

# **Survey Advisory Board Meeting Minutes**

**April 16, 2014**

**8:00 a.m. to 2:10 p.m.**

**Radisson Hotel**

18118 International Blvd., SeaTac, WA 98188

## **Board Members Present:**

Walt Dale, PLS, Urban, Chair  
Martin Paquette, PLS, Education,  
Tim Kent, PLS, Rural  
Ron Torrence, PLS, Government

## **Board Members Absent:**

Bruce Dodds, PE/PLS, Multi-Discipline - Excused

## **Staff Present:**

Kris Horton, PLS  
John Gasche, LSIT

## **Guests:**

Casey Kaul, Pierce Co. Auditor's office  
Mary McKenzie, Pierce Co. Auditor's office  
Bill Sleeth

## **Chair Walt Dale called the meeting to order at 8:09 a.m.**

The minutes of the December 10, 2013 meeting were unanimously approved.

## **Survey Advisory Board Liaison to the Board of Registration**

Ron Torrence is the liaison. Two BOR staff members are leaving in the next few months. One is an engineer and one a land surveyor. The BOR is conducting rule meetings across the state on 1) the redefinition of Land Surveying and 2) Engineering measurements. Ron will not be able to attend the BOR meeting tomorrow.

## **Public Land Survey Office:**

Kris presented the proposed, changed, LCR form with the  $\frac{1}{4}$   $\frac{1}{4}$  and Section added and the "corner code" clarified. It was discussed that there still needs to be clarification of the "BLM Designation" and a few esthetic changes to make the form more user friendly. Tim Kent asked if the "corner code" and diagram for it were needed. After discussion, it was decided that it is needed to make indexing and retrieval of the document easier (better) for the Auditor's offices and the PLSO. It was suggested that instructions for the LCR form should be created, similar to the Permit instructions that Kris created last year. It should clarify the purpose/need of the form and reference RCW 58.09.040(2), 58.09.050(2) and

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58.09.060(2). Bill Sleeth asked if the State Plane coordinates are needed on the Permit? It was noted that the LCR is, by law, to be used for PLSS corners only, but is being used for all monuments.

Kris asked the Board members if Chip Sealing is considered covering a survey monument per WAC 332-120-020 definition of "removal or destruction". The Board unanimously voted that "yes, it does". A Permit is required for a chip-seal project.

Tim asked about creative ways to get employees (WorkSource, volunteers, etc.). Kris said that she has been using a volunteer for small document scanning of a project, but that was going to be ending in a few months. Kris also said that she is restricted by Agency policies, HR, job classifications and Unions.

There was a discussion about old (unrecorded) maps being recorded at the Auditor's offices (under Surveys), despite the fact that they don't comply with current map standards. Kris asked if they should be sent to the PLSO, only. It was said that at least an image of the maps should be in the PLSO repository, but can also be recorded at the Auditor's office under Misc. Maps if the county has that category (book) set up.

Kris reported that the question was asked at the WCCS Conference "Can we add a Right-of-Entry portion to the proposed Monument Preservation legislation?". Discussion was that it was highly unlikely that would happen.

### **Monument Protection**

John Gasche reported that he is receiving and processing about 20 Permits per month and that he is receiving more completion reports.

It was suggested by the Board that the PLSO continue education about the Permit and to contact the Washington State Utilities Coordinating Council and the County Engineers Association and see if Kris and John could do the Permit presentation for them.

### **Surveying Education in Washington**

Martin Paquette reported that Renton Tech is struggling to keep the survey program going.

### **Liaison to the County Recording Committee -**

Walt Dale gave a report on the Recording Committee Conference which he attended and presented at. He found out that the Recorders have no enabling body to write WAC. Walt will be working with the Committee to update the recording checklist. Mary McKenzie said that there are other checklists used, such as the one used to make sure the maps comply with the Auditor's WAC's. She also asked that an example or explanation of how the maps should be signed be on the updated checklist.

Casey Kaul said that Walt's presentation at their conference was excellent. She said that the new Recording Manual should be completed within the next 3 – 6 months. She asked if the margins on the survey maps can be larger than the 2" & ½" as stated in the checklist. It was agreed by the Board that those are "minimum margin" sizes and larger is allowed, just not smaller. Kris will inform the indexers at the PLSO about it.

Mary said that a new deed type will be accepted on June 11, 2014 and is called "Transfer on Death" deed. It will, essentially, allow a property owner to transfer ownership of land to someone, but it doesn't go into effect until the owner is deceased. She also reported that the records fee structure is changing in June, but it doesn't affect map recording.

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## **Rule Making**

These items were discussed for rule making:

### *Revisions to WAC 332-130:*

(Organization) Ron presented proposed changes, which consisted of re-grouping to make more sense of the information and for ease of finding the information. The question was asked if it meets code standards. Kris will contact the Code Reviser's office and see what the codifiers standards are and/or rules for writing code. Kris will also re-format the Word document (indents, etc.). Pat and Kris will check to make sure we can move forward with revising the WAC.

(Applicability) Martin reported that the BOR says it applies to "Boundary Documents". It was mentioned that WAC 332-130-050 states what it covers, but it doesn't always get followed through with on Short Plats, Plats, etc. The Board was tasked with answering the question "What can we do to make it better?".

### *Accuracy Standards for a Traverse (WAC 332-130-090):*

Walt asked for the Board to review Section 3(E)(iv) & (v) of the 2011 ALTA/ACSM Land Title Survey Standards. He asked if perhaps all, or part, of Section 3(E) be used as the standards. Also, look at Section 6(ix). The Board will review the ALTA. Martin will create wording in a format suitable for review for the next meeting.

### *Surveyor's Narrative:*

The Board members reviewed the draft language for the Survey Narrative that Ron provided. There was discussion about adding other components into the narrative (i.e.: Basis of Bearing, methodology, etc.). It was decided not to. A motion was given and all Board members agreed to send the proposed language out for comments.

## **Technology Produced Topographic Data**

Walt presented information on topographic data that is being produced by a digital camera via a drone or helicopter by producing a point cloud. This data is not produced under the direction of a PLS or Engineer. Walt asked if the public needs to be protected. He pointed out that anyone using this technology is not held to the standards that PLS/Engineers are. Tim noted that "technology is uncontrollable" and "see what happened with GPS?" (in reference to hand-held GPS units being used by the public to "find" their boundary corners). Much discussion ensued and it was noted that there is not much the Survey and/or Engineering professions can do at this point, except stay informed.

## **DNR/SAB Authority**

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Walt asked the Board to consider if RCW 58.24.040(1) applies to topographic surveying (mapping). Does the Board want to write Topographic standards? The Board members will do some research and the subject will be added to the next Agenda.

## **Good of the Order**

Walt asked that Pat & Kris actively recruit for the Government position that will be vacant when Ron retires by the end of the year or if he gets the position at the BOR (will know in August). Walt would like to keep a full Board, if possible. Kris reported that even though her and Pat have been announcing the position opening whenever & wherever possible, they have not been contacted by anyone about it. Kris will talk to Pat and see what else they can do for recruitment.

**LSAW:** No report.

## **Next Steps**

The next meeting will be in August. Kris will keep in contact with Cassandra from the BOR for the date and location.

## **Assignments**

- Board Members:
  - Board members review WAC 332-130-050: Should everything be included (applicable)? What can we do to make it better?
  - Walt will work with the Recording Committee on the Map chapter of the Recording Manual.
  - Board Members to review Topographic standards handouts from Pat, to put together some topo standards language.
  - Martin will review the ALTA standards and create a suitable format for review.
  - What needs to be modified/updated on the Recorder's Checklist? (Kris also)
- Kris will
  - Work on the Monument Brochure
  - Work on instructions for the LCR form – tie in relationship to ROS - examples
  - Check on Code Reviser's standards
  - Get Narrative language out for review (w/Pat)
- Pat will
  - Re-email the Vision & Mission Statements to the Board members
  - Recruit for Ron's (Gov't) position on the Board.
  - Decide if we want to keep the coordinates on the Permit form.

**Meeting Adjourned at 2:10 p.m.**

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