



Santa Cruz Local Agency Formation Commission  
 Governmental Center  
 701 Ocean St. #318 D  
 Santa Cruz CA 95060  
 831-454-2055  
 website: [www.santacruzlafco.org](http://www.santacruzlafco.org)  
 email: [info@santacruzlafco.org](mailto:info@santacruzlafco.org)

DATE BOUNDARY  
 CHANGE APPLICATION  
 RECEIVED BY LAFCO

### BOUNDARY CHANGE PROPOSAL APPLICATION

This application is designed to be used for all proposals received by the Commission. If a question is not applicable to your proposal, please note accordingly. Thank you for your cooperation and assistance in completing this application.

A) An application is hereby made for boundary changes (such as an annexation, detachment, or formation) involving the following cities and special districts:

Action: (ex. annex, detach)		Agency:
	to/from	
	to/from	
	to/from	
	to/from	
	to/from	

B) This proposal includes:

- |                                     | <u>YES</u>               | <u>NO</u>                |
|-------------------------------------|--------------------------|--------------------------|
| 1) 12 or more registered voters:    | <input type="checkbox"/> | <input type="checkbox"/> |
| 2) 100% consent of property owners: | <input type="checkbox"/> | <input type="checkbox"/> |

C) Assessor's Parcel Numbers (Attach a list if necessary):


D) Is this proposal consistent with the adopted Sphere of Influence of all affected agencies? If no, this application must be preceded or accompanied by a [Sphere of Influence Amendment Application](#).

E) The following items must be submitted with this application:

1) A resolution of application adopted by the affected city or special district

**OR**

A petition of landowners or registered voters.

(Check with the LAFCO office for signature requirements and forms.

The [Notice of Intent to Circulate a Petition](#) and the [Petition](#) forms are located on the [Forms](#) page of LAFCO's website.

2) One copy of a metes-and-bounds description of the perimeter of the subject territory for approval by the County Surveyor. Contact the LAFCO Executive Officer to determine whether this legal description can be waived until the end of the boundary reorganization process.

3) 15 copies of a plat map showing the subject territory AND the existing boundaries of the affected city or district.

4) Environmental Documents:

a) If a Negative Declaration or Environmental Impact Report (EIR) has been prepared by another agency for a project associated with this proposal, submit one copy to LAFCO with this proposal.

b) If no environmental document has been prepared, complete the [Environmental Questionnaire](#).

5) City Proposals:

If the proposal includes annexation to a city, submit one copy of the city's resolution or ordinance rezoning the subject territory. LAFCO cannot consider the proposal until rezoning has been completed.

a) For all city annexations that include areas that are inhabited (territory where 12 or more registered voters reside) or developed, include the following information:

(1) Report all existing housing units within the proposed city's annexation area as of the effective date in the resolution. If there is not an effective date in the resolution, then use the County Recorder's stamp date. For annexations or detachments between cities, list both annexing city and the detaching city involved in the transfer. **Annexing city** refers to the city annexing housing units or acreage, and the **detaching city** refers to the city/county the annexation originates from.

Annexing City:		
Detaching City/County:		
Detached Units:		
Attached Units:		
Mobile Homes:		
Multiple Unit Structures:	2, 3 or 4-plex Structures:	Units:
	5 or More Structures:	Units:
Total Housing Units:		

Note: A condominium refers to an ownership classification, not a structural type. Report condominiums based on their structure types.

6) Property Tax Revenues:

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 notify the affected agencies after receiving your application and will provide preliminary information to begin the negotiations process.

7) Indemnification:

LAFCO requires that applicants indemnify LAFCO from litigation costs as a condition of submitting an application. Click the highlighted hyperlink for the INDEMNIFICATION FORM. Contact LAFCO staff if you have any questions.

8) Deposit:

All deposits are initial payments toward the total cost of processing (“project cost”). Project cost is defined as staff time plus materials. A surcharge applies to the total cost of each application to partially recoup the cost of preparing state-mandated service reviews. Staff billing rates include personnel costs plus a percentage of LAFCO administrative overhead. Materials include, but are not limited to, charges for advertisement of hearings, as well as fees charged for project reviews by affected agencies.

**JUSTIFICATION**

A) In as much detail as possible, please explain why this proposal is necessary at this time. (For example, a proposed development or existing residences might require services not currently provided or available.)

---

---

---

---

---

---

---

B) Is this change of organization proposed to carry out a development project? If so, describe the project.

---

---

---

---

---

---

---

C) Indicate below all discretionary approvals or permits from a city, the County, or another agency that will be needed to complete the project. If already approved, please indicate the date of approval.

	Project File No.	Date of Approval	Future Requirements
City or County Plan Amendment			
Rezoning (City)			
Rezoning (City)			
Tentative Subdivision Map			
Minor Land Division			
Other			

**DESCRIPTION**

A) Describe the general location and physical features of the territory included in this proposal. Refer to major roads, watercourses, and topographical features.

---

---

---

---

---

---

---

---

---

---

B) How many acres (or square miles) of territory are included in the proposal?

C) How many people live in the subject territory?

D) How many registered voters live in the subject territory?

**LAND USE INFORMATION**

A) General Plan and Zoning:

1) If in the unincorporated area, what is the General Plan designation?

2) What is the current County zoning?

3) Is the territory within the Urban Services Line? YES  NO

4) Is the territory within a city general plan area? YES  NO   
If so, what is the general plan designation?

5) Has a city zoned or rezoned the territory? YES  NO   
If so, how is the territory zoned or rezoned?

B) Proposed Land Use:

1) Is the territory to be developed at this time? YES  NO

2) Describe the anticipated development (type of buildings, number of units, number of permanent employees who will work in any new commercial or industrial projects).

---

---

---

---

---

---

---

---

3) Indicate any conditions which would be imposed by the city, County, or special district within the territory (roads, upgrading of facilities, etc.).

---

---

---

---

---

---

---

---

4) If no development is planned at this time, would approval of this proposal increase the development potential of the property? YES  NO   
If so, please indicate in terms of potential use, number of units, etc.

---

---

---

---

---

---

---

---

5) If no development is planned at this time, when is development of the area anticipated?

---

---

---

---

---

---

---

---



---

---

**D) Water Supply:**

1) If water service is currently provided to the territory, how is it provided (for example, water district, private wells, mutual water company)?

---

---

---

2) Upon annexation, is the agency prepared to furnish the necessary service?  
YES  NO   
If not, please explain.

---

---

---

3) Will the project be connected to an existing water line? YES  NO   
If not, please explain.

---

---

---

Distance to tie-in: \_\_\_\_\_

<b>Total anticipated water demand:</b>	
<b>Residential Use:</b>	<b>GPD</b>
<b>Industrial / Commercial Use:</b>	<b>GPD</b>
<b>Agricultural Use:</b>	<b>GPD</b>

4) Can the agency provide adequate supply for the entire anticipated development?  
YES  NO

---

---

---

5) Specify any improvements on and off site which will be required to service the territory. Indicate the method of financing (assessment district, developer fees, etc.).

---

---

---

6) Is the proposal within an area subject to a connection ban or other limitation on service?  
YES  NO   
If so, please explain:

---

---

---

---

---

E) Fire and Police Service:

1) Nearest Fire Station:	Location:	
	Miles from Property:	
	Response Time:	
2) Nearest Police/Sheriff station:	Location:	
	Miles from Property:	
	Response Time:	

**SPECIAL REVENUES**

A) Does the city or special district have plans to establish any new assessment districts, service charges, or other means to pay for new or extended services to this area?

---

---

---

---

---

---

---

---

---

---

B) Will the area assume liability for any existing bonded debt upon annexation?

YES

NO

If so, please indicate taxpayer cost:

---

---

---

---

---

C) Will the territory be subject to any new or additional taxes, benefit charges, or fees?

YES

NO

If so, please explain:

---

---

---

---

---



## RECORDING REQUIREMENTS

To record the document that completes an annexation, detachment, or reorganization, the document must meet the following size and format requirements:

- 8 ½" x 11" is the standard page size.
- Exhibits should be on separate pages.
- There must be a ½" margin on all pages.
- A minimum of 10-point type is required.

## PROPONENT INFORMATION

LAFCO will consider the person signing this application as the proponent of the proposed action(s). Notices and other communications regarding this application will be directed to the proponent at:

<b>Name:</b>			
<b>Address:</b>			
<b>City:</b>		<b>Zip:</b>	
<b>Phones:</b>	<b>Work:</b>	<b>Fax:</b>	
	<b>Cell:</b>	<b>Home:</b>	
<b>email:</b>			
<b>Signature:</b>			

List any other person or agent who should be contacted concerning questions on this proposal:

<b>Name:</b>			
<b>Address:</b>			
<b>City:</b>		<b>Zip:</b>	
<b>Phones:</b>	<b>Work:</b>	<b>Fax:</b>	
	<b>Cell:</b>	<b>Home:</b>	
<b>email:</b>			
<b>Signature:</b>			