



City of Desert Hot Springs

11999 Palm Drive • Desert Hot Springs, CA 92240
www.cityofdhs.org • 760-329-6411 • Fax: 760-288-0639

DOCUMENT SUBMITTAL LIST FOR COMMUNITY FACILITIES DISTRICT NO. 2010-1 ANNEXATIONS

1. A cover letter from the owners must accompany package (**Sample Cover Letter**).
2. Three copies of completed Owner's Information Sheet (**Form Annexation-01**).
3. One original and two copies of notarized petition(s) (**Petition Form**), signed by the owners, requesting that the City Council initiate the proceedings to annex to the district.
4. One original and two copies of notarized acknowledgement (**Acknowledgement Form**) completed by the property owners.
5. Three full size copies of:
 - Approved tentative Tract Maps or Parcel Maps for projects under subdivision review process, or
 - Approved Site Plans or recorded Boundary Maps or Lot Line Adjustments for others.
6. Three copies of applicable or City Council's conditions.
7. One original and two copies of metes and bounds legal descriptions (8 ½" x 11" format), prepared by a licensed Civil engineer or Land Surveyor, including a plat map (**see Sample 1 & 2**).
8. One original and two copies of an 8 ½" x 11" Exhibit map prepared by a licensed Civil Engineer showing the number of lots, total landscape acreage (if any) for district maintenance, and total project acreage (**see Sample 2**).
9. Three copies of title reports prepared within three months from the date of submittal of the request to annex.
10. One check of: \$5,000 flat fee per annexation is required at the time of document submittal. Any unused funds from the \$5,000 deposit will be returned to the developer/owner. If the initial deposit is not sufficient to cover the cost of the district annexation, an additional deposit may be required from the developer/owner.

Date

Public Works Department
Attn: Martín Magaña
City of Desert Hot Springs
65950 Pierson Boulevard
Desert Hot Springs, CA 92240

SUBJECT: Maintenance CFD No. 2010-1 (Services) Annexation

RE: Tentative Tract Map No. (or Parcel Map No.) _____

This letter serves as a request for the above referenced property to be annexed within the boundary of the Maintenance CFD No. 2010-1 (Services) for general benefit from or maintenance of landscape areas in the area surrounding the subject project. Also enclosed with this letter are the following documents required to initiate the process:

1. Three copies of completed Owner's Information Sheet (**Form Annexation-01**)
2. One original and two copies of notarized petition(s) (**Petition Form**), signed by the owners, requesting that the City Council initiate the proceedings to annex to the district.
3. One original and two copies of notarized acknowledgment (**Acknowledgement Form**) completed by the property owners.
4. Three full size copies of:
 - Approved tentative Tract Maps or Parcel Maps for projects under subdivision review process, or
 - Approved Site Plans or recorded Boundary Maps or Lot Line Adjustments for others
5. Three copies of applicable or City Council's conditions.
6. One original and two copies of metes and bounds legal descriptions (8 ½" x 11" format), prepared by a licensed Civil Engineer or Land Surveyor including plat map.
7. One original and two copies of an 8 ½" x 11" Exhibit map prepared by a licensed Civil Engineer showing the number of lots, total landscape acreage (if any) for district maintenance, and total project acreage.
8. Three copies of title reports prepared within three months from the date of submittal of the request to annex.
9. An initial deposit of \$5,000 to compensate the City for all costs incurred in conducting proceedings to annex the property.

It is our understanding that any unused funds from the deposit provided will be returned to us. Similarly, if the total cost of labor and material for district annexation exceeds the deposit provided, we will be required to put in additional deposit to fund the difference.

Authorized Signature Here

PARCEL/OWNER INFORMATION SHEET

_____ Today's Date

Please complete the following information which is needed for this annexation.

1. **Property Information**

Tract or Parcel Map No.	
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Assessor's Parcel Number(s)	Acres	Land Use (circle one and fill in information)
		1. Single-Family Residential # of Lots at Buildout ____
		2. Multi-Family Residential # of Units at Buildout ____
		3. Commercial ____ Net Acres
		4. Industrial ____ Net Acres
		5. Religious ____ Net Acres

2. **Contact Information - Owner**

Name	
Address	
Phone Number	
Fax Number	
E-Mail Address	

3. **Contact Information - Engineer**

Name	
Address	
Phone Number	
Fax Number	
E-Mail Address	

4. Information Needed for Balloting Process

Signature Block	
Signatory	

Address to Which the Ballot to be Sent	

Person to Who's Attention the Ballot Should be Sent	
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5. Property Status

Do you plan to sell any of the property within the next 6 months?	Yes	No
If yes, when is escrow scheduled to close?		
When are the first closings to individual homeowners scheduled to occur?		

AMENDED PETITION TO THE CITY COUNCIL OF THE CITY OF DESERT HOT SPRINGS REQUESTING ANNEXATION OF PROPERTY TO MAINTENANCE COMMUNITY FACILITIES DISTRICT NO. 2010-1 (SERVICES) AND A WIAVER WITH RESPECTS TO CERTAIN PROCEDURAL MATTERS UNDER THE MELLO-ROOS COMMUNITY FACILITIES ACT OF 1982 AND CONSENTING TO THE LEVY OF SPECIAL TAXES THEREONE TO PAY THE COSTS OF SERVICES TO BE PROVIDED BY THE COMMUNITY FACILITIES DISTRICT.

1. THE UNDERSIGNED OWNER requests that the City Council of the City of Desert Hot Springs, initiate and conducts proceedings pursuant to Article 3.5 (commencing with Government Code Section 53339) of the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5 (commencing with Section 53311) of Part 1 and Division 2 of Title 5 of the Government Code, for the annexation of the property described below to Community Facilities District No. 2010-1 (Services) of the City of Desert Hot Springs, and consents to the annual levy of special taxes on such property to pay the costs of services to be provided by the community facilities district, services to be provided by community facilities district, services that are permitted under the MelloRoos Community Facilities Act of 1982 including, without limitation, all necessary service, operations, administration and maintenance required to keep the lighting of parks, parkways, streets, roads and open space, which maintenance and lighting services may include, without limitation, furnishing of electrical power to street lights; repair and replacement of damaged or inoperative light bulbs, fixtures and standards; maintenance (including irrigation and replacement) of landscaping vegetation situated on or adjacent to parks, parkways, streets, roads and open space; graffiti removal from and maintenance and repair of public structures situated on parks, parkways, streets, roads and open space; maintenance and repair of playground or recreation program equipment or facilities situated on any park, and the maintenance and operation of storm drainage and flood protection facilities, including without limitation, drainage inlets and retention basins.

2. The undersigned hereby certifies that as of the date indicated opposite their signatures, the landowner listed herein is the owner of all the property within the proposed boundaries of the property described in Exhibit A hereto and as shown on the map Exhibit B hereto.

3. The undersigned waives any requirement for the mailing of the ballot for the special election and expressly agree that said election may be conducted by mailed or hand-delivered ballot to be returned as quickly as possible to the designated election official, being the office of City Clerk of the City Council and the undersigned request that the results of said election be canvassed and reported to the City Council at the same meeting of the City Council as the public hearing on the creation of the community facilities district of the portion of the incorporated area of the City of Desert Hot Springs into the community facilities district or the next available meeting.

4. The undersigned expressly waives all applicable waiting periods for the election and waives the requirement for analysis and arguments relating to the special election, and consents to not having such materials provided to the landowner in the ballot packet, and expressly waives any requirements as to the form of the ballot.

5. The undersigned expressly waives all notice requirements relating to hearings and special elections, whether by posting, publishing or mailing, and whether such requirements are found in the California Elections Code, the California Government Code or

other laws or procedures, including but limited to any notice provided for by compliance with the provisions of Section 4101 of the California Elections Code.

6. The undersigned hereby consents to and expressly waives any and all claims based on any irregularity, error, mistake or departure from the provisions of the Act or other laws of the State and any and all laws and requirements incorporated therein, and no step or action in any proceeding relative to the creation of the community facilities district of the portion of the incorporated area of the City of Desert Hot Springs or the special election therein shall be invalidated or affected by any such irregularity, error, mistake or departure.

IN WITNESS WHEREOF, I hereunto set my hand this _____ day of 20_____.

Name of Landowner

By: _____

Name: _____

Title: _____

OWNER'S PROPERTY
TRACT MAP OR PARCEL MAP NO. or PROJECT NO.

OWNER'S MAILING LIST

FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY COUNCIL OF THE CITY OF
DESERT HOT SPRINGS THIS _____ DAY OF _____, 20_____.

Deputy City Clerk of the City Council of the
City of Desert Hot Springs

EXHIBIT A: ZONE DESCRIPTION

EXHIBIT B: TRACT/PARCEL/SUBDIVISION MAP

**ACKNOWLEDGEMENT REGARDING ANNEXATION OF PROPERTY TO MAINTENANCE
COMMUNITY FACILITIES DISTRICT NO. 2010-1 OF THE CITY OF DESERT HOT SPRINGS**

The developer/property owner of **(Tract/Parcel No. Project No.)** _____
Hereby acknowledges that:

If the landscaping and related improvements within the proposed CFD landscape areas of **(Tract/Parcel No./Project No.)** _____, which is to be annexed to Maintenance Community Facilities District No. 2010-1 of the City of Desert Hot Springs, are completed prior to the levy and collection of special taxes upon property within said tract for the maintenance of such landscape and improvements, the developer/property owner will continue to be responsible for and will maintain the landscape and improvements within such landscape areas at its sole expense, and the City will not assume responsibility for the maintenance of such landscaping and improvements until such time as the City is able to collect such special taxes to pay the costs of the maintenance of such landscape and improvements.

DATED:

OWNER(S):

Print Name

Signature

Title

Print Name

Signature

Title

EXHIBIT "A"

LEGAL DESCRIPTION
FOR
TRACT NO. _____
J. ANNEXATION
IN THE CITY OF _____, COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA

'PROPOSED PARCELS "A" AND "B", AS DESCRIBED IN LOT LINE ADJUSTMENT RESOLUTION NO. 02-47, TOGETHER WITH 'PROPOSED PARCEL "C", AS DESCRIBED IN LOT LINE ADJUSTMENT RESOLUTION NO. 02-49, IN THE CITY OF CORONA, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, RECORDED _____, 2003, AS INSTRUMENT NO. 2003-_____ AND RECORDED _____, 2003, AS INSTRUMENT NO. 2003-_____, RESPECTIVELY, OF OFFICIAL RECORDS OF SAID COUNTY DESCRIBED MORE PARTICULARLY AS FOLLOWS AS FOLLOWS:

BEGINNING AT THE MOST EASTERLY CORNER OF SAID 'PROPOSED PARCEL "C", SAID POINT BEING ALSO THE MOST EASTERLY CORNER OF 'PROPOSED PARCEL "A" AS DESCRIBED IN LOT LINE ADJUSTMENT RESOLUTION NO. 02-50, RECORDED MARCH 6, 2003, AS INSTRUMENT NO. 2003-156683 OF OFFICIAL RECORDS OF SAID COUNTY;

THENCE ALONG THE BOUNDARY OF SAID 'PROPOSED PARCEL "C" SOUTH 69°36'27" WEST, 1284.27 FEET;

THENCE CONTINUING ALONG SAID BOUNDARY SOUTH 20°23'33" EAST, 7.00 FEET;

THENCE CONTINUING ALONG SAID BOUNDARY SOUTH 69°36'27" WEST, 368.37 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE NORTHERLY AND HAVING A RADIUS OF 1851.00 FEET;

THENCE CONTINUING ALONG SAID BOUNDARY AND ALONG THE BOUNDARY OF SAID 'PROPOSED PARCEL "A", AS DESCRIBED IN LOT LINE ADJUSTMENT RESOLUTION NO. 02-47, WESTERLY 1140.73 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 35°18'37";

THENCE CONTINUING ALONG LAST SAID BOUNDARY AND ALONG THE BOUNDARY OF SAID 'PROPOSED PARCEL "B", AS DESCRIBED IN LOT LINE ADJUSTMENT RESOLUTION NO. 02-47, AS FOLLOWS:

NON-TANGENT FROM SAID CURVE NORTH 41°31'56" WEST, 233.74 FEET;

NORTH 27°03'24" EAST, 934.11 FEET;

NORTH 70°25'24" EAST, 604.55 FEET;

NORTH 53°34'55" EAST, 346.34 FEET;

SOUTH 36°25'05" EAST, 30.00 FEET;

SOUTH 16°40'58" WEST, 184.21 FEET;

SOUTH 10°56'03" EAST, 142.44 FEET TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE SOUTHERLY AND HAVING A RADIUS OF 382.00 FEET, A RADIAL LINE TO SAID POINT HAVING A BEARING OF NORTH 5°11'11" WEST;

EASTERLY 141.26 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 21°11'13";

TANGENT FROM SAID CURVE SOUTH 74°32'58" EAST, 17.00 FEET; AND

NORTH 21°08'29" EAST, 114.56 FEET TO THE BOUNDARY OF SAID 'PROPOSED PARCEL "C", AS DESCRIBED IN PLAT LINE ADJUSTMENT RESOLUTION NO. 02-49;

THENCE ALONG LAST SAID BOUNDARY AS FOLLOWS:

SOUTH 79°26'11" EAST, 69.20 FEET;

SOUTH 74°32'58" EAST, 76.00 FEET;

SOUTH 63°11'11" EAST, 71.99 FEET;

SOUTH 55°50'18" EAST, 69.24 FEET;

SOUTH 16°48'26" EAST, 93.54 FEET;

SOUTH 84°20'56" EAST, 2.13 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE SOUTHWESTERLY AND HAVING A RADIUS OF 76.00 FEET;

SOUTHEASTERLY 119.56 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 90°08'12";

NON-TANGENT FROM SAID CURVE SOUTH 70°16'55" EAST, 106.93 FEET;

SOUTH 41°03'30" EAST, 15.96 FEET;

NORTH 51°29'17" EAST, 209.91 FEET;

NORTH 49°25'25" EAST, 30.00 FEET;

SOUTH 40°34'35" EAST, 356.98 FEET;

SOUTH 69°57'22" EAST, 316.58 FEET; AND

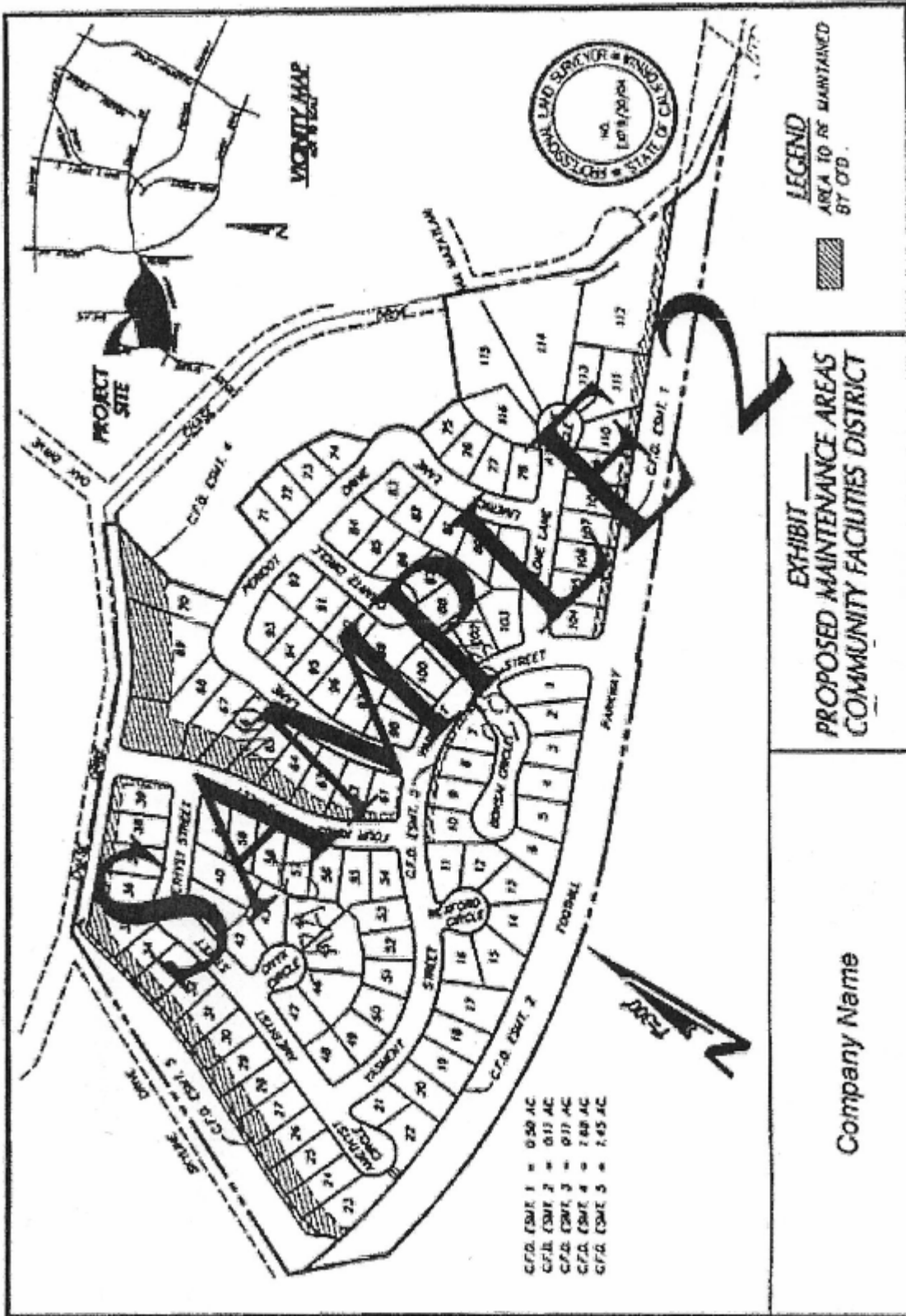
NORTH 82°31'41" EAST, 179.85 FEET TO THE POINT OF BEGINNING.

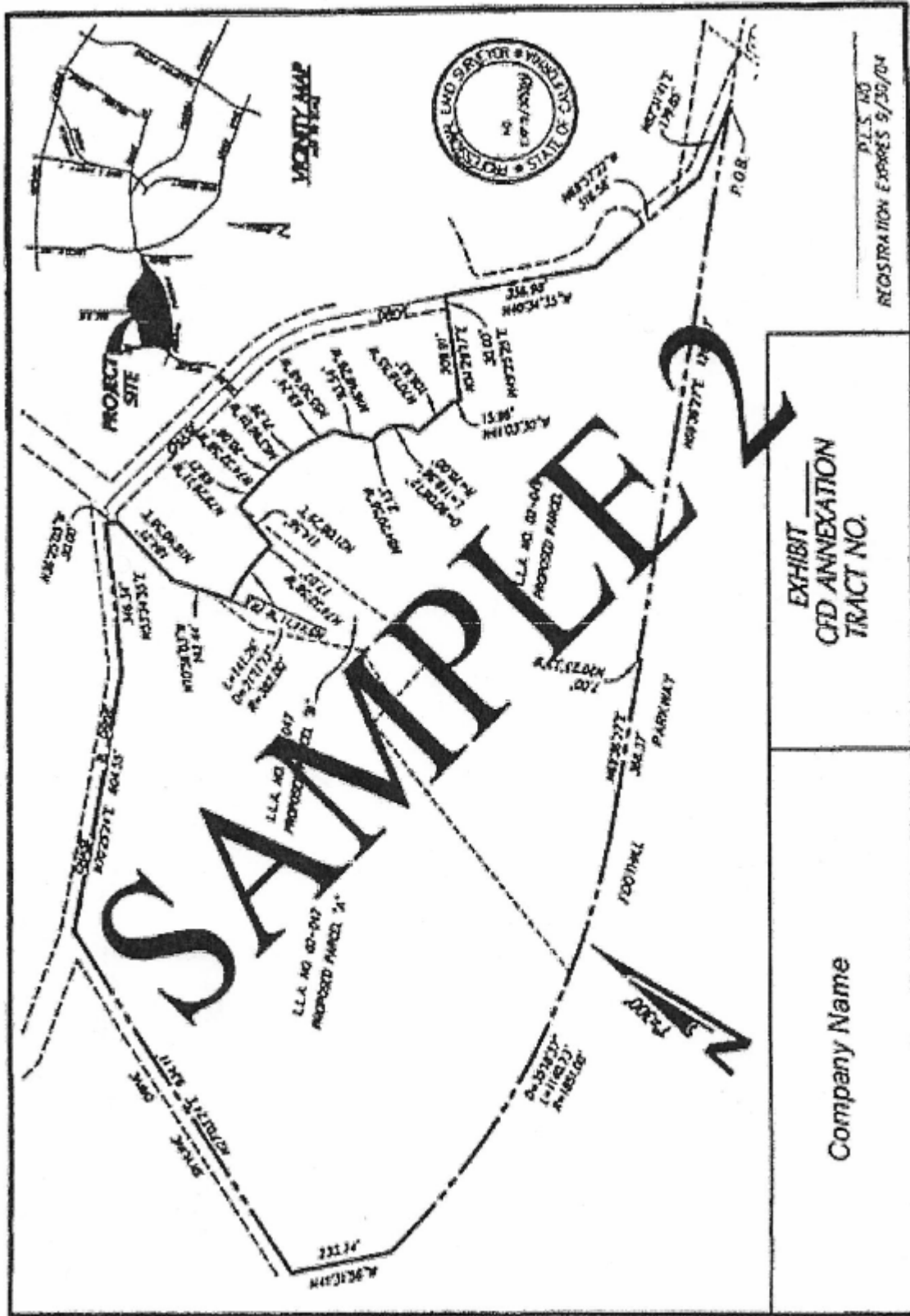


Prepared under the supervision of:

Expires 10-04 L.S.

SAMPLE





SAMPLE

EXHIBIT
CFD ANNEXATION
TRACT NO.

Company Name

REGISTRATION EXPIRES 9/30/04

