

*This is a sample Resolution of Application intended to assist cities and special districts that wish to apply to LAFCo for jurisdictional boundary changes. It is based on [Government Code Section 56700](#), which lists the requirements for the contents of a Resolution of Application. This sample is a starting point, and will likely need to be customized by the applicant to accurately describe the features of a proposal. LAFCo encourages the applicant to submit a draft Resolution of Application to LAFCo for review prior to consideration by the City Council or District Board of Directors.*

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**SAMPLE RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF APPLICATION BY THE CITY COUNCIL OF CITY OF X/BOARD OF DIRECTORS OF DISTRICT X (DISTRICT) REQUESTING THAT THE VENTURA LOCAL AGENCY FORMATION COMMISSION INITIATE PROCEEDINGS FOR A CHANGE OF ORGANIZATION/REORGANIZATION TO CITY OF X/DISTRICT X**

**WHEREAS**, the City Council of City of X (City)/Board of Directors of District X (District) proposes, and requests that the Ventura Local Agency Formation Commission (LAFCo) initiate proceedings pursuant to Part 3 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, California Government Code Section 56650 et seq., to [insert request, i.e., “annex a parcel known as Assessor's Parcel Number xxx-x-xxx-xxx to the City/District, as shown on Exhibit A, attached hereto and incorporated herein by reference” or “modify the jurisdictional boundaries of a parcel known as Assessor's Parcel Number xxx-x-xxx-xxx, as shown on Exhibit A attached hereto and incorporated herein by reference, as follows: list annexations and detachments”];

**WHEREAS**, the proposal area consists of a total area of [x acres/square feet], the location and boundaries of which are depicted in Exhibit A;

**WHEREAS**, the reason for the proposal is: [insert purpose of proposal including a description of municipal services];

**WHEREAS**, the proposal is consistent with the sphere(s) of influence of the City, District, and all affected districts, and will allow the City/District to provide [e.g., water, sewer, municipal] service(s) to the proposal area; and

**WHEREAS**, the proposal is subject to the following terms and conditions: [include if applicable].

**NOW, THEREFORE**, the City Council/Board of Directors of the District hereby proposes and requests that LAFCo initiate proceedings pursuant to Part 3 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, California Government Code Section 56650 et seq.

Upon motion of \_\_\_\_\_, seconded by \_\_\_\_\_, and duly carried, the City Council/Board of Directors of the District hereby approves and adopts this resolution on this x day of [month and year].

Exhibit A: Proposal Area