



# URBAN GROWTH BOUNDARY AMENDMENT APPLICATION

## APPLICANT INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Phone (Business): \_\_\_\_\_ Phone (Mobile): \_\_\_\_\_

Email: \_\_\_\_\_

Owner (if different from above): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Phone (Business): \_\_\_\_\_ Phone (Residence): \_\_\_\_\_

Email: \_\_\_\_\_

## GENERAL INFORMATION

Project Name: \_\_\_\_\_ Project Location: \_\_\_\_\_

Project Description/Use: \_\_\_\_\_

Map/Tax Lot No.: \_\_\_\_\_ Total Acreage: \_\_\_\_\_

Comp Plan Designation: \_\_\_\_\_ Zoning Designation: \_\_\_\_\_

Surrounding Uses:

North: \_\_\_\_\_ South: \_\_\_\_\_

East: \_\_\_\_\_ West: \_\_\_\_\_

Pre-Application Meeting Date: \_\_\_\_\_ File No. \_\_\_\_\_

## REQUIRED SUBMITTALS

### General Checklist:

- Application Fee
- Noticing Information
- Title Report
- Project Narrative/Criteria Response
- Owner Signature/Letter of Consent

### UGB Amendment Checklist:

- Site Plan
- Map and Legal Description
- Proposed Dedications
- Proposed Easements
- Measure 49 Waiver

I HEREBY STATE THAT THE FACTS RELTED IN THE ABOVE APPLICATION AND THE PLANS AND DOCUMENTS SUBMITTED HEREWITH ARE TRUE, CORRECT AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

## URBAN GROWTH BOUNDARY (UGB) AMENDMENT CHECKLIST

The following information shall be submitted with an application for UGB Amendment prior to the City accepting the application as complete. Diagrams, maps, and plans must be drawn to scale. Incomplete or missing information may delay the review process.

Submit two (2) full size copies of the application package, including documents, maps and plans together with one (1) reduced size 8 ½ x 11” copy and PDF copies on a USB drive or CD.

- APPLICATION FEE (\$9,300)
- PUBLIC NOTICE INFORMATION
  - Mailing Labels for property owners within 250-feet of the proposed UGB Amendment boundary.
  - Map showing the location of all properties within the notification boundary.
- CITY OF CENTRAL POINT UGB AMENDMENT APPLICATION
- TITLE REPORT
- UGB AMENDMENT CRITERIA RESPONSE  
Respond to the UGB Amendment Criteria beginning on Page 3 of this packet.
- MAP AND LEGAL DESCRIPTION  
Provide a map and legal description certified by a licensed surveyor or professional engineer. If the map and legal description are not certified, they must be approved by the Department of Revenue per ORS 308.225.
- GENERAL LAND USE PLAN  
Prepare a General Land Use Plan that indicates the types and intensities of existing and proposed development, transportation corridors (including vehicle, pedestrian, bicycle and transit as applicable), watercourses, significant natural features, open space, significant stands of mature trees, wildlife travel corridors, agricultural land classification and adjoining development. If the UGB Amendment is for lands within one of Central Point’s Urban Reserve Areas (URAs), the General Land Use Plan must demonstrate how it conforms to the adopted Concept Land Use and Transportation Plan for that URA, including but not limited to land use distribution, residential density, and pedestrian friendly/mixed use requirements. The General Plan shall describe how the proposal will address housing supply, employment opportunities and livability.
- ECONOMIC, SOCIAL, ENERGY AND ENVIRONMENTAL CONSEQUENCES (ESEE) ANALYSIS  
Describe the economic, social, energy and environmental consequences will occur if the request is approved. Provide a comprehensive narrative of potential positive and negative physical, aesthetic, and related social effects of the proposed development. Address potential impacts both on the community as a whole and on the neighborhood of which it will become a part. Describe what actions are proposed to mitigate negative impacts.
- PUBLIC FACILITIES PLAN  
Describe what public facilities and services exist in the area and how it will be impacted by proposed development within the UGB Amendment area. Explain how public facilities and services will be extended to the site. Outline the method and source of financing that will be used to provide additional public facilities necessary to serve the site.
- MEASURE 49 WAIVER  
Provide Measure 49 waivers signed by all property owners within the proposed UGB Amendment area.

## UGB AMENDMENT CRITERIA

Urban Growth Boundary (UGB) Amendments are subject to the criteria in CPMC 17.96, Comprehensive Plan and Urban Growth Boundary Amendments. A checklist of requirements set forth in this Chapter is provided below. Contact the City of Central Point Planning Division and Jackson County Development Services regarding any questions regarding the approval criteria and how they may apply to your application.

### **Urban Growth Boundary Management Agreement (City of Central Point & Jackson County)**

The Urban Growth Boundary Management Agreement (UGBMA) specifies the requirements and process for Major Revisions to the Urban Growth Boundary (UGB). Major revisions include an amendment to the UGB that has widespread and significant impact to the surrounding area, such as qualitative changes (i.e. significant population increases, etc.) and/or qualitative changes (i.e. conversion of land use, etc.).

Major Revisions are considered amendments to both the City and County Comprehensive Plans and are subject to a legislative review process (Type IV). The UGBMA states that a request a Major Revision can be initiated only by the County or City governing bodies or their respective planning Commissions. Individuals, groups, citizens advisory committees and affected agencies may petition the County or appropriate City to initiate major legislative amendments. The party who seeks the revision shall be responsible for filing adequate written documentation with the City and County governing bodies. Final action on the request shall be based on the factors stated in the UGBMA, generally as follows:

- A. Demonstrated need to accommodate unpredicted population trends, to satisfy urban housing needs, or to assure adequate employment opportunities;
- B. The orderly and economic provision of public facilities and services;
- C. Maximum efficiency of land uses within the current urbanizable area;
- D. Environmental, energy, economic and social consequences;
- E. Compatibility of the proposed change with other elements of the City and County Comprehensive Plans; and,
- F. The other statewide planning goals.

Major revisions are subject o mutual City and County review, which generally has the following steps:

- A. Citizen's Advisory Committees and Planning Commissions review and make recommendations to the City Council and Board of County Commissioners.
- B. Proposal is mailed to the affected agencies and property owners; and,
- C. Proposal is heard and acted upon by the City Council and Board of County Commissioners.

### **Application and Review Requirements (CPMC 17.05)**

The application must comply with the submittal and procedural requirements in CPMC 17.05, Applications and Development Permit Review Procedures, including:

- Application submittal requirements;
- Review procedures; and,
- Traffic Impact Analysis

### **Central Point Comprehensive Plan Amendment Criteria (CPMC 17.96)**

An application to the UGB requires that the applicant providing written findings and conclusions addressing the following criteria:

- The proposed change is consistent with the applicable statewide planning goals;
- The proposed changes is consistent with the Central Point Comprehensive Plan;
- Adequate public services and transportation networks to serve the property are either available, or identified for construction in the City's public facilities master plans;
- And that the proposed UGB Amendment complies with the Oregon Transportation Planning Rule (OAR 660-012-0060).

### **Statewide Planning Goals**

Goal 1 – Citizen Involvement

Goal 2 – Land Use Planning

Goal 3 – Agricultural Lands (*Does not apply per OAR 660-024-0020(1)(b)*)

Goal 4 – Forest Lands (*Does not apply per OAR 660-024-0020(1)(b)*)

Goal 5 – Open Spaces, Scenic and Historic Areas, Natural Resources

Goal 6 – Air, Water, and Land Resources Quality

Goal 7 – Areas Subject to Natural Disasters and Hazards

Goal 8 – Recreation Needs

Goal 9 – Economic Development

Goal 10 – Housing

Goal 11 – Public Facilities

Goal 12 – Transportation

Goal 13 – Energy Conservation

Goal 14 – Urbanization

*Goal 15, 16, 17, 18, and 19 address the Willamette Valley and Coastal Areas and do not apply in this area.*

### **ORS Standards (ORS 197.298)**

ORS 197.298 establishes priorities for land to be included within an urban growth boundary. ORS 197.298(1) states: “in addition to any requirements established by rule addressing urbanization, land may not be included within the urban growth boundary except under the following priorities:

- (a) First priority is land that is designated urban reserve land under ORS 195.145, rule or metropolitan services district action plan.
- (b) If land under paragraph (a) of this subsection is inadequate to accommodate the amount of land needed, second priority land is adjacent to an urban growth boundary that is identified in an acknowledged comprehensive plan as an exception area or nonresource land. Second priority may include resource land that is completely surrounded by exception areas unless such resource land is high-value farmland as described in ORS 215.710.
- (c) If land under paragraphs (a) and (b) of this subsection is inadequate to accommodate the amount of land needed, third priority is land designated as marginal land pursuant to ORS 197.247 (1991 Edition).
- (d) If land under paragraphs (a) to (c) of this subsection is inadequate to accommodate the amount of land needed, fourth priority is land designated in an acknowledged comprehensive plan for agriculture or

forestry, or both.

## **Goal 14 - Urbanization**

### **Land Need Factors**

Establishment and change of urban growth boundaries shall be based on the following:

- (1) Demonstrated need to accommodate long range urban population consistent with a 20-year forecast coordinated with affected local governments; and,
- (2) Demonstrated need for housing, employment opportunities, livability or uses such as public facilities, streets and roads, schools, parks, or open space, or any combination of the need categories in this subsection (2).

In determining need, local government may specify characteristics, such as parcel size, topography, or proximity necessary for land to be suitable for an identified need.

Prior to expanding an urban growth boundary, local governments shall demonstrate that needs cannot reasonably be accommodated on land already inside the urban growth boundary.

### **Boundary Location Factors**

The location of the urban growth boundary and changes to the boundary shall be determined by evaluating alternative boundary locations consistent with ORS 197.298 and with consideration of the following factors:

- (1) Efficient accommodation of identified land needs;
- (2) Orderly and economic provision of public facilities and services;
- (3) Comparative environmental, energy, economic and social consequences; and,
- (4) Compatibility of the proposed urban uses with nearby agricultural and forest activities occurring on farm and forestland outside the UGB.

## **Central Point Comprehensive Plan Policies**