

Checklist - Application for Approval of Control Monuments for a Block Outline Section 69(3) Land Title Act

(Refer to Circular Letters No. [461B](#) and [478](#) and [Direction to Land Surveyors No. 12](#))

An application must be made to the Surveyor General to seek permission to conduct a survey under the block outline method. Applications are to be submitted through myLTSA. The [EFS User's Guide](#) outlines the process to submit an application.

Fees for Block Outline approval are levied when the plan is tendered for Surveyor General approval, not at the application stage. The fee for Block Outline approval is listed on the [LTSA Fee Listing](#). A separate approval is required for each block outline plan.

Proposed Control Criteria:

The land surveyor must make all reasonable efforts to ensure that the monuments will survive the construction activities and are positioned to provide a solid control network for posting after construction is complete.

- For a subdivision, as a general rule, a density of one Type 1 or 2 monuments per 20 lots, with a minimum of three control monuments, is required.
- For linear surveys, when planning the control network, consideration should be given to the terrain and the complexity of the geometry of the boundaries.

If the survey is located within an Integrated Survey Area (ISA), there may be an opportunity to use ISA monuments as block outline control monuments as long as the ISA monuments are located within close proximity to the survey. In this regard, you are encouraged to exercise sound professional judgment based upon local site conditions.

- The proposed type 1 or type 2 control monuments are positioned to provide a solid control network for the project (sufficient density with a minimum of three monuments)
- The proposed control monuments are located so that they will survive construction activities for posting after construction is complete

Checklist of Requirements for the Submission Package

- Block Outline Submission to Surveyor General form (SGB0), setting the Application/Plan Type to "Block Outline Plan Application"
- Preliminary plan containing information noted in checklist below
- Copies of title(s) to the subject lands

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- A copy of this completed checklist

Preliminary Plan must depict:

- The lot structure of the subject survey area (ideally the application plan will be a draft of the desired plan that will be eventually submitted)
- Location of the proposed control monuments
- Full legal description of the lands being dealt with in the plan heading
- Distances to control monuments
- Designations for proposed lots

Proposed Block Outline Survey Undertaking:

- Proposed date to complete posting plan if exceeding one year
_____ (date)

A letter will be sent by email confirming if the control monumentation is approved.