

# Survey Advisory Board Meeting Minutes

October 25, 2018

8:00 a.m. to 3:00 p.m.

Radisson SeaTac

18118 International Blvd, Seattle, WA 98188

## Board Members Present:

Walt Dale, PLS, Urban, **Chair**  
 Tim Kent, PLS, Rural  
 Martin Paquette, PLS, Education  
 Paul Galli, PLS, Government  
 Bruce Dodds, PE/PLS, Multi-Discipline

## Staff Present:

Pat Beehler, PLS  
 Kris Horton, PLS  
 John Gasche, LSIT

## Guests:

Sam Mutt, PLS, WCCS liaison  
 Alex Sellman, Guest (WSDOT)  
 Richard Dickman, Liaison (IRWA)  
 Jon Scherer, Liaison (King Co. Recording Office)  
 Tom Barger, Guest (Seattle Parks)  
 Mark Baker, Liaison (King Co. Recording Office)  
 Ben Petersen, Liaison (LSAW)

#

=Agenda item number

### 1 Chair Walt Dale called the meeting to order at 8:05 a.m.

Paul Galli was welcomed as the newest Board member, filling the Government position left vacant by Jon Purnell. Kris H. asked for input from the Board concerning any changes or updates to the Board Bylaws. They have not been updated since 2007.

2 The minutes of the July 19, 2018 meeting were unanimously approved.

### 3 Monument Protection

a John G. reported that 66 Permit Applications and 47 Completion Reports were processed since the last meeting (July 19 – Oct 24), which included 223 monuments.

October 31, 2018

b John presented a draft copy of the revised Permit Application form. Tim suggested adding the same BLM designation language that is on the LCR. Paul suggested adding a note saying “Permit cannot be used in lieu of an ROS or LCR if applicable/required”...or something similar. Walt suggested that the instructions be attached to the application form when it is retrieved off of the DNR PLSO website page.

#### 4 Report from Auditor’s Recording Committee liaison to the SAB

a No report, but Mark Baker brought up some ongoing issues they see in King County with survey maps. He mentioned: surveyor’s signatures being maching generated (not original “wet”), and legibility of vicinity maps. He said surveyors argue that the vicinity maps is not important information and does not matter. Mark said that any information on the map is deemed important by the recording offices, and therefore must meet legibility when scanned requirements.

Bruce asked Kris to send out a notice about the fact that some maps may be rejected for recording because of local requirements being in conflict with state laws – particularly legibility issues, landscaping plan page, etc. Walt asked if there was an organization for city and county planners, and if so then there likely needs to be some outreach to them about these issues. Tom B. asked about the timeline of digital map submittal. Kris mentioned that there are several hurdles in state laws before that could happen, in addition to making sure all of the 39 counties can proceed with it at the same time.

b Walt D. had nothing to report.

#### 5 LSAW Liaison to the SAB

a No report.

#### 6 Washington Council of County Surveyors Liaison to the SAB

a Sam M. mentioned that the WCCS was meeting the same day as the SAB. He is hoping to be approved as the new WCCS liaison to the SAB. Paul reported that the WCCS conference is in Yakima, January 22-25, 2019. He said that at the last WCCS meeting there was much discussion about right of ways – fee vs. easement and that WSDOT has different requirements. Paul also talked about further research he has done on survey maps historically being recorded in county engineering offices.

### Reports

#### 7 Public Land Survey Office

a Pat B. reported on the status of the 02A account (Surveys and Maps Account) which is the account that supports the PLSO and Resource Mapping.

b Kris H. reported that she has accepted the position of City Surveyor with the City of Olympia, starting January 3, 2019. She will stay in her current position as manager of the Public Land Survey Office through the end of the year.

October 31, 2018

c Kris H. reported that the PLSO received the records of Warren T. Lay, PLS. He had an office in Auburn and worked primarily in King Co. He passed away in 2015 and his records were kept by his office manager who was storing them at her house in Olympia. The PLSO did not take possession of job files, but did take field books and loose maps that may not have been recorded. Job indexes were missing.

d Kris H. reported that even after sending out the updated “Amending a Survey Map” notice in August, she receives inquiries about amending survey maps. She also has received questions about the location and content of the “Auditors Recording Block” per WAC 332-130-050; and issues with out of state notaries not notarizing survey maps, but instead providing a notary block document – which has caused issues for recording offices in accepting them and/or how to record them with the map.

e(i) Kris H. reported that her and PLSO staff member, Lynn McCauley (Digital Imaging Specialist) attended the Auditor’s Recording Conference in September and gave two presentation that were well attended and received.

e(ii) Kris H. said she has not had any further contact with the BORPELS about education and outreach to land surveyors. Tom B. said that the BORPELS created a work committee about it that he is on. He will get Kris more information.

e(iii) Paul submitted a final version of his “Did you know?” article about Basis of Bearings. Kris H. reported that all the “Did you know?” articles are now available on the DNR PLSO and SAB website pages.

*Proposed revision to WAC 332-130 (Accuracy Standards)*

8 Pat B. said the CR-102 has been published in the Washington State Register. The hearing is set for November 6, 2018 at 2pm in room #342 in the Natural Resources Building in Olympia. Written comments can be submitted to him via email ([pat.beehler@dnr.wa.gov](mailto:pat.beehler@dnr.wa.gov)). Kris mentioned that the information about the hearing and a copy of the proposed WAC changes were sent out via the PLSO notification system (MailChimp) on Oct. 18, 2018.

Pat noted that the Code Reviser’s Office made a spelling error on page 1 (item 9) – they typed “GPA” when it should be “GPS”.

Ben P. said that he received several calls about this proposed revision, and that it seemed like a surprise to many surveyors and that it seemed like a short time frame for the comments period. Sam M. asked for clarification of what is being revised. Pat B. said that there was a summary document in the meeting handout packet. Tom B. asked what additional efforts could be made to reach every surveyor. Kris H. mentioned that all licensed surveyors and most in the surveying profession should be signed up for the notification service if they want to be made aware of proposed changes and other important information. Sign up is free and there is a link on the DNR PLSO and SAB website pages. Kris also mentioned that, **at the most**, about 40% of recipients actually open (and read?) the notification emails (of 635 subscribers).

9 *WAC 332-130-050 (Proposed) Revisions to Survey Map Requirements /Checklist*

Walt D. noted that there are restrictions to making changes to the WAC because of the RCWs. He gave a report on the summary of the work group on this subject at the July 19 meeting.

### *WAC 332-130-145 Topographic Map Requirements*

Pat B. reported that the WAC went into effect on September 13, 2018. He has received some questions about it. He also reported that some counties are using the WAC to support/clarify their requirements. He said that the Dept. of Health will be using it as a reference when they prepare laws/requirements for on-site (septic) designers.

#### 11 *State Boundary Line Adjustment Standards*

Walt D. suggested setting up a committee/task force/work group. He will work with Kris on recruiting for that, in order to get stakeholders involved. Walt D. said he would like to stay involved as a member of this work group after his term on the SAB ends in June 2019. Sam M., Jon S. and Martin P. said they would like to be part of the work group.

The work group will need to determine a “starting point” showing common elements of BLAs across the state. Kris H. said that even if something can’t get into law, formal Guidelines from the SAB would be helpful for most cities and counties.

#### 12 *Amending a Survey Map*

Pat B. reported that he had a conversation with the current LSAW President about putting together a task force/committee to work on the issues surveyors are having with amending plats, short plats, etc – and asked that they come to the SAB with some solutions or suggestions on what might be added into the WAC.

There was much discussion about challenges and ideas. Jon S. talked about the importance of the impact of whatever is decided, on the future use of the survey maps and information.

It was agreed to put this in the hands of LSAW to form the committee, and to possibly look at definitions for “minor” versus “significant” errors.

### New Items

#### 13 **SSB 6175 Washington Uniform Common Interest Ownership Act (replaced Condo Act)**

There was discussion about the continued confusion about the interpretation. Kris H. noted that after the meeting on July 19, Vicky Dalton (Spokane Co. Auditor) sent her an email saying that she tracked down one of the attorneys involved in the creation of this. Walt D. said he will reach out to Vicky and set up a meeting with the attorney. The SAB will work with LSAW to set up a work group on this subject.

#### 14 **Draft Legislation: Geodetic System/Washington Plane Coordinate System**

Pat B. said that DNR will be moving forward with this for the 2019 legislation session. Pat B. explained some of the changes involved.

#### 15 **Elevation Certificates**

Walt D. said he was asked the question if only surveyors could do Elevation Certificates. Discussion prompted these points: It’s a federal form, so federal guidelines/requirements would have to be obeyed; FEMA states that the form can be completed by a surveyor, engineer, or architect.

#### 16 **Good of the Order Discussion**

October 31, 2018

The next meeting will be either April 18 or 25, 2019 in Bellingham. Whoever replaces Kris as the manager of the PLSO will have to find a venue and prepare all the travel arrangements. Board Members will get back to Kris, by the end of November with a decision on the date.

**ADDED ITEM:** Kris H. added into the meeting packet an email between herself and Vicky Dalton, concerning the Affordable Housing Advisory Board looking to make changes to RCW 58.17 (Plats, Subdivisions). Vicky had called into one of their meetings and during the course of the meeting one of their board members argued with her that surveyors have nothing to do with subdivisions. Vicky alerted Kris to this and she forwarded the information to Pat B. and to the current LSAW President.

<https://www.commerce.wa.gov/about-us/boards-and-commissions/affordable-housing-advisory-board/>

**Meeting adjourned at 2:30 pm.**

### Assignments

- SAB Members:
  - Walt will connect with Vicky Dalton and set up a meeting with the attorney concerning SSB 6175
  - Walt will work with Kris to recruit for statewide BLA standards committee
  - Walt will reach out to the Affordable Housing Advisory Board about RCW 58.17
- Kris will:
  - Send out notice concerning local requirements vs. state law conflicts
  - Send out “Basis of Bearings” article with note about all being available online
- Pat will:
  - Contact Jon Purnell about writing the article concerning a “stand alone map”.
- Did you know? Article assignments:
  - Kris: Scanning (map legibility)
  - John Gasche: Getting verbal approval for a Permit – common errors
  - Richard D.: Physical Description of a Monument & Chain of History”.
  - Jon P.: Creating a “stand alone” map
  -

### **BREAK OUT WORK SESSIONS DURING THE MEETING WERE AS FOLLOWS:**

1. Statewide BLA requirements: Walt, Jon S., Sam M., Martin, Mark B.
2. Board Bylaws: Bruce, Tim, Pat B.
3. Changes to the Permit form: John G., Richard D., Alex S.
4. Outreach: Paul, Sam M
5. Did you know? Articles: Kris H, Jon S, Mark B.