



# WASHINGTON COUNTY OREGON

July 2, 2008

To: Citizen Participation Organizations and Interested Parties

From: Brent Curtis, Planning Manager  
Department of Land Use & Transportation

Subject: **PROPOSED ORDINANCE NO. 696**

Enclosed for your information is a copy of proposed Ordinance No. 696. Listed below is a description of the ordinance, hearing dates, and other relevant information. If you have any questions about the ordinance, or if you would like additional information, please contact the Planning Division.

### **Ordinance Purpose and Summary**

Ordinance No. 696 proposes to amend various sections of the Community Development Code (CDC) Element of the Comprehensive Plan to update county standards for compliance with changes made by the Oregon Legislature as well as changes made to Oregon Administrative Rules (OAR). Changes include updating the standards for campgrounds in private parks on exclusive forest land, limited land use decisions, land divisions for public parks and open spaces and validating unlawfully created units of land. The ordinance also proposes to amend the county's floodplain regulations to be consistent with Federal Emergency Management Agency requirements.

### **Who Is Affected**

Residents in the rural and unincorporated urban areas of Washington County are potentially affected.

### **What Land is Affected**

Land in urban unincorporated (outside city limits) and land outside the Urban Growth Boundary (UGB).

### **Key Provisions**

- Adds a new CDC Section to Article II of the CDC. Section 216 outlines the process for validating an unlawfully created unit of land.
- Amends Section 342, Exclusive Forest and Conservation District, to implement an OAR change which restricts campgrounds in private parks from being developed within three miles of an urban growth boundary. Section 342 is also amended to allow land divisions for public park or open space in the EFC District.
- Amends CDC Sections 386 and 388 relating to airport overlay zones to remove the words "limited land use" from two sections.
- Amends CDC Section 421, Flood Plain and Drainage Hazard Area Development, to update the county's flood plain standards for consistency with Federal Emergency Management Agency requirements.
- Amends Section 424, Creation of Parcels in the EFU, EFC and AF-20 Districts to allow land divisions for public park or open space in the EFC District.
- Amends Section 602, General Provisions for land divisions, to reference the recording requirement for lawfully establishing unlawfully created units of land.

## Initial Public Hearings Time and Place

**Planning Commission**  
**1:30 pm**  
**August 6, 2008**

**Board of County Commissioners**  
**10:00 am**  
**September 2, 2008**

Hearings will be held in the Shirley Huffman Auditorium in the Public Services Building, 155 North 1st Avenue, Hillsboro, Oregon.

On September 2, 2008, the Board of County Commissioners (Board) may choose to adopt the ordinance, make changes to it, continue the hearing to a future date, or reject the ordinance. If it is adopted, it would become effective on November 27, 2008.

### **Community Development Code Standards Amended**

- Creates a new Section 216, Validation of an Unlawfully Created Unit of Land
- Section 342, Exclusive Forest and Conservation District
- Section 386, Private Use Airport Safety Overlay District
- Section 388, Public Use Airport Safety and Compatibility Overlay District
- Section 421, Flood Plain and Drainage Hazard Area Development
- Section 424, Creation of Parcels in the EFU, EFC and AF-20 Districts
- Section 602, General Provisions (for Land Divisions and Property Line Adjustments)

### **How to Submit Comments**

Submit oral or written testimony to the Board and/or the Planning Commission at one of the public hearings. Written testimony may be mailed or faxed to the Board or Planning Commission in advance of the public hearings in care of the Planning Division. **We are unable to accept e-mail as public testimony.**

Washington County, Planning Division  
155 N. 1<sup>st</sup> Ave., Suite 350-14, Hillsboro, OR 97124-3072  
Fax: 503-846-4412

Failure to submit oral or written testimony before the Board or Planning Commission may preclude appeal of a decision by the Board to adopt an ordinance as filed or amended.

### **Staff Contact**

Aisha Willits, Senior Planner  
155 North 1<sup>st</sup> Ave., Suite 350-14, Hillsboro, OR 97124-3072  
Telephone: 503-846-3961 Fax: 503-846-4412  
e-mail: Aisha\_Willits@co.washington.or.us

### **Proposed Ordinance is available at the following locations:**

- The Washington County Department of Land Use and Transportation, Planning Division, 155 North 1<sup>st</sup> Ave., Hillsboro, OR 97124-3072  
Telephone: 503-846-3519
- [www.co.washington.or.us/deptmts/lut/planning/ordhome.htm](http://www.co.washington.or.us/deptmts/lut/planning/ordhome.htm)
- Cedar Mill Community Library and Tigard Public Library
- Citizen Participation Organizations (CPOs); Call 503-725-2124 for a directory of CPOs.

**JUN 20 2008**

**Washington County  
County Clerk**

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR WASHINGTON COUNTY, OREGON

ORDINANCE NO. 696

An Ordinance Amending the  
Community Development Code  
Element of the Comprehensive Plan  
Relating to Legislative Changes and a  
General Update

The Board of County Commissioners of Washington County, Oregon, ordains:

SECTION 1

A. The Board of County Commissioners of Washington County, Oregon, (Board) recognizes that the Community Development Code (CDC) Element of the Comprehensive Plan (Volume IV) was readopted with amendments on September 9, 1986, by way of Ordinance No. 308, with portions subsequently amended by Ordinance Nos. 321, 326, 336-341, 356-363, 372-378, 380, 381, 384-386, 392, 393, 397, 399-403, 407, 412, 413, 415, 417, 421-423, 428-434, 436, 437, 439, 441-443, 449, 451-454, 456, 457, 462-464, 467-469, 471, 478-481, 486-489, 504, 506-512, 517-523, 525, 526, 528, 529, 538, 540, 545, 551-555, 558-561, 573, 575-577, 581, 583, 588, 589, 591-595, 603-605, 607-610, 612, 615, 617, 618, 623, 624, 628, 631, 634, 635, 638, 642, 644, 645, 648, 649, 654, 659-662, 667, 669, 670, 674, 676, 677, 682-686, 697 and 698.

B. Subsequent ongoing planning efforts of the County indicate a need for revisions to the CDC to implement 2007 legislative changes and Oregon Administrative Rules updates. The Board takes note that such changes are necessary for clarification and the benefit of the residents of Washington County, Oregon.

////

1 C. Under the provisions of Washington County Charter Chapter X, the Land Use  
2 Ordinance Advisory Commission has carried out its responsibilities, including preparation of  
3 notices, and the County Planning Commission has conducted one or more public hearings on  
4 the proposed amendments and has submitted its recommendations to the Board. The Board  
5 finds that this Ordinance is based on those recommendations and any modifications made by  
6 the Board, as a result of the public hearings process.

7 D. The Board finds and takes public notice that it is in receipt of all matters and  
8 information necessary to consider this Ordinance in an adequate manner, and that this  
9 Ordinance complies with the Statewide Planning Goals, and the standards for legislative plan  
10 adoption, as set forth in Chapters 197 and 215 of the Oregon Revised Statutes, the  
11 Washington County Charter, and the Washington County Community Development Code.

12 SECTION 2

13 The following exhibits, attached and incorporated herein by reference, are hereby  
14 adopted as amendments to the designated documents:

- 15 A) Exhibit 1 (1 page) adding to the Community Development Code a new  
16 Section 216 VALIDATION OF AN UNLAWFULLY CREATED UNIT  
17 OF LAND;
- 18 B) Exhibit 2 (3 pages) amending Community Development Code Section 342  
19 EXCLUSIVE FOREST AND CONSERVATION DISTRICT (EFC);
- 20 C) Exhibit 3 (1 page) amending Community Development Code Sections 386  
21 PRIVATE USE AIRPORT SAFETY OVERLY DISTRICT and 388  
22

1 PUBLIC USE AIRPORT SAFETY AND COMPATIBILITY OVERLAY  
2 DISTRICT;

3 D) Exhibit 4 (3 pages) amending Community Development Code Section 421  
4 FLOOD PLAIN AND DRAINAGE HAZARD AREA DEVELOPMENT;

5 E) Exhibit 5 (2 pages) amending Community Development Code Section 424  
6 CREATION OF PARCELS IN THE EFU, EFC AND AF-20 DISTRICTS;

7 and

8 F) Exhibit 6 (1 page) amending Community Development Code Section 602  
9 GENERAL PROVISIONS.

10 SECTION 3

11 All other Comprehensive Plan provisions that have been adopted by prior ordinance,  
12 which are not expressly amended or repealed herein, shall remain in full force and effect.

13 SECTION 4

14 All applications received prior to the effective date shall be processed in accordance  
15 with ORS 215.427 (2007 Edition).

16 SECTION 5

17 If any portion of this Ordinance, including the exhibits, shall for any reason be held  
18 invalid or unconstitutional by a body of competent jurisdiction, the remainder shall not be  
19 affected thereby and shall remain in full force and effect, and any provision of a prior land  
20 use ordinance amended or repealed by the stricken portion of this Ordinance shall be revived  
21 and again be considered in full force and effect.

22 ////

1 SECTION 6

2 The Office of County Counsel and Department of Land Use and Transportation are  
3 authorized to prepare planning documents to reflect the changes adopted under Section 2 of  
4 this Ordinance, including deleting and adding textual material and maps, renumbering pages  
5 or sections, and making any technical changes not affecting the substance of these  
6 amendments as necessary to conform to the Washington County Comprehensive Plan format.

7 SECTION 7

8 This Ordinance shall take effect on November 27, 2008.

9 ENACTED this 16 day of September, 2008, being the 2nd reading  
10 and 2nd public hearing before the Board of County Commissioners of Washington  
11 County, Oregon.

12 BOARD OF COUNTY COMMISSIONERS  
13 FOR WASHINGTON COUNTY, OREGON

14 **ADOPTED**

15 Tom Beran  
CHAIRMAN

16 Barbara Hejtmanek  
RECORDING SECRETARY

17 READING

PUBLIC HEARING

18 First September 2, 2008  
19 Second September 16, 2008  
20 Third \_\_\_\_\_  
Fourth \_\_\_\_\_

First September 2, 2008  
Second September 16, 2008  
Third \_\_\_\_\_  
Fourth \_\_\_\_\_

21 VOTE: Aye: Brian, Schouten, Duyck, Nay: \_\_\_\_\_  
Rogers, Strader

22 Recording Secretary: Barbara Hejtmanek Date: September 16, 2008

Add to the Community Development Code a new Section 216 VALIDATION OF AN UNLAWFULLY CREATED UNIT OF LAND as shown below:

**216 VALIDATION OF AN UNLAWFULLY CREATED UNIT OF LAND**

- 216-1 An application to validate a unit of land created by a sale that did not comply with the applicable criteria for creation of a unit of land may be approved through a Type II procedure if the unit of land:
- A. Is not a lawfully established unit of land; and
  - B. Could have complied with the applicable criteria for the creation of a lawfully established unit of land in effect when the unit of land was sold.
- 216-2 Notwithstanding Section 440-11.1 B., an application to validate a unit of land under Section 440 may be approved if the county approved a permit for the construction or placement of a dwelling or other building on the unit of land after the sale. If the permit was approved for a dwelling, the dwelling must qualify for replacement under the criteria set forth in ORS 215.755 (1)(a) to (e).
- 216-3 The application for a permit for continued use of a dwelling or other building on a unit of land that was not lawfully established may be approved if:
- A. The dwelling or other building was lawfully established prior to January 1, 2007; and
  - B. The permit does not change or intensify the use of the dwelling or other building.
- 216-4 An application to validate a unit of land is not subject to the minimum lot or parcel sizes established by ORS 215.780.
- 216-5 A unit of land becomes a lawfully established parcel when the owner of the unit of land causes a partition plat to be recorded within ninety (90) days after the date the county validated the unit of land.
- 216-6 An application to validate a unit of land shall not be approved if the unit of land was unlawfully created on or after January 1, 2007.
- 216-7 Development or improvement of a parcel created under Section 604 must comply with the applicable laws in effect when a complete application for the development or improvement is submitted as described in ORS 215.427 (3)(a) or 227.178 (3)(a).

Community Development Code Section 342 EXCLUSIVE FOREST AND CONSERVATION DISTRICT (EFC) is amended to reflect the following:

**342 EXCLUSIVE FOREST AND CONSERVATION DISTRICT (EFC)**

**342-1 Intent and Purpose**

The Exclusive Forest and Conservation District is intended to provide for forest uses and to provide for the continued use of lands for renewable forest resource production, retention of water resources, recreation, agriculture and other related or compatible uses, as set forth in Statewide Planning Goal 4, OAR 660-06 and ORS 215.

The purpose of this District is to encourage forestry as the dominant use of such lands, to conserve and manage efficiently the forest resources of the County and to prohibit uses of land which are not compatible with the management and development of forest resources, in order to minimize the potential for damage from fire, pollution, soil erosion and conflict caused by development. This District is suited for application to forest land as well as associated scenic lands, recreation land, wildlife habitat or other sensitive land forms or watershed areas.

The EFC District is provided to meet Oregon statutory requirements for forest lands. Uses permitted by the Forest Practices Act are not subject to the requirements of this Section.

For all permitted uses, the property owner shall sign and record an agreement form, in the Deed and Mortgage records of the County, a statement which recognizes the rights of adjacent and nearby land owners to conduct forest operations consistent with the Forest Practices Act. All new buildings, including accessory buildings, in this District shall comply with the fire structure siting and fire safety standards of Section 428.

\*\*\*

**342-4 Uses Which May be Permitted Through a Type III Procedure**

The uses listed in Section 342-4.1 may be permitted subject to the specific standards for the use set forth below and in applicable Special Use Sections of Section 430, as well as the general standards for the District, the Development Standards of Article IV and all other applicable standards of the Code. Approval may be further conditioned by the Review Authority pursuant to Section 207-5. Unless the use is specifically exempted, the Review Authority shall make specific findings with respect to the standards in Section 342-4.2.

**342-4.1 Uses which may be allowed:**

A. Airport, expansion of existing airports only - Section 430-7.



- B. Campground - Section 430-25. Except on a lot or parcel contiguous to a lake or reservoir, campgrounds in private parks shall not be allowed within three (3) miles of an urban growth boundary unless an exception is approved pursuant to ORS 197.732 and OAR 660, Division 4.
- C. Firearms training facility, as provided in ORS 197.770.
- D. Mining and processing of oil, gas, or other subsurface resources, as defined in ORS Ch. 520, and not otherwise permitted by Section 342-3.1 C. or Section 342-3.1 G.
- E. Permanent facility for the primary processing of forest products.
- F. Private accommodations for fishing occupied on a temporary basis - Section 430-100.3
- G. Private seasonal accommodations for fee hunting operations - Section 430-100.2.
- H. Public Building - limited only to fire stations for rural fire protection - Section 430-103.
- I. Solid Waste Disposal Site - Section 430-127.2.
- J. Microwave facilities, Broadcast and Communication Towers and transmission towers greater than two-hundred (200) feet in height - Section 430-109.
- K. All activities and uses associated with an expansion of Barney Reservoir; including but not limited to impoundment structures, water diversion and transmission facilities, road construction, soil and rock extraction/processing, and related alterations.

\*\*\*

### **342-5 Creation of Lots or Parcels by a Land Division Through a Type II Procedure**

In addition to the standards listed below, all land divisions shall comply with the applicable standards of Section 610 (Land Divisions Outside the UGB).

- 342-5.1 Creation of minimum eighty (80) acre parcels - Section 424-3.
- 342-5.2 Creation of a parcel less than eighty (80) acres, only for uses listed in the following sections: 342-3.2 A. (navigation and aviation aids); 342-3.1 C. (exploration for geothermal, gas, oil, etc.); 342-4.1 C. (firearms training facility); 342-3.2 F. (log scaling and weigh stations); 342-3.2 I. (parks); 342-3.2 J. (permanent logging equipment repair and storage); 342-3.1 G. (production of geothermal, gas, oil, etc.); 342-3.2 L. (reservoirs and water impoundments); 342-3.1 I. (DEQ-mandated solid waste disposal site); 342-3.2 M. (communication facilities and transmission towers); 342-3.2 R. (utility facilities for generating power); 342-3.2 S. (water intake facilities

abcdef Proposed additions

abcdef Proposed deletions

and related facilities); 342-4.1 B. (campground); 342-3.2 B. (cemetery); 342-4.1 D. (mining and processing of oil, gas and other subsurface resources); 342-4.1 H. (fire station); 342-4.1 E. (permanent facility or primary processing of forest products); 342-4.1 I. (solid waste disposal site); and 342-4.1 J. (communication facilities and transmission towers). See Section 610-1.1 B. (2) for required standards.

342-5.3 Creation of a parcel with an existing dwelling in EFC District – Section 424-8. The property owner shall sign and record an agreement form, in the Deed and Mortgage records of the County, a statement which recognizes the rights of adjacent and nearby land owners to conduct forest operations consistent with the Forest Practices Act and Rules.

342-5.4 Division of a Lot or Parcel with at least two (2) existing lawfully established dwellings in the EFC District which existed prior to November 4, 1993 – Section 424-9. The property owner shall sign and record an agreement form, in the Deed and Mortgage records of the County, a statement which recognizes the rights of adjacent and nearby land owners to conduct forest operations consistent with the Forest Practices Act and Rules.

342-5.5 Division of a Lot or Parcel for a Public Park or Open Space in the EFC District – Section 424-10.

Community Development Code Sections 386 PRIVATE USE AIRPORT SAFETY OVERLAY DISTRICT and 388 PUBLIC USE AIRPORT SAFETY AND COMPATIBILITY OVERLAY DISTRICT are amended to reflect the following:

1. Amend Section 386-4 as shown:

**386-4 Notice of Land Use and Permit Applications within Overlay District Area**

Written notice of applications and decisions for land use or ~~limited land use~~ decisions, including Comprehensive Plan or Map amendments, shall be provided to the airport sponsor and the Department of Aviation as provided pursuant to Section 204.

2. Amend Section 388-4 as shown:

**388-4 Notice of Land Use and Permit Applications within Overlay District Area**

Except as otherwise provided herein, written notice of applications for land use or ~~limited land use~~ decisions, including comprehensive plan amendments, in an area within this overlay district, shall be provided to the airport sponsor and the Department of Aviation as provided pursuant to Section 204.

Community Development Code Section 421 for FLOOD PLAIN AND DRAINAGE HAZARD AREA DEVELOPMENT is amended to reflect the following:

\*\*\*

**421-8 Criteria for Dwellings**

\*\*\*

421-8.2 Construction standards for new dwellings and substantial improvements to existing dwellings in flood areas:

- A. All new dwellings and substantial improvements to existing dwellings shall have the lowest habitable floor, including any basement, elevated to at least one (1) foot above the flood surface elevation and shall be anchored so as to prevent flotation, collapse or lateral movement;
- B. New dwellings and substantial improvements to existing dwellings may be placed on pressure treated pilings when:
  - (1) Certified by a registered engineer as sufficient to prevent collapse or movement during a one-hundred (100) year flood.
  - (2) Pilings are placed on stable compacted fill on no greater than ten foot centers; and
  - (3) Pilings greater than six (6) feet high are reinforced;
- C. New dwellings and substantial improvements to existing dwellings may be placed on approved fill providing the building site, which includes the ground under the structure plus a ten (10) foot setback around all sides of the structure, is above the flood surface elevation.
- D. All new construction and improvements to existing structures shall be done with approved materials and utility equipment resistant to flood damage, using approved construction methods and practices that minimize such damage. All new construction and improvements to existing structures shall be anchored to prevent flotation, collapse or lateral movement;
- E. Fully enclosed ~~non-habitable~~ areas below the lowest floor that are subject to flooding ~~are permitted only if~~ shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting ~~this~~ the above requirement must either be certified by a registered professional engineer; ~~or,~~ must meet or exceed the following minimum criteria:

- (1) A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided;
- (2) The bottom of all openings shall be no higher than one foot above grade; and
- (3) Openings may be equipped with screens, louvers, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

\*\*\*

#### 421-10 Criteria for Non-Dwelling Structures

421-10.1 New construction or substantial improvement of non-dwelling structures shall either have the lowest floor, including any basement, elevated to or above the flood surface elevation; or, the structure together with attendant utility and sanitary facilities shall:

- A. Be floodproofed so that below the flood surface elevation the structure is watertight with walls substantially impermeable to the passage of water;
- B. Be constructed with approved materials and utility equipment resistant to flood damage, using approved construction methods and practices that minimize such damage;
- C. Be anchored to prevent flotation, collapse or lateral movement;
- D. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy; and

~~E. Be certified by a registered professional engineer or architect shall certify that the proposed that the design and methods of construction comply with the above described criteria are in accordance with accepted standards of practice and satisfy the standards of Section 421-10; and~~

~~F. Have the non-dwelling space below the lowest floor incorporate the applicable standards of Section 421-8.2.~~

421-10.2 In accordance with FEMA regulations, the flood insurance premiums for floodproofed non-dwelling structures will be based on the rates that are one (1) foot below the floodproofed level (e.g., a building floodproofed to the base flood level will be rated as one (1) foot below) or as otherwise amended by FEMA.

\*\*\*

\*\*\*

**421-15 Duties of the County**

421-15.1 The County shall obtain and record the actual elevation (in relation to mean sea level) of the lowest habitable floor (including basement) of all new or substantially improved structures located within the flood area and whether or not such structures contain a basement and, shall obtain and maintain for any floodproofed structure, the elevation to which the structure was floodproofed. Such information shall be public record.

421-15.2 The Director shall notify adjacent communities, Oregon Department of Land Conservation and Development, and ~~the other relevant State agencies~~ of any approval prior to alteration of a watercourse. The Director shall submit evidence of said notification to the Federal Insurance Administration.

\*\*\*

Community Development Code Section 424 CREATION OF PARCELS IN THE EFU, EFC AND AF-20 DISTRICTS is amended to add a new Section 424-10 as shown below:

#### **424 CREATION OF PARCELS IN THE EFU, EFC AND AF-20 DISTRICTS**

In order to create a lot or parcel in the EFU, EFC, or AF-20 Districts, the following applicable standards shall be met. In addition to the following standards, in the EFU and AF-20 Districts, the applicable requirements of ORS 215 shall be met, and in the EFC District, the applicable requirements of OAR 660-06-026 shall be met. Findings shall be made for each of the applicable standards.

\*\*\*

#### **424-10 Division of Land for Public Parks or Open Space in the EFC District**

A proposed division of land in a forest zone to create two parcels may be approved if the proposed division of land is for the purpose of allowing a provider of public parks or open space, or a not-for-profit land conservation organization, to purchase one of the resulting parcels.

424-10.1 A parcel created by the land division that is not sold to a provider of public parks or open space or to a not-for-profit land conservation organization must comply with the following:

A. If the parcel contains a dwelling or another use allowed under ORS 215, the parcel must be large enough to support continued residential use or other allowed use of the parcel; or

B. If the parcel does not contain a dwelling, the parcel is eligible for siting a dwelling as may be authorized under ORS 195.120 or as may be authorized under ORS 215.705 to 215.750, based on the size and configuration of the parcel.

424-10.2 Before approving a proposed division of land under this section, a condition of approval shall be required that the provider of public parks or open space, or the not-for-profit land conservation organization record an irrevocable deed restriction prohibiting the provider or organization and their successors in interest from:

A. Establishing a dwelling on the parcel or developing the parcel for any use not authorized in a forest zone except park or conservation uses; and

B. Pursuing a cause of action or claim of relief alleging an injury from farming or forest practices for which a claim or action is not allowed under ORS 30.936 or 30.937.

424-10.3 If a proposed division of land under Section 424-10 results in the disqualification of a parcel for a special assessment described in ORS 308A.718 or the withdrawal of a

parcel from designation as riparian habitat under ORS 308A.365, the owner must pay additional taxes as provided under ORS 308A.371 or 308A.700 to 308A.733 before the county may approve the division.



Community Development Code Section 602 GENERAL PROVISIONS is amended to reflect the following:

**602 GENERAL PROVISIONS**

**602-1 Filing and Recording**

602-1.1 All land divisions shall be created by a subdivision or partition plat and must comply with ORS Ch. 92. All property line adjustments shall be executed by deed and must comply with ORS Ch. 92. Within two (2) years of final review and approval, all final plats for land divisions shall be filed and recorded with the Washington County Department of Records, except as required otherwise for the filing of a plat to lawfully establish an unlawfully created unit of land. Plats to lawfully establish unlawfully created units of land must be filed within ninety (90) days of the County's validation of the property – Section 216. Within two (2) years of approval, all deeds necessary to execute a property line adjustment shall be filed and recorded with the Washington County Department of Records.

602-1.2 Prior to acceptance of a final subdivision or partition plat for recording by the Washington County Department of Records, a copy of all supplemental information that must be recorded, such as restrictive covenants, shall be attached to the final plat. Supplemental information that is required to be recorded shall be recorded immediately after recording the plat. The County Clerk shall note the document recording numbers on the plat.

602-1.3 All subdivision plats shall be approved and signed by the County Surveyor, the County Assessor, and the Chairperson or Vice-Chairperson of the Board of County Commissioners prior to recording.