



## 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
- 4 "wet" stamped copies of the Description and Map (8 1/2" X 11" or 11" X 17") 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)