

STEPS FOR ANNEXATION INTO THE CITY OF VICTORVILLE
STREET LIGHTING ASSESSMENT DISTRICT

To Whom It May Concern:

The City has received your proposed final map for plan check. A condition of the tentative map for this tract was to form or annex this property into a Street Lighting Assessment District (SLAD).

In order for you to comply with the SLAD requirements, your property needs to either form such a district or be annexed into an existing SLAD district, which provides maintenance for street lighting throughout the City, or provide perpetual maintenance by some other means. This requirement must be met before your final map can be recorded.

Annexation into the district includes the following steps:

1. The developer provides to the City:
 - a. A signed and notarized petition requesting annexation into the district (Exhibit "A");
 - b. The legal description for the tract (Exhibit "B");
 - c. An 8 1/2" x 11" vicinity map (Exhibit "C");
 - d. An 8 1/2" x 11" tract map showing lot numbers (Exhibit "D");
2. Four resolutions (Initiation, Engineer's Report, Annexation, and Confirmation) are prepared for the proposed annexation and are submitted to the City Council, along with the exhibits listed in Item #1, and the annual maintenance cost estimate. The developer is notified by this division of the scheduled date for the reading/approval of the resolutions.
3. The City Council approves the first resolution proposing the area be initiated into the SLAD.
4. The developer is notified of the approval of the first resolution and the scheduled date of the second and third resolutions; approving the Engineer's Report and the intention to annex the District.
5. The developer is notified of the approval of second and third resolutions and the scheduled date of the public hearing for the pending approval of the third resolution that confirms the annexation of the area into the District.
6. Following the Public Hearing, the developer is notified of the City Council's action.
7. The developer pays the estimated cost of maintenance for the first year prior to recordation of the tract.

8. The developer's engineer submits, on mylar, a boundary map and assessment diagram of the tract, along with certain information prescribed by state law, to the Engineering Department for signature. For information on the format, contact the Engineering Department.
9. The City Clerk generates and signs a notice of assessment.
10. The notice of assessment, a boundary map, an assessment district diagram, and the final map are recorded concurrently at the County Assessor's office by the City.

Since the petition is the first step in this process, please request the petition from this office as soon as possible - at least two months from recordation. The entire process generally takes six to nine weeks.

EXHIBIT "A"

PETITION

A PETITION TO THE CITY COUNCIL OF THE CITY OF VICTORVILLE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, IS PETITIONING SAID COUNCIL TO INITIATE PROCEEDINGS FOR ANNEXATION TO THE "VICTORVILLE CITYWIDE STREET LIGHTING ASSESSMENT DISTRICT", AN ASSESSMENT DISTRICT ESTABLISHED PURSUANT TO THE "LANDSCAPING AND LIGHTING ACT OF 1972" AS SET FORTH IN PART 2 OF DIVISION 15 (SECTIONS 225500 ET SEQ.) OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA.

WITNESSETH

- A. **WHEREAS**, the petitioner **XXXXXX**, a California, **XXXXXXXXXXXXXXXXXXXXXX**, whose address is **XX**, is the sole owner of that certain real property located in the City of Victorville, county of San Bernardino, State of California, more particularly described as follows:

Tentative Tract No. **XXXXXX**

See Exhibit "B", attached hereto and made a part thereof, hereinafter referred to as the "Property"; and

- B. **WHEREAS**, the Developer is developing a portion of the property as (hereinafter referred to as the "Project"); and
- C. **WHEREAS**, pursuant to the "Landscaping and Lighting Act of 1972" as set forth in Part 2 of Division 15 (Sections 22560 et seq.) of the Streets and Highways Code of the State of California, the City may annex territory to an assessment district to provide for the continued maintenance, operations and servicing of Street Lighting, and for the payment of the costs and expenses incurred for such maintenance, operation and servicing; and
- D. **WHEREAS**, the Developer is the owner of all the real property to be benefited by the Improvement Areas, and the maintenance, operation and servicing thereof.

NOW, THEREFORE, in furtherance of the foregoing recitals, the Developer does hereby petition the City as follows:

1. In order to assure the continued maintenance, operation and servicing of the Street Lighting, and the payment of the costs and expenses incurred for such maintenance, operation and servicing, the Developer hereby requests that the City establish Victorville Citywide Street Lighting Assessment District (hereinafter referred to as the "District") pursuant to the "Landscaping and Lighting Act of 1972", as set forth in Part 2 of Division 15 (Sections 22500 et seq.) of the Streets and Highways Code of the State of California, in accordance with this Petition.

