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**PROFESSIONAL LAND SURVEYOR SECTION**  
**Room N206, 4822 Madison Yards Way, Madison**  
**Contact: Tom Ryan (608) 266-2112**  
**January 10, 2019**

*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 November 1, 2018 (4-5)**
- C. Administrative Updates (6-12)**
  - 1. Election of Officers
  - 2. Appointment of Liaisons and Alternates
  - 3. Delegation of Authorities
  - 4. Department Updates
  - 5. Board and Staff Updates
- D. Legislative and Administrative Rule Matters – Discussion and Consideration (13-21)**
  - 1. Review of Proposed Revisions for A-E 7, Minimum Standards for Property Surveys
  - 2. Update on 2017 Wisconsin Act 108 Report, Legislation, and Pending and Possible Rulemaking Projects
- 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 (**22-23**)

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: APRIL 4, 2019**

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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  
NOVEMBER 1, 2018**

**PRESENT:** Bruce Bowden, Daniel Fedderly, Christina Martin (*via teleconference*), 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:** Daniel Fedderly moved, seconded by Dennis Myers, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF AUGUST 22, 2018**

**MOTION:** Daniel Fedderly moved, seconded by Christina Martin, to approve the minutes of August 22, 2018 as published. Motion carried unanimously.

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

**Review of Proposed Revisions for A-E 7, Minimum Standards for Property Surveys**

**MOTION:** Dennis Myers moved, seconded by Christina Martin, to authorize Daniel Fedderly to approve the revised draft of A-E 7, relating to minimum standards for property surveys for publication on the Department of Safety and Professional Services (DSPA) website. Motion carried unanimously.

**CLOSED SESSION**

**MOTION:** Daniel Fedderly moved seconded by Dennis Myers, 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 10:50 a.m.

**RECONVENE TO OPEN SESSION**

**MOTION:** Dennis Myers moved, seconded by Daniel Fedderly, to reconvene in Open Session. Motion carried unanimously.

The Section reconvened into Open Session at 11:31 a.m.

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

**MOTION:** Dennis Myers moved, seconded by Christina Martin, 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. Christopher Michaud – Application Number 654789
2. Anthony Schmidt – Application Number 618181
3. Jeffrey West – Application Number 633364
4. John Wilson – Application Number 656267

Motion carried unanimously.

**Conviction Reviews**

***Thomas Albert***

**MOTION:** Daniel Fedderly moved, seconded by Christina Martin, to approve the renewal application of Thomas Albert, once all requirements are met. Motion carried unanimously.

***Robert Harris***

**MOTION:** Daniel Fedderly moved, seconded by Christina Martin, to approve the renewal application of Robert Harris, once all requirements are met. Motion carried unanimously.

**ADJOURNMENT**

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

The meeting adjourned at 11:32 a.m.

**LAND SURVEYOR SECTION**

**2018 ELECTION RESULTS, LIAISON APPOINTMENTS, AND DELEGATED  
AUTHORITIES**

<b>2018 ELECTION RESULTS</b>	
Board Chair	Bruce Bowden
Vice Chair	Daniel Fedderly
Secretary	Ruth G. Johnson/ Dennis Myers as of 8/22/2018

**Appointment of Liaisons and Alternates**

<b>2018 LIAISON APPOINTMENTS</b>	
<b>Credentialing Liaison</b>	Bruce Bowden
<b>Continuing Education Liaison</b>	Daniel Fedderly, Bruce Bowden
<b>Monitoring and Professional Assistance Procedure (PAP) Liaison</b>	Daniel Fedderly
<b>Travel Liaison</b>	Bruce Bowden
<b>Administrative Rules Liaison</b>	Christina Martin
<b>Screening Panel</b>	Christina Martin, Daniel Fedderly

## **Delegation of Authorities**

### ***Document Signature Delegation***

**MOTION:** Christina Martin moved, seconded by Daniel Fedderly, to delegate authority to the Chair or chief presiding officer, or longest serving member of the Section, by order of succession, to sign documents on behalf of the Section. In order to carry out duties of the Section, the Chair, chief presiding officer, or longest serving member of the Section, has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The Chair, chief presiding officer, or longest serving member of the Section delegates the authority to Executive Director, or designee, to sign the name of any Section member on documents as necessary and appropriate. Motion carried unanimously.

### ***Delegated Authority for Urgent Matters***

**MOTION:** Christina Martin moved, seconded by Daniel Fedderly, that in order to facilitate the completion of urgent matters between meetings, the Section delegates its authority to the Chair (or, in the absence of the Chair, the highest-ranking officer or longest serving board member in that succession), to appoint liaisons to the Department to act in urgent matters. Motion carried unanimously.

### ***Monitoring Delegations***

**MOTION:** Daniel Fedderly moved, seconded by Christina Martin, to adopt the “Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor” as presented. Motion carried unanimously.

### ***Credentialing Authority Delegations***

#### **Delegation of Authority to Credentialing Liaison**

**MOTION:** Christina Martin moved, seconded by Daniel Fedderly, to delegate authority to the Credentialing Liaisons to make all credentialing decisions. Motion carried unanimously.

### ***Updated at 4/3/18 Meeting***

**MOTION:** Daniel Fedderly moved, seconded by Christina Martin, to rescind the motion made at the 1/4/2018 delegating authority to the Credentialing Liaisons to make all credentialing decisions. Motion carried unanimously.

**MOTION:** Daniel Fedderly moved, seconded by Christina Martin, to delegate authority to the Credentialing Liaison(s) to address all issues related to credentialing matters except potential denial decisions which should be referred to the full Section for final determination. Motion carried unanimously.

### **Delegation of Authority to DSPS When Rule and Statute Criteria is Met**

**MOTION:** Christina Martin moved, seconded by Daniel Fedderly, to delegate credentialing authority to DSPS to act upon applications that meet the criteria of Rule and Statute and thereby would not need further Section or Section liaison review. Motion carried unanimously.

*Updated at 4/3/18 Meeting*

**MOTION:** Daniel Fedderly moved, seconded by Christina Martin, to rescind the motion made at the 1/4/2018 delegating credentialing authority to DSPS to act upon applications that meet the criteria of Rule and Statute and thereby would not need further Section or Section liaison review. Motion carried. Abstained: One

### ***Delegated Authority for Application Denial Reviews***

**MOTION:** Christina Martin moved, seconded by Daniel Fedderly, that the Board counsel or another department attorney is formally authorized to serve as the Section's designee for purposes of Wis. Admin. Code § SPS 1.08(1). Motion carried unanimously.

### ***Voluntary Surrenders***

**MOTION:** Christina Martin moved, seconded by Daniel Fedderly, to delegate authority to the assigned case advisor to accept or refuse a request for voluntary surrender of a license by a licensee who has a pending complaint or disciplinary matter per Wis. Stat. § 440.19. Motion carried unanimously.

### ***Continuing Education Delegation or Education Delegations***

**MOTION:** Daniel Fedderly moved, seconded by Ruth G. Johnson, to delegate authority to the Office of Education and Examination Liaison(s) to address all issues related to CE, education and examinations. Motion carried unanimously.

***Authorization for DSPS to Provide Board Member Contact Information to National Regulatory Related Bodies***

**MOTION:** Christina Martin moved, seconded by Daniel Fedderly, to authorize Department staff to provide national regulatory related bodies with Section member contact information that the Department retains on file. Motion carried unanimously.

***Optional Renewal Notice Insert Delegation***

**MOTION:** Christina Martin moved, seconded by Daniel Fedderly to designate, in order of succession, the highest-ranking officer or longest serving member of the Section, to provide a brief statement or link relating to board-related business within the license renewal notice at the Section's or Section designee's request. Motion carried unanimously.

***Travel Delegation***

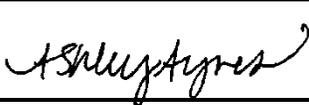
**MOTION:** Christina Martin moved, seconded by Ruth G. Johnson, to delegate authority to the Travel Liaison to approve any Section member travel. Motion carried unanimously.

***Occupational Licensure Study Liaison***

**MOTION:** Daniel Fedderly moved, seconded by Christina Martin, to designate Bruce Bowden as the Section's liaison to represent and speak on behalf of the Section regarding occupational license review and related matters. Motion carried unanimously.

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

**AGENDA REQUEST FORM**

<b>1) Name and Title of Person Submitting the Request:</b>  Ashley Ayres  Monitoring and Intake Supervisor Division of Legal Services and Compliance		<b>2) Date When Request Submitted:</b>  December 20, 2018	
		Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> <li>▪ 10 work days before the meeting for Medical Board</li> <li>▪ 14 work days before the meeting for all others</li> </ul>	
<b>3) Name of Board, Committee, Council, Sections:</b> Land Surveyor Section			
<b>4) Meeting Date:</b>  January 10, 2019	<b>5) Attachments:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b>  Appointment of Monitoring Liaison and Delegated Authority Motion	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	<b>8) Is an appearance before the Board being scheduled?</b>  <input type="checkbox"/> Yes ( <a href="#">Fill out Board Appearance Request</a> ) <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b>	
<b>10) Describe the issue and action that should be addressed:</b>  Adopt or reject the Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor document as presented in today's agenda packet.			
<b>11) Authorization</b>			
		December 20, 2018	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
<b>Directions for including supporting documents:</b> 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.			

## **Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor**

The Monitoring Liaison (“Liaison”) is a Board/Section designee who works with department monitors to enforce Board/Section orders as explained below.

### **Current Authorities Delegated to the Monitoring Liaison**

The Liaison may take the following actions on behalf of the Board/Section:

1. Grant a temporary reduction in random drug screen frequency upon Respondent’s request if he/she is unemployed and is otherwise compliant with Board/Section order. The temporary reduction will be in effect until Respondent secures employment in the profession. The Department Monitor (“Monitor”) will draft an order and sign on behalf of the Liaison.
2. Grant a stay of suspension if Respondent is eligible per the Board/Section order. The Monitor will draft an order and sign on behalf of the Liaison.
3. Remove the stay of suspension if there are repeated violations or a substantial violation of the Board/Section order. In conjunction with removal of any stay of suspension, the Liaison may prohibit Respondent from seeking reinstatement of the stay for a specified period of time. The Monitor will draft an order and sign on behalf of the Liaison.
4. Grant or deny approval when Respondent proposes continuing/remedial education courses, treatment providers, mentors, supervisors, change of employment, etc. unless the order specifically requires full-Board/Section approval.
5. Grant a maximum of one 90-day extension, if warranted and requested in writing by Respondent, to complete Board/Section-ordered continuing education.
6. Grant a maximum of one extension or payment plan for proceeding costs and/or forfeitures if warranted and requested in writing by Respondent.
7. Grant full reinstatement of licensure if Respondent has fully complied with all terms of the order without deviation. The Monitor will draft an order and obtain the signature or written authorization from the Liaison.
8. Grant or deny a request to appear before the Board/Section in closed session.
9. Board Monitoring Liaison may determine whether Respondent’s petition is eligible for consideration by the full Board/Section.
10. (*Except Pharmacy*) Accept Respondent’s written request to surrender credential. If accepted by the Liaison, Monitor will consult with Board Counsel to determine if a stipulation is necessary. If a stipulation is not necessary, Monitor will draft an order and sign on behalf of the Liaison. If denied by the Liaison, the request to surrender credential will go to the full Board for review.
11. (*Except Pharmacy*) Grant Respondent’s petition for a reduction in drug screens per the standard schedule, below. If approved, Monitor will draft an order and sign on behalf of the Liaison.
  - a. Year 1: 49 screens (including 1 hair test, if required by original order)
  - b. Year 2: 36 screens (plus 1 hair test, if required by original order)
  - c. Year 3: 28 screens plus 1 hair test
  - d. Year 4: 28 screens plus 1 hair test
  - e. Year 5: 14 screens plus 1 hair test

12. (*Dentistry only*) – Ability to approve or deny all requests from a respondent.

13. (*Except Nursing*) – Board Monitoring Liaison may approve or deny Respondent's request to be excused from drug and alcohol testing for work, travel, etc.

**Current Authorities Delegated to the Department Monitor**

The Monitor may take the following actions on behalf of the Board/Section, draft an order and sign:

1. Grant full reinstatement of licensure if CE is the sole condition of the limitation and Respondent has submitted the required proof of completion for approved courses.
  2. Suspend the license if Respondent has not completed Board/Section-ordered CE and/or paid costs and forfeitures within the time specified by the Board/Section order. The Monitor may remove the suspension and issue an order when proof completion and/or payment have been received.
  3. Suspend the license (or remove stay of suspension) if Respondent fails to enroll and participate in an Approved Program for drug and alcohol testing within 30 days of the order, or if Respondent ceases participation in the Approved Program without Board approval. This delegated authority only pertains to respondents who must comply with drug and/or alcohol testing requirements.
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**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: December 20, 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 Section, Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, and Professional Land Surveyors			
4) Meeting Date: January 10, 2019	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  1) Review of Proposed Revisions for A-E 7, Minimum Standards for Property Surveys  2) Update on the Act 108 Report, Legislation, and Pending and Possible Rulemaking Projects	
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:  A draft copy of the proposed revision of A-E 7, minimum standards for property surveys, was posted on the <a href="#">Pending Rules</a> page of the Department website on December 3, 2018, as requested by the Section.			
11) Authorization			
Signature of person making this request  <i>Helen Leong</i>		Date  <i>December 20, 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.			

**A draft copy of this chapter will be added to the agenda for the January 10, 2019, Professional Land Surveyor Section meeting.**

## **Chapter A-E 7**

### **MINIMUM STANDARDS FOR PROPERTY SURVEYS**

*Delete A-E 7.01 and replace with:*

**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 or addendum and a map of work performed, the professional land surveyor and client may enter a signed agreement to exclude land surveying work from the requirements of ss. A-E 7.03 (2), A-E 7.05 (5), 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.**

**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~~ property survey 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 and accompanying map 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 [property](#) survey map, the [property](#) 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 U.S. Public Land Survey](#).

**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 \(3\) 7.025](#), showing information developed by the [property](#) 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 [property](#) 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 ~~observed~~ evidence of possession or use by others in the parcel or across any perimeter line of the property if observed by the professional land surveyor while establishing 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 property 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 property survey was made with a statement certifying that the property 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 property 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~~ the relative positional accuracy in accordance with this section.

(1m) 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.

~~(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 property survey shall be according to s. 236.15 (1), Stats., unless determined by the nature of the property 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 property survey records.~~

(b) The professional land surveyor who performs the property 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 property 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. public 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](http://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.

(2) Satisfies the applicable requirements under s. 443.09.

**History:** 1993 a. 465; 2011 a. 146.

**Cross-reference:** See also ch. A-E 9, Wis. adm. code.

**443.04 Registration requirements for professional engineers.** An applicant for registration as a professional engineer shall submit satisfactory evidence to the professional engineer section of the examining board of all of the following:

(1m) A diploma of graduation, or a certificate, from an engineering school or college approved by the professional engineer section as of satisfactory standing in an engineering course of not less than 4 years or a diploma of graduation or degree from a technical college approved by the professional engineer section as of satisfactory standing in an engineering-related course of study of not less than 2 years.

(2m) (a) For an applicant possessing a diploma or certificate from a course of study of not less than 4 years as specified in sub. (1m), a specific record of 4 or more years of experience in engineering work of a character satisfactory to the professional engineer section and indicating that the applicant is competent to be placed in responsible charge of engineering work.

(b) For an applicant possessing a diploma or degree from a course of study of not less than 2 years as specified in sub. (1m), a specific record of 6 or more years of experience in engineering work of a character satisfactory to the professional engineer section and indicating that the applicant is competent to be placed in responsible charge of engineering work.

**History:** 1979 c. 167; 1983 a. 328; 1999 a. 85; 2009 a. 350; 2011 a. 146.

**Cross-reference:** See also ch. A-E 4, Wis. adm. code.

The authority of the examining board is discussed. 70 Atty. Gen. 156.

**443.05 Certification of engineers-in-training.** (1) An applicant for certification as an engineer-in-training shall submit as satisfactory evidence to the professional engineer section of the examining board one of the following:

(a) A diploma of graduation in engineering or a certificate in engineering from a school or college approved by the professional engineer section as of satisfactory standing.

(b) A specific record of 4 years or more of experience in engineering work of a character satisfactory to the professional engineer section.

(2) Graduation in engineering from a school or college approved by the professional engineer section as of satisfactory standing shall be considered as equivalent to 4 years of experience and the completion satisfactory to the professional engineer section of each year of work in engineering in such school or college without graduation shall be considered as equivalent to one year of experience. Graduation in a course other than engineering from a school or college approved by the professional engineer section as of satisfactory standing shall be considered as equivalent to 2 years of experience. No applicant may receive credit for more than 4 years of experience under this subsection.

**History:** 1979 c. 167; 2011 a. 146.

**Cross-reference:** See also ch. A-E 4, Wis. adm. code.

**443.06 Licensure requirements for professional land surveyors.** (1) LICENSURE, APPLICATION, QUALIFYING EXPERIENCE.

(a) Application for a license to engage in the practice of professional land surveying shall be made to the professional land surveyor section of the examining board under oath, on forms provided by the department, which shall require the applicant to submit such information as the professional land surveyor section deems necessary. The professional land surveyor section may require applicants to pass written or oral examinations or both. Applicants who do not have an arrest or conviction record, subject to ss. 111.321, 111.322, and 111.335, shall be entitled to be granted a license to engage in the practice of professional land surveying when satisfactory evidence is submitted that the applicant has met one or more of the requirements of sub. (2).

(b) Each year, but not more than 4 years, of work or training completed in a curriculum in the practice of professional land sur-

veying approved by the professional land surveyor section, or of responsible charge of teaching the practice of professional land surveying may be considered as equivalent to one year of qualifying experience in the practice of professional land surveying, and each year, but not more than 4 years, completed in a curriculum other than the practice of professional land surveying approved by the professional land surveyor section, may be considered as equivalent to one-half year of qualifying experience.

(2) REQUIREMENTS; LICENSE. The professional land surveyor section may grant a license to engage in the practice of professional land surveying to any person who has submitted to it an application, the required fees, and one or more of the following:

(am) Evidence satisfactory to the professional land surveyor section that he or she has received a bachelor's degree in a course in the practice of professional land surveying or a related field that has a duration of not less than 4 years and is approved by the professional land surveyor section, and that he or she has engaged in the practice of professional land surveying for at least 2 years and has demonstrated practice of satisfactory character that indicates that the applicant is competent to engage in the practice of professional land surveying, if the applicant has passed an oral and written or written examination administered by the professional land surveyor section.

(bm) Evidence satisfactory to the professional land surveyor section that he or she has received an associate degree in a course in the practice of professional land surveying or a related field that has a duration of not less than 2 years and is approved by the professional land surveyor section, and that he or she has engaged in the practice of professional land surveying for at least 4 years and has demonstrated practice of satisfactory character that indicates that the applicant is competent to engage in the practice of professional land surveying, if the applicant has passed an oral and written examination administered by the professional land surveyor section.

(cm) Evidence satisfactory to the professional land surveyor section that he or she has engaged in the practice of professional land surveying for at least 10 years and has demonstrated practice of satisfactory character that indicates that the applicant is competent to engage in the practice of professional land surveying, if the applicant has passed an oral and written or written examination administered by the professional land surveyor section. This paragraph applies to applications for licenses to engage in the practice of professional land surveying that are submitted to the professional land surveyor section after June 30, 2000 and **before July 1, 2019.**

(d) An unexpired certificate of registration, certificate of certification, or license as a land surveyor or to engage in the practice of professional land surveying issued to the applicant by the proper authority in any state or territory or possession of the United States or in any other country whose requirements meet or exceed the requirement for licensure in this subsection, if the applicant has passed an oral and written or written examination administered by the professional land surveyor section.

**History:** 1979 c. 167; 1981 c. 380; 1981 c. 391 s. 211; 1987 a. 27; 1993 a. 462; 1995 a. 27 s. 9130 (4); 1997 a. 3, 27; 2011 a. 146; 2013 a. 358.

**Cross-reference:** See also ch. A-E 6, Wis. adm. code.

**443.07 Permit requirements: designers of engineering systems.** (1) An applicant for a permit as a designer shall submit as evidence satisfactory to the designer section of the examining board one of the following to indicate that he or she is competent to be in charge of such work:

(a) A specific record of 8 years or more of experience in specialized engineering design work and the satisfactory completion of a written examination in the field or branch, as determined by the designer section, in which certification is sought.

(b) A specific record of 12 years of experience by any person at least 35 years of age who was actively engaged in this state in the preparation of plans, specifications, designs and layouts in specific fields or branches as designated under sub. (3). Such a