



Item No. 6 Town of Atherton

CITY COUNCIL STAFF REPORT – MANAGER’S REPORT

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: GEORGE RODERICKS, CITY MANAGER
DATE: JUNE 21, 2017
SUBJECT: CITY MANAGER’S WRITTEN REPORT

CITY MANAGER’S OFFICE

1. Building Fee/Capital Facilities Reserve Fund - CORRECTION

At the Council Meeting on Wednesday (June 7) I was asked if the \$505,000 Facilities Reserve (from old building fees) was included in the \$2.9 million Construction Facilities Fund. I think my answer was NO. If so, that is incorrect. The Construction Facilities Fund originally had \$2.1 million in it but was augmented by the \$505,000 and Construction Time Limit Penalties to reach the \$2.9 million total.

2. Trauma Kits

Atherton Police Cars will be outfitted with Vehicle Mounted Trauma Kits. The Trauma Kits are advanced first-aid kits with life-saving technology developed for wound sealing. The advanced hemostatic gauze sticks to wet tissue, forms an adhesive gel that seals wounds to stop bleeding.

3. Liaison Subcommittee Meeting – June 5, 2017

The Liaison Subcommittee met on Monday, June 5 at 3 pm and discussed a wide variety of issues. These included:

- Regional Traffic, Traffic Mitigation, and Emergency Response - Marsh Road, Lindenwood, ECR, Middlefield
- Residential Development and Land Use - Emergency Response, Home Square Footage, Uses
- Schools and Community Emergency Response (Active Shooter Exercise, Assembly Points)
- Community Engagement (Council Goals)
- CityGate Report and Standards of Cover (Station #3 - Land Acquisition)
- Matrix Study Update (Status)

A couple of follow-up items came from the meeting. These include:

- Staff will connect with Stanford regarding their offer of "offset" for traffic impacts
- Town and District will connect with County to discuss impacts of the County's Middlefield Road project in Fair Oaks
- Chief's will connect on courtesy home security inspections
- Chief's will connect on the Town's planned Active Shooter Exercise in the Spring

4. Las Lomas Memorandum of Understanding (Town/District)

Staff continues work with the District on hammering out the MOU for the Project. The MOU will come to the Council for consideration in July. As mentioned prior, the District is seeking permission to make improvements along Camino Al Lago to assist with parking and drop-off within the Town's right-of-way as well as a traffic signal at Walsh Road to facilitate the new parking lot design and traffic pattern. The District asks that the Town pay the cost of the signal and associated improvements. In exchange, the District is not asking for any long-term lease obligation for the water capture facility on their property. The initial estimate for a full signal with improvements is between \$500,000 and \$750,000.

The District is asking for 5 things within the MOU:

- Contribution to "campus improvements" over a period of 5-years - \$750,000
- Permission for the District to install the signal (paid for by the Town's contribution)
- Easement for right-of-way improvements along Camino Al Lago (school cost)
- Town ownership/maintenance of existing culvert (currently ours already)
- Town support on future SR2S Grants (non-financial)

5. Project Management Committee (PMC) - Deduct Memorandum

The CCAC's PMC Committee has been working with staff to identify potential design deducts that can be added to the design and bid documents. The PMC targeted a deduct of approximately 10%. While there will be value-engineering opportunities after award of contract, deduct options can be built into the design and bid documents to allow a reduction in scope prior to award of the construction contract.

In brief, the PMC has identified the following for the Admin/PD/Public Works portion of the Project:

- Deletion of the Corporation Yard
- Deletion of the Council Chambers
- Replacement of Clay Tile Roof with Asphalt Shingle
- Replace CMU Fencing with Chain Link
- Simplify/Reduce Interior Finishes
- Change Traction Elevator to Slower Hydraulic Elevator
- Hydroseed in-lieu of planting

These represent potential cost savings of \$2.7 million.

In brief, the PMC has identified the following for the Library portion of the Project:

- Delete Town Hall Renovation
- Remove selected custom built furnishings
- Replace Rammed Earth Exterior Walls
- Simplify/Reduce Interior Finishes
- Replace Wood Window Framing with Aluminum
- Hydro-Seed in-lieu of Planting

These represent potential cost savings of \$2 million.

6. Peninsula Corridor Electrification Project (PCEP)

CalMOD has sent staff a memorandum on their Tree Avoidance Minimization and Replacement Plan. The memorandum is the beginning of the conversation regarding tree impacts and replacement for the Project. Staff and a subcommittee of the Rail Committee are reviewing the document. In the past, I mentioned that the Caltrain PCEP EIR (2014) provided a comment about tree removals noting that the Draft EIR identified tree impacts in Atherton of 142 trees to be removed and 206 trees pruned. A combination of portals, two-track cantilevers, center poles and offset insulator side poles could reduce impacts to only 7 trees removed and 274 pruned. This alternative pole design could eliminate the ROW encroachment for the Electrification Safety Zone (ESZ) on private property in Atherton and could reduce the ROW encroachment for ESZ in the Park.

However, further design refinement has not borne this out. The current assessment provides that Caltrain assessed 332 trees in Atherton. Of the 332 trees, 71 are on the Caltrain Joint Powers Board ROW, 27 are on public property, and 234 are on private property. Of the total 332 trees, 106 will not be impacted, 140 are to be pruned less than 25%, 57 will be pruned more than 25%, and 29 are slated for removal - most along the HPP corridor. Caltrain is slated to comply with the Town's permit requirements for removal or damage (to include pruning) of any heritage tree on private or public property. Based on the tree impacts, 10 tree permits are anticipated for removal of 4 heritage trees and pruning of greater than 25% for 6 heritage trees. Per requirements, a total of 94 trees will be planted to mitigate for 86 trees removed or tuned greater than 25%.

Of the 71 trees on Caltrain's ROW, 22 will be preserved, 19 removed, 8 pruned more than 25%, and 22 pruned less than 25%. Of the trees on private property (234), 82 are preserved, 1 non-heritage will be removed, 6 heritage pruned more than 25%, and 38 non-heritage pruned more than 25%. The remaining 27 trees are on public property - 2 preserved, 4 heritage slated for removal, 5 non-heritage slated for removal, 5 non-heritage slated for pruning greater than 25%.

Staff is researching and reviewing with the Rail Subcommittee. Part of that research involves validating the location of the trees, noted ROW, and permitting requirements.

Special Event Permits - as of June 9, 2017

This is a list of upcoming Special Event Permits approved or under review.

City Manager's Written Report

June 21, 2017

Page 4 of 4

- June 18, 2017 - Father's Day BBQ - Circus Club - 5 pm - 9 pm
- July 2, 9, & 16, 2017 - Polo Matches - Circus Club - 10 am - 7 pm
- July 4, 2017 - 4th of July BBQ - Circus Club - 4 pm - 9 pm
- July 21, 2017 - Market Inc. Family Picnic - Menlo College - 8 am to 7 pm
- July 22, 2017 - Wedding Reception - 148 Greenoaks Drive - 4:30 pm to 11 pm
- July 22, 2017 - Company Picnic - Menlo College Quad - 9 am - 4 pm
- July 28, 2017 - Guidewire Company Picnic - Menlo College - 11 am to 5 pm
- July 29, 2017 - Guidewire Company Picnic - Menlo College - 8 am to 5 pm
- August 6, 2017 - Company Picnic - Menlo College Quad - 9 am - 4 pm
- August 8-14, 2017 - Horse Show - Circus Club
- August 11, 2017 - Company Picnic - Menlo College Quad - 9 am - 4 pm
- August 12, 2017 - Company Picnic - Menlo College Quad - 9 am - 4 pm
- August 12, 2017 - Family Wedding - James Avenue - 4 pm - 10:30 pm
- September 3 & 10, 2017 - Polo Matches - Circus Club - 10 am - 7 pm
- September 4, 2017 - Labor Day BBQ - Circus Club - 5 pm - 9 pm
- October 26, 2017 - Halloween Party - Circus Club - 7 pm - 9 pm
- October 2018 - Menlo Circus Club - Palo Alto Elks Concours d'Elegance Car Show

Social Media

Twitter Stats – as of June 15, 2017

@TownofAtherton – 1,075 tweets, following 95, 203 followers

@Atherton_CM – 487 tweets, following 148, 62 followers

ATTACHMENTS

Police Department Report

Public Works Department Report

Community Services Department Report

POLICE DEPARTMENT

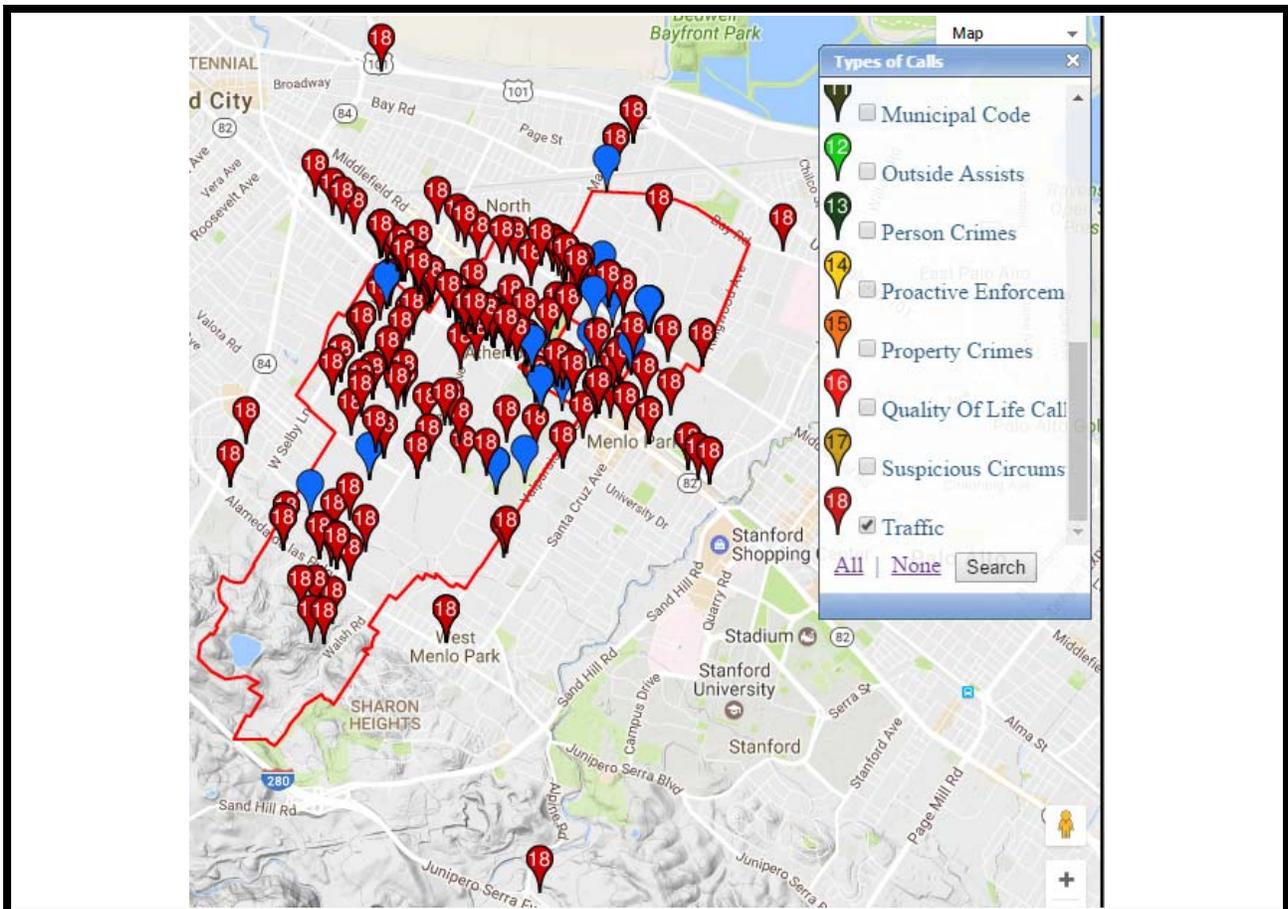
Police Activity

There were 58 investigations for the month of May. 17 offenders were cited, arrested, or referred to the San Mateo County District Attorney's Office for prosecution. Those offenses include driving on a suspended license, possession of marijuana on school grounds, warrants, trespassing on railroad tracks, driving a stolen vehicle, possession of a controlled substance, bringing a controlled substance into the jail, and driving under the influence.

Of the 2,684 total police incidents for the month of May, 1,780 were officer-initiated incidents, which resulted in 468 citations being issued for vehicle code and other violations. Officers initiated 1,509 other types of incidents that included contacting suspicious people on the street or in cars, home checks, and security checks at schools and Holbrook Palmer Park.

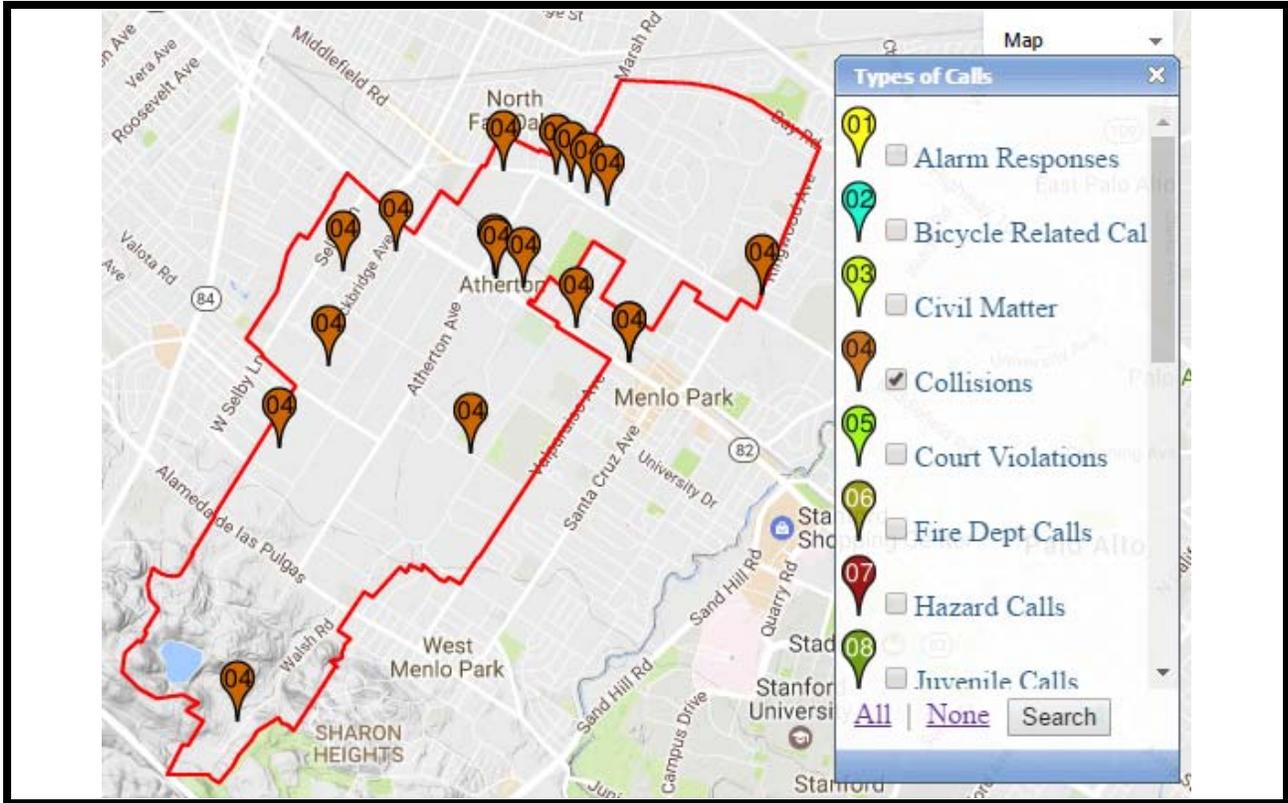
Traffic Incidents

Overall, there were 333 specific traffic incidents for May. The map below indicates the locations of the incidents for the reporting period.



Traffic Collisions

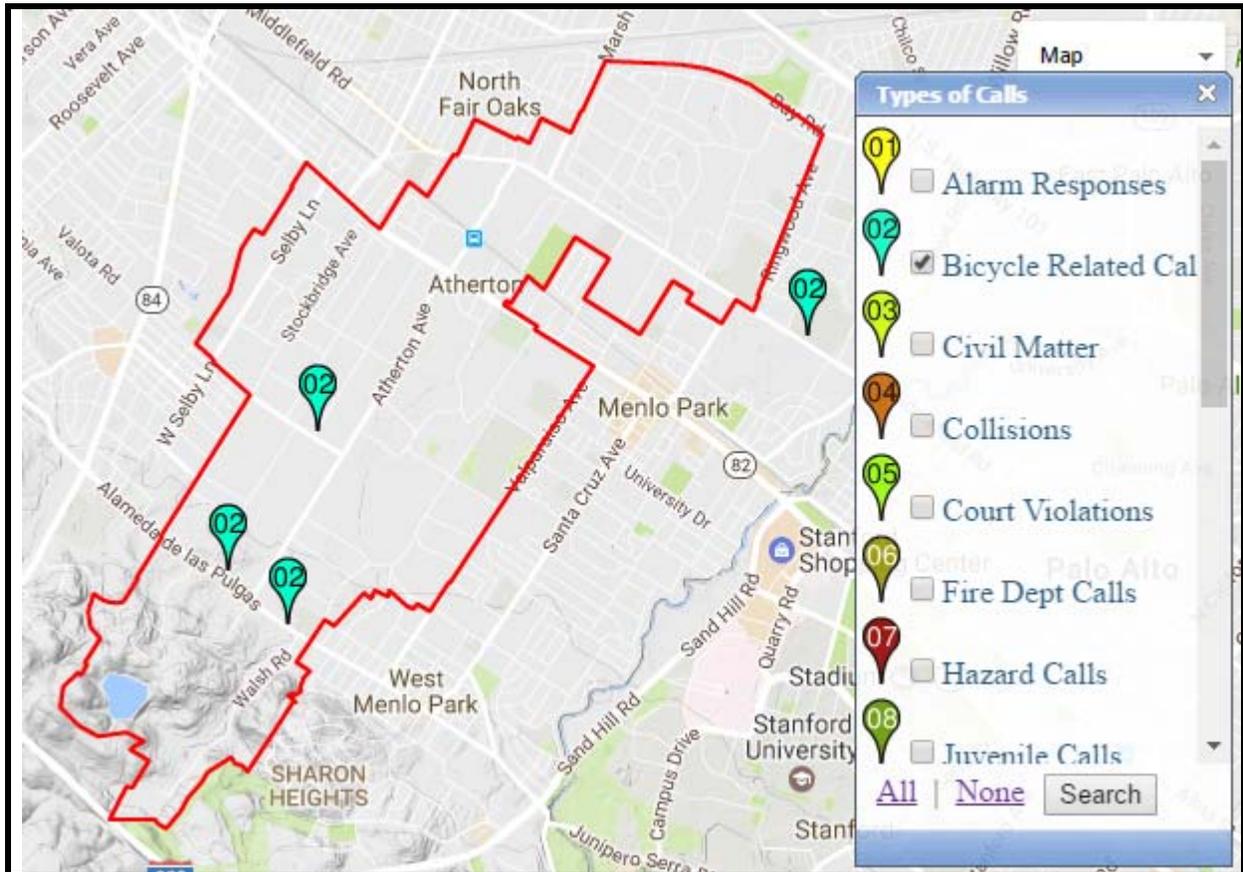
There were 18 specific “collisions” for May. The map below indicates the locations of the incidents for the reporting period.



Bicycle Traffic Stops

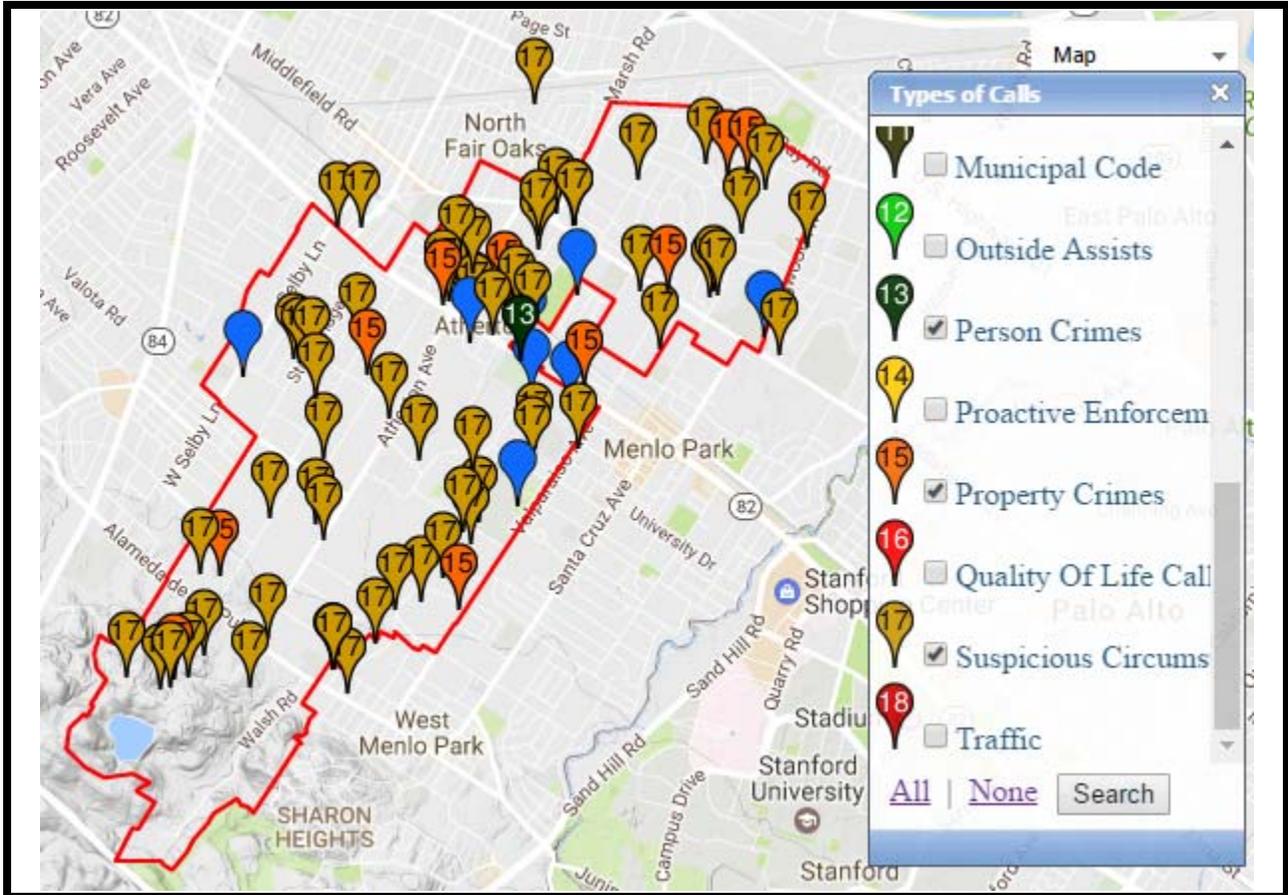
There were 4 bicycle stop incidents initiated for stop sign (2), riding on the wrong side of the street (1), and lighting equipment (1).

These stops resulted in 0 citations (0 warning and 0 notices to appear).



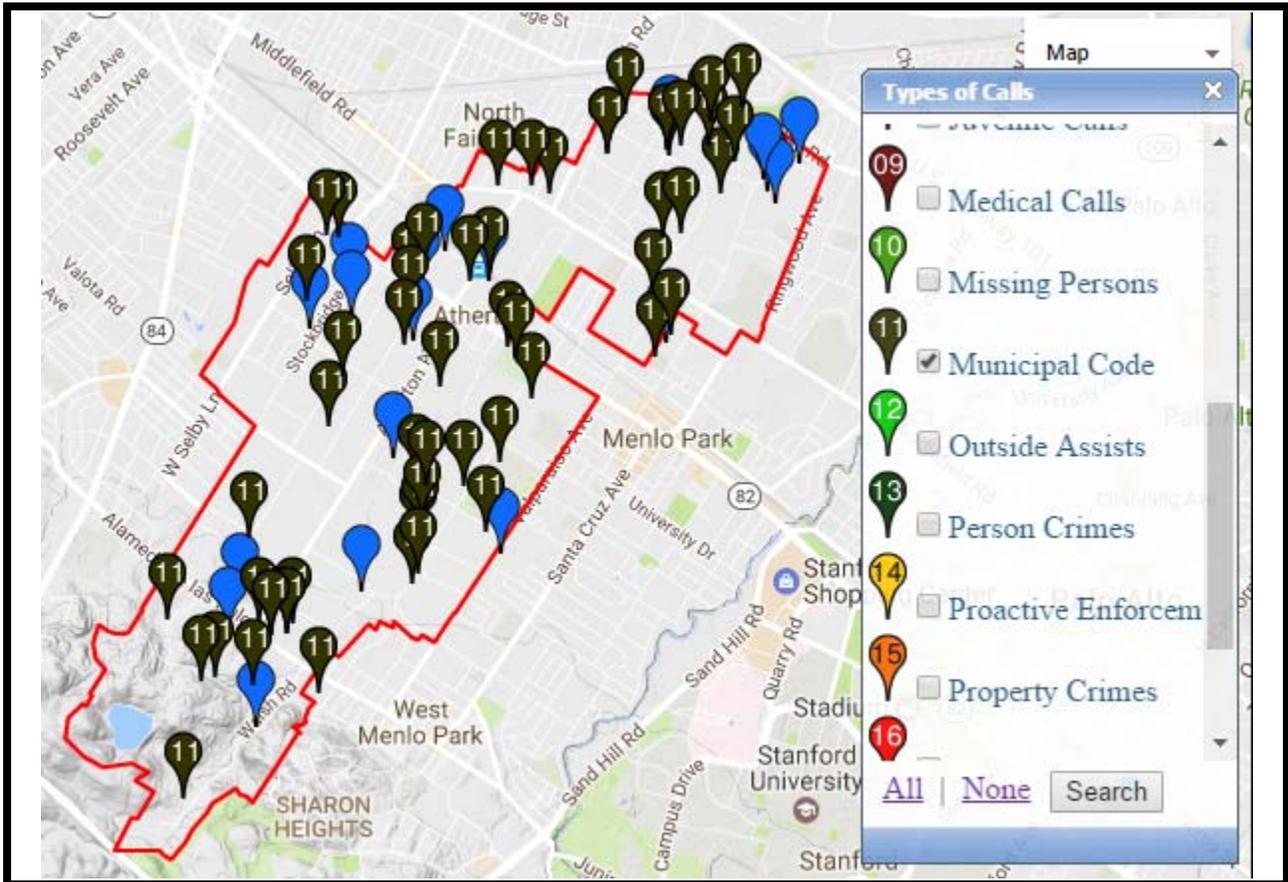
Criminal Activity and Suspicious Circumstances

The Department responded to 88 locations (some locations multiple times) for property crimes (12), person crimes (3), and incidents of suspicious circumstances (76).



Municipal Code Violations

The Department responded to 78 locations (some locations multiple times) for municipal code violations. These calls were for construction site parking, construction site damage to adjacent properties, landscaping abatement, mobile food vendor violations, roadway damage caused by construction trucks, construction hour violations, and other code enforcement inspections.



Holbrook Palmer Park

Holbrook Palmer Park had 69 incidents this reporting period, 61 of which were security checks and foot patrols by officers. The other incidents were related to traffic stops, pedestrian checks, parking violations, area checks, animal complaints, and suspicious vehicles.

Premise Watch

Officers completed 1,105 House/Vacation checks during the month of May.

School Incidents

Officers responded to 139 school incidents during this reporting period. The incidents included but were not limited to theft reports, alarms, parking complaints, suspicious persons, marijuana use, mental health evaluations, medical calls, and truant reports:

| School | Type | J | F | M | A | M | J | J | A | S | O | N | D | Total |
|----------------------|----------|------------|------------|------------|------------|------------|-----------|-----------|------------|------------|------------|------------|------------|--------------|
| <i>Encinal</i> | Other | 4 | 1 | 4 | 3 | 6 | - | 1 | 4 | - | 3 | 5 | 6 | 37 |
| | Security | 20 | 8 | 14 | 17 | 11 | 5 | 6 | 21 | 11 | 7 | 6 | 15 | 141 |
| | Traffic | - | - | 7 | | 2 | 1 | - | - | 1 | 1 | 1 | 1 | 14 |
| <i>Knox School</i> | Other | 1 | - | - | 4 | | - | - | - | - | - | - | - | 5 |
| | Security | - | - | - | | | - | - | - | - | - | - | - | - |
| | Traffic | - | - | - | | | - | - | - | - | - | - | - | - |
| <i>Las Lomitas</i> | Other | 5 | 2 | 3 | 4 | 2 | 2 | 3 | | 4 | 1 | 2 | 4 | 32 |
| | Security | 25 | 14 | 18 | 18 | 14 | 14 | 7 | 6 | 13 | 6 | 10 | 16 | 161 |
| | Traffic | - | - | - | | | - | - | - | 2 | - | - | - | 2 |
| <i>Laurel</i> | Other | 5 | 5 | 3 | 1 | 1 | 2 | 2 | 3 | 6 | 1 | 2 | 2 | 33 |
| | Security | 16 | 8 | 19 | 8 | 10 | 6 | 2 | 2 | 3 | 2 | 2 | 2 | 80 |
| | Traffic | - | 1 | - | | | - | - | - | 3 | - | - | 1 | 5 |
| <i>M-A HS</i> | Other | 17 | 17 | 28 | 12 | 17 | 9 | 9 | 13 | 24 | 22 | 21 | 9 | 198 |
| | Security | 28 | 23 | 16 | 21 | 26 | 9 | 7 | 16 | 21 | 30 | 24 | 20 | 241 |
| | Traffic | 1 | 8 | 2 | | | 1 | - | 3 | 4 | 1 | 1 | - | 21 |
| <i>Menlo College</i> | Other | 9 | 12 | 7 | 3 | 2 | 3 | 4 | 7 | 14 | 17 | 8 | 4 | 90 |
| | Security | 13 | 14 | 25 | 13 | 9 | 4 | 4 | 3 | 11 | 11 | 9 | 9 | 125 |
| | Traffic | 5 | 2 | 22 | 4 | 3 | 1 | - | 2 | 1 | 1 | 2 | - | 43 |
| <i>Menlo School</i> | Other | 6 | 5 | 2 | 1 | 2 | 3 | 2 | 1 | 8 | 7 | 7 | 5 | 49 |
| | Security | 5 | 9 | 12 | 7 | 5 | 5 | 5 | 5 | 4 | 1 | | 4 | 62 |
| | Traffic | - | 1 | - | | | - | - | - | - | - | - | 2 | 3 |
| <i>Sacred Heart</i> | Other | 8 | 3 | 10 | 3 | 4 | 4 | 3 | 4 | 2 | 3 | 7 | 5 | 56 |
| | Security | 7 | 9 | 12 | 7 | 9 | 5 | 4 | 7 | 7 | 8 | 3 | 4 | 82 |
| | Traffic | 3 | 1 | 3 | 1 | 5 | - | - | - | - | - | - | - | 13 |
| <i>Selby Lane</i> | Other | | 8 | 5 | 3 | 5 | 2 | 4 | 2 | 8 | 4 | 6 | 5 | 52 |
| | Security | 18 | 14 | 18 | 8 | 6 | 8 | 11 | 13 | 18 | 17 | 19 | 18 | 168 |
| | Traffic | 10 | - | 1 | | | 1 | 3 | 2 | 2 | - | 2 | 4 | 25 |
| Total | | 206 | 165 | 231 | 138 | 139 | 85 | 77 | 114 | 167 | 143 | 137 | 136 | 1,738 |

Response Times

The average response time for Priority 1 calls during this time period (calls are prioritized from 1 to 3 with Priority 1 being the highest priority) was **5 minutes, 38 seconds**, which met our goal of having an average response time of less than 8 minutes. Priority 1 calls take precedence over all other calls for service and require an immediate police response. The most common priority 1 calls are burglary, robbery, sexual assault, active physical altercations and residential burglary

alarm activations, with the latter being the most frequent in Atherton. Response times are calculated from the time the call is dispatched until the time the officer arrives on the scene.

The table below depicts APD's Priority 1 response times for the past six months:

| MONTH | YEAR | RESPONSE TIME |
|-----------------|-------------|----------------------|
| April | 2017 | 4:33 |
| March | 2017 | 4:33 |
| February | 2017 | 4:34 |
| January | 2017 | 5:12 |
| December | 2016 | 5:18 |
| November | 2016 | 5:12 |
| October | 2016 | 5:29 |

TOTAL TRAINING HOURS FOR MAY 2017 – 126 HOURS

| NAME | TRAINING/HOURS | DATES |
|-------------------------------|--------------------------------------|--------------|
| Larsen | Penn Arms Armorer/16 hours | May 2-3 |
| Larsen | Inner Perspectives/8 hours | May 4 |
| Kockler Bollendorf | Elder Abuse Forum/3 hours | May 10 |
| Metzger | Motor safety/SJPD/8 hours | May 10 |
| Pronske Barrera | Canine Tactical Operations/24 hours | May 16-18 |
| Johnson | Crime Scene Invest. Training/8 hours | May 18 |
| Gomez | FTO update/24 hours | May 22-24 |

The below table depicts the amount of officer initiated activity and the number of traffic citations issued for the past six months:

| MONTH | OFFICER INITIATED ACTIVITY | CITATIONS |
|-----------------|-----------------------------------|------------------|
| May | 1,780 | 468 |
| April | 1,706 | 352 |
| March | 1,683 | 395 |
| February | 1,585 | 165 |
| January | 2,266 | 180 |
| December | 2,804 | 122 |

Code Enforcement Activity Report

Summary:

| | Activity | Total for Month | Year to Date (From 01/01/2017) |
|----|-------------------------------|----------------------------|---|
| 1. | Opened Cases | 20 | 76 |
| 2. | Resolved/Closed Cases | 20 | 59 |
| 3. | Cases Pending | 156 | N/A |
| 4. | Written/Formal Notices Issued | 4 | 28 |
| 5. | Citations Issued | 4 | 35 |
| 6. | Amount in Citations | \$2,000 | \$8,400 |

During the month of May, there were over 146 incidents related to code enforcement.

Those incidents included, but were not limited to: construction work hour violations, construction parking violations and other construction related violations, sports courts without permits, right-of-way encroachments and obstructions, trash and/or debris, overgrown and/or unmaintained vegetation, damage to heritage trees, unpermitted removal of heritage trees, animal related nuisances, substandard housing, business in residence, fence related issues, noise nuisances and mobile vendor related violations.

Code Enforcement staff attended a CACEO training, translated conversations between officers and potential victims/suspects, assisted with Court duties and police fleet maintenance issues as they arose. Staff has also continued working on the new database for code enforcement activity.

TRAFFIC COMPLAINTS

The Atherton Police Department received three (3) traffic complaints during the month of May. The complaints were as follows:

- 1) The residents at 84 Marymont Avenue reported a gray Honda vehicle did not stop for the school bus while their children were being dropped off at the bus stop located at 323 Stockbridge Avenue.

Results: Traffic officers responded to the scene for 6 days, however, the vehicle was not located and no violations occurred.

- 2) Larry Lowry, 137 Stockbridge Avenue, reported speeding vehicles on Stockbridge Avenue, between El Camino Real and Selby Lane, during the morning and afternoon commute hours.

Results: 339 minutes spent in the area (combined AM and PM)
6 warning citations, 3 radar citations, and 7 verbal warnings issued

- 3) Bill Widmer, 158 Glenwood Avenue, reported speeding vehicles on Glenwood Avenue between 4:00pm and 6:00pm, especially on Fridays.

Results: 74 minutes spent in the area
8 verbal warnings, 3 warning citations, and 1 unknown item issued

Public works update - MAY 2017

- Sweep contracted monthly streets :
MAY 2017 42 Miles 12 cu. yards 3.0 tons
- Service requests –
 - Repair lighting in PD Armory.
 - Remove logs from house at 2 Frederick.
 - Monkey puzzle tree dropping pods.
 - Tennis court water fountain inoperative.
 - Dead tree removal – Middlefield and Watkins.
 - Illegal dumping – Placitas and Oak.
 - Hazard (exposed re-bar) in PD back lot.
 - AC out at PD dispatch.
 - Handicap ramp at Building Dept. needs repair (rotted area).
 - Toilet broken and running PD women's room.
 - Lights out in PD mobile unit.
 - Low hanging branch at Circus Club.
 - Speed sign inoperative on James Ave.
 - Broken sewage pump at playground restroom.
 - Dangerous tree limb – HP Park
 - Tree down – Elena Ave.
 - Rotted steps – HP Park outdoor staircase.
- Weekly litter removal on ECR (Fridays 2 staff, 2 hours).
- Litter Marsh Road, Middlefield Road and Alameda.
- General duties – Garbage cans, town wide and ECR litter, Town Center landscape, ECR landscape, corp. yard clean-up, vehicle/tool maintenance.
- Tree work in park – all Eucs pruned for safety and nuts removed from monkey puzzle.
- Install new irrigation controller at HP Park.
- Weed abatement – Middlefield, ECR and Alameda.
- Install proto-type of new emergency assembly point signs at 2 Larch Drive.
- Art Show – HP Park Pavilion. Assist with set up and removal.
- Intersection refreshing – Oakwood Ave.
- Perform several abatements with code enforcement of rocks and logs in right of way.
- Clean up ECR median Islands.
- Park General daily duties – mowing, empty garbage/recycling, restroom oversight, fire extinguishers (checked/re-charged), playground inspections, elevator inspections, open/close buildings, meeting room set-ups/tear downs. Installed new park path widening and signage.



Fountain repairs



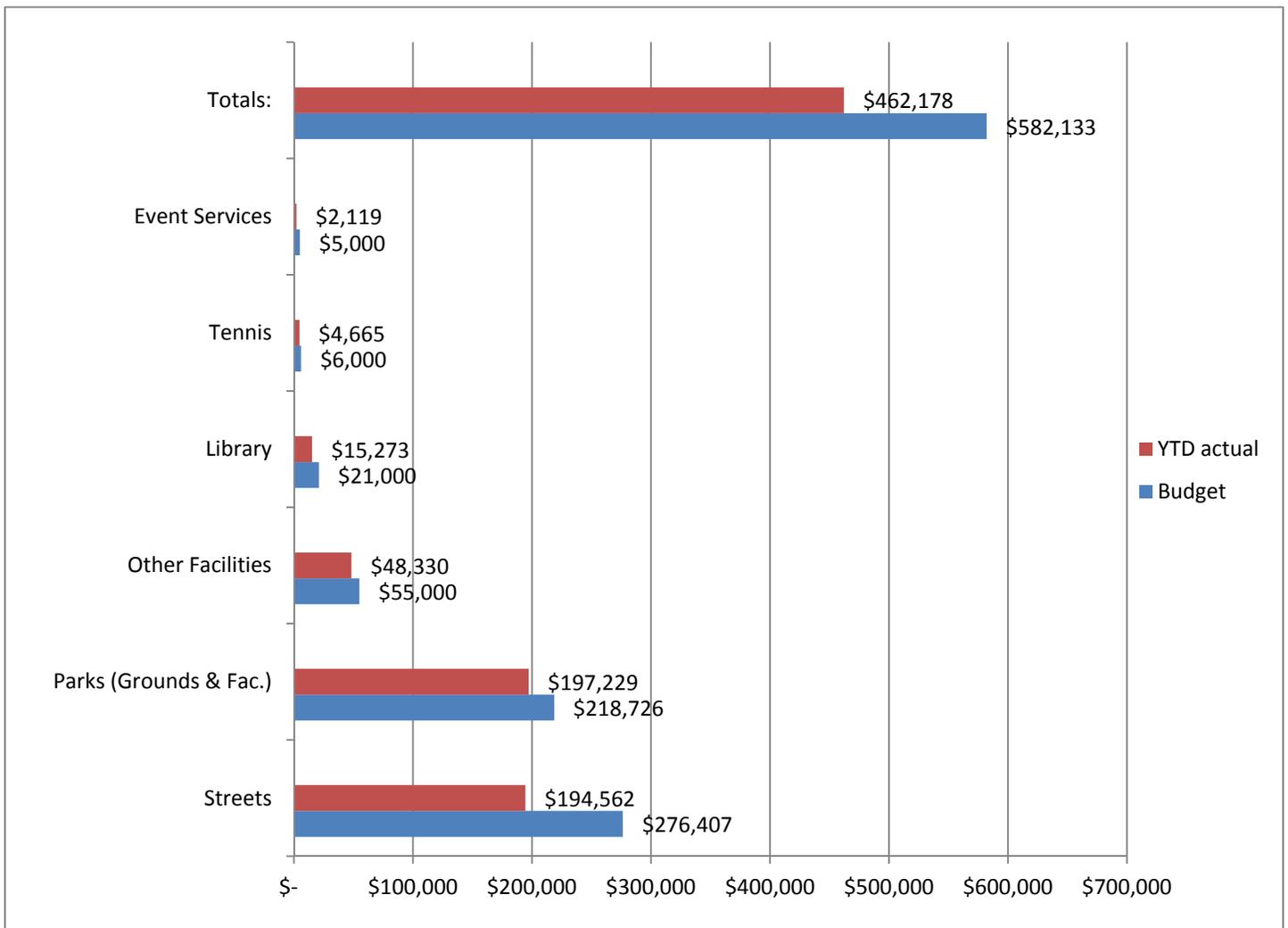
Euc tree pruning



Oakwood intersection refresh

Town of Atherton
MCE Corporation/Public Works Maintenance
Rev. vs. Exp. Through APRIL 2017

| Short Code | Acct'g Code | Description | Budget Dollars | Actual Dollars | % used |
|------------|------------------|------------------------|----------------|----------------|--------|
| A01 | 101-53-52031-053 | Streets | \$ 276,407 | \$ 194,562 | 70.39 |
| A02 | 101-57-52031-057 | Parks (Grounds & Fac.) | \$ 218,726 | \$ 197,229 | 90.17 |
| A03 | 101-59-52031-059 | Other Facilities | \$ 55,000 | \$ 48,330 | 87.87 |
| A04 | 213-30-52031-000 | Library | \$ 21,000 | \$ 15,273 | 72.73 |
| A05 | 101-58-52031-000 | Tennis | \$ 6,000 | \$ 4,665 | 77.75 |
| E06 | 101-58-52031-058 | Event Services | \$ 5,000 | \$ 2,119 | 42.38 |
| | | Totals: | \$582,133 | \$462,178 | 79.39 |



PARK & RECREATION COMMITTEE STAFF REPORT

TO: PARK AND RECREATION COMMITTEE

FROM: STEVE TYLER, PUBLIC WORKS SUPERINTENDENT

DATE: JUNE 7, 2017

SUBJECT: PARK GOINGS ON MAY 2017

REGULAR STAFF

- Perform regular maintenance tasks;
 - Pick litter/trash.
 - Remove trash bags.
 - Blow and pick up tree leaves and debris.
 - Inspect and maintain restrooms.
 - Inspect and maintain tennis courts.
 - Inspect and maintain playgrounds.
 - Inspect and maintain Main House elevator.
 - Control undesirable weeds throughout property.
 - Cut back and remove tree brush and dead vegetation.
 - Apply seasonal fertilizers to turf and plants.
 - Inspect and maintain landscape irrigation.
 - Inspect and maintain landscape irrigation well and filter system.
 - Potable water usage is being monitored daily.
 - Water non-established trees throughout the park based on schedule.
 - Blow tennis courts 2 times per week and as required.

- New trees planted during Arbor Day at HP Park.
- Removal of seed-case from Monkey Puzzle trees got completed by West Coast Arborist (WCA).
- Removed infestation of Mistletoe (*Phoradendron leucarpum*) vine by WCA, from Valley Oak tree South of Pavilion.
- Eucalyptus trees at North meadow and along Corp-yard got thinned per WCA as required and to prevent failures.
- New DG pathway installed along roadway adjacent North Meadow and Carriage House.
- Broken or damaged nets and additional equipment got replaced at Tennis Courts.
- One ¾" Quick Coupler piece got replaced at Little League Field due to malfunction.
- About (20) 50 lbs seasonal turf fertilizer bags got delivered to HP Park and eventually will be applied as required.
- New RainBird ESP-LXD 2Wire irrigation controller was installed to replace old unit at Main House. This new system has more futuristic functions, efficiency and will save water.
- A few Main House outside wooden stairs got replaced and repaired, due to rot and moisture damage.
- Wasp traps got refilled and new ones installed all along the property to control these insects.
- Completed monthly inspection in all fire extinguisher at HP Park.

- New and future planned projects;
 - Rebuilt U shape driveway between Main House and water fountain grass.
 - Electric Vehicle Charging Stations will be installed in two different areas at property.
 - New sealing rebuild in Art Center room at Main House.
 - New Bike Rack getting install along and between tennis court and little league area.

TENNIS – MAY 2017

Lesson hrs 212

Clinic hrs 233

Other training 3

USTA League Matches- 2

Students total 515



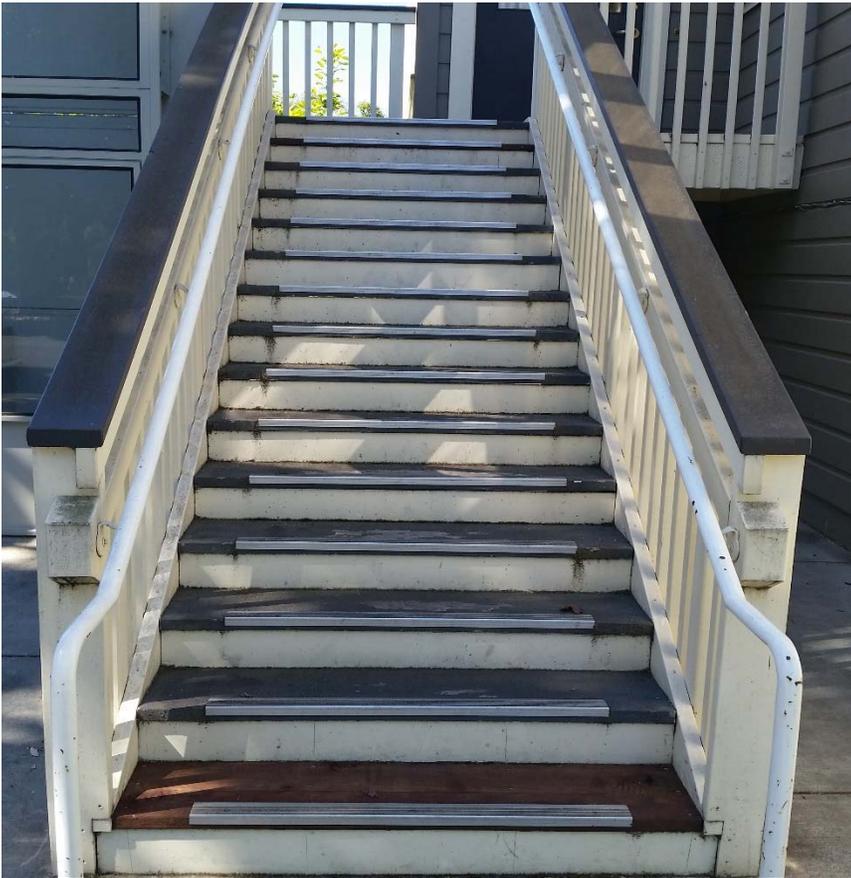
DECODER CHANGES AT WATER TOWER LAWN.



LEFT - New state of the Art 2 wire internet based irrigation controller installed at the park.



BELOW - New path installed between the Carriage House and the North Meadow.



TOP LEFT - Some new steps added to the stairs at the Main House.



BOTTOM LEFT - New tree planted at the playground



Town of Atherton

**Building Department
91 Ashfield Road
Atherton, California 94027
Phone: (650) 752-0560**

Community Services Monthly Report May 2017

Submitted by:
Mike Kashiwagi, PE
Director of Community Services

Town of Atherton Building Safety & Inspection

*Construction and Permit Summary
May 1, 2017 to May 31, 2017*

| | | |
|--|---------------|--------------------------------|
| | May-17 | Fiscal Year 2016-17 |
| Total Construction Valuation¹: | \$26,887,734 | \$143,081,692 |

REVENUE

| | | |
|-----------------------------------|------------------|--------------------|
| Plan Check Fees Collected: | \$75,071 | \$426,778 |
| Permit Fees Collected: | \$157,291 | \$1,054,415 |
| Other Fees Collected: | \$6,820 | \$84,564 |
| TOTAL: | \$239,182 | \$1,565,757 |

PLAN CHECK

| | | |
|------------------------|-----------|------------|
| Applications Received: | 90 | 817 |
|------------------------|-----------|------------|

PERMITS

| | | |
|--|-----------|------------|
| <u>Residential:</u> | | |
| New Single Family Residential Permits Issued: | 4 | 28 |
| New Accessory Structures Issued: | 28 | 211 |
| Addition / Alteration Permits Issued: | 15 | 106 |
| Reroof / Water Well / Grading Permits Issued: | 10 | 121 |
| Plumbing/Mechanical/Electrical Permits Issued: | 18 | 223 |
| Demolition Permits Issued: | 2 | 33 |
| <u>Non-Residential:</u> | | |
| New Permits Issued: | 0 | 6 |
| TOTAL Permits Issued: | 77 | 728 |

| | |
|---|------------|
| Total Open Permits as of 5/31/17 | 831 |
|---|------------|

INSPECTIONS

| | | |
|------------------------|------------|--------------|
| Inspections Performed: | 904 | 9,301 |
|------------------------|------------|--------------|

Footnotes:

¹Valuation: For permitted projects during this period.

**Town of Atherton
Building Safety & Inspection**

Planning Projects

May 1, 2017 to May 31, 2017

| | This Month Activity | Fiscal Year to Date Activity |
|---------------------------|--------------------------------|---|
| Staff Level Reviews | 39 | 289 |
| Planning Commission Items | 3 | 33 |

During the month of May, Planning received 39 new Initial Review (Staff level) applications.

The Planning Commission, at its May 24, 2017 hearing, took the following action:

1. The Commission made the finding that the Capital Improvement Program for Fiscal Years 2017/2018 – 2021/2022 and the projects included within are consistent with the Atherton General Plan.
2. Approved a Heritage Tree Removal Permit at 2 Barry Lane to allow the removal of one tree.
3. Approved a Conditional Use Permit (CUP) at 150 Valparaiso Avenue, Sacred Heart Schools to allow the temporary placement of seven (7) portable classrooms.

The next regularly scheduled Planning Commission will be held on June 28, 2017.

Arborist Activity Summary

May 1, 2017 to May 31, 2017

| | Site Visits | | | |
|--------------|--------------------|-------------|----------------|----|
| | Tree Removal | Inspections | Info. / Consu. | |
| TOTAL | 31 | 10 | 8 | 56 |

Town of Atherton Building Inspection & Plan Check

Summary of New Single Family Residential Permits Issued by Month

| Month | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 |
|-------------------------------|----------|-----------|-----------|-----------|-----------|-----------|
| January | 2 | 2 | 2 | 0 | 2 | 2 |
| February | 1 | 1 | 1 | 6 | 1 | 0 |
| March | 2 | 0 | 3 | 6 | 1 | 2 |
| April | 0 | 2 | 2 | 1 | 3 | 2 |
| May | 4 | 2 | 1 | 2 | 1 | 4 |
| June | | 0 | 3 | 2 | 5 | 3 |
| July | | 5 | 8 | 4 | 2 | 3 |
| August | | 3 | 4 | 2 | 3 | 2 |
| September | | 4 | 4 | 1 | 4 | 3 |
| October | | 6 | 3 | 1 | 5 | 4 |
| November | | 0 | 0 | 4 | 1 | 1 |
| December | | 1 | 0 | 4 | 3 | 4 |
| Total New SFD Permits: | 9 | 26 | 31 | 33 | 31 | 30 |

Plan Check Performance

May 1, 2017 to May 31, 2017

| Project Type | Cycles | No of Plan Checks | Target ** | Average Review Days | Overdue Plan Checks |
|------------------------------------|-----------------|-------------------|-----------|---------------------|---------------------|
| Major Plan Check | 1st Review | 94 | 10 | 9 | 0 |
| | Subsequent Rev. | 78 | 5 | 4 | 0 |
| Minor Plan Check | 1st Review | 13 | 3 | 2 | 0 |
| | Subsequent Rev. | 0 | 2 | 0 | 0 |
| Total Number of Plan Checks | | 185 | | | |

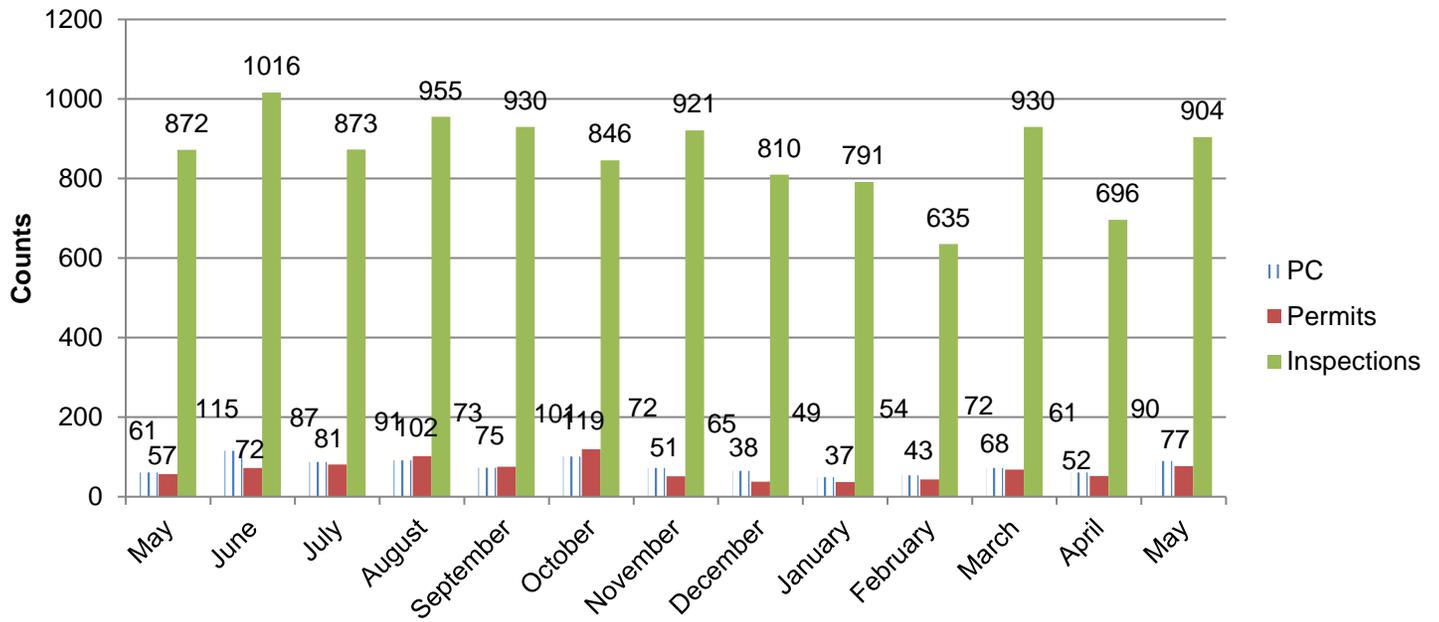
** Target: in working days

Major Plan Check: New Houses, New Accessory Structures, New non-Residential

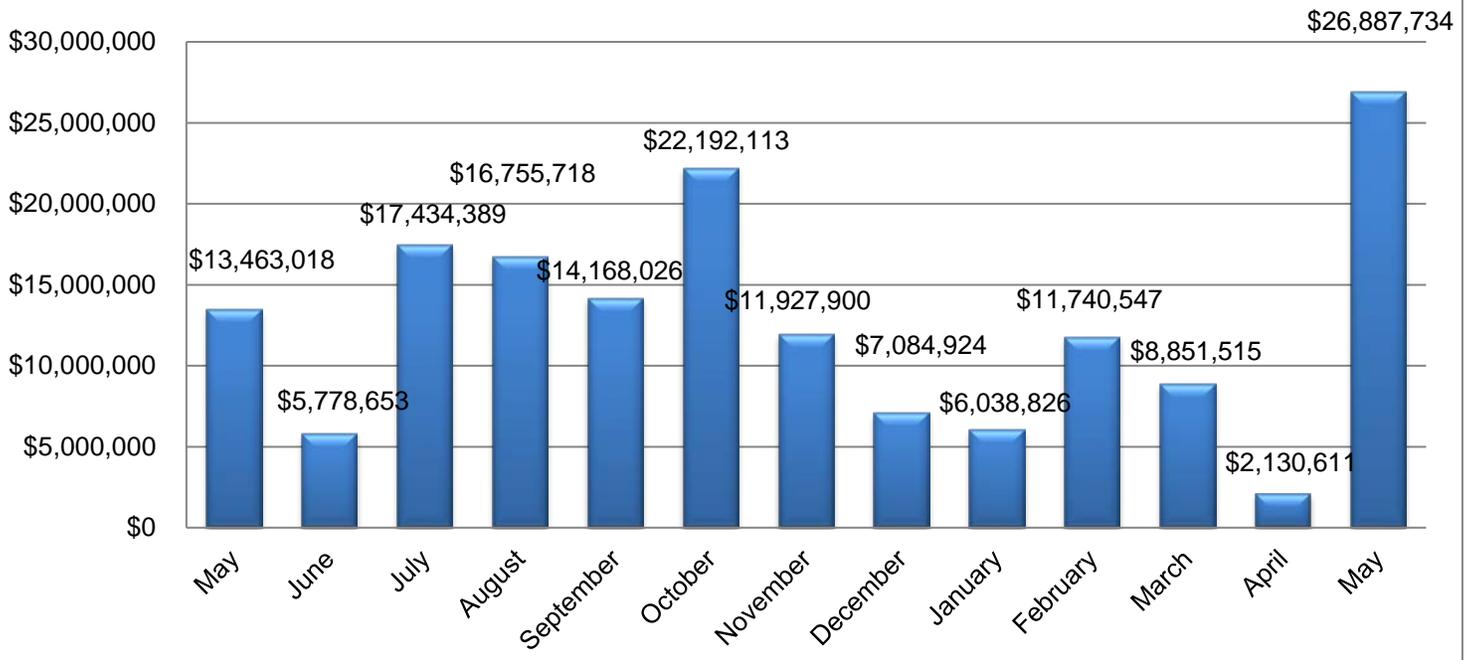
Minor Plan Check: Small additions, Reroof, Alterations, PV, Gates, Misc.

Summary Graphs

Plan Checks, Permits, Inspections



Valuation



Summary Graphs

