

OKANOGAN COUNTY COMMISSIONERS'

RESOLUTION 29 – 2023

OKANOGAN COUNTY SURVEY MONUMENT PRESERVATION POLICY

WHEREAS, Survey monuments are public domain and belong to all of the citizens of Washington State; and

WHEREAS, RCW 58.24.040(8), RCW 36.86.050, and 332-120 WAC require county road departments to manage and protect survey monuments located within the county road rights of way; and

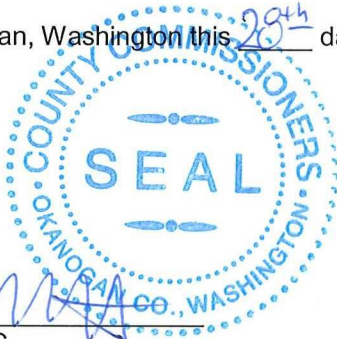
WHEREAS, no survey monument shall be removed, destroyed or have reasonable access impeded before a permit is obtained from the DNR; and

WHEREAS, the County Engineer, as a licensed professional engineer in the State of Washington, can be held accountable for improper survey monument protection perpetrated by the county road department; and

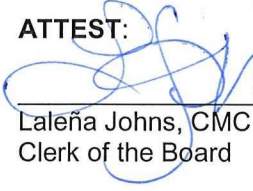
WHEREAS, 136-550-050 WAC requires that the Survey Monument Preservation Policy be adopted by the county legislative authority,

NOW, THEREFORE, BE IT RESOLVED that the attached policy titled "Survey Monument Preservation Policy" dated March 21, 2023 be approved and adopted.

DATED at Okanogan, Washington this 29th day of February, 2023.




ATTEST:


Laleña Johns, CMC
Clerk of the Board

**BOARD OF COUNTY COMMISSIONERS
OKANOGAN, WASHINGTON**



Chris Branch, Chairman


Andy Hover, Member


Jon Neal, Member

OKANOGAN COUNTY
DEPARTMENT OF PUBLIC WORKS

CATEGORY: GENERAL
PROCEDURE NUMBER: PWP-935
EFFECTIVE DATE: February 24, 2023
SUBJECT: Survey Monument Preservation Policy


Josh Thomson P.E.
Director/County Engineer

PURPOSE

The purpose of this policy is to ensure that the Public Works Department understands its duty to protect and preserve survey monuments within the county road right of way when performing any type of work, but in particular construction projects and pavement preservation projects where there is a risk that monuments could be disturbed or covered.

TRAINING OF STAFF

Engineering, maintenance, and operations staff will be made aware of the importance of and the law regarding survey monuments and our policy annually. Maintenance staff will discuss this policy annually prior to commencing our seal coat program.

SURVEY AND ENGINEERING COMMUNITY ENGAGEMENT

This policy will be mailed to surveyors known to be active in this county upon the policy's adoption, along with a letter requesting that they notify Public Works of any covered or disturbed survey monuments within county road right of way that they are aware of, and that they are encouraged to notify Public Works if they encounter any in the future. Okanogan County has a duty to address legacy issues from past road department practices once identified.

Okanogan County will immediately begin an effort to locate survey monuments known or visible within the county road right of way, and record such information in our GIS system. Priority shall be given to locating monuments within the road surface.

PROCEDURES FOR MONUMENT IDENTIFICATION FOR ROAD MAINTENANCE PROJECTS

Each year, the County Engineer or designated staff member shall prepare a report of planned preservation projects for the current year. This report shall be submitted to the Washington State Department of Natural Resources, Public Land Survey Office.

The Area Supervisor or designated staff will inspect the subject roads and locate, mark, and make record of any known or visible survey monuments. This person will note and keep a record of whether the monument is in a monument case or should have a monument case installed or whether the monument was not visible. Monuments discovered through research or visual verification shall be cross-checked with those recorded in the GIS system, and updates made to the GIS system if needed.

The County Engineer shall prepare a report of project completion and monument recovery for the previous year's completed preservation projects. This report shall be submitted to the Washington State Department of Natural Resources, Public Land Survey Office.

PROCEDURES FOR MONUMENT PRESERVATION DURING ROAD PRESERVATION PROJECTS

During seal coat, overlay and patching projects, monuments shall be preserved in one of the following ways:

- i) Existing Monument in Case - If the survey monument is already protected in a monument case, it may only be necessary to temporarily cover the lid with tar paper or similar during chip sealing and then remove the covering after the chip seal work is completed. Staff shall ensure that the covering is removed after chip sealing and make a written record that this was accomplished. If the monument case lid is already more than 1.5 inches below the surrounding pavement surface or will become more than 1.5 inches below the pavement surface after the work is completed, a riser ring should be added to the monument case. Take care to ensure that the rings are never higher than the surrounding pavement so they will not be damaged by snow plowing.
- ii) Existing Monument Not in Case - If a survey monument is not protected by an existing monument case, it may be possible to temporarily cover it and then remove this covering after the chip seal work as described in the paragraph above. If, however, this will leave an unacceptably deep or large hole in the road, then a monument case should be installed. To ensure that the survey monument is not disturbed during the installation of the case, this work shall be coordinated with a competent licensed surveyor who can be present when the work occurs if necessary.
- iii) Existing Monument Not Visible at the Surface - In the case of survey monuments that exist, but are not visible on the surface, the Department will map the location and make efforts to uncover these monuments and install monument cases in the presence of a competent licensed land surveyor if required.

PROCEDURES FOR MONUMENT PRESERVATION DURING CONSTRUCTION PROJECTS

For construction projects either Contracted or by County Forces, monument locations shall be preserved by the following method:

- i) Public Works staff, consultant, or contractor will research Record of Surveys, Long Plats, Short Plats, Land Corner Records and Right of Way Plans depicting the possible existence and locations of survey monuments on and within the right of way of these roads where the planned work is to be performed.
- ii) Public Works staff, consultant, or contractor shall perform a field search to attempt to locate any monuments that were identified to be within the planned work area.
- iii) For all discovered monuments identified to be within the planned work area, its location shall be preserved and permitted as outlined within WAC 332-120. This work shall be under the direction of a Licensed Land Surveyor within the State of Washington as necessary.