

SAN MATEO



LOCAL AGENCY FORMATION COMMISSION

455 COUNTY CENTER, 2ND FLOOR • REDWOOD CITY, CA 94063-1663 • PHONE (650) 363-4224 • FAX (650) 363-4849

September 14, 2016

To: LAFCo Commissioners
From: Martha Poyatos, Executive Officer
Subject: LAFCo File No. 16-05—Proposed Annexation of 250 Shawnee Pass, Portola Valley (APN 077-341-030) to West Bay Sanitary District (1.1 acres)

Summary

This proposal, submitted by landowner petition, requests annexation to connect an existing single-family home to the West Bay Sanitary District sewer main and abandon the existing septic system. The proposal has 100 percent landowner consent and waiver of conducting authority proceedings is also requested. The annexing territory is located in the Town of Portola Valley at 250 Shawnee Pass near Cervantes Road. Commission approval is recommended.

Departmental Reports

County Assessor: The net assessed land valuation shown in the records of the County Assessor is \$336,439. The boundaries of the annexation as proposed conform to lines of assessment and ownership.

County Clerk: The territory has two registered voters. Annexation would not conflict with any political subdivision boundaries.

County Public Works: The map and legal description required by the State Board of Equalization have not yet been reviewed.

Town of Portola Valley: The Town's general plan designation is low-intensity residential and zoning is residential estate, single family (one to two acres per dwelling unit). An encroachment permit will be necessary to be reviewed and issued by the Town Engineer. Any grinder pump or telemetry panel will be necessary to be reviewed by Town Planning and Public Works.

County Environmental Health: The California Water Service Company and West Bay Sanitary District provide the available water and sewer service in the area. The applicant must obtain a permit for septic tank abandonment, which shall be inspected and approved by Environmental Health.

COMMISSIONERS: JOSHUA COSGROVE, CHAIR, Special District • DON HORSLEY, VICE CHAIR, County • ANN DRAPER, Public • RICH GARBARINO, City
 MIKE O'NEILL, City • JOE SHERIDAN, Special District • ADRIENNE TISSIER, County

ALTERNATES: RIC LOHMAN, Special District • RAY MUELLER, City • SEPI RICHARDSON, Public • WARREN SLOCUM, County

STAFF: MARTHA POYATOS, EXECUTIVE OFFICER • REBECCA ARCHER, LEGAL COUNSEL • JEAN BROOK, COMMISSION CLERK

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West Bay Sanitary District: Annexation to the zone will be required and the proponent will be required to construct a grinder pump system on the property to be served. All cost will be paid by proponent. A District Class 3 permit (\$500 application fee and \$2,000 deposit for plan checking and inspections) and Class 1 permits (\$250 application fee and connection fees of \$7,336.20 per residential unit currently; annual sewer service charges will apply) are required. Also required is a Reimbursement Agreement for the existing force main extension is estimated at \$10,000 for the residential unit.

Executive Officer's Recommendation

This proposal has been submitted by landowner petition in order to connect a single-family residence to public sewer. The territory proposed for annexation is located in the Town of Portola Valley at 250 Shawnee Pass near Cervantes Road.

The annexation area is within the sphere of influence of West Bay Sanitary District adopted by the Commission in 1984 and is consistent with the District's plans for extending service. Approval of the annexation is recommended.

California Environmental Quality Act

The proposal is categorically exempt from the environmental review requirements of the California Environmental Quality Act (CEQA) because it consists of an annexation for an exempt facility (up to three single-family residences).

Waiver of Conducting Authority Proceedings

Section 56663(c) of the Cortese-Knox-Herzberg (CKH) Act specifies that the Commission may waive conducting authority proceedings for annexations of uninhabited territory with 100 percent landowner consent provided that no objection is submitted by subject property owners or voters. The purpose of the conducting authority proceeding is to measure landowner or voter protest within the affected territory. Paragraph (c) was added to Section 56663 to streamline proceedings in which landowners have already given consent to uninhabited annexation. The landowners have requested and staff recommends waiver of conducting authority proceedings.

Recommended Commission Action by Resolution

Approve LAFCo File No. 16-05—Proposed Annexation of 250 Shawnee Pass, Portola Valley (APN 077-341-030) to West Bay Sanitary District and Waive Conducting Authority Proceedings (1.1 acres), conditioned upon Public Works' review and approval of the required State Board of Equalization map and legal description.

cc: Phil Scott, General Manager, West Bay Sanitary District
Johnny Chiu, Principal Engineer, Lea & Braze Engineering
Loren Dakin and Keri Nicholas, Property Owners

PETITION
FOR PROCEEDINGS PURSUANT TO
THE CORTESE-KNOX-HERTZBERG LOCAL GOVERNMENT REORGANIZATION ACT OF
2000

The undersigned hereby petition(s) the Local Agency Formation Commission of San Mateo County for approval of a proposed change of organization or reorganization, and stipulate(s) as follows:

1. This proposal is made pursuant to Part 3, Division 3, Title 5 of the California Government Code (commencing with Section 56000, Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000
2. The specific change(s) of organization proposed (i.e., annexation, detachment, reorganization, etc. is/are: **Annexation of 250 Shawnee to West Bay Sanitary District**
3. The boundaries of the territory(ies) included in the proposal are as described in Exhibit(s) attached hereto and by this reference incorporated herein.
4. The territory(ies) included in the proposal is/are:

___ inhabited (12 or more registered voters) x Uninhabited
5. This proposal is x is not ___ consistent with the sphere of influence of the affected city and/or district(s).
6. The reason(s) for the proposed annexation (annexation, detachment, reorganization, etc.) is/are:

connect single family residence to public sewer and abandon septic system
7. The proposed annexation is requested to be made subject to the following terms and conditions: **NONE**
8. The persons signing this petition have signed as:

 registered voters **or** x Owners of land (check one) within the subject territory.

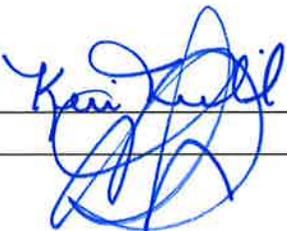
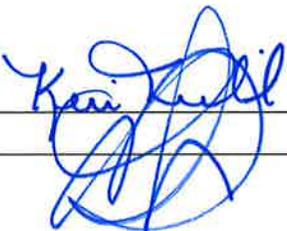
Petition - 250 Shawnee

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Wherefore, petitioner(s) request(s) that proceedings be taken in accordance with the provisions of Section 56000, et seq. Of the Government Code and herewith affix signatures as follows:

Chief Petitioners (not to exceed three):

Date: Printed Name: Signature/Residence address

<u>7/7/16</u>	<u>Keri Nicholas</u>	x	<u></u>	<u>250 Shawnee</u>
<u>7/7/16</u>	<u>Loren Dakin</u>	x	<u></u>	<u>250 Shawnee</u>

*Assessor's Parcel Number of parcel(s) proposed for annexation is APN 077-341-030

Write assessor parcel number here

**APPLICATION FOR A CHANGE OF ORGANIZATION OR REORGANIZATION
TO THE SAN MATEO LOCAL AGENCY FORMATION COMMISSION**

A. GENERAL INFORMATION

1. Briefly describe the nature of the proposed change of organization or reorganization.

Annex 250 Shawnee Pass into the West Bay Sanitary District.

2. An application for a change of organization or reorganization may be submitted by individuals in the form of a petition or by an affected public agency in the form of a certified resolution. This application is submitted by (check one):

Landowners or registered voters, by petition
 An affected public agency, by resolution

(If this application is submitted by petition of landowners or registered voters in the affected territory, complete the petition form.)

3. What are the reasons for the proposal?

Connect an existing single family home to public sewer and abandon septic system

4. Does this application have 100% consent of landowners in the affected area?

Yes No

5. Estimated acreage: 1.1 Acres

B. SERVICES

1. List the name or names of all existing cities and special districts whose service area or service responsibility would be altered by the proposed change of organization or reorganization.

West Bay Sanitary District

2. List all changes to the pattern of delivery of local services to the affected area. For each service affected by the proposed change(s) of organization, list the present source of service (state "none" if service is not now provided), the proposed source of service and the source of funding for construction of necessary facilities (if any) and operation. Example is given on the first two lines of the space provided for your response.

SERVICE	PRESENT	PROPOSED	FUNDING SOURCE
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	SOURCE	SOURCE	CONSTRUCTION	OPERATING
Sewer	None	West Bay Sanitary	Proponent	Fees

C. PROJECT PROPOSAL INFORMATION

1. Please describe the general location of the territory which is the subject of this proposal. Refer to major highways, roads and topographical features.

Located at 250 Shawnee Pass near Cervantes Road in Portola Valley

2. Describe the present land use(s) in the subject territory.

Residential Single Family Home

3. How are adjacent lands used?

North: Residential

South: Residential

East: Residential

West: Residential

4. Will the proposed change of organization result in additional development? If so, how is the subject territory to be developed?

Abandoning the septic systems accommodates planned remodel

5. What is the general plan designation of the subject territory?

R-E /1A (1-acre) /SD-1a

Residential –Estate/ 1-acre/Slope Density 1%

6. What is the existing zoning designation of the subject territory?

Get this from the Town Planning Dept.

7. What rezoning, environmental review or development approvals have already been obtained for development in the subject territory?

8. What additional approvals will be required to proceed?

West Bay Sanitary District Annexation & Connection Permit.

9. Does any portion of the subject territory contain any of the following --agricultural preserves, sewer or other service moratorium or wetlands subject to the State Lands Commission jurisdiction?

N/A

10. If no specific development projects are associated with this proposal, will the proposal increase the potential for development of the property? If so, how?

Allows for remodel and addition

* * * * *

LAFCo will consider the person signing this application as the proponent of the proposed action(s). Notice and other communications regarding this application (including fee payment) will be directed to the proponent at:

NAME: LOREN DAKIN ? Keeli Nicholas

ADDRESS: 250 Sidawnee Pass

TELEPHONE: 650-714-8662

ATTN: _____

 Keeli Nicholas
Signature of Proponent

"EXHIBIT A"

Date: 07-06-16

Annexed to: West Bay Sanitary District

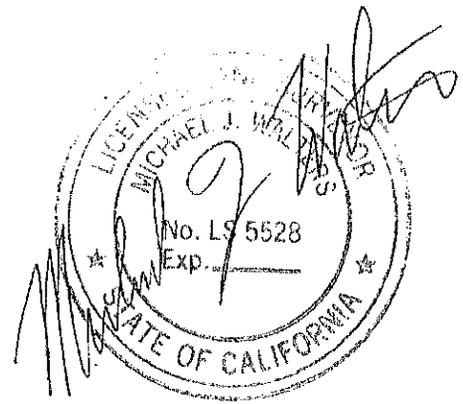
Name of Annexation: West Bay Sanitary District

**Geographic Description
Lands of Nicholas
Proposed Annexation of a 1.043 Acre +/- Parcel**

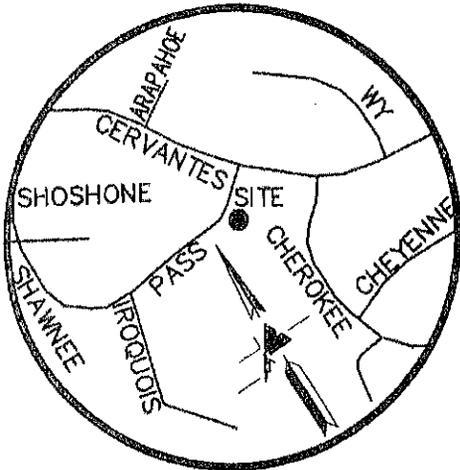
All that certain real property, situate in the Town of Portola Valley, County of San Mateo, State of California, described as follows:

Lot 3, Block 3 as designated on the map entitled, "Tract No. 774 Arrowhead Meadows Unit No. 4, being a portion of the Rancho Corte Madera, San Mateo County, California", filed in the Office of the Recorder of the County of San Mateo, State of California on March 17, 1959 in Book 50 at Pages 45-48.

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.



**WEST BAY SANITARY DISTRICT
(250 SHAWNEE PASS)**



VICINITY MAP
NO SCALE

LEGEND:

- EXISTING WEST BAY SANITARY DISTRICT BOUNDARY
- PROPOSED WEST BAY SANITARY DISTRICT BOUNDARY
- ADJACENT PROPERTY LINE

LOT 2-BLOCK 3
TRACT NO. 774
50 MAPS 45-48
WBSD RESOLUTION #936

LOT 1-BLOCK 3
TRACT NO. 774
50 MAPS 45-48
WBSD RESOLUTION #1006

SHAWNEE PASS
(60' WIDE)

S70°01'08"E 278.64'

LOT 3-BLOCK 3
TRACT NO. 774
50 MAPS 45-48
LANDS OF NICHOLAS
PROPOSED AREA TO BE
ANNEXED 1.043 ACRES

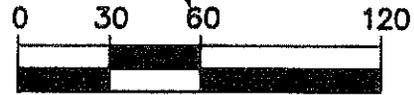
D=16°43'56"
R=425.00'
L=124.11'

S122°27'11"W 165.43'

N57°34'17"W 274.57'

LOT 4-BLOCK
TRACT NO. 774
50 MAPS 45-48

S85°38'54"W 45.00'
LOT 1-BLOCK 1
59 MAPS 18-19
WBSD RESOLUTION #1040



SCALE: 1" = 60'

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.



LEA & BRAZE ENGINEERING, INC.

CIVIL ENGINEERS • LAND SURVEYORS

BAY AREA REGION
2495 INDUSTRIAL PKWY WEST
HAYWARD, CALIFORNIA 94545
(P) (510) 887-4086
(F) (510) 887-3019

SACRAMENTO REGION
3017 DOUGLAS BLVD, # 300
ROSEVILLE, CA 95661
(P) (916) 866-1338
(F) (916) 797-7363

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EXHIBIT "B"
PLAT TO ACCOMPANY LEGAL DESCRIPTION
PROPOSED SEWER ANNEXATION
LANDS OF NICHOLAS
TOWN OF PORTOLA VALLEY,
SAN MATEO COUNTY, CALIFORNIA

APN: 077-341-030

DRAWN BY: MJW 2160574CI/2160573SU

JULY 2016