

# EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

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## *AGENDA OF DECEMBER 6, 2017*

### *REGULAR MEETING*

**TO:** Shiva Frentzen, Chair, and  
Members of the El Dorado County Local Agency Formation  
Commission

**FROM:** José C. Henríquez, Executive Officer

**PREPARED BY:** Erica Sanchez, Policy Analyst

**AGENDA ITEM #7:** **CONSIDERATION OF PROJECT MAPPING STANDARDS  
FOR EL DORADO LAFCO**

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#### **RECOMMENDATION**

Staff recommends that the Commission review and adopt the proposed mapping standards to establish clear guidelines for applicants when submitting project maps and written geographic descriptions.

#### **REASON FOR RECOMMENDED ACTION AND BACKGROUND**

As of July 1, 2017, some of the functions of the State Board of Equalization (BOE) were re-assigned to two newly created agencies, one of which is the Department of Tax and Fee Administration (DTFA). Among the functions re-assigned to DTFA was the property tax transfers and changes associated with LAFCO changes of organization and reorganizations.

Previously, all project maps submitted to LAFCOs were required to meet BOE mapping and geographic description standards, a published set of requirements for all change of organization maps. El Dorado LAFCO requires all project maps to be reviewed and approved for compliance with BOE standards by the County Surveyor's Office prior to being accepted by LAFCO.

However, DTFA has not adopted its own mapping standards. According DTFA staff, DTFA allows for "leniency in map and geographic description requirements," especially for small, single parcel annexations. DTFA also does not require maps to show and identify any portion of an existing district boundary in close proximity to the project area. Unfortunately, a map which does not label streets, does not show district boundaries, and is accompanied by an incomplete geographic description, is not going to provide the most comprehensive information to LAFCO staff, commissioners, affected agencies, County departments (Auditor-Controller, Assessor, Recorder-Clerk, and Surveyor) and

the public. A lack of clear standards will result in inconsistent maps with less detail, which is likely to result in confusing boundaries, especially as they relate to road right of ways and centerlines.

Since BOE is no longer the recipient of LAFCO maps and the new DTFA has not adopted any standards, staff recommends the Commission adopt its own standards to ensure consistency on all of its projects. The proposed standards closely mirror the previous BOE requirements, with a few additions including County Recorder-Clerk standards to ensure optimum legibility for recordation purposes. LAFCO staff met with staff from the County Surveyor's and Assessor's Offices to discuss LAFCO mapping standards, and they are in agreement. In addition, the County Surveyor's Office has agreed to continue to review and approve project maps for consistency with these new standards, prior to LAFCO submittal.

The proposed mapping policies are included as Attachment A for reference, and upon approval will be included in the Commission's Policies and Guidelines as Section 3.12.

#### Attachment

Attachment A: Mapping Standards (Policies & Guidelines Section 3.12)