

## **Chapter 17.16: FINAL PLAT**

### **17.16.010 Submission.**

- A. Within twelve (12) months after tentative approval of the preliminary plat, the subdivider shall cause the subdivision or any part thereof to be surveyed and a final plat prepared in conformance with the preliminary plat as tentatively approved.
- B. The subdivider shall submit the original drawing of the final plat that conforms to ORS Chapters 92 and 209 and any supplementary information to the Director.
- C. If the subdivider wishes to proceed with the subdivision after the expiration of the twelve (12) month period following the tentative approval of the preliminary plat, the sub divider must re-apply for tentative approval of the preliminary plat and update the supporting documentation required in Chapter 17.12.

### **17.16.020 Information required.**

In addition to that otherwise specified by law, the following information shall be shown on the final plat:

- A. The date, scale, north point (generally pointing up), and legend;
- B. Legal description of the tract boundaries;
- C. Name and address of the owner, subdivider, and engineer or surveyor;
- D. Reference points of existing surveys identified, related to the plat by distances and bearings, and referenced to a field book or map as follows:
  - 1. All stakes, monuments, or other evidence found on the ground and used to determine the boundaries of the subdivision,
  - 2. Adjoining corners of all adjoining subdivisions,
  - 3. Any City coordinate system lines.
  - 4. Whenever the City or County has established the centerline of a street adjacent to or within the proposed subdivision, the location of this line and monuments found or reset,
  - 5. All other monuments found or established in making the survey of the subdivision or required to be installed by provisions of this title;
- E. The exact location and width of streets and easements intersecting the boundary of the tract;
- F. Lines with dimensions, bearings or deflection angles, radii, arcs, points of curvature and tangent bearings for tract, lot and block boundaries, and street right-of-ways and centerlines. Tract boundaries and street bearings shall be shown to the nearest (.01) feet. No ditto marks shall be used;
- G. The width of the portion of streets being dedicated, the width of any existing right-of-way and the width each side of the centerline. For streets on curvature, curve data shall be based on the street centerline and in addition to centerline dimensions the radius and central angle shall be indicated;

- H. Easements denoted by fine dotted lines, clearly identified and, if already of record, its recorded reference. If the location of any easement is not described with particularity, a statement of the easement, the width of the easement, its length and bearing and sufficient ties to definitely locate the easement with respect to the subdivision must be shown. If the map is dedicating the easement, it shall be properly referenced in the owner's certificates of dedication;
- I. Lot numbers beginning with the number "1" and numbered consecutively in each block;
- J. Block numbers beginning with the number "1" and continuing consecutively without omission or duplication throughout the subdivision. The numbers shall be solid, of sufficient size and thickness to stand out and so placed as not to obliterate any figure. Block numbers in an addition to a subdivision of the same name shall be a continuation of the numbering in the original subdivision;
- K. Land parcels to be dedicated for any purpose, public or private, to be distinguished from lots intended for sale;
- L. Building setback lines, if any are to be made a part of the subdivision restrictions;
- M. The following certificates, which may be combined where appropriate:
  - 1. A certificate signed and acknowledged by all parties having any record title interest in the land subdivided, consenting to the preparation and recordation of said map.
  - 2. A certificate signed and acknowledged as above, dedicating all parcels of land shown on the final map and intended for any public use except those parcels which are intended for the exclusive use of the lot owners in the subdivision, their licensees, visitors, tenants and servants,
  - 3. A certificate signed by the engineer or the surveyor responsible for the survey and final map. The signature of the engineer or surveyor to be accompanied by his seal,
  - 4. Provisions for all other certification now or hereafter required by law.

**17.16.030 Supplemental information and fees.**

The following data shall accompany the final plat, and the sub divider shall pay the appropriate fees to the City Recorder at the time the final plat is filed with the Director.

- A. A title report issued by a title insurance company in the name of the owner of the land, showing all parties whose consent is necessary and their interest in the premises;
- B. Sheets and drawings showing the following:
  - 1. Traverse data, including the coordinates of the boundary of the subdivision and ties to the City coordinate system, and showing the error of closure, if any,
  - 2. The computation of all distances, angles and courses shown on the final map,
  - 3. Ties to existing monuments, proposed monuments, adjacent subdivisions and street corners;
- C. A copy of any deed restrictions applicable to the subdivision;

- D. A certificate by the Director certifying that the sub divider has complied with one of the following alternatives:
  - 1. All improvements have been installed in accordance with the requirements of these regulations and with the action of the City Council giving conditional approval of the preliminary plat,
  - 2. An agreement has been executed as provided in Sections 17.16.060 and 17.16.070 to assure completion of all required improvements;
- E. A certificate of the sub divider of the total cost or estimate of the total cost for the development of the subdivision, in accordance with the provisions and requirements of this title or any other ordinances or regulation of the City relating to subdivision development. This certificate is to be accompanied by a final bid estimate of the sub divider's contractor engaged to perform the work, and the Director must first approve the certificate of the total cost estimate;
- F. A subdivision development fee as established by resolution of the City Council.

**17.16.040      Technical review.**

Upon receipt by the City, the final map and other data shall be reviewed by the Director who shall examine them to determine that the subdivision as shown is substantially the same as it appeared on the approved preliminary plat and that there has been compliance with provisions of the law and of this title. The City may make such checks in the field as are desirable to verify that the map is sufficiently correct on the ground, and its representatives may enter the property for this purpose. If the Director determines that at full conformity has not been made, he shall advise the sub divider of the changes or additions that must be made and shall afford the sub divider an opportunity to make the changes or additions. The Director shall use the certification of the City engineer or the County Surveyor in determining if the map and surveys are technically correct.

**17.16.050      Final plat approval.**

- A. Final plat approval shall be subject to Type I land use procedures in the procedures ordinance codified in Chapter 16.04.
- B. The final plat shall comply with the preliminary plan approval.

**17.16.060      Agreement for improvements.**

Before approval is certified on the final plat, the sub divider shall either install required improvements and repair existing streets and other public facilities damaged in the development of the subdivision, or execute and file with the City Recorder an agreement between himself and the City specifying the period within which required improvements and repairs shall be completed; and, providing, that if the work is not completed within the period specified, the City may complete the work and recover the full cost and expense from the sub divider.

**17.16.070      Bond.**

- A. The sub divider shall file with the agreement, to assure his full and faithful performance thereof, one of the following:
  - 1. A surety bond executed by a surety company authorized to transact business in the State of Oregon in a form approved by the City Attorney;
  - 2. Cash or such security as the City approves.

- B. Such assurance of full and faithful performance shall be for a sum approved by the Director as sufficient to cover the cost of the improvements and repairs, including related engineering and incidental expenses, and to cover the cost of City inspection.
- C. In the event the sub divider fails to carry out provisions of the agreement and the City has unreimbursed costs or expenses resulting from such failure, the City shall call on the bond or cash deposit for reimbursement. If the amount of the bond or cash deposit exceeds cost and expense incurred by the City, it shall release the remainder; and, if the amount of the bond or cash deposit is less than the cost and expense incurred by the City, the sub divider shall be liable to the City for the difference.

**17.16.080 Filing.**

The sub divider shall, without delay, submit the final plat for signatures of other public officials required by law.

- A. The final plat shall be recorded within six (6) months after the final signature is obtained.
- B. No building permits will be issued until the final plat has been recorded.