

Plat Boundary, Subdivision, Condominium Submittal Application

Clackamas County Surveyor's Office
150 Beaver Creek Road #325,
Oregon City, OR 97045
503-742-4475

www.clackamas.us/surveyor
Email: surveyor@clackamas.us

• APPLICANT INFORMATION (REQUIRED) •

Surveyor Name: _____ Survey Firm: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____

Developer/Client: _____ Phone Number: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Email Address: _____

Title Company / Contact Person: _____ Title Email Address: _____

Primary Contact:

☐ Surveyor ☐ Developer/Client ☐ Title Company ☐ Other-Phone Number: _____ Email: _____

• PLAT INFORMATION • MINIMUM SUBMITTAL REQUIREMENTS

☐ PLAT BOUNDARY SURVEY (Submitted 30 days prior to plat submittal) - Submittal Checklist

- ____ One paper copy of survey map, signed by surveyor
- ____ Subdivision Guaranty with an effective date no earlier than 15 days before submission
- ____ Plat Boundary deposit: \$1,225.00 or \$1,725.00 if includes Property Line Adjustment (fees include \$475.00 survey filing fee)
Plus \$51.25 per page for four pages and above

Copies of the following:

- ____ Current (vesting) recorded deeds by which the owner took title (including deeds referenced in vesting deeds)
- ____ Deeds for all adjoining property (not required if the adjoining property is platted)
- ____ Recorded easements affecting the property

****NOTE: If you wish to request to use a previously recorded survey as the basis for the plat boundary, it must be in writing and approved by the County Surveyor**

☐ SUBDIVISION/CONDOMINIUM PLAT - Submittal Checklist

- ____ One paper copy of plat, signed by surveyor
- ____ Plat Name Reservation completed and approved by the County Surveyor's Office – [See "name reservation" form](#)
- ____ Subdivision Guaranty with an effective date no earlier than 15 days before submission
- ____ Review Fee Deposit – [See "worksheet for Subdivisions"](#) or [See "worksheet for Condominiums"](#)
Plus \$51.25 per page for four pages and above * (Note: plats are inspected at actual cost)

Copies of the following: *(Not required if provided as part of boundary survey submittal)

- ____ Current (vesting) recorded deeds by which the owner took title (including deeds referenced in vesting deeds)
- ____ Deeds for all adjoining property (not required if the adjoining property is platted)
- ____ Recorded easements affecting the property
- ____ Condominium Declaration