

**HOOD RIVER & WASCO COUNTY SURVEYORS
SURVEY and PLAT CHECK SHEET**

Revised 12/17/2015

SURVEYOR _____ FIRM _____

DATE OF SURVEY/PLAT _____ DATE REC'D _____

PLAT NAME _____ for _____

DOR LOCATION _____

- _____ Date Reviewed
- _____ Reviewed by
- Prelim Response sent
- Indexed (No. _____)
- Scan stored
- Noted on Geo Map
- Final Response sent
- \$ _____ fee paid

	Y	N
Map Material: Archival, black permanent ink or photographic silver halide reproduction. ORS 209.250 Surveys & Reviews in final form: Polyester Film or Paper. 209.250(2) Plats: 4 mil (min) double matte polyester film. 92.080	<input type="checkbox"/>	<input type="checkbox"/>
Map Sizes: 18"X24" with 2" left margin and 1" other margins. 209.250(2), 92.080	<input type="checkbox"/>	<input type="checkbox"/>
2" square near the upper right corner of all sheets for filing information. 209.070	<input type="checkbox"/>	<input type="checkbox"/>
Sheets numbered if more than one sheet, Indexed if 3 or more sheets. 92.080	<input type="checkbox"/>	<input type="checkbox"/>
Lines, lettering and symbols shall be of such a size, spacing and density to be clearly legible and reproducible for microfilm. Minimum size letter 0.08 inches when using all upper case letters and 0.1 inches when using upper and lower case letters. 209.250(2), 92.080	<input type="checkbox"/>	<input type="checkbox"/>
Survey References , Survey Number, by whom, for whom, filing date, Plat number or subdivision name. 209.250(e)	<input type="checkbox"/>	<input type="checkbox"/>
Location by ¼ Section, Township, Range, W.M., City, County, and State. Location verified. 209.250(3)(a)	<input type="checkbox"/>	<input type="checkbox"/>
Date of survey , (Month/Day/Year) reflecting date first monuments set & date of latest revision. 209.250(3)(b)	<input type="checkbox"/>	<input type="checkbox"/>
Scale, and North Arrow. 209.250(3)(b)(c)	<input type="checkbox"/>	<input type="checkbox"/>
Surveyor's Stamp , original signature with expiration date on all pages. 209.250(3)(g)	<input type="checkbox"/>	<input type="checkbox"/>
Surveyor's business name and address. 209.250(3)(h)	<input type="checkbox"/>	<input type="checkbox"/>
Client's name , for indexing. 209.070(2)	<input type="checkbox"/>	<input type="checkbox"/>
Property Line Adjustment survey ; prominently identify old and new property lines	<input type="checkbox"/>	<input type="checkbox"/>
Detailed description of found and set monuments ; Size, type, color, condition, origin and relationship to older monuments found. 209.250(3)(f) Symbols shall match the legend (same size and shape).	<input type="checkbox"/>	<input type="checkbox"/>
Tie to existing monumented Section corner, ¼ corner, 1/16 corner, D.L.C. corner, or corner of recorded subdivision, partition, or condominium plat. 209.250(3)(d)	<input type="checkbox"/>	<input type="checkbox"/>
Name and right of way width of all shown streets or roads.	<input type="checkbox"/>	<input type="checkbox"/>
Minimum curve data – Delta, radius, chord bearing and distance, and arc length. 92.050(8)	<input type="checkbox"/>	<input type="checkbox"/>
Narrative as per ORS 209.250(2) – Must be on the face of the plat, and shall: a. Explain the purpose of survey. b. Explain basis on which lines established. c. Explain which found monuments and deed elements controlled the line established or re-established.	<input type="checkbox"/>	<input type="checkbox"/>
Basis of Bearing with monuments used and citation of record. 209.250(3)(d)	<input type="checkbox"/>	<input type="checkbox"/>
Bearings/Angles shown in degrees/minutes/seconds, and distances in feet and hundredths of a foot.	<input type="checkbox"/>	<input type="checkbox"/>
Bearings and distance (new and/or record) on all lot, tract or parcel lines. 209.250(3)(d)(e)	<input type="checkbox"/>	<input type="checkbox"/>

Note: The county surveyor will review the survey once. The registrant will be notified of any errors or omissions. It will then be left to his or her professional discretion to either correct any deficiency or proceed with filing.

Y N

<p>Title Report: Copy of current Preliminary Title Report, Status of Record Title, Subdivision Guarantee or similar document to verify ownership, property description and third party interests.</p>	<p><input type="checkbox"/> <input type="checkbox"/></p>
<p>Verify Subdivision Plat Name as per ORS 92.090: Cannot be similar to other recorded Subdivisions in the county.</p>	<p><input type="checkbox"/> <input type="checkbox"/></p>
<p>Declaration as per ORS 92.075:</p> <ul style="list-style-type: none"> a. Verify Owners – Signatures in permanent black ink. <input type="checkbox"/> <input type="checkbox"/> b. Notarized - With correct format and in permanent black ink. <input type="checkbox"/> <input type="checkbox"/> c. State <u>"the declarant has caused the subdivision or partition to be prepared and the property subdivided or partitioned in accordance with the provisions of ORS chapter 92"</u>. <input type="checkbox"/> <input type="checkbox"/> d. Any dedication of land for public purposes, or any public or private easements created, or any other restriction made must be stated in the declaration. <input type="checkbox"/> <input type="checkbox"/> e. Consent affidavit if others (Trust Deed Beneficiaries, Mortgage Holders, or Contract Vendors) having an interest in the property platted only if there is dedication of land for public purposes. <input type="checkbox"/> <input type="checkbox"/> 	
<p>Surveyor's Certificate as per ORS 92.070:</p> <ul style="list-style-type: none"> a. Statement to the effect that the surveyor <u>"has correctly surveyed and marked with proper monuments the lands as represented."</u> <input type="checkbox"/> <input type="checkbox"/> b. Has placed or found a proper monument as provided in ORS 92.060 indicating the initial point of the plat, and giving the dimensions and kind of monument (a complete description). <input type="checkbox"/> <input type="checkbox"/> c. Location of initial point in accordance with ORS 92.060 (by survey to a monumented section corner, 1/4 corner, 1/16 corner, DLC corner, lot, parcel, or boundary corner of a recorded subdivision, partition or condominium plat.) <input type="checkbox"/> <input type="checkbox"/> d. Post-monumented plats shall include a certification of the surveyor that the remaining corners will be monumented on or before a specified date. <input type="checkbox"/> <input type="checkbox"/> e. Accurate description of the platted land upon which the lots, parcels, and tracts are laid out. (i.e. Meets and bounds, lot & block, aliquot parts) <input type="checkbox"/> <input type="checkbox"/> f. Adequate boundary calls. Location by 1/4 Section/Township/Range/ City/County/State. <input type="checkbox"/> <input type="checkbox"/> g. Bearings & distances conform to drawing. <input type="checkbox"/> <input type="checkbox"/> 	
<p>Approvals as per ORS 92.100: Verify with appropriate jurisdiction as to correct form.</p>	<p><input type="checkbox"/> <input type="checkbox"/></p>
<p>Lot Numbers as per ORS 92.090: Continue numbering "phased" plats with highest number of last plat plus one. Block numbers only if used by previous plat. Tracts identified by letter designation. Parcel number for partitions in Arabic numerals (no roman numerals).</p>	<p><input type="checkbox"/> <input type="checkbox"/></p>
<p>Boundary Resolution as per ORS 92.100:</p> <ul style="list-style-type: none"> a. Must meet survey requirements of ORS 209.250. <input type="checkbox"/> <input type="checkbox"/> b. Found monuments shown on plat boundary. Is there sufficient control? <input type="checkbox"/> <input type="checkbox"/> 	
<p>Math Check as per ORS 92.100:</p> <ul style="list-style-type: none"> a. Must meet survey requirements of ORS 209.250. <input type="checkbox"/> <input type="checkbox"/> b. Street/Easement closure. <input type="checkbox"/> <input type="checkbox"/> c. Area of Lots, Parcels, Units in condos, and Tracts (Square feet or hundredth of acre). <input type="checkbox"/> <input type="checkbox"/> 	
<p>Easements as per 92.050(6):</p> <ul style="list-style-type: none"> a. Purpose & recorded information. <input type="checkbox"/> <input type="checkbox"/> b. Width. Label "public" or "private". State beneficiary if "private". State term if necessary. <input type="checkbox"/> <input type="checkbox"/> 	
<p>Subdivision Site Check as Per ORS 92.100(2)</p>	<p><input type="checkbox"/> <input type="checkbox"/></p>