

RESOLUTION NO. 372

A RESOLUTION SETTING FEES FOR PLAT CHECK SURVEYS,  
CONDUCTED BY THE CITY SURVEYOR IN ACCORDANCE WITH  
PROCEDURES AND STANDARDS SET FORTH IN SECTION  
4.200 - 4.290 AND ORS 92.50 - 92.100

WHEREAS, the City staff has prepared a report on the above captioned subject which is attached hereto as Exhibit "A"; and

WHEREAS, the City Council has duly considered the subject and the recommendation(s) contained in the staff report; and

WHEREAS, interested parties, if any, have had an opportunity to be heard on the subject.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Wilsonville does hereby adopt the staff report attached hereto as Exhibit "A", with the recommendation(s) contained therein and further instructs that action appropriate to the recommendation(s) be taken.

ADOPTED by the City Council of the City of Wilsonville at a regular meeting thereof this 16th day of January, 1984, and filed with the Wilsonville City Recorder this same day.

  
\_\_\_\_\_  
WILLIAM G. LOWRIE, Mayor

ATTEST:

  
\_\_\_\_\_  
DEANNA J. THOM, City Recorder

## PLANNING DEPARTMENT

## SUMMARY STAFF REPORT

**TO:** City Council**DATE:** January 11, 1984**SUBJECT:** Adoption of Fee Structure for City Surveyor**MEETING DATE:** January 16, 1984**ACTION REQUIRED:** Adoption of a Fee Structure for plat checks conducted by the City Surveyor (attached Resolution)

**PREVIOUS ACTION TAKEN:** On October 17, 1983, the Council adopted Resolution No. 357 appointing DeHaas and Associates, Inc. as City Surveyor. The Resolution further adopted the fee structure set in ORS until staff could develop a proposal, based on the City's costs of conducting plat checks.

**CONCLUSIONARY FINDINGS:**

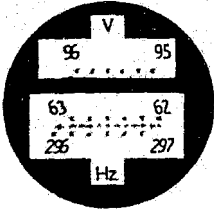
1. Since their appointment, DeHaas and Associates have conducted three plat check surveys including Edgewater at Charbonneau, Day Dream River Estates and Fox Chase (previously Willamette Village - see Exhibits A1 and A2).

Based on their experience with these plats and the experiences of the County Surveyors in the metro area, DeHaas has developed a fee schedule which they feel will fairly and reasonably cover plat check costs (see Exhibit A2).

2. The plat check fee schedule proposed by DeHaas and Associates has been reviewed by Larry Blanchard and myself. We concur with the proposal. It provides a variable fee based on the complexity of the subdivision, i.e., number of points and pins, as well as lot size and topography, etc. that affect the degree of difficulty of field work involved.

**RECOMMENDATION:**

Adoption of attached Resolution and Fee Schedule set forth in Exhibit A2.



DE HAAS &  
Associates, Inc.  
*Consulting Engineers & Surveyors*

Suite 445 - AGC Center  
9450 S.W. Commerce Circle  
Wilsonville, Oregon 97070  
(503) 682-2450

November 21, 1983

RECEIVED  
NOV 21 1984  
CITY OF WILSONVILLE

Mr. Ben Altman, City Planner  
City of Wilsonville  
P.O. Box 220  
Wilsonville, Oregon 97070

Dear Ben:

Persuant to City of Wilsonville Resolution No. 357 adapted October 17, 1983 and on-going discussions with your office, we have researched procedures and costs related to plat review by De Haas & Associates, Inc.

Although our firm has platted many subdivision developments, the plat-check procedure prescribed by ORS has always been accomplished by the respective counties. We, therefore, do not have a cost-accounting experience record as to cost of plat checks.

We have researched with the County Surveyors' offices of Clackamas County, Washington County and Multnomah County and find their fee schedules are all higher than the minimum prescribed by ORS. All three counties advise that fees do not cover costs, but have no cost-accounting system in force to establish true costs. Costs in excess of fees are subsidized by other funds.

Services provided are relatively equal. All provide a one hundred percent office calculation check of the plat while field measurement checks vary as to percentage of cursory measurements and percentage of precise measurements depending upon good judgement and general accuracy discovered in the field.

The difficulty and expense of plat checking varies widely with respect to types of plats, lot sizes, terrain, vegetation, slopes, etc. The current county fee structures are basically that set by ORS with a variety of increases of the elements. Little has been done with fee structures to account for the actual variety of difficulties encountered in the plat check.

EXHIBIT A1

Mr. Ben Altman  
City of Wilsonville  
November 21, 1983  
Page 2

Current Fee Schedules of the three counties are basically as follows:

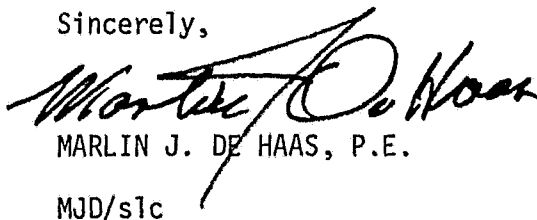
	<u>Regular Plat</u>	<u>Post-Monumentation Plat</u>	<u>Re-check Work</u>
Clackamas County	\$100.00 + \$6.50/tract	\$150.00 + \$10.00/tract	\$16.00/hr. office \$40.00/hr. field crew \$0.20/mile
Washington County	\$100.00 + \$8.50/tract	\$100.00 + \$10.00/tract	Salaries + 40%
Multnomah County	\$150.00 + \$12.00/tract	\$250.00 + \$15.00/tract	\$30.00/hr. office \$100.00/hr. field crew

While it would be impractical to account for all the great variety of differences that could occur, we believe a more representative fee schedule should be established by accounting for a few additional elements. After careful evaluation, we propose the attached fee schedule be initially adopted by the City of Wilsonville.

Cost accounting records will be kept on each plat checked in order to evaluate the fee schedule. If actual costs, on the average, tend to vary significantly in either direction, De Haas & Associates, Inc. would expect to provide an evaluation report and recommendation relating to fee schedule revision. Cost accounting records will be available for review by the City of Wilsonville.

The fee should be delivered to De Haas & Associates at the time each plat check is assigned.

Sincerely,

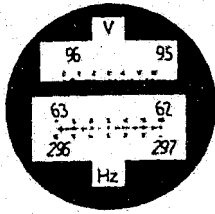


MARLIN J. DE HAAS, P.E.

MJD/slc

Attachment

cc: 83.391.192



DE HAAS &  
Associates, Inc.  
*Consulting Engineers & Surveyors*

Suite 445 - AGC Center  
9450 S.W. Commerce Circle  
Wilsonville, Oregon 97070  
(503) 682-2450

January 11, 1984

RECEIVED

JAN 11 1984

CITY OF WILSONVILLE

Mr. Ben Altman, City Planner  
City of Wilsonville  
P.O. Box 220  
Wilsonville, Oregon 97070

Dear Ben:

This is in follow-up to our letter of November 21, 1983.

At this point, we have completed one hundred percent of the plat check work for Edgewater at Charbonneau, approximately ninety percent of the work on Fox Chase and seventy percent of the work on Day Dream Estates. Our cost accounting on these three subdivisions suggests that our cost will be somewhat less than estimated by the proposed Fee Schedule attached to the November 21, 1983 letter.

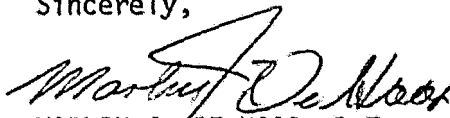
After re-analyzing our costs, we are suggesting that the Fee Schedule be revised at three points.

1. Reduce Item 3 from \$2.00 to \$1.00 per plat monument.
2. Reduce Item 4 from \$20.00 to \$10.00 per acre.
3. Reduce Item 9 from \$2.00 to \$1.00 per exterior monument.

Attached is a new Fee Schedule dated January, 1984 which reflects these changes.

Cost accounting records will continue to be kept on each plat checked in order to evaluate the Fee Schedule. Cost accounting records will be available for review by the City of Wilsonville.

Sincerely,

  
MARLIN J. DE HAAS, P.E.

MJD/slc

Attachment

cc: 83.391.192

EXHIBIT A2

PLAT CHECK FEE

CITY OF WILSONVILLE

January, 1984

Standard Plat-Check Fee

1. Lump Sum	L.S.	@ \$200.00		\$200.00
2. \$10.00 per lot or tract	_____ ea.	@ 10.00 =	_____	
3. \$1.00 per plat monument	_____ ea.	@ 1.00 =	_____	
4. \$10.00 per acre	_____ ac.	@ 10.00 =	_____	
5. Total Items 2, 3 and 4				_____
6. Add 15% of Item 5 if average slope exceeds 5%, or				_____
7. Add 30% of Item 5 if average slope exceeds 10%				_____
Total - Standard Plat Check Fee				\$ _____

Extra for Post-Monumentation

8. Lump Sum	L.S.	@ \$200.00		\$200.00
9. \$1.00 per exterior monument	_____ ea.	@ 1.00 =	_____	
10. \$5.00 per acre	_____ ac.	@ 5.00 =	_____	
11. Total Items 9 and 10				_____
12. Add 15% of Item 11 if average slope exceeds 5%, or				_____
13. Add 30% of Item 11 if average slope exceeds 10%				_____
Total - Extra for Post-Monumentation				\$ _____

TOTAL PLAT CHECK FEE \$ \_\_\_\_\_

Note: Rechecks will be at the rate of \$29.00/hr. for office work and \$59.00/hr. for field crews.

A cash deposit or bond in the amount of 120 percent of the estimated cost of performing the work for the interior monumentation will be required.

\$ \_\_\_\_\_