

APPENDIX A
REQUIREMENTS AND DOCUMENTATION FOR CREATION OF DEVELOPER MITIGATION DONATION LEGAL DESCRIPTIONS AND DRAWINGS FOR SUBMITTAL TO ODOT

1. The developer prepares a legal description of the land to be donated along with an exhibit drawing and forwards it to ODOT District Maintenance along with a copy of the latest vesting deed showing sufficient proof of ownership. A preliminary title report may be required of the developer at the discretion of ODOT.
2. The description shall be labeled "Exhibit A" and will contain the following:
 - a. The description shall identify the highway by the correct State Highway Name and State Highway Number. The Oregon Route Number and State Highway Name.
 - b. The parcel to be donated shall be described in a sufficient manner capable of being made certain in accordance with ORS 93.600.
 - c. The description shall state the degree of title to be conveyed. This will typically be fee simple. The developer should determine from ODOT the degree of title to be conveyed.
 - d. The description shall state the area of the parcel to be donated.
 - e. If the exhibit drawing is to be made a part of the conveyance, it shall clearly be state so in the description.
3. The exhibit drawing submitted with the parcel description shall be labeled "Exhibit B" and contain the following:
 - a. Location of the parcel to be dedicated or donated by one-fourth section, Township and Range.
 - b. Subdivision Name, Block Number and Lot Number (if applicable).
 - c. The Grantor's name and vesting deed recording.
 - d. Scale of the drawing and North Arrow.
 - e. The drawing shall identify the parcel to be donated and show any dimensions stated in the description.
 - f. The area of the parcel to be donated.
 - g. The highway shall be labeled with the correct State Highway Name, State Highway Number, and Oregon Route Number (if applicable).
 - h. If the drawing is referenced by the description, the reference shall be clearly marked on the drawing.
4. The legal description and exhibit drawing shall be prepared by a Professional Land Surveyor licensed by the State of Oregon.
5. The developer will submit the Exhibit A description and Exhibit B drawing in Adobe PDF format.