

BY-LAW 2023-01

SURVEY REVIEW DEPARTMENT STICKER USAGE

WHEREAS Council for the Association wishes to eliminate the physical Plan Submission Form for a variety of reasons including (but not limited to) environmental consciousness, providing members with better digital solutions and lessening the administrative efforts of AOLS SRD staff;

AND WHEREAS Council for the Association of Ontario Land Surveyors (AOLS) has recognized that the Plan Submission Form (Figure 1) or digital version thereof can be replaced with an AOLS Plan Submission Form Number;

AND WHEREAS By-Law 2020-02 does not allow the use of a Plan Submission Form Number on original signed Surveyors Real Property Reports or Plans of Surveys not deposited or registered in the Land Registry Office;

AND WHEREAS Plan Submission Form Numbers are permitted to replace the digital version of the Plan Submission Form on accepted digital Plan of Surveys registered or deposited in the Land Registry Office;

AND WHEREAS Council for the Association does not wish to raise the fee at this time for a Plan Submission Form or for a Plan Submission Form Number

NOW THEREFORE Council for the Association of Ontario Land Surveyors hereby enacts as follows:

1. By-Law 2020-02 is hereby rescinded.
2. Unique Plan Submission Form Numbers for the use on required survey plans shall be purchased from the Survey Review Department of the Association of Ontario Land Surveyors. The Survey Review Department shall only sell unique numbers (no physical Form) when the current supply of physical forms (see Fig. 1) is depleted or up until December 31, 2024 whichever comes first.
3. A plan submitted for deposit or registration in the Ontario Land Registration System shall include the Plan Submission Form number on the plan with the statement:
This plan of survey relates to AOLS Plan Submission Form Number ____.”
4. A physical Plan Submission Form (see Fig. 1) issued by the Survey Review Department
OR a digital reproduction of a Plan Submission Form (see Fig. 1) including the Plan Submission Form number
OR the following statement including the Plan Submission Form number:
This plan of survey relates to AOLS Plan Submission Form Number ____.”
is to be placed on every original plan of a Surveyor’s Real Property Report and/or Plan of Survey.
5. The fee for either the Plan Submission Form or Plan Submission Form Number shall be \$19.00 per sticker, plus Harmonized Sales Tax (HST).
6. Any increase in the Submission Form fee shall require approval by ratification of a by-law.

Figure 1

