

CFD 2015-1 (Safety Services) Annexation Application



CITY OF LAKE ELSINORE

130 South Main Street
Lake Elsinore, CA 92530
(951) 674-3124
www.lake-elsinore.org

In order to annex territory into Community Facilities District No. 2015-1 (Safety Services), the following steps and information must be provided.

**PLEASE SUBMIT THE FOLLOWING INFORMATION LISTED BELOW:
TO SAVANNAH FERNANDEZ AT SFERNANDEZ@LAKE-EL SINORE.ORG**

- Cover Letter
- CFD 2015-1 Annexation Application
- Development Quantities Form
- Signed Petition / Waiver Form
- Approved Tract Map or Parcel Map for Project
- Conditions of Approval for the Project
- Legal Description
- Title Report prepared within three months of the submittal date
- Check Payable to the City of Lake Elsinore. Please mail check to:

City of Lake Elsinore
Attn: Savannah Fernandez
130 S. Main St.
Lake Elsinore, CA 92530

Deposit Amount

A \$18,500 flat fee is required at the time of document submittal. Any unused funds from the \$18,500 deposit may be returned to the developer/owner. If the initial deposit is not sufficient to cover the cost of the annexation, an additional deposit maybe required from the developer/owner.

In order to process your application, all documents need to be completed accompanied with a check payable to the City of Lake Elsinore. Failure to complete these steps will result in a determination of incomplete application and will delay the processing of your application.

If you have questions please contact our Special Tax Consultant, Spicer Consulting Group at (866) 504-2067.

Thank you,

City of Lake Elsinore
Planning Department

Mr. Jason Simpson
Assistant City Manager
City of Lake Elsinore
130 South Main Street
Lake Elsinore, CA 92530

RE: Community Facilities District No. 2015-1 (Safety Services) Annexation
Tract No. / Project No. _____
Assessor's Parcel Number (APN) _____

Dear Mr. Simpson,

We are submitting the attached Application Form and supporting materials in connection with our request to annex territory into Community Facilities District No. 2015-1 (Safety Services). This would provide the following services including but not limited to: police protection services, including criminal justice services, and fire protection and suppression services in the area surrounding the subject project.

Enclosed with this letter are the following documents required to initiate the annexation process:

- Annexation Application
- Development Quantities Form
- Signed Petition / Waiver Form
- Approved Tract Map or Parcel Map for Project
- Conditions of Approval for the Project
- Legal Description
- Title Report prepared within three months of the submittal date
- Check Payable to the City of Lake Elsinore

We appreciate your consideration of our application and look forward to proceeding with the proposed Services CFD Annexation with the City of Lake Elsinore. In the meantime, if you have any questions or need additional information, please do not hesitate to contact me at (XXX) XXX-XXXX ext. XXX.

Sincerely,

John Doe

John Doe
Project Manager

ANNEXATION APPLICATION



Proposed Name of Project: _____

SPICER CONSULTING GROUP USE ONLY

Date Received: _____

Amount: _____

Proposed Special District Number: _____

CHECK REQUIREMENT

In order to process your application all documents must be accompanied with a check for **\$18,500**. Make checks payable to: *City of Lake Elsinore*

1. IDENTIFICATION OF SUBJECT PROPERTY

Description of Property (include N, S, E &/or W, borders, acreage & tract number)

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A. APN(s) and/or Master Parcel Number
Attach Backup (if needed)

Include all Assessor Parcel Numbers to be included in the Special District
in their entirety (XXX-XXX-XXX-X)

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

B. Tract/Tentative Tract Map Number
Enclose copy of map

C. Recorded Lot Line Adjustments
Enclose copy of document(s)

D. Mapping Status

Approved Tentative

E. Environmental Permits Required

Yes No

F. Status of Permits

Application in Process

G. Conditions of Approval Required

Yes No

By Whom _____

H. Status of Conditions

In Process Completed

2. PROPERTY OWNER INFORMATION (Attach Grant Deed)

- A. Landowner Name(s)
Attach Backup (if needed)

- B. Contact Name

- C. Title

- D. Mailing Information

- E. Phone

- F. Fax

- G. E-Mail

3. CONSULTANT/APPLICANT INFORMATION

- A. Company Name

- B. Contact Name

- C. Title

- D. Mailing Information

- E. Phone

- F. Fax

- G. E-Mail

4. ENGINEERING INFORMATION

- A. Company Name

- B. Contact Name

- C. Title

- D. Mailing Information

- E. Phone

- F. Fax

- G. E-Mail

5. PROJECT LAND USE (Per Improvement Area or Zone, When Applicable)

- A. Number of Taxable Units

- B. Proposed Product Mix
See below

- C. Base Sale Price Information
See below

- D. Number of Taxable Acres
Attach Backup

- E. Number of Exempt Acres
Attach Backup

- F. Desired Tax Rate Burden
_____ %
- G. Anticipated Absorption
_____ *per month*

6. COMPOSITION OF DEVELOPABLE ACREAGE

Attach Additional Backup (if needed)	Acreage	Commence Occupancy (Quarter & Year)
Residential		
Commercial-Retail		
Business Park		
School Site		

PROPOSED RESIDENTIAL PRODUCT MIX

Plan Number	1	2	3	4
Apartment, Attached, or Detached				
Number of Units				
Average Lot Size per Tract	<i>sq. ft.</i>			
Prices				
Square Footage of Living Area				

Occupancies (See Table Below)

Quarter & Year	Plan 1	Plan 2	Plan 3	Plan 4

Questions? Contact our Special Tax Consultant, Spicer Consulting Group at 866-504-2067. Thank you.

**PETITION TO THE CITY COUNCIL OF THE CITY OF LAKE ELSINORE
REQUESTING TO ANNEX TERRITORY INTO COMMUNITY FACILITIES
DISTRICT NO. 2015-1 WITHIN THE CITY OF LAKE ELSINORE AND
A WAIVER WITH RESPECTS TO CERTAIN PROCEDURAL MATTERS
UNDER THE MELLO-ROOS COMMUNITY FACILITIES ACT OF 1982 AND
CONSENTING TO THE LEVY OF SPECIAL TAXES THEREON TO PAY THE
COSTS OF SERVICES TO BE PROVIDED BY THE COMMUNITY FACILITIES
DISTRICT**

1. The undersigned requests that the City Council of the City of Lake Elsinore (the "City"), initiate and conduct proceedings pursuant to the Mello-Roos Community Facilities Act of 1982 (the "Act") (Government Code Section 53311 et seq.), for the annexation of territory to community facilities district no. 2015-1 (the "District") of the property described below and consents to the annual levy of special taxes on such property to pay the costs of services to be provided by the community facilities district.

2. The undersigned requests that the community facilities district provide any services that are permitted under the Act including, but not limited to, all necessary service, operations, administration and maintenance to provide police protection services, including but not limited to criminal justice services, and fire protection and suppression services in the area surrounding the subject project.

3. The undersigned hereby certifies that as of the date indicated opposite its signature, it is the owner of all the property within the proposed boundaries of the community facilities district described in Exhibit A hereto and as shown on the map Exhibit B hereto.

4. The undersigned requests that a special election be held under the Act to authorize the special taxes for the proposed community facilities district. The undersigned waives any requirement for the mailing of the ballot for the special election and expressly agrees that said election may be conducted by mailed or hand-delivered ballot to be returned as quickly as possible to the designated election official, being the office of the City Clerk and the undersigned request that the results of said election be canvassed and reported to the City Council at the same meeting of the City Council as the public hearing on the annexation of territory to community facilities district no. 2015-1 or at the next available meeting.

5. Pursuant to Sections 53326(a) and 53327(b) of the Act, the undersigned expressly waives all applicable waiting periods for the election and waives the requirement for analysis and arguments relating to the special election, and consents to not having such materials provided to the landowner in the ballot packet, and expressly waives any requirements as to the form of the ballot. The undersigned expressly waives all notice requirements relating to hearings and special elections (except for published notices required by the Act), and whether such requirements are found in the California Elections Code, the California Government Code or other laws or procedures, including but not limited to any notice provided for by compliance with the provisions of Section 4101 of the California Elections Code. The undersigned expressly waives the word limit requirement for the ballots pursuant to Sections 13247 and 9051 of the Elections Code.

6. The undersigned hereby acknowledges and agrees that the measure submitted in connection with the special election referred to herein, as set forth in the ballot provided to the undersigned, asked voters whether or not the District should be authorized to levy a special tax in order to finance services (the "Services"), as specified in the Resolution No. 2016-022, adopted by the City Council of the City on March 8, 2016 (the "Resolution of Formation"). The Resolution of Formation described the Services to be financed by the District. The Rate and Method of Apportionment of the Special Tax for the District (the "Rate and Method")

is included in the ballot materials provided to the undersigned for the election (the "Ballot"). The Rate and Method contains detailed provisions specifying (i) the type of the Special Tax and the amount or rate of the Special Tax to be levied on each parcel of property in the District, (ii) the duration of the Special Tax (the fiscal year after which the Special Tax will no longer be levied), and (iii) the use of the revenue derived from the Special Tax to pay for the Services. The undersigned, having received and reviewed the Rate and Method and the Ballot will be, at the time it votes on the measure submitted to voters in the Ballot, in possession the type and amount or rate of the Special Tax, the duration of the Special Tax and the use of the revenue derived from the Special Tax, is fully informed with respect thereto and has a thorough understanding thereof.

7. The undersigned hereby consents to and expressly waives any and all claims based on any irregularity, error, mistake or departure from the provisions of the Act or other laws of the State and any and all laws and requirements incorporated therein, and no step or action in any proceeding relative to annex territory to community facilities district no. 2015-1 of the portion of the incorporated area of the City of Lake Elsinore or the special election therein shall be invalidated or affected by any such irregularity, error mistake or departure.

IN WITNESS WHEREOF, I hereunto set my hand this _____ day of _____, 20____.

[NAME OF LANDOWNER]

By: _____
Name: _____
Title: _____

OWNER'S PROPERTY:

TRACT MAP OR PARCEL MAP NO.
or PROJECT NO. _____

OWNER'S MAILING ADDRESS:

FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY COUNCIL OF THE CITY OF LAKE ELSINORE THIS _DAY OF _____, 20____.

City Clerk of the City Council of the City of
Lake Elsinore

INSERT EXHIBIT A: BOUNDARY DESCRIPTION

INSERT EXHIBIT B: TRACT/PARCEL/SUBDIVISION MAP

CFD 2015-1 (Safety Services) Annexation Process



CITY OF LAKE ELSINORE

130 South Main Street
Lake Elsinore, CA 92530
(951) 674-3124
www.lake-elsinore.org

CFD 2015-1 Annexation Steps

To complete an annexation to CFD No. 2015-1 (Safety Services) of the City of Lake Elsinore of any parcel subject to annexation (except property already in an existing safety services CFD), the following steps must be completed:

Step 1: Receipt of Annexation Application and Payment of Annexation Fee

Step 2: Determination of Property Ownership

Step 3: Preparation of Consent and Waiver Forms

Step 4: Preparation of Ballot Materials

Step 5: Obtain Registrar of Voters Certification from County

Step 6: Distribution of Consent and Waiver Forms and Ballot Materials

Step 7: Hold a Public Hearing and Canvass the Election

Step 8: Record the Annex Boundary Map and Notice of Special Tax Lien

For those properties currently within an existing safety services CFD wishing to annex into CFD No. 2015-1 the annexation needs to follow the typical annexation process including the adoption of a Resolution of Intention to annex. Upon Council approval and a successful ballot election a Notice of Cessation will be recorded subsequent to a Notice of Special Tax being recorded for the annexation into CFD No. 2015-1.

For any questions regarding the process please contact Spicer Consulting Group at (866) 504-2067.