

September 1, 2016

File: 0889-032

REPLY TO: Design & Construction Division, Survey Section
ATTENTION: Monty Brisson, BCLS

Attention: Lower Mainland British Columbia Land Surveyors

Re: Digital Plan Submissions

With full mandatory ParcelMap BC submission now in effect, the City of Surrey is requesting that BCLSs working in Surrey provide the PMBC digital submission and .pdf versions of their plans. This replaces the requirement to send submissions in the Surrey digital format. We do not require the .CSV file.

The same method for submitting the digital files via email will continue. Please forward the .PDF file and PMBC (.DWG) file directly to the Survey Section to both of the following addresses:

MCBrisson@surrey.ca
Survey@surrey.ca

Please be sure to include the following information in your email:

1. Civic address of the site;
2. Name of client or applicant; and
3. The City's development application file number.

If you have any questions please do not hesitate to call me at (604) 591-4630 or by email at MCBrisson@surrey.ca.

Yours truly,

Monty Brisson, BCLS
Survey Manager

cc: ABCLS