



## INSTRUCTIONS FOR COMPLETING THE APPLICATION AND PERMIT TO REMOVE OR DESTROY A SURVEY MONUMENT PER [WAC 332-120-070](#)

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- **IMPORTANT:** An *Application And Permit To Remove Or Destroy A Survey Monument* is intended to cover only one section. Separate permit forms must be submitted for each individual project Section. However, multiple monuments may be referenced within a given Section, provided that, **indexing, monument descriptions, locations, and reference points for each monument are shown on attachments.**
- A minimum of three (3) reference points (RPs) must be in locations visible to the monument and in areas which are not expected to be disturbed by construction activities.
- All re-set monuments MUST comply with RCW 58.09, The Manual of Survey Instructions as applicable, and **local county or city standards.**

### SURVEYOR INFORMATION

- Enter the name, company name, phone number, and email address of the Licensed Surveyor who will stamp this application.
- The Licensed Surveyor must stamp (seal) and sign, in the area designated (**on the first page only**) and enter the date in the box below the stamp. Please note that the boxed area for the seal is set up to accept an electronic insert in several different file formats.

### AT THE REQUEST OF (RESPONSIBLE PARTY) [WAC 332-120-030\(2\)](#)

- Enter the name of the company or agency name of the Responsible Party. The Responsible Party is defined in [WAC 120-030\(2\)](#) as, *“Any person, corporation, association, department, or subdivision of the state, county or municipality responsible for an activity that may cause a survey monument to be removed or destroyed shall be responsible for ensuring that the original survey point is perpetuated.”*
- Enter the contact’s name, phone number, and email address of the contact for the Responsible Party.

### PROJECT INFORMATION

- **FOR PROJECTS WITH MULTIPLE MONUMENTS, ATTACHMENTS MUST BE USED TO SHOW INDEXING, DESCRIPTIONS, LOCATIONS, AND REFERENCE POINTS FOR EACH MONUMENT.**
- Enter the Estimated Completion date, which is the anticipated date for when the monument(s) will be reset or will no longer be threatened by construction activities. ***This***

***date can be revised, if needed, as it is an estimate.*** If this date needs to be extended (revised) please contact the PLSO via email, at [plso@dnr.wa.gov](mailto:plso@dnr.wa.gov).

- Enter the county or counties in which the monument is situated.
- Provide indexing information (Township, Range, Section, Quarter [not 1/16<sup>th</sup>]).
- Enter the Washington Plane Coordinate System coordinates for search purposes.
  - **For multiple monuments, list coordinates for each in the “Comments” section or on attachments.**
  - Specify the Coordinate Source, such as “measured”, “published City GIS”, “Google Earth”, “phone app”, etcetera. **For projects with multiple monuments, coordinates must be shown in the “Comments” section or on attachments.**

### **ANTICIPATED REPLACEMENT MONUMENT DESCRIPTION AND OTHER COMMENTS**

- **Enter the anticipated description of the permanent monument to be placed upon completion.**
- Enter any additional indexing, monument description, GLO designation (as applicable), or information that would aid in the intelligent interpretation of the work to be accomplished.

### **ATTACHMENT INFORMATION**

#### **EACH ATTACHMENT MUST SHOW:**

- General location aids, as applicable:
  - Road names and intersections (or distance to nearest road intersection).
  - GLO designation (if applicable) **OR** distance and bearing to nearest GLO corner.
  - Reference survey map, or plat name, block, lot, etcetera.
  - Any other information that would aid in the intelligent interpretation of the location of the monument and RPs, such as power pole number, address, building corner, etcetera.
- A detailed description of the monument and accessories found marking the position of the existing monument.
- The temporary references set or existing reference monuments to which measurements have been taken to reestablish the destroyed monument to its original position.
- Bearings and distances from the monument to-be-removed to the reference points.
- Any narrative, sketch, or photo that would aid in the intelligent interpretation of the work being accomplished.



**APPLICATION AND PERMIT TO REMOVE OR DESTROY A SURVEY MONUMENT PER RCW 58.24.040(8) AND WAC 332-120-070**

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DATE:

PAGE 1 OF:

DNR PERMIT NO:

**THIS SECTION FOR  
PLSO USE ONLY**

You are hereby authorized to  
remove or destroy the herein  
described survey monument:

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**SURVEYOR INFORMATION**

**SIGNED PLS SEAL:**

SURVEYOR NAME:

COMPANY NAME:

PHONE NUMBER:

EMAIL ADDRESS:

**AT THE REQUEST OF (RESPONSIBLE PARTY) (WAC 332-120-030(2))**

COMPANY/AGENCY:

CONTACT NAME:

PHONE NUMBER:

EMAIL ADDRESS:

DATE:

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**PROJECT INFORMATION**

Estimated Completion:

1st County:

2nd County:

W E

Coordinate Source:

T:

R:

S:

1/4:

Washington Plane Coordinates: (for search purposes)

N:

E:

Datum (e.g., NAD83):

Zone:

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Anticipated Replacement Monument Description and Other Comments: