

# City of Ontario Planning and Zoning Application Form

444 SW 4<sup>th</sup> Street, Ontario, OR 97914

Community Development Center: 458 SW 3rd Street

Voice (541) 881-3222 / (541) 881-3224

Fax (541) 881-3251



## CONSENT TO ANNEXATION

**FILE #** \_\_\_\_\_

**Date Received** \_\_\_\_\_

**Fee: \$421.00 + \$260.00 = \$681.00**

(Mailing & Advertising \$260.00)

**Time Received** \_\_\_\_\_

**PDAC Date:** \_\_\_\_\_

**Fee: PLUS 2 cents per square foot**

**Accepted as Complete** \_\_\_\_\_

**Know all men by these presents, that we, the undersigned, being owners, contract purchasers, mortgagees, or security holders upon a portion of land described below and which is proposed to be annexed to the City of Ontario, do hereby give our irrevocable consent that such land be annexed to the City of Ontario, and that our consent may be filed with the City Council of Ontario Oregon and that no election shall be held in said territory or notices posted therein. This consent is given pursuant to ORS Section 222.170.**

Name \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Signature \_\_\_\_\_

The above signatures on the original consents were filed in the office of the City Recorder in accordance with State Statute. The above parties are all the property owners within the territory to be annexed.

\_\_\_\_\_  
*City Recorder*

### Property information:

Address \_\_\_\_\_

Tax Map # \_\_\_\_\_

Tax Lot #(s) \_\_\_\_\_

Tax Map # \_\_\_\_\_

Tax Lot #(s) \_\_\_\_\_

Lot size \_\_\_\_\_

Zoning \_\_\_\_\_

Existing use \_\_\_\_\_

Proposed City zone \_\_\_\_\_

**Please provide a legal description on a separate sheet.**

### OFFICE USE ONLY

**120 day time limit**

Accepted as complete \_\_\_\_\_

Final decision by \_\_\_\_\_

**DLCD 45-day notice required**

Y/N \_\_\_\_\_ Date mailed \_\_\_\_\_

Date of first hearing \_\_\_\_\_

Notice of PC Hearing

Date mailed \_\_\_\_\_

Posted on site \_\_\_\_\_

Notice to media

Publication date \_\_\_\_\_

Emailed \_\_\_\_\_

**Hearing dates**

PC \_\_\_\_\_

CC \_\_\_\_\_

Notice of Decision

Date mailed \_\_\_\_\_

Appeal deadline \_\_\_\_\_

Legal description to DOR

\_\_\_\_\_

Associated applications

\_\_\_\_\_

**10B-45-05 PURPOSE AND AUTHORITY.** Annexations shall be processed according to the provisions of the Oregon Revised Statutes, The Comprehensive Plan and provisions of this Title. The inclusion of land within the urban growth boundaries as shown on the comprehensive plan shall be evidence of the annexability of the land if other statutory criteria are met, and therefore no land hearing on the subject of annexability need be held.

**10B-45-10 INITIATION OF ACTION.** When a person, authorized by statute, wishes to extend the city's boundaries, an application on forms supplied by the city shall be filed with the Planning Director and which include: annexation consent forms, by the property owners, and by tenants if required by law or court decision; request for a change in zoning map designation, or plan change if required; request for other quasi-judicial action if required; fees, and other exhibits and requirements for a quasi-judicial action as set forth in this Title. All land use actions associated with the annexation shall be consolidated, as feasible, and one fee paid.

**10B-45-15 HEARING DATE, NOTICE, DECISION.** When the Planning Director receives a complete petition for annexation, he/she shall determine if annexation is in harmony with the comprehensive plan and if the accompanying documents are in compliance with the statutes. If the petition is in compliance with the plan and statutes, the Planning Director shall transmit the annexation question to the City Council for preparation of an ordinance and advertising of a public hearing.

The Planning Director shall advertise a public hearing on the quasi-judicial change of the zoning map as specified in Title 10A and 10B. If the requested zoning change requires a legislative plan change, the Planning Director shall set hearing dates and advise D.L.C.D. as set forth in this Title for legislative plan changes. Each constituent action in a consolidated action shall be decided and subject to appeal according to the procedures set forth in this Title for each type of action.

**10B-45-20 AGENCY COORDINATION.** Within ten days after the effective date of the annexation proceedings, the City Recorder shall submit to the Oregon Secretary of State one copy of the annexation ordinance, a copy of the statement of consent of landowners in the territory annexed; a description of metes and bounds or legal subdivision, and a map depicting the new city limits. Similar exhibits shall also be sent to the Malheur County Assessor, Malheur County Clerk, Malheur County Planning Department, and the Center of Population Research and Census at Portland State University. The map of the new City limits shall be sent to all local utilities and to the Fire and Police Departments.

**OMC 8-12-9: Charge Imposed.** Annexation Charge. On any parcel of land annexed to the City after the effective date of this chapter, a two cent (\$.02) per square foot charge shall be imposed on the gross land area annexed at the time of annexation. (Ord. 2391)

**Note:**

**Any property under consideration for annexation must also receive a City zone. If the applicant(s) and/or property owner(s) and City staff are in agreement over the new zone, the City will initiate a zone change application as part of the annexation. No other forms are required.**

**If the property owner requests a City zone that is other than that suggested by staff, or is not in conformance with the Comprehensive Plan, the applicant shall file a separate Rezone application, along with the requisite fee.**

**Annexation applications go directly to the City Council. However, the application must first go to the Planning Commission for a recommendation on the new City zone. Applicants should allow approximately two months for an application to be processed by the City; please allow additional time for County and State processing. An annexation is not a land use decision and is not appealable to LUBA.**

# SITE INFORMATION

**STRUCTURES:** Are any of the following structures present on the site? *(If so, please specify number)*

	<i>Total</i>	<i>Occupied</i>	<i>Vacant</i>	<i>Persons</i>
Single Family Structures	_____	_____	_____	_____
Multifamily structures	_____	_____	_____	_____
Mobile homes	_____	_____	_____	_____
Total population of annexed area	_____		Date of population count	_____
Barn or other agricultural structure(s)	_____			
Industrial Building(s)	_____			
Commercial Building(s)	_____			
Accessory building(s)	_____			
Other	_____			

## SERVICES

**Water** City of Ontario \_\_\_\_\_ Well \_\_\_\_\_ None \_\_\_\_\_  
**Sanitary Sewer** City of Ontario \_\_\_\_\_ Septic \_\_\_\_\_ None \_\_\_\_\_  
**Fire** City of Ontario \_\_\_\_\_ Ontario RFD \_\_\_\_\_  
**Streets** City of Ontario \_\_\_\_\_ Malheur County \_\_\_\_\_

Does the property have frontage along or access to City of Ontario streets? \_\_\_\_\_

Does the property have frontage along or access to Malheur County streets? \_\_\_\_\_

Does the property have frontage along or access to ODOT roads/highways? \_\_\_\_\_

## LIVESTOCK

Please list the number and type of all livestock currently present on the property \_\_\_\_\_

## BUSINESSES

Are any businesses operating on the property? \_\_\_\_\_

# CONFIDENTIAL

## CENSUS INFORMATION

ADDRESS: \_\_\_\_\_

### HOUSING TYPE

- Single Unit Structure
- Multiple Unit Structure
- Trailer or Mobile Home

### TENURE

- Owner Occupied
- Renter Occupied
- Vacant
- Seasonal

### RESIDENTS

	Last Name	First Name	Sex	Age
Respondent	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____

Please attach additional sheets if necessary

Portland State University College of Urban and Public Affairs Center for Population Research and Census

503-725-3922

<http://www.pdx.edu/prc/>