

Page 1 of 6 pages

March 15, 2005 **REVISED 02/27/07**

Subject: Contents of PLSS "Certificate of Location of Government Corner" Policy

As per MN State Statute 160.15, sub. 5, MN State Statute 381.12, sub. 3 and the following stated policy of Pine County, the following information shall be shown on PLSS corner certificates in order to be filed at the office of the Pine County Surveyor. Requirements stated in said MN State Statutes and the following are considered to be the minimum information to be shown on PLSS corner certificates.

The form used must be 8½ X 11 inches. The top edge of the form being 8 ½ inches in length. At this time no additional paper size is necessary for the binding of certificates.

If additional pages are required to complete a corner certificate then the face of each page will be numbered in the upper left corner. Example: If the certificate requires 2 sheets of paper then there is the possibility of 3 or 4 pages. A total of 3 or 4 pages would be numbered. The first page (the page with the graphical sketch) would be numbered "Page 1 of 3" or "Page 1 of 4" and etc.

PLSS corner certificates shall be signed and dated by a MN licensed surveyor in the lower left corner page 1. The Pine County Surveyor shall file PLSS corner certificates. The signature block for the county surveyor (lower right corner page 1) shall reference Pine County and the County Surveyor as the signatory.

When describing the corner of a given Township, Range and Section use the following guide:

- Choose the lowest numbered common Township.
- Choose the lowest numbered common Range.
- Choose the lowest numbered common Section.
- Closing corners apply to the appropriate Township and/or Range.
- Standard corners apply to the appropriate Township and/or Range.

Page 2 of 6 pages

March 15, 2005 **REVISED 02/27/07**

Subject: Contents of PLSS “Certificate of Location of Government Corner” Policy

Corners on the exterior of Pine County apply to the Township and/or Range located in Pine County.

Corners on the MN/WI border apply to the Township and/or Range located in Pine County, MN.

Index Numbering System to be used for section corners and quarter section corners is the system used in the past and developed by the former Pine County Surveyor M.B. “Dell” Rude. If not aware of this index numbering system Pine County will provide an example.

Index Numbering System to be used for meander corners, witness corners and mile posts along the MN/WI border is the system attached with this policy document.

Index Numbering System to be used for interior section corners is the system attached with this policy document. (If you choose to file a certificate for such corners)

On the graphical sketch (page 1) identify all Township, Range and Sections that apply. Example: The northeast corner of Section 1 could apply to four different Township, Range and Sections.

Basis of bearing for proportion control and/or accessories shall be identified. If the basis of bearing is different then identify the basis of bearing for each.

Distance Units: U.S. Survey Feet are preferred but Meters are acceptable. Identify the distance units being used for coordinates, proportioning and/or accessories.

Page 3 of 6 pages

March 15, 2005 **REVISED 02/27/07**

Subject: Contents of PLSS "Certificate of Location of Government Corner" Policy

If a PLSS corner is set using proportionate methods then the bearing and distance from the set monument to the monuments used for proportion control shall be shown. The type(s) of monuments and corner identification for each corner found/set that were used for proportion control shall be shown. If HARN coordinates are provided then HARN coordinates for the proportion control can be shown instead of bearing and distance.

If Pine County HARN coordinates for the PLSS monument are provided then the following information shall be provided on the "Statement of Evidence" (page 2) of the certificate:

A minimum of two Pine County HARN control monuments shall be verified as accurate in the field and used for survey control in the field.

A minimum of two Pine County HARN control monuments shall be identified in one of the following manners:

MNDOT Geodetic Database Station No. ##### (Name)

OR

MNDOT Geodetic Database Station No. ##### (## MN115)

The Horizontal Order Classification for each of the said two Pine County HARN control monuments shall be provided. Such information is stated on the MNDOT geodetic control sheets. NOTE: Pine County HARN control monuments with a Horizontal Order Classification of A, B or C are the ONLY Pine County HARN control monuments to be used for survey control in the field.

Page 4 of 6 pages

March 15, 2005 **REVISED 02/27/07**

Subject: Contents of PLSS “Certificate of Location of Government Corner” Policy

There is ONLY one scenario where it will NOT be required to use a minimum of two Pine County HARN control monuments as survey control in order to provide Pine County HARN coordinates for a PLSS corner. The following are the conditions of said scenario:

A ¼ section corner and/or a meander corner is determined to be lost.

Identify distance units of the HARN coordinates: U.S. Survey Feet are preferred but Meters are acceptable.

A complete history of the PLSS corner (beginning with the GLO) shall be provided on the “Statement of Evidence” (page 2) of the certificate. Making a reference to prior certificates as a substitute to a complete history is not acceptable.

Items stated in the history shall make reference to the location and/or source of record information. State book, page and/or document number if applicable.

Meander Corners and other monuments found/set:

State a + - distance (measured along the property boundary) from the found/set monument to the present OHW mark. (OHW as best estimated in the field on that day).

Graphically show the approximate or mapped shoreline. If approximate then state. If mapped then state and also state the date which the shoreline was mapped.

If a witness corner or POL is found/set then state the bearing and distance from the found/set monument to the computed position for the PLSS corner.

Page 5 of 6 pages

March 15, 2005 **REVISED 02/27/07**

Subject: Contents of PLSS "Certificate of Location of Government Corner" Policy

If monument(s) is/are found but not accepted as the PLSS corner then identify said monument(s), state a bearing and distance from the found/set PLSS corner monument to the said monument(s) not accepted.

If a PLSS corner monument is found/set in a roadway then show a + - distance to the as built centerline of the driving surface. Measure this distance either along or perpendicular to the section line if possible. Graphically show the centerline of the as built driving surface and identify the road name or jurisdiction number.

If a PLSS corner monument is found/set buried beneath the surface then state how deep below the surface. Also state if a surface marker has been found/set to aid in relocating the buried monument. If so then describe the surface marker in detail.

Accessories:

A minimum of three accessories (if practicable) to the PLSS corner monument shall be found/set.

Bearing and distance from the PLSS corner monument to each accessory shall be provided.

State whether each accessory is found or set.

Describe the accessory in detail. If a power pole is used as an accessory then provide the pole's identification number if present. If a fence line intersection post is used as an accessory describe said post and the type of fencing material.

Distances measured from the PLSS corner monument to accessory trees shall be measured to the center of said tree as per nail found/set. If the distances are measured to the face of the accessory tree then state.

Page 6 of 6 pages

March 15, 2005 **REVISED 02/27/07**

Subject: Contents of PLSS “Certificate of Location of Government Corner” Policy

All distances measured to accessories shall be horizontal. If slope distance is used then identify which accessory(s) has a slope distance measurement.

If three accessories cannot be found/set then a statement as to why this is the case shall be provided.

When providing corner certificates to the Pine County Surveyor please provide the Pine County Surveyor with your contact information. Said contact information will facilitate communications between the surveyors and provide a means for the Pine County Surveyor to send to you a signed and dated copy of the filed corner certificate.

Robin T. Mathews
Pine County Surveyor
MN LS # 41038

PLSS certificate content 02-27-07.doc