



**Local Agency Formation Commission of Napa County**  
Subdivision of the State of California

1754 Second Street, Suite C  
Napa, California 94559  
Phone: (707) 259-8645  
[www.napa.lafco.ca.gov](http://www.napa.lafco.ca.gov)

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*We Manage Local Government Boundaries, Evaluate Municipal Services, and Protect Agriculture*

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**Agenda Item 7a (Public Hearing)**

**TO:** Local Agency Formation Commission

**PREPARED BY:** Brendon Freeman, Executive Officer *BF*

**MEETING DATE:** February 3, 2025

**SUBJECT:** Consider Approval of an Outside Service Agreement Authorizing the City of Napa to Provide Water Service to 7855 St. Helena Highway (APN 027-280-077) and Associated CEQA Findings

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**RECOMMENDATION**

It is recommended the Commission take the following actions:

- 1) Open the public hearing and take testimony;
- 2) Close the public hearing;
- 3) Adopt the Resolution of the Local Agency Formation Commission of Napa County Making Determinations – Authorization of an Outside Water Service Agreement Approval Involving the City of Napa and 7855 St. Helena Highway making California Environmental Quality Act (CEQA) findings, included as Attachment 1.

**BACKGROUND AND SUMMARY**

Pursuant to California Government Code Section 56133(c), a city or special district may provide municipal services outside its jurisdictional boundary and sphere of influence (SOI) only if it first requests, and receives, authorization from LAFCO. OSAs must be considered by LAFCO as part of a noticed public hearing.

On November 20, 2024, the Executive Officer received a written request from the City to provide new permanent public water service to unincorporated property located at 7855 St. Helena Highway and identified as Assessor Parcel Number 027-280-077. The property is outside the City's boundary and SOI, and was previously occupied by Oakville Pump.

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Margie Mohler, Commissioner  
Councilmember, Town of Yountville

Beth Painter, Vice Chair  
Councilmember, City of Napa

David Oro, Alternate Commissioner  
Councilmember, City of American Canyon

Anne Cottrell, Commissioner  
County of Napa Supervisor, 3rd District

Belia Ramos, Commissioner  
County of Napa Supervisor, 5th District

Joelle Gallagher, Alternate Commissioner  
County of Napa Supervisor, 1st District

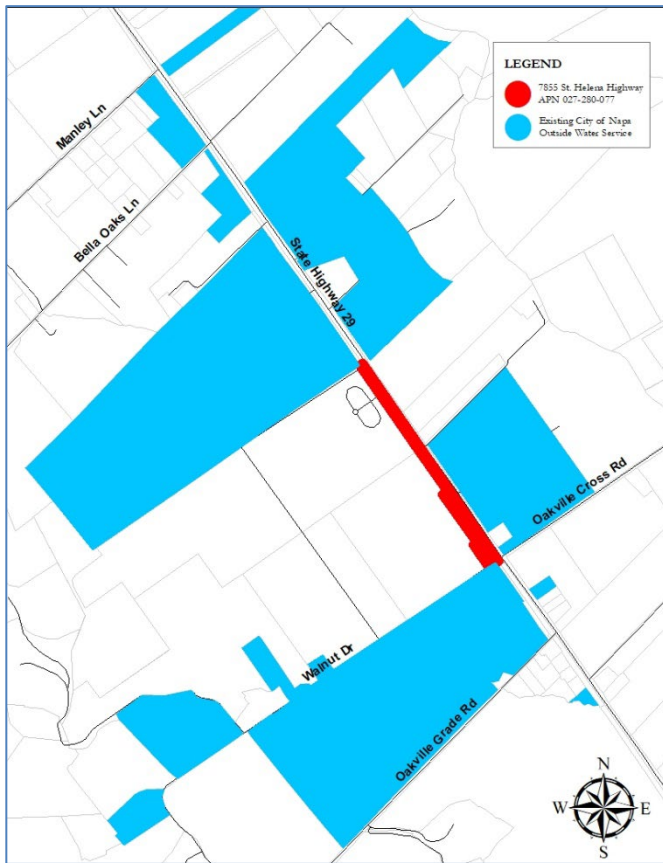
Kenneth Leary, Chair  
Representative of the General Public

Eve Kahn, Alternate Commissioner  
Representative of the General Public

Brendon Freeman  
*Executive Officer*

The outside water service agreement would allow the Napa Valley Grapegrowers to occupy the existing onsite building, which represents a commercial nonconforming use and requires renovations. Notably, the property has an existing ¾-inch domestic water service agreement with the City. However, a new 6-inch lateral from the existing hydrant lateral on the south side of Walnut Drive is needed to enhance fire suppression capacity. Additional information related to the historical context of the property and the nonconforming use is provided in the City’s request, included as Attachment 2.

Maps showing the affected territory are provided below.



The Commission's adopted *Policy on Outside Service Agreements* is included as Attachment 3. The Policy includes seven specific factors to be considered in the staff report. No single factor is determinative. The purpose in considering these factors is to help inform the Commission in its decision-making process. An evaluation of these factors as it relates to the City's request follows.

***(1) The ability of the applicant to extend the subject service to the affected territory.***

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The City of Napa's Urban Water Management Plan 2020 Update (UWMP) was adopted on December 21, 2021, and estimates the total annual water supply during normal conditions is approximately 40,100 acre-feet. The estimated annual water demand for the affected territory will be negligible with respect to the total current amount of water delivered by the City. The City has sufficient water supply, treatment, storage, and delivery capacities to serve the affected territory at its projected usage without adversely affecting existing customers. The City's application materials indicate the affected territory will connect to the City's existing 6-inch water hydrant lateral on the south side of Walnut Drive.

***(2) The application's consistency with the policies and general plans of all affected local agencies.***

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The affected territory is unincorporated and designated *Agricultural Resource* in the County of Napa General Plan. Further, the affected territory is zoned *Agricultural Preserve*. It is important to note that the affected territory was developed and commercially occupied prior to the adoption of the Napa County zoning code in 1955. In the 1970's, the County rezoned the property from *Industrial* to *Agricultural Preserve*. As a result, the commercial uses and structures located on-site became non-conforming under the new established zoning. In 1982, the County issued a use determination acknowledging the non-conforming uses on-site. In 1983, the County issued a second use determination and added conditions of approval.

The outside water service to the affected territory is inconsistent with the City's SOI, but appears reasonable given its proximity to Napa's existing 6-inch hydrant lateral on Walnut Drive as well as the high number of existing City outside water service agreements in the immediate proximity that date back to the 1950's.

***(3) The application's effect on growth and development within and adjacent to the affected territory.***

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The affected territory comprises one unincorporated parcel that is currently built out under the County's land use authority. All adjacent properties are also designated and zoned by the County for agricultural land uses and therefore further development is highly restricted. Therefore, connection to the City's public water system is not expected to result in new growth or development.

***(4) The documentation presented pursuant to G.C. Section 56133(c)(1), which must provide substantial evidence to support a finding by the Commission of an impending threat to the health or safety of the public or the residents of the affected territory.***

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The City's request does not include documentation of a threat to the health or safety of the public or residents. However, wildfires are an inherent threat throughout the Napa Valley and therefore enhanced fire suppression capacity is essential to the health and safety of all individuals who will occupy the office building in the future. Staff does not believe formal documentation providing substantial evidence is necessary for the Commission to approve the City's request.

***(5) The application's potential impacts on prime agricultural or open space lands.***

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The outside water service agreement would have no impacts on prime agricultural or open space lands given the affected territory is built out and has an existing outside water service connection with the City. The new request would simply intensify existing water use within the affected territory.

***(6) The application's consistency with the Commission's adopted municipal service review determinations and recommendations.***

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The Commission's [Napa Countywide Water and Wastewater Municipal Service Review](#) indicates the City has established adequate systemwide capacities and controls relating to public water service and also identifies the numerous existing outside water service connections in the unincorporated in close proximity to the affected territory.

***(7) The application's potential impacts with respect to supporting affordable or farmworker housing.***

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The outside water service agreement would have no impacts with respect to supporting affordable or farmworker housing given the affected territory is built out.

With all of this in mind, staff recommends the Commission follow the public hearing procedures described on page 1 of this report and adopt the draft resolution authorizing the City's request for an outside water service agreement involving 7855 St. Helena Highway.

## **ENVIRONMENTAL REVIEW**

The approval of the outside service agreement is exempt from CEQA pursuant to CEQA Guidelines Sections 15282(k), 15301, and 15303.

## **ATTACHMENTS**

- 1) Draft Resolution Authorizing an OSA and Making CEQA Findings
- 2) City of Napa Request for an OSA
- 3) Policy on Outside Service Agreements

RESOLUTION NO. \_\_\_\_

**RESOLUTION OF  
THE LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY  
MAKING DETERMINATIONS**

**AUTHORIZATION OF AN OUTSIDE WATER SERVICE AGREEMENT APPROVAL INVOLVING  
THE CITY OF NAPA AND 7855 ST. HELENA HIGHWAY**

**WHEREAS**, the Local Agency Formation Commission of Napa County, hereinafter referred to as the “Commission,” administers California Government Code Section 56000 et. seq., known as the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000; and

**WHEREAS**, the Commission is responsible for authorizing cities and special districts to enter into outside service agreements in accordance with California Government Code section 56133; and

**WHEREAS**, the Commission received an application from the City of Napa requesting the approval of an outside water service agreement involving unincorporated territory located at 7855 St. Helena Highway, identified by the County of Napa Assessor’s Office as 027-280-077; and

**WHEREAS**, the Executive Officer prepared and presented a written report on the outside service agreement request to the Commission in the manner provided by law and adopted policy; and

**WHEREAS**, the Commission heard and fully considered all the evidence presented on the outside service agreement request at a public hearing held on February 3, 2025; and

**WHEREAS**, in accordance with applicable provisions of the California Environmental Quality Act (hereinafter “CEQA”), the Commission considered available exemptions under CEQA, in accordance with Title 14 of the California Code of Regulations (hereinafter “CEQA Guidelines”); and

**NOW, THEREFORE, THE COMMISSION DOES HEREBY RESOLVE, FIND, DETERMINE, AND ORDER** as follows:

1. In accordance with the applicable provisions of the California Environmental Quality Act (CEQA), the Commission finds the outside service agreement request is statutorily exempt from further review pursuant to California Code of Regulations (CCR) Title 14 section 15282(k), which exempts the installation of new pipeline as long as the project does not exceed one mile in length. The proposed annexation is exempt from further review pursuant to CCR Title 14 section 15301, which exempts annexations that will result in negligible or no expansion of the existing private structure and existing public facilities. The proposed annexation is exempt from further review pursuant to CCR Title 14 section 15303, which exempts new construction or conversion of small structures. The records upon which these findings are made are located at the Commission’s administrative office located at 1754 Second Street, Suite C, Napa, California 94559.

- 2. The Commission approves the outside service agreement request.
- 3. The Commission hereby directs staff to file a Notice of Exemption in compliance with CEQA.

The foregoing resolution was duly and regularly adopted by the Commission at a public meeting held on February 3, 2025, after a motion by Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, by the following vote:

AYES: Commissioners \_\_\_\_\_

NOES: Commissioners \_\_\_\_\_

ABSENT: Commissioners \_\_\_\_\_

ABSTAIN: Commissioners \_\_\_\_\_

\_\_\_\_\_  
Kenneth Leary  
Commission Chair

ATTEST: \_\_\_\_\_  
Brendon Freeman  
Executive Officer

Recorded by: Stephanie Pratt  
Clerk/ Jr. Analyst

DRAFT



**D. Service Information**

- 1) Describe how the agency would provide the proposed new or extended service to the subject territory. Please identify any necessary infrastructure or facility improvements and associated funding requirements necessary to provide service to the subject territory.

The City of Napa Water System provides both domestic and fire suppression water services in this area. The property has existing domestic service and would install a new 6-inch lateral from the existing hydrant lateral on the south side of Walnut Drive. All costs for construction and installation will be paid by the Napa Valley Grapegrowers.

- 2) If the proposed new or extended service involves water or sewer, identify the anticipated demand in terms of use (i.e., gallons) associated with serving the subject territory.

The water demand is for fire suppression purposes only and there is no consistent demand. In the event of a fire the system would activate fire service for the fire sprinkler demand.

- 3) Does the agency have sufficient capacities to provide the proposed new or extended service to the subject territory without adversely effecting existing service levels?

Yes, the City of Napa water system has sufficient flow and capacity to provide fire suppression capacity to this property without adversely affecting existing customers.

- 4) What services, if any, are currently provided to the subject territory?

An existing 3/4-in domestic water service serves the property for indoor uses.



**E. Additional Information**

- 1) Identify the subject territory's land use designation and zoning standard along with the minimum parcel density requirements.

Property is zoned AP (Agricultural Preserve) since 1970. Commercial nonconforming use at the property was consistently occupied since prior to 1955. See Attachment A-1 acknowledging conformity and no intensification of use at the site.

- 2) Are there any proposed or approved, but not yet built, development projects involving the subject territory?

Yes  No

If yes, describe the proposed projects or the approved permits/land use entitlements.

Renovations to the existing building for office and meeting space and equipment storage will match the historical commercial use at the site by the Oakville Pump Company. Napa County confirmed and approved use conformity at the site.

- 3) The Commission's action regarding this request by the agency to provide new or extended services outside its jurisdictional boundary is subject to the requirements of the California Environmental Quality Act (CEQA). Has the agency conducted any CEQA reviews for any projects associated with this application?

Yes  No  The project is exempt

If yes, please provide copies of the environmental documentation, including the Notice of Exemption or Notice of Determination as well as proof of payment of applicable California Department of Fish & Game fees.

- 4) Is the subject territory located within the agency's sphere of influence?

Yes  No

If no, please identify whether there is an existing or impending threat to public health and safety or to the residents in support of the application.

The fire protection service is necessary to provide a safe work place to mitigate the threat of fire for employees and meeting attendees.

Planning, Building, and Environmental Services

1195 Third Street, Suite 210  
Napa, CA 94559  
www.co.napa.ca.usMain: (707) 253-4417  
Fax: (707) 253-4336David Morrison  
DirectorA Tradition of Stewardship  
A Commitment to Service

April 25, 2018

Rob Anglin  
Holman Teague Roche Anglin LLP Attorney at Law  
1455 First Street, Suite 217  
Napa Ca 94559

Re: Request #P18-00083 for Confirmation of "Use" for the Napa Valley Grape Growers  
7855 St Helena; 027-280-020-000 (Oakville Pump Company)

Dear Mr. Anglin:

Thank you for your letter, we received from you, dated February 6, 2018. Requesting that staff find the Napa Valley Grape Growers is a compatible use for the property located at 7855 St Helena Highway (Oakville Pump).

The Planning Director and staff have reviewed the submitted background material identifying those existing uses on site, the current records on file and a comparison chart created by you demonstrating how the Napa Valley Grape Growers would be compatible.

**Background:**

The property was developed and commercially occupied prior to the adoption of the Napa County Zoning Code in 1955. The businesses consistently occupied the site with uses that included office, manufacturing and storage.

In the 1970's, the County rezoned the property from M (Industrial Zoning District) to AP (Agricultural Preserve Zoning District). As a result, the commercial uses and structures located on-site became non-conforming under the new established zoning.

In 1982, the County issued a use determination acknowledging the non-conforming uses on site adding, "Any subleasing of the site be restricted to the interior of the structures".

In 1983, the County issued a second use determination acknowledging the non-conforming uses and stated that Oakville Pump is consistent with the existing uses on site and adding conditions of approval. Oakville Pump has continuously occupied and operated their office since.

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**Conclusion:**

Based on the original use determinations, conditions and comparison chart, the Director concludes the following:

1. The prior determinations legally documented the properties as Non-Conforming uses;
2. The Napa Valley Grape Growers Headquarters is consistent with those prior Non-Conforming uses, further, recognizing that the business would be a less intensive use;
3. Insufficient evidence was provided concerning subleasing the property. Therefore, subleasing to any non-conforming use has been considered abandoned and will be removed from the entitlement, as agreed upon by the applicant.

The determination becomes effective immediately unless an appeal is filed to the Napa County Board of Supervisors pursuant to Chapter 2.88 of the Napa County Code, including payment of applicable fees. You may appeal the conditions of approval. If an appeal is filed by another, you will be notified.

Should you have any questions, please contact me at [david.morrison@countyofnapa.org](mailto:david.morrison@countyofnapa.org) or at (707) 253-4805.

Sincerely,



David Morrison, Director

cc: Oakville Pump – 7855 St Helena Highway, Oakville Ca 94562  
Chron file  
Onbase

Attachments: Current conditions and a comparison chart.



# NAPA COUNTY

## CONSERVATION — DEVELOPMENT AND PLANNING DEPARTMENT

JAMES H. HICKEY

Director

1195 THIRD STREET, ROOM 210 • NAPA, CALIFORNIA 94559  
AREA CODE 707/253-4416

February 14, 1983

Mr. Jerry Smith  
1151 Vintage Avenue  
St. Helena, CA 94574

Dear Mr. Smith:

Based on our investigation of your request and the situation and facts described in your letter of January 27, 1983, the use of Assessor's Parcel #27-280-20 in Oakville for the Lincoln Farm Equipment Dealership would not, in my opinion, require the rezoning of the parcel or use permit approval, provided you comply with the following conditions:

1. Identification sign be limited to a maximum of 100 sq. ft. and be mounted flush with the building.
2. Except for the storage of farm equipment, the business operation be conducted from within the existing structure.
3. All outdoor storage be limited to the area presently screened by mature trees. Additional landscaping be provided, as needed, to maintain screening from Highway 29.
4. All employee parking and farm equipment storage be within the designated fenced and landscaped area. (See attached map).
5. The south portion of the property located outside the fenced area be limited to customer parking.
6. Any subleasing on the site be confined to the existing structure.
7. The site be kept in a clean and orderly condition at all times.
8. Compliance with all applicable building codes and zoning ordinances pertaining to non-conforming uses.

Very truly yours,

A handwritten signature in black ink, appearing to read "James H. Hickey".

JAMES H. HICKEY  
Director

JHH:pm

cc: Phil Crundall, Senior Planner

	<b>Oakville Pump</b>	<b>NVG</b>
<i>Uses</i>	Office, Light Manufacturing, Contractor Storage Yard	Office, Farm Equipment Storage
<i>Hours of Operation</i>	Office hours 7:00 - 4:00 Employees onsite 6:00 - 6:00  Monday - Friday	Office hours 9:00 - 5:00 Employees onsite 8:00 - 7:00  Monday - Friday
<i>Deliveries</i>	UPS and supplier deliveries of well equipment and materials multiple times per day.	UPS, FedEx, and similar deliveries 4-5 times per week
<i>Customers/ Vendors</i>	Customers visit daily to pay invoices or meet with project managers.  Vendors regularly visit to meet with sales or project managers.	NVG Board - 16 directors meeting 9/year  NV Farmworker Foundation - 5 directors meeting 4/year  Small Meetings 2/week <sup>11</sup>
<i>Weekend/Afterhours Operations</i>	Employee "on-call" for emergencies 7 days/ week, technicians use yard and shop during non-business hours for emergency calls.	Offices cleaned on Saturday morning
<i>Employees</i>	14 full time	12 full time
<i>Vehicle and Equipment Storage</i>	12 company service trucks onsite in addition to employee personal vehicles with most service trucks remaining parked overnight in yard	None. Employee personal cars, which generally arrive in the morning and remain onsite throughout the workday

The comparison of operational characteristics above shows that NVG's use would be less intensive with fewer employees. More industrial uses would be abandoned through

<sup>11</sup> These weekly meetings consist of committee meetings averaging 8 attendees and smaller community meetings with 2-3 attendees.



## LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY

### *Policy on Outside Service Agreements*

(Adopted: November 3, 2008; Last Amended: February 5, 2018)

#### **I. BACKGROUND**

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 includes provisions requiring cities, towns, and special districts to request and receive written approval from the Commission before providing new or extended services by agreements outside their jurisdictional boundaries with limited exemptions pursuant to Government Code (G.C.) Sections 56133, 56133.5, and 56134.

The Commission may authorize a city, town, or special district to provide new or extended service outside its jurisdictional boundary, but within its sphere of influence, in anticipation of a subsequent change of organization, such as an annexation. The Commission may also authorize a city, town, or special district to provide new or extended service outside its jurisdictional boundary *and* sphere of influence (a) to address an existing or impending threat to public health or safety or (b) if the Commission makes the determinations set forth in Section V(A)(4) of this policy at a noticed public hearing.

#### **II. PURPOSE**

The purpose of these policies is to guide the Commission in reviewing city, town, and special district requests to provide new or extended services by agreement outside their jurisdictional boundaries. This includes making policy statements and establishing consistent procedures with respect to the form, review, and consideration of requests.

#### **III. OBJECTIVE**

The objective of the Commission in implementing these policies is to ensure the extension of services by cities, towns, and special districts outside their jurisdictional boundaries is logical and consistent with supporting orderly growth and development in Napa County, and to prevent the circumvention of the LAFCO process by providing services by contract instead of through the annexation of territory. The Commission recognizes the importance of considering local conditions and circumstances in implementing these policies.

From LAFCO's perspective, an Outside Service Agreement can:

- 1) Protect the public from threats to health and safety.
- 2) Impose restrictions that limit development to existing intensities.
- 3) Permit a city or town to plan for future development in an orderly manner through the use of traditional zoning or specific plans.
- 4) Discourage premature development of fringe properties.

#### **IV. DEFINITIONS**

The Commission shall incorporate the following definitions in administering this policy:

- A. “Services” shall mean any municipal service provided by a city, town, or special district unless otherwise exempted under G.C. Section 56133.
- B. “New” shall mean the extension of a service to previously unserved non-jurisdictional land.
- C. “Extended” shall mean the intensification of existing services.
- D. “Outside Service Agreement” shall mean an agreement contemplated by G.C. Sections 56133, 56133.5, or 56134.

#### **V. LOCAL CONSIDERATIONS**

##### **A. Consideration of New or Extended Services Outside a Jurisdictional Boundary and Outside the Sphere of Influence (G.C. Sections 56133(c) or 56133.5)**

When considering any proposed Outside Service Agreement pursuant to G.C. Section 56133(c) or the Pilot Program under G.C. Section 56133.5, the Commission will consider the following, which will be addressed in the Executive Officer’s written report:

- 1) The ability of the applicant to extend the subject service to the affected territory.
- 2) The application’s consistency with the policies and general plans of all affected local agencies.
- 3) The application’s effect on growth and development within and adjacent to the affected territory.
- 4) The documentation presented pursuant to G.C. Section 56133(c)(1), which must provide substantial evidence to support a finding by the Commission of an impending threat to the health or safety of the public or the residents of the affected territory.
- 5) The application’s potential impacts on prime agricultural or open space lands.
- 6) The application’s consistency with the Commission’s adopted municipal service review determinations and recommendations.
- 7) The application’s potential impacts with respect to supporting affordable or farmworker housing.

**B. Consideration of New or Extended Services Outside the Jurisdictional Boundary but within the Sphere of Influence in Anticipation of a Later Change of Organization (G.C. Section 56133(b))**

Annexations to cities, towns, and special districts involving territory located within the affected agency's sphere of influence are preferred to Outside Service Agreements. The Commission recognizes, however, that there may be instances when Outside Service Agreements involving territory within the affected agency's sphere of influence are appropriate given unique local circumstances.

When submitting an application under G.C. Section 56133(b), the city, town, or district must state with specificity the nature and timing of the anticipated later change of organization for the area affected by the potential Outside Service Agreement.

**C. Environmental Review**

The review of a proposed Outside Service Agreement will be subject to the review procedures defined in the California Environmental Quality Act (CEQA) and the Napa LAFCO CEQA Guidelines. Napa LAFCO will act as the Lead Agency under CEQA for its environmental review of any Outside Service Agreement request.

If an environmental assessment/analysis was prepared for the project associated with the service extension request (i.e. the County or agency's environmental analysis for a project) and LAFCO was afforded the opportunity to evaluate and comment during the Lead Agency's environmental review process, then LAFCO can act as a Responsible Agency under CEQA for its environmental review of an Outside Service Agreement.

A complete set of the adopted environmental documents prepared for the project, a copy of the filed Notice of Determination/Notice of Exemption, and a copy of the Department of Fish and Wildlife fee receipt must be submitted as part of the application. Completion of the CEQA review process will be required prior to action by the Executive Officer or the Commission.

**VI. FORM OF REQUEST**

The Commission encourages cities, towns, and special districts to coordinate with the Executive Officer prior to filing a request under G.C. Sections 56133 or 56134 in order to determine if the Pilot Program under G.C. Section 56133.5 or the exemptions under G.C. Section 56133(e) may apply.



Requests to authorize an Outside Service Agreement shall be filed with the Executive Officer by the affected city, town, or special district. Requests shall be made by resolution of application with a cover letter accompanying a completed application using the form provided in Attachment A. Requests shall identify any assurances that the Outside Service Agreement would not induce growth or result in the premature conversion of agricultural or open space lands to an urban use.

Requests shall include a check in the amount prescribed under the Commission's adopted fee schedule along with a copy of the proposed Outside Service Agreement. The application shall be signed by an authorized representative of the city, town, or special district.

## **VII. REVIEW OF REQUEST**

The Executive Officer shall review and determine within 30 days of receipt whether the request to authorize an Outside Service Agreement is complete. If a request is deemed incomplete, the Executive Officer shall immediately notify the applicant and identify the information needed to accept the request for filing.

## **VIII. CONSIDERATION OF REQUEST**

Once a request is deemed complete, the Executive Officer will prepare a written report with a recommendation.

In the case of a request involving an existing or impending public health or safety emergency, the Executive Officer will consult with the Chair regarding the request. If the Chair agrees that the request should be granted, then the Executive Officer may approve the request. The Commission shall ratify the approval at the next scheduled meeting. If the Chair does not agree, then the request will be presented at the Commission's next meeting.

For requests not involving an existing or impending public health or safety threat, the Executive Officer will present his or her report and recommendation at a public hearing for Commission consideration. The public hearing will be scheduled for the next meeting of the Commission for which adequate notice can be given but no later than 90 days from the date the request is deemed complete.

The Commission may approve, approve with conditions, or deny the request for an Outside Service Agreement. The Commission's determination and any required findings will be set out in a resolution that specifies the property or area to be served, the services to be provided, and the authority of the agency to provide its services outside its boundaries.

If the request is approved, the Commission's approval shall expire within one year from approval unless a contract has been executed and the construction of any needed infrastructure improvements has commenced. A one-time extension may be requested by the applicant for a period of time that is necessary to complete the Commission's conditions. Time extension requests shall include a check in the amount prescribed under the Commission's adopted fee schedule.



**D. Service Information**

- 1) Describe how the agency would provide the proposed new or extended service to the subject territory. Please identify any necessary infrastructure or facility improvements and associated funding requirements necessary to provide service to the subject territory.

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- 2) If the proposed new or extended service involves water or sewer, identify the anticipated demand in terms of use (i.e., gallons) associated with serving the subject territory.

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- 3) Does the agency have sufficient capacities to provide the proposed new or extended service to the subject territory without adversely effecting existing service levels?

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- 4) What services, if any, are currently provided to the subject territory?

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**E. Additional Information**

- 1) Identify the subject territory’s land use designation and zoning standard along with the minimum parcel density requirements.

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- 2) Are there any proposed or approved, but not yet built, development projects involving the subject territory?

Yes  No

If yes, describe the proposed projects or the approved permits/land use entitlements.

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- 3) The Commission’s action regarding this request by the agency to provide new or extended services outside its jurisdictional boundary is subject to the requirements of the California Environmental Quality Act (CEQA). Has the agency conducted any CEQA reviews for any projects associated with this application?

Yes  No

If yes, please provide copies of the environmental documentation, including the Notice of Exemption or Notice of Determination as well as proof of payment of applicable California Department of Fish & Game fees.

- 4) Is the subject territory located within the agency’s sphere of influence?

Yes  No

If no, please identify whether there is an existing or impending threat to public health and safety or to the residents in support of the application.

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