

SAN MATEO



LOCAL AGENCY FORMATION COMMISSION

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

January 10, 2018

To: LAFCo Commissioners

From: Martha Poyatos, Executive Officer *M. Poyatos*

Subject: LAFCo File 17-18—Proposed Annexation of 30 Holden Court, Portola Valley (APN 079-092-150) to West Bay Sanitary District and Subsequent Annexation to the On-site Wastewater Disposal Zone (1.27 acres)

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 30 Holden Court near Golden Oak Drive. Commission approval is recommended.

Departmental Reports

County Assessor: The net assessed land valuation shown in the records of the County Assessor is \$3,253,234. The boundaries of the annexation as proposed conform to lines of assessment and ownership.

County Clerk: The territory has no registered voters. Annexation would not conflict with any political subdivision boundaries.

County Public Works: The map and legal description have not yet 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 and an encroachment permit is required.

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

ALTERNATES: KATI MARTIN, Special District ▪ HARVEY RARBACK, City ▪ SEPI RICHARDSON, Public ▪ DAVE PINE, County

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

January 10, 2018

LAFCo File No. 17-18—Annexation of 30 Holden Court to West Bay Sanitary District

Page 2

West Bay Sanitary District: Annexation to the District will be required and the proponent will be required to construct (1) a Septic Tank Effluent Pump (STEP) system on the property to be served, and (2) a STEP force main extension from the intersection of Holden Court and Golden Oak Drive to the property to be served. All costs to be paid by proponent. A District Class 3 permit (\$545 application fee and \$2,000 deposit for plan checking and inspections) and Class 1 permit for connecting a single-family residence to the District's main facilities (\$270 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 \$25,000 for the residential unit associated with connecting to the existing force main extension along Golden Oak Drive. All fees are to be paid at the time applications for the Class 3 and Class 1 permits are made.

Executive Officer's Report

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 30 Holden Court near Golden Oak Drive.

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.

Annexation to the On-Site Wastewater Disposal Zone

Sections 6960.3 and 6974 of the Health and Safety Code governing sanitary districts require LAFCo approval for formation of, or annexation to, an on-site wastewater disposal zone (Zone) in counties in which LAFCo has added special district members to the Commission and adopted Rules and Regulations Affecting the Functions and Services of Independent Special Districts. West Bay Sanitary District operates an on-site wastewater disposal zone within its jurisdiction to maintain pumping systems where gravity flow to the sewer main is not possible. Annexation of this property to the Zone is necessary in order for the District to maintain the pumping system that will be constructed as part of the sewer connection. Staff recommends approval of annexation to the Zone.

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 17-18—Proposed Annexation of 30 Holden Court, Portola Valley (APN 079-092-150) to West Bay Sanitary District, subsequent annexation to the On-site Wastewater Disposal Zone, and Waiver of Conducting Authority Proceedings conditioned upon submittal of the map and legal description required by the State Board of Equalization.

cc: Phil Scott, General Manager, West Bay Sanitary District
Tony Cao, EIT, Lea & Braze Engineering, Inc.
William A. Lee, Owner

RECEIVED

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

OCT 24 2017

LAFCO

A. GENERAL INFORMATION

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

The proposed change of organization is to connect the proposed lot of 30 Holden Court, Portola Valley to the West Bay Sanitary District and an extension of sewer line of approximately 500 feet to existing sewer line along Golden Oak Drive.

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?

The existing On-site Wastewater Treatment System (OWTS) is no longer up-to-date; process of installation new septic line will be costly due to site conditions.

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

Yes No

5. Estimated acreage: 1.18 acres

B. SERVICES

i. 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
San Mateo County LAFCo

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 SOURCE	PROPOSED SOURCE	FUNDING SOURCE	
			CONSTRUCTION	OPERATING
Police	Co. Sheriff	Co. Sheriff	N/A	Taxes
Sewer	None (Septic)	WBSD	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.

30 Holden Court is on the South side of Central Portola Valley; east of Alpine Rd and South of Freeway 280. The territory is in a low side comparing to Golden Oak Dr
The territory is at the end of the Holden Court and close to Glenoaks Stable.

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

The present land use is single-family residence

3. How are adjacent lands used?

North: Single residence

South: Single residence

East: Single residence

West: Single residence

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

Yes. Approximately 500 feet of sewer line is extended to Golden Oak Drive.

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

Single-family residence

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

R-E/1A/SD-1a

Single-family Residence

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

None

8. What additional approvals will be required to proceed?

Approval of Class 1A and Class 3 Sewer permits and abandonment of existing septic system are needed for approval

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?

None

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?

The extension of sewer line from Holden Ct to Golden Oak Dr associated with the project but will not increase the potential for development of the property.

* * * * *

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: William A. Lee

ADDRESS: 2735 Baker St San Francisco, CA 94123

TELEPHONE: 650 245 9698

ATTN: William A. Lee

[Signature]
Signature of Proponent

RECEIVED

OCT 24 2017

LAFCO

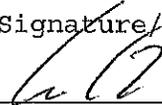
PETITION
FOR PROCEEDINGS PURSUANT TO
THE CORTESE-KNOX-HERTZBERG LOCAL GOVERNMENT REORGANIZATION ACT OF
2000

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:
Abandon of current septic system on-site and annex proposed site to West Bay Sanitary District (WBSD) with sewer line extension to existing sewer line on Golden Oak Drive.
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:
 x inhabited (12 or more registered voters) 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:
Existing on-site septic system is not up to code and is costly to update due to site constraints.
7. The proposed annexation is requested to be made subject to the following terms and conditions:
n/a
8. The persons signing this petition have signed as:
 registered voters **or** x Owners of land (check one) within the subject territory.

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):

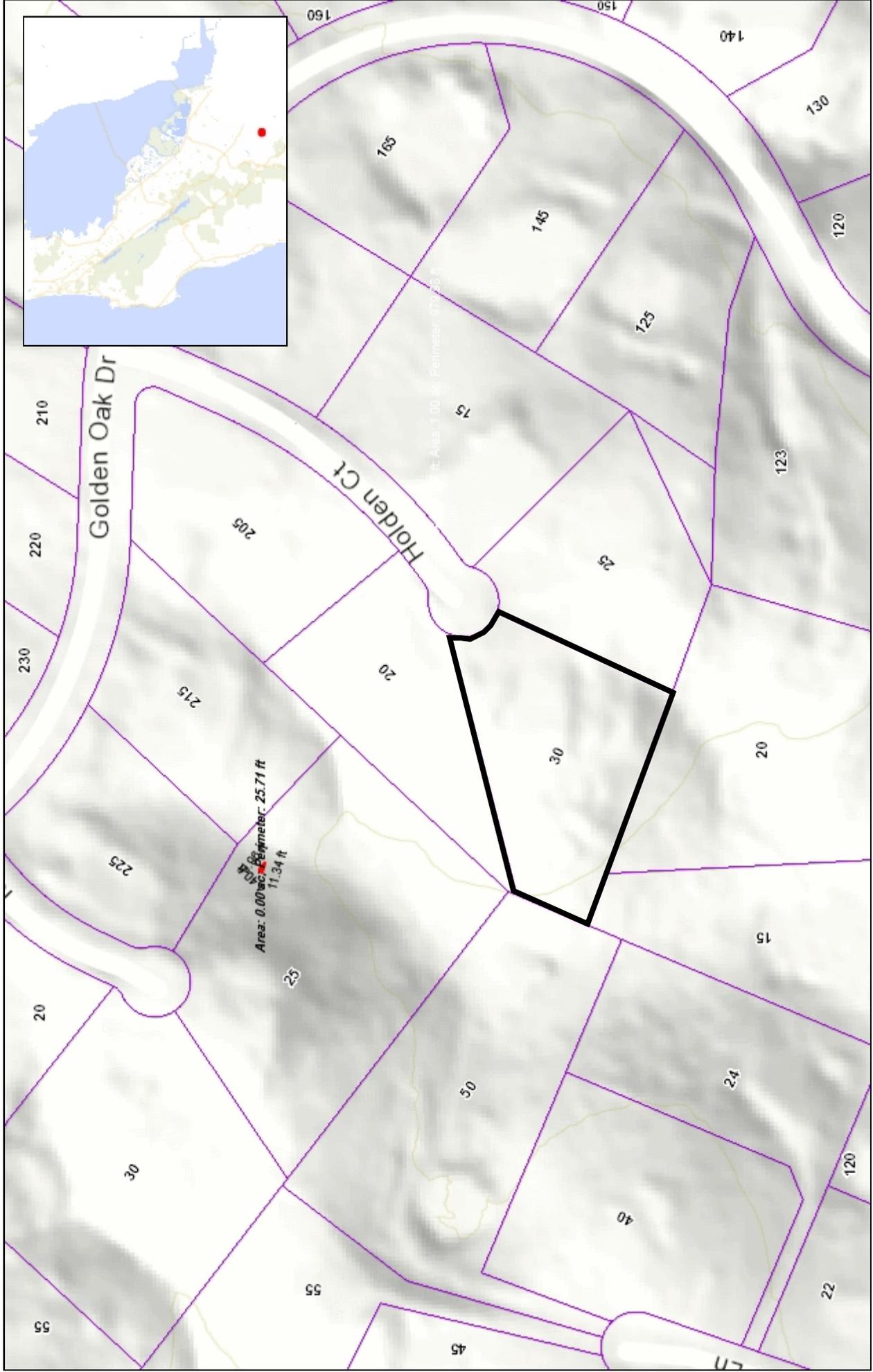
Date:	Printed Name:	Signature/Residence address	(APN*)
<u>10/17/17</u>	<u>William A. Lee</u>	 <u>2735 Baker St, San Francisco CA 94123</u>	<u>(079-092-150)</u>
_____	_____	_____	
_____	_____	_____	

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



San Mateo County

30 HOLDEN COURT, PORTOLA VALLEY



1:2,256

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION