

Plat Boundary, Subdivision, Condominium Submittal Application

Clackamas County Surveyor's Office
150 Beaver Creek Road, Oregon City, OR 97045
503-742-4475 • (FAX) 503-742-4481
<http://www.clackamas.us/surveyor/>

• APPLICANT INFORMATION (Required) •

Surveyor Name: _____ Survey Firm: _____
Mailing Address: _____ Phone Number: _____
Developer/Owner: _____ Phone Number: _____
Mailing Address: _____ City: _____ State: _____ Zip: _____
Email Address (if available): _____
Title Company: _____ Title Co. Contact Person: _____
Phone Number: _____

• PLAT INFORMATION • MINIMUM SUBMITTAL REQUIREMENTS

PLAT BOUNDARY SURVEY (Submitted 30 days prior to plat submittal) - *Submittal Checklist*

- ___ One paper copy of survey map, signed by surveyor
- ___ Subdivision Guaranty with an effective date no earlier than 15 days before submission – **Interior Monumentation Guaranty forms are available at the County Surveyor's Office**
- ___ Partial plat deposit: \$750.00 plus survey filing fee of \$400.00, (or \$450.00 if it includes a property line adjustment)

Copies of the following:

- ___ Current (vesting) recorded deeds by which the owner took title (including deeds referenced in vesting deeds)
- ___ Deeds for all adjoining property (not required if the adjoining property is platted)
- ___ Recorded easements affecting the property

****NOTE: If you wish to request to use a previously recorded survey as the basis for the plat boundary, it must be in writing and approved by the County Surveyor**

SUBDIVISION/CONDOMINIUM PLAT - *Submittal Checklist*

- ___ One paper copy of plat, signed by surveyor
- ___ Plat Name Reservation completed and approved by the County Surveyor's Office – [See "Name Reservation" form](#)
- ___ Subdivision Guaranty with an effective date no earlier than 15 days before submission – **Interior Monumentation Guaranty forms are available at the County Surveyor's Office**
- ___ Review Fee Deposit – [See "Worksheet for Subdivisions"](#) or [See "Worksheet for Condominiums"](#)

* (Note: plats are inspected at actual cost)

Copies of the following: *(Not required if provided as part of boundary survey submittal)

- ___ Current (vesting) recorded deeds by which the owner took title (including deeds referenced in vesting deeds)
- ___ Deeds for all adjoining property (not required if the adjoining property is platted)
- ___ Recorded easements affecting the property