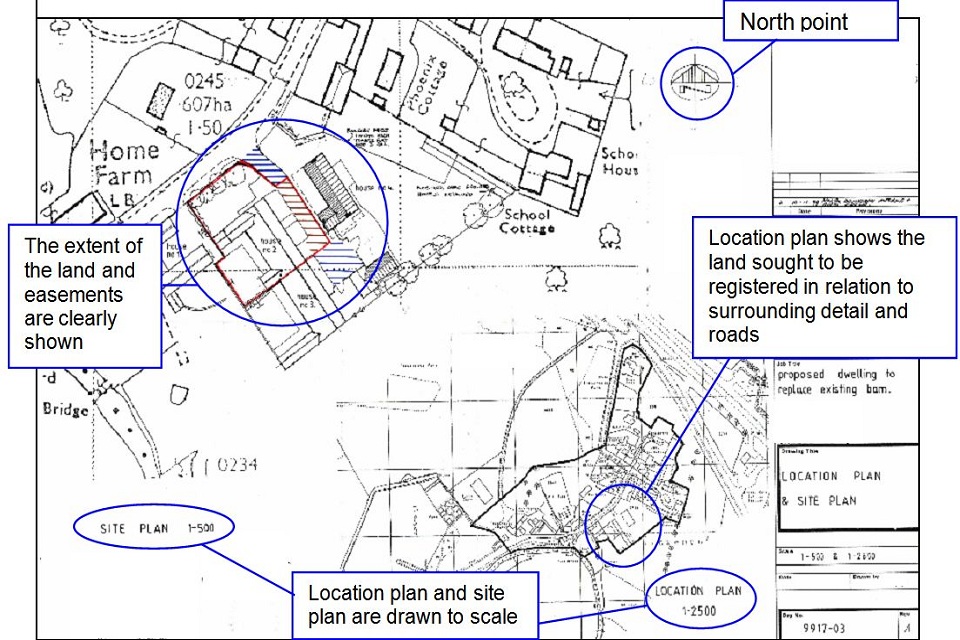
**Table 1: general guidance**

| **The basic plan** | **Check** |
| --- | --- |
| - has been drawn accurately to a stated scale – preferred scales are: (a) 1:1250 – 1:500 for urban properties (b) 1:2500 for rural properties (fields and farms etc) |  |
| - shows its orientation (for example, a north point) |  |
| - shows sufficient detail to be identified on the Ordnance Survey map |  |
| - clarifies its general location by showing roads, road junctions or other landmarks |  |
| - is based on a scale of metric measurement |  |
| - ideally, is not marked as “for identification only” or similar wording |  |
| - is not endorsed “Do not scale from this drawing” or any similar phrase, or includes a statement of disclaimer intended to comply with the Property Misdescriptions Act 1991 |  |
| - includes a bar scale |  |

| **Defining the property or land subject of your application – the plan shows:** | **Check** |
| --- | --- |
| - the whole of the property including any garage, parking space, bin store or garden ground. |  |
| - buildings in their correct (or intended) position. |  |
| - access drives or pathways if they form part of property boundaries. |  |
| - undefined boundaries accurately and where necessary, by reference to measurements. |  |
| - measurements that correspond, so far as possible, to scaled measurements. |  |
| - measurements in metres to 2 decimal places. |  |
| - land and property clearly (for example by edging, colouring, stippling or hatching) - the edging/colouring must not obscure any other detail. |  |
| - all colours referred to in the deed, with their extents clearly defined. |  |

**Example 5: deed plans that meets all the guidelines**



This is an example of a well drawn and presented deed plan that does its job effectively by using a recognisable map base to which the colours have been added rather than being a copy of an already coloured copy. The attributes shown annotated on the plan, other than measurements, are listed in the general guidelines in Table 1.