

UMATILLA COUNTY SURVEYOR RECORDS

DESCRIPTION OF RECORDS AND INSTRUCTIONS FOR USE

General – Records on this website include the following files: (1) A **1914 Standard Atlas** of Umatilla County, compiled and published by Geo. A. Ogle & Co., Publishers & Engravers, Chicago; (2) A **1932 Metsker's Atlas** of Umatilla County, compiled by Chas. F. Metsker C. E., Portland, Oregon, and Tacoma, Washington; (3) A folder containing **Assessor Maps** with pertinent surveys drawn on the maps; (4) A folder containing information on the limited number of **Canal and Levee Maps** in our possession; (5) A folder containing a limited number of **City Street Surveys**; (6) A Microsoft Excel data file containing state plane **Corner Search Coordinates** provided by Dennis Gaylord, P. L. S., to search for certain G. L. O. corners in Umatilla County; (7) A **Corner Use Records** folder showing which surveyors used which section, ¼-section, and 1/16th section corners in the performance of their surveys; (8) A **County Road Records** folder providing right-of-way width, establishment, and location data; (9) A **Filed Surveys** folder containing scans of all surveys and corner records that have been filed in the County; (10) A folder containing all **Original G. L. O. Plats and Field Notes** from 1859 to present that were downloaded from the B.L.M. website; (11) A folder containing all **Original Plats and Transcribed Field Notes** from 1859 to 1949; (12) A folder for **Hartman Abstract Title Company Plats** that were obtained from Ralph Thompson (now deceased), former county surveyor; (13) A **Homestead Records** folder with maps showing names of original patentees and location of patents; (14) A Microsoft Excel **Lot Surveys** file; (15) A folder containing **Old Private Surveys** from Books 1 and 2 stored in the records vault; (16) A **Public Road Records** folder containing deed information and information on vacations, legalizations, and establishments for roads other than county roads that are under the County's jurisdiction; (17) A **Railroad Maps** folder containing maps that were either scanned from records in the Surveyor's Office or downloaded from the Oregon Association of Counties website; (18) A folder containing the field notes of surveys performed by **C. E. Redfield** (Bureau of Indian Affairs Surveyor) on the Umatilla Indian Reservation between 1917 and 1920, which were provided by David Schlaich, P. L. S.; (19) A **Road Plat Book** folder showing the locations, original numbers, and recording information on all of the legally established roads in Umatilla County; (20) a folder containing information on the **State Highway Maps** we have in our possession; (21) a folder containing information on the limited number of **Utility Maps** we have in our possession; and (22) A Microsoft Excel data file with information of the contents of the job files obtained from **Wayne Harris** (now deceased), former County Surveyor, which are stored in the Surveyor's Office.

Some of the items listed above are stand-alone Microsoft Excel files. Some are folders which contain an Excel file labeled (key) to aid in searching the records. Public Road Records and G.L.O. Plats and Field Notes do not contain an Excel file. Some of the Excel files are "hyperlinked" to the actual scans; in other words, the scans can be viewed by simply clicking on the blue characters in the far left hand cell of the record you want to view. The hyperlinks work fine using Microsoft Windows Explorer, but may not work with other search engines. These files were designed for use with the filter option (not the sort option). To search for records, first choose the "Home" tab at the far upper left of the screen; then select the "Sort and Filter" option in the "Editing" box; then select the "Filter" option in the drop-down box which will add selection arrows to each column. Using the same procedure, click on "Filter" again to turn the filter off. Suggested ways to search for information in each of these files is explained below.

(1) - 1914 Standard Atlas – The 1914 Standard Atlas located in the Surveyor's Office was photographed and then converted to PDF file format. Each page of the Atlas is either a

separate township or a city. To view a particular township, open the Microsoft Excel (Key) file, turn the filter on, select the township in Column "B", then the range in Column "C", and then click on the blue highlighted "Slide No." in Column "A" or write down the slide number, exit the key file, and select the slide you want to view. To view a particular city, open the Key file, turn the filter on, select the city in Column "D", and click on the blue highlighted "Slide No." in Column "A" or write down the slide number, exit the key file, and select the slide you want to view.

(2) – 1932 Metsker's Atlas – The 1932 Metsker's Atlas located in the Surveyor's Office was photographed and then converted to PDF file format. Each page of the Atlas is a separate township. To view a particular township, open the Microsoft Excel (Key) file, turn the filter on, select the township in Column "B", then the range in Column "C", and then click on the blue highlighted "Slide No." in Column "A" or write down the slide number, exit the key file, and select the slide you want to view.

Both of these atlases can be used to view property ownerships at the times they were published. They can also give insight as to which roads were in existence in both 1914 and 1932. The roads shown are roads actually on the ground and being used and can help determine whether a road that was legally established was ever actually opened. Prior to 1903, if a legally established road had not been opened for a period of 4 years, it was automatically declared vacated. After 1903, all legally established roads needed to be vacated by a process similar to what is now ORS 368.326 to 368.366 whether they were ever opened or not. The atlases can also show if a road that was never legally established has actually been used for some time which is important in some legalization processes.

(3) – Assessor Maps – The Assessor Maps file has all of the maps in the County with tax lots labeled with surveys if any have been performed. These survey information on the maps is updated as each survey is recorded. As the maps change, every effort will be made to keep the maps updated as well.

(4) – Canal & Levee Maps – This folder contains scans of all of the canal and levee maps that we have in our possession and were able to scan. Some of the maps were too long to scan, but information for them is included in the Microsoft Excel (Key) data file. A suggested method for searching for information is to turn on the filter mode in the Excel file, then select the township, range, and section desired. The results in the far left column labeled "Slide No." will be either a blue number, indicating it is hyperlinked and can be viewed either from the Excel file or by exiting the Excel file and selecting the number from the list of PDF scans, or an "N/A-HARD COPY ONLY" statement indicating the map was too long to scan. There is also a column labeled "Hard Copy Found" which refers to the box where the map is stored in the back room of the survey office. If information is needed from one of the maps not scanned or you prefer to look at the hard copy, please feel free to come in and look. It should be remembered that the maps we have are limited and the appropriate agencies should be contacted when doing research to ensure all records have been reviewed.

(5) – City Streets – This folder contains scans of a very limited number of city street surveys, most of which are also in the "Filed Surveys" file. A suggested method for searching for information is to turn on the filter mode in the Microsoft Excel (Key) file and search by township, range, and section. All of the maps in this file have been scanned and can either be viewed by clicking on the hyperlinked slide number in the far left column or by exiting the Excel file and selecting the slide number from the list of PDF scans. Information in this file is intended to be used in conjunction with other filed surveys and subdivision plats and appropriate city personnel

should be contacted when doing research to ensure all of the available records have been reviewed.

(6) – Corner Search Coordinates – This is a Microsoft Excel data file only that contains NAD '83('91) State Plane Coordinates for some of the G. L. O. Corners in Umatilla County. The information was provided by Dennis Gaylord, P. L. S. The coordinates are accurate only for performing corner searches only and are not intended to represent the actual coordinates of the corners.

(7) – Corner Use Records – This folder contains township drawings with diamonds representing locations where there are one or more survey records showing ties to a corner or establishment or re-establishment of the corner and are broken down into 1/16th sections as the smallest subdivision. It also contains a Microsoft Excel (Key) data file with tabs at the bottom for selecting which row of townships to search. A suggested method for using this file would be to first look at the township drawing you are interested in. If there is a diamond on the corner(s) you are interested in, write the index number down (e.g., the northwest corner of Section 6 is A-01, the southeast corner of Section 6 is E-05, etc.). Open the Excel (Key) file, select the row of townships you want from the tabs at the bottom of the page, turn the filter on, select the range from the drop-down list in Column “B”, and then the Corner Designation (index number) in Column “C”. Finally, write down the survey numbers from Column “G” and look them up in the Filed Surveys or Old Private Surveys files. If no diamonds show on the corners you are interested in, no records exist that are newer than the original G. L. O. surveys, or in the case of 1/16th corners, were probably never set.

(8) – County Road Records – This folder contains records for all county roads and includes information on right-of-way widths, old original road records, deeds, legalization information, vacation information, right-of-way maps, agreements with other agencies, road transfer records, etc. It also contains a Microsoft Excel (key) data file with information on new road numbers vs. old road numbers, right-of-way widths, and year of establishment, transfer, legalization, etc. A copy of the 2011 Road Map Book is also in the file. All of the road data is in files labeled with the current road number as shown in the map book. A recommended method for researching information in this file would be to find the road in the map book and determine what the number of the road is. Next, scroll down through the file and click on the road number you want. Each road will have a PDF file labeled “ROW WIDTH”, which is a portion of the map book with the old road numbers and right of way widths drawn on. If you are searching for widths only, you need go no farther. If you need information on the location of the road, remember or write down the old road number, exit the “ROW WIDTH” PDF file, click on the “OLD ROAD RECORDS” folder, then click on the old road number you want. Information varies but will normally include a petition, viewers report, field notes, plat, road notice, and final order (not all of these records will be found in all of the roads). Also be sure to look in the deed files and plat files, if any, for the road. The deeds are listed by township, range, section, and grantor to grantee. Plats are listed by name. If the “ROW WIDTH” PDF file you looked at earlier showed a legalization on the portion of the road you are interested in, there should be a legalization file for the road with all of the records needed to complete the legalization. Old road records for the portion of the road legalized are no longer valid. Also in the files are supporting documents for vacations and transfers to cities. You are encouraged to call or stop by the road office if you have any questions.

(9) – Filed Surveys – This folder contains PDF files for all of the surveys recorded in the Umatilla County Surveyor’s Office including partition plats, subdivisions, and re-plats. It also contains a Microsoft Excel (Key) data file. There are separate files for subdivisions (including

re-plats), partition plats, GPS control stations, and corner remonumentation forms. Subdivisions and re-plats are highlighted in blue in the Excel file and partition plats are highlighted in pink. Subdivisions and re-plats are in files by book and page number and partition plats are in files by year and plat number. They both have also been assigned survey numbers for filing purposes (usually with a “-B” following the number; the “B” refers to the size of the plat, usually 18” X 24”). The plats can be viewed by clicking on the blue hyperlinked number in the far left column of the Excel file or by opening from the PDF file list if the number is known. GPS control stations are in files by survey number, township, range, section, and station name. They are also hyperlinked in the Excel file and can be viewed by clicking on the blue hyperlinked number in the far left column of the Excel file or by opening the PDF file by first clicking on the correct township and then clicking on the desired stations which are in order by township, range, section, and survey number. Remonumentation forms are in files by township, range, corner designation, and survey number. Some of the remonumentation forms are stand-alone surveys; in other words, they were filed without any other survey, and have a “-R” or “-M” following the recording number and are listed in the Excel file. The majority of the remonumentation forms are records filed in conjunction with other surveys and are not listed in the Excel file. When looking for remonumentation forms alone, it is best to ignore the excel file and search by township, range, and corner designation. All other surveys are in files by map size. 11” X 17” maps have a “-A” following the recording number, 8 ½” X 11” maps have a “-AX” following the recording number, 18” X 24” maps have a “-B” following the recording number, and 24” X 36” maps have a “-C” following the recording number. The maps can be viewed by clicking on the blue hyperlinked number in the far left column of the Excel file or by opening in the PDF file list if the number is known. The PDF files are in order by year starting in 1982 or by letter prior to then, then filing number. For example, Survey 82-002-B is survey #2 filed in 1982 and is 18” X 24”; Survey C-006-A is the 6th survey filed after the “C” prefix was started and is 11” x 17”. A recommended method of researching records in the Excel file is to turn the filter mode on, then select which township, range, and section is desired. In some areas, this will result in only a few records and they can be viewed relatively quickly by using the hyperlinks or writing the numbers down and opening the PDF files. Obviously, in populated areas, further refinement is required so either the ¼ section in Column “I” can be selected and/or the assessor map number in Column “J” can be selected. If you know who performed the survey, you can further refine the search by selecting the surveyor in Column “D”. Finally, if you know who the survey was done for, you can select that entity in Column “O”. You’ll notice that many of the entries in Column “J” are either “N/A-LINE AND CORNER INFORMATION ONLY” or “N/A-CORNER INFORMATION ONLY”. This was done to insure that information on surveys in abutting sections that may be important also shows up when performing a search. If you are not interested in this information, but the parcel surveys only, simply uncheck these two selections in the drop-down box in Column “J”. Also remember to look through the remonumentation records if this information is of any value, as most don’t show up in the Excel file.

(10) – G.L.O. Plats & Original Field Notes – This folder contains all of the original G.L.O. and B.L.M. plats and field notes from 1859 to the present for the county. They were downloaded from the B.L.M. website, converted to PDF files, and the notes were combined into “field books”. To view, select the township and range, then select plats or field notes. Plats are listed by surveyor and year. Field notes are in files by north boundary, south boundary, east boundary, west boundary, and subdivisions. There are also files for U.I.R. (Umatilla Indian Reservation), Oregon-Washington State Line, and metes and bounds where applicable. Field notes are also listed by surveyor and year.

(11) – G.L.O. Plats & Transcribed Field Notes – This folder contains all of the original G.L.O. and B.L.M. plats from 1859 to the present for the county and copies of G.L.O. notes from 1859

to 1949 that were transcribed and are in books in the survey office records vault. To view, click on appropriate township and range (or U.I.R. Boundary or Oregon-Washington State Line), then select either the plat desired, which is listed by surveyor and year, or select field notes. Field notes begin with an index which shows surveyor, contract number, date, and page number. PDF file numbers match the page numbers on the index.

(12) – Hartman Abstract Title Company plats – This folder contains all of the Hartman Abstract Title Company plats that were obtained from the files of Ralph Thompson (now deceased), former county surveyor, or brought in by others. Most of the plats were from the late 1930's and early 1940's and were drawn from recorded deeds. This folder also contains a Microsoft Excel data file labeled "Key". To view plats, turn on the filter in the Excel File, then select township, range, and section (and $\frac{1}{4}$ section if applicable) and click on blue hyperlinked "Slide No." in far left column or write down slide number, exit the Excel file, and open it from the list of PDF files. Some of these plats were recorded as surveys and are also in the "Filed Surveys" file.

(13) – Homestead Records – This folder contains a Microsoft Excel (Key) data file along with drawings showing all of the patented land in the County. The Excel file contains information on location, date, and name of patentee and was obtained from the B.L.M. website. The drawings are subdivided into township, range, section, and aliquot parts of sections as needed and are color-coded by decade. There is also a separate drawing for Pendleton (Reservation Addition). A suggested method of researching records in the Excel file is to turn the filter on and select the appropriate township and range. You can then further refine the search by selecting a section, year, and/or name, depending on how much information you have. To view the drawing, either click on the hyperlinked drawing number in Column "G", or make note of the drawing number, exit the Excel file, and select the drawing from the list of PDF files.

(14) – Lot Surveys – This is a Microsoft Excel (Key) data file showing all of the surveys performed within a recorded subdivision, including re-plats and was created to make it easier to do research if the only question was if a particular lot has been surveyed. A suggested method for using the file is to turn on the filter in the Excel file, select the desired original subdivision in Column "D", and then select the block number in Column "E" for the older subdivisions or the lot number in Column "F" for the newer subdivisions. You can then view the surveys by clicking on the hyperlinked survey number in the far left column or by making a note of the survey numbers you want to look at, exiting the Excel file, and viewing the surveys in the Filed Surveys folder.

(15) – Old Private Surveys – This folder contains private surveys done by county surveyors from 1878 through 1940 that are recorded in Books 1 and 2 that are located in the surveyor office records vault. The pages were photographed and converted into PDF files. There is also a Microsoft Excel (Key) data file with information on survey number, township, range, section, book number, page number, surveyed by whom, surveyed for whom, and date. A suggested method for using this file is to turn on the filter in the Excel file, and select the desired township, range, and section and then clicking on the blue hyperlinked survey number in the far left column or making a note of the survey number, exiting the Excel file, and selecting the number from the list of PDF files. Some of these slides are easier to read than others. If you cannot read them, please call or stop by and look at the hard copies.

(16) – Public Road Records – This folder contains information on public access roads that are not maintained by the county, but are under the county's jurisdiction. Information includes deeds that are in order by township, range, section, grantor to grantee, and date; acceptance orders that are in order by township, range, section, road name, and date; legalization and

establishment data in order by township, range, section, road name, and date; and road vacation data in order by township, range, section, name, and date. This is all of the information we had in our road records and should not be considered complete. Most of the public access roads under the county's jurisdiction were established by subdivision plats, and those records should be reviewed along with deed records along the roads to ensure all information is on hand.

(17) – Railroad Maps – This folder contains scans of most of the railroad maps stored in the back room of the survey office as well as maps obtained from the Association of Oregon Counties website. It also contains a Microsoft Excel (Key) data file with information on map number, township, range, section, map name, map date, which railroad, and where the hard copy (if any) is found. A suggested method for using the Excel file is to turn on the filter, then select the desired township, range, and section from the drop-down boxes. The maps can then be viewed by clicking on the hyperlinked slide number in the far left column or by making a note of the slide numbers and selecting them from the list of PDF files. Some of the maps were too long or wide to scan, so feel free to come in and look at any of the hard copies. They are stored in the back of the surveyor office in the location shown in Column “J” in the Excel file.

(18) – Redfield (B.I.A.) Surveys – This folder contains scans of field notes from Bureau of Indian Affairs surveys by C. E. Redfield dating from 1917 to 1920. They were provided by David Schlaich, formerly a surveyor for the U. S. Forest Service who also did work for the B. L. M. on B. I. A. lands. There is also a Microsoft Excel (Key) data file with information on township, range, section, and date. A suggested method for using this file is to turn on the filter, select the desired township, range, and section, and then click on the blue hyperlinked slide number in the far left column or by making a note of the slide numbers, exiting the Excel file, and selecting them from the list of the PDF files. This Excel file is similar to the one for Filed Surveys in that if you select a particular section, you are also going to get information for surrounding sections if any lines or corners are common.

(19) – Road Plat Book – This folder contains photos of the pages of the large road plat book located in the front of the surveyor's office. Roads were drawn in as they were established with recording and date information on the right side of each page. This book is very useful in determining which roads were legally established, which portions were vacated, what the original numbers of the roads were (many deeds refer to the old numbers), etc. There is also a Microsoft Excel (Key) data file consisting of three columns that allows you to select the township and range (each page is one township in size), then click on the hyperlinked slide number in the far left column or make a note of the slide number, exit the Excel file, and select the slide number from the list of PDF files. If you have trouble reading any of the slides, feel free to come in and look at the book or call.

(20) – State Highway Maps – This folder contains scans of some of the state highway maps stored in the back of the survey office. Due to length of some of the maps, not all were scanned. There is also a Microsoft Excel (Key) data file with information for all of the maps, scanned or not. Information includes township, range, section, highway number, map name, map date, and map number. There is also a column showing where the map is located in the back room. A suggested method for using this file is to turn the filter on, select the desired township, range, and section, then select the highway number in Column “F”. If the map has been scanned, there will be a blue hyperlinked slide number in the far left column which you can click on or make a note of the slide number and select it from the list of PDF files. If your selection brings up a “N/A-HARD COPY ONLY” message the map was not scanned and you will need to come in and look at the map. This should not be considered a complete collection

of highway maps and you should check at the Oregon Department of Transportation District Offices to ensure you have reviewed all of the records. Also, all highway surveys after 1980 or so can be found in the Filed Surveys folder.

(21) – Utility Right of Way Maps – This folder contains scans of all of the utility right of way and location maps we have on file. They include city water and sewer line location drawings, Bonneville Power Administration right of way maps, Northwest Pipeline Corporation maps, and Pacific Gas Transmission Company maps. There is also a Microsoft Excel (Key) data file with information on township, range, section, map name, and where it is stored in the back of the surveyor office. A suggested method for using this file is to turn the filter on, select the desired township, range, and section, then click on the blue hyperlinked slide number in the far left column or make a note of the slide number, exit the Excel file, and select it from the list of PDF files. It should be noted that this is a very limited collection of utility maps and the appropriate municipalities or utility companies should be contacted to ensure that all of the records have been reviewed.

(22) – Wayne Harris Files – This is a Microsoft Excel (Key) data file with information on job files obtained from Wayne Harris (now deceased), former County Surveyor. The file contains information on date, client name, location, and what is in the files. We went through each file and took out any maps that were not recorded and recorded them. The files are stored on shelves in the back of the surveyor office and each file has a number, which is in Column “B” of the Excel file. Please feel free to come in and look through the files; there may be some information that will be of value to you.