Eugene City Council
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541-682-5010 • 541-682-5414 Fax
www.eugene-or.gov

# EUGENE CITY COUNCIL AGENDA

**October 27, 2025**

**7:30 p.m. CITY COUNCIL MEETING**

City Council meetings will continue to be held in hybrid format using in person and virtual meeting technology. Information about online or other options for access and participation will be available at https://www.eugene-or.gov/3360/Webcasts-and-Meeting-Materials

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**Meeting of October 27, 2025;**
**Her Honor Mayor Kaarin Knudson Presiding**

**Councilors**

| | |
|---|---|
| Greg Evans, President | Lyndsie Leech Vice President |
| Eliza Kashinsky | Matt Keating |
| Jennifer Yeh | Alan Zelenka |
| Mike Clark | Randy Groves |

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**7:30 p.m. CITY COUNCIL MEETING**

1. **COMMITTEE REPORTS AND ITEMS OF INTEREST**

2. **PRIORITY GOAL ACTION: An Ordinance Concerning Low-Income Rental Housing Property Tax Exemption and Amending Section 2.939 of the Eugene Code, 1971.**

   **AND**

   **A Resolution Adopting Amended Standards and Guidelines for Processing Applications for Low-Income Rental Housing Property Tax Exemptions and Repealing Resolution No. 5297**

3. **PRIORITY GOAL ACTION: Adoption of a Resolution Approving a Low-Income Rental Housing Property Tax Exemption for The Lucy Apartments**

4. **CONSENT CALENDAR 1**
   - **A. Approval of City Council Minutes**
     - **A. September 8, 2025 Meeting**
   - **B. Approval of City Council Tentative Agenda**

5. **CONSENT CALENDAR 2**

A. **A Resolution Annexing Land to the City of Eugene (Assessor's Map 17-03-08-42, Tax Lot 00300, Located at 3241 Downing Street) (City File: A 25-07)**

B. **A Resolution Annexing Land to the City of Eugene (Assessor's Map 17-03-08-44, Tax Lot 03200 And Located at 2588 Dale Avenue) (City File: A 25-9)**

6. **PUBLIC COMMENT**

The Eugene City Council welcomes your interest in these agenda items. This meeting location is wheelchair-accessible. For the hearing impaired, an interpreter can be provided with 48 hours' notice prior to the meeting. Spanish-language interpretation will also be provided with 48 hours' notice. To arrange for these services, contact the receptionist at 541-682-5010. City Council meetings are telecast live on Metro Television, Comcast channel 21, and rebroadcast later in the week.

El consejo de la Ciudad de Eugene agradece su interés en estos asuntos de la agenda. El lugar de la reunión tiene acceso para sillas de ruedas. Se puede proveer a un intérprete para las personas con discapacidad auditiva si avisa con 48 horas de anticipación. También se puede proveer interpretación para español si avisa con 48 horas de anticipación. Para reservar estos servicios llame al 541-682-5010. Las reuniones del consejo de la ciudad se transmiten en vivo por Metro Television, Canal 21 de Comcast y son retransmitidas durante la semana.

For more information, contact the Council Coordinator at 541-682-5010,
or visit us online at www.eugene-or.gov.

# EUGENE CITY COUNCIL
# AGENDA ITEM SUMMARY

## Committee Reports and Items of Interest

Meeting Date: October 27, 2025
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 1
Staff Contact: Rosa Roach
Phone: 541-628-8497

### ISSUE STATEMENT

This portion of the agenda provides an opportunity for the Mayor, Councilors, and City Manager to raise issues, present ad hoc motions, introduce resolutions and report on committee activities and actions. The time allotted for "Items" is subject to change to accommodate emerging issues.

### BACKGROUND

Per Council Operating Agreements adopted on October 23, 2023 (Resolution 5387), at regular meetings held on the second and fourth Mondays of each month, the first item on the agenda or following Ceremonial Matters and the Pledge of Allegiance, shall be "Committee Reports and Items of Interest from Mayor, City Council and City Manager."

### ATTACHMENTS

None.

### FOR MORE INFORMATION


Staff Contact: Rosa Roach, City Council Coordinator
Telephone: 541-682-8497
Staff E-Mail: rroach@eugene-or.gov

# EUGENE CITY COUNCIL
# AGENDA ITEM SUMMARY

Priority Goal Action: An Ordinance Concerning Low-Income Rental Housing Property Tax Exemption and Amending Section 2.939 of the Eugene Code, 1971.
AND
Priority Goal Action: A Resolution Adopting Amended Standards and Guidelines for Processing Applications for Low-Income Rental Housing Property Tax Exemptions and Repealing Resolution No. 5297

Meeting Date: October 27, 2025 | Agenda Item Number: 2
Department: Planning and Development | Staff Contact: Laura Hammond
www.eugene-or.gov | Phone: 541-682-5502

## ISSUE STATEMENT

Council is asked to take action on a proposed ordinance amending the Eugene Code to align with updated Low Income Rental Housing Property Tax Exemption (LIRHPTE) statutes to allow limited equity cooperatives that own housing that was constructed or converted before February 12, 1990, to be eligible for the LIRHPTE. (See Attachment A for the proposed ordinance.) If Council adopts the proposed ordinance, Council is also asked to take action on a proposed resolution adopting amended Standards and Guidelines for processing LIRHPTE applications to align with the updated City Code. (See Attachment B for the proposed Resolution.)

## BACKGROUND

Eugene's LIRHPTE program provides a 20-year property tax exemption to support rental and limited equity cooperative housing that is affordable to lower-income households, or to property held for the purpose of developing such housing. The LIRHPTE program is enabled by state statutes, specifically ORS 307.515 to 307.535.

In 1990, the City Council adopted the LIRHPTE program to facilitate the development of affordable rental housing for low-income individuals. In accordance with provisions enacted by the Oregon Legislature, the City Council adopted Sections 2.937 to 2.940 of the Eugene Code, 1971, establishing procedures for granting exemptions from ad valorem taxes on low-income rental housing. The program is a partnership between taxing districts; Council and the 4J and Bethel school boards re-authorize the program every ten years. The program is currently in effect through 2030.

The Standards and Guidelines outline the Eugene requirements for processing LIRHPTE applications and are adopted by Council through a Resolution. They are used to ensure compliance with state statute and City Code and are updated as needed to reflect any changes to the program.

In 2023, the Oregon Legislature passed House Bill 2080, expanding LIRHPTE eligibility to include limited equity cooperatives. The City Council subsequently adopted Ordinance 20697, amending the Eugene Code to allow limited equity cooperatives to be eligible for the LIRHPTE. However, state statutes and, by extension, the Eugene Code, restricted eligibility to limited equity cooperative

housing units that were constructed or converted to limited equity cooperative ownership, after the date the City Council adopted the local LIRHPTE program. In Eugene, this meant that limited equity cooperatives with housing that was constructed or converted to limited equity cooperative ownership before February 12, 1990, the date the City Council adopted the LIRHPTE program, were not eligible for the exemption.

While newer limited equity cooperatives, such as Peace Village Cooperative developed by SquareOne Villages, were able to apply for and receive LIRHPTE approval, limited equity cooperatives with older Affordable Housing stock are not eligible. In 2025, the Oregon Legislature approved House Bill 3232, removing this eligibility restriction for limited equity cooperatives.

Proposed Ordinance: The proposed ordinance would remove the eligibility requirement that limited equity cooperative housing be constructed or converted to limited equity cooperative ownership after February 12, 1990. The ordinance would not approve any specific LIRHPTE applications; each application must still be individually approved by City Council resolution. Applicants must document their eligibility and demonstrate a direct reduction in rent or housing payment because of receiving the exemption.

Program Impact: Since 1990, Eugene has approved 44 property tax exemptions for low-income housing developments, totaling more than 2,200 Affordable Housing units citywide. The property tax exemption plays a significant role in reducing rents and housing payments for low- and very-low-income Eugene residents. The monetary benefit varies depending on development size and assessed tax value.

The LIRHPTE program, along with other local resource commitments, helps Affordable Housing developers in Eugene remain competitive for limited state and federal funding opportunities, and supports existing developments in maintaining lower rents. Expanding eligibility through the proposed ordinance would preserve and extend the affordability of limited equity cooperatives for low-income households in Eugene.

A public hearing on the proposed ordinance was held on October 20, 2025.

Standards and Guidelines*:* To align with updates to City Code, the following proposed revisions to the Standards and Guidelines are included in the Resolution in Attachment B as Exhibit A:

- City Code definitions that already exist in EC 2.937 are referred to rather than re-written.
- Several updates are focused on readability and correcting code citations that have changed with updates to the code.
- To align with updated state statutes and the updated Eugene Code, the following language is added:
    - when a partnership will be considered a nonprofit corporation
    - the addition of limited equity cooperatives as an eligible housing type without an eligibility criterion that the housing be constructed or converted after February 12, 1990.

By adopting the proposed Resolution (Attachment B), the City Council will amend the Standards and Guidelines (Attachment B Exhibit A).

## RELATED CITY POLICIES

Housing Implementation Pipeline (HIP): The HIP lists the LIRHPTE program as an important tool for supporting housing that serves the public good. The inclusion of limited equity cooperatives established before 1990 in the LIRHPTE program will help maintain and preserve the affordability of existing limited equity cooperative housing units for low-income households, furthering the HIP's goals of increasing and maintaining the number of Affordable Housing units available to the community.

City of Eugene Strategic Plan 2023-2026: Approving the proposed LIRHPTE code update aligns with the City's strategic plan: Urgent Community Needs - Stabilize the cost of housing.

## PREVIOUS COUNCIL DIRECTION

May 26, 2020 Meeting

Councilor Semple, seconded by Councilor Yeh, moved to adopt an Ordinance Concerning Low-Income Rental Housing Property Tax Exemptions and Amending Sections 2.938, 2.939 and 2.940 of the Eugene Code, 1971; and Resolution Adopting Amended Standards and Guidelines for Processing Applications for Low-Income Rental Housing Property Tax Exemptions and Repealing Resolution No. 5028. (The ordinance extended the sunset date of the LIRHPTE program 10 years to July 1, 2030.)
Passed 8:0

October 25, 2023 Meeting

Councilor Groves, seconded by Councilor Keating, move to adopt the Ordinance Concerning Low-Income Rental Housing Property Tax Exemption and Amending Sections 2.937, 2.938, 2.939 and 2.940 of the Eugene Code, 1971, included as Attachment A to the Agenda Item Summary. (The ordinance made housing owned by limited equity cooperatives eligible for the LIRHPTE.)
Passed 8:0

## COUNCIL OPTIONS

At this work session, Council may:

1. Adopt the ordinance as presented;
2. Direct the City Manager to bring back an updated ordinance with specific modifications as determined by the City Council;
3. Take no action.

If Council adopts the ordinance as presented, it may then consider the following options:

1. Adopt the resolution as presented;
2. Direct the City Manager to bring back an updated resolution with specific modifications as determined by the City Council;
3. Take no action.

## CITY MANAGER'S RECOMMENDATION

The City Manager recommends that Council adopt the ordinance amending the Low-Income Rental Housing Property Tax Exemption provisions of the Eugene Code, 1971, as set out in Attachment A, and the resolution adopting amended standards and guidelines for processing low-income housing property tax applications, as set out in Attachment B. Expanding eligibility through the proposed ordinance would preserve and extend the affordability of limited equity cooperatives for low-income households in Eugene.

## SUGGESTED MOTIONS

1. Move to adopt an Ordinance Concerning Low-Income Rental Housing Property Tax Exemption and Amending Section 2.939 of the Eugene Code, 1971.

   If adopted, then:

2. Move to adopt a Resolution Adopting Amended Standards and Guidelines for Processing Applications for Low-Income Rental Housing Property Tax Exemptions and Repealing Resolution No. 5297.

## ATTACHMENTS

A. An Ordinance Concerning Low-Income Rental Housing Property Tax Exemption and Amending Section 2.939 of the Eugene Code, 1971.

B. A Resolution Adopting Amended Standards and Guidelines for Processing Applications for Low-Income Rental Housing Property Tax Exemptions and Repealing Resolution No. 5297

   Exhibit A: Standards and Guidelines

## FOR MORE INFORMATION


Staff Contact: Laura Hammond, Housing Tools Analyst

Telephone: 541-682-5502

Staff E-Mail: LHammond@eugene-or.gov

**ORDINANCE NO. _____**

**AN ORDINANCE CONCERNING LOW-INCOME RENTAL HOUSING PROPERTY TAX EXEMPTION AND AMENDING SECTION 2.939 OF THE EUGENE CODE, 1971.**

**THE CITY OF EUGENE DOES ORDAIN AS FOLLOWS:**

**Section 1.** Subsection (6) of Section 2.939 of the Eugene Code, 1971, is amended to provide as follows:

**2.939 Low-Income Rental Housing Property Tax Exemption – Review, Approval or Denial of Application.**

***

(6) The city manager shall recommend approval of an application, and the council shall grant the exemption upon determining the applicant meets the criteria set forth in subsections (3)(d), (f), (g), (h) (i) and (j) of this section and all the following criteria:

(a) The property is owned by a limited equity cooperative; and

(b) The property is occupied by low income persons holding a proprietary lease in the limited equity cooperative~~; and~~

~~(c) The housing units on the property were constructed, or converted to limited equity cooperative ownership, after February 12, 1990~~.

**Section 2.** The City Recorder, at the request of, or with the consent of the City Attorney, is authorized to administratively correct any reference errors contained herein, or in other provisions of the Eugene Code, 1971, to the provisions added, amended or repealed herein.

**Passed by the City Council this**

**___ day of _____, 2025**

_____
**City Recorder**

**Approved by the Mayor this**

**____ day of _____, 2025**

_____
**Mayor**

**RESOLUTION NO. _____**

**A RESOLUTION ADOPTING AMENDED STANDARDS AND GUIDELINES FOR PROCESSING APPLICATIONS FOR LOW-INCOME RENTAL HOUSING PROPERTY TAX EXEMPTIONS AND REPEALING RESOLUTION NO. 5297.**

**The City Council of the City of Eugene finds that:**

**A.** Issues related to low-income housing have long been given a high priority by the City Council. As an incentive to encourage low-income rental housing within the City of Eugene, and in compliance with provisions enacted by the Oregon Legislature, the City Council adopted Sections 2.937 to 2.940 of the Eugene Code, 1971, which provides procedures for granting exemptions from ad valorem taxes on low-income rental housing.

**B.** ORS 307.521(4) provides that local jurisdictions shall adopt standards and guidelines to establish the policies governing the consideration of low-income rental housing tax exemption applications. In accordance with that provision, on February 12, 1990, Resolution No. 4168 was adopted establishing Standards and Guidelines for processing such applications. Resolution No. 4168 has subsequently been amended by Resolution Nos. 4327, 4418, 4623, 5028 and 5297.

**C.** Since the adoption of Resolution No. 5297, the City Council has amended Sections 2.937, 2.938, 2.939 and 2.940 of the Eugene Code, 1971, to bring those sections into conformity with amendments to state statutes. Therefore, revisions to the Standards and Guidelines are necessary in order to ensure compliance with state law and conformity with Sections 2.937 to 2.940 of the Eugene Code, 1971.

**D.** Resolution No. 5297 and the Standards and Guidelines adopted by that Resolution, should be repealed, and the amended Standards and Guidelines attached as Exhibit A to this Resolution should be approved and adopted as the process to be followed in reviewing and making recommendations on applications for low-income rental housing property tax exemptions.

**NOW, THEREFORE,**

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

**Section 1.** Based upon the above findings which are adopted, the Standards and Guidelines for processing applications for low-income rental housing property tax exemptions attached as Exhibit A to this Resolution are adopted as the policies and procedures to be considered in approving applications under Sections 2.937 to 2.940 of the Eugene Code, 1971.

**Section 2.** Resolution No. 5297, and the Standards and Guidelines adopted by that Resolution, are repealed as of the effective date of this Resolution.

**Section 3.** This Resolution takes effect immediately upon its approval by the City Council.

**The foregoing Resolution adopted the _____day of October, 2025.**

_____

**City Recorder**

Attachment B Exhibit A

**STANDARDS AND GUIDELINES**
**for Processing Low-Income Rental**
**Housing Property Tax Exemption Applications**

The definitions in EC 2.937 apply to these Standards and Guidelines.

**1. Statement of Program Purpose.** The purpose of the low-income rental housing local property tax exemption program is to provide an incentive that will encourage construction of new rental housing for low-income persons and preserve the affordability of existing low-income rental housing.

**2. Eligible Property.**

**2.1** To be eligible for local property tax exemption hereunder the applicant's application must be filed before July 1, 2030, and:

**2.1.1** If unoccupied, the property is offered for rental solely as a residence for low-income persons, or held for the purpose of developing low income rental housing;

**2.1.2** If occupied, the property, or portion thereof subject to the property tax exemption, must be occupied solely by low-income persons;

**2.1.3** The required rent payment must reflect the full value of the property tax exemption;

**2.1.4** The housing units on the property must be constructed after February 12, 1990;

**2.1.5** The property owner must agree to comply with the policies set forth in Section 5 of these Standards and Guidelines;

**2.1.6** The proposed development must be consistent with the City's Housing Dispersal Policy;

**2.1.7** The proposed development will not cause displacement of low-income persons unless the City and developer can reach agreement on provisions (to be provided by the developer) that reflect satisfactory mitigation thereof;

**2.1.8** The proposed development will not cause destruction of historic properties (as defined in Section 9.0500 of the Eugene Code, 1971) except:

2.1.8.1 Where development has proceeded according to historic property moving and demolition procedures as set forth in Section 9.8160, 9.8180 and 9.8185 of the Eugene Code, 1971, or

2.1.8.2 The property is granted an exception by the council; and

**2.1.9** The proposed development will be otherwise consistent with provisions of the Eugene Code, 1971 and adopted City regulations and policies.

**2.2** Alternatively, an application shall be approved if it meets the criteria in subsections 2.1.5, through 2.1.9 and all of the criteria in this subsection 2.2:

2.2.1 If unoccupied, the property is offered for rental solely as a residence for low-income persons, or is held for the purpose of developing low income rental housing;

2.2.2 If occupied, the property, or portion thereof subject to the property tax exemption, is occupied solely as a residence for low-income persons;

2.2.3 The property is owned or being purchased by a nonprofit corporation organized in a manner that meets the criteria for either a public benefit corporation, or a religious corporation, as those terms are defined in ORS 65.001; and

2.2.4 The property is owned or being purchased by a nonprofit corporation that expends no more than ten percent of its annual income from residential rentals for purposes other than acquisition, maintenance or repair of residential rental property for low-income persons, or for the provision of on-site child care services for the residents of the rental property.

2.2.5 For purposes of this subsection 2.2,

2.2.5.1 A nonprofit corporation that has only a leasehold interest in property is considered to be a purchaser of that property if the nonprofit corporation is obligated under the terms of the lease to pay the ad valorem taxes on the real and personal property used in the rental activity on that property, or the rent payable has been established to reflect the savings resulting from the exemption from taxation, and

2.2.5.2 A partnership shall be considered a nonprofit corporation if the nonprofit corporation is a general partner of the partnership and the nonprofit corporation is responsible for the day-to-day operation of the property that is the subject of the application for exemption.

**2.3** An application shall be approved if it meets the criteria in subsections 2.1.5, through 2.1.9 and the criteria in this subsection 2.3:

2.3.1 The property is owned by a limited equity cooperative; and

2.3.2 The property is occupied by low-income persons holding a proprietary lease in the limited equity cooperative.

**3. Application for Exemption.** Prior to December 1 of the calendar year immediately preceding the first assessment year for which the exemption is requested, or, if the property is acquired after November 1, within 30 days of the date of acquisition, but no later than January 1 of the next calendar year, the applicant shall submit to the City Manager, on a form provided by the City Manager, an application for exemption, containing the following information:

**3.1** A description of the property or portion thereof, for which the exemption is requested;

**3.2** A description of the purpose of the project and whether all or a portion of the property will be used for that purpose;

**3.3** A certification of the income levels of low-income occupants;

**3.4** A description of how the tax exemption will benefit project residents;

**3.5** If the application will rely on the approval criteria in EC 2.939(3) or (4):

**3.5.1** Evidence that, if unoccupied, the property is offered for rental solely as a residence for low-income persons, or is held for the purpose of developing low income rental housing; and

**3.5.2** Evidence that, if occupied, the property is occupied solely as a residence for low-income persons;

**3.6** If the application will rely on the approval criteria in EC 2.939(4), evidence that the property is owned or being purchased by a nonprofit corporation organized in a manner that which meets the criteria for either a public benefit corporation or a religious corporation, as defined in ORS 65.001; and evidence that the nonprofit corporation expends no more than ten percent of its annual income from residential rentals for purposes other than acquisition, maintenance or repair of residential rental property for low-income persons, or for the provision of on-site child care services for the residents of the rental property;

**3.7** If the application will rely on the approval criteria in EC 2.939(6), evidence that the housing units are owned by a limited equity cooperative as defined in EC 2.937 that meets the criteria for a cooperative corporation under ORS Chapter 62.

**3.8** A description of the plans for development of the property if the

property is being held for the future development of low-income rental housing; and

**3.9** Any other information required by the City Manager.

The application shall be verified by oath or affirmation of the applicant and submitted with an application and processing fee to be set by the City Manager pursuant to Section 2.020 of the Eugene Code, 1971, which shall include therein the fee to be paid to the County Assessor by the City as the County's agreed processing fee for those applications receiving Council approval. The amount of the basic fee shall be prominently displayed on the application, together with a statement that the applicant may be required to pay other reasonable costs, including appraisal costs, if any are incurred by the City or the County in processing the application. Any additional costs shall be paid to the City by the applicant prior to the granting of any final approval. In the event an application is denied, the portion of the fee reserved for the County Assessor will be refunded to the applicant by the City. An application which does not contain all the required information and is not accompanied by the required fee shall be returned to the applicant. Any application returned for these reasons shall be deemed not to have been filed.

**4. Duration of Tax Exemption.** An exemption from ad valorem taxes may be granted for a period of twenty successive years for the land and the improvements located thereon that are a part of the newly-constructed low-income rental housing or for land that is being held for future development of low-income rental housing. In the final year of low-income housing tax exemptions, applications for subsequent low-income housing tax exemptions for the property may be submitted. Such applications shall be processed and acted upon in accordance with sections 2.937 to 2.940 of the Eugene Code, 1971 and any applicable state law.

**5. Policies.** In addition to the criteria set forth in Section 2.939 of the Eugene Code, 1971, and Section 2 above, unless the land is being held for future development of low income rental housing, the applicant must demonstrate compliance with the following policies in order to be eligible for a property tax exemption hereunder:

**5.1 Rent Regulatory Agreement.** The owner must agree to execute and maintain in effect for the duration of the tax exemption period, a Rent Regulatory Agreement in a form approved by the City, and which contains, but is not limited to, provisions establishing regular reporting requirements and periodic inspection periods, and demonstrates that the required rent payment reflects the full value of the property tax exemption.

**5.2 Inspection of Premises.** The owner must consent in writing that for the duration of the tax exemption period the City may inspect the property for which the exemption is granted at reasonable times, without prior notice, to insure that the premises are maintained in decent, safe and sanitary conditions for the occupants.

**6. Recommendations on Applications.** Upon receipt of an application for property tax exemption hereunder, the City Manager shall:

**6.1** Review the application and all supportive material to verify that the applicant has provided the information required and paid the required fee. The City Manager shall promptly notify the applicant of any omissions.

**6.2** Solicit recommendations or comments from interested City departments, agencies, and the affected neighborhood group(s). Within 20 days of forwarding referrals, written comments shall be submitted to the City Manager by the agencies, departments and groups to whom referral is made. Failure to respond within 20 days will be deemed approval of the proposal as submitted.

**6.3** If necessary to address comments or recommendations received, establish a meeting with the applicant, or the applicant's authorized representative to review the application.

**6.4** Within 45 days from the date the application is filed, forward his or her recommendation to the Council that the application be denied, approved, or approved subject to conditions. The recommendation shall be based upon and contain findings of compliance or non-compliance with these Standards and Guidelines, Sections 2.937 to 2.940 of the Eugene Code, 1971, Council resolutions, ordinances and adopted policies, and applicable State statutes, that support the City Manager’s recommendation.

# EUGENE CITY COUNCIL
# AGENDA ITEM SUMMARY

## Priority Goal Action: Adoption of a Resolution Approving a Low-Income Rental Housing Property Tax Exemption for The Lucy Apartments

Meeting Date: October 27, 2025 | Agenda Item Number: 3
Department: Planning and Development | Staff Contact: Laura Hammond
www.eugene-or.gov | Phone: 541-682-5502

### ISSUE STATEMENT

City Council is asked to adopt a resolution approving a 20-year Low-Income Rental Housing Property Tax Exemption (LIRHPTE) for The Lucy Apartments, a future Affordable Housing development located at 860 Hunsaker Lane. The applicant is Cornerstone Community Housing, and the property owner of record will be The Lucy Apartments LLC. The development will include 36 low-income rental housing units.

### BACKGROUND

Council adopted the LIRHPTE program in 1990. Since the adoption of the program, Council has approved tax exemptions for 44 Affordable Housing developments totaling more than 2,200 units. Council unanimously approved extending the LIRHPTE program for an additional ten years in 2020. The ordinance also enables recipients to apply for renewal of the 20-year LIRHPTE when a prior LIRPHTE period has expired. Council has approved LIRHPTE renewals for more than 400 units. Council reviews and takes action on each LIRHPTE request

Developments must meet criteria including requirements for rents and incomes limited to households with incomes at or below 60 percent of area median income (AMI). If an application meets the substantive criteria at EC 2.939(4) as referenced in the Report and Recommendation (Attachment A), the City must grant the exemption by resolution (Attachment B). A decision to deny the exemption cannot be made by simple motion or inaction; Council would need to adopt a resolution (Attachment C) that explains how the applicant has failed to demonstrate that the tax exemption is in the public interest.

Existing tax exemption

In 2015, Council approved a LIRHPTE request from Cornerstone Community Housing for Delta Court, an Affordable Housing development, which included eight existing residential units and vacant property where The Lucy Apartments will be located. Since that time, the property lines were adjusted, and the Delta Court LIRHPTE only applies to the property for the existing eight-unit Affordable Housing development. A new LIRHPTE application was necessary to secure a tax exemption for The Lucy Apartments development.

Summary of requested tax exemption

The property for which a tax exemption is requested is located at 860 Hunsaker Lane (see map in Attachment D). The applicant, Cornerstone Community Housing, is the sole member of The Lucy Apartments LLC, which will acquire the property. The development will consist of three residential

buildings, common area and a community building which will provide space for property management and resident services. The Lucy will offer 36 affordable rental units: six one-bedroom, 21 two-bedroom, and nine three-bedroom apartments.

Earlier this year, The Lucy was awarded State Local Innovation and Fast Track (LIFT) funds to support the construction. In addition, Council awarded the project a total of $564,320 from the Affordable Housing Trust Fund (AHTF) in 2024 and 2025, and the development was approved for up to $365,887 in System Development Charge (SDC) exemptions and City Fee Assistance. Construction is anticipated to begin in fall 2026.

All units in The Lucy will be affordable to households earning at or below 60 percent AMI, with rents ranging from $1,032 to $1,431 per month, including utilities. The LIRHPTE is essential to ensure these affordable rent levels and support the long-term sustainability of the property.

The requested exemption meets the substantive criteria at EC 2.939(4) as shown in the Report and Recommendation provided in Attachment A. No comments were received.

## RELATED CITY POLICIES

Housing Implementation Pipeline (HIP): The HIP lists the LIRHPTE program as an important tool for supporting housing that serves the public good. Approving the requested LIRHPTE helps create and preserve new affordable units furthering the HIP's 5-year goals of increasing and maintaining the number of Affordable Housing units available to the community.

The City of Eugene Strategic Plan 2023-2026: The requested LIRHPTE, if approved, aligns with the City's strategic plan: Urgent Community Needs – Stabilize the cost of housing.

## PREVIOUS COUNCIL DIRECTION

July 13, 2015 Meeting

Councilor Syrett, seconded by Councilor Evans, moved to approve the items on the Consent Calendar which included Item D: A Resolution Approving a Low-Income Rental Housing Property Tax Exemption for Delta Court, Located at 850/870 Hunsaker Lane, Eugene, Oregon (Cornerstone Community Housing/Applicant). (The Delta Court LIRHPTE only applies to the property for the existing eight-unit Affordable Housing development.)
Passed 8:0

May 26, 2020 Meeting

Councilor Semple, seconded by Councilor Yeh, moved to adopt an Ordinance Concerning Low-Income Rental Housing Property Tax Exemptions and Amending Sections 2.938, 2.939 and 2.940 of the Eugene Code, 1971; and Resolution Adopting Amended Standards and Guidelines for Processing Applications for Low-Income Rental Housing Property Tax Exemptions and Repealing Resolution No. 5028. (The ordinance extended the sunset date of the LIRHPTE program 10 years to July 1, 2030.)
Passed 8:0

## COUNCIL OPTIONS

1. Approve the tax exemption.

2. Deny the tax exemption.

## CITY MANAGER'S RECOMMENDATION

The City Manager recommends that the council adopt the resolution included in Attachment B approving a Low-Income Rental Housing Property Tax Exemption for The Lucy Apartments.

## SUGGESTED MOTION

Move to adopt the resolution attached as Attachment B to this AIS, approving a Low-Income Rental Housing Property Tax Exemption for property located at 860 Hunsaker Lane.

## ATTACHMENTS

A. The Lucy Apartments Report and Recommendation
B. Resolution Approving the Tax Exemption
C. Resolution Denying the Tax Exemption
D. Map of the Proposed Site - Potential LIRHPTE: The Lucy Apartments

## FOR MORE INFORMATION


Staff Contact: Laura Hammond, Housing Tools Analyst
Telephone: 541-682-5502
Staff E-Mail: LHammond@eugene-or.gov

**REPORT AND RECOMMENDATION**
**of the Community Development Manager**
**of the Planning and Development Department**

**Application of Metropolitan Affordable Housing Corporation, DBA Cornerstone Community Housing**
**For a Low-Income Rental Housing Property Tax Exemption**
**(Section 2.937 to 2.940 of the Eugene Code, 1971)**
**for Property Located at 860 Hunsaker Lane, Eugene, OR 97404**
**THE LUCY APARTMENTS**

**The Community Development Manager of the Planning and Development Department of the City of Eugene finds that:**

**1.** Metropolitan Affordable Housing Corporation, DBA Cornerstone Community Housing (the applicant), has submitted an application for a property tax exemption for the real property known as The Lucy Apartments, located at 860 Hunsaker Lane, Eugene, Oregon, 97404 (Assessor's Map 17-04-12-40 Tax Lot 00525; Assessor's Property Account No. 1162187) ("the Property"). Cornerstone Community Housing is the sole member of The Lucy Apartments LLC, the owner of the Property. The applicant has a business mailing address of P.O. Box 11923, Eugene, OR 97440. The applicant has submitted an application for an exemption from ad valorem taxes through the City's Low-Income Rental Housing Property Tax Exemption (LIRHPTE) program (Sections 2.937 to 2.940 of the Eugene Code, 1971) for the Property on which will be developed into 36 affordable low-income rental housing including: six one-bedroom units, 21 two-bedroom units, and nine three-bedroom units, common area and a community building which will provide space for property management and resident services.

**2.** I have reviewed the application and find that the applicant has submitted all required materials, and the application complies with the provisions of EC 2.939(4) and Sections 2.5 through 2.10 of the Standards and Guidelines adopted by Resolution No. 5297. Specifically, I find:

(a) The property, or portion thereof subject to the property tax exemption, is being held for the purpose of developing low-income rental housing. When occupied, the property will be occupied solely as a residence for low-income persons.
(b) The applicant's application was filed prior to July 1, 2030.
(c) The property is owned by a nonprofit corporation organized in a manner that meets the criteria for a public benefit corporation as described under ORS 65.001(38).
(d) The property is owned by The Lucy Apartments LLC, whose sole member is Metropolitan Affordable Housing Corporation, DBA Cornerstone Community Housing, a nonprofit corporation that expends no more than ten percent of its annual income from residential rentals for purposes other than acquisition, maintenance or repair of residential rental property for low-income persons, or for the provision of on-site child care services for the residents of the rental property.
(e) The applicant has complied with the policies set forth in Section 5 of the Standards and Guidelines for Low-Income Rental Housing Property Tax

Exemption adopted by council Resolution No. 5297 (Standards and Guidelines).
(1) The applicant has signed a Rent Regulatory Agreement as described in Section 5.1 of the Standards and Guidelines and said agreement will be in effect for the duration of the tax exemption period.
(2) As described in Section 5.2 of the Standards and Guidelines, the applicant has consented in writing that for the duration of the tax exemption period, the city may inspect the property for which the exemption is granted to ensure that the premises are maintained in decent, safe and sanitary conditions for the occupants.

(f) The proposed development is consistent with the city's Housing Dispersal Policy.

(g) The proposed development does not cause the displacement of low-income persons.

(h) The proposed development does not cause destruction of historic properties.

(i) The proposed development is otherwise consistent with the Eugene Code and adopted city regulations and policies.

**4.** Comments have been solicited from interested City departments, 4J School District, and the affected neighborhood group. No public comments were received.

**Therefore,** based on the above findings, the proposed project conforms with all applicable City Code provisions, local plans, planning regulations, the Envision Eugene Comprehensive Plan, and the criteria set forth in the City's adopted Standards and Guidelines for Low-Income Rental Housing Property Tax Exemption, and I recommend that the application be approved.

**Dated this** 8 **day of** October **, 2025.**

Print: Will Dowdy Sign: Will Dowdy

**Community Development Manager of the Planning and Development Department**

**RESOLUTION NO. _____**

**A RESOLUTION APPROVING A LOW-INCOME RENTAL HOUSING PROPERTY TAX EXEMPTION FOR PROPERTY LOCATED ON HUNSAKER LANE IN EUGENE, OREGON (ASSESSOR'S MAP 17-04-12-40, TAX LOT 00525; ASSESSOR'S PROPERTY ACCOUNT NO. 1162187) (APPLICANT METROPOLITAN AFFORDABLE HOUSING CORPORATION, DBA CORNERSTONE COMMUNITY HOUSING)**

**The City Council of the City of Eugene finds that:**

**A.** The Lucy Apartments LLC (P.O. Box 11923, Eugene, OR 97440) is the owner of real property located on Hunsaker Lane in Eugene, Oregon (Assessor's Map 17-04-12-40, Tax Lot 00525; Assessor's Property Account No. 1162187) more particularly described in Exhibit A attached to this Resolution ("the Property").

**B.** Metropolitan Affordable Housing Corporation, DBA Cornerstone Community Housing (P.O. Box 11923, Eugene, OR 97440) (the applicant), has submitted an application for an exemption from ad valorem taxes on the Property beginning January 1, 2026, under the City's Low-Income Rental Housing Property Tax Exemption Program (EC 2.937 to 2.940).

**C.** The Property for which the tax exemption is requested is being held for the purpose of developing low-income rental housing. The applicant plans to develop six one-bedroom units, 21 two-bedroom units, and nine three-bedroom units, for a total of 36 low-income units, as well as a common area and a community building which will provide space for property management and resident services. The applicant is seeking a tax exemption for the entire Property.

**D.** The Community Development Manager of the Planning and Development Department, as designee of the City Manager, has prepared a Report and Recommendation recommending that the application be approved and the exemption granted. In making that recommendation, the Community Development Manager found that the applicant submitted all materials, documents, and fees required by Section 2.938 of the Eugene Code, 1971 (EC), and is in compliance with the policies set forth in Section 5 of the Standards and Guidelines adopted by Resolution No. 5297. In addition, the Community Development Manager found that the applicant has complied with the criteria for approval provided in EC 2.939(4), and the eligibility requirements at Section 2.10 of the Standards and Guidelines adopted by Resolution No. 5297.

**NOW, THEREFORE,**

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

**Section 1**. Based upon the above findings, the City Council approves the application of Metropolitan Affordable Housing Corporation, DBA Cornerstone Community Housing, for an ad valorem tax exemption under the City's Low-Income Rental Housing Property Tax

Exemption Program for the property identified as Assessor's Map 17-04-12-40, Tax Lot 00525; Assessor's Property Account No. 1162187; and more particularly described in Exhibit A attached to this Resolution, which will be developed in the future with six one-bedroom units, 21 two-bedroom units, and nine three-bedroom units, for a total of 36 low-income units, as well as a common area and a community building which will provide space for property management and resident services.

**Section 2**. The land and units described in Section 1 above are declared exempt from local ad valorem property taxation commencing January 1, 2026, and continuing for a continuous period of 20 years unless earlier terminated in accordance with the provisions of Section 2.940 of the Eugene Code, 1971, which provides for termination after an opportunity to be heard if:

2.1 Construction or development of the exempt property differs from the construction or development described in the application for exemption, or was not completed by July 1, 2030, and no extensions or exceptions were granted; or

2.2 The applicant fails to comply with provisions of ORS 307.515 to 307.523, provisions of the Eugene Code, 1971, the Standards and Guidelines adopted by Council Resolution No. 5297, or any conditions imposed in this Resolution.

The tax exemption shall be terminated immediately, without right of notice or appeal, pursuant to the provisions of ORS 307.531, in the event that the county assessor determines that a change of use to other than that allowed has occurred for the housing units, or portion thereof, or, if after the date of this approval, a declaration as defined in ORS 100.005 is presented to the county assessor or tax collector for approval under ORS 100.110.

**Section 3**. The City Manager, or the Manager's designee, is requested to forward a copy of this Resolution to the applicant within ten days from the date of adoption of this Resolution, and to cause a copy of this Resolution to be filed with the Lane County Assessor on or before April 1, 2026. The copy of the Resolution sent to the applicant shall be accompanied by a notice explaining the grounds for possible termination of the exemption prior to the end of the exemption period and the effects of the termination.

**Section 4**. This Resolution is effective immediately upon its passage by the City Council.

**The foregoing Resolution adopted the ____ day of _____, 2025.**

**City Recorder**

# EXHIBIT "A"
# LEGAL DESCRIPTION

**Legal Description: The Lucy Parcel**

A tract of land located in the Southeast quarter of Section 12, Township 17 South, Range 4 West of the Willamette Meridian, Eugene, Lane County, Oregon, being more particularly described as follows:

All that portion of Parcel 1 of that Unit of Land Validation Plat recorded as instrument number 2017-057090 on November 20, 2017, and Parcel 1 of that Unit of Land Validation Plat recoded as instrument Number 2017-057091 on November 20, 2017 in Lane County Oregon Deed Records lying **westerly** of the following described line:

Commencing at the Southeast corner of Parcel 1, of that Unit of Land Validation Plat recorded as instrument number 2017-057091 in Lane County Oregon Deed Records, thence along the South Line of said Parcel 1, South 74° 30' 46" West, 108.60 feet to the Point of Beginning; thence North 15° 25' 09" West, 118.30 feet; thence North 89° 13' 53" West, 24.17 feet; thence North 15° 26' 55" West, 96.85 feet; thence North 37° 32' 40" East, 72.70 feet, to a point on the Northeasterly line of Parcel 1 of that Unit of Land Validation Plat recorded as instrument 2017-057090 recorded on November 20, 2017, in Lane County Oregon Deed Records, and there terminating.

**RESOLUTION NO. _____**

**A RESOLUTION DENYING A LOW-INCOME RENTAL HOUSING PROPERTY TAX EXEMPTION FOR PROPERTY LOCATED ON HUNSAKER LANE IN EUGENE, OREGON (ASSESSOR'S MAP 17-04-12-40, TAX LOT 00525; ASSESSOR'S PROPERTY ACCOUNT NO. 1162187) (APPLICANT METROPOLITAN AFFORDABLE HOUSING CORPORATION, DBA CORNERSTONE COMMUNITY HOUSING)**

**The City Council of the City of Eugene finds that:**

**A.** The Lucy Apartments LLC (P.O. Box 11923, Eugene, OR 97440) is the owner of real property located on Hunsaker Lane in Eugene, Oregon (Assessor's Map 17-04-12-40, Tax Lot 00525; Assessor's Property Account No. 1162187) more particularly described in Exhibit A attached to this Resolution ("the Property").

**B.** Metropolitan Affordable Housing Corporation, DBA Cornerstone Community Housing (P.O. Box 11923, Eugene, OR 97440) (the applicant), has submitted an application for an exemption from ad valorem taxes on the Property beginning January 1, 2026, under the City's Low-Income Rental Housing Property Tax Exemption Program (EC 2.937 to 2.940).

**C.** The Property for which the tax exemption is requested is being held for the purpose of developing low-income rental housing. The applicant plans to develop six one-bedroom units, 21 two-bedroom units, and nine three-bedroom units, for a total of 36 low-income units, as well as a common area and a community building which will provide space for property management and resident services. The applicant is seeking a tax exemption for the entire Property.

**D.** The Community Development Manager of the Planning and Development Department, as designee of the City Manager, has prepared a Report and Recommendation recommending that the application be approved and the exemption granted. In making that recommendation, the Community Development Manager found that the applicant submitted all materials, documents, and fees required by Section 2.938 of the Eugene Code, 1971 (EC), and is in compliance with the policies set forth in Section 5 of the Standards and Guidelines adopted by Resolution No. 5297. In addition, the Community Development Manager found that the applicant has complied with the criteria for approval provided in EC 2.939(4), and the eligibility requirements at Section 2.10 of the Standards and Guidelines adopted by Resolution No. 5297.

**NOW, THEREFORE,**

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

**Section 1**. Notwithstanding the findings in the Community Development Manager's Report and Recommendation, the City Council denies the application of Metropolitan Affordable Housing Corporation, DBA Cornerstone Community Housing, for an ad valorem tax exemption

under the City's Low-Income Rental Housing Property Tax Exemption Program for the property identified as Assessor's Map 17-04-12-40, Tax Lot 00525; Assessor's Property Account No. 1162187; and more particularly described in Exhibit A attached to this Resolution, because the applicant has failed to demonstrate satisfactory compliance with the criteria in Section 2.939(4) of the Eugene Code, 1971.

**Section 2**. The City Manager, or the Manager's designee, is requested to forward a copy of this Resolution to the applicant within ten days from the date of adoption of this Resolution, along with a notice informing the applicant of the right to appeal in the matter set forth in ORS 34.010 to 34.100.

**Section 3**. This Resolution is effective immediately upon its passage by the City Council.

**The foregoing Resolution adopted the ____ day of _____, 2025.**

_____

**City Recorder**

# EXHIBIT "A"
# LEGAL DESCRIPTION

**Legal Description: The Lucy Parcel**

A tract of land located in the Southeast quarter of Section 12, Township 17 South, Range 4 West of the Willamette Meridian, Eugene, Lane County, Oregon, being more particularly described as follows:

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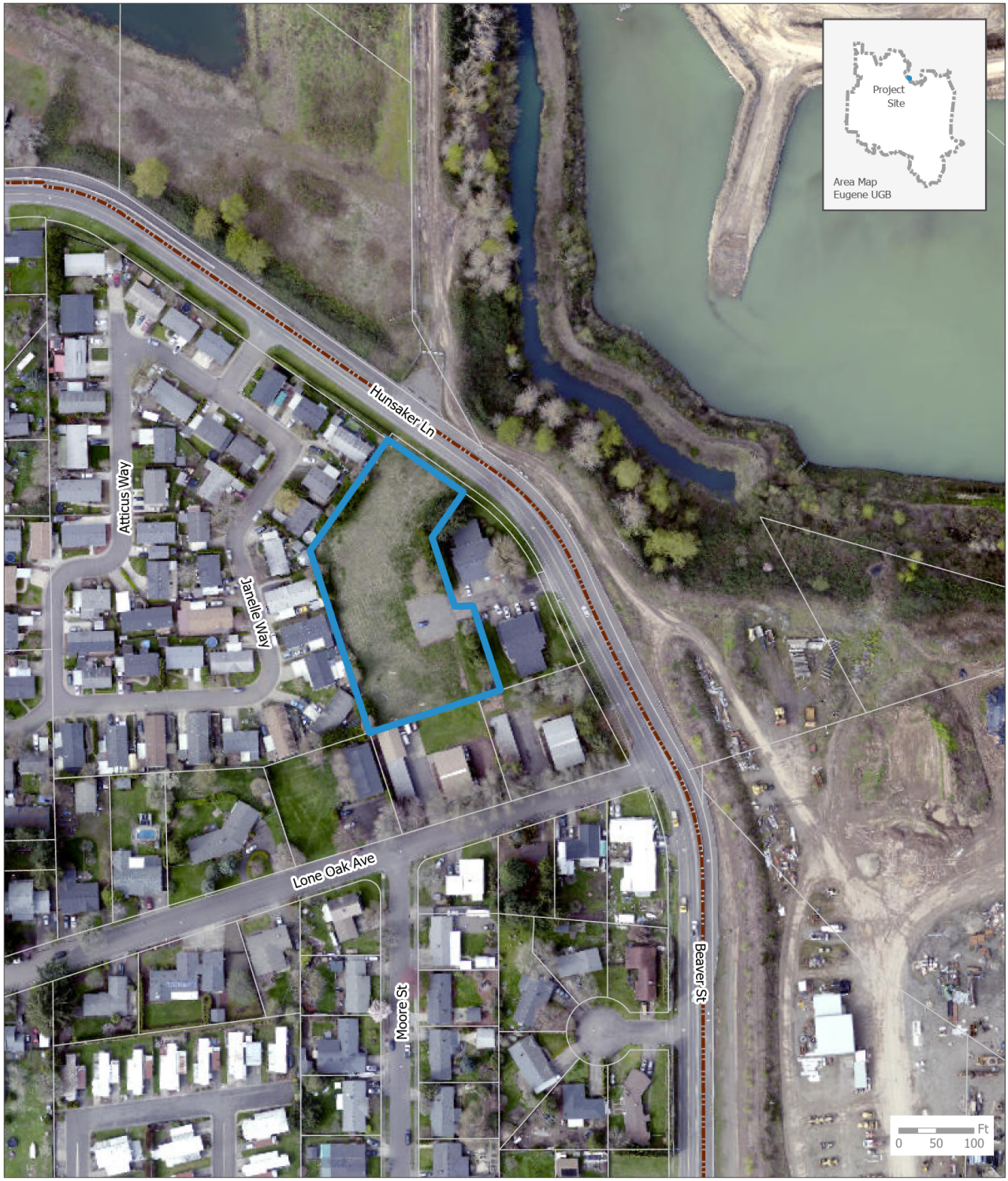
Commencing at the Southeast corner of Parcel 1, of that Unit of Land Validation Plat recorded as instrument number 2017-057091 in Lane County Oregon Deed Records, thence along the South Line of said Parcel 1, South 74° 30' 46" West, 108.60 feet to the Point of Beginning; thence North 15° 25' 09" West, 118.30 feet; thence North 89° 13' 53" West, 24.17 feet; thence North 15° 26' 55" West, 96.85 feet; thence North 37° 32' 40" East, 72.70 feet, to a point on the Northeasterly line of Parcel 1 of that Unit of Land Validation Plat recorded as instrument 2017-057090 recorded on November 20, 2017, in Lane County Oregon Deed Records, and there terminating.

Attachment D

## Potential LIRHPTE: The Lucy (860 Hunsaker Ln)




Caution: This map is based on imprecise source data, subject to change, and for general reference only.

# EUGENE CITY COUNCIL
# AGENDA ITEM SUMMARY

## Approval of City Council Minutes

Meeting Date: October 27, 2025
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 4A
Staff Contact: Rosa Roach
Phone: 541-628-8497

### ISSUE STATEMENT

This is a routine item to approve City Council minutes.

### BACKGROUND

Per City Council Operating Agreements, written minutes shall be taken for all City Council meetings in accordance with the Oregon Attorney General's Public Records and Meetings Manual. The minutes must give a true reflection of the matters discussed but need not be a full transcript, verbatim or recording.

As a matter of courtesy and efficiency a councilor should notify the Mayor and other councilors that they intend to propose an amendment to the minutes and should propose replacement text in advance of the meeting at which those minutes are scheduled to be approved. If the proposed amendment is a simple factual, grammatical, or spelling correction, the amendment may be proposed without consulting the minutes recorder. If the proposed amendment is substantive in nature or seeks to clarify the speaker's intent, the councilor should notify the minutes recorder and request verification of the proposed amendment.

### SUGGESTED MOTION

Move to approve the minutes for the meetings on September 8, 2025.

### ATTACHMENTS

A. September 8, 2025 Meeting

### FOR MORE INFORMATION


Staff Contact: Rosa Roach, City Council Coordinator
Telephone: 541-682-8497
Staff E-Mail: rroach@eugene-or.gov

# MINUTES

## Eugene City Council
## Meeting
## Eugene, Oregon 97401

**September 8, 2025**
**7:30 p.m.**

**Councilors Present:** Eliza Kashinsky, Matt Keating, Alan Zelenka, Jennifer Yeh, Mike Clark, Greg Evans, Lyndsie Leech, and Randy Groves

Mayor Kaarin Knudson opened the September 8, 2025, meeting of the Eugene City Council in hybrid in-person and virtual format at 500 E. 4th Avenue, Eugene, OR 97401, North Building.

**1. CEREMONIAL MATTERS**

Mayor Knudson mentioned proclamations for Substance Use Disorder Recovery Month, International Day of Democracy, National Hispanic Heritage Month, International Day of Peace, and Autumn Equinox Day.

**2. COMMITTEE REPORTS AND ITEMS OF INTEREST**

- Councilor Yeh – noted her attendance at the Lane Area Commission on Transportation; noted traffic fatalities are up in Oregon; noted her work session poll about the Flock camera system passed and a work session will be scheduled.
- Councilor Keating – thanked Councilor Yeh for the work session poll; noted he is looking forward to the Flock camera discussion; noted he recently adopted a dog from Greenhill Humane Society; noted upcoming meetings for Lane Regional Air Protection Agency (LRAPA) and the Human Services Commission (HSC); thanked Eugene Springfield Fire for their quick action to put out the fire on Spencer Butte.
- Councilor Clark – noted his recent attendance at a meeting of the Northeast Neighbors with Councilor Yeh; noted September 17 is Constitution Day and former Councilor Betty Taylor's birthday.

**3. CONSENT CALENDAR 1**

**A. Approval of City Council Minutes**

- June 9, 2025 Work Session
- June 9, 2025 Meeting
- June 18, 2025 Work Session

**B. Approval of City Council Tentative Agenda**

**C. Approval of Interim Police Commission Appointments**

**D. Approval of Voting Delegate for League of Oregon Cities Business Meeting**

> **MOTION:** Councilor Evans, seconded by Councilor Leech, moved to approve the items on Consent Calendar 1.
> **VOTE: 8:0 PASSED**
> **IN FAVOR:** Kashinsky, Keating, Zelenka, Yeh, Clark, Evans, Leech, and Groves.

**OPPOSED:** None.

**4. CONSENT CALENDAR 2**

**A. Approval of a Resolution Annexing Land to the City of Eugene (Assessor's Map 17-03-33-12, Tax Lots 00802 and 01000 Located at 388 South Garden Way) (City File: 388 S Garden Way; A 25-6)**

**B. Approval of a Resolution Annexing Land to the City of Eugene (Assessor's Map 17- 04-12-30, Tax Lot 01000 Located at 301 Azalea Drive) (City File: Azalea Dr: A 2508)**

**MOTION:** Councilor Evans, seconded by Councilor Leech, moved to approve the items on Consent Calendar 2.
**VOTE: 8:0 PASSED**
**IN FAVOR:** Kashinsky, Keating, Zelenka, Yeh, Clark, Evans, Leech, and Groves.
**OPPOSED:** None.

**5. PUBLIC COMMENT**

1. Lin Woodrich – spoke in favor of finalizing public health standards.
2. Elise Jaremko – spoke in favor of cancelling the contract with Flock cameras.
3. Ken Jones – spoke in favor of cancelling the contract with Flock cameras.
4. Naphtali Renshaw – spoke in favor of cancelling the contract with Flock cameras.
5. Jacob Griffin – spoke in favor of cancelling the contract with Flock cameras.
6. Ashley Wright – spoke in favor of cancelling the contract with Flock cameras.
7. Beck Bentz – spoke in favor of cancelling the contract with Flock cameras.
8. Sarah Boom – spoke in favor of cancelling the contract with Flock cameras.
9. Reverand Rebecca Wetmore Cook – spoke in favor of cancelling the contract with Flock cameras.
10. Don Heady – spoke in favor of heating assistance.
11. Gage Emmons – spoke in favor of cancelling the contract with Flock cameras.
12. Kaleigh Bronson-Cook – spoke in favor of cancelling the contract with Flock cameras.
13. Will McCauley – spoke in favor of cancelling the contract with Flock cameras.
14. Katie Wilgus – spoke about Downtown Guide Joel Enriquez who won a Life Saving Award.
15. Everett O Cillin – spoke in favor of cancelling the contract with Flock cameras.
16. Bob Moland – spoke against Immigration and Customs Enforcement (ICE) and Flock cameras.
17. Emily Heilbrun – spoke in favor of cancelling the contract with Flock cameras.
18. Justin Burns – spoke in favor of cancelling the contract with Flock cameras.
19. Tyler Hickson – spoke in favor of cancelling the contract with Flock cameras.
20. Kriscia Rivas – spoke in favor of cancelling the contract with Flock cameras.
21. Rebecca McCroskey – spoke in favor of cancelling the contract with Flock cameras.
22. Chloe Longworth – spoke in favor of cancelling the contract with Flock cameras.
23. Dru Winters – spoke in favor of cancelling the contract with Flock cameras.
24. Liam O'Grady – spoke in favor of togetherness and security.
25. Scott Lambert – spoke in favor of cancelling the contract with Flock cameras.

26. Rob Sheldon – spoke in favor of cancelling the contract with Flock cameras.
27. Bailey Gilmore – spoke in favor of cancelling the contract with Flock cameras.
28. Andrew Simrin – spoke in favor of cancelling the contract with Flock cameras.
29. Nicholas J. DiBattista – spoke in favor of cancelling the contract with Flock cameras.
30. Jetty Etty – spoke in favor of cancelling the contract with Flock cameras.
31. Clara Rehmann – spoke in favor of cancelling the contract with Flock cameras.
32. Athena Aguiar – spoke in favor of cancelling the contract with Flock cameras.
33. Jason Sydes – spoke about layoffs at UO and against Flock cameras.
34. Seth May – spoke in favor of cancelling the contract with Flock cameras.
35. Misty Bowman – spoke in favor of cancelling the contract with Flock cameras.
36. Stan Taylor – spoke in favor of cancelling the contract with Flock cameras.
37. Bob Clifford – spoke in favor of cancelling the contract with Flock cameras.
38. Sam Edwards – spoke in favor of cancelling the contract with Flock cameras.
39. Jacob Trewe – in favor of reinstating CAHOOTS and against Flock cameras.
40. Jessica Jane – spoke in favor of cancelling the contract with Flock cameras.
41. Erin Kirkman – spoke in favor of cancelling the contract with Flock cameras.
42. Archer Boyd – spoke in favor of cancelling the contract with Flock cameras.
43. Danny Huffsmith – sang "We Resist".

Council Discussion:

- Councilor Yeh – stated the concerns about the Flock camera system are reasonable; noted she is working to learn more about Flock; encouraged community members to reach out to Council with questions and concerns.
- Mayor Knudson – noted she appreciates feedback from the public and emphasized the importance of open dialogue; acknowledged the concerns raised about city policy; noted efforts to be values driven and consistent with local laws protecting individuals; stated local elected officials are accountable to the public and the constitution.

Mayor Knudson adjourned the meeting at 9:21 p.m.

Respectfully submitted,

Katie LaSala
City Recorder

*(Recorded by Cherish Bradshaw)*
Link to the webcast of this City Council meeting here.

# EUGENE CITY COUNCIL
# AGENDA ITEM SUMMARY

## Approval of Tentative Working Agenda

Meeting Date: October 27, 2025 | Agenda Item Number: 4B
Department: Central Services | Staff Contact: Katie LaSala
www.eugene-or.gov | Phone: 541-682-5010

### ISSUE STATEMENT

This is a routine item to approve the City Council Tentative Working Agenda.

### BACKGROUND

Per City Council Operating Agreements, at each regular meeting of the Council, the City Manager shall present the Tentative Agenda. This shall be placed on the Consent Calendar. If there are any concerns about the items on the Tentative Agenda, it may be removed at the request of any councilors from the Consent Calendar and discussed separately.

### COUNCIL OPTIONS

The council may choose to approve, amend or not approve the tentative agenda.

### SUGGESTED MOTION

Move to approve the items on the Tentative Working Agenda.

### ATTACHMENTS

A. City Council Tentative Working Agenda

### FOR MORE INFORMATION


Staff Contact: Katie LaSala
Telephone: 541-682-5010
Staff E-Mail: klasala@eugene-or.gov

# City Council Tentative Agenda

**Updated October 23, 2025**

Materials and information about how to access meetings available at https://www.eugene-or.gov/3360/Webcasts-and-Meeting-Materials

| October 2025 | | | | | |
|---|---|---|---|---|---|
| Date | Day | Time | Title | Length | Dept Contact |
| 27-Oct | Monday | 5:30 pm | Library Levy Discussion Cont'd<br>(Work Session) | 60 min | Joshua Bates, LRCS<br>Angela Ocaña, LRCS |
| | | | Unlawful Transfer on Vehicular Portion of Right-of-Way Discussion Cont'd<br>(Work Session) | 30 min | Chief Skinner, EPD |
| | | | *Work Session Location: City Hall Council Chambers and Virtual* | | |
| 27-Oct | Monday | 7:30 pm | Committee Reports and Items of Interest | | |
| | | | Low Income Rental Housing Property Tax Exemption (LIRHPTE) Code and Standards & Guidelines Update - Ordinance & Resolution<br>(Priority Goal Action) | | Laura Hammond, PDD |
| | | | Low Income Rental Housing Property Tax Exemption (LIRHPTE): Lucy<br>(Priority Goal Action) | | Laura Hammond, PDD |
| | | | Consent Calendar 1 | | |
| | | | A Resolution Annexing Land at 3241 Downing Street (A25-07 3241 Downing Street)<br>(Consent Calendar 2) | | Nick Gioello, PDD |
| | | | A Resolution Annexing Land at 2588 Dale Avenue (A25-09 2588 Dale Ave)<br>(Consent Calendar 2) | | Gareth Warr, PDD |
| | | | Public Comment | | |
| | | | *Meeting Location: City Hall Council Chambers and Virtual* | | |

| November 2025 | | | | | |
|---|---|---|---|---|---|
| Date | Day | Time | Title | Length | Dept Contact |
| 10-Nov | Monday | 5:30 pm | *Topic Pending Confirmation*<br>(Work Session) | 90 min | Staff |
| | | | *Work Session Location: City Hall Council Chambers and Virtual* | | |

Work Session | Action | Public Hearing | Public Comment | Consent Calendar
Committee Reports/Items of Interest | Ceremonial Matters | Pledge of Allegiance

| | | | | | |
|---|---|---|---|---|---|
| 10-Nov | Monday | 7:30 pm | Pledge of Allegiance<br>Ceremonial Matters<br>Committee Reports and Items of Interest<br>Public Comment | | |
| | | | *Meeting Location: City Hall Council Chambers and Virtual* | | |
| 12-Nov | Wednesday | 12:00 pm | Urban Growth Strategies Update (Work Session)<br>Voluntary Annexations (Work Session) | 45 min<br>45 min | Terri Harding, PDD<br>Alissa Hunter, PDD |
| | | | *Work Session Location: Virtual Only* | | |
| 17-Nov | Monday | 5:30 pm | Comcast of Oregon II, Inc. Cable Franchise Extension (Public Hearing)<br>Transient Lodging Tax Code Amendment (Public Hearing)<br>Emerald People's Utility District Franchise Agreement (Public Hearing) | | Jay Runte, CS<br>Neil Obringer, CS<br>Neil Obringer, CS |
| | | | *Public Hearing Location: City Hall Council Chambers and Virtual* | | |
| 19-Nov | Wednesday | 12:00 pm | Sustainability Commission Annual Report and Work Plan (Work Session)<br>Proposed Charter Amendments: Department Head Residency and Language Updates (Work Session) | 45 min<br>45 min | Danielle Klinkebiel, PW<br>Jason Dedrick, CS |
| | | | *Work Session Location: Virtual Only* | | |
| 24-Nov | Monday | 5:30 pm | Executive Session pursuant to ORS 192.660(2)(f) (ORS 192.355(1) and ORS 192.355(2)) and ORS 192.660(2)(a) (Executive Session) | 90 min | Staff |
| | | | *Work Session Location: City Hall Council Chambers and Virtual* | | |
| 24-Nov | Monday | 7:30 pm | Committee Reports and Items of Interest<br>LIRHPTE termination for Reveille on 6th (Priority Goal Action)<br>Consent Calendar 1<br>Comcast of Oregon II, Inc. Cable Franchise Extension (Possible Action)<br>Transient Lodging Tax Code Amendment (Possible Action)<br>Emerald People's Utility District Franchise Agreement (Possible Action) | | Laura Hammond, PDD<br>Jay Runte, CS<br>Neil Obringer, CS<br>Neil Obringer, CS |

| | | | | | |
|---|---|---|---|---|---|
| | | | Urban Growth Strategies Initiation of Plan and Code Amendments<br>(Possible Action)<br><br>Public Comment | | Terri Harding, PDD |
| *Meeting Location: City Hall Council Chambers and Virtual* | | | | | |

| **Dec 2025** | | | | | |
|---|---|---|---|---|---|
| Date | Day | Time | Title | Length | Dept Contact |
| 3-Dec | Wednesday | 5:30 pm | Budget Committee Meeting<br>(Budget Committee) | | Christina Wozniak, CS |
| *Location: City Hall Council Chambers and Virtual* | | | | | |
| ***5-Dec*** | ***Friday*** | **8:00 am** | Executive Session pursuant to ORS 192.660(2)(f) (ORS 192.355(1) and ORS 192.355(2)) and ORS 192.660(2)(a)<br>(Executive Session)<br><br>City Manager Recruitment: Upcoming Interview Process<br>(Special Meeting) | | |
| *Executive Session and Special Meeting Location: Virtual only* | | | | | |
| 8-Dec | Monday | 5:30 pm | Long Range Financial Stability - Technical Advisors<br>(Work Session) | 90 min | Sarah Medary, CS |
| *Work Session Location: City Hall Council Chambers and Virtual* | | | | | |
| 8-Dec | Monday | 7:30 pm | Ceremonial Matters<br><br>Committee Reports and Items of Interest<br><br>Consent Calendar 1<br><br>A Resolution Annexing Land at 2488 Devon Street (A 25-10 2488 Devon Reed)<br>(Consent Calendar 2)<br><br>Public Hearing and Action: Resolution Adopting the City's First 2025-2027 Supplemental Budget; Making Appropriations for the City of Eugene for the Biennium Beginning July 1, 2025, and Ending June 30, 2027<br>(Public Hearing & Action)<br><br>Public Hearing and Action: Resolution Adopting the Urban Renewal Agency's (URA) First 2025-2027 Supplemental Budget; Making Appropriations for the URA of the City of Eugene for the Biennium Beginning July 1, 2025, and Ending June 30, 2027<br>(Public Hearing & Action)<br><br>Public Comment | | Nick Gioello, PDD<br><br>Liz Butterfield, CS<br><br>Liz Butterfield, CS |
| *Meeting Location: City Hall Council Chambers and Virtual* | | | | | |

| | | | | | |
|---|---|---|---|---|---|
| 10-Dec | Wednesday | 12:00 pm | ESF Governance (Work Session) | 90 min | Sarah Medary, CS |
| *Work Session Location: Virtual Only* | | | | | |

## Council Winter Break Dec 11 – Jan 11

| ADDITIONAL INFORMATION FOR UPCOMING PUBLIC HEARINGS | | | |
|---|---|---|---|
| Date/Time | Topic/Title | Description | Staff Contact |
| Nov 17, 2025 5:30pm | Comcast of Oregon II, Inc. Cable Franchise Extension | The City Council will hold a public hearing to consider an ordinance concerning the Comcast of Oregon II, Inc. Cable Franchise Extension. This public hearing will provide opportunity for public comment on a proposed ordinance extending Comcast's cable television franchise agreement until December 31, 2026. The proposed ordinance will be posted online: https://www.eugene-or.gov/1781/Proposed-Ordinances | Jay Runte, CS 541-682-5590 JRunte@eugene-or.gov |
| Nov 17, 2025 5:30pm | Transient Lodging Tax Code Amendment | The City Council will hold a public hearing to consider an ordinance concerning an amendment to the Transient Lodging Tax Code. The proposed ordinance will be posted online: https://www.eugene-or.gov/1781/Proposed-Ordinances | Neil Obringer, CS 541-682-5022 nobringer@eugene-or.gov |
| Nov 17, 2025 5:30pm | Emerald People's Utility District Franchise Agreement | The City Council will hold a public hearing to consider an ordinance concerning an amendment to the Emerald People's Utility District Franchise Agreement. The proposed ordinance will be posted online: https://www.eugene-or.gov/1781/Proposed-Ordinances | Neil Obringer, CS 541-682-5022 nobringer@eugene-or.gov |
| December 8, 2025 7:30 pm | Resolution Adopting the City's First 2025-2027 Supplemental Budget; Making Appropriations for the City of Eugene for the Biennium Beginning July 1, 2025, and Ending June 30, 2027 | The City Council will hold a public hearing to consider the City of Eugene (COE) Supplemental Budget. The proposed supplemental budget will be posted online: https://www.eugene-or.gov/106/Budget | Liz Butterfield, CS ebutterfield@eugene-or.gov 541-682-5512 |
| December 8, 2025 7:30 pm | Resolution Adopting the Urban Renewal Agency's (URA) First 2025-2027 Supplemental Budget; Making Appropriations for the URA of the City of Eugene for the Biennium Beginning July 1, 2025, and Ending June 30, 2027 | The Urban Renewal Agency will hold a public hearing to consider the Urban Renewal Agency (URA) Supplemental Budget. The proposed supplemental budget will be posted online: https://www.eugene-or.gov/106/Budget | Liz Butterfield, CS ebutterfield@eugene-or.gov 541-682-5512 |

| **Approved Work Session Polls to be Scheduled** | **Councilor** | **Date Approved** |
|---|---|---|
| Establishing a Right-of-Way Ordinance to Expedite Utility Permitting - **TBD** | Leech/Yeh | 8/1/25 |

# EUGENE CITY COUNCIL
# AGENDA ITEM SUMMARY

A Resolution Annexing Land to the City of Eugene
(Assessor's Map 17-03-08-42, Tax Lot 00300,
Located at 3241 Downing Street)
(City File: A 25-07)

Meeting Date: October 27, 2025 | Agenda Item Number: 5A
Department: Planning & Development | Staff Contact: Nicholas Gioello
www.eugene-or.gov | Phone: 541-682-5453

## ISSUE STATEMENT

This item is a request to annex an approximately 0.17-acre (7,405 square foot) property located at 3241 Downing Street. No public rights-of-way are proposed for annexation as part of this request and there is no formal deadline for Council action on this item. A vicinity map is provided as Attachment A to this AIS.

## BACKGROUND

To encourage compact urban growth and sequential development within Eugene's urban growth boundary (UGB), the Eugene-Springfield Metropolitan Area General Plan (Metro Plan), Eugene's regional comprehensive plan, provides that ultimately all land within the UGB will be annexed into the City and provided with a minimum level of urban services.

The subject property is currently zoned AG Agricultural with /UL Urbanizable Land Overlay. The Metro Plan designates the subject property for low-density residential use. The subject property is located within the UGB and is contiguous to the city limits on its west boundary as it is adjacent to Downing Street. Annexation will allow for future development consistent with the property's residential land use designation and the Eugene Code. Specific plans for future development of the site are not included as part of this annexation application.

Approval of annexation requests are based on the criteria at Eugene Code (EC) 9.7825 which require that (1) the land proposed to be annexed is within the City's UGB and is contiguous to the City limits or separated from City limits only by a right-of-way or water body; (2) the proposed annexation is consistent with the applicable policies in the Metro Plan and in any applicable refinement plans; and (3) the proposed annexation will result in a boundary in which the minimal level of key urban facilities and services can be provided in an orderly, efficient, and timely manner. Findings demonstrating that the annexation request is consistent with these approval criteria are included as Exhibit C of the attached resolution (see Attachment B to this AIS).

To provide nearby property owners and residents an opportunity to review and comment on this annexation request, public notice was provided to all owners and occupants of property within 500 feet of the subject property and the affected neighborhood association (Northeast Neighbors) consistent with Eugene Code requirements.

No testimony has been received to date regarding the proposed annexation of this property.

Referral comments were provided by affected agencies including City of Eugene Public Works and Eugene Water & Electric Board. These referral comments confirm there are no concerns with the proposed annexation and the property is already provided with the minimum level of key urban services consistent with the approval criteria. Given the findings and recommendation included in Exhibit C of Attachment B, demonstrating the provision of key urban services to the property and the absence of any testimony, a public hearing is not recommended in this instance.

Additional background information regarding this request, including relevant application materials, is included for reference as Attachment C to this AIS. A full copy of all materials in the record is also available at the Permit and Information Center located at 99 West 10th Avenue, which is open from 12 p.m. to 4 p.m. Monday through Friday. To view materials at another time, please contact the listed staff representative to schedule an appointment. Copies may be also obtained at a reasonable cost. As a courtesy, copies of the application materials are also available online at: https://pdd.eugene-or.gov/LandUse/SearchApplicationDocuments?file=A-25-007

## PREVIOUS COUNCIL DIRECTION

None.

## COUNCIL OPTIONS

City Council may consider the following options:

1. Approve the Annexation and adopt the resolution
2. Approve the Annexation and adopt the resolution with specific modifications as determined by the City Council
3. Deny the annexation application
4. Defer action until after the council holds a public hearing on the proposed annexation

## CITY MANAGER'S RECOMMENDATION

The City Manager recommends that the City Council find that the request complies with all applicable approval criteria, adopt the resolution, and approve the annexation.

## SUGGESTED MOTION

Move to adopt a Resolution Annexing Land to the City of Eugene (Assessor's Map 17-03-08-42, Tax Lot 00300, Located at 3241 Downing Street).

## ATTACHMENTS

A. Vicinity Map

B. Annexation Resolution

Exhibit A: Site Plan

Exhibit B: Legal Description

Exhibit C: Planning Director Findings

C. Application Materials for Annexation Request

**FOR MORE INFORMATION**

Staff Contact: Nicholas R. Gioello, Associate Planner
Telephone: 541-682-5453
Staff E-Mail: Ngioello@eugene-or.gov

# Vicinity Map

3241 Downing Street (A 25-07)

Attachment A

- Subject Property
- Eugene City Limits
- Taxlots
- Eugene UGB

Caution: This map is based on imprecise source data, subject to change, and for general reference only.

Created on 10/7/2025
by City of Eugene Planning Division

0 60 120 Ft

NORTH

**RESOLUTION NO. _____**

**RESOLUTION ANNEXING LAND TO THE CITY OF EUGENE (ASSESSOR'S MAP 17-03-08-42, TAX LOT 00300, LOCATED AT 3241 DOWNING STREET)**

**The City Council of the City of Eugene finds that:**

**A.** An annexation application was submitted on May 8, 2025, by Cassandra Beers and Richard F. Beers, II in accordance with the provisions of Section 9.7810 of the Eugene Code, 1971, ("EC") to annex property identified as Assessor's Map 17-03-08-42, Tax Lot 00300, to the City of Eugene.

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

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

**D.** On September 26, 2025, a notice containing the street address, the assessor's map and tax lot number for the property, a description of the land proposed to be annexed, and the Planning Director's preliminary recommendation was mailed to the applicant, owners and occupants of properties located within 500 feet of the perimeter of the subject property, and the Northeast Neighbors. The notice advised that the City Council would consider the Planning Director's full recommendation on the proposed annexation on October 27, 2025.

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

**NOW, THEREFORE,**

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

**Section 1**. Based on the above findings and the Planning Director's Findings and Recommendation which are attached as Exhibit C and are adopted in support of this Resolution, it is ordered that the land identified as Assessor's Map 17-03-08-42, Tax Lot 00300, which is more particularly described in the attached Exhibit B, is annexed to the City of Eugene.

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

**The foregoing Resolution adopted the ____ day of October, 2025.**

_____

**City Recorder**

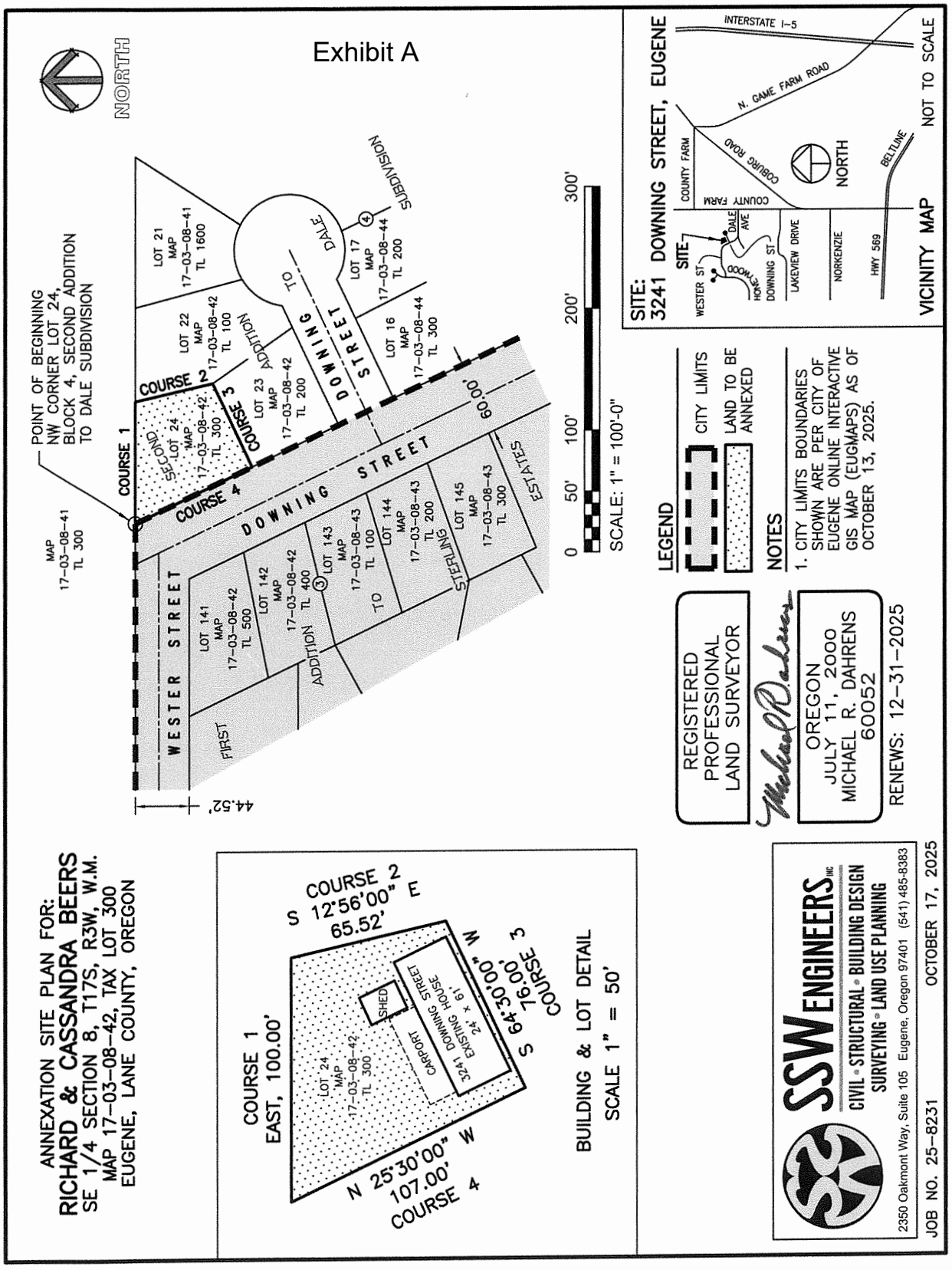


Exhibit A
ANNEXATION SITE PLAN FOR:
RICHARD & CASSANDRA BEERS
SE 1/4 SECTION 8, T17S, R3W, W.M.
MAP 17-03-08-42, TAX LOT 300
EUGENE, LANE COUNTY, OREGON
NORTH
POINT OF BEGINNING
NW CORNER LOT 24,
BLOCK 4, SECOND ADDITION
TO DALE SUBDIVISION
COURSE 1
COURSE 2
COURSE 3
COURSE 4
WESTER STREET
DOWNING STREET
DALE
SUBDIVISION
FIRST ADDITION TO DOWNING STREET
SECOND ADDITION TO DOWNING STREET
STERLING ESTATES
60.00'
44.52'
SCALE: 1" = 100'-0"
0 50' 100' 200' 300'
LEGEND
CITY LIMITS
LAND TO BE ANNEXED
NOTES
1. CITY LIMITS BOUNDARIES SHOWN ARE PER CITY OF EUGENE ONLINE INTERACTIVE GIS MAP (EUGMAPS) AS OF OCTOBER 13, 2025.
REGISTERED PROFESSIONAL LAND SURVEYOR
OREGON
JULY 11, 2000
MICHAEL R. DAHRENS
60052
RENEWS: 12-31-2025
SITE: 3241 DOWNING STREET, EUGENE
VICINITY MAP
NOT TO SCALE
INTERSTATE I-5
N. GAME FARM ROAD
COBURG ROAD
COUNTY FARM
NORTH
BELTLINE
HWY 569
NORKENZIE
LAKEVIEW DRIVE
DOWNING ST
WESTER ST
DALE AVE
BUILDING & LOT DETAIL
SCALE 1" = 50'
COURSE 1
EAST, 100.00'
COURSE 2
S 12°56'00" E
65.52'
COURSE 3
S 64°30'00" W
76.00'
COURSE 4
N 25°30'00" W
107.00'
LOT 24 MAP 17-03-08-42 TL 300
SHED
CARPORT
EXISTING DOWNING STREET
32' x 61' 24' x 61'
SSW ENGINEERS INC
CIVIL • STRUCTURAL • BUILDING DESIGN
SURVEYING • LAND USE PLANNING
2350 Oakmont Way, Suite 105 Eugene, Oregon 97401 (541) 485-8383
JOB NO. 25-8231
OCTOBER 17, 2025

Exhibit B

**Legal Description**

Lot 24, Block 4, SECOND ADDITION TO DALE SUBDIVISION, as platted and recorded in Book 52, Page 18, Lane County Oregon Plat Records, in Lane County, Oregon.

# Planning Director's Findings and Recommendation: Annexation Request for 3241 Downing Street (City File: A 25-07)

| |
|---|
| **Application Submitted:** May 8, 2025 |
| **Applicant:** Cassandra Beers and Richard F. Beers, II |
| **Property Included in Annexation Request:** Tax Lot 00300 of Assessor's Map 17-03-08-42 |
| **Zoning:** AG Agricultural with /UL Urbanizable Land Overlay |
| **Location:** 3241 Downing Street |
| **Lead City Staff:** Nicholas Gioello, Associate Planner, City of Eugene Planning Division, 541-682-5453 |

**EVALUATION**:

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

| **EC 9.7825(1) The land proposed to be annexed is within the city's urban growth boundary and is:<br>(a) Contiguous to the city limits; or<br>(b) Separated from the city only by a public right of way or a stream, bay, lake or other body of water.** | | |
|---|---|---|
| **Complies** | | **Findings:** The subject property is within the Urban Growth Boundary and is contiguous to City limits on its western boundary adjacent to Downing Street, consistent with subsection (a). |
| ☒ **YES** | ☐ **NO** | |
| **EC 9.7825(2) The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.** | | |
| **Complies** | | **Findings:** Several policies from the Metro Plan provide support for this annexation by encouraging compact urban growth to achieve efficient use of land and urban service provisions within the UGB, including the following policies from the Growth Management section (in *italic* text):<br><br>*Policy 8. Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:*<br>*a. A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.*<br>*b. There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the Metro Plan. (page II-C-4)*<br><br>*Policy 10. Annexation to a city through normal processes shall continue to be the highest priority. (page II-C-5).* |
| ☒ **YES** | ☐ **NO** | |

| | | |
|---|---|---|
| | | *Policy 15. Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban. (page II-C-5)*<br><br>The following policy from the Residential Element of the Metro Plan is also applicable:<br><br>*Policy A.2 Residentially designated land within the UGB should be zoned consistent with the Metro Plan, and applicable plans and policies; however, existing agricultural zoning may be continued within the area between the city limits and UGB until rezoned for urban uses.*<br><br>The Metro Plan designates the annexation area as appropriate for low-density residential use. The property is zoned AG Agricultural with a /UL Urbanizable Land overlay. The current zoning of AG is intended to allow agricultural uses within the UGB until land is converted to urban use. Agricultural uses are considered interim uses until public facilities and services can be provided. In order for this property to further develop as residential property in the future, a zone change to R-1 Low Density Residential will be necessary. The /UL overlay will be automatically removed from the zoning following annexation approval.<br><br>The Willakenzie Area Plan (WAP) is the adopted refinement plan for the subject property. The subject property is located within the WAP's Unincorporated Subarea. The WAP designates the area for Low-Density Residential use. With regard to applicable policies of the WAP, none of the listed policies for this subarea appear to be directly applicable to the subject property.<br><br>The proposed annexation does not conflict with any of the Land Use Policies in the WAP. The "Public Facilities and Services Element" policies of the WAP are directed at local government; however, the premise of these policies (regarding the provision of urban services) is the assumption that the properties within the UGB will be annexed.<br><br>As previously discussed in this subsection, and further detailed under subsection (3) below, the proposed annexation is consistent with Metro Plan growth management policies and can be served by the minimum level of key urban services. The annexation procedures beginning at EC 9.7800 are consistent with State law and therefore, as found throughout this report, the annexation is consistent with State law.<br><br>Based on the findings above, the proposal is consistent with the applicable policies of the Metro Plan and Willakenzie Area Plan refinement plan. |
| **EC 9.7825(3)** | | **The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.** |
| **Complies** | | **Findings:** Consistent with this criterion, the proposed annexation will result in a boundary in which the minimum level of key urban facilities and services can be provided in an orderly, efficient, and timely manner as detailed below: |
| ☒ **YES** | ☐ **NO** | |

| | | |
|---|---|---|
| | | Wastewater<br>Public wastewater is available via an 8-inch line located within Downing Street right-of-way, which is adjacent to the site. The subject property is served by a septic system.<br><br>Stormwater<br>There is no public piped system adjacent to the site in Downing Street. There is a 36-inch diameter stormwater line to the northwest of subject property in Wester Street.<br><br>Soil maps indicate Type C soils on site. The subject property does not appear to be mapped as an infiltration limited area. Any future development on the site will be subject to the City of Eugene stormwater standards during the building permit process.<br><br>Transportation<br>The subject property fronts both Downing Street and Wester Street, which are both local streets maintained by the City of Eugene. Compliance with applicable street standards will be evaluated at time of future development.<br><br>Solid Waste<br>Collection service is provided by private firms. Regional disposal sites are operated by Lane County.<br><br>Water and Electric<br>Eugene Water and Electric Board (EWEB) Water staff confirm no objections to the annexation of the site as water and electric services for the subject property are in accordance with EWEB policies and procedures.<br><br>Public Safety<br>Police protection can be extended to this site upon annexation consistent with service provision through the City. Fire protection will be provided by Eugene Springfield Fire. Emergency medical services are provided by Eugene Springfield Fire and will continue in the same manner upon annexation.<br><br>Parks and Recreation<br>Parks and recreation programs are provided on a City-wide basis. The inclusion of the subject property in the City is sufficient evidence to demonstrate the minimum level of this key urban service is met.<br><br>Planning and Development Services<br>Planning and building permit services are provided for all properties located within the Urban Growth Boundary by the City of Eugene. The Eugene Code, Chapter 9, will provide the required land use controls for future development of the subject property upon annexation.<br><br>Communications<br>A variety of telecommunications providers offer communications services throughout the Eugene/Springfield area. |

| | | |
|---|---|---|
| | | Public Schools<br>The subject property is within Eugene School District 4J. As access to schools is evaluated on a district-wide basis, the property's location within the school district is sufficient evidence to demonstrate the minimum level of this key urban service is met. |

**CONCLUSION:**

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

**INFORMATIONAL ITEMS:**

- Upon approval of the annexation, the base zonings of AG Agricultural will remain; however, the /UL Urbanizable Land overlay will be automatically removed from the annexation area. Please contact the Permit Information Center, Planner-on-Duty at 541-682-5377 for more information.

- Approval of this annexation does not relieve the applicant from complying with applicable codes and statutory requirements.

- The legal description provided does not appear to be prepared by a registered land surveyor consistent with EC 9.7810(7). However, the area to be annexed is a platted lot of record; specifically, Lot 24 of Block 4 of the Second Addition to Dale Subdivision, as platted and recorded in Book 52, Page 18 at Lane County Deeds and Records.

# Hutchinson Cox

**Zack P. Mittge** • Attorney
zmittge@eugenelaw.com

**Dawn A. Furtado** • Senior Paralegal
dfurtado@eugenelaw.com

Received
JUL 10 2025
City of Eugene
Planning Division

Via E-mail NGioello@eugene-or.gov
& First-Class Mail

July 7, 2025

Nick Gioello
Eugene Planning & Development
99 W 10th Ave #290
Eugene, OR 97401

RE: Annexation of 3241 Downing Street, Eugene, OR 97408
Our Clients: Richard and Cassandra Beers
Our File No.: 19732/15891A

Mr. Gioello:

On behalf of our clients, Richard and Cassandra Beers, we hereby provide the following supplemental materials in support of our client's request for annexation of 3241 Downing Street, Eugene, OR 97408.

As per planning staff's request, we are enclosing:

1. The legal description of the subject property on a separate sheet with no header;
2. A copy of the tax map 17030842 marked to show the location of the subject property (tax lot 300) at the lower right-hand corner of the page.

In addition, as Aurelius Tyson and Katelyn Tyson will be moving onto the property in July, we are enclosing consents to annexation signed by each of these occupants.

As required by ORS 227.178(2)(b), this letter serves as notice that no other information will be provided, and that the application should be deemed complete.

Very truly yours,

HUTCHINSON COX

Zack P. Mittge

ZPM/df
Enclosures

Lot 24, Block 4, SECOND ADDITION TO DALE SUBDIVISION, as platted and recorded in Book 52, Page 18, Lane County Oregon Plat Records, in Lane County, Oregon.

17030842
EUGENE
N.W.1/4 S.E.1/4 SEC. 8 T.17S. R.3W. W.M.
Lane County
1" = 100'
FOR ASSESSMENT AND TAXATION ONLY
004-01
004-04
004-00
SEE MAP 17030800
SEE MAP 17030841
SEE MAP 17030831
SEE MAP 17030844
SEE MAP 17030843
SEE MAP 17030834
CANCELLED 6000 401
EUGENE 17030842
CELESTE WAY
AVENGALE DRIVE
COMSTOCK AVENUE
MARCELLA DRIVE
NORWICH AVENUE
WESTER STREET
DOWNING
HONEYWOOD
APPROX. CTR. SEC.
APPROXIMATE 1/16TH CORNER

## Consent to Annexation

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

Map and Tax Lot: 17-03-08-42-00300 Address: 3241 Downing Street
Eugene, OR 97408

Legal Description:

Lot 24, Block 4, SECOND ADDITION TO DALE SUBDIVISION, as platted and recorded in Book 52, Page 18, Lane County Oregon Plat Records, In Lane County, Oregon.

In the corporate limits of said city.

DATED this 13th day of June, 2025.

Katelyn Tyson
1069 w 4th Ave. #1
Eugene, OR 97402

STATE OF OREGON )
)ss
County of )

On this 13th day of June, 2025, before me, the undersigned, a notary public in and for the said county and state, personally appeared the within-named, Katelyn Tyson, who is known to me to be the identical individual described herein and who executed the same freely and voluntarily.

Seal:

OFFICIAL STAMP
TIMOTHY JARED BUCK
NOTARY PUBLIC - OREGON
COMMISSION NO. 1049465
MY COMMISSION EXPIRES JULY 22, 2028

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

Notary Public for Oregon
My Commission Expires July 22, 2028

## Consent to Annexation

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

Map and Tax Lot: 17-03-08-42-00300 Address: 3241 Downing Street
Eugene, OR 97408

Legal Description:

Lot 24, Block 4, SECOND ADDITION TO DALE SUBDIVISION, as platted and recorded in Book 52, Page 18, Lane County Oregon Plat Records, In Lane County, Oregon.

In the corporate limits of said city.

DATED this 13 day of June, 2025.

Aurelius Tyson
Aurelius Tyson
2470 Jefferson Street

STATE OF OREGON )
)ss
County of )

On this 13th day of June, 2025, before me, the undersigned, a notary public in and for the said county and state, personally appeared the within-named, Aurelius Tyson, who is known to me to be the identical individual described herein and who executed the same freely and voluntarily.

Seal:

OFFICIAL STAMP
TIMOTHY JARED BUCK
NOTARY PUBLIC - OREGON
COMMISSION NO. 1049465
MY COMMISSION EXPIRES JULY 22, 2028

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

Notary Public for Oregon
My Commission Expires July 22, 2028

Eugene Planning

Received
MAY 08 2025
City of Eugene
Planning Division

# ANNEXATION

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

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

| Assessor's Map | Tax Lot | Zoning | Acreage |
|---|---|---|---|
| 17-03-08-42 | 00300 | AG/UL | .17 |
| | | | |
| | | | |
| | | | |
| | | | |

**Property Address:** 3241 Downing St, Eugene, OR 97408

**Plans for Future Development & Permit Number (if applicable):** N/A

**Public Service Districts:**

| | Name | | |
|---|---|---|---|
| **Parks:** | N/A | | |
| **Electric:** | EWEB | | |
| **Water:** | EWEB | | |
| **Sanitary Sewer:** | N/A | | |
| **Fire:** | McKenzie RFP | | |
| **Schools:** | **Elementary:** Gilham | **Middle:** Cal Young | **High:** Sheldon |
| **Other:** | Lane Education Service District; Upper Willamette Soils and Water Conservation Dist. | | |

**Filing Fee**

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

**Written Statement** *(Submit 2 paper copies and 1 digital copy)*

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

**Site Plan Requirements**

*Submit 2 paper copies and 1 digital copy of a site plan, drawn to an engineer's scale on 8 ½" x 11" sheet of paper. Site plans shall include the following information:*

- ■ Show the date & north arrow on site plan.
- ■ Show the Assessor's Map and Tax Lot number(s) on the site plan.
- ■ Show a vicinity map on the site plan (vicinity map does not need to be to scale).
- ■ Show city limits & UGB (if applicable)
- ■ Clearly label the affected territory and any public right of ways to be annexed.
- ■ Show all adjacent streets, alleys, and accessways.
- ■ Show all dimensions of existing public utility easements and any other areas restricting use of the parcels, such as conservation areas, slope easements, access easements, etc.
- ■ Show the location of all existing structures.

**Other Application Requirements** *(Submit 2 paper copies and 1 digital copy of all)*

- ■ Petition for Annexation form listing all owners, including partial owners, and electors. This form includes the Certification of Electors which must be signed by the Lane County Elections/Voter Registration Department and also includes the Verification (Certification) of Property Owners which must be signed by the Lane County Department of Assessment and Taxation. *This form is required even if the land is vacant.*
- ■ Notarized Consent to Annexation form.
- ■ A legal description of the land proposed for annexation, including any public right of way prepared by a registered land surveyor. Oregon Revised Statues (ORS) 308.225 requires submittal of a closing metes and bounds description or subdivision block and lot number description. Please see example of acceptable legal descriptions contained in the application packet. The legal description must exactly correspond with the map included with the application or the Assessor's map.
- ■ Summary of Urban Service Provision form.
- ■ Census Information Sheet.

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

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

**PROPERTY OWNER OF TAX LOT:** 00300

Name (print): Cassandra Beers Phone: (541) 510-5049

Address: 3331 Honeywood St.

City/State/Zip: Eugene, OR 97408

Signature:

**PROPERTY OWNER OF TAX LOT:** 00300

Name (print): Richard F. Beers, II Phone: ~~(541) 510-5049~~ (425) 466-8276

Address: 3331 Honeywood St.

City/State/Zip: Eugene, OR 97408

Signature: Richard F Beers II

**PROPERTY OWNER OF TAX LOT:** _____

Name (print): _____ Phone: _____

Address: _____

City/State/Zip: _____

Signature: _____

**SURVEYOR:**

Name (print): _____

Company/Organization: _____

Address: _____

City/State/Zip: _____ E-mail (if applicable): _____

Phone: _____ Fax: _____

Signature: _____

**REPRESENTATIVE** (If different from Surveyor):

Name (print): Zack P. Mittge

Company/Organization: Hutchinson Cox

Address: 940 Willamette St., Ste 400

City/State/Zip: Eugene, OR 97401 E-mail (if applicable): zmittge@eugenelaw.com

Phone: (541) 686-9160 Fax: (541) 343-8693

Signature:

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

# Hutchinson Cox

**Zack P. Mittge**• Attorney
zmittge@eugenelaw.com

**Dawn A. Furtado** • Senior Paralegal
dfurtado@eugenelaw.com

May 6, 2025

Eugene Planning Director
Eugene Planning & Development
99 W 10th Ave #290
Eugene, OR 97401

RE: Annexation of 3241 Downing Street, Eugene, OR 97408
Our Clients: Richard and Cassandra Beers
Our File No. 19732/15891A

Eugene Planning Director:

On behalf of our clients, Richard and Cassandra Beers, we hereby file the enclosed application for annexation of their real property located at 3241 Downing Street, Eugene, Oregon 97408.

Please include this letter in the record of these proceedings and provide our firm with copies of all notices associated with the same.

For ease of reference, the relevant application requirements and criteria are set forth below in bold italics followed by a brief response which demonstrates compliance with the applicable standards.

***9.7010 Application Filing.***

***Applications shall be submitted on a form approved by the city manager, be accompanied by a fee established pursuant to EC Chapter 2, and be signed by the property owner, unless the applicant is a public agency, in which case the signature of the property owner is not required. Application materials shall address each of the criteria and standards applicable to the proposed use including any requested adjustments to standards as provided in provisions beginning at EC 9.8015. For applications described at EC 9.7007(1), the application shall include the following materials related to the neighborhood/applicant meeting.***

This annexation is accompanied by the annexation application form approved by the city manager which is signed by the property owners. The application is also accompanied by the application fee of $5,155.70. The application addresses each of the criteria and standards applicable to the proposed annexation as is set forth herein.

The annexation is not an application that is described in 9.7007(1) and a neighborhood/applicant meeting is not a requirement.

***9.7810 Annexation – Application Requirements.***

***An application for annexation under the provisions of EC 9.7800 – 9.7835 may be initiated by motion of the city council or by the filing of an application for an annexation. In addition to the provisions in EC 9.7.010 Application Filing, an application for annexation shall include the following:***

***(1) A list of all owners, including partial owners, of land in area proposed for annexation, indicating for each owner:***

***(a) The affected tax lot(s), with the township, section and range numbers of the affected tax lots identified;***
***(b) The street address(es) of the affected land as recorded on county assessment and tax rolls;***
***(c) The electors residing on the land, if any.***

Lot 300, Map 17-03-08-42 is the tax lot affected by the annexation application. As reflected in the enclosed Regional Land Information Database Report it has as its street address 3241 Downing Street, Eugene, OR 97408. The property is currently vacant and has no electors residing thereon.

***(2) Consent to Annex forms that are completed and signed by:***
***(a) All of the owners of land in the area proposed for annexation; and***
***(b) Not less than fifty percent of the electors, if any, residing on the land proposed for annexation.***

Consent to Annex forms signed by all owners of the land in the area proposed for annexation are attached hereto. No electors are residing on the land proposed for annexation.

***(3) Instead of the Consent to Annex forms as described in subsection (2) above, an application may include Consent to Annex forms that are completed and signed in accordance with state law, by: * * * ****
***(4) In lieu of a Consent to Annex form described in sections (2) or (3) above, an owner's consent may be indicated on a previously executed, and still valid, annexation agreement consenting to the annexation of the subject land.***

As the Consent to Annex forms required by subsection (2) are provided herewith, subsections (3) and (4) are not applicable.

***(5) Verification of Property Owners form signed by the Lane County Department of Assessment and Taxation.***

A Certificate of Property Owners signed by the Lane County Department of Assessment and Taxation is included on the petition for annexation form attached hereto.

***(6) A Certificate of Electors form signed by the Lane County Elections/Voter Registration Department.***

A Certificate of Electors signed by the Lane County Elections/Voter Registration Department is included on the petition for annexation form attached hereto.

***(7) A legal description of the land proposed for annexation prepared by a registered land surveyor consistent with ORS 308.225.***

The legal description of the property proposed for annexation as prepared by a registered land surveyor is:

"Lot 24, Block 4, SECOND ADDITION TO DALE SUBDIVISION, as platted and recorded in Book 52, Page 18, Lane County Oregon Plat Records, in Lane County, Oregon."

***(8) A list of public service districts presently providing services to the land proposed for annexation (See EC 9.7835).***

a. rural fire protection district: Willakenzie Rural Fire Protection District
b. water district, including a domestic water supply corporation: N/A
c. park and recreation district: N/A
d. highway lighting district: N/A
e. county service district: Lane Education Service District; Upper Willamette Soils and Water Conservation District
f. special road district: N/A
g. road assessment district: N/A
h. sanitary district or authority: N/A

***(9) A written narrative addressing the proposal's consistency with the approval criteria set out at EC 9.7825.***

This letter is the written narrative required by this application standard. Consistency with the approval criteria set out at EC 9.7825 is demonstrated below.

***9.7825 Annexation – Approval Criteria.***

***The city council shall approve, modify and approve, or deny a proposed annexation based on the application's consistency with the following:***

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

The land proposed for annexation conforms to this criterion because it is contiguous to the Eugene city limits. 3241 Downing Street is located at the northwest corner of the Second Addition to Dale Subdivision where Downing Street intersects with Webster Street. The City limits are located along the eastern right-of-way line of Downing Street, contiguous to the subject property. As the land proposed to be annexed is contiguous to the City limits, it conforms to EC 9.7825(1).

***(2) The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.***

The proposed annexation is consistent with the applicable policies in the *Metro Plan* and in the adopted refinement plan.

The *Metro Plan* addresses annexation in its Growth Management Policies. In order to combat sprawl and encourage the compact growth form, the City of Eugene directs urbanization to lands within the existing UGB before seeking to expand its boundaries. Metro Plan, p. II-C-1.

Growth Management Policy 8 provides that:

"Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:

a. A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.
b. There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the *Metro Plan*."

The requirement for the provision of key urban facilities and services is incorporated into the Eugene Code at section 9.7825(3). As is addressed in detail below, the subject property already receives several key urban facilities and services from the City, and would be provided with a minimum level of key urban facilities and services upon annexation.

Likewise, the conversion of this urbanizable land to urban land is consistent with the *Metro Plan*, which relies on annexation using the City's land use processes to direct growth in the City. Growth Management Policy 10 provides that:

> "Annexation to a city through normal processes shall continue to be the highest priority."

As is set forth herein, the proposed annexation is utilizing the City's normal processes for adding the subject property to the City limits. Accordingly, this annexation is of the "highest priority" under the *Metro Plan*.

Likewise, Growth Management Policy 15 provides all urbanizable land within the UGB is "ultimately" intended to be annexed and provided with the full range of urban facilities and services, to wit:

> "Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban."

As the subject property is urbanizable land within the UGB (and has been for more than 30 years), and can be served with a full range or urban facilities and services, annexation of the subject property is consistent with this policy as well.

Accordingly, the proposed annexation is consistent with the applicable Metro Plan policies.

The subject property is also subject to the Willakenzie Area Plan (WAP), an adopted refinement plan to the *Metro Plan*.

Land Use Policy 1 provides that:

> "The City shall use the Land Use Diagram and accompanying text and policies of the Willakenzie Area Refinement Plan, as well as other applicable City goals, policies and plans, to provide policy direction for public decisions affecting the plan area."

WAP, p. 15. The subject property is located with the "North Region" of the Plan in the "Unincorporated Subarea." WAP, p. 19, 47 & 53. It is designated for low-density residential development in the Willakenize Land Use Diagram and in the subarea diagram. *WAP*, p. 53.

The subdivision where the property is located is described in the WAP as one of "Four small subdivisions (40 to 60 lots)...developed in the area under the provisions of the Lane County zoning

ordinance." *WAP*, p. 52. The subdivision is depicted in roughly the center of the subarea diagram, and the lot itself is discernable at the northwest corner of the subdivision as depicted. *WAP*, p. 53.

Annexation of the area is consistent with the WAP Residential Policy 1 which is to:

"Maintain the existing low-density residential character of existing Willakenzie neighborhoods, while recognizing the need to provide housing for all income groups in the city."

The proposed annexation will help to maintain the existing low-density residential character of this neighborhood by providing public facilities and services which are needed for continuing the low-density residential use of the property.

As the proposed annexation is consistent with the applicable policies of the Metro Plan and WAP, it conforms to EC 9.7825(2).

***(3) The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.***

The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner. The Metro Plan defines the minimum level of key urban facilities and services as including electricity, water and sanitary sewer service, communication facilities, stormwater service, transportation, solid waste management, fire and emergency medical services, police protection, city-wide parks and recreation programs, land use controls, and public schools on a district-wide basis.[1]

1. The Eugene Water and Electric Board (EWEB) provides electrical and water service to the property. It confirmed on March 14, 2025, that EWEB "will continue to do after the property is annexed into the City." *March 14, 2025 E-mail from EWEB to Zack Mittge*.
2. There are several telecommunications providers in the greater Eugene area that can provide service to the subject property.
3. The subject property is not currently served by City sanitary sewer or stormwater. The City of Eugene Public Works department confirms that the City wastewater, stormwater,

[1] *Metro Plan*, V-3:
"24. Key urban facilities and services:
Minimum level: Wastewater service, stormwater service, transportation, solid waste management, water service, fire and emergency medical services, police protection, city-wide parks and recreation programs, electrical service, land use controls, communication facilities, and public schools on a district-wide basis (in other words, not necessarily within walking distance of all students served).

and street system are adequate to serve the subject property. *March 18, 2025 E-mail from Jamie McEvoy to Zack Mittge.*

4. The subject property is currently vacant and not served by a solid waste management service. However, Sanipac has confirmed that it can provide solid waste management services upon request. *March 14, 2025 E-mail from Tim Ingle to Cassandra Beers.*
5. The property is currently part of a rural fire district that contracts with Eugene Springfield Fire to provide emergency services, as it is within their response area. Eugene Springfield Fire has confirmed that it will continue to provide fire and medical services following annexation. *March 17, 2025 E-mail from Janel Klews to Zack Mittge.*
6. The Eugene Police Department will provide police service to the subject property upon annexation to City.
7. The property is less than half a mile from Gilham Park, an approximately 3.7-acre neighborhood park with a picnic area and a developed playground. The City of Eugene Parks and Recreation department has confirmed that once annexed "the parks and recreation programs will be available to the property." *March 25, 2025 E-mail from Krystal Fischer to Zack Mittge.*
8. The City of Eugene planning department administers land use regulations for the urbanizing area of the City of Eugene under a May 7, 1987 intergovernmental agreement with Lane County[2] The City will be able to continue to provide land use controls to the subject property following annexation.
9. The property is already located in the 4J School District, and is located about a half mile northeast of Gilham Elementary School. The Eugene 4J School District has confirmed that it will continue to provide service to the subject property following annexation. *April 13, 2025 E-mail from Oscar Loureiro to Zack Mittge.*

As the proposed annexation of the property would result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner, it conforms to EC 9.7825(3).

**Conclusion**

As the subject property is contiguous to the City limits and will be served by the minimum level of key urban facilities and services upon annexation, and the annexation is consistent with the

[2] AGREEMENT REGARDING THE TRANSFER OF BUILDING AND LAND USE RESPONSIBILITIES WITHIN THE URBANIZABLE PORTION OF THE EUGENE URBAN GROWTH BOUNDARY, Art. IV, § A.3 ("The County shall, by April 27, 1987:* * * Transfer to the City and Hearings Official, the responsibility and authority to administer land use regulations with the Eugene Urban Growth Boundary Area.")

relevant annexation policies of the Metro Plan, we respectfully request that the City of Eugene approval annexation of the subject property.

Please do not hesitate to contact me should you have any questions concerning the foregoing.

Very truly yours,

HUTCHINSON COX

Zack P. Mittge

ZPM/df
Enclosures:

Application Form
Check for Application Fee
RLID Report 17-03-08-42 Lot 00300
Consent to Annex Form
Petition for Annexation Form
Summary of Urban Services
Census Information Sheet
Annotated Plat & Site Plan
E-mails:

1. *March 14, 2025 E-mail from EWEB to Zack Mittge.*
2. *March 18, 2025 E-mail from Jamie McEvoy to Zack Mittge.*
3. *March 14, 2025 E-mail from Tim Ingle to Cassandra Beers.*
4. *March 17, 2025 E-mail from Janel Klews to Zack Mittge.*
5. *March 25, 2025 E-mail from Krystal Fischer to Zack Mittge.*
6. *April 13, 2025 E-mail from Oscar Loureiro to Zack Mittge.*

**Site Address** N/A
**Map & Taxlot#** 17-03-08-42-00300
N/A
**Account#** 0147957

**Property Owner 1**
Beers Cassandra & Richard F II
3331 Honeywood St
Eugene, OR 97408

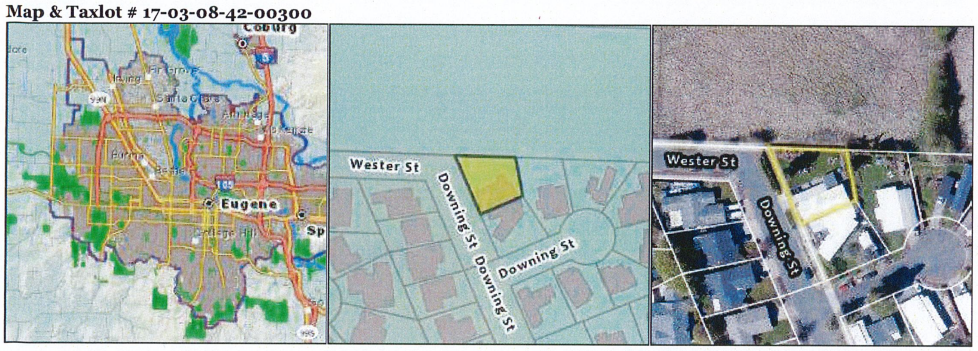
Tax account acreage data not available
Mapped taxlot acreage† 0.17

† Mapped Taxlot Acreage is the estimated size of a taxlot as derived from the county GIS taxlot layer, and is not to be used for legal purposes.

Related Accts 4003164

**Maps**

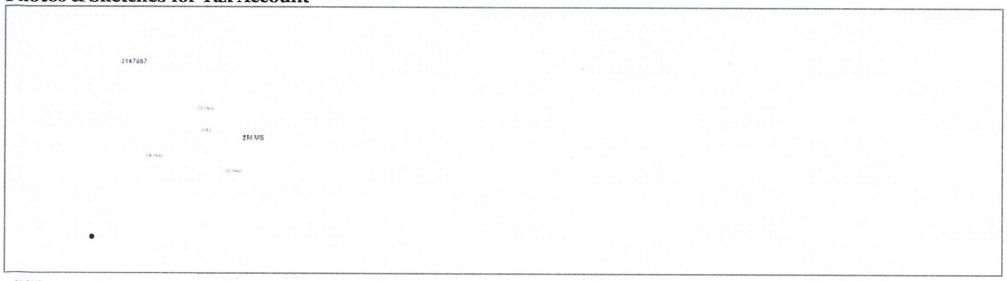
**Map & Taxlot # 17-03-08-42-00300**




**Business Information**

**Improvements**

**Photos & Sketches for Tax Account**



**Site Address Information**

**General Taxlot Characteristics**

- Geographic Coordinates

**X** 4245563 **Y** 898272 (State Plane X,Y)
**Latitude** 44.1028 **Longitude** -123.0726

- Zoning

**Zoning Jurisdiction** Eugene
Eugene
**Parent Zone** AG Agricultural
Overlay UL Urbanizable Land

- Land Use

**General Land Use**

| Code | Description |
|---|---|
| data not available | data not available |

**Taxlot Characteristics**

| | |
|---|---|
| Incorporated City Limits | none |
| Urban Growth Boundary | Eugene |
| Year Annexed | N/A |
| Annexation # | N/A |
| Approximate Taxlot Acreage | 0.17 |
| Approx Taxlot Sq Footage | 7,405 |
| Plan Designation | Metro Plan Map |
| Eugene Neighborhood | Northeast Neighbors |
| Census Tract | 2203 |
| Census Block Group | 3 |
| Septic | data not available |
| Well | data not available |
| Landscaping Quality | Average |
| Historic Property Name | N/A |
| City Historic Landmark? | No |
| National Historical Register? | No |

**Detailed Land Use**

| Code | Description |
|---|---|
| data not available | data not available |

Adjacent to Local Access Road No

**Service Providers**

| | |
|---|---|
| Fire Protection Provider | Willakenzie Rural Fire Protection District |
| Ambulance Provider | Eugene Springfield Fire |
| Ambulance District | WC |
| Ambulance Service Area | West/Central |
| LTD Service Area? | Yes |
| LTD Ride Source? | Yes |

**Environmental Data**

FEMA Flood Hazard Zone

| Code | Description |
|---|---|
| X | Areas determined to be outside of 500-year flood. |

| | |
|---|---|
| FIRM Map Number | 41039C1127F |
| Community Number | 039C |
| Post-FIRM Date | data not available |
| Panel Printed? | Yes |

Soils

| Soil Map Unit# | Soil Type Description | % of Taxlot | Ag Class | Hydric % |
|---|---|---|---|---|
| 76 | Malabon-Urban Land Complex | 100% | 1 | 0 |

**Schools**

| | Code | Name |
|---|---|---|
| School District | 4J | Eugene |
| Elementary School | 513 | Gilham |
| Middle School | 506 | Cal Young |
| High School | 538 | Sheldon |

**Political Districts**

| | | | | | |
|---|---|---|---|---|---|
| Election Precinct | 741 | State Representative District | 13 | Emerald PUD Board Zone | N/A |
| City Council Ward | N/A | State Representative | Nancy Nathanson | Heceta PUD Board Zone | N/A |
| City Councilor | N/A | State Senate District | 7 | Central Lincoln PUD Board Zone | N/A |
| County Commissioner District | 4 (North Eugene) | State Senator | James I. Manning Jr. | Soil Water Cons. Dist/Zone | Upper Willamette / 2 |
| County Commissioner | Pat Farr | | | Creswell Water Control District | data not available |
| EWEB Commissioner | N/A | | | | |
| LCC Board Zone | 2 | | | | |
| Lane ESD Board Zone | data not available | | | | |

**Census Information**

Census data have been removed from this report. To obtain Census data, please visit **www.census.gov**. For questions or concerns, please contact **support@rlid.org**.

**Liens**

**Building Permits**

**Land Use Applications**

**Eugene Land Use Applications**

| Log Number | Project Description |
|---|---|
| AA-25-003 | Annexation Determination |

**Eugene Land Use Application Search Page**

**Petitions**

**Tax Statements & Tax Receipts**

**Account#:** 0147957

View tax statement(s) for:
**2024**
**2023**

**Tax Receipts**

| Receipt Date | Amount Received | Tax | Discount | Interest | Applied Amount |
|---|---|---|---|---|---|
| 11/04/2024 | $817.11 | $817.11 | $25.27 | $0.00 | $842.38 |

| | | | | | |
|---|---|---|---|---|---|
| 10/30/2023 | $798.61 | $798.61 | $24.70 | $0.00 | $823.31 |
| 10/24/2022 | $768.21 | $768.21 | $23.76 | $0.00 | $791.97 |
| 11/10/2021 | $709.27 | $709.27 | $21.94 | $0.00 | $731.21 |
| 11/04/2020 | $718.77 | $718.77 | $22.23 | $0.00 | $741.00 |

Data source: Lane County Assessment and Taxation

## Owner/Taxpayer

**Owners**

| Owner | Address | City/State/Zip |
|---|---|---|
| Beers Cassandra & Richard F II | 3331 Honeywood St | Eugene, OR 97408 |

**Taxpayer**

| Party Name | Address | City/State/Zip |
|---|---|---|
| Beers Cassandra & Richard F II | 3331 Honeywood St | Eugene, OR 97408 |

Data source: Lane County Assessment and Taxation

## Account Status

**Status** Active Account Current Tax Year

Related Accts **4003164**

| | |
|---|---|
| Account Status | none |
| Remarks | none |
| Special Assessment Program | N/A |

Data source: Lane County Assessment and Taxation

## General Tax Account Information

Tax Account Acreage data not available

| | |
|---|---|
| Fire Acres | N/A |
| Property Class | 109 - Residential, manufactured structure |
| Statistical Class | 107 - Accessory structure(s) |
| Neighborhood | 441913 - Sheldon C - Own MSP |
| Category | Land and Improvements |

Data source: Lane County Assessment and Taxation

## Township-Range-Section / Subdivision Data

| | | | | | |
|---|---|---|---|---|---|
| Subdivision Type | N/A | Subdivision Name | N/A | Subdivision Number | N/A |
| Phase | N/A | Lot/Tract/Unit # | TL 00300 | Recording Number | N/A |

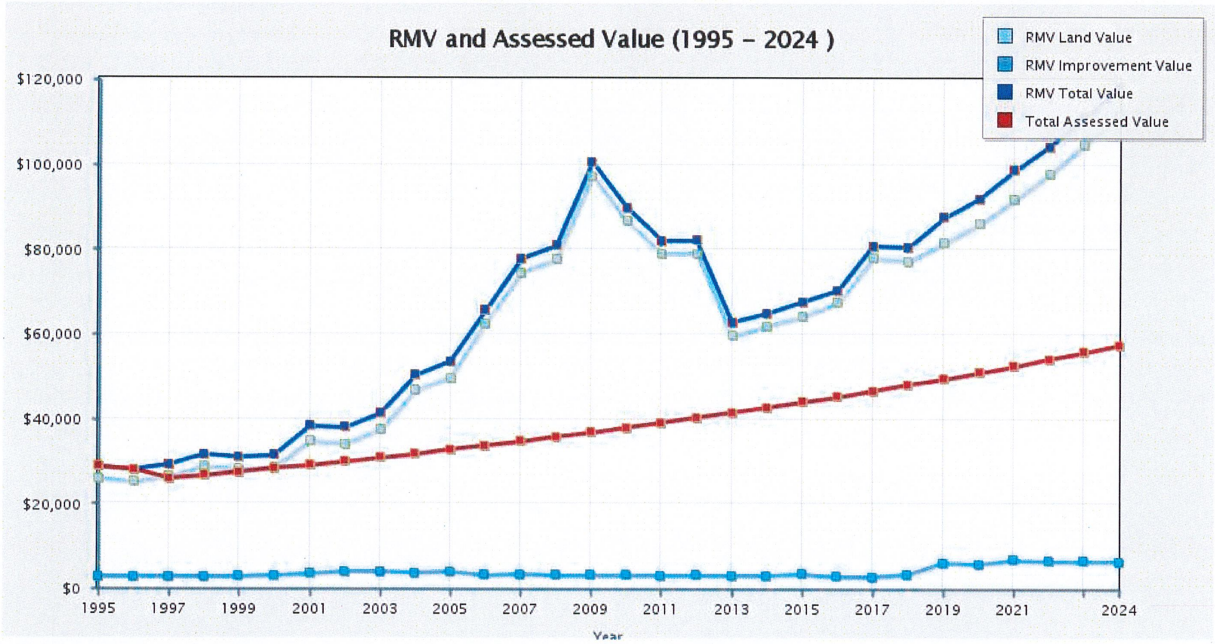
Data source: Lane County Assessment and Taxation

## Property Values & Taxes

The values shown are the values certified in October unless a value change has been processed on the property. Value changes typically occur as a result of appeals, clerical errors and omitted property. The tax shown is the amount certified in October. This is the full amount of tax for the year indicated and does not include any discounts offered, payments made, interest owing or previous years owing. It also does not reflect any value changes.

| | Real Market Value (RMV) | | | Total Assessed Value | Tax |
|---|---|---|---|---|---|
| Year | Land | Improvement | Total | | |
| 2024 | $111,973 | $6,390 | $118,363 | $57,353 | $ 842.38 |
| 2023 | $104,790 | $6,467 | $111,257 | $55,683 | $ 823.31 |
| 2022 | $97,653 | $6,589 | $104,242 | $54,062 | $ 791.97 |
| 2021 | $91,698 | $6,872 | $98,570 | $52,488 | $ 731.21 |
| 2020 | $86,010 | $5,796 | $91,806 | $50,960 | $ 741.00 |
| 2019 | $81,556 | $6,026 | $87,582 | $49,476 | $ 714.12 |
| 2018 | $77,150 | $3,401 | $80,551 | $48,035 | $ 661.49 |
| 2017 | $77,922 | $2,810 | $80,732 | $46,636 | $ 636.21 |
| 2016 | $67,399 | $2,910 | $70,309 | $45,278 | $ 618.95 |
| 2015 | $64,071 | $3,462 | $67,533 | $43,959 | $ 604.36 |
| 2014 | $61,872 | $3,050 | $64,922 | $42,679 | $ 593.94 |
| 2013 | $59,655 | $3,110 | $62,765 | $41,436 | $ 577.45 |
| 2012 | $78,945 | $3,190 | $82,135 | $40,229 | $ 519.89 |
| 2011 | $78,945 | $3,091 | $82,036 | $39,057 | $ 511.55 |
| 2010 | $86,611 | $3,230 | $89,841 | $37,919 | $ 496.44 |
| 2009 | $97,287 | $3,230 | $100,517 | $36,815 | $ 485.30 |
| 2008 | $77,667 | $3,290 | $80,957 | $35,743 | $ 471.29 |

| | | | | | |
|---|---|---|---|---|---|
| 2007 | $74,419 | $3,360 | $77,779 | $34,702 | $ 455.00 |
| 2006 | $62,452 | $3,230 | $65,682 | $33,691 | $ 451.18 |
| 2005 | $49,562 | $3,920 | $53,482 | $32,710 | $ 432.57 |
| 2004 | $46,757 | $3,630 | $50,387 | $31,757 | $ 408.52 |
| 2003 | $37,406 | $3,950 | $41,356 | $30,832 | $ 385.30 |
| 2002 | $34,006 | $3,950 | $37,956 | $29,934 | $ 341.25 |
| 2001 | $34,700 | $3,590 | $38,290 | $29,062 | $ 344.05 |
| 2000 | $28,440 | $3,040 | $31,480 | $28,216 | $ 285.47 |
| 1999 | $28,160 | $2,890 | $31,050 | $27,394 | $ 280.55 |
| 1998 | $28,730 | $2,810 | $31,540 | $26,596 | $ 306.34 |
| 1997 | $26,360 | $2,810 | $29,170 | $25,821 | $ 307.11 |
| 1996 | $25,100 | $2,810 | $27,910 | $27,910 | $ 287.53 |
| 1995 | $25,880 | $2,810 | $28,690 | $28,690 | $ 291.60 |




| | |
|---|---|
| Current Year Assessed Value | $57,353 |
| Less Exemption Amount * | N/A |
| Taxable Value | **$57,353** |

* Frozen Assessed Value

Data source: Lane County Assessment and Taxation

## Tax Code Area & Taxing Districts

Tax Code Area (Levy Code) for current tax year 00404

Taxing Districts for TCA 00404

Eugene School District 4J
Lane Community College
Lane County
Lane Education Service District
Upper Willamette Soil & Water
Willakenzie Rural Fire Protection Dist

**NOTE Lane County Assessment and Taxation Tax Code Area & Taxing Districts reflect the current certified year. The **Billing Rate Document** may still reference the prior year's rates and details until we receive the current report from Lane County.

Data source: Lane County Assessment and Taxation

## Sales & Ownership Changes

| Sale Date | Sale Price | Doc # | Image | Analysis Code | Multiple Accts? | Grantor(s) | Grantee(s) |
|---|---|---|---|---|---|---|---|
| 02/06/2025 | $95,000 | 2025-3631 | | **8** | Yes | DiPaolo Carl J & Becky L | Beers Cassandra & Richard F II |
| 05/16/2008 | $116,500 | 2008-28224 | | **V** | No | Domingo Katherine | DiPaolo Carl J & Becky L |
| 05/05/2003 | $68,500 | 2003-40935 | | **V** | Yes | Pickens Rose L | Domingo Katherine E |
| 01/01/1995 | $0 | 2003-40934 | | **6** | No | Pickens Delbert Edward | Domingo Katherine E |

Data source: Lane County Assessment and Taxation

Log Off

Generated by Hutchinson Cox LLC on Apr 23, 2025 at 6:46am using Regional Land Information Database, https://www.rlid.org/

# Consent to Annexation

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

Map and Tax Lot: 17-03-08-42-00300 Address: 3241 Downing Street, Eugene, OR 97408

Legal Description:

Lot 27, Block 4, SECOND ADDITION TO DALE SUBDIVISION, as platted and recorded in Book 52, Page 18, Lane County Oregon Plat Records, in Lane County, Oregon.

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

DATED this 22 day of APRIL, 2025.

Richard Beers II

STATE OF OREGON )
)ss
County of Lane )

On this 22nd day of April, 2025, before me, the undersigned, a notary public in and for the said county and state, personally appeared the within-named, **Richard Beers II**, who is known to me to be the identical individual described herein and who executed the same freely and voluntarily.

Seal:

OFFICIAL STAMP
TYSON CHRISTOPHER YOUNG
NOTARY PUBLIC - OREGON
COMMISSION NUMBER 1054773
MY COMMISSION EXPIRES JANUARY 01, 2029

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

Notary Public for Oregon
My Commission Expires 01/01/2029

## Consent to Annexation

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

Map and Tax Lot: 17-03-08-42-00300 Address: 3241 Downing Street, Eugene, OR 97408

Legal Description:

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

DATED this 22nd day of April, 2025.

Cassandra Beers

STATE OF OREGON )
)ss
County of Lane )

On this 22nd day of April, 2025, before me, the undersigned, a notary public in and for the said county and state, personally appeared the within-named, **Cassandra**, who is known to me to be the identical individual described herein and who executed the same freely and voluntarily.

Seal:

OFFICIAL STAMP
TYSON CHRISTOPHER YOUNG
NOTARY PUBLIC - OREGON
COMMISSION NUMBER 1054773
MY COMMISSION EXPIRES JANUARY 01, 2029

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

Notary Public for Oregon
My Commission Expires 01/01/2029

Application #: C * 2008 - _____
*For City Use Only*

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

**PETITION**

**Petition Signature Sheet**
**Annexation by Individuals**

We, the following property owners/electors, consent to the annexation of the following territory to the City of *(Insert Name of City)*:

| *Signature* | Date Signed m/d/y | *Print Name* | Residence Address *(street, city, zip code)* | Map and Tax Lot Number (example: 17-04-03-00-00100) | ✓ Land Owner | ✓ Reg Voter | Acres (qty) |
|---|---|---|---|---|---|---|---|
| 1. Richard F Beers II | 3/14/2025 | Richard F. Beers, II | 3241 Downing St., Eugene, OR 97408 | 17-03-08-42-00300 | X | | .17. |
| 2. | 3/14/2025 | Cassandra Beers | 3241 Downing St., Eugene, OR 97408 | 17-03-08-42-00300 | X | | .17 |
| 3. | | | | | | | |
| 4. | | | | | | | |
| 5. | | | | | | | |

Note: With the above signature(s), I am attesting that I have the authority to consent to annexation on my own behalf or on behalf of my firm or agency. *(Attach evidence of such authorization when applicable.)*

I, _____ *(printed name of circulator)*, hereby certify that every person who signed this sheet did so in my presence.

X_____ *(signature of circulator)*

**CERTIFICATION OF PROPERTY OWNERS**
The total landowners in the proposed annexation are 2 *(qty)*. This petition reflects that 2 *(qty)* landowners *(or legal representatives)* listed on this petition represent a total of 100 *(%)* of the landowners and 100 *(%)* of the acres as determined by the map and tax lots attached to the petition. *A&T is not responsible for subsequent deed activity which may not yet be reflected on the A&T computerized tax roll.*

Lane County Department of Assessment and Taxation
3/17/25
Date Certified

**CERTIFICATION OF ELECTORS**
The total active registered voters in the proposed annexation are 0. I hereby certify that this petition includes 0 valid signatures representing 0 *(%)* of the total active registered voters that are registered in the proposed annexation.

Lane County Clerk or Deputy Signature
3/17/25
Date Certified

# Summary of Urban Service Provision

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

Property Owner(s) Name:
Cassandra Beers and Richard F. Beers, II

Assessor's Map and Tax Lot Numbers for Properties Proposed for Annexation
(For example: Map 17-03-19-31, Tax Lot 100)
17-03-08-42-00300

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

The property(ies) in this annexation request:

☑ will be served from an existing gravity wastewater line.

Location and size of existing wastewater line:
8" sewer main on west side of Downing Street.

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

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

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

Is the site currently served by an approved stormwater system?

No.

If yes, location?_____

If no, how will stormwater be handled after development? -
No addtional development is proposed at this time. Any future development of the property would conform with the requirements of EC 9.6790-9.6796.

**Streets** – What existing streets provide access to this site. List existing streets that provide access to this site from River Road, the Northwest Expressway, or Beltline Highway.
Coburg Rd.; Country Farm Rd.; Dale Avenue, Downing Street

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

☐ Yes ☒ No ☐ Unknown

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

☐ Yes ☒ No ☐ Unknown

**Parks, Recreation, and Cultural Services**

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

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

**Public Safety**

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

**For River Road/Santa Clara area-**

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

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

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

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

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

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

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

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

**Water Service** -- Please provide the size and location of the water main closest to your property.
6" water main located in Downing Street.

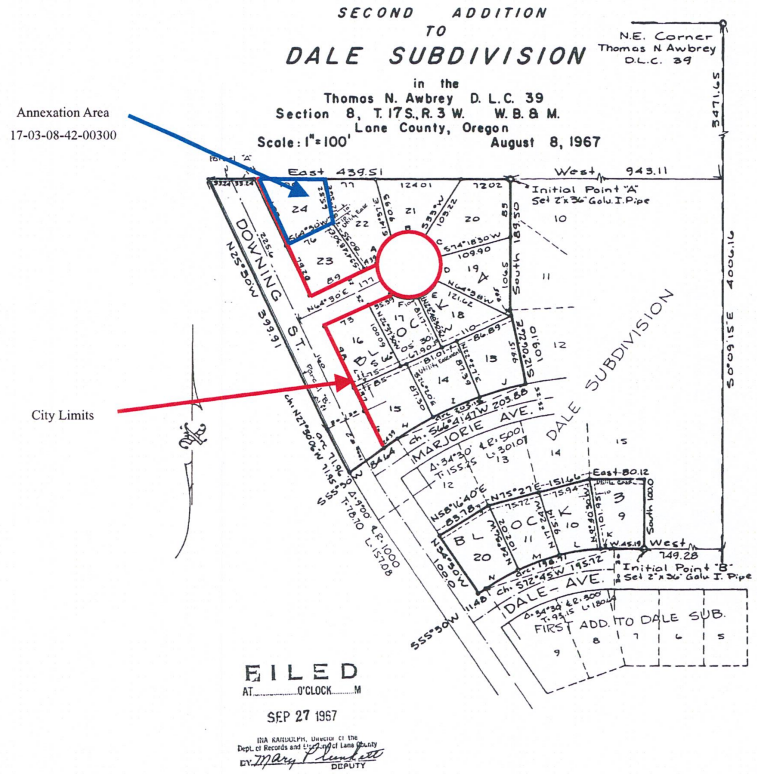
**Solid Waste** -- Solid waste collection service is provided by private firms. Regional disposal sites and the Short Mountain Landfill are operated by Lane County.

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

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

# SECOND ADDITION TO DALE SUBDIVISION

in the Thomas N. Awbrey D. L. C. 39
Section 8, T. 17S., R. 3 W. W.B. & M.
Lane County, Oregon
Scale: 1"=100' August 8, 1967




FILED
AT ..... O'CLOCK ..... M
SEP 27 1967
IDA KANDOLPH, Director of the Dept. of Records and Clerk of Lane County
BY: Mary Palmer DEPUTY

## APPROVALS

Commissioner — FRANK A. ELLIOTT
Commissioner — KENNETH NIELSEN
Commissioner — JESS HILL
7-29-67
Assessor — KENNETH E. OMLID By ADELINE B. VOLKSTORF, DEPUTY
Surveyor — F.E. WAGGONER

Lane County Planning Commission
Chairman — HERMAN W. PETERSEN
Secretary — PAT GORDON

## DEDICATION

KNOW ALL MEN BY THESE PRESENTS that we, E.C. Goodlin by Ann J. Goodlin, attourney in fact and Ann J. Goodlin are the owners of the land hereon described, that we caused the same to be subdivided and platted as shown hereon and that we do hereby dedicate to the free use of the public, forever, all streets and utility easements as shown hereon for said purposes.

In witness hereof we do hereby set our hands this 8th day of August, 1967.

E C Goodlin by Ann J Goodlin attorney in fact
Ann J Goodlin

## ACKNOWLEDGEMENT

State of Oregon } ss.
County of Lane }

Personally appeared the above named E.C. Goodlin by Ann J. Goodlin, attourney in fact, and Ann J. Goodlin known to me to be the identical individuals who executed the above instrument and we acknowledged the foregoing instrument to be our voluntary act and deed.

In witness hereof I do hereby set my hand and official this day of August, 1967.

Notary Public for Oregon.
My Commission Expires MAY 30, 1971

## SURVEYOR'S CERTIFICATE & AFFIDAVIT

State of Oregon }
County of Lane } s.s.

I, Verle C. Moore, Registered Professional Land Surveyor in the State of Oregon, hereby certify that I accurately surveyed, subdivided and platted into lots and streets the lands represented on the attached map of "SECOND ADDITION TO DALE SUBDIVISION" the boundary of which is described as follows: Beginning at the Initial Point "A" a 2"x36" galvanized iron pipe driven 6 inches below the surface of the ground at the northwest corner of Lot 10 Block 4 of Dale Subdivision, a subdivision of record, Lane County, Oregon, which point bears 3471.65 feet S 0°09'15"E and 943.11 feet West of the northeast corner of the Thomas N. Awbrey D.L.C. 39 T. 17 S., R. 3 W. W.B.&M., Lane County, Oregon.; thence South 189.50 feet; thence S 12°06'26"E 109.10 feet; thence on a 525 foot radius curve left 205.18 feet, the chord of which bears S 46°41'47"W 203.88 feet; thence S 55°30'W 84.64 feet; thence on a 1030 foot radius curve right 71.96 feet, the chord of which bears N 27°30'06"W 71.95 feet; thence N 25°30'W 399.91 feet; thence East 439.51 feet to the point of beginning.
ALSO Beginning at the Initial Point "B", a 2"x36" galvanized iron pipe driven 6 inches below the surface of the ground at the southwest corner of Lot 8 Block 3 of said Dale Subdivision which bears 400.16 feet S 0°09'15"E and 749.28 feet West of the northeast corner of said Claim 39; thence West 45.19 feet; thence on a 330 foot radius curve left 198.71 feet; the long chord of which bears S 72°45'W 195.72 feet; thence S 55°30'W 11.48 feet; thence N 34° 30'W 100 feet; thence N 58°16'40"E 85.78 feet; thence N 75° 27'E 151.66 feet; thence East 80.12 feet; thence South 100 feet; to the point of beginning.

That the attached map is a true and correct representation of the lots and streets as staked upon the ground with 5/8 x 30" re-enforcind iron rods at all lot corners and curve points unless otherwise noted.

Subscribed and sworn to before me this 8th day of August, 1967.

REGISTERED OREGON LAND SURVEYOR
Verle C. Moore
MAY 13, 1965
VERLE C. MOORE 501

Notary Public for Oregon
My Commission Expires MAY 30, 1971

## RESTRICTIONS

No building or other structure shall be built and no tree or shrub or other plant shall be placed on or in any public way or easement which would interfere with the intended purposes or uses of said way or easement.

## CURVE DATA

| | RADIUS | Δ | ARC | BEARING | CHORD |
|---|---|---|---|---|---|
| A | 46 | 51°55' | 41.41 | N55°12'30"E | 40.03 |
| B | 46 | 56°22' | 45.84 | N88°11'E | 44.86 |
| C | 46 | 44°00' | 35.33 | S40°38'E | 34.46 |
| D | 46 | 44°00' | 35.33 | S3°22'W | 34.46 |
| E | 46 | 44°58' | 35.85 | S41°41'W | 34.95 |
| F | 46 | 51°55' | 41.41 | N84°12'30"W | 40.03 |
| G | 970 | 3°41'30" | 62.50 | N 21°20'45"W | 62.49 |
| H | 525 | 6°56' | 60.47 | S 58°46'W | 60.44 |
| I | 525 | 8°12' | 75.14 | S66°12'W | 75.08 |
| J | 525 | 7°55'24" | 69.57 | S74°05'41"W | 69.52 |
| K | 330 | 3°06' | 17.85 | S88°27'W | 17.85 |
| L | 330 | 10°54' | 62.97 | S81°24'W | 62.86 |
| M | 330 | 10°54' | 62.97 | S70°30'W | 62.86 |
| N | 330 | 9°52' | 54.91 | S60°16'W | 54.85 |
| O | 1030 | 4°00'11" | 71.96 | N21°30'06"W | 71.95 |

State of Oregon ss
County of Lane

I, Verle C. Moore, being duly sworn on oath, depose and say that this is an exact copy of the final plat of "Second Addition To Dale Subdivision" in the Thomas N. Awbrey D.L.C. 39, T. 17S., R. 3W. W.B.&M. Lane County, Oregon.

Subscribed and sworn to me this 25th day of August, 1967

Verle C. Moore
Notary Public for Oregon Mary E Palmer
My Commission expires July 14, 1970

S 1675

Outlook

RE: 3241 Downing Street

From EWEB Answers <EWEB.Answers@EWEB.ORG>
Date Fri 3/14/2025 12:06 PM
To Zack Mittge <zmittge@eugenelaw.com>

Good afternoon, Zack. Thank you for contacting EWEB today.

EWEB is currently providing electricity and water service to 3241 Downing St. in Eugene, and will continue to do so after the property is annexed into the City.

Best regards,

Laurie
EWEB Customer Service Specialist

**From:** Eugene PWE PIC <CEWEPIC@ci.eugene.or.us>
**Date:** Tuesday, March 18, 2025 at 10:40 AM
**To:** Zack Mittge <zmittge@eugenelaw.com>
**Cc:** Eugene Internet PWA <pwadmin@ci.eugene.or.us>
**Subject:** RE: 3241 Downing Street

Hi Zack,

Currently, the property located at 3241 Downing Street is not connected to the City's wastewater system. I've attached the Wastewater Basin Flow Analysis for your reference and included a link to our Wastewater Master Plan for further details. Based on my review, I do not see any deficiencies in the wastewater system in the vicinity of the property.

Regarding stormwater, it appears that the property is not connected to the public stormwater system. While there are no requirements for the property to connect to the public system through the annexation process, please note that any development on the property may trigger stormwater requirements as outlined in EC 9.6790-9.6796.

As for the question about the adequacy of the street to continue serving the manufactured home following annexation, I do not foresee any issues with the street. The site already has access via Downing Street, and in accordance with EC 7.410, development sites are entitled to one access connection.

Please let me know if you have any further questions or need additional information.

Thanks,

**Jaime McEvoy (she/her)**
City of Eugene | PW Review Technician II
99 W 10th Ave, Suite 100
Eugene, OR 97401
Phone 541-682-5316

---------- Forwarded message ---------
From: **Timothyl@WasteConnections.com** <Timothyl@wasteconnections.com>
Date: Fri, Mar 14, 2025, 1:41 PM
Subject: Sanipac - New Service Inquiry
To: CASSANDRA.THE.RED@GMAIL.COM <CASSANDRA.THE.RED@gmail.com>

Hi Cassandra,

Thank you for contacting Sanipac regarding new residential service for 3241 Downing St in Eugene.

I have included our rates for trash service below.

35gal serviced once a month: $9.62 per month

35gal serviced every other week: $21.43 per month

35gal serviced weekly: $34.28 per month

65gal serviced weekly: $61.13 per month

95gal serviced weekly: $74.00 per month

Add a 65gal yard debris cart serviced every other week: $5.83 per month

We include a 95gal recycle cart and a 14gal box for glass at no additional cost. These are serviced every other week.

Please let me know if you would like for me to start new residential trash service and include the following below:

Middle Initial for your account:

Trash can size and frequency:

When you want carts delivered: (Monday-Friday)

Anyone you want authorized on your account:

Mailing address if different from service address:

I am happy to answer any questions that you may have.

Sincerely,
Tim Ingle
Customer Service Representative
541-736-3600 ext. 1 residential ext. 2 commercial
Cust2013@wcnx.org

Outlook

RE: Fire protection and emergency medical services for 3241 Downing Street

From Eugene Springfield Fire <FireDept@ci.eugene.or.us>
Date Mon 3/17/2025 8:59 AM
To Zack Mittge <zmittge@eugenelaw.com>

Good morning, Mr. Mittge.

Yes, 3241 Downing Street will continue to be in our response area. It is currently part of a water district or fire district that contracts with us for fire and medical services. Upon annexation, the service will remain the same it will just be in the Eugene tax base.

Best,

Janel Klews
Office of the Chief
Eugene Springfield Fire
1705 W 2nd Avenue
Eugene, OR 97402
Office: 541.682.7115
jklews@eugene-or.gov

EUGENE
SPRINGFIELD
FIRE

Outlook

RE: Online Form Submittal: Recreation - Contact Us Form

From FISCHER Krystal J <KFischer@eugene-or.gov>
Date Tue 3/25/2025 2:58 PM
To zmittge@eugenelaw.com <zmittge@eugenelaw.com>

Hi Zack Mittge,

Thank you for your inquiry. The Recreation department passed along your message to the Planning division since we are better equipped to answer questions about annexations. Once a property is annexed, the parks and recreation programs will be available to the property. Parks and recreation programs are provided on a City-wide basis to all annexed properties.

Please let me know if you have any other specific questions regarding annexing, we'd be happy to help. Thank you!

Kind Regards,

**Krystal Fischer** (she/her)
Sr. Program Coordinator
City of Eugene | Planning
99 W. 10th Ave, Suite 290
Eugene, OR 97401
Office: (541) 682-5699

Messages to and from this e-mail address may be available to the public under Oregon Public Records Law.

**From:** Eugene Recreation <recreation@eugene-or.gov>
**Sent:** Tuesday, March 25, 2025 8:43 AM
**To:** FISCHER Krystal J <KFischer@eugene-or.gov>
**Cc:** PREHM Jaime L <JPrehm@eugene-or.gov>
**Subject:** FW: Online Form Submittal: Recreation - Contact Us Form

Hi Krystal,
I am helping cover the Recreation In Box while Jaime is out and this came to us. Can you forward it to the appropriate person or let me know who I should send it to?

Thank you
Tina Cammann
City of Eugene
Petersen Barn Community Center

Outlook

Re: Public School School Services 3241 Downing Street

From Oscar Loureiro <loureiro_o@4j.lane.edu>
Date Sun 4/13/2025 7:08 AM
To Zack Mittge <zmittge@eugenelaw.com>
Cc Hillary Johnson <johnson_hi@4j.lane.edu>

Hi.
I can confirm that the property located at 3241 Downing Street, Eugene, OR 97408 is part of the Eugene School District 4J, as determined by the Regional Land Information Database (RLID), which is the tool our school secretaries and registrars and our school choice department use to determine district residency.
I hope this email is the written statement you need.

Oscar

Oscar Loureiro
Pronouns: he/him/his
Director of Research and Planning
Eugene School District 4J

---

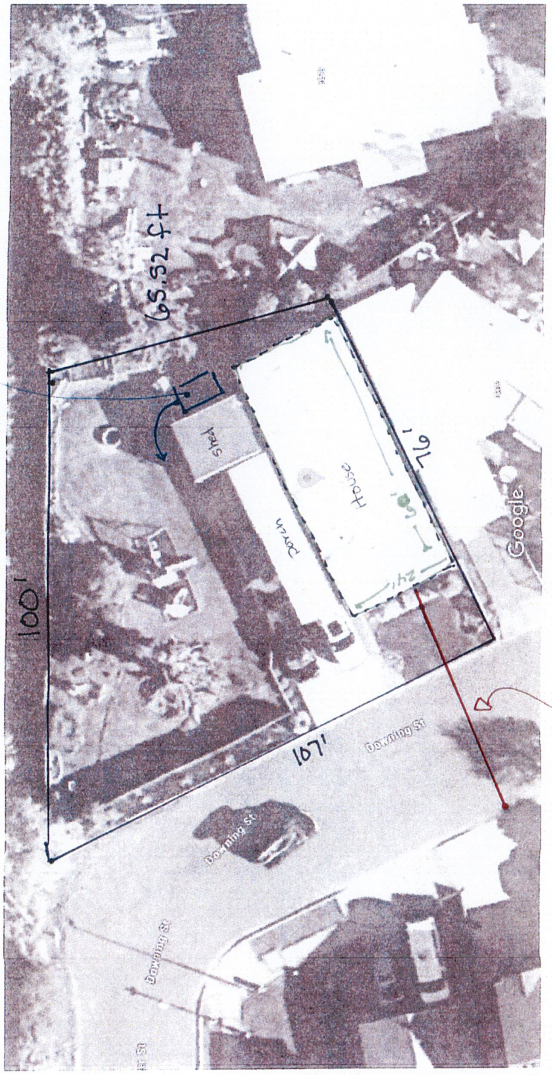
**From:** "Hillary Johnson" <johnson_hi@4j.lane.edu>
**To:** "Zack Mittge" <zmittge@eugenelaw.com>
**Cc:** "Oscar Loureiro" <loureiro_o@4j.lane.edu>
**Sent:** Friday, April 11, 2025 9:16:27 AM
**Subject:** Re: Public School School Services 3241 Downing Street

Hello Zack,

I can only give you a link to the data provided by the county. I work in the communications department and don't have authority to write such a statement. I have copied Oscar Loureiro, 4J Director Research & Planning, perhaps he can assist.
Best,
Hillary

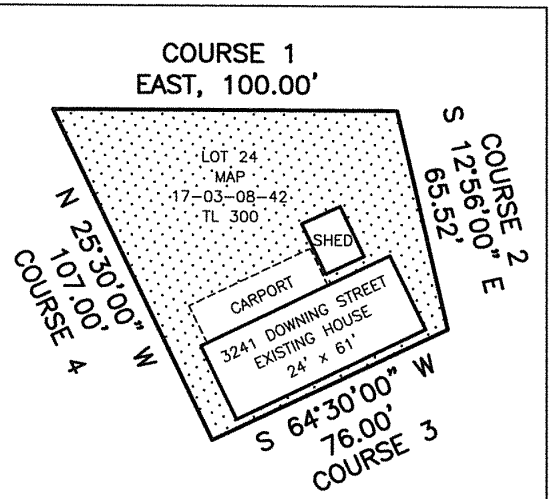
**Hillary Johnson**
**Communications Coordinator**
**Eugene School District 4J**
**johnson_hi@4j.lane.edu**
**desk: 541-790-7734**
**cell: 541-228-4908**

Site Plan

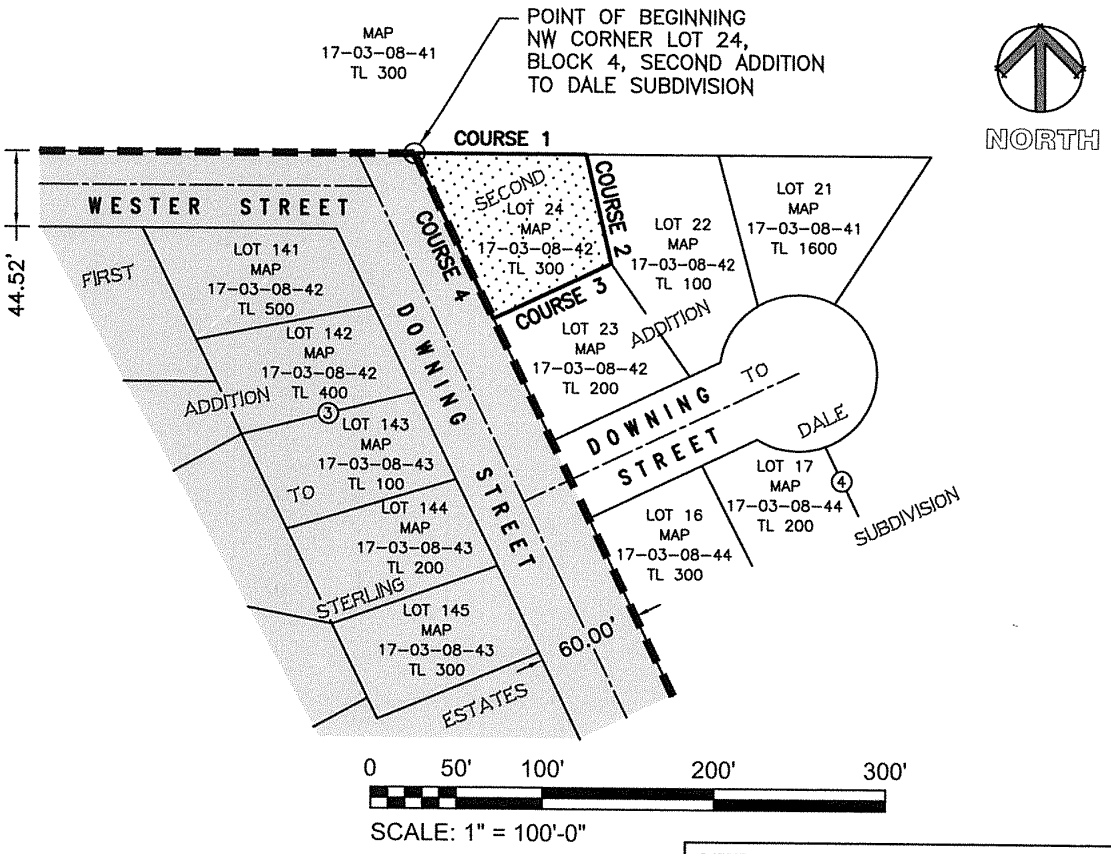

N
3241 Downing St
existing septic tank & drain field
65.52 ft
100'
167'
76'
house
Google
Imagery ©2025 Airbus, Maxar Technologies, Map data ©2025 20 ft
planned connection path to city wastewater
land is flat

# ANNEXATION SITE PLAN FOR:
# RICHARD & CASSANDRA BEERS

SE 1/4 SECTION 8, T17S, R3W, W.M.
MAP 17-03-08-42, TAX LOT 300
EUGENE, LANE COUNTY, OREGON




BUILDING & LOT DETAIL
SCALE 1" = 50'




SCALE: 1" = 100'-0"

## LEGEND

CITY LIMITS

LAND TO BE ANNEXED

## NOTES

1. CITY LIMITS BOUNDARIES SHOWN ARE PER CITY OF EUGENE ONLINE INTERACTIVE GIS MAP (EUGMAPS) AS OF OCTOBER 13, 2025.

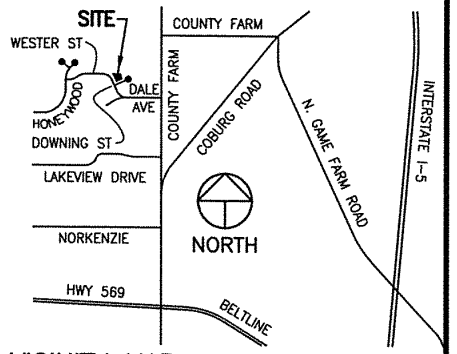
REGISTERED
PROFESSIONAL
LAND SURVEYOR

Michael R. Dahrens

OREGON
JULY 11, 2000
MICHAEL R. DAHRENS
60052

RENEWS: 12-31-2025

SITE:
3241 DOWNING STREET, EUGENE




VICINITY MAP NOT TO SCALE

SSW ENGINEERS INC
CIVIL • STRUCTURAL • BUILDING DESIGN
SURVEYING • LAND USE PLANNING
2350 Oakmont Way, Suite 105 Eugene, Oregon 97401 (541) 485-8383

JOB NO. 25-8231 OCTOBER 17, 2025

## LEGAL DESCRIPTION

Lot 24, Block 4, SECOND ADDITION TO DALE SUBDIVISION, as platted and recorded in Book 52, Page 18, Lane County Oregon Plat Records, in Lane County, Oregon.

# Certification of Description

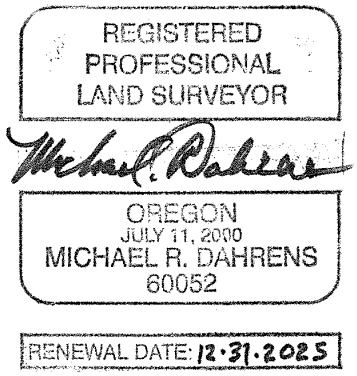
Pursuant to EC 9.7810(7), Annexation Application Requirements, I hereby certify the metes and bounds description of the real property proposed for annexation closes; and the map outlining the boundary is a true representation of the description.

Signature: _____
Registered Land Surveyor

Print Name: MICHAEL R. DAHRENS

Date: 10-17-2025

Seal:



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

**PROPERTY OWNER OF TAX LOT:** _____

Name (print): _____ Phone: _____

Address: _____

City/State/Zip: _____

Signature: _____

**PROPERTY OWNER OF TAX LOT:** _____

Name (print): _____ Phone: _____

Address: _____

City/State/Zip: _____

Signature: _____

**PROPERTY OWNER OF TAX LOT:** _____

Name (print): _____ Phone: _____

Address: _____

City/State/Zip: _____

Signature: _____

**SURVEYOR:**

Name (print): Michael R. Dahrens

Company/Organization: SSW Engineers Inc.

Address: 2350 Oakmont Way, Suite 105

City/State/Zip: Eugene, OR 97401 E-mail (if applicable): miked@sswengineers.com

Phone: 541-485-8383 Fax: 541-485-8384

Signature: Michael Dahrens

# PLANNING INVOICE

DATE 5/8/2025

**City of Eugene Planning**

**Method of Payment**

- ☐ Cash
- ☑ Check #4035
- ☐ Credit/Debit Card

**Customer Information**

Name: Richard and Casandra Beers
Address: 3241 Downing St
Eugene, OR 97408
Project: Annexation

**Amount Received**
$5,155.70

| # | Application Type | Modification | Concurre | Qty | Base Fee | Discount | Total |
|---|---|---|---|---|---|---|---|
| 1 | Annexation | | | 1 | $ 4,730.00 | $ | 4,730.00 |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | | | | | | | |
| Other | | | | | | | |
| Other | | | | | | | |
| Appeal | | | | | | | |
| Appeal | | | | | | | |
| | | | | | | | |
| | | | | | | | |

| | | |
|---|---|---|
| **Subtotal App Fees** | $ | 4,730.00 |
| **Subtotal Other Fees** | $ | - |
| **Subtotal Appeal Fees** | $ | - |
| Admin Fee *(not included on appeals or other fees)* 9% | $ | 425.70 |
| Total | **$** | **5,155.70** |

Staff Receiving Application
KJF

Building Permit Services • 99 West 10th Avenue, Ste 290 • Eugene, Oregon • 97401 • 541-682-5377

CITY OF EUGENE
BUILDING & PERMIT SERVICE
99 WEST 10TH AVE 682-5086
REG-RECEIPT:4-0001120 May 08 2025
CASHIER: KJT

| | |
|---|---|
| Annexation Fee | $4,730.00 |
| CHK# 4035 | |
| Admin Fee-Auto Calc | $425.70 |
| TOTAL DUE: | $5,155.70 |

RECEIVED FROM:
RICHARD AND CASANDRA BEERS

| | |
|---|---|
| Check: | $5,155.70 |
| Total tendered: | $5,155.70 |
| Change due: | $.00 |

www.eugene-or.gov/bldgpermiltracking

Please take our customer survey at:
www.surveymonkey.com/s/COEPermitSurvey

# EUGENE CITY COUNCIL
# AGENDA ITEM SUMMARY

A Resolution Annexing Land to the City of Eugene
(Assessor's Map 17-03-08-44, Tax Lot 03200
And Located at 2588 Dale Avenue)
(City File: A 25-9)

Meeting Date: October 27, 2025 | Agenda Item Number: 5B
Department: Planning and Development | Staff Contact: Gareth Warr
www.eugene-or.gov | Phone: 541-682-5485

## ISSUE STATEMENT

This item is a request to annex an approximately 0.20-acre property located at 2588 Dale Avenue, at the southwest corner of Dale Avenue and County Farm Road. No public rights-of-way are proposed for annexation as part of this request and there is no formal deadline for Council action on this item. A vicinity map is provided as Attachment A to this AIS.

## BACKGROUND

To encourage compact urban growth and sequential development within Eugene's urban growth boundary (UGB), the Eugene Springfield Metropolitan Area Plan (Metro Plan), Eugene's regional comprehensive plan, provides that ultimately all land within the UGB will be annexed into the City and provided with a minimum level of urban services.

The subject property is currently zoned AG Agricultural with /UL Urbanizable Land Overlay. The Metro Plan designates the subject property for low-density residential use. The subject property is located within the UGB and is contiguous to the city limits on its north and east boundaries, as it is adjacent to Dale Avenue and County Farm Road. Annexation will allow for future development consistent with the property's residential land use designation and the Eugene Code. Specific plans for future development of the site are not included as part of this annexation application.

Approval of annexation requests are based on the criteria at Eugene Code (EC) 9.7825 which require that (1) the land proposed to be annexed is within the City's UGB and is contiguous to the city limits or separated from city limits only by a right-of-way or water body; (2) the proposed annexation is consistent with the applicable policies in the Metro Plan and in any applicable refinement plans; and (3) the proposed annexation will result in a boundary in which the minimal level of key urban facilities and services can be provided in an orderly, efficient, and timely manner. Findings demonstrating that the annexation request is consistent with these approval criteria are included as Exhibit C of the attached resolution (see Attachment B to this AIS).

To provide nearby property owners and residents an opportunity to review and comment on this annexation request, public notice was provided to all owners and occupants of property within 500 feet of the subject property and the affected neighborhood association (Northeast Neighbors) consistent with Eugene Code requirements.

No testimony has been received to date regarding the proposed annexation of this property.

Referral comments were provided by affected agencies including City of Eugene Public Works and Eugene Water & Electric Board. These referral comments confirm there are no concerns with the proposed annexation and the property is already provided with the minimum level of key urban services consistent with the approval criteria. Given the findings and recommendation included in Exhibit C of Attachment B to this AIS, demonstrating the ability for the provision of key urban services and the absence of any testimony, a public hearing is not recommended in this instance.

Additional background information regarding this request, including relevant application materials, is included for reference as Attachment C to this AIS. A full copy of all materials in the record is also available at the Permit and Information Center located at 99 West 10th Avenue, which is open from 12 p.m. to 4 p.m. Monday through Friday. To view materials at another time, please contact the listed staff representative to schedule an appointment. Copies may be also obtained at a reasonable cost. As a courtesy, copies of the application materials are also available online at: https://pdd.eugene-or.gov/LandUse/SearchApplicationDocuments?file=A-25-0009.

## PREVIOUS COUNCIL DIRECTION

None.

## COUNCIL OPTIONS

City Council may consider the following options:

1. Approve the annexation and adopt the resolution
2. Approve the annexation and adopt the resolution with specific modifications as determined by the City Council
3. Deny the annexation application
4. Defer action until after the council holds a public hearing on the proposed annexation.

## CITY MANAGER'S RECOMMENDATION

The City Manager recommends that the City Council find that the request complies with all applicable approval criteria, adopt the resolution, and approve the annexation.

## SUGGESTED MOTION

Move to adopt a Resolution Annexing Land to the City of Eugene (Assessor's Map 17-03-08-44 Tax Lot 03200, Located at 2588 Dale Avenue).

## ATTACHMENTS

A. Vicinity Map

B. Proposed Annexation Resolution

Exhibit A: Site Plan

Exhibit B: Legal Description

Exhibit C: Planning Director Findings

C. Application Materials for Annexation Request

**FOR MORE INFORMATION**


Staff Contact: Gareth Warr, Associate Planner

Telephone: 541-682-5485

Staff E-Mail: GWarr@eugene-or.gov

# Vicinity Map

## 2588 Dale Avenue (A 25-9)

Attachment A

- Subject Property
- Eugene City Limits
- Taxlots
- Eugene UGB

Caution: This map is based on imprecise source data, subject to change, and for general reference only.

Created on 9/30/2025
by City of Eugene Planning Division

0 60 120 Ft

NORTH

**RESOLUTION NO. _____**

**RESOLUTION ANNEXING LAND TO THE CITY OF EUGENE (ASSESSOR'S MAP 17-03-08-44, TAX LOT 03200 AND LOCATED AT 2588 DALE AVENUE)**

**The City Council of the City of Eugene finds that:**

**A.** An annexation application was submitted on August 1, 2025, by Top Shelf Investments, LLC, in accordance with the provisions of Section 9.7810 of the Eugene Code, 1971, ("EC") to annex property identified as Assessor's Map 17-03-08-44, Tax Lot 03200, to the City of Eugene.

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

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

**D.** On September 26, 2025, a notice containing the street address, the assessor's map and tax lot number for the property, a description of the land proposed to be annexed, and the Planning Director's preliminary recommendation was mailed to the applicant, owners and occupants of properties located within 500 feet of the perimeter of the subject property, and the Northeast Neighbors Community Organization. The notice advised that the City Council would consider the Planning Director's full recommendation on the proposed annexation on October 27, 2025.

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

**NOW, THEREFORE,**

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

**Section 1**. Based on the above findings and the Planning Director's Findings and Recommendation which are attached as Exhibit C and are adopted in support of this Resolution, it is ordered that the land identified as Assessor's Map 17-03-08-44, Tax Lot 03200, which is more particularly described in the attached Exhibit B, is annexed to the City of Eugene.

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

**The foregoing Resolution adopted the ____ day of October, 2025.**

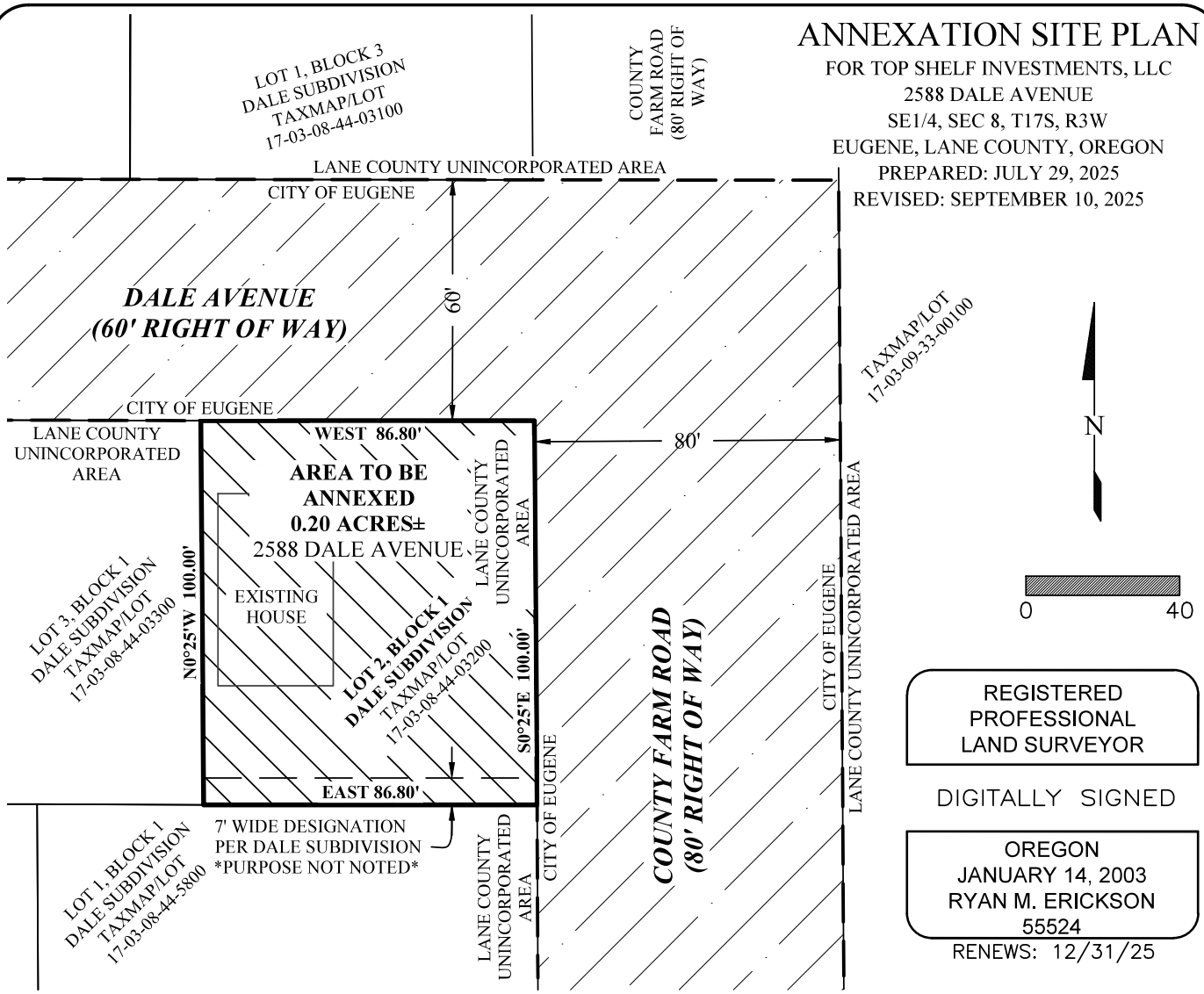
_____

**City Recorder**

Exhibit A

# ANNEXATION SITE PLAN

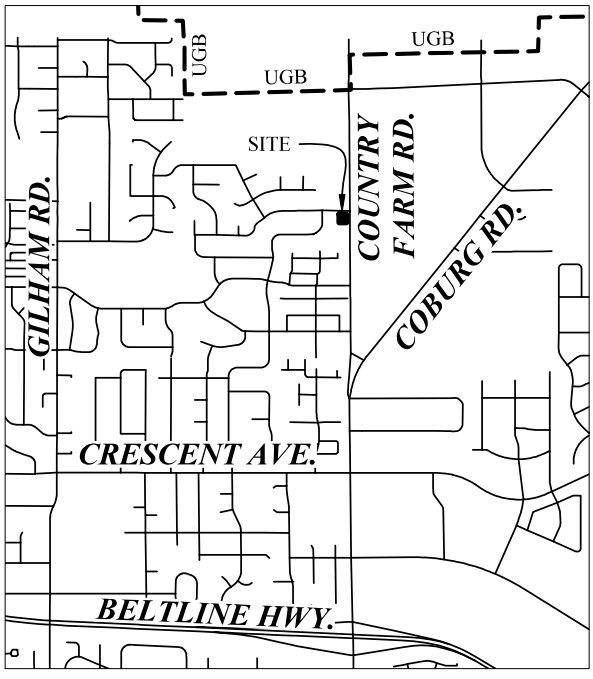
FOR TOP SHELF INVESTMENTS, LLC
2588 DALE AVENUE
SE1/4, SEC 8, T17S, R3W
EUGENE, LANE COUNTY, OREGON
PREPARED: JULY 29, 2025
REVISED: SEPTEMBER 10, 2025




REGISTERED
PROFESSIONAL
LAND SURVEYOR

DIGITALLY SIGNED

OREGON
JANUARY 14, 2003
RYAN M. ERICKSON
55524
RENEWS: 12/31/25




VICINITY MAP: NOT TO SCALE

**NOTES:**

LOT DIMENSIONS ARE PER DALE SUBDIVISION, BOOK 41, PAGE 19, LANE COUNTY OREGON PLAT RECORDS.

PARCEL DATA PER DALE SUBDIVISION, AND LANE COUNTY GIS TAX LOT SHAPEFILE. THIS MAP DOES NOT REPRESENT A BOUNDARY SURVEY OF THE PROPERTY.

**NON PLOTTABLE EASEMENTS/RESTRICTIONS:**

PER DALE SUBDIVISION: "NO BUILDING OR STRUCTURE SHALL BE PLACED OR LOCATED ON OR IN PUBLIC UTILITY EASEMENTS SHOWN ON THIS PLAT".

BOOK 319 PAGE 480, LANE COUNTY OREGON DEED RECORDS. EASEMENT FOR RIGHT-OF-WAY TO MOUNTAIN STATES POWER COMPANY.

- BLANKET IN NATURE

EGR & Associates, Inc.
Engineers and Surveyors
2535B Prairie Road
Eugene, Oregon 97402
(541) 688-8322
Fax (541) 688-8087

Exhibit B

# LEGAL DESCRIPTION

## 2588 Dale Ave. Eugene, OR 97408

Lot 2, Block 1, Dale Subdivision, as platted and recorded in Book 41, Page 19, Lane County Oregon Plat Records, in the City of Eugene, County of Lane, and State of Oregon.

## Certification of Description

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

Signature:

Registered Land Surveyor

Print Name: Ryan Erickson

Date: August 1, 2025

Seal:

REGISTERED
PROFESSIONAL
LAND SURVEYOR

DIGITALLY SIGNED

OREGON
JANUARY 14, 2003
RYAN M. ERICKSON
55524

EXPIRES: 12/31/2025

# Planning Director's Findings and Recommendation: Annexation Request for 2588 Dale Avenue (City File: A 25-9)

| |
|---|
| **Application Submitted:** August 1, 2025 |
| **Applicant:** Top Shelf Investments, LLC |
| **Property Included in Annexation Request:** Tax Lot 03200 of Assessor's Map 17-03-08-44 |
| **Zoning:** AG Agricultural with /UL Urbanizable Land Overlay |
| **Location:** 2588 Dale Avenue |
| **Lead City Staff:** Gareth Warr, Associate Planner, City of Eugene Planning Division, 541-682-5485 |

**EVALUATION**:

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

**EC 9.7825(1) The land proposed to be annexed is within the city's urban growth boundary and is:**
**(a) Contiguous to the city limits; or**
**(b) Separated from the city only by a public right of way or a stream, bay, lake or other body of water.**

| Complies | | |
|---|---|---|
| ☒ YES | ☐ NO | **Findings:** The subject property is within the Urban Growth Boundary and is contiguous to city limits on its northern and eastern boundaries, consistent with subsection (a). |

**EC 9.7825(2) The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.**

| Complies | | |
|---|---|---|
| ☒ YES | ☐ NO | **Findings:** Several policies from the Metro Plan provide support for this annexation by encouraging compact urban growth to achieve efficient use of land and urban service provisions within the UGB, including the following policies from the Growth Management section (in *italic* text):<br><br>*Policy 8. Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:*<br>*a. A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.*<br>*b. There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the Metro Plan. (page II-C-4)*<br><br>*Policy 10. Annexation to a city through normal processes shall continue to be the highest priority. (page II-C-5).* |

*Policy 15. Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban. (page II-C-5)*

The following policy from the Residential Element of the Metro Plan is also applicable:

*Policy A.2 Residentially designated land within the UGB should be zoned consistent with the Metro Plan, and applicable plans and policies; however, existing agricultural zoning may be continued within the area between the city limits and UGB until rezoned for urban uses.*

The Metro Plan designates the annexation area as appropriate for low density residential use. The Willakenzie Area Plan (WAP) is the adopted refinement plan for the subject property. The WAP also designates the property for low density residential use. The property is currently zoned AG Agricultural with a /UL Urbanizable Land overlay. The /UL overlay will be automatically removed from the property upon approval of the annexation.

Regarding applicable WAP policies, the subject property is located within the Unincorporated subarea. The WAP designates this property as low-density residential within the subarea. None of the listed policies for this subarea appear to be directly applicable to the subject property, nor to the annexation. The proposed annexation does not conflict with any of the Land Use Policies or Residential Policies in the WAP. The "Public Facilities and Services Element" policies of the WAP are directed at local government; however, the premise of these policies (regarding the provision of urban services) is the assumption that the properties within the UGB will be annexed.

As previously discussed in this subsection, and further detailed under subsection (3) below, the proposed annexation is consistent with Metro Plan growth management policies and can be served by the minimum level of key urban services. The annexation procedures beginning at EC 9.7800 are consistent with State law and therefore, as found throughout this report, the annexation is consistent with State law.

Based on the findings above, the proposal is consistent with the applicable policies of the Metro Plan and Willakenzie Area Plan refinement plan.

**EC 9.7825(3) The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.**

| Complies | | |
|---|---|---|
| ☒ YES | ☐ NO | **Findings:** Consistent with this criterion, the proposed annexation will result in a boundary in which the minimum level of key urban facilities and services can be provided in an orderly, efficient, and timely manner as detailed below: |

Wastewater

Public wastewater is available via a 24-inch diameter public wastewater line within the Dale Avenue right-of-way north-adjacent to the site, as well as a 12-inch diameter public wastewater

line within the County Farm Road right-of-way east-adjacent to the site. City records indicate the existing structure on the lot is connected to the public wastewater system.

Stormwater

There is an existing 10-inch diameter stormwater line in Dale Avenue that leads to a 24-inch culvert in County Farm Road. Soil maps indicate Type C soils exist on the site. No mapped infiltration limiting factors are noted. Any future development will be subject to the City of Eugene stormwater standards during the building permit process.

Transportation

The subject property has frontage on Dale Avenue, a Local Road that is maintained by the City of Eugene. The subject property also has frontage on County Farm Road; this section of County Farm Road is a major collector that is maintained by the City of Eugene. Compliance with applicable street standards will be evaluated at the time of any future development on the site.

Solid Waste

Collection service is provided by private firms. Regional disposal sites are operated by Lane County.

Water and Electric

Eugene Water and Electric Board (EWEB) Water staff confirm that there are no objections to the annexation of the site because water and electric services are available to the subject property in accordance with EWEB policies and procedures.

Public Safety

Police protection can be extended to this site upon annexation consistent with service provision through the City. Fire protection and emergency medical services will be provided by Eugene Springfield Fire.

Parks and Recreation

Parks and recreation programs are provided on a City-wide basis. The inclusion of the subject property in the City is sufficient evidence to demonstrate that the minimum level of this key urban service is met.

Planning and Development Services

Planning and building permit services are provided for all properties located within the Urban Growth Boundary by the City of Eugene. The Eugene Code, Chapter 9, will provide the required land use controls for future development of the subject property upon annexation.

Communications

A variety of telecommunications providers offer communications services throughout the Eugene/Springfield area.

Public Schools

The subject property is within Eugene School District 4J. As access to schools is evaluated on a district-wide basis, the property's location within the school district is sufficient evidence to demonstrate the minimum level of this key urban service is met.

**CONCLUSION:**

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

**INFORMATIONAL ITEMS:**

- Upon approval of the annexation, the base zoning of AG Agricultural will remain; however, the /UL Urbanizable Land overlay will be automatically removed from the annexation area. Please contact the Permit Information Center, Planner-on-Duty at 541-682-5377 for more information.

- Approval of this annexation does not relieve the applicant from complying with applicable codes and statutory requirements.

Eugene Planning

# ANNEXATION

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

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

| Assessor's Map | Tax Lot | Zoning | Acreage |
|---|---|---|---|
| 17-03-08-44 | 3200 | AG/UL | 0.20± |
| | | | |
| | | | |
| | | | |
| | | | |

**Property Address:** 2588 Dale Ave. Eugene, OR 97408

**Plans for Future Development & Permit Number (if applicable):** N/A

**Public Service Districts:**

| | Name | | |
|---|---|---|---|
| **Parks:** | City of Eugene | | |
| **Electric:** | Eugene Water and Electric Board | | |
| **Water:** | Eugene Water and Electric Board | | |
| **Sanitary Sewer:** | Eugene Water and Electric Board | | |
| **Fire:** | Willakenzie Rural Fire Protection District | | |
| **Schools:** Eugene | **Elementary:** Gilham | **Middle:** Cal Young | **High:** Sheldon |
| **Other:** | | | |

**Filing Fee**

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

**Written Statement** *(Submit 2 paper copies and 1 digital copy)*

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

**Site Plan Requirements**

*Submit 2 paper copies and 1 digital copy of a site plan, drawn to an engineer's scale on 8 ½" x 11" sheet of paper. Site plans shall include the following information:*

- ■ Show the date & north arrow on site plan.
- ■ Show the Assessor's Map and Tax Lot number(s) on the site plan.
- ■ Show a vicinity map on the site plan (vicinity map does not need to be to scale).
- ■ Show city limits & UGB (if applicable)
- ■ Clearly label the affected territory and any public right of ways to be annexed.
- ■ Show all adjacent streets, alleys, and accessways.
- ■ Show all dimensions of existing public utility easements and any other areas restricting use of the parcels, such as conservation areas, slope easements, access easements, etc.
- ■ Show the location of all existing structures.

**Other Application Requirements** *(Submit 2 paper copies and 1 digital copy of all)*

- ■ Petition for Annexation form listing all owners, including partial owners, and electors. This form includes the Certification of Electors which must be signed by the Lane County Elections/Voter Registration Department and also includes the Verification (Certification) of Property Owners which must be signed by the Lane County Department of Assessment and Taxation. *This form is required even if the land is vacant.*
- ■ Notarized Consent to Annexation form.
- ■ A legal description of the land proposed for annexation, including any public right of way prepared by a registered land surveyor. Oregon Revised Statues (ORS) 308.225 requires submittal of a closing metes and bounds description or subdivision block and lot number description. Please see example of acceptable legal descriptions contained in the application packet. The legal description must exactly correspond with the map included with the application or the Assessor's map.
- ■ Summary of Urban Service Provision form.
- ■ Census Information Sheet.

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

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

**PROPERTY OWNER OF TAX LOT:** 3200

Name (print): Top Shelf Investments, LLC Phone: 541-817-9287

Address: 3520 Celeste Way

City/State/Zip: Eugene / Oregon / 97408

Signature: Ben Lewis Ben Lewis BY MEMBER; Lucas Walker Lucas Walker BY MEMBER;

**PROPERTY OWNER OF TAX LOT:** _____

Name (print): _____ Phone: _____

Address: _____

City/State/Zip: _____

Signature: _____

**PROPERTY OWNER OF TAX LOT:** _____

Name (print): _____ Phone: _____

Address: _____

City/State/Zip: _____

Signature: _____

**SURVEYOR:**

Name (print): Ryan Erickson

Company/Organization: EGR & Associates Inc.

Address: 2535 B Prairie Road

City/State/Zip: Eugene / Oregon / 97402 E-mail (if applicable): rerickson@egrassoc.com

Phone: 541-688-8322 Fax: 541-688-8087

Signature: Ryan Erickson

**REPRESENTATIVE** (If different from Surveyor):

Name (print): _____

Company/Organization: _____

Address: _____

City/State/Zip: _____ E-mail (if applicable): _____

Phone: _____ Fax: _____

Signature: _____

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

# Consent to Annexation

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

Map and Tax Lot: 17-03-08-44-03200 Address: 2588 Dale Ave. Eugene, OR 97408

Legal Description:

Lot 2, Block 1, Dale Subdivision, as platted and recorded in Book 41, Page 19, Lane County Oregon Plat Records, in the City of Eugene, County of Lane, and State of Oregon.

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

DATED this 30 day of JULY, 2025.

**Top Shelf Investments, LLC**

By Member: Lucas Walker Lucas Walker

By Member: Ben Lewis Ben Lewis

STATE OF OREGON )
)ss
County of LANE )

On this 30 day of JULY, 2025 before me, the undersigned, a notary public in and for the said county and state, personally appeared the within-named, Lucas Walker & Ben Lewis, as members of Top Shelf Investments, LLC, who is known to me to be the identical individual described herein and who executed the same freely and voluntarily.

Seal:

OFFICIAL STAMP
BRIAN THOMAS BAYS
NOTARY PUBLIC-OREGON
COMMISSION NO. 1037977
MY COMMISSION EXPIRES JUNE 26, 2027

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

Notary Public for Oregon
My Commission Expires JUNE 26, 2027

**Application #: C * 2008 - _____**
*For City Use Only*

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

**PETITION**

**Petition Signature Sheet**
**Annexation by Individuals**

We, the following property owners/electors, consent to the annexation of the following territory to the City of ***(Insert Name of City)***:

| ***Signature*** | Date Signed m/d/y | ***Print Name*** | Residence Address *(street, city, zip code)* | Map and Tax Lot Number (example: 17-04-03-00-00100) | ✓ Land Owner | ✓ Reg Voter | Acres (qty) |
|---|---|---|---|---|---|---|---|
| 1. | | Top Shelf Investments, LLC. | 2588 Dale Ave. Eugene, OR, 97401 | 17-03-08-44-03200 | X | | 0.20 |
| 2. Lucas Walker | 7/30/25 | by member: Lucas Walker | | | | | |
| 3. Ben Lewis | 7/30/25 | by member: Ben Lewis | | | | | |
| 4. | | | | | | | |
| 5. | | | | | | | |

Note: With the above signature(s), I am attesting that I have the authority to consent to annexation on my own behalf or on behalf of my firm or agency. *(Attach evidence of such authorization when applicable.)*

I, Lucas Walker *(printed name of circulator)*, hereby certify that every person who signed this sheet did so in my presence.

X Lucas Walker *(signature of circulator)*

**CERTIFICATION OF PROPERTY OWNERS**

The total landowners in the proposed annexation are #2 *(qty)*. This petition reflects that #2 *(qty)* landowners *(or legal representatives)* listed on this petition represent a total of 100 *(%)* of the landowners and 100 *(%)* of the acres as determined by the map and tax lots attached to the petition. *A&T is not responsible for subsequent deed activity which may not yet be reflected on the A&T computerized tax roll.*

Lane County Department of Assessment and Taxation

7/30/25
Date Certified

**CERTIFICATION OF ELECTORS**

The total active registered voters in the proposed annexation are 3. I hereby certify that this petition includes 2 valid signatures representing 0 *(%)* of the total active registered voters that are registered in the proposed annexation.

Lane County Clerk or Deputy Signature

7/30/25
Date Certified

# Summary of Urban Service Provision

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

Property Owner(s) Name:
Top Shelf Investments, LLC.

Assessor's Map and Tax Lot Numbers for Properties Proposed for Annexation
(For example: Map 17-03-19-31, Tax Lot 100)
17-03-08-44-03200

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

The property(ies) in this annexation request:

☑ will be served from an existing gravity wastewater line.

Location and size of existing wastewater line:
24" to North in Dale Ave. & 12" to East in Country Farm Rd.

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

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

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

Is the site currently served by an approved stormwater system?
Yes

To the North, an existing underground storm water line lies within Dale Ave.

If yes, location? To the East, an existing open ditch along the East line of the subject property.

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

**Streets** – What existing streets provide access to this site. List existing streets that provide access to this site from River Road, the Northwest Expressway, or Beltline Highway.

Adjacent site: Dale Ave. & Country Farm Rd.

Country Farm Rd. connects to Coburg Rd. then Beltline Hwy.

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

☐ Yes ■ No ☐ Unknown

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

☐ Yes ■ No ☐ Unknown

**Parks, Recreation, and Cultural Services**

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

Armitage Park (county park), Crescent Park, Striker Field Park, Gilham Park

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

**Public Safety**

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

**For River Road/Santa Clara area-**

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

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

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

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

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

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

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

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

EWEB (currently provides service)

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

EWEB (currently provides service) via 8" Waterline in Dale Avenue

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

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

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

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2535 Prairie Road, Suite B
Eugene, OR 97402
(541)-688-8322

# WRITTEN STATEMENT

ANNEXATION APPLICATION FOR
TOP SHELF INVESTMENTS, LLC

**PROPERTY OWNER/APPLICANT:**
Top Shelf Investments, LLC
3520 Celeste Way
Eugene, OR 97408

**APPLICANT'S REPRESENTATIVE:**
Ryan Erickson, PLS
EGR & Associates, Inc.
2535B Prairie Rd
Eugene, OR 97402
Office: 541-688-8322

**SUBJECT PROPERTY:**
2588 Dale Avenue,
Eugene, OR 97408
Tax Map 17-03-08-44 Tax Lot 3200

**PROPERTY SIZE:**
0.20 acres±

**ZONING:**
AG - Agricultural
UL - Urbanizable Land

**PURPOSE:**
Annexation of subject property into the City of Eugene.

**BACKGROUND:**
This is an annexation application for an approximately 0.20 acre site, located at 2588 Dale Avenue, in an area zoned Agricultural (AG). The subject property is in the Urbanizable Land Overlay District (UL), as it is located outside Eugene city limits, but within the Urban Growth Boundary (UGB). The subject property is contiguous to city limits on two sides. The proposed annexation is consistent with the City's Metro Plan designation, showing the land within the UGB and included in these plan diagrams.

This written statement demonstrates that the Annexation application meets Eugene Code (EC) 9.7825 criteria. EC code sections or other requirements are in bold and/or italics and responses are in plain text.

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**ANNEXATIONS:**

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

*(1) The land proposed to be annexed is within the city's urban growth boundary and is:*

The subject properties lies within the City's Urban Growth Boundary.

*(a) Contiguous to the city limits; or*

The subject property is contiguous to city limits on its North & East property lines.

*(b) Separated from the city only by a public right of way or a stream, bay, lake or other body of water.*

N/A.

*(2) The proposed annexation is consistent with applicable policies in the Metro Plan and in any applicable refinement plans.*

The subject property is located within the City's Urban Growth Boundary in an area zoned Agricultural (AG). The Metro Plan diagram indicates that the property is designated for Low Density Residential development. The area is within the Willakenzie Refinement Plan. Willakenzie Refinement Plan standards, where relevant to residential property, are addressed below. Upon approval of this proposed annexation by the City Council, the property zoning will change to Low Density Residential (R-1) and the Urbanizable Land (UL) overlay will cease to apply.

As further detailed below, the proposed annexation is consistent with Metro Plan growth management policies and can be served by the minimum level of key urban services.
The Metro Plan provides support for this annexation by encouraging compact urban growth to achieve efficient use of land and urban service provisions within the UGB, including the following policies from the Growth Management section detailed below.

*(3) The proposed annexation will result in a boundary in which the minimum level of key urban facilities and services, as defined in the Metro Plan, can be provided in an orderly, efficient, and timely manner.*

The proposed boundary results in key urban facilities and services being provided in an orderly, efficient, and timely manner. Adjacent to the subject properties North line (Dale Ave.) and East line (Country Farm Rd.) are public rights-of-way that are located within city limits. Utilities required to serve the property are located within said rights-of-way.

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All public services are in place and readily available to serve the property proposed for annexation. Because of proximity to the surrounding urban facilities, services can be provided in an orderly, efficient, and timely manner:

Electric: Eugene Water and Electric Board.
Currently provided.
Water: Eugene Water and Electric Board.
Currently provided.
Sanitary: Adjacent sewer lines exist in Dale Ave. and Country Farm Road.
Connection needed.
Storm Water: Underground lines exist in Dale Ave., and a ditch in Country Farm Rd.
Connection needed.
Fire: Willakenzie RFPD.
Currently provided.
Transportation: Access to Country Farm Rd. and nearby Coburg Rd.
Allows access from the North and South.
Education: Eugene School District 4J. Within boundaries of:
Gilham Elementary School
Cal Young Middle School
Sheldon High School.

**Metro Plan Growth Management Policies:**

*Policy 1: The UGB and sequential development shall continue to be implemented as essential means to achieve compact urbane growth. The provisions of all urban services shall be concentrated inside the UGB.*

The Proposed Annexation lies within the UGB but outside city limits. Annexing such land would create more opportunity for compact urban growth. The Land is within the UGB, therefore ensuring the provision.

*Policy 8: Land within the UGB may be converted from urbanizable to urban only through annexation to a city when it is found that:*

*(a) A minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.*
*(b) There will be a logical area and time within which to deliver urban services and facilities. Conversion of urbanizable land to urban shall also be consistent with the Metro Plan.*

The minimum level of key urban facilities and services can be provided to the area in an orderly and efficient manner.

*Policy 10: Annexation to a city through normal processes shall continue to be the highest priority.*

This annexation application adheres to normal processes and therefore complies with this policy.

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*Policy 15: Ultimately, land within the UGB shall be annexed to a city and provided with the required minimum level of urban facilities and services. While the time frame for annexation may vary, annexation should occur as land transitions from urbanizable to urban.*

The full range of urban facilities and services are provided. This annexation application is for land designated as Urbanizable within the UGB. Annexation allows for Urbanizable land to transition to urban.

**EC 9.9700 Willakenzie Area Plan Policies:**

*(1) Land Use Element – General Policies:*

*(c) Retain existing significant vegetation whenever possible to provide buffering between residential and nonresidential uses, as well as between low-density and higher density residential areas. (Policy 3).*

The subject property has no significant vegetation nor does it border higher density residential or nonresidential areas.

*(f) Minimize land use conflicts by promoting compatibility between low-density and higher-density residential land uses as well as between residential and nonresidential land uses. (Policy 6).*

The subject property does not border higher density residential areas. It shares boundaries with residential properties except for the North and East boundaries which are common with public rights-of-way.

*(2) Land Use Element – Residential Policies:*

*(a) Maintain the existing low-density residential character of existing Willakenzie neighborhoods, while recognizing the need to provide housing for all income groups in the city. (Policy 1).*

The property is zoned Agricultural, but is being used for residential purposes due to the property being a Lot in Dale Subdivision, along with adjacent neighbors. The existing home is manufactured, valued under $65,000, far below Eugene median price for homes.

*(g) Promote compatibility between low-density residential land uses and medium – to high-density residential land uses. (Policy 8).*

The subject property does not border medium to high-density residential areas.

*(9) Land Use Element – North Region, Unincorporated Subarea:*

*(a) The City shall require future developments on parcels abutting the UGB to provide an effective transition between urban and rural land uses. This transition is intended to minimize potential conflicts with adjacent agricultural uses and sand and gravel operations. (Policy 2).*

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Eugene, OR 97402
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The subject property does not abut the UGB.

*(b) The City shall limit access points along both sides of County Farm Road, north of the present city limits. Encourage construction of a local residential street system to provide access. (Policy 5).*

The subject property abuts Country Farm Road, but no access connection is proposed. Current right-of-way access is to Dale Avenue via an existing driveway.

If there are any questions or concerns, please do not hesitate to contact me at EGR & Associates, Inc. via email (rerickson@egrassoc.com)

Ryan Erickson, PLS

FORM No. P723 – BARGAIN AND SALE DEED.

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BLS

NO PART OF ANY STEVENS-NESS FORM MAY BE REPRODUCED IN ANY FORM OR BY ANY ELECTRONIC OR MECHANICAL MEANS.

Benjamin Lewis & Lucas Walker
1250 Cedar Ridge Dr. Eugene, OR. 97401
Grantor's Name and Address

Project 1, LLC
1250 Cedar Ridge Dr. Eugene, OR. 97401
Grantee's Name and Address

After recording, return to (Name and Address):
Project 1, LLC
1250 Cedar Ridge Dr. Eugene, OR. 97401

Until requested otherwise, send all tax statements to (Name and Address):
Lucas Walker
1250 Cedar Ridge Dr. Eugene, OR. 97401

Lane County Clerk
Lane County Deeds and Records

2023-007189

$87.00

02064800202300071890010013

03/21/2023 10:06:07 AM

RPR-DEED Cnt=1 Pgs=1 Stn=15 CASHIER 05
$5.00 $11.00 $61.00 $10.00

RECORDER'S USE

**BARGAIN AND SALE DEED**

KNOW ALL BY THESE PRESENTS that Benjamin Lewis & Lucas Walker hereinafter called grantor, for the consideration hereinafter stated, does hereby grant, bargain, sell and convey unto Project 1, LLC hereinafter called grantee, and unto grantee's heirs, successors and assigns, all of that certain real property, with the tenements, hereditaments and appurtenances thereunto belonging or in any way appertaining, situated in Lane County, State of Oregon, described as follows *(legal description of property)*:

Lot 2, Block 1, Dale Subdivision, as Platted and recorded in Book 41, Page 19, Lane County Oregon Plat Records, in the City of Eugene, County of Lane and State of Oregon.

(IF SPACE INSUFFICIENT, CONTINUE DESCRIPTION ON REVERSE)

To Have and to Hold the same unto grantee and grantee's heirs, successors and assigns forever.

The true and actual consideration paid for this transfer, stated in terms of dollars, is $ 0 ① However, the actual consideration consists of or includes other property or value given or promised which is ☐ part of the ☐ the whole (indicate which) consideration.① (The sentence between the symbols ①, if not applicable, should be deleted. See ORS 93.030.)

In construing this instrument, where the context so requires, the singular includes the plural, and all grammatical changes shall be made so that this instrument shall apply equally to businesses, other entities and to individuals.

IN WITNESS WHEREOF, grantor has executed this instrument on ; any signature on behalf of a business or other entity is made with the authority of that entity.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

Lucas Walker

Benjamin Lewis

STATE OF OREGON, County of Lane ) ss.

This instrument was acknowledged before me on March 20, 2023 by Lucas Walker

This instrument was acknowledged before me on March 20, 2023 by Benjamin Lewis as — of —

OFFICIAL STAMP
LAURA AMES RATCLIFF
NOTARY PUBLIC-OREGON
COMMISSION NO. 1003861
MY COMMISSION EXPIRES SEPTEMBER 13, 2024

Laura Ames Ratcliff
Notary Public for Oregon
My commission expires September 13, 2024

PUBLISHER'S NOTE: If using this form to convey real property subject to ORS 92.027, include the required reference.

# LEGAL DESCRIPTION

## 2588 Dale Ave. Eugene, OR 97408

Lot 2, Block 1, Dale Subdivision, as platted and recorded in Book 41, Page 19, Lane County Oregon Plat Records, in the City of Eugene, County of Lane, and State of Oregon.

## Certification of Description

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

Signature:

Registered Land Surveyor

Print Name: Ryan Erickson

Date: August 1, 2025

Seal:

REGISTERED
PROFESSIONAL
LAND SURVEYOR

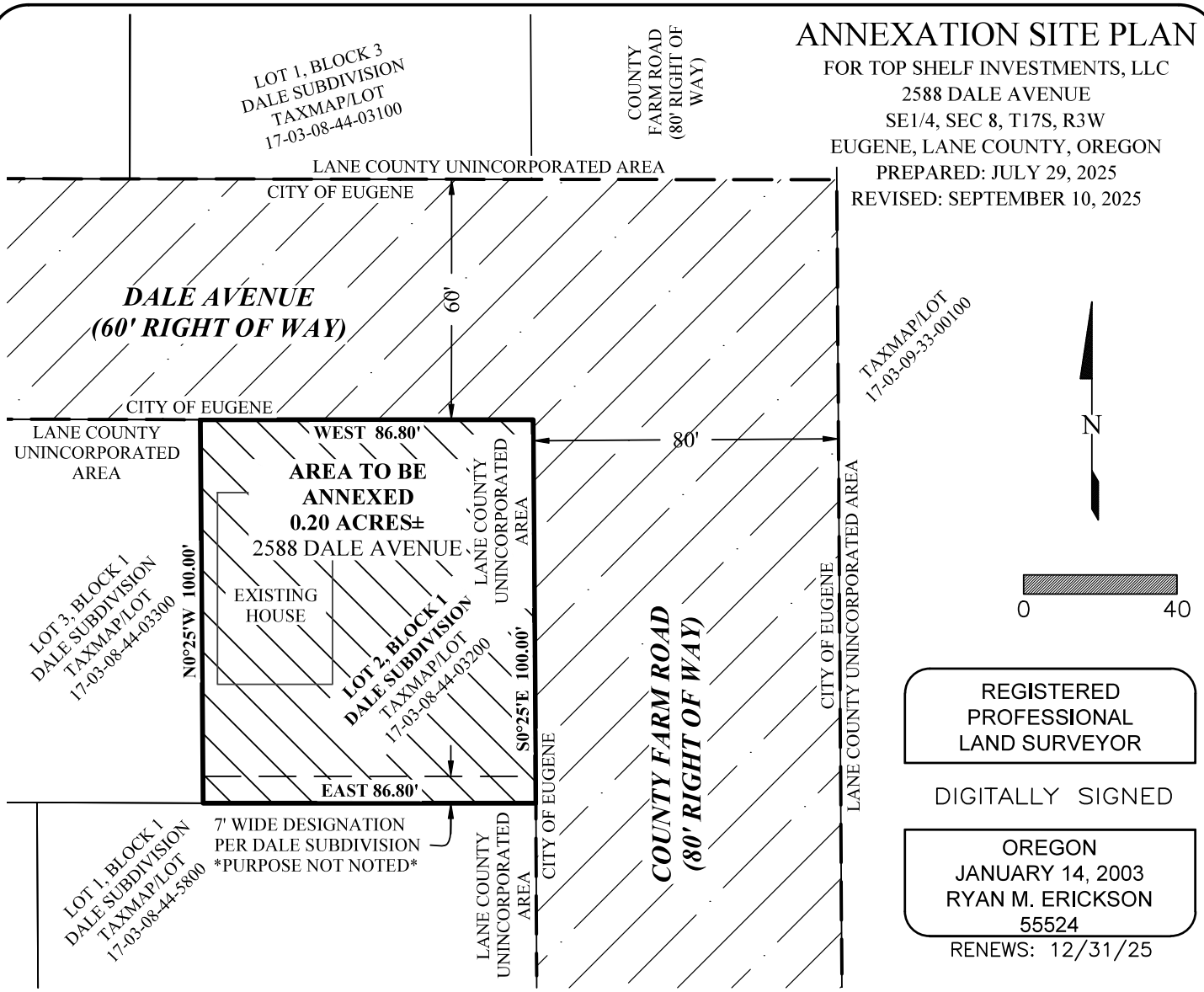
DIGITALLY SIGNED

OREGON
JANUARY 14, 2003
RYAN M. ERICKSON
55524

EXPIRES: 12/31/2025

# ANNEXATION SITE PLAN

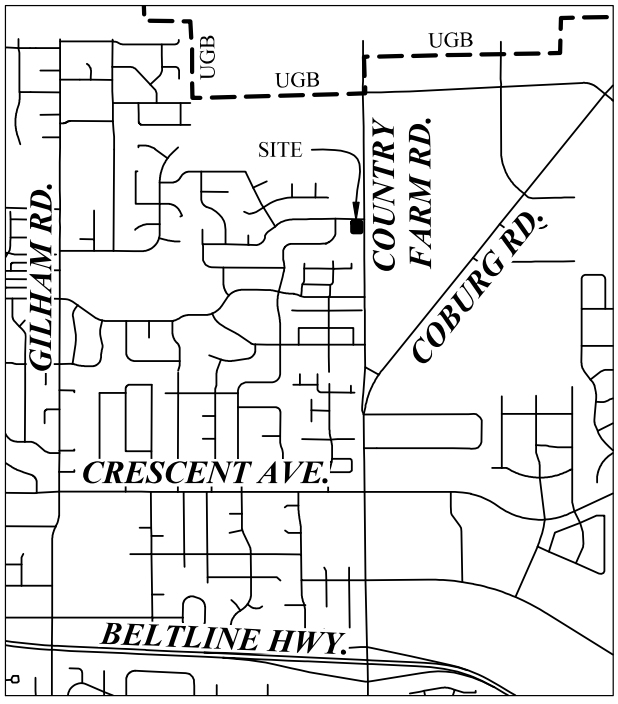
FOR TOP SHELF INVESTMENTS, LLC
2588 DALE AVENUE
SE1/4, SEC 8, T17S, R3W
EUGENE, LANE COUNTY, OREGON
PREPARED: JULY 29, 2025
REVISED: SEPTEMBER 10, 2025




REGISTERED
PROFESSIONAL
LAND SURVEYOR

DIGITALLY SIGNED

OREGON
JANUARY 14, 2003
RYAN M. ERICKSON
55524
RENEWS: 12/31/25




VICINITY MAP: NOT TO SCALE

**NOTES:**
LOT DIMENSIONS ARE PER DALE SUBDIVISION, BOOK 41, PAGE 19, LANE COUNTY OREGON PLAT RECORDS.

PARCEL DATA PER DALE SUBDIVISION, AND LANE COUNTY GIS TAX LOT SHAPEFILE. THIS MAP DOES NOT REPRESENT A BOUNDARY SURVEY OF THE PROPERTY.

**NON PLOTTABLE EASEMENTS/RESTRICTIONS:**
PER DALE SUBDIVISION: "NO BUILDING OR STRUCTURE SHALL BE PLACED OR LOCATED ON OR IN PUBLIC UTILITY EASEMENTS SHOWN ON THIS PLAT".

BOOK 319 PAGE 480, LANE COUNTY OREGON DEED RECORDS. EASEMENT FOR RIGHT-OF-WAY TO MOUNTAIN STATES POWER COMPANY.
- BLANKET IN NATURE

EGR & Associates, Inc.
Engineers and Surveyors
2535B Prairie Road
Eugene, Oregon 97402
(541) 688-8322
Fax (541) 688-8087

FOR ASSESSMENT AND TAXATION ONLY

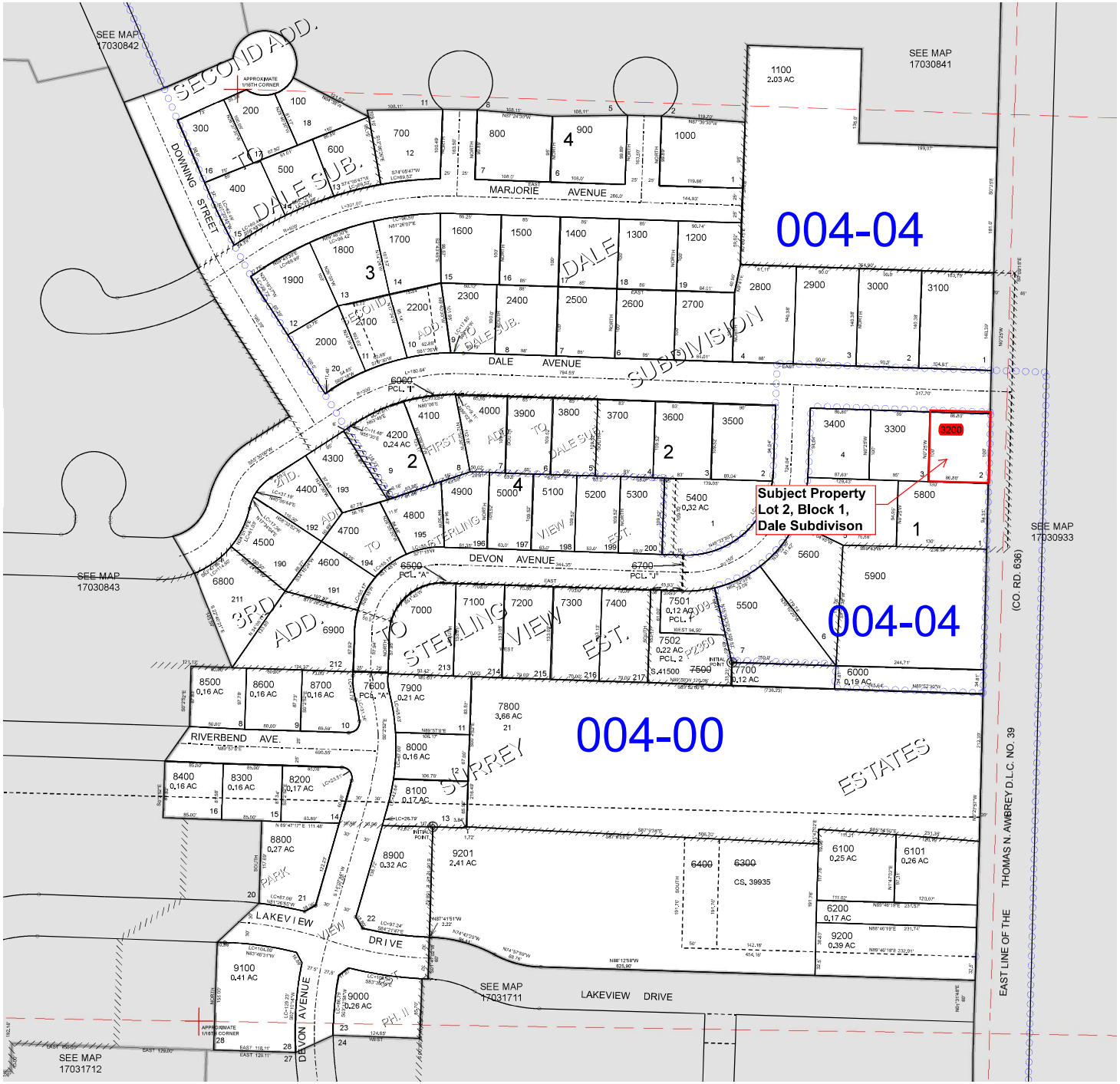
# S.E.1/4 S.E.1/4 SEC. 8 T.17S. R.3W. W.M.
## Lane County
1" = 100'

REVISIONS
03/07/2011 - LCAT174 - CONVERT MAP TO GIS
06/19/2012 - LCAT174 - PTN OF 9201 INTO LAKEVIEW DR ON 17031711
04/28/2015 - LCAT142 - MAP CCR TL'S 6200 & 9200
06/24/2015 - LCAT142 - CODE CHANGE TL 6200 AND PTN OF 9200
04/12/2016 - LCAT174 - CODE CHANGE TL 6200 & TL 9200

17030844

LCATJCG - 2016-04-12 14:38

CANCELLED
6500
6600
6700
6300
6400
7500








17030844

# EUGENE CITY COUNCIL
# AGENDA ITEM SUMMARY

## Public Comment

Meeting Date: October 27, 2025
Department: Central Services
www.eugene-or.gov

Agenda Item Number: 6
Staff Contact: Rosa Roach
Phone: 541-682-8497

### ISSUE STATEMENT

This item allows members of the public the opportunity to express opinions and provide information to the council. Comments presented during the public comment period should be on city-related issues and should not address items which have already been heard by a Hearings Official, items on the present agenda as a public hearing item, or items related to a quasi-judicial matter after the official record has been closed.

### BACKGROUND

Per City Council's operating agreement, speakers at the public comment period will be limited to two and a half minutes and the total time will be limited to 90 minutes total. Speakers will be randomized, and no persons will be allowed to submit a "Request to Speak" form more than 30 minutes prior to the start of the meeting. Persons wishing to speak must sign up to do so not later than 5 minutes after the meeting has been opened by the Mayor or presiding officer.

At the end of the public comment period each member of the Council has the opportunity to respond to comments made. The time allocated to each member of the Council for such responses shall be up to three minutes.

### FOR MORE INFORMATION


Staff Contact: Rosa Roach, City Council Coordinator

Telephone: 541-682-8497

Staff E-Mail: rroach@eugene-or.gov