

LOCAL AGENCY FORMATION COMMISSION
COUNTY OF KERN

PROCEDURES, STANDARDS AND POLICIES
FOR THE EVALUATION OF PROPOSALS

WHEREAS, the concept of the Local Agency Formation Commission, as established by state law, is based on the belief that the structure of local government in California should be determined and effected on a local basis rather than be determined and imposed by another level of government such as the state; and

WHEREAS, the function of the Local Agency Formation Commission, County of Kern, is to help bring about orderly development in the local governmental structure within the area of Kern County with the objective of assuring that the citizens of this area are provided adequate governmental services at a reasonable cost; and

WHEREAS, sections 56375(h) and (j) of the Government Code require that the Local Agency Formation Commission, County of Kern, adopt procedures, standards and policies for the evaluation of proposals for the creation of cities or special districts as well as proposals for the annexation of territory to local agencies within the County, and to serve as guidelines for use by the community in organizing its governmental structure to cope with present and future growth; and

WHEREAS, the historical development and tradition in the State of California is for municipal services in highly urbanized areas to be provided by city government rather than by county and special district government and

WHEREAS, the State Legislature in government Code Section 56001 recognizes that urban population densities and intensive residential, commercial, and industrial development necessitate a broad spectrum and high level of community services and controls. The Legislature also recognizes that when areas become urbanized to the extent that they need the full range of community services, priorities must be established regarding the type and levels of such services that the residents of an urban community need and desire; that community service priorities be established by weighing the total community service needs against the total financial resources available for securing community services; and that such community service priorities must reflect local circumstances, conditions, and limited financial resources. The Legislature finds and declares that a single governmental agency, rather than several limited purpose agencies, is better able to assess and be accountable for community service needs and financial resources and, therefore, is the best mechanism for establishing community services priorities; and

WHEREAS, the Local Agency Formation Commission, County of Kern, believes that in considering the intent and provisions of the law and also in considering the nature of the urban development taking place in the areas of Kern county, it should adopt standards which will tend to discourage further extensive development of single-purpose autonomous districts and the creation of a multiplicity of small municipalities;

NOW, THEREFORE, BE IT RESOLVED that the Local Agency Formation Commission, County of Kern, hereby adopts that following Procedures, Standards and Policies for the Evaluation of Proposals submitted to this Commission:

Section A: ENVIRONMENTAL IMPACT ASSESSMENT:

1. All environmental factors introduced by the proposals shall be considered as outlined in the “Local Agency Formation Commission, County of Kern, Regulations and Procedures for the Implementation of the Environmental Quality Act of 1970” (CEQA)

Section B: DETERMINATION OF BOUNDARIES:

1. Boundary descriptions of proposals for the annexation of territory to local agencies or the formation of new local agencies shall be definite and certain. (Section 56668 (f).)
2. To the greatest possible extent, boundaries should follow existing political boundaries, and natural or man-made features such as rivers, lakes, railroad tracks and freeways. Where boundaries do not meet this standard, the proponent shall justify the reason for non-conformance. (Section 56668 (a), (e), (f).)
3. Boundaries should not be drawn so as to create an island, corridor, or strip either within the proposed territory or immediately adjacent to it. Where such an island, corridor or strip is created, the proponent shall justify the reasons for non-conformance with this standard. (Section 56668 (f).)

Justification shall include, but not be limited to, any one of the following:

- (1) Written evidence that the proponent has held a meeting inviting the registered voters and landowners within the island, strip or corridor area (collectively hereinafter the “Island Area”) and that a majority of the landowners and registered voters do not wish to be annexed. Notice of the meeting shall also be in writing and given at least 21 days prior to the meeting to the landowners and registered voters and to the Executive Officer of LAFCo. This meeting must have been held within two years prior to the filing of the annexation proposal.
- (2) Proof that an annexation of the Island Area has been submitted by the proponent and either denied by the Commission or defeated by protests or election within the last five years.
- (3) Written evidence that the proponent has conducted a survey of all registered voters and landowners within the Island Area and that a majority of them do not wish to be annexed. This survey must have been completed within two years prior to the filing of the annexation proposal. Any mailed survey must allow at least 21 days for a response.
- (4) Written objection from the County of Kern or a special district serving the area.
- (5) Any other written evidence acceptable to the Executive Officer that annexation of the Island Area cannot be pursued by the proponent or is contrary to general planning policies concerning agricultural land/open space conservation, growth and development, or providing urban services.

In the absence of any acceptable justification, the Executive Officer shall place a condition on the annexation that prior to recordation the proponent shall submit a proposal to annex the Island Area.

4. Whenever practicable, boundary lines of areas proposed to be annexed to cities and/or districts shall be so located that all streets and right-of-way will be placed within the same jurisdiction as the properties which abut thereon and/or for the benefit of which such streets and right-of-way are intended. (Section 56668(f)(g).)

5. The creation of boundaries that divide assessment parcels should be avoided, whenever possible. Where such division occurs, the proponents shall justify to the commission the necessity for such division. (Section 56668(f).)
6. Boundaries should avoid dividing an existing identifiable community, commercial district, or any other area having social or economic homogeneity. Where such division occurs, the proponents shall justify the reasons for non-conformance to this standard. (Section 56668(c).)
7. The following guidelines apply to the preparation of maps for proposals submitted to this commission.
 - a. The following should not be allowed:
 - (1) City limits within the road right-of-way.
 - (2) Road islands of County maintained roads.
 - (3) Islands of road caused by annexation on both sides.
 - (4) Strip annexation of road.
 - b. In the following cases where the road is the boundary the street or road should be retained by the County. These roads would not have direct access from the property:
 - (1) County freeways - access is restricted.
 - (2) County arterials.
 - (a) Roads which carry through traffic.
 - (b) Planned development by developer or city which provides limited access and protects the capacity of the road.
 - c. The following roads should be annexed to the city. These roads would have direct access to the annexing property and would serve the residents of the property.
 - (1) Minor or local roads.
 - (2) When the street will be used for the city sewer lines, water lines, or storm drains.
 - (3) Piecemeal development by developer, causing difficult coordination between two or more agencies.
 - (4) Where the annexation will complicate drainage or traffic control.

*Note: Each case should be considered in its own merit.

Section C: CONFORMANCE WITH CITY OR COUNTY GENERAL AND SPECIFIC PLANS: (Section 56668(h))

1. Each proposal should be consistent with the appropriate city or county general and specific plans. Where the proposal does not abide by these plans, the proponent shall specify the reasons for plan non-conformance.

Section D: DUPLICATION OF AUTHORITY TO PERFORM SIMILAR FUNCTIONS:

1. The effect of the approval of a proposal which would result in two or more districts or a city and a district possessing, in any common territory, the authority to perform the same or similar functions shall be considered by the commission. The views of the governing body of the city or special district possessing authority to perform the same or similar function in the subject territory shall be made known to the commission. Proponents must justify the need for annexation proposals which result in duplication of authority to perform similar functions.

(Section 56668(b), (c), (h), (i).)

Section E: CONSIDERATION OF ECONOMIC FACTORS AND EXISTING SERVICES:

1. If the proposal is for the formation of a new agency, the proponents shall demonstrate the economic feasibility of the proposed formation, taking into account both the assessed valuation of the subject territory as well as any other sources of revenue. (Section 56668(a), (b), (c), (j).)
2. Proposals which could result in significant or serious operational or economic problems for, or in the disruption of existing services provided by the county, cities and/or special districts shall be discouraged. The availability of feasible measures which would mitigate such adverse impacts shall be considered. (Section 56668(a), (b), (c).)
3. Any proposal shall take into account not only the present needs of the subject area, but also the future growth and expansion. (Section 56668 (h).)
4. Territory shall be annexed to a city or special district only if such agency has or soon will have the capability to provide the requested services. (Section 56668 (b))

Section F: CONFORMANCE WITH DESIGNATED SPHERE OF INFLUENCE: (Section 56425)

1. The proposal should conform with the appropriate local agency sphere of influence when adopted and determined by the Local Agency Formation Commission, County of Kern. Where a proposal is inconsistent with the adopted sphere of influence the applicant shall justify reasons for amending the sphere of influence.
 - a. Proposals for amendment or creation of a sphere of influence shall include information which will substantiate the written determinations required by Government Code Sections 56425 and 56430. The form of each proposal shall support the boundary policies in section B above so subsequent annexations will not create islands, illogical boundaries, road maintenance problems or assessment irregularities. The Commission requires written verification of compliance with the city/county development agreement process. Written verification shall be provided by both the city and the county.
 - b. Minor sphere amendments, which include (1) an area less than 1% of the total jurisdiction of the affected agency; if that is (2) an area less than 100 acres in size; or (3) an area more than 50% developed for which a general plan, adopted or updated within the past five years, depicts urban land uses shall provide the following information:
 - (1) The present and planned land uses in the area, including agricultural and open-space lands. (Section 56425(e)(1).)
 - (a) General Plan designations of areas to be added.
 - (b) The agency's growth policies and annexation programs.
 - (c) Explanation of why the proposal would not conflict with the goals of Government Code Section 56377.
 - (d) Urban infill policies.
 - (e) Agricultural and open space conservation plan or policies if project includes prime ag land or open space.

- (2) The present and probable need for public facilities and services in the area. (Section 56425(e) (2).) The present capacity of public facilities and adequacy of public services which the agency provides or is authorized to provide. (Section 56425(e) (3).)
 - (a) Availability of urban services and public facilities.
 - (b) Service agencies providing urban services.
- (3) The existence of any social or economic communities of interest in the area. (Section 56425(e) (4).)
 - (a) Identity of community of interest and needs (reason for application).
 - (b) Impediments to annexation and rationale to overcome said impediments.
- c. All other sphere amendments, except decreases, shall include all of the above information and shall also include a written summary of projected capital facilities and need of capacities.
- d. Government Code Section 56428 (B) prohibits a hearing on such a proposal until there has been compliance with CEQA.

Section G: OPEN SPACE AND AGRICULTURAL LANDS:

1. This Commission, through its actions, desires to maintain the physical and economic integrity of lands in an agricultural preserve as may be established by either the Board of Supervisors of the County of Kern or a city council within the county. (Section 56668(e).)
2. This commission will attempt to guide the provision of governmental services and development to areas other than those classified as prime agricultural lands as defined in Sections 56064 and 56016 of the Government Code except where such development would promote the planned, orderly and efficient development of that area. (Section 56377 (a).)
3. This commission encourages and will assist to implement the development of existing vacant or non-prime agricultural lands for urban uses within an agency's existing jurisdiction or within an agency's sphere of influence before it will consider with favor or will approve any proposal which would allow for or lead to the development of existing open-space lands for non-open-space uses which are outside of the agency's existing jurisdiction or outside of an agency's existing sphere of influence. (Section 56377(b).)
4. It is the policy of this commission to encourage and to seek to provide for planned, well-ordered, efficient urban development patterns while at the same time remaining cognizant of the need to give appropriate consideration to the preservation of open-space lands within such patterns. (Section 56301.)
5. In determining whether an annexation or incorporation proposal may affect prime land, the commission shall apply the definition of "prime agricultural land" established under section 56064.
6. Annexation or incorporation proposals which would allow or likely lead to the conversion of prime agricultural land or other open-space land to other than open-space uses shall be discouraged by the commission unless such an action would promote the planned, orderly efficient development of an area or the affected land use planning jurisdiction has accomplished the following:
 - a. Identified within its sphere of influence all "prime agricultural land" as defined under Government Code Section 56064.

- b. Demonstrated to LAFCO that effective measures have been adopted to preserve for agricultural use those prime agricultural lands identified in (a). Such measures may include, but not be limited to, establishing agricultural preserves pursuant to the California Land Conservation Act; designating land for agricultural or other open-space uses on that jurisdiction's general plan, adopted growth management plan, or applicable specific plan; adopting an agricultural element to its general plan; and undertaking public acquisition of prime agricultural lands for the purpose of leasing back such lands for agricultural use;
 - c. Pre-zoned pursuant to Government Code Section 56375(a) (3), both territory within the agency's general planning area to be maintained for agricultural use, and also territory within the annexation area to indicate anticipated level of development.
7. In reviewing a proposal which will lead to the conversion of agricultural or open-space land to urban uses, the commission will consider the following criteria to determine whether the proposed action would (a) adversely affect the agricultural resources of the community, or (b) not promote the planned orderly, efficient development of an area;
 - a. The agricultural significance of the proposal area relative to other agricultural lands in the region (soil, climate, and water factors);
 - b. The use value of the proposal area and surrounding parcels;
 - c. Determination as to whether any of the proposal area is designated for agricultural preservation by adopted local plans, including the county General Plan, Land Use and Open Space Element and Growth Management Policies;
 - d. Determination of:
 - (1) Whether public facilities would be extended through or adjacent to any other agricultural lands to provide services to the development anticipated on the proposal property;
 - (2) Whether the proposal area is adjacent to or surrounded by existing urban or residential development.
 - (3) Whether surrounding parcels may be expected to develop to urban uses within the next five years.
 - (4) Whether natural or man-made barriers would serve to buffer the proposal area from existing urban uses.
 8. The commission shall encourage proposals that result in in-filling, particularly where the prime agricultural land represents a small unit and is essentially surrounded by non-agricultural land.
 9. The commission shall discourage proposals that intrude on prime agricultural land when such intrusion would lead to the disruption of viable agricultural units and the encouragement of further urban development on such lands.
 10. The commission shall encourage proposals for land uses adjacent to prime agricultural land which would result in compatible uses (i.e., green belts, greenhouses, linear parks, light industry). Similarly, the commission shall discourage proposals which would result in less compatible uses (e.g., residential and retail commercial uses).

Section H: STANDARDS AND PROCEDURES FOR EVALUATING SERVICE PLANS IN PROPOSALS FOR CHANGE OF ORGANIZATION OR REORGANIZATION OF CITIES: (Section 56653)

1. No proposal petitioning annexation to a city should be submitted prior to pre-zoning of the subject territory by the city. Environmental review should be conducted at the time of pre-zoning by the city and the commission should be noticed as a responsible agency in accordance with CEQA.
2. Whenever a city submits a resolution of application for a municipal reorganization, a reorganization which includes a change of organization for such city, or a change of organization, the city shall submit with the resolution of application a plan for providing services within the affected territory. Such plan shall be in sufficient detail to enable the commission to determine the city's capability to provide services in a timely and financially feasible manner. The plan for providing services shall include, but not be limited to:
 - a. The changes in land use and land use controls which would occur if proceedings were completed.
 - b. The nature of each service to be provided.
 - c. The location from which each service is to be provided.
 - d. The service level capacity from that location
 - e. The service level to be provided.
 - f. Any action necessary to increasing service level capacities in order to serve the affected territory, and the costs involved.
 - g. A description of where such services will be provided within the affected territory.
 - h. A timetable for the feasible extension of services to the affected territory.
 - i. Any conditions which would be imposed or required within the affected territory, such as, but not limited to, improvement or upgrading of structures, roads and sewer or water facilities.
 - j. A description of how such services and improvements will be financed. The resolution of application shall not be accepted for filing by the Executive Officer unless accompanied by the plan for providing services. (Section 56653)
3. A plan for providing services may consist of:
 - a. A master plan for providing services throughout all or a portion of a city sphere of influence for use in evaluating all proposals affecting the area covered in the master plan; and
 - b. A proposal-specific supplement which updates and/or provides a higher level of detail than is contained within the master plan for services. Such supplement may include by reference or in summary form those pertinent sections of the master plan for services which remain valid. The supplement need discuss in detail only that information which is not current or discussed in sufficient detail in the master plan for services.
4. A city application for annexation of an unincorporated island without an election shall, in addition to the plan for providing services, be supplemented by sufficient information to enable the commission to determine within the affected territory: (Section 56375.3)

- a. The total acreage of the unincorporated island and the boundaries of all cities and/or counties which border thereon
- b. The presence or absence of prime agricultural land as defined in Section 56064.
- c. The availability of public utility services.
- d. The presence of public improvements.
- e. Existing zoning.
- f. The presence or absence of physical improvements upon each parcel.
- g. The benefits from such annexation or the benefits now being received from the annexing city.
- h. Date which the island was initially created.

Section I: POLICIES FOR FORMATION OF COUNTY SERVICE AREAS:

1. All proposals for formation of county service areas shall be accompanied by a certified copy of the resolution of intention of the Board of Supervisors initiating proceedings before this commission.
2. The commission shall make its approval conditioned upon the requirement that the services to be provided be limited to those specified in the resolution of intention adopted by the board of Supervisors and then only after a satisfactory showing that such services are needed and the county service area will be capable of rendering the same.
3. Authorization for additional services to be provided in addition to those initially authorized, shall, pursuant to Government Code Section 25210.31, be effective only after application by the Board of Supervisors and approval by the commission.

Section J: URBAN SERVICE AREAS:

1. It is the policy of the commission to not establish urban service areas or urban service area boundaries unless requested by the effected city to do so.

Section K: PROTEST HEARINGS (Section 57000 and 57050)

1. **Introduction.** Pursuant to Government Code Section 57000(a), LAFCO shall hold protest proceedings in any change of organization or reorganization which has been approved by LAFCO. Subject to all other requirements of state law regarding the noticing and conducting of protest hearings, the following procedures shall be followed in counting or valuing written protests
2. **Written Protests.** The following constitute the requirements for a valid protest of a change of organization or reorganization approved by LAFCO: (Section 57051)
 - A. The protest shall be in writing and must be signed with the date of the signature shown thereon. Any protests which are unsigned or which are dated prior to the date of publication of the notice published by LAFCO of the protest hearing shall be disregarded for purposes of ascertaining the value of any written protest.
 - B. Each protest shall state whether it is made by a landowner or registered voter and contain the name and address of the landowner and the address or other description of the property affected by the proceeding or the name and address of the registered voter as it appears on the voter's affidavit of registration.

C. A protest must be filed with LAFCO prior to conclusion of the protest hearing.

- 1) For purposes of evaluating the sufficiency of any protest signed by owners of land, the following rules will apply: The Executive Officer will determine, to the extent possible, the total number of landowners within the territory which is the subject of the protest hearing and the total assessed valuation of all of the land within such territory as determined by the most recent assessment roll being prepared by the county at the time the Commission adopts a resolution of application. The assessed value to be given land exempt from taxation or owned by a public agency shall be determined by the County Assessor, at the request of the Executive Officer, in the same amount as the County Assessor would assess that land, if the land were not exempt from taxation or owned by a public agency.
- 2) The Executive Officer shall determine the total number of landowners represented by the protests filed and not withdrawn in the change of organization or reorganization and the total assessed valuation of the land owned by the landowners.
 - a) Protests submitted on behalf of an owner of land by an agent shall be accepted if the authority of the agent is in writing and a copy of the authority is filed with the protest.
 - b) Protests made on behalf of a private corporation which is an owner of land may be made by any officer or employee of the corporation without written authorization for same, provided however that the office of the officer, title of the employee, or other designation of the employee shall be so stated on the protest.
- 3) In determining the assessed value of the land in Paragraph (2) immediately above, the value given to land held in joint tenancy or tenancy in common shall be determined in proportion to the proportionate interest in the land of the person signing the protest or on whose behalf the protest is signed.
- 4) Any protest signed by a person not shown as owner on the most recent assessment roll being prepared by the County at the time LAFCO adopts a resolution of application shall be disregarded unless, prior to certification, written evidence is furnished to LAFCO satisfactory to the Executive Officer that the signer meets any of the following requirements:
 - a) Is a legal representative of the owner; or
 - b) Is entitled to be shown as owner of land on the next assessment roll; or
 - c) Is a purchaser of land under a recorded written agreement of sale; or
 - d) Is authorized to sign for, and on behalf of, any public agency owning land.

D. For protests signed by registered voters, the Executive Officer shall cause the names

of the signers of the protests to be compared with the Voters Register in the office of the County Clerk or Registrar of Voters and ascertain both of the following:

- 1) The number of registered voters in the affected territory; and
 - 2) Whether or not the person signing the protest appears on the Voters Register.
- E. A form of protest for either landowner or registered voter is available from the Executive Officer. However, any voter or landowner wishing to file a protest may do so whether or not utilizing the foregoing forms provided the protest otherwise complies with the foregoing and the law.

Caveat. The foregoing represents some of the relevant and pertinent provisions pertaining to protest hearings contained in the Cortese-Knox-Hertzberg Government Reorganization Act of 2000 contained at Government Code Sections 56000 et seq. (the “Act”). However, the foregoing is only intended as a summary and reference is made herein to the Act for a review of all of the provisions relating to protest hearings and a more complete description of the requirements pertaining thereto. Nothing herein is intended to modify the Act and each and every provision of the Act is incorporated herein by reference.

Section L: PROCESSING TIMELINE: (Section 57001)

1. All applications shall be deemed complete with all written documentation required by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Commission procedures, or the Executive Officer within one year of the date of the application being submitted to Kern LAFCo. If the application is not deemed complete within one year, the applicant shall be notified that the proposal will be returned unless a request for a hearing or extension is filed within 30 days. At that time the request for hearing or extension will be placed on the next available agenda and the Commission may grant the extension for up to 90 days or may agree to hear the proposal on the next available agenda. If the extension or hearing is not granted or if the proposal is not complete within the time extension the proposal shall be terminated and returned to the applicant. The applicant shall forfeit the processing fees and be responsible for any cost recovery fees associated with the proposal.

Section M: MAILED NOTICE:

1. In addition to all other notices required under the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Government Code Sections 56000 et seq., it shall be LAFCO's policy to send mailed notice to all landowners and registered voters on public hearings for all applications and on all protest hearings. Notwithstanding the foregoing, LAFCO may, in its discretion and pursuant to such terms and conditions as it may impose, authorize the applicant to provide the mailed notices where the number of notices will exceed 1,000.

Section N: REQUIREMENTS FOR CITY ANNEXATIONS OF 10 ACRES OR MORE, ADJACENT TO DISADVANTAGED UNINCORPORATED COMMUNITIES

Government Code Section 56375 (8)(A) states that a city annexation may not be approved where the annexed territory is greater than ten acres if it is contiguous to a Disadvantaged Unincorporated Community (DUC) unless an application to annex the DUC has been filed. This requirement does not apply if there was a prior application for annexation of the DUC within the preceding five years or if the

commission finds, based on written evidence, that a majority of the registered voters within the DUC are opposed to the annexation.

In reviewing applications for annexation to a city where this section applies:

1. An annexation application of the DUC is required even if the city is already providing services to the DUC.
2. Written evidence that a majority of the registered voters in the DUC oppose the annexation will be required even if evidence of majority opposition by “residents” was obtained under the prior law when majority opposition of residents in the DUC was required. “Written evidence” shall be a survey or petition circulated by the City, showing a majority of registered voters within the DUC opposed to the annexation.

****NOTE:** All numbers within parenthesis refer to California Government Code Sections.

BE IT FURTHER RESOLVED, that in the evaluation of a proposal this commission shall consider these Procedures, Standards and Policies, the staff report and the evidence presented by all interested parties at the public hearing, in relation to the functions and objectives of this commission as heretofore stated.

Revised 1/2026

LOCAL AGENCY FORMATION COMMISSION
COUNTY OF KERN, STATE OF CALIFORNIA

REGULATIONS AND FEE SCHEDULE
Revised January 2026

The Kern County Local Agency Formation Commission (LAFCo) has adopted these regulations. They establish a procedure and provide notice for conduct of meetings; they also prescribe minimum application standards, set processing fees and inform the public of the manner and criteria by which proposals will be evaluated. These regulations are adopted as provided in the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2001.

LAFCO BYLAWS

MEETINGS: Regular meetings of the commission shall be held on the Third Wednesday of each month commencing at the hour of 5:15 p.m. Regular meetings shall be held in the third floor conference room of the Kern Council of Government building 1401 19th street #300 Street, Bakersfield, CA. Special meetings may be held when needed.

CHAIRMAN: The immediate past vice-chairman shall serve as chairman of the commission for the year following the termination of his term as the vice- chairman. Any chairman selected under the provisions of this section shall continue to act as such chairman until the selection of his successor. The chairman may make or second any motion.

VICE-CHAIRMAN: At its first meeting in the month of January or at the meeting next preceding, the commission shall by majority vote select one of its regular members who shall serve as vice-chairman of the commission for the year. The vice-chairman shall serve in the place and stead of the chairman and shall exercise all the functions of the chairman in the absence of the chairman at any meeting and during the time of the inability of the chairman to act or perform his function as chairman.

CHAIRMAN PRO TEMPORE: In the absence of the chairman and vice-chairman at any meeting, the members present and constituting a quorum shall by majority vote select a chairman pro tempore to serve in the absence of the chairman and vice-chairman.

QUORUM: Five members of the commission, including an alternate in attendance seated in place of an absent regular member, in the same category, shall constitute a quorum for the transaction of any business of the commission. Any resolution or minute order shall be adopted by the affirmative votes of at least a majority of said quorum, including any alternate(s).

BROWN ACT: All meetings of the commission shall be conducted pursuant to the provisions of the RALPH M. BROWN ACT (Chapter 9 of Part 1 of Division 2 of Title 5 of the Government Code, commencing with section 54950).

AGENDA: The business of each regular meeting shall be transacted as far as practical in accord with an agenda prepared by the Executive Officer and transmitted to each regular member of the commission.

ROBERT'S RULES OF ORDER: Except as may otherwise specifically be provided in these regulations, or where these rules conflict with the "Brown Act" all meetings of the commission shall be conducted pursuant to Robert's Rules of Order, Revised.

VOTING: Each agenda item requiring approval by the Commission shall require a roll call vote

RECORDS OF PROCEEDINGS: Minutes of each meeting as approved by the commission shall be permanently maintained in an appropriate Minute Book. The decisions of the commission on applications or proposals shall be in the form of a "Resolution Making Determination." Adopted resolutions will be permanently maintained and referenced by number and subject matter in the Minute Book.

APPLICATION STANDARDS

State law requires the LAFCo Executive Officer to accept any application which meets the requirements of the law and the commission's regulations. Once the required environmental document is complete, state law provides the LAFCo Executive Officer with a maximum of 30 days to accept the application and set a public hearing. Therefore, applications must be in good form and complete before they are accepted.

Submit applications to: Analyst@kernlafco.org

Applications shall meet the requirements of state law and contain the information required by these regulations. The Executive Officer shall review all applications and may decline any document or paper not complying with these regulations. The commission may decline to proceed in the matter until an application is in compliance with these regulations. Applicants will be promptly notified of incomplete applications. No action will be taken on incomplete applications until they have been completed. If there is a continued failure to comply with the regulations, a proceeding may be dismissed by order of the commission upon recommendation of the Executive Officer.

Additional Information: LAFCo applications are quite diverse. No form can anticipate every situation. Therefore, state law and these regulations provide for the Executive Officer to request additional information.

Applicants shall supply any additional information requested by the Executive Officer which pertains to any of the matters or factors which may be considered by the commission.

Every effort will be made to anticipate requirements for additional information when the application is initially reviewed. However, additional information may be requested at any time. Further proceeding may be held in suspense pending the presentation of additional information.

Map and Legal Description: All LAFCo maps and legal descriptions must be pre-checked by LAFCo staff before sending them to the County Surveyor. LAFCo staff and/or outside consultants will review the documents and work with the applicant until they are in compliance with

requirements of the Board of Equalization, County of Kern and Kern LAFCo requirements. When deemed correct, LAFCo will relay to the County Surveyor for review, stamp and signature of the completed and accurate map and legal description. These stamped documents must be submitted to LAFCO as part of the complete application package. (This part should be rewritten to reflect the new process)

Forms: LAFCo supplies application forms. These forms organize the long list of information required by state law into a compact and standard format. These forms must be used. For an application to be accepted, these forms must be complete as they apply to the subject proposal.
Executive Officer

Costs of Publication and Notification: The applicant shall pay all costs of all notices including, without limitation, mailed notices to landowners, registered voters, and public agencies and notices by publication, all costs for lists used to notify landowners and registered voters, and all costs for hiring a third party mailing service to print, fold, label, and mail the notices and provide all other services with regard thereto.

Costs Relating to Petitions and Protests: In addition to all other costs described herein relating to petitions and protest hearings, the applicant shall pay all costs associated with LAFCo's use of a third party service to check all signatures on petitions, to review all protests for compliance with LAFCo requirements, to determine the total assessed valuation, number of parcels, and registered voters within the area which is the subject of the protest, and to determine the percentage of same represented by the valid protests.

State Board of Equalization Fees: In order to complete most filings, the proposals approved must be filed with the State Board of Equalization. Applicants shall pay these fees as determined by the State Board. The State Board fee schedule will be provided upon request.

Copies of Papers on File: Upon request made to the Executive Officer, any interested person may obtain a copy of any document, map or other paper filed in any proceeding. The Executive Officer may charge and collect from the person making any such request the cost to the commission of making any such copy. Any such charges so made and collected shall be deposited in the county treasury. Requests for copy of maps shall allow a minimum of ten (10) days for delivery.

Exhibits: Exhibits shall be labeled as follows:

The legal description of the territory shall be marked EXHIBIT "A"; the plat or map shall be marked EXHIBIT "B". Different exhibits shall not have the same label. If two or more different exhibits are presented under a single master designation, they should be marked EXHIBIT "A-1", EXHIBIT "A-2", etc.

In addition to the required exhibits, the applicant may append any other exhibit for the Executive Officer or the commission. Only one copy of these exhibits need be filed with the Executive Officer. Only the original consent or proof of consent of landowner(s) to annexations or detachments need be filed.

Fiscal Analysis: If state law requires a comprehensive fiscal analysis. This document must be professionally prepared. The Executive Officer will either write the document in-house or select

and retain a private consultant with input from the applicant (see consultant selections procedure). At the discretion of the Executive Officer, the comprehensive fiscal analysis may be prepared by LAFCo staff or an agreed- upon third party.

Prior Regulations Superseded: These regulations, as revised January 2026 shall supersede the Regulations and Fee Schedule heretofore revised July 2025, May 2010, December 2005, July 2003, May 2002, June 2001, October 1996, May 1993, January 1990, January 1, 1986, January 10, 1984, July 1, 1978, January 1, 1978, July 1, 1975, September 15, 1973, April 10, 1973, and July 1, 1971.

Deposits: For certain applications, deposits are required. The full amount of the deposit must be received before work begins. Any amount remaining after costs have been paid will be refunded. If additional money is required, work will not proceed until an additional deposit sufficient to cover all estimated costs is received.

Feasibility Study: If state law requires a comprehensive fiscal analysis for incorporation. This document must be professionally prepared. The Executive Officer will select and retain a private consultant with input from the applicant (see consultant selections procedure). At the discretion of the Executive Officer, the comprehensive fiscal analysis may be prepared by LAFCo staff or an agreed-upon third party.

Waiver Provision: The Commission may waive or adjust processing fees upon finding such action will further the purpose of the Local Government Reorganization Act of 2001. The Executive Officer shall reduce any fee, which would otherwise exceed the estimated reasonable cost of processing the application.

Payment: Processing and filing fees for the proposal are due and payable with each application. No action shall be taken upon any proposal or petition until the appropriate fees have been paid.

Conflict:

If any regulation hereinabove sets forth conflicts with any statute of the State of California, the statute shall prevail. In the event any regulation shall be held in any court of competent jurisdiction to be unconstitutional or otherwise invalid, this commission hereby declares its intent and purpose to adopt all other provisions of these regulations, excluding therefrom any such provision so found to be invalid.



FEE SCHEDULE (Effective July 1, 2025)

Reorganization Proceeding i.e. Annexation / Detachment / Amendment / etc.	\$1,500 + Expense*
Reorganization (Two or more Agencies involved).....	\$3,000 + Expense*
Consolidation / Merger or Subsidiary District.....	\$3,000 + Expense*
Map and Legal Description Review (Includes County Fee & First two hours of LAFCo Review)	\$150-\$300 Per Hour**
- Deposit	Refer to Plot/Review Fee Schedule***
Incorporation of a City (Filing Fee).....	\$50,000 + Expense*
- Feasibility Study.....	\$2,000 + Expense*
.....	(\$10,000 Expense Deposit Required)
- State Controller Review of Feasibility Study	\$1,000 + Expense*
Disincorporation of a City	\$10,000 + Expense*
.....	(\$10,000 Deposit Required)
Formation of Special District or County Service Area.....	\$15,000 + Expense*
.....	(\$20,000 Deposit Required)
Study and/or Review of Study (includes MSR)	\$2,000 + Expense*
Multiple County (for each County outside Kern)	\$1,000 + Expense*
Dissolution of Special District or County Service Area.....	\$1,500 + Expense*
All other Proceeding Items (Including Sphere Amendments, Extension of Services, etc.).....	\$1,000
- If the proceeding item boundary is concurrent with the proposed companion application (proceeding)	\$500
Protest Hearing.....	\$500 + Expense*
Environmental Review (LAFCo Lead Agency)	
- Negative Declaration.....	\$2,000 + Expense*
.....	(\$2,500 Deposit Required)
- Environmental Impact Review (EIR).....	\$5,000 + Expense*
.....	(\$10,000 Deposit Required)
- Notice of Exemption Filing	\$50.00
Environmental Review (LAFCo Responsible Agency)	
- Negative Declaration.....	\$500 + Expense*
- Environmental Impact Review (EIR).....	\$1,000 + Expense*
Notification of Registered Voters and/or Landowners.....	Expense*
Notification /Information Request of Local Agencies	Expense*
Posting: Legal Documents.....	Expense*
Petition Review / Protest Verification.....	Expense*
Non-Kern LAFCo Member	\$2,000 + Expense*

*Expense - Reimbursement of Actual Cost

** \$150 LAFCo Employee – Up to \$300 if Consultant is used

*** Plot/Review Deposit Schedule:

Acreage per Single Area	Deposit
Less than 1 acre	\$300
1.00 – 5.99 acre	\$350
6.00 – 10.99 acre	\$500
11.00 – 20.99 acre	\$800
21.00 – 50.99 acre	\$1,200

Acreage per Single Area	Deposit
51.00 – 100.99 acre	\$1,500
101.00 – 500.99 acre	\$2,000
501.00 – 1,000.99 acre	\$2,500
1,001.00 – 2,000.99 acre	\$3,000
2,001.00 acre and above	\$3,500

Kern LAFCo Commission has the authority to reduce or waive fees if applicants state a case for necessity.

LOCAL AGENCY FORMATION COMMISSION OF KERN COUNTY

New Proposal Requirements

1. Application – PDF version of Original with signatures (Digital signatures acceptable)
2. Plan for Providing Services – PDF version of Original
3. Resolution -Digitally- PDF version of Original Certified Copy
4. Environmental Document - PDF version of Original (Include recording documentation, filing receipts and statement of compliance with Government Code **65962.5**)
5. Signed Indemnity Agreement
6. Signed Release Form for Maps and Documents (Authorization to Distribute)
7. Legal Description – Digital version (Marked Exhibit “A”) *
8. Maps – Digital version (Marked Exhibit “B”) *
9. Electronic Boundary Files
10. **Cities Only** - Pre-zoning Resolution – PDF version of original or certified copy

* Legal description and maps must be reviewed by LAFCo and reviewed, stamped and signed by Kern County Public Works, Office of the County Surveyor.

Sphere Amendment

Sphere of Influence Application including PDF of current sphere map showing area to be included.

Incorporation (In addition to above)

Justification of Proposal – Original

Feasibility or Municipal Services Report – Original

Any other studies, and reports requested by Executive Officer

Certificate of Filing

All applications are considered incomplete and a Certificate of Filing cannot be issued until reports are received from County agencies. Including but not limited to the County Assessor’s Report, County Elections Report and Tax Exchange Negotiations. These reports will be requested from the agencies, by LAFCo during the processing of your proposal.

Please note that processing will begin when all forms are submitted and initial fees are paid.



**Kern Local Agency
Formation Commission**
5300 Lennox Ave. Suite 303
Bakersfield, CA 93309
661-716-1076
www.co.kern.ca.us/lafco/

Memo

To: LAFCo Applicants

Re: Board of Equalization Map and Legal Description and Local Policy Instructions

Kern LAFCo has adopted the State Board of Equalization (BOE) standards for a boundary map (attached). In addition to the BOE standards, we have local policy that outlines boundary line acceptance. Please refer to Section "B" of Kern LAFCo Procedures, Standards and Policies for the Evaluation of Proposals (attached).

Once you feel comfortable that the documents meet the required policies, email the legal description/s (marked Exhibit A) and map/s (marked Exhibit B) to Kern LAFCo. The documents will be reviewed for LAFCo policy acceptance and then an electronic copy will be forwarded by LAFCo staff to the County Surveyor for BOE and County policy review.

Electronic submittal of a map and legal description shall be in an acceptable format (pdf, tiff, gif, jpeg...pdf preferred); documents can be directly saved in the desired format from design software or professionally scanned for legibility is acceptable. LAFCo does accept electronic signatures.

Once LAFCo and the County Surveyor has approved the map (signed by County Surveyor) a Cad or shape file needs to be submitted to LAFCo with the final approved updates. The submitted Cad or shape files will not be released for public use; these will be submitted to BOE for expedited approval by the state.

CITY BOUNDARY CHANGES ONLY - All applications for annexation of territory must include: (1) Map of limiting addresses 8 1/2" X 11". (2) Alphabetical list of all streets within the affected area to include beginning and ending street numbers/s. (3) Estimated Population.

SPHERE OF INFLUENCE AMENDMENT - If the proposed reorganization will include a Sphere of Influence (SOI) amendment, please refer to Section "F" of the LAFCo Procedures, Standards and Policies for the Evaluation of Proposals, to assist in the creation of the required SOI Map. A SOI amendment does not require a legal description and does not need to meet BOE requirements. As the SOI map is to be filed, it must meet County of Kern Records requirements (call for updated requirements). Additional information pertaining to a SOI amendment is available in California Code, "Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000"; the following link provides the amendment procedures:

https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=56428.&lawCode=GOV

If you have any questions or concerns, please contact LAFCo and we will work together to get them resolved.

Emails:

Blair Knox, Executive Officer – eo@kernlafco.org

Patty Menchaca - Analyst - analyst@kernlafco.org

KERN LOCAL AGENCY FORMATION COMMISSION

Application for Annexations, Detachments and Reorganizations

(Attach additional sheets as necessary)



Application Type: check all that apply

- Annexation Consolidation Detachment Dissolution Formation
 Incorporation Merger Name Change Reorganization Subsidiary District

1.	<u>Type of Application:</u> <input type="radio"/> Local Agency (<i>resolution</i>) <input type="radio"/> Land Owner (<i>petition</i>) <input type="radio"/> Registered Voter (<i>petition</i>) <input type="radio"/> Other
2.	<u>Name of Application:</u> (The name should match the title on the map and legal description) A. List the reference name that identifies the subject agency and type of reorganization: <i>e.g. Annexation No. XX. If more than one agency involved, include all agencies with corresponding reorganization reference: e.g. Agency Name 1: Annexation No. XX, Agency Name 2: detachment X, etc...</i> B. List all proposed service and boundary changes for this application:
3.	<u>Nature of proposal:</u> (Why is this proposal being filed?)
4.	<u>Describe the acreage and general location:</u> (description will be used on notices and publications) A. Number of proposed areas (acres of each area) & (total acreage): B. Describe the general location; (include streets, direction, postal address if available, and Accessor Parcel Number/s)
5.	<u>Land Use - Present and Future:</u> A. Describe the <u>current</u> physical land use of the proposed area? E.G. vacant, residential, agriculture, etc. B. Describe any <u>planned development</u> that would result from or be facilitated by this proposed boundary change. C. Describe the current physical land use of the area <u>surrounding</u> the proposal: E.G. vacant, residential, commercial, industrial, agriculture, etc.
6.	<u>Zoning - Present and Future:</u> A. List the existing County/City zoning land use designation/s.

B. List and attach adopted pre-zoning. (CITIES ONLY - mark attachment 6B)

7. Conformity with County and City General Plans:

A. List the existing County General Plan designation/s for the proposal area.

B. List the City general plan designation for the area (CITIES ONLY).

C. Do the proposed uses conform with the above listed plans? YES NO
If "NO"; please explain:

8. Criteria for Determination without Notice and Hearing (Gov. Code § 56662)

A. Is the affected area uninhabited territory? YES NO
"Uninhabited territory" means territory within which there reside fewer than 12 registered voters. Gov. Code §56079.5
Provide any notations indicating possible voters. (LAFCo will verify registered voters with most current election data)

B.- PETITION

Is the petition signed by all of the owners of land within the affected territory?
OR YES NO

C.- RESOLUTION Do all (100%) of the Land Owner/s consent to the reorganization?
 YES NO

If "YES"; attach letter/s of consent for each land owner (include land owner name, Assessor Parcel Number/s) or any additional documents that would be satisfactory to the commission, that all the owners of land within the affected territory have given their written consent to the proposal. Label the attachment/s 8C-1, 8C-2, etc.

D. Is the affected area uninhabited territory? YES NO
"Uninhabited territory" means territory within which there reside fewer than 12 registered voters. Gov. Code §56079.5
Provide any notations indicating possible voters. (LAFCo will verify registered voters with most current election data)

9. Conformity with Spheres of influence:

Is the proposal area within the sphere of influence of the annexing agency?
 YES NO

If "NO"; include a proposal to amend the agency's sphere of influence.

- Provide the following:
- (1) agency resolution/petition
 - (2) sphere of influence amendment application
 - (3) sphere of influence amendment map.

10. Impact on Agriculture:

A. Is the affected property "Agricultural Lands" as defined in Gov. Code §56016?
1) Is the affected property currently producing a commercial agricultural commodity?

		<input type="radio"/> YES	<input type="radio"/> NO
2)	Is the affected property fallow under a crop rotational program?	<input type="radio"/> YES	<input type="radio"/> NO
3)	Is the affected property enrolled in an agricultural subsidy or set-aside program?	<input type="radio"/> YES	<input type="radio"/> NO
B.	Is the affected property "Prime Agricultural Lands" as defined in Gov. Code §56064? If "YES" to any of A or B above; provide an explanation as to the reasoning for possible removal of the property from agriculture status.	<input type="radio"/> YES	<input type="radio"/> NO
C.	Is any portion of the property within a Land Conservation Act contract? (Williamson Act)	<input type="radio"/> YES	<input type="radio"/> NO
1)	If "YES"; provide the contract number and the date the contract was executed. Contract No. _____ Contract Date: _____		
2)	If "YES"; has a notice of non-renewal been filed? Non-renewal filing Date: _____	<input type="radio"/> YES	<input type="radio"/> NO
D.	Will the city succeed to the contract pursuant to Section 51243? (CITIES ONLY). If "YES"; has County Planning been notified and agree with the modification? If "YES"; please provide documentation from County Planning regarding any modification agreement.	<input type="radio"/> YES	<input type="radio"/> NO
11.	<u>Impact on Open Space:</u> Is the affected property Open Space land as defined in Gov. Code §65560(h)(1-6)? If "YES"; please provide an explanation as to the reasoning for possible removal of the property from open space status.	<input type="radio"/> YES	<input type="radio"/> NO
12.	<u>Relationship to Regional Housing Goals and Policies:</u> (CITIES ONLY) Will this proposal result in or facilitate a credit/debit towards the City's most recent Regional Housing Need Allocation (RHNA) number provided by Kern Council of Governments? If "YES"; has County Planning been notified and agree with the allocation modification? If "YES"; please provide documentation from County Planning regarding any RHNA allocation modification agreement.	<input type="radio"/> YES	<input type="radio"/> NO
13.	<u>Population:</u> B. Provide the population of residents within the affected area: C. List the number of existing dwelling units within the proposal area: D. Describe the type of existing dwelling units within the proposal area i.e. house, apartment, etc:		
14.	<u>Dependability of Water Supply for Projected Needs & Existing Water Plans:</u>		

A. Will the proposal result in or facilitate an increase in water usage?

YES NO

If "YES"; please provide the projected amount of increase and identify any resources that would be a factor in the support of the proposal i.e. Master Water Plans, Expansion Plans, etc.

* If necessitated: attach a statement from the retail water purveyor that describes the timely availability of potable water supplies that will be adequate for the projected needs.

B. Is the proposal area within the boundaries of an Adjudicated Basin as per California Department of Water Resources (DWR) Bulletin 118?

YES NO

If "YES"; please provide the name of the Adjudicated Basin?

C. Is the proposal area within the boundaries of an identified Critically Overdraft Basin as per California Department of Water Resources (DWR) Bulletin 118?

YES NO

If "YES"; please provide the name of the Basin?

D. Is the proposal area within the boundaries of a Groundwater Stainability Area (GSA)?

YES NO

If "YES"; please provide the name of the Groundwater Stainability Area (GSA)?

E. Is the proposal area within the boundaries of a Groundwater Stainability Plan (GSP)?

YES NO

If "YES"; please provide the name of the Groundwater Stainability Plan (GSP)?

15. Environmental Impact of the Proposal

A. What type of environmental document has been prepared?

- Notice of Exemption (NOE)
 Negative Declaration (ND) - Include all Studies and Reports
 Mitigated Negative Declaration (MND) - Include all Studies and Reports
 Environmental Impact Report (EIR) - Include Full Report

If necessitated: attach the lead agency's resolution listing significant impacts anticipated from the project, mitigation measures adopted to reduce or avoid significant impacts and, if adopted, a "Statement of Overriding Considerations."

Include a copy of receipt for Fish and Game payment.

B. Who is the "lead agency" for this proposal?

Agency:

Contact Name:

Title:

Address:

City:

State: CA Zip Code:

email:

Phone Number:

C. Was LAFCo notified/involved with the CEQA process prior to an environmental document as identified ?

YES NO

The Lead Agency's decision whether to prepare an ND, MND, or an EIR is binding on all Responsible and Trustee Agencies, except in unusual circumstances (PRC Section 21080.1(a); State CEQA Guidelines Section 15050(c)). Therefore, a Lead Agency is required to consult with and involve all Responsible and Trustee Agencies throughout the CEQA process. First, the Lead Agency must consult with Responsible and Trustee Agencies prior to determining whether a negative declaration or an EIR is required for a project (PRC Section 21080.3(a); State CEQA Guidelines Section 15063(g)). If a Lead Agency determines an EIR is required for a project, the Lead Agency must send a Notice of Preparation to all Responsible and Trustee Agencies, who will then specify to the Lead Agency "the scope and content of the environmental information that is germane to the statutory responsibilities" of that agency in connection with the proposed project and which must be included in the EIR (PRC Section 21080.4; State CEQA Guidelines Section 15082(b)).

16. Property Tax/Bonded Indebtedness

- A. There will be no exchange of property tax
 Master property tax exchange agreement should apply. (CITIES ONLY- Provide Letter)
 Other agreement is to be negotiated.

- B. Will the proposal area assume any existing bonded indebtedness upon annexation?
 YES NO

If "YES"; how will the indebtedness be repaid? (e.g. property taxes, special tax, assessments, service fees):

- C. Are their plans to establish any new special taxes, fees, or assessment districts in order to pay for new or extended service(s) to the proposal area?

YES NO

If "YES"; describe which services and status of new funding source(s):

17. Plan for Services

- A. Description of services to be extended to the affected area.
(Please use Plan for Services form provided in the application packet) List the services that are to be provided by your agency and provide in detail any services's that your agency is authorized to provide but will be provided by another agency.

- B. Indicate any improvements or upgrading of infrastructure regarding roads, sewers, water, facilities or other conditions that will be a result of the proposal.

- C. What effects, if any, would annexation of this territory have on the existing level of city/district services (i.e. need for additional emergency service personnel or construction of new facilities, etc.)?

- D. How will these services be financed? Include both capital improvements, maintenance and operation?

- E. Are any services currently being provided in the affected area that the planned (proposed) services will now be providing i.e. overlapping services?

YES NO

If "YES"; has the current providing agency/s been contacted and an agreement been reached regarding service delivery between all agencies involved?

YES NO

If "YES"; please provide a "letter of overlapping agreement" or a "resolution for detachment" of the affected area or a "resolution of dissolution" of a special district, from the current service provider/s board, commission or council.

F. If detachment, indicate any services which will no longer be available to the affected area and who will take over provision of these services.

18. Services Provided by other Public Agencies

A. Are there any Cities or Special Districts whose services will require that they be annexed, detached or dissolved due to your agency providing services?
(include County Service Areas) YES NO

If "YES"; list public agency/ies name, type of service/s in question and specify if annexation, detachment or dissolution is required for each public agency:

B. If "YES" to 9-A; has the public agency/ies been informed of the proposal? YES NO

19. Boundaries

A. Why are these particular boundaries being used?

B. Does the proposed boundary create an island, peninsula or curricula? please provide letter of justification?

YES NO

If "YES"; please provide a letter of justification.

C. Is the affected area adjacent to a Disadvantaged Unincorporated Community?

YES NO

If "YES" and a annexation greater than ten (10) acres is proposed, please answer the following questions:

1) Has an application to annex the DUC been filed in the past five (5) years?

YES NO

If "YES"; provide date of application:

2) Is there written evidence that a majority of registered voters within the affected territory are opposed to annexation?

YES NO

If "YES"; attach documentation.

20. Final Comments

A. Describe any conditions that should be included in LAFCo's resolution of approval.

B. Provide any other comments or justifications regarding the proposal.

21. Notices and Staff Reports
 List up to three persons to receive copies of the LAFCo notice of hearing and staff report.

A. Name: _____ email: _____
 Title: _____ Phone: _____

B. Name: _____ email: _____
 Title: _____ Phone: _____

C. Name: _____ email: _____
 Title: _____ Phone: _____

22. Contact Person
 Who should be contacted if there are questions about this application?

A. Name: _____ email: _____
 Title: _____ Phone: _____

Signature Field: _____

SAVE FORM AS PDF OR PRINT TO PDF AND EMAIL TO:
deo@kernlafco.org or eo@kernlafco.org

LAFCo Internal Use Only

<input type="radio"/> Municipal Service Review on File	<input type="radio"/> Master Tax Agreement on File
<input type="radio"/> Municipal Service Review is Current	<input type="radio"/> Master Tax Agreement is Current
<input type="radio"/> Municipal Service Review Requires Updating	<input type="radio"/> Sphere of Influence Requires Amendment

Kern County Local Agency Formation Commission
5300 Lennox Ave., Suite 303
Bakersfield, CA 93309

RE: UNANIMOUS LANDOWNER CONSENT FOR DISTRICT/CITY ANNEXATION

Dear Kern County Local Agency Formation Commission:

I am the sole landowner of Assessor Parcel Number/'s _____ . Unanimous consent to be placed into the district/city is provided for all property/'s identified.

Respectfully submitted,

Attention: Blair Knox, Executive Officer
Local Agency Formation Commission
5300 Lennox Ave, Suite 303
Bakersfield CA 93309

Re: Annexation Property

Dear Mr. Knox:

This letter serves as my/our formal request to have our property annexed to the

The property is located at: _____

I understand that with my consent for annexation, I may receive the services provided by the agency listed above at my expense.

The property is identified as Assessor's Parcel Number(s) listed below:

_____	_____	_____
_____	_____	_____
_____	_____	_____

Landowner Signature _____

Landowner Printed Name: _____

Contact Information: _____

Date: _____

Kern Local Agency Formation Commission
Attn: Executive Officer
5300 Lennox Ave., Suite 303
Bakersfield, CA 93309-1662

RE: _____

The undersigned drafted or authored the above-referenced documents (“Documents”) which are on file with your agency (“LAFCo”). I hereby irrevocably authorize and grant to LAFCO the right to reproduce, distribute, release, display, or use the Documents in any way that LAFCO deems necessary, appropriate or convenient including without limitation as follows: 1) for public review and consideration; 2) as may be authorized under state or federal law; and 3) as appropriate for other uses that are the normal and customary course of business for LAFCO.

To my knowledge no other person or firm participated in the drafting of these documents

Signature

Representing (self, firm, company, etc.)

Date

REGISTERED VOTER PROTEST

In accordance with Part 3, Division 3, Title 5 of the California Government Code (commencing with Section 5600, Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000), the undersigned hereby protest the following change of organization or reorganization:

_____ Title of Proposal _____ Proceeding Number

Each of the undersigned states:

1. I personally signed this protest.
2. I am a registered and qualified voter of the City/County of _____
or the _____ District
3. I personally affixed hereto the date of my signing this protest and the address(es) and my place of residence, or if no street or number exists, then a designation of my place of residence that will enable the location to be readily ascertainable.
4. My residence and address are correctly written after my name.

NAME OF SIGNER	RESIDENCE ADDRESS	DATE	OFFICIAL USE ONLY
Sign _____ Print _____			
Sign _____ Print _____			
Sign _____ Print _____			
Sign _____ Print _____			

Only protests dated and submitted between the date of publication of the hearing notice and the conclusion of the protest hearing will be considered in ascertaining the value of written protests.

LANDOWNER PROTEST

In accordance with Part 3, Division 3, Title 5 of the California Government Code (commencing with Section 5600, Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000), the undersigned hereby protest the following change of organization or reorganization:

Title of Proposal

Proceeding Number Each of the undersigned states:

1. I personally signed this protest.
2. I am a landowner within the affected territory.
3. I personally affixed hereto the date of my signing this protest and the address(es) and/or the Assessor's Parcel Numbers(s) such that the location of the property is readily ascertainable

NAME OF SIGNER	ADDRESS AND/OR ASSESSOR'S PARCEL NO	DATE	OFFICIAL USE ONLY
Sign _____ Print _____			
Sign _____ Print _____			
Sign _____ Print _____			
Sign _____ Print _____			

Only protests dated and submitted between the date of publication of the hearing notice and the conclusion of the protest hearing will be considered in ascertaining the value of written protest