



# **THE FORE SITE**

NEWSLETTER FOR THE  
CLACKAMAS COUNTY SURVEYOR'S OFFICE

9101 SE Sunnybrook Blvd., Suite 428  
Clackamas, OR 97015  
(503) 353-4475  
FAX (503) 353-4481

<http://www.co.clackamas.or.us/surveyor/intro.html>



October 15, 2008

## **THE COUNTY SURVEYOR'S OFFICE WILL BE CLOSED ON WEDNESDAY, OCTOBER 22, 2008**

**WE ARE MOVING TO THE NEW DEVELOPMENT SERVICES  
BUILDING (DSB) AT THE RED SOILS SITE ON BEAVERCREEK  
ROAD IN OREGON CITY.**

For more information see: <http://www.co.clackamas.or.us/moving/>

New location on Oct. 23, 2008: Development Services Building  
150 Beaver Creek Road  
Oregon City, OR 97045  
Telephone: 503-742-4475  
Fax No. : 503-742-4481

Note: our phone extensions will be the same, just change the 353 to 742

Effective **November 03, 2008** the Department of Transportation and Development, including our office, will be changing our work hours to a **4 day -10 hour/day schedule. Our public counter hours will change to: 7:00 AM to 5:30 PM, Monday through Thursday.** We will not be open on Fridays. This same schedule will be followed by most of the offices that you would normally deal with, such as Planning, Assessment and Taxation, Recording, Building Permits and Water and Environmental Services (WES).

## **PUBLIC LAND CORNERS:**

### **County GPS Projects status report:**

1. Molalla area (36 points, SN 2004-117)
2. Milwaukie area (85 points, SN 2004-356)
3. Happy Valley area (81 points, SN 2005-084)
4. Hoodland Highway 26 (Wemme - Zigzag – Rhododendron) area (12 points, SN 2006-280)
5. Damascus area (143 points SN 2007-167).

The above records are available at the Clackamas County Surveyor's Office.

### **Corner Restorations:**

Restorations are completed on projects east of Damascus moving toward Sandy. We are completing restoration projects in the Lake Oswego / West Linn, east Wilsonville area (T2S, R1E & T3S, R1E north of the Willamette River). We are currently starting restoration projects south of the Willamette River (T3S, R1E) in the Canby area, and in the area of southwest Oregon City (T3S, R2E).

Do you need a Public Land Corner restored for a project, or will a Public Land Corner fall within one of your projects? Contact our office and we will make every attempt to accommodate you in referencing and/or restoring the corner. This is especially important in subdivisions where there may not be a physical monument, but there is sufficient evidence to reestablish one. This will provide the opportunity to design the subdivision in such a manner to protect the monument as required by law. Please try to give us as much lead-time as possible. "Corner Restoration and Protections" forms are available on our web page.

***If you notice construction or are involved in a project that may affect a Public Land Corner please notify our office.*** We have recently had several public and private construction projects disturb or destroy monumented public land corners (including their references). It is significantly easier and less expensive for our office to reference those points prior to destruction. This is especially important if the existing monument was previously part of a GPS project that also had an elevation established on it. If we can reference the monument vertically prior to construction we will preserve that elevation and note any change or update on our GPS Survey record. If not, that elevation will not be reproduced during a subsequent replacement.

## **DEVELOPMENT REVIEW, RECORDS OF SURVEY and RECORDING:**

### **Read right maps:**

We are constantly surprised at the number of surveyors that prepare maps who are unaware of simple drafting conventions. One of those that we regularly enforce, is the concept of "read right." A survey map should be oriented with the 24 inch dimension being the width and the 18 inch dimension being the height, otherwise known as viewing in a "landscape" position. In that position, the title block, legend, etc. should be readable. While it is desirable to have the north arrow to the top of the page, sometimes it is not possible. In those cases, the north arrow should point to the left side of the map. "Read right" means that all information on the map reads from the top down and then from the right side. We will have a sample "read right" map posted soon on our WEB site at <http://www.co.clackamas.or.us/surveyor/>.

### **Basis of Bearing:**

Recently we have seen some interesting approaches to "Basis of Bearing." Basically, we accept as the basis be one of the following:

1. "True Bearing" based upon solar observation, it must be supported by data at and between specific points.
2. "True Bearing" based upon geodetic control, it must be supported by data at and between specific points.
3. Bearing as shown between two specific monuments from a prior survey, deed, road record, or other record document.

Generally not acceptable as a "Basis of Bearings" are: assumed, magnetic, or calculated.

Watch our web site for an upcoming clarification of the descriptions and samples of basis of bearings formats for solar bearings and GPS basis of bearings.

### **Records of Survey:**

If the purpose of your survey is to establish the boundary for a plat, make that note conspicuous on your map. This will assure that the survey is reviewed as a plat boundary and not just for compliance with ORS 209.250. Not placing the note on the map may result in the need to file an additional survey or delays when the plat is submitted. When the map is submitted to us, we also need the minimum submittal items (deeds, easements, title report and partial plat deposit). If you believe that the boundary has already been established by a recent prior survey or plat, you must do all of the following:

1. Agree with the survey or plat in its entirety;
2. Have visited the site and must notify us that there are no encroachments or gaps that may affect the boundary; and
3. Submit a letter to the County Surveyor requesting approval to use the existing survey or plat and note that there are no encroachments or gaps affecting the boundary lines. If you know that fences exist, but do not believe them to be a problem, make a note in your letter. You must also need the minimum submittal items as noted above. Generally speaking, the use of a prior survey is not accepted.

### **Areas of special note:**

Please note that the provisions of ORS 209 require that maps be returned to us within 30 days of providing you with our comments. If the project has been held up, or is no longer an active project (and monuments have been set), it may be necessary to file a Record of Survey. If you have any questions about this process, please contact us.

How many of you know when the Planning Approval expires on the projects that you have under contract? If the expiration is near, have they applied for an extension? Are you aware that the extension must be applied for and approved prior to the expiration date? Once the expiration date has past (without a prior extension approval) a new application is required for the project to continue.

### **County Roads in Cities:**

The County Engineering Department seems to have a very difficult time getting engineering plans and plat copies for projects in cities (that abut a county road). All plats where the jurisdictional control for a County Road has not been transferred to the City require that the County Road Official approve the engineering plans and sign off on the plat. If you have questions or need verification of jurisdiction, contact Ugo Dilullo Jr., P.E. at 503-353-4711 (or 503-742-4711 after Nov. 10, 2008).

### **Narratives:**

A reminder, narratives need to be sufficient to completely describe how the project boundary was resolved, which survey monuments controlled the project, which deed elements controlled the project, and other items as noted in ORS 209.250. Basically, the narrative should explain "who, what, where, when, and why."

### **ORS Chapter 94:**

The "Planned Community Act" applies to subdivisions and partitions that have commonly owned property and facilities or shared maintenance. Plats must address those issues and usually the development is required to have created a Homeowners Association and CC&R's.

### **Continuing problems:**

The issue of CC&R's that are attempting to create easements continues to be a problem. Please be aware of ORS 92.050(6) which states:

"the location, dimensions and purpose of all recorded and proposed public and private easements shall be shown on the subdivision or partition plat, along with the county clerk's recording reference if the easement has been recorded with the county clerk."

In other words, easements must be shown in detail on the map. It is essential that the surveyor obtains a copy of the CC&R's and other documents and assures that we have been provided copies.

### **Notary Issues:**

We are still having issues with wet ink notary stamps being used (they are no longer allowed). Senate Bill 184 (2001 Session) eliminated the need for a notary to place a wet ink stamp on final plats. This office has required the alternative procedure (refer to our website) for all plats. Other documents required to be notarized will continue to be "wet" stamped. See WEB site at:

<http://www.co.clackamas.or.us/docs/surveyor/notary.pdf>

### **Delayed Monumentation Plats:**

When the final monumentation is complete, the County Surveyor must be notified in writing of that fact within five days of the setting of the monuments (ORS 92.070(3)(a)). Such notice can be provided by fax, e-mail or letter and must be from the surveyor who signed and sealed the plat.

Delayed monumentation subdivision plats: When it appears that a property line will be within an un-built sidewalk, the placement of offset monuments on the extension of the property line to the top of the curb may be required. The approved top of curb monuments currently acceptable is the Berntsen "BP2" or Mark-it mini plug "MPM-PFT." Such offsets, as well as any other offsets, must have prior approval.

### **Encroachments and Gaps – Subdivisions, Partitions, and Condominiums:**

Fences or other encroachments on or adjoining the exterior boundaries of partition plats must be noted on the initial paper plat submitted to the County Surveyor. Those fence notes should indicate the type of fence and which property owns, or apparently, owns the fence. The location of the fence with distance and offset ties to the boundary must be noted.

While it is not your responsibility to resolve boundary or other issues, you must bring them to your client's attention and assure that they understand the consequences of not dealing with them. As professionals, you should provide your clients the necessary tools and information to assure that the plat review is performed without incident. **All encroachments must be resolved to the satisfaction of the County Surveyor's Office prior to final approval.** Please note that an easement is generally not an acceptable resolution.

### **Plat Design:**

The engineering design of street improvements for manhole, clean-outs and valve locations need to be done in such a manner that they will not interfere with the placement of centerline and/or Public Land Corner monuments. Not only is this a practical matter, but it is also a condition of State law which requires utility infrastructure to not be within one foot of a monument. If a city is insistent on the placement of manholes, etc, please let us know and we will attempt to deal with them.

We are noticing that many plats are coming to us for review that have many non-tangent curves or broken back compound or reverse curves. These are usually the result of an inexperienced designer or CAD

operator. We have also seen many cases where extra curves, short tangents, or poor layout have created many more center line monuments than should be necessary. Remember those extra monuments create additional cost to your client. In some cases you can save your project money by monumenting only the PI (if it falls between the curbs) rather than the PC and PT of each curve.

### **SCANNING UPDATE:**

While we appreciate your desire to have the county records available on the Internet, please understand that this is a very complicated project and we are working very diligently on it. We have had over 40 different indexing systems created by prior county surveyors and those are being combined into the existing indexing system. We have completed the scanning of the partition, subdivision, and condominium plats; the USBT entries; and the old "PS" records. New plats, USBT maps, and surveys are scanned and entered when they are accepted for filing. Scanning and data entry still needs to be completed on old card files, field book, roll file, and road records.

We have scanned the paper tax maps currently being used as the index system. These hard copy maps will no longer be updated and will not be available in our lobby after our move on October 22, 2008.

There are computers in the lobby for researching the survey, plat and USBT records. Paper copies of records will not be available in the lobby at the new building.

A basic internet search tool is being "beta" tested at the present time. Once this testing is completed, we will make modifications to it and hopefully get it out to the public after the first of the year. We will then work on a map-based search tool for online research. We are currently developing an application for use on the Internet. We realize that many of you want this information now, but please realize that it is a very time consuming process. The records in other counties were in much better condition, which allowed them to complete the project in a shorter time period.

### **CLOSING COMMENTS** (Reprinted from July 2003 Newsletter)

We'd like to leave you with the message that we are here to serve the people of Clackamas County. While the developers pay the fees, and we are very appreciative of their needs, our final customer is the citizen that buys the lot, parcel, or unit in a new development. We strive very hard to assure that their new ownership is not encumbered by boundary problems with their neighbors. On occasion, we may appear to be overly burdensome in our reviews. If that happens, please feel free to discuss the matter with the County Surveyor Chuck Pearson (503) 353-4499 or the Deputy County Surveyor Carl Clinton (503) 353-4498 (don't forget the new phone prefix after October 22). Your comments, both positive and negative, assure that we continue to do a good job for the public and for you.

### **SEE PREVIOUS NEWSLETTERS, COUNTY SURVEYOR LETTERS, and ANNUAL REPORTS at:**

<http://www.co.clackamas.or.us/surveyor/newsletters.htm>