



## Solano Local Agency Formation Commission

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AGENDA  
ITEM  
7C

**February 11, 2013**

**Proposal:** The policy committee meeting summary.

**Discussion:**

At the December 10, 2012 hearing the Commission established the Policy Committee to review and update current policies. Members of the Committee include Commissioners Spering and Shopay. LAFCO maintains policies in several areas including personnel, purchasing, commission bylaws, sphere of influence, and standards for evaluating proposals.

The Committee held its first meeting on Thursday January 3. The Committee decided to focus on policies that would affect processing applications before LAFCO: the sphere of influence policy and the standards and procedures. Since the sphere of influence policy was dated from 1973 and fairly concise it would be the first policy to update. Once completed the new sphere policy would be included in the update of the standards and procedures policies. The committee would then review the commission bylaws and the personnel policies.

The review of the sphere policy determined that the law had been revised several times since 1973 and that there were additional determinations required of the Commission that were not included in the policy. The policy seemed to be directed toward cities, ignoring special districts, which also must have a sphere of influence. The requirement that a sphere be updated every five years created essentially a five year time horizon for a "near term" sphere and a "long term sphere" with up to 20 year time frame to comply with the planning horizon of general plans. Since changes of organization should be consistent with the sphere, there was a need for a provision for a zero sphere of influence for a district that should be dissolved.

The Committee discussed policies that can be applied to both cities and special districts. The near term sphere would be a 5 year sphere to take the place of the Urban Expansion area. The long term sphere would take the place of the urban transition area. An area of concern is defined as a geographic area beyond the sphere of influence in which land use decisions or other governmental actions of one local agency (the "Acting Agency") impact directly or indirectly upon another local agency (the "Concerned Agency").

The updated policy also included a statement that LAFCO discourages including territory within the sphere if the need for services within the 5-20 year time frame could not be demonstrated. This would discourage agencies from proposing large spheres for the sake of having influence over a larger area that could not be served.

The updated sphere policy was prepared and distributed to the committee on January 7. The committee met again on February 4 to review the updated policy. It was determined that LAFCO

should circulate the draft policy to city planning directors and other interested agencies to solicit feedback on the policy before it goes to the Commission.

In addition the committee also requested a binder with LAFCOs policies, which will be provided at this meeting.

**Staff Recommendation:**

It is staff's recommendation that the Commission receive and file the committee report.

Attachments:

Solano LAFCO Policies binder