Plat Boundary, Subdivision, Condominium Submittal Application

Clackamas County Surveyor's Office
150 Beavercreek Road #325,
Oregon City, OR 97045
www.clackamas.us/surveyor • 503-742-4475 • email: surveyor@clackamas.us

• APPLICANT INFORMATION (REQUIRED) •

Surveyor Name:_____ Survey Firm:_____

Phone Number:_____ Email Address:_____

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 – ROS/PLA - (Submitted 30 days prior to plat submittal) -** *Submittal Checklist*
****NOTE: Use of a previously recorded survey for the plat boundary requires written approval from the County Surveyor.**

____ One paper copy of plat, signed by surveyor
____ Tax Map No.: _____
____ Subdivision Guaranty with an **effective date no earlier than 15 days** before submission
  ____ Current (vesting) recorded deeds by which the owner took title (including deeds referenced by vesting deeds)
  ____ Deeds for all adjoining property, including referenced deeds (not required if the adjoining property is platted)
  ____ Recorded easements affecting the property
____ Plat Boundary Fee: $2,038.00 ($1,550.00 plus Survey/Plat Filing Fee of $488.00)
Plus $52.00 per page for four pages and above

☐ **SUBDIVISION / CONDOMINIUM PLAT / CONDOMINIUM PLAT AMENDMENT & CORRECTION -** *Submittal Checklist*

____ One paper copy of plat, signed by surveyor
____ Tax Map No.: _____

____ Approved Plat Name Reservation – See "name reservation" form
____ Subdivision Guaranty with an **effective date no earlier than 15 days** before submission
  ____ Current (vesting) recorded deeds by which the owner took title (including deeds referenced by vesting deeds)*
  ____ Deeds for all adjoining property, including referenced deeds (not required if the adjoining property is platted)*
  ____ Recorded easements affecting the property*
  *(Not required if provided as part of boundary survey submittal)

____ Review Fee Deposit – See "worksheet for **Subdivisions**" or See "worksheet for **Condominiums**"
*(Note: plats are inspected at actual cost)

____ Condominium Declaration (N/A if for Subdivision Plat)

____ Conditions of Approval

____ Approved Planning Plat Release Letter

____ If available, all draft documents to record with plat. **** Must be submitted prior to start of second review. ****

OPTIONAL: ____ CAD File with Linework Only (to aid review process)

Also for your information: Once the final plat mylars are signed by the planning authority and received by this office, we will become responsible for pickup and delivery to other County offices.