

**Bulletin 2023-03****Registry Act, Land Titles Act****Date: June 5, 2023****Title: Subdivision and Condominium Registrations**

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As part of the ongoing effort to improve plan processing in the land registration system, all subdivision plans, and all condominium registrations, will now follow a more a streamlined approach with a single point of contact at all stages of processing.

Effective immediately, all plans of subdivision and condominium registration packages, including the hard copy plans endorsed by the planning authority, are to be delivered directly to the plans processing center where the registration is being processed, not the physical land registry office for the county, territorial district, or municipality.

The plans examiner will note on the land registration approval form where the final plans should be delivered once the planning authority has approved the plans for registration.

**Background**

Currently most of the activities required for subdivision and condominium registration are performed at a plans processing centre. However, in many parts of Ontario, the final signed hardcopy plans continue to be delivered to the physical land registry office for the county, territorial district, or municipality that provided the planning approval.

This separation between the final hardcopy plans and the plans processor introduces inefficiencies that slow the final registration process. This new and extensively tested process allows a single point of contact throughout the registration process.

Should you have any questions, please contact an Assistant Examiner of Surveys.

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