



## ANNEXATION DETERMINATION

Please provide the following information. Note that additional information may be required upon further review to adequately address the applicable code criteria. If you have any questions about filling out this form, please contact Planning staff at the Permit and Information Center, 541-682-5377, or 99 West 10<sup>th</sup> Avenue.

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

Assessor's Map	Tax Lot	Zoning	Acreage

Property address/location : \_\_\_\_\_

Pending building permit or land use application number(s): \_\_\_\_\_

- Submit a detailed written description describing the existing and the proposed development (including square footage, use, addition to existing building or new building, etc.)
  
- Submit detailed site plan(s) showing both the existing and proposed development.

Is this for a new building/development  Yes  No  
 If yes, what kind of building is currently located on the site (i.e. single family home, commercial, industrial)  Single Family  Commercial  
 Industrial  Other \_\_\_\_\_

Is there an existing building on site  Yes  No  
 Is this an addition to a current building on site or a new building  Yes  No

What is the square footage of existing building \_\_\_\_\_

What is the square footage of new proposed building \_\_\_\_\_

What is the square footage of addition to existing building \_\_\_\_\_

Is the property currently connected to water  Yes  No

Is new water hookup required (i.e. bathrooms, irrigation, hose bibs, fire hydrant, etc.)?  Yes  No

Is building currently connected to wastewater?  Yes  No

Will new building need to hook up to new wastewater?  Yes  No

Describe or show the location of the closest public wastewater/water lines. For more information, contact Public Works Engineering staff at 541-682-8400 or [cwepic@ci.eugene.or.us](mailto:cwepic@ci.eugene.or.us).

**Eugene Code Section 9.4640(1) Annexation is required prior to any of the following actions:**

- (a) Any Zone Change or Planned Unit Development approval if the development potential of the existing lot(s) would increase, or the proposed or allowable uses will generate, singly or in the aggregate, a direct additional need for key urban facilities and services.
- (b) Approval of any new dwelling unit(s), commercial or employment and industrial development.
- (c) Approval of an expansion of an existing commercial or employment and industrial development if the proposed use will generate, singly or in the aggregate, a direct additional need for key urban facilities and services provided by the city.

*Please note that if annexation is required, the site must be contiguous with the City Limits and have available sewer.*

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

OWNER (Also the Applicant?  Yes /  No):

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

Signature: \_\_\_\_\_

APPLICANT  / APPLICANT'S REPRESENTATIVE  (Check one):

Name (print): \_\_\_\_\_

Company/Organization: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Signature: \_\_\_\_\_

APPLICANT'S REPRESENTATIVE  / DESIGNATED CONTACT PERSON  (Check all that apply):

Name (print): \_\_\_\_\_

Company/Organization: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Signature: \_\_\_\_\_