



Clatsop County

Community Development
800 Exchange Street, Suite 100
Astoria, Oregon 97103

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Subdivision

Fee: \$250 Pre-Application Conference
Fee: \$4,000 Type III

Fee \$2,500 Type II
Extension – 50% of Original Fee

OWNER(S): _____

Email: _____

Mail Address: _____

City/State/Zip _____

Phone: _____

Phone: _____

Signature: _____

Date: _____

OTHER: _____

Email: _____

Mail Address: _____

City/State/Zip _____

Phone: _____

Phone: _____

Signature: _____

Date: _____

OTHER: _____

Email: _____

Mail Address: _____

City/State/Zip _____

Phone: _____

Phone: _____

Signature: _____

Date: _____

SIGNATURES: I have read and understand the statements on the back of this form and agree to abide by them. **All owners of record**, per Clatsop County Assessment records, **must sign the application**. Representatives of public agencies, corporations, trusts, etc. must provide documentation of signing authority.

Proposed Development: _____

Proposed Name of Development _____

Current Zoning & Comp Plan Designation: _____

Property Description – Map ID: _____

Directions to the Property from Astoria: _____

What is the nearest "Community" (Svensen, Arch Cape, Westport)? _____

Property Existing Use: _____

Property Topography _____

Adjoining Property Existing Use: _____

Adjoining Property Topography: _____

Include a map of the property and adjacent parcels indication both existing and proposed development, roads, etc.

Total Acreage: _____ Number of proposed lots: _____

Smallest Lot Size: _____ Largest Lot Size: _____

Septic Tanks or Subsurface Sewer: _____

Has each lot been evaluation through the Onsite Wastewater Program?: Yes ☐ No ☐

Are the Onsite Wastewater documents attached?: Yes ☐ No ☐

Identify Water Source: (public water, wells, springs, etc.): _____

What is the name of the Water District?: _____

Are documents attached? (Letter from the Water District, or quantity/quality information about well water, and copy of the water right if water from a spring is to be utilized?: Yes ☐ No ☐

What other utilities will be provided? _____

When and whom will install Them? _____

Are documents attached verifying that stated utilities will be provided? Yes ☐ No ☐

Do you propose any covenants or private restrictions for the proposed development? Yes ☐ No ☐

Is a copy of the proposed restrictions attached to this application? Yes ☐ No ☐

Do you propose to create a homeowners or road maintenance association? Yes ☐ No ☐

If Yes, please attach a copy of such agreement to this application.

Identify which goal and policy statements contained within the Comprehensive Plan pertain to the subdivision request:

Explain how the proposed subdivision and use conform to the uses, goals and policy statements identified:

Does the proposed subdivision and use conflict with the uses, goals and policy statements identified above?: _____

This section is only to be filled out if the proposed subdivision occurs in the Clatsop Plains planning area.

A. Is there a public need for the proposed subdivision and use? (Would the proposed use provide a service, product or usage needed by the public?)

Explain on a separate piece of paper how the proposed development complies with the policy below:

Rural Policy #6: "Clatsop County intends to encourage a majority of the county's urban growth boundaries. Approval of subdivisions and planned developments shall relate to the needs for rural housing. Through the County's Housing Study, the County has determined the Clatsop Plains rural housing needs to be approximately 900 dwelling units for both seasonal and permanent by the year 2000. The rural housing needs should be re-examined every two (2) years from the date of the adoption of the plan."

Section 2.9140. Subdivisions

An applicant for a subdivision for six (6) or less lots shall be processed by the Director under a Type II procedure. Any larger subdivision shall be processed by a Type III procedure. A subdivision occurs when four (4) or more lots are created, including the parent parcel, within a calendar year.

- 1) No one subdivision, contiguous group of subdivisions or planned development shall create greater than thirty (30) lots within the same calendar year, (January 1-December 31), in the Rural designation in the Clatsop Plains planning area; and
- 2) The applicant when applying for a subdivision or planned development in the Clatsop Plains Rural designation, shall show how the request addresses the NEED issue of the Clatsop Plains Community Plan below: "6. Clatsop County intends to encourage a majority of the County's housing needs to occur within the various cities' urban growth boundaries. Approval of subdivisions and planned developments shall relate to the needs for rural housing. Through the County's Housing Study, the County has determined the Clatsop Plains rural housing needs to be approximately 900 dwelling units for both seasonal and permanent by the year 2000."

Section 2.9150. Preliminary Plat

An applicant for a subdivision shall submit nine (9) copies of the Preliminary Plat, together with improvement plans and other supplementary information required by this Ordinance to indicate the design and objectives of the subdivision.

Section 2.9160. Form and Scale of Preliminary Plat

The Preliminary Plat shall be clearly and legibly drawn. It shall show all pertinent information to scale so that the Commission may have an adequate understanding of what is proposed during the review process. Under ordinary circumstances, the scale of the drawing is to be one (1) inch equals fifty (50) feet or one-hundred (100) feet, or for areas over one-hundred (100) acres; one (1) inch equals two-hundred (200) feet.

Section 2.9170. Preliminary Plat Information

The Preliminary Plat of the proposed subdivision shall include the following information:

- 1) Proposed name of subdivision. Subdivision plat names shall be subject to the approval of the County Surveyor or, in the case where there is no County Surveyor, the County Assessor. No tentative subdivision plan or subdivision plat of a subdivision shall be approved which bears a name similar to or pronounced the same as the name of any other subdivision in the same county, unless the land platted is contiguous to and platted by the same party that platted the subdivision bearing that name or unless the party files and records the consent of the party that platted the contiguous subdivision bearing that name. All subdivision plats must continue the lot numbers and, if used, the block numbers of the subdivision plat of the same name last filed. On or after January 1, 1992, any subdivision submitted for final approval shall not use block number or letters unless such subdivision is a continued phase of a previously recorded subdivision, bearing the same name, that has previously used block numbers or letters.
- 2) Northpoint, scale, and date of the completed drawing, approximate acreage, and boundary lines.
- 3) Appropriate identification clearly stating the map is a Preliminary Plat.
- 4) Location of the subdivision by section, township, range, tax lot or lots and donation land claim sufficient to define the location and boundaries of the proposed subdivision.
- 5) Names, addresses and zip codes of all owners, subdividers, and engineers or surveyors responsible for laying out the subdivision.
- 6) Existing locations, widths, names of both opened and unopened streets within or adjacent to the subdivision, together with easements, or rights-of-way and other important features, such as section lines, corners, city boundary lines and monuments.
- 7) A vicinity map showing the relationship of the proposed subdivision to surrounding development, streets, and sewer and water services, within one-quarter (1/4) mile of the exterior boundaries of the proposed development.
- 8) Location of at least one (1) temporary bench mark within the plat boundaries.
- 9) Contour lines related to the temporary bench mark or other datum approved by the County Surveyor and having contour intervals together with the calculated degrees of slope as follows:
 - (A) For slopes not in excess of 10 percent: two-foot contours.
 - (B) For slopes over 10 percent: five-foot contours.
 - (C) Location of significant natural features such as rock outcroppings, marshes, wooded areas and isolated preservable trees.
 - (D) Location of any rare, threatened and endangered species (plant or animal) located on or within 1,000 feet of the proposed subdivision.
 - (E) Location and direction of all water courses and/or bodies and the location of all areas subject to flooding.

- (F) Existing uses on the property, including location of all existing structures.
- (G) Location, width, name, approximate grade, and radii of curves of all proposed streets, their relationship of such streets to any projected or existing streets adjoining the proposed subdivision. The subdivider shall submit documented preliminary approval, from the County Roadmaster, of his road design.
- (H) Location, width, and purpose of proposed easements and private roads for private use, where permitted, and all reservations or restrictions relating to such easements and private roads.
- (I) Proposed plan for draining surface water, including the location and type of drainage ways to carry surface water from the development without adversely affecting adjacent properties. If any filling is proposed, the drainage plan must demonstrate that adequate provisions have been made for the prevention of backup or ponding of surface water on adjacent properties as well as within the proposed development.
- (J) Location, acreage and dimensions of lots and the proposed lot numbers.
- (K) Site, if any, allocated for a purpose other than single family dwellings.
- (L) Location, acreage and dimensions of areas proposed for public use.
- (M) Location, acreage and dimensions of areas proposed for common open space (30% in the Rural designation of the Clatsop Plains planning area).
- (N) Any subdivision may be platted in as many as three (3) phases. All phases must be submitted on the Preliminary Plat with proposed time limitations for the recording of the various phases. However, phasing must meet the following time limitations:
 - (O) Phase I - shall be recorded within twelve (12) months of preliminary approval.
 - (P) Phase II - shall be recorded within thirty-six (36) months of preliminary approval.
 - (Q) Phase III - shall be recorded within sixty (60) months of preliminary approval.

The Planning staff shall review each phase prior to recording to make sure the phase, as recorded, is in accord with the preliminary approval given by the Planning Commission. Any submitted phase which does not coincide with the approval as given by the Planning Commission shall be referred to the Planning Commission for a hearing. At such hearing, the Commission shall have the authority to revoke, revise, amend or alter the prior approval. Notice shall be sent subject to Sections 2.2020-2.2050.

For any subdivision which has an approved phasing plan as granted by the Commission under the Preliminary Plat approval, all parts of the subdivision shall fall under control of the various Ordinances in effect at the time of preliminary approval, unless state or local law shall determine that newer or current Ordinances or laws are to be followed. If any time limitation is exceeded, preliminary approval for the subdivision or any phase of the subdivision shall be void. The subdivider shall submit any future proposals for development of the property to the Commission for approval. Agreement for improvements for each phase shall comply with this Ordinance prior to the Final Plat approval of such phase. If a bond is required, such bond shall be for a sum determined by the County Engineer to be sufficient to cover costs of construction for that phase.

- 10) Technical documentation shall be supplied to the Commission by the subdivider at the time of submittal of the Preliminary Plat, addressing the following items:
 - (A) An acceptable and approved method of sewage disposal for each proposed lot which meets the rules and regulations of the Environmental Quality Commission of the State of Oregon as administered by the Department of Environmental Quality or its contract agent.
 - (B) An acceptable and approved method of water supply.
 - (C) The nature and type of improvements proposed for the subdivision, and a timetable for their installation.
 - (D) A description of community facilities which would serve the subdivision, and a timetable for the completion or installation of the facilities.
 - (E) Where a surface or subsurface water problem may exist, as determined by the Department of Environmental Quality, County Sanitarian, or other qualified specialist, a complete report by an independent, qualified hydrologist or hydrogeologist or other qualified specialist shall be required prior to any hearing on the Preliminary Plat by the Commission. The fee for such study shall be paid by the subdivider.
 - (F) Subdividers shall provide a list of any restrictive covenants which are to be recorded.
 - (G) A demonstration that lot size and use are in compliance with the applicable zone.
- 11) Compliance with the Clatsop County Comprehensive Plan and Land and Water Development and Use Ordinance, and ORS 92 and 215.
- 12) Lots not intended for sale shall be designated by alphabetic symbol which indicates the intended usage. The acreage for each dedicated lot, if any, is to be shown.

- 13) Notations indicating any limitations on rights-of-access to or from streets and lots or other parcels of land proposed by the developer or established by the Board.
- 14) A quotation from the Clatsop County Assessor on taxes to be paid on a proposed subdivision before final platting shall take place in accordance with ORS 92.095.
- 15) If any federal or state permit is required to carry out the preliminary plat approval, approval shall be subject to a condition requiring the subdivision to comply with any applicable federal and state laws.
- 16) In areas subject to the geologic hazard overlay zone, a grading plan prepared in conformance with Section 5.3000.

Section 2.9180. Preliminary Plat Review

- 1) Upon receipt of a completed Preliminary Plat, the Planning Division shall set a date for a public hearing before the Planning Commission. Copies of the Preliminary Plat shall be furnished to all affected city, county, state and federal agencies and special districts for review and comment. Failure to provide written comment to the Planning Division within fifteen (15) working days thereof may be deemed a recommendation for approval unless an additional review period is requested by the jurisdiction and approved.
- 2) The Preliminary Plat, supplementary information and recommendations of the Planning staff and other reviewing agencies shall be submitted to the Commission for review at a public hearing. The Commission shall review the plat and other data submitted, taking action upon the proposal within sixty (60) days from the date of the first hearing at which the request was heard.
- 3) The Commission may approve, conditionally approve or disapprove the proposed subdivision. The Commission may attach as a condition of approval those conditions reasonably necessary to carry out the provisions of this Ordinance and may require the developer to post a bond of an amount set by the County Engineer, for all improvements or construction within the proposed subdivision. The Commission may also require the subdivider to file a map within thirty (30) days of the date of conditional approval showing the design approved by the Planning Commission.
- 4) If the Commission has approved or conditionally approved a subdivision, it shall make specific findings indicating that sufficient water supply is available, that each lot has an approved sewage disposal site or will have access to an area for sewage disposal, and that an approved road system will provide access or will be constructed to provide access to each lot in the subdivision. In addition to those specific findings, the Commission shall make its findings in regard to the standards as set forth in Section 2.9140 to and including Section 2.9170 and Section 3.9600 to and including Section 3.9720 of this Ordinance, and the road standards as set forth in Section 3.9800.
- 5) Preliminary Plat approval shall be binding on the Commission and the subdivider for the purpose of preparing the Final Plat, provided that there are no changes of the plan of the subdivision, and that it complies with all conditions as set forth by the Commission in its preliminary approval and Section 3.9600 to and including Section 3.9720 and road standards as set forth in Section 3.9800. Such approval of Preliminary Plat shall be valid for two (2) years from the date of the approval of the Preliminary Plat.
- 6) Minor amendments, such as slight alteration in lot lines, to an approved preliminary plat may be approved by the Director if said amendments concur with the Planning Commission's conditions of approval. Such amendments will only be valid for the twelve-month period following their approval and will become invalid if not implemented within that time.

Section 2.9190. Granting of Extensions

- 1) The Community Development Director may grant an extension of up to twelve (12) months to the Preliminary Plat approval and of up to twelve (12) months to any subdivision being developed in phases. The Director shall have the authority to attach whatever conditions are necessary to carry out the provisions of the Comprehensive Plan and this Ordinance but in no event shall more than two (2) extensions be granted by the Community Development Director. Any request for an extension shall be processed under a Type I procedure, 2.1010.
- 2) A subdivider who is developing his subdivision in phases may seek an extension of time from the Director on the phase then under development. The Director upon the facts presented may grant an extension of time of up to twelve (12) months. This extension of time shall not affect any other phases not under development.
- 3) The granting of an extension by the Director shall be noted on two (2) copies of the Preliminary Plat, including any conditions imposed. One signed copy is to be given to the subdivider while the other copy is retained in the Planning Division file.

Section 2.9200. Submission of Final Plat

Within two (2) years after approval of the Preliminary Plat, or within such time as set forth by the Commission under the provisions of Section 2.9190(2) of this Ordinance, the subdivider shall cause the subdivision to be surveyed and a plat prepared in accord with the approved Preliminary Plat. Before approval by any County official, the Final Plat shall be approved and signed by all persons and must also have the signature and seal of the registered professional land surveyor responsible for the laying out of the subdivision. All signatures must be with black India ink.

Section 2.9210. Form and Scale of Final Plat

- 1) The Final Plat offered for approval and recording shall be made pursuant to the following standards and shall be surveyed pursuant to ORS 92.
- 2) At the time of filing the Final Plat, the surveyor who made the plat shall furnish the County Clerk and/or County Surveyor with an exact copy of the Final Plat offered for recording. This copy shall be made with black India ink or silver halide permanent photocopy on polyester film having the same or better characteristics of strength, stability and transparency, and shall have an affidavit that the photocopy or tracing is an exact copy of the Plat.
- 3) The scale on the Final Plat will be one (1) inch to one-hundred (100) feet or, one (1) inch to fifty (50) feet. The scale may be increased or decreased if necessary to fit the legal sized 18" x 24" plat, but in all cases the scale shall be in multiples of ten.
- 4) The subdivider shall provide, at his/her own expense, up to six (6) prints at the request of the Commission and/or Board.
- 5) Pursuant to ORS 92.080 and notwithstanding ORS 205.232 and 205.234, all plats subdividing or partitioning any land in any county in this state, and dedications of streets or roads or public parks and squares and other writing made a part of such subdivision or partition plats offered for record in any county in this state shall be made in permanent black India type ink or silver halide permanent photocopy, upon material that is 18 inches x 24 inches in size with an additional three-inch binding edge on the left side when required by the County Clerk or the County Surveyor, that is suitable for binding and copying purposes and that has such characteristics of strength and permanency as may be required by the County Surveyor. All signatures on the original subdivision or partition plat shall be in permanent black India type ink. The subdivision or partition plat shall be of such a scale as required by the County Surveyor. The lettering of the approvals, the declaration, the surveyor's certificate, and all other information shall be of such a size or type as will be clearly legible, but no part shall come nearer any edge of the sheet than one inch. The subdivision or partition plat may be placed on as many sheets as necessary, but a face sheet and an index page shall be included for subdivision or partitions plats placed upon three or more sheets.
- 6) In addition to standards and requirements of the Oregon Revised Statutes, the County Surveyor may set other requirements for surveys of final plats including but not limited to type of ink, how corrections are to be conducted, margins, scale, etc.

Section 2.9220. Information on Final Plat

The following information shall be shown on the Final Plat and is required by ORS 92.

- 1) The name of the subdivision, the date the plat was prepared, the scale, north point, legend and existing features such as highways and railroads.
- 2) Legal description of the subdivision boundaries.
- 3) Reference, by distance and bearings, to adjoining recorded surveys, if any, and referenced to a field book or map as follows:
 - (A) Stakes, monuments or other evidence found on the ground and used to determine the boundaries of the subdivision.
 - (B) Adjoining corners of adjoining subdivision.
 - (C) Other monuments found or established in making the survey of the subdivision or required to be installed by provisions of this Ordinance.
 - (D) Exact location and width of streets and easements intersecting the boundary of the subdivision.
 - (E) Subdivision boundaries, lot or tract boundaries, and street right-of-way and centerlines with dimensions to the nearest 1/100th of a foot and bearings in degrees, minutes and seconds, pursuant to the requirements of ORS 92.
 - (F) Names and width of the portion of streets being dedicated, the width of any existing right-of-way, and the width on each side of the center line. For streets on curvature, curve data shall be based on the street center line. In addition to the center line dimensions, the radius, central angle, long chord bearing and distance shall be indicated.

- (G) Easements denoted by fine dotted lines, clearly identified and, if already of record, there shall be written statement of the easement. The width of the easement, its length and bearing, and sufficient ties to locate the easement with respect to the subdivision must be shown. If the easement is being dedicated by the map, it shall be properly referenced in the owner's certificates of dedication.
- (H) Locations and widths of drainage channels, railroad rights-of-way, reserve strips at the end of stubbed streets or along the edge of partial width streets on the boundary of the subdivision.
- (I) Location of all permanent monuments within the proposed subdivision.
- (J) Ties to any city, county, or adjacent subdivision's boundary lines.
- (K) Acreage of each parcel to the nearest 1/100th of an acre.
- (L) Any conditions specified by the Commission or Board upon granting preliminary approval.
- (M) A statement of water rights noted on the subdivision plat or partition plat.
- (N) A copy of the acknowledgment from the State Water Resources Dept. under ORS 92.122, if the person offering the subdivision or partition plat for filing indicates on the statement of water rights that a water right is appurtenant to the subdivision or partition.

Section 2.9230. Survey Requirements

A complete and accurate survey of the land to be subdivided shall be made by a registered professional land surveyor licensed to practice in the State of Oregon, in accordance with ORS 92.

Section 2.9240. Supplementary Information with Final Plat

- 1) Evidence of Title. The Commission shall require Evidence of Title accompanying the Final plat by a letter or Final plat report in the name of the subdivider. Such evidence shall indicate that the title company has issued a preliminary report for the parcel being subdivided and shall state that the Final plat and certificates have been reviewed. It shall also list exceptions, if any, that will be imposed by the County when the Final plat is recorded.
- 2) Restrictive Covenants. A copy of any Restrictive Covenant(s) is to be filed with the Final plat. On Final plats showing areas which will be jointly owned or used by the various owners in the subdivision, a covenant document will be mandatory as part of the Final plat. For other Final plats, the covenants are optional with the subdivider.
- 3) Traverse Data. The subdivider shall provide traverse data on form work sheets or complete computer printouts showing the closure of the exterior boundaries of the subdivision and of each lot and each block of the subdivision.
- 4) Improvement Plans. Improvement plans shall be submitted for various facilities that are to be constructed by the subdivider, including drainage plans, sewer plans, water plans, curb and gutter, sidewalk and street plans, and any other construction plans that may be required. These plans shall indicate design criteria, assumptions and computations for proper analysis in accordance with sound engineering practice. Where such plans are or would be the same as those included in the County's Standard Specifications, they may be submitted by reference to such Standard Specifications.
- 5) Dedication of Land, Rights, Easements, and Facilities for Public Ownership, Use and Utility Purposes.
 - (A) All land shown on the Final Plat intended for dedication to the public for public use shall be offered for dedication at the time the plat is filed and must be expressly accepted by the Board prior to the Final Plat being accepted for recording. Land dedicated for public use, other than roads, shall be accepted by the Board by the acceptance of a deed and by no other means.
 - (B) All streets, pedestrian ways, drainage channels, easements and other rights-of-way shown on the Final Plat as intended for public use, shall be offered for dedication for public use at the time the Final Plat is filed.
 - (C) Rights of access to and from streets, lots and parcels shown on the Final Plat shall not have final approval until such time as the County Engineer is satisfied that the required street improvements are completed in accordance with applicable standards and specifications. The subdivider must petition separately to the Board for acceptance of any dedicated land, access rights or facilities. Acceptance of the Final Plat shall not be construed as approval of dedicated land rights, easements or other facilities.
 - (D) Reserve Strips. One (1) foot reserve strips shall be provided across the end of stubbed streets adjoining unsubdivided land or along streets or half streets adjoining unsubdivided land and shall be designated as a reserve strip on the plat. The reserve strip shall be included in the dedication granting to the Board the authority to control access over the reserve strip to assure the continuation or completion of the street. This reserve strip shall overlay the dedicated street right-of-way. The Board may require a reserve strip in other areas of the subdivision in order to control access.
 - (E) Drainage Plan. The Final Plat shall be accompanied by a drainage plan showing street grades, curbs, natural drainageways and other drainage works in sufficient detail to enable the engineer to determine the adequacy of provisions for drainage and the disposal of surface and storm waters within the subdivision and other adjoining

areas. Subsequent changes to the drainage plan may be approved by separate action by the Board after receiving the recommendation by the County Engineer.

(F) Common Open Space. Maintenance of common open space shall be subject to Section 3.3060.

Section 2.9250. Agreement for Improvements

The subdivider shall improve or agree to improve lands dedicated for streets, alleys, pedestrian ways, drainage channels, easements and other rights-of-way to County Standards as a condition preceding the acceptance and approval of the Final Plat.

Before the Commission approval is certified on the Final Plat, the subdivider shall either install required improvements and repair existing streets and other public facilities damaged in the development of the subdivision; or he/she shall execute and file with the Board an agreement between himself and the County specifying the period within which required improvements and repairs shall be completed. The agreement shall provide that if the work is not completed within the period specified, the County may complete the work and recover the full cost and expense thereof from the subdivider.

A performance bond, as provided in Section 2.9260 of this Ordinance, shall be required with such agreement. Provisions for the construction of the improvements in phases and for an extension of time under specified conditions may be made upon prior agreement by, or application to, the Commission or Board.

Section 2.9260. Performance Bond

- 1) The subdivider shall file with the agreement to assure full and faithful performance thereof, one of the following:
 - (A) A surety bond executed by a surety company authorized to transfer business in the State of Oregon on a form approved by the District Attorney.
 - (B) In lieu of a surety bond,
 - (a) the subdivider may deposit with the County Treasurer cash money in an amount fixed by the County Engineer, or
 - (b) file certification by a bank or other reputable lending institution that money is being held to cover the costs of the improvements and incidental expenses. Said money will only be released upon authorization of the County Engineer.
 - (C) Such assurance of full and faithful performance shall be for a sum determined by the County Engineer as sufficient to cover the cost of the improvements and repairs that may be required prior to acceptance including related engineering, and may include an additional percentage as determined by the County Engineer to cover any inflationary costs which may be incurred during the construction period to the full and final completion of the project.
 - (D) If the subdivider fails to carry out provisions of the agreement and the County has unreimbursed costs of expenses resulting from failure, the County shall call on the bond or cash deposit for reimbursement. If the amount of the bond or cash deposit exceeds the cost and expense incurred, the remainder shall be released. If the amount of the bond or cash deposit is less than the cost and expense incurred, the subdivider shall be liable to the County for the difference.
 - (E) If subdivision extensions are granted, the bond may need to be revised.

Section 2.9270. Final Plat Approval

Upon receipt of the Final Plat, the exact transparent copy thereof, prints and supplementary information, the Community Development Director shall review the Final Plat and documents to determine that the plat conforms with the approved Preliminary Plat and that there has been compliance with provisions of the law and this Ordinance.

If the County Surveyor, Sanitarian and Engineer and the Community Development Director or the Commission determine that the Final Plat conforms fully with the approved Preliminary Plat and all applicable regulations and standards for final platting, the Community Development Director shall advise the Chairperson of the Commission. The Chairperson of the Commission may then have the plat signed in order of signatures listed below in this Ordinance, without further action by the Commission. If the Final Plat is not in such conformance, it shall be submitted to the Commission. When submitted to the Commission for review, approval of the Final Plat shall be by a majority of those present. If the Plat is signed without further review by the Commission, the action shall be reported to the Commission at the next regular meeting. In the absence of the Chairperson, his duties and powers with respect to action of Final Plats shall revert to the Vice- Chairperson of the Commission.

Approval of a Final Plat by the Commission shall constitute an acceptance by the public of the dedication of any street or way shown on the Plat. Acceptance of a street or way by approval of the Final Plat shall not constitute an acceptance to maintain the street or way. Acceptance of the maintenance of any street or way accepted by approval of the Final Plat, shall be by a separate process of petitioning the Board of acceptance of road maintenance. Approval of the Final Plat shall not act as an acceptance by the public of any other land for public purposes.

Section 2.9280. Filing of Final Plat

The subdivider shall, without delay, submit the Final Plat for signature of the following County officials in the order listed:

- 1) Surveyor, in accordance with the provisions of ORS 92.100;
- 2) Community Development Director;
- 3) Assessor;
- 4) Board of Commissioners or its designee (upon consent of the Board);
- 5) Clerk.

Section 2.9290. Time Limit for Recording of a Plat

The Final Plat shall be recorded within thirty (30) days of the date that the signatures and approvals as required in Section 2.9280 of this Ordinance, has been obtained. In the event the Final Plat is not recorded within the time herein provided, it will be resubmitted to the Commission, which may require changes or alterations deemed necessary because of changed conditions within the general area of the subdivision.

Section 2.9300. Partial Platting

If desired by the subdivider, individual phases of an approved Preliminary Plat may be recorded with the approval of the Commission and in the same manner as a Final Plat.