



**CHANGE OF ORGANIZATION
OR REORGANIZATION APPLICATION FORM**
(Updated October 2024)

Proposal Description

1. Type of proposal:

	<i>Subject Agencies (Cities and/or Special Districts)</i>	<i>Related Jurisdictional Changes (Annexation, Detachment, Sphere Amendment, etc.)</i>
1.		
2.		
3.		
4.		

2. Title of proposal:

3. Who initiated the proposal? *(LAFCO proposals may be initiated by resolution of application adopted by an affected city, county or special district, or by petition of landowners or registered voters of the affected area. In both cases, a notice of intent must be submitted to LAFCO.)*

The following is attached to this application form:

- Agency Resolution of Application
- Landowner Petition
- Registered Voter Petition

4. Does the proposal have 100 percent consent of all property owners? *(If so, please submit a letter of consent from each property owner to process the application without public notice or hearing.)*

- Yes
- No

5. Applicant:

<i>City/District/Chief Petitioner</i>	
<i>Street Address</i>	
<i>City/State/Zip</i>	

6. Designated Contact Person:

Name	
Telephone	
E-mail	

General Information

1. Explain in detail the reasons for the proposal and why it is necessary.

2. Describe any terms and conditions that are requested as part of the proposed action by LAFCO.

3. Describe the general location and physical features of the subject territory.

4. What is the current population of the subject territory?

5. If the proposal includes development, what is the estimated population of the subject territory?

6. Number of registered voters within the subject territory.

7. Number of parcels within the subject territory.

Proposal Boundaries

1. A map and geographic description of the proposal area meeting State Board of Equalization requirements must be submitted.

The following is attached to this application form:

- Vicinity Map
- Boundary Map
- Boundary Description

2. Describe how the boundaries of the proposal were determined.

3. Would this proposal create an island of non-agency territory? If yes, please explain.

4. Total land area included in proposal:

Land Use Information

1. What is the total assessed value of properties (land and improvements) within the subject territory? (Note: you are encouraged to provide this information along with any existing assessments in a separate spreadsheet).

2. Describe the existing uses within and surrounding the subject territory. Be specific regarding existing commercial corridors, residential communities, relevant structures, etc.

3. What is the current land use and zoning designation(s) within the subject territory?

4. Describe any proposed change in land use or zoning as a result of the proposal. (For city annexations, attach a copy of the adopted pre-zoning ordinance).

5. Is the proposal consistent with city or county general plans, specific plans, and or other adopted land use policies?

6. Will the 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 the number of units or facilities).

7. If development is proposed, what discretionary approvals are needed? Be specific regarding subdivision maps, conditional use permits or other entitlements.

8. What is the effect of this proposal on agricultural or open-space lands within and adjacent to the subject territory? If the subject territory is subject to a Williamson Act contract, please provide a copy of the contract(s) along with any amendments.

Public Services

1. List which agencies presently provide public services to the subject territory, and which are proposed to provide service. If not applicable or no change, please indicate accordingly.

	<i>Present Provider</i>	<i>Proposed Provider</i>
<i>Sewer</i>		
<i>Water</i>		
<i>Fire</i>		
<i>Police</i>		
<i>Recreation</i>		
<i>Roads</i>		
<i>Drainage</i>		
<i>Street Lighting</i>		
<i>Other</i>		

2. How would the proposal affect the type or level of services within the subject territory?

3. If, as a result of this proposal, increased service demand exceeds the existing capacity, describe what will be done by the service provider to increase capacity of services.

4. Will the future delivery of services by any other public agency or service provider be affected by this proposal? If yes, list the agencies and indicate any comments received from these agencies. (Note: applicants must contact affected agencies prior to filing an application with LAFCO)

5. For proposals submitted by resolution of application by a local agency, a plan for providing services within the affected territory must be prepared pursuant to Government Code Section 56653.

A Plan for Services is attached to this application form:

Yes

Not applicable

Financial Information

1. How will public services be financed? List any assessments, taxes, fees or other charges to be levied as part of this proposal, or levied in the near future. (Note: a fiscal analysis and/or budget may be required).

2. Does any affected agency have existing bonded indebtedness for which the subject territory will become/remains liable? If so, please indicate taxpayer cost.

3. Does the resolution of application by a local agency include documentation that the agency is in agreement with a standing Master Tax Exchange Agreement, has negotiated a tax exchange agreement pursuant to [Section 99](#) of the Revenue and Taxation Code, or has made a determination that the proposal is revenue neutral?

Sphere of Influence

1. Is the subject territory within the existing sphere of influence of the affected agency?
 Yes
 No
2. If the proposal includes a request for a city or district sphere of influence amendment/update, justify the proposed changes with respect to the five sphere criteria listed in Government Code Section 56425(e):

- a. "The present and planned land uses in the area, including agricultural and open-space lands."

- b. "The present and probable need for public facilities and services in the area."

- c. "The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide."

- d. "The existence of any social or economic communities of interest in the area."

- e. "For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection...the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence."

- 3. If the proposal includes a city sphere of influence amendment/update, provide a written statement that describes whether an agreement on the sphere change between the city and county was achieved pursuant to Government Code Section 56425(b-d). Describe the elements of the agreement (such as, development standards, boundaries, and zoning requirements) and provide a copy of the written agreement.

- 4. If the proposal includes a special district sphere of influence amendment/update, provide a written statement, pursuant to Government Code Section 56425(i-j), that specifies the following: (a) the functions or classes of services provided by those districts; and (b) the nature, location, and extent of any functions or classes of services provided by existing districts.

Environmental Determination

- 1. Copies of environmental documentation, pursuant to the California Environmental Quality Act (CEQA), prepared by the lead agency (including an initial study, technical reports, and written comments or recorded public testimony relative to the environmental documents) should be submitted with the application. Please include a copy of the Notice of Determination/Notice of Exemption showing the date filed with the County Clerk, and the environmental filing fee receipt from the California Department of Fish and Wildlife.

The following environmental document has been prepared:

- Statutory or Categorical Exemption
- Negative Declaration
- Mitigated Negative Declaration
- Environmental Impact Report
- Other:

- 2. Was the environmental documentation (Notice of Preparation/Notice of Intent) circulated to LAFCO prior to adoption by the Lead Agency?

- Yes
- No

Notification

Provide the names and contact information of the primary persons or agents who are to receive information requests, staff reports and notices:

Name	Telephone	E-mail Address

Indemnification Agreement

LAFCO policy requires that all applicants sign an indemnification agreement specifying that they agree to indemnify LAFCO in the event of litigation concerning the approval of an application.

The following is included with this application form:

Signed Indemnification Agreement

Filing Fees

Applicants are required to pay fees in accordance with LAFCO’s adopted fee schedule to cover the administrative and staff costs required to evaluate proposals. Checks must be made payable to: “Shasta LAFCO”.

The following is included with this application form:

- Check for Filing Fees
- Signed Fee Agreement
- Other (please explain):

Certification

The undersigned hereby certifies that all LAFCO filing requirements will be met and that the statements made in this application are complete and accurate to the best of their knowledge.

(Signature)

(Title)

(Printed Name)

(Date)