



DEDICATION OF RIGHT-OF-WAY

The following Dedication of Right-of-Way form has been created by the Beaverton City Attorney's office. Please send all completed forms to the City engineering plans examiner assigned to the project. The plans examiner should verify: the legal description, that the attached sketch matches the legal, and that the form is clear and readable with live ink signatures (no facsimiles or copies of facsimiles as the text becomes unreadable), and that the person signing is shown in the development file as an owner of the property. If these entries are accurate the plans examiner will then transmit the document to the City Attorney for approval. The cover letter or transmittal (from the applicant) accompanying the dedication should clearly state the project name as it appears in City records and the Development Services file or project numbers. Items submitted without verification or reference numbers will be returned.

The Attorney's office will send approved dedications to the City Recorder for recording with Washington County, with photocopy to the plans examiner. **PLEASE CONTACT THE PLANS EXAMINER, NOT THE CITY ATTORNEY OR CITY RECORDER OFFICES, TO VERIFY THAT THE DEDICATION HAS BEEN APPROVED.** Items not approved will be returned with explanation to the plans examiner who then will contact the applicant. Thank you.

ITEMS NEEDED FOR A COMPLETE DEDICATION SUBMITTAL

1. Cover sheet (transmittal) from the applicant/owner indicating the location of the easement and which project (using the project name as it appears in City records and the City reference number).
2. A completed City standard Dedication of Right-of-Way form with original, live ink signatures (NO COPIES OF FACSIMILES WILL BE ACCEPTED).
3. A metes and bounds legal description from a registered professional Surveyor or Civil Engineer (Exhibit A). A metes and bounds legal description from a registered professional Surveyor or Civil Engineer (Exhibit "A"). This description must either be on company letterhead, or stamped and signed by the professional preparing the description. The legal description attachment as noted in the form must be titled **Exhibit "A"**, with a metes and bounds description and a sketch/map of the area being described. If two or more pages are needed, then they should all be titled **Exhibit "A"** and labeled as Page 1 of x, Page 2 of x, etc., with x being the total number of pages in the exhibit.
4. A sketch with the point of beginning clearly labeled along with all existing and proposed property lines, retaining walls, buildings, and the bearing and distances of all lines. This page is to aid the review and approval process.

After recording, return to:
City of Beaverton, City Recorder
P.O. Box 4755
Beaverton, OR 97076

DEDICATION OF RIGHT-OF-WAY
City Attorney Standard Form (Rev. 3/2016)

GRANTOR(S):

Name
Address
City, State, Zip

GRANTEE:

City of Beaverton
P.O. Box 4755
Beaverton, OR 97076

Reserved for Deed Records Use

By this Instrument _____, Grantor(s), hereby dedicates to the City of Beaverton (Grantee), its successors and assigns a perpetual easement and right-of-way for the purpose of construction, maintenance, repair and reconstruction of a right-of-way, utilities, conduit, and lateral and supporting structures over, across, in and through the real property owned by Grantor, that certain real property located in Washington County, Oregon that is more particularly described as follows:

See Exhibit "A" attached and further shown in the attached map identified as Exhibit "B" as though fully incorporated herein.

to have and hold for the uses and purposes stated.

Grantor(s) warrant that the property described in this instrument is free and clear of taxes, liens and encumbrances.

The true consideration paid for this conveyance is \$ _____ .00, the receipt and sufficiency thereof hereby acknowledged by Grantors.

Dated this ____ day of _____, 201__.

GRANTORS:

Signature

Signature

STATE OF OREGON,
County of Washington

This was acknowledged before me on this _____ day of _____, 201_ by
(insert Grantor) and (insert Grantor) and each of them acknowledge said instrument to be their voluntary
act and deed.

Notary Public for Oregon
My commission expires:_____

ACCEPTED FOR GRANTEE by:

Mayor, City of Beaverton

Approved as to legal description:

Principal Engineer

Approved as to form:

City Attorney

EXHIBIT "A"

EXHIBIT "B"