

# CFD 2016-3 (Maintenance Services) Annexation Application



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

**In order to Annex territory into Community Facilities District No. 2016-3 (Maintenance Services), the following steps and information must be provided.**

**PLEASE SUBMIT THE FOLLOWING INFORMATION LISTED BELOW:**

- Cover Letter
- CFD 2016-3 Annexation Application
- Development Quantities Form
- Signed Petition / Waiver Form (Notarized)
- Acknowledgement Form
- Approved Tract Map or Parcel Map for Project
- Conditions of Approval for the Project
- Legal Description
- Maintenance Exhibit identifying CFD and HOA Maintained Areas
- Title Report prepared within three months of the submittal date
- Check Payable to the City of Corona;  
For the fee requirement amount, please contact Planning and Development Department - Land Development Division  
Email: [DSCounter@CoronaCA.gov](mailto:DSCounter@CoronaCA.gov)  
Phone: (951) 736-2259  
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  
Planning and Development Department - Land Development Division

Mr. Chris Horn  
Senior Engineer  
City of Corona  
400 S. Vicentia Avenue  
Corona, CA 92882

RE: Community Facilities District No. 2016-3 (Maintenance Services) Annexation  
Tract No. / Project No. \_\_\_\_\_  
Assessor's Parcel Number (APN) \_\_\_\_\_

Dear Mr. Horn,

We are submitting the attached Application Form and supporting materials in connection with our request to annex territory into Community Facilities District No. 2016-3 (Maintenance Services). This would provide the following services including but not limited to: maintenance of landscape and lighting of parks, parkways, streets, roads and open spaces, maintenance and operation of storm drainage facilities, and other public or private services permitted in the area surrounding the subject project.

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

- Annexation Application
- Development Quantities Form
- Signed Petition / Waiver Form (Notarized)
- Acknowledgement Form
- Approved Tract Map or Parcel Map for Project
- Conditions of Approval for the Project
- Legal Description
- Maintenance Exhibit identifying CFD and HOA Maintained Areas
- 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 Maintenance 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  
Planning and Development Department - Land Development Division  
Email: [DSCounter@CoronaCA.gov](mailto:DSCounter@CoronaCA.gov)  
Phone: (951) 736-2259*

*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  
Attach Backup (if needed)

Include all Assessor Parcel Numbers to be included in the Special District  
**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. 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



**CFD 2016-3 Maintenance Services (Annexation)**  
**Development Quantity Worksheet**

Applicant	Development Name	Tract No.	Residential/Commercial	Date
	Gross Acres	Net Acres	No. Residential Units	Annex No.

Landscaping	Measure	Quantity	Description	(CFD/HOA)
Street Frontage	SF			
Medians	SF			
Open Space - Streetscape	SF			
Open Space - Fuel Mod (Non-Irrigated)	SF			
Slopes	SF			
Block Walls	SF			
Vinyl Fencing	SF			
Trees	Unit			
Other Not Listed (Please Specify)				

Streets & Pavement	Measure	Quantity	Description	(CFD/HOA)
Street - Interior	LF			
Street - Perimeter	LF			
Pavement Total Area	SF			
Other Not Listed (Please Specify)				

Streetlights <i>(i.e. 8,000 Lumen (LPSV))</i>	Measure	Quantity	Description	(CFD/HOA)
	EA			
	EA			
	EA			
Other Not Listed (Please Specify)				

Traffic Signals	Measure	Quantity	Description	(CFD/HOA)
Traffic Signal	EA			
Other Not Listed (Please Specify)				

Drainage Quantities	Measure	Quantity	Count	Description	(CFD/HOA)
Detention/Debris Basin (SF and Count)	SF				
Curb Inlet Catch Basin	EA				
Fossil Filter	EA				
Storm Drain Pipe	LF				
Other Not Listed (Please Specify)					

**Drainage - Best Management Practice (BMP) Plan Description**

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Parks	Measure	Quantity	Count	Description	(CFD/HOA)
Neighborhood Park	Acre				
Community Park	Acre				
Other Not Listed (Please Specify)					

Trails	Measure	Quantity	Description	(CFD/HOA)
DG	SF			
Concrete	SF			
Dirt	SF			
Other Not Listed (Please Specify)				

**PETITION TO THE CITY COUNCIL OF THE CITY OF CORONA REQUESTING ANNEXING TERRITORY INTO COMMUNITY FACILITIES DISTRICT NO. 2016-3 (MAINTENANCE 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 (the "City"), initiate and conduct proceedings pursuant to the Mello-Roos Community Facilities Act of 1982 (the "Act") (Government Code Section 53311 et seq.), to annex territory into Community Facilities District No. 2016-3 (Maintenance Services) (the "District") 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 required to keep the landscape lighting, street lighting, flood control facilities, ground cover, shrubs, plants and trees, irrigation systems, graffiti removal, sidewalks and masonry walls, fencing entry monuments, tot lot equipment and associated appurtenant facilities within the district in a healthy, vigorous and satisfactory working condition.

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. 2016-3. 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 public hearing on annexing territory into Community Facilities District No. 2016-3 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. The undersigned expressly waives the word limit requirement for the ballots pursuant to Sections 13247 and 9051 of the Elections Code.

6. The undersigned hereby acknowledges and agrees that the measure submitted in connection with the special election referred to herein, as set forth in the ballot provided to the undersigned, asked voters whether or not the District should be authorized to levy a special tax in order to finance services

(the "Services"), as specified in the Resolution No. 2016-112, adopted by the City Council of the City on December 7, 2016 (the "Resolution of Formation"). The Resolution of Formation described the Services to be financed by the District. The Rate and Method of Apportionment of the Special Tax for the District (the "Rate and Method") is included in the ballot materials provided to the undersigned for the election (the "Ballot"). The Rate and Method contains detailed provisions specifying (i) the type of the Special Tax and the amount or rate of the Special Tax to be levied on each parcel of property in the District, (ii) the duration of the Special Tax (the fiscal year after which the Special Tax will no longer be levied), and (iii) the use of the revenue derived from the Special Tax to pay for the Services. The undersigned, having received and reviewed the Rate and Method and the Ballot will be, at the time it votes on the measure submitted to voters in the Ballot, in possession the type and amount or rate of the Special Tax, the duration of the Special Tax and the use of the revenue derived from the Special Tax, is fully informed with respect thereto and has a thorough understanding thereof.

7. 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. 2016-3 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: LEGAL DESCRIPTION

INSERT EXHIBIT B: TRACT/PARCEL/SUBDIVISION MAP

Acknowledgment Regarding Property to be Included into Community Facilities District No. 2016-3 (Maintenance Services)

The developer/property owner of (Tract No. / Assessor's Parcel No.) \_\_\_\_\_ hereby acknowledges that:

If the landscaping, drainage, lighting and eligible public improvements within the Community Facilities District No. 2016-3 (Maintenance Services) the maintenance areas of (**Assessor's Parcel Nos.**) \_\_\_\_\_, which is to be included in the Community Facilities District No. 2016-3 (Maintenance Services) of the City of Corona, are completed prior to the levy and collection of special taxes upon property within said tract for the maintenance of such landscape and improvements, the developer/property owner will continue to be responsible for and will maintain the landscaping, drainage, lighting, and eligible public improvements within such maintenance areas at its sole expense, and the City will not assume responsibility for the maintenance of such landscaping, drainage, lighting and eligible public improvements until such time as the City is able to collect such special taxes to pay the costs of the maintenance of such landscaping, drainage, lighting, and eligible public improvements.

DATED:

\_\_\_\_\_

OWNER(S):

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

SEE EXHIBIT NO. 2



SEE EXHIBIT NO. 3

P.R.V. LOCATION

P.R.V. LOCATION



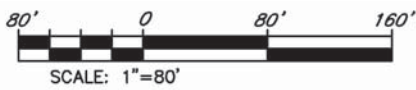
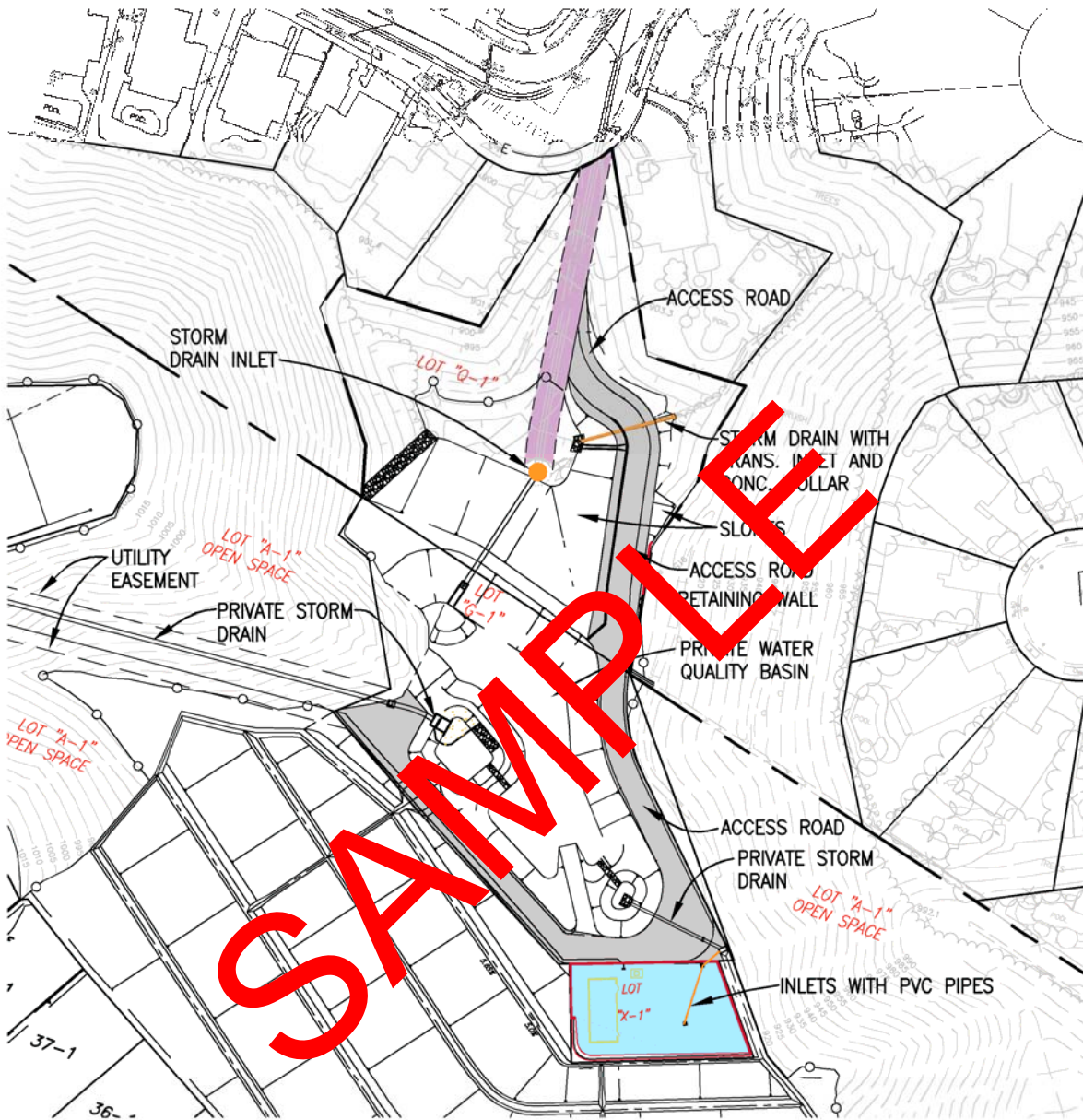
**PUBLIC IMPROVEMENTS:**

— PRESSURE REDUCING VALVE (P.R.V)  
 MAINTAINED BY CITY OF CORONA



PROACTIVE ENGINEERING  
 CONSULTANTS WEST, INC.  
 500 EFFINGWOOD ST., SUITE 200  
 HUNTER CA 92562  
 951-200-6840

SIERRA BELLA  
 TRACT NO. 36541  
 CFD MAINTENANCE  
 SITE PLAN EXHIBIT NO. 1



**PUBLIC IMPROVEMENTS:**

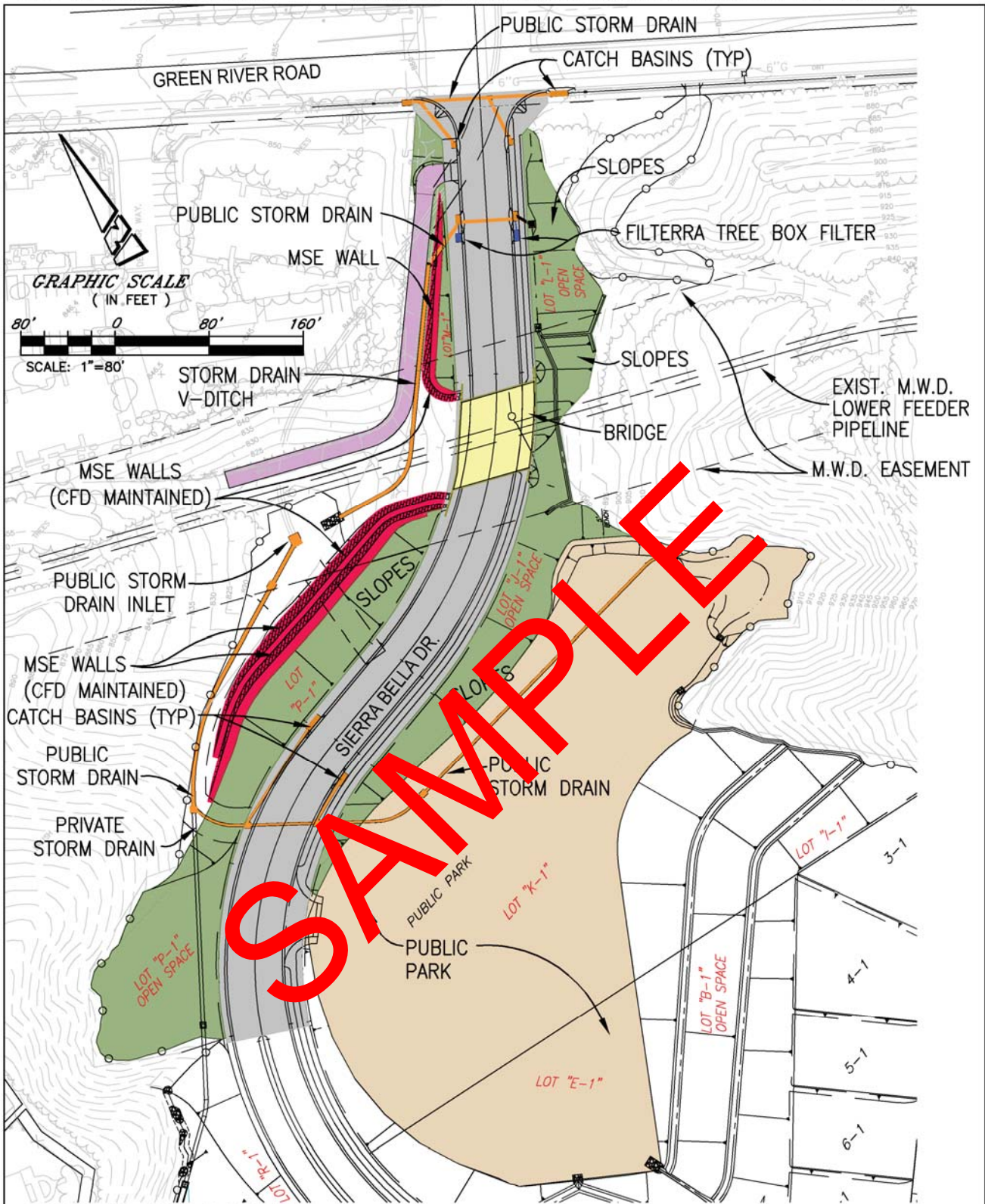
STORM DRAIN		BOOSTER PUMP STATION	
MSE WALL/RETAINING WALL/WROUGHT IRON FENCE		EXISTING ACCESS ROAD & S.D. EASEMENT	
ACCESS RD & UTILITY EASEMENT			

SIERRA BELLA  
TRACT NO. 36541  
CFD MAINTENANCE  
SITE PLAN EXHIBIT NO. 2




PROACTIVE ENGINEERING  
CONSULTANTS WEST, INC.  
25109 JEFFERSON AVE. SUITE 200  
MURRIETA, CA 92562  
951-200-6810





**PUBLIC IMPROVEMENTS:**

PUBLIC PARK		FILTERRA TREE FILTERS		CATCH BASIN		ACCESS ROAD	
STORM DRAIN		SLOPE & LANDSCAPE MAINTENANCE		PUBLIC STREET		BRIDGE	
MSE WALL & APPURTENANCE							

<p><b>SIERRA BELLA</b>  <b>TRACT NO. 36541</b>  <b>CFD MAINTENANCE</b>  <b>SITE PLAN EXHIBIT NO. 3</b></p>	 <p>PROACTIVE ENGINEERING          CONSULTANTS WEST, INC.          25109 JEFFERSON AVE. SUITE 200          MURRIETA, CA 92562          951-200-6840</p>
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