



AGENDA ITEM 8D

MEETING: March 20, 2024
TO: Humboldt LAFCo Commissioners
FROM: Colette Santsche, Executive Officer
SUBJECT: **LAFCo Boundary Change Application Process**
Staff will provide an overview of Humboldt LAFCos current application process for boundary changes which are detailed in the Commission's current Boundary Change Policies and Procedures.

BACKGROUND

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH Act) includes numerous code sections that guide reorganization proceedings for cities and special districts. In addition to the CKH Act, Humboldt LAFCo has developed Boundary Change Policies and Procedures specific to Humboldt County. This document is available to the public online on the Humboldt LAFCo website.

DISCUSSION

The Boundary Change Policies and Procedures document was last updated in 2018. It documents general procedures including the pre-application process, application submittal, application review, noticing, and Commission proceedings. It also provides standards of evaluation, including annexation timing as noted below.

Section 3.4 – Annexation Timing: The Commission discourages the premature extension of urban services (i.e., water and sewer service) in the absence of either existing development or plans for imminent development. Unless exceptional circumstances exist, no application for a change of organization or reorganization will be accepted until all discretionary approvals for land use entitlements, including land divisions pertaining to the subject territory, are granted.

The Boundary Change Policies and Procedures document also provides provisions for specific applications regarding Out of Agency Services, fire protection contracts or agreements, agricultural and open space lands, and disadvantaged unincorporated communities.

While every application submitted to LAFCo is unique, Attachment A provides general overview of the annexation application process. Generally, once an applicant has received all other discretionary approvals, an application is submitted to LAFCo which is then reviewed, referred to interested and affected agencies, made available for public comment, and then put before the Commission for consideration.

RECOMMENDATION

Staff recommends the Commission receive and file this report. The Commission is invited to discuss the item and provide direction to staff as needed.

Inhabited District Annexation

