



City of Independence

Regular Meeting Agenda

City Council

Tuesday, August 26, 2025 @ 6:30 PM

Civic Center - Council Chambers

(see agenda footer for meeting attendance information)

-
1. **Call to Order**
 2. **Roll Call**
 3. **Minutes**
 - 3.1. Regular Meeting 08-12-2025
 - 3.2. Work Session 08-12-2025
 4. **Visitors/Public Comment**
 5. **Reports/Presentations**
 - 5.1. Mayor
 - 5.2. Staff Presentation: Patrick Bodily, Library Update
 - 5.3. City Manager
 6. **Unfinished Business**
 7. **New Business**
 - 7.1. Public Hearing: AX|2025-02 To Annex Portion of the Old Inman-Poulsen Rail Right of Way into the City of Independence. Designate the property as Residential in the Independence Comprehensive Plan and Mixed-Density Residential (MX) on the Independence Zoning Map
 - 7.2. Council Bill #2025-07 for AX | 2025-02, Annexation and Rezone of Portion of Old Inman-Poulsen Timber Company Right-of-Way
 - 7.3. Censure of a Councilor
 8. **Council Announcements**
 9. **General Information**
 - 9.1. Management Team Notes
 - 9.1.1. 08-13-2025
 - 9.2. Miscellaneous Correspondence. Any communications received after publication of the agenda packet, but before 3:00 pm the date of the meeting, will be provided to Council at the meeting and will become a part of the official record
 - 9.3. Pending Agenda Calendar

10. Adjournment

Meeting Attendance Information:

The City Council will hold this meeting in-person in City Hall Council Chambers, via video conference (Zoom) or by phone. Meetings are also live-streamed on the City's YouTube channel at: <https://www.youtube.com/c/CityofIndependenceOR>.

- To attend in person, the City Hall address is 555 S. Main St.
- For Zoom login visit: <https://us06web.zoom.us/j/85445634853?pwd=gSsh7xKIWSuxi13f1QETWRHaQM2g3q>
- To participate in the meeting **by phone**, dial **US: +1-253-215-8782** and enter **Webinar ID: 854 4563 4853** and **Passcode: 634962**

Written comments are also welcome and may be delivered to City Hall or emailed to CouncilComments@ci.independence.or.us no later than 4:00 pm the day of the meeting.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 72 hours in advance of the meeting to Myra Russell, City Recorder, 503-838-1212/TTY: 800-735-2900.



City of Independence Minutes

**City Council Meeting
Tuesday, August 12, 2025**

1. **Call to Order.** The meeting was called to order at 6:30 pm in the council chambers by Mayor Kate Schwarzler.

2. **Roll Call.** Mayor Schwarzler present.

Present: Councilor Evan Sorce
Councilor Bill Boisvert
Councilor/Council President Kathy Martin-Willis
Councilor Marilyn Morton
Councilor Shannon Corr

Absent: Councilor Dawn Roden, excused

City Staff Present: Kenna West, City Manager
Myra Russell, City Recorder
Rob Moody, Finance Director
Fred Evander, City Planner
Shawn Irvine, Assistant City Manager
Juventino Banuelos, Police Chief

3. **Minutes. Action:**

Councilor Morton and Councilor Sorce had slight corrections to the minutes of July 8. Councilor Corr moved to approve all three sets of minutes with corrections as noted; Councilor/Council President Martin-Willis seconded. Motion passed 5-0-0

AYES: Corr, Morton, Boisvert, Sorce, Martin-Willis

NAYS: None

ABSTENTIONS: None

- 3.1. **Regular Meeting 07/08/2025.**

- 3.2. **Work Session 07/22/2025.**

- 3.3. **Special Meeting 07/28/2025.**

4. **Visitors/Public Comment.** Visitor comment via Zoom: CM Hall, Newport, OR. Comment regarding use of event center

5. **Reports/Presentations.**

- 5.1. **Mayor.**

Mayor Schwarzler: Helped host a delegation from Taiwan at Western Oregon University. Attended National Night out, great community event, well attended. Hosted the Mayor's picnic in the park. Hot weather, small group but looking forward to more such events.

5.2. Council Liaison Reports.

5.2.1. Library Board: Councilor Boisvert.

Record-setting summer reading program ends August 15 with a pizza party. Summer carnival on August 13. Thanks to vendors that donated prizes. The new Book bike has been a big hit, with lots of community outreach. Trolley story time in Sept, joint event with Monmouth Library. The library has found a replacement for the youth coding league, which will start in the fall.

5.2.2. Museum Board: Councilor Morton.

Internal and external exhibits throughout the community including an exhibit at the MI Chamber. Involved with Wall that Heals in September. CM West mentioned 360 camera of museum where you can go online and see all the exhibits which is nearing completion.

5.2.3. Continuum of Care: Councilor Corr.

Adult shelter in Monmouth is operating according to plan and doing great. Funding issues with CoC. Hopes we don't lose the ground we gained.

5.3. City Manager.

CM West Updates: Ms. Pierce (public speaker at July 8 meeting) was allowed to open her business at certain times to clear out the building through an agreement with the city and property owner representative. Water Treatment plant Condemnation: The stipulated judgment was submitted to the court, but not yet received notice of entry of that judgment. The City has been given authority to access the property to begin the work. Opt in funding for library, parks, museum is available on utility bill QR Code. The August 26 meeting will have a council meeting then a work session. November 11 is veterans day, no council meeting.

6. Unfinished Business. None

7. New Business.

7.1. Public Hearing on AX|2025-06-Rescheduled to August 26, 2025 6:30 PM.

Rescheduled to August 26, 2025 at 6:30 PM

7.2. Public Hearing: Requirement for a Pre-Application Conference (Evander).

Mayor Kate Schwarzler read the hearing script regarding how the meeting would be conducted. State Law Required Statements read.

- Declaration of Conflicts of Interest, Ex-Parte Contact, Bias: None
- Public Hearing opened at 6:42 pm by Mayor Schwarzler.
- Staff Report as submitted in the agenda packet was reviewed by Fred Evander, Planning Manager. This code change would require a pre-application conference for most new development. Planning Commission recommended

approval. Staff recommends approval.

- Discussion: Questions from council related to outreach to community and cost to applicant.
- Further questions from the Council. None.
- Objections or testimony received: None
- Public Testimony: None
- Discussion: Staff Response to testimony-None
- Hearing closed at 7:03 PM.

7.3. **Council Bill 2025-06, Requirement for a Pre-Application Conference for Most New Development (Evander).**

Action:

1st MOTION: Councilor Corr moved to move to adopt the proposed Ordinance, Council Bill #2025-06; Councilor Sorce seconded. Roll call vote. Motion 5-0-0

Ayes: Evan Sorce, Bill Boisvert, Kathy Martin-Willis, Marilyn Morton, Shannon Corr

Nays: None

Abstentions: None

Recorder Russell read the title of the proposed ordinance, Council Bill #2025-06.

2nd MOTION: Councilor Corr moved to read the proposed Ordinance, Council Bill #2025-06, for the second time by title only; Councilor Martin-Willis seconded. No discussion. Roll call vote. Motion passed 5-0-0:

Ayes: Evan Sorce, Bill Boisvert, Kathy Martin-Willis, Marilyn Morton, Shannon Corr

Nays: None

Abstentions: None

Recorder Russell read the title of the proposed ordinance, Council Bill #2025-06.

3rd MOTION: Councilor Morton moved to adopt the proposed Ordinance, Council Bill #2025-06; Councilor Sorce seconded. Discussion. Motion passed 5-0-0:

Ayes: Evan Sorce, Bill Boisvert, Kathy Martin-Willis, Marilyn Morton, Shannon Corr

Nays: None

Abstentions: None

Russell announced the council bill passed and will be assigned to ordinance number 1626.

7.4. **Finance Report- Q4 2024-2025 (Moody).**

Moody presented Q4 financial Report April - June 2025. Report covers Police fee, utility billing, audit findings, debt summary. Moody explained that most audit

findings have been resolved. Council asked staff to add narrative explanations to the debt summary chart for MINET, FSC, and ICC loans. The council asked about a way to explain to the community that the increase in police fee has had positive outcomes for the community. Staff will look into ways to show the outcomes of the investment.

7.5. **Authority to Proceed with Action regarding the “Old Pool Property” (Irvine)**

Irvine recapped earlier work session about pool property, and asked that council consider removing it from a list of properties the city would sell for a period of one year and allow the City Manager to sign and Memorandum of Understanding with community partners, YMCA, school district to explore other ideas for the pool and Henry Hill property.

Action:

Councilor Morton moved to remove pool property from list of properties for sale for a period of one year and authorize CM West to execute MOU; Councilor/Council President Martin-Willis seconded. Roll call vote. Motion Passed 5-0-0

Ayes: Evan Sorce, Bill Boisvert, Kathy Martin-Willis, Marilyn Morton, Shannon Corr

Nays: None

Abstentions: None

7.6. **Extension of Ad Hoc Board for Independence Days (West).**

CM West asked that the council consider extending the Independence Days Ad Hoc Board for 3 more months as the board is still working with community partners to figure out a transition plan.

Action:

Councilor Corr moved that the council authorize the extension of Ad Hoc Board for Indy Days for an additional 3 months; Councilor Boisvert seconded. Roll call vote. Motion Passed 5-0-0

Ayes: Evan Sorce, Bill Boisvert, Kathy Martin-Willis, Marilyn Morton, Shannon Corr

Nays: None

Abstentions: None

8. **Council Announcements.** Councilor Corr: Asked staff to consider a work session on affordable senior housing.
Councilor Martin Willis: Wall that Heals Sept 16-19. Volunteer opportunities are available on the city website.
Councilor Morton: Sept 20 noon-8PM Hop and Heritage Festival, downtown in the park. Passports for beer tastings and beer garden in park. Entertainment 4-8. Heritage stage with demonstrations. Youth entrepreneur area.
Councilor Martin Willis: Community Fiesta coming up August 22-24
Councilor Sorce: Thursday Aug 14 Rep. Wyden and Rep. Salinas town hall in Pacific Room at WOU

9. **General Information.** Items submitted here in the packet are for information only; no action was required by city council.
- 9.1. **Management Team Notes.**
- 9.1.1. **07-09-2025.**
- 9.1.2. **07-24-2025.**
- 9.2. **Miscellaneous Correspondence.** Any communications received after publication of the agenda packet, but before 3:00 pm the date of the meeting, will be provided to Council at the meeting and will become a part of the official record.
- 9.2.1. **Correspondence Received: Trammart News.**
- 9.3. **Pending Agenda Calendar.**
- 9.3.1. **07-24-2025.**
10. **Adjournment.** With no further business to come before the council, Mayor Schwarzler adjourned the meeting at 7:25 pm.

MAYOR KATE SCHWARZLER

ATTEST:

Myra Russell, City Recorder



City of Independence Minutes

City Council Meeting
Tuesday, August 12, 2025

1. **Call to Order-Work Session.** The work session was called to order at 5:30 pm in the council chambers by Mayor Kate Schwarzler.

2. **Roll Call.** Mayor Schwarzler present.

Present: Councilor Evan Sorce
Councilor Bill Boisvert
Councilor/Council President Kathy Martin-Willis
Councilor Marilyn Morton
Councilor Shannon Corr

Absent: Councilor Dawn Roden, Excused

City Staff Present: Kenna West, City Manager
Myra Russell, City Recorder
Rob Moody, Finance Director
Fred Evander, City Planner
Shawn Irvine, Assistant City Manager

3. **Reports/Presentations.**

- 3.1. **Staff Presentation: Authority to Proceed with Action regarding the “Old Pool Property”.**

Irvine presented information on potential uses for the pool property that had been chosen for sale by the budget committee. Discussion about entering into MOU to explore possibilities over the next year with the option to pursue sale if potential reuse of property does not come to fruition during that time.

Discussion of possible turf donation; who would be in charge of installation and upkeep.

4. **Adjournment.** With no further business to come before the council, Mayor Schwarzler adjourned the meeting at 5:52 pm. Council Meeting to follow at 6:30 PM

MAYOR KATE SCHWARZLER

ATTEST:

Myra Russell, City Recorder



INDEPENDENCE

Oregon's Story Begins Here

TYPE III ANNEXATION AND ZONE CHANGE (FILE NO. AX | 2025-02) STAFF REPORT

MEETING DATE:	August 26, 2025
RECOMMENDATION:	APPROVE
FILE NUMBER:	AX 2025-02
APPLICANT:	City of Independence
REQUEST:	Annex Portion of the Old Inman-Poulsen Rail Right of Way into the City of Independence. Designate the property as Residential in the Independence Comprehensive Plan and Mixed-Density Residential (MX) on the Independence Zoning Map.
PROPERTY:	Part of Old Inman-Poulsen Railroad Right-of-Way (Taxmap: 8.4.33, Taxlot: 201)
FUTURE LAND USE:	Existing: County – Urban Reserve Proposed: City – Residential
ZONING:	Existing: County – Suburban Residential (SR) Proposed: City – Mixed Density Residential (MX)
CRITERIA:	Oregon State Planning Goals Independence Comprehensive Plan Independence Development Code (IDC) -Subchapter 11: Administration -Subchapter 12: Zone Changes and Plan Amendments -Subchapter 14: Annexation
CONTENTS:	I. Background and Process II. Agency and Public Comments III. Potential Council Actions IV. Staff Findings – Oregon State Planning Goals V. Staff Findings – Intergovernmental Agreement Between Polk County and the City of Independence VI. Staff Findings – Independence Comprehensive Plan VII. Staff Findings – Independence Development Code
ATTACHMENTS:	A. Proposed Annexation (2 pages) B. Property Description and Map (2 pages)

I. BACKGROUND AND PROCESS

This proposal looks to annex a fee-simple portion of the city-owned, former rail line for the Inman-Poulsen Timber Company. The city annexed a part of the right-of-way (along the Willamette River) in 2009 and annexed a second part of the property in May 2025. This proposal would annex the relatively small part of the property (between Corvallis Road and the Southern Pacific Railroad right-of-way) that remains under county jurisdiction. Attachments A and B provide a depiction of the land.

With the annexation of the property, the land would be rezoned to Mixed-Density Residential (MX). The property is expected to include the extension of Mountain Fir Avenue (or a part of the shared use path that is expected to be located next to the road) in the future.

II. AGENCY AND PUBLIC COMMENTS

To offer notice for the annexation, the city mailed details of the proposal to individuals within 250 feet of the property on August 6, 2025. The city additionally posted notice of the proposed change:

- On the Independence website.
- On the Department of Land Conservation and Development PAPA website.
- On the subject property.
- At the Independence Civic Center, Independence Library and Independence Heritage Museum.

No public comments have been received about the proposal as of the date of this staff report.

III. POTENTIAL COUNCIL ACTIONS

Based on the findings below, the Council may:

- Close the hearing and consider a Council Bill to approve the application.
- Modify the proposal.
- Request additional information.
- Deny the proposal.

IV. STAFF FINDINGS – OREGON STATE PLANNING GOALS

Annexations and changes to the Independence Comprehensive Plan and Zoning Map are required to meet the Oregon State Planning Goals. Among these goals include provisions related to Citizen Involvement (Goal 1), Land Use Planning (Goal 2), Housing (Goal 10), Public Facilities (Goal 11), Transportation (Goal 12) and Urbanization (Goal 14), which together are implemented through measures such as the Independence Comprehensive Plan and Development Code. Combined, these goals seek to:

- Involve citizens in the planning process. (see Goal 1)
- “Provide and encourage a safe, convenient and economic transportation system.” (see Goal 12)
- “Provide for an orderly and efficient transition from rural to urban land use.” (see Goal 14)
- “Accommodate urban population and urban employment inside urban growth boundaries.” (see Goal 14)

This annexation and zone change addresses these goals.

The proposed annexation would bring the city-owned land into Independence and allow the city to work to eventually construct the road/pathway expected for the area. This roadway/pathway is a key component of long-range city plans including the Parks and Open Space Master Plan and the Transportation System Plan, and having the land in Independence allows the city to design, review and construct the future road/path in accordance with adopted plans and standards.

Given these considerations, the proposal helps to promote the orderly development of the Independence Urban Growth Boundary and is consistent with the Oregon State Planning Goals.

V. STAFF FINDINGS – INTERGOVERNMENTAL AGREEMENT BETWEEN POLK COUNTY AND THE CITY OF INDEPENDENCE

Annexation of property must additionally be consistent with the intergovernmental agreement between Polk County and the City of Independence for the management of the Independence unincorporated Urban Growth Boundary. Per the agreement, the city and county agree that “the type and form of development within urbanizable areas is to be guided by the municipality’s adopted land use and growth management plans” (see Policy 5), though Polk County retains “responsibility for land use decisions and actions affecting the urbanizable area until such time as annexation to the city occurs” (see Policy 6). The tension between these policies is a key reason to annex the facility.

Under the agreement, the county makes decisions about the design of roads and paths based on city standards, so long as the facilities remain under county jurisdiction. This approach requires the county to use and interpret the city development standards and runs the risk that key standards (such as the depth of rock on which a facility is built or the width of the sidewalk/path) are misinterpreted or an unnecessarily duplicative review occurs. Annexation of the road/path will ensure that the road/path is designed, reviewed and constructed using city standards.

VI. STAFF FINDINGS - INDEPENDENCE COMPREHENSIVE PLAN

Proposals for annexation and Comprehensive Plan/Zoning Map changes must additionally be considered using the goals and policies of the Independence Comprehensive Plan. Analysis of the annexation and redesignation/rezone, considering these goals and policies, is presented below.

Land Use

GOAL: To encourage efficient land use, maintain land use designations appropriate to the character of Independence and meet future land use needs.

Staff Response: The Land Use Element of the Independence Comprehensive Plan looks to encourage efficient land use, and to promote the zoning of land consistent with adopted Comprehensive Plan designations. This annexation and zone change meets these intents.

The property associated with the old Inman-Poulsen railroad would be designated Residential and zoned Mixed-Density Residential (MX). Roads and paths are allowed within the zone, so long as the facilities are developed in conformance with the Independence Transportation System Plan.

Urbanization

GOAL: To provide for an orderly and efficient transition from rural to urban land.

Staff Response: The Urbanization Element of the Independence Comprehensive Plan promotes the orderly and efficient transition of properties from rural to urban land use. Key policies to implement this goal look:

- To promote coordination with Polk County to manage the Urban Growth Boundary.
- To annex land in a manner that is consistent with the Comprehensive Plan and any concept plans adopted for the area.

This proposal effectively addresses these policies. The proposal allows the city to have authority over the land and to guide the design and construction of Mountain Fir Avenue (and its associated path connection) as new development occurs in the area. This approach allows the orderly and efficient transition of land from rural to urban land use.

Transportation

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Staff Response: The Transportation System Plan seeks:

- To “develop and maintain a transportation system that is consistent with the community vision of a vibrant, historic, riverfront, full-service community” (see Goal 1)
- To “support the development and implementation of transportation solutions that are future focused” (see Goal 5)
- To “maintain the financial stability of the city” (see Goal 6)

The proposed annexation and rezone supports these intents.

The annexation allows the city to have jurisdiction over a key roadway that is needed to implement the Transportation System Plan as development occurs in south Independence. Control over this roadway eliminates the possibility of potentially duplicative reviews for future development of the road/path, anticipates future growth, and is fiscally responsible, ensuring that the city manages the review and construction of any improvements to the facility. City jurisdiction over the road/path additionally ensures that construction of the facility meets city standards and minimizes the confusion (and cost) that may result from having another jurisdiction review an Independence project.

Given these considerations, the proposed annexation supports the community vision, is future focused, and is fiscally responsible. These goals are achieved.

V. STAFF FINDINGS - INDEPENDENCE DEVELOPMENT CODE

The proposed annexation and rezone are lastly subject to the standards in the Independence Development Code. The proposal is considered a Type III action under Independence Development Code Section 11.002(C). The action requires a quasi-judicial review by the City Council, without a review by the Independence Planning Commission. Standards for the decision are presented in Subchapter 11 (Administrative Provisions), Subchapter 12 (Zone Changes and Plan Amendments) and Subchapter 14 (Annexations). These standards are presented below.

Independence Development Code - Subchapter 11: Administrative Provisions

Staff Response: The application to annex and rezone the property associated with the old Inman-Poulsen railroad is subject to ORS 222.170 and is considered a Type III action in the Independence Development Code. The application requires a Public Hearing and decision by the Independence City Council.

At the meeting of July 8, 2025, the City Council elected to dispense with sending the question to the electors of the city and directed staff to provide notice of the public hearing. Following that decision, the city published a notice of the hearing twice in the Polk County Itemizer-Observer, posted the notice in four locations in the city (the project site, the Civic Center, the library and Heritage Museum), and sent the notice to property owners within 250 feet of the property on August 6, 2025. Given these items, the standards in Subchapter 11 and ORS 222.170 are met.

No written comments have been sent as of the date of this Staff Report.

Independence Development Code - Subchapter 12: Zone Changes and Plan Amendments

12.005 Initiation of a Zone Change or Plan Amendment

A zone change or plan amendment may be initiated in any one of the following ways:

- A. The City Council may initiate such action by resolution. The resolution shall be forwarded to the City Manager, who shall set a date for a public hearing before the Planning Commission and give notice of such hearing as provided in this ordinance.
- B. The Planning Commission may initiate such action by resolution. The resolution shall be forwarded to the City Manager, who shall set a date for a public hearing before the Planning Commission and give notice of such hearing as provided in this ordinance.
- C. A property owner may initiate such action by petition for the owner's own property.

Staff Response: The City of Independence started this action by Resolution 25-1636. The joint annexation and rezone will be processed as a Type III decision with no Planning Commission review per IDC 11.002(C)(3). Criteria A is met.

12.010 Zone Change and Plan Amendment by Petition

Any property owner may initiate a zone change or plan amendment for the property that he or she owns by submitting to the City Recorder a petition bearing the following:

...

Staff Response: The City of Independence submitted the necessary paperwork, property information and suggested changes that are necessary to process a future land use change/rezone. The proposal looks to annex a part of the old Inman-Poulsen railroad right-of-way and to rezone the property as Mixed-Density Residential (MX). As part of the project, the county Comprehensive Plan map and zoning classifications would no longer apply to the site and the city Residential Future Land Use and Mixed-Density Residential (MX) Zoning classifications would replace the designations. Given these considerations, this standard is achieved.

...

12.020 Action by the City Council

Upon receipt of a recommendation from the Planning Commission for any zone change or plan amendment, the City Council shall hold a public hearing. The City Council shall base its decision upon the findings, conclusions and recommendations reached by the Planning Commission unless, by a preponderance of the evidence, it finds facts and reaches conclusions different from those reached by the Planning Commission. All zone changes or plan amendments shall be based on written findings. Any zone change or plan amendment shall be by ordinance. Any denial of a request for a zone change or plan amendment shall be by resolution.

Staff Response: No Planning Commission review is needed for the annexation and redesignation/rezone request per IDC Section 11.002(C)(3). Any City Council decision on the proposal will be supported by written findings, and any adoption of the change will be supported by an ordinance.

12.025 Standards for Zone Changes

No zone change shall be approved by the Planning Commission or enacted by the City Council unless it conforms to the Comprehensive Plan, including the Transportation System Plan, and at least one of the following standards is met:

- A. The zoning on the land for which the zone change is initiated is erroneous and the zone change would correct the error;
- B. Conditions in the neighborhood surrounding the land for which the zone change is initiated have changed to such a degree that the zoning is no longer appropriate and the zone change would conform to the new conditions of the neighborhood;
- C. There is a public need for land use of the kind for which the zone change is initiated and that public need can best be met by the zone change.

Staff Response: The annexation of the roadway/path property is a future focused, fiscally responsible approach that ensures that transportation facilities in the Urban Growth Area are constructed following city standards.

The annexation helps:

- To ensure that the construction of the road/path is completed to city public works, transportation plan, and development code standards.
- To streamline the process for future development of the road and eliminate any duplication that may occur from two agencies reviewing a future project.

Given these items, the annexation would address Criteria C above. This standard is met.

Independence Development Code - Subchapter 14: Annexation

14.030 Master Plan Requirement for Southwest Independence Concept Plan Area

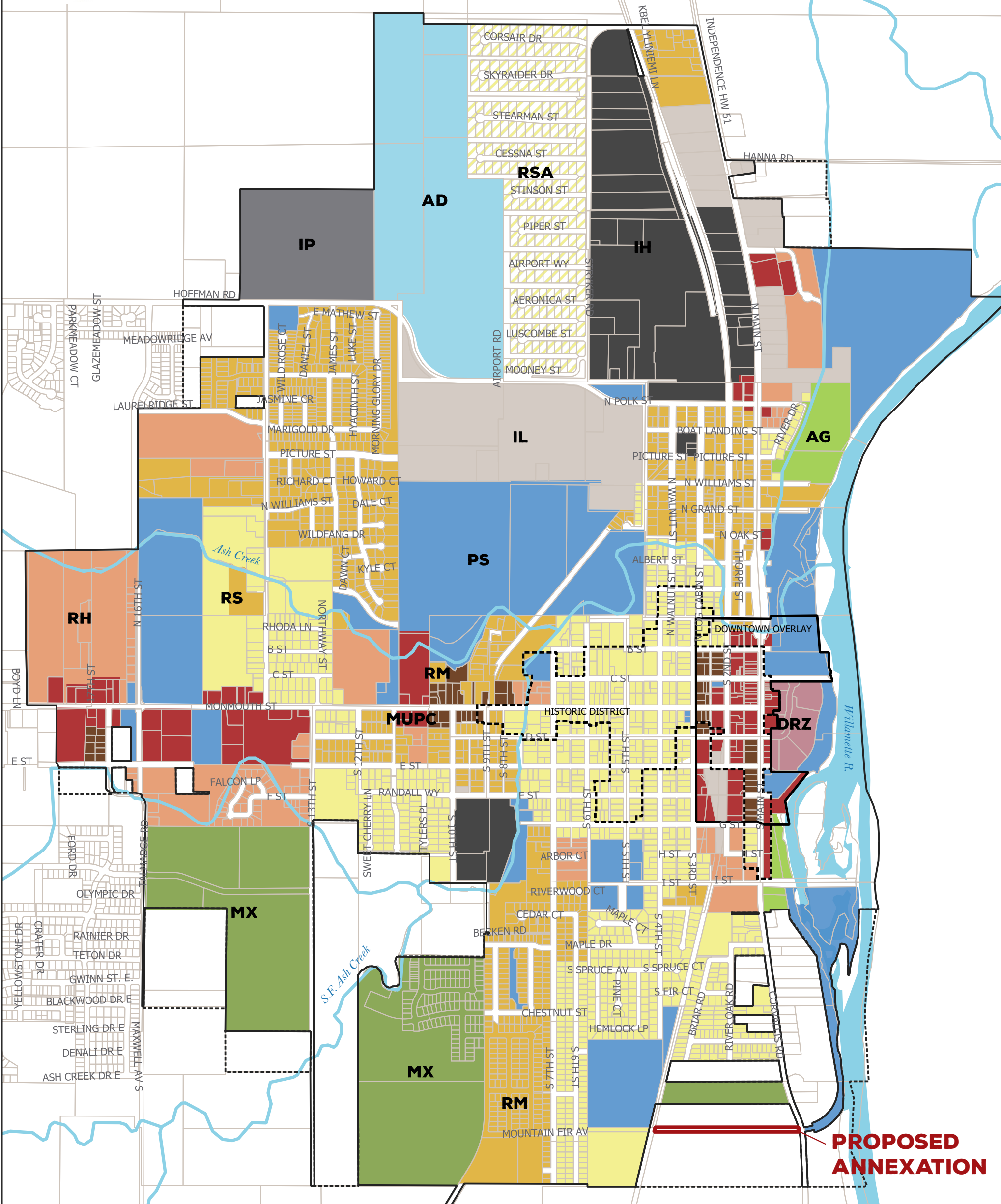
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Staff Response: Subchapter 14 of the Independence Development Code deals with annexations in the Southwest Independence Concept Area. The road/path proposed to be annexed is outside the Southwest Concept area. This standard is achieved.



CITY OF INDEPENDENCE

Proposed Annexation



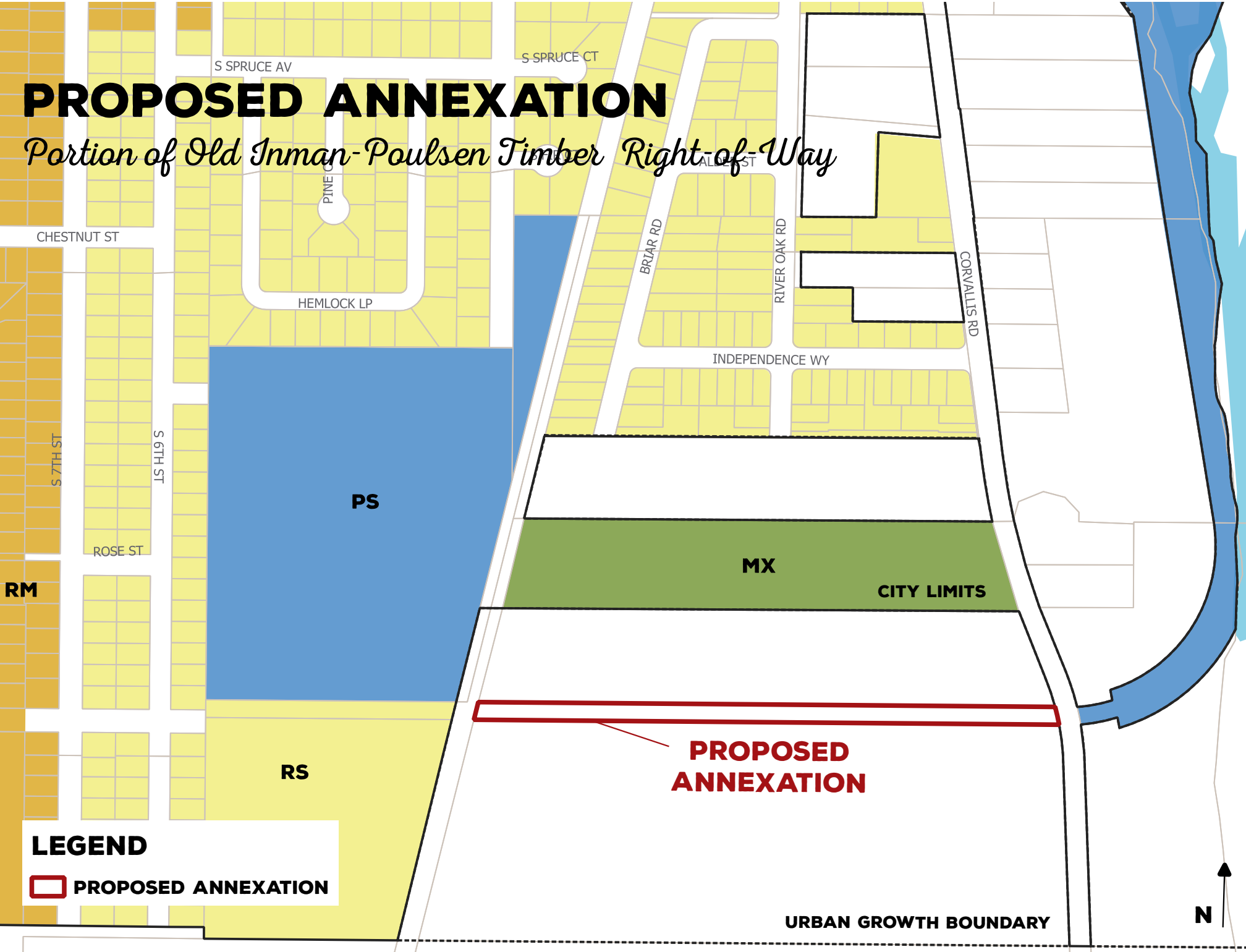
LEGEND

ZONE

Low-Density Residential (RS)	Mixed-Use Pedestrian Friendly Commercial (MUPC)	Agricultural (AG)
Medium-Density Residential (RM)	MUPC-Transitional (MUPC-T)	Public Service (PS)
High-Density Residential (RH)	Downtown Riverfront Zone (DRZ)	City Limits
Residential Single-Family Airpark Overlay (RSA)	Light Industrial (IL)	Urban Growth Boundary
Mixed Residential (MX)	Heavy Industrial (IH)	Downtown Overlay
	Industrial Park (IP)	Historic District
	Airport District (AD)	

PROPOSED ANNEXATION

Portion of Old Inman-Poulsen Timber Right-of-Way



LEGEND

PROPOSED ANNEXATION

URBAN GROWTH BOUNDARY

N

EXHIBIT A
Page 1

A unit of land situated in the north one-half of Section 33, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being a 50.00 foot wide strip of land lying west of Corvallis Road and east of the Southern Pacific Railroad right of way, and more particularly described as follows:

Beginning on the east line of said Southern Pacific Railroad right of way, at a point which bears 21.22 feet northerly and 766 feet easterly of the northeast corner of Mountain Fir Avenue;

thence, going easterly approximately 1,619 feet to the west line of said Corvallis Road;

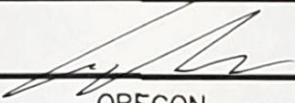
thence, going southerly along the west line of said Corvallis approximately 51 feet;

thence, going westerly approximately 1,645 feet to the east line of said Southern Pacific Railroad right of way;

thence, going northerly along said Southern Pacific Railroad right of way approximately 51 feet to the Point of Beginning.

The above described strip of land is also shown as Parcel 4 (2) on Polk County Survey Number 15812.

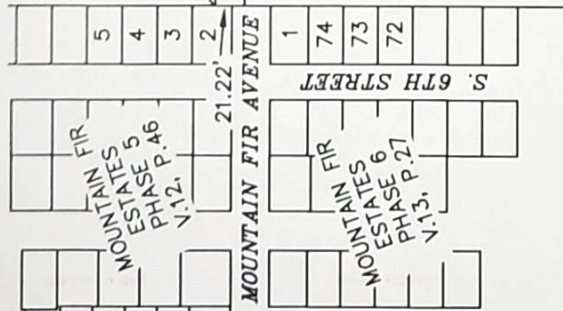
REGISTERED
PROFESSIONAL
LAND SURVEYOR


OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWS: 6-30-2025



0' 300'
SCALE: 1" = 300'



CITY OF MONMOUTH
B.212, P.695

JONES TRUST
INSTR. NO.
2014-003756

JONES TRUST
INSTR. NO.
2014-003756

JONES TRUST
INSTR. NO.
2014-003756

CORVALLIS ROAD

51'

1,619'

1,845'

766'

51'

SOUTHERN
PACIFIC RAILROAD

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWALS: 6-30-2025

PROPOSED ANNEXATION AREA

EXHIBIT A, Page 2

IN THE NORTH 1/2 OF SECTION 33,
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: MAY 14, 2025

SURVEYED FOR: CITY OF INDEPENDENCE



FFN SURVEYING

7230 3rd Street SE #145, Turner, OR 97392
P: (503) 558-3330 E: info@ffnsurveying.com

JOB NO.
23-477

SHEET
1/1

Fred Evander

From: Carter Craig <ccraig@ci.monmouth.or.us>
Sent: Tuesday, August 19, 2025 10:08 AM
To: Fred Evander
Cc: David Karr; Suzanne Dufner; RUSSELL COOPER
Subject: City of Monmouth Testimony RE AX 2025-02

Hello,

Thank you for sending notice of AX 2025-02. The City of Monmouth would like to submit the following comment for the record:

The City of Monmouth has a significant water transmission line located along an east to west alignment through this parcel approximately 10 feet from the northern property line. The City of Monmouth considers this line to be critical infrastructure and is interested in working with the landowner to protect this water transmission line in the long term.

Thank you,
Carter

--

Carter D Craig (he/him)
Community Planner I
City of Monmouth
(503)751-0148 (x1148) | ccraig@ci.monmouth.or.us



CITY OF INDEPENDENCE MEMORANDUM

TO: Mayor and City Council
FROM: City Manager Kenna West
MEETING DATE: August 26, 2025
SUBJECT: Council Bill #2025-07 for AX | 2025-02,
Annexation and Rezone of Portion of Old
Inman-Poulsen Timber Company Right-of-
Way

☐ Information Only

☒ Action Requested

Statement of Issue: The City Council is being asked to consider an annexation and zone change for a portion of the Old Inman-Poulsen Timber company rail right-of-way.

A public hearing on the matter is scheduled for the August 26, 2025 Council meeting. Following the hearing, the Council may take action on Council Bill #2025-07.

Background and Discussion:

The proposal would annex a fee-simple portion of the city-owned, former rail line for the Inman-Poulsen Timber Company. The city annexed a part of the right-of-way (along the Willamette River) in 2009 and annexed a second part of the property in May 2025. This proposal would annex the relatively small part of the property (between Corvallis Road and the Southern Pacific Railroad right-of-way) that remains under county jurisdiction. To see a map of the area, please see Attachment A of the Staff Report.

With the annexation of the property, the land would be rezoned as Mixed-Density Residential (MX). The property is expected to include the extension of Mountain Fir Avenue (or a part of the shared use path that is expected to be located next to the road) in the future.

Fiscal Impact: None.

Options:

- A. Make a motion to approve CB #2025-07 as submitted.
- B. Make a motion to approve CB #2025-07 with amendments.
- C. Take no action.

Recommendation/Suggested Motion:

Staff recommends approval of Option A.

1st MOTION: "I move to read the proposed Ordinance, Council Bill #2025-07 in full as the text is contained in the Council packet, for the first time."

Should the motion pass unanimously, a second motion would be in order:

2nd MOTION: "I move to read the proposed Ordinance, Council Bill #2025-07 for the second time by title only."

Should the motion pass, a third motion would be in order:

3rd MOTION: "I move to adopt the proposed Ordinance, Council Bill #2025-07."

Attachments:

1. Council Bill #2025-07, with Exhibit A (Staff Report).

Memo prepared by Fred Evander, Planning Manager

**BEFORE THE CITY COUNCIL OF THE CITY OF INDEPENDENCE
STATE OF OREGON, COUNTY OF POLK**

An Ordinance Annexing the 50-foot-
wide former rail right-of-way for the
Inman-Poulsen Timber Company
and Rezoning the Property]

Council Bill #2025-07

ORDINANCE NO. 1627

WHEREAS, pursuant to ORS 222.111(2) and the City’s Development Code Sections 11.002(D) and 12.005, the City of Independence (“City”) initiated the annexation and redesignation/rezone of a portion of the 50-foot-wide former rail right-of-way for the Inman-Poulsen Timber Company between Corvallis Road and the Southern Pacific rail right-of-way (“Subject Property”) by Resolution #25-1636 on July 8, 2025; and

WHEREAS, the Subject Property, more particularly described in the legal description and map attached as Exhibit A, is an existing city-owned fee-simple property; and

WHEREAS, the Property is: (1) located within the City of Independence Urban Growth Boundary; and (2) designated as Urban Reserve on the Polk County Comprehensive Plan Map and as Suburban Residential in the Polk County Zoning Code; and

WHEREAS, the request is to: (1) annex the Subject Property into the City of Independence; and (2) apply the City Comprehensive Plan designation of Residential and Zoning of Mixed-Density Residential (MX) to the Property; and

WHEREAS, the Subject Property is contiguous to the City of Independence City boundary, as required by ORS 222.111(1); and

WHEREAS, the city provided notice of the annexation and rezone hearing to the Department of Land Conservation and Development on July 14, 2025 and

WHEREAS, notice of the hearing was published in the local newspaper, twice, on July 30 and August 6, 2025; and

WHEREAS, on August 26, 2025, the City Council conducted a properly noticed public hearing that met the requirements of ORS 222.120(3), at which time interested parties and the general public had an opportunity to present and be heard on the matter; and

WHEREAS, at the close of the public hearing, the City Council determined that the evidence and argument presented in the public hearing and on the record showed that the requested annexation and redesignation/rezone complied with all applicable provisions of the City of Independence Development Code and state law, as explained in the findings contained in the Staff Report attached as Exhibit B;

NOW, THEREFORE, THE CITY OF INDEPENDENCE DOES ORDAIN AS FOLLOWS:

Section 1. Annexation. The Subject Property described in Exhibit A, attached hereto and incorporated herein by this reference, is hereby declared annexed to the City of Independence.

Section 2. Redesignation. The Subject Property described above, and as more particularly described in Exhibit A, is hereby redesignated from Polk County Future Land Use – Urban Reserve, to City – Future Land Use – Residential. The Independence Comprehensive Plan Future Land Use map is hereby amended to conform to the changes enacted by this Ordinance.

Section 3. Rezoning. The Subject Property described above, and as more particularly described in Exhibit A, is hereby rezoned from Polk County Suburban Residential to City Mixed-Density (MX) zoning. The Independence Zoning Map is hereby amended to conform to the changes enacted by this Ordinance.

Section 4. Findings. The City of Independence hereby adopts the above recitals, and the findings contained in the Staff Report, attached hereto as Exhibit B and incorporated herein by this reference, as the basis for this decision to annex the Subject Property.

Section 5. Recordation. The City Recorder is hereby authorized and directed to: (1) make and submit to the Secretary of the State of Oregon, the assessor of Polk County, the County Clerk of Polk County, and the Department of Revenue, State of Oregon, a certified copy of this Ordinance; (2) provide notice of the final adoption of this annexation Ordinance to the subject parcel property owners, anyone who participated in the public hearing, and anyone who requested notice of this decision; and (3) provide notice to public utilities as directed by ORS 222.005.

Section 6. The Ordinance shall take effect 30 days after second reading and final passage, and the annexation will be effective on the same date, unless a later date is required pursuant to ORS 222.040.

READ for the first time: _____
READ for the second time: _____
APPROVED by Council: _____
SIGNED by the Mayor: _____

ATTEST:

Kate Schwarzler, Mayor

Myra Russell, City Recorder

EXHIBIT A
Page 1

A unit of land situated in the north one-half of Section 33, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being a 50.00 foot wide strip of land lying west of Corvallis Road and east of the Southern Pacific Railroad right of way, and more particularly described as follows:

Beginning on the east line of said Southern Pacific Railroad right of way, at a point which bears 21.22 feet northerly and 766 feet easterly of the northeast corner of Mountain Fir Avenue;

thence, going easterly approximately 1,619 feet to the west line of said Corvallis Road;

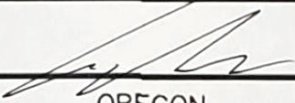
thence, going southerly along the west line of said Corvallis approximately 51 feet;

thence, going westerly approximately 1,645 feet to the east line of said Southern Pacific Railroad right of way;

thence, going northerly along said Southern Pacific Railroad right of way approximately 51 feet to the Point of Beginning.

The above described strip of land is also shown as Parcel 4 (2) on Polk County Survey Number 15812.

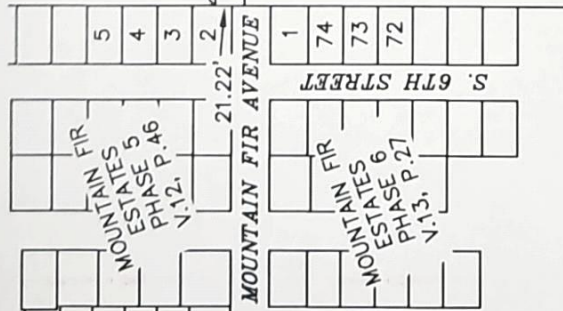
REGISTERED
PROFESSIONAL
LAND SURVEYOR


OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWS: 6-30-2025



0' 300'
SCALE: 1" = 300'



CITY OF MONMOUTH
B.212, P.695

766'

51'

SOUTHERN
PACIFIC RAILROAD

JONES TRUST
INSTR. NO.
2014-003756

JONES TRUST
INSTR. NO.
2014-003756

1,619'

1,845'

JONES TRUST
INSTR. NO.
2014-003756

CORVALLIS ROAD

51'



PROPOSED ANNEXATION AREA

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWALS: 6-30-2025

EXHIBIT A, Page 2

IN THE NORTH 1/2 OF SECTION 33,
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: MAY 14, 2025

SURVEYED FOR: CITY OF INDEPENDENCE



FFN SURVEYING

7230 3rd Street SE #145, Turner, OR 97392
P: (503) 558-3330 E: info@ffnsurveying.com

JOB NO.
23-477

SHEET
1/1



INDEPENDENCE

Oregon's Story Begins Here

TYPE III ANNEXATION AND ZONE CHANGE (FILE NO. AX | 2025-02) STAFF REPORT

MEETING DATE:	August 26, 2025
RECOMMENDATION:	APPROVE
FILE NUMBER:	AX 2025-02
APPLICANT:	City of Independence
REQUEST:	Annex Portion of the Old Inman-Poulsen Rail Right of Way into the City of Independence. Designate the property as Residential in the Independence Comprehensive Plan and Mixed-Density Residential (MX) on the Independence Zoning Map.
PROPERTY:	Part of Old Inman-Poulsen Railroad Right-of-Way (Taxmap: 8.4.33, Taxlot: 201)
FUTURE LAND USE:	Existing: County – Urban Reserve Proposed: City – Residential
ZONING:	Existing: County – Suburban Residential (SR) Proposed: City – Mixed Density Residential (MX)
CRITERIA:	Oregon State Planning Goals Independence Comprehensive Plan Independence Development Code (IDC) -Subchapter 11: Administration -Subchapter 12: Zone Changes and Plan Amendments -Subchapter 14: Annexation
CONTENTS:	I. Background and Process II. Agency and Public Comments III. Potential Council Actions IV. Staff Findings – Oregon State Planning Goals V. Staff Findings – Intergovernmental Agreement Between Polk County and the City of Independence VI. Staff Findings – Independence Comprehensive Plan VII. Staff Findings – Independence Development Code
ATTACHMENTS:	A. Proposed Annexation (2 pages) B. Property Description and Map (2 pages)

I. BACKGROUND AND PROCESS

This proposal looks to annex a fee-simple portion of the city-owned, former rail line for the Inman-Poulsen Timber Company. The city annexed a part of the right-of-way (along the Willamette River) in 2009 and annexed a second part of the property in May 2025. This proposal would annex the relatively small part of the property (between Corvallis Road and the Southern Pacific Railroad right-of-way) that remains under county jurisdiction. Attachments A and B provide a depiction of the land.

With the annexation of the property, the land would be rezoned to Mixed-Density Residential (MX). The property is expected to include the extension of Mountain Fir Avenue (or a part of the shared use path that is expected to be located next to the road) in the future.

II. AGENCY AND PUBLIC COMMENTS

To offer notice for the annexation, the city mailed details of the proposal to individuals within 250 feet of the property on August 6, 2025. The city additionally posted notice of the proposed change:

- On the Independence website.
- On the Department of Land Conservation and Development PAPA website.
- On the subject property.
- At the Independence Civic Center, Independence Library and Independence Heritage Museum.

No public comments have been received about the proposal as of the date of this staff report.

III. POTENTIAL COUNCIL ACTIONS

Based on the findings below, the Council may:

- Close the hearing and consider a Council Bill to approve the application.
- Modify the proposal.
- Request additional information.
- Deny the proposal.

IV. STAFF FINDINGS – OREGON STATE PLANNING GOALS

Annexations and changes to the Independence Comprehensive Plan and Zoning Map are required to meet the Oregon State Planning Goals. Among these goals include provisions related to Citizen Involvement (Goal 1), Land Use Planning (Goal 2), Housing (Goal 10), Public Facilities (Goal 11), Transportation (Goal 12) and Urbanization (Goal 14), which together are implemented through measures such as the Independence Comprehensive Plan and Development Code. Combined, these goals seek to:

- Involve citizens in the planning process. (see Goal 1)
- “Provide and encourage a safe, convenient and economic transportation system.” (see Goal 12)
- “Provide for an orderly and efficient transition from rural to urban land use.” (see Goal 14)
- “Accommodate urban population and urban employment inside urban growth boundaries.” (see Goal 14)

This annexation and zone change addresses these goals.

The proposed annexation would bring the city-owned land into Independence and allow the city to work to eventually construct the road/pathway expected for the area. This roadway/pathway is a key component of long-range city plans including the Parks and Open Space Master Plan and the Transportation System Plan, and having the land in Independence allows the city to design, review and construct the future road/path in accordance with adopted plans and standards.

Given these considerations, the proposal helps to promote the orderly development of the Independence Urban Growth Boundary and is consistent with the Oregon State Planning Goals.

V. STAFF FINDINGS – INTERGOVERNMENTAL AGREEMENT BETWEEN POLK COUNTY AND THE CITY OF INDEPENDENCE

Annexation of property must additionally be consistent with the intergovernmental agreement between Polk County and the City of Independence for the management of the Independence unincorporated Urban Growth Boundary. Per the agreement, the city and county agree that “the type and form of development within urbanizable areas is to be guided by the municipality’s adopted land use and growth management plans” (see Policy 5), though Polk County retains “responsibility for land use decisions and actions affecting the urbanizable area until such time as annexation to the city occurs” (see Policy 6). The tension between these policies is a key reason to annex the facility.

Under the agreement, the county makes decisions about the design of roads and paths based on city standards, so long as the facilities remain under county jurisdiction. This approach requires the county to use and interpret the city development standards and runs the risk that key standards (such as the depth of rock on which a facility is built or the width of the sidewalk/path) are misinterpreted or an unnecessarily duplicative review occurs. Annexation of the road/path will ensure that the road/path is designed, reviewed and constructed using city standards.

VI. STAFF FINDINGS - INDEPENDENCE COMPREHENSIVE PLAN

Proposals for annexation and Comprehensive Plan/Zoning Map changes must additionally be considered using the goals and policies of the Independence Comprehensive Plan. Analysis of the annexation and redesignation/rezone, considering these goals and policies, is presented below.

Land Use

GOAL: To encourage efficient land use, maintain land use designations appropriate to the character of Independence and meet future land use needs.

Staff Response: The Land Use Element of the Independence Comprehensive Plan looks to encourage efficient land use, and to promote the zoning of land consistent with adopted Comprehensive Plan designations. This annexation and zone change meets these intents.

The property associated with the old Inman-Poulsen railroad would be designated Residential and zoned Mixed-Density Residential (MX). Roads and paths are allowed within the zone, so long as the facilities are developed in conformance with the Independence Transportation System Plan.

Urbanization

GOAL: To provide for an orderly and efficient transition from rural to urban land.

Staff Response: The Urbanization Element of the Independence Comprehensive Plan promotes the orderly and efficient transition of properties from rural to urban land use. Key policies to implement this goal look:

- To promote coordination with Polk County to manage the Urban Growth Boundary.
- To annex land in a manner that is consistent with the Comprehensive Plan and any concept plans adopted for the area.

This proposal effectively addresses these policies. The proposal allows the city to have authority over the land and to guide the design and construction of Mountain Fir Avenue (and its associated path connection) as new development occurs in the area. This approach allows the orderly and efficient transition of land from rural to urban land use.

Transportation

...

Staff Response: The Transportation System Plan seeks:

- To “develop and maintain a transportation system that is consistent with the community vision of a vibrant, historic, riverfront, full-service community” (see Goal 1)
- To “support the development and implementation of transportation solutions that are future focused” (see Goal 5)
- To “maintain the financial stability of the city” (see Goal 6)

The proposed annexation and rezone supports these intents.

The annexation allows the city to have jurisdiction over a key roadway that is needed to implement the Transportation System Plan as development occurs in south Independence. Control over this roadway eliminates the possibility of potentially duplicative reviews for future development of the road/path, anticipates future growth, and is fiscally responsible, ensuring that the city manages the review and construction of any improvements to the facility. City jurisdiction over the road/path additionally ensures that construction of the facility meets city standards and minimizes the confusion (and cost) that may result from having another jurisdiction review an Independence project.

Given these considerations, the proposed annexation supports the community vision, is future focused, and is fiscally responsible. These goals are achieved.

V. STAFF FINDINGS - INDEPENDENCE DEVELOPMENT CODE

The proposed annexation and rezone are lastly subject to the standards in the Independence Development Code. The proposal is considered a Type III action under Independence Development Code Section 11.002(C). The action requires a quasi-judicial review by the City Council, without a review by the Independence Planning Commission. Standards for the decision are presented in Subchapter 11 (Administrative Provisions), Subchapter 12 (Zone Changes and Plan Amendments) and Subchapter 14 (Annexations). These standards are presented below.

Independence Development Code - Subchapter 11: Administrative Provisions

Staff Response: The application to annex and rezone the property associated with the old Inman-Poulsen railroad is subject to ORS 222.170 and is considered a Type III action in the Independence Development Code. The application requires a Public Hearing and decision by the Independence City Council.

At the meeting of July 8, 2025, the City Council elected to dispense with sending the question to the electors of the city and directed staff to provide notice of the public hearing. Following that decision, the city published a notice of the hearing twice in the Polk County Itemizer-Observer, posted the notice in four locations in the city (the project site, the Civic Center, the library and Heritage Museum), and sent the notice to property owners within 250 feet of the property on August 6, 2025. Given these items, the standards in Subchapter 11 and ORS 222.170 are met.

No written comments have been sent as of the date of this Staff Report.

Independence Development Code - Subchapter 12: Zone Changes and Plan Amendments

12.005 Initiation of a Zone Change or Plan Amendment

A zone change or plan amendment may be initiated in any one of the following ways:

- A. The City Council may initiate such action by resolution. The resolution shall be forwarded to the City Manager, who shall set a date for a public hearing before the Planning Commission and give notice of such hearing as provided in this ordinance.
- B. The Planning Commission may initiate such action by resolution. The resolution shall be forwarded to the City Manager, who shall set a date for a public hearing before the Planning Commission and give notice of such hearing as provided in this ordinance.
- C. A property owner may initiate such action by petition for the owner's own property.

Staff Response: The City of Independence started this action by Resolution 25-1636. The joint annexation and rezone will be processed as a Type III decision with no Planning Commission review per IDC 11.002(C)(3). Criteria A is met.

12.010 Zone Change and Plan Amendment by Petition

Any property owner may initiate a zone change or plan amendment for the property that he or she owns by submitting to the City Recorder a petition bearing the following:

...

Staff Response: The City of Independence submitted the necessary paperwork, property information and suggested changes that are necessary to process a future land use change/rezone. The proposal looks to annex a part of the old Inman-Poulsen railroad right-of-way and to rezone the property as Mixed-Density Residential (MX). As part of the project, the county Comprehensive Plan map and zoning classifications would no longer apply to the site and the city Residential Future Land Use and Mixed-Density Residential (MX) Zoning classifications would replace the designations. Given these considerations, this standard is achieved.

...

12.020 Action by the City Council

Upon receipt of a recommendation from the Planning Commission for any zone change or plan amendment, the City Council shall hold a public hearing. The City Council shall base its decision upon the findings, conclusions and recommendations reached by the Planning Commission unless, by a preponderance of the evidence, it finds facts and reaches conclusions different from those reached by the Planning Commission. All zone changes or plan amendments shall be based on written findings. Any zone change or plan amendment shall be by ordinance. Any denial of a request for a zone change or plan amendment shall be by resolution.

Staff Response: No Planning Commission review is needed for the annexation and redesignation/rezone request per IDC Section 11.002(C)(3). Any City Council decision on the proposal will be supported by written findings, and any adoption of the change will be supported by an ordinance.

12.025 Standards for Zone Changes

No zone change shall be approved by the Planning Commission or enacted by the City Council unless it conforms to the Comprehensive Plan, including the Transportation System Plan, and at least one of the following standards is met:

- A. The zoning on the land for which the zone change is initiated is erroneous and the zone change would correct the error;
- B. Conditions in the neighborhood surrounding the land for which the zone change is initiated have changed to such a degree that the zoning is no longer appropriate and the zone change would conform to the new conditions of the neighborhood;
- C. There is a public need for land use of the kind for which the zone change is initiated and that public need can best be met by the zone change.

Staff Response: The annexation of the roadway/path property is a future focused, fiscally responsible approach that ensures that transportation facilities in the Urban Growth Area are constructed following city standards.

The annexation helps:

- To ensure that the construction of the road/path is completed to city public works, transportation plan, and development code standards.
- To streamline the process for future development of the road and eliminate any duplication that may occur from two agencies reviewing a future project.

Given these items, the annexation would address Criteria C above. This standard is met.

Independence Development Code - Subchapter 14: Annexation

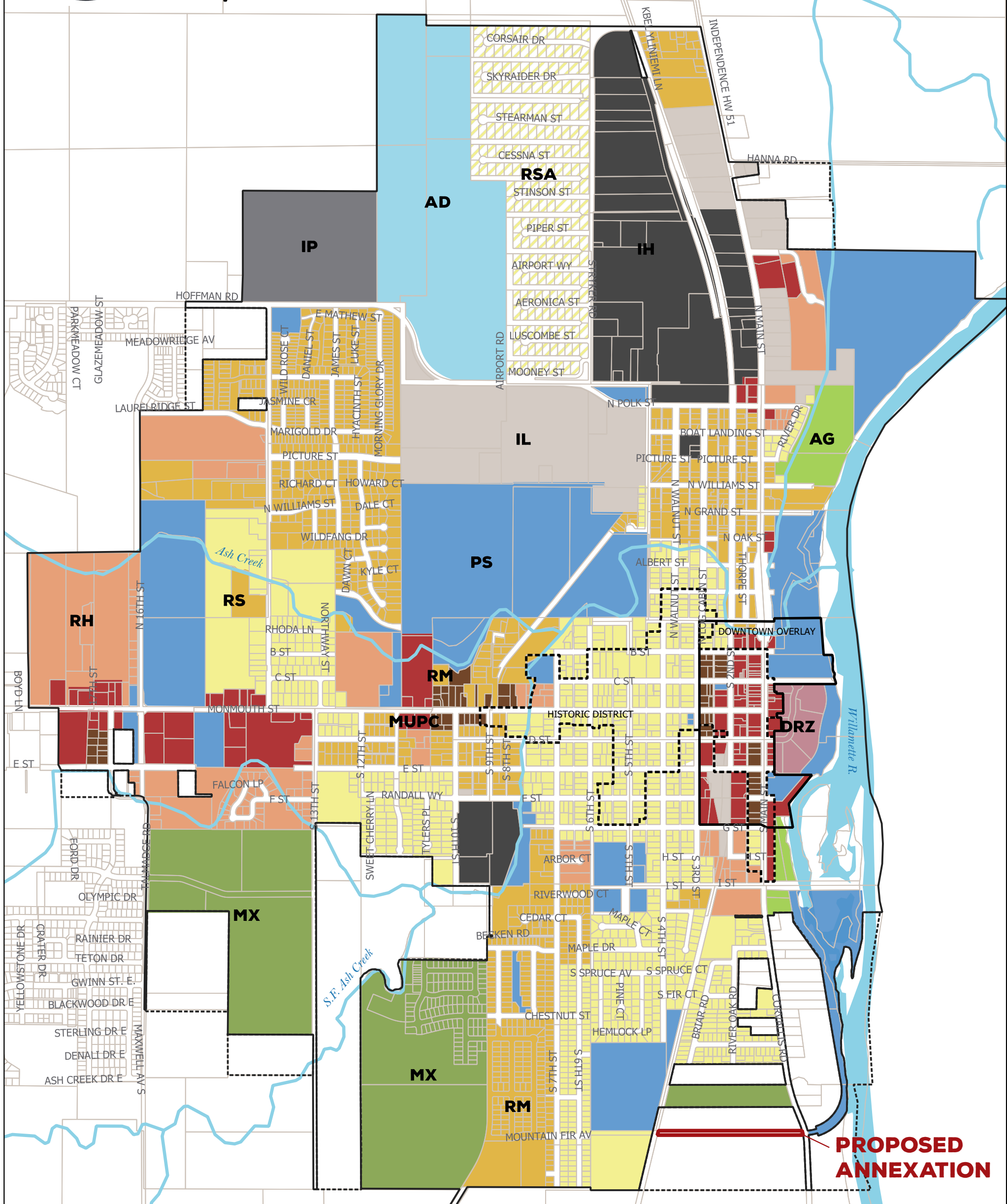
14.030 Master Plan Requirement for Southwest Independence Concept Plan Area

...

Staff Response: Subchapter 14 of the Independence Development Code deals with annexations in the Southwest Independence Concept Area. The road/path proposed to be annexed is outside the Southwest Concept area. This standard is achieved.

CITY OF INDEPENDENCE

Proposed Annexation



ZONE

- | | | | | | |
|--|---|---|--------------------------------|---|-----------------------|
|  | Low-Density Residential (RS) |  | MUPC-Transitional (MUPC-T) |  | Public Service (PS) |
|  | Medium-Density Residential (RM) |  | Downtown Riverfront Zone (DRZ) |  | City Limits |
|  | High-Density Residential (RH) |  | Light Industrial (IL) |  | Urban Growth Boundary |
|  | Residential Single-Family Airpark Overlay (RSA) |  | Heavy Industrial (IH) |  | Downtown Overlay |
|  | Mixed Residential (MX) |  | Industrial Park (IP) |  | Historic District |
| | |  | Airport District (AD) | | |

PROPOSED ANNEXATION

Portion of Old Inman-Poulsen Timber Right-of-Way

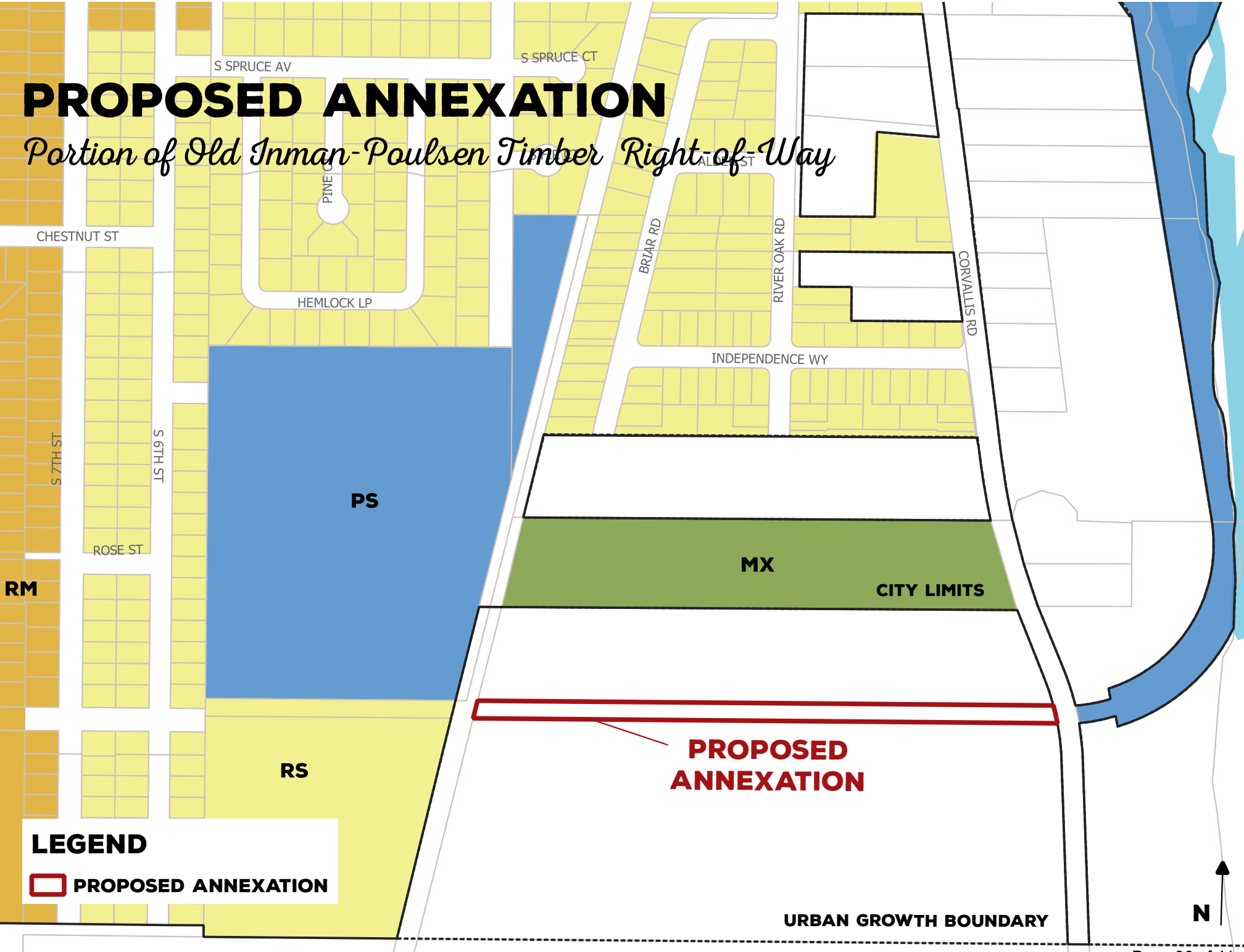


EXHIBIT A
Page 1

A unit of land situated in the north one-half of Section 33, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being a 50.00 foot wide strip of land lying west of Corvallis Road and east of the Southern Pacific Railroad right of way, and more particularly described as follows:

Beginning on the east line of said Southern Pacific Railroad right of way, at a point which bears 21.22 feet northerly and 766 feet easterly of the northeast corner of Mountain Fir Avenue;

thence, going easterly approximately 1,619 feet to the west line of said Corvallis Road;

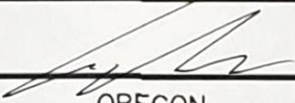
thence, going southerly along the west line of said Corvallis approximately 51 feet;

thence, going westerly approximately 1,645 feet to the east line of said Southern Pacific Railroad right of way;

thence, going northerly along said Southern Pacific Railroad right of way approximately 51 feet to the Point of Beginning.

The above described strip of land is also shown as Parcel 4 (2) on Polk County Survey Number 15812.

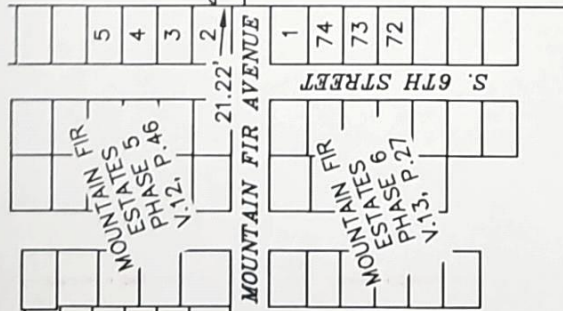
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RENEWS: 6-30-2025



0' 300'
SCALE: 1" = 300'



CITY OF MONMOUTH
B.212, P.695

766'

JONES TRUST
INSTR. NO.
2014-003756

SOUTHERN
PACIFIC RAILROAD

1,619'

JONES TRUST
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1,845'

JONES TRUST
INSTR. NO.
2014-003756

CORVALLIS ROAD

51'



PROPOSED ANNEXATION AREA

REGISTERED
PROFESSIONAL
LAND SURVEYOR

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SEPTEMBER 12, 2017
STEVEN LEE HOWELL
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RENEWALS: 6-30-2025

SURVEYED FOR: CITY OF INDEPENDENCE



FFN SURVEYING

7230 3rd Street SE #145, Turner, OR 97392
P: (503) 558-3330 E: info@ffnsurveying.com

JOB NO.
23-477

SHEET
1/1

EXHIBIT A, Page 2

IN THE NORTH 1/2 OF SECTION 33,
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON

DATE: MAY 14, 2025

Management Team Notes
Wednesday, August 13, 2025

Present: Myra, Amy, Emmanuel, Fred, Patrick, Trevor, Jason, Kenna, Rob, Gerald, Amanda, Shawn

- Pending agenda review.

Trevor:

- Chief Banuelos is out this week
- Lt. Gilbert is out this week and next
- One applicant that was partially through the process is no longer in the process. However, we have another applicant currently in the background process and yet another who is in discussions with Chief Banuelos to potentially move to backgrounds.

Fred:

- Walking Tours – Holding two walking tours (open to Council, Commission and community members) in August:
 - Thursday, August 14 (4:30 pm) – The tour on Thursday August 14th will explore some of the housing types in Independence. The tour will meet at 4:30 pm at Main and C Streets.
 - Thursday, August 28 (4:30 pm) – The tour on Thursday August 28th will explore the Independence Historic District. The tour will meet at 4:30 pm at Main and C Streets and Amy Christensen, Museum Curator at the Independence Heritage Museum, will help lead the walk.
- Infill Housing Project – Starting initial outreach. Will put out a video for the project soon.
- Planning Commission – Preparing for the Planning Commission meeting on September 8th. The meeting will include a Public Hearing on revisions to the mobile vending/food truck standards and an initial consideration of code amendments to address recent changes to state law.
- City Council – Preparing for a Public Hearing on an annexation of City-owned land on August 26th.
- Historic Preservation Commission – Cancelled the Historic Preservation Commission meeting for August.
- Reviewing various other projects.

Amy:

- This weekend is the Wings over the Willamette event at Independence State Airport. The museum designed three popup history panels that will be displayed at the event and will then be displayed in the museum starting August 20.
- Also on August 20, the new Victorian Parlor exhibit is set to open!
- Our museum intern and volunteers have been hard at work researching local veteran history to update the military exhibit. This project is part of the Braemar Charitable Trust grant, and new exhibit panels are currently being developed as a part of this grant as well.
- The Community Services Advocacy Committee met again this Monday.
- Plans are actively underway for The Wall That Heals and Hop and Heritage events. The museum is chairing the Volunteer Committee for The Wall and organizing the Heritage Stage for Hop and Heritage. Presenters have been confirmed, and history popups are in development.
- A 360-degree tour of the museum was recently filmed. Details are being organized to complete the project in the coming weeks!
- A new educational resource for local schools is in development. An early draft was sent to an Independence Elementary School teacher this week for feedback and approval, with more resources to follow.
- Donations have been secured to extend the museum intern's position for another month. I will get the funding to finance as soon as possible.

Patrick:

- Summer reading ends this Friday. Kid's Carnival today had about 300 people attend. Thanks to Fred, Myra, Amanda, and Rob for stopping by to see the fun and pitch in!
- The library will be closed on Fridays beginning in September. We will work with Jason to make sure the IT needs for folks working from home are met, and Emmanuel to make sure the messaging gets broadcast far and wide.
- Coding is returning. While not yet finalized, the library was accepted into the Experience CS Curriculum and is planning to run a coding program for youth grades 3-8 this fall. More info to come soon!

Myra:

- Agenda website almost ready to go live to public. Probably next week after I'm back. Still working out some kinks, but seems promising
- Will be out of the office Thursday August 14-Monday August 18. Will be unreachable Thursday afternoon to Sunday (no cell service) Will be in town Monday if needed.

Emmanuel:

- Working on curators corner
- Working on infill housing video
- Working on wall that heals promotion
- 60 second council
- polk fire newsletter and comms
- Newsletter week

Jason:

- Conducting final interviews for the new IT position on Friday.
- Final shipment of replacement workstations arrived for the Windows 11 upgrade project.

Shawn:

- Summer Series going well - last show Friday (Ac/DC) and movie the 29th (wonka) . Much better attendance than last year -a little worried about possible rain Friday.
- Fiesta is next weekend - will have a smaller military helicopter landing as part of the event.
- Shakespeare in the park is coming together - rehearsal Labor Day weekend, performances 9/4-6 promo is going out now.
- Realtor solicitation is out - hope to get that nailed down soon and properties listed
- Working on a recruitment for an industrial company to relocate to Independence.
- Still talking with Y about indy days
- RDI reached out about a less intensive community leadership program. Learning more tomorrow.
- Childcare Business Development program - spanish cohort of 14 (13 independence residents) graduated Saturday. English cohort kicks off next week.

Rob:

- Our Intern has agreed to accept a one-year limited duration position as an accountant in the Finance Department.
- Scheduling with departments to discuss fees and charges and related cost of services.
- Changes in payroll and AP deadlines internally to provide more structure

+ Urban Renewal Agency Meeting, NEEDED		+ Urban Renewal Agency Meeting, if needed	
AUG 12, 2025 - 6:30 PM		AUG 26, 2025 - 6:30 PM	
Agenda items due: Noon, 08/6/2025		Agenda items due: Noon, 05/20/2025	
» Public Hearing Mt. Fir Annexation (Continued to Aug 26) » Public Hearing Pre-application (Evander) » Q4 Financials (Moody) » Extension of Independence Days Ad Hoc Committee (West) » » » » Liaison Reports: Library Board, Museum Board » and Continuum of Care » Minutes/Misc Corresp/Notes/PAC		» URA Worksession Indy Landing Prop (Irvine/West) » Trolley Work Session (West) » Public Hearing Mt. Fir Annexation (Evander) » Council Bill Mt. Fir (Evander) » Trolley IGA (West) » » » » »	
+ Urban Renewal Agency Meeting, if needed		+ Urban Renewal Agency Meeting, if needed	
SEP 9, 2025 - 6:30 PM		SEP 23, 2025 - 6:30 PM	
Agenda items due: Noon, 09/03/2025		Agenda items due: Noon, 09-17-2025	
» Mayor Kate out » Resolution: pub records request update contact info » » » » » » » Liaison Reports: Traffic Safety, Historic Preservation, » and Planning Commission » Minutes/Misc Corresp/Notes/PAC		» » » Work Session- Mobile Vending (Evander) » » » » » » » »	
OCT 14, 2025 - 6:30 PM		OCT 28, 2025 - 6:30 PM	
Agenda items due: Noon, 10/08/2025		Agenda items due: Noon, 10/22/2025	
» » Public Hearing: Mobile vending (Evander) » Council Bill: Mobile Vending (Evander) » Ad Hoc Board recommendation (West) » MINET Presentation? » SDC Revision » » Liaison Reports: MINET, Parks Board, » and Independence Days Commission » Minutes/Misc Corresp/Notes/PAC		» » Work Session-Council Procedure-Council Bills, Public Hearing (West) » » » » » » » »	
+ Urban Renewal Agency Meeting, if needed		+ Urban Renewal Agency Meeting, if needed	
Future Items: Update Fee Schedule (Events fees - parks) Franchise Agreements (updates ongoing) Resolution: Purchasing Authority (West) Code Change-HB3395 (Evander) Work Session-Dusk to Dawn Dec Financial audit Pres CDBG Fair Housing Resolution (Irvine) Future Council Work Sessions: URA Followup (Moody) Future PW Agenda Items: Code and Utility Billing		City Council Liaisons: Historic Preservation Commission: Councilor Morton Planning Commission: Councilor Martin-Willis Independence Days Commission: Councilor Boisvert Library Board: Councilor Boisvert Museum Advisory Board: Councilor Morton Parks Board: Councilor Roden MINET: Councilor Sorce Traffic Safety Commission: Councilor Roden Continuum of Care: Councilor Corr	