

For Office Use Only
LAFCo File #: _____

Date Received: _____

Sacramento Local Agency Formation Commission (LAFCo)
1112 I Street, Suite #100, Sacramento, CA 95814
916.874.6458
www.saclafco.org

APPLICATION FORM

Change of Organization or Reorganization

1. Project Information

A. Name of Project:

B. Address or Description of Location of Project:

C. Major Streets and Highways around the project:

D. Assessor Parcel Information (within the proposal territory):

Assessor Parcel Numbers (APN):	Area (in acres):
TOTAL AREA:	

Affected Agencies
(Cities or Districts)

1. _____
2. _____
3. _____
4. _____

Related Jurisdictional Changes
(annexation, detachment, sphere of influence amendment)

1. _____
2. _____
3. _____
4. _____

E. Proposal Initiated By (check one):

_____ Resolution (indicate #: _____)

_____ Landowner or Voter Petition

2. Applicant Information:

A. Chief Petitioners (maximum of three) or Legal Owner(s):

1. Name: _____

Address: _____ City: _____ ZIP: _____

Phone Number: _____ Email: _____@_____

2. Name: _____

Address: _____ City: _____ ZIP: _____

Phone Number: _____ Email: _____@_____

3. Name: _____

Address: _____ City: _____ ZIP: _____

Phone Number: _____ Email: _____@_____

B. Applicant's Representative or Agent (this will be the primary contact for LAFCo staff):

Name: _____

Address: _____ City: _____ ZIP: _____

Phone Number: _____ Email: _____@_____

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

____ Ownership ____ Power of Attorney ____ Contract to Purchase
____ Petition ____ Resolution

3. General Description of the Project Territory

A. Proposal Area:

Give a detailed description of the proposal area and what it consists of (e.g. Existing commercial corridors, residential communities, existing redevelopment area, public utility right-of-way, relevant structures, etc.)

B. Topography:

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

4. Population and Housing Information

A. What is the current population of the subject territory? _____

B. If the proposal territory includes a proposed development, what is the estimated population of the proposed area at buildout? _____

C. Number of Registered Voters (give source and date of information):

D. What is the proximity of the subject territory to other populated areas?

E. What is the projected/estimated growth in the area and in adjacent incorporated and unincorporated areas, within the next five years?

F. Number and type of existing dwelling units existing/proposed on-site:

G. Give a summary of regional housing needs and to what extent the proposal will assist the annexing city in achieving its fair share of regional housing needs as determined by SACOG. (City annexations only.)

5. Land Use and Zoning Status

If the proposal territory is not within a city, County General Plan and zoning information may be obtained by calling the County Planning Department (874-6141) with the Assessor Parcel Number(s) of the subject property. If the territory is within a city, please call the appropriate city's planning department.

A. County:

1. The territory is within the _____ community plan.

2. The County General Plan or community plan designation is:

3. Current County zoning is:

B. City:

1. The territory is within the General Plan planning area for the City of:

2. The land use designations is/are:

3. Current city zoning is:

4. Current city prezoning is:

C. Indicate below **all** permits or approvals that will be needed or have been granted by the County or any city to complete the project. If already granted, please note the date of approval and attach a copy of each resolution of approval. If approval is pending, please note the anticipated approval date:

Type of Approval of Permit	File Number	Approval Date	Is Resolution Attached?
Tentative Subdivision Map			Y / N
Tentative Parcel Map			Y / N
Conditional Use Permit			Y / N
City/County General Plan Amendment			Y / N
City Prezoning			Y / N
County Rezone			Y / N
Development Agreement			Y / N
Other:			Y / N

D. Describe the predominate uses of adjacent land (vacant, residential, commercial, etc.)

North: _____ South: _____

East: _____ West: _____

E. Indicate if any portion of the territory contains the following:

- | | |
|--|--|
| <input type="checkbox"/> Agricultural land uses | <input type="checkbox"/> Agricultural Preserve |
| <input type="checkbox"/> Open Space | <input type="checkbox"/> Approved Habitat Conservation |
| <input type="checkbox"/> Easement | <input type="checkbox"/> Plan |
| <input type="checkbox"/> Designated Infill Area | <input type="checkbox"/> Wetlands |
| <input type="checkbox"/> Unusual features such as: _____ | |

If **YES** for **agriculture or open-space**, what is the effect of this proposal on these lands?

F. What are the present land uses of the proposal territory? Please be specific.

G. What is/are the proposed planned land use(s) of the subject area? Is there any change in land use and zoning being proposed as part of this proposal (including, if applicable, pre-zoning by an affected city)? Please be specific.

H. Is the proposal consistent with city or county general plans, specific plans, and other adopted land use policies? If not, please state why?

I. Will this proposal result in development of property now or in the near future? Describe the type of development proposed (type of business or industry, single-family or multi-family residential, etc., and number of units or facilities):

J. What effect, if any, would denial of the proposed change of organization have on the related development?

K. Is the subject territory currently within a redevelopment area or proposed to be included within a redevelopment project area upon completion of this proposal?

L. Is the proposal area within the sphere of influence of the annexing agency or any other agency?

6. Sphere of Influence

Pursuant to Government Code Section 56425, provide the following information **IF** the proposal requires a **Sphere of Influence (SOI) amendment**.

A. Describe any social or economic interests, current or future, within the proposal area that create a logical identification of the proposal area with the proposed change of organization:

B. Describe the present and probable need for public facilities and services in the proposal area:

C. Describe in detail the present capacity of public facilities and adequacy of public services the affected agency provides or is authorized to provide:

D. Attach to this application all documentation regarding consultation that has occurred between the City and the County, with regards to an agreement on boundaries, development standards, and zoning requirements within the proposed sphere (56425(b)).

7. The Project

A. Explain in detail the reasons for this proposal and why it is necessary?

B. What are the alternate courses of action to the proposed change of organization, if any? (Include the names of other local agencies having the authority to provide the same or similar services as those requested.)

C. What will be the effect of the proposal on the adjacent areas, on mutual social and economic interests, and on the local governmental structure of the County?

D. If the service level(s) to be provided exceeds the existing service capacity, describe the service provider’s ability to increase its capacity (i.e., new facilities, additional personnel, etc.):

E. List any assessments, fees or other charges to be levied as a part of this proposal:

F. If applicable, list the division, acquisition, improvement, disposition, sale or transfer of any property, real or personal, belonging to a city or district that is included within the proposal territory of this proposal:

G. If applicable, list the disposition, transfer or division of any money or funds and any other obligations of a city or district involved as part of this proposal:

H. To what extent will residents or landowners within the proposal area be liable, or remain liable, for any existing indebtedness of the affected agency as a result of this change of organization.

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

8. Bonded Indebtness

A. Do the agencies whose boundaries are to be changed have existing bonded debt? If so, describe:

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

C. In the case of detachments, does the detaching agency intend that the proposal territory continue to be liable for existing bonded debt? If so, please explain why.

9. Municipal Services

A. Is there a need for centralized community services in the proposal area?

B. Describe the present and probable need for public facilities and services in the proposal area:

C. Provide a detailed description of the present capacity of public facilities and the adequacy of public services in the proposal area:

D. What is the present cost and adequacy of current governmental services in the proposal area? What are the probable future needs for those services?

E. What will be the effect of approval or denial of the proposal, and of alternative courses of action on the cost and adequacy of services of affected service providers?

F. What services and/or costs to residents or landowners in the proposal area would be increased, reduced, or eliminated as a result of this proposal?

G. Describe the adequacy and availability of water supply to the proposal area. Include information on the source of service and when it will be available:

H. Plan for Providing Services:

For each item identified for a change in service provider, a narrative "Plan for Service" (required by Government Code Section 56653) must be submitted with this application. This plan shall, at a minimum, respond to each of the following questions and be signed and certified by an official of the annexing agency or agencies.

Some Helpful Definitions:

"Affected city" means any city that either:

- (a) contains, or its sphere of influence contains, the proposal territory *and/or*
- (b) would contain the proposal territory if the project is approved

"Affected county" means each county that contains, or would contain, the proposal territory

"Affected district" means a special district that contains, or whose sphere of influence contains, or would contain, the proposal territory

"Affected local agency" means any agency that contains, or would contain, or whose sphere of influence contains, the project territory

"Affected territory" means the project territory

1. A description of the level and range of each service to be provided to the proposal territory.
2. An indication of when the service can be feasibly extended to the proposal territory.
3. An identification of any improvement or upgrading of structures, roads, water or sewer facilities, other infrastructure, or other conditions the affected agency would impose upon the proposal territory.
4. The estimated cost of extending the service and a description of how the service or required improvements will be financed. A discussion of the sufficiency of revenues for anticipated service extensions and operations is also required.
5. An indication of whether the proposal territory is, or will be, proposed for inclusion within an existing or proposed improvement zone/district, redevelopment area, assessment district, or community facilities district.
6. If retail water service is to be provided through this change of organization, provide a description of the timely availability of water for projected needs within the proposal area based upon factors identified in Government Code Section 65352.5 (as required by Government Code Section 56668(k)).

I. Indicate which agencies currently provide affected public services within the proposal territory and which agencies would provide services after the proposed change of organization:

<u>Service</u>	<u>Current Agency</u>	<u>Proposed Agency</u>
Police	_____	_____
Fire	_____	_____
Water	_____	_____
Sewer	_____	_____
Garbage	_____	_____
Street Lighting	_____	_____
Road Maintenance	_____	_____
Flood Control	_____	_____
Parks and Recreation	_____	_____
Library Services	_____	_____
Electricity	_____	_____
Transit	_____	_____
Other: _____	_____	_____

J. If a change in service provider is proposed, has each service provider provided a statement indicating the desire and capability to furnish services?

_____ Yes

_____ No

H. If **YES**, a *Letter of Agreement* from each agency assuming service responsibilities **must be included with this application**. The letter must identify each agency's role and responsibility as the new service provider and the method for funding additional services.

I. If **NO**, please explain:

J. If a change in service provider is proposed, are alternative providers available for any of the proposed services?

_____ Yes

_____ No

K. If **YES**, list providers and explain why they are not proposed to provide service:

10. Other Information

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

Name	Address	Telephone

B. ANY OTHER COMMENTS YOU MAY WISH TO MAKE (may be attached if necessary):

C. Names and addresses of up to three persons who are to receive notice of hearing and staff report:

Name	Address	Interest

D. Complete and attach FPPC Party Disclosure Form (Not required for public agencies.)

E. Complete and attach Indemnity Agreement Form.

11. Certification

I hereby certify that the above information and accompanying documents are true and accurate to the best of my knowledge and agree to pay any fees and expenses required to prepare necessary environmental documentation and planning studies and fees to process this application. In addition, I hereby petition the Sacramento Local Agency Formation Commission (LAFCo) for approval of a proposed change of organization or reorganization, as described herein.

The undersigned hereby petition(s) the Sacramento Local Agency Formation Commission for approval of a proposed change of organization or reorganization, and stipulate(s) as follows:

1. The boundaries of the territory(ies) included in the proposal are as described in *Exhibits A* (metes and bounds legal description) and *Exhibit B* (map) attached hereto and by this reference incorporated herein.
2. The territory(ies) included in the proposed change of organization:
 _____ *is/are inhabited (12 or more registered voters).*
 _____ *is/are uninhabited.*
3. This proposal _____ *is* / _____ *is not* consistent with the Sphere of Influence of the affected city/ and or districts.
4. The persons signing this petition have signed as:
 _____ *Registered Voters* _____ *Owners of Land.*
5. A) If the formation of a new district(s) is included in the proposal, please state the principal act(s) under which said district(s) is/are proposed to be _____ formed:

- B) The proposed name of the new district(s) is/are: _____ and
 the boundaries of the proposed new district(s) area as described in the exhibits attached and made a part hereof.
6. If the proposal is an incorporation, the name of the proposed new city is:

Wherefore, petitioner(s) or owner(s) request(s) that proceedings be taken in accordance with the provisions of Section 56000, et seq., of the Government Code and herewith affix signature(s) as follows:

Landowner/ Chief Petitioner(s) as listed above:

1. _____
2. _____
3. _____

Applicants Representative or Agent as listed above:

Date: _____

NOTE: Applications will not be accepted without signature of legal owners or official agents with Power of Attorney or Chief Petitioners, or without acceptable legal description and map. An incomplete application cannot be processed. Adopted LAFCo policies and procedures require that specific material be submitted in conjunction with the application. The required items are indicated on the attached checklist.

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Last edited: 8-22-2003, CJJ