



**C&A** SURVEYORS

# COMPANY SERVICES

**INDUSTRY  
LEADERS**

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Upfront Pricing

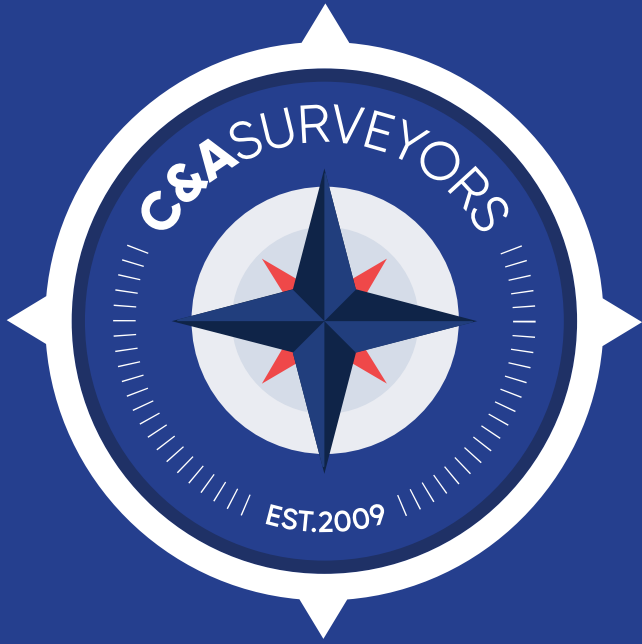
Fully Insured

Register Surveyors

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## ABOUT C&A SURVEYORS

C&A Surveyors commenced operations in 2009 working from a home office in the Sydney suburb of Greystanes. Since then, we have grown to a team of over 40 surveyors, including six registered surveyors, working across a wide range of projects for an even wider range of clients.

We service the broader Sydney metropolitan area from Newcastle to Wollongong and out to the Blue Mountains. If we can help you with your surveying needs, please call us today!

## OUR CORE VALUES

- To treat every client with respect and faith.
- To grow through creativity, invention and innovation.
- To integrate honesty, integrity and business ethics into all aspects of our business every single day.



# PEG OUT SERVEYS

## What is a peg out survey?

A peg out survey involves marking out the four corners of a property with pegs or marks. These marks assist with the construction of footings or slabs. In some cases, nails are placed in the concrete footings or slabs marking the inside or outside of the external walls of a building.

## Why do you need peg out survey?



Installing a new fence



Building a new dwelling  
(granny flat, duplex or  
townhouse)



Mark out boundary



Extension of a property



Neighbour disputes

## What do you receive after the peg out survey?

Our licensed and registered surveyors will measure the boundaries and map out and place the pegs. Once the pegs are installed, you will receive the plan showing the actual position of the pegs.

# DETAIL AND LEVEL SURVEY



## What is a detail & level survey?

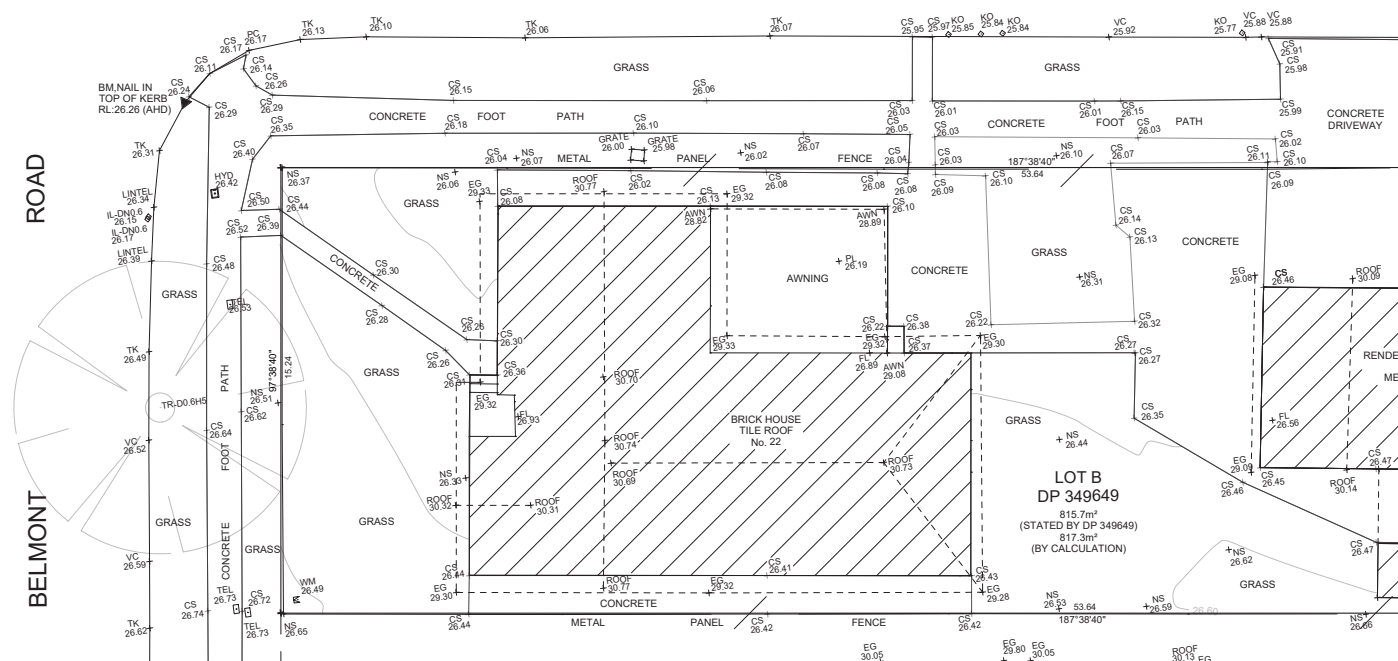
A detail and level survey are the starting point of any Development Applications (DA), building new house or extending house. The detail level survey is also carried out when you present information about your land for purposes of land valuation.

## Why do you need a detail & level survey?

If you are planning to construct or extend a building on your land, a detail and level survey is a mandatory requirement by the architect/designer to enable the design process. Determining the property boundaries and any building in relation to them is also a mandatory requirement of most local councils.

## The survey reports on:

- ✓ Existing features including trees
- ✓ Adjoining neighbours
- ✓ Visible services, roof, windows
- ✓ Level of lands.
- ✓ Determines location of the property
- ✓ Boundaries
- ✓ Existing buildings



## What do you receive after the detail and level survey?

A detail and level survey are the starting point of any Development Applications (DA), building new house or extending house. The detail level survey is also carried out when you present information about your land for purposes of land valuation.



# DETAIL AND LEVEL / IDENTIFICATION SURVEY

## What is a detail and level/identification survey?

A detail and level/identification survey picks up all existing features including trees, adjoining neighbour properties, visible services, and easements and takes levels over the land. In addition to this the surveyor determines the location of the property boundaries and the existing buildings in relation to them.

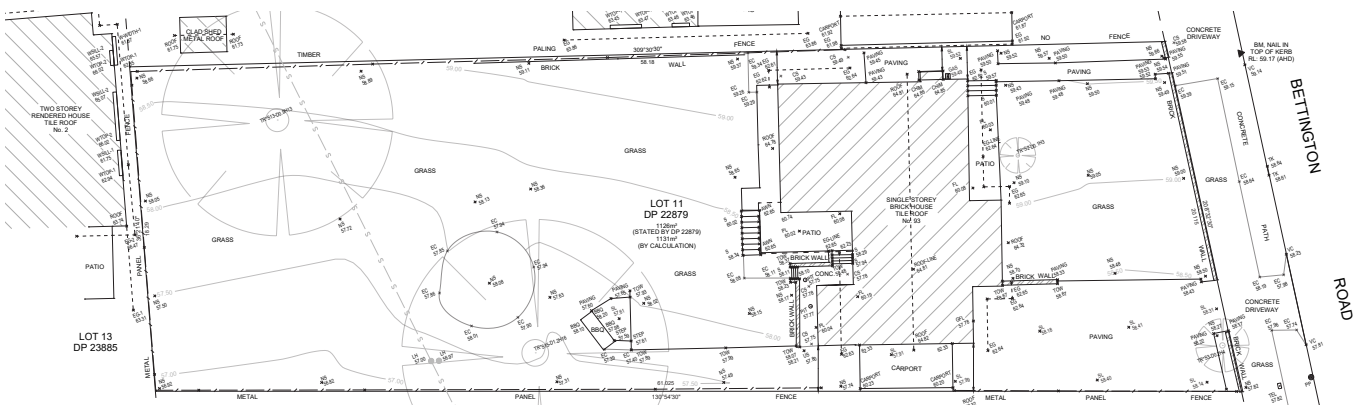
## A detail and level/identification survey is typically required in order to highlight:

- ✓ Existing features including trees,
- ✓ Adjoining neighbour properties,
- ✓ Visible services,
- ✓ Easements
- ✓ levels over the land
- ✓ location of the property boundaries
- ✓ Existing buildings

## Why do you need a detail and level/identification survey?

A detail and level/identification survey are a mandatory requirement by an architect/designer to enable the design process. Determination of the property boundaries and building in relation to them is also a mandatory requirement of most local councils. It is also typically required in order to highlight existing featuring, existing buildings, adjoining neighbour properties, visible services, easements, levels over the land and location of the property boundaries.

A detail and level/identification survey is also commonly required throughout the construction process, whether for the purposes of progress payments by your lending institution or for the issuance of a Building Certificate at each stage and on completion of the project.



## What do you receive after the detail and level/identification survey?

The information obtained from a detail and level/identification survey is then calculated and drafted into a survey plan and after going through quality check process by After going through 3 tier quality control process by our registered surveyors. it is then provided to you in DWG and PDF file formats to use by your designer/architect.

\*To avoid rejection by approval bodies such as Council, Detail and Level/Identification Surveys should always be based on Australian Height Datum rather than an assumed datum. We strongly advise you ensure this is the case prior to engaging your surveyor.

# DETAIL AND LEVEL / IDENTIFICATION SURVEY

## WITH UNDERGROUND SERVICE LOCATING

### What is a detail and level/identification survey with underground service locating?

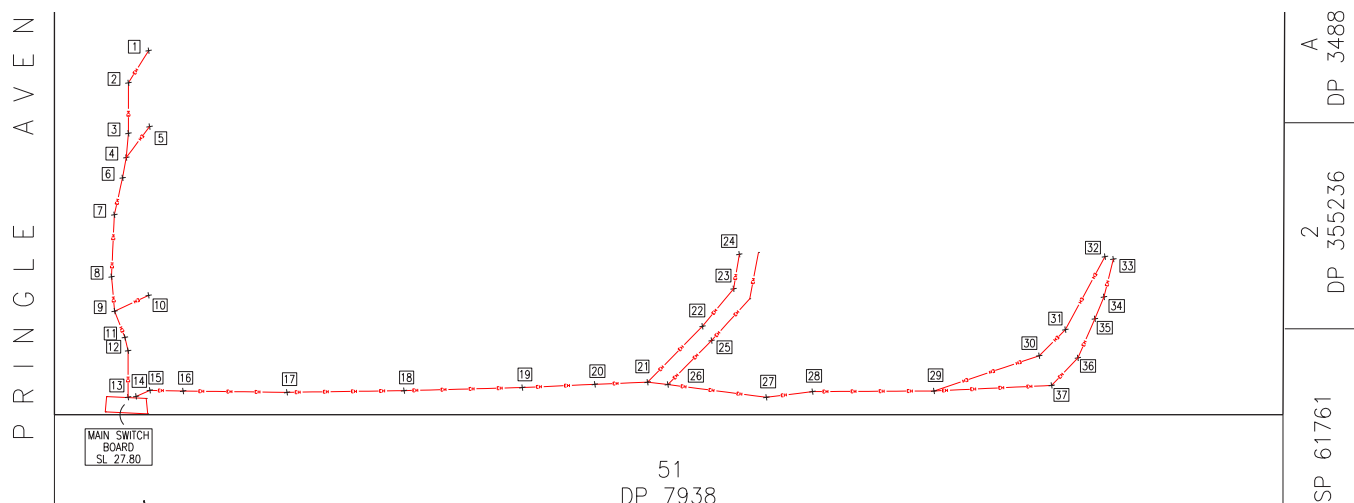
A detail and level/identification survey picks up all existing features including trees, adjoining neighbour properties, visible services, easements and takes levels over the land. In addition to this the surveyor determines the location of the property boundaries and the existing buildings in relation to them. Location marking of underground utility assets such as pipes and mains that run through the property are also determined.

### Why do you need a detail and level/identification survey with underground service locating?

A detail and level/identification survey is a mandatory requirement by an architect/designer to enable the design process. Determination of the property boundaries and building in relation to them is also a mandatory requirement of most local councils. Underground service location is highly recommended as it is not only not permitted to build over certain assets, but it is extremely expensive to damage an asset during the construction process.

### What do you receive after the detail and level/identification survey with underground service locating?

We recommend that you have one of our friendly staff order the Dial Before You Dig underground service search to determine if your property is affected by any utility assets such as pipes and mains. As it is not permitted to build over certain assets, it is vital that all assets are accurately located to avoid any issues during the design process. Our Underground Service Locator will attend the site and physically mark where the assets are running. This information is then processed within the office and calculated and drafted into the survey plan. After going through a three tier quality control process it is provided to you in DWG and PDF file formats for use by your designer.



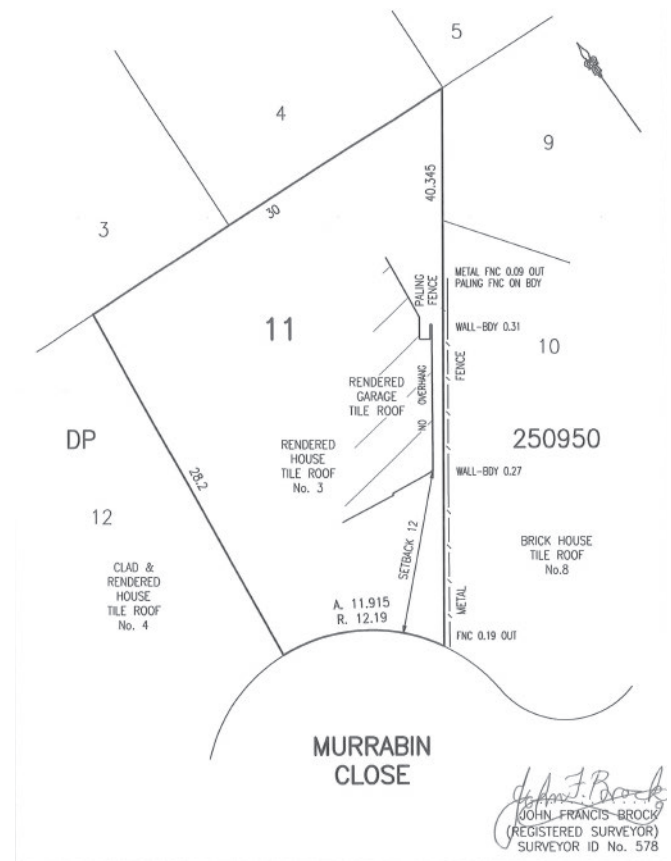
# IDENTIFICATION SURVEY AND REPORT

## What is an identification survey and report?

An identification survey and report shows the location of a structure on a property including its roof height, floor level, its position in relation to the boundaries, location of easements and any encroachments onto neighbouring properties.

## Why do you need a detail and level/identification survey?

An identification survey and report is highly recommended when purchasing /selling of a property and is also a requirement by Council in cases where illegal works have been carried out and a building information certificate application is required.



Suite 3, Level 4, 460 Church Street, North Parramatta  
Ph: 96309299 email: info@candasurveyors.com.au

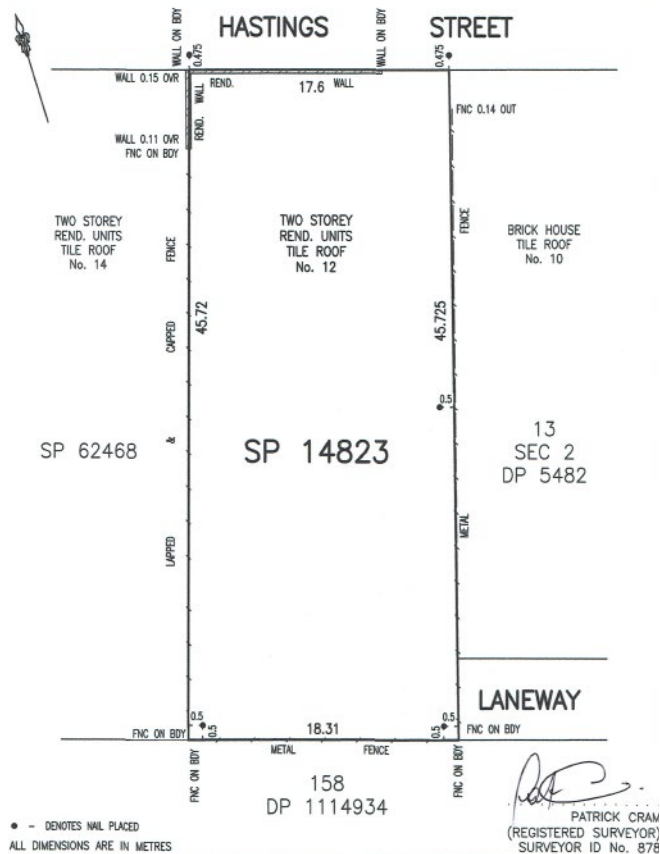
## What do you receive after the identification survey and report?

Once an identification survey and report is carried out, the information is then calculated and drafted into a signed sketch including an accompanying report outlining the findings and is signed by a Registered Surveyor.





# BOUNDARY SURVEY



## What is a boundary survey?

A boundary survey determines the exact location of the property boundaries and places physical marks such as wooden stakes along the boundary lines. The surveyor attends the site and through the use of existing Deposited Plans registered with Land Registry Services and State Survey Marks often found within the kerb, the surveyor determines the exact location of the subject property boundaries.

## Why do you need a boundary survey?

A boundary survey is required in such cases as installation of new fencing and boundary disputes. The sketch is a legal document and as such can be used within court proceedings.

## What do you receive after the boundary survey?

Boundary work within NSW can only be carried out by a Registered Surveyor, it is therefore essential to ensure that the surveying companies you are obtaining quotes from are fully insured and have Registered Surveyors employed to carry out and sign your survey along with a plan showing the nature of the marks and their offset distance from relevant land features.



# FINAL SURVEY AND REPORT

## What is a final survey and report?

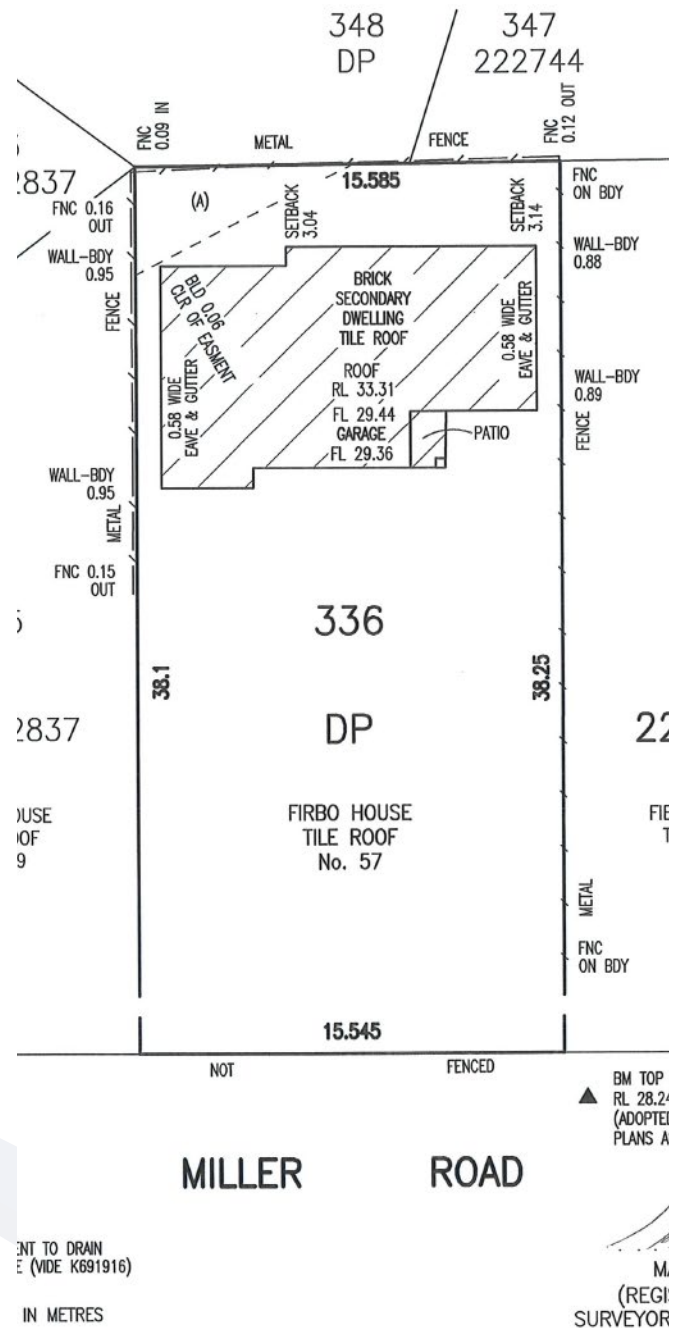
A final survey and report shows the location of a newly built structure on a property including its roof height, floor level, its position in relation to the boundaries and any encroachments onto the neighbouring properties.

## Why do you need a final survey and report?

A final survey is a mandatory requirement by the Principal Certifying Authority prior to issuing of the Occupation Certificate.

## What do you receive after the final survey and report?

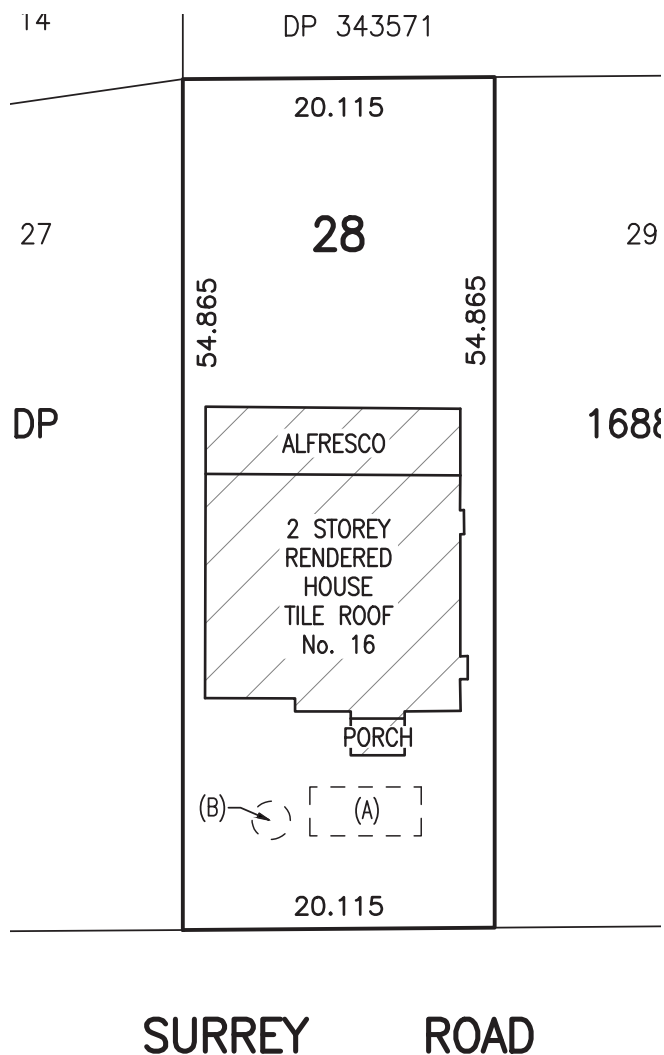
Once a final survey and report is completed, the information is then calculated and drafted into a signed sketch including an accompanying report outlining the findings and is signed by a Registered Surveyor.







# SECTION 88E



POSITION OF BELOW GROUND ON SITE DETENTION SYSTEM  
POSITION OF BELOW GROUND RE-USE TANK

SIGNATURES & SEALS

DATE

## What is a section 88E?

A section 88E document consist of standard terms as required by Council and can also include an accompanying sketch showing the location of the On-site Detention System if required by the DA Condition.

## Why do you need a section 88E?

Section 88E instruments are a development consent requirement for registration of Positive Covenant and Restriction on the Use of Land documents with Land Registry Services.

## What do you receive after getting section 88E?

A section 88E is submitted to Council and mortgagees for endorsement prior to being lodged with Land Registry Services for registration. This is a requirement prior to issue of the occupation certificate.



# SECTION 88B

## What is a section 88B instrument?

A section 88B instrument is a development consent requirement for the registration of many different items ranging from positive covenants to easements with the Land Registry Services. Section 88B instruments are created and registered in conjunction with plans such as Torrens Title Subdivisions and Plans of Easement.

## Why do you need a section 88B instrument?

A section 88B instrument is an essential requirement by Council and/or Land Registry Services in order to register an easement or positive covenant.

## What do you receive after the section 88B instrument?

A section 88B instrument is required to be signed by mortgagees, owners and Council prior to registration. Registration with Land Registry Services is often a requirement prior to issue of the occupation certificate.



# PRELIMINARY PLAN OF SUBDIVISION



## What is a preliminary plan of subdivision?

A preliminary plan of subdivision will show your intended new lot layout including the proposed setbacks and square metres of the new lots.

## Why do you need a preliminary plan of subdivision?

If you are looking to subdivide your property into two or more lots, you will require a preliminary plan of subdivision to accompany your development application to Council to gain subdivision consent.



## What do you receive after the preliminary plan of subdivision?

The plan is calculated and drafted and shows the new individual lots and their site area and dimensions and any rights of carriageway etc. required.

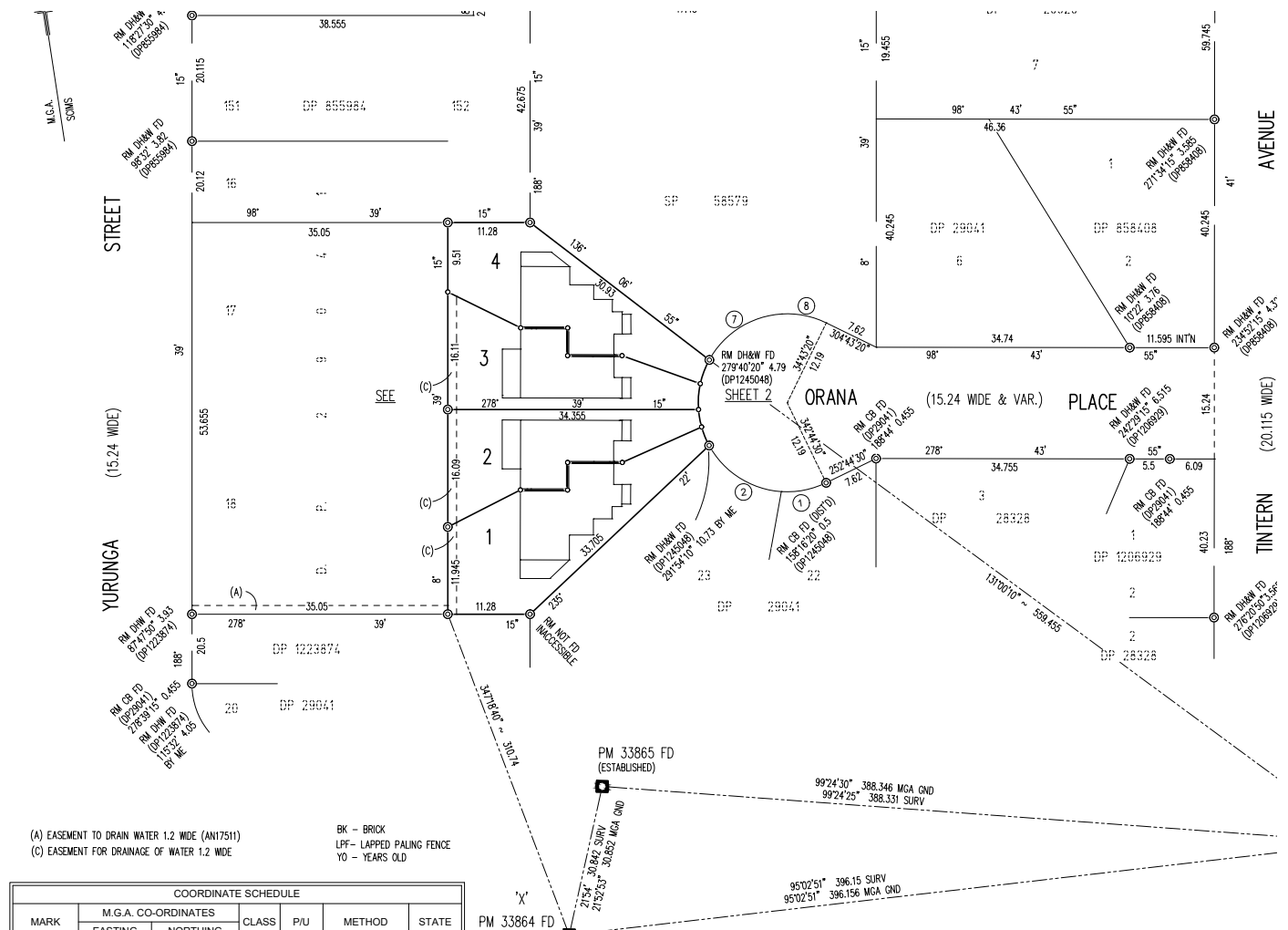
# PLAN OF SUBDIVISION

## What is a plan of subdivision?

A plan of subdivision allows you to legally create a new parcel of land and subdivide your property into two or more lots.

## Why do you need a plan of subdivision?

Subdivision will require approval from your local Council. Once you have obtained this approval, a Registered Surveyor will need to be engaged to prepare a plan of subdivision for registration with Land Registry Services. This is required to legally split your property.

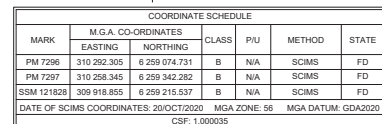


## What do you receive after the plan of subdivision?

The plan of subdivision will need to be submitted to your local council and your mortgagee for their endorsement prior to submission to Land Registry Services.

A plan of consolidation is a requirement when two or more lots are being legally combined into one lot under one Certificate of Title. This plan re-maps the lots to make it one large property. Consolidation plans do not require Council approval however it is often a development consent condition prior to construction commencement.

A plan of consolidation is required to be prepared by a Registered Surveyor for registration at Land Registry Services to legally combine two or more lots into one lot.



The Registered Surveyor will attend site to obtain extensive survey information and use existing Deposited Plans and State Survey Marks to prepare this plan. The plan will need to be submitted to your mortgagee for their endorsement prior to submission to Land Registry Services.

# PRELIMINARY STRATA PLAN

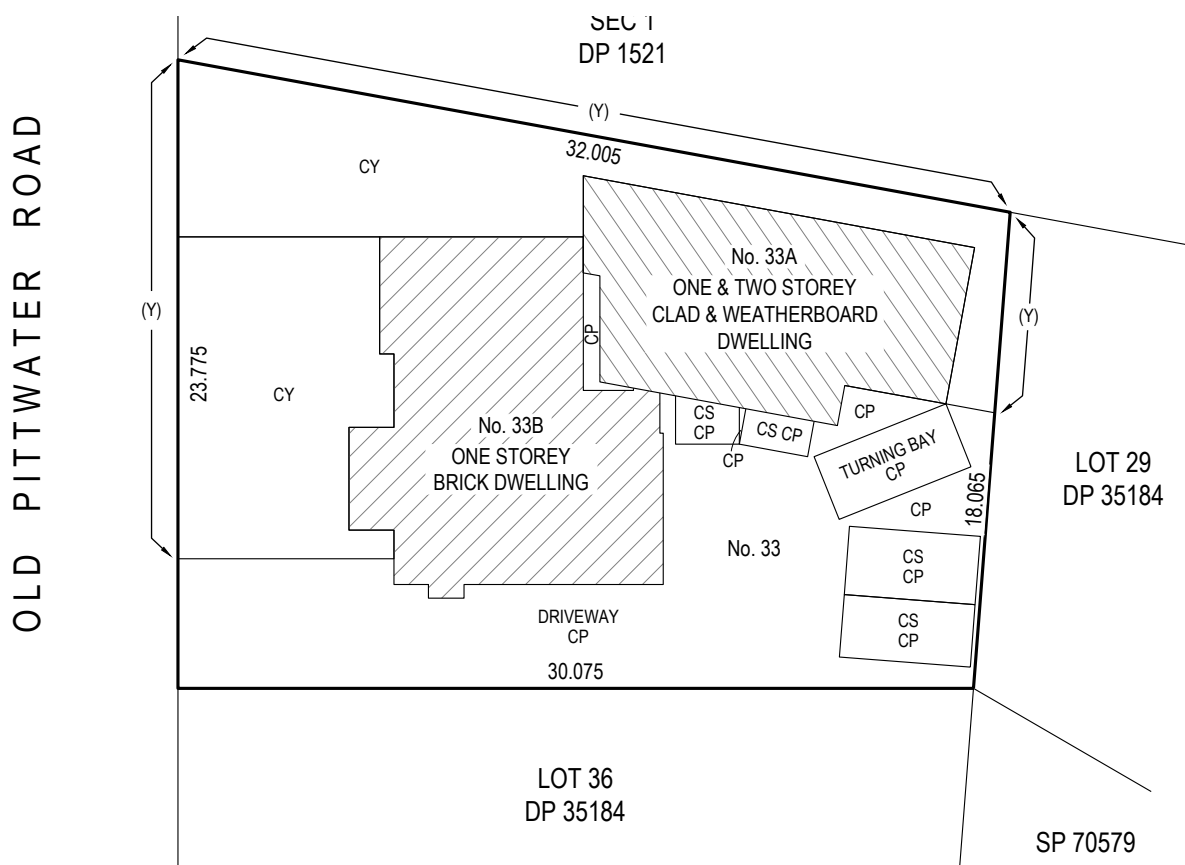
## What is a preliminary strata plan?

A preliminary strata plan shows your lot layout including car and storage spaces and common property areas.

## Why do you need a preliminary strata plan?

If you are looking to strata subdivide your development, you will require approval through either your local council or a Strata Certifier. In order for this to happen you will require a preliminary strata plan to accompany your application.

Preliminary strata plans are also required to be included in contracts of sale so the buyer is informed of exactly what they are purchasing.



## What do you receive after the preliminary strata plan?

The preliminary strata plan is calculated and drafted and shows the new lots and associated spaces such as storage and car and common areas. It is a requirement that a preliminary strata plan is prepared by a Registered Surveyor.



# STRATA PLAN



## What is a strata plan?

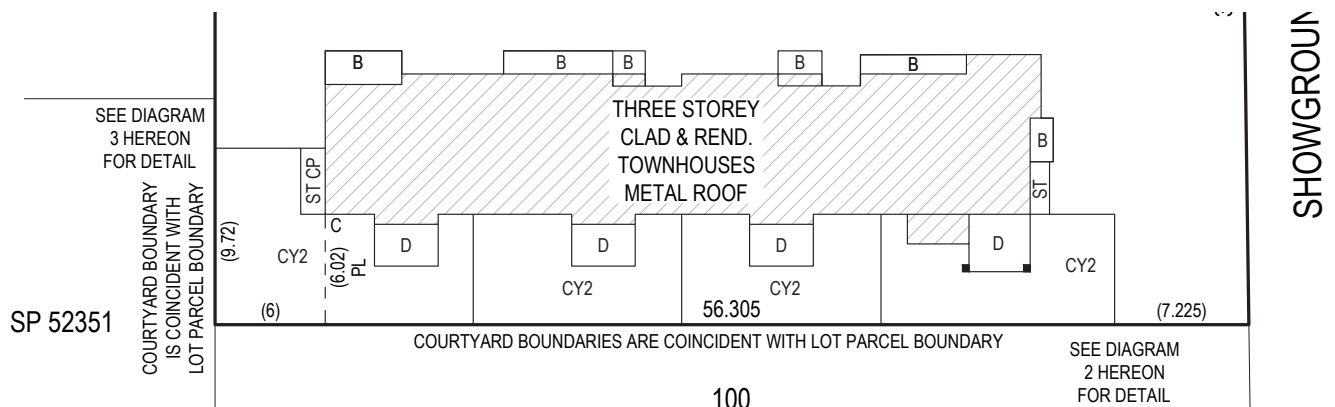
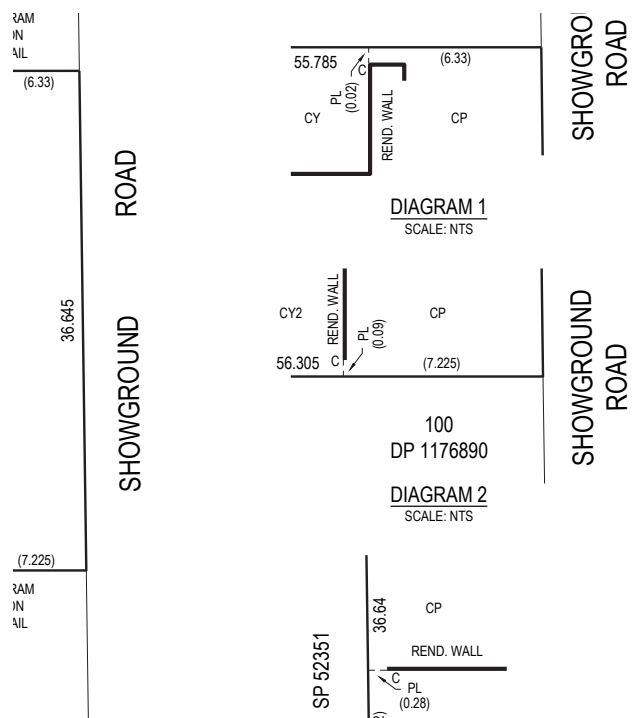
A strata plan obtains survey information and internal measurements of a property and uses existing Deposited Plans and State Survey Marks together with your development consent. This is used to strata subdivide a development. A strata plan measures each individual unit within the development as well as associated spaces such as car, storage and common areas.

## What do you receive after the strata plan?

The strata plan will need to be submitted to your local council or strata certifier and your mortgagee for their endorsement prior to submission to Land Registry Services. Once completed, the strata plan will show the new lots and common areas.

## Why do you need a strata plan?

If you are looking to strata subdivide your development you will require approval through either your local council or a strata certifier. Once you have obtained this approval, a Registered Surveyor will need to be engaged to prepare a strata plan for registration with Land Registry Services.



# PRE-ALLOCATED PLAN NUMBER

## What is a pre-allocated plan number?

A pre-allocated plan number is obtained by a Registered Surveyor through Land Registry Services against a particular type of plan such as a subdivision. This secures the number against the registration of the future plan.

## Why do you need a pre-allocated plan number?

A pre-allocated plan number is a requirement of Sydney Water in order to obtain Section 73 compliance.

## What do you receive after the pre-allocated plan number?

It is a requirement that a pre-allocated plan number is obtained by a Registered Surveyor.

NSW LAND REGISTRY SERVICES

ABN: 23 519 493 925

GPO BOX 15

Sydney NSW 2001

DX 17 SYDNEY

Telephone: 02 8776 3575



### Pre-Allocated Plan Number Details

Lodgment ID	284544
Lodgment Type	Pre-Allocated Plan Number
Lodgment Status	Lodged

#### PPN Details

Pre-Allocated Plan Number:	PP DP1265628
Date issued:	07/07/2020
Surveyors Reference:	14546-20 DP
Surveyor:	CHRISTOPHER PATRICK HILL
Plan Purpose:	SUBDIVISION
Lot Numbers:	

First Lot Number	Last Lot Number
31	32

DA Number:	DA-855/2018
DA Date	19/03/2019

#### Title References & LGA's

Title References
3/211082

LGA's

A copy of this letter must accompany any plan lodged manually for pre-examination and/or registration. The Plan Lodgment Form should be clearly noted (preferably in red) "PPN". Failure to do this may lead to a new plan number being allocated and cause delays in plan processing. Please direct your inquiries or correspondence via email to: [eplan@nswlrs.com.au](mailto:eplan@nswlrs.com.au)

# PLAN OF REDEFINITION

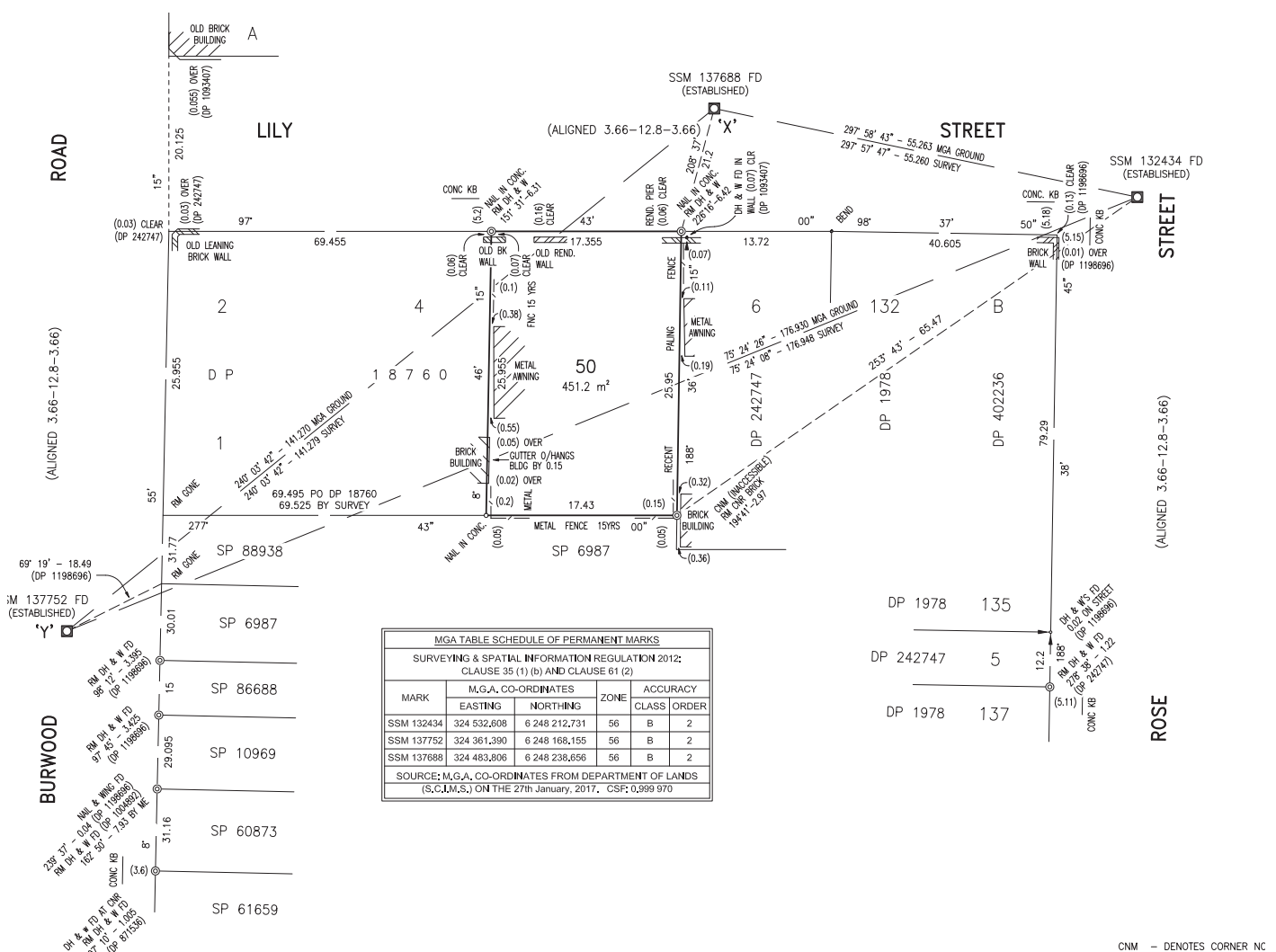


## What is a plan of redefinition?

The plan of redefinition redefines the boundaries of the particular parcel of land and sits underneath the strata plan as a base plan.

## Why do you need a plan of redefinition?

A plan of redefinition is a requirement of Land Registry Services when registering a new strata plan.



## What do you receive after the plan of redefinition?

The plan of redefinition will need to be submitted to your mortgagee for their endorsement prior to submission to Land Registry Services.

# NETT AND GROSS LETTABLE AREA

## What is a nett and gross lettable area?

A nett and gross lettable area is a calculation which determines how much area can actually legally be leased in a commercial property. Internal measurements of the subject property are taken and used together with the Property Council of Australia Method of Measurement handbook to calculate the amount of area.

## Why do you need a nett and gross lettable area?

A nett and gross lettable area is requested as part of a commercial lease registration. It is a legislative requirement that a nett and gross lettable area is prepared by a Registered Surveyor.

## What do you receive after the nett and gross lettable area?

Once the area calculations are determined, a sketch and written report signed by a Registered Surveyor is provided.



C&A SURVEYORS

PAGE 1 OF 4

Tania Scenna  
Asset Manager  
Centennial Property Group  
Level 27 Bligh Chambers, 25 Bligh Street  
Sydney NSW 2000

### RE: NET LETTABLE AREA AT 50 GREAT NORTH ROAD, FIVE DOCK

Further to your instruction we have conducted a Survey for Net Lettable Area (NLA) for the whole of the building at 50 Great North Road Five Dock, being Lot 1 in DP 310901

The resultant areas are as shown on the accompanying plans for each floor.

Areas were calculated using the Net Lettable Area for Office Buildings as described in the Method of Measurement for Lettable Area copyright 1997. This booklet is published by the Property Council of Australia.

It is the responsibility of the Landlord and the Tenant to decide on the method of measurement to be used and to agree on areas and rental rates.

If there is any further information you require please contact C&A Surveyors.

  
Chris Hill  
Registered Surveyor  
Surveyor Id. 95

Ref: 10993-19 NLA  
Date: 24/4/2019

# PLAN OF DELIMITATION

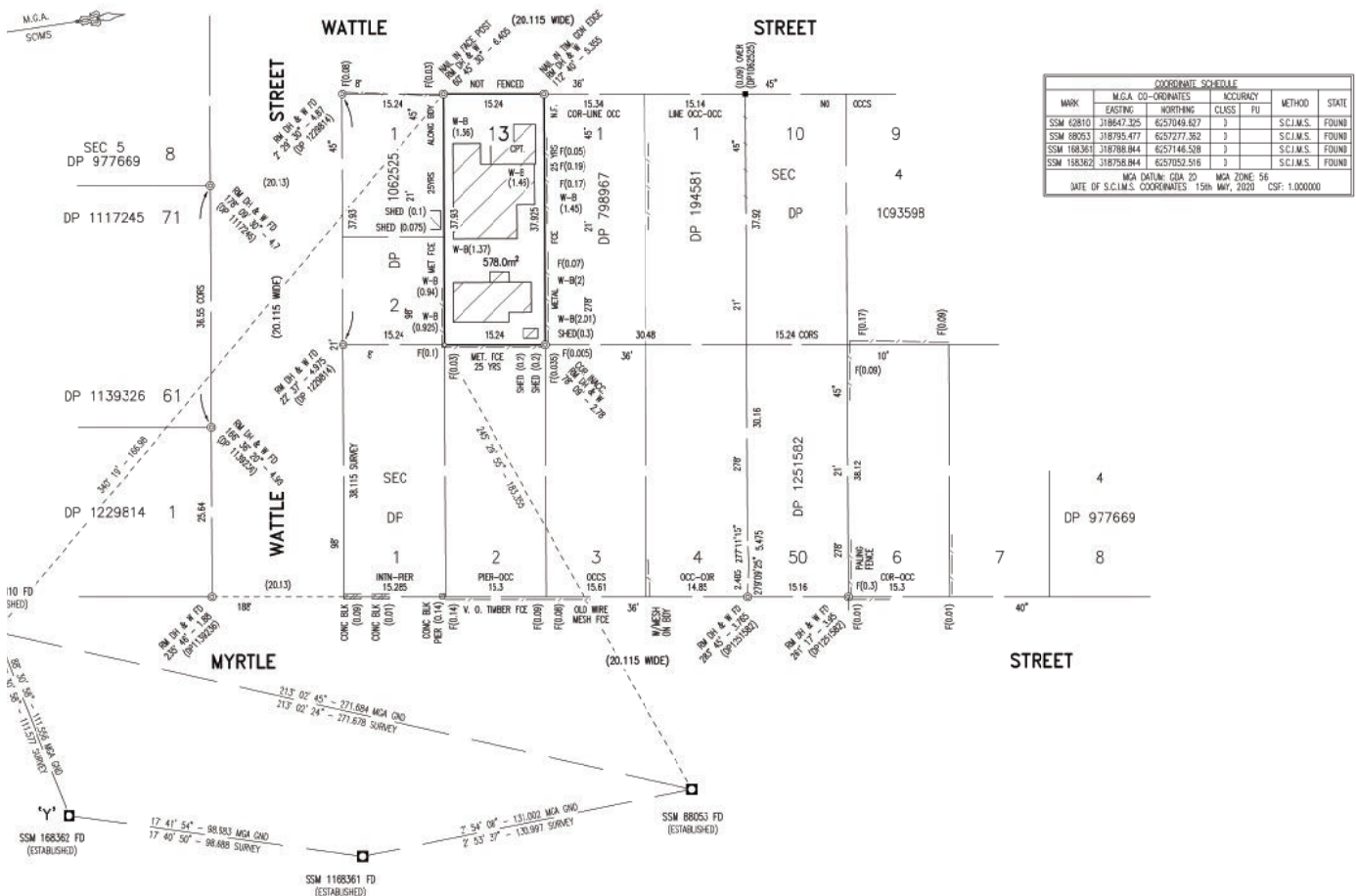


## What is a plan of delimitation?

A plan of delimitation investigates the location of the boundaries using extensive survey information including existing deposited plans and State Survey Marks. It then re-establishes the deed boundaries and compares with current occupations.

## Why do you need a plan of delimitation?

A plan of delimitation is required when a clause appears on the Certificate of Title showing the land as 'limited title'. This effectively means that the boundaries of the property have never been investigated by the Surveyor General.



## What do you receive after the plan of redefinition?

The plan will need to be submitted to your mortgagee for their endorsement prior to submission to Land Registry Services. Once the plan is created for registration with Land Registry Services, this will remove the limitation from the Certificate of Title.



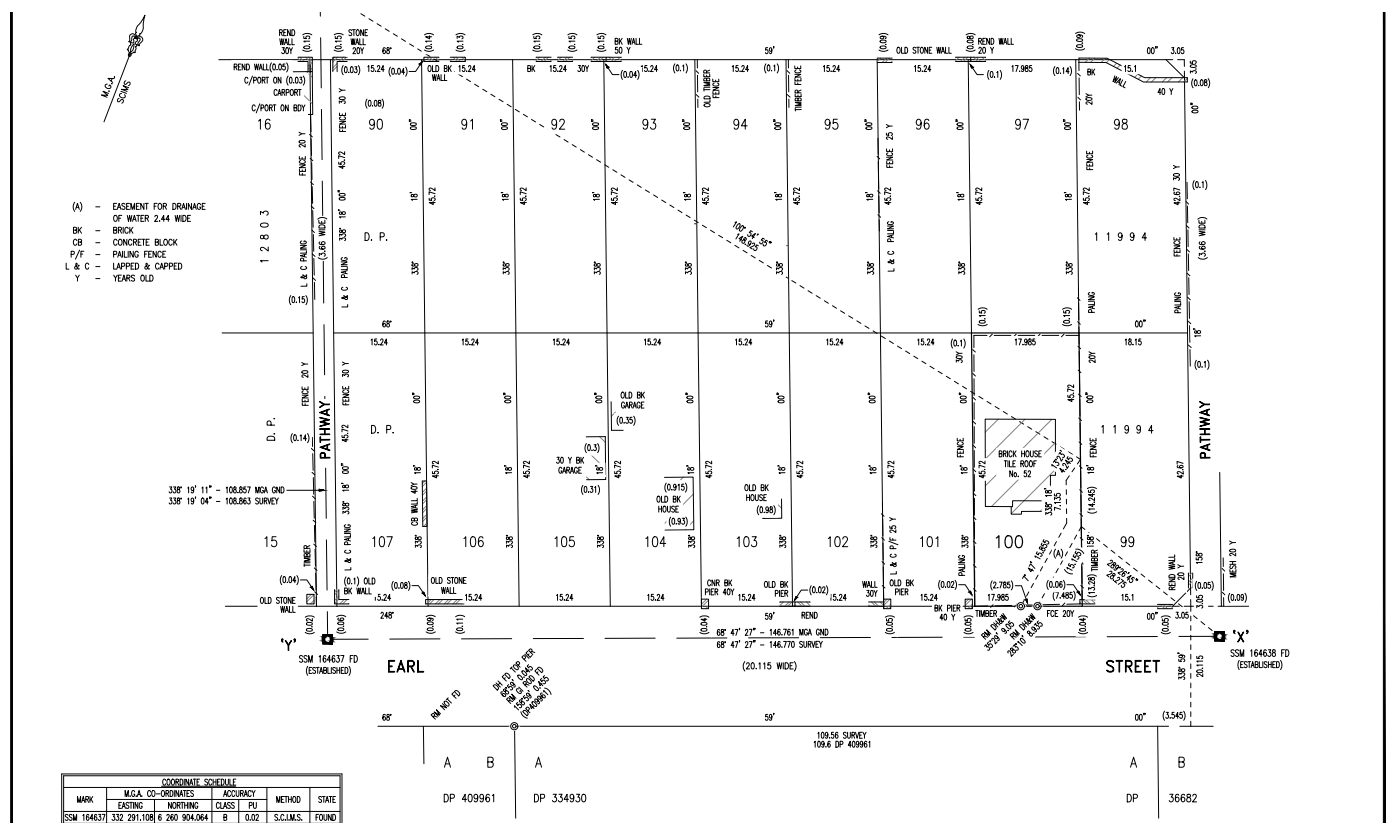
# PLAN OF EASEMENT

## What is a plan of easement?

During the stormwater design process, your engineer may find that you will need to use a portion of a neighbouring property to run your pipes. In order to legally formalise this, you will be required to create an easement. A plan of easement shows the location and size of the easement.

## Why do you need a plan of easement?

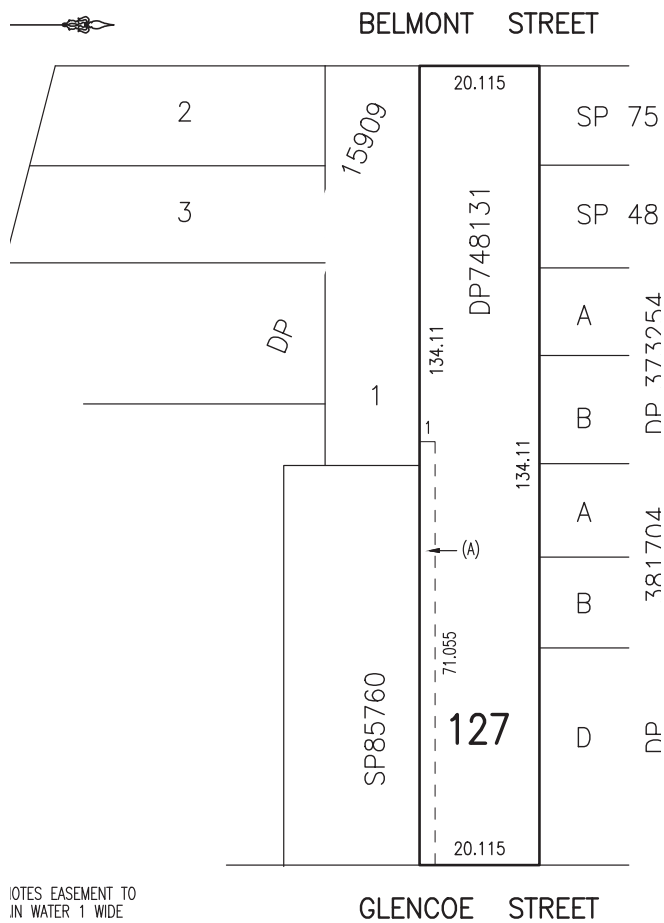
A plan of easement will show the location and size of the easement together with relevant survey information required by the Registered Surveyor to prepare the plan. Accompanying this will be an 88B Instrument stating the terms by which each party to the easement needs to comply. This is required to legalise the use of portion of another person's land for such purposes as installing pipes for drainage.



## What do you receive after the plan of easement?

The plan of easement will need to be signed by yourself, the adjoining property owners and any mortgagees prior to submission to Land Registry Services. In cases where Council land is involved, the plan will also need to be signed by Council.

# TRANSFER GRANTING EASEMENT



NOTES: EASEMENT TO  
IN WATER 1' WIDE

## SIGNATURES & SEALS

THIS IS THE PLAN MARKED 'A' REFERRED TO IN TRANSFER GRANTING EASEMENT  
 BETWEEN ..... AS TRANSFEROR  
 AND ..... AS TRANSFEREE

## What is a transfer granting easement?

A transfer granting easement consists of a sketch prepared by a Registered Surveyor showing the location and width of the easement and standard terms by which all parties to the easement are to comply.

The forms will need to be signed by yourself, the adjoining property owners and any mortgagees prior to submission to Land Registry Services. In cases where Council land is involved, the forms will also need to be signed by Council.

## Why do you need a transfer granting easement?

During the stormwater design process, your engineer may find that you will need to use a portion of a neighbouring property to run your pipes. In order to legally formalise this, you will be required to create an easement. In some cases, an easement can be created using transfer granting easement forms rather than a plan of easement. Upon your fee proposal request, one of our friendly staff will look into your property and your easement and determine if this is an option for you.

## What do you receive after the section 88E?

A sketch is prepared showing the location and width of the easement and is accompanied by a set of terms that outline future maintenance of the easement. It is a legislative requirement that a Transfer Granting Easement is prepared by a Registered Surveyor.

# PROJECT MANAGEMENT

## What is project management?

Project management is managing and monitoring the entire lodgement process for you. Plans and dealings need to be endorsed by such authorities as Councils, mortgagees and property owners before they can be lodged for registration with Land Registry Services.

We prepare the lodgement in the format required by the relevant authority including collation of all other requested documents and lodge them on your behalf. We follow through and manage the process until all signatures are obtained.

We then take care of the lodgement process through Land Registry Services.

## Why do you need project management?

At C&A Surveyors, we understand that the lodgement process can be lengthy, time consuming and often a little confusing, which is why we are happy to take all the headache away from you by offering a plan and dealing lodgement service.

## What do you receive after the project management?

Our project management service takes all the headache away from you. We will take care of the entire process for you.



# VOLUME OF EXCAVATION

## What is a volume of excavation?

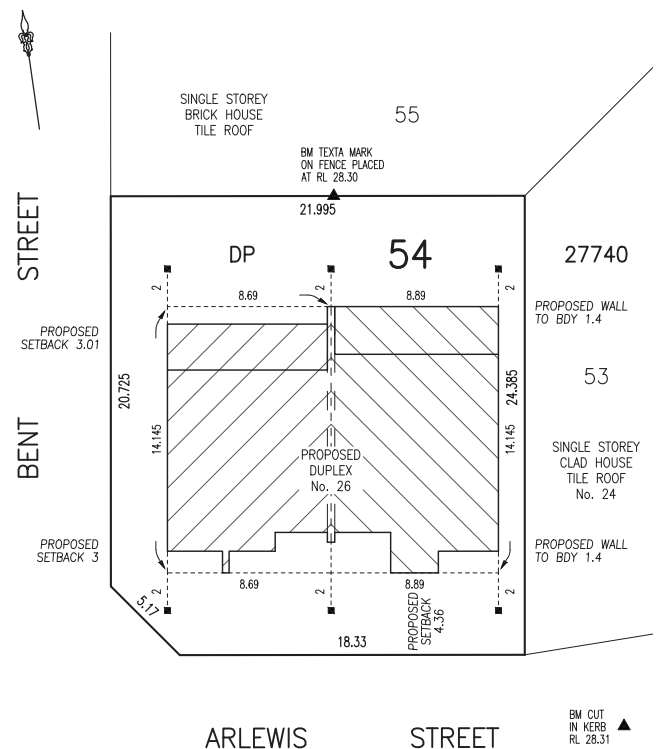
During the construction process, large amounts of soil are often removed from the site in the excavation phase. A volume of excavation calculates the amount of soil that has been removed and a volume calculation report is provided.

## What do you receive after the volume of excavation?

It is a requirement that volume calculations are carried out by a Registered Surveyor.

## Why do you need a volume of excavation?

A volume calculation report is used when dealing with your excavation contractor. This is required if there is a dispute between the builder and the excavator as to the amount of soil that has been excavated.



# SETOUT

## What is a setout?

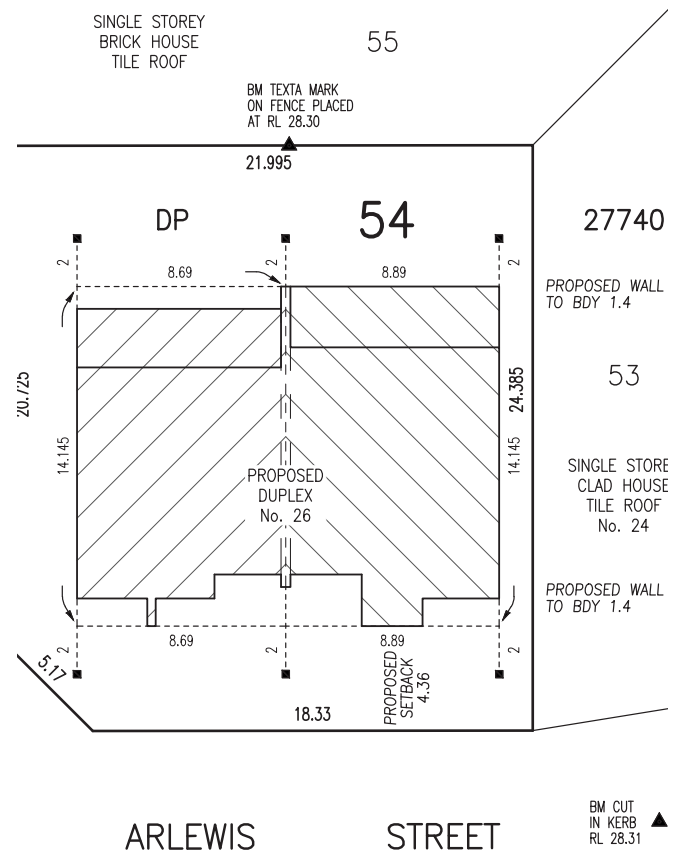
A setout calculates your architectural plans and the boundaries of the property to determine where to place physical marks onsite to be followed by tradesman such as excavators, concreters and bricklayers. This ensures your property is built in accordance with the architectural plans.

## Why do you need a setout?

Having your development professionally setout by a Surveyor is vital to the success of the project. Failure to do this can result in the development having issues such as being built too close to the boundary which in turn affects your ability to obtain an Occupation Certificate from the Principal Certifying Authority.

## What do you receive after the setouts?

The development should be setout at such stages as excavation, footings, brickwork and concrete. After the setout has been carried out onsite, a sketch is drafted and signed by the Registered Surveyor which is then provided to you.











## **C&A Surveyors NSW Pty Ltd**

Level 2, 30 Grose Street,  
Parramatta, NSW, 2150

**P:** (02) 9630 9299

**E:** [info@candasurveyors.com.au](mailto:info@candasurveyors.com.au)

**W:** [candasurveyors.com.au](http://candasurveyors.com.au)

**ABN:** 79 160 054 473