



### CITY OF OREGON CITY ENGINEERING PARTITION PLAT REVIEW CHECKLIST FOR PUBLIC WORKS CONSTRUCTION

Project No. and Name: \_\_\_\_\_

Review Date #1 \_\_\_\_\_

Review Date #2 \_\_\_\_\_

LEGEND:    X = O.K.              blank = INCOMPLETE              NA = NOT APPLICABLE

#### SUBMITTAL REQUIREMENTS:

- Plat stamped and signed by a registered Professional Surveyor in the State of Oregon
- Checklist Completed by Surveyor/Applicant
- Accompanying Documents (Signed/Executed)
- Title Report
- Plat Review Fee

Disclaimer : This checklist does not prevent the designer from knowing all of the standards. This checklist is to be used as a guide, not a replacement for City Code Section 16.08 and 16.16. More information can be found within the City Code.

Note : All submitted documents shall be electronic files. A mylar shall not be provided until City provides direction to surveyor of record.

#### Phrasing Required on Plat (as shown word for word in “quotes”):

Locate on each sheet, just below the title, “City Planning File No.\_\_\_\_\_”  
Example: “City Planning File No. TP01-08” (*City staff may provide*)

#### CITY RESTRICTIONS:

“This plat is subject to conditions of approval in the City of Oregon City Planning File No. \_\_\_\_\_.”

#### CITY APPROVALS:

##### **When no r.o.w. dedication is required :**

“Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_  
By: \_\_\_\_\_”

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##### **When r.o.w. dedication is required :**

“APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_  
DEDICATION ACCEPTED UNDER ORS 92.175(1)(b) \_\_\_\_\_”

By: \_\_\_\_\_  
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\_\_\_\_ DECLARATION :

*PARTITION FORMAT:*

"Know all people by these presents that OWNER(S) NAME, owner(s) of the land depicted hereon and described in the accompanying surveyor's certificate, and has caused the same to be partitioned and surveyed into parcels with easements as shown or noted hereon, and does hereby dedicate to the public as public ways forever all street right-of-way, and does hereby create and establish private easements as shown or stated on said map for the uses indicated, and does hereby grant all public easements as shown, noted, or stated on said map, for the uses indicated. The declarant does further state that the property platted herein is subject to plat restrictions as noted, all in accordance with the provisions of Chapter 92 of the Oregon Revised Statutes. ---"

\_\_\_\_ *(INCLUDE SOME OR ALL OF THE FOLLOWING EASEMENT NOTES AS APPLICABLE)*

**PUBLIC UTILITY EASEMENTS:**

"Permanent structures including foundations, overhangs or protrusions shall be prohibited in public easements."

"A 10-foot public utility easement (PUE) shall exist along the frontage of all lots and tracts abutting a public street for construction and maintenance of natural gas, communications, electrical services and other franchise utilities that may be permitted by City of Oregon City, and shall be for exclusive use of permitted franchise utilities. City of Oregon City and permitted franchise utilities shall retain the right to enter easement property at any time for purposes of the easement, including reasonable right of ingress and egress through abutting property."

"The public [FILL WITH APPLICABLE EASEMENT TYPE(S), ie stormwater, water, sanitary sewer. etc.] easements as shown on this map shall be for exclusive use of City of Oregon City for construction and maintenance of said utilities. City of Oregon City shall retain the right to enter easement property at any time for purposes of the easement, including reasonable right of ingress and egress through abutting property."

\_\_\_\_ RESTRICTIVE COVENANT NON-REMONSTRANCE AGREEMENT:

"This plat is subject to the Restrictive Covenant Non-Remonstrance Agreement recorded in the document NO. \_\_\_\_\_"

\_\_\_\_ *Access Controls have replaced NVAS and need not to be shown around street corners per code 12.04.195 - Street design which restricts driveway locations. Access Controls have no width, just length and are typically located where vehicular access is prohibited (end of streets/ROW).*

If required, the segment of property line with Access Control must be identified (i.e. with the abbreviation "AC") and language "Access Control, See Plat Notes, Sheet #" or similar shall be included in the legend. The following note shall be included in conjunction.

**ACCESS CONTROL:**

"Access to Road Name(s) shall be controlled by the City of Oregon City by the recording of this plat. The access control restriction will be terminated upon acceptance of additional public right of way dedication or the recording of a plat extending the right of way onto adjacent property."

*If new development is extending existing ROW include the following note:*

"Access control per adjoining plat of "[name(s) of adjacent subdivision(s)]" shall be relinquished upon recording of this plat and dedication of all streets as shown."

— STORMWATER: *(applicable for property used for stormwater)*  
"Tract A is conveyed to the City of Oregon City for a stormwater facility per document NO. \_\_\_\_\_ Clackamas County Deed Records."

— COVENANTS, CONDITIONS AND RESTRICTIONS (CC&RS) *[Confirm with Planning]*:  
"This plat is subject to the covenants, conditions and restrictions as recoded in the document NO. \_\_\_\_\_"

**Other Items Required on Plat:**

— North Arrow/Scale.  
— Street widths.  
— Lines, names of all streets and other public and private ways, pedestrian/bicycle accessways, parks, playgrounds, and easements intended to be dedicated for public use or granted for the use of the owners in the petition  
— Public Utility Easements (10' standard along frontage lines) shown.  
— Dedication(s) shown.  
— Proposed Lots and Tracts  
— Location of boundary of any overlay district (NROD, Geologic, Floodplain)  
— County tax assessment numbers  
— Lot areas shown.  
— Length and bearings of all straight lines, curves, radii, and arcs of curves  
— At rounded corners - Right-of-way radius concentric with curb return.  
— Easements (checks with engineering drawings).  
— Easements (check with title report).  
— Names of adjacent recorded subdivisions and partition plats  
— Building envelopes indicating compliance with setbacks  
— City Development Services Division Conditions of approval addressed.

**Planning Items:**

— Minimum lot dimensions.(Planning Item)  
— Street tree planting plan approved by City Planning. OCMC 12.08. (Planning Item)  
— Address/street name form. (NOT required for approval just an FYI) (Planning Item)