



## **Staff Report**

---

### RESOLUTION ENCOURAGING VOLUNTARY ANNEXATION BY PROPERTY OWNERS IN THE HARBOR INDUSTRIAL AREA INTO THE CITY OF BELMONT

Honorable Mayor and Council Members:

#### **Summary**

Approval of the attached resolution would establish a Voluntary Annexation Program to encourage property owners in the Harbor Industrial Area (HIA) to voluntarily annex into the City of Belmont at an expected “no cost” to the property owners.

#### **Background**

The HIA is often referred to as an “unincorporated pocket” or “island.” Since the early 1970s, it has been the official policy throughout San Mateo County that urban development should occur only within cities, and that the unincorporated pockets should eventually be annexed into their surrounding cities.

For several years, the City has been working with property owners within the HIA with the goal of annexing the area to the City. In September 2007, staff issued a HIA Answer Book to help Area property owners, businesses and residents understand the annexation process and its potential impacts and benefits, some of which include lower sewer service charges, better negotiated garbage fees, Belmont Creek improvements, enhanced police protection, improved representation, and a convenient building (and other) permit process.

In the spirit of furthering this incentive and the advantages of annexation, the HIA Subcommittee, made up of two City Council members and select members of staff, recommend approval of a resolution encouraging voluntary annexation by HIA property owners.

#### **Discussion**

The proposed Voluntary Annexation Program would encourage individual property owners to initiate voluntary annexation of their properties to the City including filing annexation applications with the San Mateo County Local Agency Formation Commission (“LAFCO”).

The HIA Subcommittee believes that this program should be cost neutral to HIA property owners and therefore proposes that the City pay for certain costs associated with the annexation process up to a maximum of \$5,000 for each property for which an annexation application is

submitted.

**General Plan/Vision Statement**

No impact.

**Fiscal Impact**

Staff recommends an initial appropriation of \$25,000 to come from account #351-4610-9603-9030.

**Public Contact**

Posting of City Council agenda.

**Recommendation**

It is recommended that Council approve the attached resolution establishing a Voluntary Annexation Program.

**Alternatives**

1. Take no action.
2. With direction, refer matter back to staff.

**Attachments**

- A. Implementing Resolution

Respectfully submitted,

---

Thomas Fil  
Finance Director

---

Carlos de Melo  
Community Development Director

---

Ray Davis  
Public Works Director

---

Jack R. Crist  
City Manager

**Staff Contact:**

Thomas Fil, Finance Director  
(650) 595-7435  
[tfil@belmont.gov](mailto:tfil@belmont.gov)

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

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT  
ENCOURAGING VOLUNTARY ANNEXATION BY PROPERTY OWNERS IN THE  
HARBOR INDUSTRIAL AREA INTO THE CITY OF BELMONT**

**WHEREAS**, the City Council of the City of Belmont (the "City Council"), a municipal corporation (the "City") has been working with property owners within the Harbor Industrial Area with the goal of annexing the area to the City; and

**WHEREAS**, the City desires to encourage individual property owners within the Harbor Industrial Area to initiate and take the steps necessary to obtain voluntary annexation of their properties to the City including filing annexation applications with the San Mateo County Local Agency Formation Commission ("LAFCO"); and

**WHEREAS**, participation by property owners in the Voluntary Annexation Program is intended to be cost neutral to the property owners; and

**WHEREAS**, as part of that encouragement, the City is willing to pay for certain costs associated with the annexation process; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Belmont as follows:

1. The City Manager and his designees are hereby directed to establish a City program providing for the City to reimburse property owners in the Harbor Industrial Area for their reasonable costs associated with application for annexation of their properties to the City of Belmont (the "Annexation Program").
2. The Annexation Program will further include reimbursement of all other reasonable annexation costs up to a maximum of five thousand dollars (\$5,000) for each property for which an annexation application is made.
3. The Annexation Program shall remain in effect for annexation applications made on or before December 31, 2010.

\* \* \* \* \*

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Belmont at a regular meeting thereof held on January 13, 2009 by the following vote:

AYES, COUNCILMEMBERS: \_\_\_\_\_

NOES, COUNCILMEMBERS: \_\_\_\_\_

ABSTAIN, COUNCILMEMBERS: \_\_\_\_\_

ABSENT, COUNCILMEMBERS: \_\_\_\_\_

\_\_\_\_\_  
CLERK of the City of Belmont

APPROVED:

\_\_\_\_\_  
MAYOR of the City of Belmont