

INDUSTRIAL SITE RECERTIFICATION

Why recertify?

Oregon's Industrial Site Certification program requires sites to be recertified every two years. This process gives site owners the opportunity to update information about their site and ensures that potential buyers are given an accurate picture of a site. Having the most current information available helps ensure the successful sale and development of industrial sites and reduces the risk of misunderstandings. The Governor and the Oregon Economic and Community Development Department (OECDD) fully support recertification and are committed to helping site owners and representatives through the process.

Some site factors are more likely to change than others. These include:

- **Price**—Recertification gives owners an opportunity to re-evaluate their asking price based on current market conditions.
- **Ownership**—Any changes to ownership or sales representation must be noted and the conditions of certification agreed to.
- **Amount of land available**—If part of a site has been sold or leased, the certification notebooks need to reflect the new use and new available acreage.
- **Surrounding uses**—Potential buyers will want to know if land around a site is developed.
- **Site improvements**—These can include such things as road or rail access, utility improvements, a site master plan or the selection of a master developer.
- **Local government**—New leaders need to be informed that there is a certified industrial site in their community in order to help with marketing efforts.

Other factors that are less likely to change but should be reviewed to prevent development delays include:

- **Wetlands**—Changes to surrounding properties can affect the presence of wetlands. The Department of State Lands (DSL) will review the property to ensure that the wetland delineation is still valid. If there has been a change, OECDD will work with you to get your determination or delineation updated.
- **Environmental assessment**—Any new information about environmental conditions on the site should be noted. If there have been no changes to the use of a site or no new information about the environmental conditions on a site, the Department of Environmental Quality's "No Further Action" letter will remain valid.
- **Zoning**—Changes to local zoning ordinances affecting the site or surrounding properties can

affect the marketability of a site and need to be noted.

How to recertify your site

A representative of OECDD will contact you four to six months before you need to recertify your site. The department's Community Development Division regional coordinator assigned to your county will guide you through the recertification process and help you obtain any necessary updates from other state agencies. Review the initial certification application and determine what, if any, information has changed. If nothing has changed on or near your site, you will need to submit a:

- **New first page of the application**, signed and dated by the owner, certifying that all information is correct.
- **Letter**, signed by the owner, stating that there is no new information regarding environmental conditions at the site.
- **New letter**, signed by the chief elected official of the city or county, reconfirming support for development of the site for the purposes stated in the original application.

If there are changes, these must be noted on the original application and documentation such as maps, photos and/or descriptions provided to substantiate them. Your OECDD regional coordinator will help you identify items that need to be updated and work with you to get the necessary documentation.

When all documentation has been received and reviewed, the OECDD Director will certify the site for two years from the original recertification date (i.e., if your site was certified in July 2006, the recertification date is July 2008 and it will be recertified until July 2010).

Contact

For information on getting your site certified:

Bev Thacker
Industrial Lands Specialist
503-986-0071
bev.thacker@state.or.us