

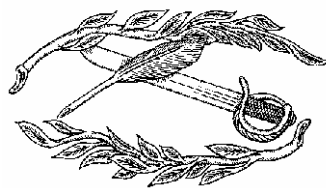


New South Wales Government

Surveyor General's Directions

No. 2

Preparation of Locality Sketch Plans





Surveyor General's Directions



Contents

	Page
1.....Introduction	2-1
2.....Requirements for Preparation of Locality Sketch Plans	2-1
3.....Information to be Recorded on Locality Sketch Plans	2-1
3.1.....New Urban Subdivisions	2-1
3.2.....Existing Developed Areas	2-2
3.3.....Rural Areas	2-2
3.4.....Additional Information	2-3
4.....Survey Plaques	2-3
5.....Lodgement of Sketch Plans	2-4
 Diagrams	
1 - New Urban Subdivision	2-5
2 - Existing Developed Area	2-6
3 - Rural Area	2-7
4 - Rural Area	2-8
5 - Survey Plaque	2-9
 Appendices	
A - Distribution Centres for Survey Mark Fittings and Forms	2-10
B - Distribution Centres - Field Offices	2-12
C - Applicable Clauses of the current Surveyors (Practice) Regulation	2-13



Preparation of Locality Sketch Plans for Control Survey Marks

1. Introduction

Locality sketch plans are required for all permanent marks placed within the meaning of Clause 43 of the Surveying Regulation. This directive provides guidelines for the information to be shown on Locality Sketch Plans.

Detailed information on mark types and specifications is contained in the Surveyor General's Direction No. 1 - Approved Permanent Marks. Copies are available through the Department of Lands Website at www.lands.nsw.gov.au

Mark fittings and blank locality sketch plans are obtainable from the distribution centres listed in Appendices A and B.

2. Requirements for Preparation of Locality Sketch Plans

Basic information required in the preparation of locality sketch plans comprises:

- (a) 'on site' measurements, adequate for subsequent field location of the mark;
- (b) information, measured or calculated, essential for the plotting of a permanent mark position onto the Digital Cadastral Data Base (DCDB);
- (c) mark co-ordinates, either scaled from a CMA map, calculated or measured directly to enable the placement of mark details in SCIMS;
- (d) Australian Height Datum (AHD) level values where required by the current Surveying Regulation (see Appendix C).

3. Information to be recorded on Locality Sketch Plans

The following outlines the information to be shown on locality sketch plans.

3.1 New Urban Subdivisions

In new kerbed and guttered subdivisions the following should be provided:

- a) For a state survey mark (SSM) placed in a concrete kerb or gutter at least 3 basic distance connections to fixed services, objects or reference marks. Fixed services are such things as power poles, manhole covers, stop valves and gutter inlet pits. Objects can be anything of a substantial and permanent nature. Reference marks are as defined by the current Surveying Regulation;
- b) For an SSM placed elsewhere or a permanent mark (PM) at least 4 distance connections to fixed services, objects or reference marks (including an offset to a



Surveyor General's Directions



boundary);

- c) adjacent lot numbers and deposited plan number;
- d) approximate distance, to the nearest 10 metres, to the nearest street intersection identifiable on a CMA map or a current street directory.
- e) coordinate information, if possible, to assist in the plotting of the survey mark position.

An example is provided in Diagram 1.

3.2 Existing Developed Areas

In existing developed and mapped areas the following should be provided:

- a) if an SSM is placed in a concrete kerb or gutter, at least 3 distance connections;
- b) if an SSM is placed elsewhere or a PM is placed, at least 4 distance connections (including an offset to a boundary);
- c) if a mark is on a road or at a road intersection, show the names of the roads if they are identifiable on a map or a currently published street directory;
- d) the adjacent house postal numbers (and if available the lot and deposited plan numbers) and the approximate distance, to the nearest 10 metres, to the nearest street intersection;
- e) co-ordinate information, if possible, to assist in the plotting of the survey mark position.

An example is provided in Diagram 2.

3.3 Rural Areas

In rural areas the following should be provided:

- (a) at least 3 connections, with magnetic bearing and distance, to easily identifiable objects or monuments of a permanent nature. Where possible show a magnetic bearing to any visible trigonometrical station or recognisable structure (eg, church spire, tower, reservoir) and at least two of the following:
- (b) MGA coordinates either scaled from a map, or measured directly;
- (c) a connection to an identifiable feature depicted on a map;
- (d) a connection to a cadastral corner and indicate portion and/or lot numbers, parish



Surveyor General's Directions



and county names;

- (e) an odometer (tripmeter) distances to nearest approximate 0.1 km from an officially named and identifiable geographical feature — in addition to a distance from the nearest post office, or similarly well-known structure.

Examples are provided in Diagrams 3 and 4.

3.4 Additional Information

Additional information can be attached to the locality sketch plan to assist in the plotting of the mark's position.

This information can be in any of the following forms:

- (a) a copy of a map or recently published street directory showing the approximate position of the survey mark;
- (b) a written description, starting from a geographical or topographically defined feature with direction and odometer readings to locate the approximate position of the mark;
- (c) a copy of a deposited plan showing the mark's location.

4. Survey Plaques

Survey plaques are designed to help preserve and protect marks by aiding the identification and location of Permanent Marks. The purpose of the plaque is to advise that there is a survey mark in the vicinity, assist the location of the mark by the user and warn that there is a penalty for the destruction of the mark. (See Diagram 5)

It is recommended that:

- a) The plaque should be placed, wherever possible, to face in the direction of the mark.
- b) The plaque should be fixed to an aluminium star dropper or length of white PVC pipe of minimum diameter 90mm securely embedded in the ground.
- c) The consent of the relevant utility authority or owner should be sought where it is intended to attach the plaque to a power pole or other feature, eg fencepost.
- d) The plaque and post (if used) should be located so that no hazard is created to the public or livestock.
- e) The bearing and distance from the mark to the plaque should be included on the sketch plan.



Surveyor General's Directions



Sensible usage of these plaques should ensure a greater awareness of these marks and save time when locating Permanent Marks.

5. Lodgement of Sketch Plans

As soon as possible after placement, the original locality sketch plans are to be lodged with:

The Manager
Survey Services
Land & Property Information NSW
2nd Floor,
Queens Square Building
SYDNEY NSW 2000

or
GPO Box 15
SYDNEY NSW 2001

Telephone: 02 8258 7500
Facsimile: 02 8258 7555

If lodgement of sketch plans is delayed too long there is a danger that another survey control mark may be placed in the same location, wasting surveyors' time and resources.


For further information contact Survey Services in Sydney or Bathurst or your nearest Distribution Centre and refer to Appendix C - "Applicable Clauses of the Surveying Regulation" (See Appendices A, B)



Surveyor General's Directions



Diagram 1 - New Urban Subdivision



© LAND INFORMATION CENTRE
NSW DEPARTMENT OF LANDS

Other than for the purpose of research or fair dealing no part of this data may be reproduced by any means without prior written permission.

LOCALITY SKETCH PLAN

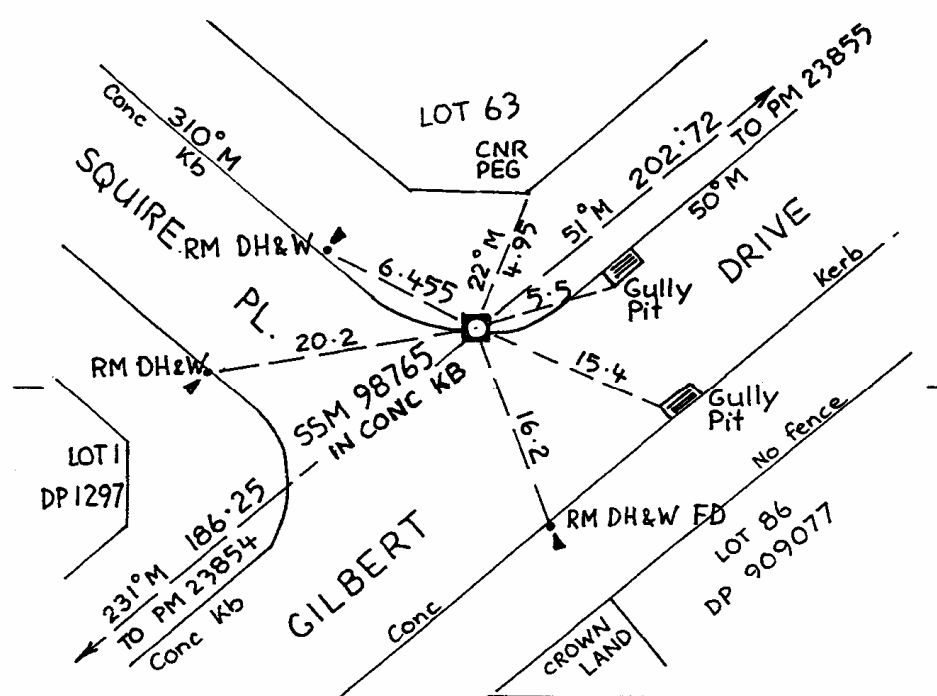
PM _____

SSM 98765

Description _____

Parish CASTLE HILL County CUMBERLAND Town/Suburb/Locality CASTLE HILL

Municipality or Shire BAULKHAM HILLS C.M.A. Map Sheet ROUSE HILL U9167-9



The diagram shows a central point with several lines radiating from it. The lines are labeled with bearings and distances: 310° M, 202° 72', 186° 25', 231° M, 15° 4', 16° 2', 22° M, 6° 45', 4° 9', 51° M, 50° M, 20° 2', 5.5, 15.4, 231° M, 186° 25', 231° M, 186° 25', 231° M, 186° 25'. The lines are also labeled with 'Conc K/B', 'RM DH&W', 'RM DH&W FD', 'Crown Land', 'Gully Pit', 'Kerb', and 'No fence'. The diagram also shows 'LOT 63 CNR PEG', 'LOT 1 DP 1297', and 'LOT 86 DP 909077'. The road is labeled 'GILBERT DRIVE'.

APPROX ISG COORDS
E 299095.7
N 1268125.5 Zone 56/1

SURVEY PRACTICE REGULATION 1990			
MARK	AHD	SOURCE	DATE
SSM 98765	102.765		10/10/92
HEIGHT DETERMINED BY DIFF. LEVELLING (specify) <u>TRIP W/HEIGHTING</u>			
ADOPTED MARKS			
PM 23854	104.978	SCIMS	11/10/92
PM 23855	109.231	SCIMS	11

Measurements are in metres

PM _____

SSM 98765

Replaces PM SSM

I certify that the Mark or Marks have been placed and numbered as detailed hereon.

Signed R. Cooke

Mark placed 10 / 10 / 1992

Organization placing Marks ACME SURVEYS


Ref. 92/1478



Surveyor General's Directions



Diagram 2 - Existing Developed Area



LAND INFORMATION CENTRE
NSW DEPARTMENT OF LANDS

Other than for the purpose of research or fair dealing no part of this data may be reproduced by any means without prior written permission.

LOCALITY SKETCH PLAN

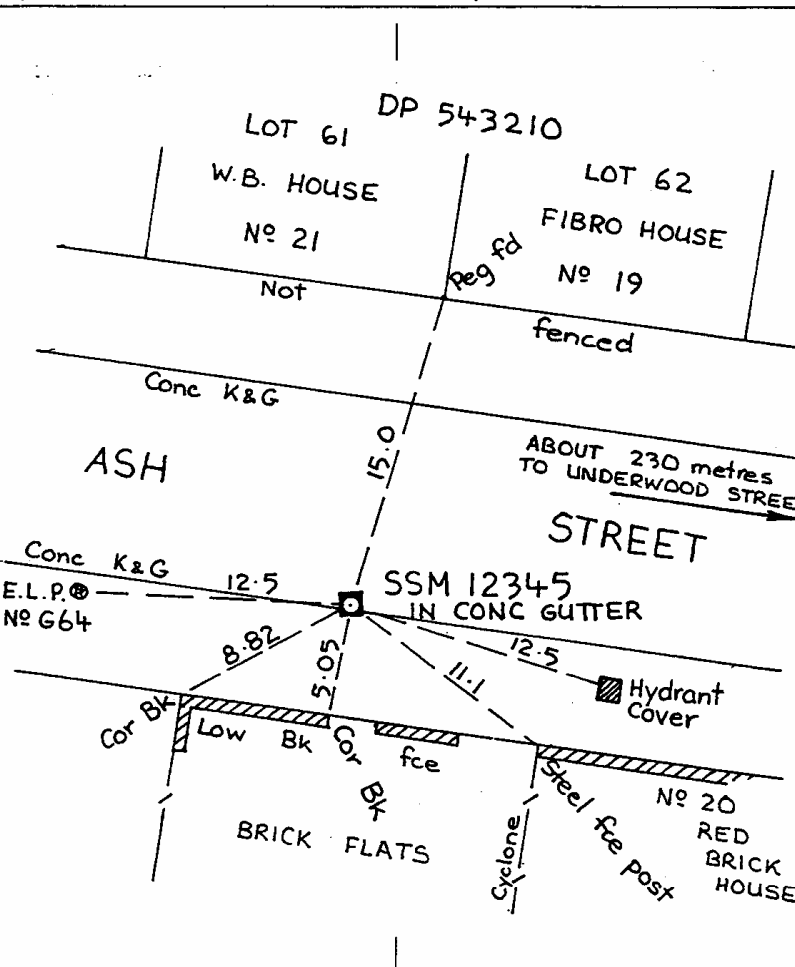
PM _____

SSM 12345

Description _____

Parish PROSPECT County CUMBERLAND Town/Suburb BLACKTOWN

Municipality or Shire CITY OF BLACKTOWN C.M.A. Map Sheet BLACKTOWN U9160-7



The diagram shows a street layout with several lots. Lot 61 (W.B. HOUSE No 21) and Lot 62 (FIBRO HOUSE No 19) are at the top. A street runs horizontally through the middle, labeled 'ASH STREET'. A vertical dashed line represents a boundary or road, with a distance of 15.0m marked. A concrete K&G gutter is shown with a manhole labeled 'SSM 12345 IN CONC GUTTER'. Other features include a hydrant cover, a steel fence post, and brick flats. Distances from the manhole to other points are marked: 12.5m to the left, 8.82m to a corner brick, 5.05m to a low brick corner fence, 11.1m to a steel fence post, and 12.5m to the right. A note indicates 'ABOUT 230 metres TO UNDERWOOD STREET'.

SURVEY PRACTICE REGULATION 1990			
MARK	AHD	SOURCE	DATE
SSM 12345	101.251		12/10/92
HEIGHT DETERMINED BY DIFF. LEVELLING (specify) <u>TRIG. HEIGHTING</u>			
ADOPTED MARKS			
PM 3418	89.252	scms	11/10/92
PM 3419	95.371	scms	11/10/92

Measurements are in metres

I certify that the Mark or Marks have been placed and numbered as detailed hereon.

Signed *[Signature]*

Mark placed 10/10/1992

Organization placing Marks XYZ SURVEYS

Ref. _____

PM _____

SSM 12345


Replaces PM SSM _____



Surveyor General's Directions



Diagram 3 - Rural Area



**LAND INFORMATION CENTRE
NSW DEPARTMENT OF LANDS**

Other than for the purpose of research or fair dealing no part of this data may be reproduced by any means without prior written permission.

LOCALITY SKETCH PLAN

PM 67020
SSM

Description -----

Parish WAAYOURIGONG County FORBES Town/Suburb/ Locality West of FORBES

Municipality or Shire JEMALONG C.M.A. Map Sheet JEMALONG 8431-2

SURVEY PRACTICE REGULATION 1990			
MARK	AHD	SOURCE	DATE
HEIGHT DETERMINED BY DIFF. LEVELLING (specify) TRIG. HEIGHTING			
ADOPTED MARKS			

Measurements are in metres

I certify that the Mark or Marks have been placed and numbered as detailed hereon.

PM 67020
SSM

Signed A. Deweyor
Mark placed 10/10/1992

Replaces **PM**
SSM


Organization placing Marks SOUTHERN ELECTRIC
Ref.



Surveyor General's Directions



Diagram 4 - Rural Area



LAND INFORMATION CENTRE
NSW DEPARTMENT OF LANDS

Other than for the purpose of research or fair dealing no part of this data may be reproduced by any means without prior written permission.

LOCALITY SKETCH PLAN

PM 36044

SSM —

Description —

Parish ELLIS County BRISBANE Town-Suburb Locality KAYUGA

Municipality or Shire MUSWELLBROOK C.M.A. Map Sheet ABERDEEN 9033-1-S

ACCESS

Km

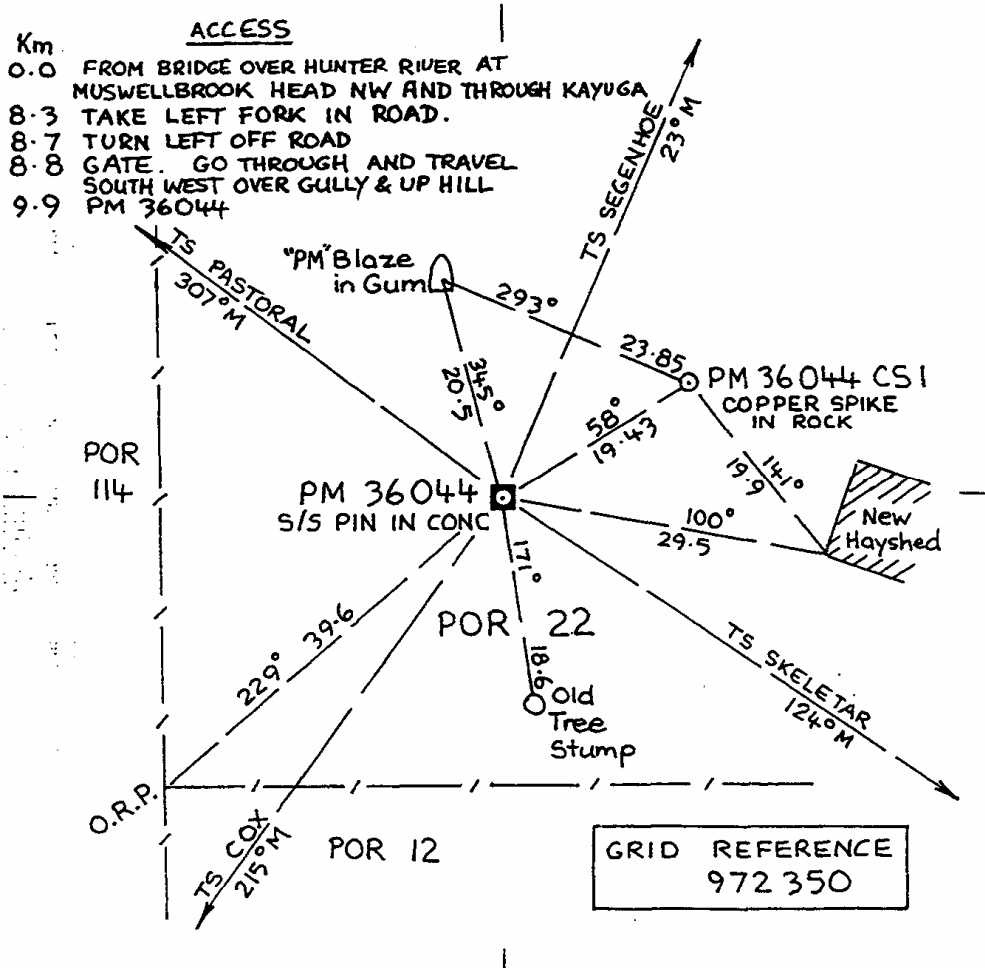
0.0 FROM BRIDGE OVER HUNTER RIVER AT MUSWELLBROOK HEAD NW AND THROUGH KAYUGA

8.3 TAKE LEFT FORK IN ROAD.

8.7 TURN LEFT OFF ROAD

8.8 GATE. GO THROUGH AND TRAVEL SOUTH WEST OVER GULLY & UP HILL

9.9 PM 36044



The diagram shows a central point PM 36044 (S/S PIN IN CONC) with several bearings and distances to other points:

- TS PASTORAL: 307° M
- "PM" Blaze in Gum: 293°
- TS SEGENHOE: 23° M
- PM 36044 CS 1 COPPER SPIKE IN ROCK: 58° / 19.43
- New Hayshed: 100° / 29.5
- TS SKELETAR: 124° M
- Old Tree Stump: 171° / 18.6
- TS COX: 215° M
- TS SKELTAR: 124° M
- Other bearings: 229° / 39.6, 171° / 18.6, 141° / 19.9

Other features include POR 114, POR 22, POR 12, O.R.P., and a GRID REFERENCE of 972 350.

SURVEY PRACTICE REGULATION 1990			
MARK	AHD	SOURCE	DATE
PM 36044	201.1		10/10/92
HEIGHT DETERMINED BY <u>DIFF. LEVELLING</u> (specify) <u>TRIG HEIGHTING</u>			
ADOPTED MARKS			
SKELETAR	333.45	SCIMS	10/10/92
SEGENHOE	377.4	"	"

Measurements are in metres

PM 36044

SSM —

Replaces PM SSM

I certify that the Mark or Marks have been placed and numbered as detailed hereon.

Signed A Geodist

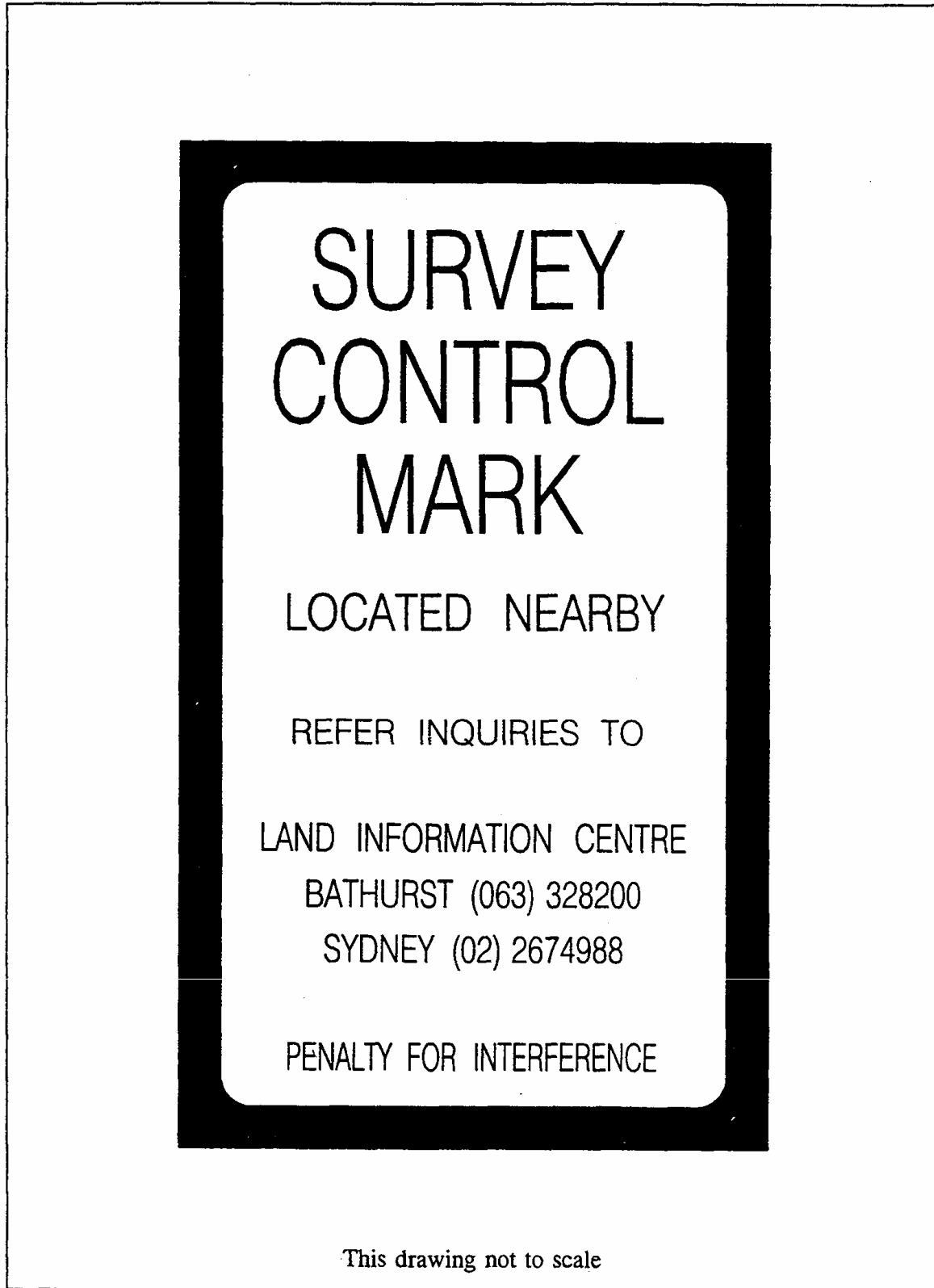
Mark placed 10/10/1992

Organization placing Marks NORTHERN ENGINEERING SURVEYS

Ref —



Diagram 5 - Survey Plaque





Surveyor General's Directions



Appendix A - Distribution Centres for Survey Mark Fittings and Forms

The list below shows distribution points during office hours of 8.30 am - 4.30 pm (Monday to Friday):

LAND, INFORMATION & PROPERTY NSW.

SYDNEY: Survey Services Phone: (02) 8258 7500
Land, Property and Information NSW Fax: (02) 8258 7555
2nd Floor,
Queens Square Building or (GPO Box 15)
SYDNEY NSW 2000 (Sydney NSW 2001)

BATHURST: Cadastral Management Unit Phone: (02) 6332 8224
Land, Property and Information NSW Fax: (02) 6332 8230
Panorama Avenue
(PO Box 143)
Bathurst NSW 2795

DEPARTMENT of LANDS DISTRICT OFFICES

ARMIDALE: 108 Faulkner Street Phone: (02) 6772 2308
(PO Box 199A) Fax: (02) 6772 8782
Armidale NSW 2350

DUBBO: 142 Brisbane Street Phone: (02) 6881 1225
(PO Box 865) Fax: (02) 6881 1289
Dubbo NSW 2830

GOULBURN: 159 Auburn Street Phone:(02) 4823 0665
(PO Box 223) Fax: (02) 4823 0675
Goulburn NSW 2580

HAY: 126 Lachlan Street Phone: (02) 6993 1306
(PO Box 182) Fax: (02) 6993 1135
Hay NSW 2711



Surveyor General's Directions



MAITLAND EAST:	Cnr Newcastle Road and Bank Street (PO Box 6) East Maitland NSW 2323	Phone:(02) 4934 2280 Fax: (02) 4934 2252
NOWRA:	64 North Street (PO Box 309) Nowra NSW 2541	Phone: (02) 4423 0122 Fax: (02) 4423 3011
ORANGE:	Cnr. Kite and Anson Sreets (PO Box 53) Orange NSW 2800	Phone: (02) 6363 8395 Fax: (02) 6363 8389
TAMWORTH:	25-27 Fitzroy Street (PO Box 535) Tamworth NSW 2340	Phone: (02) 6766 3711 Fax: (02) 6766 3803
TAREE:	102-112 Victoria Street (PO Box 440) Taree NSW 2430	Phone: (02) 6552 2788 Fax: (02) 6552 2816
WAGGA WAGGA:	Cnr Johnson and Tarcutta Streets (PO Box 60) Wagga Wagga NSW 2650	Phone:(02) 6921 2503 Fax: (02) 6921 1851



Surveyor General's Directions



Appendix B - Distribution Centres - Field Offices

The following distribution points can only be used with a prior appointment. They do not have cash or bankcard facilities, consequently payment must be made by cheque or money order made out to the Land, Property & Information NSW.

ALSTONVILLE:	Land & Property Information NSW C/- DIPNR (PO Box 664) Alstonville NSW 2480	Phone: (02) 6628 6009 Fax: (02) 6628 6011 Mob: 0409 326 535
COFFS HARBOUR:	359 High Street (PO Box 291J) Coffs Harbour Jetty NSW 2450	Phone: (02) 6651 2507 Fax: (02) 6651 2507
GRAFTON:	Andrew Fletcher & Associates PO Box 1213 Grafton NSW 2460	Phone: (02) 6642 3300 Fax: (02) 6642 5990
NOWRA:	C/- Shoalhaven City Council PO Box 42 Nowra NSW 2541	Phone: (02) 4429 3279 Fax: (02) 4422 1816 Attn: D Halls
NEWCASTLE:	Land & Property Information NSW State Government Building 117 Bull Street (PO Box 488G) Newcastle NSW 2300	Phone: (02) 4925 9984 Fax: (02) 4929 2969
PORT MACQUARIE:	C/- Hastings Municipal Council Cnr Lords St & Burrawan St (PO Box 84) Port Macquarie NSW 2440	Phone: (02) 6581 8638 Fax: (02) 6581 8104
WYONG:	C/- Wyong Shire Council 16 Hely Street (PO Box 20) Wyong NSW 2261	Phone: (02) 4350 5324 Fax: (02) 4350 5324
SINGLETON:	C/- Singleton Shire Council Queen Street Singleton NSW 2330	Phone: (02) 6578 7304



Appendix C - Applicable Clauses of the Surveying Regulation

4I *Surveyor to report position etc of permanent survey marks*

- (1) As soon as practicable after a registered surveyor carrying out a survey:
 - (a) places a new permanent survey mark, or
 - (b) becomes aware that an existing permanent survey mark has been removed, damaged, destroyed, displaced, obliterated or defaced, or is in a state of disrepair, the registered surveyor must notify the Surveyor-General of that fact and of the number and location of the permanent survey mark.
- (2) Compliance with the requirements of this clause is a condition of registration as a surveyor.

33 *Connection of surveys and marks*

- (8) If two permanent survey marks connected in accordance with subclause (1A) have accurate AHD values, the locality sketch plan of each additional permanent survey mark placed in accordance with subclause (3), (5) or (6) must show:
 - (a) the AHD value derived by closed height differences to an accuracy of Class ``LD'' or ``B'' or better (as specified in the *Standards & Practices for Control Surveys* and
 - (b) the AHD values, and the nature and source, of the 2 connected permanent survey marks.
- (9) A permanent survey mark placed in accordance with subclause (3), (5) or (6) must:
 - (a) be so located as to be suitable for an orientation of the survey and for redefinition of the survey, and
 - (b) be so located at road junctions, road intersections, road angles or crests of hills as to be visible between other permanent survey marks without obstruction, and to be suitable for subsequent inclusion in the State Control Survey, and
 - (c) be identified in location by a sketch plan that meets approved standards.
- (10) A sketch plan referred to in subclause (9) must be forwarded to the Surveyor-General within 2 months of the placement of the permanent survey mark.

47A *Placement of permanent survey marks by non-surveyors:*

For the purposes of section 25 of the Act, a person is authorised to place a permanent survey mark at any location if, and only if:

- (a) the mark is placed in accordance with any requirements specified in Schedule 4, and
- (b) the location of the permanent survey mark is indicated on a locality sketch plan that is in a form acceptable to the Surveyor-General, and
- (c) that locality sketch map is given to the Surveyor-General within 2 months after the permanent survey mark is placed.

End of Direction