



# CITY OF VISTA

## **Annexation Request Submittal Requirements**

### Submittal Requirements:

1. Completed application
2. Authorization letter allowing applicant to submit application on behalf of owners (must be notarized)
3. Letter explaining the applicant's request
4. Map showing area to be annexed
5. North arrow
6. Legal description—metes and bounds description of the perimeter of the property proposed for annexation
7. Assessor's parcel number(s)
8. Existing zoning
9. Existing General Plan designation
10. Existing Specific Plan designation (if applicable)
11. Vicinity map
12. Two copies of current title policy (dated six months or less from date of submittal)
13. Location map
14. Payment of filing fee(s) in accordance with current fee schedule (\$3,500 for running financial model, \$6,958 fee—see attached City Council Policy 300-10 Annexation)



# CITY OF VISTA

## Annexation Application

1. What is the area (in acres or square feet) of the property proposed for annexation? \_\_\_\_\_
2. Is the area within a County community planning area? If so, which one. \_\_\_\_\_
3. What is the existing County General Plan designation for the property? \_\_\_\_\_
4. What is the existing County zoning for the property? \_\_\_\_\_
5. Does any portion of the property proposed for annexation include any of the following?
  - a. Open space easement \_\_\_\_\_
  - b. Airport noise contour \_\_\_\_\_
  - c. Slopes greater than 25 percent \_\_\_\_\_
  - d. Mature trees \_\_\_\_\_
  - e. River or creek \_\_\_\_\_
  - f. 100 year floodplain \_\_\_\_\_
  - g. Archeological/Historical features \_\_\_\_\_
  - h. Other unusual features, please specify \_\_\_\_\_
6. How is the area proposed for annexation currently used? Please be specific regarding structures, improvements, etc.? \_\_\_\_\_  
\_\_\_\_\_
7. Indicate the services that are currently provided to the property and the agency that provides the services. \_\_\_\_\_  
\_\_\_\_\_
8. Is sewer service currently provided? \_\_\_\_\_
9. What agency provides sewer service? \_\_\_\_\_
10. Will sewer service be required upon completion of the annexation and development? \_\_\_\_\_
11. What is the distance to the connection to an existing sewer system? \_\_\_\_\_
12. Is water service currently provided? \_\_\_\_\_
13. Will water service be required upon completion of the annexation and development? \_\_\_\_\_
14. Is the water service provider prepared to provide service upon annexation? \_\_\_\_\_
15. Is the property located within the Vista Fire Protection District? \_\_\_\_\_

16. What jurisdiction provides fire and police services? \_\_\_\_\_
17. Is this annexation proposed in order to carry out a development project? If so, please describe the development proposal. \_\_\_\_\_  
\_\_\_\_\_
18. Please describe all discretionary approvals required to complete this project. \_\_\_\_\_  
\_\_\_\_\_
19. Specify any improvements which will be required to serve the anticipated development and provide a detailed description of how services are to be extended to the property.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
20. For developed property in the proposed annexation area, provide the following land use information: numbers of existing single family and multi family residential dwelling units, by square footage or product type, assessed valuations (sales prices of homes or value per square foot of non-residential buildings), gross and net acres, commercial/industrial square footages or floor area ratios, and sales revenue information. Please complete Table 1.
21. Projected or known development schedule and proposed uses on all undeveloped property proposed to annexed. Please complete Table 1.
22. Specify proposed public improvements by type and location in the areas proposed to be annexed, including road land miles, storm drain/flood control infrastructure lineal footage, number of street lights/traffic intersections, main parkway and median square footage, park acres (local and regional), landscaped areas, natural open space , recreational activity areas, etc. Please complete Table 2.

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I/We am (are) the owner(s) of the property described above. I/We realize that this application will be evaluated based on the data I/we are submitting.

Applicant Signature \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Date: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

Applicant Signature \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Date: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_



# CITY OF VISTA

## Annexation Application

### Table 1

Land Use Type	Gross Acres	Net Acres	Total Building Square Footage/ Dwelling Units	Dwelling Units/ Square Footage Developed per Year	Assessed Value (Sales Price) per Home/Square Foot	Estimated Sales per Square Foot of Commercial (or Type of Commercial)



## CITY OF VISTA Annexation Application

### Table 2

Facility Type	Street Name	Total Facilities	Public	Private
Road Miles				
4 Lane Road				
2 Lane Road				
2 Lane Road (Private)				
Street Lights				
Storm Drains				
Traffic Signals				
Median/Parkways				
Landscaped Slopes				
Park Acres				
Natural Open Space				
Other				