

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 13, 2017

**To:** LAFCo Commissioners  
**From:** Martha Poyatos, Executive Officer *M. Poyatos*  
**Subject:** LAFCo File 17-14—Proposed Annexation of 169 Wayside Road, Portola Valley (APN 076-213-020) to West Bay Sanitary District (less than one acre)

## Summary

This proposal, submitted by landowner petition, requests annexation to connect a newly constructed single-family home to the West Bay Sanitary District sewer main. 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 169 Wayside Road near Portola Road. Commission approval is recommended.

## Departmental Reports

*County Assessor:* The net assessed land valuation shown in the records of the County Assessor is \$1,855,270. 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 have been submitted as required by the State Board of Equalization.

*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). It will be necessary for any grinder pump or telemetry panel 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 pay an application fee to Environmental Health prior to connecting to West Bay Sanitary District and must obtain a permit for septic tank abandonment, which shall be inspected and approved by Environmental Health.

**COMMISSIONERS:** DON HORSLEY, CHAIR, County ▪ MIKE O'NEILL, VICE CHAIR, City ▪ JOSHUA COSGROVE, Special District ▪ ANN DRAPER, Public  
 RICH GARBARINO, City ▪ JOE SHERIDAN, Special District ▪ WARREN SLOCUM, County

**ALTERNATES:** VACANT, Special District ▪ HARVEY RARBACK, City ▪ SEPI RICHARDSON, Public ▪ DAVE PINE, 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 District will be required and the proponent will be required to construct a gravity system on the property to be served to connect to existing facilities located on Wayside Road. All costs to be paid by proponent. A District Class 1 permit for connecting a single-family residence to the District's main facilities (\$250 application fee and connection fees of \$8,501 per residential unit currently) are required. Annual sewer service charges will apply. Currently there is also a reimbursement agreement fee estimated at \$105,184.35 associated with connecting to the existing gravity main system. All fees are to be paid at the time application for the Class 1 permit is made.

#### Executive Officer's Recommendation

This proposal has been submitted by landowner petition in order to connect a newly constructed single-family residence to public sewer. The territory proposed for annexation is located in the Town of Portola Valley at 169 Wayside Road near Portola 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 proceedings 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 17-14—Proposed Annexation of 169 Wayside Road, Portola Valley (APN 076-213-020) to West Bay Sanitary District and Waive Conducting Authority Proceedings.

cc: Phil Scott, General Manager, West Bay Sanitary District  
Mohsen Banuazizi, Architect  
Matt and Donna Rollefson, Applicants

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 169 WOODSIDE RD. TO WESTBAY SANITARY DIST.

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)  Uninhabited

5. This proposal is  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 PROPOSED SINGLE FAMILY HOME TO PUBLIC SEWER"

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  Owners of land (check one) within the subject territory.

Petition  
Page 2 of 2

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

APN\* 076.213.020

6/28/17 MATT ROLLEFSW  169 WAYSIDE RD  
- 076-213-020

6/28/17 Donna Rolleson  169 Wayside Rd.  
- \_\_\_\_\_  
- \_\_\_\_\_  
- \_\_\_\_\_

\*Assessor's Parcel Number of parcel(s) proposed for annexation.

**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.

ANNEXATION OF 169 WAYSIDE ROAD TO  
WESTBAY 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?

ANNEXATION OF NEWLY REMODELED HOME  
IN ORDER TO CONNECT TO PUBLIC SEWER .

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

Yes

No

5. Estimated acreage: 0.705 AC.

**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.

**WESTBAY SANITARY DISTRICT**

- 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 SOURCE	PROPOSED SOURCE	FUNDING SOURCE	
			CONSTRUCTION	OPERATING
<i>Police (example)</i>	<i>Co. Sheriff</i>	<i>City Police</i>	<i>N/A</i>	<i>Taxes</i>
<i>Sewer (example)</i>	<i>None</i>	<i>City of ...</i>	<i>Proponent</i>	<i>Fees</i>
<b>SEWER</b>	<b>NONE</b>	<b>WESTBAY SANITARY DIST.</b>	<b>PROPONENT</b>	<b>FEES</b>

**C. PROJECT PROPOSAL INFORMATION**

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

**169 WAYSIDE ROAD / OFF OF PORTOLA ROAD ,  
PORTOLA VALLEY , CALIFORNIA**

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

**SINGLE FAMILY RESIDENTIAL**

3. How are adjacent lands used?

North: PRESBYTERIAN CHURCH

South: RESIDENTIAL & PRESBYTERIAN CHURCH

East: PRESBYTERIAN CHURCH

West: WAYSIDE ROAD

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

NO

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

PORTOLA VALLEY R-1/1A

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

RESIDENTIAL, R-1/1A

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

IN PROGRESS; APPROVAL REQUIREMENTS FROM; LAFCO  
WESTBAY SANITARY DISTRICT, WAYSIDE ROAD MAINTENANCE  
DISTRICT & TOWN OF PORTOLA VALLEY BUILDING DEPT.

8. What additional approvals will be required to proceed?

SEPTIC TANK ABANDONMENT & OBTAINING 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?

NO

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?

NO

\* \* \* \* \*

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: MOHSEN BANUAZIZI (ARCHITECT / REPRESENTING THE OWNERS)

ADDRESS: PO. BOX 962 TELEPHONE: 650.387.2197  
MENLO PARK, CA.  
94026

ATTN: MOHSEN BANUAZIZI  
Signature of Proponent



**LEGAL DESCRIPTION**  
**ANNEXATION TO WEST BAY SANITARY DISTRICT**  
**LANDS OF ROLLEFSON AND A PORTION OF WAYSIDE ROAD**  
**BEING A PORTION OF THE EL CORTE DE MADERA RANCHO**  
**TOWN OF PORTOLA VALLEY, SAN MATEO COUNTY, CALIFORNIA**

All that certain real property <sup>being portion of El Corte Madera Rancho</sup> situate in the Town of Portola Valley, County of San Mateo, State of California, being all of the lands described in the Grant Deed to Alan Matthew Rollefson and Donna Rollefson recorded April 13, 2010 in Document Number 2010-039412 in the Office of the Recorder of said County and State, and a portion of adjacent Wayside Road, being more particularly described as follows:

BEGINNING at the most westerly corner of the West Bay Sanitary District adopted April 17, 1991, by Resolution No. 1180, said point also being the northwesterly corner of said lands of Rollefson;

Course 1. Thence along the common line of said District and said lands of Rollefson South  $67^{\circ}39'00''$  East 67.58 feet to an angle point;

Course 2. Thence along the common line of said District and said lands of Rollefson South  $3^{\circ}57'00''$  East 74.20 feet to an angle point;

Course 3. Thence along the common line of said District and said lands of Rollefson South  $11^{\circ}10'00''$  West 74.40 feet to the most southerly corner of said West Bay Sanitary District, said point also being an angle point in said lands of Rollefson;

Course 4. Thence along the line of said lands of Rollefson North  $74^{\circ}34'00''$  West, 77.40 feet to an angle point;

Course 5. Thence along the line of said lands of Rollefson South  $12^{\circ}49'00''$  West, 108.70 feet to an angle point;

Course 6. Thence along the line of said lands of Rollefson South  $43^{\circ}23'00''$  West, 92.38 feet to the southeasterly corner of said lands of Rollefson;

Course 7. Thence along the southerly line of said lands of Rollefson North  $57^{\circ}43'00''$  West 72.38 feet to the southwesterly corner of said lands of Rollefson, said corner lying on the southeasterly line of said Wayside Road;

Course 8. Thence crossing said Wayside Road North  $51^{\circ}09'00''$  West 30.00 feet to the northwesterly line of said Road;

Course 9. Thence along said northwesterly line of said Road North  $38^{\circ}51'00''$  East 21.24 feet to an angle point;

Course 10. Thence continuing along the northwesterly line of said Road North  $29^{\circ}06'00''$  East 198.67 feet to an angle point;

Course 11. Thence continuing along the northwesterly line of said Road North  $31^{\circ}52'00''$  East 110.66 feet;

Course 12. Thence crossing said Wayside Road South  $58^{\circ}08'00''$  East 30.00 feet to the Point of Beginning:

Containing an area of 0.93 acres, more or less.

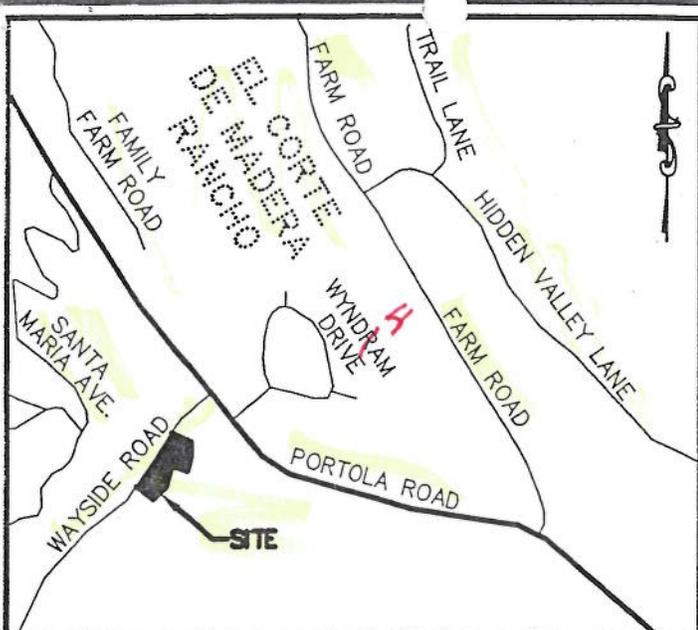
The herein described annexation parcel is shown on the attached map of this legal description, Page 3 of 3, and is made a part hereof.

Description prepared by MacLeod and Associates, Inc.

  
\_\_\_\_\_  
Daniel G. MacLeod L.S. 5304

JUNE 23, 2017  
Date

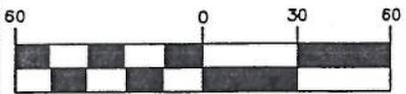




VICINITY MAP  
NO SCALE

*EL CORTE DE MADERA Rancho*  
*DE TRINITY LANE*  
*MADERA Rancho*

GRAPHIC SCALE



( IN FEET )  
1 inch = 60 ft.

A.P.N.  
076-211-510

A.P.N.  
076-211-440

A.P.N.  
076-211-450

A.P.N.  
076-211-200  
RESOLUTION  
#911

A.P.N.  
076-211-210

RESOLUTION  
#1143  
A.P.N.  
076-237-070

A.P.N.  
076-213-010

RESOLUTION  
#1180

S 67°39'00" E  
67.58' ①  
POINT OF BEGINNING

S 58°08'00" E  
30.00' ⑫

LANDS OF  
ROLLEFSON

DOC. NO.  
2010-039412

N 31°52'00" E 110.06' ⑪

WAYSIDE ROAD

N 29°06'00" E 198.67' ⑩

A.P.N.  
076-213-020

N 38°51'00" E  
21.24' ⑨

N 51°09'00" W  
30.00' ⑧

N 57°43'00" W  
72.38' ⑦

A.P.N.  
076-213-030

N 74°34'00" W  
77.40' ④

S 12°49'00" W  
108.70' ⑤

S 43°23'00" W  
92.38' ⑥

A.P.N.  
076-270-040

A.P.N.  
076-330-070

TITLE: PLAT TO ACCOMPANY LEGAL DESCRIPTION FOR  
ANNEXATION TO WEST BAY SANITARY DISTRICT  
PORTOLA VALLEY SAN MATEO COUNTY CALIFORNIA

PLAT: DJK	SCALE: 1" = 60'	DATE: 06-23-17	JOB #: 3500-11
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**MacLEOD AND ASSOCIATES**

CIVIL ENGINEERING • LAND SURVEYING  
965 CENTER STREET SAN CARLOS CA 94070 (650) 593-8580

