



**LOCAL AGENCY FORMATION COMMISSION**  
550 Main Street, Suite E. Placerville, CA 95667  
(530) 295-2707 · lafco@edlafco.us · www.edlafco.us

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## APPENDIX E SAMPLE APPLICATION FORMS

### PROJECT INFORMATION FORM

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**APN(s):** \_\_\_\_\_

#### **Land Use**

Describe the present land uses in the proposal area:

Describe the future land uses in the proposal area:

List all related permits and public approvals for the overall project including county, regional, state and federal agencies. List any entitlement applications that are pending (*i.e., zone change, property division, 404 permit, etc.*):

Describe adjacent land uses surrounding the proposal area, including zoning and General Plan designations:

(North) \_\_\_\_\_

(South) \_\_\_\_\_

(East) \_\_\_\_\_

(West) \_\_\_\_\_

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**City Annexations Only**

What is the approved pre-zoning which will become effective upon annexation?

Does the proposed use conform to this zoning? Yes \_\_\_\_\_ No \_\_\_\_\_

**Environmental Review (CEQA)**

Who is/was the lead agency for this project? \_\_\_\_\_

Has the lead agency certified/approved the environmental document? Yes \_\_\_ No\_\_\_

*If yes, attach a copy.*

*If no, explain:*

If the environmental review is pending, what type of environmental document is being prepared?

- Exemption Class \_\_\_\_\_
- Negative Declaration \_\_\_\_\_
- Mitigated Neg. Dec. \_\_\_\_\_
- Supplemental EIR \_\_\_\_\_
- EIR \_\_\_\_\_

If LAFCO will be the lead agency for this project, please complete a supplemental environmental questionnaire.

**Boundaries**

Is the project area contiguous to the district or city? Yes \_\_\_\_\_ No \_\_\_\_\_

Is the project area within the necessary Spheres of Influence? Yes \_\_\_\_\_ No \_\_\_\_\_

*If not, explain:*

Do the proposed boundaries follow parcel lines? Yes \_\_\_\_\_ No \_\_\_\_\_

*If not, explain:*

Why were the proposed boundaries selected? Are there additional areas that should or should not be included?

Do any of the landowners own additional lands contiguous to the project area?  
Yes \_\_\_\_\_ No \_\_\_\_\_

*If yes, explain why these parcels are not included:*

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### **Population**

What is the approximate current population of the proposal area? \_\_\_\_\_

How many registered voters reside in the proposal area? \_\_\_\_\_

What is the projected future population of the proposal area? \_\_\_\_\_

Have all owners of land in the proposal area (100%) consented in writing or signed the application petition? Yes \_\_\_\_\_ No \_\_\_\_\_

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### **Agriculture and Open Space**

Is any of the territory under Williamson Act Contract? Yes \_\_\_\_\_ No \_\_\_\_\_

Expiration date \_\_\_\_\_

Does the site contain any prime agricultural lands, agricultural lands of statewide or local importance? Yes \_\_\_\_\_ No \_\_\_\_\_

Has the Agricultural Commission or Agriculture Department reviewed the proposal? Yes \_\_\_\_\_ No \_\_\_\_\_

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### **Services**

List agencies currently providing service to the project area:

Describe the services to be extended as a result of this proposal:

Indicate when these services can be feasibly extended to the project area:

Please explain why this proposal is necessary at this time:

Describe existing capacity and improvements and/or any upgrades to infrastructure that will be required as a result of this project (*i.e., roads, sewer, water or wastewater facilities, etc.*):

Explain how the desired service will be financed, including both capital improvements and ongoing maintenance and operations:

Describe possible alternatives to the services described above, and how these alternatives might affect the cost and adequacy of services:

Will the proposal area be included within any special zone or division?

Does the city/district have current plans to establish any new assessment districts for new or existing services? Yes \_\_\_\_\_ No \_\_\_\_\_

*If yes, please explain:*

Does any agency whose boundaries are being changed have existing bonded indebtedness?

Will the proposal territory be liable for payment of its share of existing indebtedness?

Yes \_\_\_\_\_ No \_\_\_\_\_

*If yes, how will this indebtedness be repaid? (Property taxes, assessments, other charges, etc.)*

If a detachment is included in the proposal, should the territory detaching continue to be liable for payment of existing bonded indebtedness to the detaching agency?

Yes \_\_\_\_\_ No \_\_\_\_\_

*If yes, explain:*

*Note: See El Dorado LAFCO Policies and Guidelines section 3.3, for more information regarding these questions.*

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**Other**

Please list or describe any terms or conditions that should be included in LAFCO's Resolution or Approval:

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Please include copies of any development agreements, pre-annexation agreements, pertinent staff reports, or other supporting documentation that will facilitate the review of your project.

Please attach any other comments or justifications regarding this proposal.

List the name, address, and phone number of the person who completed this questionnaire, and the person who should be contacted if there are any questions.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

**CERTIFICATION**

***I hereby certify that the statements furnished on this form and on any attached exhibits are true and correct to the best of my knowledge and belief.***

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Signature

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Date



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## **APPENDIX E SAMPLE APPLICATION FORMS**

### ***LEGAL INDEMNITY***

Should El Dorado LAFCO be named as a party in any litigation or administrative proceeding in connection with the Applicant's proposal, Applicant agrees to indemnify, hold harmless, and promptly reimburse El Dorado LAFCO for:

- 1) All reasonable expenses and attorney's fees in connection with the defense of El Dorado LAFCO and
- 2) Any damages, penalties, fines or other costs imposed upon or incurred by LAFCO its agents, officers, attorneys, and employees from any claim, action, or proceeding brought against any of them, the purpose of which is to attack, set aside, void, or annul the approval of this application or adoption of the environmental document, which accompanies it. The Executive Officer may require a deposit of funds sufficient to cover estimated expenses of the litigation. Applicant agrees that LAFCO shall have the right to appoint its own counsel to defend it and conduct its own defense in the manner it deems in its best interest, and that such actions shall not relieve or limit Applicant's obligations to indemnify and reimburse defense costs.

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Please Print Name Clearly

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Signature of Property Owner / Applicant or Designated Agent

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Date



**APPENDIX E  
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Page \_\_\_\_ of \_\_\_\_

**LANDOWNER SIGNATURES  
 (§56700, et seq.)**

We the undersigned landowners hereby request proceedings be initiated pursuant to Government Code §56000, et. seq., for the change(s) of organization described on the attached Proposal Application, Project Information Form and Intent to File Petition.

<b>Optional: AGENT DESIGNATION</b>
I (we) hereby authorize _____, to act as my (our) agent to process all phases of the LAFCO action relating to the parcels listed below:

Note: **All** owners of each parcel **must** sign. Original signatures are required. All signatures must be dated within the first six months of the first signature obtained.

Landowners who are registered voters in El Dorado County should also provide the address of registration for signature verification purposes. Those registered to vote outside of El Dorado County must provide a notarized signature.

<b>Property Owner Signature</b>	<i>Print Name</i>	<i>Date Signed</i>
<i>Parcel No.</i>	<i>Address/City/Zip Code</i>	
<b>Property Owner Signature</b>	<i>Print Name</i>	<i>Date Signed</i>
<i>Parcel No.</i>	<i>Address/City/Zip Code</i>	
<b>Property Owner Signature</b>	<i>Print Name</i>	<i>Date Signed</i>
<i>Parcel No.</i>	<i>Address/City/Zip Code</i>	

Please make as many copies of this page as necessary.





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**DISCLOSURE OF GIFTS, CONTRIBUTIONS AND HONORARIA**

Government Code Section § 84308

The following is a list of commissioners currently serving on LAFCO. If you have contributed \$250.00 or more to any one commissioner, please complete the Party Disclosure Form declaring such contributions. If you, together with your business partners, spouses, or other members of your immediate family, have combined contributions totaling \$250.00 or more, that contribution must be declared. The time period for contributions which must be declared is the 12 calendar months preceding the LAFCO action on your project (§ 84308).

**COMMISSIONER**

Cody Bass  
John Hidahl  
Jackie Neau  
George Turnboo  
Brian Veerkamp  
Timothy J. White  
Bill Wilde

**AFFILIATION**

City of South Lake Tahoe City Council  
El Dorado County Board of Supervisors  
City of Placerville City Council  
El Dorado County Board of Supervisors  
El Dorado Irrigation District  
El Dorado Hills Water District  
Public Member

**ALTERNATE COMMISSIONERS**

Patricia "Patty" Borelli  
Michael Saunders  
Wendy Thomas  
Dawn Hodson

**AFFILIATION**

City of Placerville City Council  
Georgetown Divide Public Utilities District  
El Dorado County Board of Supervisors  
Alternate Public Member

If you have any questions or need additional forms, please call LAFCO staff at your convenience.



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### **DISCLOSURE OF GIFTS, CONTRIBUTIONS AND HONORARIA**

(Government Code Section (§ 84308))

Please read carefully, complete the appropriate section, and return to LAFCO immediately.

State laws require that participants in the proceeding before LAFCO must disclose all gifts, contributions, honoraria, etc., given to any LAFCO Commissioner or Alternate, if the combined amount for any one Commissioner or Alternate is \$390 or more.

All persons who are parties to or participants in a LAFCO action, including the applicants, their immediate family members, spouses, business partners, and agents, must total up any such gifts made in the 12 months prior to the LAFCO decision.

If combined contributions to any individual Commissioner or Alternate total less than \$250, sign the declaration below.

If the combined amount is \$250 or more, please designate the recipient and the contributor(s) on the back of this sheet.

Without the disclosure statement, the LAFCO cannot take any action on your project.

<b>NO</b>	<b>YES</b>
<p>CONTRIBUTIONS, GIFTS, HONORARIA, ETC. TOTALING MORE THAN \$250 <b><u>HAVE NOT BEEN MADE</u></b> TO ANY COMMISSIONER OR ALTERNATE WITHIN 12 MONTHS PRECEDING THE SCHEDULED HEARING DATE.</p> <p>LAFCO Project Name: _____</p> <p>Participant's Signature: _____</p> <p>Date: _____</p>	<p>CONTRIBUTIONS, GIFTS, HONORARIA, ETC. TOTALING MORE THAN \$250 <b><u>HAVE BEEN MADE</u></b> TO A COMMISSIONER(S) OR ALTERNATE(S) WITHIN 12 MONTHS PRECEDING THE SCHEDULED HEARING DATE.</p> <p><b><u>FILL OUT THE FORM ON BACK</u></b></p>



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**SAMPLE APPLICATION FORMS**

**DISCLOSURE OF GIFTS, CONTRIBUTIONS AND HONORARIA**

Government Code Section § 84308

**LAFCO Project Name:** \_\_\_\_\_

**Applicant/Agent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Name of Commissioner or Alternate: \_\_\_\_\_

Name of Contributor: \_\_\_\_\_

Name of Commissioner or Alternate: \_\_\_\_\_

Name of Contributor: \_\_\_\_\_

Name of Commissioner or Alternate: \_\_\_\_\_

Name of Contributor: \_\_\_\_\_

Name of Commissioner or Alternate: \_\_\_\_\_

Name of Contributor: \_\_\_\_\_

Name of Commissioner or Alternate: \_\_\_\_\_

Name of Contributor: \_\_\_\_\_

Attach additional sheets, if needed.