

# Content Requirements for Survey Plans and Sketches

For Disposition, Reservation and  
Notation Activities Affecting Public  
Lands (excludes Agricultural Activities)

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Content Requirements for Survey Plans and Sketches for Disposition, Reservation and Notation Activities Affecting Public Lands (excludes Agricultural Activities)

Environment and Parks

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# Version History

Minor revisions, where small changes have been made to the document such as spelling or grammar corrections, are indicated by making increments to the decimal place (e.g., V 1.1; V 1.2; V 1.3).

Major revisions, where the document has had significant changes to the intent, are indicated by making increments to the whole number (e.g., V 1.0; V 2.0; V 3.0).

| Version            | Section         | Summary of Changes  |
|--------------------|-----------------|---|
| 2017-04-08 (V.1.0) | Entire Document | Updated content requirements and merged into single document  |
| 2017-05-17 (V.1.1) | Entire Document | Updated AER phone number and updated 1.2.1.5, 1.3.3.2, 1.3.5.5, 2.1.1., and 4.5.  |
| 2018-08-30 (V2.0)  | Entire Document | <ul style="list-style-type: none"> <li>1.1.1., 1.1.3., 1.3.6.3., 1.3.6.7., 3.2.3.2., 3.3.2.1., 3.3.3.2., 4.1.2., 4.1.4., 4.1.6., 4.7.1., and 4.8., reworded for clarity</li> </ul>  |
| 2018-08-30 (V2.0)  | Section 1.      | <ul style="list-style-type: none"> <li>1.2.1.3. combined with 1.2.1.2.</li> <li>1.2.3.5. updated to show example of RP</li> <li>1.2.3.7. updated to include 3TM</li> <li>1.3.1.3. and 1.3.5.1., references to use of black removed</li> <li>1.3.5.5 updated with additional requirements</li> <li>1.3.6.1. and 1.3.6.2. updated for clarity on areas</li> <li>1.3.6.4. updated with areas for all non-contiguous segments</li> <li>1.3.6.6. updated for timber salvage</li> <li>1.3.6.8. changed 'linear dispositions' to 'access roads'</li> </ul> |

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| 2018-08-30 (V2.0)   | Section 3. | <ul style="list-style-type: none"> <li>• 3.1.2.1. updated to include reference to D5.9.8MSP</li> <li>• 3.2.1.5. updated and corrected to D5.10MSP</li> <li>• 3.2.3.1. updated and included D5.10MSP reference</li> <li>• 3.2.5.1. updated and included natural boundary requirements</li> <li>• 3.3.3.1. updated for itemized plans for linear dispositions</li> </ul> |
| 2018-08-30 (V2.0)   | Section 4. | <ul style="list-style-type: none"> <li>• 4.1. updated and included exception for RP and calculated distances from deflection to quarter lines</li> <li>• 4.1.5. updated to state flow arrows are not required</li> <li>• 4.1.8. updated to state only total area is required</li> <li>• 4.6.5. updated</li> <li>• 4.7. updated to include SML</li> </ul>               |
| 2020-05-20 (V. 3.0) | Preamble   | <ul style="list-style-type: none"> <li>• Reworded to include reference to Alberta Public Lands Glossary</li> </ul>   |
| 2020-05-20 (V. 3.0) | Section 1. | <ul style="list-style-type: none"> <li>• 1.1.5. updated to require approval from regulatory body</li> <li>• 1.2.2. updated to remove (no logos permitted)</li> <li>• 1.2.3.1 combined with 1.2.3.2. and renumbered the remaining entries in 1.2.</li> <li>• 1.2.3.6. and 1.2.3.7. combined with 1.2.3.5. which now references requirement set out in</li> </ul>        |

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|                     |            | <p>Geo-referencing Guide and renumbered 1.2.3.5. to 1.2.3.4.</p> <ul style="list-style-type: none"> <li>• 1.3.2.1. reworded to reference requirements set out in Geo-referencing Guide</li> <li>• 1.3.3.1. reworded for clarity</li> <li>• 1.3.3.6 updated to identify the meaning of adjacent and reworded for clarity</li> <li>• 1.3.4.1 updated to identify the meaning of adjacent</li> <li>• 1.3.5.2. reworded for clarity</li> <li>• 1.3.5.5. reworded for clarity</li> <li>• 1.3.6.6. updated for clarity and explained areas related to amendments and when the activity is overlapping dispositions with a status of cancelled with outstanding obligations</li> <li>• 1.3.6.8. updated to include PLAs</li> </ul> |
| 2020-05-20 (V. 3.0) | Section 2. | <ul style="list-style-type: none"> <li>• 2.1.1. updated to include Alberta Survey Control Markers (ASCM)</li> </ul>   |
| 2020-05-20 (V. 3.0) | Section 3. | <ul style="list-style-type: none"> <li>• Updated preamble to change reference from Geo-referencing Digital Plan Submissions to Geo-referencing Guide</li> <li>• 3.1.1.1. updated to reference requirement set out in Geo-referencing Guide</li> <li>• 3.1.2.1, 3.2.1.1., and 3.2.1.5., updated to remove references to Alberta Land Surveyors' Association Manual of Standard Practice</li> <li>• 3.2.1.1. revised Alberta Land Surveyors' Association Manual of Standard Practice section reference</li> </ul>   |

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|  |  | <ul style="list-style-type: none"> <li>• 3.2.1.3. updated for clarity and revised Alberta Land Surveyors' Association Manual of Standard Practice section reference</li> <li>• 3.2.1.4. updated to remove reference to (Sur-1)</li> <li>• 3.2.1.5. revised Alberta Land Surveyors' Association Manual of Standard Practice section reference</li> <li>• 3.2.1.6. and 3.2.1.7. added as new requirements</li> <li>• 3.2.2.2. reworded for clarity and removed reference to (Sur-1)</li> <li>• 3.2.2.3. reworded for clarity</li> <li>• 3.2.3.1. reworded for clarity and revised Alberta Land Surveyors' Association Manual of Standard Practice section reference</li> <li>• 3.2.3.2. reworded for clarity</li> <li>• 3.2.3.4. added as a new requirement</li> <li>• 3.2.4.1. and 3.2.4.2. reworded for clarity and revised Alberta Land Surveyors' Association Manual of Standard Practice section reference</li> <li>• 3.2.5.1. reworded for clarity</li> <li>• 3.3.1.1. reworded for clarity and revised Alberta Land Surveyors' Association Manual of Standard Practice section reference</li> <li>• 3.3.2.1. updated to include TCL and reworded for clarity and revised Alberta Land Surveyors' Association Manual of Standard Practice section reference</li> <li>• 3.3.4. updated to include requirements for itemized plans</li> </ul> |
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| 2020-05-20 (V. 3.0) | Section 4. | <ul style="list-style-type: none"> <li>• 4.1.8. updated to include exemption for 1.3.6.6.</li> <li>• 4.2. removed RDS Reservations and renumber remaining entries</li> <li>• 4.2. renumbered following subsections</li> <li>• 4.2.4. reworded for clarity</li> <li>• 4.3.1. reworded for clarity, township replaced with 6 miles by 6 miles area and include associated access.</li> <li>• 4.3.2. new requirement</li> <li>• 4.5. created headers 4.5.1. and 4.5.2.</li> <li>• 4.5.1. created header Purposes – Other than Peat and renumber remaining requirements</li> <li>• 4.5.1.1., 4.5.1.2., 4.5.1.4., 4.5.1.6, 4.5.1.9., and 4.5.1.10. reworded for clarity</li> <li>• 4.5.1.3. and 4.5.1.5. new requirements</li> <li>• 4.5.2. created header Purpose – Peat</li> <li>• 4.5.2.1., 4.5.2.2., and 4.5.2.3. new requirements</li> <li>• 4.6. updated to include DMS and created headers 4.6.1., 4.6.2., and 4.6.3.</li> <li>• 4.6.1. created header Purpose – Other Than Peat or SMLs Overlapping Oil Sands MSLs and renumbered remaining requirements</li> <li>• Removed requirement for SMCs within DRSS (formerly 4.7.2. of version 2)</li> <li>• 4.6.1.2. and 4.6.1.3. new requirements</li> <li>• 4.6.2. created header Purpose - SMLs overlapping Oil Sands MSLs</li> <li>• 4.6.2.1., 4.6.2.2., and 4.6.2.3. new requirements</li> </ul> |
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|  |  | <ul style="list-style-type: none"><li>• 4.6.3. created header Purpose – Peat</li><li>• 4.6.3.1., 4.6.3.2., and 4.6.3.3. new requirements</li><li>• 4.7. updated to change Reservoirs to Reservoirs on Natural Waterbodies</li><li>• 4.7.5. reworded for clarity</li></ul> |
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# Preamble

This document only applies to public lands pursuant to the *Public Lands Act* (PLA) and Public Lands Administration Regulation (PLAR) Tables A1 and A2. This document applies to the dispositions types, reservations and notations regulated by Environment and Parks (AEP) and the disposition types regulated by the Alberta Energy Regulator (AER) listed in the Alberta Public Lands Glossary of Terms. In this document AEP (Geomatics Unit) and the AER are referred to as the “regulatory body”. See Part D of the Alberta Land Surveyors’ Association Manual of Standard Practice for practice standards in the preparation of survey plans for public lands dispositions.

When using this document it is important to note that:

- Part 1 contains general requirements that apply to all sketches and survey plans.
- Part 2 contains specific plan requirements for sketch plans that are to be used in conjunction with Part 1.
- Part 3 contains specific requirements for survey plans that are to be followed along with Part 1.
- Part 4 contains specific requirements for specific activity types which are to be followed along with Part 1 and Part 2 or Part 3, depending on if you are creating a sketch or survey plan.
- The word “form” means the application, amendment or renewal form that would accompany the sketch or survey plan and is submitted through the Electronic Disposition System (EDS).

## 1. General Requirements

### 1.1. Layout

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|--------|--|
| 1.1.1. | Plans must be original, legible, well organized and uncluttered, computer drafted and drawn accurate to scale.   |
| 1.1.2. | A plan must not be more than 75 cm in width and 300 cm in length unless an exception is granted by the regulatory body. No plan shall be smaller than letter size.   |
| 1.1.3. | Scale may only be 1:500; 1:1,000; 1:2,000; 1:2,500; 1:5,000; and 1:10,000 unless otherwise stated in this document or exception granted by the regulatory body. For congested areas details may be shown at any scale (or not to scale). |
| 1.1.4. | Multipage plans are only allowed for MSLs; see exceptions in section 4.3.7.  |
| 1.1.5. | Multiple non-contiguous segments of linear activity is not allowed on the same plan unless exception granted by the regulatory body, see exception in 4.3.1.   |

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| 1.1.6. | Multiple non-contiguous non-linear activity (with or without access) is not allowed on the same plan unless exception granted by the regulatory body, see exception in 4.3.1. |
| 1.1.7. | No text size smaller than 2 mm at plotted scale is permitted.   |
| 1.1.8. | There must be a 1 cm margin of white space from the border of the plan. Margins greater than 1 cm must be cropped out. There must be no information shown in the margin.      |

## 1.2. Title Block

|               |   |
|---------------|---|
| <b>1.2.1.</b> | <b>Plan Heading</b>   |
| 1.2.1.1.      | Show plan type as “Sketch” or “Survey”.   |
| 1.2.1.2.      | Show “purpose” on plan. This must be consistent with the purpose and activity as per Public Lands Administrative Regulations (PLAR) Tables A1 and A2.   |
| 1.2.1.3.      | Use of the word “proposed” is not permitted within the title block.   |
| 1.2.1.4.      | Legal description including: <ul style="list-style-type: none"> <li>• “Within” (“Within Theoretic(al)”, when applicable);</li> <li>• Quarter, Section, Township, Range, Meridian (and Lot, Block, Plan, where applicable). If the activity affects the Road Allowance(s) running along the south and west limit of the section it belongs to that section and must be included in the legal descriptions; and</li> <li>• “And Through Adjoining Theoretic(al) Road Allowance” (when applicable).</li> </ul> |
| 1.2.1.5.      | Legal description within plan heading and extents of activity within body of the plan must be identical to the legal description on the form.   |
| 1.2.1.6.      | Include full legal name of municipality.  |
| <b>1.2.2.</b> | <b>Plan Information</b>   |
| 1.2.2.1.      | Show legal name of applicant as it appears in client registry; should match form.   |
| 1.2.2.2.      | Show name of consultant/survey company.   |
| 1.2.2.3.      | Show scale of plan – both scale bar and numerical scale are obligatory.   |

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| <b>1.2.3.</b> | <b>Legend, Symbols and Notes</b>   |
| 1.2.3.1.      | Standard abbreviations and symbols used when possible and explained in legend (Sur-1). All other abbreviations and symbols used explained in legend. |
| 1.2.3.2.      | All abbreviations and symbols in legend must correspond to a feature on the plan; extra/unused symbols are not permitted in the legend.              |
| 1.2.3.3.      | Symbols must be legible at the plotting scale.   |
| 1.2.3.4.      | Show geo-reference symbol and information required in accordance with Plan Requirements for All Plan Types of the Geo-referencing Guide.             |

## 1.3. Main Body of Plan

|               |   |
|---------------|---|
| <b>1.3.1.</b> | <b>General</b>  |
| 1.3.1.1.      | Orientation must be indicated by a north arrow.   |
| 1.3.1.2.      | Unless impractical, orientate page north to top of page.  |
| 1.3.1.3.      | The plan should not contain imagery. If colour, shading, topographical features or contours are to be shown, they shall not obscure any plan data.  |
| <b>1.3.2.</b> | <b>Geo-referencing</b>  |
| 1.3.2.1.      | Show the geo-referenced point in accordance with the Geo-referencing Guide.   |
| <b>1.3.3.</b> | <b>Cadastral Fabric</b>   |
| 1.3.3.1.      | Cadastral fabric plotted and labelled correctly; any quarter section(s) affected by the extents/boundary must have full ¼ section(s) shown.   |
| 1.3.3.2.      | Label Government Road Allowances (“Theoretic(al)”, when applicable).  |
| 1.3.3.3.      | Label section and/or quarter sections affected by extents of activity (e.g., NW4-53-24-4).  |
| 1.3.3.4.      | If intent is to use Legal Sub Divisions (LSDs) and LSD ¼’s as the activity extent boundaries then these must be labeled.  |
| 1.3.3.5.      | For dispositions within unsurveyed territory, indicate this within the body of the plan.  |
| 1.3.3.6.      | Show and label all dispositions, boundary surveys registered at Land Titles Office (LTO), and titled metes and bounds parcels (labelled as C. of T.) within 250m adjacent to and through the proposed activity, confirmed by Surface Public Land Standing Search. |

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| <b>1.3.4.</b> | <b>Waterbodies/Watercourses</b>  |
| 1.3.4.1.      | Show hydrography within 250m adjacent to and through the proposed activity with an arrow indicating the direction of flow. At a minimum show the 1:20,000 Base Features data (available through AltaLIS) and/or unmapped features that are relevant to the activity.   |
| 1.3.4.2.      | Label waterbodies/watercourses (with name if applicable).  |
| <b>1.3.5.</b> | <b>Extent of Activity</b>  |
| 1.3.5.1.      | Extents of the activity are to be outlined with bold line work 3 to 4 times the thickness of the normal line weight. It must be thick enough to distinguish the area that is to be approved via the plan. The outline shall not be dashed or obscure any data on the plan.   |
| 1.3.5.2.      | Surveyed government road allowances (whether developed or not), registered roads, and unregistered roads used as public roads fall under the jurisdiction of Alberta Transportation (direction, control and management resides with the municipality, section 18(1) of the <i>Municipal Government Act</i> ) and as such are not to be included in the activity extents and area calculation.  |
| 1.3.5.3.      | Theoretical road allowances (unsurveyed) are under the jurisdiction of AEP and must therefore be included in the activity extents and area calculation.  |
| 1.3.5.4.      | Activity extent must be defined by straight lines or arcs having constant radius except when bound by the banks of all permanent and naturally occurring water features.   |
| 1.3.5.5.      | <p>If the extent of the activity coincides with the bank of a permanent and naturally occurring body of water:</p> <ul style="list-style-type: none"> <li>• The bank should be determined with the most accurate information available; in the case of sketches this may be the most recent ortho-rectified aerial or satellite imagery;</li> <li>• The extent of the activity must be coincident and follow the sinuosity of the current bank;</li> <li>• The current bank is to be shown as a sinuous line without dimensions;</li> <li>• The bank must be labelled as “Bank” (not top of bank, bottom of bank, edge of water, ordinary high water mark, etc.);</li> <li>• Sufficient information is to be provided indicating how the bank was determined including the source and date;</li> </ul> |

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|               | <ul style="list-style-type: none"> <li>• When on titled land, the previous natural boundary from which the current title is based on must be shown as a ghosted dashed line and labelled with information on how that location was based;</li> <li>• The bank should also be extended beyond the extents of the disposition being applied for (approximately 30-50 m) shown as a continuous line; and</li> <li>• Where the current location of the bank is not evident due to recent flooding or man-made activity, the advice of an Alberta Land Surveyor should be sought.</li> </ul>                                 |
| <b>1.3.6.</b> | <b>Areas, Widths and Lengths</b>  |
| 1.3.6.1.      | <p>Areas in hectares may be shown up to 3 decimal places. At a minimum areas are to follow the standards set out by the LTO Procedure Manual (SUR-1):</p> <ul style="list-style-type: none"> <li>• 0.001 ha to 0.999 ha → show to 0.001 ha</li> <li>• 1.00 ha to 9.99 ha → show to 0.01 ha</li> <li>• 10.0 ha and above → show to 0.1 ha</li> </ul>   |
| 1.3.6.2.      | Areas are to be shown in hectares and acres. Acres may be shown to one less decimal place than hectares.  |
| 1.3.6.3.      | In surveyed territory, the area of the activity must be indicated within each individual parcel (excluding statutory road allowances and registered roads).   |
| 1.3.6.4.      | In unsurveyed territory, the total area of activity must be indicated (including theoretical road allowances). For plans with non-contiguous segments, an area for each segment is required.  |
| 1.3.6.5.      | If the activity covers both surveyed and unsurveyed territory total area of the entire activity must be shown.  |
| 1.3.6.6.      | <p>For the purpose of Timber Damage Assessment (TDA), within the Green Area of Alberta (available through AltaLIS):</p> <ul style="list-style-type: none"> <li>• Total area for the disposition is to be broken down into area within existing dispositions and area outside existing dispositions. This area should not be broken down by parcel.</li> <li>• These areas are also to be broken down respectively within each Forestry Management Area (FMA) and/or Non-FMA that the disposition falls within.</li> <li>• The total area for incidental activities is to be broken down in a similar manner.</li> </ul> |

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|               | <ul style="list-style-type: none"> <li>• If the application is an amendment for an approved disposition then ‘within existing disposition’ would include the previous activity area.</li> <li>• If the application overlaps an activity with a status of ‘cancelled with outstanding obligations’ then that area should be included with the ‘area outside existing dispositions’.</li> </ul> |
| 1.3.6.7.      | For linear dispositions, label width in every quarter and at every change in width.   |
| 1.3.6.8.      | For access roads and PLA’s the total length of each width and total length is required.   |
| <b>1.3.7.</b> | <b>Details</b>  |
| 1.3.7.1.      | Each detail uniquely identified and matching its description on the main plan.  |
| 1.3.7.2.      | Scale labelled correctly; a scale bar is not required.  |
| 1.3.7.3.      | Existing plans plotted and labelled consistent with the main body of the plan.  |
| 1.3.7.4.      | All symbols and dimensions shown on detail consistent with the main body of the plan.   |
| 1.3.7.5.      | For linear activities show the width.   |

## 2. Content Requirements for Sketches

All general content requirements are to be followed with the additions below.

### 2.1. General

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|--------|---|
| 2.1.1. | The geo-referenced coordinate may be derived from the Cadastral Mapping Database, Digital Integrated Dispositions (DIDs), the Alberta Township System (ATS) version 4.1 coordinates, Alberta Survey Control Markers (ASCM) or an existing geo-referenced disposition survey plan.                         |
| 2.1.2. | <p>All extents dimensioned with:</p> <ul style="list-style-type: none"> <li>• Horizontal distances in metres shown to at least 1 m;</li> <li>• Full circle bearings shown to at least 1 degree; and</li> <li>• Radius, delta angle and arc length shown for all curves to the above precision.</li> </ul> |

|        |   |
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| 2.1.3. | Show approximate dimensions between all deflection points with the following exceptions: <ul style="list-style-type: none"> <li>• Dimensions are not required along section, quarter section, LSD and LSD quarter lines, or adjacent approved disposition. However sufficient dimensions need to be shown to relate the new activity to the existing line work.</li> <li>• Ends of linear activities do not need to be dimensioned but the intent must be evident.</li> </ul> |
| 2.1.4. | Within surveyed territory, show a calculated distance dimensioned to 1 m along the boundary from one deflection to the intersection with parcel boundaries (i.e., $\frac{1}{4}$ lines and C. of T. boundaries).   |
| 2.1.5. | For linear dispositions (access roads and rights of way) with a parallel boundary, only dimension one side or the parallel offset (i.e., centerline) if the width is less than 150 feet (45.72 m).  |
| 2.1.6. | Deflection points must be apparent and when not, symbols such as X, or arrows/leaders are to be used to show deflections and terminal points for clarity.   |
| 2.1.7. | Both ends of the disposition are to be tied off to the nearest ATS corners or a definable point on an existing plan.  |
| 2.1.8. | For multiple, non-contiguous activities each segment must have a minimum of two ties to ATS corners or a definable point on an existing plan. This may include tying the segments together.   |

## 3. Content Requirements for Survey Plans

All general content requirements are to be followed with the additions below.

All survey plans must be prepared in accordance with:

- *Surveys Act (SA)*;
- Alberta Land Surveyors' Association Manual of Standard Practice (MSP);
- Survey Manual – Public Lands Surveys (PLSM);
- Digital Plan Submission Standards and Guidelines;
- Geo-referencing Guide; and
- Land Titles Procedure Manual (Sur-1)



Hybrid Cadastre survey plans are to be prepared in accordance with the most recent version of the Hybrid Cadastre Standards for Public Land Disposition Surveys.

## 3.1. Title Block

|               |  |
|---------------|--|
| <b>3.1.1.</b> | <b>Legend, Symbols and Notes</b>   |
| 3.1.1.1.      | Beyond the general content requirements for geo-referencing, show the information required in accordance with the Plan Requirements for Survey Plans in the Geo-referencing Guide.   |
| <b>3.1.2.</b> | <b>Statutory Declaration</b>   |
| 3.1.2.1.      | Plan certified in accordance with the Alberta Land Surveyor’s Statutory Declaration for Public Land Dispositions and be: <ul style="list-style-type: none"> <li>• Signed by an licensed Alberta Land Surveyor;</li> <li>• Signing date must be consistent with version date of plan; and</li> <li>• Signed by Commissioner for Oaths.</li> </ul> |

## 3.2. Main Body of Plan

|               |  |
|---------------|--|
| <b>3.2.1.</b> | <b>Monumentation</b>   |
| 3.2.1.1.      | Monumentation used to determine the disposition boundary is to be shown in accordance with Part D, Section 6.1 of the MSP.   |
| 3.2.1.2.      | Type of Monuments placed in accordance with the PLAR Tables.   |
| 3.2.1.3.      | Monuments used to mark change in direction and the beginning and ends of curves to be shown in accordance with Part D, Section 6.1 of the MSP.   |
| 3.2.1.4.      | When monuments are not placed, the reason(s) for omission stated on the survey plan.   |
| 3.2.1.5.      | Temporary points, calculated points, computed points and non-monumented points etc., are discouraged except for surveys of access roads in accordance with Part D, Section 6.3 of the MSP. |
| 3.2.1.6.      | Show evidence used to determine the relationship between the disposition boundaries and all other affected dispositions and other interests.   |
| 3.2.1.7.      | For access roads surveyed in accordance with Part D, Section 6.3 of the MSP, indicate clearly where there are common boundaries or parallel overlaps with other dispositions.              |

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|               | Clearly show ties to common evidence of both disposition plans to support the determination of such common boundaries or parallel offsets.   |
| <b>3.2.2.</b> | <b>Dimensioning</b>  |
| 3.2.2.1.      | All boundaries dimensioned in accordance with LTO standards: <ul style="list-style-type: none"> <li>• Horizontal distances in metres shown to 0.01 m;</li> <li>• Full circle bearings shown to five arc seconds; and</li> <li>• Radius, delta angle and arc length shown for all curves to the same precision.</li> </ul>  |
| 3.2.2.2.      | Calculated distances are to be shown in accordance with Part D, Section 4.3 of the MSP.  |
| 3.2.2.3.      | Both ends of the disposition are to be tied off to existing survey evidence.   |
| 3.2.2.4.      | Copied measurements are not permitted.   |
| <b>3.2.3.</b> | <b>Linear Dispositions</b>   |
| 3.2.3.1.      | Right of Ways (PLA/DPL and EZE) are to be surveyed in accordance with the <i>Surveys Act</i> 45(3)(a).-Access Roads (LOC/DLOs) may be surveyed in accordance with Part D, Section 6.3 of the MSP.<br><br>If monumented, they may be monumented on one boundary or parallel offset.   |
| 3.2.3.2.      | In addition to the monumentation requirements above, for linear dispositions that require monumentation monuments are to be placed in accordance with Part D, Section 4.1 of the MSP.  |
| 3.2.3.3.      | Ends of linear activities need to be dimensioned unless 90 degrees to the boundary.  |
| 3.2.3.4.      | Remotely sensed data may be used to determine the boundaries of existing access roads (LOC/DLOs) or portions of a road, where there are no affected adjoining interests.<br><br>Specifications of the imagery source may be left to professional judgement; the data used and date of acquisition must be shown on the plan, and are to be surveyed in accordance with Part D, Section 6.2 of the MSP. |
| <b>3.2.4.</b> | <b>Intersections</b>   |
| 3.2.4.1.      | Surveyed section boundaries are to be intersected in accordance with Part D, Section 6.1 of the MSP.   |
| 3.2.4.2.      | For a disposition that requires statutory iron posts, intersections are to be surveyed in accordance with Part D, Section 6.1 of the MSP.  |

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| <b>3.2.5.</b> | <b>Natural Boundaries</b>   |
| 3.2.5.1.      | <p>Natural boundaries used as disposition boundaries.</p> <ul style="list-style-type: none"> <li>• Should follow Plan Requirements from the Directive: Updated Plan Submission Requirements for Changes in Natural Boundaries and be shown on the plan in accordance with Part C, Section 4.3 of the MSP and SUR-1; and</li> <li>• Show coordinates of ground verification points in tabular format.</li> </ul> |

### 3.3. Amendments/Renewals (including as-built surveys) (PLSM)

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|---------------|--|
| <b>3.3.1.</b> | <b>Previously Unsurveyed Access Roads</b>  |
| 3.3.1.1.      | Existing previously unsurveyed access roads may be surveyed in accordance with Part D, Section 6.3 of the MSP.   |
| <b>3.3.2.</b> | <b>Previously Surveyed Lease Amendments</b>  |
| 3.3.2.1.      | <p>For existing dispositions for leases (MSL/DMS, MLL/DML, PIL/DPI, REC, TCL and SML):</p> <ul style="list-style-type: none"> <li>• If the lease is less than 10 ha, survey in accordance with Part D Section 6.6 of the MSP: <ul style="list-style-type: none"> <li>- Show the former boundaries in a dashed or phantom line type unless it clutters the plan.</li> </ul> </li> <li>• If the lease is 10 ha or greater: <ul style="list-style-type: none"> <li>- Only the boundaries of existing lease adjacent to the amendment need to be surveyed; the plan will be treated as an 'itemized' plan;</li> <li>- The entire boundary of the amended area is to be shown in bold line including common boundary with existing area; and</li> <li>- The existing and amended areas are to be clearly labelled.</li> </ul> </li> </ul> |
| 3.3.2.2.      | For a disposition for a lease with an associated DLO/LOC access road where the access is not being amended along with the lease amendment, the DLO/LOC may either be retraced at the time of amendment survey or disassociated from the lease.   |

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| 3.3.2.3.      | For a disposition for a lease with an access road included within the lease (less than 10 ha total), the access road must be included in the amendment and retraced with the lease.  |
| 3.3.2.4.      | Show surface improvements and buried facilities that affect the disposition boundaries.  |
| <b>3.3.3.</b> | <b>Previously Surveyed Linear Dispositions Amendments (PLA/DPL, LOC/DLO, EZE)</b>  |
| 3.3.3.1.      | <p>If a surveyed linear disposition is greater than 6.5 km in total length and the amendment affects no more than two quarter sections:</p> <ul style="list-style-type: none"> <li>• Only the boundaries adjacent to the amendments need to be surveyed, and it will be treated as an “itemized” plan;</li> <li>• The entire boundary of the amended area is to be shown in bold line including common boundary with existing area; and</li> <li>• The existing and amended areas are to be clearly labelled.</li> </ul> |
| 3.3.3.2.      | If a surveyed linear disposition is less than 6.5 km in total length, the entire disposition needs to be retraced, except where it no longer defines the boundary.   |
| 3.3.3.3.      | If the amendment affects more than two quarter sections the entire disposition needs to be retraced.   |

| 3.3.4.   | Itemized Plans  |
|----------|---|
| 3.3.4.1. | <p>When adding/deleting land from to a disposition with an itemized plan:</p> <ul style="list-style-type: none"> <li>• This must be stated in the title block, i.e., “Plan showing survey of amendment to add/delete portion of...”.</li> <li>• The legal description would only include the portion being added/deleted.</li> <li>• In the main body of the plan, clearly illustrate what area is being added/deleted.</li> <li>• In the area table/statement clearly state what is being added/deleted and the total/remaining area.</li> <li>• Include a key map showing portion to be added/deleted and total/remaining.</li> <li>• The digital file (dwg or shape) for PCS (Plan Confirmation Services) or AER OneStop submission needs to include the entire disposition as amended in the polygon.</li> <li>• If adding and deleting land within the same itemized plan, clearly show what is being added and what is being deleted in accordance with the above bullets.</li> </ul> |

## 3.4. Conventional Survey Plan Interacting with an Existing Hybrid Cadastre Plan

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| 3.4.1. | <p>If surveying a conventional (non-Hybrid Cadastre survey) plan that intersects, parallels or abuts a Hybrid Cadastre plan:</p> <ul style="list-style-type: none"> <li>• Existing Establishment Coordinates (ECs) may be accepted to govern the boundary of the hybrid plan including common boundaries with the conventional plan.</li> <li>• Existing Re-establishment Coordinates (RCs) may be accepted to show the location of a lost monument.</li> <li>• Hybrid symbols are not to be shown on the conventional survey plan; unmonumented point symbols such as “X” or other symbol to be used for existing ECs and RCs.</li> <li>• Accepted existing ECs are to be labelled with: <ul style="list-style-type: none"> <li>- The Hybrid Cadastre survey plan point number;</li> </ul> </li> </ul> |
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|  | <ul style="list-style-type: none"> <li>- The plan number (as shown in margin of plan);</li> <li>- The disposition number; and</li> <li>- The version date (as shown in margin of plan).</li> </ul> <ul style="list-style-type: none"> <li>• Accepted RCs are to be labelled with “accepted” and with the same format as accepted ECs.</li> <li>• Monumentation used on the conventional plan will be in accordance with PLAR Tables A1 and A2.</li> <li>• ECs may be replaced by statutory iron posts (by filing a Statutory Declaration) and shown on all subsequent plans (including this plan) as “found”.</li> </ul> |
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## 4. Activity Specific Requirements

All general content requirements and sketch plan requirements are to be followed with the additions and exceptions noted below.

### 4.1. Content Requirements for Notations (CNT, PNT, CNC) and HRS Reservations

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| 4.1.1. | <p>For large contiguous activities, multipage plans are allowed:</p> <ul style="list-style-type: none"> <li>• Sheet 1 includes an index map showing relationship of the sheets to each other.</li> <li>• All sheets may be shown at a scale of 1:20,000 (representing 6 x 6 sections).</li> </ul> |
| 4.1.2. | A scale of up to 1:40,000 is allowed as long as the intent of the extent is clear. If unclear, details and/or labelling will be required.   |
| 4.1.3. | One reservation or notation number shall be applied for each contiguous activity. Exception to the rule will occur when non-contiguous activities are within six miles (9.6 km) of each other.  |
| 4.1.4. | May use text or line type (identified in legend) to illustrate surveyed or theoretical road allowances. All other references to surveyed and unsurveyed territory are not required.   |
| 4.1.5. | May use text or line type (identified in legend) to illustrate waterbodies/watercourses. Flow arrows are not required.  |

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| 4.1.6.  | Showing and labelling of dispositions, titled metes and bounds parcels, and boundary surveys registered at LTO is not required unless they directly affect the extents. |
| 4.1.7.  | All other exclusions are not to be included in the activity extents and area calculation.   |
| 4.1.8.  | Only total area is required, may be rounded off to the nearest hectare; acres are not required. Areas do not have to follow the breakdown as per 1.3.6.6.               |
| 4.1.9.  | Geo-reference point does not need to be shown on the plan if the digital submission file is a shapefile.  |
| 4.1.10. | Calculated distance from deflection to quarter lines is not required.   |

## 4.2. Content Requirements for Linear Dispositions (EZE/REA, VCE/RVC, DPL/PLA, DLO/LOC)

|        |   |
|--------|---|
| 4.2.1. | Overhead and buried power lines may be applied for under one activity.  |
| 4.2.2. | Any addition of lands to an existing EZE/REA plan should be either applied for: <ul style="list-style-type: none"> <li>• Under a new EZE/REA activity number;</li> <li>• With an itemized plan associated to the existing EZE/REA; or</li> <li>• By amendment to the entire existing EZE/REA.</li> </ul>  |
| 4.2.3. | VCEs may be a continuous linear activity and/or non-contiguous multi-shape sketch.  |
| 4.2.4. | If the activity is within public and non-public land, it may be shown in three ways: <ul style="list-style-type: none"> <li>• As non-contiguous segments on public land only on the same sheet within the same township;</li> <li>• As continuous activity with dashed outline when on private land; or</li> <li>• As continuous activity with bold outline for entire activity.</li> </ul> |
| 4.2.5. | If showing non-contiguous segments on public land or continuous activity with dashed outline on private land, only show the legal descriptions of those segments in the plan heading.   |
| 4.2.6. | If showing continuous activity with bold outline for entire activity within public and private land, include the legal description of all parcels in the plan heading, and label each parcel as “Crown” or “Freehold” within the parcel.  |

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| 4.2.7. | Long linear dispositions that do not meet the sheet size requirement when shown as a continuous activity must receive prior approval and instructions from the appropriate regulatory body as certain plan requirements may be waived. |
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### 4.3. Content Requirements for Piezometer Sites, Heave Monuments and Sample Plots

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|--------|---|
| 4.3.1. | All multi-polygon piezometer sites, heave monuments and sample plots and associated access should not exceed an area of 6 miles by 6 miles per application unless exception granted by the regulatory body. When including large number of sites within one application consider the consequences of amendments. Any amendments to one site may require the retracement of the entire survey. |
| 4.3.2. | Areas for sample plots do not have to follow the breakdown as per 1.3.6.6.  |

### 4.4. Content Requirements for Public Land Sale (PLS)

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| 4.4.1. | Title block to show purpose of PLS (i.e., “Sketch to show land(s) to be acquired”). |
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### 4.5. Content Requirements for Surface Material Exploration (SME)

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|---------------|--|
| <b>4.5.1.</b> | <b>Purposes – Other Than Peat</b>  |
| 4.5.1.1.      | Scale should be 1:20,000, 1:25,000, or 1:30,000 or those in the general plan requirements.   |
| 4.5.1.2.      | An applicant cannot apply for a SME that is within six miles (9.6 km) of their existing SME application(s).  |
| 4.5.1.3.      | One SME number shall be applied for each contiguous activity. Exception to this rule can occur when the activity is split by surveyed road allowance(s) and/or registered roads.   |
| 4.5.1.4.      | Areas for SME cannot exceed 320 acres. <ul style="list-style-type: none"> <li>• Exclusions of dispositions when applied to this 320 acre rule are to be indicated in a tabular format showing acreages. In this situation areas to be shown are: <ul style="list-style-type: none"> <li>- Total area (hectares and acres) of activity extents</li> </ul> </li> </ul> |



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|               | <ul style="list-style-type: none"> <li>- Total area (hectares and acres) of exclusions</li> <li>- Total area (hectares and acres) of activity extents minus exclusions</li> </ul>  |
| 4.5.1.5.      | Areas do not have to follow the breakdown as per 1.3.6.6.  |
| 4.5.1.6.      | Show and label all existing dispositions within the proposed SME area.   |
| 4.5.1.7.      | Contours (optional) may be shown (at a minimum Base Features data is available through AltaLIS).   |
| 4.5.1.8.      | Use “TH” or “X” or other symbol to indicate proposed test hole locations. Identify the symbol in legend.   |
| 4.5.1.9.      | Access to each test hole to be shown by dashed line.   |
| 4.5.1.10      | Show all watercourse crossings.  |
| <b>4.5.2.</b> | <b>Purpose – Peat</b>  |
| 4.5.2.1.      | Scale should be 1:20,000, 1:25,000, or 1:30,000 or those in the general plan requirements. A scale of up to 1:40,000 is allowed as long as the intent of the extent is clear. If unclear, details and/or labelling will be required. |
| 4.5.2.2.      | Showing and labelling of dispositions, titled metes and bounds parcels, and boundary surveys registered at LTO is not required unless they directly affect the extents.  |
| 4.5.2.3.      | Areas do not have to follow the breakdown as per 1.3.6.6.  |

## 4.6. Content Requirements for SMC/SML/DMS

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| <b>4.6.1.</b> | <b>Purpose – Other Than Peat or SMLs Overlapping Oil Sands MSLs</b>  |
| 4.6.1.1.      | Contours must be shown (at a minimum Base Features data is available through AltaLIS).   |
| 4.6.1.2.      | One disposition number shall be applied for each contiguous activity. Exception to this rule can occur when the activity is split by surveyed road allowance(s) and/or registered roads. |
| 4.6.1.3.      | An applicant cannot apply for a SML that is within six miles (9.6 km) of their existing SML application(s).  |
| <b>4.6.2.</b> | <b>Purpose – SMLs overlapping Oil Sands MSLs</b>   |
| 4.6.2.1.      | There can only be one SML activity per MSL activity.   |

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| 4.6.2.2.      | The SML's activity extents/boundary must match the boundary of the approved MSL it is related to.  |
| 4.6.2.3.      | If submitting a sketch plan as the final plan: <ul style="list-style-type: none"> <li>• The related MSL should be surveyed.</li> <li>• Dimensions are not required along activity extents, but the activity extents must be labeled throughout the plan body indicating the MSL number, plan number, and version date the extents is coincidental with.</li> <li>• Scale may be up to 1:20,000 unless exception granted by the regulatory body.</li> </ul> |
| <b>4.6.3.</b> | <b>Purpose - Peat</b>  |
| 4.6.3.1.      | Contours must be shown (at a minimum Base Features data is available through AltaLIS).   |
| 4.6.3.2.      | One disposition number shall be applied for each contiguous activity. Exception to this rule can occur when the activity is split by surveyed road allowance(s) and/or registered roads.   |
| 4.6.3.3.      | SML area cannot exceed 500 ha.   |

## 4.7. Content Requirements for the Protection of Wetlands (Ducks/Trout Unlimited) and Reservoirs on Natural Waterbodies (DLO/LOC)

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| 4.7.1. | Show existing bank (as determined using imagery and site inspection) and Full Supply Level (FSL) (if applicable) and denote method(s) to determine each.                          |
| 4.7.2. | Extent of activity within freehold land is to be shown at the bank.   |
| 4.7.3. | Extent of activity on public lands is to be shown at the FSL (with exceptions).   |
| 4.7.4. | Show adjacent freehold lands (FRH) and label on plan.   |
| 4.7.5. | Inlets and water control devices are to be identified on the plan. The inlet and water control devices are to be applied for as separate activities and can overlap this DLO/LOC. |

## 4.8. Content Requirements for Disposition Reservations (DRS)

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| 4.8.1. | Disposition Reservations (DRS) are used exclusively for AEP and other ministries within the Government of Alberta. DRSs have many purposes ranging from fire towers to fish habitat protection areas. Generally, the requirements for DRS follow those of similar non-DRS related activities. For example, a fire tower would be a DML, a road would be a DLO, a recreation area would be a REC, etc., in accordance with the PLAR Table A1. |
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### Acronym List

- AEP Environment and Parks
- AER Alberta Energy Regulator
- C. of T. Certificate of Title
- DIDs Digital Integrated Dispositions
- EC Establishment Coordinates
- EDS Electronic Disposition System
- LSD Legal Subdivision
- LTO Land Titles Office
- PLA *Public Lands Act*
- PLAR Public Lands Administration Regulation
- PLSM Survey Manual – Public Lands Surveys
- RC Re-establishment Coordinates
- RP Geo-referenced Point