TO: Local Agency Formation Commission
FROM: Stephen Lucas, Executive Officer
SUBJECT: LAFCo File 19-03 – City of Chico – Extension of Services – 16 Mayfair Drive
DATE: December 26, 2018, for the meeting of January 3, 2019

Summary
The City of Chico is requesting approval to extend sanitary sewer services to a single unincorporated parcel that is developed with a single residential unit use (Exhibit A). The parcel is not contiguous to City of Chico jurisdictional boundaries and annexation is not feasible due to the lack of contiguity.

Staff recommends that the Commission approve the extension of services request. Draft Resolution 06 2018/19 (Exhibit B) contains recommended conditions of approval.

General Information
Application Submitted: October 4, 2018
Application Deemed Complete: October 8, 2018
100% Landowner Consent: Yes
Notice and Hearing Required: No
Proponent: City of Chico
Landowners: Michael and Elnora Graebner
Location: The subject parcel is located south of Morseman Avenue, west of E Lassen Avenue, north of Godman Avenue and east of San Gabriel Drive in the unincorporated Chico area. The subject parcel is identified as Assessor’s Parcel Number 007-200-070 (16 Mayfair Drive), Chico, CA. The territory is located in Supervisorial District 3.
Proposal: Extension of City of Chico sanitary sewer service to a single parcel.
Requested Action: Adopt Resolution 06 2018/19 (Exhibit B) approving the extension of City of Chico sanitary sewer services.
DISCUSSION AND ANALYSIS

Background

The subject parcel, which is approximately 15,245 square foot (0.35 acres) in size, is developed with a 3-bedroom, 2-bath, 1,831 square foot single-family residential dwelling built in 1971. Domestic water supply for the dwelling is provided by an on-site well. The parcel fronts on Mayfair Drive, which is a public county maintained road that is partially improved in some short sections with curbs, gutters, and sidewalks. Land uses on the surrounding parcels are single-family dwellings. A City of Chico sewer line is located within Mayfair Drive. As shown on Exhibit A, there are multiple unincorporated parcels that have been connected to the City of Chico’s sanitary sewer system in this area.

Sewage disposal for the dwelling on the subject parcel is handled by an on-site septic system. A recent inspection (Exhibit C) of the septic system determined that the septic tank on the subject parcel is deteriorating and was considered failing. Butte County Environmental Health Division policies require, in the event of a failed or failing septic system, connection of the parcel to a public sanitary sewer if there is a sewer line within 250 feet of the parcel. On October 3, 2018, the City of Chico staff submitted an emergency extension of services application to allow the City of Chico to connect the parcel to the City’s sanitary sewer system. The LAFCO Executive Officer approved the emergency sewer connection on October 3, 2018.

As shown on the map (Exhibit A) on page 2, the parcel is not contiguous to the City of Chico jurisdictional boundaries. The City is currently coordinating with Butte LAFCo on initiating annexation of the larger North Chico Annexation area which is expected in February. The nearest City of Chico boundary is located approximately 357 feet to the southwest of the subject parcel, with two intervening parcels. Annexation of the subject parcel would require the annexation of at least two other parcels to ensure the creation of logical, efficient, and effective jurisdictional boundaries.
Land Use/Zoning Designations

The Butte County General Plan designates the subject parcel as Medium High Density Residential (up to 14 dwelling unit per acre) and the parcel is zoned Medium High Density Residential (up to 14 dwelling unit per acre). The City of Chico’s General Plan designates the parcel as Medium Density Residential (MDR) (7.1 to 14 units per acre) and the City has prezoned the parcel as R2 (6 to 14 units per acre). The single-family residential use on the subject parcel is consistent with both the County's and the City's General Plans and zoning ordinances.

Governing Law and LAFCo Policy

Provisions for extension of service requests are found in Government Code §56133 and in Section 4.5 of the Commission Policies and Procedures. In brief, the law permits the Commission to authorize a city or district to provide new or extended service outside its jurisdictional boundaries but within its sphere of influence (SOI) in anticipation of a later change of organization. These documents offer the following guidance:

- Extensions of service are to be in anticipation of annexation, which at a minimum requires the parcel to be located within the agency’s Sphere of Influence (Butte LAFCo Policy 4.5.4.A.5).
- Annexations to cities and special districts are generally preferred for providing public services (Butte LAFCo Policy 4.5.4.A.1).
- Health, safety, or emergency concerns may warrant the approval of an extension of service where annexation is not practical or deemed undesirable for other policy reasons (Butte LAFCo Policy 4.5.4.A.1).
- Extension of service agreements are usually considered to be a temporary measure, typically considered in response to an existing or impending public health and safety threat (e.g., failing septic system or domestic water well), or when annexation is not immediately feasible, and in anticipation of a future annexation (Butte LAFCo Policy 4.5.4.A.1).
- The Commission gives great weight to properly documented existing health and safety needs when considering justification of such extensions (Butte LAFCo Policy 4.5.4.A.1).
- The Commission discourages use of contract service extensions for the purpose of extending services to new development and will approve such extensions only under extraordinary circumstance and may apply strict limitations on such services (Butte LAFCo Policy 4.5.4.A.1).

Criteria for Approval

In accordance with State law, requests and approvals for extensions of service are to be filed and acted upon prior to an agency providing services. All requests shall explain the specific circumstances that make annexation infeasible and justify extension of service by contract. The Commission may condition any extension of services where it finds local circumstances warrant applying greater scrutiny and guidance.

Whenever the Commission approves a service extension it generally requires the owner of record to execute an Annexation Consent Agreement and Covenant consenting to annex the territory which is then recorded and binds future owners of the property. A fully executed Annexation Consent Agreement and Covenant was submitted with the extension of services application.
Pursuant to Butte LAFCo Policy 4.5.4.D, the Executive Officer is required to evaluate the following five factors when reviewing an extension of services request. The factors are intended to provide the Commission with information about certain topics that are often relevant to extension of services request. No single factor is determinative. An evaluation of these factors as it relates to the proposed extension of service request follows.

1) The ability of the local agency to provide service to the proposal area without detracting from current service levels.

   The City of Chico owns and maintains a wastewater collection, treatment, and disposal system. As indicated in the City’s Municipal Service Review (adopted by the Commission in 2018), and the City’s General Plan (adopted by the City in 2011), the City of Chico’s wastewater system has sufficient capacity to provide service to the affected parcel without detriment to current service recipients. A City of Chico sanitary sewer line is located within the Mayfair Drive right-of-way.

   The City does not, and will not, provide any other parcel specific service, such as fire protection and law enforcement services, to the subject parcel. The existing public services provided to the subject parcel by Butte County will not change as a result of this proposal until such time as the parcel is annexed to the City of Chico.

2) The proposal’s consistency with the policies and general plans of all affected local agencies.

   The affected parcel is developed with a single-family dwelling. This use is consistent with the City of Chico’s General Plan land use designation of Medium Density Residential and with the City’s R2 prerezoning of the parcel. The existing use is also consistent with the County’s General Plan land use designation of Medium High Density Residential and the County’s zoning of Medium High Density Residential.

3) The proposal’s effect on growth and development within and adjacent to the affected land.

   The proposal to connect to the City of Chico’s sanitary sewer system will facilitate the continued use of the parcel for single-family residential purposes. The extension of services will be conditioned to state that the extension of sewer services is for existing development only. Any additional development on the parcel, such as another dwelling unit, will not be allowed unless the parcel is first annexed to the City of Chico.

4) Whether the proposal contributes to the premature conversion of agricultural land or other open space land.

   No agricultural uses are found on the subject parcel. The proposed extension of sanitary sewer service to the subject parcel will not affect agricultural lands.

5) The likelihood of a later change of organization being initiated by the affected agency.

   The subject parcel is not contiguous to the City of Chico jurisdictional boundary. The nearest City of Chico boundary is located approximately 357 feet to the southwest of the subject parcel, with two intervening parcels. The City of Chico is currently coordinating with Butte LAFCo on initiating the annexation of the larger unincorporated island area referred to as the North Chico Annexation Area (Figure 1 below) which would capture the subject parcel.
A Butte LAFCo Annexation Consent Agreement and Covenant was submitted with the extension of services application, which binds the current and future owners of the parcel to the future annexation of the parcel. The annexation consent agreement and covenant will be recorded with the Butte County Recorder’s Office and all prospective buyers of the parcel will be aware of annexation requirement.

Discussion/Recommendation

This proposal meets all of the five criteria established to review service extensions in that:

1) The City has documented its ability to provide service;
2) The proposal is consistent with current land use plans for the City;
3) The proposal will have an insignificant effect on growth and development;
4) The proposal will not cause impacts to agricultural land.

The fifth criterion is difficult to assess in that the City has clearly indicated no desire to initiate annexation of the subject parcel. However, an annexation consent agreement and covenant for the subject parcel was submitted with the extension of services application.
This extension of services authorization is intended only for development on the effected parcel that existed at the time of application to LAFCo, which for this project is a single-family dwelling use. Staff recommends that the Commission approve the extension of City of Chico sanitary sewer services to the subject parcel, but with the following condition that prohibits new development that requires additional sewer service:

**The authorization to extend City of Chico sewer services to the subject parcel (APN 007-200-070 – 16 Mayfair Drive) is explicitly restricted to the current, existing use on the parcel as of the date of the LAFCo authorization, which is a 3-bedroom, 2-bath, 1,831 square foot single-family residential dwelling. Prior to the City of Chico or County of Butte authorizing or otherwise allowing any new or additional development on the parcel that alters the existing use, the City or County shall provide such proposals to the LAFCo Executive Officer for review of compliance with this sewer extension authorization.**

Environmental Analysis

The proposed extension of service is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) – General Rule Exemption. This section can be used when the activity is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

The General Rule exemption is appropriate for this proposal because: 1) the subject parcel is developed with a residential use; 2) the residential use is consistent with the City’s General Plan and prezoning and with the County’s General Plan and Zoning Ordinance; and 3) the City has already extended sewer infrastructure to the area.

**ALTERNATIVES FOR COMMISSION ACTION**

After reviewing this report and any testimony or materials that are presented, the Commission can take one of the following actions:

**OPTION 1 – APPROVE the proposal as submitted:**

A. Find that the extension of services request is not subject to the provisions of the California Environmental Quality Act per Section 15061(b)(3), General Rule Exemption.

B. Adopt Resolution No. 06 2018/19 authorizing the City of Chico to provide sanitary sewer service outside the City’s boundary to the property located at 16 Mayfair Drive (APN 007-200-070) in the unincorporated Chico area.

**OPTION 2 - DENY the proposal.**

**OPTION 3 - CONTINUE this proposal to a future meeting for additional information.**

**ACTION REQUESTED:** Approve OPTION 1.

Respectfully submitted,
Stephen Lucas

Stephen Lucas
Executive Officer

Attachments:
Exhibit A: Area Map – pg. 2
Exhibit B: Draft LAFCo Resolution No. 06 2018/19 – pg. 8
Exhibit C: Septic Pumper Report – pg. 11
Exhibit D: Signed Emergency Extension of Services Authorization – pg. 12
RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION
OF THE COUNTY OF BUTTE
AUTHORIZING THE CITY OF CHICO TO
PROVIDE OUT-OF-AGENCY SANITARY SEWER SERVICES
TO 16 MAYFAIR DRIVE (APN 007-200-070), CHICO, CA

RESOLVED, by the Local Agency Formation Commission of the County of Butte, State of California, that

WHEREAS, a proposal for the extension of public sanitary sewer services by the City of Chico to 16 Mayfair Drive (APN 007-200-070), Chico, CA, located outside of the Chico city limits but within the City of Chico’s Sphere of Influence, in the County of Butte, was heretofore filed by the City of Chico and accepted for filing on October 8, 2018, by the Executive Officer of this Local Agency Formation Commission pursuant to Title 5, Division 3, commencing with Section 56000 of the Government Code; and

WHEREAS, the subject parcel is not contiguous to the City of Chico’s jurisdictional boundaries Chico; and

WHEREAS, a City of Chico sanitary sewer line is installed within the Chico River Road right-of-way and the City of Chico’s sanitary sewer system and wastewater treatment plant have adequate capacity to serve the subject parcel; and

WHEREAS, the Executive Officer, pursuant to Government Code Section 56658, set December 6, 2018, as the hearing date on this proposal; and

WHEREAS, the Executive Officer, pursuant to Government Code Section 56665, has reviewed this proposal and prepared a report, including recommendations thereon, and has furnished a copy of this report to each person entitled to a copy; and

WHEREAS, this Commission called for and held a hearing on January 3, 2019, and at the hearing this Commission heard and received all oral and written protests, objections and evidence which were made, presented or filed, and all persons present were given an opportunity to hear and be heard with respect to this proposal and the report of the Executive Officer; and

NOW, THEREFORE, the Local Agency Formation Commission of the County of Butte DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

Section 1. Environmental Action:

A. The Commission finds that the extension of services request is not subject to the provisions of the California Environmental Quality Act per Section 15061(b)(3) (General Rule Exemption).
Section 2. Determinations:

A. The Commission has considered the factors determined by the Commission to be relevant to this proposal, including, but not limited to, Sphere of Influence and City of Chico General Plan and zoning consistency, the City of Chico Municipal Service Review, and other factors specified in Government Code Section 56133, and as described in the staff report dated December 20, 2018, for the meeting of January 3, 2019.

B. The Commission authorizes the City of Chico to extend sanitary sewer service outside the City’s boundary to the property located at 16 Mayfair Drive (APN 007-200-070), in the unincorporated Chico area.

C. The proposal is assigned the following short form designation: 19-03 - City of Chico – Extension of Services – 16 Mayfair Drive.

D. The purpose of the extension of services is to allow the City of Chico to provide public sanitary sewer service to the existing development on the subject parcel.

E. The City of Chico’s sanitary sewer system has adequate capacity to serve the dwelling on the subject parcel and a City of Chico sanitary sewer line is located within the Chico River Road right-of-way.

F. The territory is located within the City of Chico’s Sphere of Influence and is not within the Sphere of Influence or the district of any other sanitary sewer service provider.

G. This extension of sanitary sewer services is only to support development on the subject parcel that existed at the time of application to LAFCo.

Section 3. Conditions requested by LAFCo:

A. All LAFCo fees must be paid in full prior to the extension of service authorization becoming effective.

B. The authorization to extend City of Chico sewer services to the subject parcel (APN 007-200-070 – 16 Mayfair Drive), is explicitly restricted to the current, existing use on the parcel as of the date of the LAFCo authorization, which is a 3-bedroom, 2-bath, 1,831 square foot single-family dwelling. Prior to the City of Chico or County of Butte authorizing or otherwise allowing any new or additional development on the parcel that alters the existing use, the City or County shall provide such proposals to the LAFCo Executive Officer for review of compliance with this sewer extension authorization. This condition will become inapplicable following a future annexation to the City of Chico.
PASSED AND ADOPTED by this Local Agency Formation Commission of the County of Butte, on the 3rd day of January 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINS:

ATTEST:

______________________________
Clerk of the Commission

______________________________
CARL LEVERENZ, Chair
Butte Local Agency Formation Commission
SEPTAGE PUMPER REPORT

Only domestic household-type waste from Butte County will be accepted at the NRRWF and SC-OR facilities. All wastes must comply with NRRWF and SC-OR regulations and policies. SC-OR only accepts waste within its sphere of influence. Neither site accepts greases, and may, at random, sample and analyze truck loads as necessary to assure compliance with County, State, and Federal waste discharge limitations.

Contact and System Information

Property Owner Name: 16 Mayfair, Chico
APN #: 007-200-070
Telephone:

Property Owner Mailing Address:

Residence Currently Occupied: Yes [X] No ☐ Number of Occupants (If Known):


Septic Tank Physical Observations

Concrete: ☐ Fiberglas: ☐ Poly: ☐ Metal: ☐ Wood: ☐

Risers: ☐ Dividing Buffer: ☐ Trench:

Top of Tank (Ld): ☐ Tank:

Septic Tank Lid Depth: ☐ Inlet/Outlet Ts in good condition: Yes [X] No ☐

Drainfield Condition: ☐ No problems noted ☐ Backflow into tank* ☐ Surfacings Sewage* Unknown

Date Pumped: Amount pumped: gallons Tank Size: 1000 gallons

Sketch of Tank Location

Septic Tank Operational Observations

Sum: Unknown

Inlet: [Inches Outer: [Inches]

Outlet: [Inches Outer: [Inches]

Effluent Level Before Sewage Surfacings (incl. Pumping): [Inches]

Normal: [Inches] No ☐ Higher than tank outlet* Yes [X] No ☐ Lower than tank outlet* Yes [X] No ☐

* = Follow-Up Needed

Customer or Authorized Representative (Certified Pumper)

I certify under penalty of perjury that I am the above named customer (or authorized representative) and the material being pumped does not contain hazardous substances as defined by the California Penal Code 378.8.

Signature Print Name Date

Pumper Sign-Off on behalf of Property Owner or Authorized Representative

Septage Pumper Certification

[Signature]

Additional Information for Escrow Evaluations Only

Escrow Company Name: Telephone:

Escrow Officer: Escrow #: Telephone:

Inspection Requested by:

Water Service: Community ☐ Private Well ☐ Hydraulic Load Test Performed: Yes [X] No ☐ Water Introduced: [Gallons

Effluent Pump & Controls Functional: Yes [X] No ☐ (Note: 150 gal. minimum recommended)

Alarm Functional: Yes [X] No ☐

Effluent Line Divert Valve Present: Yes [X] No ☐

Level Stabilized Below Outlet: Yes [X] No ☐

Vegetation Growth Over Field(s): [Inches Distance from Surface Water/Seasonal Drainage (circle one): [Feet]

Evaluation Summary: [Pass Fail] [*] Comments:

[Signature]

Jake is full of roots and a fig tree is growing on top of tank, system is in fail. = Follow-Up Needed

Shape : Need to be replace very soon!

White – Neat Road Landfill or SC-OR copy Yellow – Pumper’s copy Pink – Homeowner’s copy Updated: November 29, 2016
BUTTE LOCAL AGENCY FORMATION COMMISSION
1453 Downer Street, Suite C • Oroville, California 95965-4950
(530) 538-7784 • Fax (530) 538-2847 • www.butteafco.org

Emergency Extension of Services Application

Purpose: This Emergency Extension of Services Application is intended to be used by a local agency to request an immediate authorization from Butte LAFCO for urgent service extensions subject to ALL of the following criteria:

1. The lack of service being requested constitutes an immediate health and safety concern; and
2. The property is currently developed; and
3. There are physical restrictions on the property that prohibit a conventional service delivery method typically suited to the unincorporated area (i.e., septic tank, private well, etc.)

Process: The local agency shall complete the Emergency Extension of Services Application and submit it to the Executive Officer (via mail, fax or email) who will immediately evaluate the request and is authorized to approve the immediate extension of services subject to submission by the affected agency within 30 days of emergency approval, a complete Extension of Services Application with appropriate fees for Commission consideration.

Please provide the following information:

Applicant (local agency) City of Chico
Assessor’s Parcel Number(s): 007-200-070-000
Street Address: 16 Mayfair Drive
Landowner Name: Michael D and Elnora Graebner
Requested Service(s): Sewer
Reason for Emergency Extension of Service(s): Failing On-Site Disposal System

(Note: Please attach documentation from the local agency, a licensed contractor or the Butte County Environmental Health Division if for a septic system or well failure.)

As the local agency providing emergency services to the affected parcel, I certify that the reason for the emergency condition is accurate and the agency understands the responsibility to submit a formal application and all appropriate fees as noted above.

Authorized Local Agency Contact: Name: Matt Thompson
Title: Sr. Civil Engineer
Signature: 

Approved by LAFCO Executive Officer (or designee) on Oct. 3, 2018

Executive Officer Signature