



Local Agency Formation Commission of Napa County
Subdivision of the State of California

1754 Second Street, Suite C
Napa, California 94559
Phone: (707) 259-8645
www.napa.lafco.ca.gov

We Manage Local Government Boundaries, Evaluate Municipal Services, and Protect Agriculture

Agenda Item 9b (Action)

TO: Local Agency Formation Commission
PREPARED BY: Brendon Freeman, Executive Officer B F
Stephanie Pratt, Staff Analyst S P
MEETING DATE: February 2, 2026
SUBJECT: Proposed Penny Lane No. 7 Reorganization and Associated CEQA Findings

RECOMMENDATION

Adopt the Resolution of the Local Agency Formation Commission of Napa County Making Determinations – Penny Lane No. 7 Reorganization (Attachment 1) making California Environmental Quality Act (CEQA) findings and approving the proposed reorganization for annexation to the City of Napa (“City”) and detachment from County Service Area (CSA) No. 4. Standard conditions are also recommended.

BACKGROUND AND SUMMARY

Applicant: Landowner (petition)
Proposed Actions: Annexation to the City and detachment from CSA No. 4
Assessor Parcel Number: 046-481-026
Location: 2111 Penny Lane and adjacent portion of public right-of-way
Area Size: 0.90 acres (.63 landowner .27 portion of public right-of-way)
Purpose: Permanent connection to water service
Development Plans: None at this time
Application: Attachment 2
Maps of Affected Territory: Following pages
Jurisdiction: Unincorporated
Sphere of Influence Consistency: Yes
Policy Consistency: Yes
Tax Sharing Agreement: Yes – master tax exchange agreement
Landowner Consent: 100%
Protest Proceedings: Waived
CEQA: Exempt
Current Land Uses: Residential

Beth Painter, Chair
Councilmember, City of Napa

Paul Dohring, Commissioner
Councilmember, City of St. Helena

David Oro, Alternate Commissioner
Councilmember, City of American Canyon

Belia Ramos, Vice Chair
County of Napa Supervisor, 5th District

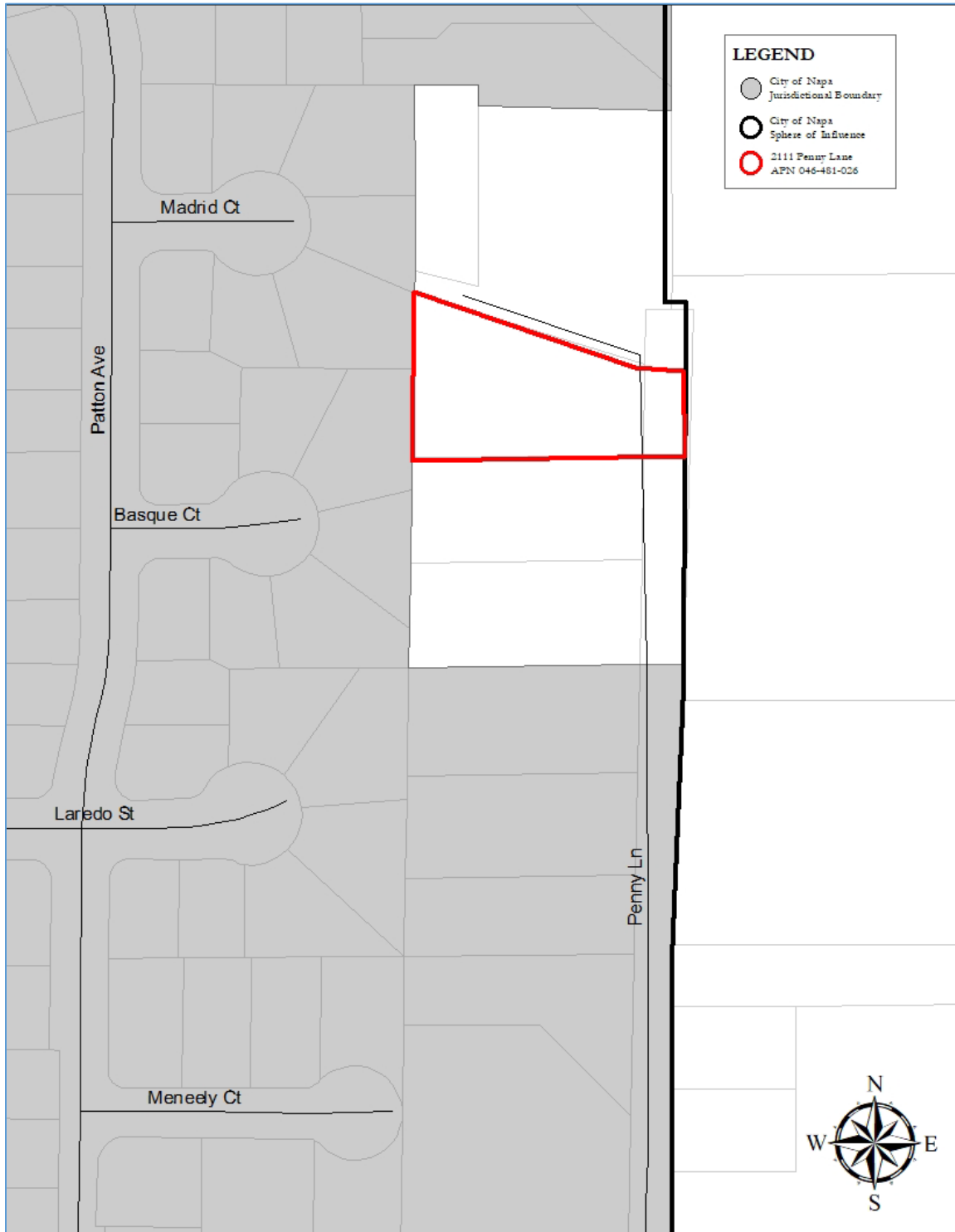
Anne Cottrell, Commissioner
County of Napa Supervisor, 3rd District

Joelle Gallagher, Alternate Commissioner
County of Napa Supervisor, 1st District

Kenneth Leary, Commissioner
Representative of the General Public

Eve Kahn, Alternate Commissioner
Representative of the General Public

Brendon Freeman
Executive Officer





DISCUSSION

Policy on Concurrent Detachment from CSA No. 4

The affected territory is located in CSA No. 4's jurisdictional boundary. The intent and function of CSA No. 4 is to sponsor a voter-approved special assessment on all parcels in its jurisdiction containing one acre or more of vineyards to fund farmworker housing services. Local policy requires that all annexations to a city also include concurrent detachment from CSA No. 4 unless the affected territory contains, or is expected to contain, vineyards totaling one acre or more. Detaching the affected territory from CSA No. 4 is appropriate given that its total size is less than one acre.

Factors for Commission Determinations

See Attachment 3 for a review of the mandatory factors pursuant to California Government Code (G.C.) section 56668.

Property Tax Agreement

Pursuant to an existing master property tax agreement, the City shall receive 55% of the County's portion of property tax revenues generated from the affected territory. CSA No. 4 was formed after Proposition 13 and therefore not eligible for property tax revenues.

Protest Proceedings

Protest proceedings are waived in accordance with G.C. section 56662(a) given that the affected territory meets the statutory definition of "uninhabited" (i.e., 12 or fewer registered voters) and 100% of landowners consent to the reorganization.

ENVIRONMENTAL REVIEW

The approval of this reorganization is exempt from CEQA pursuant to CEQA Guidelines sections 15061(b)(3) and 15319(b).

ATTACHMENTS

- 1) Draft Resolution Approving the Modified Proposal and Making CEQA Findings
- 2) Application Materials
- 3) Factors for Commission Determinations

RESOLUTION NO. ____

**RESOLUTION OF
THE LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY
MAKING DETERMINATIONS**

PENNY LANE NO. 7 REORGANIZATION

WHEREAS, an application for a proposed reorganization has been filed with the Local Agency Formation Commission of Napa County, hereinafter referred to as “Commission,” pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000; and

WHEREAS, the proposal seeks Commission approval to annex 0.90 acres of unincorporated land to the City of Napa along with concurrent detachment from County Service Area No. 4 and represents one entire parcel located at 2111 Penny Lane and identified by the County Assessor’s Office as 046-481-026 along with the adjacent portion of public right-of-way on Penny Lane; and

WHEREAS, the Commission’s Executive Officer has reviewed the proposal and prepared a report with recommendations; and

WHEREAS, the Executive Officer’s report and recommendations on the proposal have been presented to the Commission in the manner provided by law; and

WHEREAS, the Commission heard and fully considered all the evidence presented at a public meeting held on the proposal on February 2, 2026; and

WHEREAS, the Commission considered all the factors required by law under Government Code section 56668 and adopted local policies and procedures; and

WHEREAS, the Commission found the proposal consistent with the sphere of influence established for the City of Napa; and

WHEREAS, the Commission determined to its satisfaction that all owners of land included in said proposal consent to the subject annexation; and

WHEREAS, in accordance with applicable provisions of the California Environmental Quality Act (hereinafter “CEQA”), the Commission considered available exemptions under CEQA, in accordance with Title 14 of the California Code of Regulations (hereinafter “CEQA Guidelines”); and

NOW, THEREFORE, THE COMMISSION DOES HEREBY RESOLVE, DETERMINE, FIND, AND ORDER as follows:

1. The Factors for Commission Determinations provided in the Executive Officer's written report are hereby incorporated herein by this reference and are adequate.

The underlying activity, annexation of the affected territory, is exempt from further review pursuant to California Code of Regulations (CCR) Title 14 section 15061(b)(3), where it can be seen with certainty that there is no possibility that this annexation may have a significant effect on the environment. The proposed annexation is exempt from further review pursuant to CCR Title 14 section 15319(b), which exempts annexations to a city or special district of areas containing existing public or private structures developed to the density allowed by the current zoning or rezoning of either the gaining or losing environmental agency, whichever is more restrictive, provided, however, that the extension of utility services to the existing facilities would have a capacity to serve only the existing facilities. The records upon which these findings are made are located at the Commission's administrative office located at 1754 Second Street, Suite C, Napa, California 94559.

2. The proposal is APPROVED subject to completion of item number 9 below.
3. The proposal is assigned the following distinctive short-term designation:

PENNY LANE NO. 7 REORGANIZATION

4. The affected territory is depicted in the attached vicinity map in Exhibit "A".
5. The affected territory is uninhabited as defined in Government Code section 56046.
6. The City of Napa utilizes the regular assessment roll of the County of Napa.
7. Upon effective date of the proposal, the affected territory will be subject to all previously authorized charges, fees, assessments, and taxes that were lawfully enacted by the City of Napa. The affected territory will also be subject to all of the rates, rules, regulations, and ordinances of the City of Napa.
8. The Commission waives conducting authority proceedings in accordance with Government Code section 56662(a).
9. Recordation is contingent upon receipt by the Executive Officer of the following:
 - (a) A final map and geographic description of the affected territory determined by the County Surveyor to conform to the requirements of the State Board of Equalization.
 - (b) All outstanding Commission fees.

- 10. The effective date shall be the date of recordation of the Certificate of Completion. The Certificate of Completion must be filed within one calendar year from the date of approval unless a time extension is approved by the Commission.
- 11. The Commission hereby directs staff to file a Notice of Exemption in compliance with CEQA.

The foregoing resolution was duly and regularly adopted by the Commission at a public meeting held on February 2, 2026, after a motion by Commissioner _____, seconded by Commissioner _____, by the following vote:

AYES: Commissioners _____

NOES: Commissioners _____

ABSENT: Commissioners _____

ABSTAIN: Commissioners _____

 Beth Painter
 Commission Chair

ATTEST: _____
 Brendon Freeman
 Executive Officer

Recorded by: Charlie Gray
 Commission Clerk

EXHIBIT "A"
PENNY LANE NO. 7 REORGANIZATION
ANNEXATION TO THE CITY OF NAPA AND DETACHMENT FROM
FROM COUNTY SERVICE AREA NO. 4
GEOGRAPHIC DESCRIPTION

All that certain real property, situated in the County of Napa, State of California, being a portion of the Tulocay Rancho, more particularly described as follows:

BEGINNING at the northeasterly corner of the Penny Lane No. 6 Reorganization Annexation to the City of Napa and Detachment from County Service Area No. 4 per Local Agency Formation Commission of Napa County Resolution No. 2025-02, dated April 4, 2025;

Thence, (1) West 48.00 feet to the westerly edge of right-of-way of Penny Lane.

Thence, (2) along the easterly line of Lot 2 as shown on the Final Map of Atkeson's Subdivision, recorded June 16, 1949 in Book 4 of Maps 68 and 69, Napa County Records and its northerly prolongation, North 101.68 feet;

Thence, (3) West 214.06 feet to the southwesterly corner of Lot 1 as shown on the Final Map of Atkeson's Subdivision, recorded June 16, 1949 in Book 4 of Maps 68 and 69, Napa County Records;

Thence, (4) North 00° 10' East 159.14 feet to the northwesterly corner of Lot 1 as shown on the Final Map of Atkeson's Subdivision, recorded June 16, 1949 in Book 4 of Maps 68 and 69, Napa County Records;

Thence, (5) South 74° 14' East 221.98 feet to the northeasterly corner of Lot 1 as shown on the Final Map of Atkeson's Subdivision, recorded June 16, 1949 in Book 4 of Maps 68 and 69, Napa County Records;

Thence, (6) North 40.55 feet to the northwesterly corner of the right-of-way of Penny Lane;

Thence, (7) East 48.00 feet to the northeasterly corner of the right-of-way of Penny Lane;

Thence, (8) Southerly 241.05 feet along the easterly edge of the right-of-way of Penny Lane to the POINT OF BEGINNING.

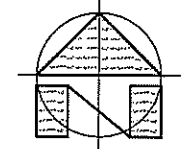
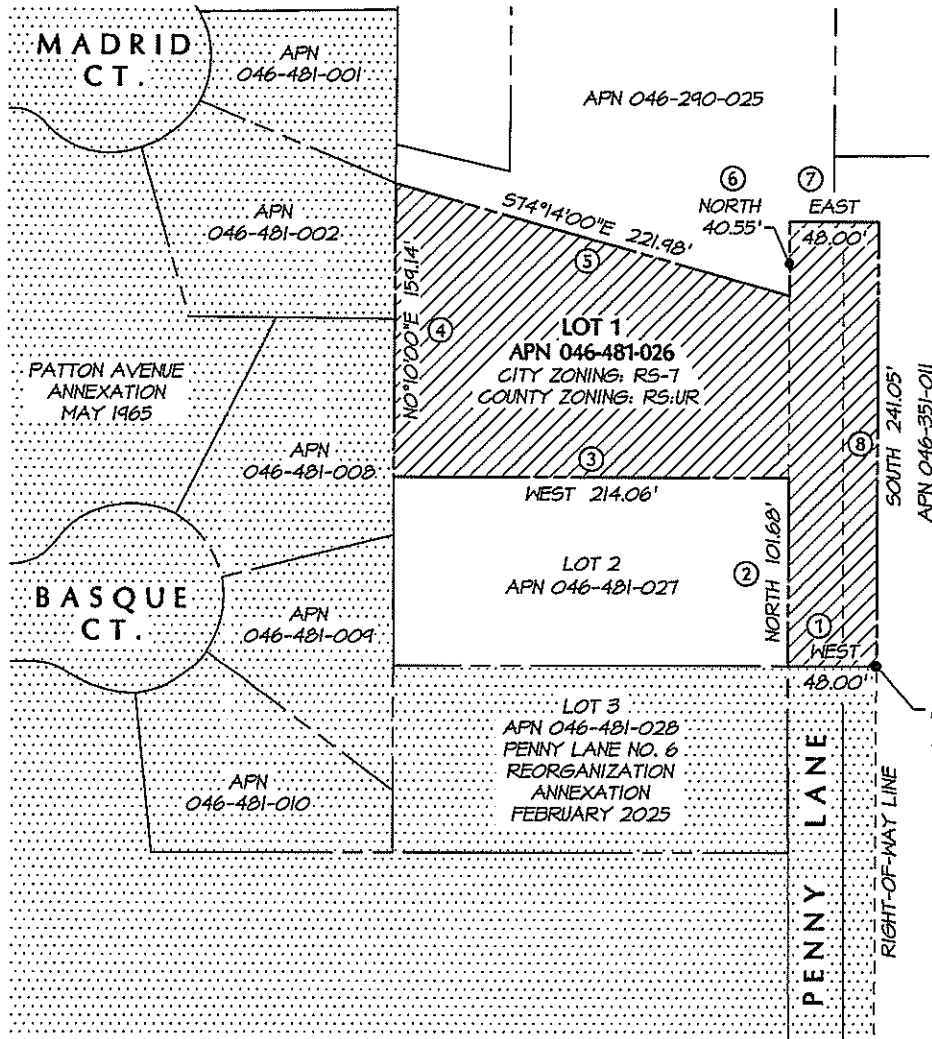
Containing 0.90 acres of land, more or less.

For assessment purposes only. This description of land is not a legal property description as defined in the Subdivision Map Act and may not be used as the basis for an offer for sale of the land described herein.

EXHIBIT "B"

MAP DELINEATING THE BOUNDARY OF PENNY LANE NO. 7 ANNEXATION TO THE CITY OF NAPA

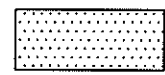
USGS TOPO QUADRANGLE "NAPA"
TOWNSHIP AND RANGE: 5N 4W



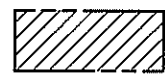
SCALE: 1" = 100'



LEGEND:



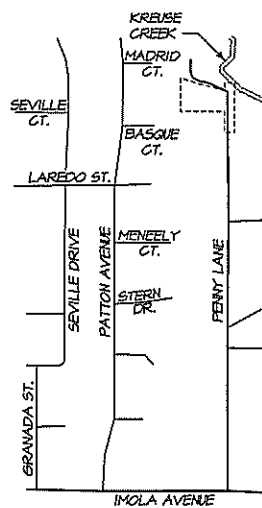
EXISTING CITY OF NAPA LIMITS



PROPOSED AREA TO BE ANNEXED (0.9± ACRES)



COURSE NUMBER



LOCATION MAP
NO SCALE

DISCLAIMER:

FOR ASSESSMENT PURPOSES ONLY AND MAY NOT BE USED AS A BASIS FOR A SALE OF LAND SHOWN HEREON. THE EFFECTED TERRITORY IS SHOWN ON THE MAP AND DESCRIBED IN THE GEOGRAPHIC DESCRIPTION IN THE ATTACHED EXHIBIT "A".

9/15/2025 - 11:46 AM, Kristenk, S: LAND PROJECTS\2023-2027\2513\2025 CITY OF NAPA ANNEXATION\ACAD\EXHIBITS\2513-ANNX\DWG

BARTELT
ENGINEERING
CIVIL ENGINEERING · LAND PLANNING
1303 Jefferson Street, 200 B, Napa, CA 94559
www.barteltengineering.com
Telephone: 707.258.1301
Resolution for Penny Lane No. 7 Reorganization

Martin-Giles Residence
2111 Penny Lane
Napa, California
APN 046-481-026

Job No. 25-13
Date: September 2025
Page: 1 of 1
Scale: As Shown Page 5 of 5

Date Filed: _____

Proposal Name: _____

FORM D

PROPOSAL APPLICATION
Change of Organization/Reorganization

I. APPLICANT INFORMATION

A. Name: Cornelia Martin-Giles
Contact Person Agency/Business (If Applicable)

Address: 644 Birchwood Court Danville 94506
Street Number Street Name City Zip Code

Contact: (510) 520-4110 cnelryd@comcast.net
Phone Number Facsimile Number E-Mail Address

B. Applicant Type: (Check One) Local Agency Registered Voter Landowner

II. PROPOSAL DESCRIPTION

A. Affected Agencies:

Name	Address
<u>City of Napa</u>	<u>955 School Street, Napa, CA 94559</u>
Name	Address
Name	Address

Use Additional Sheets as Needed

B. Proposal Type: (Check as Needed)

<input checked="" type="checkbox"/> Annexation	<input type="checkbox"/> Detachment	<input type="checkbox"/> City Incorporation	<input type="checkbox"/> District Formation
<input type="checkbox"/> City/District Dissolution	<input type="checkbox"/> City/District Merger	<input type="checkbox"/> Service Activation (District Only)	<input type="checkbox"/> Service Divestiture (District Only)

C. Purpose Statement: (Specific)

This project will include connection of the existing residence to the existing City of Napa water main in Penny Lane

III. GENERAL INFORMATION

A. Location:	2111 Penny Lane	046-481-026	0.63
	Street Address	Assessor Parcel Number	Acres
	Portion of ROW	N/A	0.27
	Street Address	Assessor Parcel Number	Acres
	Street Address	Assessor Parcel Number	Acres
	Street Address	Assessor Parcel Number	Acres
Total Location Size (Including Right-of-Ways)			0.90

B. Landowners:

- (1) Assessor Parcel Number : 046-481-026 Name: Cornelia Martin-Giles
 Mailing Address: 644 Birchwood Court, Danville, CA 94506
 Phone Number: (510) 520-4110 E-mail: cnelryd@comcast.net
- (2) Assessor Parcel Number : _____ Name: _____
 Mailing Address: _____
 Phone Number: _____ E-mail: _____
- (3) Assessor Parcel Number : _____ Name: _____
 Mailing Address: _____
 Phone Number: _____ E-mail: _____
- (4) Assessor Parcel Number : _____ Name: _____
 Mailing Address: _____
 Phone Number: _____ E-mail: _____

Use Additional Sheets As Needed

C. Population:

- (1) Total Number of Residents: 1
- (2) Total Number of Registered Voters: _____

D. Land Use Factors:

(1a) County General Plan Designation: Rural Residential
 (1b) County Zoning Standard: RTS:UR (residential Single; Urban Reserve)
 (2a) Applicable City General Plan Designation: Low density residential
 (2b) Applicable City Pre-zoning Standard: RS-7 (Min Lot Size 7,000 Sq Ft)
 (Required for City Annexations)

E. Existing Land Uses: Single Family Residential
 (Specific)

F. Development Plans:

(1a) Territory Subject to a Development Project? Yes No
 (1b) If Yes, Describe Project: N/A

 (1c) If No, When Is Development Anticipated? N/A

G. Physical Characteristics:

(1) Describe Topography: Existing single family residence, front and backyard landscaped, trees scattered along property line
 (2) Describe Any Natural Boundaries: Kruese Creek across Penny Lane
 (3) Describe Soil Composition and Any Drainage Basins: Haire Loam surface drainage to Kruese Creek and Cayetano Creek
 (4) Describe Vegetation: Residential Landscape

H. Williamson Act Contracts
(Check One)

Yes

No

IV. GOVERNMENTAL SERVICES AND CONTROLS

A. Plan For Providing Services:

(1) Enumerate and Describe Services to Be Provided to the Affected Territory:

City of Napa Water Division to serve the existing parcel

(2) Level and Range of Services to Be Provided to the Affected Territory:

Extend existing water main in Penny Lane and install
a new water lateral from residence to main in Penny
Lane

(3) Indication of When Services Can Feasibly Be Extended to the Affected Territory:

Immediately

(4) Indication of Any Infrastructure Improvements Necessary to Extend Services to the Affected Territory:

Extend existing water main closer to subject property
in Penny Lane

(5) Information On How Services to the Affected Territory Will Be Financed:

Personal Funds/City of Napa Water Division
Budget

V. ENVIRONMENTAL INFORMATION

A. Environmental Analysis (City annexations require pre-zoning.)

(1) Lead Agency for Proposal: City of Napa
Name

(2) Type of Environmental Document Previously Prepared for Proposal:

- Environmental Impact Report
Negative Declaration/Mitigated Negative Declaration
CEQA Guidelines 15282(k)
None

Provide Copies of Associated Environmental Documents

VI. ADDITIONAL INFORMATION

A. Approval Terms and Conditions Requested For Commission Consideration:

The subject parcel to be annexed into the City of Napa and will be subject to the City of Napa terms and conditions

Use Additional Sheets As Needed


B. Identify Up to Three Agencies or Persons to Receive Proposal Correspondence:

(Does not include affected landowners or residents)

- City of Napa
1600 First Street, Napa CA 94559
Paul Bartelt, Bartelt Engineering
1303 Jefferson Street, Suite 200B, Napa, CA 94559
paulb@barteltengineering.com

VII. CERTIFICATION

I certify the information contained in this application is correct. I acknowledge and agree the Local Agency Formation Commission of Napa County is relying on the accuracy of the information provided in my representations in order to process this application proposal.

Signature: 
Cornelia Martin-Giles (Sep 16, 2025 07:51:34 PDT)

Printed Name: Cornelia Martin-Giles

Title: Land Owner

Date: Sep 16, 2025

FACTORS FOR COMMISSION CONSIDERATION

Government Code §56668 requires the review of a proposal to include the following factors:

FACTOR TO CONSIDER	COMMENT
1. Population and density [§56668(a)]	Consistent: Population one (legally uninhabited)
2. Land area and land use [§56668(a)]	Consistent: 0.90 acres, single-family residence Jurisdiction: unincorporated County, included in City's <i>Terrace/Shurtleff</i> Planning Area
3. Assessed valuation [§56668(a)]	Consistent: Land: \$624,688 Structural improvements: \$769,706
4. Topography, natural boundaries and drainage basins [§56668(a)]	Consistent: Relatively flat: 2 to 5 percent slopes Drainage basin: <i>Kruese Creek and Cayetano Creek</i>
5. Proximity to other populated areas [§56668(a)]	Consistent: Adjacent lands to north and west are in the City and developed with residential uses. Adjacent lands to east and south are unincorporated and developed with, or planned for, rural residential uses.
6. Likelihood of significant growth in the area, adjacent areas during next 10 years [§56668(a)]	Consistent: City General Plan designation and zoning could allow up to one additional residential lot within affected territory. No development plans at this time. Adjacent areas are planned for low density residential development.
7. Need for government services [§56668(b)]	Consistent: Existing services provided at adequate levels: Sewer, fire and emergency protection, law enforcement Additional service: Connection to water to reduce dependence on private well
8. Government services present cost, adequacy and controls in area [§56668(b)]	Consistent: Analysis: Central County Region Municipal Service Review adopted in 2014 and Napa Countywide Water Wastewater MSR Updated 10-4-21
9. Government services probable future needs and controls in area [§56668(b)]	Consistent: Analysis: Central County Region Municipal Service Review adopted in 2014 and Napa Countywide Water Wastewater MSR Updated 10-4-21

<p>10. Government services effect of proposal on cost, adequacy and controls in area and adjacent areas [§56668(b)]</p>	<p>Consistent: Analysis: Central County Region Municipal Service Review adopted in 2014 and Napa Countywide Water Wastewater MSR Updated 10-4-21</p>
<p>11. Effects on adjacent areas, on mutual social and economic interests, and on local governmental structure in the County [§56668(c)]</p>	<p>Consistent: Area included in City's SOI since 1975</p>
<p>12. Effects on planned efficient patterns of urban development [§56668(d)]</p>	<p>Consistent: City General Plan designation: <i>Low Density Residential (3 to 8 lots per acre)</i> City Zoning: <i>RS-7 (Single Family Residential, minimum lot size 7,000 sq. ft.)</i></p>
<p>13. Effects on maintaining physical and economic integrity of agricultural lands [§56668(e)]</p>	<p>Consistent: Within City RUL, not designated for agricultural or open space use</p>
<p>14. Boundaries: logical, contiguous, not difficult to serve, definite and certain [§56668(f)]</p>	<p>Consistent: Located within City's SOI and RUL, existing water service infrastructure located nearby</p>
<p>15. Conformance to lines of assessment, ownership [§56668(f)]</p>	<p>Consistent: One parcel identified as APN 046-481-026 along with the adjacent portion of public right-of-way</p>
<p>16. Creation of islands, corridors, irregular boundaries [§56668(f)]</p>	<p>Consistent: Would reduce the size of an unincorporated pocket that is within the City's SOI and RUL</p>
<p>17. Consistency with regional transportation plan [§56668(g)]</p>	<p>Consistent: No specific projects in regional transportation plan (RTP), <i>Plan Bay Area 2050</i></p>
<p>18. Consistency with city or county general and specific plans [§56668(h)]</p>	<p>Consistent: City General Plan designation: <i>Low Density Residential (3 to 8 lots per acre)</i> City Zoning: <i>RS-7 (Single Family Residential, minimum lot size 7,000 sq. ft.)</i></p>

<p>19. Consistency with spheres of influence [§56668(i)]</p>	<p>Consistent: Within City's SOI since 1975</p>
<p>20. Comments from affected agencies and other public agencies [§56668(j)]</p>	<p>Consistent: No comments received</p>
<p>21. Ability of agency to provide service including sufficiency of revenues [§56668(k)]</p>	<p>Consistent: Analysis: Central County Region Municipal Service Review adopted in 2014 and Napa Countywide Water Wastewater MSR Updated 10-4-21</p>
<p>22. Timely availability of adequate water supply [§56668(l)]</p>	<p>Consistent: Analysis: Central County Region Municipal Service Review adopted in 2014 and Napa Countywide Water Wastewater MSR Updated 10-4-21</p>
<p>23. Fair share of regional housing needs [§56668(m)]</p>	<p>Consistent: No effect; neutral</p>
<p>24. Information or comments from landowners, voters, or residents in proposal area [§56668(n)]</p>	<p>Consistent: 100% consent of landowners</p>
<p>25. Existing land use designations [§56668(o)]</p>	<p>Consistent: City General Plan designation: <i>Low Density Residential (3 to 8 lots per acre)</i></p> <p>City Zoning: <i>RS-7 (Single Family Residential, minimum lot size 7,000 sq. ft.)</i></p>
<p>26. Effect on environmental justice [§56668(p)]</p>	<p>Consistent: No documentation or evidence suggesting the proposal will have any implication besides the extension of safe and reliable public water service to the affected territory</p>
<p>27. Safety Element of GP concerns; identified as very high fire hazard zone [§56668(q)]</p>	<p>Consistent: Not located in a high fire hazard zone or a state responsibility area</p>