

Chapter 16.20

FINAL PLATS

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16.20.010 Filing – minor partitions, major partitions and subdivisions.

A. Filing of all final plats is subject to the provisions of ORS 92 under the jurisdiction of the Curry County Surveyor.

B. All plats and maps and other writing made a part of such plats and maps shall be made in black India ink or photocopy upon material that is suitable for binding and copying purposes, and that it be of sufficient strength and durability to be a permanent record of the city.

C. The size of the paper shall be eighteen (18) inches by twenty-four (24) inches. There shall be at least one inch of clear space left around all sides.

D. The scale shall be of one inch to twenty (20), twenty-five (25), fifty (50) or one

hundred (100) feet.

E. Only one side of the material may be used.

F. All lettering, affidavits, dedications, etc., shall be of such size as will be clearly legible.

Space shall be provided for all necessary signatures of approving agencies. The following signatures will show the city's approval:

1. The Planning Commission Chair and the city administrator will be the signatories to show the city's approval on plats for major partitions and subdivisions.

2. The planning director will be the signatory to show the city's approval of plats for minor partitions, except where the minor partition has been approved by the Planning Commission, then the Planning Commission Chair shall be the signatory.

G. The plat or map shall be placed on as many sheets as necessary but when two or more sheets are used there shall be a face sheet, index sheet and a sheet showing the entire layout sheet may be combined.

H. The survey and final plat shall bear the seal and signature of a land surveyor licensed in the state of Oregon. (Ord 2009-02 § 010, 2008)

16.20.015 Final map procedures – minor partitions

A. The signature of the City Planning Director on the final plat shall signify that the final plat complies with all of the requirements and conditions of tentative

approval as set forth in this ordinance, and with minor partitioning requirements of Section 16.20 Final Plats.

B. If there is no person designated by the city council as planning director at the time of application, applications for minor partitions shall be submitted to the planning commission for consideration, and the Planning Commission Chair shall sign any letter of disapproval or approval.

C. Approval of the tentative map is null and void if the final plan is not submitted to the planning director within one year after the date of the letter of approval.

D. Upon final approval, the partitioner may proceed to sell the lots without further action or filing. (Ord. 2007-02 § 030(B), (D), (E), 2006). (Ord 2009-02 § 015, 2008)

16.20.018 Final plat procedures - major partitions and subdivisions.

Planning Commission Procedures. The Planning Commission shall consider the final plat in relation to the tentative approval, and all of the final plat and map filing requirements at a regular Planning Commission meeting within 45 days from the time that the City Planner has deemed the final plat is complete. The Planning Commission shall recommend approval of the final plat provided that the final plat conforms in all respects to the tentative approval. The signature of the City Planning Commission Chair on the Final Plat shall signify compliance with the requirements of tentative approval and with this ordinance. Following Planning Commission approval, the final plat shall be forwarded to the City Council.

City Council Procedures. The City Council's review is limited to consideration of the final plat in regards to acceptance of bonding, completion of public infrastructure improvements or other public improvements and agreements for future acceptance of infrastructure. The Council's responsibility is

to assure that streets and other infrastructure proposed to be dedicated to the public use shall be dedicated without any reservation or restriction. Acceptance of all public improvements shall be by resolution of the City Council. The signature of the City Administrator shall signify that the City Council has assured one of the following:

A. Improvements as required by this ordinance have been completed prior to the Council's acceptance of dedications and signing of the final plat, and a certificate of such has been provided by the city engineer, or

B. A performance bond has been filed with the City Recorder in sufficient amount to insure the completion of all required improvements. (Ord 2009-02 § 018, 2008)

16.20.020 Approval of Final Plats - minor partitions, major partitions and subdivisions

The final plat and plans shall include:

A. The name of the partition or subdivision;

B. North point, scale and date submitted;

C. Names and addresses of the owner/developer, and of the engineer or surveyor and of the land planner or landscape architect if one has been employed;

D. The tract designation and legal description and existing tax lot and map numbers;

E. The boundary line of the entire tract and the portion partitioned or subdivided;

F. The names of adjacent subdivisions or partitions or the names of recorded owners of adjoining parcels of unsubdivided land;

G. The location, widths and names of all existing or platted streets or other public ways within or adjacent to the tract, existing permanent buildings, and other important features such as section lines, incorporation lines, special district boundaries, and school district boundaries;

H. Existing sewers, water mains, culverts and other underground structures within the tract or immediately adjacent thereto together with pipe sizes, grades and locations;

I. All parcels of land dedicated for public use or reserved in the deeds for the use of all property owners in the proposed partition or subdivision together with the purpose of conditions or limitations of such reservation, if any;

J. The street pattern showing the names, widths and grades, and the length of all arcs, tangents and radii, and all internal angles and points of curvature;

K. Easements including those for public services and utilities together with their dimensions and purpose;

L. Parcels and lots with lot dimensions, lot numbers and where applicable, block numbers. Where lots are to be used for purposes other than residential, it shall be indicated on such lots;

M. Parks, playgrounds, recreational areas, parkway and open space for public use;

N. Covenants conditions and restrictions that will be filed with the Curry County Clerk;

O. Location of all monuments found or set in the area. All monuments set shall meet specifications as set forth in Section 12,

Chapter 696, Oregon Laws, 1973’;

P. Boundaries of wetlands, streams, waterways, geologic hazard areas, floodway and 100-year floodplain, bluffs, riparian setbacks, and other setbacks pertinent to such boundaries, where required as a condition of tentative plat approval;

Q. A description of the proposed method of supplying domestic water to the proposed lots, including:

1. A certification that the City is able to supply water for the subdivision because the water is available and the developer’s infrastructure is adequate to provide the water to the lot line of each and every lot depicted in the proposed plat, or

2. For subdivisions, a bond, contract, or other assurance by the applicant to the city that a domestic water supply infrastructure will be installed by or on behalf of the applicant to the lot line of each and every lot depicted in the proposed plat; and the amount of any such bond, contract, or other assurance by the applicant to be determined by a registered professional engineer, subject to change in such amounts determined necessary by City Council.

- 3.. In addition to subdivision (1) and (2) of this subsection the applicant shall furnish proof that engineering plans and drawings for the water supply system have been approved by the Oregon State Health Division.

R. A description of the proposed method of providing sewage disposal to the proposed lots, including:

1. A certification by a city-owned sewage disposal system that is subject to regulation by the Public Utility

Commissioner of Oregon, that a sewage disposal will be available to the lot line of each and every lot depicted on the proposed plat, or

2. A bond contract or other assurance by the applicant to the city that a sewage disposal system will be installed by or on behalf of the applicant to the lot line of each and every lot depicted on the proposed plat; and the amount of such bond, contract or other assurance shall be determined by a registered professional engineer, subject to any change in such amount as the City Council deems necessary.

S. A description of the proposed street and road improvements including:

1. Certification from the city engineer that all streets and roads proposed by the applicant have been completed to City standards or a bond by the applicant to the City that all road and street improvements will be completed to City standards, the amount of the bond to be determined by the city engineer;

2. Certification from the city engineer that all grading and erosion control measures comply with city standards

3. Certification from the city engineers that wastewater infrastructure complies with the city standards;

4. Certification from the city engineer that any water infrastructure complies with city standards;

T. The affidavit of the engineer or land surveyor that has correctly surveyed the property and that all corners and monuments are properly set or that all monuments for the exterior boundaries have been set, that all interior monuments will be set on or before a certain date; and that a cash deposit or

approved bond to cover the cost of setting the same has been furnished pursuant to Sections 12, 13 and 14, Chapter 696, Oregon Laws, 1973;

U. A subdivision guarantee, provided by a recognized land title insurance company;

V. A letter from the electrical and telephone utilities stating that these utilities have been installed and inspected as per the plan provided as part of the tentative approval and can be energized to any lot in the proposed subdivision at the request of the owner. (Ord. 313 (part), 1982; Ord. 258 § 8(B), 1974).

W. All information to show compliance with the conditions of tentative plan approval.

16.20.030 Approval of Final plans – planned unit developments.

The final plan shall show:

A. The information required for the final approval of a subdivision as contained in Section 16.20.020;

B. Location and dimensions of all proposed and existing structures together with the name and address of any architect, engineer or designer designing the same;

C. Housing or use densities;

D. Location, size, parking spaces and circulation plan for all parking areas;

E. Landscaping, walls and fencing;

F. Common areas.

G. A statement that any required zone change

or conditional use has been granted and that the plan conforms to the zone or conditions of any conditional use, except where the planned unit development is being submitted as part of a consolidated application for simultaneous approval of all city applications. (Ord. 258 § 8(D), 1974) (Ord. 2009-02 § 030, 2008)

16.20.040 Action by the applicant.

Within seven days of recording the final plat, the applicant shall provide a copy of the recorded final plat to the City for the City records. (Ord 2009-02 § 040, 2008)