

Ann Edwards
County Executive



Dave Defanti
Deputy County Executive
Community Services Agency

County of Sacramento

Date: March 7, 2023

To Applicant:

Your project is within the area served by County Service Area No. 1 Benefit Zone 1 (CSA 1). CSA 1 maintains street and safety lights in the unincorporated area of Sacramento County. As a condition of development, your project is required to be placed in a new upgraded benefit category for service that will fund the operation and maintenance of street and safety lights. This upgrade will result in an increased service charge and requires a public hearing and protest ballot procedure. The protest ballot process takes approximately three (3) months from the time of submittal of the application and involves a special mailed protest ballot procedure.

The protest ballot procedure is initiated by submitting the enclosed application. The appropriate benefit category for the project will be determined, a hearing date will be established, and the property owner will be sent a protest ballot to review and return. The applicant or property owner may attend the hearing but is not required to do so. After the hearing, the ballot is tallied for the proposed change in benefit category and if there is no majority protest, the process is completed.

To initiate the protest ballot process, complete and submit the enclosed application and a copy of the latest tentative map or improvement plans, along with the appropriate fee to the Special Districts Section at the address below. For commercial projects without parcel subdivision, the fee for processing the annexation is \$3,000. For other projects which include subdivided parcels, the fee for processing the annexation is \$3,000 plus \$25 per parcel created by the final map, with a maximum fee of \$5,000. Please make the checks payable to the County of Sacramento. Mail to:

County of Sacramento
County Engineering Division
Special Districts Section
Attn: Mike Middleton
827 Seventh Street, Room 304
Sacramento, CA 95814

The application may be submitted electronically via e-mail including a pdf of the completed application and map to middletonm@saccounty.net with the check for the application fee submitted separately. For inquiries regarding this process, please contact Mike Middleton at the email above.

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Divisions

Administrative Services
Building Permits & Inspection
Code Enforcement
Construction Management & Inspection
County Engineering

APPLICATION FOR BENEFIT CATEGORY CHANGE BALLOT PROCEDURE FOR THE COUNTY OF SACRAMENTO COUNTY SERVICE AREA NO. 1, ZONE 1

APPLICANT:

Name: _____
Attn: _____
Mailing Address: _____

Phone No.: _____
Cell No.: _____
Email Address: _____

PROPERTY OWNER / AUTHORIZED VOTER:
(if different from Applicant)

Name: _____
Attn: _____
Mailing Address: _____

Phone No.: _____
Cell No.: _____
Email Address: _____

PROJECT INFORMATION:

Assessor's Parcel No.: _____
Project Title/Subdivision Name: _____

Number of Lots: Existing: _____ Proposed: _____
Total Acreage: _____
Street Lighting Type (Standard or Decorative): _____

PROVIDE THE FOLLOWING:

- Signed Application
- PDF Copy of Subdivision Map or Improvement Plans
- Payment of Fee

SPECIAL NOTICE:

The information provided on this application is true and correct and I hereby request the protest ballot proceeding for the change in benefit rate category of the above-defined property within the County of Sacramento County Service Area No. 1 be initiated.

Signed _____ Date _____