



## COMPREHENSIVE ANNEXATION PLAN (CAP) AMENDMENT

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The Comprehensive Annexation Plan (CAP) is a policy document required by the Solano County Local Agency Formation Commission (LAFCO) which outlines the City's annexation strategy during the time frame of the General Plan. An amendment to the CAP must be consistent with the General Plan and Sphere of Influence.

If the amendment is approved by the City Council, it is then reviewed by LAFCO for consistency with LAFCO guidelines. A separate application and fee must be filed by the applicant with LAFCO; they are located at 601 Texas Street, Fairfield, (707) 421-6775.

A CAP amendment is reviewed by the Planning Commission at a public hearing. The City Council then reviews the Planning Commission recommendation and takes action to adopt or deny the request. If approved, the request is then forwarded to LAFCO.

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### SUBMITTAL REQUIREMENTS

The master application must be completed and all fees paid at the time the application is filed.

#### **Filing Fee**

**\$5,384.00** Paid at the time the application is filed.

#### **Intake/Records Maintenance Fee**

**\$62.00** Minor

**\$124.00** Major

#### **Environmental Assessment**

The Initial Study form must be completed. A filing fee is required and must be submitted with the application.

#### **Illustrations**

The type of illustrations will be determined by the Community Development Director and will depend on the nature of the proposed amendment. Five (5) \_\_\_\_\_ 8.5x11" copies are required for each map submitted.

#### **Property Owner Notification List**

The standard 600' radius notification list is required. Refer to Mailing Notice Requirements in the master application for instructions on how to correctly prepare the mailing list and map.