



**CURRY COUNTY
BOARD OF COMMISSIONERS**

**GUIDANCE FOR ANNEXATION OF PROPERTY
IN TO A DISTRICT OR SPECIAL DISTRICT -
*SINGLE LANDOWNER (ORS 198.857)***

This document provides guidance as to landowner petitions for the annexation of property into districts and special districts pursuant to ORS Chapter 198. This guidance is applicable to annexation of a single property, or multiple properties owned by the same individual. It is recommended that Petitioner(s) seek legal counsel prior to filing to determine the eligibility of a property for annexation pursuant to state and federal law.

Packet for Submission

A complete application packet must include:

1. **The Petition**, with all necessary signatures and the approval from the Board of the affected District. A sample Petition is attached to this Guidance. Please follow the below instructions and ensure all required information is included with your submission.
2. **A clear and legible map**, approved or provided by the Curry County Assessor's Office.
3. **An official legal description of the property**, approved or provided by the Curry County Assessor's Office. It is suggested to use a private professional surveyor to obtain a sufficient legal description and map for your property.
4. Approval from the County Clerk for filing criteria.
5. A check or money order made out to Curry County in the sum of \$500.00.

Submit your completed Application Packet to:

Curry County Board of Commissioners
94235 Moore Street, Suite 122
Gold Beach, Oregon 97444
BOC_Office@co.curry.or.us
(541) 247-3296

What Happens Next?

If a petition filed under this section meets the requirements of this section and is otherwise sufficient pursuant to Oregon and Federal law, the Board of Commissioners shall set a date for a public hearing on the petition.

The public hearing will be held 20-50 days after the date on which the Petition is filed. Upon being scheduled, written notice of the public hearing shall be mailed to the Petitioner as well as to the Board of the affected district.

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
IN AND FOR THE COUNTY OF CURRY, OREGON**

**Landowner Petition for Annexation of)
a Single Parcel of Land in to a Special) BOC ANNEXATION NO. _____
District)**

- 1) I, the undersigned Petitioner, do hereby petition the Curry County Board of Commissioners to initiate proceedings for the annexation of a single parcel of land to the _____ DISTRICT, located entirely within Curry County, pursuant to ORS 198.857.
- 2) The Principal Act concerning the District is set forth at ORS Chapter 478.
- 3) Petitioner is the Landowner of the parcel of Land proposed for annexation to the district as indicated by their signature below.
- 4) A legal description and a map outlining the boundaries of the parcel of land proposed to be annexed to the district are attached to this petition.
- 5) The parcel of land proposed to be included in the district does not include any territory within a city.
- 6) The parcel of land proposed to be annexed to the district does not include any territory included within another district formed under the same principal act.
- 7) The parcel of land proposed for annexation will be served by the facilities and services of the district.

I, the Owner of the Parcel of Land, Address: _____
proposed for annexation, request annexation as presented in this petition. In witness thereof, I
have signed this petition on this _____ day of _____, 2023.

Landowner Name(s)

Address

Phone Number

Date

**APPROVAL FOR ANNEXATION TO SPECIAL DISTRICT
ENDORSEMENT OF THE _____
DISTRICT BOARD**

Pursuant to the request presented by Petitioner(s) to the Board of Directors of the _____ DISTRICT, approved at a regular meeting the Board held on that ____ day of _____, 2023, the property described in this Petition is hereby endorsed and approved for annexation to the _____ DISTRICT.

Name of District: _____

By: _____

Title: _____

Date: _____

FOR USE ONLY WHEN PETITIONING FOR ANNEXATION INTO A FIRE PROTECTION DISTRICT

**APPROVAL OF FOREST PROTECTIVE ASSOCIATION FOR ANNEXATION INTO
_____ FIRE PROTECTION DISTRICT**

Pursuant to ORS 478.150 the State Forestry Department has been consulted by Petitioners,
_____ and concurs in the boundaries and lands to included within
the _____ Fire Protection District. All
lands lying within the Rural Fire Protection District would remain under Forest Patrol Assessment.

By: _____

Title: _____

Date: _____