



Policy No. P600-23-1	Type of Policy: Service
Policy Title: Annexation and Utility Extension	
Policy Description: Defines conditions under which annexation and utility extension will be considered and the steps to develop an annexation application.	

Approval Date: 5/4/2010	Last Review Date: 2023
Approval Resolution No.: 17-10	Next Review Date: 2027
Rescinded Resolution No.: 54-05	Rescinded Resolution Date: 11/15/2005

It is the policy of the Board of Directors of Dublin San Ramon Services District:

To consider annexations that are economically sound, do not place a burden on constituents currently served by the District, are consistent with contractual obligations of the District and are requested either by public agencies having land use planning jurisdiction over the territory or by the owners of the territory. Annexation decisions by the District are subject to the following:

1. Areas Within Sphere of Influence: In the absence of contractual provisions that preclude the District from annexing an area, the District will advocate its ability to serve those areas within its sphere of influence.
2. Areas Outside Sphere of Influence: In the absence of contractual provisions that preclude the District from annexing an area, the District will consider, on a case-by-case basis, annexing territories outside of its sphere of influence at the time such a decision is being made, weighing the relative merits of providing services, either via annexation or under contract.
3. Cost Recovery: The District will enter into standard planning period agreements with the owners of the property to be annexed (or their representatives, provided that the owners of the property has so consented in writing) to recover costs (fully burdened staff time and/or direct costs such as consultants) for the advanced planning work.
4. Direct Utility Planning: The District will cooperate with the property owners and/or the land use planning agencies having jurisdiction and, after entering into standard planning period agreements with the owners of the property to be annexed (or their representatives, provided that the owners of the property has so consented in writing), will undertake the necessary advanced planning to determine the requirements and costs to provide utility services to the areas being considered for service.

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5. Commitments to Provide Service: The District will not commit to provide service to a development project at any time prior to the time of annexation into the District, and then will commit to provide service only under the terms and conditions specified in the annexation ordinance. Furthermore, the District will make no commitment to provide service until all State laws regarding coordinated land use and utility planning satisfied.

6. No Obligation to Continue Planning: The District retains the right in its sole discretion to suspend or terminate planning period activities for any development if a written engineering analysis and report demonstrates that the District does not have a sufficient supply, treatment, collection, or distribution capacity to serve the needs of the proposed development, or if the District otherwise determines it is not in the fiscal, institutional or environmental best interest of the District to continue such activities.

7. Compliance with LAFCO Decisions: Notwithstanding the above, the District will provide services as ordered by LAFCO.

Policy is current and no changes need to be adopted by the Board of Directors. <u>Status Quo Chronology:</u>	
Date Adopted:	
May 4, 2010	
Reviewed by Committee or Board:	Date:
Board	March 17, 2015
Board	July 2, 2019
Board	August 15, 2023