



Public Works & Engineering Department
201 West Sierra Avenue
Cotati, CA 94931
Ph: 707-665-3638
Fax: 707-792-4604
www.ci.cotati.ca.us

CFD 2017-01 (PUBLIC SERVICES) APPLICATION

In order to Annex territory into Community Facilities District No. 2017-01 (Public Services), the following steps and information must be provided. Adopted Resolution 2017-60.

PLEASE SUBMIT THE FOLLOWING INFORMATION LISTED BELOW:

- Cover Letter
- CFD 2017-01 Annexation Application
- CFD 2017-01 Signed Petition / Waiver Form
- Approved Tract Map or Parcel Map for Project
- Conditions of Approval for the Project
- Legal Description
- Title Report prepared within three months of the submittal date
- Check Payable to the City of Cotati; For the fee requirement amount, please contact the Engineering Department
Phone: (707) 665-3638

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

If you have any questions, please contact our CFD Consultant, David Tausig & Associates at (415) 962-1480.

Thank you,
City of Cotati
Engineering Department

Mr. Craig A. Scott
Public Works Director/City Engineer
City of Cotati
201 West Sierra Avenue
Cotati, CA 94931

RE: Community Facilities District No. 2017-01 (Public Services) Annexation Tract No. / Project
Number _____
Parcel Number (APN) _____

Dear Mr. Scott,

We are submitting the attached Application Form and supporting materials in connection with our request to annex territory into Community Facilities District No. 2017-01 (Public Services). This would provide the following services including but not limited to: all necessary service, operations, administration and maintenance to provide police protection services, maintenance and lighting of parks, park streets, roads and open space, and flood and storm protection services in the area surrounding the subject project.

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

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

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

Sincerely,

John Doe

John Doe Project
Manager



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**CFD 2017-01
 (PUBLIC SERVICES)
 APPLICATION**

Proposed Name of Project: _____

City Use Only	
Date Received: _____	Amount: _____
Proposed Annexation Number: _____	

Minimum fee of \$2,500 must be provided for the City to begin processing the application. An additional deposit may be required.

1. IDENTIFICATION OF SUBJECT PROPERTY

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

A. APN(s) and/or Master Parcel Number (Include all Assessor Parcel Numbers to be included in the Special District
 Attach Backup (if needed) **in their entirety (XXX-XXX-XXX-X).**

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

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

D. Mapping Status Approved Tentative

E. Environmental Permits Required Yes No

F. Status of Permits Application in Process

G. Conditions of Approval Required Yes No

By Whom _____

H. Status of Conditions In Process Completed

2. PROPERTY OWNER INFORMATION (Attach Grant Deed)

A. Landowner Name(s)

Attach Backup (if needed)

B. Contact Name

C. Title

D. Mailing Information

E. Phone

F. E-Mail

3. CONSULTANT/APPLICANT INFORMATION

A. Company Name

B. Contact Name

C. Title

D. Mailing Information

E. Phone

F. E-Mail

4. ENGINEERING INFORMATION

A. Company Name

B. Contact Name

C. Title

D. Mailing Information

E. Phone

F. E-Mail

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

A. Number of Single Family Dwelling Units

B. Number of Multiple Family Dwelling Units

6. COMPOSITION OF DEVELOPABLE ACREAGE

Attach Additional Backup (if needed)

	Acreage	Commence Occupancy (Quarter & Year)
Residential	_____	_____
Commercial-Retail	_____	_____
Business Park	_____	_____
School Site	_____	_____

PROPOSED RESIDENTIAL PRODUCT MIX

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

Occupancies (See Table Below)

Quarter & Year	Plan 1	Plan 2	Plan 3	Plan 4

Questions? Contact our Special Tax Consultant, David Taussig & Associates at 415-962-1480. Thank you.

*** Attach backup as needed**

PETITION TO THE CITY COUNCIL OF THE CITY OF COTATI REQUESTING ANNEXING TERRITORY INTO COMMUNITY FACILITIES DISTRICT NO. 2017-01 (PUBLIC SERVICES) OF PROPERTY WITHIN THE CITY OF COTATI AND A WAIVER WITH RESPECTS TO CERTAIN PROCEDURAL MATTERS UNDER THE MELLO-ROOS COMMUNITY FACILITIES ACT OF 1982 AND CONSENTING TO THE LEVY OF SPECIAL TAXES THEREON TO PAY THE COSTS OF SERVICES TO BE PROVIDED BY THE COMMUNITY FACILITIES DISTRICT

1. The undersigned requests that the City Council of the City of Cotati, initiate and conduct proceedings pursuant to the Mello-Roos Community Facilities Act of 1982 (the "Act") (Government Code Section 53311 et seq.), for the annexation of territory to Community Facilities District No. 2017-01 (Public Services) of the property described below and consents to the annual levy of special taxes on such property to pay the costs of services to be provided by the Community Facilities District.

2. The undersigned requests that the community facilities district provide any services that are permitted under the Act including, but not limited to, all necessary service, operations, administration and maintenance to provide police protection services, maintenance and lighting of parks, park streets, roads and open space, and flood and storm protection services.

3. The undersigned hereby certifies that as of the date indicated opposite its signature, it is the owner of all the property within the area to be annexed to Community Facilities District 2017-01 described in Exhibit A hereto.

4. The undersigned requests that a special election be held under the Act to authorize the special taxes for the proposed annexation into Community Facilities District No. 2017-01. The undersigned waives any requirement for the mailing of the ballot for the special election and expressly agrees that said election may be conducted by mailed or hand-delivered ballot to be returned as quickly as possible to the designated election official, being the office of the City Clerk and the undersigned request that the results of said election be canvassed and reported to the City Council at the same meeting of the City Council as the meeting on annexing territory into Community Facilities District No. 2017-01 or at the next available meeting.

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

6. The undersigned hereby consents to and expressly waives any and all claims based on any irregularity, error, mistake or departure from the provisions of the Act or other laws of the State and any and all laws and requirements incorporated therein, and no step or action in any proceeding relative to annexing territory into Community Facilities District No. 2017-01 of the portion of the incorporated area of the City of Cotati or the special election therein shall be invalidated or affected by any such irregularity, error mistake or departure.

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

[NAME OF LANDOWNER]

By: _____
Name:
Title:

OWNER'S PROPERTY:

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

OWNER'S MAILING ADDRESS:

FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF COTATI THIS ____ DAY OF _____, 20__.

INSERT EXHIBIT A: BOUNDARY DESCRIPTION FOR AREA PROPOSED TO BE ANNEXED
INTO CFD 2017-01

INSERT EXHIBIT B: TRACT/PARCEL/SUBDIVISION MAP