



A place where families and businesses thrive.

Annexation Application and Petition

File Number _____

SECTION I

Ownership and Applicant Information

Property Owner(s)

Name(s) _____

Mailing Address _____ City _____ State _____ Zip _____

Phone# _____ Email Address _____

Applicant/Owner Representative

Name(s) _____

Mailing Address _____ City _____ State _____ Zip _____

Phone# _____ Email Address _____

Applicant's interest in property _____

SECTION II

Site Location and Description

Tax Map#(s) _____ Tax Lot#(s) _____

Frontage Street or Address _____

Nearest Cross Street _____

Land Area (square feet or acres) _____

Current Forest Grove Comprehensive Plan Designation _____

Current Zoning _____ Proposed Zoning _____

General Site Information

Is the site located within the Urban Growth Boundary? Yes No

If no, has an application for a UGB boundary amendment been filed with Metro? Yes No

Is this site located within the Metro Boundary? Yes No

If no has an application for annexation to the Metro boundary been filed with Metro? Yes No

Is the site located within the Clean Water Services Boundary (CWS)? Yes No

If no, has an application for annexation to the CWS boundary been filed with CWS? Yes No

Please indicate which of the following services are currently provided to the property

Water Sanitary Sewer Septic Storm Sewer

Please indicate the approximate size and distance to the nearest public water and/or sanitary sewer line:

Existing Land Use: Number of single-family units _____ Number of Multi-family units _____

Number of commercial structures _____ Square Feet _____

Number of industrial structures _____ Square Feet _____

Total existing population residing within area subject to annexation _____

Please describe in general terms the reason for requesting annexation to the City of Forest Grove including general plans for future development (timing and type of development):

SECTION III

The annexation application must include a written response to both the annexation and zoning map amendment approval criteria and decision factors identified below. Please use a separate sheet of paper for your responses and attach it to the annexation application packet.

Annexation Application Approval Criteria and Decision Factors

1. State whether or not the property to be annexed is adjacent to the City of Forest Grove city limits.
2. Describe how the annexation:
 - a. Promotes the timely, orderly and economic provision of public facilities and services;
 - b. Would affect the quality and quantity of urban service; and
 - c. Whether the annexation would eliminate or avoid unnecessary duplication of facilities or services.

Criteria and Decision Factors for Concurrent Zoning Map Amendment

Describe how:

1. The zone change requested is consistent with the Forest Grove Comprehensive Plan Map.
2. The zone change is consistent with the relevant goals and policies of the Comprehensive Plan as identified by the Forest Grove Community Development Director.
3. The site is suitable for the proposed zone and there is a lack of appropriate designated alternative sites within the vicinity.
4. The zone change is consistent with the adopted Transportation System Plan. Development allowed by the zone change will not substantially impact the functional classification or operation of transportation facilities, or reduce the level of service of transportation facilities below the minimum acceptable level identified in the Transportation System Plan.

5. Public facilities and services for water supply, sanitary waste disposal, storm water disposal, and police and fire protection are capable of supporting the uses allowed by the zone. Adequacy of services is based on the projected service demands of the site and the ability of the public services to accommodate those demands.
6. The establishment of a zone district is not subject to the meeting of conditions.

SECTION IV

Submittal Requirements

1. Completed Land Use Application;
2. Completed annexation application and petition including all information required for Section I through Section III above and Section V below;
3. Map and narrative legal description for the subject territory for approval by the Oregon Department of Revenue;
4. A list of the names and mailing addresses of all property owners and electors in the subject territory as shown by the Washington County tax assessor and Washington County clerk;
5. Petition signed by the required number of property owners and electors consenting to the annexation;
6. Written response to the annexation and zoning map amendment approval criteria and decision factors; and
7. Payment of the required application filing deposits and fees.

SECTION V

Petition for Annexation to the City of Forest Grove

To: The City Council of the City of Forest Grove, Oregon

We, the undersigned property owners of and/or registered voters in the area described below, hereby petition for, and give our consent to, annexation of the area to the City of Forest Grove.

Signature	Printed Name	Address	Tax Map and Lot Number	Date	I am a PO/RV/OV*

*PO = Property Owner

RV = Registered Voter

OV = Property Owner and Registered Voter