



Surveyor
201 Laurel Avenue
Tillamook, OR 97141
1-503-842-3423
1-800-488-8280
www.co.tillamook.or.us

Land of Cheese, Trees and Ocean Breeze

PLAT NAMING POLICY

The naming of subdivision plats in Oregon must conform to ORS 92.090(1), which states:

“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 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.”

To clarify this statute, the following policies are adopted:

1. If a proposed subdivision is adjacent to an existing subdivision and proposes to use the same name, the subdividers must either be the same, or must acquire a notarized affidavit from the subdivider of the adjacent plat and record that affidavit with the County Clerk. A recorded copy must be provided to the County Surveyor prior to name approval being granted.
2. Geographical Names – Names that are indicative of a specific area such as a region or a city may be used a maximum of ten (10) times. A portion of the plat name must be significantly different. Examples of allowable names are: “Garibaldi”, “Garibaldi Cove”, “Garibaldi Heights”. Once there are ten plat names that begin with “Garibaldi”, no further use will be allowed.
3. No subdivision shall begin with “A”, “The” or other similar words, or use the words “Subdivision” or “Plat” in the name of the subdivision.
4. Phases in subdivisions shall be named as follows:
For the first phase: Foley Creek
For the second phase: Foley Creek 2 or Foley Creek No. 2
For the third phase: Foley Creek 3 or Foley Creek No. 3
****ROMAN NUMERALS SHALL NOT BE USED**
5. Initials will not be allowed in subdivision names.
6. Plat names shall not begin with a number (ie: 78th, 102nd) unless the number is spelled out (ie: ONE ROSE PLACE).

Since the subdivision planning process is generally, very lengthy, subdivision names may be reserved with the County Surveyor for a period of one (1) year, by contacting our office and requesting a name approval. At which time our office will issue a name approval letter.

CONDOMINIUM REQUIREMENTS

THE PLAT & DECLARATION NEED TO BE SUBMITTED TO THIS OFFICE FOR REVIEW, AT THE SAME TIME AS, OR PRIOR TO BEING SUBMITTED TO THE REAL ESTATE COMMISSION.



If you wish to have the Subdivision or Condominium Declaration and By-laws returned to you, you will need to include a Self-Addressed, Stamped, Envelope big enough to accommodate them, and with the appropriate amount of postage.



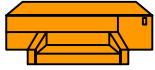


ALLOW AT LEAST 10 TO 30 DAYS
FOR THE REVIEW PROCESS TO BE COMPLETED



TILLAMOOK COUNTY SURVEYOR'S DEPARTMENT

SUBDIVISION/CONDOMINIUM REVIEW APPLICATION



Please provide a copy of the Deed and/or Title Report used for determining ownership, with the submission of your preliminary plat

TOWNSHIP _____ RANGE _____ ^{WWM} SECTION _____ 1/4 _____ 1/16 _____ TAX LOT _____

LAND USE ZONE _____

NAME OF SUBDIVISION/CONDOMINIUM: _____

Has this name been approved by the County Surveyor for Subdivisions or the County Assessor for Condos?

Yes _____ No _____


SUBDIVISIONS

of Lots _____ Monumented _____ or Post-Monumented _____
 (Do Not Include Tracts & Open Space) (PLEASE CHECK ONE)



Post-Mon Security Bond payment is required prior to Subdivision Plat being reviewed.

CONDOMINIUMS

of Units _____  Plat & Declaration to be submitted for review, at the same time as, or prior to being submitted to the Real Estate Commission.

PROPERTY OWNER:

NAME _____ PHONE _____

ADDRESS _____

SUBDIVIDER:

NAME _____ PHONE _____

ADDRESS _____

I CERTIFY THAT THE SUBDIVISION OR CONDO PLAT, AS SUBMITTED,
 COMPLIES WITH ANY APPLICABLE ZONING ORDINANCES
 AND REGULATIONS AND ANY ORDINANCE OR REGULATION
 ADOPTED UNDER O.R.S. 92.044 THAT ARE IN EFFECT FOR
 THE INCORPORATED CITY OR THE UNINCORPORATED
 PORTION OF THE COUNTY WITHIN WHICH THE LAND
 DESCRIBED IN THIS SUBDIVISION OR CONDO PLAT IS SITUATED.

STAMP

SURVEYOR _____ DATE _____



DATE RECEIVED _____ FEE PAID _____ RECEIPT # _____

PLEASE NOTE:

THE FOLLOWING STATEMENTS SHOULD APPEAR, AS NOTATED, ON ALL SUBDIVISIONS & CONDOMINIUMS PLATS NEAR THE BOTTOM, RIGHT CORNER OF YOUR MAPS. PLEASE INDICATE IN THE Subdivision/Condominium SPACE WHICH IT IS.

ON THE ORIGINAL ONLY

STATE OF OREGON
COUNTY OF TILLAMOOK
I, DO HEREBY CERTIFY THAT I AM THE QUALIFIED CLERK OF TILLAMOOK COUNTY, OREGON AND THAT THIS (subdivision/condominium) PLAT WAS RECEIVED FOR RECORD ON THE _____ DAY OF _____, 200_, AT _____ O'CLOCK, AND RECORDED IN PLAT CABINET B_____ IN PLAT RECORDS OF TILLAMOOK COUNTY RECORDS AS INSTRUMENT NO. _____.
BY: _____
TASSI O'NEIL, COUNTY CLERK

ON THE COPY ONLY

CERTIFICATE OF COUNTY CLERK
STATE OF OREGON
COUNTY OF TILLAMOOK
I, DO HEREBY CERTIFY THAT I AM THE QUALIFIED CLERK OF TILLAMOOK COUNTY, OREGON, AND THAT THIS (Subdivision/Condominium) PLAT IS THE FULL, COMPLETE, AND TRUE COPY OF THE ORIGINAL PLAT OF SAME, AS RECORDED IN PLAT CABINET B_____ OF PLAT RECORDS OF TILLAMOOK COUNTY, OREGON, RECORDED _____, 200_ AT _____ O'CLOCK, AS INSTRUMENT NO. _____

TASSI O'NEIL, COUNTY CLERK

ALSO:

LEAVE A 3" X 2 1/4" SPACE ON THE UPPER RIGHT CORNER OF PAGE 1 (THIS SHOULD BE THE PAGE WITH THE SIGNATURES) FOR THE CLERK'S RECORDING STICKER.

92.120 Recording plats; filing copies; preservation of records.

(1) The plat of a subdivision described in ORS 92.050, when made and approved as required and offered for record in the records of the county where the described land is situated, must be recorded by the county recording officer upon the payment of the fees provided by law. The fact of recording and the date of recording must be entered on the plat and the plat must be indexed in the deed records by owner name and subdivision.

(2) The partition plat described in ORS 92.050, when made and approved as required and offered for record in the records of the county where the described land is situated, must be recorded by the county recording officer upon the payment of the fees provided by law. The fact of recording and the date of recording must be entered on the plat and the plat must be indexed by owner name and plat type or plat name. Partition plats must be numbered by year and sequentially and be recorded in deed records.

(3) At the time of recording a subdivision or partition plat, the person offering it for recording shall also file with the county surveyor and with the county recording officer, if requested by the county recording officer, an exact copy of the plat made on material that has the characteristics of strength and permanency required by the county surveyor. The surveyor who made the subdivision or partition plat shall certify that the photocopy or tracing is an exact copy of the subdivision or partition plat. The subdivider shall provide without cost the number of prints from the copy that are required by the governing body of the county.

(4) For the purpose of preserving the record of subdivision or town plats or partition plats, the plats may be microfilmed or stored for safekeeping without folding or cutting. All records must be created and stored in accordance with all applicable rules and regulations and in a manner that ensures the permanent preservation of the record. [Amended by 1955 c.756 §16; 1973 c.696 §18; 1977 c.488 §1; 1985 c.582 §10; 1987 c.649 §12; 1989 c.772 §17; 1991 c.763 §17; 1993 c.702 §7; 1995 c.382 §9; 1997 c.489 §6; 1999 c.710 §4; 2005 c.399 §13]

SURVEYOR'S:

Oregon Revised Statute 194.031 now allows for an alternative approach to the Notary Stamp. The main problem with the stamp is the slow drying nature of the ink and the possibility of smudging the stamp beyond recognition. We can now make the Notary Public Information part of the drawing. The following is a format that you may want to consider.

ACKNOWLEDGMENT

State of _____ s.s.
County of _____

Know all people by these present, on this _____ day of _____ (month) _____, (year), before me, a Notary Public in and for said County and State, personally appeared _____ (name(s) of acknowledged) _____, who being duly sworn, did say that he/she was the identical person named on the foregoing instrument, and that said instrument was executed on his/her behalf and his/her signature is affixed to said instrument and is of his/her free and voluntary act or deed.

Notary's Signature

Date

Printed name of Notary Public

Notary Public - _____
State

Commission No. _____

My Commission Expires: _____
Full name of Month, 2 digit date, and complete year