



Ann M. Stillman  
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November 13, 2023

**Re: Menlo Oaks Area Road Standards Property Owner Survey  
[County Project No. RW301, County Project File No. E5075]**

Dear Property Owner:

The County of San Mateo Department of Public Works (Department) is currently working on the Menlo Oaks Road Standards Project (Project) in the Menlo Oaks area of unincorporated San Mateo County.

We notified you in our letter dated June 14, 2023 that we would be sending a survey with Version 1 of the road standards to the property owners within the Menlo Oaks area, in which we would be asking for your opinions about road improvements and road standards. We also provided additional details and information about the road standards and procedure in our November 8, 2023 virtual Community Meeting #1 via Zoom.

Attached is the survey and descriptions of the road standards being considered for your area. Based on input from Community Meeting #1, the survey requests your input on Part A and B regardless if you choose "Yes" or "No" to street improvements. Should road standards move forward, we value everyone's input on the 6 options. We encourage you to discuss all options with your neighbors on your street and within the neighborhood, and to complete the survey and return it to us in the self-addressed stamped envelope.

The Board of Supervisors has adopted policies on the financing of road improvements. The road options presented with this survey are at no cost to the property owners unless they wish additional improvements outside of the road options (i.e. parking/shoulder areas, retaining walls, etc.).

There may be property owner costs associated with the relocation of sewer laterals (the sewer line that connects the house plumbing to the sewer main in the street) if the sewer laterals need to be relocated or lowered to facilitate a proposed option desired by the property owners. However, this will not be known until specified road designs are initiated and constructed at some later date.

The maintenance of areas not part of the traveled roadway surface included in the options will continue to be the responsibility of the property owner to maintain. The options presented do not include the installation of any underground storm drain conveyance pipe systems. For 2-ft or 3-ft concrete valley gutters, the design would need to include evaluation of subsurface storage and infiltration facilities. This evaluation must be very site specific and can only be used where there are no conflicts with existing underground facilities.



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The survey asks you to give us your input in two parts, in addition to giving us information on the location of your property: Part "A" determines if you want improvements on your street as we understand that some people may not want improvements (Options 1 – 6) constructed; and Part "B" determines your opinion on various road standards as we have found that some property owners, even if they do not want improvements, want their opinions considered if the majority of property owners on a street want improvements constructed. More than one standard may be approved for use in the area depending on the opinions and feedback that we receive.

Votes will be counted on a per-street basis, so not all streets may vote alike. Some residents may opt for new roadway standards, while others may prefer to maintain the current condition. Your vote is specifically for the improvement on your street, not for the entire Menlo Oaks neighborhood.

We will tabulate the results of the survey, post them on the Menlo Oaks Road Standards project web page (see below), and present the results in Community Meeting #2 for your review and input. Should the survey results indicate that new road standards are favored, a priority list will also be developed based on the results of the survey and recommendations will be made to the Board of Supervisors for their consideration. We will mail you a summary of the survey results and a copy of our report will be posted online prior to the Board of Supervisor's meeting to consider our recommendations.

As stated previously, we would appreciate your reviewing the enclosed options, filling out the attached survey and returning it in the self-addressed stamped envelope. **The due date has been extended from December 6, 2023 to December 15, 2023 based on input from Community Meeting #1.** This survey is important, as it will be the basis of recommendations to the Board of Supervisors for street improvements and a priority list for improvements in your neighborhood.

If you have any questions or concerns regarding this Project, please contact John Schabowski or Wency Ng at (650) 363-4100. They can also be reached via e-mail at:

[jschabowski@smcgov.org](mailto:jschabowski@smcgov.org)  
[wng@smcgov.org](mailto:wng@smcgov.org)

Please refer to our Project website where you can find a copy of this letter, the survey, a recording of Community Meeting #1, a copy of the presentation, and responses to questions asked during Community Meeting #1. Road standard visuals for each roadway are included in the presentation. Please keep in mind they are for illustrational purposes only and that actual improvements may appear somewhat different when and if constructed. You can also click on the "Subscribe for Email Updates!" link to be notified whenever any new information is posted about this Project.

<https://www.smcgov.org/publicworks/menlo-oaks-road-standards>

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Thank you for taking the time to respond to the Menlo Oaks Area Road Standard Survey.

Very truly yours,



Ann M. Stillman, P.E.  
Director of Public Works

AMS:KL:WN:JS

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Encl. Menlo Oaks Area Road Standard Survey

cc: Supervisor Warren Slocum, District 4  
Mike Callagy, County Executive Officer

County of San Mateo  
Department of Public Works  
**MENLO OAKS AREA ROAD STANDARD SURVEY**

Name: \_\_\_\_\_ Telephone No: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Property Address: \_\_\_\_\_  
\_\_\_\_\_

Assessors Parcel Number (APN) located on top portion of mailing label on the envelope:

APN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Email: \_\_\_\_\_

Your vote is very important as it may affect the standard for your street.

Please take a few moments to complete the survey and mail it back to us in the enclosed self-addressed stamped envelope by **Friday, December 15, 2023.**

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A. I want street improvements on my street.     **Yes**             **No**

- **Regardless of whether you select “Yes” or “No” in Part A, please fill out Part B. Should standards move forward, we value everyone’s input on the 6 options below.**

B. Please circle the number in front of each option to indicate your preference (from 1 to 6, **1 being most preferred and 6 being least preferred**):

1 2 3 4 5 6 ⇒ **Option 1:**    Reconstruct the road to a width of 16-feet with 2-foot-wide valley gutters on each side.

1 2 3 4 5 6 ⇒ **Option 2:**    Reconstruct the road to a width 16-feet with 3-foot-wide valley gutters on each side.

1 2 3 4 5 6 ⇒ **Option 3:**    Reconstruct the road to a width of 18-feet with 2-foot-wide valley gutters on each side.

1 2 3 4 5 6 ⇒ **Option 4:**    Reconstruct the road to a width of 18-feet with 3-foot-wide valley gutters on each side.

1 2 3 4 5 6 ⇒ **Option 5:**    Reconstruct the road to a width of 20-feet with 2-foot-wide valley gutters on each side.

1 2 3 4 5 6 ⇒ **Option 6:**    Reconstruct the road to a width of 20-feet with 3-foot-wide valley gutters on each side.

**(Please provide additional comments on reverse) →**

