



Billy J. Williams
County Counsel

November 6, 2025

BCC Agenda Date/Item: _____

Scott C. Ciecko
Amanda Keller
Shawn Lillegren
Jeffrey D. Munns
Sarah Foreman
Caleb Huegel
Angela Hajihashemi
Joseph Lucas
Ryan Hammond
Assistants

Board of County Commissioners
Clackamas County

Approval of Annexation Proposal #2025-007 of territory located at 12925 SE Almond Ct, Clackamas. No County General Funds are involved.

Previous Board Action/Review	None		
Performance Clackamas	1. Build public trust through good government 2. Build a strong infrastructure		
Counsel Review	Yes; JM	Procurement Review	N/A
Contact Person	Jeffrey Munns	Contact Phone	(503)742-5984

EXECUTIVE SUMMARY:

The owner of a parcel of land, tax lot no. 22E02CD00400 ("SUBJECT PROPERTY"), petitioned this Board to annex into Clackamas County Service District No. 1 (the "District") in order to receive sanitary sewer and stormwater services. The Board's approval of this proposed annexation will result in a boundary change of the District's service area.

Currently, the SUBJECT PROPERTY, as territory to be annexed, is one tax lot in Happy Valley of 1.11 acres with a current tax assessed value of \$180,485. It is at 12925 SE Almond Court, Clackamas, OR 97060. It is improved with a single-family home.

The CITY and the District have a long-term agreement for the District to serve such territory within the CITY's limits. The District is already providing services in the areas surrounding. There is a sewer line in Almond Ct. for the SUBJECT PROPERTY to connect to. Upon connection, the use of the onsite septic must be discontinued. Therefore, there is efficiency in the District providing services to the subject property.

If the Board approves this proposed annexation, the District will provide only sanitary sewer and stormwater services to the SUBJECT PROPERTY.

The District has endorsed the proposed annexation.

For Filing Use Only

Under Oregon law, as the county's governing body, this Board is charged in deciding this proposed boundary change pursuant to ORS Chapters 198 and Metro Code 3.09. In determining whether to approve the annexation petition, the Board must consider the local comprehensive plan for the area and any service agreements with local governments as required by ORS 198.857 and also considered whether the annexation petition met the criteria laid out in Metro Code 3.09.

A Staff Report, dated October 7, 2025, addresses factors and criteria mandated in ORS 198 and Metro Code 3.09. The report makes the required analysis and findings and concludes that the proposed boundary change of the District complies with applicable statutory and Metro Code requirements. There is no cost to the County in the Board's approval of this proposed annexation.

RECOMMENDATION: Staff recommend approval of Boundary Change Proposal No. 2025-007 (CCSD1).

Respectfully submitted,



Jeffrey D. Munns
Assistant County Counsel

BEFORE THE BOARD OF COUNTY COMMISSIONERS

OF CLACKAMAS COUNTY, STATE OF OREGON

In the Matter of Approving a Boundary
Change Proposal No. 2025-007 (CCSD1)



Board Order No. _____

Page 1

Whereas, the Clackamas County Service District No. 1 (“DISTRICT”) is a county service district organized under ORS 451 that provides sanitary sewer and stormwater services to certain cities and unincorporated urban areas of Clackamas County and, through a 2016 intergovernmental agreement, is administered by Water Environment Services; and

Whereas, Petitioner filed an annexation petition with the Board to request annexation of a parcel of land, described and mapped in Exhibit B and C to the DISTRICT pursuant to procedures set forth in ORS 198.857 and Metro Code 3.09; and

Whereas, on July 17, 2025, the annexation petition was approved and endorsed by the DISTRICT, as required by ORS 198.857; and

Whereas, this Board is charged in deciding this boundary change of the DISTRICT, through the proposed annexation of the SUBJECT PROPERTY into the DISTRICT, pursuant to ORS Chapters 198 and Metro Code 3.09; and

Whereas, a staff report makes findings and recommendations that addresses factors and criteria mandated in ORS 198.857 and Metro Code 3.09 was made public at least 15 days prior to the Board hearing on the boundary change petition. The staff report is attached hereto as Exhibit A.

Whereas, a public hearing is held before the Board on November 6, 2025, and that a decision of approval was made on November 6, 2025. In determining whether to approve the boundary change petition, the Board considered the local comprehensive plan for the area and any service agreements with local governments as required by ORS 198.857, and also considered whether the boundary change met the criteria laid out in Metro Code 3.09.

NOW THEREFORE, the Clackamas County Board of Commissioners do hereby order:

1. The Analysis, Findings, and Conclusions in the Staff Report attached as Exhibit A are adopted by the Board of County Commissioners and demonstrate that the criteria for annexation have been met.

2. The annexation petition is approved, and the property described in Exhibit B and shown Exhibit C is annexed to Clackamas County Service District No. 1 for sanitary sewer and stormwater services.

BEFORE THE BOARD OF COUNTY COMMISSIONERS

OF CLACKAMAS COUNTY, STATE OF OREGON

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Change Proposal No. 2025-007 (CCSD1)



Board Order No. _____

Page 2

3. County staff is directed to file this document with the required parties and take all necessary steps to finalize the annexation.

DATED this 6th day of November, 2025.

BOARD OF COUNTY COMMISSIONERS

Chair

Recording Secretary



Billy J. Williams
County Counsel

Scott C. Ciecko
Amanda Keller
Shawn Lillegren
Jeffrey D. Munns
Sarah Foreman
Caleb Huegel
Angela Hajihashemi
Joseph Lucas
Ryan Hammond
Assistants

TO: Clackamas County Board of County Commissioners
FROM: Jeffrey D. Munns, Assistant County Counsel
RE: Boundary Change Proposal No. 2025-007 (CCSD1)
DATE of REPORT: October 7, 2025
DATE of HEARING: November 6, 2025

FINDINGS AND RECOMMENDATIONS

REQUEST: Approval of Boundary Change Proposal No. 2025-007 (CCSD1), authorizing property of Orest Kovalchuck and Daniel Kovalchuck (the “PETITIONER”), known as tax lot number 22E02CD00400 and located at 12925 SE Almond Court Clackamas, OR 97060, Clackamas County, Oregon (the “SUBJECT PROPERTY”), into Clackamas County Service District No. 1 (the “DISTRICT”), an ORS 451 special district.

REASON FOR ANNEXATION:

The PETITIONER is requesting annexation so that the SUBJECT PROPERTY can connect to and receive sewer services from the DISTRICT.

RECOMMENDATION: Based on the analysis and findings of this report, staff respectfully recommend the Board APPROVE Boundary Change Proposal No. 2025-007 (CCSD1).

EFFECTIVE DATE: The boundary change becomes effective upon the date of approval by the Board.

I. BACKGROUND

A. SUBJECT PROPERTY INFORMATION

PETITIONER:	Orest Kovalchuck and Daniel Kovalchuck
PETITIONER Representative, if any:	Ed Christensen Welkin Engineering PC 252 SW Parkway Ave., Suite G Wilsonville, OR 97070

Exhibit A

	ekc@welkinpc.com 503-598-1866
Tax Lot Nos.	22E02CD00400
Address, if any:	12925 SE Almond Court, Clackamas, OR 97060
Legal Description	Exhibit B of Board Order

B. PETITION UNDER ORS 198.857

By application submitted to the DISTRICT, dated July 24, 2025, PETITIONER initiated a consent annexation petition under ORS 198.857.

The petition meets the requirement for initiation of annexation proceedings set forth in ORS 198.857(2) and Metro Code 3.09.040(A) (lists Metro’s minimum requirements for petition). The petition was deemed complete on September 23, 2025.

The SUBJECT PROPERTY is currently developed. The services to be provided by the DISTRICT will support existing development on the SUBJECT PROPERTY.

C. ENDORSEMENTS BY INTERESTED PARTIES

As further discussed below in this report, the SUBJECT PROPERTY is located in the City of Happy Valley and is currently within DISTRICT jurisdiction for water, sanitary sewer, and stormwater services. Due to the topography, the SUBJECT PROPERTY can be served by the DISTRICT for sewer services.

By letter dated July 17, 2025, the DISTRICT supports and endorses the proposed annexation. See, Attachment 1.

D. CITIZEN PARTICIPATION

Notice of this hearing inviting testimony from interested parties was provided as required by statute and Metro Code.

Notice consisted of:

1. Posting notices near the SUBJECT PROPERTY, at the Clackamas County Courthouse, and outside the Commissioner’s Hearing room at least 20 days prior to the hearing;
2. Publishing notice three times in the Lake Oswego Review; and
3. Mailing notices to all affected local governments and adjacent property owners.

At the time this report was written, no comments were received.

II. APPLICABLE CRITERIA

For a proposed boundary change of a special district through annexation, as the county’s governing body, the Board must review and approve the proposed annexation based on several factors and criteria established by state and local law.

A. STATE STATUTE

Oregon Revised Statute Chapter 198 provides that, when determining whether to approve an annexation petition, the county board shall “*consider the local comprehensive plan for the area and any service agreement executed between a local government and the affected district.*” ORS 198.857(4).

B. METRO CODE

For a proposed boundary change within the boundaries of Metro or within urban reserves designated by Metro, Metro code also specifies criteria that a reviewing entity must apply in reviewing and approving a boundary change.

First, Metro Code 3.09.050(B) requires a report, to be made available to the public, that addresses the following:

- “1. The extent to which urban services are available to serve the affected territory, including any extraterritorial extensions of service;*
- 2. Whether the proposed boundary change will result in the withdrawal of territory from the legal boundary of any necessary party¹; and*
- 3. The proposed effective date of the boundary change.”*

Second, Metro code requires the review and approval of a proposed boundary change to be consistent with certain service agreements, land use plans, and service quality standards. To approve a boundary change, the reviewing entity (e.g., the Board in this case) must:

- “(1) Find that the change is consistent with expressly applicable provisions in:*
 - (A) Any applicable urban service agreement adopted pursuant to ORS 195.205;*
 - (B) Any applicable annexation plan adopted pursuant to ORS 195.205;*
 - (C) Any applicable cooperative planning agreement adopted pursuant to ORS 195.020(2) between the affected entity and a necessary party;*
 - (D) Any applicable public facility plan adopted pursuant to a statewide planning goal on public facilities and services;*
 - (E) Any applicable comprehensive plan; and*
 - (F) Any applicable concept plan.*
- (2) Consider whether the boundary change would:*

¹ A “necessary party” is another governmental entity which includes the same area or provides an urban service to the area.

- (A) *Promote the timely, orderly and economic provision of public facilities and services;*
- (B) *Affect the quality and quantity of urban services; and*
- (C) *Eliminate or avoid unnecessary duplication of facilities and services.”*

See, Metro Code 3.09.045(D) and 3.09.050(D).

Finally, Metro Code Section 3.09.090 prohibits the extension of any district “water or sewer service from inside a UGB to territory that lies outside the UGB.”

C. COMPREHENSIVE PLANING

1. Regional Planning

The law that requires Metro to adopt criteria for boundary changes specifically states that Metro shall “***** ensure that a boundary change is in compliance with the Metro regional framework plan as defined in ORS 197.015 and cooperative agreements and urban service agreements adopted pursuant to ORS 195.*” ORS 268.354(2)(d). Metro regional framework plan is “*the regional framework plan required by the 1992 Metro Charter or its separate components.*” ORS 197.015.

2. County Planning

The applicable comprehensive plan for areas in unincorporated Clackamas County is the Clackamas County Comprehensive Plan (the “Comp Plan”).

Chapter 7 of the Comp Plan discusses public facilities and services. It addresses, in part, the Oregon Land Use Goal 11 that requires planning for sanitary sewerage treatment, water, storm drainage and transportation, stating as follows: “*[a]dequate levels of those public facilities and services must be available before urban levels of development can be built in a manner consistent with the land use designations in this Plan.*” (Comp Plan p. 7-1).

An applicable public facilities goal in the Comp Plan is to “[r]equire adequate storm drainage, public sanitary sewer and public water service concurrent with development in areas that require these services.” (Comp Plan at p.7-6).

With respect to policies for sanitary sewer treatment, the Comp Plan specifies the following:

“7.A.8 Prohibit new on-site sewage disposal systems within Urban Growth Boundaries except for:

7.A.8.1 A lot of record outside of a sewage service district, legally recorded prior to January 31, 1980; or

- 7.A.8.2 Parcels of ten acres or larger in Future Urban areas inside the Metro Urban Growth Boundary (UGB); or*
- 7.A.8.3 Outside the Metro UGB on lots that conform to the minimum lot size of the zone; or*
- 7.A.8.4 Parcels inside a sewage service district having unique topographic or other natural features that make sewer extension impractical as determined on a case by case basis by the sewer service provider.”*

(Comp Plan p.7-7)

3. City Planning

The SUBJECT PROPERTY is within the City of Happy Valley, whose comprehensive land use plan applies.

III. ANALYSIS AND FINDINGS

Collectively, review and approval criteria for a boundary change under state law and Metro Code generally fall into three categories: urban service and other facility service agreements, land use planning, and the quality and timing of the service resulted from the boundary change. Based on the application submitted by PETITIONER, and staff’s research, staff reaches the following analysis and findings.

A. TERRITORY TO BE ANNEXED

Staff reaches the following findings with respect to the territory to be annexed:

1. The SUBJECT PROPERTY, as territory to be annexed, is 1.11 acres, tax lot no. 22E02CD00400 with a current tax assessed value of \$180,485.00
2. The SUBJECT PROPERTY is in the City of Happy Valley.
3. The SUBJECT PROPERTY is within Metro's jurisdictional boundary and the regional UGB.
4. The SUBJECT PROPERTY is currently located adjacent to Almond Ct. which contains a sewer line to serve the property.
5. The SUBJECT PROPERTY is currently developed.
6. The DISTRICT can provide sewer services to the SUBJECT PROPERTY in a more efficient and cost-effective manner.
7. Accordingly, the PETITIONER is seeking sewer services from the DISTRICT. The DISTRICT has endorsed the proposed annexation into the DISTRICT.

B. URBAN AND OTHER FACILITY SERVICES

As referenced in Section II of this report, state law and the Metro Code require a review for consistency with urban and other service agreements. (See, ORS 198.857(4) and 268.354(2)(d); Metro 3.09.050(B)(1), and 3.09.050(D)(1)(A)). ORS 195 requires agreements between providers of urban services to an area within a UGB that has a population of greater than 2,500 persons. Urban services are defined as: sanitary sewers, water, fire protection, parks, open space, recreation and streets, roads and mass transit. ORS 195.065(2)(b). These agreements specify which governmental entity will provide which service to an area in the long term. The counties are responsible for facilitating the creation of these agreements.

Staff finds that there are urban and other ORS 195.065 agreements applicable to this area of Clackamas County.

The SUBJECT PROPERTY is in the City of Happy Valley. It currently has, or will be receiving, various services in the following manner:

1. Water. The SUBJECT PROPERTY will be served by Sunrise Water Authority for water services.
2. Sewer. The SUBJECT PROPERTY is currently seeking to annex to CCSD1 for this service.
3. Storm Drainage. The SUBJECT PROPERTY is currently seeking to annex to SWM for this service. However, the PETITIONER is requesting annexation into the DISTRICT to receive these services due to the topography of the area surrounding the SUBJECT PROPERTY, and the SUBJECT PROPERTY is a part of a residential development to which the DISTRICT will be providing said services.
4. Parks and Recreation. The SUBJECT PROPERTY is be served by the City of Happy Valley for park and recreational services.
5. Fire. The SUBJECT PROPERTY is served by Clackamas Fire District No. 1 for fire services.
6. Police. The SUBJECT PROPERTY is served by the Clackamas County Sheriff for police services.

C. LAND USE PLANNING

As referenced in Section II of this report, state law and the Metro Code require a review for consistency with various regional and local land use plans. The following analyzes and reaches findings related to regional and local plans that may be applicable to the proposed annexation of the SUBJECT PROPERTY into the DISTRICT.

1. Regional Plans

The SUBJECT PROPERTY is in the City of Happy Valley, and inside Metro's jurisdictional boundary and the regional UGB. As such, a boundary change approval must be consistent with the applicable Metro regional framework plan. (See, ORS 268.354(2)(d)). Metro has adopted a Regional Framework Plan, and two regional functional plans--the Urban Growth Management Functional Plan (2023) and the Regional Transportation Plan (2012).

Staff has reviewed these plans and finds that these plans have no applicable standards and criteria for boundary changes. Therefore, the proposed boundary change by the DISTRICT through annexation of the SUBJECT PROPERTY is consistent, or not in conflict, with any Metro regional plans.

2. Clackamas County Comp Plan

The SUBJECT PROPERTY is in unincorporated Clackamas County. Chapter 7 of the Comp Plan was reviewed. Staff finds that the DISTRICT's proposed provisioning of sewer services to the SUBJECT PROPERTY is consistent, or not in conflict, with Chapter 7 of the Comp Plan.

3. City Comprehensive Land Use Plan

Based on the information provided by the DISTRICT and PETITIONER, the proposed annexation is compatible with the City of Happy Valley's comprehensive land use plan.

4. Public Facility, Concept, and Annexation Plans and Cooperative Planning Agreements

Staff finds there are no facility, concept, or annexation plans applicable to the area.

D. QUALITY, QUANTITY, AND TIMING OF SERVICE

Metro Code requires the Board to consider various factors that address the quality, quantity, and timing of the services being sought by the proposed annexation.

Staff finds that the proposed annexation of the SUBJECT PROPERTY into the DISTRICT is consistent with the Metro's service quality standard under Section 3.09.045(D)(2), 3.09.050(B), and 3.09.090:

- Promote of the timely, orderly and economic provision of public facilities and services;
- Improve of the quality and quantity of urban services; and
- Eliminate or avoid unnecessary duplication of facilities and services.
- The extent to which urban services are available to serve the affected territory, including any extra territorial extensions of service;

- Whether the proposed boundary change will result in the withdrawal of the affected territory from the legal boundary of any necessary party;
- The proposed effective date of the boundary change; and
- No extension of service from inside a UGB to territory that lies outside the UGB.

The SUBJECT PROPERTY is a single-family residence. The DISTRICT is in a more advantageous technical position to provide sewer services to the SUBJECT PROPERTY due to having a sewer line in the right-of-way along the northern boundary of the property.

The SUBJECT PROPERTY will remain in the Sunrise Water Authority District for water services. Therefore, there is no duplication in the provisioning of the requested services, nor would there be a withdrawal of the SUBJECT PROPERTY from Sunrise Water Authority's jurisdiction.

Finally, because the SUBJECT PROPERTY is inside the UGB, the proposed annexation of the SUBJECT PROPERTY into the DISTRICT does not result in an extension of the DISTRICT's urban service from inside a UGB to territory that lies outside the UGB.

The boundary change will become effective on the date of Board's approval.

IV. CONCLUSIONS

Staff conclude that the proposed annexation complies with all applicable state statutes and Metro Code requirements. Staff recommends approval of Boundary Change No. 2025-007 (CCSD1) for the DISTRICT to provide sewer services to the SUBJECT PROPERTY.

Respectfully Submitted,



Jeffrey D. Munns
Assistant County Counsel

Attachment 1: District Approval



July 17, 2025

Board of Commissioners
Clackamas County

Members of the Board:

**ENDORSEMENT OF ANNEXATION OF TERRITORY TO
CLACKAMAS COUNTY SERVICE DISTRICT NO. 1**

ORS 198.850 requires the governing body of CLACKAMAS COUNTY SERVICE DISTRICT NO. 1, (District) to endorse annexation proposals prior to a hearing by the Board of County Commissioners. In the interest of efficiency, the Board has delegated the authority and duties for endorsement of annexations of territory to the District to the Director of Water Environment Services.

I have reviewed the attached petition from property owners requesting the annexation of territory to CLACKAMAS COUNTY SERVICE DISTRICT NO. 1 and find the District has sufficient sanitary sewer collection and treatment system capacity to provide sanitary sewer service to the area proposed to be annexed. Service is subject to the construction of public sewer extensions as required by WES Rules and Regulations.

Therefore, by the authority granted to me by Order No. 99-329, I hereby endorse the annexation of all Tax Lots described on Exhibit "B" and shown as Exhibit "C" (attached) to CLACKAMAS COUNTY SERVICE DISTRICT NO. 1, as set forth on the attached petition.

Greg Geist

Greg Geist, Director
Water Environment Services

EXHIBIT 'B'

ALMOND HILLS ANNEXATION CCSD #1

**IN THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 2,
TOWNSHIP 2 SOUTH, RANGE 2 EAST, WILLAMETTE MERIDIAN
CITY OF HAPPY VALLEY, CLACKAMAS COUNTY, OREGON**

THAT TRACT OF LAND CONVEYED TO DANIIL AND OREST KOVALCHUK (KOVALCHUK TRACT), JUNE 3, 2016, IN INSTRUMENT NUMBER 2016-036104, CLACKAMAS COUNTY DEED RECORDS, LOCATED IN THE SOUTHEAST ONE-QUARTER OF THE SOUTHWEST ONE-QUARTER OF SECTION 2, TOWNSHIP 2 SOUTH, RANGE 2 EAST OF THE WILLAMETTE MERIDIAN, CITY OF HAPPY VALLEY, STATE OF OREGON, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT AN IRON ROD WITH YELLOW PLASTIC CAP INSCRIBED "COMPASS ENGINEERING", MARKING THE NORTHWEST CORNER OF LOT 5, "CAVALIER COURT", PLAT NUMBER 3799 AND A POINT ON THE SOUTH LINE OF LOT 14, "NORMANDY PARK", PLAT NUMBER 2806 AND THE NORTHEAST CORNER OF SAID KOVALCHUK TRACT; THENCE S00°40'14"W ALONG THE WEST LINE OF SAID "CAVALIER COURT" AND THE EAST LINE OF SAID KOVALCHUK TRACT, A DISTANCE OF 219.80 FEET, TO A 5/8" IRON ROD WITH YELLOW PLASTIC CAP, ON THE NORTH RIGHT OF WAY LINE OF ALMOND COURT, 25.00 FEET FROM CENTERLINE; THENCE N89°13'00"W ALONG SAID ALMOND COURT RIGHT OF WAY LINE, A DISTANCE OF 221.02 FEET, TO A 5/8" IRON ROD AT THE SOUTHEAST CORNER OF TRACT "B", OF PARTITION PLAT 1997-39 AND THE SOUTHWEST CORNER OF SAID KOVALCHUK TRACT; THENCE N00°42'15"E ALONG THE EAST LINE OF SAID PARTITION PLAT 1997-39, A DISTANCE OF 219.14 FEET, TO AN IRON ROD WITH YELLOW PLASTIC CAP, INSCRIBED "MASON PLS 322", MARKING THE COMMON CORNER OF THE KOVALCHUK TRACT AND PARTITION PLAT 1997-39, BEING ON THE SOUTH LINE OF SAID "NORMANDY PARK"; THENCE S89°12'54"E ALONG SAID SOUTH LINE OF "NORMANDY PARK", A DISTANCE OF 119.18 FEET, TO AN IRON ROD WITH YELLOW PLASTIC CAP, INSCRIBED "G HENRICKSON PLS 689", MARKING THE CORNER COMMON TO LOTS 15 AND 16, OF "NORMANDY PARK"; THENCE S89°35'24"E ALONG THE SOUTH LINE OF "NORMANDY PARK" AND THE NORTH LINE OF SAID KOVALCHUK TRACT, A DISTANCE OF 101.71 FEET, TO THE POINT OF BEGINNING.

THE PARCEL OF LAND TO WHICH THIS DESCRIPTION APPLIES CONTAINS 1.112 ACRES, MORE OR LESS,

BASIS OF BEARINGS: CLACKAMAS COUNTY SURVEY RECORD SV2024-085.



EXPIRES: 06-30-26

RECEIVED
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JUL 9 2025

MW

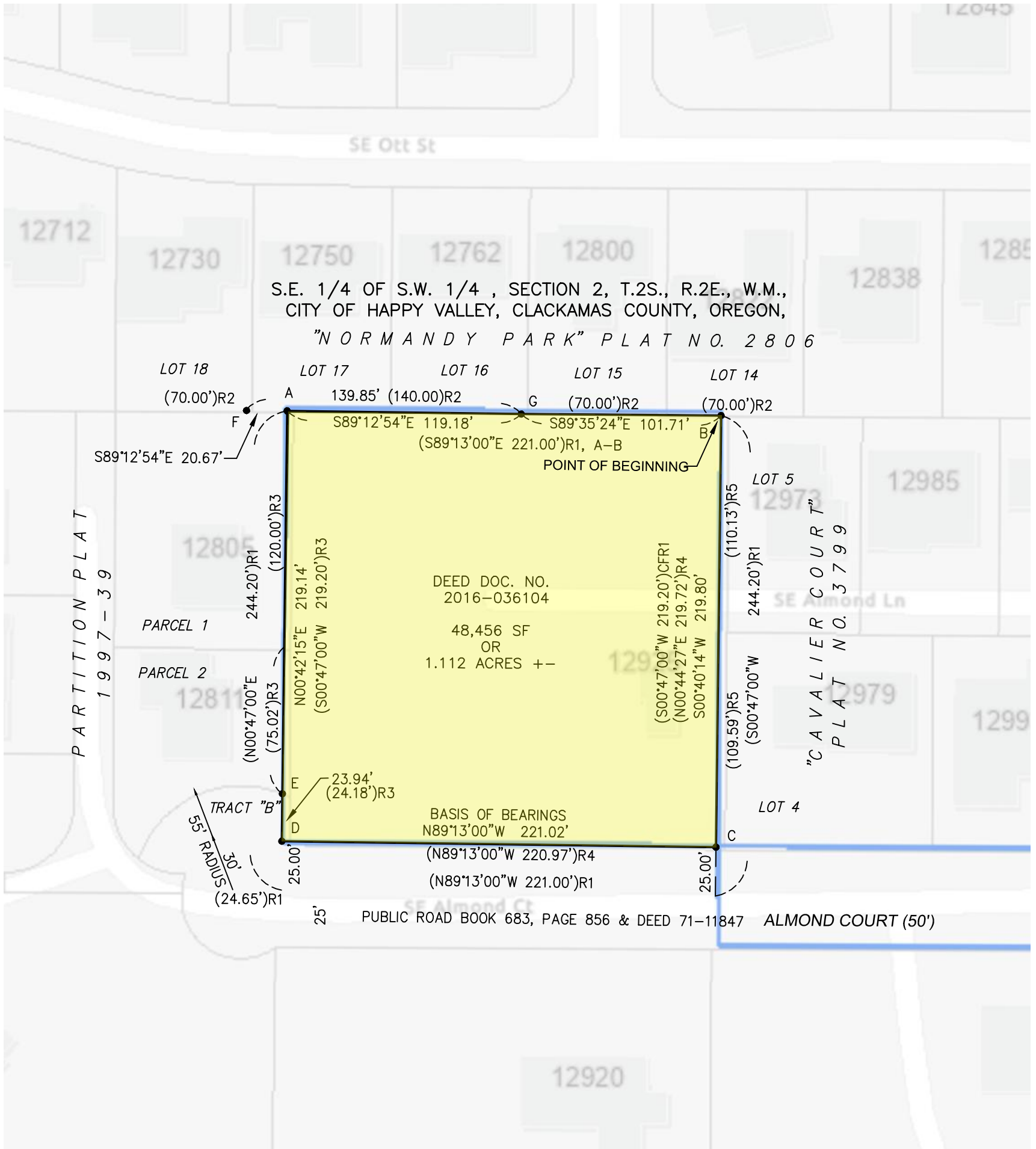
COUNTY
ASSESSOR



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eko@welkinnpc.com
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Almond Hills Annexation CCSD #1 EXHIBIT C



DATE PLOTTED: Sep 17, 2025 - 3:01pm
WEPC DRAWING FILE: P:\Project Data\17-118.01 Almond Ct\dwg\Survey\ALMOND CT ANNEXATION EXHIBIT.dwg



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