

Subject: **SURVEYS - EXAMINATION OF CONSOLIDATION PLAN  
AND PLAN OF AN EXISTING PARCEL**

## BACKGROUND

A plan of survey may be submitted for registration under sections 80 or 83 of the Land Titles Act, R.S.A. 2000, c. L-4 by a registered owner who wishes to transfer or otherwise deal with land described in a certificate of title. Plans of survey which have not been specifically provided for in other provisions of the Land Titles Act or other statutes, including consolidation plans and plans showing a survey of an existing parcel described by metes and bounds, may be registered under these provisions. Upon registration of the plan, the existing title(s) is cancelled and a new certificate of title is issued to the registered owner of the land as shown on the plan.

## REGISTRATION PROCEDURE

1. The examination process is the same as that outlined in the procedure on Surveys - Examination of Subdivision Plans [SUR-2](#)
2. **Heading** - The plan must be described in the heading as "Plan showing survey of consolidation of \_\_\_\_\_" or "Plan showing survey of existing parcel within \_\_\_\_\_", as the case may be.
3. **Lot and Block Designation** - Each parcel of land must be designated by a lot and block.
4. **Owner's Signature** - The registered owner(s) must consent to the registration of the plan ([SURVEY-FORM 3](#)).
5. **Registered Owner Information** – The name of the registered owner(s) is to be drafted on the plan.
6. The registered owner and the estate owned must be consistent in all certificates of title for consolidation to proceed. If there is some question as to identity further confirmation of identity must be obtained.
7. With respect to consolidation plans, requirements outlined in the procedure on Consolidation of Titles [CON-1](#) which relate to registrations carried forward to the consolidated title apply.
8. **Fees** - [Tariff item 8\(1\)](#) is charged for the registration of the plan. In addition, except for plans within the City of Calgary, a cadastral mapping fee is charged pursuant to Alberta Regulation 94/2000 made pursuant to Surveys Act.