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Wasco County Road Vacation Filing/Recording Process

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The process of vacating a road is spelled out quite clearly in statute and in the County Road Manual. The process is usually initiated through the Roadmaster.

This paper is meant to outline the process of recording and filing a completed vacation, ordered by the Wasco County Court.

Once ordered:

The County Court Administrator shall cause the Order to Vacate to be:

1. Filed with the Commissioners' Journal, and
2. Recorded with the Wasco County Deeds.
3. Send copies of the recorded Order to:
 - a. Roadmaster,
 - b. County Surveyor, and
 - c. Assessor.

The County Clerk shall

1. File the Order,
2. Record the Order, and
3. If the vacation is in a Subdivision, place a copy in the appropriate Slide.

Roadmaster shall:

1. Place a recorded copy into the appropriate Road Vacation file.
2. Update the road information system (IRIS).
3. Give a copy to the GIS Coordinator.

Surveyor shall:

1. Mark the Surveyor's copy of any plat involved (incl. Document #).
2. Re-scan the Surveyor's copy.
3. Mark the Road Status Book.

Assessor shall send a copy to DOR for re-mapping.

In no case shall the original plat be marked upon.

