane; and
 - e) a statement to identify the unit of measurement used on the plan.

Diagram

16. The diagram portion of the plan should be oriented so that North points towards the top of the plan.

17. Unless specified otherwise in specific survey instructions, areas and distances shall be expressed in metric units. Areas shall be quoted in accordance with the precision listed in Table 2 of Schedule E3- 1.

18. Distances shown on the plan shall be field measured distances or calculated distances from field measurements, reduced to the horizontal at general ground level. Distances adjusted to fit map projection coordinates shall not be shown on the plan unless specifically required.

19. All bearings shall be expressed as full circle bearings in degrees, minutes, and seconds.

20. Show in the diagram of the plan the Canada Lands Surveys Records number and the provincial or territorial land registration numbers for each plan affecting the survey. Reference to a plan in the Canada Lands Surveys Records must consist of the plan number and the suffix "CLSR" even though the plan may have a different suffix or none at all.

21. Where necessary for clarity, diagram information may be shown in tabular form, details or insets.

22. If the location of a survey is not easily discernible from the diagram of the plan, add a key plan at a reduced scale depicting the general location of the survey relative to the exterior boundaries of the Indian Reserve, National Park, or other jurisdictional area and to surrounding topographic features.

23. The key plan should be oriented in the same general direction as the diagram of the plan.

Endorsements and Affidavits

24. All signatures shall be in black permanent ink which does not fade, smear, or chip away from the plan surface. Plans having signatures in blue or other colours of ink may be rejected.

25. Signatures must have the name and title of the person signing printed in the affidavit or certification, or below the signature.

26. Seals should not be added unless they are required by a statutory authority. The use of crimping tools to apply a seal should be avoided if possible.

SCHEDULE E3- 1

(para. 5 and 17)

TABLE 1

Parcel Size	Suggested Scale
Up to 1 hectare	1: 1,000
1 to 2 hectares	1: 2,000
2 to 10 hectares	1: 5,000

1. Smaller scales (1: 20,000 or 1: 50,000) may be adequate for large simple parcels. Larger scale insets for detail may be used to permit smaller overall plan scales.

TABLE 2

Area of the Parcel	quote to
Up to 0.1 ha (1000 m ²)	1 m ²
Over 0.1 ha to 1.0 ha	0.001 ha
Over 1.0 ha to 10.0 ha	0.01 ha
Over 10.0 ha to 100.0 ha	0.1 ha
Over 100 ha	1 ha

SCHEDULE E3- 2

(para. 15)



TABLE 1 - Recommended symbols

	placed	found
DLS or CLS standard post		
DLS or CLS standard rock post		
Old pattern iron posts		
CLS 69 posts		
CLS 77 posts		
Control Survey Markers		

1. The abbreviations shown adjacent to the symbols above may be deleted if not required to differentiate from one type of post to another.




2. All symbols for survey posts must be explained in the legend. If required alternative symbols may be used.

TABLE 2 - Line symbology
(must be explained in legend)

Lands (or boundaries) dealt with	 (1 to 1.5 mm)
Traverse lines and stations	 (0.25mm)

1. The line symbology in Table 2 above shall be used in the legend.

TABLE 3 - Line symbology
(need not be explained in legend)

Lot or parcel boundaries within the lands dealt with and other measured boundaries	 (0.35mm)
Lot or parcel boundaries outside the lands dealt with	 (0.35mm)
Underlying lots or parcels	 (0.35mm)

1. The above line types should be used on plans and field notes and need not be explained in the legend.

SCHEDULE E3-3

(para. 15)
Abbreviations that may be used without explanation on a plan

TERM	ENGLISH ABBREV.	FRENCH ABBRV.
acre	A.	A.
approximately	approx	approx
azimuth	az.	az.
block	Bk.	Bk.
boundary	bdy.	lim.
bearing tree	BT	AD
chord	c.	c.
calculated	(c)	(c)
chord bearing	c.b.	d.c.
check chained, or check measured	cc.	m.v.
coordinate control monument	CCM	CCM
chain	ch.	ch.
centreline	☉	☉

Canada Lands Surveys

CLS

ATC

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