



## CHECKLIST FOR CONDOMINIUMS

CONDOMINIUM NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

SURVEYOR: \_\_\_\_\_

PHONE: \_\_\_\_\_

DEVELOPER: \_\_\_\_\_

PHONE: \_\_\_\_\_

*(Note to Applicant: Submit items 1-7, as applicable, to initiate review by City Surveyor. Condominium Plat Fees (Item 15) will be computed after submittal, to be payable before mylar sign-off.)*

- 1. Three (3) complete sets of plat copies
- 2. Traverse data sheets
- 3. One copy of the original condominium plat (if this is a replat)
- 4. One copy of the Assessor's map
- 5. Title Report dated within 15 days for checking; (one updated report when mylar is submitted for signature)
- 6. One (1) copy of the Declaration (a.k.a. "CC&R's"),
- 7. \*.dwg or \*.dxf file of subdivision linework. (Optional)

*(The following items are checked by City Surveyor's Office after submittal of items 1 through 7.)*

- 8. City Attorney approval
- 9. City Surveyor field check
- 10. O.R.S. checklist complete
- 11. Title block to include "in the City of Medford."
- 12. Show City Limits if adjoining plat.
- 13. Show control used to establish existing streets.
- 14. Required dedications to City, on and off site.
- 15. Condominium Plat Fees: \$ \_\_\_\_\_

### NOTES