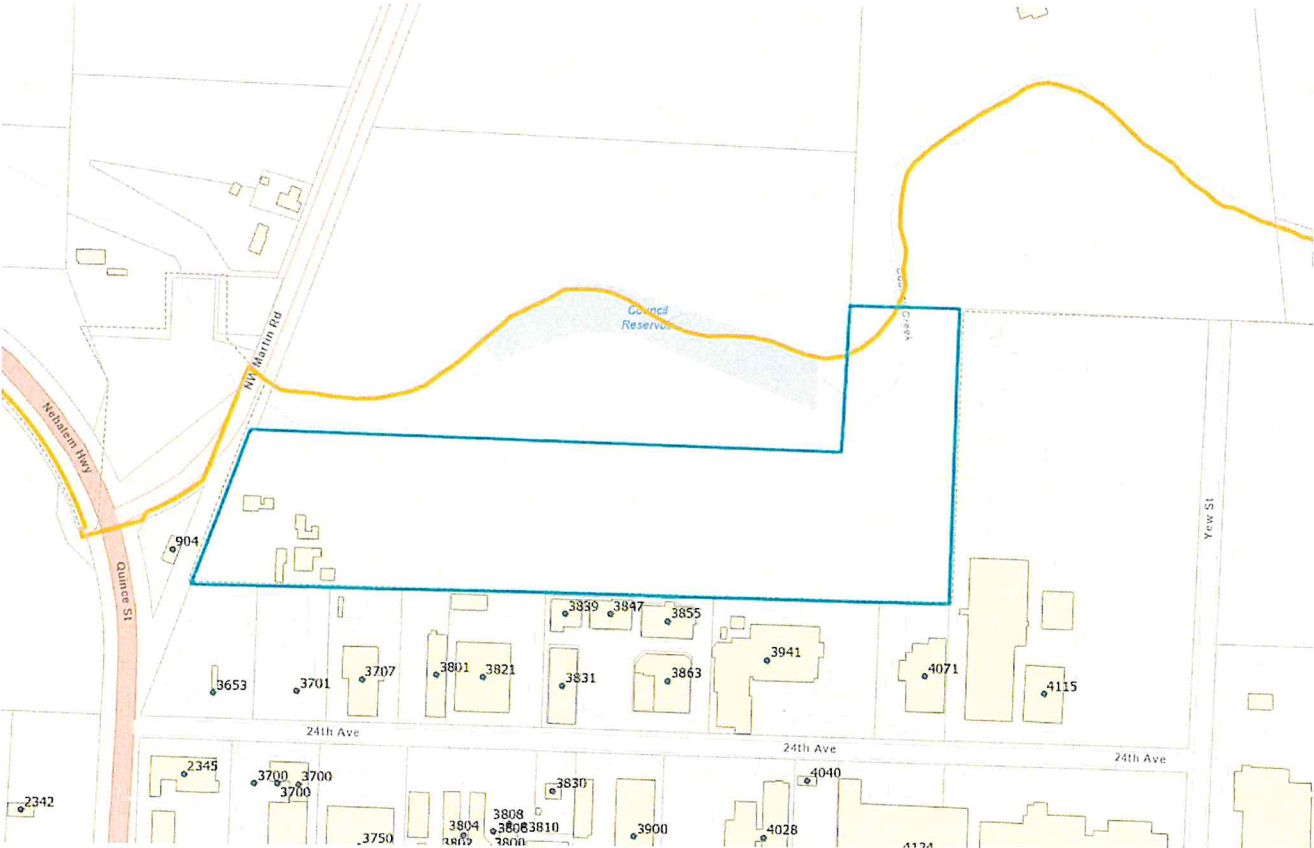




Planning Commission
Staff Report and Recommendation
Community Development Department, Planning Division

| | |
|---|---|
| Application Date | June 22, 2023 |
| Initial Hearing Date | October 16, 2023 |
| Land Use Request | 1) Annexation of approximately 20 acres into the Forest Grove city limits and Clean Water Services District boundary and withdrawal of the tract from the Forest Grove Rural Fire Protection District, Washington County Enhanced Sheriff Patrol District and Washington County Urban Road Maintenance District 2) Zoning Map amendment to designate the subject property General Industrial consistent with the Forest Grove Comprehensive Plan Map. |
| File Number | 311-23-000017-PLNG |
| Property Location | 910 Martin Road (East of Highway 47 and North of 24 th Avenue) |
| Assessor's Map No. | Washington County Map and Tax Lot No. 1N332D000201 |
| Applicable Decision Considerations, Standards and Criteria | <ul style="list-style-type: none">▪ Oregon Revised Statutes Chapter 222 (Boundary Changes)▪ Statewide Land Use Planning Goals 2 (Land Use), 10 (Housing), 11 (Public Facilities), 12 (Transportation) and 14 (Urbanization)▪ Metro Regional Framework Plan▪ Regional Urban Growth Management Functional Plan▪ Forest Grove Comprehensive Plan Policies▪ Forest Grove Development Code |
| Property Owner | I. A. Evers Family, LLC |
| Applicant | Evan Ramsey, Bonneville Environmental Foundation |
| Reviewing Staff | Dan Riordan, Senior Planner |
| Recommendation | Staff recommends that the Planning Commission approve a motion adopting the findings and conclusions contained in Planning Commission Decision 2023-04 and that the Planning Commission forward a recommendation to City Council that City Council approve an ordinance annexing the subject territory into the Forest Grove city limits and an order amending the Forest Grove Zoning Map to designate the subject General Industrial upon the effective date of the annexation. |

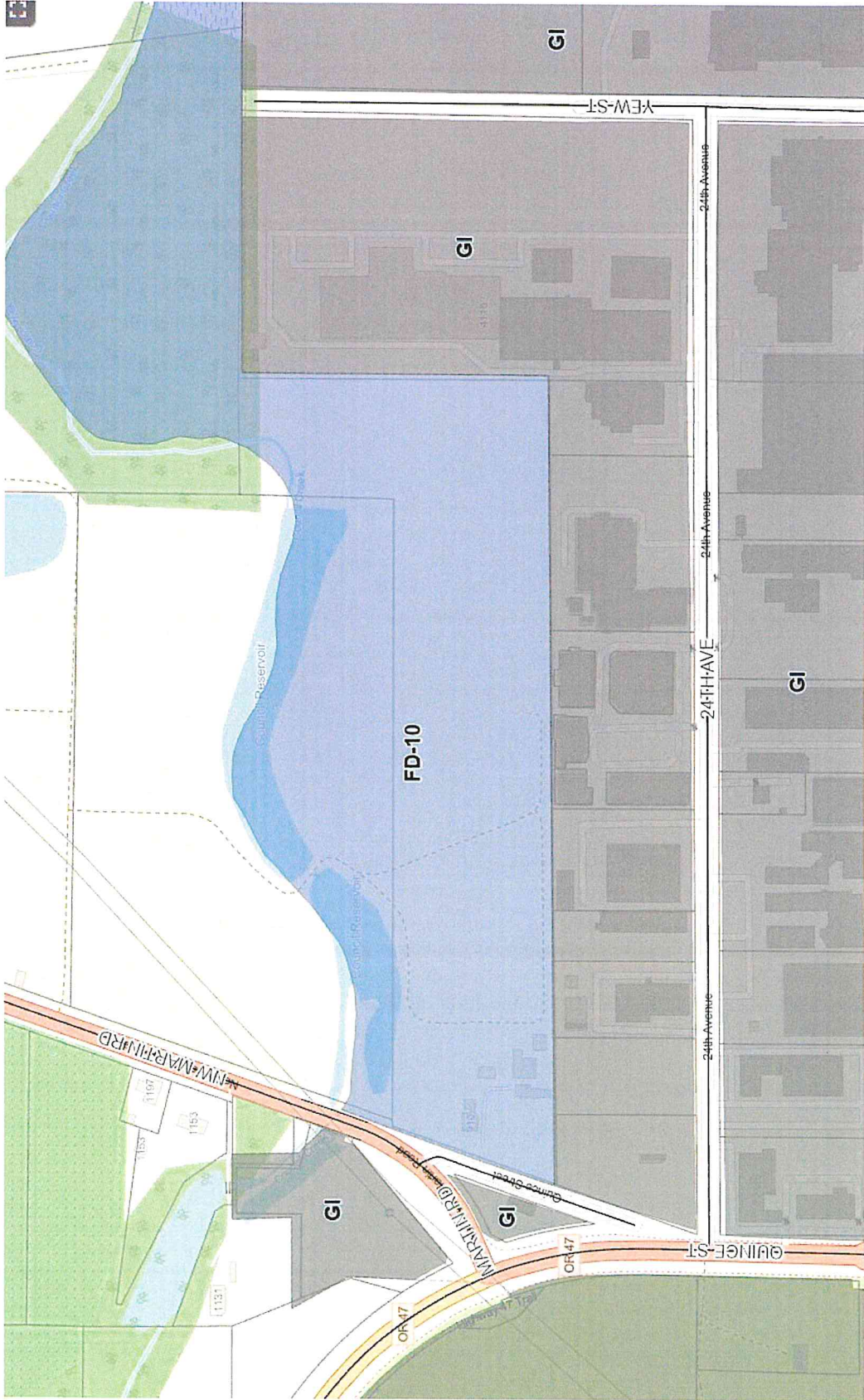
VICINITY MAP



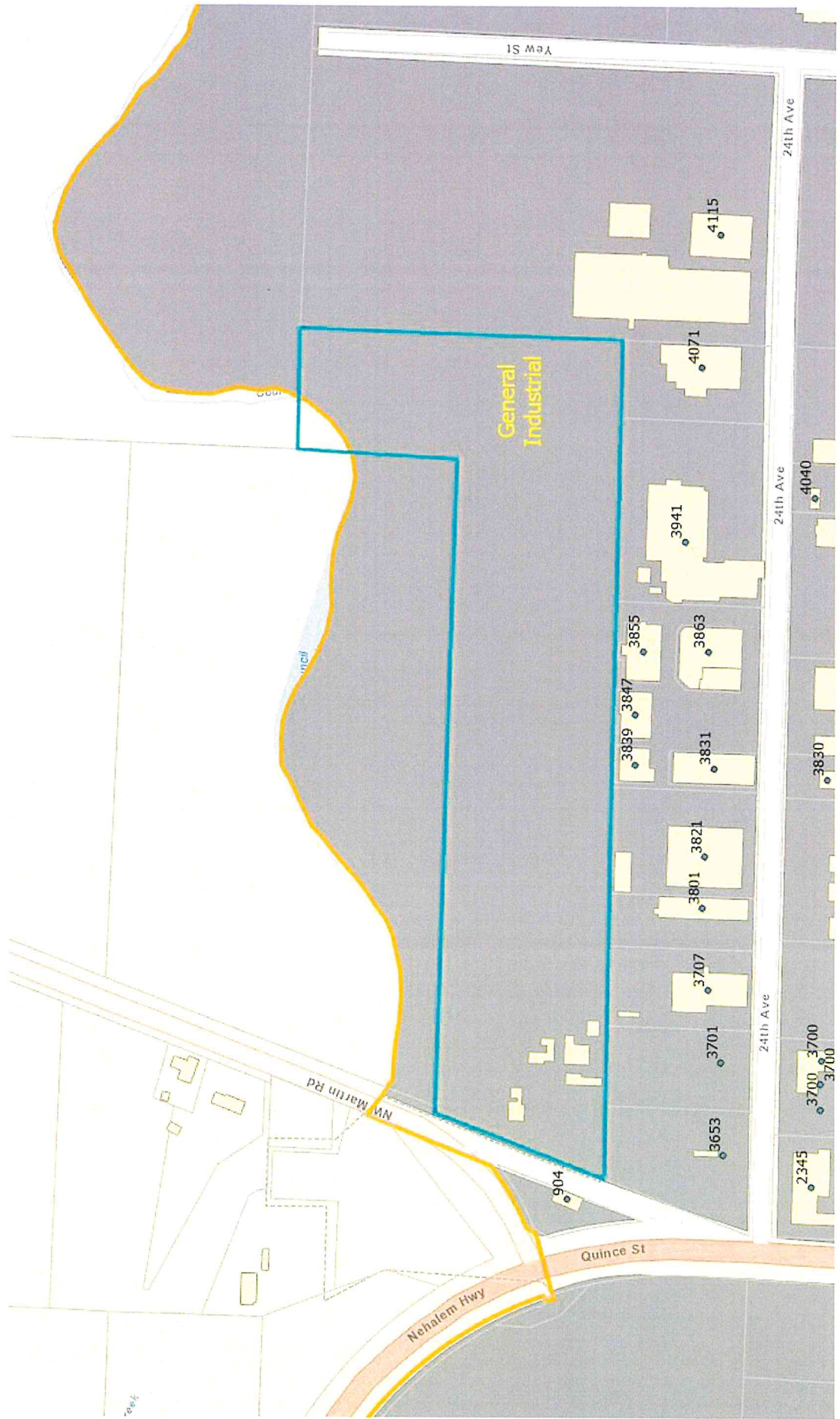
AERIAL PHOTO



CURRENT ZONING
Washington County Future Development (FD-10)



CURRENT COMPREHENSIVE PLAN MAP DESIGNATION



I. SUMMARY OF PROPOSAL

The owner of property commonly known as 910 Martin Road (Washington County Tax Lot 1N332D000201) filed a petition requesting annexation of approximately 20 acres of land adjacent to the Forest Grove city limits north of 24th Avenue. The property owner is also requesting that the City amend the Forest Grove zoning map to designate the property General Industrial consistent with the Forest Grove Comprehensive Plan Map. The annexation map and legal description are attached for reference (Attachment A).

The subject property is bisected by the urban growth boundary which follows Council Creek. Most of the property is inside the urban growth boundary. This area is zoned by Washington County as FD-10 which is a holding zone for future development of property outside city limits but inside the urban growth boundary. A City zoning designation will be applied to the portion of the property of inside the urban growth boundary to allow for future development.

A small portion of the property is outside the urban growth boundary and is zoned by Washington County as AF-20. This is a rural designation for agriculture and forestry. This portion of the site will retain the AF-20 designation after annexation. Urban infrastructure including sanitary and stormwater sewers may not be extended north of the Council Creek into the AF-20 zoned area. Only the portion of the site zoned by the City will be allowed to develop.

An application for development is not required with an annexation petition. Future development of the subject property will be reviewed for compliance with City zoning and development requirements through the City's Type II (Limited Land Use Decision) site development review process.

If the annexation petition is approved by the City the property will be added to the Forest Grove city limits and Clean Water Services district boundary. In addition, the property will be withdrawn from the Forest Grove Rural Fire Protection District and Enhanced Sheriff Patrol District since these services will be provided by the City.

II. PUBLIC COMMENTS/CORRESPONDENCE

The required public notice of the Planning Commission's public hearing was mailed to property owners within 300 feet of the property in advance of the Planning Commission hearing date. Notice was also published in the Forest Grove News-Times prior to the Planning Commission hearing date as required by Oregon Revised Statutes Chapter 222. Notice will also be published ahead of the City Council's public hearings. In addition to the mailed and published notice, a sign was posted near the property in a viable location near Highway 47 and Martin Road. To date, no public comments or correspondence on this application were received.

III. SITE OVERVIEW

The site is mostly flat except for the most northerly area of the site near Council Creek. A small portion of the property is improved with a house and several agricultural accessory structures. A small orchard near the homesite is present. In addition to the orchard there is a grove of trees near the center of the property.

The property has been farmed in the past. Approximately eight acres of the site are classified as Class I farmland, four acres are classified as Class III farmland and six acres are classified as Class VII farmland.

IV. CONSOLIDATED REVIEW

When a proposal involves more than one application for the same property, the applicant may submit concurrent applications for review and approval (FGDC §17.1.205). The applications are consolidated for review in accordance with the highest number procedure. Review procedures include: Type I (Administrative Decisions), Type II (Limited Land Use Decisions), Type III (Quasi-Judicial Decisions), and Type IV (Legislative Decisions). The highest number procedure, Type IV, requires review and recommendation by the Planning Commission and approval by City Council.

Land use applications that are site specific in nature are usually classified as Type III quasi-judicial applications. Since this application is site specific Zoning Map amendment it is classified as a quasi-judicial amendment to the Zoning Map requiring approval by City Council.

V. PROCEDURAL REQUIREMENTS

The procedural requirements for annexation and a concurrent Zoning Map amendment are explained below.

Annexation Review and Approval Process: The annexation process is governed by the City of Forest Grove Charter, Oregon Revised Statutes Chapter 222, and the Metro Code (Chapter 3.09).

The City Charter grants authority to City Council to add land into the Forest Grove city limits. Annexation decisions are made by City Council since the City Charter does not require an election for approval of annexations. State law (ORS 222.120) establishes procedures for annexation without election. The law requires a public hearing before the legislative body (City Council) at which time the electors of the city, or other interested persons, may appear and be heard on the annexation question.

This application includes discrete parcels with two property owners. The annexation does not involve any electors provided only the property within the urban growth boundary is annexed. Under ORS 222.125, upon receiving written consent to annexation by owners and electors, if any, the legislative body of the city (City Council), by resolution or ordinance, may set the final boundaries of the area to be annexed by a legal description and proclaim the annexation approved. It has been the City's practice to approve annexations by ordinance rather than resolution since resolutions are reserved for administrative actions by the City Charter, and annexation is a legislative matter.

State law (ORS 222.111) requires that territory annexed be contiguous with the current city limits or only separated by a public right-of-way or body of water such as a stream. The property subject to this annexation is adjacent to the 24th Avenue industrial area located between Quince Street and Yew Street.

Typically, a property owner requests annexation to receive public utilities required for development and to allow development at urban densities. The Forest Grove Comprehensive

Plan, and the City's Urban Planning Area Agreement with Washington County, stipulate that land be annexed into the City prior to receiving municipal public utilities as is the case here.

After receiving written consent for annexation from property owners and electors, if any, City Council must set the final boundaries of the area for annexation based on the map and legal description approved by the Oregon Department of Revenue and adopted by City ordinance. At the same time the map and legal description is approved a city zoning designation is also applied to the subject property.

After the annexation request is approved the City, the City's annexation ordinance is provided to the Oregon Department of Revenue for final approval of the required parcel map and legal description. After Department of Revenue's approval, the local decision is provided to Metro for mapping and recording. Metro then sends the decision to the Oregon Secretary of State's office. The annexation is deemed complete upon filing with the Secretary of State as provided in ORS 222.177 and 222.900. The date of filing with the Secretary of State is the effective date of the annexation and completes the annexation process.

Attachment B includes findings of fact demonstrating compliance with the annexation criteria and provide a basis for the Planning Commission's decision and recommendation to City Council.

Zoning Map Amendment Review and Approval Process: As noted above, the City's Development Code requires assignment of a City Zoning Map designation to property annexed by the City. Development Code §17.2.760 (Procedure) authorizes the Planning Commission to make a recommendation to the City Council after reviewing the application pursuant to a Type III (quasi-judicial) procedure. The criteria for a zoning map amendment are found in Development Code §17.2.770. The criteria include:

- A. The zone change is consistent with the Comprehensive Plan Map. When the Comprehensive Plan has more than one implementing zone as shown on the Classification Table in Article 3, it must be shown that the proposed zone is the most appropriate, taking into consideration the purposes of each zone and the zoning pattern of surrounding land.
- B. The zone change is consistent with relevant goals and policies of the Comprehensive Plan, as identified by the Director.
- C. The site is suitable for the proposed zone and there is a lack of appropriately designated alternative sites within the vicinity. The size of the vicinity will be determined on a case-by-case basis since the impacts of a proposed zone and its potential uses vary. The factors to be considered in determining suitability are parcel size and location.
- D. 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. To ensure proper review and mitigation, a traffic impact study may be required for the proposed zone change if it may impact transportation facilities.

- E. 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.
- F. The establishment of a zone district is not subject to the meeting of conditions.

Attachment C includes findings of fact demonstrating compliance with the criteria above and provide a basis for Planning Commission's decision and recommendation to City Council.

DLCD and Metro Notification and Review: Notice of the proposed Zoning Map amendment was provided to the Department of Land Conservation and Development (DLCD) and Metro on September 8, 2023, pursuant to ORS 197.610, OAR Chapter 660 – Division 18, and Metro Code §3.07.820 (Functional Plan Title 8).

VI. APPLICATION AND NARRATIVE

The application narrative is attached to this report for reference as Attachment D.

VII. ALTERNATIVES

The following alternatives are available to the Planning Commission:

1. Adopt a motion accepting the findings of fact and recommending City Council approve the annexation and requested land use approvals.
2. Request additional information from the applicant or staff pertaining to the applicable review criteria and continue the public hearing to a date certain at least 14 days from the date of tonight's hearing.
3. Adopt a motion recommending City Council deny the application stating specific reasons why City Council should deny the application.

VIII. SUMMARY AND RECOMMENDATION

Based on the evidence submitted into the record, including list of attachments below, staff finds the application meets the requirements of the applicable review criteria. Therefore, staff recommends the Planning Commission approve a motion adopting the findings and conclusions contained in Planning Commission Decision 2023-04 (Attachment D) and that the Planning Commission forward a recommendation to City Council that City Council approve an ordinance annexing the subject territory into the Forest Grove city limits and an order amending the Forest Grove Zoning Map to designate the subject General Industrial upon the effective date of the annexation.

IX. LIST OF ATTACHMENTS

The following attachments are part of the staff report and entered into the record as evidence for this application at the time this staff report was written. Attachments received after the date of this report will be marked beginning with the next consecutive letter and will be entered into the record at the time the public hearing is opened, prior to oral testimony.

- A. Annexation Map and Legal Description
- B. Annexation Findings
- C. Zoning Map Amendment Findings
- D. Oregon Statewide Planning Goals Findings
- E. Application and Applicant's Narrative
- F. Planning Commission Decision 2023-04



ATTACHMENT A

Boundary Change Preliminary Review

DOR 34-P869-2023



Cadastral Information Systems Unit
PO Box 14380
Salem, OR 97309-5075
fax 503-945-8737
boundary.changes@dor.oregon.gov

City of Forest Grove
Planning/DR
PO Box 326
Forest Grove OR 97116

October 2, 2023

Documents received: 8/2/2023, 9/7/2023
From: Daniel Riordan

This letter is to inform you that the Description and Map for your planned --Annex to City of Forest Grove;

-- Withdrawals from 2 Special Districts ((311-23-000017-PLNG) (910 NW Martin Rd- Scott)) in Washington County have been reviewed per your request. They MEET the requirements of ORS 308.225 for use with an Order, Ordinance, or Resolution which must be submitted to the Washington County Assessor and the Department of Revenue in final approved form before March 31 of the year in which the change will become effective.

--Please use the legal description and annexation map dated Sept. 6, 2023 in the Final packet.

If you have any questions please contact Elise Bruch, Elise.A.Bruch@dor.oregon.gov

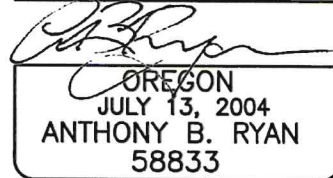
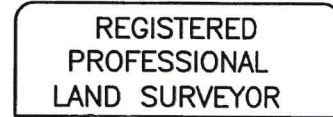


6950 SW Hampton St., Ste. 170
Tigard, OR 97223-8330
Ph.: (503) 941-9585
Fax: (503) 941-9640
www.weddlesurveying.com

September 6, 2023

Job No. 6572

LEGAL DESCRIPTION – “FOREST GROVE ANNEXATION”



RENEWAL DATE: DECEMBER 31, 2024

EXHIBIT A

A tract of land located in the Southeast 1/4 and the Northeast 1/4 of Section 32, Township 1 North, Range 3 West of the Willamette Meridian, Washington County, Oregon, being all of that certain tract of land described in Special Warranty Deed to I.A. Evers Family LLC recorded as Document No. 2023-017444, Washington County Deed Records and more particularly described as follows:

Beginning at the Northwest corner of Partition Plat No. 2006-020, Washington County Plat Records, being a point on the Easterly right-of-way line of NW Martin Road (County Road A-64); thence along the Southerly line of said “Evers Family” tract, North 89°24’24” East, 1974.74 feet to the Westerly line of that certain tract of land described in Statutory Warranty Deed to W. Pendarvis Global Land and Carbon Credit Development LLC recorded as Document No. 2016-042008, said Deed Records;

Thence along said Westerly line North 00°11’35” East, 764.08 feet to the North line of the William Catching D.L.C. No. 62, being also a point on the Southerly line of that certain tract of land described in Parcel IV of that Deed to Oregon Roses, Inc. recorded in Book 386, Page 25 (1956), said Deed Records;

Thence along said Southerly line South 89°21’39” West, 285.05 feet to the Easterly line of that certain tract of land described in Statutory Warranty Deed to Oregon Roses, Inc. recorded as Document No. 89-22603, said Deed Records;

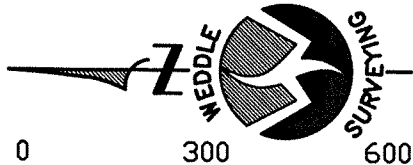
Thence along said Easterly line, South 01°29’19” West, 378.24 feet to the Southerly line of last said Oregon Roses tract;

Thence along said Southerly line, North 89°52’51” West, 1540.08 feet to said Easterly right-of-way line of NW Martin Road;

Thence along said right-of-way line South 19°21’34” West, 17.37 feet to an angle point therein; thence continuing along said right-of-way line South 19°17’26” West, 413.25 feet to the point of beginning.

Containing therein 17.247 acres, more or less.

The Basis of Bearings for this description is per Survey No. 33393, Washington County Survey Records.



SCALE: 1" = 300'
SEPT 6, 2023

EXHIBIT B

"FOREST GROVE ANNEXATION"

LOCATED IN THE SE 1/4 AND THE NE 1/4
SECTION 32, T. 1 N., R. 3 W., W.M.
WASHINGTON COUNTY, OREGON

"PENDARVIS GLOBAL"
DOC. NO. 2016-042008

N00°11'35"E 764.08'

"OREGON ROSES"
BOOK 386
PAGE 25
(PARCEL IV)

S89°21'39"W
285.05'

S01°29'19"W
378.24'

ANNEXATION
AREA =
17.247 ACRES

NORTH LINE OF
THE WILLIAM
CATCHING DLC 62

PARTITION PLAT
NO. 1993-036
PARCEL
1
PARCEL
2
PARCEL
3

"OREGON ROSES"
DOC. NO.
89-22603
(PARCEL I)

"EVERS FAMILY"
DOC. NO.
2023-017444

FOREST GROVE
BUSINESS PARK
CONDOMINIUM

N89°52'51"W 1540.08'

N89°24'24"E 1974.74'

DEDICATION DEED
DOC. NO. 2023-14095

S19°21'34"W
17.37'

PARTITION PLAT
NO. 2006-020
PARCEL
2
PARCEL
1

S19°17'26"W
413.25'

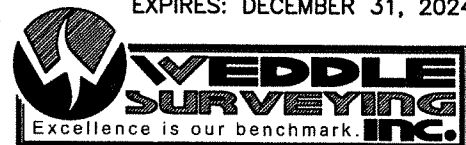
NW Martin Road
(COUNTY ROAD A-64)
(VARIABLE WIDTH)

POINT OF
BEGINNING

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JULY 13, 2004
ANTHONY B. RYAN
58833

EXPIRES: DECEMBER 31, 2024



6950 SW HAMPTON ST., STE. 170, TIGARD, OR 97223
PH: (503) 941-9585 FAX: (503) 941-9640
www.weddlesurveying.com

JOB NO. 6572

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses, income, and any other financial activity.

The second part of the document provides a detailed explanation of the accounting cycle. It outlines the ten steps involved in the process, from identifying the accounting entity to preparing financial statements. Each step is explained in detail, with examples provided to illustrate the concepts.

The third part of the document discusses the various types of accounts used in accounting. It explains the difference between assets, liabilities, and equity accounts, and how they are classified. It also discusses the importance of understanding the normal balances for each type of account.

The fourth part of the document provides a comprehensive overview of the accounting equation. It explains how the equation is used to verify the accuracy of the accounting records and how it can be used to determine the missing value in an account.

The fifth part of the document discusses the importance of adjusting entries. It explains how these entries are used to ensure that the financial statements reflect the true financial position of the company at the end of the accounting period.

The sixth part of the document provides a detailed explanation of the closing process. It outlines the steps involved in closing the temporary accounts and transferring their balances to the permanent accounts.

The seventh part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements.

The eighth part of the document provides a detailed explanation of the accounting cycle. It outlines the ten steps involved in the process, from identifying the accounting entity to preparing financial statements.

The ninth part of the document discusses the various types of accounts used in accounting. It explains the difference between assets, liabilities, and equity accounts, and how they are classified.

The tenth part of the document provides a comprehensive overview of the accounting equation. It explains how the equation is used to verify the accuracy of the accounting records and how it can be used to determine the missing value in an account.

ATTACHMENT B

FINDINGS OF FACT FOR APPROVAL OF ANNEXATION CITY FILE NO. 311-23-000017-PLNG

The following decision criteria apply to local government boundary decisions:

1. Oregon Revised Statutes Chapter 222 (Boundary Changes)
2. Metro Code Chapter 3.09 (Local Government Boundary Decisions)

Oregon Revised Statutes Chapter 222 (Boundary Changes; Mergers & Consolidation)

ORS 222 (Authority and Procedure for Annexation)

ORS 222.111(1): "When a proposal containing the terms of annexation is approved in the manner provided by the charter of the annexing city or by ORS 222.111 to 222.180 or 222.840 to 222.915, the boundaries of any city may be extended by the annexation of territory that is not within a city and that is contiguous to the city or separated from it only by a public right of way or a stream, bay, lake or other body of water. Such territory may lie either wholly or partially within or without the same county in which the city lies."

Finding for ORS 222.111(1): The City Charter in Section 3, states "The City includes all territory within its boundaries as they now exist or are legally modified. The City will maintain as a public record and accurate and current description of its boundary." The City Charter does not describe the manner for annexation approval. Therefore, the City follows the process described by ORS 222.111 to 222.180 or 222.840. ORS 222.111(1) stipulates the boundaries of any city may be extended by the annexation of territory that is not within a city and that is contiguous to the city or separated from it only by a public right of way or water feature. The property subject to annexation is adjacent to the City boundary that follows the north property line of property annexed into the in 2021 by Ordinance 2021-05. Therefore, annexation of the subject property complies with ORS 222.111(1).

ORS 222.111(2): "A proposal for annexation of territory to a city may be initiated by the legislative body of the city, on its own motion, or by petition to the legislative body of the city by owners of real property in the territory to be annexed." Owner means the legal owner of record or, where there is a recorded land contract which is in force, the purchaser thereunder (ORS 222.120(7)).

Finding for ORS 222.111(2): Based on this information the annexation application complies with ORS 222.111(2).

ORS 222.111(4)(a): When the territory to be annexed includes a part less than the entire area of a district named in ORS 222.510, the proposal for annexation may provide that if annexation of the territory occurs the part of the district annexed into the city is withdrawn from the district as of the effective date of the annexation.

Finding for ORS 222.111(4)(a): The territory subject to annexation is within the Forest Grove Rural Fire Protection District. This territory will be withdrawn from the Forest Grove Rural Fire Protection District upon the effective date of the annexation. The subject territory will also be added to the Clean Water Services District upon the effective date of the annexation. No other districts will be affected by this annexation.

ORS 222.120(1): Except when expressly required to do so by the City Charter, the legislative body of a city is not required to submit a proposal for annexation of territory to the electors of the city for their approval or rejection.

Finding for ORS 222.120(1): The City Charter does not require the City's legislative body (City Council) to submit a proposal for annexation of territory to the electors of the city for approval.

ORS 222.120(2): When the legislative body of the city elects to dispense with submitting the question of the proposed annexation to the electors of the city, the legislative body of the city shall fix a day for public hearing before the legislative body at which time the electors of the city may appear and be heard on the question of annexation.

Finding for ORS 222.123(2): The City Council is expected to hold public hearings on the annexation proposal in November 2023.

ORS 222.120(3): The City legislative body shall cause notice of the hearing to be published once each week for two successive weeks prior to the day of hearing, in a newspaper of general circulation in the city, and shall cause notices of the hearing to be posted in four public places in the city for a like period.

Finding for ORS 222.120(3): Notice of public hearings on this matter have been or will be published in the Forest Grove News Times. The notice for the Planning Commission public hearing was published on October 5, 2023. Notice of the City Council public hearings will be published in advance of the public hearing dates when the City Council meeting dates are set.

ORS 222.120(4): After the hearing, the city legislative body may, by ordinance containing a legal description of the territory in question: (b) Declare the territory is annexed to the city where electors or landowners in the contiguous consented in writing to such annexation, as provided in ORS 222.125 or ORS 222.170, prior to the public hearing held under subsection (2) of this section.

Finding for ORS 222.120(4): The applicant submitted a map and legal description for the annexation area for review as required by the Oregon Department of Revenue. The Department of Revenue granted preliminary approval of the map and legal description on October 2, 2023.

Metro Code Chapter 3.09 (Local Government Boundary Changes)

§3.09.045(C)(1): The extent to which urban services are available to serve the affected territory, including any extra territorial extensions of service.

§3.09.045(C)(2): Whether the proposed boundary change will result in the withdrawal of the affected territory from the legal boundary of any necessary party defined as a county, city, service district and Metro.

§3.09.045(C)(3): The proposed effective date of the boundary change.

§3.090.045(D)(1): Find that the change is consistent with the expressly applicable provisions in:

- a. Any applicable urban services agreement adopted pursuant to ORS 195.065.
- b. Any applicable annexation plan adopted pursuant to ORS 195.205.
- c. Any applicable cooperative planning agreement adopted to ORS 195.020(2) between the affected entity and a necessary party.

- d. Any applicable public facility plan adopted pursuant to a statewide planning goal on public facilities and services.
- e. Any applicable comprehensive plan.
- f. Any applicable concept plan.

§3.090.045(D)(2): Consider whether the boundary change would:

- a. Promote the timely, orderly, and economic provision of public facilities and services.
- b. Affect the quality and quantity of urban services.
- c. Eliminate or avoid unnecessary duplication of facilities and services.

Finding (§3.09.045(C)(1)): The subject property is adjacent to an established industrial district located along 24th Avenue. A sanitary sewer trunk line is located along the northern property line near Council Creek. In addition, there is sanitary sewer line bisecting the property linking the trunk line with the line serving the adjacent industrial area. Stormwater sewer, sanitary sewer and water lines are present in the Quince Street right-of-way adjacent to the subject property.

Finding (§3.09.045(C)(2)): The subject property is within two Washington County taxing districts. The majority of the property is within the urban growth boundary is within Tax Code Area 15-20. Upon annexation the A small portion of the property is outside the urban growth boundary and is within Tax Code Area 15-27. Upon annexation the subject property will be withdrawn from the Forest Grove Rural Fire Protection District and Enhanced Sheriff Patrol District because the City will provide these services. In addition, the territory subject to annexation will be added to the Clean Water Services

Finding (§3.09.045(C)(3)): The proposed effective date of the annexation, if approved, is the date the annexation is filed with the Oregon Secretary of State's Office. The effective date is typically 30 days after City Council adopts the annexation ordinance.

Finding (§3.090.045(D)(1)(a)): The City of Forest Grove adopted an urban area planning agreement (UPAA) with Washington County on September 10, 2018 (Resolution 2018-75). The UPAA establishes planning responsibilities and coordination of public services within the unincorporated area adjacent to Forest Grove in the urban growth boundary. The UPAA §3F states in part "As required by OAR 660-11-010, the City is identified as the appropriate provider of local water, sanitary sewer, storm sewer, and transportation facilities within the Urban Planning Area." "The CITY shall provide urban services consistent with annexation and fiscal policies." The applicant seeks annexation to received municipal services needed for urban development." The proposed annexation and change to the City boundary are consistent with UPAA §3F adopted pursuant to ORS 196.065 since the City will provide water, sanitary sewer and storm sewer and transportation as applicable after annexation of the subject property. Therefore, the application complies with §3.090.045(D)(1).

Finding (§3.090.045(D)(1)(b)): The City has not adopted an annexation plan adopted pursuant to ORS 195.205. Therefore, §3.090.045(D)(1)(b) does not apply to this proposal.

Finding (§3.090.045(D)(1)(c)): ORS 195.020(2) states "A county assigned coordinative functions under ORS 195.025 (1), or the metropolitan service district, which is assigned coordinative functions for Multnomah, Washington and Clackamas counties by ORS 195.025 (1), shall enter into a cooperative agreement with each special district that provides an urban service within the boundaries of the county or the metropolitan district. A county or the metropolitan service district may enter into a cooperative agreement with any other special district operating within the

boundaries of the county or the metropolitan district.” This provision applies to counties, Metro and special service district and does not apply to cities.

Finding (§3.090.045(D)(1)(d)): Development of the property will be subject to the requirements of the City’s facility master plans for sanitary sewer, stormwater drainage and water. Development will also be required to meet the Clean Water Services’ Design and Construction Standards for stormwater hydromodification. In addition, future development will be subject to the requirements of the Forest Transportation System Plan as amended.

Finding (§3.090.045(D)(1)(e)): The subject property is designated for general industrial development on the Forest Grove Comprehensive Plan map. Annexation supports Comprehensive Plan goals for economic development including Goal 4: Promote Industrial Activities. In addition, the annexation supports Comprehensive Plan land use implementation action #21 to implement a land use concept to increase the jobs-housing ratio in Forest Grove.

Finding (§3.090.045(D)(1)(f)): The property proposed for annexation is not subject to any applicable concept plan.

Finding (§3.090.045(D)(2)(a)): The subject property is located within the urban growth boundary adjacent to existing development served with public utilities. The proposed boundary change promotes the timely, orderly, and economic provision of public facilities and services by adding land to the City that is adjacent to lands already served with public utilities and services. Therefore, the boundary change complies with §3.090.045(2)(a).

Finding (§3.090.045(D)(2)(b)): No evidence has been presented indicating the proposed boundary change will affect the quality and quantity of urban services. This conclusion is supported by the fact the subject property is within the urban growth boundary and the City’s Urban Planning Area Agreement and Comprehensive Plan map anticipate urban development at the subject property. Furthermore, utilities needed to serve any future development of the subject property must meet City and Clean Water Services design and construction standards including compliance with adopted service standards.

Finding (§3.090.045(D)(2)(c)): The Urban Planning Area Agreement establishes roles and responsibilities for provision of public facilities and services within the unincorporated area adjacent to Forest Grove within the urban growth boundary. This helps to promote coordination of services to avoid unnecessary duplication by multiple service districts.

ATTACHMENT C

Findings of Fact for Approval of Zoning Map Amendment/Assignment of City Zoning Designation to Property Subject to Annexation

The following criteria apply to the proposed Zoning Map amendment (DC §17.2.770):

- A. The zone change is consistent with the Comprehensive Plan Map. When the Comprehensive Plan has more than one implementing zone as shown on the Classification Table in Article 3, it must be shown that the proposed zone is the most appropriate, taking into consideration the purposes of each zone and the zoning pattern of surrounding land.
- B. The zone change is consistent with relevant goals and policies of the Comprehensive Plan, as identified by the Director.
- C. The site is suitable for the proposed zone and there is a lack of appropriately designated alternative sites within the vicinity. The size of the vicinity will be determined on a case-by-case basis since the impacts of a proposed zone and its potential uses vary. The factors to be considered in determining suitability are parcel size and location.
- D. 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. To ensure proper review and mitigation, a traffic impact study may be required for the proposed zone change if it may impact transportation facilities.
- E. 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.
- F. The establishment of a zone district is not subject to the meeting of conditions.

Finding for (§17.2.770(A)): The annexation petition includes a concurrent application to assign a City zoning designation to the property subject to annexation as required by Forest Grove Development Code §17.2.220. The proposed General Industrial (GI) zone is consistent with the current Comprehensive Plan map designation of General Industrial. This zone is the most appropriate taking since the GI zone is an industrial zoning district and implements the General Industrial Comprehensive Plan map designation.

Finding for (§17.2.770(B)): The proposed zone change is consistent with the acknowledged Forest Grove Comprehensive Plan map. The Comprehensive Plan map designates the property subject to annexation General Industrial. The General Industrial plan map designation supports the industrial and employment objectives contained in the Land Use chapter of the Comprehensive Plan including ensuring sufficient land is designated for industrial use to meet future demand over the next twenty years. Designating the property General Industrial on the Zoning Map also supports Comprehensive Plan polices for economic

development including strengthening Forest Grove's economy and promoting industrial activities.

Finding for (§17.2.770(C)): The subject property is approximately 20 acres in area. The site is generally flat and is suitable for industrial development. The proposed zoning designation for the property is GI which corresponds with the General Industrial Comprehensive Plan designation that currently applies to the property.

Finding for (§17.2.770(D)): The assignment of City zoning designations to property subject to annexation is consistent with the adopted Transportation System Plan. The proposed zone change is deemed consistent with the adopted Transportation System Plan. Furthermore, industrial development allowed by the proposed GI zoning district will not impact the functional classification or operation of transportation facilities. Assignment of a City zoning designation to the property subject to annexation will not reduce the level of service of transportation facilities below minimum acceptable levels of service identified in the Transportation System Plan. Impacts to the transportation system due to future development of property will be evaluated as part of development review after an application for development is received by the City. A development application is not required for annexation and has not been submitted at this time.

Finding for (§17.2.770(E)): The property subject to annexation is within the urban growth boundary and is subject to Urban Planning Area Agreement (UPAA) between the City of Forest Grove and Washington County. The UPAA stipulates the City is the primary provider of public facilities within the urban growth boundary. As such, the City has committed to ensuring 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 zoning within the City. Adequacy of services is based on the projected service demands of the site and the ability of the public services to accommodate those demands. Any future development application for the subject property will be reviewed to ensure adequacy of service based on projected service demands.

Finding for (§17.2.770(F)): Upon annexation, the zoning of the portion of the property in the urban growth boundary will be General Industrial consistent with the Comprehensive Plan map. The portion of the property outside the urban growth boundary will retain the Washington County AF-20 zoning designation. Assignment of City zoning to the property subject to annexation is not subject to any conditions. After annexation the property may be developed for any use allowed in the General Industrial zoning district as listed in Development Code Article 3, §17.3.520, Table 3-12 (Industrial Zones: Use Table).

ATTACHMENT D

Oregon Statewide Planning Goals Findings

Goal 1: Citizen Involvement: To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.

Finding: Annexation and amendment of the Forest Grove Comprehensive Plan map requires public hearings with the Planning Commission and City Council. Notice of the public hearings on the proposed annexation and zoning map amendment was mailed to property owners within 300 feet of the subject property. In addition, notice of the public hearings was published in the Forest Grove News-Times in advance of the hearing dates consistent with the requirements contained in the Article 2 of the Forest Grove Development Code.

Goal 2: Land Use Planning: To establish a land use planning process and policy framework as a basis for all decisions and actions related to use of land and to assure an adequate factual base for such decisions and actions.

Finding: The Forest Grove Comprehensive Plan establishes the land use policy framework for Forest Grove's planning area inside the urban growth boundary. The Forest Grove Comprehensive Plan has been acknowledged by the Oregon Department of Land Conservation and Development as being in compliance with the applicable Statewide Land Use Planning Goals. The Forest Grove Comprehensive Plan Map designates the property subject to annexation for future general industrial development. The Comprehensive Plan map provides the basis for amending the Forest Grove Zoning Map to designate the property General Industrial (GI) consistent with the Comprehensive Plan map.

Goal 9: Economic Development: To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare and prosperity of Oregon's citizens.

Finding: Statewide Planning Goal 9 (Economic Development) promotes adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens. This is achieved through an adequate land supply for economic development and employment growth. Annexation of the subject property, and zoning the site General Industrial, supports Goal 9 by increasing the amount of developable industrial land into the city limits. Furthermore, annexation allows for extending public infrastructure necessary for development on the site for industrial development consistent with the City's economic development goals.

Goal 11: Public Facilities and Services: To plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.

Finding: Annexation supports Goal 11 since annexation allows the timely, orderly and efficient arrangement of public facilities and services needed to serve future development on developable land inside the urban growth boundary.



ATTACHMENT C

Findings of Fact for Approval of Zoning Map Amendment/Assignment of City Zoning Designation to Property Subject to Annexation

The following criteria apply to the proposed Zoning Map amendment (DC §17.2.770):

- A. The zone change is consistent with the Comprehensive Plan Map. When the Comprehensive Plan has more than one implementing zone as shown on the Classification Table in Article 3, it must be shown that the proposed zone is the most appropriate, taking into consideration the purposes of each zone and the zoning pattern of surrounding land.
- B. The zone change is consistent with relevant goals and policies of the Comprehensive Plan, as identified by the Director.
- C. The site is suitable for the proposed zone and there is a lack of appropriately designated alternative sites within the vicinity. The size of the vicinity will be determined on a case-by-case basis since the impacts of a proposed zone and its potential uses vary. The factors to be considered in determining suitability are parcel size and location.
- D. 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. To ensure proper review and mitigation, a traffic impact study may be required for the proposed zone change if it may impact transportation facilities.
- E. 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.
- F. The establishment of a zone district is not subject to the meeting of conditions.

Finding for (§17.2.770(A)): The annexation petition includes a concurrent application to assign a City zoning designation to the property subject to annexation as required by Forest Grove Development Code §17.2.220. The proposed General Industrial (GI) zone is consistent with the current Comprehensive Plan map designation of General Industrial. This zone is the most appropriate taking since the GI zone is an industrial zoning district and implements the General Industrial Comprehensive Plan map designation.

Finding for (§17.2.770(B)): The proposed zone change is consistent with the acknowledged Forest Grove Comprehensive Plan map. The Comprehensive Plan map designates the property subject to annexation General Industrial. The General Industrial plan map designation supports the industrial and employment objectives contained in the Land Use chapter of the Comprehensive Plan including ensuring sufficient land is designated for industrial use to meet future demand over the next twenty years. Designating the property General Industrial on the Zoning Map also supports Comprehensive Plan policies for economic

development including strengthening Forest Grove's economy and promoting industrial activities.

Finding for (§17.2.770(C)): The subject property is approximately 20 acres in area. The site is generally flat and is suitable for industrial development. The proposed zoning designation for the property is GI which corresponds with the General Industrial Comprehensive Plan designation that currently applies to the property.

Finding for (§17.2.770(D)): The assignment of City zoning designations to property subject to annexation is consistent with the adopted Transportation System Plan. The proposed zone change is deemed consistent with the adopted Transportation System Plan. Furthermore, industrial development allowed by the proposed GI zoning district will not impact the functional classification or operation of transportation facilities. Assignment of a City zoning designation to the property subject to annexation will not reduce the level of service of transportation facilities below minimum acceptable levels of service identified in the Transportation System Plan. Impacts to the transportation system due to future development of property will be evaluated as part of development review after an application for development is received by the City. A development application is not required for annexation and has not been submitted at this time.

Finding for (§17.2.770(E)): The property subject to annexation is within the urban growth boundary and is subject to Urban Planning Area Agreement (UPAA) between the City of Forest Grove and Washington County. The UPAA stipulates the City is the primary provider of public facilities within the urban growth boundary. As such, the City has committed to ensuring 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 zoning within the City. Adequacy of services is based on the projected service demands of the site and the ability of the public services to accommodate those demands. Any future development application for the subject property will be reviewed to ensure adequacy of service based on projected service demands.

Finding for (§17.2.770(F)): Upon annexation, the zoning of the portion of the property in the urban growth boundary will be General Industrial consistent with the Comprehensive Plan map. The portion of the property outside the urban growth boundary will retain the Washington County AF-20 zoning designation. Assignment of City zoning to the property subject to annexation is not subject to any conditions. After annexation the property may be developed for any use allowed in the General Industrial zoning district as listed in Development Code Article 3, §17.3.520, Table 3-12 (Industrial Zones: Use Table).



ATTACHMENT D

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Goal 1: Citizen Involvement: To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.

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Finding: The Forest Grove Comprehensive Plan establishes the land use policy framework for Forest Grove's planning area inside the urban growth boundary. The Forest Grove Comprehensive Plan has been acknowledged by the Oregon Department of Land Conservation and Development as being in compliance with the applicable Statewide Land Use Planning Goals. The Forest Grove Comprehensive Plan Map designates the property subject to annexation for future general industrial development. The Comprehensive Plan map provides the basis for amending the Forest Grove Zoning Map to designate the property General Industrial (GI) consistent with the Comprehensive Plan map.

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Finding: Statewide Planning Goal 9 (Economic Development) promotes adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens. This is achieved through an adequate land supply for economic development and employment growth. Annexation of the subject property, and zoning the site General Industrial, supports Goal 9 by increasing the amount of developable industrial land into the city limits. Furthermore, annexation allows for extending public infrastructure necessary for development on the site for industrial development consistent with the City's economic development goals.

Goal 11: Public Facilities and Services: To plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.

Finding: Annexation supports Goal 11 since annexation allows the timely, orderly and efficient arrangement of public facilities and services needed to serve future development on developable land inside the urban growth boundary.

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses and income. The document also highlights the need for regular reconciliation of bank statements and the company's records to identify any discrepancies early on.

In addition, the document provides a detailed breakdown of the accounting cycle, which consists of eight steps: identifying the accounting cycle, journalizing, posting, determining debits and credits, preparing a trial balance, adjusting entries, preparing financial statements, and closing the books. Each step is explained in detail, with examples provided to illustrate the process. The document also includes a section on the preparation of financial statements, including the balance sheet, income statement, and statement of cash flows.

The second part of the document focuses on the practical application of accounting principles. It includes a series of exercises designed to help students understand how to record transactions, prepare journal entries, and post them to the ledger. These exercises cover a wide range of scenarios, from simple sales and purchases to more complex transactions involving discounts and returns. The document also includes a section on the preparation of financial statements, with a step-by-step guide to calculating net income and preparing the balance sheet and income statement.

Finally, the document concludes with a section on the importance of ethics in accounting. It discusses the role of accountants as stewards of the company's financial information and the need to maintain the highest standards of integrity and honesty. The document also includes a section on the importance of communication in accounting, emphasizing the need to clearly explain financial information to management and other stakeholders.

Land Use Application

A place where families and businesses thrive.

| | | |
|---|--|--------------------|
| OFFICIAL USE ONLY | | |
| Planning File Number: <u>311-23-000017-PLNG</u> | Internal File Number: <u>1301-1.65</u> | |
| Received By: <u>SR</u> | Date Received: <u>6/22</u> | Receipt No.: _____ |
| Application Fee: <u>\$3000.00</u> | Deposit - Rate per Hour: <u>9.93</u> | |

APPLICATION TYPE:

Site Plan Approval
 Conditional Use
 Variance
 Appeal of _____

Establish a Planned Development:
 PRD CPD PID

Comprehensive Plan Amendment:
 Text Map

Zoning Ordinance Amendment:
 Text Map

Land Division:
 Subdivision Partition
 Tentative Plat Final Plat
 Lot Line Adjustment

Other: Annexation

APPLICANT INFORMATION:

Name: Evan Ramsey, Bonneville Environmental Foundation

Mailing Address: 1500 SW 1st Ave. Suite 885, Portland, OR 97201

Phone: 503-553-3933 Email: eramsey@b-e-f.org

PROPERTY OWNER INFORMATION:

Name: I. A. Evers Family LLC

Mailing Address: P O Box 204, Cornelius, OR 97113

Phone: 360-621-7104 Email: sandyscott@comcast.net

SUBJECT SITE(S) INFORMATION:

Property Address: 910 NW Martin Road

Map & Tax Lot Numbers(s): 592-C4 1N332D000201

Current Zoning: County FD10 Total Size of Site: approx 19.25 acres

Existing Use: agriculture

Proposed Use/Project Summary: Annexation to FG & CWS District. Zone change: County FD10 to FG GI.

Continued

In order to expedite and complete the processing of this application, the Planning Division requires that all pertinent material required for review be submitted at the time application is made. If the application is found to be incomplete, review and processing of the request will not begin until the application is made complete. The submittal requirements relative to this application may be obtained from the specific sections of the Zoning or Land Division Ordinances pertaining to this application and from Planning Division staff. Pre- application conferences with Planning Division staff are encouraged. If there are any questions as to submittal requirements, contact the Planning Division prior to formal submission of the application. In submitting this application, the applicant should be prepared to give evidence and information which will justify the request. *The filing fee must be paid at the time of submission. This fee in no way assures approval and is non-refundable.*

I certify that the statements made in this application are complete and true to the best of my knowledge. I understand that any false statements may result in denial of this application.

Applicants Signature Cheri Crowley Date 6/20/2023

Property Owner's Signature Jandra M Scott Date June 20, 2023



A place where families and businesses thrive.

Annexation Application and Petition

File Number _____

SECTION I

Ownership and Applicant Information

Property Owner(s)

Name(s) ~~Evers Marchella L Trust & Evers Ignatius A Trust~~ ^{SMS} I. A. Evers FAMILY LLC

Mailing Address P O Box 204 City Cornelius State OR Zip 97113

Phone# 503-621-7104 Email Address sandyscott@comcast.net

Applicant/Owner Representative

Name(s) Evan Ramsey

Mailing Address 1500 SW 1st Ave, Suite 885 City Portland State OR Zip 97201

Phone# 503-553-3933 Email Address eramsey@b-e-f.org

Applicant's interest in property Applicant has a lease option agreement in place with the property owners.

SECTION II

Site Location and Description

Tax Map#(s) 592-C4 Tax Lot#(s) iN332D000201

Frontage Street or Address 910 NW Martin Road

Nearest Cross Street NW Martin Road and Nehalem Highway (Highway 47)

Land Area (square feet or acres) approx. 19.25 acres

Current Forest Grove Comprehensive Plan Designation GI

Current Zoning agricultural Proposed Zoning General Industrial

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 ^{sms}

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

Water: 10" line adj. to western site boundary. Sanitary sewer: CWS 42" trunk line to north, two CWS 8" lines on site.

Existing Land Use: Number of single-family units 1 Number of Multi-family units 0

Number of commercial structures 0 Square Feet _____

Number of industrial structures 0 Square Feet _____

Total existing population residing within area subject to annexation 0

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):

Changing the site's zoning to industrial as a result of annexation will increase the property's development options.

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* |
|---------------------|--------------|------------------|------------------------|---------|------------------|
| <i>Sandra Scott</i> | Sandra Scott | 910 NW Martin Rd | 592-CH | 6-20-23 | PO |
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*PO = Property Owner

RV = Registered Voter

OV = Property Owner and Registered Voter

FOREST GROVE Annexation Application and Petition Section III

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.**

Narrative Description of the Site to be annexed:

Beginning at the southeast corner of Section 32, Township 1 North, Range 3 West of the Willamette Meridian, Washington County, Oregon, and running thence along the Baseline north $89^{\circ} 47'$ west 2778.3 feet to the beginning point of country road No. A 64, thence North $1^{\circ} 30'$ east in center of said road 1845.4 feet to Angle 1 in said road, a stone: thence north $19^{\circ} 24'$ east 366.3 feet to point in said road: and the beginning point of the tract hereby conveyed; thence south $89^{\circ} 31'$ east 2006.6 feet to an iron pipe on the east line of Will. Behrman's land, thence along said east line north $0^{\circ} 22'$ east 757.6 feet to the north line of W.W. Catching D.L.C. No. 62; thence along said line north $89^{\circ} 28'$ west 286.0 feet; thence south $1^{\circ} 20'$ west 387.2 feet; thence north $89^{\circ} 45'$ west 1573.3 feet to the center of county road No. A. 64; thence south $19^{\circ} 24'$ west 421.0 feet to the place of beginning.

More commonly known as:

910 NW Martin Road, Forest Grove, Oregon 97116

Copies of deeds referenced on the map- See ATTACHMENT A

County Tax Map from Washington County Office of Assessment and Taxation with property redlined

wcgis1.co.washington.or.us?html5Viewer/index.html?viewer=intermap

Intermap
Land and property information for Washington County, Oregon

Tools: Home, Info view, Identify, Print, Export, Distance

Basic Tools: Measure

Parcels (2)

1N332D000201
Tax lot ID: 1N332D000201
Account: R0188021
Address: 910 NW MARTIN RD FOREST GROVE, OR
[Parcel Summary](#)
[District Overlay Information](#)
[Measurements & Taxation Information](#)
[Assessed Tax Maps](#)
[Assess Information](#)

1N332D000201
Tax lot ID: 1N332D000201
Account: R749925
Address: 910 NW MARTIN RD FOREST GROVE, OR
[Parcel Summary](#)
[District Overlay Information](#)
[Measurements & Taxation Information](#)
[Assessed Tax Maps](#)
[Assess Information](#)

Scale: 1:4514

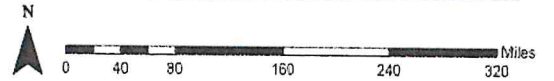
Washington C

The site is adjacent to the City of Forest Grove city limits.

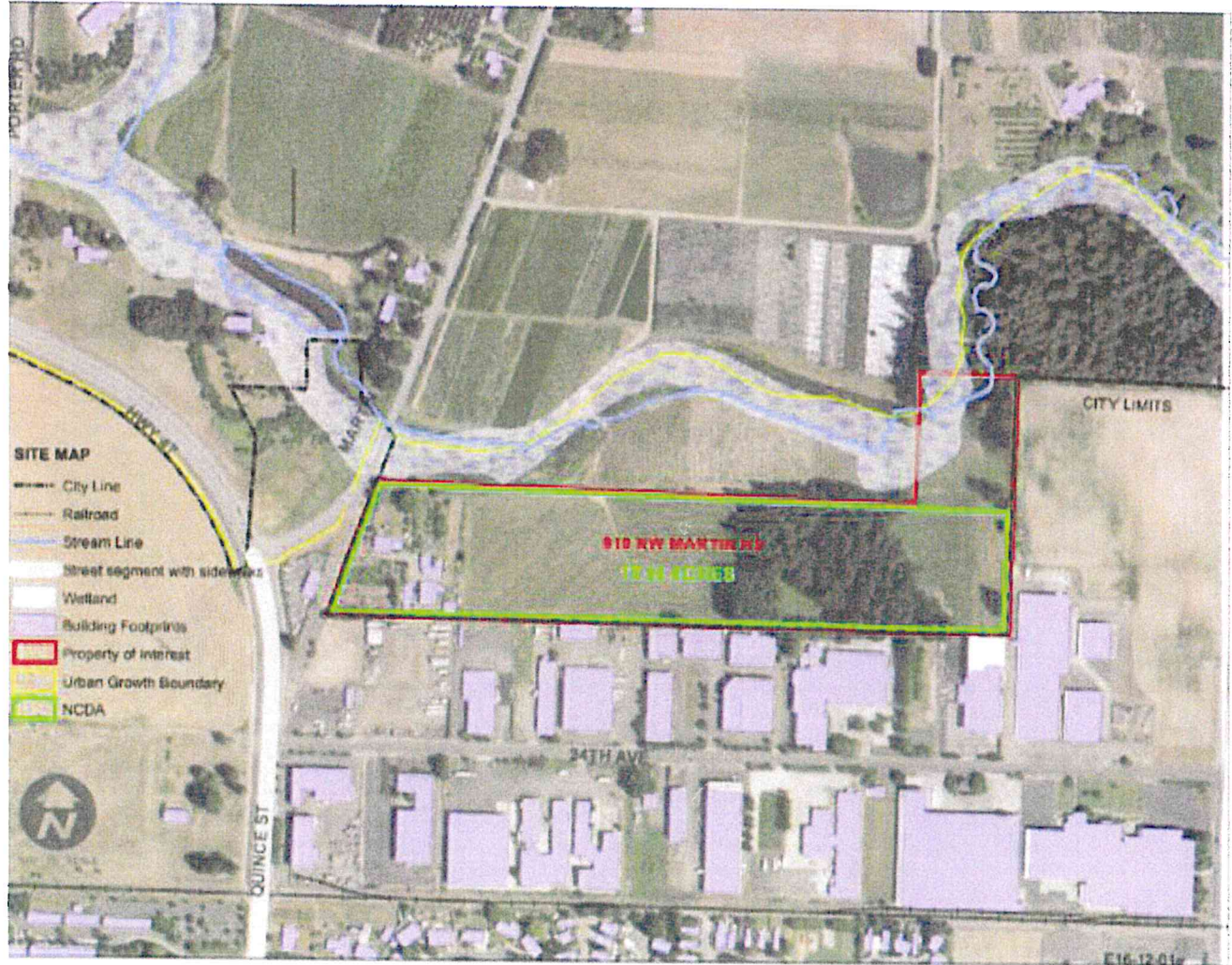


Figure 3. Vicinity Map

City of Forest Grove, Oregon



Map of property being Annexed



2. Describe how the annexation

- a. promotes timely, orderly and economic provision of public facilities and services;**

The site has been previously proposed for inclusion in the City of Forest Grove for Shovel Ready Certification. In a letter to Business Oregon dated September 17, 2016, then-Mayor Peter Truax wrote: “The City supports the certification of the Evers Trust Site, 910 NW Martin Road, for the purposes of strategic local investment and high-quality job creation. The land uses presented on the plans and in documentation are consistent with our current and/or planned zoning requirements.”

- b. would affect the quality and quantity of urban service;**

The Subject Site can be accessed from Martin Road, a county-maintained arterial, and Quince Street, a county-maintained local road. The existing access on to the site is taken from Quince Street. The road is approximately 300 ft from the Highway 47 intersection. Quince Street is paved up to where it is terminated.

From the Subject Site, US Route 26, an east to west highway that connects the Oregon coast with the City of Portland, can be accessed by two primary routes. Vehicles can travel north on Highway 47 for 9.1 miles or continue on Martin Road, an arterial, to NW Kerkman Road, a collector, for 7 miles. Tualatin Valley Highway, an arterial, located south of the site provides east to west access through the City of Cornelius, Hillsboro and Beaverton commercial centers.

- c. Whether the annexation would eliminate or avoid unnecessary duplication of facilities or services.**

The site is in an industrial area, with industrial uses on the west, south and eastern boundaries. It is serviced by existing roadways that do not require improvement and can be served by existing infrastructure (power, water, sanitary sewer) without significant impacts to existing customers and without significant upgrades to infrastructure.

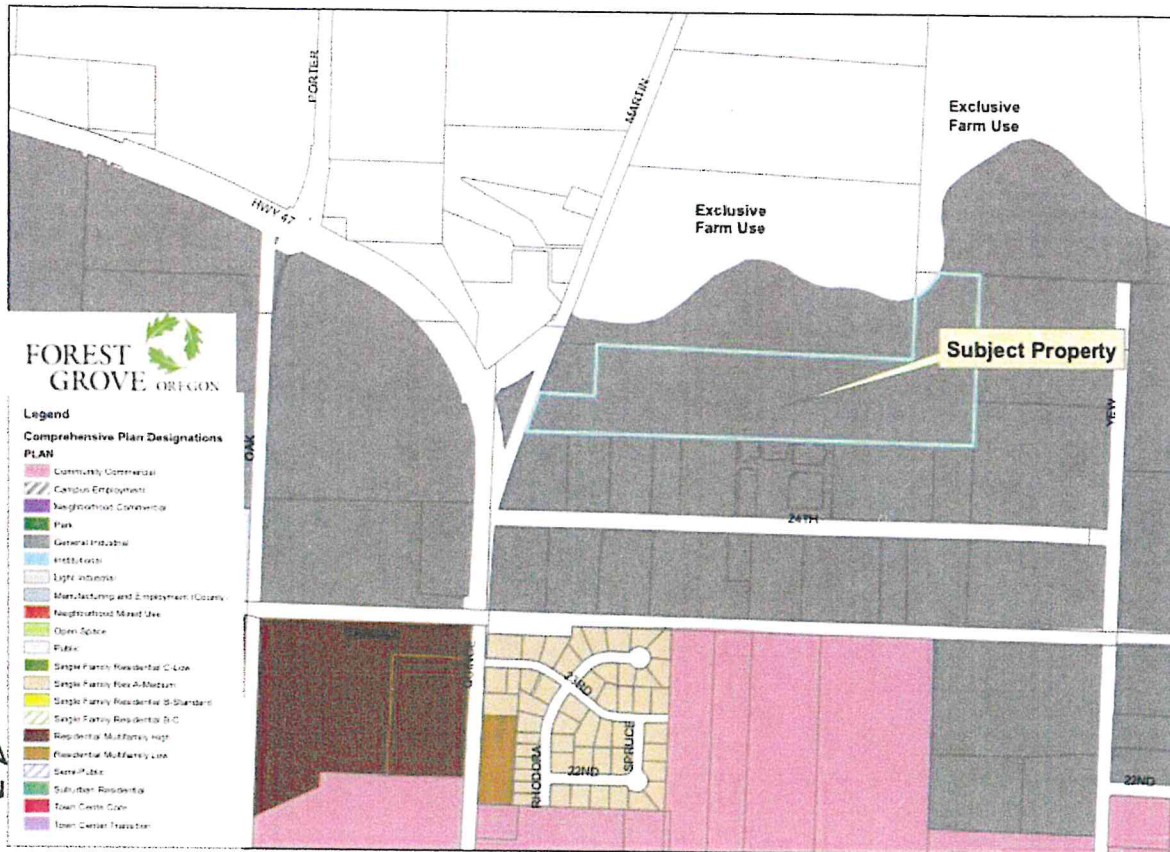
Criteria and Decision Factors for Concurrent Zoning Map Amendment

Describe how:

- 1. The zone change requested is consistent with the Forest Grove Comprehensive Plan Map.**

The site is within the area designated for General Industrial Use on the City’s Comprehensive Plan Map.

COMPREHENSIVE PLAN DESIGNATIONS



Zone Change Criteria

The property is surrounded on three sides by Industrial property and industrial uses already within the Forest Grove city limits. Annexing the subject property to the City of Forest Grove with a designation for General Industrial purposes is in keeping with the properties and uses surrounding the property and the City's Comprehensive Plan.

See citations below from Forest Grove Development Code.

§ 17.3.500 PURPOSE.

The City of Forest Grove has established two industrial zones to implement the Industrial designation of the Comprehensive Plan .

Non-industrial uses are restricted to protect industrial lands for employment and to minimize land use conflicts.

(Ord. 2009-01, passed 3-9-2009; Ord. 2013-3, passed 5-22-2013)

§ 17.3.510 LIST OF INDUSTRIAL ZONES.

B. General Industrial (GI). The GI zone is intended for industrial uses that are generally not compatible with residential development because of their operational

characteristics. This district is also intended for uses that may require extensive outdoor areas to conduct business activities or for product storage or display. General industrial uses include those involved in the processing of raw materials into refined products and/or industrial uses that have external impacts. The purpose of this district is to permit the normal operations of any industry that can meet and maintain compliance with established state and federal performance standards. The district is intended to contain supportive retail development. Commercial or retail uses that do not primarily serve the needs of people working or living in the employment and industrial areas are prohibited in this district. New residential uses are not permitted in the GI zone.

§ 17.12.140 INDUSTRIAL USE CATEGORY.

Industrial use types are defined as the on-site production of goods by methods that are not commercial, agricultural or extractive in nature.

A. Industrial services. Includes the repair and servicing of industrial and business machinery, equipment and/or products. Examples include welding shops; machine shops; repair shops for tools, scientific/professional instruments, and motors; sales, repair, storage, salvage or wrecking of heavy machinery, metal and building materials; towing and vehicle storage; auto and truck salvage and wrecking; heavy truck servicing and repair; tire recapping and retreading; truck stops; building, heating, plumbing or electrical contractors; printing, publishing and lithography; exterminators; janitorial and building maintenance contractors; fuel oil distributors; solid fuel yards; laundry, dry cleaning and carpet cleaning plants; and photo finishing laboratories.

B. Manufacturing and production.

1. Light industrial. Production, processing, assembling, packaging or treatment of finished products from previously prepared materials or components. All activities and storage is contained within buildings. Examples include the manufacturing and assembly of small-scale machinery, appliances, computer and other electronic equipment; pharmaceuticals; scientific and musical instruments; art work, toys and other precision goods; sign making; and catering facilities.

2. General industrial. Manufacturing, processing and assembling of semi-finished or finished products from raw materials. All activities are contained within buildings although there may be some outside storage of raw materials. Examples include food processing; breweries, distilleries and wineries; production of apparel or textiles; woodworking, including cabinet makers; production of chemical, rubber, leather, clay, bone, plastic, metal, stone or glass materials or products; manufacturing and production of large-scale machinery.

C. Call centers. Establishments using data or communication networks to conduct its business. Employees either make or take calls to provide a service or sell a product that could be shipped from the site or another location. Its clients are not local but rather global.

D. Railroad yards . A terminus of several railroad lines where the loading, unloading, transshipment and switching of rail cars is undertaken.

E. Research and development. Facility featuring a mix of uses including office, research laboratories and prototype manufacturing. If the use does not include a manufacturing component, it is considered an Office use (see § 17.12.130H.).

F. Warehouse/freight movement. Uses involved in the storage and movement of large quantities of materials or products indoors and/or outdoors; associated with significant truck and rail traffic. Examples include freestanding warehouses; household moving and general freight storage; cold storage plants/frozen food lockers; weapon and ammunition storage; major wholesale distribution centers; truck, marine and air freight terminals; bus barns; grain terminals; and stockpiling of sand, gravel, bark dust or other aggregate and landscaping materials.

G. Waste related. Uses that receive solid or liquid wastes from others for disposal on the site or for transfer to another location, uses which collect sanitary wastes, or uses that manufacture or produce goods or energy from the composting of organic material. Examples include recycling/garbage transfer stations, landfills, composting facilities and sewage treatment plants.

H. Wholesale sales. Involves sales, leasing or rental of equipment or products primarily intended for industrial, institutional or commercial businesses. Businesses may or may not be open to the general public, but sales to the general public are limited. Examples include the sale or rental of machinery, equipment, building materials, special trade tools, welding supplies, machine parts, electrical supplies, janitorial supplies, restaurant equipment and store fixtures; mail order houses; and wholesalers of food, clothing, auto parts and building hardware.

(Ord. 2009-01, passed 3-9-2009)

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.

BASE ZONE AND OVERLAYS

The following information was collected from the City of Forest Grove's adopted Development Code, adopted in 2009 and the 2016 adopted Zoning Map. The information was then verified by the City's Planning Director in the Land Use Information Letter received on October 13, 2016.

- Base zoning designation for the site?
 - Upon annexation, the base zone of the Evers Site will be General Industrial (GI).
- Zoning overlays on the site, if applicable (e.g., greenway overlay, historic overlay, etc.)?
 - There are no zoning overlays that would be apply to the site upon annexation.

- Planned Development zone/zoning overlay
 - The site is not located in a Planned Development zone.
- Redevelopment or special plan area?
 - The site is not in a redevelopment or special plan area.

3. The site is suitable for the proposed zone and there is a lack of appropriate designated alternative sites within the vicinity.

The site is surrounded on three sides by industrial properties. There is a critical shortage of industrial-zoned land in the Portland-Metro region available for development, job creation and economic diversification.

The site is on a legal lot:

Per the City of Forest Grove Development Code, in General Industrial (GI) zones the following uses are listed as permitted Industrial Services: Manufacturing and Production: Light and General Industrial, Warehouse, Research and Development, Wholesale Sales

The selected industry profiles are compatible with the City of Forest Grove’s Comprehensive Plan. However, specific use categories would need to be discussed and defined with staff for development permits.

Permitted uses in the GI zone are subject to a Type II Site Plan Review process.

4. The zone change is consistent with the adopted Transportation System Plan. Development allowed by the change will not substantially impact the functional classification of operation of transportation facilities, or reduce the level of service of transportation facilities below the minimum acceptable level identified in the Transportation System Plan.

The zone change is consistent with Transportation System Plan. The zone change will implement the Comprehensive Plan designation for the property. Since the zoning for the property will be consistent with the Comprehensive Plan, the zone change will not impact the operation of a transportation facility or reduce level of service below the minimum acceptable level 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.

WATER SERVICE

The Subject Site can be serviced by a 10-inch water line adjacent to the western boundary of the property. Generally, the current total water system capacity is approximately 7.6 Million Gallons

Per Day (MGD) and the current average daily use of the system is approximately 3.0 MGD. Based on the information provided and the IFA Industrial Development Competitiveness Matrix, the water system has capacity to accommodate the flows of the selected industrial profiles. The 10-inch line would be adequately sized to serve the following selected industry profiles:

- Campus Industrial/Electronic and Computer Assembly
- Manufacturing
- Shipping/Storage
- Warehouse/Distribution
- General Manufacturing

However, the existing main is smaller than the range of minimum line sizes for the following industries:

- Food Processing
- High Tech Manufacturing/Processing

Although, this does not preclude these industrial users additional analysis and discussion with the user and city is needed to determine if the existing line size can meet the need of the specific user and if the cost of improvement will be prohibitive.

Further details are provided in the attached letter from the City of Forest Grove Director of Public Works.

SANITARY SEWER SERVICE

Upon annexation, the City of Forest Grove will provide sanitary sewer service to the Subject Site. There is an existing 42-inch trunk line north of the Subject Site, along Council Creek, maintained by Clean Water Services (CWS). This may be extended if required by the development. Two, CWS maintained, 8- inch sewer lines could provide direct service to the site.

As shown on the maps in Attachment B, one runs along the western property line, along Quince Street and the other traverses the middle of the site in a north/south manner.

The total system capacity is 8.7 MGD and the current average daily use is 3.5 MGD, with a maximum daily use of 4.5 MGD. According to the IFA Industrial Development Competitiveness Matrix, the system can accommodate the flow for each selected industry profile.

- The existing 8-inch mains are adequately sized to serve the following industry profiles: •
Manufacturing
- Shipping/Storage
- Warehouse/Distribution
- General Manufacturing

However, the existing main is smaller than the range of minimum line sizes for the following industries:

- Campus Industrial/Electronic and Computer Assembly
- Food Processing
- High Tech Manufacturing/Processing

Although, this does not preclude these industrial users additional analysis and discussion with the user and city is needed to determine if the existing line size can meet the need of the specific user and if the cost of improvement will be prohibitive.

Further details are provided in Attached letter from the City of Forest Grove Director of Public Works.

STORMWATER SERVICE

According to Clean Water Services Utility Maps (Attachment C) and the Stormwater Provider Letter from the City of Forest Grove, the Subject Site has direct access to public stormwater lines. There is an existing 15-inch storm main at the east end of the site and a 30-inch line in Quince Street that discharges into the adjacent Council Creek. Additionally, a 15-inch line discharges to an existing ditch located onsite. From that point, stormwater flows overland to a natural outlet in Council Creek.

Due to the proximity of Council Creek, a stormwater easement or drainage right-of-way may be required along the northern property line, for adequate conveyance and maintenance. The subject site is required to provide stormwater quality treatment and potentially detain stormwater onsite. The design engineer will be required to perform a capacity and condition analysis of existing downstream storm facilities and conveyance elements (including the creek) receiving flow from the development. If the City Engineer determines that the additional stormwater runoff will overload an existing drainage facility, a detention system will be required that detains post-development peak runoff rates that do not to exceed pre-development rates based on a 24-hour storm event from the 2-year return storm, 10-year return storm, and the 25-year return storm, per CWS Runoff Treatment and Control Design & Construction Standards.

Based on the information available, the storm drainage system is available to the Subject Site and can accommodate proposed industrial development. It is not anticipated that this will adversely impact future development schedule. However, it is recommended that the applicant work closely with Clean Water Services and the City of Forest Grove.

ELECTRIC POWER SERVICE

Electric power to the Subject Site is currently serviced by Portland General Electric (PGE). However, upon annexation the site will be required to be served by Forest Grove Light and Power. The site is subject to the utility undergrounding requirements for the existing overhead electrical lines along NW Martin Road and Quince Street. The most feasible point of connection, according to the provided information request letter from the Forest Grove Light and Power Department (FGLP) is located on Yew Street, east of the site.

The peak load capacity available to the Subject Site is 3.2 MW. A transformer installation would be required. All design and construction must follow the attached standards.

The existing power infrastructure would adequately serve the following industry profiles:

- Manufacturing
- Shipping/Storage
- Warehouse/Distribution
- General Manufacturing
- Campus Industrial/Electronic and Computer Assembly
- Food Processing

However, the existing capacity demand does not meet the minimum service demand of a High Tech Manufacturing/Processing industry user, which has a minimum service demand of 4-6 MW.

Although this does not preclude the industrial user, additional analysis and discussion with FGLP is necessary to determine the user's actual need.

Further details are provided in the attached letter from the City of Forest Grove Director of Public Works.

NATURAL GAS SERVICE

The natural gas service provider for this site is Northwest Natural Gas Company (NW Natural). There is an existing 1/2-inch polyethylene gas line servicing the site from a 4-inch gas main located at the Quince Street right-of-way.

All of the selected industry profiles would require infrastructure upgrades from a 1/2-inch line to the preferred minimum line sizes:

- Campus Industrial/Electronic and Computer Assembly (preferred size 6" main)
- Manufacturing (preferred size 4"-6" main)
- Food Processing (preferred size 4" main)
- High Tech Manufacturing/Processing (preferred size 6" main)
- General Manufacturing (preferred size 4" main)
- Shipping/Storage (preferred size 2" main)
- Warehouse/Distribution (preferred size 2" main)

It is possible to extend new gas laterals to serve users with higher gas demands. However, NW Natural evaluates each proposed development on a case-by case basis in order to assess the capacity and the ability of the system to serve the development. It is anticipated that light industrial facilities can be served with natural gas within 90 days. Therefore, it is possible to extend new gas laterals to serve higher demand users, however, early discussion and coordination would need to be initiated to meet the 180 day shovel ready threshold.

6. The establishment of a zone district is not subject to the meeting of conditions.

See the attached land use letter from the City of Forest Grove.



A place where families and businesses thrive.

December 9, 2016

Business Oregon
 Attention: Sierra Gardiner, Industrial Lands Specialist
 775 Summer Street NE, Suite 200
 Salem, OR 97301-1280

Re: Shovel Ready Report Water Service Information – Evers Site

Dear Ms. Gardiner:

The City of Forest Grove provides the following information in accordance with the Site Certification review process for the Evers Trust site at 910 NW Martin. The site and vicinity are planned for economic development that is compatible with our current and/or anticipated utility capacity as described below:

- The current applicable fee(s) for a water meter on the site is/are (see below).


| Service Size | Water Connections – Fee Schedule as of July 1, 2016 | |
|----------------|---|---------------------------|
| | Connection Fee (Installer) | System Development Charge |
| ¾ inch Meter | Actual Cost (\$1,000 deposit City) | \$5,478.00 |
| 1 inch Meter | Actual Cost (\$1,000 deposit City) | \$13,695.00 |
| 1 ½ inch Meter | Actual Cost (\$1,000 deposit City) | \$27,390.00 |
| 2 inch Meter | Actual Cost (\$1,000 deposit City) | \$43,824.00 |
| 3 inch Meter | Actual Cost (developer) | \$87,648.00 |
| 4 inch Meter | Actual Cost (developer) | \$136,950.00 |
| > 4 inch Meter | Actual Cost (developer) | Call City |

- A pressure regulator is not required for development on the site.
- Construction of a water main is not required for the site.
- Meter for the site will be provided by City and installed by developer or City depending on size (see schedule above).
- There is not an advantage to providing a separate meter for landscaping irrigation on the site.
- An existing water main that could serve the site is located adjacent to the west boundary of the site.
- The process for installing a water meter is generally as follows:
 - Complete water service application and pay fees as noted above. Water services larger than 2 inch need to be installed by developer using City specifications. 2 inches and smaller can be installed by City on a time and materials cost basis with an initial deposit as noted above.
- The current total water system capacity is approximately 7.6 Million Gallons Per Day.
- The current average daily use of the system is approximately 3.0 Million Gallons Per Day.
- The current maximum daily use of the system is approximately 6.0 Million Gallons Per Day.
- The current estimated peak flow performance available from the water main that could serve the site as described above is approximately 100,000 Gallons Per Day. Please note this value is based on a

model estimate at a particular portion of the water system, during a particular situation, and under several assumptions.

- The water line currently in service at or available to the site is 10-inch in size.
- The applicable development code and/or standards are provided by the City of Forest Grove public works department. Details can be accessed from the following web site: <http://www.forestgrove.or.gov/city-hall/public-works/public-works-water.html>.
- The City is not anticipating any plans that may affect development on the site at this time.

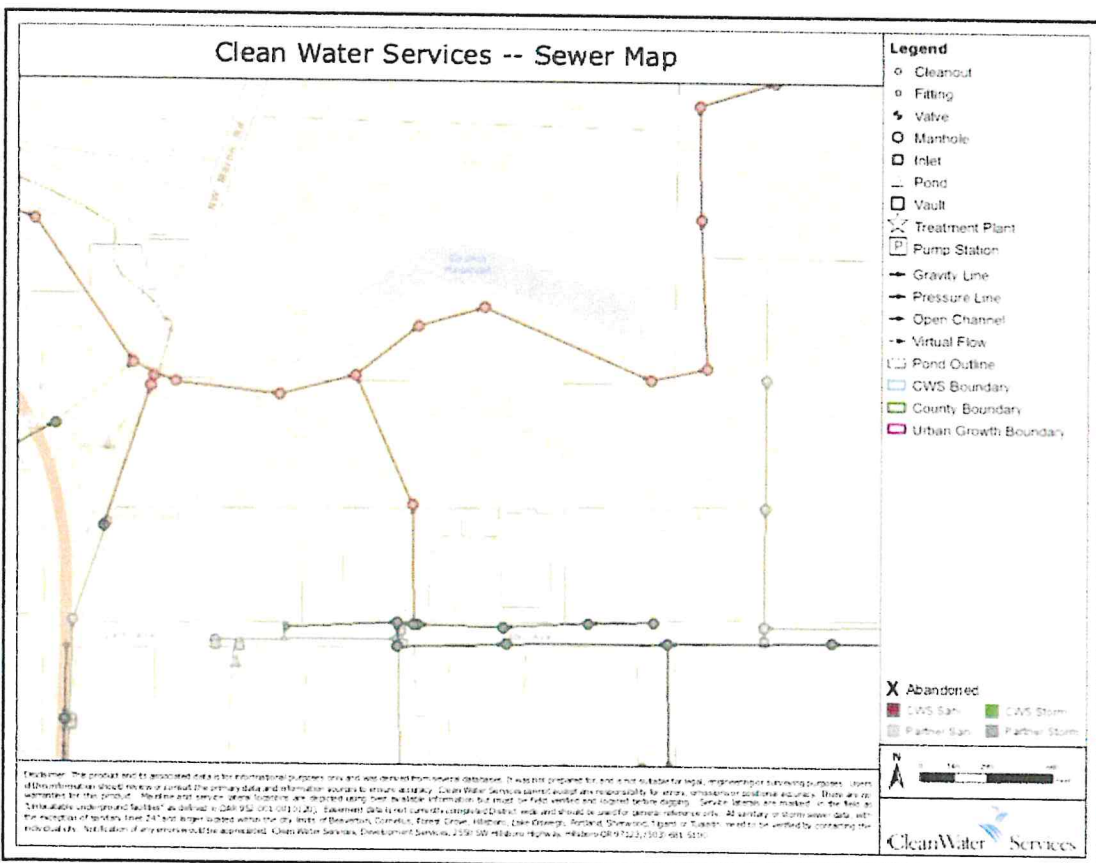
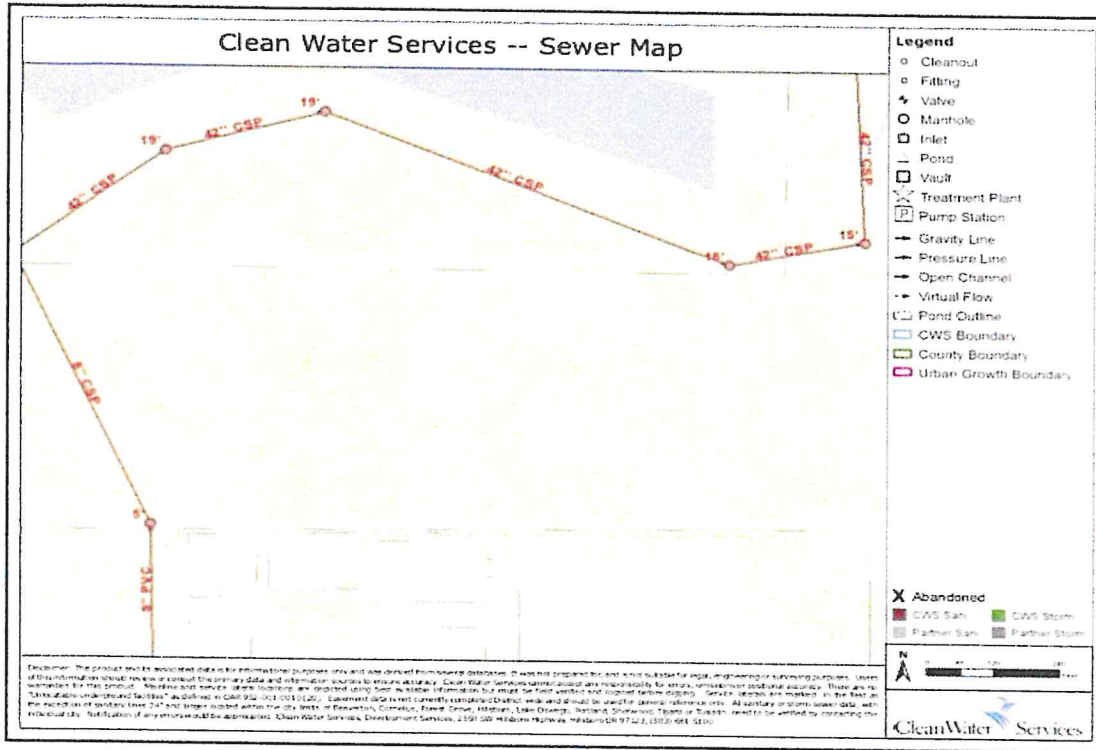
Please feel free to contact our office with any questions. You may reach us at (503) 992-3228.
Sincerely,

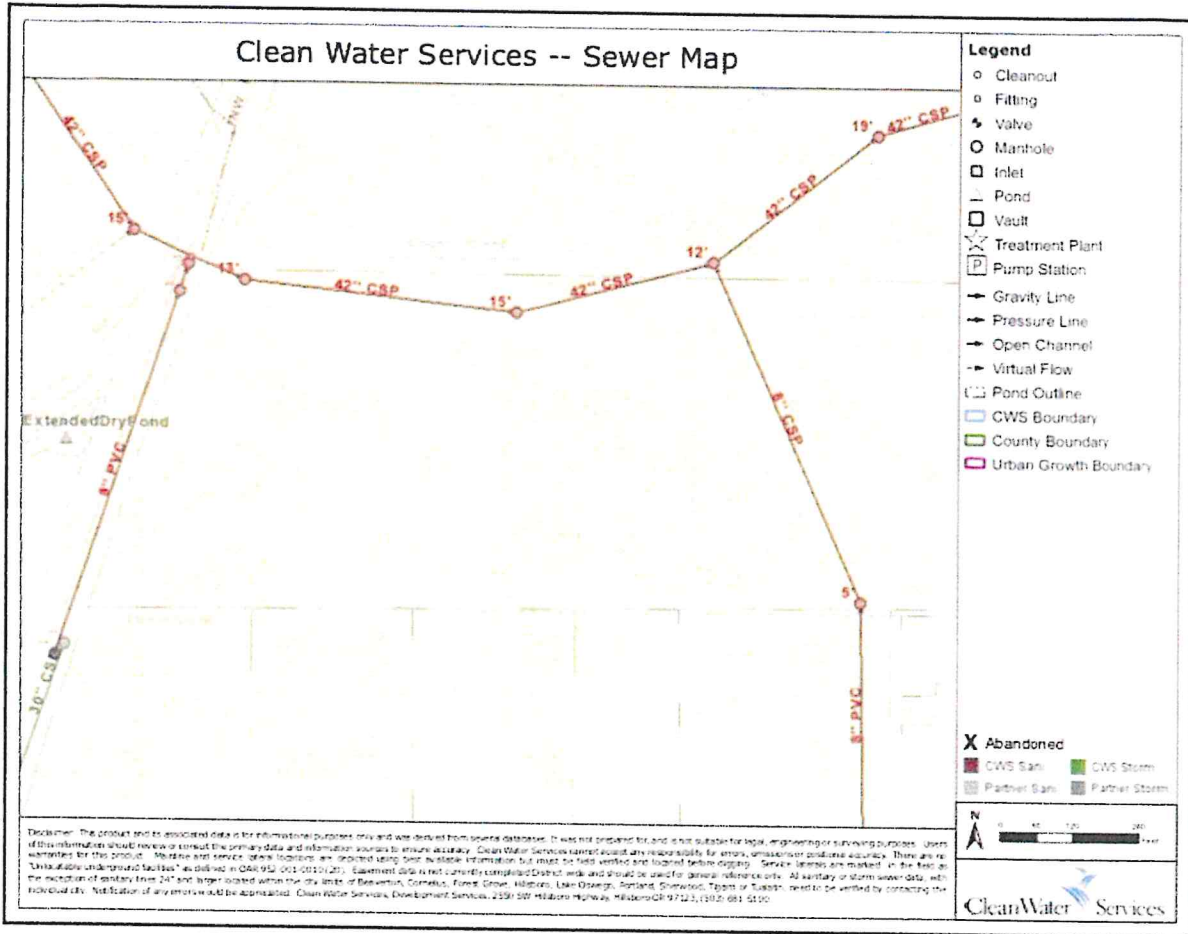


Rob Foster, PE
Director of Public Works
City of Forest Grove

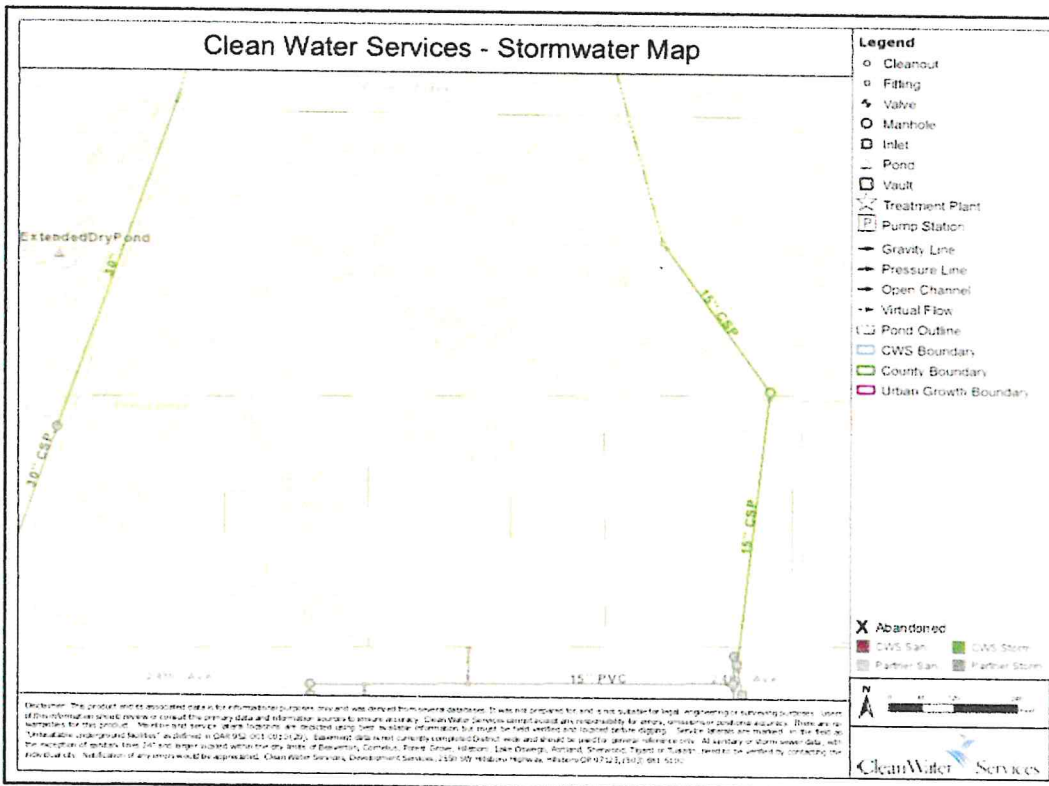
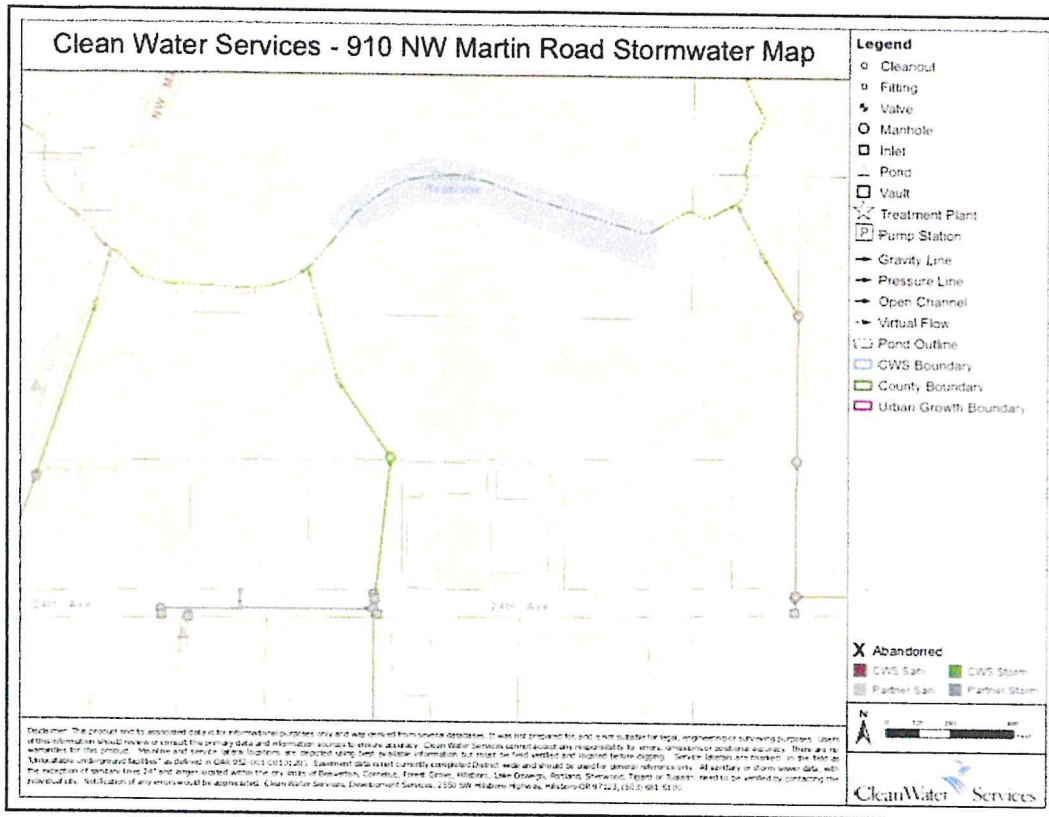
Enclosure(s): 0

ATTACHMENT B - WATER SERVICES MAP





ATTACHMENT C – STORMWATER MAP





A place where families and businesses thrive.

January 13, 2017

Business Oregon
Attention: Sierra Gardiner, Industrial Lands Specialist
775 Summer Street NE, Suite 200
Salem, OR 97301-1280

Re: **Shovel Ready Report Electric Power Service Information Evers**

Dear Ms. Gardiner:

The Forest Grove Light and Power Department (FGLP) provides the following information in accordance with the Site Certification review process for the **Evers site**, located at **910 NW Martin Road, Forest Grove, Oregon**. Please NOTE that this site is currently within the City UGB is and is served by PGE. The owner has indicated that at the time of development/property sale she will request annexation into the City. Once this happens the site is required to be served by Forest Grove Light and Power. FGLP will negotiate with PGE to complete the transfer.

The site and vicinity are planned for economic development that is compatible with our current and/or anticipated utility capacity. Please accept this letter and the attachments as confirmation of the following:

- The site is subject to an overhead/underground requirement.
- The available voltage to the site is utility standard secondary voltages (requires transformer installation) up to primary voltage of 12,470 volts three phase.
- Peak load capacity available at site: 3.2 MW.
- Miles to nearest substation: A feasible point of connection to the site is located in the right of way, east of the property line on Yew Street. Forest Grove substation will provide power to the site and is located approximately one half mile away.
- The service will be installed by Customer, Developer, Portland General Electric (PGE) or FGLP.
- The process for installing the service is as follows: Contact Forest Grove Light and Power Department with load and service requirements. FGLP will provide a design that can be used to request quotes from contractors. Site is currently served by PGE. Property owner will not develop until after annexation into city. Public Utility Commission (PUC) will review and authorize the annexation and request for City of Forest Grove electrical service.
- The timeline for obtaining service to the site is as follows: Approval of property annexation as well as installer's timeline and current FGLP workload.

- The applicable development code and/or standards are attached.

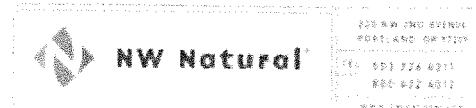
Please feel free to contact our office with any questions. You may reach us at City of Forest Grove Light and Power Department, phone: (503) 992-3250.

Sincerely,



George Cress
Director Forest Grove Light and Power

Enclosure(s):



11/29/16

Business Oregon
Attention: Sierra Gardiner, Industrial Lands Specialist
775 Summer Street NE, Suite 200
Salem, OR 97301-1280

Re: **Shovel Ready Report Natural Gas Service Information**

Dear Ms. Gardiner:

NW Natural provides the following information in accordance with the Site Certification review process for the **Evers Site**, located at **910 NW Martin Road, Forest Grove, Oregon**. The site and vicinity are planned for economic development that is compatible with our current and/or anticipated utility capacity. Please accept this letter and the attachments as confirmation of the following:

- It is necessary that the following is in place in order to begin design of the natural gas utility infrastructure for the site:

As a general statement, we at Northwest Natural evaluate proposed development projects on a case-by-case basis. When a development is identified and approximate natural gas loads determined, we are able to assess the capacity and ability of our gas distribution system to serve the development. Each proposed natural gas project undergoes an economic analysis that compares the cost to serve with the anticipated revenue. For most proposed commercial/industrial development, we are able to utilize our existing infrastructure or build what is necessary to serve.

Northwest Natural operates under the jurisdiction and is subject to the Rules and Regulations of the Public Utility Commission (PUC) of Oregon. Service is provided pursuant to the Tariff (rates, rules and regulations) of the Company on file with the PUC. Such Tariff is subject to change as provided by law. NW Natural installs, owns and maintains all facilities up to and including the meter pursuant to the provisions of such Tariff. Facilities beyond the meter are the responsibility of the builder or owner. In accordance with existing tariff rules for natural gas distribution in the service area of NW Natural, future private development will be responsible for providing a trench and/or conduit for installation of this new natural gas service line.

When a formal application for gas service is submitted, a cost estimate for the gas service line and main extension necessary to serve the proposed industrial development will be performed. In accordance with PUC regulations, this cost estimate will be compared to anticipated revenue in order to determine if any monetary contribution from the customer will be required to serve the proposed industrial development.

A prospective customer is encouraged to contact our Major Account Services (MAS) for specific questions related to the cost of the initial gas installation and monthly rate schedules for natural gas delivery. MAS representatives are available to take calls from 7:30 am to 5:30 pm on business days at 1-800-422-4012 ext.

Business Oregon
11/29/16
Page 2

2512. MAS can also provide copies of its rates, rules and regulations and other information requested. Useful information regarding gas service is also available on our website at www.nwnatural.com under the 'Business' tab.

- Natural gas service will be routed to the site from the 4" polyethylene gas main in the Quince St right-of-way.
- The existing natural gas service at the site is: 1/2" polyethylene gas line
- The process for installing the service is as follows: See above statements under requirements for design.
- The timeline for obtaining service to the site is as follows:

NW Natural has natural gas facilities in close proximity to the site. It is anticipated the subject property developed with typical commercial or light industrial facilities can be served with natural gas within 90 days, once the prospective customer has initiated the customer acquisition process (described below). Projects that would use a significant amount of natural gas, such as for heavy industrial or gas power facilities, may exceed the existing gas infrastructure capacity and would require further evaluation and planning time in excess of 180 days.

- Any maps, diagrams, or other relevant graphical documentation is attached.

Please feel free to contact our office with any questions. You may reach me at the contact information below.

Sincerely,



Peter Cathcart, EIT
West Metro Engineering Field Services
NW Natural
(503) 226-4211 Ext. 4429

Enclosure(s):



A place where families and businesses thrive.

October 13, 2016

Business Oregon
Attention: Sierra Gardiner, Industrial Lands Specialist
775 Summer Street NE, Suite 200
Salem, OR 97301-1280

Re: Shovel Ready Report Land Use Information – Evers Trust Site, 910 NW Martin Road, Forest Grove

Dear Ms. Gardiner:

The City of Forest Grove provides the following information in accordance with the Site Certification review process for the **Evers Trust** site. The site and vicinity are planned for economic development that is compatible with our current and/or anticipated zoning requirements. Please accept this letter and the attachments as confirmation of the following:

- Upon annexation, the base zone for the site would be General Industrial (GI).
- The site is within the Urban Growth Boundary and is required to be annexed which requires a petition from registered voters and property owners and approval by the City Council. There is no City vote required for annexation.
- There are no overlays that would apply to the site upon annexation.
- The applicable zoning and/or development code is attached.
- Generally, the uses allowed outright in the zone are manufacturing, processing of raw materials, warehousing and wholesale. More detail is provided in the attachments.
- The following known process(es) could affect future development: annexation into the City, wetlands determination.
- The following planned uses have currently been identified for adjacent sites that are currently identified: general industrial uses to the north, south, west and east.
- Attached is the Comprehensive Plan map. There are no overlays for the site and because it has not yet been annexed, no City zoning for the site has yet been applied.
- There are no other current and/or anticipated plans, other than that noted above, that may affect development on the site.

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. The second part of the document provides a detailed explanation of the double-entry system, which is the foundation of modern accounting. It describes how debits and credits are used to record transactions and how they must always balance. The third part of the document discusses the various types of accounts used in accounting, including assets, liabilities, equity, and income. It explains how these accounts are organized into a chart of accounts and how they are used to prepare financial statements. The fourth part of the document discusses the process of closing the books at the end of an accounting period. It explains how temporary accounts, such as revenues and expenses, are closed to permanent accounts, such as retained earnings. The fifth part of the document discusses the importance of internal controls in preventing errors and fraud. It describes various control procedures, such as segregation of duties and independent verification. The sixth part of the document discusses the role of the auditor in providing an independent opinion on the financial statements. It explains the different types of audit opinions and the consequences of an adverse opinion. The seventh part of the document discusses the importance of ethical behavior in accounting. It describes the various ethical dilemmas that accountants may face and provides guidance on how to resolve them. The eighth part of the document discusses the role of the accounting profession in society. It describes the various ways in which accountants contribute to the economy and the well-being of society. The ninth part of the document discusses the future of accounting. It describes the various ways in which technology is changing the accounting profession and the importance of staying current in the field. The tenth part of the document discusses the importance of continuing education for accountants. It describes the various ways in which accountants can stay current in their field and the importance of maintaining their professional credentials.

ATTACHMENT F

PLANNING COMMISSION FINDINGS AND DECISION NUMBER 2023-04 ANNEXATION OF 20.0 +/- ACRES and CONCURRENT ZONING MAP AMENDMENT FILE NUMBER 311-23-000017-PLNG

WHEREAS, on June 22, 2023, Evan Ramsay, Bonneville Environmental Trust, submitted an annexation petition and land use application for concurrent Zoning Map amendments for property adjacent to the Forest Grove city limits north of 24th Avenue and east of Martin Road; and

WHEREAS, the application was deemed complete on October 2, 2023; and

WHEREAS, as required by Oregon Administrative Rules Chapter 660-018-0022, notice of this application was provided to the Oregon Department of Land Conservation and Development on September 8, 2023, being at least 35 days prior to the Planning Commission's public hearing on this matter; and

WHEREAS, as required by Metro Code §3.07.820, notice of the application was provided to the Metro on September 8, 2023, being at least 35 days prior to the Planning Commission's public hearing on this matter; and

WHEREAS, as required by Oregon Revised Statutes Chapter 222 and Forest Grove Development Code §17.1.610(A), notice of the Planning Commission's public hearing to consider this application was published in the Forest Grove News Times on October 5, 2023 being at least seven days prior to the public hearing; and

WHEREAS, notice of the Planning Commission's public hearing was posted in locations accessible to the public as required by Development Code §17.1.610(B); and

WHEREAS, as required by Forest Grove Development Code §17.1.610(C), notice of this application was mailed to all property owners of record and other interested parties within 300 feet of the boundaries of the subject properties; and

WHEREAS, as required by Forest Grove Development Code §17.1.610(C), notice of said notice was mailed on September 25, 2023 being at least 20 days before the Planning Commission's public hearing on this matter; and

WHEREAS, the Planning Commission held the duly noticed public hearing on this matter on October 16, 2023; and

WHEREAS, the Planning Commission approved a motion to recommend City Council approve the annexation, Comprehensive Plan Map amendment, and Zoning Map amendment as proposed by the applicant.

NOW THEREFORE, the City of Forest Grove Planning Commission does hereby recommend that City Council adopt an ordinance annexing the subject property, and approve the

proposed and Zoning Map amendment as shown in the staff report for the Planning Commission on October 16, 2023, making the following specific findings in support of the decision.

1. The Planning Commission finds there is substantial evidence in the record to support a Planning Commission recommendation to City Council that the City Council to approve the annexation and concurrent map amendments. The evidence relied upon includes:
 - a. The land use application received by the City on June 22, 2023;
 - b. The written staff report and attachments dated October 16, 2023, provided to the Planning Commission including:
 - Attachment A: Findings for Annexation Approval
 - Attachment B: Findings for Zoning Map Amendment Approval
 - Attachment C: Land Use Application
 - c. Testimony provided to the Planning Commission during the public hearing on October 16, 2023, supporting the Planning Commission's recommendation to City Council to approve the proposals.
2. The Planning Commission finds the evidence in the record and relied upon, including the land use application and written staff report dated September 19, 2022, demonstrates the land use application meets the applicable review criteria and considerations including:
 - a. Oregon Revises Statutes Chapter 222 (Boundary Changes, Mergers and Consolidation).
 - b. Metro Code Chapter 3.09 (Local Government Boundary Changes)
 - c. Oregon Statewide Land Use Planning Goal 2 (Land Use), Goal 10 (Housing), Goal 11 (Public Facilities and Services), and Goal 12 (Transportation)
 - d. Metro Urban Growth Management Plan
 - e. Oregon Transportation Planning Rule (OAR 660-12)
 - f. Development Code §17.2.150 (Annexation)
 - g. Development Code §17.2.770 (Zoning Change)
3. The Planning Commission finds the annexation of the subject property meets the applicable review criteria described in the written staff report dated October 16, 2023.
4. The Planning Commission finds the proposal to amend the Forest Grove Zoning Map to redesignate property zoned Washington County Future Development to Forest Grove General Industrial, consistent with the Comprehensive Plan Map meets the applicable review criteria and considerations as described in the written staff report dated September October 16, 2023.

Virginia Sanderson, Chair

Date