



PROFESSIONAL LAND SURVEYOR SECTION
Room N208, 4822 Madison Yards Way, Madison
Contact: Erin Karow (608) 266-2112
November 1, 2018

The following agenda describes the issues that the Section plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a record of the actions of the Section.

AGENDA

9:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

A. Adoption of Agenda (1-3)

B. Approval of Minutes of August 22, 2018 (4-7)

C. Administrative Updates

1. Department Updates
2. Board and Staff Updates

D. Legislative and Administrative Rule Matters – Discussion and Consideration (8-16)

1. Recommendations to the A-E Rules Committee for the Act 108 Report on A-E 1, A-E 2, A-E 6, A-E 7, A-E 8, and A-E 10, Relating to Professional Land Surveyors
2. Review of Proposed Revisions for A-E 7, Minimum Standards for Property Surveys

E. Deliberation on Items Added After Preparation of Agenda:

1. Introductions, Announcements and Recognition
2. Election of Officers
3. Appointment of Liaison(s)
4. Delegation of Authorities
5. Administrative Updates
6. Education and Examination Matters
7. Credentialing Matters
8. Practice Matters
9. Legislative/Administrative Rule Matters
10. Liaison Reports
11. Board Liaison Training and Appointment of Mentors
12. Informational Items
13. Disciplinary Matters
14. Presentations of Petitions for Summary Suspension
15. Petitions for Designation of Hearing Examiner
16. Presentation of Stipulations, Final Decisions and Orders
17. Presentation of Stipulations and Interim Orders
18. Presentation of Proposed Final Decision and Orders

19. Presentation of Interim Orders
20. Petitions for Re-Hearing
21. Petitions for Assessments
22. Petitions to Vacate Orders
23. Requests for Disciplinary Proceeding Presentations
24. Motions
25. Petitions
26. Appearances from Requests Received or Renewed
27. Speaking Engagement(s), Travel, or Public Relation Request(s)

F. Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).

G. **Credentialing Matters**

1. Application Reviews **(17-18)**
2. Conviction Reviews **(19-170)**

H. Deliberation of Items Added After Preparation of the Agenda

1. Education and Examination Matters
2. Credentialing Matters
3. Disciplinary Matters
4. Monitoring Matters
5. Professional Assistance Procedure (PAP) Matters
6. Petitions for Summary Suspensions
7. Petitions for Designation of Hearing Examiner
8. Stipulations, Final Decisions and Order
9. Stipulations and Interim Orders
10. Administrative Warnings
11. Review of Administrative Warnings
12. Proposed Final Decision and Orders
13. Matters Relating to Costs/Orders Fixing Costs
14. Case Closings
15. Board Liaison Training
16. Proposed Interim Orders
17. Petitions for Assessments and Evaluations
18. Petitions to Vacate Orders
19. Remedial Education Cases
20. Motions
21. Petitions for Re-Hearing
22. Appearances from Requests Received or Renewed

I. Consulting with Legal Counsel

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

J. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

K. Open Session Items Noticed Above Not Completed in the Initial Open Session

ADJOURNMENT

NEXT MEETING DATE: JANUARY 10, 2018

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED
WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 4822 Madison Yards Way, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Interpreters for the hearing impaired provided upon request by contacting the Affirmative Action Officer, 608-266-2112.

**PROFESSIONAL LAND SURVEYORS SECTION
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS AND PROFESSIONAL LAND SURVEYORS
AUGUST 22, 2018**

PRESENT: Bruce Bowden, Daniel Fedderly, Christina Martin, Dennis Myers

STAFF: Erin Karow, Executive Director; Kate Stolarzyk, Bureau Assistant; and other Department Staff

CALL TO ORDER

Bruce Bowden, Chair, called the meeting to order at 9:00 a.m. A quorum of four (4) members was confirmed.

ADOPTION OF AGENDA

MOTION: Dennis Myers moved, seconded by Daniel Fedderly, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF MAY 11, 2018

MOTION: Daniel Fedderly moved, seconded by Christina Martin, to approve the minutes of May 11, 2018 as published. Motion carried unanimously.

ADMINISTRATIVE UPDATES

Board and Staff Updates

MOTION: Dennis Myers moved, seconded by Daniel Fedderly, to honor and thank Ruth G. Johnson for her extensive service to the Professional Surveyor Section. Motion carried unanimously.

Election of Officers

SECRETARY

NOMINATION: Bruce Bowden nominated Dennis Myers for the Office of Secretary.

Erin Karow called for nominations three (3) times.

Dennis Myers was elected as Secretary by unanimous consent.

**LEGISLATIVE AND ADMINISTRATIVE RULE MATTERS – DISCUSSION AND
CONSIDERATION**

A-E 7, Minimum Standards for Property Surveys

Discussion and Consideration of Recommendations from the Wisconsin Society of Land Surveyors

MOTION: Daniel Fedderly moved, seconded by Christina Martin, to accept the recommendation of the Wisconsin Society of Land Surveyors to amend A-E 7.01(2) as presented on page 10 of the agenda materials. Motion carried unanimously.

- MOTION:** Daniel Fedderly moved, seconded by Christina Martin, to accept the recommendation of the Wisconsin Society of Land Surveyors to amend A-E 7.01(2)(a) to permit a certification by the Professional Land Surveyor on the face of the map to allow for exclusions of the requirements of 7.03, relating to corner monuments, A-E 7.05 (7), and 7.07 from the requirements of this chapter. Motion carried unanimously.
- MOTION:** Daniel Fedderly moved, seconded by Christina Martin, to accept the recommendation of the Wisconsin Society of Land Surveyors to amend 7.02(2), the meaning of relative positional accuracy as presented on page 13 of the agenda materials. Motion carried unanimously.
- MOTION:** Christina Martin moved, seconded by Daniel Fedderly, to accept the recommendation of the Wisconsin Society of Land Surveyors to amend 7.02(3) to remove “within the last 6 years” from the definition of Survey Report as presented on page 13 of the agenda materials. Motion carried unanimously.
- MOTION:** Christina Martin moved, seconded by Daniel Fedderly, to accept the recommendation of the Wisconsin Society of Land Surveyors to amend A-E 7.05(3) to replace “any” with “at least” as presented on page 14 on the agenda materials. Motion carried unanimously.
- MOTION:** Christina Martin moved, seconded by Daniel Fedderly, to accept the recommendation of the Wisconsin Society of Land Surveyors to remove “the person or entity for whom the survey was made” and create a new subsection to read, “identify the person or entity for whom the survey was made,” from A-E 7.05(7) as presented on page 14 of the agenda materials. Motion carried unanimously.
- MOTION:** Daniel Fedderly moved, seconded by Christina Martin, to accept the recommendation of the Wisconsin Society of Land Surveyors to amend 7.06(2) and 7.06(3) as presented on page 15 of the agenda materials. Motion carried unanimously.
- MOTION:** Daniel Fedderly moved, seconded by Christina Martin, to accept the recommendation of the Wisconsin Society of Land Surveyor to amend 7.08 as presented on page 15 and 16 of the agenda materials. Motion carried unanimously.
- MOTION:** Christina Martin moved, seconded by Dennis Myers, to designate Daniel Fedderly to serve as liaison to DSPS staff for drafting A-E 7, relating to Minimum Standards for Property Surveys. Motion carried unanimously.

CLOSED SESSION

- MOTION:** Daniel Fedderly moved seconded by Christina Martin, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.). Bruce Bowden, Chair, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Bruce Bowden-yes; Daniel Fedderly-yes; Christina Martin-yes; Dennis Myers-yes. Motion carried unanimously.

The Section convened into Closed Session at 12:27 p.m.

RECONVENE TO OPEN SESSION

MOTION: Christina Martin moved, seconded by Dennis Myers, to reconvene in Open Session. Motion carried unanimously.

The Section reconvened into Open Session at 2:13 p.m.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

MOTION: Dennis Myers moved, seconded by Daniel Fedderly, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

(Be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)

DELIBERATION ON CREDENTIALING MATTERS

Application Reviews

MOTION: Christina Martin moved, seconded by Dennis Myers, to approve the application of the following individuals once all requirements are met:

1. Connor, Chad - 459804
2. Dauby, Aaron - 546346
3. Donze, Craig - 637141
5. Geissler, Peter - 627377
6. Hutson, Ryan - 652317

Motion carried unanimously.

Michael Fischer

MOTION: Daniel Fedderly moved, seconded by Dennis Myers, to approve the application of Michael Fischer, once all requirements are met. Motion carried.

(Christina Martin recused herself from deliberation and voting in the matter concerning Michael Fischer.)

Conviction Reviews

MOTION: Daniel Fedderly moved, seconded by Dennis Myers, to approve the application of the following individuals once all requirements are met:

1. Ethan Remus
2. Donald Rericka
3. Casey Swanson
4. Keith Walenski

Motion carried.

(Bruce Bowden recused himself for deliberation and voting in the matter concerning all conviction reviews.)

DELIBERATION ON DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

Administrative Warning(s)

15 LSR 001 – P.A.M.

MOTION: Bruce Bowden moved, seconded by Dennis Myers, to issue an Administrative Warning in the matter of P.A.M., DLSC Case Number 15 LSR 001. Motion carried unanimously.

ADJOURNMENT

MOTION: Daniel Fedderly moved, seconded by Christina Martin, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 2:14 p.m.

DRAFT

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Helen Leong, Administrative Rules Coordinator		2) Date When Request Submitted: October 22, 2018 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>	
3) Name of Board, Committee, Council, Sections: Professional Land Surveyor, Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, and Professional Land Surveyors			
4) Meeting Date: November 1, 2018	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Legislative and Administrative Rule Matters – Discussion and Consideration a) Recommendations to the A-E Rules Committee for the Act 108 Report on A-E 1, A-E 2, A-E 6, A-E 7, A-E 8, and A-E 10, relating to professional land surveyors b) Review of Proposed Revisions for A-E 7, Minimum Standards for Property Surveys	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:			
11) Authorization			
Signature of person making this request <i>Helen Leong</i>		Date <i>October 22, 2018</i>	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda) Date			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

Chapter A-E 7

MINIMUM STANDARDS FOR PROPERTY SURVEYS

This is a revision of the entire section A-E 7.01. The various amendments discussed during the last meeting made the section confusing. Therefore, we drafted an entirely new section to capture the same meaning:

A-E 7.01 Scope. (1) The minimum standards of this chapter apply to any property survey performed by professional land surveyors in this state, except where otherwise provided in this chapter.

(2) The minimum accuracies in s. A-E 7.06 apply to any property survey performed by professional land surveyors in this state.

(3) If other standards for property surveys are prescribed by statute, administrative rule, or ordinance, and the standards are more restrictive than those in this chapter, the more restrictive standards govern.

(4) Except with regard to a U.S. public land survey monument record and a map of work performed, the professional land surveyor and client may agree in a signed statement to exclude land surveying work from the requirements of ss. A-E 7.03 (2), A-E 7.05 (7m), and A-E 7.07, where all of the following are performed:

(a) The professional land surveyor shall certify on the face of the map to the agreement.

(b) The map includes a note which states that an agreement to exclude work from the requirements of this chapter has been made and a list of those exclusions.

(c) The agreement includes the names of the parties making the agreement along with the signature of each party.

Question: If we permit an exclusion of A-E 7.05 (7m), how do we address the issue in A-E 7.01 (4) (c)?

This is the section with marked revisions after the last meeting:

[A-E 7.01 Scope. The minimum standards of this chapter apply to every property survey performed in this state except:

(1) If other standards for property surveys are prescribed by statute, administrative rule, or ordinance, and the standards are more restrictive than those in this chapter, the more restrictive standards govern ~~and,~~

(2) The professional land surveyor and his or her client may agree in a signed statement to exclude any land surveying work from the requirements of this chapter except the preparation of a U.S. public land survey monument record and a map of work performed that meets the requirements of s. A-E 7.06, unless there is an existing map and a survey report is filed in lieu of a map. The map prepared by the professional land surveyor for the client shall include:

~~(a) A note on the map which states that an agreement to exclude work the requirements of 7.03 (2), 7.05 (7m), and 7.07 from the requirements of this chapter has been made and a list of those exclusions and the names of the parties making the agreement along with the signature of each party. The professional land surveyor shall certify on the face of the map to any agreement that would exclude the requirements of ss. A-E 7.03 (2), 7.05 (7m), and 7.07.~~

~~(b) The accuracy of linear measurements between points, if the minimum accuracy established by s. A-E 7.06 (2) has been waived.~~

~~(c) The relative positional accuracy in decimal feet, if the minimum positional accuracy established by s. A-E 7.06 (3) has been waived.]~~

A-E 7.02 Definitions. For the purposes of this chapter:

(1) "Practice of professional land surveying" has the meaning given in s. 443.01 (6s), Stats.

~~(2) "Relative positional accuracy" means the length of the semi-major axis, expressed in feet or meters, of the error ellipse representing the uncertainty due to random errors in measurements in the location of the monument, or witness, marking any corner of the surveyed property at the 95 percent confidence level, 2 standard deviations; and is estimated by the results of a correctly weighted least squares adjustment of the survey.~~

(3) "Survey report" means a report that may be prepared in compliance with s. A-E 7.025 when there is an existing map recorded or filed ~~within the last 6 years~~ and no new monuments are established in the survey.

A-E 7.025 Survey report, requirements. A survey report as defined in A-E 7.02 (3), shall include the purpose of the survey, information concerning the documents that were examined for the survey, the measurements that were made to verify the locations of the monuments found, and a copy of the map that was recorded or filed. The survey report shall be in compliance with all sections of this chapter except s. A-E 7.05 (1), (2), (3), and (4).

A-E 7.03 Boundary location. (1) Every property survey shall be made in accordance with the records of the register of deeds as nearly as practicable. The professional land surveyor shall acquire data necessary to retrace record title boundaries such as U.S. Public Land Survey Monument Records, deeds, surveys, maps, certificates of title, highway, and center line or right-of-way lines, and other boundary line locations. The professional land surveyor shall make field measurements necessary for the location of the parcel and shall analyze the data and make a careful determination of the position of the boundaries of the parcel being surveyed.

(2) The professional land surveyor shall set monuments marking the corners of the parcel unless monuments already exist at the corners.

A-E 7.04 Descriptions. Descriptions defining land boundaries created by a professional land surveyor for conveyance or to more accurately delineate land boundaries, or for other purposes shall be complete, providing unequivocal identification of lines or boundaries. The description shall contain necessary references to adjoining together with data and dimensions sufficient to enable the description to be mapped and retraced and shall describe the land surveyed by government lot, recorded private claim, quarter-quarter section, section, township, range, and county. The forms of descriptions of property shall be one of the following:

(1) By metes and bounds commencing with a monument at a section corner or quarter section corner of the quarter section in which that land is located or a monument established by the U.S. Public Land Survey that it is not the center of the section, or commencing with a monument at the end of a boundary line of a recorded private claim or federal reservation in which the land is located. Descriptions shall meet the requirements in s. [A-E 7.06 \(3\)](#).

(2) By land boundaries being surveyed as a platted lot or outlot in a recorded subdivision or recorded addition to a recorded subdivision, the lots or outlots in that plat shall be described by the name of the plat and the lot or outlot and the block in the plat for all purposes.

(3) By land boundaries being surveyed as an existing lot, outlot or parcel, on a recorded certified survey map, the survey shall be described by lot, outlot or parcel number and certified map number for all purposes.

(4) By the parcel described as an aliquot part of a section from the public land system.

A-E 7.05 Maps. A map shall be drawn for every property survey, unless a survey report is filed as provided in s. [A-E 7.02 \(3\)](#), showing information developed by the survey. The map shall:

(1) Be drawn on media with the minimum size of 8 ½ x 11 inches and to a commonly accepted scale which shall be clearly stated and graphically illustrated by a bar scale on each map sheet containing a graphical depiction of the survey unless otherwise required by law.

(2) Be referenced as provided in s. [59.73 \(1\)](#), Stats., along with a north arrow and reference to a monumented line.

(3) Show the length and bearing of the boundaries of the parcels surveyed. Bearings, angles, and distances on any property survey map shall be in accordance with s. [A-E 7.06 \(5\)](#). Where the boundary lines show bearings, lengths or locations which vary from those recorded in deeds, abutting plats, or other instruments, there shall be the following note placed along such line, "recorded as (show recorded bearing, length or location)". Curve data shall be shown by **any at least** 3 of the following: central angle, radius, long chord bearing and length, and arc length.

(4) Describe all monuments used for determining the location of the parcel boundary and show by bearing and distance their relationship to the surveyed parcel. All monuments shall be indicated by whether such monuments were found or set including a description of the monument with a legend for all symbols and abbreviations used on the map.

(5) Show **evidence** observed **by the professional land surveyor evidence** of possession or use by others in the parcel or across any perimeter line of the property **or in setting the corners**.

(6) Show surveyed parcel bounded by water or inaccessible areas, the part shall be enclosed by a meander line showing complete data along all lines extending beyond the enclosure. The true boundary shall be clearly indicated on the map.

(7) Identify the professional land surveyor's name and address, ~~the person or entity for whom the survey was made~~, completion date of the field work, and description of the parcel as provided in s. [A-E 7.04](#).

(7m) Identify the person or entity for whom the survey was made.

(8) Bear the stamp or seal, name and address and signature of the professional land surveyor under whose direction and control the survey was made with a statement certifying that the

survey complies with this chapter and is correct to the best of the professional land surveyor's knowledge and belief.

(9) Be filed as required by s. [59.45 \(1\)](#), Stats., on media, or electronically if acceptable by the county.

(10) Identify boundary lines on the survey. Boundary lines shall be clearly differentiated from other lines on the map.

(11) Coordinate values when shown on the face of the map they shall comply with and be subject to the provisions of s. [236.18](#), Stats., and include coordinate system, datum and adjustment.

A-E 7.06 Measurements Relative positional accuracy measurements.

(1) Measurements shall be made with instruments and methods capable of attaining the required accuracy for the particular circumstances involved.

(1g) Relative positional accuracy shall be the value expressed in feet that represents the uncertainty between points of the boundary of the parcel being surveyed due to random errors in measurements at a 95 percent confidence level.

(1r) Measurements shall be made with instruments and methods capable of meeting the relative positional accuracy in accordance with subsection (1g).

~~(2) The minimum accuracy of linear measurements between points shall be the larger of 2/100ths of a foot or better than 1 part in 3,000 on all lines of the survey.~~

~~(3) The maximum allowable deviation in relative positional accuracy for a survey is plus or minus 0.07 foot plus 50 parts per million, based on the direct distance between the any two adjacent property corners being tested. In certain circumstances, the size or configuration of the surveyed property, or the relief, vegetation or improvements on the surveyed property will result in survey measurements for which the maximum allowable relative positional precision may be exceeded at the discretion of the licensee performing the survey. The licensee shall provide justification for exceeding the maximum allowable relative positional accuracy. may not exceed plus or minus 0.13 foot plus 100 parts per million.~~

(4) Any closed traverse depicted on a property survey map shall have a latitude and departure closure ratio of less than 1 in 3,000.

(5) Bearings or angles on any property survey map shall be shown to at least the nearest 30 seconds. Distances shall be shown to the nearest 1/100th foot.

A-E 7.07 Monuments. The type and position of monuments to be set on any survey shall be according to s. 236.15 (1), Stats., unless determined by the nature of the survey, the permanency required, the nature of the terrain, the cadastral features involved, and the availability of material. Coordinate values are not acceptable in lieu of monuments.

A-E 7.08 U.S. public land survey monument record.

(1) WHEN MONUMENT RECORD REQUIRED. A U.S. public land survey monument record or U.S. public land survey monument record addendum shall be prepared and filed with the county survey records as part of any land survey within 60 days ~~of setting or accepting the corner which includes or requires the perpetuation, restoration, or use of~~ if a U.S. public land survey corner has been reestablished, perpetuated, or restored and a monument set or reset, and when any of the following situations arise:

(a) There is no U.S. public land survey monument record for the corner on file in the office of the county surveyor or ~~the register of deeds for the county in which the corner is located; or, the county office deemed appropriate to receive and retain survey records.~~

(b) The professional land surveyor who performs the survey accepts a location for the U.S. public land survey corner which differs from that shown on a U.S. public land survey monument record filed in the office of the county surveyor or ~~register of deeds for the county in which the corner is located; or, the county office deemed appropriate to receive and retain survey records.~~

(c) The witness ties or U.S. public land survey monument referenced in an existing U.S. public land survey monument record have been destroyed or disturbed, except where the witness ties and the U.S. public land survey monument referenced in an existing U.S. public land survey monument record have been found ~~and verified and a note stating this has been placed on the property survey.~~

(1g) If a U.S. public land survey corner monument of record is recovered in place and holding securely at the previously documented corner location, based on the witness ties, no additional

U.S. public land survey monument record or U.S. public land survey monument record addendum shall be required.

(1r) The preparation of a U. S. public land survey monument record or U. S. public land survey monument addendum may be waived in writing by the county surveyor of the county in which the U.S. public land survey corner is located, if a U.S. public land survey monument record is on file and the county surveyor has an active U.S. public land survey monument maintenance program in place.

(2) FORM REQUIRED. **(a)** A U.S. public land survey monument record shall be prepared for items (1) (a) and (b) on the ~~board~~-approved form or on a form substantially the same as the ~~board~~-approved form which includes all the elements required by this section. A form used for this purpose shall be entitled, "U.S. Public Land Survey Monument Record".

(b) A U.S. land survey monument record addendum shall be prepared for item (1) (c) on the approved form or on a form substantially the same as the approved form. A form used for this purpose shall be entitled, "U.S. Public Land Survey Monument Record Addendum".

Note: ~~A copy of the board approved form is~~ The forms are available ~~from the Department of Safety and Professional Services, 1400 East Washington Avenue, P.O. Box 8935, Madison, Wisconsin 53708~~ at dsps.wi.gov, by calling (608) 266-2112, or by writing the board at P.O. Box 8935, Madison, WI 53708-8935.

(3) MONUMENT RECORD REQUIREMENTS. A U.S. public land survey monument record shall show the location of the corner and shall include all of the following elements:

(a) The identity of the corner, as referenced to the U.S. public land survey system.

(b) A description of any record evidence, monument evidence, occupational evidence, testimonial evidence or any other material evidence considered by the professional land surveyor, and whether the monument was found or placed.

(c) Reference ties to at least 4 witness monuments. Witness monuments shall be concrete, natural stone, iron, bearing trees or other equally durable material, except wood other than bearing trees.

(d) A plan view drawing depicting the relevant monuments and reference ties which is sufficient in detail to enable accurate relocation of the corner monument if the corner monument is disturbed.

- (e) A description of any material discrepancy between the location of the corner monument as restored and the monument location of that corner as previously established.
- (f) Whether the corner was restored through acceptance of an obliterated evidence location or a found perpetuated location.
- (g) Whether the corner was determined through lost-corner-proportionate methods.
- (h) The directions and distances to other public land survey corners which were used as evidence or used for proportioning in determining the corner location.
- (i) The stamp and signature or seal and signature of the professional land surveyor under whose direction and control the corner location was determined and a statement certifying that the U.S. public land survey monument record is correct and complete to the best of ~~his or her~~ the professional land surveyor's knowledge and belief.

(4) MONUMENT RECORD ADDENDUM REQUIREMENTS. A U.S. public land survey monument record addendum shall show the monument marking the corner location, or monuments giving reference to a nearby inaccessible corner location, and include the elements found in sub. (3) (a), (b), (d), and (e). It shall also include a description of the record evidence used to reset the corner monument back in its prior location. It shall also include the stamp and signature or seal and signature of the professional land surveyor under whose direction and control the corner location was determined or witness monument established. It shall also include a statement certifying that the U.S. public land survey monument record addendum is correct and complete to the best of the professional land surveyor's knowledge and belief.