

**EXHIBIT "A" MARION COUNTY SURVEY MAP STANDARDS**  
**Marion County Surveyor's Office**

Effective January 1, 2013, we will be requiring five signed copies for any surveys or plats submitted for review. Only one of the five copies needs to have a wet signature, but all copies must be signed.

STATUTE

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| ORS 209.250(2)                   | 1. Map size: 18" x 24". No other size will be accepted.  |
| ORS 209.250(2)                   | 2. Maps and narratives shall be made with archival quality black ink or silver halide permanent photocopy on archival quality drafting material.   |
| ORS 209.250(2) and Marion County | 3. For microfilm and scanning purposes:<br>a. All lettering shall be of such a size or type to be clearly legible. Lettering shall be a minimum Leroy size of "100" (0.1 inches) for both upper and lowercase letters. Hand lettering shall be done in such a manner so as to conform to these minimum sizes. "Shadow" lettering is not acceptable. All drafting shall be done with a line width compatible with the lettering size.<br>b. Reserve a minimum one-half inch (1/2") border space.<br>c. For records of survey, leave a 1-1/2" by 3-1/2" open area for the county recording statement located in the lower left-hand corner of the map. |
| ORS 209.250(2)                   | 4. Narrative shall explain:<br>a. The purpose of the survey.<br>b. How the boundary lines or other lines were established or reestablished.<br>c. Which deed records, deed elements, survey records, found survey monuments, plat or any other pertinent data were controlling when the lines were established or reestablished.<br>Basically the narrative should offer the information answering the questions What, Why, Where and When.  |
| ORS 209.250(3a)                  | 5. Location of the survey by one-quarter Section, Township and Range or by subdivision block and lot.  |
| ORS 209.250(3c)                  | 6. Scale of the drawing (standard engineering scale format) and North Arrow.   |
| ORS 209.250(1) & ORS 209.250(3b) | 7. Date of the survey, reflecting the date the monuments were established.   |
| ORS 209.250(3d)                  | 8. Identify the Basis of Bearing (between found monuments) along the line represented on the map.  |
| ORS 209.250(3d)                  | 9. Measured distance and course to a physically existing corner shall be shown on the map face.<br>Corners that can be tied include:<br>a. Section corner, One-quarter corner, One-sixteenth corner, or<br>b. Donation Land Claim corner, or<br>c. Lot corner or boundary corner of a recorded subdivision, partition or condominium plat.   |
| ORS 209.250(3e)                  | 10. Bearings and distances (new and/or record) on all lines traced or established.<br>a. References to all monuments found, established or reestablished, noting the applicable County Surveyor Record number(s).<br>b. Separately indicate record information in parentheses, noting the applicable recording reference.<br>c. Metric measurements may be used if a conversion to feet is provided.   |
| ORS 209.250(3g)                  | 11. Surveyor's seal and original signature. (on each page)   |
| ORS 209.250(3h)                  | 12. Surveyor's business name and address.  |
| OAR 820-10-620                   | 13. Expiration date of certificate of registration.  |
|                                  | 14. Show road name, number and width, when applicable, on map.   |

- ORS 209.250(3f) and (8) & OAR 820-15-030
15. Identify all found and set monuments on the map face or in a legend, describing:
- Type and diameter of all found and set monuments with a detailed description of cap or tag. If buried, the depth shall be noted, as well as the height above the ground surface, if applicable.
  - Note inside diameter pipe dimensions.
  - All monuments set shall be durably and visibly marked or tagged with the registered business name or the letters "L.S." with the registration number of the surveyor in charge.
  - A monument set by a public officer shall be marked with the official title of the office.
  - Show the relationship of the monuments found to the monuments set.
16. Define abbreviations on the map face or in a legend.
- ORS 209.250(4a)
17. Marion County Surveyor's Office shall review a survey map within 30 days to determine if it complies with ORS 209.250 sections (1), (2), (3), and applicable county standards.
- ORS 209.250(4b)
- Any survey map found not to be in compliance with ORS 209.250 sections (1), (2), (3), and applicable county standards, shall be returned to the surveyor who prepared the map within 30 days of receipt for correction. The surveyor shall return the corrected survey map within 30 days of receipt.
- ORS 209.250(10)
18. The signature and stamp of a registered professional land surveyor on any survey map or plat constitutes certification that the map or plat complies with all applicable provisions of ORS 209.250 and Marion County standards.
- ORS 209.250(9)
19. Submit form(s) for recently visited government corners when said corner(s) and/or accessories are reestablished, changed, or found to be different from their descriptions as recorded with the County Surveyor. Said information may be shown on the survey map in lieu of the form(s).
- Note:
- A Restored Corner form shall be used if any changes are made to the corner and/or accessories.
  - A Visitation form shall be used when no change is made to the corner or corner and/or accessories are found to be different.
- Note:
- When the narrative is a separate document, the map and narrative shall be referenced to each other and shall also include:
    - Location of the survey by one-quarter Section, Township and Range. Also show location by subdivision, block and lot (when applicable).
    - Date of the survey, reflecting the date the monuments were established.
    - Surveyor's seal and original signature. (on each page)
    - Surveyor's business name and address.
    - Expiration date of certificate of registration.
  - The narrative sheet shall be the same size as the map sheet.  
All information shown on the survey document must be clearly legible and clearly reproducible by direct contact prints, microfilm and scanned image.
- Note: Any survey map or narrative filed and recorded in compliance with ORS Chapter 209 or Chapter 92 and the Marion County Survey Map Standards may be amended by an affidavit of correction.

Revised 4/11/2017