Rush, Janice (A 15-1)

Attachment A



RESOLUTION NO.

A RESOLUTION ANNEXING LAND TO THE CITY OF EUGENE (PROPERTY IDENTIFIED AS ASSESSOR'S MAP 17-04-02-34, TAX LOT 100).

The City Council of the City of Eugene finds that:

A. An annexation application was submitted by Janice M. Rush Trust on September 4, 2015, in accordance with the provisions of Section 9.7810(2) of the Eugene Code, 1971, ("EC") for annexation to the City of Eugene of the property identified as Assessor's Map 17-04-02-34, Tax Lot 100.

B. The territory proposed to be annexed is depicted on the map attached as Exhibit A to this Resolution. The legal description of the property described is attached to this Resolution as Exhibit B.

C. The City's Planning Director has submitted a written recommendation that the application be approved based on the criteria of EC 9.7825. The Planning Director's Recommendation is attached as Exhibit C.

D. On October 23, 2015, a notice containing the street address and assessor's map and tax lot number, a description of the land proposed to be annexed, and the Planning Director's preliminary recommendation was mailed to the applicants, owners and occupants of property within 500 feet of the subject property, and the Santa Clara Community Organization. The notice advised that the City Council would consider the Planning Director's full recommendation on the proposed annexation on November 23, 2015.

E. After considering the Planning Director's recommendation, the City Council finds that the application should be approved.

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a Municipal Corporation of the State of Oregon, as follows:

<u>Section 1</u>. Based on the above findings and the Planning Director's Recommendation and Findings attached as Exhibit C which are adopted in support of this Resolution, it is ordered that the land identified as Assessor's Map 17-04-02-34, Tax Lot 100 on the map attached as Exhibit A, and described in the attached Exhibit B, is annexed to the City of Eugene.

<u>Section 2</u>. This Resolution is effective immediately upon its passage by the City Council. The annexation and automatic rezoning of the land from AG/UL to AG pursuant to EC 9.7820(3) shall become effective in accordance with State law.

The foregoing Resolution adopted the 23rd day of November, 2015.

City Recorder



Exhibit B

Legal Description for the Annexation of the Rush Property to the City of Eugene SW 1/4 SEC. 2 T 17 S, R 4 W W.M. Assessor's Map No. 17-04-02-34, TL No. 100 October 1, 2015 REVISED

Beginning at a point on the center of Irvington Drive, 3461.50 feet North 89°57'58" East from the Southeast corner of the Marion Scott D.L.C. No. 56 in Township 17 South, Range 4 West of the Willamette Meridian; thence leaving said centerline and running North 00°02'02" West 33.45 feet to a point on the north margin of Irvington Drive as dedicated to Lane County through an instrument recorded August 28, 2002 Recep. No. 2002-066733 Lane County Oregon Deeds and Records; thence along the north margin of Irvington Drive South 89°25'00" East 16.00 feet to a point on the west boundary of that certain tract of land described in an instrument recorded June 11, 1984 Inst. No. 84-24898 and 84-24899 Lane County Oregon Deeds and Records; thence leaving said north margin and running along the west boundary of said last described tract North 00°02'02" West 104.72 feet to the northwest corner thereof; thence North 89°57'58" East 89.78 feet to the northeast corner thereof; thence along the east boundary of said last described tract South 00°02'02" East 178.27 feet to a point on the south margin of Irvington Drive as dedicated to Lane County though an instrument recorded June 25, 1970, Instr No. 10410 Lane County Oregon Deeds and Records; thence along the south margin of Irvington Drive South 89°59'04" West 105.78 feet to a point which bears South 00°02'02" East from the point of beginning; thence North 00°02'02" West 40.24 feet to the point of beginning, all in Lane County Oregon.

Bearings used hereon are based on the plat of Thompson Meadows as platted and recorded December 30, 1999 in File 75, Slides 926-931 Lane County Oregon Plat Records.



Exhibit C



Planning Director's Findings and Recommendation Annexation Request for Rush, Janice (City File A 15-1)

Application Submitted: September 4, 2015

Applicant: Janice Rush

Property Included in Annexation Request: Tax Lot 100 of Assessor's Map 17-04-02-34

Zoning: AG/UL Agricultural with Urbanizable Lands Overlay

Location: 85 Irvington Drive; North side of Irvington Drive, west of River Road

Representative: Bill Kloos, Law Office of Bill Kloos, PC

Lead City Staff: Erik Berg-Johansen, City of Eugene Planning Division, 541/682-5437

EVALULATION:

Based on the information provided by the applicant, the City has determined that this request complies with Eugene Code (EC) Section 9.7805 Annexation - Applicability. As such, it is subject to review and approval in accordance with the requirements, application criteria and procedures of EC 9.7800 through 9.7835. The applicable approval criteria are presented below in bold typeface with findings and conclusions following each.

EC 9.7825	(a) (b) \$	land proposed to be annexed is within the city's urban growth boundary and is: Contiguous to the city limits; or Separated from the city only by a public right of way or a stream, bay, lake or other body of vater.			
CompliesFindings: The annexation area is within the City's urban growth boundary (UGB), and asYESNOIONO					
EC 9.782		proposed annexation is consistent with applicable policies in the Metro Plan and in any icable refinement plans.			
Com		Findings: Several policies from the Metro Plan provide support for this annexation by			
⊠YES					
		Policy 8. Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:			
		a. A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.			
	b. There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the Metro Plan. (page II-C-4)				
	Policy 10. Annexation to a city through normal processes shall continue to be the highest priority. (page II-C-4).				
		Policy 16. Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban. (page II-C-5)			

		The <u>Metro Plan</u> designates the annexation area as appropriate for commercial use. The <u>River Road</u> - <u>Santa Clara Urban Facilities Plan (RR/SC UFP)</u> is the adopted refinement plan for the subject properties and also designates the area for commercial uses. The property is currently zoned AG/UL Agricultural with Urbanizable Land Overlay. The /UL overlay will be automatically removed from the zoning following annexation approval. With regard to applicable policies of the <u>RR/SC UFP</u> , the subject property is within the "River Road/Wilkes" subarea; however, none of the policies applied to the subarea appear to be directly applicable to the subject request. Further, none of the general "Residential Land Use Policies" at Section 2.2 appear to be directly applicable to the subject request. The "Public Facilities and Services Element" policies of the <u>RR/SC UFP</u> are directed at local government; however, the premise of these policies (regarding the provision of urban services) is the assumption that the properties within the UGB will be annexed. As previously discussed in this subsection, and further detailed under subsection (3) below, the proposed annexation is consistent with Metro Plan growth management policies and can be served by the minimum level of key urban services. The annexation procedures beginning at EC 9.7800 are consistent with State law and therefore, as found throughout this report, the annexation is consistent with State law.
		Therefore, based on the findings above, the proposal is consistent with the applicable policies of the Metro Plan and applicable refinement plan.
EC 9.782	5(3) The	e proposed annexation will result in a boundary in which the minimum level of key urban
	fac	ilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and
Com	tin plies	Findings: Consistent with this criterion, the proposed annexation will result in a boundary in
		which the minimum level of key urban facilities and services can be provided in an orderly, efficient, and timely manner as detailed below:
		Wastewater Public wastewater is available to serve the subject property. There is an existing 12-inch line within Irvington Drive; sewer connection record #32130 is evidence of an existing connection from the residence to this system. There are no liens or assessments of record due.
		<u>Stormwater</u> There are public stormwater facilities within Irvington Drive; discharge to this system is dependent on available capacity and jurisdiction of the facility. Stormwater may be accommodated on site if infiltration rates demonstrate feasibility. Compliance with applicable stormwater development standards will be ensured at the time of development.
		<u>Transportation</u> The subject property abuts Irvington Drive, a Lane County facility, classified as a minor arterial by the City of Eugene.
		Solid Waste Collection service is provided by private firms. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.
		Water and Electric Eugene Water and Electric Board (EWEB) Water staff confirm that the property is currently served with water and electric, and therefore has no objection to the annexation.

Public SafetyPolice protection can be extended to this site upon annexation consistent with service provisionthrough the City. Fire protection will be provided by the City of Eugene Fire Department.Emergency medical services are currently provided on a regional basis by the cities of Eugene andSpringfield to central Lane County and will continue in the same manner upon annexation.
Parks and Recreation A minimum level of park service can be provided to the proposal area as prescribed in the Metro Plan.
<u>Planning and Development Services</u> Planning and building permit services are provided for all properties located within the urban growth boundary by the City of Eugene. The Eugene Code, Chapter 9, will provide the required land use controls for future development of the subject property upon annexation.
<u>Communications</u> A variety of telecommunications providers offer communications services throughout the Eugene/Springfield area.
Public Schools The subject property is within Eugene School District 4J and is within the district boundary of Spring Creek Elementary School, Madison Middle School, and North Eugene High School.

CONCLUSION:

Based on the above findings, information submitted to date, and the criteria set forth in EC 9.7825, the proposed annexation is consistent with the applicable approval criteria. A map and legal description showing the area subject to annexation are included in the application file for reference. The effective date is set in accordance with state law.

INFORMATION:

- Upon approval of the annexation, the base zoning of AG Agricultural will remain; however, the /UL Urbanizable Lands overlay will be automatically removed from the annexation area. Please contact the Permit Information Center, Planner-on-Duty at 682-5377 for more information.
- Approval of this annexation does not relieve the applicant from complying with applicable codes and statutory requirements.

LAW OFFICE OF BILL KLOOS, PC

OREGON LAND USE LAW

375 W. 4TH STREET, SUITE 204 EUGENE, OR 97401 TEL (541) 343-8596 FAX (541) 343-8702 E-MAIL BILLKLOOS@LANDUSEOREGON.COM

October 2, 2015

Eugene Planning and Development Atrium Building Attn.: Erik Berg-Johansen 99 West 10th Ave. Eugene, OR 97401



OCT 0 5 2015

CITY OF EUGENE BUILDING & PERMIT SVCS

Re: A-15-001, Rush annexation, response to completeness review

Erik, thank you for your letter of September 25, 2015, and for returning my call earlier today. You indicated it would be necessary to revise the application narrative, the legal description, and the site plan before the application could be deemed complete for processing. Please find attached a revised site plan and legal description.

In regard to the narrative, the following proposed findings are intended to replace the proposed findings from the corresponding section in the original narrative:

<u>EC 9.7825 Annexation – Approval Criteria.</u> The city council shall approve, modify and approve, or deny a proposed annexation based on the application's consistency with the following:

- (1) The land proposed to be annexed is within the city's urban growth boundary and is:
 - (a) Contiguous to the city limits; or
 - (b) Separated from the city only by a public right of way or a stream, bay, lake or other body of water.

<u>Applicant's proposed finding:</u> the subject property is within the city's UGB. The subject property is not immediately contiguous with city limits, but in one direction it is separated from city limits only by a public ROW. In addition to the property owned by the applicant, the applicant is also requesting to annex the full width of the public ROW that extends along the south boundary of tax lot 100, and also that portion of the public ROW to the west, between the applicant's property and the existing boundary of the city limits. By including this portion of public ROW in the annexation request, the applicant's property will be directly contiguous with city limits. The territory proposed to be annexed, including both the applicant's property and the public ROW, are depicted in the attached site plan, and are described in the attached legal description.

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Attachment C

Rush annexation; response to completeness letter October 2, 2015 Page 2 of 2

The revised materials address the items you deemed to be incomplete. With this submission, please deem the application complete and inform me as to the date that you have done so.

Sincerely, VIRE Huggeron IF Nick Klingensmith

cc: Client

Legal Description for the Annexation of the Rush Property to the City of Eugene SW 1/4 SEC. 2 T 17 S, R 4 W W.M. Assessor's Map No. 17-04-02-34, TL No. 100 October 1, 2015 REVISED

Beginning at a point on the center of Irvington Drive, 3461.50 feet North 89°57'58" East from the Southeast corner of the Marion Scott D.L.C. No. 56 in Township 17 South, Range 4 West of the Willamette Meridian; thence leaving said centerline and running North 00°02'02" West 33.45 feet to a point on the north margin of Irvington Drive as dedicated to Lane County through an instrument recorded August 28, 2002 Recep. No. 2002-066733 Lane County Oregon Deeds and Records; thence along the north margin of Irvington Drive South 89°25'00" East 16.00 feet to a point on the west boundary of that certain tract of land described in an instrument recorded June 11, 1984 Inst. No. 84-24898 and 84-24899 Lane County Oregon Deeds and Records; thence leaving said north margin and running along the west boundary of said last described tract North 00°02'02" West 104.72 feet to the northwest corner thereof; thence North 89°57'58" East 89.78 feet to the northeast corner thereof; thence along the east boundary of said last described tract South 00°02'02" East 178.27 feet to a point on the south margin of Irvington Drive as dedicated to Lane County though an instrument recorded June 25, 1970, Instr No. 10410 Lane County Oregon Deeds and Records; thence along the south margin of Irvington Drive South 89°59'04" West 105.78 feet to a point which bears South 00°02'02" East from the point of beginning; thence North 00°02'02" West 40.24 feet to the point of beginning, all in Lane County Oregon.

Bearings used hereon are based on the plat of Thompson Meadows as platted and recorded December 30, 1999 in File 75, Slides 926-931 Lane County Oregon Plat Records.



Attachment C

Certification of Description

Pursuant to EC 9.7810(7), Annexation Application Requirements, I hereby certify the metes and bounds description of the real property proposed for annexation closes; and the map outlining the boundary is a true representation of the description.

Signature:	mather A. Oakes		10.02.2015	
R	egistered Land Surveyor		Date	
Print Name:	- ONIA TOLANI A.	OARER,		

Seal:

. .

REGISTERED 0 SUR OR mithe A OREGON JONATHAN A. OAKES Expires: Dec 31. 2016



Attachment C

Application #:
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2008 -

OA = Oakridge	FL = Florence	CR = Creswell	* CB = Coburg
e SP = Springfield	JC = Junction City	EU = Eugene	CG = Cottage Grove

PETITION

Petition Signature Sheet Annexation by Individuals

We, the following property owners/electors, consent to the annexation of the following territory to the City of (Insert Name of City): $\mathcal{C} \mathcal{V} \mathcal{V} \mathcal{C}$

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	Note:, With the above signature(s), I am attesting that I have the authority to consent to annexation on my own behalf or on behalf of my firm or agency. (Attach evidence of such authorization when applicable.)	3				m Rush, Truster 1/1/15	Date Signed m/d/y	we, are ronowing properly owned, electrony, conserve are annexation of the ronowing control y
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(printed indrie of circulator)	isent to ann					Janice M. Rush, trustee Janice M. Rush trust	Prim	to the a
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ומנפעפו	half of my fir					94 Irvington Dr. Eugene, OR 97404	Residence Address (street, city, zip code)	0
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CERTIFICATION OF PROPERTY OWNERS

that_ of 100 (%) of the landowners and 100 (%) of the acres as determined by the map and may not yet be reflected on the A&T computerized tax roll. The total landowners in the proposed annexation are _ tax lots attached to the petition. A&T is not responsible for subsequent deed activity which (qty) landowners (or legal representatives) listed on this petition represent a total _ (qty). This petition reflects

CERTIFICATION OF ELECTORS

active registered voters that are registered in the proposed annexation. that this petition includes $\underline{\bigcirc}$ valid signatures representing $\underline{/\bigcirc}$ (%) of the total The total active registered voters in the proposed annexation are . I hereby certify

Lane County Department of Assessment and Taxation

Date Certified 9-2-1

ZZ

Lane County,Clerk or Deputy Signature

RECEIVED

Date Certified

SEP 0.2 2015

SSESSMENT & TAXATION

LANE COUNTY

Page 1

Attachment C

2

LANE COUNTY

柔						
		Property Acco	ount Summary			
		As Of 9/2/2015	Status: Active			
Account No.	0341238	All	ernate Property N	umber: 17040234	100100	
Account Typ	e: Real Property					
TCA:	00417					
Situs Addres	s: 85 IRVINGTON DR EUGENE OR 97404					
Legal:	Township 17 Range 04 Section	on 02 Quarter 34 TL 0	0100			
Parties:						
Role	Name & Address	NGANING A A SEC 4 4 4 4 4 1 4 1 4 1 4 1 4 1 4 1 4 1 4		**************************************		
Owner	JANICE M RUSH TRUST 94 IRVINGTON DR EUGENE OR 97404		Martin Sara ya nyana akao makao m	Muthed and American and an and an and an and an and an an and an an and an		
Taxpayer	JANICE M RUSH TRUST 94 IRVINGTON DR EUGENE OR 97404					
Trustee	RUSH JANICE M 94 IRVINGTON DR EUGENE OR 97404					
Property Val	les:					
Value Name		2014	2013	2012	2011	2010
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AVR		\$41,691	\$40,477	\$39,298	\$38,153	\$37,042
TVR		\$41,691	\$40,477	\$39,298	\$38,153	\$37,042
Property Cha	racteristics:					
Tax Year C	naracteristic	1	/alue			
2014 Pi	operty Class		101 Res conforming	improved		
	nange Property Ratio		XX Residential			
	ze	-	0.21			
	ode Split		N			
N	eighborhood		131500			
Exemptions:						
			Depart			
		(End of	кероп)			

Consent to Annexation

Consent is hereby given to the annexation by the City of Eugene, Oregon of the following described real property:

Map and Tax Lot: Map 17-04-02-34 tax lot 00100Address: 85 Irvington Dr., Eugene, OR 97404

Legal Description:

[see exhibit]

In the corporate limits of said city, which is owned by the undersigned

DATED this _____ day of <u>Aupl</u>, 20<u>15</u>

)ss

In m Rich, Grustee

Janice M. Rush, trustee

Janice M. Rush trust

STATE OF OREGON)

County of

) On this 1⁵⁴ day of <u>Septenker</u>, 20<u>15</u>, before me, the undersigned, a notary public in and for the said county and state, personally appeared the within-named, JANICK M. KUSH

who is known to me to be the identical individual described herein and who executed the same freely and voluntarily.

Seal:



IN TESTIMONY WHEREOF, I have hereunto set my hand and seal the day and year last above written.

Alle

Notary Public for Oregon My Commission Expires____

Summary of Urban Service Provision

This form is intended as a guide to assist applicants in demonstrating that a minimum level of key urban services can be provided to the area proposed for annexation. Space is provided on this form for you to provide detailed information on service provision. Please add additional pages if necessary to provide details of servicing issues related to the area you are annexing. To assist you in providing this information, some contacts are listed below. For large or difficult to serve properties, you may wish to contact a private land use planning consultant to prepare your application.

Property Owner(s) Name: Janice M. Rush Trust

Assessor's Map and Tax Lot Numbers for Properties Proposed for Annexation (For example: Map 17-03-19-31, Tax Lot 100)

Map 17-04-02-34, tax lot 00100

Wastewater -- All new development must connect to the wastewater (sanitary sewer) system. Is wastewater service available to serve the area proposed for annexation? (For more information, contact the Engineering staff at the City of Eugene Permit and Information Center. or call 541-682-8400.)

The property(ies) in this annexation request:

X will be served from an existing gravity wastewater line.

Location and size of existing wastewater line: Irvington Dr., 12" line

_____ will be served by an extension of an existing gravity wastewater line.

Where will a wastewater line be extended from? When will it be extended? By whom?

Stormwater -- Site plans for all new development must provide for drainage to an approved system consistent with the Comprehensive Stormwater Management Plan. City approval for storm drainage will be required as part of the development process. (For more information, contact the Engineering staff at the City of Eugene Permit and Information Center or call 541-682-8400.)

Is the site currently served by an approved stormwater system? Yes If yes, location? Irvington Dr., 24".

If no, how will stormwater be handled after development? -

Streets – What existing streets provide access to this site. List existing streets that provide access to this site from River Road, the Northwest Expressway, or Beltline Highway. <u>Irvington Dr. intersects directly with River Rd. a short</u> distance

to the east of the subject property.

Will dedication for additional street right-of-way be required upon further development of this site?

Unknown

_____Yes ____X___No ____

Will existing streets be extended or new streets constructed upon further development of this site?

_____Yes ____X_No ____Unknown

(For more information, contact the City of Eugene Public Works staff at (682-6004.)

Parks, Recreation, and Cultural Services

Systems Development revenues generated by new development and Ballot Measure 20-30, which authorized the issuance of \$25.3 million in general revenue bonds, will help to fund future City park acquisition and development in this area and throughout the city. Please list the parks and recreation facilities that already exist or are planned in the general vicinity of the property(ies) included in this annexation:

The subject property is within the River Road Parks and Recreation District.

Lane County GIS map shows five parks within one mile of the subject property: Filbert Meadows, Arrowhead, Ferndale, Terra Linda and Awbrey.

Key services, defined by the Metropolitan Plan as parks and recreation programs, will be available to new city residents in this area on an equal basis with residents throughout the city.

Public Safety

Police services - Police protection can be extended to this site upon annexation consistent with service provision throughout the city.

For River Road/Santa Clara area-

Police services - Police protection can be extended to this site upon annexation consistent with service provision throughout the city. Police currently travel along River Road to provide service to areas throughout the River Road and Santa Clara area. Infill annexations and development in this area will increase the efficiency of service delivery to this area.

Fire and emergency services (Please indicate which fire district serves subject property.)

_____ Santa Clara - Fire protection services are currently provided to the subject property by the Santa Clara Rural Fire Protection District.

River Road - Fire and emergency services - Fire protection is currently provided to the subject property by the River Road Water District under contract with the City of Eugene. Upon annexation, fire protection will be provided directly by the City of Eugene Fire & EMS Department.

Emergency medical transport (i.e., ambulance) services are currently provided on a regional basis by Eugene, Springfield, and Lane Rural Fire/Rescue to central Lane County, including the River Road and Santa Clara areas. After annexation, this service will continue to be provided by the current provider. All ambulance service providers have mutual aid agreements and provide back-up service into the other providers' areas.

Planning and Development Services -- Planning and building permit services are provided to the area outside the city limits but within the urban growth boundary by the City of Eugene. This service would continue after annexation.

EWEB (Eugene Water and Electric Board) currently provides water and electric service in the Eugene area and can provide service to new development in the River Road and Santa Clara area upon annexation. Some properties in northern Eugene receive electric service from EPUD (Emerald People's Utility District). Some properties in south Eugene receive electric services from the Lane Electric Cooperative; please note if this is the case for your property. For more information contact EWEB, ph. 484- 2411, EPUD, ph. 746-1583 or Lane Electric Co-op, 484-1151.

Electric Service – Which electric company will serve this site? EWEB

Water Service -- Please provide the size and location of the water main closest to your

property. EWEB

There is a water main in Irvington Dr.

Solid Waste -- Solid waste collection service is provided by private firms. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.

Natural Gas -- Northwest Natural Gas can extend service to new development in this area.

Communications -- US West Communications and a variety of other telecommunications providers offer communications services throughout the Eugene/Springfield Area.





EUGENE

4 2

Attachment C



Planning & Development Planning City of Eugene 99 West 10th Avenue Eugene, Oregon 97401 (541) 682-5377 (541) 682-5572 Fax www.eugene-or.gov

ANNEXATION APPLICATION

Please complete the following application checklist. Note that additional information may be required upon further review in order to adequately address the applicable criteria for approval. If you have any questions about filling out this application, please contact Planning staff at the Permit and Information Center, phone (541)682-5377, 99 West 10th Avenue, Eugene.

List all Assessor's Map and Tax Lot numbers of the property included in the request.

Assessor's Map	Tax Lot	Zoning	Acreage
17-04-02-34	00100	AG/UL	0.22

Property Address: 85 Irvington Dr., Eugene, OR 97404

Plans for Future Development & Permit Number (if applicable): Development of single family residence

Public Service Districts:

	Name			
Parks:	River Road Parks and R	River Road Parks and Recreation District		
Electric:	EWEB			
Water:	EWEB			
Sanitary Sewer:	Lane County Metropolit	an Wastewater Service D	District	
Fire:	Santa Clara RFPD			
Schools:	Elementary: Spring Creek	Middle: Madison	High: North Eugene	
Other:				

Filing Fee

A filing fee must accompany all applications. The fee varies depending upon the type of application and is adjusted periodically by the City Manager. Check with Planning staff at the Permit and Information Center to determine the required fee or check website at www.eugeneplanning.org

Annexation Application Form Last Revised May, 2009

Written Statement (Submit 5 copies)

Submit a detailed written statement describing <u>how</u> this request is consistent with all applicable criteria (Section 9.7825 of the Eugene Code).

Site Plan Requirements

Submit 8 copies of a site plan, drawn to an engineer's scale on 8 ½" x 14" sheet of paper. Site plans shall include the following information:

Show the date & north arrow on site plan.

Show the Assessor's Map and Tax Lot number(s) on the site plan.

Show a vicinity map on the site plan (vicinity map does not need to be to scale).

Show city limits & UGB (if applicable)

Clearly label the affected territory and any public right of ways to be annexed.

Show all adjacent streets, alleys, and accessways.

Show all dimensions of existing public utility easements and any other areas restricting use of the parcels, such as conservation areas, slope easements, access easements, etc.

Show the location of all existing structures.

Other Application Requirements (Submit 5 copies of all)

Petition for Annexation form listing all owners, including partial owners, and electors. This form includes the Certification of Electors which must be signed by the Lane County Elections/Voter Registration Department and also includes the Verification (Certification) of Property Owners which must be signed by the Lane County Department of Assessment and Taxation. *This form is required even if the land is vacant.*

Notarized Consent to Annexation form.

A legal description of the land proposed for annexation, including any public right of way prepared by a registered land surveyor. Oregon Revised Statues (ORS) 308.225 requires submittal of a closing metes and bounds description or subdivision block and lot number description. Please see example of acceptable legal descriptions contained in the application packet. The legal description must exactly correspond with the map included with the application or the Assessor's map.

Summary of Urban Service Provision form.

A county Assessor's cadastral map. (Available at Lane County Assessment & Taxation)

Census Information Sheet.

Note: This is not a complete list of requirements. Additional information may be required after further review in order to adequately address the applicable approval criteria.

By signing, the undersigned certifies that he/she has read and understood the submittal requirements outlined, and that he/she understands that omission of any listed item may cause delay in processing the application. I (We), the undersigned, acknowledge that the information supplied in this application is complete and accurate to the best of my (our) knowledge.

PROPERTY OWNER OF TAX LOT: <u>100</u>	-
Name (print): Janice M. Rush Trust	ice m Rush, trustee
Address: 94 Irvington Dr.	Email:
City/State/Zip: Eugene, OR 97404	Phone: 541870 7975 541-6886838
Signature: In m Trush, Trustee	-Date: 9/, / i_S ¥
PROPERTY OWNER OF TAX LOT:	
Name (print):	
Address:	Email:
City/State/Zip:	Phone: Fax:
Signature:	Date:
PROPERTY OWNER OF TAX LOT:	
Name (print):	
Address:	Email:
City/State/Zip:	Phone: Fax:
Signature:	Date:
SURVEYOR:	
Name (print): Jonathan Oakes	
Company/Organization: Poage Engineering	
Address: P.O. Box 2527	

Attachment C

	541-485-4505	
City/State/Zip: Eugene Oregon 97401	Phone:	Fax:
E-mail: oakes@poage.net		
Signature: [see surveyor's certificate of description]	Date:	
REPRESENTATIVE (If different from Surveyor):		
Name (print): Bill Kloos		
Company/Organization: Law Office of Bill Kloos, PC	2	
Address: 375 w. 4TH Ave, Suite 204		
City/State/Zip: Eugene, OR 97401	Phone: 541-954-1260) _{Fax:}
E-mail: billkloos@landuseoregon.com	- Bill Kors Date:	-2-15

****Attached additional sheets if necessary.**

Attachment D

COUNCIL RESOLUTION NO. 4903

-00000000

A RESOLUTION AMENDING THE ADMINISTRATIVE GUIDELINES FOR ANNEXATIONS ADOPTED BY RESOLUTION NO. 4358 OF THE CITY COUNCIL.

PASSED: 8:0

REJECTED:

OPPOSED:

ABSENT:

RECUSED:

CONSIDERED: April 11, 2007

RESOLUTION NO. 4903

A RESOLUTION AMENDING THE ADMINISTRATIVE GUIDELINES FOR ANNEXATIONS ADOPTED BY RESOLUTION NO. 4358 OF THE CITY COUNCIL.

The City Council of the City of Eugene finds that:

A. Administrative Guidelines for Annexation Proposals (the Guidelines) were adopted by Resolution No. 4358 of the City Council on January 25, 1993. The Guidelines, which were attached as Exhibit A to Resolution No. 4358 were adopted as City policy to be utilized, together with such other criteria as may be required under state law and adopted City policy, in the formation, processing and adjudication of annexation proposals.

B. Copies of Resolution 4358, including its Exhibit A, were forwarded to the City's Planning Commission, Planning and Development Department and other affected City departments to ensure the Guidelines were considered and evaluated in the processing and development of annexation proposals to be initiated before the Lane County Local Government Boundary Commission.

C. The second paragraph under the Annexation Initiation and Formation Guidelines section of the Guidelines sets forth the conditions under which property owner initiated annexation requests should be expanded to include road rights-of-way or public land. The City Council has directed that the city manager halt the practice of adding right-of-way to annexation requests in the River Road/Santa Clara area where such additions would create islands of unincorporated properties, and the Guidelines should be amended to explicitly recognize this direction.

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EUGENE, a Municipal Corporation of the State of Oregon, as follows:

<u>Section 1</u>. Based on the above findings, which are hereby adopted, the lead sentence for the second paragraph under the Annexation Initiation and Formation Guidelines section of the Guidelines attached as Exhibit A to Resolution No. 4358 is amended by revising and adding language to read as follows:

"Under any of the following conditions property owner initiated annexation requests may be expanded to include road rights-of-way or public land except where adding right of way would create islands of unincorporated properties in the River Road/Santa Clara area."

Section 2. The City Recorder is requested to append a copy of this Resolution to Resolution No. 4358, and to forward copies to the City's Planning Commission, Planning and Development Department, Lane County Local Government Boundary Commission, and other affected agencies or departments.

Section 3. Except as herein amended, all other provisions of Resolution No. 4358, and the Administrative Guidelines for Annexations adopted therein, remain in full force and effect.

Section 4. This Resolution shall become effective immediately upon its adoption.

The foregoing Resolution adopted the 11th day of April, 2007.

MUN HU. City Recorder