



# San Luis Obispo Local Agency Formation Commission

SENT VIA E-MAIL ONLY

**DATE:** DECEMBER 5, 2025

**TO:** JOSEF STEINMANN, APPLICANT  
IAN MCCARVILLE, AGENT

**FROM:** IMELDA MARQUEZ-VAWTER, SENIOR ANALYST

**VIA:** ROB FITZROY, EXECUTIVE OFFICER

**SUBJECT:** 30-DAY REVIEW OF APPLICATION FOR ANNEXATION NO. 21 TO CAYUCOS  
SANITARY DISTRICT (STEINMANN) | LAFCO FILE NO. 1-R-25

Dear Josef,

This letter is to advise you that the application for Annexation No. 21 to the Cayucos Sanitary District (Steinmann) was received via email on October 30, 2025, and the check was received via U.S. mail on November 10, 2025. The application has been referred to other agencies involved in the process. LAFCO staff have completed an initial 30-day review of the submittal and found that the application is incomplete and has been placed on hold. To continue processing the application the following items must be addressed and submitted in part, pursuant to government code section 56652. Once all the items requested have been submitted and the application is deemed complete and acceptable for filing, then a Certificate of Filing will be issued to the applicant with a specified LAFCO hearing date.

1. We acknowledge that the district has already provided the Conditional Intent to Serve letter, however, as with all petition-initiated annexations, there are specific processes that must be followed and notification to the applicable agency is required. At the December 18, 2025, LAFCO public meeting, a notice per government code section 56857 (b) will be provided to the Commission as an informational item only. Upon December 18, 2025, Cayucos Sanitary District will have 60 days to determine whether they would wish to terminate the annexation request based on service or financial related concerns as is detailed out in government code section 56857 (b). If no resolution is received, LAFCO will continue to process the application.
2. A plan for providing services, prepared by the Cayucos Sanitary District, needs to be submitted. The plan shall include the information outlined in the "Plan for Services Requirements" section of the LAFCO Application and be prepared in compliance with Gov Code Section 56653. Please coordinate with us if you have any questions about the Plan for Services requirements. The District is aware of this requirement and has recent examples to use.
3. Thank you for submitting a map and legal description for the proposed annexation. The proposals map and legal has been reviewed and County

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ROB FITZROY  
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IMELDA MARQUEZ-VAWTER  
Senior Analyst

MORGAN BING  
Analyst

MELISSA MORRIS  
Commission Clerk

HOLLY WHATLEY  
Legal Counsel

Surveyor comments are attached herein. Once revised, it will require another review by the County Surveyor until deemed definite and certain. After the map and legal description have been determined to be definite and certain; Four (4) copies of the maps and legal descriptions signed and stamped by Registered Civil Engineer or a Licensed Land Surveyor. The maps shall be sized at a maximum of 24" x 36" and a minimum of 18" x 26" with a minimum ½" border. For more information on the standards for the maps and legal descriptions, please refer to the LAFCO Proposal Application on the LAFCO website.

4. Through coordination with the County Assessor's office, it was determined that both Josef M Steinmann and Dolores Franco have ownership over Assessor Parcel No. 064-481-005. For purposes of providing 100% property owner consent to the proposed project, please ensure that all property owners have signed and submitted a Landowner Consent Form (Page 29 of the Petition of Application). This would also allow the protest process to be waived pursuant to government code section 56663.
5. For purposes of providing a complete campaign disclosure please ensure that a financial disclosure form (Page 31 of the Petition of Application) is completed by all landowners.
6. The County initially referred the subject project to LAFCO and a response letter was provided on August 22, 2023. We noted at that time that the site likely contains prime soils and that compliance with LAFCO policy is required. In addition, we noted that LAFCO would be a Responsible Agency under CEQA and rely on the County's documentation. However, we would like to inform the applicant that the County, as the Lead Agency for CEQA, did not consult, issue a Notice of Intent, or circulate the Initial Study (IS) / Mitigated Negative Declaration (MND) to LAFCO as the Responsible Agency as required by CEQA Section 15072. Therefore, any analysis or conclusions made in the IS / MND are not reflective of commentary or input from LAFCO. As Responsible Agency, LAFCO is compelled to utilize the CEQA document prepared by the Lead Agency in most scenarios. The key issue area of concern relates to conclusions pertaining to agricultural resources. LAFCO staff concur that the impact identified is less than significant; however, we do not agree with the conclusions about compliance with LAFCO policy. For purposes of this IS / MND, it is therefore necessary to discern the differences in the CEQA impact and compliance with LAFCO policy. In other words, the CEQA documentation appears to be adequate and accurately characterizes impacts for agricultural resources and other issue areas; however, compliance with LAFCO policy is a related but separate matter that needs to be addressed, see item 7 below for more details. This policy compliance issue however is not a CEQA issue.
7. LAFCO must make findings with regard to impacts to prime agricultural land with any annexation action as defined by Government Code Section 56064 and 56377. Based on the "*Steinmann Vesting Tentative Tract Map 3164 SUB2021-00023 and Variance/Development Plan/Coastal Development Permit C-DRC2022-00029 /ED23-105*" Initial Study (IS) and Mitigated Negative Declaration (MND) conducted by the County of San Luis Obispo, it was found that of the approximate 9.69-acre project site, 2.17-acres are considered Prime Farmland, and of that, 1.30-acres will be impacted. When any soils on site meet the definition of "prime agriculture land" as defined by Government Code Section 56064, then mitigation measures are required to meet LAFCO policy 2.9.12, which is as follows:

**2.9.12.** *The Commission may approve annexations of prime agricultural land only if mitigation that equates to a substitution ratio of at least 1:1 for the prime land to be converted from agricultural use is agreed to by the applicant (landowner), the jurisdiction with land use authority. The 1:1 substitution ratio may be met by implementing various measures:*

- a. *Acquisition and dedication of farmland, development rights, and/or agricultural conservation easements to permanently protect farmlands within the annexation area or lands with similar characteristics within the County Planning Area.*
- b. *Payment of in-lieu fees to an established, qualified, mitigation/conservation program or organization sufficient to fully fund the acquisition and dedication activities stated above in 12a.*
- c. *Other measures agreed to by the applicant and the land use jurisdiction that meet the intent of replacing prime agricultural land at a 1:1 ratio.*

As mentioned in the IS / MND, the project will adversely impact a total of 1.30-acres of prime farmland. With respect to satisfying the intent of LAFCO policy 2.9.12, of the 2.17-acres of Prime soils present on the project site, 0.87 acres will be permanently preserved within an open space easement. This equates to a substitution ratio of about 67 percent which is less than the 1:1 ratio required by policy 2.9.12. LAFCO staff need a better understanding as to how this policy will be met pursuant to the Government Code definition of prime agricultural land. This issue warrants further discussion with LAFCO staff. Please coordinate with us to set up a meeting to discuss this matter further.

8. Related to the above, does the soil type of the 0.87-acres being preserved within an open space easement, meet the definition of prime agriculture land as defined by Government Code Section 56064. In other words, does this easement protect the same types of soils being impacted?
9. We have informed the County Assessor, Auditor, and Administrative Office of the application submittal/ Notice of Filing, and they will subsequently notify LAFCO and the District when negotiations commence. As required by law with a change of jurisdictional boundary, a Negotiated Property Tax Agreement is required to be approved by resolution by the affected agencies which includes the Board of Supervisors and the Cayucos Sanitary District. This step involves the County Auditor/Assessor and the State Board of Equalization. This process adjusts the Tax Rate Areas due to the boundary changes of the District. This process must be completed before the application can be considered by the Commission as required by Gov Code Section 56810.
10. As stated in the LAFCO proposal application, there is a fee associated with filing with the State Board of Equalization (BOE). This would require a check made out to the State Board of Equalization. For an area between 6.00 to 10.99 acres the fee would be \$500. A check will only be needed if the Commission approves the proposal; the check should be submitted to LAFCO to be included with the BOE filing packet.

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Once we receive the requested information, the application will be reviewed for completeness. Other information needs or questions may arise as our review of the application continues. If you have any questions or would like to arrange a meeting, please let us know. Thank you.

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**Attachment A: County Surveyor 1<sup>st</sup> Review of the Map and Legal Description**

- cc. Holly Whatley, LAFCO Legal Counsel  
cc. Will Clemens, Interim General Manager, Cayucos Sanitary District

# **Attachment A**

County Surveyor 1st Review of the Map and Legal Description

~~LAFCO ANNEXATION No. 21~~  
~~TO THE CAYU COUNTY SERVICE AREA 10 STRICT~~  
**GEOGRAPHIC Description**

Real property in the unincorporated area of the County of San Luis Obispo, State of California, described as follows:

That portion of the Rancho San Geronimo according to map of the property of M. Righetti and G. Tognazzini filed for record March 19, 1898 in Book A at page 70 of Maps described as follows:

Commencing at the Westerly terminus of course numbered (2) in the deed to the State of California recorded March 10, 1960 in Volume 1112 of Official Records at page 426, records of said county; Thence along said course (2) South 67°08'04" East, 166.30 feet to the true point of beginning, said point also being on the Southerly line of the property described in the deed to the State of California recorded July 25, 1962 in Book 1193 at Page 394 of Official Records; thence along said Southerly line the following distances and bearings:

1. North 61°44'54" East, 305.60 feet, thence
2. North 77°31'30" East, 223.83 feet; thence
3. South 68°40'19" East, 247.64 feet; thence
4. North 61°27'09" East 94.39 feet; thence
5. North 33°48'46" East to a point on the Northeasterly line of said Rancho; thence
6. South 27°30' East along said Northeasterly line to the most Northerly corner of the land conveyed to Samuel Borradori in deed recorded February 24, 1950 in Book 553 at page 134 of Official Records; thence
7. South 66°06'30" West along the Northwesterly line of the land, so conveyed 300 feet to the most westerly corner thereof; thence
8. Southeasterly along the Southwesterly line thereof 150 feet to the North line of the property described in the deed to the State of California recorded January 10, 1950 in Book 547 at page 380 of Official Records; thence
9. Southwesterly and Northwesterly along said Northerly line to its intersection with the Northerly line of the property described in the deed to the State of California recorded March 10, 1961 in book 1112 at page 426 of Official Records; thence
10. Northwesterly along said last mentioned Northerly line, to the true point of beginning.

THE POB MUST BE REFERENCED TO A MAJOR GEOGRAPHIC POSITION (IE SECTION CORNERS, INTERSECTION OF STREET CENTERLINES, ETC). IT IS PREFERABLE THAT THE POB BE A POINT OF DEPARTURE FROM AN EXISTING DISTRICT BOUNDARY.

ALL COURSES REQUIRED TO CLOSE THE TRAVERSE MUST BE STATED (IE: COURSES 5, 6, 9, & 10 ARE MISSING INFORMATION)

**INCLUDE AREA**

This legal description is made pursuant to that certain Certificate of Compliance recorded April 14, 2020 as Instrument No. 2020-017996 of Official Records.

ALL INFORMATION STATED IN THE DESCRIPTION MUST MATCH THE MAP



\_\_\_\_\_, PLS 5702

Date

**INCLUDE THE FOLLOWING DISCLAIMER:**

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.

YUCOS CSD

PROVIDED THE BOE REQUIREMENT THAT ALL COURSES BE EXPLICITLY STATED, CONSIDER REVISING THIS DESCRIPTION TO MATCH THE TR 3164 FINAL MAP.

N:\2024\24-327 0 N Ocean Ave ANNEXATION MAP.dwg, 18x26 ANNEXATION MAP, Oct 10, 2025 3:10pm, WStanton

INCLUDE RELATIONSHIP TO EXISTING DISTRICT BOUNDARY

CC 1988-048338

PARCEL 1  
34 PM 79

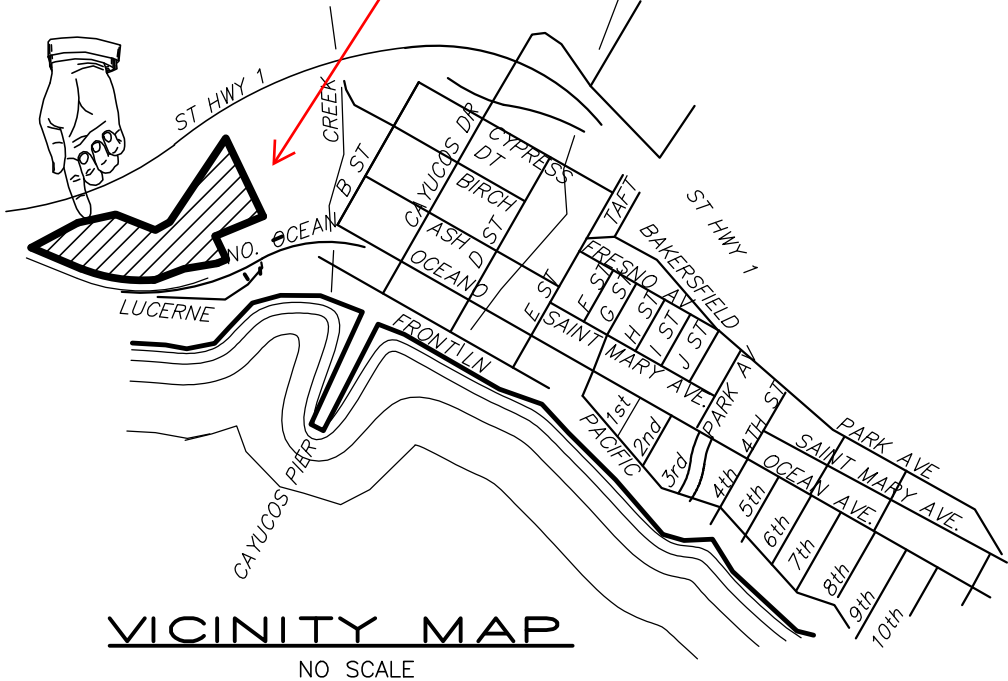
FOUND 3/4" IRON PIPE  
"RCE 7720" INSIDE 6"  
CONCRETE COLLAR PER R1  
N25°29'44"W 309.24'  
N25°24'14"W 308.89'R3

THE POB MUST BE REFERENCED TO A MAJOR GEOGRAPHIC POSITION (IE SECTION CORNERS, INTERSECTION ROW AND EXISTING DISTRICT BOUNDARY). IT IS PREFERABLE THAT THE POB BE A POINT OF DEPARTURE FROM AN EXISTING DISTRICT BOUNDARY.

**SYMBOL LEGEND:**  
--- STREET CENTERLINE  
--- ANNEXATION LIMITS  
/// EXISTING CSD BOUNDARY

INCLUDE APN FOR ALL ADJACENT PARCELS

R1 INDICATES RECORD PER 3 MB 105



VICINITY MAP  
NO SCALE

STATE HIGHWAY 1  
CENTERLINE  
 $\Delta=30'25'06''$   
 $R=2000.00'$  R2  
 $L=1061.80'$

ALL INFORMATION STATED IN THE DESCRIPTION MUST MATCH THE MAP

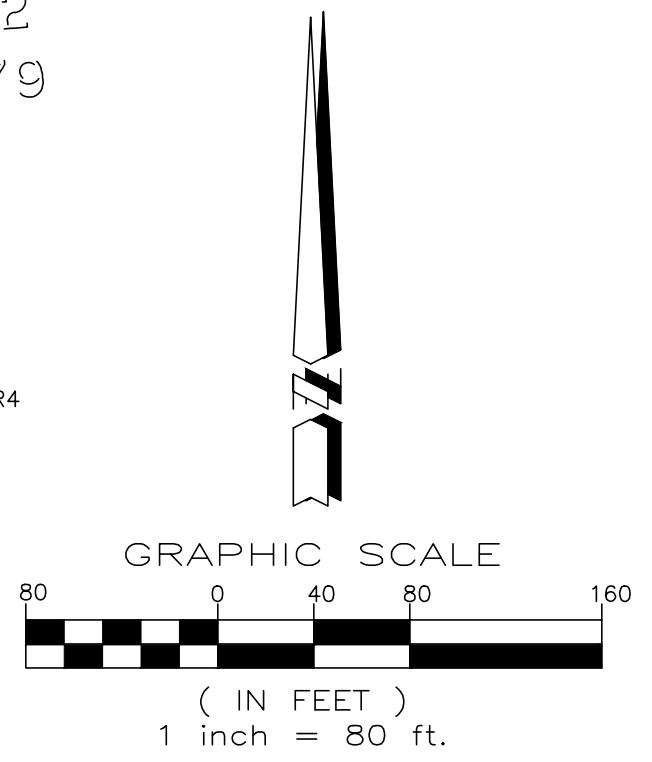
NUMBER COURSES HEREON TO MATCH THE LEGAL DESCRIPTION

REMOVE BOUNDARY DETERMINATION (RECORD DIMENSIONS, ANGLES, ETC.)

PARCEL 2  
34 PM 79

FOUND 3/4" IP  
"RE 7720" IN  
CONCRETE  
PER R3

N64°35'46"E 50.00'R3  
N64°22'38"E 50.04'M&R4



1193 O.R. 394  
STATE OF CALIFORNIA

SHOW POINT OF COMMENCEMENT

POINT OF BEGINNING

CERTIFICATE OF COMPLIANCE  
DOC NO.  
2020-017996

INCLUDE AREA

CONSIDER BEGINNING GEOGRAPHIC DESCRIPTION HERE, WHERE ANNEXATION 21 DEPARTS FROM THE EXISTING CSA.

**SURVEYOR'S STATEMENT:**  
THIS MAP REPRESENTS A MAP FROM RECORD DATA SHOWN ON CERTIFICATE OF COMPLIANCE, DOC NO. 2020-017996 FOR THE PURPOSES OF PREPARING A DESCRIPTION FOR ANNEXATION TO THE CAYUCOS COMMUNITY SERVICES DISTRICT.

*Michael B. Stanton* 10/10  
MICHAEL B. STANTON, PLS 5702 DATE  
LICENSED LAND SURVEYOR  
MICHAEL B. STANTON  
LIC. NO. 5702  
STATE OF CALIFORNIA

**LEGEND**

- SET 5/8" REBAR WITH PLASTIC CAP "L.S. 5702"
- FOUND CALTRANS BRASS CAP PER R2 UNLESS NOTED OTHERWISE
- FOUND CALTRANS CONCRETE 6X6 PER R2
- M MEASURED
- R RECORD
- FND. FOUND
- INTX. BEARING BEARING INTERSECTION
- SNF SEARCHED NOTHING FOUND

**REFERENCES**

- R1 127 RS 59
- R2 OLD V-SLO-56-C CALTRANS RIGHT-OF-WAY MAP
- R3 34 PM 79
- R4 119 RS 08
- D1 533 O.R. 134
- D2 1193 O.R. 394

**ANNEXATION MAP**

ANNEXATION No. 21 TO COUNTY SERVICE AREA 10

BEING A SUBDIVISION OF THAT PORTION OF THE RANCHO SAN GERONIMO, IN THE COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA, AS SHOWN ON THE MAP FILED IN BOOK A, PAGE 70 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER, SAID PORTION BEING DESCRIBED IN CERTIFICATE OF COMPLIANCE RECORDED AS INSTRUMENT NO. 2020-017996 OF OFFICIAL RECORDS OF SAID COUNTY.

**MBS** LAND SURVEYS  
MICHAEL B. STANTON, PLS 5702  
3559 SOUTH HIGUERA ST.  
SAN LUIS OBISPO, CA 93401  
805-594-1960