



CITY OF ORLAND STAFF REPORT

MEETING DATE: December 2, 2025

TO: Honorable Mayor and Council

FROM: Joe Goodman, City Manager

SUBJECT: **Authorization to Initiate Annexation and CEQA Analysis for the West Orland Annexation Project (Discussion/Action)**

Purpose

Authorization for the City to initiate CEQA review and preparation of an Annexation Plan for the proposed West Orland Annexation Project, and to authorize expenditure of \$39,600 from transportation development impact fees.

Background

Property owners within the western portion of Orland's Sphere of Influence (SOI) have formally requested annexation of their properties into the City. The annexation area includes approximately 37 acres located west of I-5 and north of South Street, designated for a mix of Highway/ Service Commercial and Light Industrial uses in the Orland General Plan. The Glenn County General Plan includes similar designations.

Although no development applications or General Plan amendments are proposed at this time, annexation would allow the City to apply its zoning standards, plan future infrastructure, and support long-term highway-commercial development. These uses could increase employment opportunities, strengthen local economic activity, and improve traffic circulation on the west side of town.

To advance this request, the City would fund preparation of the Annexation Plan and CEQA documentation, enabling the City to formally submit an annexation application to the Glenn County Local Agency Formation Commission (LAFCo).

Discussion

Annexation Plan

The consultant will prepare an Annexation Plan for LAFCo review, including an open space conversion statement, city services plan, water supply analysis, and fair-share housing needs. The scope includes preparation of draft and final versions, responses to LAFCo comments, and attendance at two LAFCo hearings.

CEQA Analysis

CEQA review will be completed using CEQA Guidelines Section 15183, which allows streamlined environmental analysis for projects consistent with a certified General Plan EIR which was recently completed by Glenn County. The consultant will prepare an Environmental Checklist evaluating any site-

specific impacts and demonstrating consistency with City standards and prior EIR analysis. A draft will be provided for staff review, with a final print-ready document delivered to the City.

Schedule: Both tasks can be completed within approximately 8 weeks.

Benefits to the City:

- Responds to landowner requests for annexation
- Supports future highway-commercial development and related economic benefits
- Enhances long-term tax revenue potential
- Enables coordinated planning for infrastructure and circulation improvements
- Improves traffic flow and connectivity on the west side of Orland
- Positions the City to guide growth rather than react to unplanned development

Fiscal Impact

The total cost of the Annexation Plan and CEQA analysis is \$39,600, consisting of:

1. Annexation Plan: \$24,800
2. CEQA Analysis: \$14,800

Staff recommends funding the work from transportation development impact fees, which are eligible because annexation planning supports long-range circulation and growth management.

Any future project-specific entitlements or development applications will be funded by private applicants.

Recommendation

Staff recommends the City Council:

1. Authorize staff to initiate the West Orland Annexation Project and complete the Annexation Plan and CEQA documentation.
2. Approve the consultant proposal in the amount of \$39,600, funded by transportation development impact fees.
3. Direct staff to submit the annexation application to LAFCo upon completion of the required documents