

## CFD 2016-1 (Public Services) Annexation Application



**CITY OF CORONA**  
400 South Vicentia Avenue  
Corona, CA 92882  
(951) 736-2400  
[www.discovercorona.com](http://www.discovercorona.com)

**In order to Annex territory into Community Facilities District No. 2016-1 (Public Services), the following steps and information must be provided.**

### PLEASE SUBMIT THE FOLLOWING INFORMATION LISTED BELOW:

- Cover Letter
- CFD 2016-1 Annexation Application
- CFD 2016-1 Signed Petition / Waiver Form (Notarized)
- 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 Corona;  
For the fee requirement amount, please contact Administrative Services Department, Finance Division  
Email: [Finance@CoronaCA.gov](mailto:Finance@CoronaCA.gov)  
Phone: (951) 279-3500  
Website: <https://www.coronaca.gov/government/departments-divisions/finance-division/property-tax-information/special-district-annexations>
- Include a CD or digital copy of the application

In order to process your application, please submit by mail the notarized petition accompanied with a check payable to the City of Corona. The remainder of the application documents can be submitted via email submission or in a CD. Failure to complete these steps will result in a determination of incomplete application and will delay the processing of your application.

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

Thank you,  
City of Corona  
Administrative Services Department

Ms. Jennifer Schaefer  
Finance Manager  
City of Corona  
400 S. Vicentia Avenue  
Corona, CA 92882

RE: Community Facilities District No. 2016-1 (Public Services) Annexation  
Tract No. / Project No. \_\_\_\_\_  
Assessor's Parcel Number (APN) \_\_\_\_\_

Dear Ms. Schaefer,

We are submitting the attached Application Form and supporting materials in connection with our request to annex territory into Community Facilities District No. 2016-1 (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, including but not limited to criminal justice services, fire protection and suppression services in the area surrounding the subject project.

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

- Annexation Application
- Signed Petition / Waiver Form (Notarized)
- 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 Corona

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

Sincerely,

*John Doe*

John Doe  
Project Manager

# ANNEXATION APPLICATION



Proposed Name of Project: \_\_\_\_\_

**SPICER CONSULTING GROUP USE ONLY**

Date Received: \_\_\_\_\_ Amount: \_\_\_\_\_

Proposed Special District Number: \_\_\_\_\_

## FEE REQUIREMENT

*For the fee requirement amount please contact Administrative Services Department, Finance Department  
 Email: [Finance@CoronaCA.gov](mailto:Finance@CoronaCA.gov),  
 Phone: (951) 279-3500  
 Website: <https://www.coronaca.gov/government/departments-divisions/finance-division/property-tax-information/special-district-annexations>*

### 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                  | <input type="checkbox"/> Approved               | <input type="checkbox"/> Tentative |
| E. Environmental Permits Required  | <input type="checkbox"/> Yes                    | <input type="checkbox"/> No        |
| F. Status of Permits               | <input type="checkbox"/> Application in Process |                                    |
| G. Conditions of Approval Required | <input type="checkbox"/> Yes                    | <input type="checkbox"/> No        |

By Whom \_\_\_\_\_

H. Status of Conditions  In Process  Completed

**2. PROPERTY OWNER INFORMATION (Attach Grant Deed)**

- A. Landowner Name(s)  
Attach Backup (if needed) \_\_\_\_\_
- B. Contact Name \_\_\_\_\_
- C. Title \_\_\_\_\_
- D. Mailing Information \_\_\_\_\_
- E. Phone \_\_\_\_\_
- F. Fax \_\_\_\_\_
- G. E-Mail \_\_\_\_\_

**3. CONSULTANT/APPLICANT INFORMATION**

- A. Company Name \_\_\_\_\_
- B. Contact Name \_\_\_\_\_
- C. Title \_\_\_\_\_
- D. Mailing Information \_\_\_\_\_
- E. Phone \_\_\_\_\_
- F. Fax \_\_\_\_\_
- G. E-Mail \_\_\_\_\_

**4. ENGINEERING INFORMATION**

- A. Company Name \_\_\_\_\_
- B. Contact Name \_\_\_\_\_
- C. Title \_\_\_\_\_
- D. Mailing Information \_\_\_\_\_
- E. Phone \_\_\_\_\_
- F. Fax \_\_\_\_\_
- G. E-Mail \_\_\_\_\_

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

- A. Number of Taxable Units \_\_\_\_\_
- B. Proposed Product Mix See below
- C. Base Sale Price Information See below
- D. Number of Taxable Acres  
Attach Backup \_\_\_\_\_
- E. Number of Exempt Acres  
Attach Backup \_\_\_\_\_
- F. Desired Tax Rate Burden \_\_\_\_\_ %
- G. Anticipated Absorption \_\_\_\_\_ *per month*

**6. COMPOSITION OF DEVELOPABLE ACREAGE**

Attach Additional Backup (if needed)

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

**PROPOSED RESIDENTIAL PRODUCT MIX**

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

Occupancies (See Table Below)

Quarter & Year	Plan 1	Plan 2	Plan 3	Plan 4

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

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\* Attach backup as needed

**PETITION TO THE CITY COUNCIL OF THE CITY OF CORONA REQUESTING ANNEXING TERRITORY INTO COMMUNITY FACILITIES DISTRICT NO. 2016-1 (PUBLIC SERVICES) OF PROPERTY WITHIN THE CITY OF CORONA 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 Corona, 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. 2016-1 (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, including but not limited to criminal justice services, fire protection and suppression services in the area surrounding the subject project.

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

4. The undersigned requests that a special election be held under the Act to authorize the special taxes for the proposed annexation into Community Facilities District No. 2016-1. 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. 2016-1 or at the next available meeting.

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

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. 2016-1 of the portion of the incorporated area of the City of Corona or the special election therein shall be invalidated or affected by any such irregularity, error mistake or departure.

IN WITNESS WHEREOF, I hereunto set my hand this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

[NAME OF LANDOWNER]

By: \_\_\_\_\_

Name:

Title:

OWNER'S PROPERTY:

TRACT MAP OR PARCEL MAP NO.  
or PROJECT NO. \_\_\_\_\_

OWNER'S MAILING ADDRESS:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY COUNCIL OF THE CITY OF CORONA THIS  
\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
City Clerk of the City Council of the  
City of Corona

INSERT EXHIBIT A: BOUNDARY DESCRIPTION



INSERT EXHIBIT B: TRACT/PARCEL/SUBDIVISION MAP