

EXHIBIT "D" SUBDIVISION 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 <input type="radio"/>	NO <input type="radio"/>
ORS 92.080	2. 18" x 24", 4 mil minimum double matted polyester film original for Clerk's Office, minimum 1" margin	YES <input type="radio"/>	NO <input type="radio"/>
ORS 92.090(1)	3. Name of Subdivision (approved by County Surveyor).	YES <input type="radio"/>	NO <input type="radio"/>
ORS 92.050(4) & ORS 92.090(1)	4. Each lot shall be numbered consecutively. Blocks, if used, shall be lettered or numbered consecutively. On or after January 1, 1992, any subdivision submitted for final approval shall not use block numbers or letters unless such subdivision is a continued phase of a previously recorded subdivision, bearing the same name, that has previously used block numbers or letters.	YES <input type="radio"/>	NO <input type="radio"/>
	a. <i>All lots and boundaries surveyed, as shown on the map shall close mathematically within a standard of 0.02 ft.</i>	YES <input type="radio"/>	NO <input type="radio"/>
	b. Area of each lot shall be shown on the face of the plat, <i>with acreage calculated to 1/100 acre (or square footage to nearest square foot, when area is less than one acre).</i>	YES <input type="radio"/>	NO <input type="radio"/>
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.	YES <input type="radio"/>	NO <input type="radio"/>
	Bearings shall be shown in degrees, minutes and seconds. Distances shall be shown in feet and hundredths of a foot.	YES <input type="radio"/>	NO <input type="radio"/>
	In addition the curve data will include:		
	a. Arc length;	YES <input type="radio"/>	NO <input type="radio"/>
	b. Chord length;	YES <input type="radio"/>	NO <input type="radio"/>
	c. Chord bearing;	YES <input type="radio"/>	NO <input type="radio"/>
	d. Radius; and	YES <input type="radio"/>	NO <input type="radio"/>
	e. Central angle	YES <input type="radio"/>	NO <input type="radio"/>
ORS 92.100(2)	6. Field check. (Note date completed)	YES <input type="radio"/>	NO <input type="radio"/>
	Checked by _____ Date _____		
ORS 92.060(4)	7. Monuments shall be set with such accuracy that measurements may be taken within one-tenth of a foot or within 1/10,000 of the distance shown on the plat, whichever is greater.	YES <input type="radio"/>	NO <input type="radio"/>
ORS 92.050(4)	8. <i>Street dimensions</i> and name.	YES <input type="radio"/>	NO <input type="radio"/>
ORS 92.060	9. Monumentation for:		

	a.	Road intersections and the beginning and ending points of all streets and roads.	YES <input type="radio"/>	NO <input type="radio"/>
		Centerline points of curve and points of tangents, or the centerline point of inter -section of the curve if the point is within the pavement area of the road, of all streets and roads.	YES <input type="radio"/>	NO <input type="radio"/>
	b.	The initial point shall be marked with a monument on the exterior boundary of the plat. The location of the monument shall be with reference by survey to a section corner, one-quarter corner, one-sixteenth corner, Donation Land Claim corner or to a monumented lot corner or boundary corner of a recorded subdivision, partition or condominium plat.	YES <input type="radio"/>	NO <input type="radio"/>
	c.	All points on the exterior boundary where the boundary line changes direction shall be marked with monuments either of concrete, galvanized iron pipe or iron or steel rods. 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.	YES <input type="radio"/>	NO <input type="radio"/>
ORS 92.060(3)	10.	Monumentation for all interior lot corners, except cemetery lots, shall be with monuments either of galvanized iron pipe, iron or steel rods. If galvanized iron pipe is used, it shall not be less than 2" inside diameter and 24" long. If iron or steel rods are used, they shall not be less than 5/8" in least dimension and 24" long.	YES <input type="radio"/>	NO <input type="radio"/>
ORS 92.050(6)	11.	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	12.	Surveyor's Certificate The plat shall include a Surveyor's Certificate, accurately describing the tract of land upon which the lots are laid out together with the seal and signature of the surveyor. <i>The area described shall be shown to 1/100 of an acre, or square footage to the nearest square foot, if less than one acre.</i>	YES <input type="radio"/>	NO <input type="radio"/>
ORS 92.070(2)	13.	Specify date of remaining monumentation in the Surveyor's Certificate.	YES <input type="radio"/>	NO <input type="radio"/>
Note:		Subject to ORS 92.065(2) Remaining Monumentation Recording Statement(s)	YES <input type="radio"/>	NO <input type="radio"/>
Example:		REMAINING CORNER MONUMENTATION In accordance with O.R.S. 92.070, the remaining corner monuments of this subdivision have been correctly set with proper monuments. An affidavit has been prepared regarding the setting of said monuments and is recorded in Reel _____ at Page _____ of the Marion County Deed Records. _____ Date _____ Marion County Surveyor		
Note:		<i>If remaining monumentation is to be phased, a remaining monumentation recording statement for each phase shall be on the plat.</i>	YES <input type="radio"/>	NO <input type="radio"/>
Example:		REMAINING CORNER MONUMENTATION, CENTERLINE In accordance with O.R.S. 92.070, the centerline monuments of this subdivision have been correctly set with proper monuments. An affidavit		

has been prepared regarding the setting of said monuments and is recorded in Reel _____ at Page _____ of the Marion County Deed Records.

_____ Date _____
 Marion County Surveyor

ORS 92.120
 Example:

- | | YES | NO |
|---|-----------------------|-----------------------|
| 14. County Recorder's statement for filing. | <input type="radio"/> | <input type="radio"/> |
| I do hereby certify that the attached Subdivision Plat was received for recording on the _____ day of _____, 20____, at _____ m. o'clock, and recorded in the Book of Town Plats, Volume _____, Page _____ . It is recorded in Marion County Deed Records in Reel _____ at Page _____ . | | |
| Bill Burgess, Marion County Clerk | | |
| By: _____
Deputy County Clerk | | |

ORS 92.075

- | | | |
|--|------------------------------|-----------------------------|
| 15. | | |
| a. The declarant shall include on the face of the plat a Declaration. | 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, then also the mortgage or trust deed beneficiary shall sign. | YES
<input type="radio"/> | NO
<input type="radio"/> |
| e. The fee owner, vendor or mortgage or trust deed beneficiary may record an affidavit consenting to the subdivision. | YES
<input type="radio"/> | NO
<input type="radio"/> |
| f. <i>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.</i> | YES
<input type="radio"/> | NO
<input type="radio"/> |
| g. <i>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.</i> | YES
<input type="radio"/> | NO
<input type="radio"/> |
| Report agrees with declaration. | YES
<input type="radio"/> | NO
<input type="radio"/> |
| 16. Signature blanks for approval: | | |
| a. County Planning Commission Director and/or City Official(s) (with Planning File No. below) (ORD #) | YES
<input type="radio"/> | NO
<input type="radio"/> |
| For a Subdivision Plat resulting from a Measure 37 case, the following statement must be shown below the Marion County Planning Director signature blank: | YES
<input type="radio"/> | NO
<input type="radio"/> |

MEASURE 37 WAIVER NOTICE:

The Lots shown on this Plat were authorized by waivers of land use regulations by Marion County and the State of Oregon pursuant to ORS

197.305 and Marion County Ordinance #1209 as amended and filed in the Marion County Clerk's Office. Marion County makes no warranties as to the transferability of the Lots or any development rights related to the Lots.

- | | | | |
|----------------|--|-----------------------|-----------------------|
| | | YES | NO |
| | b. County Assessor (ORS 92.100) | <input type="radio"/> | <input type="radio"/> |
| | | YES | NO |
| | c. County Tax Collector (ORS 92.095) | <input type="radio"/> | <input type="radio"/> |
| Example: | Taxes and assessments on the above described property, as provided by ORS 92.095, have been paid through (Date) _____. | | |
| | | YES | NO |
| | d. County Surveyor (ORS 92.100) | <input type="radio"/> | <input type="radio"/> |
| | | YES | NO |
| | e. County Engineer or City Engineer | <input type="radio"/> | <input type="radio"/> |
| | | YES | NO |
| | f. County On-Site Waste Water Specialist, when required | <input type="radio"/> | <input type="radio"/> |
| | g. "Chairperson or Vice-Chairperson, Marion County Board of Commissioners" (ORS 92.100) | YES | NO |
| | | <input type="radio"/> | <input type="radio"/> |
| | 17. Signature blank(s) for acceptance of dedication: (when dedicating land to public use): | YES | NO |
| | | <input type="radio"/> | <input type="radio"/> |
| | a. "Chairperson or Vice-Chairperson, Marion County Board of Commissioners" or City Official(s) (ORS 92.014) | | |
| | | YES | NO |
| ORS 92.080 | 18. All signatures on plat shall be in archival quality black ink. | <input type="radio"/> | <input type="radio"/> |
| ORS 194.280(8) | 19. 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 92.192 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 | NO |
| | | <input type="radio"/> | <input type="radio"/> |
| | b. The words "NOTARY PUBLIC - OREGON"; | YES | NO |
| | | <input type="radio"/> | <input type="radio"/> |
| | c. The words "COMMISSION NO." immediately followed by the notary public's commission number; and | YES | NO |
| | | <input type="radio"/> | <input type="radio"/> |
| | 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 | NO |
| | | <input type="radio"/> | <input type="radio"/> |
| ORS 92.070 (5) | 20. The surveyor who prepared the subdivision plat may re-establish plat monuments within two years of plat recordation without filing a map of the survey. The surveyor shall prepare an affidavit stating that the re-established corners of the subdivision have been correctly surveyed and marked with proper monuments as required under ORS 92.060. | YES | NO |
| | | <input type="radio"/> | <input type="radio"/> |
| ORS 92.170 | 21. Plat may be amended by an affidavit of correction. | YES | NO |
| | | <input type="radio"/> | <input type="radio"/> |

REMAINING MONUMENTATION

- | | | | |
|---------------|---|--|--|
| ORS 92.065(1) | 1. Prior to the plat approval by the County Surveyor, the person subdividing the land shall furnish to the County Surveyor, a bond, cash deposit or other security in an amount equal to 120 percent of the cost to monument the remaining corners. | | |
| ORS 92.065(3) | 2. The person subdividing the land shall notify the County Surveyor of the payment to the surveyor for performing the remaining monumentation work. | | |
| ORS 92.070(2) | a. After confirming that the payment has been made, the security shall be released within 3 | | |

months. (Note date).

- ORS 92.070(2) 3. Certificate on the plat that the surveyor will establish monuments on or before a certain date; subject to ORS 92.060.
- ORS 92.070(3a) 4. Within five (5) days after completion of the work, the surveyor is to notify subdivider and County Surveyor of the monumentation.
- ORS 92.070(3b) 5. The County Surveyor shall receive and approve a separate affidavit for recording that a surveyor has correctly performed remaining monumentation. The surveyor who prepared the affidavit shall cause the affidavit to be filed.
- ORS 92.070(3b) a. Any monument that cannot be set shall be noted and reference monuments shall be set.
- ORS 92.070(3b) b. The County Surveyor shall note the monuments set and the County Recorder's information from the Affidavit on both the original plat and all copies filed.
- ORS 92.070(4) c. The County Surveyor shall reference the approval upon the original plat and all exact copies. If another surveyor completes the interior corner monumentation, the County Surveyor shall also note on both the original and all copies filed, the surveyor's name and business address.

See subdivision 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(4d) No action may be maintained against the County Surveyor for recording a survey map that does not comply with this section.
- ORS 209.250(4e) 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: _____