



City of Independence

Agenda

City Council Meeting

Tuesday, May 27, 2025 @ 6:30 PM

Civic Center - Council Chambers

(See page 2 of agenda for meeting attendance information)

	Page
1. CALL TO ORDER	
2. ROLL CALL	
3. MINUTES	
3.1. Regular Meeting	3 - 8
05-13-2025	
4. VISITORS / PUBLIC COMMENTS	
5. REPORTS / PRESENTATIONS	
5.1. Mayor	
5.2. City Manager	
6. UNFINISHED BUSINESS	
6.1. Council Bill 2025-03, to Annex Certain Rights-of-Way into the City of Independence (<i>Evander</i>)	9 - 39
Staff Report	
Council Bill 2025-03	
Exhibit A	
Exhibit B	
7. NEW BUSINESS	
7.1. Public Hearing LA 2025-02, Change to Zoning Map White Oak Circle and Gun Club Road (<i>Evander</i>)	41 - 55
Staff Report	
Public Comment: Fair Housing Council of Oregon	
7.2. Council Bill 2025-05, Change to Zoning Map White Oak Circle and Gun Club Road (<i>Evander</i>)	57 - 76
Staff Report	
Council Bill 2025-05	
Exhibit A	
Exhibit B	
7.3. Liquor License Application: Costa de Oro (<i>Gilbert</i>)	77 - 81
Staff Report	
Application: Costa de Oro	

7.4.	Proposed Resolution 25-1632, Requesting Polk County to Surrender Jurisdiction to City Over Certain County Roadways (Irvine) Staff Report Corvallis Rd Exhibit 6th St Exhibit Resolution 25-1632	83 - 98
8.	COUNCIL ANNOUNCEMENTS	
9.	GENERAL INFORMATION	
9.1.	Management Team Notes 05-14-2025	99 - 101
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 05-14-2025	103
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/81442379988?pwd=gLtpV0BmeApvaGx2jivlfqUELeW5hc.1>
- To participate in the meeting **by phone**, dial **US: +1-253-215-8782** and enter **Webinar ID: 814 4237 9988** and **Passcode: 762852**

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, May 13, 2025

1. **CALL TO ORDER.** The meeting was called to order at 6:30pm in the council chambers by Mayor Kate Schwarzler. *Unbeknownst to City Recorder and Council at meeting start, livestream did not have audio for first 2.5 minutes, through Roll Call and approval of minutes. Brief pause while audio issue was diagnosed, approximately 10 minutes.*

2. **ROLL CALL.**

Mayor Schwarzler present

Council Present: Shannon Corr
Marilyn Morton
Kathy Martin-Willis
Bill Boisvert
Dawn Roden
Evan Sorce

Council Absent: None

City Staff Present: Kenna West, City Manager
Rob Moody, Finance Director
Myra Russell, City Recorder
Fred Evander, City Planner
Gerald Fisher, Public Works Director
Lyle Gilbert, Police Lieutenant
Juventino Banuelos, Police Chief

3. **MINUTES.** The minutes of the April 8, 2025, regular session and April 22, 2025, work session, were submitted in the agenda packet.

ACTION:

Councilor Morton moved to approve April 8, 2025, regular session minutes as received. Second by Councilor Martin-Willis. Roll call vote. Motion passed 6-0-0:

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

NAYS: None

ABSTENTIONS: None

Councilor Corr moved to approve April 22, 2025, work session minutes as received. Second by Councilor Martin-Willis. Roll call vote. Motion passed 6-0-0:

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

Roden, Sorce
NAYS: None
ABSTENTIONS: None

Audio issue fixed before Public Comment

4. **VISITORS / PUBLIC COMMENTS.**

4.1. Vickie McCubbin, The Wall that Heals. Information on wall coming in September.

5. **REPORTS / PRESENTATIONS.**

5.1. Mayor Schwarzler: Life jacket kiosk installation. Touch-a-truck event last Saturday. Public service week at City Hall last week and National Police week this week. Wrapping up Budget. LOC round table.

5.2. City Council Liaison Reports

5.2.1 Library Board: Councilor Boisvert. Did not attend the last meeting, will update next time.

5.2.2 Museum Board: Councilor Morton. Museum meets tomorrow, will report later.

5.2.3 Continuum of Care: Councilor Corr. 3 meetings in the last 4 weeks. Point in time count with formal report coming out. Will come back to council with report.

5.3. City Manager West: \$8,000 grant to museum to fund intern and for military exhibit. \$34,539.00 grant from Missing Middle Housing Fund for zoning navigation tools to support housing development and planning. \$100,000 grant to complete surveys to design and construct wastewater pump station.

6. **UNFINISHED BUSINESS**

6.1. Council Bill 2025-04, to Annex and Designate 8.9 Acres at 6675 Corvallis Road, located west of the Southern Pacific Railroad, along with a portion of the 50-foot right of way located directly north of the property. The first reading of the bill was done on April 8. Bill comes back for second reading tonight. Evander presented information as submitted in the staff report. Councilor Martin-Willis asked if the property owner had requested this annexation. Evander confirmed. Councilor Roden asked about public comment. Evander said there was some at the public hearing but none since then.

2nd MOTION: Councilor Martin Willis moved to read the proposed Ordinance, Council Bill #2025-04, for the second time by title only; Councilor Morton seconded. Discussion. Motion passed 6-0-0:

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

NAYS: None

ABSTENTIONS: None

Recorder Russell read the title of the proposed ordinance, Council Bill #2025-04.

3rd MOTION: Councilor Morton moved to adopt the proposed Ordinance, Council Bill #2025-04; Councilor Corr seconded. Discussion: Motion passed 6-0-0:

AYES: Corr, Morton, Martin-Willis, Boisvert, Roden, Sorce
NAYS: None
ABSTENTIONS: None

Russell announced the council bill passed and will be assigned to ordinance number 1624

6.2. Public Hearing AX|2025-01, Annexation of Certain Rights-of-Way into the City of Independence. Hearing reconvened from Public Hearing on April 8, 2025. 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 6:59 pm by Mayor Schwarzler.
- Staff Report as submitted in the agenda packet was reviewed by Fred Evander, Planning Manager. Annexation of roadways, portions of Corvallis Road, Hoffman Road and 6th St., so that the city has control of all roads in the Urban Growth Boundary. Evander addressed 4 criteria as requested by the council first part of public hearing. Addendum addressed those issues. Zone change from county zoning to city zoning. Evander talked to county assessor Patoine and was assured that annexing the road would not change taxes on the properties. Evander explained island annexation requirements. Right of way for properties would happen if that property was requested to be annexed into the city. Evander recommends approval.
- Discussion: Councilor Corr confirmed that annexation is for roadway only, no properties. Evander confirmed and explained. Discussion on 10-year effective date. Evander explained that it would not apply to road annexation but could apply in future to potential land annexation per ORS 222.750.
- Further questions from the Council. None.
- Objections or testimony received:
 - Rick Hopkins, 6275 Corvallis Rd. Written comment in opposition submitted before hearing.
- Public Testimony:
 - Rick Hopkins, 6275 Corvallis Rd. Opposes annexation. Concerns for west side of road annexation.
 - Michelle & Shawn Lewis 6240 Corvallis Road. Michelle spoke on concerns about potential forced island annexation issues in the future.
 - Phil Strom, Salem, OR. Opposes annexation. Brought up questions related to transportation system plan; part of the comprehensive plan related to annexation.
 - Eric Hill, 6485 Corvallis Road. Opposes annexation. Concerned about future property annexation by what has happened in the past.
- Discussion: Evander and Fisher responded to testimony. Councilors discussed and wanted the public concerns to be on record for any future potential land annexation.
- Hearing closed at 7:57 PM.

ACTION:

Councilor Corr moved close hearing and consider as part of a later agenda item. Councilor Morton seconded. Discussion: Councilor Roden wants to wait to give people more opportunities to speak.

Roll call vote. Motion passed 5-1-0:

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

NAYS: Roden

ABSTENTIONS: None

7. **NEW BUSINESS**

7.1. Council Bill 2025-03, to Annex Certain Rights-of-Way into the City of Independence. Evander and Fisher presented the staff report as submitted in agenda packet. This item is the council bill related to the previous public hearing.

1st MOTION: Councilor Morton moved to approve Council Bill 2025-03 to adopt AX 2025-01, the text of which is contained in the Council packet and read the proposed Ordinance for the first time; Councilor Corr seconded. Discussion: Councilor Roden asked about CB 2025-03 vs AX 2025-01. Recorder explained one is annexation number one is council bill number.

Roll call vote. Motion passed 5-1-0:

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

NAYS: Roden

ABSTENTIONS: None

Recorder Russell read the title of the proposed ordinance, Council Bill #2025-03. 2nd Motion will come back at May 27th City Council Meeting.

7.2. Liquor License Application, Change of Ownership: Grocery Outlet. LT. Gilbert presented information as submitted in the agenda packet. Change of ownership, the new owner also owns Dallas Grocery Outlet. No concerns by police department. Staff recommends approval.

ACTION:

Councilor Roden moved to recommend approval of the above liquor license request. Councilor Boisvert seconded. Discussion: Councilors are sad to see owners retire.

Roll call vote. Motion passed 6-0-0:

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

NAYS: None.

ABSTENTIONS: None

7.3. Liquor License Application, Change of Ownership: A1 Market. LT. Gilbert presenting information as submitted in the agenda packet. Change of ownership. No concerns by police department. Staff recommends approval.

ACTION:

Councilor Roden moved to recommend approval of the above liquor license request. Councilor Sorce seconded. Discussion: None.

Roll call vote. Motion passed 6-0-0:

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

NAYS: None.

ABSTENTIONS: None

7.4. Q3 Financial Report. Moody presented Q3 financial information as submitted in agenda packet. Public Safety fee being collected as expected. Addressed technical compliance issues identified in audit. Touched on processes the finance department will use to fix these issues. Provided debt summary to summarize original amount of debt, principal/interest payments and ending balance for June 2025. Summary of interfund loans. Summary of MINET receivables. They are making their debt service payments as scheduled.

7.5. Contract Award: Lagoon 1 Biosolids removal. Fisher presented information on awarding the biosolids removal contract. This is to remove biosolids from Lagoon 1 that haven't been cleaned out in 50 years.

ACTION:

Councilor Roden moved to award the biosolids removal contract to American Process Group in the amount of \$2,794,878.97 and authorize the City Manager execute the contract and any change orders within the approved budget. Councilor Sorce seconded. Discussion: How quickly will this happen? The process should start July 14 and be done by the end of September.

Roll call vote. Motion passed 6-0-0:

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

NAYS: None.

ABSTENTIONS: None

7.6. Creation of ad hoc board for Independence Days. West presented information regarding the creation of an ad hoc board to decide the future of Independence Days. The board consists of 3 councilors and 2 community members to work on solution for the future of Independence Days. Councilor Boisvert asked if Courtney Williams would be involved. West said board will have access to all staff involved in Independence Days.

ACTION:

Councilor Sorce moved that the Council adopt Resolution #25-1631 approving the formation of the Ad Hoc Board for Independence Days as proposed and confirm the mayor's recommended appointments. Councilor Boisvert seconded.

Discussion: Sorce hopes the public gets involved to find solutions to the problem

Roll call vote. Motion passed 6-0-0:

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

NAYS: None.

ABSTENTIONS: None

8. COUNCIL ANNOUNCEMENTS

8.1 Councilor Roden went to Touch-a-truck and had an amazing experience.

8.2 Councilor Morton: Friday June 13 Last Day of school event put on by IDA. Lots of giveaways for kids.

- 8.3. Councilor Boisvert promoted Percy Jackson play at CHS this Thursday, Friday and Saturday.
- 8.4. Councilor Martin-Willis provided more information on the Wall that Heals. QR code on posters to volunteer, sponsor and donate.
- 8.5. Mayor Schwazler promoted WOU Block party this Saturday and AAPI celebration in Monmouth city park.

9. **GENERAL INFORMATION.** Items submitted here in the packet are for information only; no action was required by city council.
10. **ADJOURNMENT.** With no further business to come before the council, Mayor Schwarzler adjourned the meeting at 8:30 pm.

MAYOR KATE SCHWARZLER

ATTEST:

Myra Russell, City Recorder



CITY OF INDEPENDENCE MEMORANDUM

TO: Mayor and City Council
FROM: City Manager Kenna West
MEETING DATE: May 27, 2025
SUBJECT: Council Bill #2025-03 to Annex Certain Rights-of-Way into the City of Independence

☐ Information Only

☒ Action Requested

Statement of Issue

Annexation of portions of various roadways (identified in Exhibit A of the attached Council Bill 2025-03) into the City of Independence.

Background

The City of Independence initiated the annexation of portions of various roadways as identified on Exhibit A of attached Council Bill 2025-03. A redesignation/rezone of the rights-of-way would accompany the annexation.

A public hearing was properly noticed and held on April 8, 2025 and continued to May 13, 2025. Following the hearing, the City Council passed a first reading of the Council Bill. A second reading of the annexation and redesignation/rezone is now ready for Council consideration.

Discussion

The City of Independence initiated the annexation of portions of various roadways identified on Exhibit A of the attached Council Bill 2025-03. These include portions of Corvallis Road and Hoffman Road, as well as a portion of the old 6th Street. The annexation is proposed in part to start a process to conduct a jurisdictional transfer of county roads to city jurisdiction.

The transfer is intended to:

- Ensure that the construction or reconstruction of roads is completed to city public works, transportation master plan, and development code standards when development happens along the roadways; and
- Streamline the process for property owners to make improvements to the roads that front their properties---of note, currently some of the roadways currently have portions in both the city and the county and any improvement projects will require the approval of both the jurisdictions unless this annexation is approved; and
- Allow the city to control the speed limits and set specific speed safety zones, such as zones for parks, businesses, and schools.

If the annexation is approved, the city would have jurisdiction over all roadways within the Independence Urban Growth Boundary except for OR-51. The Oregon Department of Transportation would retain jurisdiction over the entirety of OR-51.

The annexation is primarily meant to ensure consistent management and improvement of rights-of-way in the Independence Urban Growth Area.

Recommendation/Suggested Motion

I move to read the proposed Ordinance, Council Bill 2025-03 for the second time by title only.

If this motion passes a third motion would be order as follows:

I move to adopt the proposed Ordinance, Council Bill 2025-03

Attachments: Council Bill 2025-03 with attachments

Prepared by Fred Evander, Community Planner
Revised and approved by Kenna West, JD, City Manager

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

An Ordinance Declaring Roadways	]	
Annexed to the City of Independence,	]	Council Bill #2025-03
and Stating an Effective Date	]	

ORDINANCE NO. 1623

WHEREAS, pursuant to ORS 222.111(2) and the City’s Development Code Sections 11.002(C) and 12.005, the City of Independence (“City”) initiated the annexation of portions of various roadways identified on Exhibit A (“Subject Properties”) on February 11, 2025; and

WHEREAS, the Subject Properties are existing County roads, located within the City of Independence’s Urban Growth Boundary; and

WHEREAS, the Subject Properties are either within or contiguous to the City of Independence City boundaries, as required by ORS 222.111(1); and

WHEREAS, the Subject Properties are designated Urban Reserve on the Polk County Comprehensive Plan Map and Suburban Residential in the Polk County Zoning code; and

WHEREAS, the request is to annex the Subject Properties into the City of Independence and apply the City Comprehensive Plan designation and City Zoning of Undesignated to the Subject Properties;

WHEREAS, on February 13, 2025, the city provided notice of the annexation hearing to the Department of Land Conservation and Development; and

WHEREAS, notice of the annexation hearing was published in the local newspaper, twice, on March 12 and March 19, 2025; and

WHEREAS, on April 8, 2025 and May 13, 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 be heard, and reviewed the record and recommendations of staff; 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 of the Subject Properties 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 hereto as Exhibit B and incorporated herein by this reference;

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

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

Section 2. Redesignation and Rezoning. The Subject Properties, with the exception of those properties that currently have City zoning, are hereby redesignated and rezoned from Polk County Urban Reserve and Suburban Residential to City Undesignated. All official maps of the City are hereby amended to conform to the changes enacted by this Ordinance.

Section 3. 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 Properties.

Section 4. 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 5. 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

A unit of land situated in the south one-half of Section 28 and the north one-half of Section 33, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being a portion of Corvallis Road lying south of I Street, and more particularly described as follows:

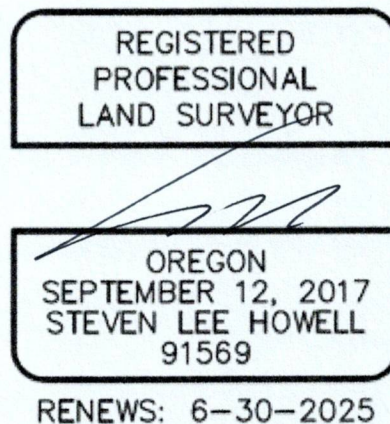
Beginning at the southwest corner of Parcel 2 of Partition Plat 2001-0014, Polk County Plat Records, being also on the east line of said Corvallis Road;

thence, going southerly along the east line of said Corvallis Road approximately 3,150 feet to the existing Urban Growth Boundary;

thence, going westerly along said Urban Growth Boundary approximately 60 feet to the west line of said Corvallis Road;

thence, going northerly along the west line of said Corvallis Road approximately 3,150 feet to a point which bears west of the Point of Beginning;

thence, going east approximately 60 feet to the Point of Beginning.





SCALE: 1" = 100'

INDEPENDENCE MHP LLC
INSTR. NO.
2020-000630

PARCEL 2
P.P. 2001-0014

PARCEL 1
P.P. 2008-0017

SCHROEDER
INSTR. NO.
2018-010905

PARCEL 2
P.P. 2007-0011

PARCEL 2
P.P. 2008-0017

PARCEL 3
P.P. 2007-0011

SHARR
INSTR. NO. —
2016-007421

DOROTHY
INSTR. NO.
2009-006394

GREEN
INSTR. NO.
2018-006856

RIVER OAK ROAD

3,150'

3,150'

4

3

RIVER OAK
SUBDIVISION
V.10, P.50

2

1

CAUDILLO
INSTR. NO.
B.350, P.2255

LEWIS
INSTR. NO.
2005-016574

GRAHAM TRUST
INSTR. NO.
2016-014476

PART PARCEL 1
P.P. 1990-008

PARCEL 1
P.P. 2007-0041

SEE SHEET 2



PROPOSED
ANNEXATION AREA

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWS: 6-30-2025

EXHIBIT B

IN THE S. 1/2 OF SECTION 28
& THE N. 1/2 OF SECTION 33
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: NOVEMBER 25, 2024

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
1/3



SCALE: 1" = 100'

PARCEL 2 P.P. 1990-008

SEE SHEET 1

PARCEL 1
P.P. 2007-0041

PARCEL 2
P.P. 2007-0041

PARCEL 3
P.P. 2007-0041

PARCEL 3
P.P. 1990-008

PARCEL 2
P.P. 2001-0001

PARCEL 1
P.P. 2001-0001

FRY/HARTWIG
B.279, P.149

MCCALLEY
INSTR. NO.
2000-02234

FRY/HARTWIG
B.223, P.1494

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWS: 6-30-2025

CABLE
INSTR. NO.
2021-008882

3,150'

3,150'

LOVELESS TRUST
INSTR. NO.
2022-009051

42

43

TITUS TRUST
B.324, P.1499

INDEPENDENCE
WAY

50

51

52

FREEDOM ESTATES
V.12, P.31

56

57

MCMULLEN
INSTR. NO.
2020-012228

BROWN
B.362, P.1698

TRACT A

SEE SHEET 3

EXHIBIT B

IN THE S. 1/2 OF SECTION 28
& THE N. 1/2 OF SECTION 33
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: NOVEMBER 25, 2024

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
2/3



SCALE: 1" = 250'

SEE SHEET 2

HILL
B.227,
P.1931

BROWN
B.362, P.1698

MC MULLEN
INSTR. NO.
2021-007276

CAVENDER
INSTR. NO.
2019-003056

CARR
INSTR. NO.
2004-015271

JONES
INSTR. NO.
2014-003756

JONES
INSTR. NO.
2014-003756

MOUNTAIN FIR AVENUE

CORVALLIS ROAD
3.150'
3.150'

JONES
INSTR. NO.
2014-003756

JONES
INSTR. NO.
2014-003756

ROWE TRUST
INSTR. NO.
2018-010242

60'

MC FARLIN
INSTR. NO.
2020-016738



PROPOSED ANNEXATION AREA

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWES: 6-30-2025

EXHIBIT B

IN THE S. 1/2 OF SECTION 28
& THE N. 1/2 OF SECTION 33
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: NOVEMBER 25, 2024

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
3/3

EXHIBIT A

A unit of land situated in the northwest one-quarter of Section 20, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being a portion of Hoffman Road lying westerly of North Gun Club Road, and more particularly described as follows:

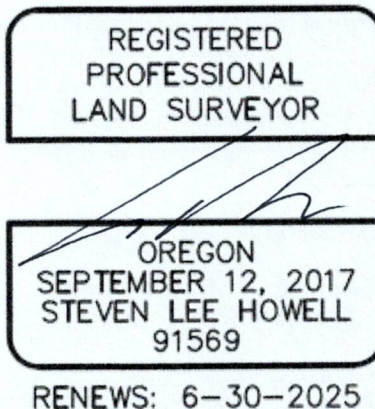
Beginning at the northeast corner of Parcel 1 of Partition Plat 2002-0030, Polk County Records, being coincident with the south line of said Hoffman Road;

thence, going northerly approximately 70 feet to the north line of said Hoffman Road, being coincident with the southeast corner of that property conveyed to Sterling Acres LLC by Instrument Number 2023-002070, Polk County Deed Records;

thence, going easterly along the north line of said Hoffman Road approximately 888 feet to the Urban Growth Boundary;

thence, going southerly along said Urban Growth Boundary approximately 70 feet to a point of curvature on the south line of said Hoffman Road, being coincident with the north line of that property conveyed to Mezdag by Instrument Number 2023-001498, Polk County Deed Records;

thence, going westerly along the south line of said Hoffman Road, approximately 894 feet to the Point of Beginning.





0' 150'
SCALE: 1" = 150'

B.P.O.E. #1950
B.168, P.717

UNITED STATES
OF AMERICA
B.137, P.320

PARCEL 2
P.P. 2011-0016

STERLING ACRES LLC
INSTR. NO.
2023-002070

888'

HOFFMAN ROAD

894'

70'

GUN CLUB ROAD

PARCEL 1
P.P. 2002-0030

MESDAG
INSTR. NO.
2023-001498

MESDAG
INSTR. NO.
2023-001498

FITTERER/OLOF
INSTR. NO.
2005-003104

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWALS: 6-30-2025

PROPOSED ANNEXATION AREA



EXHIBIT B

IN THE NW 1/4 OF SECTION 20
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: JANUARY 31, 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

A unit of land situated in the southwest one-quarter of Section 28, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being the west 33 feet of Lots 10, 11, 12 and 22 of HILL PARK ADDITION NO. 3, recorded in Volume 6, Page 29, Polk County Book of Town Plats, a portion of Unimproved 6th Street lying south of Maple Drive and a portion of that property conveyed to Central School District 13J by Book 336, Page 2235, Polk County Records, and further described as follows:

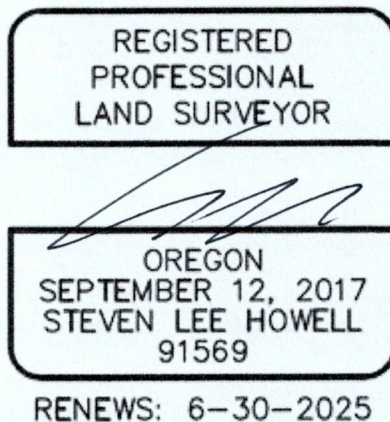
Beginning at the southwest corner of Lot 8 of said HILL PARK ADDITION NO. 3;

thence, going westerly along the south line of said HILL PARK ADDITION NO. 3 approximately 33 feet to the west line of said HILL PARK ADDITION NO. 3, being coincident with the east line of MOUNTAIN FIR ESTATES, recorded in Volume 11, Page 05, Polk County Book of Town Plats;

thence, going northerly along the east line of said MOUNTAIN FIR ESTATES approximately 616 feet to the northeast corner thereof;

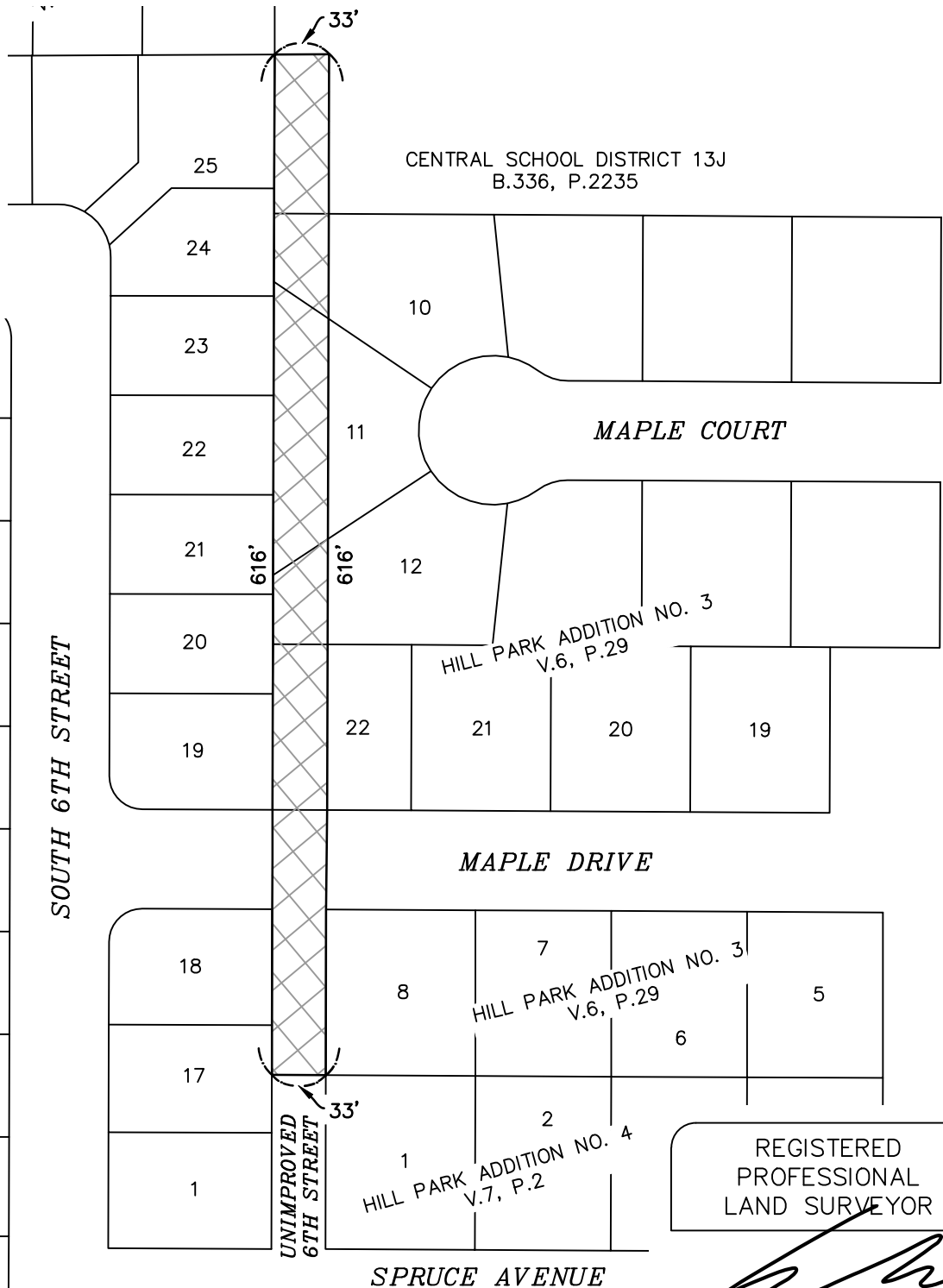
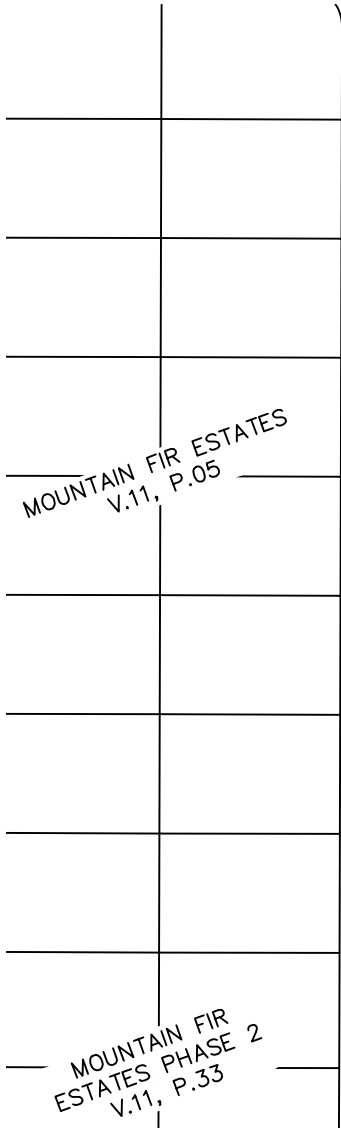
thence, going easterly approximately 33 feet to a line parallel with and 33 feet easterly of the west line of said HILL PARK ADDITION NO. 3;

thence, going southerly along said parallel line approximately 616 feet to the Point of Beginning.





SCALE: 1" = 100'



PROPOSED ANNEXATION AREA

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWS: 6-30-2025

EXHIBIT B

IN THE SW 1/4 OF SECTION 28
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON

DATE: JANUARY 31, 2025

SURVEYED FOR: CITY OF INDEPENDENCE



FFN SURVEYING

Page 20 of 108

2301 S 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

BTYP III ANNEXATION AND ZONE CHANGE (FILE NO. AX | 2025-01) STAFF REPORT

MEETING DATE:	April 8, 2025
RECOMMENDATION:	APPROVE
FILE NUMBER:	AX 2025-01
APPLICANT:	City of Independence
REQUEST:	Annex Certain Rights-of-Way into the City of Independence. No New Comprehensive Plan Future Land Use Designation or Zoning would be Established for the Rights-of-Way
PROPERTY:	Portions of Corvallis and Hoffman Roads. Also, a portion of the old 6th Street.
FUTURE LAND USE:	Existing: County – Future Land Use: Urban Reserve Proposed: City - Undesignated
ZONING:	Existing: County – Suburban Residential (SR) Proposed: City – No New Future Land Use/Zoning Proposed
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. Recommended Conditions of Approval IV. Potential Council Actions V. Staff Findings – Oregon State Planning Goals VI. Staff Findings – Independence Comprehensive Plan VII. Staff Findings – Independence Development Code
ATTACHMENTS:	A. Rights of Way Proposed to be Annexed (1 page) B. Legals of Proposed Annexations (8 pages)

I. BACKGROUND AND PROCESS

This application seeks to annex three rights of way into the City of Independence. These rights-of-way include portions of Corvallis Road and Hoffman Road, as well as a portion of the old 6th Street. Attachment A provides a depiction of the rights-of-way.

The annexation is proposed in part to start a process to conduct a jurisdictional transfer of county roads to city jurisdiction. The transfer is intended:

- To ensure that the construction or reconstruction of roads is completed to city public works, transportation master plan, and development code standards when development happens along the roadways.
- To streamline the process for property owners to make improvements to the roads that front their properties (some of the roadways have portions in both the city and the county and any improvement projects would require the approval of both the jurisdictions).
- To allow the city to control the speed limits and set specific speed safety zones, such as zones for parks, businesses, and schools.

In short, the change is primarily intended to ensure the consistent management and improvement of rights-of-way in the Independence Urban Growth Area.¹

If the annexation is approved, the city would have jurisdiction over all roadways within the Independence Urban Growth Boundary except for OR-51. The Oregon Department of Transportation would retain jurisdiction over the entirety of OR-51.

II. AGENCY AND PUBLIC COMMENTS

To provide notice of the annexation, the city sent out notice to individuals within 250 feet of each of the roadway segments on March 12, 2025. No official public comments were provided regarding the application as of the date of this staff report, though several individuals did ask staff about the annexation.

III. POTENTIAL COUNCIL ACTIONS

Based on the findings below, the Council may:

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

¹ In making these changes, the City has also proposed the annexation of a small part of the old 6th Street right-of-way, a portion of which has existing City zoning. Four of the properties along the former right-of-way are partially in the City and partially in the County. Any permits to develop the land would additionally require the approval of both agencies.

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:

- Assure that citizens are involved 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 has been pursued with these provisions in mind.

The proposed annexation would allow the City of Independence to control the bulk of the roads in the Urban Growth Boundary, which would streamline the review of projects and ensure that future development meets city standards (ensuring an orderly and efficient transition of the Urban Growth Boundary from rural to urban land use). The proposal would also limit the possibility that both the County and the city would have to conduct separate reviews for projects. For example, with the existing city boundary, roads such as Corvallis Road have small strips of land that are within the city limits, and larger strips that are within the unincorporated Urban Growth Boundary. Given the configuration, an applicant is required to get approval from both the City of Independence and Polk County for an improvement to the roads. The proposed annexation would make the city solely responsible for the facilities.

Given these items, the proposal would help to promote the orderly development and maintenance of roads in the Independence Urban Growth Boundary and be consistent with the Oregon State Planning Goals.

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

Annexation of property is additionally required to 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 would “retain responsibility for land use decisions and actions affecting the urbanizable area until such time as annexation to the city occurs” (see Policy 6). The inherent tension between these policies is a fundamental reason to annex the facilities.

Under the agreement, the county makes decisions about the design of roads based on city standards, so long as the roadways remain under county jurisdiction. This framework 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 the road is built, the width of a sidewalk, or the placement of a pipe) are overlooked as part of the review. If a standard is missed, the improved roadway will not conform to city standards and the city will be forced to either annex a substandard road, pay to improve the road (to meet city standards), or elect to not annex the facility because of the cost to improve the street.

To limit the possibility of errors, the proposed annexation will put the roadways completely under the jurisdiction of the city and ensure that all future plan review and inspections are conducted by the City of Independence.

VI. STAFF FINDINGS - INDEPENDENCE COMPREHENSIVE PLAN

Proposals for annexation and Comprehensive Plan/Zoning Map changes must additionally be considered following the goals and policies of the Independence Comprehensive Plan. An analysis of the annexation and redesignation/rezone, considering these 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 seeks to encourage efficient land use, and zone land consistent with Comprehensive Plan designations. This annexation and zone change meets these intents.

Corvallis Road and Hoffman Road (as well as the undesignated portion of the old 6th Street right-of-way) would not be designated with a Comprehensive Plan or zoning designation, in keeping with the historic approach of the city to the designation of roads. All future work on the facilities would occur in accordance with the road standards in the Transportation System Plan and the Public Works Design Standards.

The portion of the old 6th Street right-of-way that is designated as Low-Density Residential (RS) would retain the existing zoning.

This approach would achieve this goal.

Urbanization

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

Staff Response: Goals and policies related to Urbanization in the City of Independence seek to promote the orderly and efficient transition of properties from rural to urban land use. Key policies to implement this goal seek:

- 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 is sought to allow the city to guide the design and construction of the roads as new development occurs to ensure the orderly and efficient transition of land from rural to urban land use.

Transportation

...

Staff Response: The goals of the Transportation System Plan seek:

- 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)

This annexation supports these intents.

The proposed annexation would ensure that the city has control of roadways that are envisioned to implement the community vision in the Transportation System Plan and guarantee that the roads are built in accordance with city standards. The annexation would anticipate future development, and be fiscally responsible, ensuring that the city would manage the review and construction of any improvements to the roads. City jurisdiction over the facilities would additionally help to ensure that roads were constructed in a manner that met city standards and minimize the confusion (and cost) that may result from another jurisdiction reviewing an Independence development project.

Given these considerations, the proposed annexation would support the community vision, be future focused, and be fiscally responsible. These goals would be achieved.

V. STAFF FINDINGS - INDEPENDENCE DEVELOPMENT CODE

The proposed annexation and rezone request is considered a Type III action under the 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.

Subchapter 11: Administrative Provisions

Staff Response: The application to annex the roadways is considered a Type III action in the Independence Development Code. The application requires a Public Hearing and decision by the Independence City Council.

The annexation request is subject to ORS 222.170. At the meeting of February 11, 2025, the City Council elected to dispense with submitting the question to the electors of the city and directed staff to provide notice for a public hearing on the proposal. Following that decision, the city published notice of the hearing twice in the Polk County Itemizer-Observer, posted the notice in three locations in the city (the Civic Center, library and Heritage Museum), and sent the notice to property owners within 250 feet of the roadways on March 12, 2025. Given these items, the standards in Subchapter 11 are met.

No formal comments have been submitted as a result of the notice provided as part of the application.

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 has worked with Polk County, the existing agency in control of the rights-of-way, as part of this annexation. This standard 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 has submitted the necessary paperwork for a future land use/rezone proposal. The application would annex portions of Corvallis Road, Hoffman Road and the old 6th Street. As part of the annexation, the County Comprehensive Plan map and zoning classifications would be removed from the roadways and the City would apply an undesignated Future Land Use/Zoning classification to the roads. 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 required for the annexation and redesignation/rezone request per IDC Section 11.002(C). Any City Council decision on the proposal will be supported by written findings, and 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 roadways is intended to be a future focused, fiscally responsible approach that will ensure that roads in the Urban Growth Area are constructed in accordance with city standards.

The annexation would help:

- To ensure that the construction or reconstruction of roads is completed to city public works, transportation master plan, and development code standards when development occurs along the roadways.
- To streamline the process for property owners to make improvements to roads fronting their properties (many of the roadways currently have portions in both the city and the county and any improvement projects would require the approval of both jurisdictions).
- To allow the city to control speed limits and set specific speed safety zones, such as zones for parks, businesses, and schools.

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

Subchapter 14: Annexation

14.030 Master Plan Requirement for Southwest Independence Concept Plan Area

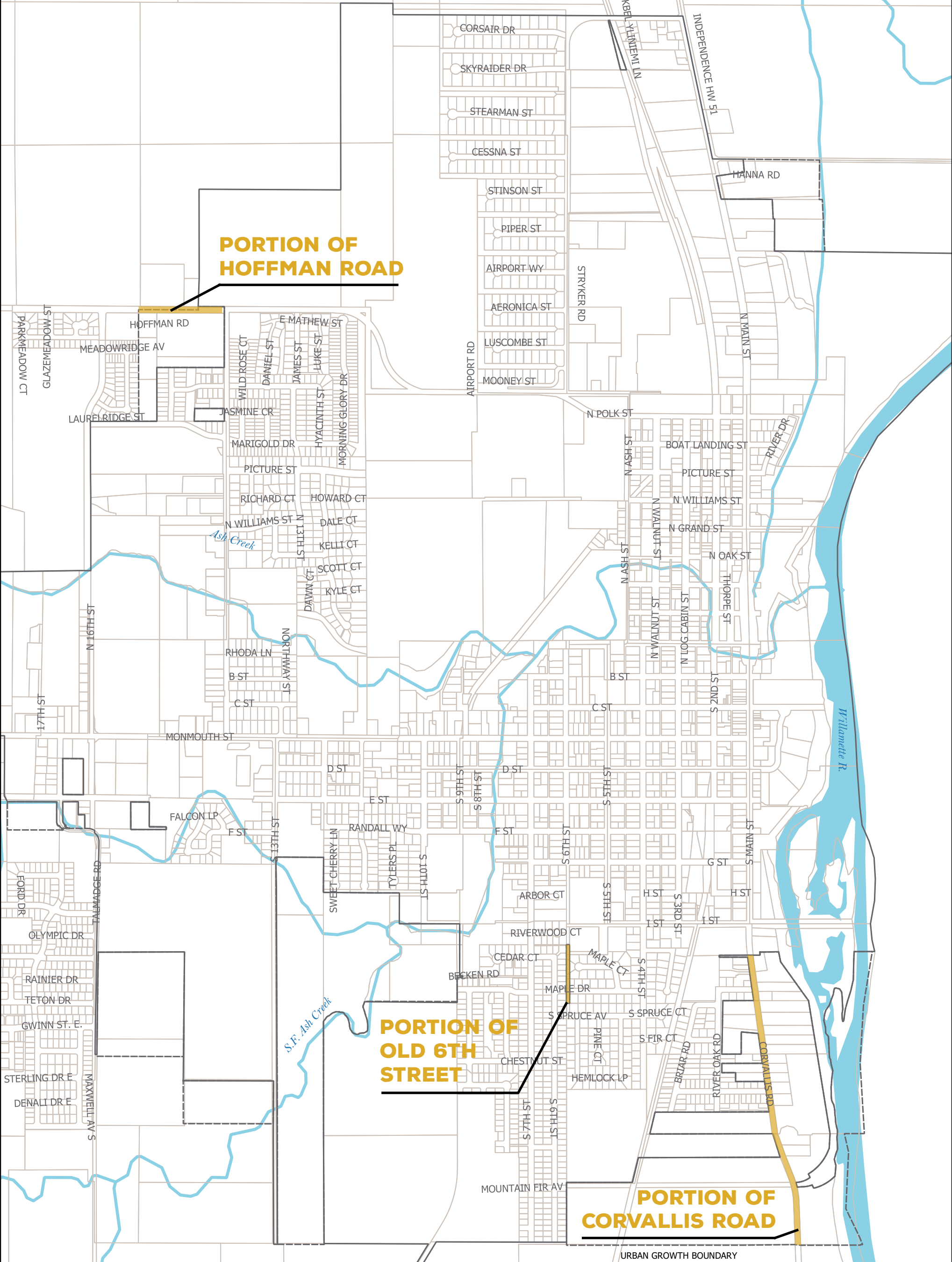
...

Staff Response: Subchapter 14 of the Independence Development Code deals with annexations in the Southwest Independence Concept Area. No roads are proposed to be annexed within the area. This standard is achieved.



CITY OF INDEPENDENCE

Proposed Right-of-Way Annexations



LEGEND

City Limits

Urban Growth Boundary

Proposed Right-of-Way Annexation

Page 28 of 103

EXHIBIT A

A unit of land situated in the south one-half of Section 28 and the north one-half of Section 33, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being a portion of Corvallis Road lying south of I Street, and more particularly described as follows:

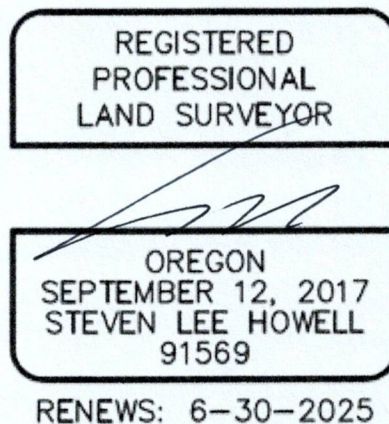
Beginning at the southwest corner of Parcel 2 of Partition Plat 2001-0014, Polk County Plat Records, being also on the east line of said Corvallis Road;

thence, going southerly along the east line of said Corvallis Road approximately 3,150 feet to the existing Urban Growth Boundary;

thence, going westerly along said Urban Growth Boundary approximately 60 feet to the west line of said Corvallis Road;

thence, going northerly along the west line of said Corvallis Road approximately 3,150 feet to a point which bears west of the Point of Beginning;

thence, going east approximately 60 feet to the Point of Beginning.





SCALE: 1" = 100'

INDEPENDENCE MHP LLC
INSTR. NO.
2020-000630

PARCEL 2
P.P. 2001-0014

PARCEL 1
P.P. 2008-0017

SCHROEDER
INSTR. NO.
2018-010905

PARCEL 2
P.P. 2007-0011

PARCEL 2
P.P. 2008-0017

PARCEL 3
P.P. 2007-0011

SHARR
INSTR. NO. —
2016-007421

DOROTHY
INSTR. NO.
2009-006394

GREEN
INSTR. NO.
2018-006856

RIVER OAK ROAD

3,150'

3,150'

4

3

RIVER OAK
SUBDIVISION
V.10, P.50

2

1

CAUDILLO
INSTR. NO.
B.350, P.2255



PROPOSED
ANNEXATION AREA

HOPKINS
B.299, P.1753

LEWIS
INSTR. NO.
2005-016574

REGISTERED
PROFESSIONAL
LAND SURVEYOR

GRAHAM TRUST
INSTR. NO.
2016-014476

PART PARCEL 1
P.P. 1990-008

PARCEL 1
P.P. 2007-0041

SEE SHEET 2

EXHIBIT B

IN THE S. 1/2 OF SECTION 28
& THE N. 1/2 OF SECTION 33
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: NOVEMBER 25, 2024

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
1/3



SCALE: 1" = 100'

PARCEL 2 P.P. 1990-008

SEE SHEET 1

PARCEL 1
P.P. 2007-0041

PARCEL 2
P.P. 2007-0041

PARCEL 3
P.P. 2007-0041

PARCEL 3
P.P. 1990-008

PARCEL 2
P.P. 2001-0001

PARCEL 1
P.P. 2001-0001

FRY/HARTWIG
B.279, P.149

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWS: 6-30-2025

MCCALLEY
INSTR. NO.
2000-02234

CABLE
INSTR. NO.
2021-008882

42

43

FRY/HARTWIG
B.223, P.1494

LOVELESS TRUST
INSTR. NO.
2022-009051

TITUS TRUST
B.324, P.1499

MCMULLEN
INSTR. NO.
2020-012228

BROWN
B.362, P.1698

INDEPENDENCE
WAY

50

51

52

FREEDOM ESTATES
V.12, P.31

56

57

TRACT A

SEE SHEET 3



PROPOSED
ANNEXATION AREA

EXHIBIT B

IN THE S. 1/2 OF SECTION 28
& THE N. 1/2 OF SECTION 33
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: NOVEMBER 25, 2024

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
2/3



SCALE: 1" = 250'

SEE SHEET 2

HILL
B.227,
P.1931

BROWN
B.362, P.1698

MC MULLEN
INSTR. NO.
2021-007276

CAVENDER
INSTR. NO.
2019-003056

CARR
INSTR. NO.
2004-015271

JONES
INSTR. NO.
2014-003756

JONES
INSTR. NO.
2014-003756

MOUNTAIN FIR AVENUE

JONES
INSTR. NO.
2014-003756

JONES
INSTR. NO.
2014-003756

ROWE TRUST
INSTR. NO.
2018-010242

60'

MC FARLIN
INSTR. NO.
2020-016738

CORVALLIS ROAD
3.150'
3.150'



PROPOSED ANNEXATION AREA

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWES: 6-30-2025

EXHIBIT B

IN THE S. 1/2 OF SECTION 28
& THE N. 1/2 OF SECTION 33
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: NOVEMBER 25, 2024

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
3/3

EXHIBIT A

A unit of land situated in the northwest one-quarter of Section 20, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being a portion of Hoffman Road lying westerly of North Gun Club Road, and more particularly described as follows:

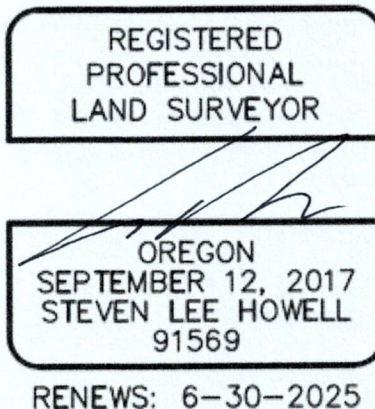
Beginning at the northeast corner of Parcel 1 of Partition Plat 2002-0030, Polk County Records, being coincident with the south line of said Hoffman Road;

thence, going northerly approximately 70 feet to the north line of said Hoffman Road, being coincident with the southeast corner of that property conveyed to Sterling Acres LLC by Instrument Number 2023-002070, Polk County Deed Records;

thence, going easterly along the north line of said Hoffman Road approximately 888 feet to the Urban Growth Boundary;

thence, going southerly along said Urban Growth Boundary approximately 70 feet to a point of curvature on the south line of said Hoffman Road, being coincident with the north line of that property conveyed to Mezdag by Instrument Number 2023-001498, Polk County Deed Records;

thence, going westerly along the south line of said Hoffman Road, approximately 894 feet to the Point of Beginning.





0' 150'
SCALE: 1" = 150'

B.P.O.E. #1950
B.168, P.717

UNITED STATES
OF AMERICA
B.137, P.320

PARCEL 2
P.P. 2011-0016

STERLING ACRES LLC
INSTR. NO.
2023-002070

888'

HOFFMAN ROAD

894'

70'

GUN CLUB ROAD

MESDAG
INSTR. NO.
2023-001498

MESDAG
INSTR. NO.
2023-001498

FITTERER/OLOF
INSTR. NO.
2005-003104

PARCEL 1
P.P. 2002-0030



PROPOSED ANNEXATION AREA

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWALS: 6-30-2025

EXHIBIT B

IN THE NW 1/4 OF SECTION 20
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: JANUARY 31, 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

A unit of land situated in the southwest one-quarter of Section 28, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being the west 33 feet of Lots 10, 11, 12 and 22 of HILL PARK ADDITION NO. 3, recorded in Volume 6, Page 29, Polk County Book of Town Plats, a portion of Unimproved 6th Street lying south of Maple Drive and a portion of that property conveyed to Central School District 13J by Book 336, Page 2235, Polk County Records, and further described as follows:

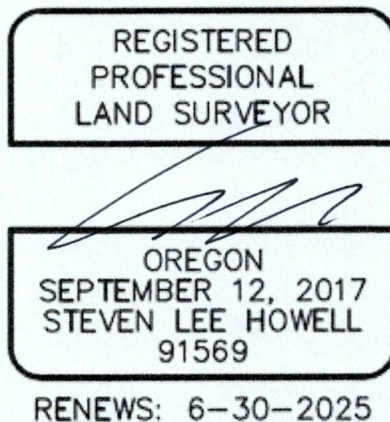
Beginning at the southwest corner of Lot 8 of said HILL PARK ADDITION NO. 3;

thence, going westerly along the south line of said HILL PARK ADDITION NO. 3 approximately 33 feet to the west line of said HILL PARK ADDITION NO. 3, being coincident with the east line of MOUNTAIN FIR ESTATES, recorded in Volume 11, Page 05, Polk County Book of Town Plats;

thence, going northerly along the east line of said MOUNTAIN FIR ESTATES approximately 616 feet to the northeast corner thereof;

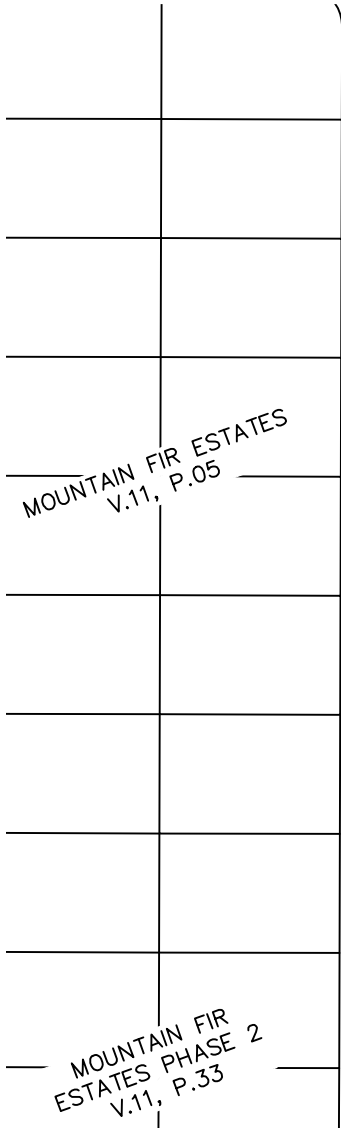
thence, going easterly approximately 33 feet to a line parallel with and 33 feet easterly of the west line of said HILL PARK ADDITION NO. 3;

thence, going southerly along said parallel line approximately 616 feet to the Point of Beginning.





0' 100'
SCALE: 1" = 100'



SOUTH 6TH STREET

CENTRAL SCHOOL DISTRICT 13J
B.336, P.2235

MAPLE COURT

HILL PARK ADDITION NO. 3
V.6, P.29

MAPLE DRIVE

HILL PARK ADDITION NO. 3
V.6, P.29

HILL PARK ADDITION NO. 4
V.7, P.2

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWS: 6-30-2025



PROPOSED ANNEXATION AREA

EXHIBIT B

IN THE SW 1/4 OF SECTION 28
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: JANUARY 31, 2025

SURVEYED FOR: CITY OF INDEPENDENCE



FFN SURVEYING

Page 36 of 108

2301 1st 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 | 2025-01) STAFF REPORT (ADDENDUM)

MEETING DATE:	May 13, 2025
RECOMMENDATION:	APPROVE
FILE NUMBER:	AX 2025-01
APPLICANT:	City of Independence
REQUEST:	Annex Certain Rights-of-Way into the City of Independence and Redesignate/Rezone the Unclassified Rights-of-Way City - Undesignated.
PROPERTY:	Portions of Corvallis and Hoffman Roads. Also, a portion of the old 6th Street.
FUTURE LAND USE:	Existing: County – Future Land Use: Urban Reserve Proposed: City – Undesignated
ZONING:	Existing: County – Suburban Residential (SR) Proposed: City – No New Future Land Use/Zoning Proposed
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. Further Information III. Potential Council Actions

I. BACKGROUND

At the meeting of April 8, 2025, the Independence City Council considered an application to annex three rights-of-way into the City of Independence. These rights-of-way include portions of Corvallis Road and Hoffman Road, as well as a portion of the old 6th Street.

II. FURTHER INFORMATION

During the meeting, the Council heard several questions about the annexation, and encouraged staff to find out additional information about the proposal. Items raised included:

- Whether the proposal included a zone change.
- Whether the road annexation would change the taxing of the neighboring properties.
- Whether the annexation would create an island that could be annexed by the City.
- Whether Corvallis Road would require additional right-of-way.

This staff report is intended to address these issues.

Zone Change. As stated during the hearing, every annexation of land into the City of Independence includes an associated zone change. The current zoning for the roadways is County – Suburban Residential. With the annexation, the Suburban Residential designation would no longer apply, as the City does not have the designation.

To match the designation of the roads in Independence, the proposed designation is City – Undesignated for Corvallis Road, Hoffman Road, and the small portion of S. 6th Street that does not have City zoning. The small portion of the old 6th Street that has City zoning would retain the current zone Low-Density Residential (RS).

Given this combined application for an annexation and zone change, the application is considered a Type III application subject to IDC 11.002(C)(3).

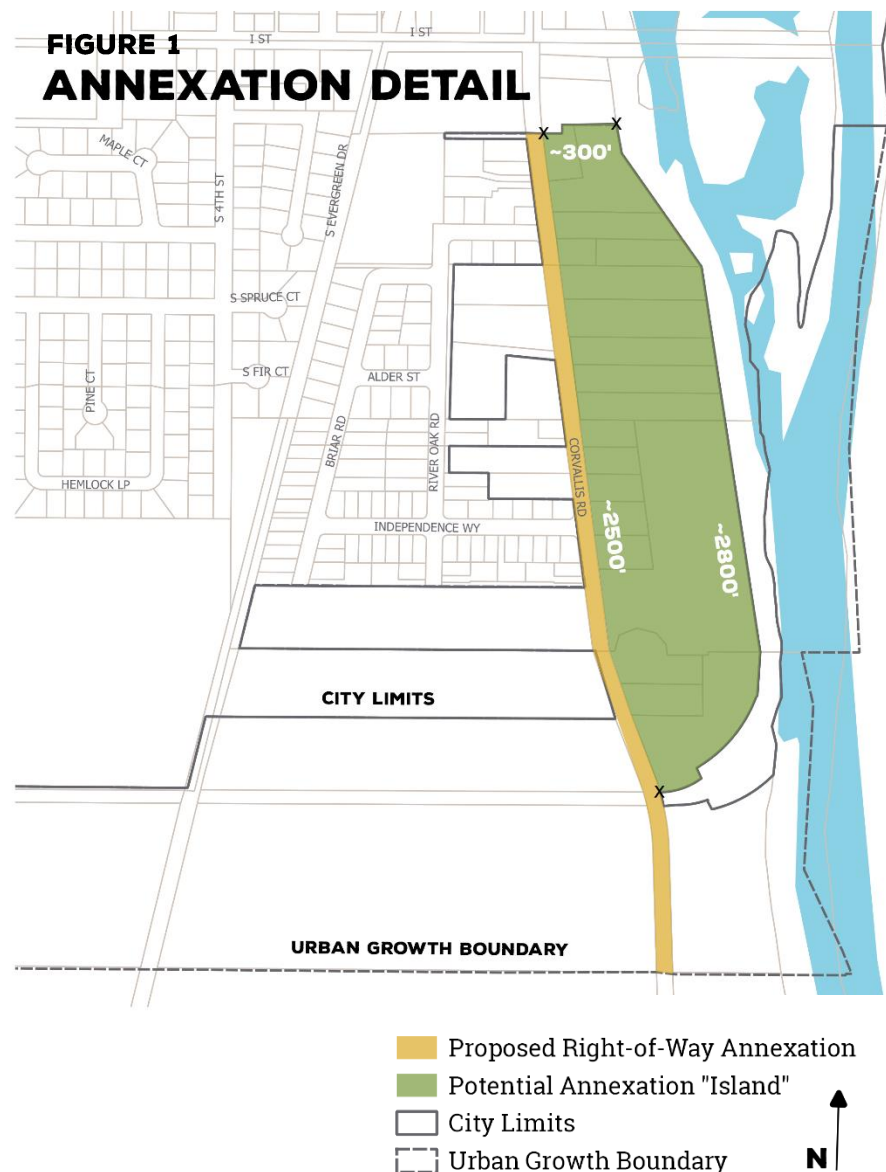
Change in Taxes. Additionally, as stated during the hearing, the annexation of the roadways would not change the tax codes (or the amount of taxes due) for the neighboring properties. This fact was confirmed by staff as part of a conversation with Polk County Assessor Valerie Patoine on April 14, 2025. The proposal would annex the roadways but would not annex the neighboring land. As such, the neighboring properties would continue to be subject to unincorporated Polk County taxes and would not be subject to city taxes.

Creation of an Island. Further, at the hearing, several residents expressed concern over whether the annexation of the road would create an “island” of property that the City could use as a basis for future annexations.

As staff stated at the hearing, “island” annexation requirements do not apply if the territory:

(a) Is surrounded entirely by water; or

(b) Is surrounded as provided in subsection (2) of this section, but a portion of the corporate boundaries of the city that consists only of a public right of way, other than Interstate Highway 5, constitutes more than 25 percent of the perimeter of the territory (see 222.750(3)).



The requirements also do not apply if the property is not surrounded by the City.

For portions of property east of Corvallis Road in particular, the City boundary that would be created by the annexation of the right-of-way would exceed the 25 percent allowance in ORS 222.750(3). The total boundary of the area would be approximately 5,600 feet, and the portion of boundary that would include Corvallis Road would be approximately 45 percent of the total (see Figure 1). Given this total, the City could not use the road annexation to trigger the “island” annexation provisions.

Right-of-Way Widths. Lastly, at the hearing, a resident expressed concern over the future width of Corvallis Road (including whether any land dedications would be required). The proposed road is classified as a Minor Arterial in the Independence Transportation System Plan and is anticipated to be 66 feet wide, except when a turn lane is required (when 74 feet is necessary). The road currently varies between 60 and 66 feet in width, and the City will require future applicants that have annexed into the city to dedicate additional right-of-way (when necessary) as part of their proposed development projects.

The current annexation would only annex the existing right-of-way and would not include any additional width from surrounding properties.

III. POTENTIAL COUNCIL ACTIONS

Based on these considerations and the findings in the original staff report, staff continue to recommend that the City Council approve of the proposal.



INDEPENDENCE

Oregon's Story Begins Here

PUBLIC HEARING CHANGE TO ZONING MAP (FILE NO. LA | 2025-02) STAFF REPORT

MEETING DATE: May 27, 2025

RECOMMENDATION: **APPROVAL**

FILE NUMBER: LA | 2025-02

RE: Public Hearing – Change to Zoning Map
White Oak Circle and Gun Club Road

CRITERIA: Oregon State Planning Goals
Independence Comprehensive Plan
Independence Development Code (IDC)
-Subchapter 10: General Provisions
-Subchapter 11: Administrative Provisions
-Subchapter 12: Zone Changes and Plan Amendments

CONTENTS:

- I. Summary
- II. What is the Problem?
- III. Proposed Rezone
- IV. Public Process
- V. Recommendation
- VI. Staff Findings – Oregon State Planning Goals
- VII. Staff Findings – Independence Comprehensive Plan
- VIII. Staff Findings – Independence Development Code

ATTACHMENTS:

- A. Proposed Map Change (Two pages)
- B. Transportation Planning Rule Analysis (Two pages)

I. SUMMARY

At the meeting of May 27, 2025, the Independence City Council will hold a public hearing to consider a change to the Independence Zoning Map.

The change would rezone four properties totaling 19.39 acres along Gun Club Road from Medium-Density Residential (RM) to High-Density Residential (RH).

II. WHAT IS THE PROBLEM?

The Independence Housing Needs Analysis recommended “identifying targeted areas to rezone for higher density housing” (see Recommendation 1 on page 21). This suggestion was offered because “there is a very small

surplus of capacity in the UGB for townhouse/plex units and multifamily units.” To address the lack of capacity, the document encouraged the city to ensure that it had adequate land zoned for at least 125% of the projected need for multifamily housing. This recommendation was reiterated in the recently adopted Housing Production Strategy.

III. PROPOSED REZONE

To address the issue (at least in part), staff suggested that the Planning Commission consider rezoning approximately 19.39 acres of land along Gun Club Road, of which 15.43 acres are occupied by the Legacy Oaks Apartments and 3.96 acres are largely vacant.

- **Legacy Oaks Apartments.** The Legacy Oaks Apartment complex includes 196 dwelling units spread across 18 two- and three-story apartment buildings. The property was constructed in 2009 and, due to the existing zoning, is considered a nonconforming use in the Medium-Density Residential (RM) Zone.
- **Remaining Acreage.** The remaining 3.96 acres are largely vacant and include a home on the westernmost portion of the site, and a small, manufactured structure near Gun Club Road.

Rezoning of the area would allow Legacy Oaks to be considered a conforming use within the zone and allow the construction of a housing type that is similar to Legacy Oaks on the remaining 3.96 acres.

The relatively vacant 3.96-acres is well-suited for multifamily development. The area is close to nearby apartment development, schools and commercial services, and is largely located outside of areas that are known to have wetlands or be subject to flooding. The topography of the area would also help to minimize the apparent scale of any housing built (when viewed from adjacent roadways and single-family homes). The site is roughly four or five feet below Gun Club Road, while properties to the east sit three to five feet above the road, and this difference would help to minimize the apparent height of new structures. Similarly, a treed floodplain to the west, along a fork of Ash Creek, would also limit any visual impacts to residential properties that are located west of the creek.

IV. PUBLIC PROCESS

To inform area landowners and surrounding residents of the potential zoning change, staff sent a notice of the proposed changes to property owners within 250 feet of the affected area on March 13, 2025. Staff additionally posted a notice of the proposed changes on the Oregon Department of Land Conservation “PAPA” website on February 21, 2025, and published a Notice of the Public Hearing on March 19, 2025. One comment, in support of the proposal, was received as of the date of this report.

V. STAFF FINDINGS - OREGON STATE PLANNING GOALS

Updates to the Independence 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), Natural Resources, Scenic and Historic Areas, and Open Spaces (Goal 5), Economic Development (Goal 9), Housing (Goal 10), and Urbanization (Goal 14). Combined these goals seek to “accommodate urban population and urban employment inside urban growth boundaries” and “ensure efficient use of land” (see Goal 14), while assuring that citizens are involved in the planning process and items related to future housing, economic development, transportation, and the natural landscape are adequately considered.

The Gun Club rezone has been proposed with these provisions in mind. Key findings related to the change are addressed below:

Goal 1. Citizen Participation. The city has offered notice for the proposed rezone using the following methods:

- Mailing the notice to every property that would undergo a zoning change and to all the properties within 250 feet of the area.
- Posting the notice on the State Department of Land Conservation and Development “PAPA” website.
- Posting the notice on the City of Independence Planning Department website.
- Publishing the notice in the Polk County Itemizer-Observer.

The proposed changes were also discussed by the Independence Planning Commission at a meeting on February 3, 2025 (which was posted on YouTube) and at a public hearing on April 7. A City Council public hearing will additionally occur on May 27th.

Given these items, individuals have several opportunities to learn about the change and be involved in the process. This goal has been achieved.

Goal 2. Land Use Planning. Goal 2 of the Oregon State Planning Goals seeks to ensure that community plans and policies are consistent and have been crafted after a standard planning process has been conducted (including the identification of issues and problems, the inventory of existing information, the evaluation of alternative courses of action, and the selection of ultimate policy choices).

The proposed change to the zoning map has incorporated these steps. The Independence Housing Needs Analysis (adopted in 2023) recommended that the City of Independence rezone 10 to 15 acres of land for high-density development. In seeking potential ways to implement this recommendation, several factors were suggested including:

- Identification of properties or areas that were vacant or partially vacant and have sufficient access to infrastructure but are currently zoned in a lower density zone.
- Identification of properties that are close to existing services and amenities and are within a single ownership or a small number of owners.

Proximity to business areas, schools, and similar development; suitability of the area for higher density development; and willingness and readiness of landowners to construct housing were also weighed.

The proposed zone change has grown out of these considerations. Four separate parcels comprise the proposed rezone area:

- One parcel is currently occupied by Legacy Oaks Apartments, a 196-unit apartment development. This site is currently considered a non-conforming use in RM zone, and the zone change would make the site a conforming use. No further development is anticipated on the property.

- The remaining three parcels (3.96 acres in size) are owned by Partners in Community Living (PCL). The rezone of this land would allow PCL to construct a development type that is not currently allowed in the Medium-Density residential zone (apartments) and allow the organization to construct a higher number of units than are currently permitted in the Medium-Density residential zone (20 units per acre instead of 12 units per acre).

In short, the proposed zoning change would make the Legacy Oaks Apartments a conforming use within RH Zone and allow development of the remaining parcels in a manner that is similar to the Legacy Oaks apartments (i.e., high-density).

For example, the relatively vacant 3.96 acres that are owned by PCL are well suited for a multifamily form of development. The site is bordered by greenspace associated with a floodplain (which also travels through the Legacy Oaks apartments) on the western portion of the site and is grade-separated from the homes directly to the east, which will limit impacts associated with the potential height of the buildings. The site is also within walking/cycling distance (a half mile) of three schools (Ash Creek Elementary, Talmadge Middle School and Central High School).

Given these considerations, the proposed zone change has effectively responded to a key planning issue identified by the City's Housing Needs Analysis (2023) and Housing Production Strategy (2025), and has effectively addressed a community goal and need. This goal has been achieved.

Goal 5: Natural Resources, Scenic and Historic Areas, and Open Spaces. Goal 5 of the Oregon State Planning Goals seeks "to protect natural resources and conserve scenic and historic areas and open spaces." As part of this goal, local governments are intended to implement policies and programs that "protect natural resources and conserve scenic, historic, and open space resources for present and future generations." The proposed zoning change effectively achieves this intent.

The area proposed for rezone does not include any known historical or cultural resources but does contain a variety of natural resources. The properties include a large floodplain that travels through the area, as well as some wetlands that are co-located within the flood area (according to Zion Consulting, who conducted the Local Wetland Inventory for Monmouth and the previous wetland delineation for Legacy Oaks Apartments).

If development were proposed for the 3.96-acre site, to avoid any impact to wetlands or riparian areas, and to avoid the need for any wetland or floodplain permitting, a future applicant would need to locate all development outside of the floodplain area. To ensure that Goal 5 resources are protected with any future proposal, the city will additionally require development on the site to:

- Incorporate a 100-foot setback for any middle housing development (per OAR 660-046-0010(3)(a)(A)(iii)).
- Receive a FEMA Floodplain Permit for any activity proposed within the FEMA floodplain and mitigation approval for any development impact (using the FEMA-Pre-Implementation Compliance Measures (PICM) guidance).
- Provide notice of the development project to the Oregon Department of State Lands using the Wetland Land Use Notification process.

Given this variety of measures, Goal 5 resources will be protected. This goal will be achieved.

Goal 10: Housing. Goal 10 of the Oregon State Planning Goals seeks "to provide for the housing needs of citizens of the state." To accomplish this goal "Buildable lands for residential use shall be inventoried and plans shall encourage the availability of adequate numbers of needed housing units at price ranges and rent levels which are commensurate with the financial capabilities of Oregon households and allow for flexibility of housing location, type and density." Implementation of Goal 10 occurs in part through the preparation and adoption of a Housing Needs Analysis and the creation of a subsequent Housing Production Strategy.

Independence adopted a Housing Needs Analysis in 2023 and adopted a Housing Production Strategy in 2025. These documents encouraged the city to “Identify targeted areas to rezone for higher density housing (Housing Needs Analysis, page 21) and “rezone approximately 10-15 acres of land from lower density zones (including RS, RM or MX Zones) to the RH Zone to increase the supply of land that is zoned for multi-family and higher density middle housing types” (see Housing Production Strategy, page 36). This rezone would add approximately 3.96 acres of newly developable land to help achieve this goal.

Goal 12: Transportation. Goal 12 of the Oregon State Planning Goals seeks “to provide and encourage a safe, convenient and economic transportation system.” This goal is realized locally through the preparation and implementation of the Independence Transportation System Plan.

To evaluate the proposed rezone with regard to the Independence Transportation System Plan, the City of Independence prepared an analysis of transportation impacts that are associated with potential future development. This analysis, attached to this report as Attachment B, determined that no significant impacts are anticipated from rezoning the 19.39 acres.

Goal 14: Urbanization. Finally, Goal 14 of the Oregon State Planning Goals seeks “to provide for an orderly and efficient transition from rural to urban land use, to accommodate urban population and urban employment inside urban growth boundaries, to ensure efficient use of land, and to provide for livable communities.” This rezone would achieve these ends. Goal 14 will be achieved.

Based on these considerations, the proposed changes have incorporated opportunities for public feedback and promoted the efficient use of urban land, all while effectively balancing considerations about housing, economic development, transportation, and the natural environment. This holistic approach, which will promote housing near high-quality amenities and transportation infrastructure, while ensuring the protection of the environment, will effectively address the Oregon State Planning Goals.

V. STAFF FINDINGS – INDEPENDENCE COMPREHENSIVE PLAN

Changes to the Independence Zoning Map are required to conform with the goals and policies of the Independence Comprehensive Plan. Key goals and policies of the Comprehensive Plan are noted 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 proposed change to the Zoning Map is intended to encourage an efficient land use pattern to meet future land use needs. The Housing Needs Analysis adopted in 2023 recommended “identifying targeted areas to rezone for higher density housing,” because “there is a very small surplus of capacity in the UGB for townhouse/plex units and multifamily units” (see Recommendation 1 on page 21). Given this recommendation, the analysis encouraged the city to have adequate land capacity for at least 125% of the projected need anticipated for multifamily housing.

Rezoning the land along Gun Club Road, especially the relatively vacant 3.96 acres, would:

- Help to address this future land use need.
- Allow further opportunities for walkable residential development near schools and the Central Talmadge area.

- Make good use of existing underdeveloped land, near similar multifamily development.

The designation would also be appropriate for the character of Independence. The relatively vacant 3.96 acres that are proposed to be included in the rezone are bordered:

- To the north by multifamily development.
- To the east by Gun Club Road, and homes that are slightly raised above the level of the street and the level of the site.
- To the south by a low-density residential site that currently appears to operate in a more commercial manner, as well as a couple of homes.
- To the west by a floodplain and green space, which will help buffer any single-family homes to the west of the creek from the apartments.

Given these items, this goal would be achieved.

...

Housing

GOAL: To insure everyone the opportunity to live in safe, affordable, healthy housing and to provide a choice of housing types, densities, and locations.

Staff Response: The proposed change to the Independence Zoning Map is intended to ensure that residents in the City of Independence have a choice in housing types, densities, and locations.

In the creation of the Housing Needs Analysis and the Housing Production Strategy, the City of Independence found that it contained abundant land zoned for single-family residences, but that it did not contain sufficient land for new multifamily and/or townhouse/plex units. Given the limited amount of land available, it was possible that the City of Independence would not be able to offer a sufficient number of multifamily or townhouse/plex units to meet the anticipated demand, especially if some of the property owners in the existing High-Density Residential (RH) Zone did not develop their property.

To address the deficiency, the Housing Needs Analysis and Housing Production Strategy recommended that the city rezone 10 to 15 acres of land to High-Density Residential (RH). This proposal would take a step toward providing that amount.

...

Economy

GOAL: To provide for and maintain a viable and diverse economy while preserving the present sense of community and high level of environmental quality.

Staff Response: The Independence Comprehensive Plan sees housing as a key component of the overall economy and says that “the City of Independence shall monitor changes in demographic information to assure that the type, quantity, and location of services, facilities, and housing remain adequate to meet changing needs” (see Economy Policy 9). The Housing Needs Analysis and Housing Production Strategy recently analyzed these demographic trends and identified a set of strategies to ensure that the housing

stock would adequately address community needs. These strategies included the incorporation of a strategy that sought to ensure that sufficient High-Density Residential (RH) land was available to address future demands. The proposed changes to the Zoning Map are meant to help this goal and policy be achieved.

...

Citizen Participation

GOAL: To provide opportunities for citizen involvement and to encourage participation by area residents.

Staff Response: As part of the proposed rezone, staff provided notice to property owners that would be directly affected by the changes and mailed a copy of the notice to properties within 250 feet of the area. Notice was additionally published:

- On the State Department of Land Conservation and Development “PAPA” website.
- On the City of Independence Planning Department website.
- In the Polk County Itemizer-Observer on March 19, 2025.

Given these measures, staff have offered several opportunities for individuals to learn about the update and to be involved in the process. This goal has been achieved.

VII. STAFF FINDINGS – INDEPENDENCE DEVELOPMENT CODE

Beyond the goals and policies of the Comprehensive Plan, the proposed changes are also required to conform with the standards of the Independence Development Code.

Subchapter 11: Administrative Provisions

11.002 Application Types and Review Procedures

All development permits and land use actions are processed under the City’s administrative procedures. There are four types of actions, each with its own procedures.

...

C. Type III Action

A Type III action is a quasi-judicial process in which the City Council applies a mix of objective and subjective standards, and makes the final, local decision. The Planning Commission plays an advisory role. Public notice is provided and, except as noted in subsection (4), public hearings are held before both the Planning Commission and City Council. Sections 11.025 and 11.030 list the notice and hearing requirements. Appeal of the decision is to the Land Use Board of Appeals (LUBA). The following actions are processed under a Type III procedure:

1. Zone Change
2. Comprehensive Plan Map Amendment
3. Annexation and Zone Change when requested concurrent with one another. The City Council reviews such a request without review or recommendation by the Planning Commission.

Staff Response: Staff have reviewed the amendment as a Type III – Site Specific Rezone, even though the amendment was requested by the property owner and the city to address a broader legislative concern.

11.015 General Provisions

In order to provide for citizen review of the planning process and the orderly keeping of records of actions relating to this Ordinance, the City shall ensure that the following measures are maintained and available for public review.

...

Staff Response: Staff have taken the steps necessary to ensure compliance with the standards in Independence Development Code Section 11.015, including publishing a notice of the zoning map change in the Polk County Itemizer-Observer, writing a staff report for the amendment, and keeping a file related to the proposal. This standard has been met.

11.025 Notice of Public Hearings

...

B. Legislative Hearings (Type IV). Notice of Public Hearing by the Planning Commission or City Council relating to any legislative action shall be published in a newspaper of general circulation a minimum of 10 days prior to the date of the hearing. Notice shall be provided to the Department of Land Conservation and Development in conformance with DLCD rules prior to the first evidentiary hearing by the City for any legislative action.

Staff Response: Staff sent notice of the changes to the Oregon Department of Land Conservation and Development on February 21, 2025 and included information about the changes on the City of Independence Planning Department website. Staff additionally published a notice of the public hearings before the Planning Commission and City Council in the Polk County Itemizer-Observer on March 19, 2025. This standard has been met.

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 revisions to the zoning map were initiated by the property owner and City staff to:

- Address a need identified within the Independence Housing Needs Analysis and Housing Production Strategy.

- Respond to a window of opportunity to rezone the property, which presented itself with the interest in developing the lot owned by PCL.

This standard has been met.

12.015 Recommendation by the Planning Commission

The Planning Commission shall conduct a public hearing of any request for a zone change or plan amendment. Upon completion of the public hearing, the Commission shall forward to the City Council its recommendation regarding the proposed reclassification. Such recommendation shall be in writing and shall contain findings regarding the facts and conclusions used to make the recommendation. Such recommendation shall be delivered to the City Council within 30 days of the Planning Commission's hearing.

Staff Response: The Independence Planning Commission held a public hearing on the map change on April 7, 2025. Following the hearing, the Planning Commission recommended that the Independence City Council approve the proposal. 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: The Independence City Council will hold a public hearing before acting on the zoning map update. The hearing is scheduled for May 27, 2025, and any adoption of the change will be supported by ordinance. This standard will be met.

...

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 proposed change to the zoning map meets the third of these criteria. The City of Independence Housing Needs Analysis recommended identifying "targeted areas to rezone for higher density housing," because "there is a very small surplus of capacity in the UGB for townhouse/plex units and multifamily units" (see Housing Needs Analysis Recommendation 1 on page 21).

In making this recommendation, the Housing Needs Analysis offered the following implementation considerations:

- *"Using the Buildable Land Inventory for guidance, identify properties or areas that are **vacant or partially vacant** and have **sufficient access to infrastructure**, but are currently **zoned in a lower density zone** such as RS, RM, or MX.*
- *Prioritize properties that are **close to existing services and amenities** and are **within a single ownership or a small number of owners**. Key potential areas include the land south of Central Plaza and the property on the southwest side of the intersection of Gun Club Road and Hoffman Road."* (See Housing Needs Analysis, page 21, emphasis added)

The proposed rezone would achieve many of these items. The land is:

- Partially vacant.
- Near existing infrastructure.
- Zoned a lower-density residential classification (RM) than High-Density Residential (RH).
- Close to existing services and amenities, including being approximately half a mile from destinations such as Ash Creek Elementary, Talmadge Middle School, Central High School and the Central Plaza Shopping Center.
- Owned by two owners, one of which owns the Legacy Oaks Apartments and the other which owns a relatively vacant 3.96 acres (Partners in Community Living).

Additionally, the site is:

- Located on a collector street (designated in the Independence Transportation System Plan).
- Built out with or adjacent to multifamily housing.
- Primarily situated outside a nearby floodplain, though the site can use the existing floodplain and the topographic characteristics of the site to minimize the potential negative impacts associated with new development.

Given these characteristics, this criterion is met.

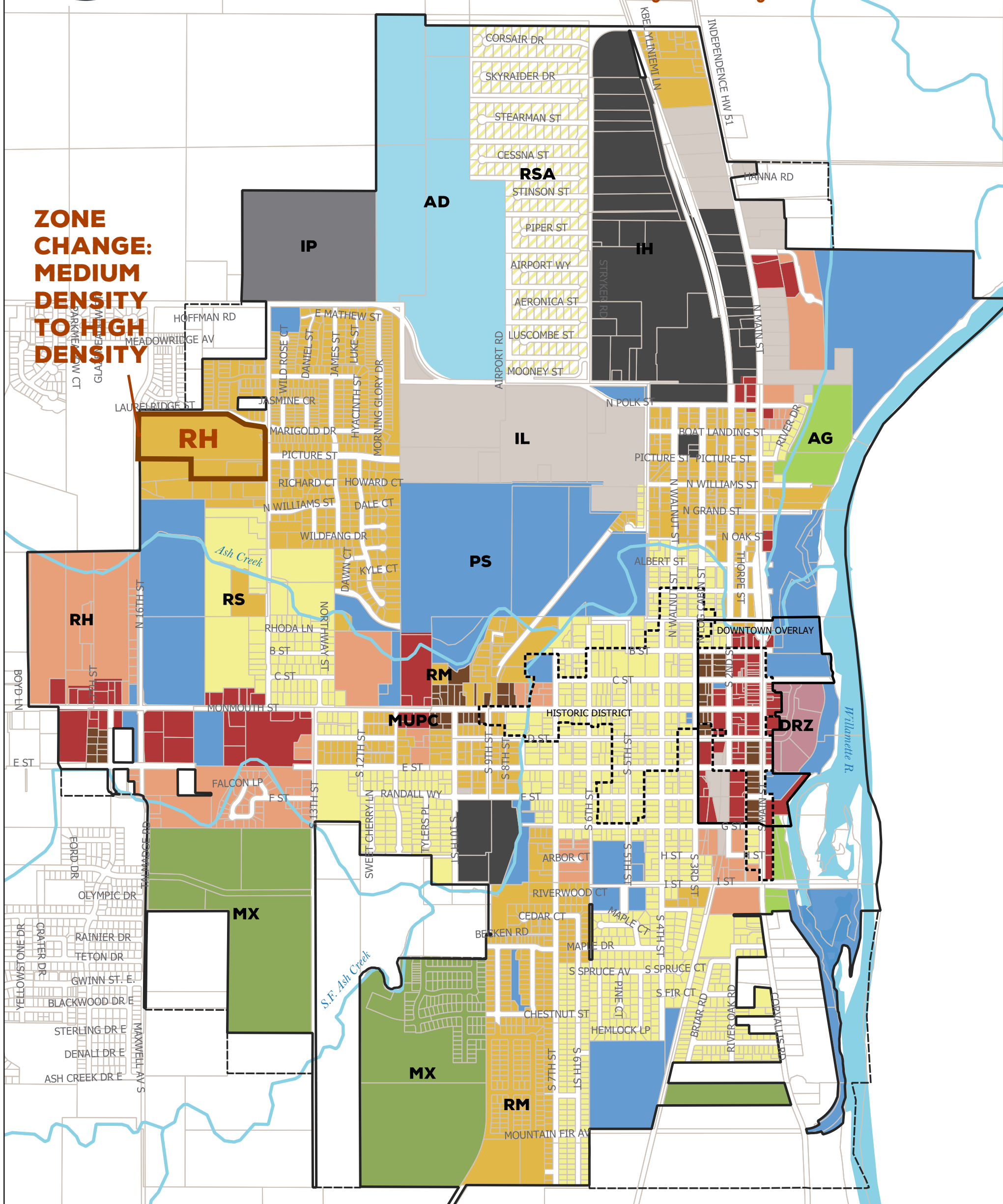
CITY OF INDEPENDENCE

ZONING MAP

Existing Zoning



**ZONE
CHANGE:
MEDIUM
DENSITY
TO HIGH
DENSITY**



ZONE

- Legend:

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



- Low-Density Residential (RS)
- Medium-Density Residential (RM)
- High-Density Residential (RH)
- Residential Single-Family Airpark Overlay (RSA)
- Mixed Residential (MX)

- Legend:

 - Mixed-Use Pedestrian Friendly Commercial (MUPC)
 - MUPC-Transitional (MUPC-T)
 - Downtown Riverfront Zone (DRZ)
 - Light Industrial (IL)
 - Heavy Industrial (IH)
 - Industrial Park (IP)
 - Airport District (AD)
 - Agricultural (AG)
 - Public Service (PS)
 - City Limits
 - Urban Growth Boundary
 - Downtown Overlay
 - Historic District



INDEPENDENCE

Oregon's Story Begins Here

REZONE ALONG GUN CLUB ROAD TRANSPORTATION PLANNING RULE FINDINGS MEMORANDUM

FROM: Fred Evander, Community Planner

DATE: March 17, 2025

RE: **TRANSPORTATION PLANNING RULE FINDINGS**

FILE NUMBER: LA | 2025-02

This memorandum is intended show that the amendment of the City of Independence Zoning Map to change 19.39 acres from Medium-Density Residential (RM) to High-Density Residential (RH) is not likely to have a significant effect on any existing or planned transportation facilities per OAR 660-012-0060.

Three main factors have contributed to this conclusion:

- 15.43 acres of the 19.39-acre total is currently developed with apartments (at a density similar to the density allowed in the High-Density Residential Zone). No further development is anticipated on the property.
- The rezone of the remaining 3.96 acres is meant to encourage the development of multifamily housing, a housing type that has a lower trip generation rate than single-family detached or attached housing units. This reduced trip generation rate will limit the increase in the overall trip generation that will occur because of the additional units in the area.
- Existing or planned transportation improvements will satisfactorily address any potential additional trips that may occur.

These factors are explored below.

LEGACY OAKS APARTMENTS – 15.43 ACRES

Within the area proposed for the zone change, 15.43 acres (of the 19.39 acres) are currently occupied by Legacy Oaks Apartments, a large apartment complex with 196 housing units. This complex is considered a non-conforming use in the Independence Development Code (as apartments are not allowed in the Medium-Density Residential (RM) Zone), and the property has a stream, wetlands, and a power-line corridor that limit the further development of the site. No additional development or units are anticipated on the property.¹

¹ The proposed rezone is intended to better reflect the fact that the land is occupied by high-density housing and to make the property a legal, conforming use in the underlying zone.

PCL PROPERTY – 3.96 ACRES

Rezone of the remaining 3.96 acres (owned by Partnerships in Community Living) would also have a limited impact on trip generation. According to the Institute of Traffic Engineers, changing from a single-family detached home to an apartment use (the likely use of the property in the RH Zone) would lower the number of trips that are expected per unit (from .99 peak hour trips per unit to .56 peak hour trips per unit). As such, any increase in the number of housing units that would occur because of the rezone would not have a similar proportionate increase in the number of vehicular trips generated.

The following calculations help display this fact:

- Current Medium-Density Residential Zoning (Built with Single-Family Detached Homes) – 3.96 acres x 12 units per acre (max density of RM Zone) x .99 peak hour trips per unit (trip generation for single-family detached unit) = 47.04 peak hour trips
- Proposed High-Density Residential (Built with Apartments) – 3.96 acres x 20 units per acre (max density of RH Zone) x .56 peak hour trips per unit (trip generation for multifamily unit) = 44.35 peak hour trips

Using the trip generation rates prepared by the Institute of Traffic Engineers, the proposed change would generate slightly fewer peak hours trips, even with more housing units on the site because of the lower trip generation rates that are typical of apartment development.

IMPACTS TO INTERSECTIONS

Finally, the proposed change would have limited impacts on planned transportation improvements such as intersections.

Gun Club and Hoffman

According to the Transportation System Plan, the intersection of Gun Club Road and Hoffman Road was anticipated to function at a Level of Service D, the maximum Level of Service desired for the intersection, in 2040 (see City of Independence, Transportation System Plan, Volume II page 205). However, the intersection was modeled using a previous configuration of the road, which did not separate out Northbound right and left turns (see City of Independence, Transportation System Plan, Volume II page 248). With the completion of a recent Safe Routes to School project, the left and right turn movements were separated, and a key limiting factor for the critical movement of the intersection was addressed.

The intersection is well suited for additional development with the Safe Routes to School project completed.

Gun Club and Monmouth

Additionally, the intersection at Gun Club Road and Monmouth Street was anticipated to function well till 2040, so long as the Southbound left turn green light was optimized to allow more vehicles to travel through the intersection. Since no additional vehicular trips are anticipated from the rezone, the improvement should continue to be satisfactory to address the additional units.

CONCLUSION

Given these items, no significant impacts are anticipated from rezoning the 19.39 acres from RM to RH.



April 2, 2025

City of Independence
Planning Director
555 S Main St
Independence OR, 97351

RE: Rezone of 19.39 acres of land from Medium-Density Residential (RM) to High-Density Residential (RH). A 196-unit apartment complex currently occupies 15.43 acres of the land.

Dear Commission Members:

This letter is submitted jointly by Housing Land Advocates (HLA) and the Fair Housing Council of Oregon (FHCO). Both HLA and FHCO are non-profit organizations that advocate for land use policies and practices that ensure an adequate and appropriate supply of affordable housing for all Oregonians.

Both HLA and FHCO commend the City of Independence and support the adoption of **LA 2025-02**. Planning staff created a detailed staff report with Goal 10 findings that made a compelling case that this rezone will help the City meet its housing needs. This will be used as a good example for other jurisdictions.

Thank you for your consideration of our comments.

Sincerely,

A handwritten signature in black ink that reads "John Miller".

John Miller
Executive director
Fair Housing Council of Oregon

cc: Ethan Stuckmayer, DLCD



CITY OF INDEPENDENCE MEMORANDUM

TO: Mayor and City Council
FROM: City Manager Kenna West
MEETING DATE: May 27, 2025
SUBJECT: Council Bill #2025-05, Amends Independence
Zoning Map along Gun Club Road

☐ Information Only

☒ Action Requested

Statement of Issue: Council Bill #2025-05 is submitted for council consideration.

At the meeting of May 27, 2025, the Independence City Council will hold a public hearing to consider a change to the Independence Zoning Map. The change would rezone four properties totaling 19.39 acres along Gun Club Road from Medium-Density Residential (RM) to High-Density Residential (RH).

Following the hearing, the Council may take action on Council Bill #2025-05.

Background / Discussion:

What is the Problem? The Independence Housing Needs Analysis recommended “identifying targeted areas to rezone for higher density housing” (see Recommendation 1 on page 21). This suggestion was offered because “there is a very small surplus of capacity in the UGB for townhouse/plex units and multifamily units.” To address the lack of capacity, the document encouraged the city to ensure that it had adequate land zoned for at least 125% of the projected need for multifamily housing. This recommendation was reiterated in the recently adopted Housing Production Strategy.

What is the Proposal? To address the issue (at least in part), staff suggested that the Planning Commission consider rezoning approximately 19.39 acres of land along Gun Club Road, of which 15.43 acres are occupied by the Legacy Oaks Apartments and 3.96 acres are largely vacant.

- Legacy Oaks Apartments. The Legacy Oaks Apartment complex includes 196 dwelling units spread across 18 two- and three-story apartment buildings. The property was constructed in 2009 and, due to the existing zoning, is considered a nonconforming use in the Medium-Density Residential (RM) Zone.
- Remaining Acreage. The remaining 3.96 acres are largely vacant and include a home on the westernmost portion of the site, and a small, manufactured structure near Gun Club Road.

Rezoning of the area would allow Legacy Oaks to be considered a conforming use within the zone and allow the construction of a housing type that is similar to Legacy Oaks on the remaining 3.96 acres.

The Planning Commission reviewed the proposed change at their meeting of April 7, 2025, and recommended that the council approve of the proposal. If the council agrees to the change, an ordinance will be necessary to implement the rezone.

A proposed ordinance, Council Bill #2025-05, reflects the proposed map changes and has been reviewed by the city attorney. Staff recommends passage of the bill after the close of the public hearing.

Fiscal Impact: None.

Options:

- A. Make a motion to approve CB #2025-05 as submitted.
- B. Make a motion to approve CB #2025-05 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 #2025-05 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 #2025-05 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 #2025-05."

Attachments:

- A. Council Bill #2025-05, with Exhibit A (Proposed Zoning Map) and Exhibit B (Staff Report).

Memo prepared by: Fred Evander, Community Planner

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

An Ordinance Amending the Independence)
Zoning Map along Gun Club Road)

Council Bill #2025-05

ORDINANCE NO. 1625

WHEREAS, on August 22, 2023, the Independence City Council ("Council") adopted Ordinance No. 1610, approving a Housing Needs Analysis for the city, which identified the need to target areas to rezone for higher density housing; and

WHEREAS, the City of Independence and Polk Community Development Corporation (CDC) were awarded a \$500,000 grant to enhance wastewater infrastructure along Gun Club Road as part of the 2024 Oregon Emergency Housing Stability and Package to assist in the development of new housing; and

WHEREAS, the state investment in housing along Gun Club Road and the need the additional High-Density (RH) zoning in the city, make the 3.96-acre site owned by Partners in Community Living, which Polk CDC received the state grant to assist in developing, well-suited for a zone change; and

WHEREAS, the neighboring 15.43-acre Legacy Oaks Apartment complex is built out with 196 apartment units in 18 two or three-story buildings and provides a clear precedent for the type of development that is possible in the area, but is zoned Medium-Density Residential (RM) and is considered a non-conforming use in the zone; and

WHEREAS, the Independence Planning Commission ("Commission") considered the possibility of changing the zoning for the two sites during their meeting on February 3, 2025 and agreed to consider the proposal further as part of a formal zoning map change process; and

WHEREAS, at their meeting on April 7, 2025, the Commission conducted a properly noticed public hearing to rezone both the properties, as shown on Exhibit A, during which time interested parties and the general public had an opportunity to be heard; and

WHEREAS, following the hearing, the Commission recommended that the City Council amend the Independence Zoning Map to rezone the approximately 19.39 acres of land from Medium-Density Residential (RM) to High-Density Residential (RH); and

WHEREAS, on May 27, 2025, the Council reviewed the record and recommendations of the Commission and conducted a properly noticed public hearing, at which time interested parties, and the general public had an opportunity to be heard regarding the proposed amendments; and

WHEREAS, the Council finds that the proposed amendments comply with applicable provisions of the Statewide Planning Goals, the City of Independence Comprehensive Plan, and the Independence Development Code, as shown in the findings contained in the Staff Report, attached as Exhibit B.

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

Section 1. Independence Zoning Map. The Independence Zoning Map is hereby amended as shown on the attached Exhibit A, which is incorporated herein by this reference.

Section 2. Findings. The City of Independence hereby adopts the above recitals and findings contained within the Staff Report, attached hereto as Exhibit B and incorporated herein by this reference, in support of the proposed amendments to the Independence Zoning Map.

Section 3. Effective Date. This ordinance shall become effective thirty (30) days after final passage and its signature by the Mayor.

First Reading to the Council this ____ day of _____, 2025.

Second Reading to the Council this ____ day of _____, 2025.

Adopted this day of ____ day of _____, 2025.

Signed by the Mayor this ____ day of _____, 2025.

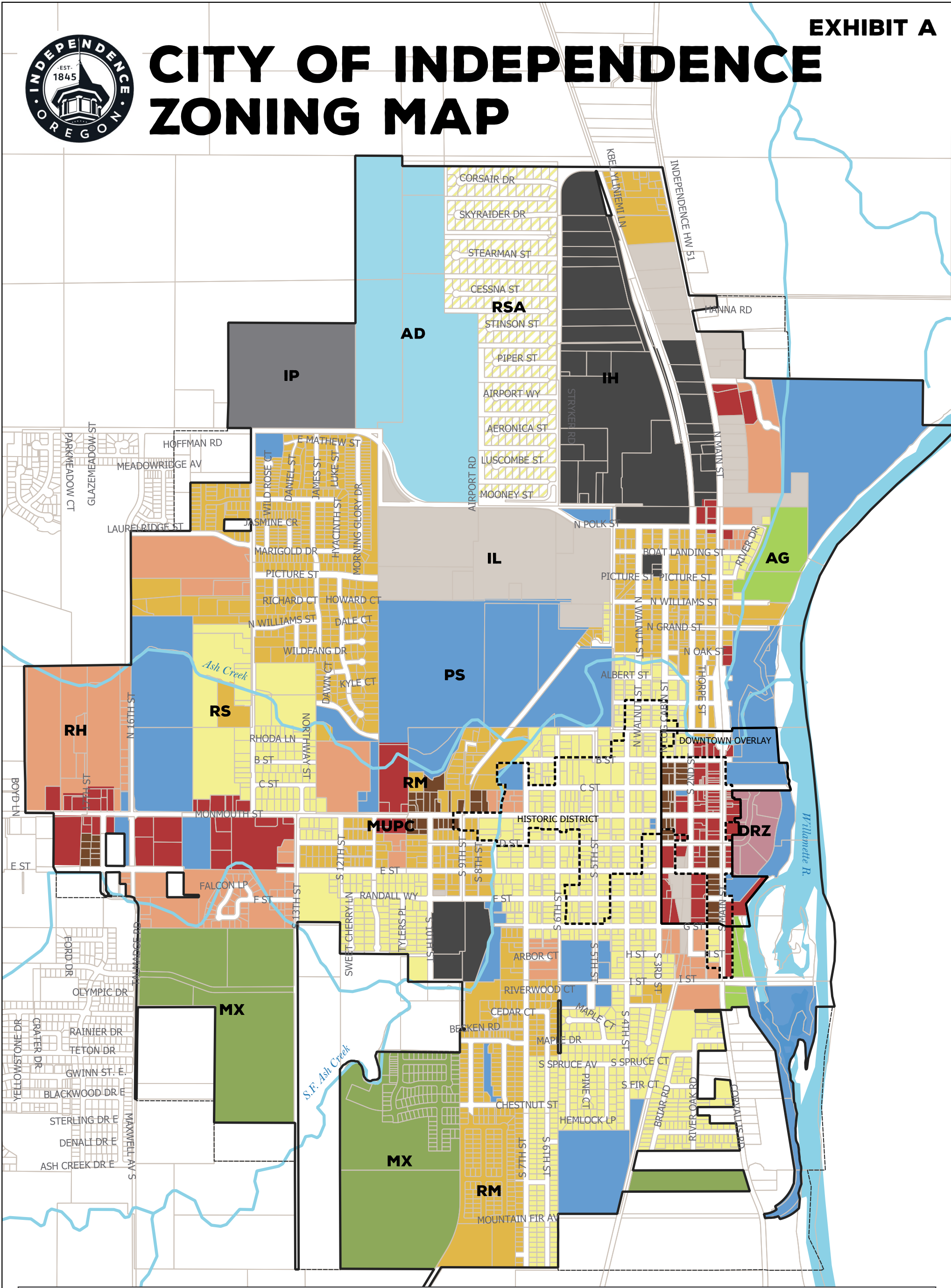
KATE SCHWARZLER, MAYOR

ATTEST:

Myra Russell, City Recorder



CITY OF INDEPENDENCE ZONING MAP



LEGEND

ZONE

- Low-Density Residential (RS)
- Medium-Density Residential (RM)
- High-Density Residential (RH)
- Residential Single-Family Airpark Overlay (RSA)
- Mixed Residential (MX)

- Mixed-Use Pedestrian Friendly Commercial (MUPC)
- MUPC-Transitional (MUPC-T)
- Downtown Riverfront Zone (DRZ)
- Light Industrial (IL)
- Heavy Industrial (IH)
- Industrial Park (IP)
- Airport District (AD)

- Agricultural (AG)
- Public Service (PS)
- City Limits
- Urban Growth Boundary
- Downtown Overlay
- Historic District



INDEPENDENCE

Oregon's Story Begins Here

PUBLIC HEARING CHANGE TO ZONING MAP (FILE NO. LA | 2025-02) STAFF REPORT

MEETING DATE:	May 27, 2025
RECOMMENDATION:	APPROVAL
FILE NUMBER:	LA 2025-02
RE:	Public Hearing – Change to Zoning Map White Oak Circle and Gun Club Road
CRITERIA:	Oregon State Planning Goals Independence Comprehensive Plan Independence Development Code (IDC) -Subchapter 10: General Provisions -Subchapter 11: Administrative Provisions -Subchapter 12: Zone Changes and Plan Amendments
CONTENTS:	I. Summary II. What is the Problem? III. Proposed Rezone IV. Public Process V. Recommendation VI. Staff Findings – Oregon State Planning Goals VII. Staff Findings – Independence Comprehensive Plan VIII. Staff Findings – Independence Development Code
ATTACHMENTS:	A. Proposed Map Change (Two pages) B. Transportation Planning Rule Analysis (Two pages)

I. SUMMARY

At the meeting of May 27, 2025, the Independence City Council will hold a public hearing to consider a change to the Independence Zoning Map.

The change would rezone four properties totaling 19.39 acres along Gun Club Road from Medium-Density Residential (RM) to High-Density Residential (RH).

II. WHAT IS THE PROBLEM?

The Independence Housing Needs Analysis recommended “identifying targeted areas to rezone for higher density housing” (see Recommendation 1 on page 21). This suggestion was offered because “there is a very small

surplus of capacity in the UGB for townhouse/plex units and multifamily units.” To address the lack of capacity, the document encouraged the city to ensure that it had adequate land zoned for at least 125% of the projected need for multifamily housing. This recommendation was reiterated in the recently adopted Housing Production Strategy.

III. PROPOSED REZONE

To address the issue (at least in part), staff suggested that the Planning Commission consider rezoning approximately 19.39 acres of land along Gun Club Road, of which 15.43 acres are occupied by the Legacy Oaks Apartments and 3.96 acres are largely vacant.

- **Legacy Oaks Apartments.** The Legacy Oaks Apartment complex includes 196 dwelling units spread across 18 two- and three-story apartment buildings. The property was constructed in 2009 and, due to the existing zoning, is considered a nonconforming use in the Medium-Density Residential (RM) Zone.
- **Remaining Acreage.** The remaining 3.96 acres are largely vacant and include a home on the westernmost portion of the site, and a small, manufactured structure near Gun Club Road.

Rezoning of the area would allow Legacy Oaks to be considered a conforming use within the zone and allow the construction of a housing type that is similar to Legacy Oaks on the remaining 3.96 acres.

The relatively vacant 3.96-acres is well-suited for multifamily development. The area is close to nearby apartment development, schools and commercial services, and is largely located outside of areas that are known to have wetlands or be subject to flooding. The topography of the area would also help to minimize the apparent scale of any housing built (when viewed from adjacent roadways and single-family homes). The site is roughly four or five feet below Gun Club Road, while properties to the east sit three to five feet above the road, and this difference would help to minimize the apparent height of new structures. Similarly, a treed floodplain to the west, along a fork of Ash Creek, would also limit any visual impacts to residential properties that are located west of the creek.

IV. PUBLIC PROCESS

To inform area landowners and surrounding residents of the potential zoning change, staff sent a notice of the proposed changes to property owners within 250 feet of the affected area on March 13, 2025. Staff additionally posted a notice of the proposed changes on the Oregon Department of Land Conservation “PAPA” website on February 21, 2025, and published a Notice of the Public Hearing on March 19, 2025. One comment, in support of the proposal, was received as of the date of this report.

V. STAFF FINDINGS - OREGON STATE PLANNING GOALS

Updates to the Independence 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), Natural Resources, Scenic and Historic Areas, and Open Spaces (Goal 5), Economic Development (Goal 9), Housing (Goal 10), and Urbanization (Goal 14). Combined these goals seek to “accommodate urban population and urban employment inside urban growth boundaries” and “ensure efficient use of land” (see Goal 14), while assuring that citizens are involved in the planning process and items related to future housing, economic development, transportation, and the natural landscape are adequately considered.

The Gun Club rezone has been proposed with these provisions in mind. Key findings related to the change are addressed below:

Goal 1. Citizen Participation. The city has offered notice for the proposed rezone using the following methods:

- Mailing the notice to every property that would undergo a zoning change and to all the properties within 250 feet of the area.
- Posting the notice on the State Department of Land Conservation and Development “PAPA” website.
- Posting the notice on the City of Independence Planning Department website.
- Publishing the notice in the Polk County Itemizer-Observer.

The proposed changes were also discussed by the Independence Planning Commission at a meeting on February 3, 2025 (which was posted on YouTube) and at a public hearing on April 7. A City Council public hearing will additionally occur on May 27th.

Given these items, individuals have several opportunities to learn about the change and be involved in the process. This goal has been achieved.

Goal 2. Land Use Planning. Goal 2 of the Oregon State Planning Goals seeks to ensure that community plans and policies are consistent and have been crafted after a standard planning process has been conducted (including the identification of issues and problems, the inventory of existing information, the evaluation of alternative courses of action, and the selection of ultimate policy choices).

The proposed change to the zoning map has incorporated these steps. The Independence Housing Needs Analysis (adopted in 2023) recommended that the City of Independence rezone 10 to 15 acres of land for high-density development. In seeking potential ways to implement this recommendation, several factors were suggested including:

- Identification of properties or areas that were vacant or partially vacant and have sufficient access to infrastructure but are currently zoned in a lower density zone.
- Identification of properties that are close to existing services and amenities and are within a single ownership or a small number of owners.

Proximity to business areas, schools, and similar development; suitability of the area for higher density development; and willingness and readiness of landowners to construct housing were also weighed.

The proposed zone change has grown out of these considerations. Four separate parcels comprise the proposed rezone area:

- One parcel is currently occupied by Legacy Oaks Apartments, a 196-unit apartment development. This site is currently considered a non-conforming use in RM zone, and the zone change would make the site a conforming use. No further development is anticipated on the property.

- The remaining three parcels (3.96 acres in size) are owned by Partners in Community Living (PCL). The rezoning of this land would allow PCL to construct a development type that is not currently allowed in the Medium-Density residential zone (apartments) and allow the organization to construct a higher number of units than are currently permitted in the Medium-Density residential zone (20 units per acre instead of 12 units per acre).

In short, the proposed zoning change would make the Legacy Oaks Apartments a conforming use within RH Zone and allow development of the remaining parcels in a manner that is similar to the Legacy Oaks apartments (i.e., high-density).

For example, the relatively vacant 3.96 acres that are owned by PCL are well suited for a multifamily form of development. The site is bordered by greenspace associated with a floodplain (which also travels through the Legacy Oaks apartments) on the western portion of the site and is grade-separated from the homes directly to the east, which will limit impacts associated with the potential height of the buildings. The site is also within walking/cycling distance (a half mile) of three schools (Ash Creek Elementary, Talmadge Middle School and Central High School).

Given these considerations, the proposed zone change has effectively responded to a key planning issue identified by the City's Housing Needs Analysis (2023) and Housing Production Strategy (2025), and has effectively addressed a community goal and need. This goal has been achieved.

Goal 5: Natural Resources, Scenic and Historic Areas, and Open Spaces. Goal 5 of the Oregon State Planning Goals seeks "to protect natural resources and conserve scenic and historic areas and open spaces." As part of this goal, local governments are intended to implement policies and programs that "protect natural resources and conserve scenic, historic, and open space resources for present and future generations." The proposed zoning change effectively achieves this intent.

The area proposed for rezoning does not include any known historical or cultural resources but does contain a variety of natural resources. The properties include a large floodplain that travels through the area, as well as some wetlands that are co-located within the flood area (according to Zion Consulting, who conducted the Local Wetland Inventory for Monmouth and the previous wetland delineation for Legacy Oaks Apartments).

If development were proposed for the 3.96-acre site, to avoid any impact to wetlands or riparian areas, and to avoid the need for any wetland or floodplain permitting, a future applicant would need to locate all development outside of the floodplain area. To ensure that Goal 5 resources are protected with any future proposal, the city will additionally require development on the site to:

- Incorporate a 100-foot setback for any middle housing development (per OAR 660-046-0010(3)(a)(A)(iii)).
- Receive a FEMA Floodplain Permit for any activity proposed within the FEMA floodplain and mitigation approval for any development impact (using the FEMA-Pre-Implementation Compliance Measures (PICM) guidance).
- Provide notice of the development project to the Oregon Department of State Lands using the Wetland Land Use Notification process.

Given this variety of measures, Goal 5 resources will be protected. This goal will be achieved.

Goal 10: Housing. Goal 10 of the Oregon State Planning Goals seeks "to provide for the housing needs of citizens of the state." To accomplish this goal "Buildable lands for residential use shall be inventoried and plans shall encourage the availability of adequate numbers of needed housing units at price ranges and rent levels which are commensurate with the financial capabilities of Oregon households and allow for flexibility of housing location, type and density." Implementation of Goal 10 occurs in part through the preparation and adoption of a Housing Needs Analysis and the creation of a subsequent Housing Production Strategy.

Independence adopted a Housing Needs Analysis in 2023 and adopted a Housing Production Strategy in 2025. These documents encouraged the city to “Identify targeted areas to rezone for higher density housing (Housing Needs Analysis, page 21) and “rezone approximately 10-15 acres of land from lower density zones (including RS, RM or MX Zones) to the RH Zone to increase the supply of land that is zoned for multi-family and higher density middle housing types” (see Housing Production Strategy, page 36). This rezone would add approximately 3.96 acres of newly developable land to help achieve this goal.

Goal 12: Transportation. Goal 12 of the Oregon State Planning Goals seeks “to provide and encourage a safe, convenient and economic transportation system.” This goal is realized locally through the preparation and implementation of the Independence Transportation System Plan.

To evaluate the proposed rezone with regard to the Independence Transportation System Plan, the City of Independence prepared an analysis of transportation impacts that are associated with potential future development. This analysis, attached to this report as Attachment B, determined that no significant impacts are anticipated from rezoning the 19.39 acres.

Goal 14: Urbanization. Finally, Goal 14 of the Oregon State Planning Goals seeks “to provide for an orderly and efficient transition from rural to urban land use, to accommodate urban population and urban employment inside urban growth boundaries, to ensure efficient use of land, and to provide for livable communities.” This rezone would achieve these ends. Goal 14 will be achieved.

Based on these considerations, the proposed changes have incorporated opportunities for public feedback and promoted the efficient use of urban land, all while effectively balancing considerations about housing, economic development, transportation, and the natural environment. This holistic approach, which will promote housing near high-quality amenities and transportation infrastructure, while ensuring the protection of the environment, will effectively address the Oregon State Planning Goals.

V. STAFF FINDINGS – INDEPENDENCE COMPREHENSIVE PLAN

Changes to the Independence Zoning Map are required to conform with the goals and policies of the Independence Comprehensive Plan. Key goals and policies of the Comprehensive Plan are noted 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 proposed change to the Zoning Map is intended to encourage an efficient land use pattern to meet future land use needs. The Housing Needs Analysis adopted in 2023 recommended “identifying targeted areas to rezone for higher density housing,” because “there is a very small surplus of capacity in the UGB for townhouse/plex units and multifamily units” (see Recommendation 1 on page 21). Given this recommendation, the analysis encouraged the city to have adequate land capacity for at least 125% of the projected need anticipated for multifamily housing.

Rezoning the land along Gun Club Road, especially the relatively vacant 3.96 acres, would:

- Help to address this future land use need.
- Allow further opportunities for walkable residential development near schools and the Central Talmadge area.

- Make good use of existing underdeveloped land, near similar multifamily development.

The designation would also be appropriate for the character of Independence. The relatively vacant 3.96 acres that are proposed to be included in the rezone are bordered:

- To the north by multifamily development.
- To the east by Gun Club Road, and homes that are slightly raised above the level of the street and the level of the site.
- To the south by a low-density residential site that currently appears to operate in a more commercial manner, as well as a couple of homes.
- To the west by a floodplain and green space, which will help buffer any single-family homes to the west of the creek from the apartments.

Given these items, this goal would be achieved.

...

Housing

GOAL: To insure everyone the opportunity to live in safe, affordable, healthy housing and to provide a choice of housing types, densities, and locations.

Staff Response: The proposed change to the Independence Zoning Map is intended to ensure that residents in the City of Independence have a choice in housing types, densities, and locations.

In the creation of the Housing Needs Analysis and the Housing Production Strategy, the City of Independence found that it contained abundant land zoned for single-family residences, but that it did not contain sufficient land for new multifamily and/or townhouse/plex units. Given the limited amount of land available, it was possible that the City of Independence would not be able to offer a sufficient number of multifamily or townhouse/plex units to meet the anticipated demand, especially if some of the property owners in the existing High-Density Residential (RH) Zone did not develop their property.

To address the deficiency, the Housing Needs Analysis and Housing Production Strategy recommended that the city rezone 10 to 15 acres of land to High-Density Residential (RH). This proposal would take a step toward providing that amount.

...

Economy

GOAL: To provide for and maintain a viable and diverse economy while preserving the present sense of community and high level of environmental quality.

Staff Response: The Independence Comprehensive Plan sees housing as a key component of the overall economy and says that “the City of Independence shall monitor changes in demographic information to assure that the type, quantity, and location of services, facilities, and housing remain adequate to meet changing needs” (see Economy Policy 9). The Housing Needs Analysis and Housing Production Strategy recently analyzed these demographic trends and identified a set of strategies to ensure that the housing

stock would adequately address community needs. These strategies included the incorporation of a strategy that sought to ensure that sufficient High-Density Residential (RH) land was available to address future demands. The proposed changes to the Zoning Map are meant to help this goal and policy be achieved.

...

Citizen Participation

GOAL: To provide opportunities for citizen involvement and to encourage participation by area residents.

Staff Response: As part of the proposed rezone, staff provided notice to property owners that would be directly affected by the changes and mailed a copy of the notice to properties within 250 feet of the area. Notice was additionally published:

- On the State Department of Land Conservation and Development "PAPA" website.
- On the City of Independence Planning Department website.
- In the Polk County Itemizer-Observer on March 19, 2025.

Given these measures, staff have offered several opportunities for individuals to learn about the update and to be involved in the process. This goal has been achieved.

VII. STAFF FINDINGS – INDEPENDENCE DEVELOPMENT CODE

Beyond the goals and policies of the Comprehensive Plan, the proposed changes are also required to conform with the standards of the Independence Development Code.

Subchapter 11: Administrative Provisions

11.002 Application Types and Review Procedures

All development permits and land use actions are processed under the City's administrative procedures. There are four types of actions, each with its own procedures.

...

C. Type III Action

A Type III action is a quasi-judicial process in which the City Council applies a mix of objective and subjective standards, and makes the final, local decision. The Planning Commission plays an advisory role. Public notice is provided and, except as noted in subsection (4), public hearings are held before both the Planning Commission and City Council. Sections 11.025 and 11.030 list the notice and hearing requirements. Appeal of the decision is to the Land Use Board of Appeals (LUBA). The following actions are processed under a Type III procedure:

1. Zone Change
2. Comprehensive Plan Map Amendment
3. Annexation and Zone Change when requested concurrent with one another. The City Council reviews such a request without review or recommendation by the Planning Commission.

Staff Response: Staff have reviewed the amendment as a Type III – Site Specific Rezone, even though the amendment was requested by the property owner and the city to address a broader legislative concern.

11.015 General Provisions

In order to provide for citizen review of the planning process and the orderly keeping of records of actions relating to this Ordinance, the City shall ensure that the following measures are maintained and available for public review.

...

Staff Response: Staff have taken the steps necessary to ensure compliance with the standards in Independence Development Code Section 11.015, including publishing a notice of the zoning map change in the Polk County Itemizer-Observer, writing a staff report for the amendment, and keeping a file related to the proposal. This standard has been met.

11.025 Notice of Public Hearings

...

B. Legislative Hearings (Type IV). Notice of Public Hearing by the Planning Commission or City Council relating to any legislative action shall be published in a newspaper of general circulation a minimum of 10 days prior to the date of the hearing. Notice shall be provided to the Department of Land Conservation and Development in conformance with DLCD rules prior to the first evidentiary hearing by the City for any legislative action.

Staff Response: Staff sent notice of the changes to the Oregon Department of Land Conservation and Development on February 21, 2025 and included information about the changes on the City of Independence Planning Department website. Staff additionally published a notice of the public hearings before the Planning Commission and City Council in the Polk County Itemizer-Observer on March 19, 2025. This standard has been met.

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 revisions to the zoning map were initiated by the property owner and City staff to:

- Address a need identified within the Independence Housing Needs Analysis and Housing Production Strategy.

- Respond to a window of opportunity to rezone the property, which presented itself with the interest in developing the lot owned by PCL.

This standard has been met.

12.015 Recommendation by the Planning Commission

The Planning Commission shall conduct a public hearing of any request for a zone change or plan amendment. Upon completion of the public hearing, the Commission shall forward to the City Council its recommendation regarding the proposed reclassification. Such recommendation shall be in writing and shall contain findings regarding the facts and conclusions used to make the recommendation. Such recommendation shall be delivered to the City Council within 30 days of the Planning Commission's hearing.

Staff Response: The Independence Planning Commission held a public hearing on the map change on April 7, 2025. Following the hearing, the Planning Commission recommended that the Independence City Council approve the proposal. 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: The Independence City Council will hold a public hearing before acting on the zoning map update. The hearing is scheduled for May 27, 2025, and any adoption of the change will be supported by ordinance. This standard will be met.

...

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 proposed change to the zoning map meets the third of these criteria. The City of Independence Housing Needs Analysis recommended identifying "targeted areas to rezone for higher density housing," because "there is a very small surplus of capacity in the UGB for townhouse/plex units and multifamily units" (see Housing Needs Analysis Recommendation 1 on page 21).

In making this recommendation, the Housing Needs Analysis offered the following implementation considerations:

- *"Using the Buildable Land Inventory for guidance, identify properties or areas that are **vacant or partially vacant** and have **sufficient access to infrastructure**, but are currently **zoned in a lower density zone** such as RS, RM, or MX.*
- *Prioritize properties that are **close to existing services and amenities** and are **within a single ownership or a small number of owners**. Key potential areas include the land south of Central Plaza and the property on the southwest side of the intersection of Gun Club Road and Hoffman Road."* (See Housing Needs Analysis, page 21, emphasis added)

The proposed rezone would achieve many of these items. The land is:

- Partially vacant.
- Near existing infrastructure.
- Zoned a lower-density residential classification (RM) than High-Density Residential (RH).
- Close to existing services and amenities, including being approximately half a mile from destinations such as Ash Creek Elementary, Talmadge Middle School, Central High School and the Central Plaza Shopping Center.
- Owned by two owners, one of which owns the Legacy Oaks Apartments and the other which owns a relatively vacant 3.96 acres (Partners in Community Living).

Additionally, the site is:

- Located on a collector street (designated in the Independence Transportation System Plan).
- Built out with or adjacent to multifamily housing.
- Primarily situated outside a nearby floodplain, though the site can use the existing floodplain and the topographic characteristics of the site to minimize the potential negative impacts associated with new development.

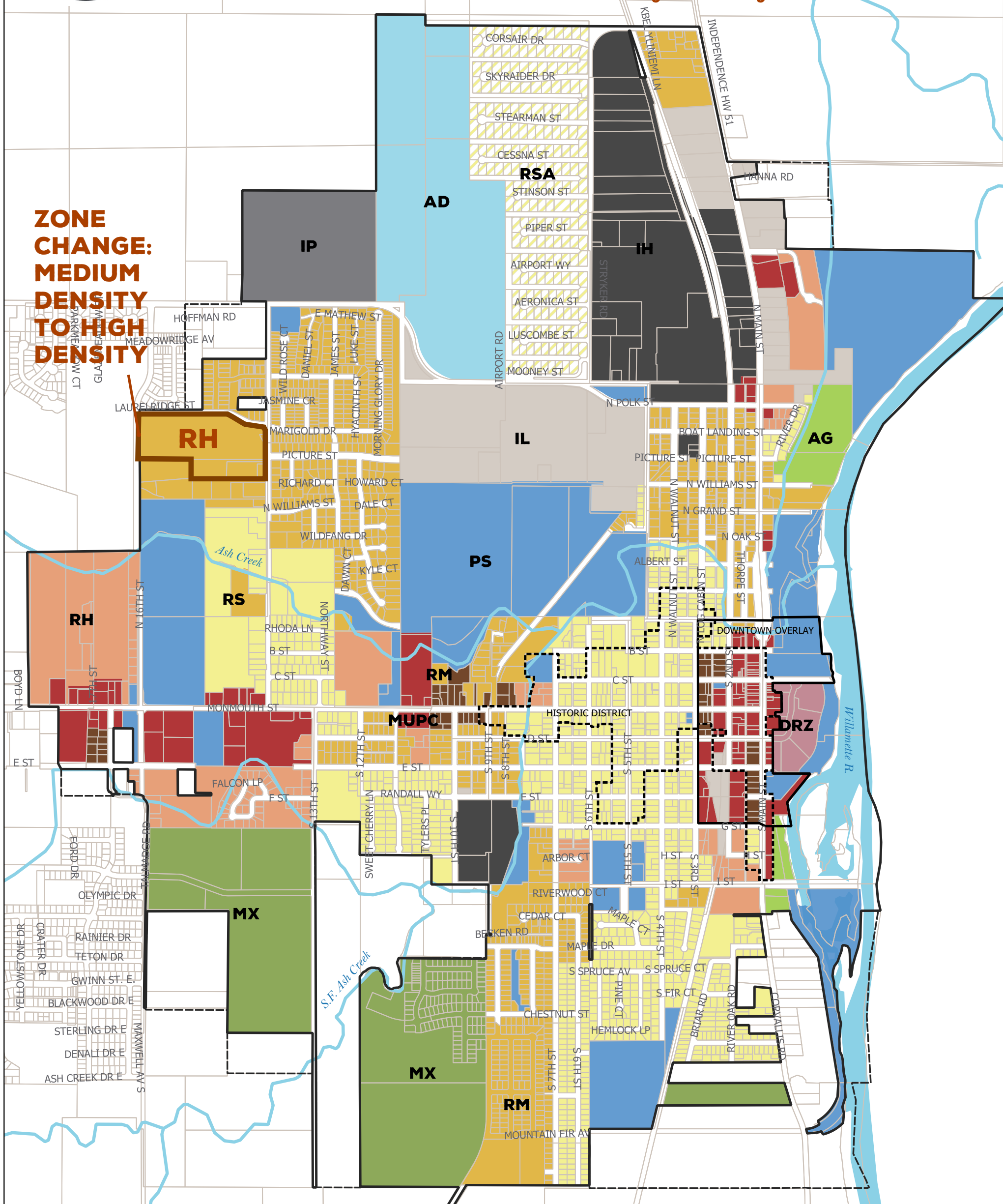
Given these characteristics, this criterion is met.

CITY OF INDEPENDENCE

ZONING MAP

Existing Zoning

**ZONE
CHANGE:
MEDIUM
DENSITY
TO HIGH
DENSITY**



ZONE

- Legend:

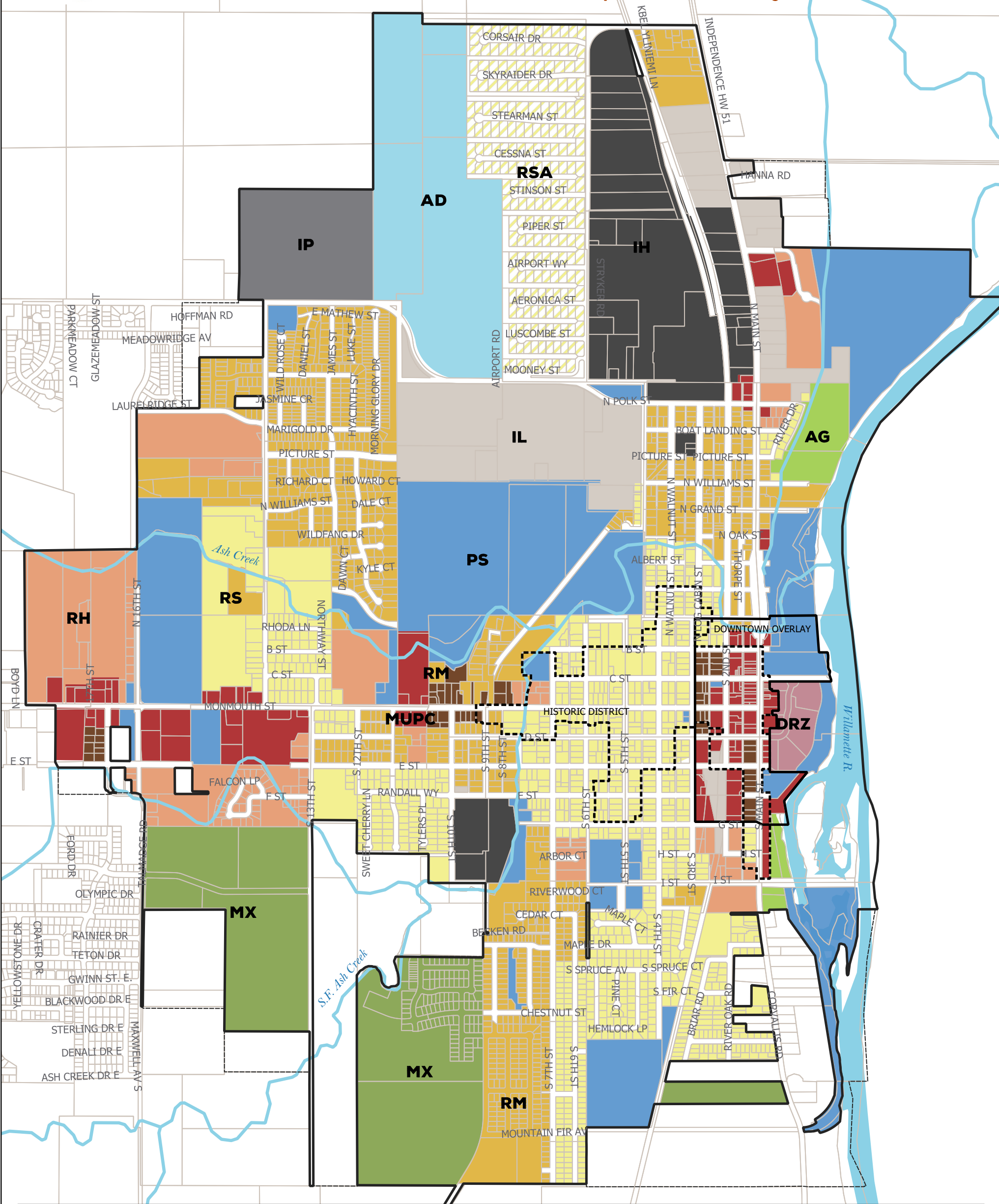
 - Low-Density Residential (RS)
 - Medium-Density Residential (RM)
 - High-Density Residential (RH)
 - Residential Single-Family Airpark Overlay (RSA)
 - Mixed Residential (MX)
 - MUPC-Transitional (MUPC-T)
 - Downtown Riverfront Zone (DRZ)
 - Light Industrial (IL)
 - Heavy Industrial (IH)
 - Industrial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



CITY OF INDEPENDENCE

ZONING MAP

Proposed Zoning



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)	

Page 2 of 103

Updated 03.18.2025



INDEPENDENCE

Oregon's Story Begins Here

REZONE ALONG GUN CLUB ROAD TRANSPORTATION PLANNING RULE FINDINGS MEMORANDUM

FROM: Fred Evander, Community Planner

DATE: March 17, 2025

RE: **TRANSPORTATION PLANNING RULE FINDINGS**

FILE NUMBER: LA | 2025-02

This memorandum is intended show that the amendment of the City of Independence Zoning Map to change 19.39 acres from Medium-Density Residential (RM) to High-Density Residential (RH) is not likely to have a significant effect on any existing or planned transportation facilities per OAR 660-012-0060.

Three main factors have contributed to this conclusion:

- 15.43 acres of the 19.39-acre total is currently developed with apartments (at a density similar to the density allowed in the High-Density Residential Zone). No further development is anticipated on the property.
- The rezone of the remaining 3.96 acres is meant to encourage the development of multifamily housing, a housing type that has a lower trip generation rate than single-family detached or attached housing units. This reduced trip generation rate will limit the increase in the overall trip generation that will occur because of the additional units in the area.
- Existing or planned transportation improvements will satisfactorily address any potential additional trips that may occur.

These factors are explored below.

LEGACY OAKS APARTMENTS – 15.43 ACRES

Within the area proposed for the zone change, 15.43 acres (of the 19.39 acres) are currently occupied by Legacy Oaks Apartments, a large apartment complex with 196 housing units. This complex is considered a non-conforming use in the Independence Development Code (as apartments are not allowed in the Medium-Density Residential (RM) Zone), and the property has a stream, wetlands, and a power-line corridor that limit the further development of the site. No additional development or units are anticipated on the property.¹

¹ The proposed rezone is intended to better reflect the fact that the land is occupied by high-density housing and to make the property a legal, conforming use in the underlying zone.

PCL PROPERTY – 3.96 ACRES

Rezone of the remaining 3.96 acres (owned by Partnerships in Community Living) would also have a limited impact on trip generation. According to the Institute of Traffic Engineers, changing from a single-family detached home to an apartment use (the likely use of the property in the RH Zone) would lower the number of trips that are expected per unit (from .99 peak hour trips per unit to .56 peak hour trips per unit). As such, any increase in the number of housing units that would occur because of the rezone would not have a similar proportionate increase in the number of vehicular trips generated.

The following calculations help display this fact:

- Current Medium-Density Residential Zoning (Built with Single-Family Detached Homes) – 3.96 acres x 12 units per acre (max density of RM Zone) x .99 peak hour trips per unit (trip generation for single-family detached unit) = 47.04 peak hour trips
- Proposed High-Density Residential (Built with Apartments) – 3.96 acres x 20 units per acre (max density of RH Zone) x .56 peak hour trips per unit (trip generation for multifamily unit) = 44.35 peak hour trips

Using the trip generation rates prepared by the Institute of Traffic Engineers, the proposed change would generate slightly fewer peak hours trips, even with more housing units on the site because of the lower trip generation rates that are typical of apartment development.

IMPACTS TO INTERSECTIONS

Finally, the proposed change would have limited impacts on planned transportation improvements such as intersections.

Gun Club and Hoffman

According to the Transportation System Plan, the intersection of Gun Club Road and Hoffman Road was anticipated to function at a Level of Service D, the maximum Level of Service desired for the intersection, in 2040 (see City of Independence, Transportation System Plan, Volume II page 205). However, the intersection was modeled using a previous configuration of the road, which did not separate out Northbound right and left turns (see City of Independence, Transportation System Plan, Volume II page 248). With the completion of a recent Safe Routes to School project, the left and right turn movements were separated, and a key limiting factor for the critical movement of the intersection was addressed.

The intersection is well suited for additional development with the Safe Routes to School project completed.

Gun Club and Monmouth

Additionally, the intersection at Gun Club Road and Monmouth Street was anticipated to function well till 2040, so long as the Southbound left turn green light was optimized to allow more vehicles to travel through the intersection. Since no additional vehicular trips are anticipated from the rezone, the improvement should continue to be satisfactory to address the additional units.

CONCLUSION

Given these items, no significant impacts are anticipated from rezoning the 19.39 acres from RM to RH.



CITY OF INDEPENDENCE MEMORANDUM

TO: Mayor and City Council
FROM: Kenna West, City Manager
MEETING DATE: May 27, 2025
SUBJECT: New Establishment Liquor License Applicant

☐ Information Only

☒ Action Requested

Statement of Issue:

Costa De Oro LLC, located at 286 S. Main Street, has made application with the Oregon Liquor and Cannabis Commission for a Full On-Premises Commercial Liquor License. This license would allow the applicant to serve distilled spirits, malt beverages (beer), wine and cider.

Background:

In 2020 our City adopted resolution #20-1541, which establishes criteria for screening liquor license applications. The police department was assigned the task to do initial reviews of each liquor license application. The police department then completes a staff report on those findings for the City Council review.

Analysis:

Eleazar Figueroa, owner of Costa De Oro, has applied for a full on-premises liquor license through the Oregon Liquor and Cannabis Commission. Mr. Figueroa currently operates a small restaurant at the location selling Mexican food and intends to offer alcoholic beverages as well. Mr. Figueroa plans on offering food specials every week and hopes to add live music and karaoke on certain nights. The restaurant plans on being open Wednesday through Sunday, from 11:00 am until 8:00 pm.

Mr. Figueroa is the sole owner/operator of Costa De Oro and has financed his restaurant through his personal savings. Costa De Oro has an active LLC through the Oregon Secretary of State's Office.

A background check was completed on Eleazar Figueroa. I did not locate any alcohol related incidents or other items which would preclude him from licensure.

Fiscal Impact:

As of this date, City fees have been paid. OLCC instruction states their fees will be collected at a later time.

Options:

1. Council may recommend approval for this establishment.
2. Council may recommend denying the license for this establishment if reasonable grounds can be established.
3. Council may impose an option of its own choosing.

Recommended Motion:

Option 1. I move to recommend approval of the above liquor license request.

Memo prepared by: Lieutenant Lyle Gilbert



OREGON LIQUOR & CANNABIS COMMISSION
Local Government Recommendation – Liquor License

Annual Liquor License Types

Off-Premises Sales	Brewery-Public House
Limited On-Premises Sales	Brewery
Full On-Premises, Caterer	Distillery
Full On-Premises, Commercial	Grower Sales Privilege
Full On-Premises, For Profit Private Club	Winery
Full On-Premises, Non Profit Private Club	Wholesale Malt Beverage & Wine
Full On-Premises, Other Public Location	Warehouse
Full On-Premises, Public Passenger Carrier	

Section 1 – Submission – To be completed by Applicant:

License Information

Legal Entity/Individual Applicant Name(s): *Eleazar Figueroa*
Proposed Trade Name: *costa de oro*
Premises Address: *286-S. Main St* Unit:
City: *Independence* County: *polk* Zip: *97351*
Application Type: ☒ New License Application ☐ Change of Ownership ☐ Change of Location
License Type: ☐ Additional Location for an Existing License

Application Contact Information

Contact Name: *Eleazar Figueroa* Phone: *503-837-9001*
Mailing Address: *3556 Elm St Spc#9*
City: *HUBBARD* State: *OR.* Zip: *97032*
Email Address: *costadeoro11c@gmail.com*

Business Details

Please check all that apply to your proposed business operations at this location:

- ☐ Manufacturing/Production
☐ Retail Off-Premises Sales
☒ Retail On-Premises Sales & Consumption

If there will be On-Premises Consumption at this location:

- ☒ Indoor Consumption ☐ Outdoor Consumption
☒ Proposing to Allow Minors

Section 1 continued on next page



OREGON LIQUOR & CANNABIS COMMISSION

Local Government Recommendation – Liquor License

Section 1 Continued – Submission - To be completed by Applicant:

Legal Entity/Individual Applicant Name(s):

Proposed Trade Name:

IMPORTANT: You MUST submit this form to the local government PRIOR to submitting to OLCC.
Section 2 must be completed **by the local government** for this form to be accepted with your CAMP application.

Section 2 – Acceptance - To be completed by Local Government:

Local Government Recommendation Proof of Acceptance

After accepting this form, please return a copy to the applicant with received and accepted information

City or County Name: *City of Independence*

Date Application Received: *5/14/2025*

Received by: *Myra Russell*

Optional Date Received Stamp

RECEIVED

MAR 14 2025

**CITY OF
INDEPENDENCE**

Section 3 – Recommendation - To be completed by Local Government:

- ☐ Recommend this license be granted
- ☐ Recommend this license be denied (Please include documentation that meets [OAR 845-005-0308](#))
- ☐ No Recommendation/Neutral

Name of Reviewing Official:

Title:

Date:

Signature:

After providing your recommendation and signature, please return this form to the applicant.



City of Independence
555 S Main St; PO Box 7
Independence, OR 97351
(503) 838-1212

XBP Confirmation Number: 231329277

Transaction detail for payment to City of Independence.				Date: 05/14/2025 - 11:52:58 AM MT	
Transaction Number: 242948759					
Mastercard — XXXX-XXXX-XXXX-0537					
Status: Successful					
Account #	Item	Receipt Number	Void Receipt Number	Quantity	Item Amount
COSTA DE ORO	LIQUOR LICENSE COSTA DE ORO			1	\$100.00

TOTAL: \$100.00

Billing Information
ELEAZAR FIGUEROA GARCIA
97351

Transaction taken by: Admin ntorreblanca



CITY OF INDEPENDENCE

STAFF REPORT

TO: Mayor and City Council
FROM: City Manager Kenna West
MEETING DATE: May 27, 2025
SUBJECT: Proposed Resolution 25-1632, Requesting Polk County to
Surrender Jurisdiction to City Over Certain County
Roadways

☐ Information Only

☒ Action Requested

Statement of Issue:

Resolution to request jurisdiction from Polk County is the final city step in this project. The transfer requires the approval of the resolution by the City Council prior to Polk County transfer.

Background:

The City Council adopted Ordinance 1623 on May 27, 2025, annexing certain portions old 6th Street and Corvallis Road into the city limits. Hoffman Road will not be part of this resolution and will come to the City Council at a later date once Polk County corrects drainage issues related to the Hoffman Road-Gun Club Road Safe Routes to School project. In compliance with ORS 373.270(6)(a), the city must initiate the transfer request by resolution. Once completed and the Oregon Department of Revenue approves the annexation, Polk County can issue the final order transferring jurisdictional authority over the roadways to the city.

Fiscal Impact:

The city will be responsible for maintenance and operation of the roadways and will notify the Oregon Department of Transportation for potential funding of local streets and roadways designated under federal classification for funding opportunities.

Options:

The Council may:

1. Adopt Proposed Resolution 25-1632 requesting Polk County to surrender jurisdiction to City over certain county roadways, or
2. Decline to approve the resolution.

Recommendation/Suggested Motion:

Staff recommends approval of Option 1.

Suggested motion: I move to approve Proposed Resolution 25-1632 requesting Polk County to surrender jurisdiction to City over certain county roadways.

Attachments: Corvallis Road legal description and exhibit map.
Old 6th Street legal description and exhibit map.

*Memo prepared by: Gerald Fisher, Public Works Director
Reviewed and Approved by: Kenna West, City Manager*

EXHIBIT A

A unit of land situated in the south one-half of Section 28 and the north one-half of Section 33, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being a portion of Corvallis Road lying south of I Street, and more particularly described as follows:

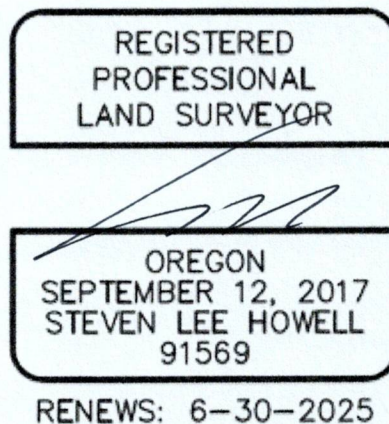
Beginning at the southwest corner of Parcel 2 of Partition Plat 2001-0014, Polk County Plat Records, being also on the east line of said Corvallis Road;

thence, going southerly along the east line of said Corvallis Road approximately 3,150 feet to the existing Urban Growth Boundary;

thence, going westerly along said Urban Growth Boundary approximately 60 feet to the west line of said Corvallis Road;

thence, going northerly along the west line of said Corvallis Road approximately 3,150 feet to a point which bears west of the Point of Beginning;

thence, going east approximately 60 feet to the Point of Beginning.





SCALE: 1" = 100'

INDEPENDENCE MHP LLC
INSTR. NO.
2020-000630

PARCEL 2
P.P. 2001-0014

PARCEL 1
P.P. 2008-0017

SCHROEDER
INSTR. NO.
2018-010905

PARCEL 2
P.P. 2007-0011

PARCEL 2
P.P. 2008-0017

PARCEL 3
P.P. 2007-0011

SHARR
INSTR. NO. —
2016-007421

DOROTHY
INSTR. NO.
2009-006394

GREEN
INSTR. NO.
2018-006856

RIVER OAK ROAD

3,150'

3,150'

4

3

RIVER OAK
SUBDIVISION
V.10, P.50

2

1

CAUDILLO
INSTR. NO.
B.350, P.2255

LEWIS
INSTR. NO.
2005-016574

GRAHAM TRUST
INSTR. NO.
2016-014476

PART PARCEL 1
P.P. 1990-008

PARCEL 1
P.P. 2007-0041

SEE SHEET 2



PROPOSED
ANNEXATION AREA

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWS: 6-30-2025

EXHIBIT B

IN THE S. 1/2 OF SECTION 28
& THE N. 1/2 OF SECTION 33
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: NOVEMBER 25, 2024

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
1/3



SCALE: 1" = 100'

PARCEL 2 P.P. 1990-008 SEE SHEET 1

PARCEL 1
P.P. 2007-0041

PARCEL 2
P.P. 2007-0041

PARCEL 3
P.P. 2007-0041

PARCEL 3
P.P. 1990-008

PARCEL 2
P.P. 2001-0001

PARCEL 1
P.P. 2001-0001

FRY/HARTWIG
B.279, P.149

MCCALLEY
INSTR. NO.
2000-02234

FRY/HARTWIG
B.223, P.1494

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWS: 6-30-2025

CABLE
INSTR. NO.
2021-008882

3,150'

3,150'

LOVELESS TRUST
INSTR. NO.
2022-009051

42

43

TITUS TRUST
B.324, P.1499

INDEPENDENCE
WAY

50

51

52

FREEDOM ESTATES
V.12, P.31

56

57

MCMULLEN
INSTR. NO.
2020-012228

BROWN
B.362, P.1698



PROPOSED
ANNEXATION AREA

TRACT A

SEE SHEET 3

EXHIBIT B

IN THE S. 1/2 OF SECTION 28
& THE N. 1/2 OF SECTION 33
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: NOVEMBER 25, 2024

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
2/3



SCALE: 1" = 250'

SEE SHEET 2

HILL
B.227,
P.1931

BROWN
B.362, P.1698

MC MULLEN
INSTR. NO.
2021-007276

CAVENDER
INSTR. NO.
2019-003056

CARR
INSTR. NO.
2004-015271

JONES
INSTR. NO.
2014-003756

JONES
INSTR. NO.
2014-003756

MOUNTAIN FIR AVENUE

CORVALLIS ROAD
3.150'
3.150'

JONES
INSTR. NO.
2014-003756

JONES
INSTR. NO.
2014-003756

ROWE TRUST
INSTR. NO.
2018-010242

60'

MC FARLIN
INSTR. NO.
2020-016738



PROPOSED ANNEXATION AREA

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWES: 6-30-2025

EXHIBIT B

IN THE S. 1/2 OF SECTION 28
& THE N. 1/2 OF SECTION 33
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: NOVEMBER 25, 2024

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
3/3

EXHIBIT A

A unit of land situated in the southwest one-quarter of Section 28, Township 8 South, Range 4 West, of the Willamette Meridian, Polk County, Oregon, being the west 33 feet of Lots 10, 11, 12 and 22 of HILL PARK ADDITION NO. 3, recorded in Volume 6, Page 29, Polk County Book of Town Plats, a portion of Unimproved 6th Street lying south of Maple Drive and a portion of that property conveyed to Central School District 13J by Book 336, Page 2235, Polk County Records, and further described as follows:

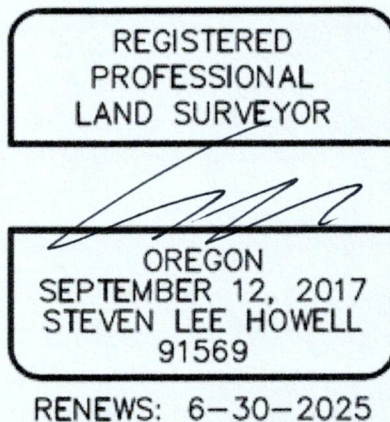
Beginning at the southwest corner of Lot 8 of said HILL PARK ADDITION NO. 3;

thence, going westerly along the south line of said HILL PARK ADDITION NO. 3 approximately 33 feet to the west line of said HILL PARK ADDITION NO. 3, being coincident with the east line of MOUNTAIN FIR ESTATES, recorded in Volume 11, Page 05, Polk County Book of Town Plats;

thence, going northerly along the east line of said MOUNTAIN FIR ESTATES approximately 616 feet to the northeast corner thereof;

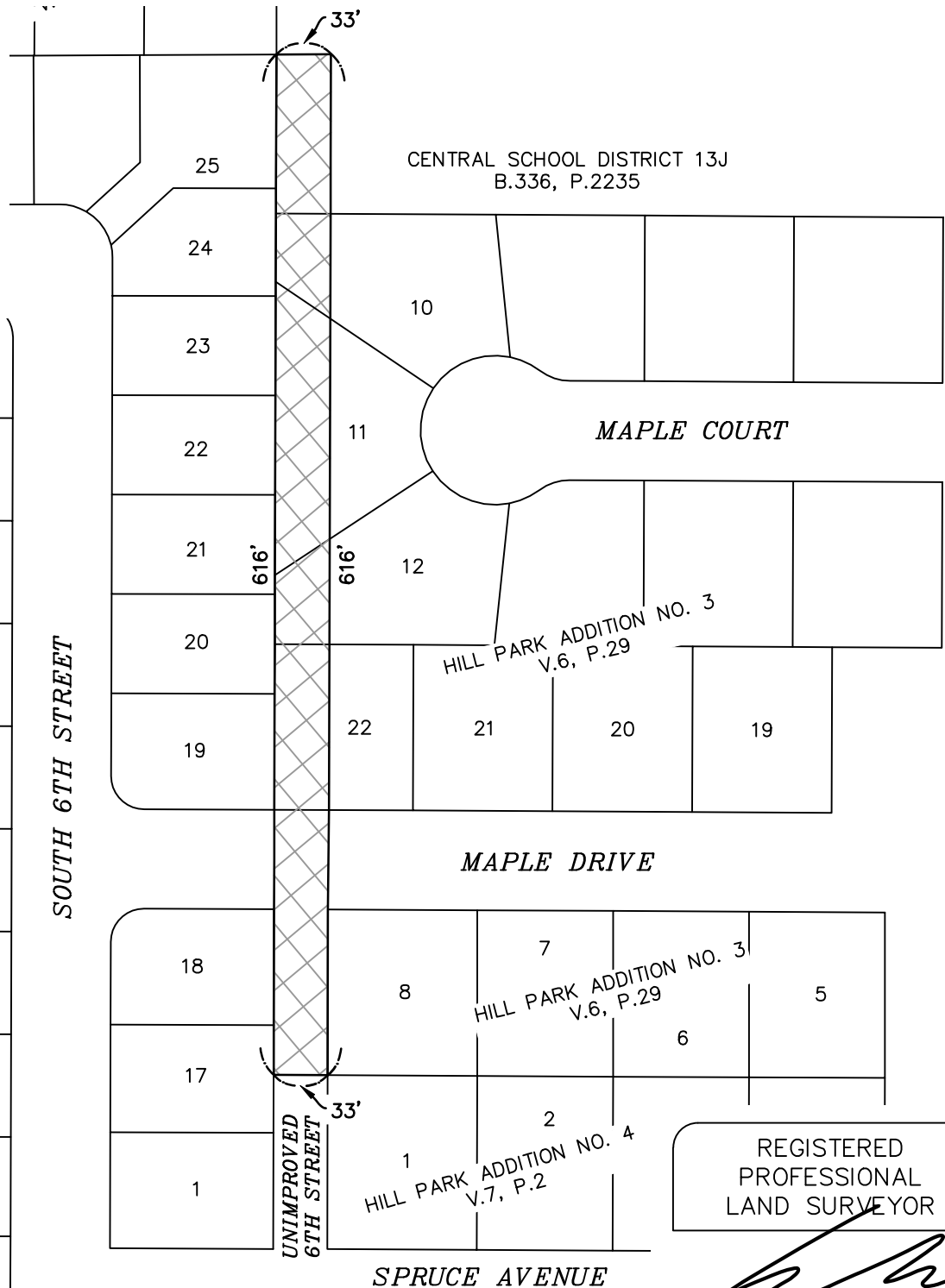
thence, going easterly approximately 33 feet to a line parallel with and 33 feet easterly of the west line of said HILL PARK ADDITION NO. 3;

thence, going southerly along said parallel line approximately 616 feet to the Point of Beginning.





SCALE: 1" = 100'



MOUNTAIN FIR ESTATES
V.11, P.05

MOUNTAIN FIR
ESTATES PHASE 2
V.11, P.33



PROPOSED ANNEXATION AREA

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWS: 6-30-2025

EXHIBIT B

IN THE SW 1/4 OF SECTION 28
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON

DATE: JANUARY 31, 2025

SURVEYED FOR: CITY OF INDEPENDENCE



FFN SURVEYING

Page 90 of 103

2301 S Street SE #145, Turner, OR 97392
P: (503) 558-3330 E: info@ffnsurveying.com

JOB NO.
23-477

SHEET
1/1

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

A Resolution Requesting Polk County]
To Surrender Jurisdiction To City]
Over Certain County Roadways]

RESOLUTION NO. 25-1632

WHEREAS, the City Council for the City of Independence deems it necessary, expedient, and in the best interest of the City to seek surrender of jurisdiction over portions of certain County roads from the Polk County Board of Commissioners identified as follows:

All those portions of Corvallis Road and old 6th Street as described in the exhibits contained in the City of Independence Ordinance No 1623 dated May 27, 2025.

WHEREAS, ORS 373.270(6)(a) authorizes the City to initiate the surrender of the County's jurisdiction over all or a portion of county roads which lie with City limits; and

WHEREAS, the Board of Commissioners of Polk County, Oregon has authority under ORS 373.270(6)(b) to surrender jurisdiction over requested portions of County roads by order, without further action by the City; and

WHEREAS, upon the County surrendering jurisdiction over the above-described portions of Corvallis Road and old 6th Street by order, that County jurisdiction shall cease and the City shall have full and absolute jurisdiction over the requested portions of road for all purposes of repair, construction, improvement, and the levying and collection of assessment; **Now, Therefore**

**THE CITY COUNCIL OF THE CITY OF INDEPENDENCE HEREBY RESOLVES
AS FOLLOWS:**

Section 1. Transfer of Jurisdiction. The City Council hereby requests that Polk County, acting by and through its Board of Commissioners under the provisions of ORS 373.270(6), surrender jurisdiction to the City of those portions of Corvallis Road and old 6th Street described above and in the attached Exhibit A, which is incorporated herein by this reference.

Section 2. City of Independence personnel are hereby directed to provide Polk County all information and documentation needed to support this Resolution request to the Board of County Commissioners.

Section 3. Effective Date. This Resolution shall take effect immediately upon adoption by the City Council.

ADOPTED by the City Council of the City of Independence, Oregon this 27th day of May, 2025.

CITY OF INDEPENDENCE, OREGON

By _____
Kate Schwarzler, Mayor

ATTEST:

By _____
Myra Russell, City Recorder

EXHIBIT A

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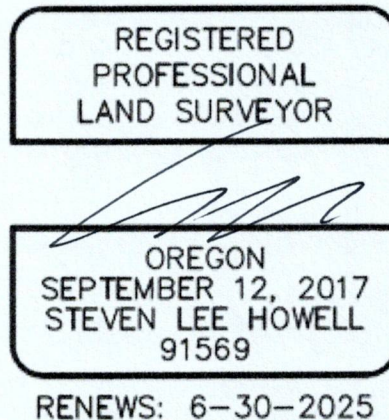
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thence, going northerly along the east line of said MOUNTAIN FIR ESTATES approximately 616 feet to the northeast corner thereof;

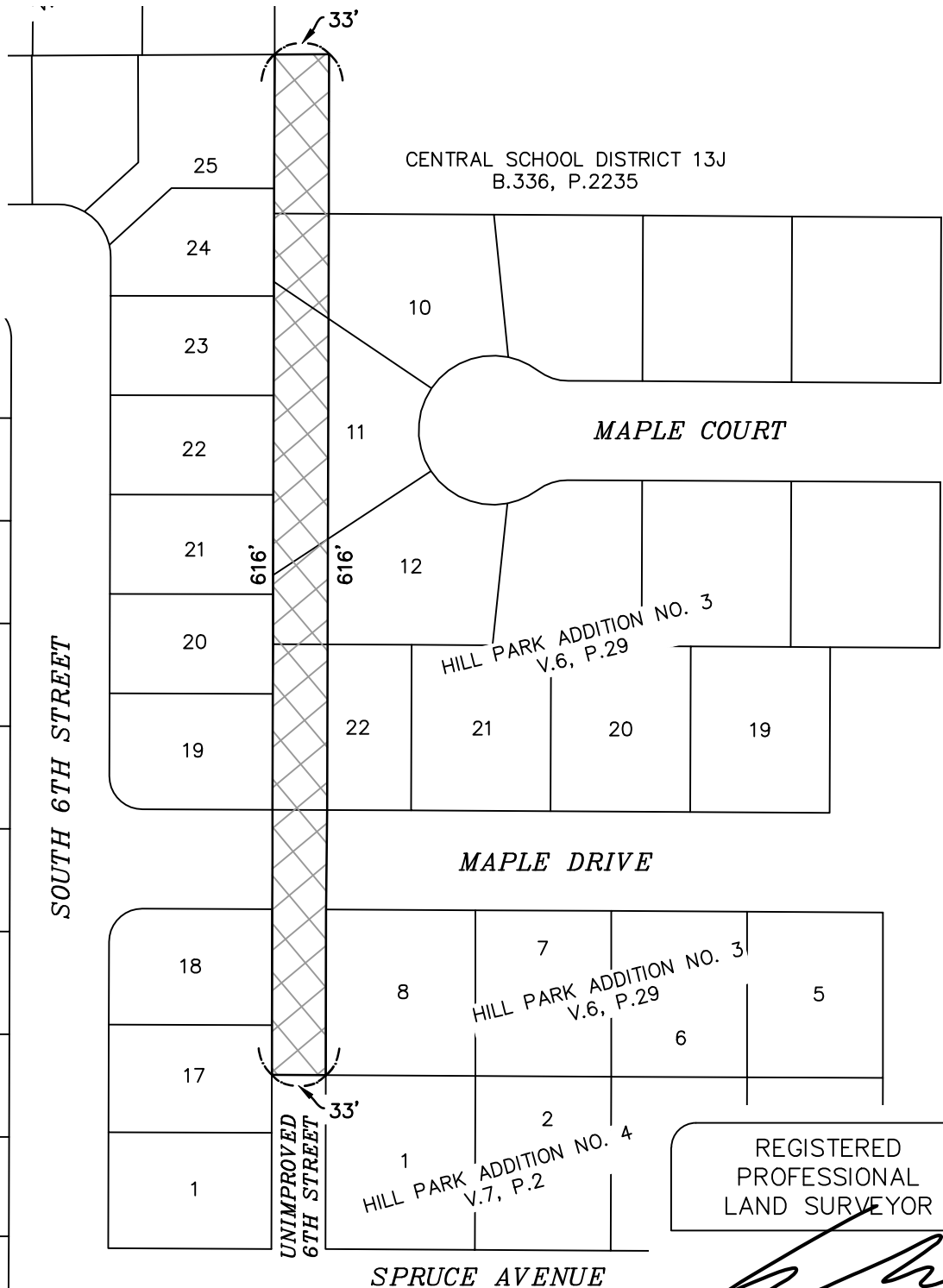
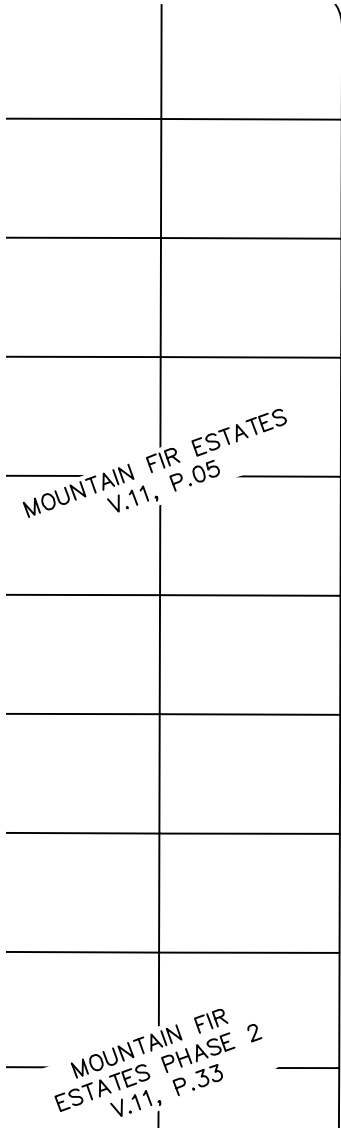
thence, going easterly approximately 33 feet to a line parallel with and 33 feet easterly of the west line of said HILL PARK ADDITION NO. 3;

thence, going southerly along said parallel line approximately 616 feet to the Point of Beginning.





0' 100'
SCALE: 1" = 100'



PROPOSED ANNEXATION AREA

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWS: 6-30-2025

EXHIBIT B

IN THE SW 1/4 OF SECTION 28
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: JANUARY 31, 2025

SURVEYED FOR: CITY OF INDEPENDENCE



FFN SURVEYING

Page 94 of 103

12301 S Street SE #145, Turner, OR 97392
P: (503) 558-3330 E: info@ffnsurveying.com

JOB NO.
23-477

SHEET
1/1

EXHIBIT A

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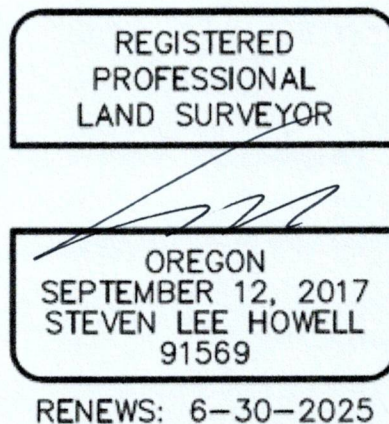
Beginning at the southwest corner of Parcel 2 of Partition Plat 2001-0014, Polk County Plat Records, being also on the east line of said Corvallis Road;

thence, going southerly along the east line of said Corvallis Road approximately 3,150 feet to the existing Urban Growth Boundary;

thence, going westerly along said Urban Growth Boundary approximately 60 feet to the west line of said Corvallis Road;

thence, going northerly along the west line of said Corvallis Road approximately 3,150 feet to a point which bears west of the Point of Beginning;

thence, going east approximately 60 feet to the Point of Beginning.





SCALE: 1" = 100'

INDEPENDENCE MHP LLC
INSTR. NO.
2020-000630

PARCEL 2
P.P. 2001-0014

PARCEL 1
P.P. 2008-0017

SCHROEDER
INSTR. NO.
2018-010905

PARCEL 2
P.P. 2007-0011

PARCEL 2
P.P. 2008-0017

PARCEL 3
P.P. 2007-0011

SHARR
INSTR. NO. —
2016-007421

DOROTHY
INSTR. NO.
2009-006394

GREEN
INSTR. NO.
2018-006856

RIVER OAK ROAD

3,150'

3,150'

4

3

RIVER OAK
SUBDIVISION
V.10, P.50

2

1

CAUDILLO
INSTR. NO.
B.350, P.2255

LEWIS
INSTR. NO.
2005-016574

GRAHAM TRUST
INSTR. NO.
2016-014476

PART PARCEL 1
P.P. 1990-008

PARCEL 1
P.P. 2007-0041

SEE SHEET 2



PROPOSED
ANNEXATION AREA

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWS: 6-30-2025

EXHIBIT B

IN THE S. 1/2 OF SECTION 28
& THE N. 1/2 OF SECTION 33
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: NOVEMBER 25, 2024

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
1/3



SCALE: 1" = 100'

PARCEL 2 P.P. 1990-008 SEE SHEET 1

PARCEL 1
P.P. 2007-0041

PARCEL 2
P.P. 2007-0041

PARCEL 3
P.P. 2007-0041

PARCEL 3
P.P. 1990-008

PARCEL 2
P.P. 2001-0001

PARCEL 1
P.P. 2001-0001

FRY/HARTWIG
B.279, P.149

MCCALLEY
INSTR. NO.
2000-02234

FRY/HARTWIG
B.223, P.1494

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWS: 6-30-2025

CABLE
INSTR. NO.
2021-008882

3,150'

3,150'

LOVELESS TRUST
INSTR. NO.
2022-009051

42

43

TITUS TRUST
B.324, P.1499

INDEPENDENCE
WAY

50

51

52

FREEDOM ESTATES
V.12, P.31

56

57

MCMULLEN
INSTR. NO.
2020-012228

BROWN
B.362, P.1698



PROPOSED
ANNEXATION AREA

TRACT A

SEE SHEET 3

EXHIBIT B

IN THE S. 1/2 OF SECTION 28
& THE N. 1/2 OF SECTION 33
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
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FFN SURVEYING

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P: (503) 558-3330 E: info@ffnsurveying.com

JOB NO.
23-477

SHEET
2/3



SCALE: 1" = 250'

SEE SHEET 2

HILL
B.227,
P.1931

BROWN
B.362, P.1698

MC MULLEN
INSTR. NO.
2021-007276

CAVENDER
INSTR. NO.
2019-003056

CARR
INSTR. NO.
2004-015271

JONES
INSTR. NO.
2014-003756

JONES
INSTR. NO.
2014-003756

MOUNTAIN FIR AVENUE

CORVALLIS ROAD
3.150'
3.150'

JONES
INSTR. NO.
2014-003756

JONES
INSTR. NO.
2014-003756

ROWE TRUST
INSTR. NO.
2018-010242

60'

MC FARLIN
INSTR. NO.
2020-016738



PROPOSED ANNEXATION AREA

REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
SEPTEMBER 12, 2017
STEVEN LEE HOWELL
91569

RENEWES: 6-30-2025

EXHIBIT B

IN THE S. 1/2 OF SECTION 28
& THE N. 1/2 OF SECTION 33
TOWNSHIP 8 SOUTH, RANGE 4 WEST, W.M.
POLK COUNTY, OREGON
DATE: NOVEMBER 25, 2024

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
3/3

**Management Team Notes
Wednesday, May 14, 2025**

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

- Pending agenda review.

Fred:

- Continuing to help with transport of family for medical appointments over the next couple weeks.
- Annexation Hearings – Two annexation were considered at the City Council meeting on May 13th. One was for the annexation of a portion of 6675 Corvallis Road, and the other was for the annexation of certain rights-of-way. One of the hearings was approved, and the other passed a first reading and will be considered again on May 27th.
- Gun Club Rezone – A public hearing for a rezone on Gun Club Road, including the property that contains the Legacy Oaks Apartments and the neighboring four acres, occurred at the Planning Commission meeting on April 7th. The rezone would change the area from Medium-Density Residential to High-Density Residential. The City Council will consider the proposal on May 27th.
- Historic Preservation Commission – The next Historic Preservation Commission meeting will occur on May 19th. The meeting will include some training.
- Planning Commission - The next Planning Commission meeting will include a tour of the airpark and the nearby areas.
- Trolley – In conjunction with Monmouth, we continue to look for funding for the longevity of trolley.
- Project Review – Reviewing various development permits.

Emmanuel:

- Working on Parks Master Plan outreach and videos
- Working on BHRN video shoot with Polk County
- Producing National police week content
- Working Book bike promotion by June 13
- Indy Days and Summer Series promotions start this week
- 60 second council video shoot
- Lifejacket kiosk unveiling went well! KGW coverage

Tino:

- Staffing - have one staff member on funeral leave and another out due to a family emergency.
- Sgt. Williamson is at Supervisory Leadership Academy this week.
- Sgt. Fleming will be at a Domestic Violence training in Texas next week.
- Lateral applicant going to psychological evaluation.
- Chief's interviews this afternoon.
- Completed CTE partnership with CHS. Emmanuel got tased. Students went through video scenario training as well as ORPAT (Oregon Physical Abilities Test).
- Attended Touch a Truck.
- Oregon Child Development Center will visit tomorrow morning.

Myra:

- Will be out June 1-6 at Northwest Clerks Institute at University of Puget Sound. A whole week of City Recorder training with other clerks from the region. Will miss Planning commission meeting and Municipal court arraignment that week. Will make sure everything is covered. Will be working on agendas for City Council meeting, Museum board and Indy days while at training.
- Agenda and public records request process update proceeding. Timeline puts both in use by August 2025.

Gerald:
Project Updates

- **2018-03 Polk Well #4:** Pacific Power pulling wires to energize well and project anticipated to be completed by 06/30/25.
- **2022-03 Polk Co Hoffman-Gun Club Rd SRTS:** County working on drainage issue.
- **2022-09 WWTP Upgrade:** 90% design underway.
- **2022-12 OR 51–5th St SRTS Crossing:** Working on adjustment of scope to remain within budget.
- **2022-13 Sunset Park Improvements:** Pacific Power set power meter and project anticipated to be completed by 06/30/25.
- **2022-17 9th St PS Ph 2-3:** Design on same schedule as WWTP upgrade.
- **2023-04 Surface Water Treatment Plant:** Project on hold due to property acquisition.
- **2023-06 Stormwater Master Plan Update:** Master plan work underway.
- **2023-09 Road Annexation-Juris Transfer:** Annexation of Corvallis and Hoffman to be completed on **05/27/25**. Jurisdictional transfer resolution also scheduled for **05/27/25**. Anticipate jurisdictional transfer summer of 2025.
- **2023-11 Parks Master Plan Update:** Second open house scheduled for **06/12/25**, and virtual open house on 06/13/24. Parks Board review of documents scheduled for 07/17/25.
- **2023-12 Chestnut St Bridge:** Grant received and project to be managed by Marion County.
- **2023-13 Corvallis Rd Waterline:** Bidding in the late summer 2025. Need annexation and jurisdictional transfer of roadway to proceed with project.
- **2024-01 ODOT ADA Upgrades:** Constructing anticipated in 2025.
- **2024-04 Polk-Main Intersection Improvement:** Design underway.
- **2024-05 Biosolids Removal (Lagoon 1):** Awarded on 05/13/25. Construction scheduled to start on 07/14/25.
- **2024-07 F Street Water Tower Structural Assessment:** Kick-off meeting held and project anticipated to be completed by 06/30/25.
- **2024-08 Polk WTP Pump Upgrade:** Design underway.
- **2024-09 Sludge Survey:** Work on Lagoon 2-4 to begin by June and Lagoon 1 after biosolids removal.
- **2024-10 Water Loss Survey:** Work to begin at the end of summer.
- **2025-03 New Ash Creek Pump Station** – Received grant from Business Oregon to prepare preliminary engineering report. Pump Station will serve the southwest area and replace the 13th Street Pump Station.
- **2025-04 Stormwater SDC and Rate Study** – Project is scheduled to begin in early 2026.
- **2025-05 Parks SDC Study** – Project is scheduled to begin in early 2026.

Administrative Updates

- Public Works Standards update completed.
- Staff updating standards detail drawings.
- Staff working on multiple development applications, design, and construction reviews. The following is a status update on larger projects still underway. Projects with no progress or plan approvals have been removed.
 - a. 2021-02 SW Crossing: Plans approved.
 - b. 2021-05 Station 203: Waiting on plan submission.
 - c. 2022-18 478 S Main Mixed-Use: Construction underway.
 - d. 2022-21 Western Interlock: Waiting on plan submission.
 - e. 2023-02 Brandy Meadows 5-6: Plan approval final extension to 08/27/25.
 - f. 2024-03 Ella Curran Food: Plans approved. Waiting for preconstruction meeting.
 - g. 2024-06 601 Stryker Rd Industrial: Construction underway.
 - h. 2024-11 OAWU Expansion: Construction underway.

Shawn:

- Concessions in Riverview Park?
- Talking to potential partners for Indy Days, exploring options
- New IT apprenticeship with Chemeketa is live. Part time student, part time paid work experience. Starting to promote for employers and apprentices. Jason and I served on the advisory committee.
- Working w/Fred on FEMA PICM adoption
- Touch a truck was last weekend - discussion?

Jason:

- Replacement meeting camera arrived today.
- Working on additional solutions for internet connectivity at Indy Days gates.
- Huge thank you for Bradley from Friends of the Library for donating some old network equipment to the City.
- Touch-A-Truck went very well. Great turn out. Special thank you to my Wife for making the event happen.
- Continuing work on the Windows 11 upgrade project.
- Monmouth has an approved budget with the funding in place for a full time IT position.

Amy:

- Program Highlight: We're excited to host military historian and bestselling author John R. Bruning for a special talk on Saturday, May 24 at 1:00 PM in the museum. He'll be discussing *The Vietnam Air War, the Establishment of Top Gun, and the Soviet-Israeli Air Clashes that Helped Transform the USAF*. This program aligns with our upcoming updates to the Veterans Corner exhibit and the arrival of *The Wall That Heals* in the fall.
- Grant News: The museum was awarded an \$8,000 grant from the Braemar Charitable Trust to support military collection preservation and updates to our Veterans exhibit. This grant will also help fund time for our museum intern.
- Community Engagement: It's a busy weekend ahead for the museum, with several outreach efforts happening across town:
 - The Heritage Museum Society will be selling hop plants at the Independence Saturday Market to raise funds.
 - Members of the Museum Advisory Board will represent the museum at the WOU Alumni Block Party, sharing information about current exhibits and upcoming programs.
 - Museum staff will also be present at the MEChA event at Central High School with a pop-up exhibit focused on local Latino history.

MAY 13, 2025 - 6:63 PM	MAY 27, 2025 - 6:30 PM
Agenda items due: Noon, 05/07/2025 » Public Hearing: Right of way- Continued » CB 2025-04 Second Reading » Liquor License -Grocery Outlet (Gilbert) » Liquor License -A1 Market-possible (Gilbert) » Q3 Financial report (Moody) » Contract Award-Lagoon 1 Biosolids removal (Fisher) » » » Liaison Reports: Library Board, Museum Board » and Continuum of Care » Minutes/Misc Corresp/Notes/PAC	Agenda items due: Noon, 05/21/2024 » CB 2025-03 Second Reading (Evander) » Council Meeting-Public Hearing: Gun Club Rezone (Evander) » Council Meeting- Council Bill for Gun Club rezone (Evander) » Requesting transfer of Corvallis rd /6th (Irvine for Fisher) » Liquor License: Costa de Oro » » » » »
+ Urban Renewal Agency Meeting, if needed	+ Urban Renewal Agency Meeting, if needed
JUN 10, 2025 - 6:30 PM	JUN 24, 2025 - 6:30 PM
Agenda items due: Noon, 06/04/2025 » Budget Adoption (Moody) » Regional Water Treatment Plant Intergovernmental Agreement » Budget Adjustment(Moody) » » » » » » Liaison Reports: Traffic Safety, Historic Preservation, » and Planning Commission » Minutes/Misc Corresp/Notes/PAC	Agenda items due: Noon,06/18/2024 » Potential Infill fieldtrip » » » » » » » » »
+ Urban Renewal Agency Meeting, if needed	+ Urban Renewal Agency Meeting, if needed
JUL 8, 2025 - 6:30 PM	JUL 22, 2025 - 6:30 PM
Agenda items due early b/c 7/4 Agenda items due: Noon, 06/30/2025 » » Q3 Board/Committee Appointments » » » » » Liaison Reports: MINET, Parks Board, » and Independence Days Commission » Minutes/Misc Corresp/Notes/PAC	Agenda items due: Noon, 07/16/2024 » Q4 Financials » 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 FEMA PICM Future Council Work Sessions: URA Followup (Moody) Future PW Agenda Items: Code update: Ch. 34, related to Water, Sewer, Stormwater 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