



Annexation Application

Dallas Development Code 4.10

Application Fee - \$2000 for one acre or less
\$3000 for more than one acre

Official Use Only
ANX-____-____
Rec. ____/____/____

Applicant's Name

Mailing Address

Phone

Email

Property Address

No address

Assessor Map & Taxlot
(if no existing address)

Property Size (acres)

Submit with the application the materials listed on page 2, including site plan and property deed, and a zone change application.

I hereby certify the statements contained herein, along with the evidence submitted, are in all respects true and correct to the best of my knowledge:

Applicant's Signature

Date

Property Owner Signature
(optional)

Date

Step 1

Please submit payment in the amount stated above:

Finance Department
187 SE Court Street
Dallas, OR 97338
503-831-4060



Step 2

Please return completed form and receipt to:

Planning Department
187 SE Court Street
Dallas, OR 97338
503-831-3571
planning@dallasor.gov

For Official Use Only	
Approved	Ordinance #
Denied	Reason for Denial

Annexation Application

Dallas Development Code Chapter 4.10

4.10.015 Procedure

All annexations shall be processed in the same manner as a Type IV procedure, with the exception that the requirements of state law regarding annexations shall be met.

4.10.020 Application

Except for annexations initiated by the council pursuant to section 4.10.025, application for annexation shall include the following information:

- a. Consent to annexation which is non-revocable for a period of one year from its date.
- b. Agreement to deposit an amount sufficient to retire any outstanding indebtedness of special districts defined in ORS 222.510.
- c. Boundary description and map prepared by a registered land surveyor that conforms to ORS 308.225. Such description and map shall be prepared. The boundaries shall be surveyed and monumented as required by statute subsequent to Council approval of the proposed annexation.
- d. Written findings addressing the criteria in 4.10.030.
- e. Application by the property owner for a zone change and Comprehensive Plan amendment.
- f. The required fee set by resolution of the City Council.

4.10.050 Statutory Procedure

The applicant for the annexation shall also declare which procedure, under ORS Chapter 222, the applicant proposes that the City Council use, and supply evidence that the approval through this procedure is likely.

4.10.030 Approval Criteria

An annexation may be approved if the proposed request for annexation conforms, or can be made to conform through the imposition of conditions, with the following approval criteria:

- A. The land is within the City's Urban Growth Boundary.
- B. The proposed zoning for the annexed area is consistent with the Comprehensive Plan, and a project, if proposed concurrently with the annexation, is an allowed use within the proposed zoning.
- C. The land is currently contiguous with the present City Limits.
- D. Adequate City facilities can and will be provided to and through the subject property, including water, sanitary sewer, and storm drainage.
- E. The annexation is consistent with the annexation policies contained in the Comprehensive Plan.
- F. Within Mixed Use Nodes, annexation shall only be permitted in conjunction with a Master Plan application submitted pursuant to Chapter 4.5.

4.10.035 Boundaries

When an annexation is initiated by a private individual, the Planning Official may include other parcels of property in the proposed annexation to make a boundary extension more logical and to avoid parcels of land which are not incorporated but are partially or wholly surrounded by the City of Dallas. The Planning Official, in a report to the Planning Commission and Council, shall justify the inclusion of any parcels other than the parcel for which the petition is filed. The purpose of this section is to permit the Planning Commission and Council to make annexations extending the City's boundaries more logical and orderly.