



Solano Local Agency Formation Commission

675 Texas St. Ste. 6700 • Fairfield, California 94533
(707) 439-3897 • FAX: (707) 438-1788

Staff Report

DATE: March 9, 2020
 TO: Local Agency Formation Commission
 FROM: Michelle McIntyre
 SUBJECT: **Proposed Amendment to LAFCO's Change of Organization/Reorganization Application**

STAFF RECOMMENDATION:

Approve the proposed amendment to LAFCO's Change of Organization/Reorganization application form.

BACKGROUND:

The Cortese-Knox-Hertzberg ("CKH") Act allows each Local Agency Formation Commission (LAFCO) to develop its own application for a change of organization or reorganization in a form the Commission prescribes including the following list of information pursuant to Government Code (GC) Section 56652 along with a "Plan for Providing Services" per Section 56653:

- A petition or resolution of application initiating the proposal
- A statement of the nature of each proposal
- Name(s) of applicant (or agency name)
- Map and description of the boundaries of the affected territory
- Any data and information required by local policy

The current application form was last updated in 2010 and in the last ten years there have been changes in the CKH Act and changes in the Commission's policies that aren't captured in the application. Since these changes haven't been incorporated into our application, staff is having to request supplemental information from applicants which can cause delays in staff's review of their project. Additionally, the current plan for providing services section is ambiguous and it may not be clear to applicants the type of information LAFCO requires. The proposed amendments to the plan for providing services help clarify the specific information we need to assess proposals.

Commissioners

Jim Spering, Chair • Nancy Shopay, Vice-Chair • Harry Price • Ron Rowlett • John Vasquez

Alternate Commissioners

Ron Kott • Shawn Smith • Skip Thomson

Staff

Rich Seithel, Executive Officer • Michelle McIntyre, Sr. Analyst • P. Scott Browne, Legal Counsel

The Commission may recall that 18 months ago, we formed a Policies and Standards Workgroup (“Workgroup”) to work with staff to review and amend our local policies. The Workgroup includes community development directors and senior planners from the cities of Dixon, Fairfield, and Vacaville. The proposed application, including the plan for providing services, was reviewed by the Workgroup.

The proposed amendments to the application are intended to:

1. Incorporate changes from the CKH Act and the Commission’s policies;
2. Improve the organization of the questions;
3. Clean-up language;
4. Provide clarity, and;
5. Strengthen and emphasize the plan for providing services requirement.

Upon adoption of the proposed amendments, LAFCO staff will make the application into a fillable form to further improve its usability.

REQUESTED COMISSION ACTION:

Adopt the proposed amendments to the change of organization/reorganization application form.

Attachments:

- A – Application as proposed
- B – Current application
- C – Strikethrough version



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CHANGE OF ORGANIZATION/REORGANIZATION APPLICATION

TITLE OF PROPOSAL:

AFFECTED AGENCIES AND PROPOSED ACTIONS¹:

PROJECT INFORMATION:

1. General location description (i.e. south side of Road A between Road B and Road C):
2. Total acreage of territory:
3. Assessor parcel numbers:

APPLICANT INFORMATION

1. Chief Petitioners (maximum of three) or Legal Owner(s) & Representative/Agent:

Primary Contact:	Name:	Name:
Agency:	Agency:	Agency:
Address:	Address:	Address:
Phone:	Phone:	Phone:
Email:	Email:	Email:

2. Project Initiation (choose one and attach resolution or petition²):

Resolution of Agency	Landowners	Registered voters
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¹ List all actions, examples of actions include: annexation, detachment, out of agency service extension, consolidation, dissolution, merger, incorporation, district formation*, sphere of influence update and amendment**

*District Formation requests must be accompanied by the District Formation Supplemental Questionnaire.

**Sphere of Influence changes must be accompanied by Attachment A – Sphere of Influence Questionnaire.

² LAFCO proposals may be initiated by resolution of an affected agency such as a city council, special district, or by the Board of Supervisors. A proposal may also be initiated by a petition of the affected area’s registered voters or landowners. If initiated by landowners or registered voters, applicant must submit a “Notice of Intent to Circulate a Petition” to LAFCO staff **prior** to submittal of this application and a “Fair Political Practices Commission Party Disclosure Form” along with this application. These forms are available upon request from LAFCO staff.

2. Property Tax Revenues³:

If an annexation proposal is initiated by Resolution, please attach a copy of the exchange of property tax revenues agreement including the Master Tax Transfer Agreement and applicable resolutions between the city and County.

PURPOSE OF THE PROPOSAL

1. In as much detail as possible, explain why this proposal is necessary and/or beneficial at this time.
2. Is this application proposed to carry out a development project? If yes, describe the project:
3. What are the alternate courses of action to the proposed change of organization/reorganization, if any?

EFFECTS OF THE PROPOSED ACTION

1. What will be the effect of the proposed action on adjacent areas?
2. What will be the effect of the proposed action on mutual social and economic interests?
3. What will be the effect of the proposed action on the local government structure of the County of Solano?
4. What will be the effect of the alternative action on adjacent areas, on mutual and social economic interests, and on the local government structure of the County of Solano?

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) COMPLIANCE:

1. Identify the Lead Agency which adopted a CEQA document for the proposal:
2. Identify type of environmental document adopted (EIR, MND, MD, Exempt):
3. Date the Lead Agency adopted the CEQA document for the proposal.
4. Submit complete copies of the CEQA document; one (1) physical copy and an electronic copy.
5. Submit copies of any Notice of Exemption or Notice of Determination.
6. Submit a copy of the Fish and Wildlife filing fee receipt.

POPULATION AND HOUSING

1. What is the estimated current population of the subject territory?
2. If the proposal territory includes a proposed development, what is the estimated population of the proposed area at build-out?

³ If the proposal involves an annexation to a city and/or changes in district boundaries, negotiations for any exchange of property tax revenues must be completed by the County and any affected city prior to LAFCO action. For those proposals, LAFCO will provide preliminary information to begin the negotiations process.

LAND USE INFORMATION

1. Is the proposed area within the existing sphere of influence of the annexing agency?⁴
2. The County General Plan designation
3. Current County Zoning
4. The City General Plan proposed designation
5. The City rezoning⁵
6. Is the proposal area within a Specific Plan? If yes, please attach the Plan and Resolution:
7. LAFCO Mandatory Standard Number 5 requires the affected agency(ies) adopt a resolution supporting the proposal. Indicate below all permits or approvals that will be needed or have been granted by the County or any city to complete the project. Attach a copy of each resolution of approval. Samples of resolutions can be obtained from LAFCO.

Type of Approval or Permit	Resolution or File No.	Approval Date
City Rezoning (Required)		
Resolution to Initiate Change of Organization/Reorganization (Agency initiated application)		
City or County General Plan Amendment		
(Other)		

8. Please describe the present land uses of the property within the territory and whether further development of any of the parcels would be permitted under the applicable land use regulations after the change of organization. If further development would be permitted please identify by parcel, the potential development that could occur, attach additional sheets if necessary.
9. Describe the predominant land uses of adjacent lands (vacant, residential, commercial, etc.):
10. Describe the topography of the affected territory, such as flat, sloping, hilly, mountainous etc., and attach a topographical map of the affected area:
11. Describe the physical features and natural boundaries (rivers, creeks, drainage basins, etc.) of the subject territory:

AGRICULTURAL AND OPEN SPACE LANDS (CITY ANNEXATIONS ONLY):

1. Will the proposal result in the conversion of open-space lands to other uses?

⁴ If the proposal area is outside the sphere, submit a Sphere of Influence Amendment Questionnaire Attachment A in addition to this application. Contact LAFCO staff, a municipal service review update and/or sphere of influence update may be required to process the application.

⁵ All properties proposed for annexation to a city must be rezoned to their intended use prior to submission of an application to LAFCO. The zoning may not be changed for two years after annexation, absent extraordinary circumstances.

2. Is the proposal area under a Williamson Act contract(s)?

If yes, please answer the following:

a) Did the City protest the contract under the “one-mile” provision?

If yes, please attach a copy of the City’s protest resolution.

b) Please list only the parcels under a Williamson Act contract and provide: the contract number, date of resolution, and resolution number (you may contact Solano County Resource Management at (707)784-6765 to obtain this information):

3. Will the proposal have any effect on maintaining the physical and economic integrity of agricultural lands?

4. Is there any Prime Agricultural Land within the affected territory?

5. Is any of the land within the affected territory currently utilized for commercial agricultural purposes?

REGIONAL HOUSING NEEDS (CITY ANNEXATIONS ONLY)

1. Identify how the proposal will affect the city in achieving their respective share of the regional housing needs?

2. What is the date of the City’s most recent Housing Element approved by the State Department of Housing and Community Development?

BONDED INDEBTNESS:

1. Do the agencies whose boundaries are being changed have any existing bonded debt?

2. Will the proposal area be liable for payment of its fair share of this existing debt?

LANDOWNER(S) CONSENT/OPPOSITION:

1. If available, please provide signed letters of consent to the change of organization/reorganization from landowners within the affected territory.

2. Please provide a list with names and addresses of any persons, organizations or agencies known to you who may be opposed to this proposal.

PLAN FOR PROVIDING SERVICES

Any local agency submitting an application for a change in organization must also submit a plan for providing services to the subject territory. Please complete and submit “Attachment B Plan for Providing Service”

ADDITIONAL REQUIREMENTS

1. List any terms or conditions requested for inclusion in LAFCO Resolution of Approval as part of this proposal:

2. Provide detailed written responses to LAFCO Standards 1 through 11.

Change of Organization/Reorganization Application Attachment B – Plan for Providing Services

Plan of Services:

The purpose of the plan of services is to describe the service demand to be generated within the affected area once it is fully developed based on zoning/pre-zoning and indicate how that demand will be met. Generally this plan of services matrix is applicable to city proposals. For special districts, only those services provided by the agency apply. Please keep in mind each proposal is unique. In some cases, staff might request additional information. Conversely, in some cases, some information might not be available or required. Please consult with LAFCO staff prior to submittal.

Provided is a checklist of information to be included in the narrative for plans of services.

Background/Introduction

- For the proposed annexation area, state the purpose of the annexation.
- Describe the existing conditions, existing land use designations, and proposed land use development proposals.

Police Protection

Current Service Provider

- Level of service standard. This is the target/goal.
 - o Officer to population ratio (i.e.: 1.0 officers per 1,000 population).
 - o Response time goals by priority type.
- What is the nearest station providing counter services to the affected area?
 - o For County Sheriff which is the closest substation?
- The actual level of service being provided within the unincorporated service area of a station.
 - o Officer to population ratio.
 - o Number of patrol hours per day.
 - o What are the average response times by priority type within the general area?
- List and briefly describe any specialized units.

New Service Provider

- Number of sworn officers employed by the agency.
- Level of service standard. This is the target/goal of the agency.
 - o Officer to population ratio (i.e. 1.0 officers per 1,000 population).
 - o Response time goals by priority type.
- The actual level of service being provided city-wide.
 - o Officer to population ratio.
 - o Number of patrol hours per day.
 - o What are the average response times by priority type within the general area?

- Based on land use and zoning/pre-zoning upon build-out of the affected area, how many additional personnel/facilities would be required to maintain to the existing level of service?
 - Should additional patrols and/or facilities be required what would the cost be and how will they be funded?
- Where is the police station that will be providing counter services to the affected area?
- List and briefly describe any specialized units.

Fire Protection Services

If there is no change in service provider, only information from current service provider is required.

Current Service Provider

- Identify the location of the nearest three fire stations to the affected area and indicate which is the primary response station.
- What is the distance from each of these stations to the affected area?
- What is the level of service standard?
 - Target response times (dispatch to arrival).
- What are the actual average response times?
- Briefly describe the type of equipment/staffing at each station.
 - Existing and planned.

New Service Provider

- Identify the location of the nearest three fire stations to the affected area and indicate which would be the primary response station.
- What is the distance from each of these stations to the affected area?
- What is the level of service standard?
 - Target response times (from dispatch to arrival).
- What are the actual average response times?
- Briefly describe the type of equipment at each station.
 - Existing and planned.
- Based on existing zoning/pre-zoning and land uses at build-out will additional facilities and personnel be required to maintain the existing level of service?
 - Indicate additional personnel/equipment required.
 - If yes, how will they be funded?
- Identify any fire services inter-agency agreements including but not limited mutual and automatic aid agreements that would apply to the annexation area.
- Provide a map of the annexation area in relation to the nearest three fire stations.

Water Services

One of the factors that LAFCOs must consider when reviewing a proposal is the timely availability of water supplies (Govt. Code Sec. 56668 (l)). Please address the following in the plan of services so that we can better assess the timely availability of water supplies.

This information must be provided unless (a) the subject territory is substantially built out and there is no change in service provider; or (b) there is no change in service provider and there is no change in land use designation.

Current Service Provider

-Generally this will not apply since annexations to a public water purveyor (i.e. City and/or District) occur because there is a non-existent retail provider. Examples of when this section will apply include:

1. A city assuming service from an existing water district.
2. A city or district acquiring a private utility/mutual water company or providing service within the utility's service area.
3. A merger, consolidation or dissolution of a water district.

Water Demand:

- Describe how water services are currently being provided.
- Existing water demand within the District/City.
- Total projected water demand at build-out within the existing agency boundaries based on existing zoning and land use designations.
- Projected additional water demand within the subject area.
- Has demand from this area been accounted for in an UWMP or WSA? (Provide one hardcopy and one electronic copy of each.)

Water Supply:

- Water resources currently available:
 - o Identify each type.
 - e.g. imported, groundwater (current production and safe yield), reclaimed, etc.
 - o Provide the amount of each resource.
- Future water supplies:
 - o Describe by type and amount.
 - How will additional supply be acquired?
- Is supply sufficient to serve the affected area?

Water Facilities

- Existing facilities in relation to annexation area.
- Are current facilities sufficient to serve this area?

New Service Provider

Water Demand:

- Existing water demand within the District/City.
- Total projected water demand at build-out within the existing agency boundaries based on existing zoning and land use designations.
- Projected additional water demand within the proposed annexation area.

- Has demand from this area been accounted for in an UWMP or WSA? (Provide one hardcopy and one electronic copy of each.)

Water Supply:

- Water resources currently available:
 - Identify each type.
 - e.g. imported, groundwater (current production and safe yield), reclaimed, etc.
 - Provide the amount of each resource.
- Future water supplies:
 - Describe by type and amount.
- Indicate whether the District/City has any policies for the use of potable water where non-potable uses are sufficient.
 - If yes, briefly describe the policy.

Water Facilities

- Existing facilities in relation to annexation area.
- Will additional facilities be required to serve the annexation area?
 - Wells
 - Transmission lines
 - Storage
- Cost for connection
- Provide illustrative maps showing the District facilities (i.e. existing/proposed water lines) in relation to the annexation area.

Wastewater Services

This information must be provided unless (a) the subject agency territory is substantially built out and there is no change in service provider; or (b) there is no change in service provider and there is no change in land use designations.

Wastewater Demand

- Indicate whether wastewater services will be required.
 - Treatment demand to be generated by the annexation area.
- Describe how wastewater services are currently provided to the annexation area.
- If existing development is on septic systems, under what circumstances will sewer connection be required?

Wastewater Facilities

- Wastewater treatment capacity versus existing treatment volumes.
- Existing facilities in relation to annexation area.
- Will new facilities or expansion be required to service the annexation area?
- Cost for connection (i.e. sewer line extensions).
- Provide illustrative maps showing the District facilities (i.e. existing/proposed sewer lines) in relation to the annexation area.

Park and Recreation

Current Service Provider

- Identify current service provider.
- Identify the nearest two parks that would be visited by the affected area.
 - Describe acreage, facilities and services available at each park site.
 - What is the total park acreage?
 - Provide a general description of recreation programs.
- What is the level of service standard? (Target/Goal)
 - (e.g. 3 acres of parkland per 1,000 population)
- What is the level of park services currently being provided?
- Describe any interagency agreements.

The following information is only required should there be a change in service provider.

New Service Provider

- Identify the nearest two parks that would be visited by the affected area.
 - Describe acreage, facilities and services available at each park site.
 - What is the total park acreage?
 - Provide a general description of recreation programs.
- What is the level of service standard? (Target/Goal)
 - (i.e. 3 acres of parkland per 1,000 population)
- What is the level of park services currently being provided?
- Describe any interagency agreements.

The following information is only required should there be a change in service provider.

Solid Waste Collection

Current Service Provider

- Identify current service provider.
- Identify services provided:
 - Types of service and frequency (i.e. green, solid, and recycle waste pick-up and bins)
- Applicable charges for residential, commercial/industrial customers etc.

The following information is only required should there be a change in service provider.

New Service Provider

- Identify new service provider.
- Identify services provided:
 - Types of service and frequency (i.e. green, solid, and recycle waste pick-up and bins)
- Applicable charges for residential, commercial/industrial customers etc.

- Describe the transition in service providers.
 - When inhabited please describe how services will change.

Street Maintenance

Current

- Identify current service provider.
- Describe road improvement/maintenance programs and how they are funded.
 - (i.e. Slurry sealing every five years).
- Is there a road condition inventory system?

New Service Provider

- For city annexations, what is the maintenance cycle, such as slurry sealing?
- Describe how road maintenance is funded.
- Is there a road condition inventory system?
- Will the annexation cause road improvements?

Lighting/Landscaping/Streetsweeping

Current

- Identify current service provider.
- Describe each type of service and frequency.
- What are the current charges for each service?

New Service Provider

- Identify current service provider.
- Describe each type of service and frequency.
- What are the current charges for each service?

Animal Shelter/Control

- Describe services currently available and how will that change upon annexation?
- If inhabited, will the current multi-year licenses be honored?

Financial Information

Current

- General Taxes (e.g. transit occupancy tax, utility users tax, etc.)
- Special Taxes (e.g. public Safety, recreation and park services, etc.)
- Assessments (e.g. streetlighting, landscaping maintenance, streetsweeping, library services, standby charges)
- Debt:

- Describe any existing general bonded indebtedness that would be removed as a result of the change of organization.

New Service Provider

Identify each tax, assessment, and or debt that would be passed on to the annexation area.

- General Taxes
 - (e.g. transit occupancy tax, utility users tax, etc.)
- Special Taxes
 - (e.g. public Safety, recreation and park services, etc.)
- Assessments
 - (e.g. streetlighting, landscaping maintenance, streetsweeping, library services, standby charges)
- Debt:
 - Describe any existing general bonded indebtedness that would extend to the annexation area.



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APPLICATION TO INITIATE PROCEEDING FOR CHANGE OF ORGANIZATION/REORGANIZATION

(Pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Division 3, Title 5 Commencing with Section 56000, of the Government Code)

LAFCO APPLICATION NO.: _____		
LAFCO PROPOSAL DESIGNATION: _____		
DATE INITIALLY SUBMITTED: _____		
DEPOSIT \$ _____	RECEIPT NO. _____	RECEIVED BY _____

(OFFICE USE ONLY)

Title of Proposal:

AFFECTED AGENCIES (Cities or Districts)	The specific change(s) of organization proposed is/are (annexation to, detachment from, consolidation of, dissolution of, district formation*, sphere of influence amendment**, etc.
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

* District Formation requests must be accompanied by the District Formation Supplemental Questionnaire

** Sphere of Influence changes must be accompanied by Attachment A – Sphere of Influence Questionnaire

1. General Location Description (i.e. south side of Road A between Road B and Road C):

2. Total acreage of territory:

3. Assessor Parcel Numbers:

APPLICANT INFORMATION

1. Chief Petitioners (maximum of three) or Legal Owner(s) & Representative/Agent:

Name:	Name:
Agency:	Agency:
Address:	Address:
Telephone:	Telephone:
E-mail:	E-mail:

	Applicant's Representative or Agent (this will be the primary Contact for LAFCO staff)
Name:	Name:
Agency:	Agency:
	Address:
Telephone:	Telephone:
E-mail:	E-mail:

2. Authority to File (check one and attach authorization):

- Resolution of Agency Landowner Registered voter

*Landowner/Registered Voter Applicants must submit a "Notice of Intent to Circulate a Petition" to LAFCO staff **prior** to submittal of this application and a Fair Political Practices Commission Party Disclosure Form along with this application.*

PURPOSE OF THE PROPOSAL

1. Describe in detail the need for this proposal.
2. What are the alternate courses of action to the proposed change or organization/reorganization, if any?

POPULATION AND HOUSING

1. What is the estimated current population of the subject territory?
2. If the proposal territory includes a proposed development, what is the estimated population of the proposed area at build-out?
3. The territory(ies) included in the proposal is (are):
 - inhabited (12 or more registered voters) or
 - uninhabited

LAND USE INFORMATION

NOTE: All properties proposed for annexation to a city must be rezoned to their intended use prior to submission of an application to LAFCO. The zoning may not be changed for two years after annexation, absent extraordinary circumstances.

1. COUNTY:
 - (a) The County General Plan designation is
 - (b) Current County Zoning is
2. CITY:
 - (a) The City General Plan designation is proposed to be
 - (b) Current city rezoning is

3. LAFCO Mandatory Standard Number 5 requires the affected agency(ies) adopt a resolution supporting the proposal. Indicate below all permits or approvals that will be needed or have been granted by the County or any city to complete the project. **Attach a copy of each resolution of approval.** Samples of resolutions can be obtained from LAFCO.

Type of Approval or Permit	Resolution or File No.	Approval Date
City Rezoning (Required)		
Resolution to Initiate Change of Organization/Reorganization (Required)		
Specific Plan (if adopted)		
City/County General Plan Amendment (if applicable)		
(Other)		

4. Please describe the present uses of the property within the territory and whether further development of any of the parcels would be permitted under the applicable land use regulations after the change of organization. If further development would be permitted please identify by parcel, the potential development that could occur.

5. Describe the predominant uses of adjacent land (vacant, residential, commercial, etc.).

North: _____ East: _____

South: _____ West: _____

6. Describe the topography/physical features (rivers, creeks, drainage basins, etc.) and natural boundaries of the subject territory.

7. Indicate with a if any portion of the territory contains the following:

- Agricultural land uses* Acreage Agricultural Preserve Acreage
 Open Space** Acreage Wetlands Acreage
 Unusual features:

**If the proposal involves conversion of Ag Land, applicant must attach a narrative addressing Solano LAFCO Discretionary Standard No. 9.*

***If the proposal involves conversion of open space land, applicant must attach a narrative addressing Solano LAFCO Mandatory Standard No. 3 and Discretionary Standard No. 8.*

8. (For City Annexations Only) Is any part of the annexation territory under a Williamson Act contract? YES NO

If **yes**, please answer the following:

a) Did the City protest the contract under the “one-mile” provision? YES NO

If yes, please attach a copy of the City’s protest resolution.

You may contact Solano County Resource Management at (707)784-6765 to obtain the following information:

b) Contract Number: _____ Date of Resolution: _____ Resolution Number: _____

c) Please list only the parcels under a Williamson Act contract:

9. Is the proposed area within the existing sphere of influence of the annexing agency? YES NO
*Note: If no, submit a **Sphere of Influence Amendment Questionnaire Attachment A** in addition to this application and a separate narrative addressing LAFCO Mandatory Standards numbers 1, 2, and 4.*

PLAN FOR PROVIDING SERVICES

Pursuant to Government Code 56653, any local agency submitting an application for a change in organization must also submit a plan for providing services to the subject territory. Please address the following:

1. An enumeration and description of the services to be extended to the affected territory.

2. The level and range for those services.

3. An indication of when those services can feasibly be extended to the affected territory.

4. An indication of any improvement or upgrading of structures, roads, sewer or water facilities, or other conditions the local agency would impose or require within the affected territory if the change of organization or reorganization is completed.

5. Information with respect to how those services to the area will be financed.

ADDITIONAL REQUIREMENTS

1. List below each parcel included in the proposal and check whether or not there is a letter or petition indicating in favor or opposed to the proposal. Attach petitions or letters.

	Assessor Parcel Number	# Acres	Current Property Owner(s) (Per Assessors Records)	Letter In Favor	Letter Opposed
1.					
2.					
3.					
4.					
5.					
6.					
7.					

(Note: If necessary, continue list)

CERTIFICATION OF 100% CONSENT APPLICATION (Agency Applications Only)

I certify that I have checked the number of owners of property located within the change of organization or reorganization proposed by this application, and that the signatures shown on the attached petitions and/or letters represent all of the owners of property included in this proposal. **I further certify** that, pursuant to GCS 56663(c)(1), the applying local government agency waives the requirement for a protest hearing.

Print Name:

Title:

Signature: _____

Date:

2. List other names and addresses of any persons, organizations or agencies known to you who may be opposed to this proposal:

3. List any terms or conditions requested for inclusion in LAFCO Resolution of Approval as part of this proposal:

4. Provide **detailed** written responses to LAFCO Standards 1 through 11, included in packet. (Indicate N/A if Standard is not applicable to the proposal). **GENERALLY, A YES OR NO RESPONSE WILL NOT BE SUFFICIENT**



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~~APPLICATION TO INITIATE PROCEEDING FOR CHANGE OF ORGANIZATION/REORGANIZATION APPLICATION~~

~~(Pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Division 3, Title 5 Commencing with Section 56000, of the Government Code)~~

LAFCO APPLICATION NO.: _____		
LAFCO PROPOSAL DESIGNATION: DATE INITIALLY SUBMITTED: _____		
DEPOSIT _____	RECEIPT _____	RECEIVED BY _____
\$ _____	NO. _____	_____

~~(OFFICE USE ONLY)~~

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AFFECTED AGENCIES AND PROPOSED ACTIONS¹:

¹ List all actions, examples of actions include: annexation, detachment, out of agency service extension, consolidation, dissolution, merger, incorporation, district formation*, sphere of influence update and amendment**

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2.	2.
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5.	5.

~~— * District Formation requests must be accompanied by the District Formation Supplemental Questionnaire~~

~~— ** Sphere of Influence changes must be accompanied by Attachment A — Sphere of Influence Questionnaire~~

~~1. 1. General Location Description (i.e. south side of Road A between Road B and Road C):~~

2. Total acreage of territory:

3. Assessor Parcel Numbers:

APPLICANT INFORMATION

~~1. 1. Chief Petitioners (maximum of three) or Legal Owner(s) & Representative/Agent:~~

Primary Contact:	Name:	Name:
Agency:	Agency:	Agency:
Address:	Address:	Address:

Phone:	Phone:	Phone:
Email:	Email:	Email:

~~*District Formation requests must be accompanied by the District Formation Supplemental Questionnaire.~~

~~**Sphere of Influence changes must be accompanied by Attachment A – Sphere of Influence Questionnaire.~~

Name: _____	Name:
Agency: _____	Agency:
Address: _____	Address:
Telephone: _____	Telephone:
E-mail:	E-mail:

	Applicant's Representative or Agent (this will be _____)
Name:	Name:
Agency:	Agency:
	Address:
Telephone:	Telephone:
E-mail:	E-mail:

2. ~~Authority to File~~ Project Initiation (choose ~~seek~~ one and attach ~~authorization~~ resolution or petition²):

Resolution of Agency Landowners Registered voters

~~2. Landowner/Registered Voter Applicants must submit a "Notice of Intent to Circulate a Petition" to LAFCO staff prior to submittal of this application and a Fair Political Practices Commission Party Disclosure Form along with this application. Property Tax Revenues³:~~

If an annexation proposal is initiated by Resolution, please attach a copy of the exchange of property tax revenues agreement including the Master Tax Transfer Agreement and applicable resolutions between the city and County.

PURPOSE OF THE PROPOSAL

1. In as much detail as possible, explain Describe in detail the need for this proposal why this proposal is necessary and/or beneficial at this time.

2. Is this application prosed to carry out a development

² LAFCO proposals may be initiated by resolution of an affected agency such as a city council, special district, or by the Board of Supervisors. A proposal may also be initiated by a petition of the affected area's registered voters or landowners. If initiated by landowners or registered voters, applicant must submit a "Notice of Intent to Circulate a Petition" to LAFCO staff prior to submittal of this application and a "Fair Political Practices Commission Party Disclosure Form" along with this application. These forms are available upon request from LAFCO staff.

³ If the proposal involves an annexation to a city and/or changes in district boundaries, negotiations for any exchange of property tax revenues must be completed by the County and any affected city prior to LAFCO action. For those proposals, LAFCO will provide preliminary information to begin the negotiations process.

project? If yes, describe the project:

3.

2.—What are the alternate courses of action to the proposed change of organization/reorganization, if any?

EFFECTS OF THE PROPOSED ACTION

1. What will be the effect of the proposed action on adjacent areas?

2. What will be the effect of the proposed action on mutual social and economic interests?

3. What will be the effect of the proposed action on the local government structure of the County of Solano?

4. What will be the effect of the alternative action on adjacent areas, on mutual and social economic interests, and on the local government structure of the County of Solano?

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) COMPLIANCE:

1. Identify the Lead Agency which adopted a CEQA document for the proposal:

2. Identify type of environmental document adopted (EIR, MND, MD, Exempt):

3. Date the Lead Agency adopted the CEQA document for the proposal.

4. Submit complete copies of the CEQA document; one (1) physical copy and an electronic copy.

5. Submit copies of any Notice of Exemption or Notice of Determination.

6. Submit a copy of the Fish and Wildlife filing fee receipt.

POPULATION AND HOUSING

1. What is the estimated current population of the subject territory?

2. If the proposal territory includes a proposed development, what is the estimated population of the proposed area at build-out?_

~~3. The territory(ies) included in the proposal is (are): inhabited (12 or more registered voters) or uninhabited~~

LAND USE INFORMATION

~~NOTE: All properties proposed for annexation to a city must be rezoned to their intended use prior to submission of an application to LAFCO. The zoning may not be changed for two years after annexation, absent extraordinary circumstances.~~

~~1. Is the proposed area within the existing sphere of influence of the annexing agency?⁴~~

~~2. COUNTY:~~

~~(a) The County General Plan designation is~~

~~3. (b) Current County Zoning is~~

~~2. CITY:~~

~~(a) 4. The City General Plan ~~designation is~~ proposed designation to be~~

~~(b) 5. The ~~Current city~~ rezoning⁵~~

~~6. Is the proposal area within a Specific Plan? If yes, please attach the Plan and Resolution:is~~

⁴ If the proposal area is outside the sphere, submit a Sphere of Influence Amendment Questionnaire Attachment A in addition to this application. Contact LAFCO staff, a municipal service review update and/or sphere of influence update may be required to process the application.

⁵ All properties proposed for annexation to a city must be rezoned to their intended use prior to submission of an application to LAFCO. The zoning may not be changed for two years after annexation, absent extraordinary circumstances.

73. LAFCO Mandatory Standard Number 5 requires the affected agency(ies) adopt a resolution supporting the proposal. Indicate below all permits or approvals that will be needed or have been granted by the County or any city to complete the project. Attach a copy of each resolution of approval. Samples of resolutions can be obtained from LAFCO.

Type of Approval or Permit	Resolution or File No.	Approval Date
City Rezoning (Required)		
Resolution to Initiate Change of Organization/Reorganization (Required Agency initiated application)		
Specific Plan (if adopted)		
City <u>or</u> /County General Plan Amendment		
(Other)		

~~8. 4.~~ Please describe the present land uses of the property within the territory and whether further development of any of the parcels would be permitted under the applicable land use regulations after the change of organization. If further development would be permitted please identify by parcel, the potential development that could occur, attach additional sheets if necessary.

~~9. Describe the predominant land uses of adjacent lands (vacant, residential, commercial, etc.):~~

~~5. Describe the predominant uses of adjacent land (vacant, residential, commercial, etc.).~~

~~North: East: South: West:~~

~~106. Describe the topography of the affected territory, such as flat, sloping, hilly, mountainous etc., and attach a topographical map of the affected area:~~

~~11. Describe the physical features (rivers, creeks, drainage basins, etc.) and natural boundaries (rivers, creeks, drainage basins, etc.) of the subject territory:~~

~~7. Indicate with a if any portion of the territory contains the following:~~

~~Agricultural land uses* Acreage _____ Agricultural Preserve Acreage Open Space** _____
Acreage _____ Wetlands _____ Acreage Unusual features:~~

~~*If the proposal involves conversion of Ag Land, applicant must attach a narrative addressing Solano LAFCO Discretionary Standard No. 9.~~

~~**If the proposal involves conversion of open space land, applicant must attach a narrative addressing~~

~~Solano LAFCO Mandatory Standard No. 3 and Discretionary Standard No. 8.~~

~~8. (For City Annexations Only) Is any part of the annexation territory under a Williamson Act contract?~~

~~YES NO~~

~~If yes, please answer the following:~~

~~a) Did the City protest the contract under the "one-mile" provision? YES NO If yes, please attach a copy of the City's protest resolution.~~

~~You may contact Solano County Resource Management at (707)784-6765 to obtain the following information:~~

~~b) Contract Number: _____ Date of Resolution: _____ Resolution Number: _____~~

~~c) Please list only the parcels under a Williamson Act contract:~~

~~9. Is the proposed area within the existing sphere of influence of the annexing agency? YES NO~~

~~Note: If no, submit a Sphere of Influence Amendment Questionnaire Attachment A in addition to this application and a separate narrative addressing LAFCO Mandatory Standards numbers 1, 2, and 4.~~

~~PLAN FOR PROVIDING SERVICES~~

~~Pursuant to Government Code 56653, any local agency submitting an application for a change in organization must also submit a plan for providing services to the subject territory. Please address the following:~~

~~1. An enumeration and description of the services to be extended to the affected territory.~~

~~2. The level and range for these services.~~

~~3. An indication of when these services can feasibly be extended to the affected territory.~~

~~4. An indication of any improvement or upgrading of structures, roads, sewer or water facilities, or other conditions the local agency would impose or require within the affected territory if the change of organization or reorganization is completed.~~

~~5. Information with respect to how these services to the area will be financed.~~

ADDITIONAL REQUIREMENTS

~~1. List below each parcel included in the proposal and check whether or not there is a letter or petition indicating in favor or opposed to the proposal. Attach petitions or letters.~~

	Assessor Parcel	# Acres	Current Property Owner(s)	Letter In	Letter
1.					
2.					
3.					
4.					
5.					
6.					
7.					

AGRICULTURAL AND OPEN SPACE LANDS (CITY ANNEXATIONS ONLY):

1. Will the proposal result in the conversion of open-space lands to other uses?

2. Is the proposal area under a Williamson Act contract(s)?

_____ If yes, please answer the following:

a) Did the City protest the contract under the "one-mile" provision?

If yes, please attach a copy of the City's protest resolution.

b) Please list only the parcels under a Williamson Act contract and provide: the contract number, date of resolution, and resolution number (you may contact Solano County Resource Management at (707)784-6765 to obtain this information):

3. Will the proposal have any effect on maintaining the physical and economic integrity of agricultural lands?

4. Is there any Prime Agricultural Land within the affected territory?

5. Is any of the land within the affected territory currently utilized for commercial agricultural purposes?

REGIONAL HOUSING NEEDS (CITY ANNEXATIONS ONLY)

1. Identify how the proposal will affect the city in achieving their respective share of the regional housing needs?

2. What is the date of the City's most recent Housing Element approved by the State Department of Housing and Community Development?

BONDED INDEBTNESS:

1. Do the agencies whose boundaries are being changed have any existing bonded debt?

2. Will the proposal area be liable for payment of its fair share of this existing debt?

LANDOWNER(S) CONSENT/OPPOSITION:

1. If available, please provide signed letters of consent to the change of organization/reorganization from landowners within the affected territory.

(Note: If necessary, continue list)

~~CERTIFICATION OF 100% CONSENT APPLICATION (Agency Applications Only)~~

~~I certify that I have checked the number of owners of property located within the change of organization or reorganization proposed by this application, and that the signatures shown on the attached petitions and/or letters represent all of the owners of property included in this proposal. I further certify that, pursuant to GCS 56663(c)(1), the applying local government agency waives the requirement for a protest hearing.~~

~~Print Name: _____ Title: _____~~

~~Signature: _____~~

~~Date: _____~~

~~2. Please provide a 2. List with other names and addresses of any persons, organizations or agencies known to you who may be opposed to this proposal.~~

~~3. List any terms or conditions requested for inclusion in LAFCO Resolution of Approval as part of this proposal.~~

PLAN FOR PROVIDING SERVICES

Pursuant to Government Code 56653, any local agency submitting an application for a change in organization must also submit a plan for providing services to the subject territory. Please address the following:

~~1. An enumeration and description of the services to be extended to the affected territory.~~

~~2. The level and range for those services.~~

~~3. An indication of when those services can feasibly be extended to the affected territory.~~

~~4. An indication of any improvement or upgrading of structures, roads, sewer or water facilities, or other conditions the local agency would impose or require within the affected territory if the change of organization or reorganization is completed.~~

~~5. Information with respect to how those services to the area will be financed. complete and submit "Attachment B Plan for Providing Service"~~

ADDITIONAL REQUIREMENTS

1. List any terms or conditions requested for inclusion in LAFCO Resolution of Approval as part of this proposal:

2. Provide detailed written responses to LAFCO Standards 1 through 11.

~~4. Provide detailed written responses to LAFCO Standards 1 through 11, included in packet. (Indicate N/A if Standard is not applicable to the proposal). GENERALLY, A YES OR NO RESPONSE WILL NOT BE SUFFICIENT~~