



City of Woodburn
Community Development Department
270 Montgomery Street
Woodburn, OR 97071-4730
(503) 982-5246

Transmittal Form: Plat Paper Check

To: Marion County Surveyor; Attn:
Marcus McSmith

From: Colin Cortes, AICP, CNU-A,
Senior Planner

Date: July
10, 2024

Cc: Chris Kerr, Community Development
Director; Curtis Stultz, Public Works
Director; Dago Garcia, P.E., City
Engineer; Chris Fogerson, PLS, LEI
Engineering & Surveying of Oregon

Re: Woodburn lot consolidation as
Property Line Adjustment PLA 22-04
for 1030 Young St Apts. (County
PP24-040 with no name) related to
City master/parent land use case file
no. DR 22-06

Summary: City of Woodburn staff received the mailed “paper check” on
7/01/2024 that the County Surveyor’s office had sent.

The applicant needs to resolve the following items:

A. Easements:

Staff is confused that the proposed lot consolidation drawings lack Young Street right-of-way (ROW) dedication per DR 22-06 land use final decision Condition D2a and granting of public easements on the face of the plat, especially a streetside public utility easement (PUE) per Condition D3a and including a cross access or shared access easement per Condition D5. For context, see the final decision document p.4 for Condition G6b and p. 5 for Note A.

B. Public Works revision: See attached redlines by the City Engineer and revise accordingly. Questions? Contact Dago Garcia, P.E., City Engineer, (503) 982-5248, dago.garcia@ci.woodburn.or.us.

Notes:

These notes are for the developer, not the County:

1. The land use final decision document with the conditions of approval remains on the [City project webpage](#). City project webpages can be found via the gateway webpage at www.woodburn-or.gov/projects.
2. Street addresses: A reminder that the time approaches to submit an [Address Assignment Request](#). It can take up to two weeks for staff to review and issue. I recommend submittal at the same time that the developer gets to production of a plat Mylar, because by the time that the Director would be ready to sign a Mylar, it would be ideal for staff to be ready to issue assigned street addresses.

Assigned street addresses are critical because without them Accela / Oregon ePermitting could not accept building permit applications. Contact Heidi Hinshaw, Associate Planner, (503) 980-2494 with any street address process questions.

3. Copies (PDFs for City GIS): After Mylar signature and recordation and as Woodburn Development Ordinance (WDO) 2.01.05 requires, before building permit application the developer is to forward electronic copies of any and all recorded documents – plat(s), easement(s) if separate from plat(s), and any supplemental conveyance/dedication documents – to the City so that the City may update its geographic information system (GIS). Submit to the attention of both the Public Works Department Engineering Division and Community Development Department Planning Division.)
4. Public improvements: Condition G4a affirms that when public street improvements, and any fees in lieu of public improvements, are due shall be per Woodburn Development Ordinance (WDO) 3.01.02E and 4.02.12, unless a condition of approval allows for later improvement – as condition subsections (1)-(3) do with restrictions.

5. Construction: Prior to delivering a Mylar to the City, the developer is to conform with Condition G4a and through the “engineer of record” contact the City for inspections, providing Planning Division staff in particular at least 3 business days notice, and obtain City acceptance of improvements.

My contact info is Colin Cortes, AICP, CNU-A, (503) 980-2485,
colin.cortes@ci.woodburn.or.us.

Attachment(s):

City Engineer redlines (July 8, 2024; 1 sheet)

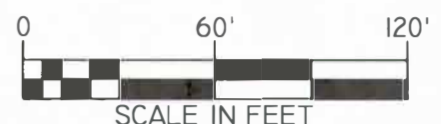
PP24-040

PARTITION PLAT NO. _____

LOT CONSOLIDATION: CITY OF WOODBURN PLANNING CASE NO. DR22-06
 IN NW 1/4 & SW 1/4 OF SECTION 17 & NE 1/4 & SE 1/4 OF SECTION 18
 TOWNSHIP 5 SOUTH, RANGE 1 WEST, WILLAMETTE MERIDIAN
 CITY OF WOODBURN, MARION COUNTY, OREGON
 SURVEYED FOR: WEST COAST HOME SOLUTIONS, LLC
 JUNE 17, 2024

RECEIVED
 JUN 24 2024
 MARION COUNTY SURVEYOR

DR 22-06
 PLA 22-04
RECEIVED VAR 22-12
 JUL 01 2024
 COMMUNITY DEVELOPMENT
 DEPARTMENT



NARRATIVE:

THE PURPOSE OF THIS SURVEY IS TO CONSOLIDATE INTO ONE (1) PARCEL ALL THAT PROPERTY DESCRIBED IN REEL 4302, PAGE 222, MARION COUNTY DEED RECORDS, IN ACCORDANCE TO CITY OF WOODBURN PLANNING CASE NUMBER DR22-06. FOUND MONUMENTATION IS ACCEPTED AS MARKING THEIR TRUE BOUNDARY POSITIONS, UNLESS OTHERWISE NOTED.

THE SUBJECT PROPERTY IS BOUND ON THE NORTH BY THE SOUTH MARGINAL BOUNDARY OF YOUNG STREET, ON THE WEST BY THE EAST MARGINAL BOUNDARY OF AN UNNAMED RIGHT OF WAY, COMMONLY KNOWN BY THE CITY OF WOODBURN AS JOYCE WAY, MONUMENTED ON MCSR 39655, AND ON THE SOUTH BY THE NORTH MARGINAL BOUNDARY OF THE RAILROAD RIGHT OF WAY SHOWN LOCATED BY MCSR 39477. MONUMENTATION FOR THE SUBJECT PROPERTY PREVIOUSLY ESTABLISHED BY MARION COUNTY SURVEY RECORD 39655.

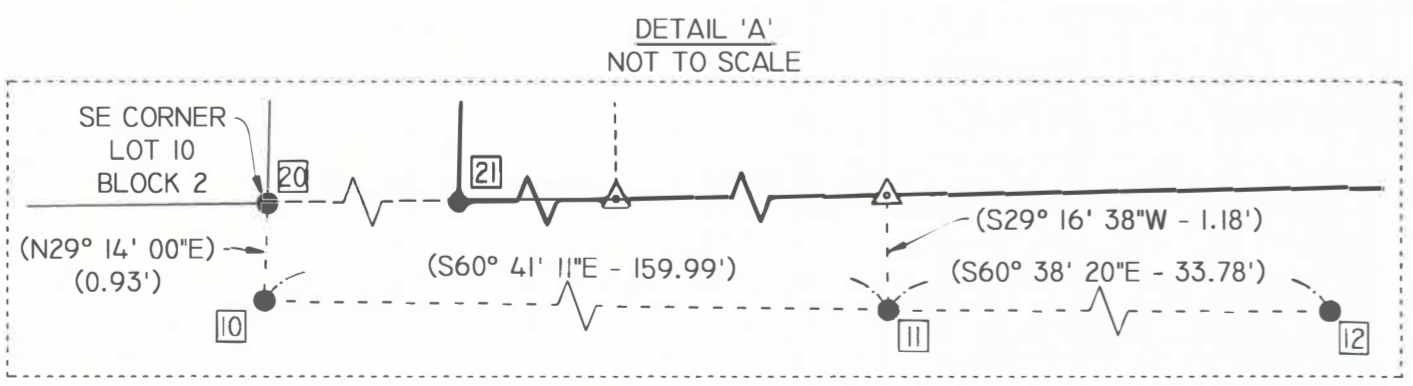
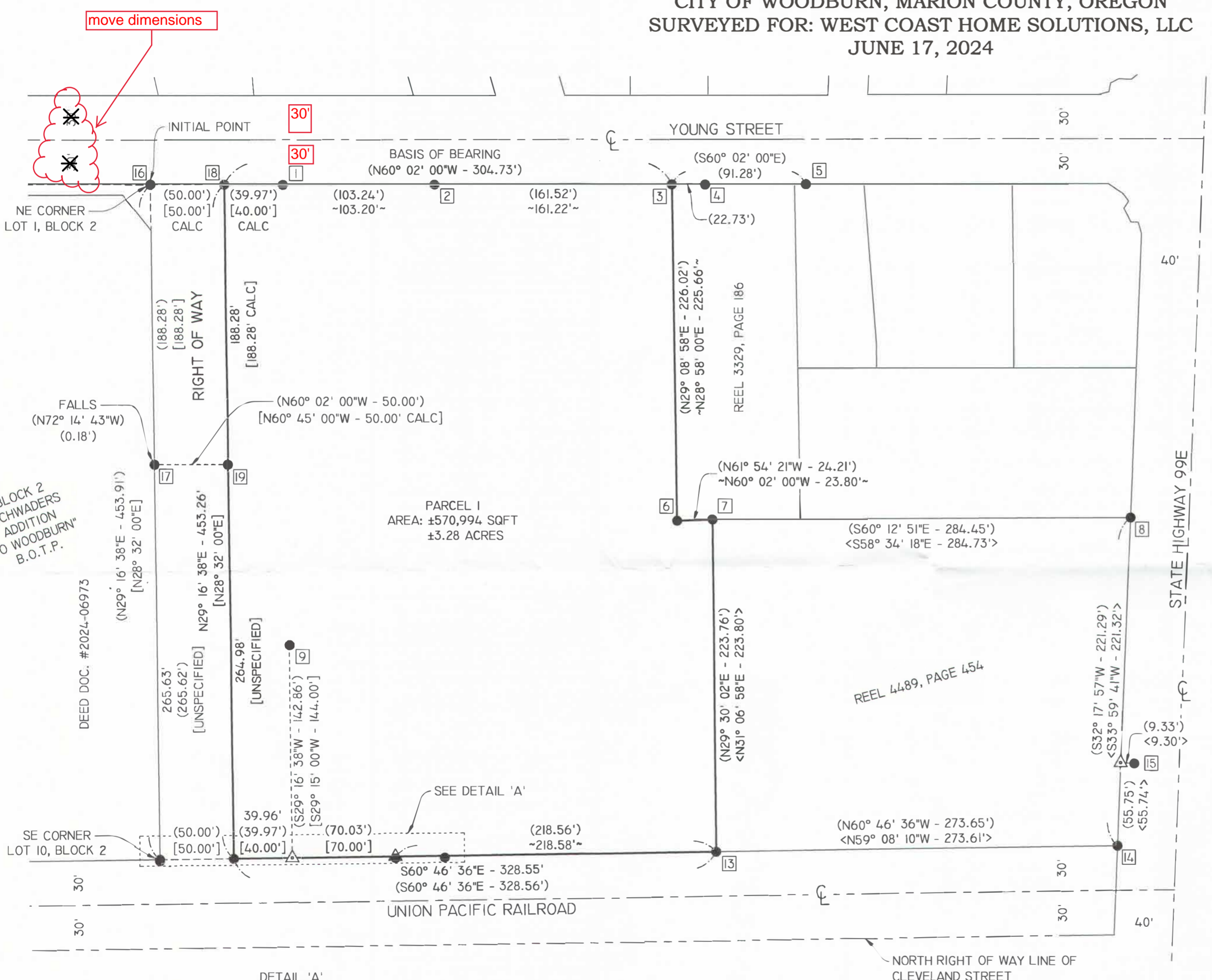
THE PERIMETER BOUNDARY OF THE SUBJECT PROPERTY IS DETERMINED BY CONNECTING FOUND MONUMENTATION. STARTING IN THE NORTHWEST CORNER AT MONUMENT #16 AND CONNECTING MONUMENTS #3, #6, #7, #13, AND #20. THE PREVIOUSLY STATED LINES COINCIDENT WITH OTHER FOUND MONUMENTATION, SHOWN HEREON, THAT DEFINE THE PARTS DESCRIBED IN SAID DEED.

BASIS OF BEARING:

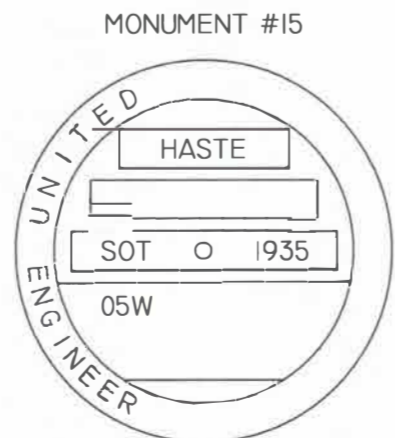
THE BASE BEARING OF NORTH 60°02'00" WEST BETWEEN FOUND MONUMENTS #18 AND #3 HAS BEEN ADOPTED FOR THIS SURVEY AND CONFORMS TO MCSR 11508.

FOUND MONUMENT TABLE

1	2" IRON PIPE, DOWN 0.2', SET MCSR 8446
2	1" X 1/4" IRON BAR, BENT, SHOT ON POE, DOWN 0.4', SET MCSR 8446
3	3/4" IRON PIPE, UP 0.4', SET MCSR 8446
4	1" X 3/4" IRON BAR, DOWN 0.2', SET MCSR 8446
5	5/8" IRON ROD, NO CAP, FLUSH, SET MCSR 7680
6	1/2" IRON PIPE, BENT, SHOT ON POE, DOWN 1.0', SET MCSR 8446
7	5/8" IRON ROD WITH YPC, "LAZER SITE 54550LS", FLUSH, SET MCSR 39477
8	5/8" IRON ROD WITH YPC, "LAZER SITE 54550LS", DOWN 0.1', SET MCSR 39477
9	1" X 1/4" IRON BAR, DOWN 0.8', SET MCSR 8446
10	1" IRON PIPE, DOWN 0.6', SET MCSR 8446
11	1-3/4" IRON PIPE, DOWN 0.6', SET MCSR 8446
12	1" X 1/4" IRON BAR, DOWN 0.3', FOUND IN MCSR 11508 & 39477
13	5/8" IRON ROD WITH YPC, "LAZER SITE 54550LS", FLUSH, SET MCSR 39477
14	5/8" IRON ROD WITH YPC, "LAZER SITE 54550LS", FLUSH, SET MCSR 39477
15	2-3/4" BRASS CAP, IN MONUMENT BOX, FOUND MCSR 39477 & 34857
16	1" IRON ROD DOWN 1.0', FALLS 0.07' NORTHERLY OF SOUTH RIGHT OF WAY LINE, SET "SCHWADERS ADDITION TO WOODBURN"
17	5/8" IRON DOWN 0.5', NO CAP, FOUND MCSR 32052
18	5/8" IRON ROD WITH BPC, MARKED "LEI OREGON", FLUSH, SET MCSR 39655
19	5/8" IRON ROD WITH BPC, MARKED "LEI OREGON", FLUSH, SET MCSR 39655
20	5/8" IRON ROD WITH BPC, MARKED "LEI OREGON", FLUSH, SET MCSR 39655
21	5/8" IRON ROD WITH BPC, MARKED "LEI OREGON", FLUSH, SET MCSR 39655



NOTE: MONUMENTS 10, 11, AND 12 ARE SOUTHWEST OF THE CALCULATED NORTH LINE OF THE RAILROAD RIGHT OF WAY.



NOTES: STAMPING AROUND PERIMETER AND LOWER PORTION MOSTLY ILLEGIBLE.

LEGEND:

- FOUND MONUMENT IN GOOD CONDITION, UNLESS OTHERWISE NOTED. REFERENCE MONUMENT TABLE FOR DESCRIPTION.
- △ CALCULATED POINT
- () RECORD AND MEASURED DISTANCE: MCSR 39655
- [] RECORD DISTANCE: REEL 4302, PAGE 222
- RECORD DISTANCE: MCSR 11508
- < > RECORD DISTANCE: MCSR 39477
- MCSR MARION COUNTY SURVEY RECORDS
- YPC YELLOW PLASTIC CAP
- BPC BLUE PLASTIC CAP
- B.O.T.P. BOOK OF TOWN PLATS
- DOC DOCUMENT
- POE POINT OF ENTRY
- ⊕ CENTERLINE

REGISTERED PROFESSIONAL LAND SURVEYOR
LEI ENGINEERING & SURVEYING OF OREGON
 2564 19TH ST, SE SALEM, OR. 97302
 TEL 503-399-3828 FAX 503-365-1852
 CLIENT: WEST COAST HOME SOLUTIONS, LLC
 25030 SW PARKWAY AVE, SUITE 110 WILSONVILLE, OR 97070
 DRAWN: P. HELIKSON FIELD: Z. NORMAN
 CALC'D: C. FOGERSON CHECKED: C. FOGERSON
 PROJECT: 60-11
 DRAWING No.: 60-IL-PLA.DWG
 FIELD DATE: 6-17-2024
 SCALE: 1"=60'
 PAGE: 1 OF 2