

EXHIBIT "E" CONDOMINIUM PLAT CHECK SHEET Marion County Surveyor's Office

Note: Checklist items in bold, italicized type are subject to Marion County

Ordinance No. _____

TRACKING NO. _____

STATUTE

ORS 92.044 & ORS 92.050(1)	1. Conforms to Marion County Survey Map Standards and plat requirements.(Attach checklist)	YES O	NO O
ORS 92.080	2. 18" x 24", 4 mil minimum double matted polyester film original for Clerk's Office, minimum 1" margin	YES O	NO O
ORS 100.105 (5)	3. Name of Condominium Title must state the word "Condominium", "Condominiums", or the words " a Condominium".	YES O	NO O
	4. Name of Owner/Developer	YES O	NO O
ORS 92.050(4) & ORS 92.050(8)	5. Bearings and distances shall be shown on all lines established or re-established together with recording references. Bearings shall be shown in degrees, minutes and seconds. Distances shall be shown in feet and hundredths of a foot. In addition the curve data will include:	YES O	NO O
	a. Arc length;	YES O	NO O
	b. Chord length;	YES O	NO O
	c. Chord bearing;	YES O	NO O
	d. Radius; and	YES O	NO O
	e. Central angle	YES O	NO O
ORS 92.050(4)	6. Street dimensions and name	YES O	NO O
ORS 92.060	7. Monumentation for:		
	a. The initial point	YES O	NO O
	b. All points on the exterior boundary where the boundary line changes direction	YES O	NO O
	c. Road intersections and the beginning and ending points of all streets and roads	YES O	NO O
	Centerline points of curve and points of tangents, or the centerline point of intersection of the curve if the point is within the pavement area of the road, of all streets and roads	YES O	NO O
	If galvanized iron pipe is used, it shall not be less than 3/4" inside diameter and 30" long.		
	If iron or steel rods are used, they shall not be less than 5/8" least dimension and 30" long.		

If concrete is used, it shall not be less than 6" by 6" by 24" and shall contain not less than five cubic inches of ferrous material permanently imbedded in the concrete.

ORS 92.060(1)	8.	The initial point shall be on the exterior boundary of the plat and shall be with reference by survey to a section corner, one-quarter corner, one-sixteenth corner, Donation Land Claim corner, or a boundary corner of a recorded subdivision, partition, or condominium plat.	YES <input type="radio"/>	NO <input type="radio"/>
ORS 92.050(6)	9.	Show the location, dimensions and purpose of all recorded and proposed public and private easements along with the County Clerk's recording reference if the easement has been recorded with the County Clerk.	YES <input type="radio"/>	NO <input type="radio"/>
ORS 92.070	10.	Surveyor's Certificate	YES <input type="radio"/>	NO <input type="radio"/>
ORS 100.115	11.	Show the location of all buildings, public roads and other permanent structural improvements. The location shall be referenced to a point on the boundary of the property.	YES <input type="radio"/>	NO <input type="radio"/>
ORS 100.115	12.	Show the designation, location, and dimensions of each unit, including the horizontal and vertical boundaries of each unit and the common elements to which each unit has access.	YES <input type="radio"/>	NO <input type="radio"/>
ORS 100.115	13.	The vertical boundaries shall be referenced to a known benchmark elevation or other reference point as approved by the County Surveyor.	YES <input type="radio"/>	NO <input type="radio"/>
ORS 100.115	14.	Identify and show the location and dimensions of all limited common elements described in the condominium declaration. The plat shall not include any statement indicating to which unit the use of any limited common element is reserved.	YES <input type="radio"/>	NO <input type="radio"/>
ORS 100.115	15.	Surveyor's Certificate of Completion Statement certifying that the plat fully and accurately depicts the boundaries of the units and buildings and that construction of the units and buildings as depicted on the plat has been completed.	YES <input type="radio"/>	NO <input type="radio"/>
ORS 100.115	16.	If the condominium is a flexible condominium:		
	a.	Show the location and dimensions of all variable property described in the declaration and label all such property as 'VARIABLE PROPERTY'. If there is more than one parcel, label each parcel with letters or numbers different from those designating any unit, building or other parcel of variable property.	YES <input type="radio"/>	NO <input type="radio"/>
	b.	If any of the variable property is non- withdrawable, show the location and dimensions and label such property as 'NONWITHDRAWABLE PROPERTY.' If there is more than one parcel, label each parcel with letters or numbers different from those designating any unit, building or other parcel of variable property or other parcel of 'nonwithdrawable variable property.'	YES <input type="radio"/>	NO <input type="radio"/>
ORS 92.075	17.			
	a.	The declarant shall include on the face of the plat a declaration with a statement that the property and improvements described and depicted on the plat are subject to the provisions of ORS Chapter 100.	YES <input type="radio"/>	NO <input type="radio"/>
	b.	The declaration (owners statement) shall be taken before a notary public.	YES <input type="radio"/>	NO <input type="radio"/>
	c.	If the declarant is not the fee owner, then the person having deed title, the land sale contract vendor, if any, and the declarant shall sign the declaration.	YES <input type="radio"/>	NO <input type="radio"/>
	d.	If the plat contains a dedication or donation of land to public purposes.	YES	NO

- then also the mortgage or trust deed beneficiary shall sign. YES NO
- e. The fee owner, vendor or mortgage or trust deed beneficiary may record an affidavit consenting to the condominium. YES NO
- f. ***If the declarant is a corporation, then documentation showing the existence of the corporation and the names of the officers, along with the name of the officer entitled to sign the declaration, shall be provided.*** YES NO
- g. ***Title Report Received on _____ . Title reports are not considered current if the report date is more than 15 days earlier than the date the plat is checked. Report agrees with declaration.*** YES NO
18. Signature blanks for approval:
- a. County Assessor (ORS 92.100) YES NO
- b. County Surveyor (ORS 92.100) YES NO
- c. County Engineer or City Engineer YES NO
- d. County Tax Collector (ORS 92.095) YES NO

Example:

Taxes and assessments on the above described property, as provided by ORS 92.095, have been paid through (Date) _____.

- e. County On-Site Waste Water Specialist YES NO
19. Signature blank(s) for acceptance of dedication:
(when dedicating land to public use)
- a. "Chairperson or Vice-Chairperson, Marion County Board of Commissioners" or City Official(s) (ORS 92.014) YES NO
20. County Recorder's statement for filing YES NO

ORS 92.120
Example:

I do hereby certify that the attached condominium plat was received for recording on the _____ day of _____, 20____, at _____ o'clock, ____ M. and recorded in the Marion County Book of Town Plats, Volume _____ , Page _____ . Also referenced in Marion County Deed Records, Reel _____ , Page _____ . Declaration of Condominium Ownership recorded in Reel _____ , Page _____ , Marion County Deed Records.

Bill Burgess, Marion County Clerk

By: _____
Deputy County Clerk

- ORS 92.080 21. All signatures on plat shall be in archival quality black ink. YES NO
- ORS 194.031(4) 22. The imprint of the official seal of a notary public shall not be required to effectuate a notarization of a subdivision or partition plat required under ORS 92.010 to 92.190 or a condominium plat required under ORS

100.115, or any replat, supplement or amendment thereto, if the following appear below the notary's signature:

- | | | | |
|----|--|----------|---------|
| a. | The printed name of the notary public; | YES
O | NO
O |
| b. | The words "NOTARY PUBLIC - OREGON"; | YES
O | NO
O |
| c. | The words "COMMISSION NO." immediately followed by the notary public's commission number; and | YES
O | NO
O |
| d. | The words "MY COMMISSION EXPIRES" immediately followed by the date the notary public's commission expires, expressed in terms of the month, by name not abbreviated, two-digit date and complete year. | YES
O | NO
O |

Note: The plat and the declaration shall be recorded simultaneously, per ORS 100.115(2).

- | | | | |
|---------------|--|----------|---------|
| ORS 92.100(2) | 23. Field check. (Note date completed) | YES
O | NO
O |
|---------------|--|----------|---------|

Checked by _____ Date _____

See condominium plat check print for other comments needing to be addressed.

Survey maps that do not comply with ORS 209.250(1)(2)(3) and ORS 92 will be returned for correction and corrected map must be returned to county surveyor within 30 days as per ORS 209.250(4)b.

ORS 209.250(d) No action may be maintained against the County Surveyor for recording a survey map that does not comply with this section.

ORS 209.250(e) No action may be maintained against the County Surveyor for refusal to file a survey map that does not comply with this section.

CHECKED BY: _____ DATE: _____

REVIEWED BY: _____ DATE: _____