

**Annexation Fee Submittal Sheet**

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Annexation: \_\_\_\_\_ Address: \_\_\_\_\_  
 Petitioner: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Fees by: \_\_\_\_\_ Date: \_\_\_\_\_ Checked by: \_\_\_\_\_

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**1. TOWN ANNEXATION FEE:**

**Make check payable to the Town of Los Gatos**

a. 1 Lot	Account No. <b>PLANNEX1</b>	\$	<b>3,469.00</b>
i. Computer Service Fee (4%)	Account No. <b>PLTRACK</b>	\$	<b>138.76</b>
ii. Laserfiche Fee	Account No. <b>PLMICRO</b>	\$	<b>Actual Cost</b>
iii. Advertising Deposit (unused portion to be refunded)	Account No. <b>PLANNEX</b>		<b>Actual Cost</b>
			<b>(\$1000.00 minimum deposit)</b>
b. 2 Lots	Account No. <b>PLANNEX1</b>	\$	<b>1,734.00</b>
i. Computer Service Fee (4%)	Account No. <b>PLTRACK</b>	\$	<b>69.36</b>
ii. Laserfiche Fee	Account No. <b>PLMICRO</b>	\$	<b>Actual Cost</b>
iii. Advertising Deposit (unused portion to be refunded)	Account No. <b>PLANNEX</b>		<b>Actual Cost</b>
			<b>(\$1000.00 minimum deposit)</b>
c. 3 Lots	Account No. <b>PLANNEX1</b>	\$	<b>1,158.00</b>
i. Computer Service Fee (4%)	Account No. <b>PLTRACK</b>	\$	<b>46.32</b>
ii. Laserfiche Fee	Account No. <b>PLMICRO</b>	\$	<b>Actual Cost</b>
iii. Advertising Deposit (unused portion to be refunded)	Account No. <b>PLANNEX</b>		<b>Actual Cost</b>
			<b>(\$1000.00 minimum deposit)</b>
d. 4 Lots	Account No. <b>PLANNEX1</b>	\$	<b>870.00</b>
i. Computer Service Fee (4%)	Account No. <b>PLTRACK</b>	\$	<b>34.80</b>
ii. Laserfiche Fee	Account No. <b>PLMICRO</b>	\$	<b>Actual Cost</b>
iii. Advertising Deposit (unused portion to be refunded)	Account No. <b>PLANNEX</b>		<b>Actual Cost</b>
			<b>(\$1000.00 minimum deposit)</b>
e. 5 Lots or More (100% consent)	Account No. <b>PLANNEX1</b>	\$	<b>691.00</b>
i. Computer Service Fee (4%)	Account No. <b>PLTRACK</b>	\$	<b>27.64</b>
ii. Laserfiche Fee	Account No. <b>PLMICRO</b>	\$	<b>Actual Cost</b>
iii. Advertising Deposit (unused portion to be refunded)	Account No. <b>PLANNEX</b>		<b>Actual Cost</b>
			<b>(\$1,000.00 minimum deposit)</b>

**2. COUNTY SURVEYOR'S FEE:**

**Make check payable to Santa Clara County Surveyor** \$ **2,310.00**

**3. SANTA CLARA COUNTY ASSESSOR:**

**Make check payable to Santa Clara County Assessor** \$ **75.00**

(Fee based on hourly charge by Mapping Division of County Assessor's Office. Any fee beyond this one hour minimum must be paid before your annexation will be cleared by the Assessor's Office.)

**4. FEES TO OTHER PUBLIC AGENCIES:**

(Due before Town Council meeting is scheduled, and after description & map have been approved by the County Surveyor's Office.)

a. <b>L.A.F.C.O</b>		\$	<b>1,367.00</b>
b. <b>State Board of Equalization</b>			
i. Less than 1 acre		\$	<b>300.00</b>
ii. 1 - 5 acres		\$	<b>350.00</b>
iii. 6 - 10 acres		\$	<b>500.00</b>
iv. 11 - 20 acres		\$	<b>800.00</b>
v. 21 - 50 acres		\$	<b>1,200.00</b>
vi. 51 - 100 acres		\$	<b>1,500.00</b>



# TOWN OF LOS GATOS

COMMUNITY DEVELOPMENT DEPARTMENT

110 E MAIN STREET, LOS GATOS, CA 95030

[PLANNING@LOSGATOSCA.GOV](mailto:PLANNING@LOSGATOSCA.GOV)

408-354-6872

<https://www.losgatosca.gov/Planning>

## ANNEXATION CHECKLIST

### Chief Petitioners:

(1) Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone No.: Home (\_\_\_\_\_) \_\_\_\_\_ Work (\_\_\_\_\_) \_\_\_\_\_

(2) Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone No.: Home (\_\_\_\_\_) \_\_\_\_\_ Work (\_\_\_\_\_) \_\_\_\_\_

(3) Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone No.: Home (\_\_\_\_\_) \_\_\_\_\_ Work (\_\_\_\_\_) \_\_\_\_\_

### Surveyor Who Prepared the Description and Map:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone No.: Home (\_\_\_\_\_) \_\_\_\_\_ Work (\_\_\_\_\_) \_\_\_\_\_

### The Following Materials Constitute an Application Package and Must be Submitted Through the Town's Online Portal:

- Original Petition for Annexation (completed & signed)
- Supplemental Petition for Annexation (if needed)
- Annexation Check List
- Electronically signed copy of all properties to be annexed, prepared by Licensed Surveyor or Engineer. Upon review of the application, hard copies of the Description and Map will be required to be submitted.
- Town Annexation fee (see Fee Sheet)
- County Surveyor's Annexation Review Fee (\$2,310)
- County Assessor's Annexation Review Fee (\$75)