



Oregon

**State Board of Examiners for
Engineering & Land Surveying**

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STANDARDS OF LAND SURVEYING
PRACTICES COMMITTEE

Minutes of Meeting

December 8, 2011

Board Members present:

Sue Newstetter, Chair

Grant Davis

Dan Linscheid

Carl Tappert

Ken Hoffine (excused absence)

Public Members present:

Gary Johnston

Chuck Gibbs (absent)

Bob Neathamer (excused absence)

Mark Mayer (absent)

Staff present:

Jenn Gilbert

Mari Lopez

Others present:

James Hepler, PLS

The meeting of the Standards of Land Surveying Practices Committee was called to order at 12:08 p.m. in the conference room of the Oregon State Board of Examiners for Engineering and Land Surveying (OSBEELS) office at 670 Hawthorne Avenue SE, Suite 220, Salem, OR 97301. In order to have the quorum necessary to hold the Standards of Land Surveying Practices Committee meeting, Grant Davis was requested as a substitute member prior to the meeting.

The Committee continued its discussion related to the narratives. Chair Newstetter stated that she attempted to draft a document that combined the comments received; however, it was unsuccessful and each comment needs to be reviewed individually. Chair Newstetter noted that an avenue to tackle the issues at hand regarding narratives would be for the Committee to compare how the proposed rule explains the requirements in Oregon Revised Statute (ORS) 209.250(2) and (3). Each element of the ORS should be viewed to see how clarification can be made in rule. As provided in ORS 209.250(2) and (3), the underlined sections were discussed.

(2) The permanent map must have a written narrative that may be on the face of the map. If the narrative is a separate document, the map and narrative must be referenced to each other. The map and narrative must be made on a suitable drafting material in the size required by the county surveyor. The lettering on the map and narrative must be of sufficient size and clarity to be reproduced clearly. The narrative must explain the purpose of the survey and how the boundary lines or other lines were established or reestablished and must state which deed records, deed elements, survey records, found survey monuments,

plat records, road records or other pertinent data were controlling when establishing or reestablishing the lines. If the narrative is a separate document, the narrative must also contain the following:

- (a) Location of survey by one-fourth section, Township and Range.
 - (b) The date of survey.
 - (c) The surveyor's seal and original signature.
 - (d) The surveyor's business name and address.
- (3) A permanent map must show the following:
- (a) Location of survey by one-fourth section, Township and Range.
 - (b) The date of survey.
 - (c) Scale of drawing and North Arrow.
 - (d) The distance and course of all lines traced or established, giving the basis of bearing and the measured distance and course to a monumented section corner, one-quarter corner, one-sixteenth corner or Donation Land Claim corner in Township and Range, or to a monumented lot or parcel corner or boundary corner of a recorded subdivision, partition or condominium.
 - (e) Measured bearings, angles and distances that are used as a basis for establishing or reestablishing lines or monuments separately indicated from those of record together with the recording reference. Metric measurements may be used if a conversion to feet is provided.
 - (f) Monuments set and their relation to older monuments found. A detailed description of monuments found and set must be included and monuments set must be separately indicated from those found.
 - (g) The surveyor's seal and original signature.
 - (h) The surveyor's business name and address.

To assist in this effort, Chair Newstetter and Mr. Linscheid will request examples of narratives from County Surveyors with different degrees of variation ranging from sufficient to insufficient narratives.

The members also briefly discussed the make-up of the Committee. With a total of 8 members on the Committee, a minimum of 5 members must be present to have a quorum. With the knowledge of Mark Mayer's relocation to another state, **Mr. Linscheid will request to replace Mr. Mayer with James Hepler during the January 2012 Board Meeting.**

The meeting adjourned at 1:00 p.m.