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Để yêu cầu dịch vụ dịch thuật hoặc điều chỉnh liên quan đến tình trạng khuyết tật, vui lòng liên hệ với chúng tôi qua **DTDcompliance@clackamas.us** | **503-742-4400.**

Clackamas County
www.clackamas.us

PROJECT #_____

Clackamas County Surveyor's Office
PARTITION PLAT CHECKLIST

Date Minimum Requirements Received:_____ MAP #_____

Tech. Check By:_____ Date:_____ Number of Parcels: _____

Prof. Check By:_____ Date:_____ Owner:_____

Date Returned to Surveyor:_____ Surveyor:_____

- ***ITEMS CHECKED ON FINAL MYLARS***

Complete Item

____ Surveyor's name and address

____ County or City planning file number

____ "Partition Plat#_____" (in upper right corner of all plat sheets)

***Title Description*:**

____ a. In what subdivision and replat info (as applicable)

____ b. In what 1/4 section, Township, Range

____ c. Name of City and County

____ d. Date of Survey on Plat

***Declaration*:**

- ____ a. Signature and titles (with info as needed to verify authority and capacity of signers)

____ b. Additional dedication included in Declaration for street RW by plat

____ c. General reference for Easements in Plat Declaration

____ d. General reference for Restrictions in Plat Declaration

Acknowledgement:

- ____ a. State, County, SS
- ____ b. Acknowledgement for each signature
- ____ c. Date of Acknowledgement by notary
- ____ d. Notary signature and expiration date *(NO CRIMPING OR INK STAMPS)*

____ Recent Subdivision Guarantee/Title Report received with vesting and adjoiner deeds (updated at recording)

- ____ Owners Names - all appropriate owners are correct & have signed plat or provide an owner consent affidavit

____ Trust Deed Holders have signed Consent Affidavit *(for plats with RW dedications)*

Surveyor's Certificate:

____ a. I, . . ., proper surveyor

____ b. Initial point - check tie & distance to govt. corner or previously existing plat corner and describe Initial Point monument (must be a held monument without fallings)

____ c. Contains appropriate calls to adjoining deeds, monuments and plats from vesting deed(s) with map labels

Approvals:

- ____ City or County Planning Commission signature on final mylar when submitted to CSO
- ____ City Administrator and/or Engineer signature when submitted to CSO (if applicable) check with Cities for signature requirements

____ Assessor & Tax Collector signature block present and consistent with website

____ County Surveyor's signature block…**or**…the combined Commissioner's/County Surveyor's signature block for dedications on a County Road

____ County Clerk signature block present and consistent with website

Plat Restrictions:

____ Existing Restrictions shown or noted along with recording reference on plat

____ New Restrictions (i.e. CCRs, maintenance agreements) referenced with blank for document number at recording

PROJECT #_____

PARTITION PLAT CHECK LIST - continued

Monuments:

_____ Show set and found monument symbols with complete descriptions, including set date

***Map Details*:**

_____ North Arrow

_____ Scale/***and plat boundary shown to scale*** (NOTE: 1" =10' thru 100'is OK. 1"= 200' by *prior approval only*)

_____ 1" Margins, and no lines or lettering within the margin

_____ Basis of Bearings (shown with basis labeled on mons. held and basis document referenced)

_____ Initial Point noted (must be held monument without fallings)

_____ Initial Point ties to govt. corner or plat corner of record (actual field ties)

_____ Index on first sheet of plats that are 3 pages or longer

_____ Distance & bearing shown for each line and segment

_____ Access Control (new) w/note stating how & when it will be released

_____ Reserve strips (existing), now dedicated for road purposes or removed by planning process

_____ Sheet (page) numbers

_____ Reference to SN or recorded plat number for boundary as applicable

_____ Conforms to boundary survey and meets ORS 209.250

_____ Encroachments disclosed and solved with County Surveyor prior to plat recording; ownership & type of fences noted with ties to boundary as required by Clackamas County Code

_____ Encroachment fences; ownership & type of fence noted with ties to boundary when shown as required by County Surveyor

_____ All easements shown on map (w/beneficiaries and record document reference)

_____ All parcels & tracts have access to legal Right-Of-Way

_____ Right-of-Way and easement widths shown on map and offsite access dimensions shown to public RW

_____ County Road numbers and names shown

_____ County Road monumentation shown

_____ Roads and Street names shown

_____ Streets named (Private ways, accessing 3 or more Parcels if required by City or Co. Planning)

- _____ All signatures in black waterproof ink (on mylars)

_____ Lettering and drafting legible and *scanable* (no hatch work, etc.)

- _____ All pages stamped and signed by plat surveyor

_____ Conforms to Visual Index on tax map and other survey records

_____ Narrative complete and consistent with requirements of ORS 209.250 and conforms to map with all descriptions in narrative labeled on map

_____ Consent Affidavit(s) noted on plat and consistent with website example

***Math Checks*:**

_____ Perimeter closure (ORS 92 requires dimensions shown to 0.01')

_____ Parcel closure (shown to 0.01')

_____ Easement closure (with dimensions sufficient for easement location)

_____ Roadway calculations (R/W and center line)

_____ Curve data with 5 parts (radius, delta, length, chord length, chord bearing)

_____ Radial bearings on non-tangent curves as OK'd by County Surveyor

_____ All individual distances add to totals shown

_____ All lines and curves dimensioned clearly with leaders as applicable

_____ Parcel area calcs. & parcel numbers in sequence if replat

_____ Directions and dimensions on plat boundary match dimensions in Certificate

_____ Plat boundary in solid BOLD LINE(S). Dashed lines for easements and leaders