



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: JULY 19, 2017

SUBJECT: CITY MANAGER’S WRITTEN REPORT

CITY MANAGER’S OFFICE

1. Park Fence - Felton Gables

Staff is completing an informal survey of private gates into the Park. A recent walk of the Park revealed about 15 entrances from private property (to include the Felton Gables Gate). Most of the private entry gates are east of Knox Preschool. Some are more recently used than others. It may be advantageous for the Town to consider conducting a formal lot line survey of the Park (\$\$) to determine what fences/walls are on Town property and which are on private property. The survey will also assist in clarifying trees/lot lines along the Caltrain ROW.

Remedial repairs will be made to the gate discussed at the most recent City Council meeting.

Staff will return to the Council in September with the outcome of the survey and recommendations for next steps.

2. Meeting with Recology - Negotiations

Staff is working to setup a meeting during the last week of July with Recology to begin Franchise Negotiations around the Draft Amended and Restated Model Franchise Agreement. Recology is culling together all the Atherton-specific provisions that currently exist prior to the meeting.

3. Park Events and Revenue Log

Linked here are:

[FY 2016/2017 Park Revenue Log](http://www.ci.atherton.ca.us/DocumentCenter/View/4362) – <http://www.ci.atherton.ca.us/DocumentCenter/View/4362>
[June Park Events Log](http://www.ci.atherton.ca.us/DocumentCenter/View/4363) - <http://www.ci.atherton.ca.us/DocumentCenter/View/4363>

4. Atherton Annual Report - June 2017

You should have received your print edition Annual Report. This Report was also released online via a News Flash and is available archived on the Town's website. Feedback on the Report is welcome as we hope to improve it year over year. The Report, together with the Town's Annual Budget, provides a means of viewing the Town's successes or failures in moving forward on the 6 Council Goals.

Annual Report - <http://www.ci.atherton.ca.us/ArchiveCenter/ViewFile/Item/2538>

5. M-ALL Tournament

We followed up with M-ALL regarding the tournament. Mostly, all went well during the tournament. The field and follow-up (trash cans, etc.) were all in excellent condition throughout the tournament. However, there were issues during the final game related to parking and use of the loud speaker. These will be addressed with M-ALL in a wrap up meeting. Next year - if permitted again - use of the loud speaker for announcements of players at the end of each inning will need to be expressly permitted. Parking next year will be an issue since the Civic Center will be under construction. Shuttle from an offsite location will need to be addressed if approved.

6. Planning Commission Actions - June 28, 2017 Meeting

At the June 28 Meeting, the Commission took the following action:

- Accepted the report on the 2017 Annual Master Plan Update and TDM Monitoring Plan at 150 Valparaiso - Sacred Heart Schools
- Approved the Special Structures Permit at 94 Cebalo Lane to allow a 1st floor addition to the main residence with a legal non-conforming sideboard setback.
- Approved the Special Structures Permit at 168 Elena Avenue to allow a garage basement under an accessory building.
- Approved the Special Structures Permit at 88 Reservoir Road to allow portions of the vertical sidewalls of the main residence to exceed 22 feet.
- Recommended the City Council approve the Tentative Parcel Map at 336 Walsh Road to subdivide the parcel into 2 lots (Public Hearing Scheduled for City Council - July 19).

The next meeting of the Commission is July 26, 2017.

7. Bayfront Canal MOU

Staff responded to recent County inquiries regarding the Town's participation in the MOU. Staff response advised that for the Town to consider signing on to the MOU, the following conditions must be met:

- all other affected agencies are at the table in equal measure (Woodside, Portola Valley, Stanford, Menlo, RWC, County, etc.);

- All improvements in and along the Atherton Channel are taken into consideration (Marsh Road, Las Lomitas, etc.) for credit - plus any future improvements that the Town seeks or needs to do to improve the channel are incorporated into the MOU as a cost share amongst the participating agencies;
- Given the size of Atherton's potential share, any anticipated payments will need to be done over multiple fiscal years;
- Atherton has the opportunity to independently verify the Jurisdictional Flow Contributions in Table 1 - Exhibit A; and
- Atherton staff time and/or consultant costs associated with the Bayfront Canal Project are considered credit toward our share.

These are starting points for continued conversation around the project with respect to the Town's participation.

8. Before/After Hours Work Exemptions

Staff created a permit exemption site on the Town's website that will be updated whenever an exemption permit is issued. With the website now active, the Commander distributed the following to staff as an update to the existing process:

What is an Exemption Permit?

An Exemption Permit, also referred to as an "after hours construction permit," allows *certain* types of work to be done outside the normal M-F, 8am-5pm time frame. The intent is to allow for emergency work to be done (tree fallen through a house and needs to be removed) or for continuous work such as a large concrete pour (this is the one we get 90% of the time).

What an exemption permit is not...

A permit to do construction work after hours or on weekends because the "project needs to be finished." A permit to do construction work after hours or on weekends because of scheduling issues, "that's the only time my contractor can finish the work." While these examples are inconveniences for the homeowner, they do not meet the criteria for an exemption permit, and therefore you should **not** issue a permit for these reasons.

How do I issue an exemption permit?

First, ask the requestor what the permit is for, because often the type of work to be done does not qualify for an Exemption Permit. Once you determine that the work does qualify for an Exemption Permit, then do the following:

- Gather all the information needed on the Construction Exemption Application and Permit form and make sure the applicant understands that there is a 72-hour requirement to notice surrounding residents before performing the exempted work (when it's applicable...emergency situations that require immediate work don't have to notice the neighbors).

- Send the applicant to the Town side (Post Office) and tell them to pay the required fee of \$62 per day for the Exemption Permit.
- Instruct the applicant to bring their receipt of payment back to the Police Department.
- After both you and the applicant have signed the permit, make a copy of the permit (to be posted in dispatch) and then scan a copy of the permit and send it to your email.
- Issue the original signed permit to the applicant and give the copy to the dispatcher.
- Send a scanned copy of the Exemption Permit via email to Police Management, Dispatchers, Monica Diaz, Mike Greenlee, and George Rodericks.

There is now a section on the Town website that will allow viewers to see who has a valid exemption permit. When the applicant pays the \$62 Exemption Permit fee, staff will post that information on the website. When the work has been completed, please notify the Town side and let them know the work has been done so that they can remove the permit info from the website.

9. Local Building Comment

Staff received the following unsolicited comment from a local builder that does work in Menlo Park, Woodside, Hillsborough, etc.:

"...Atherton is the only jurisdiction that works with the contractor to move things forward, and that he prefers to work in Atherton because our staff is clear, professional, efficient, and collaborative."

10. Leash Law in the Park

We received a comment from a resident regarding the recent placement of the speed sign in the Park. As the Council is aware, this sign is often placed at street locations where speeding occurs, cyclist stops, vehicle stops, and in the Park. When in the Park, the sign rotates from speed awareness to the leash law. Verbiage alternates for current topics of concern. Off-leash complaints is the highest park complaint received. Speeding in the Park is a close second.

The Police conduct proactive patrols in the Park for enforcement to gain compliance (warnings then tickets). A recent complaint prompted the deployment of the reader board.

In the last 12 months, the Police have responded to 30 off leash complaints in the Park. One involved a dog bite to a person. There will be some additional signage deployed in the Park with respect to the leash law.

11. Police Chief Meeting with Police Activities League/Neighborhood Watch

The Chief recently met with representatives from the Police Activities League and Neighborhood Watch. The following general information was provided.

Atherton Crime Rates

Our officers and professional staff are always vigilant and work extremely hard to keep our residents and our town safe and secure. According to the annual crime data collected by the FBI,

the crime rate in Atherton is 59% lower than the average of the whole of the State of California, and 57% lower than the national average. When looking at violent crimes, Atherton has a 90% lower violent crime rate than the California average, and 89% lower than the national average. The outstanding low crime rate in Atherton is the direct result of the proactive community engagement and the effective partnership between our police department team and our residents. A "No Call Too Small" policing philosophy drives every aspect of our internal and external law enforcement and community oriented policing operations.

Atherton PD False Alarm Responses

In 2016, officers respond to 600 false alarms. False alarm responses require at least 2 officers to respond with a minimum of 30 min patrol time for each officer or 1 hour of patrol time for each alarm response. One a very low end time estimate, the 600 false alarm responses equal 600 patrol hours. This is almost 4 months of one full time FTE doing nothing but responding to false alarms at an approximate cost of over \$35,000. In the last 16 years, our officers responded to 22 alarms which were true alarms resulting in a burglary investigation. The last real alarm we responded to was in July 2015.

We will be working on developing a community education and outreach program to start the false alarm response mitigation and reduction plan.

12. Bicycle and Pedestrian Statistics

Below is general information from the Police Chief on Bicycle and Pedestrian incidents in Town.

Car/Bicycle Collisions

- A total of 30 collisions in the last 5 years for an average of 6 collision per year.
- Of the 30, 12 were caused by the bicycle rider.
- Of the 30, 3 were non-injury, 25 were minor injury, 2 were serious injury, 0 were fatal.
- The majority of the collisions occurred on El Camino Real and Middlefield Road.

Car/Pedestrian Collisions

- A total of 13 collisions in the last 5 years for an average of 2.6 collisions per year.
- Of the 13, 2 were caused by the pedestrian.
- Of the 13, 1 was non-injury, 7 were minor injury, 4 were serious injury (1 caused by the pedestrian), 1 was a fatality (caused by the pedestrian).
- The majority of the collisions occurred on El Camino Real and Middlefield Road.

13. Street Saver Report

At some point in the future, staff will provide the Council with an in-depth review of the Town's Streets Program and the Street Saver Report (Fall 2017). Linked here is a [Dashboard from MTC Street Saver Program](http://www.ci.atherton.ca.us/DocumentCenter/View/4365) (<http://www.ci.atherton.ca.us/DocumentCenter/View/4365>). In general, the Town has 53.8 centerline miles of streets. This equates to approximately 105.8 lane miles. Our current Pavement Condition Index (PCI) is 78. For a peer agency comparative, the PCI for similar sized agencies is 74.



Special Event Permits - as of July 7, 2017

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

- July 16, 2017 - Polo Matches - Circus Club - 10 am - 7 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

City Manager's Written Report

July 19, 2017

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- August 8-14, 2017 - Horse Show - Circus Club
- August 11, 2017 - Menlo Charity Gala - Circus Club - 7 pm - 10:30 pm
- 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 27, 2017 - Football Under the Lights - Sacred Heart - 4 pm - 10:30 pm
- October 2018 - Menlo Circus Club - Palo Alto Elks Concours d'Elegance Car Show

Social Media

Twitter Stats – as of July 12, 2017

@TownofAtherton – 1,104 tweets, following 95, 205 followers

@Atherton_CM – 496 tweets, following 149, 63 followers

ATTACHMENTS

Police Department Report

Public Works Department Report

Community Services Department Report

POLICE DEPARTMENT

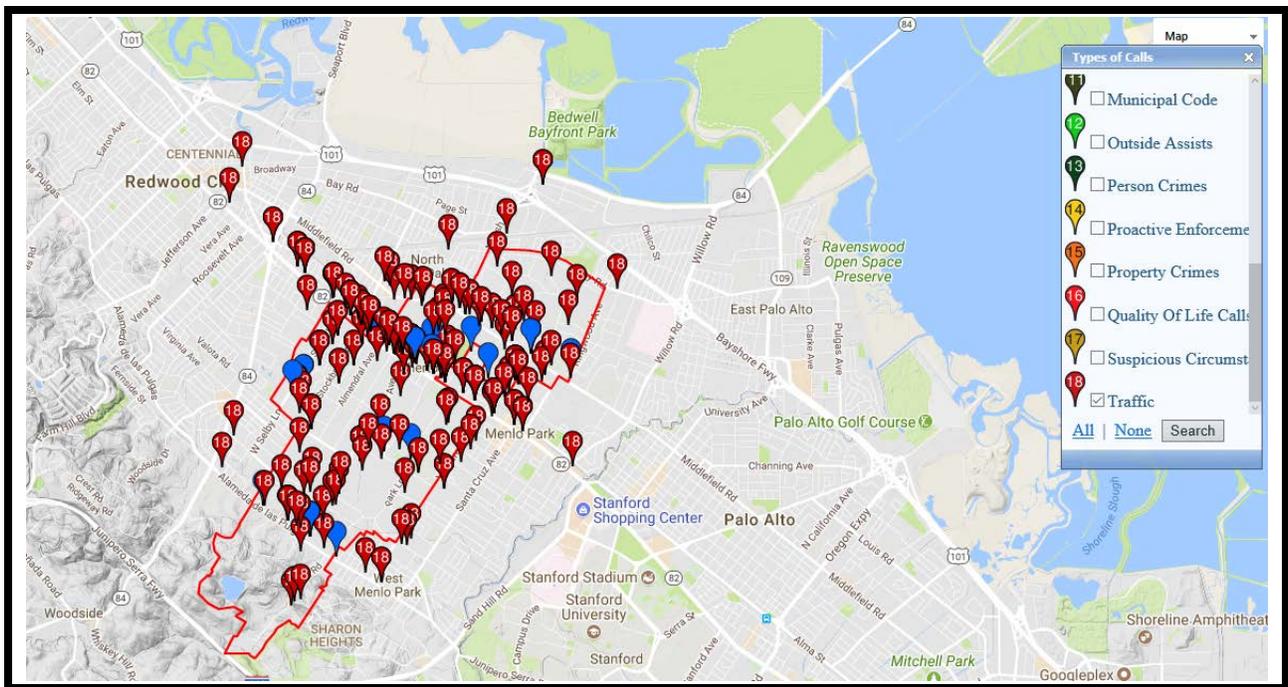
Police Activity

There were 59 investigations for the month of June. 13 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 a controlled substance without a prescription, being under the influence of a controlled substance, warrants, unlicensed driver, and public intoxication.

Of the 2,606 total police incidents for the month of June, 1,879 were officer-initiated incidents, which resulted in 282 citations being issued for vehicle code and other violations. Officers initiated 1,623 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.

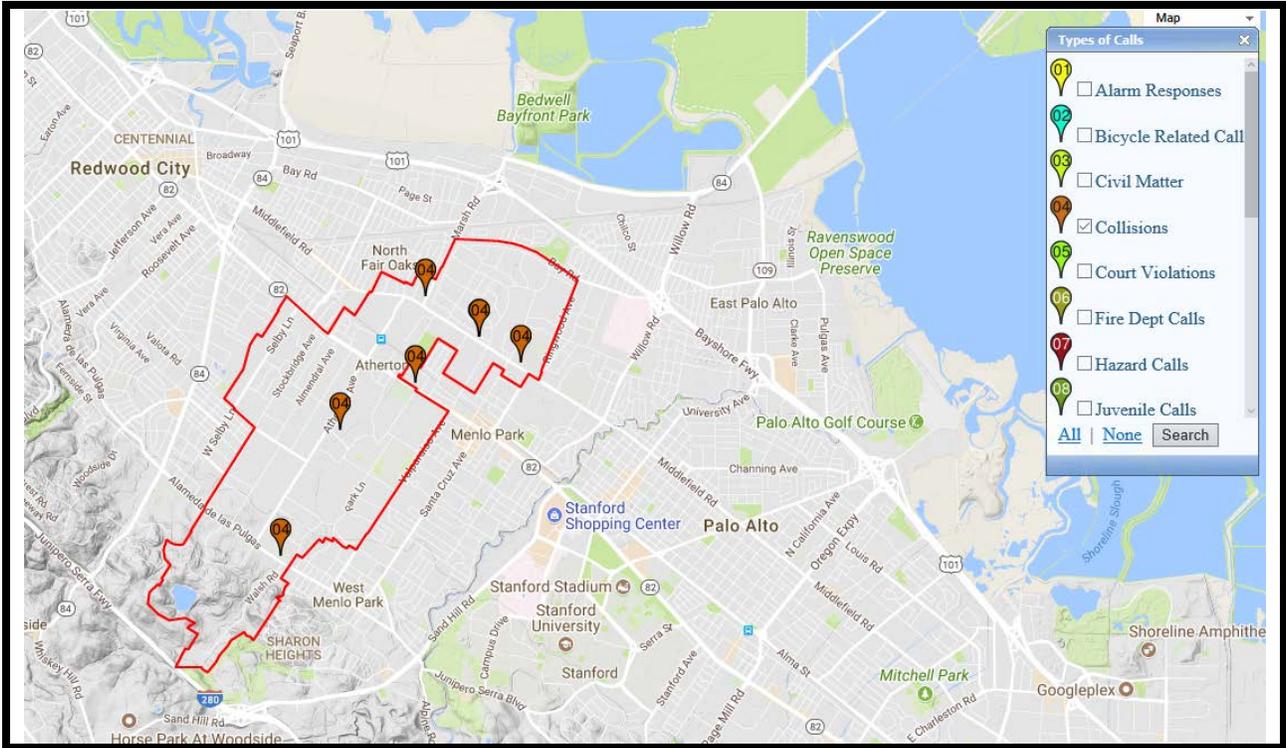
Traffic Incidents

Overall, there were 304 specific traffic incidents for June. The map below indicates the locations of the incidents for the reporting period.



Traffic Collisions

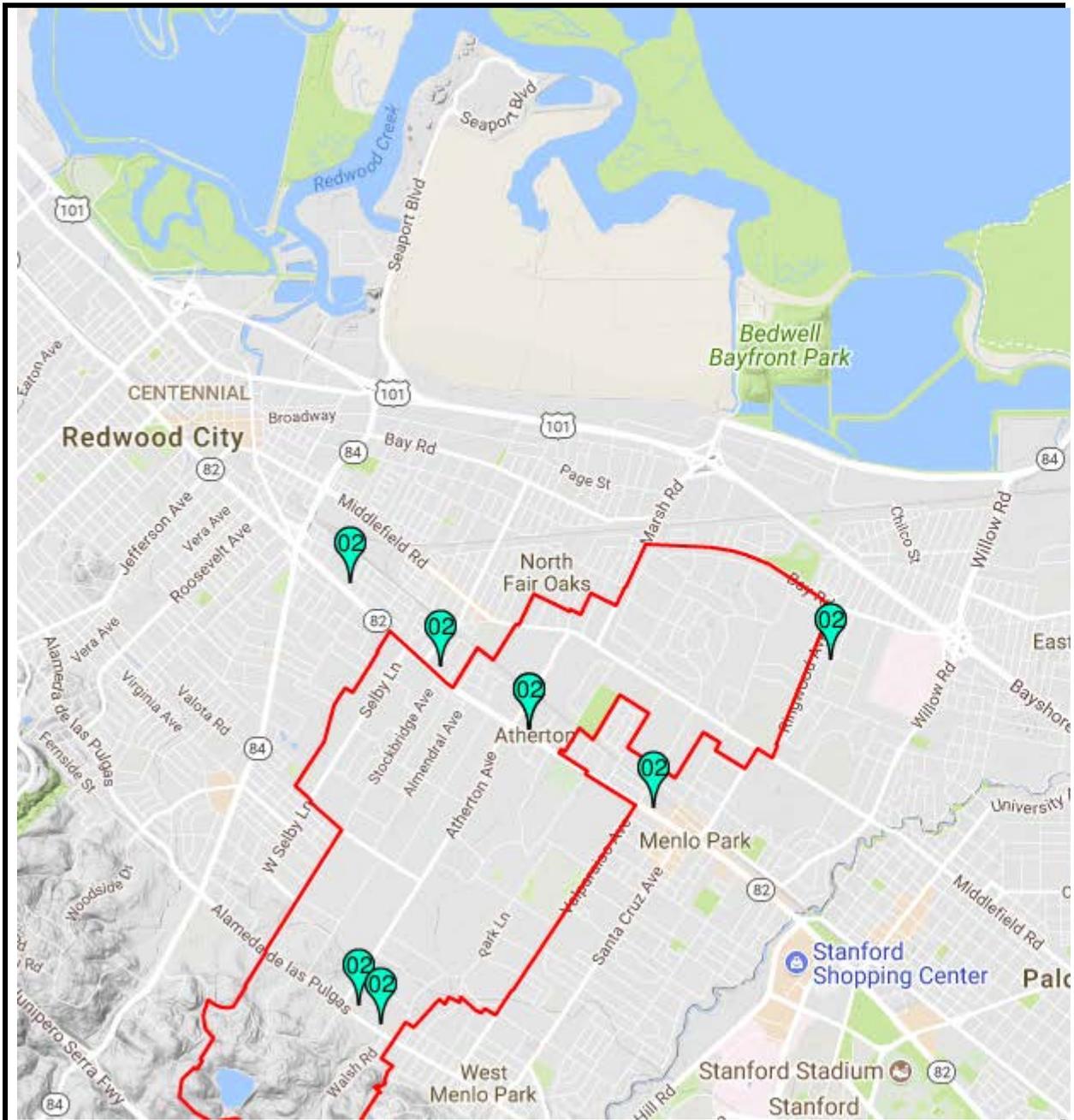
There were 7 specific “collisions” for June. The map below indicates the locations of the incidents for the reporting period.



Bicycle Traffic Stops

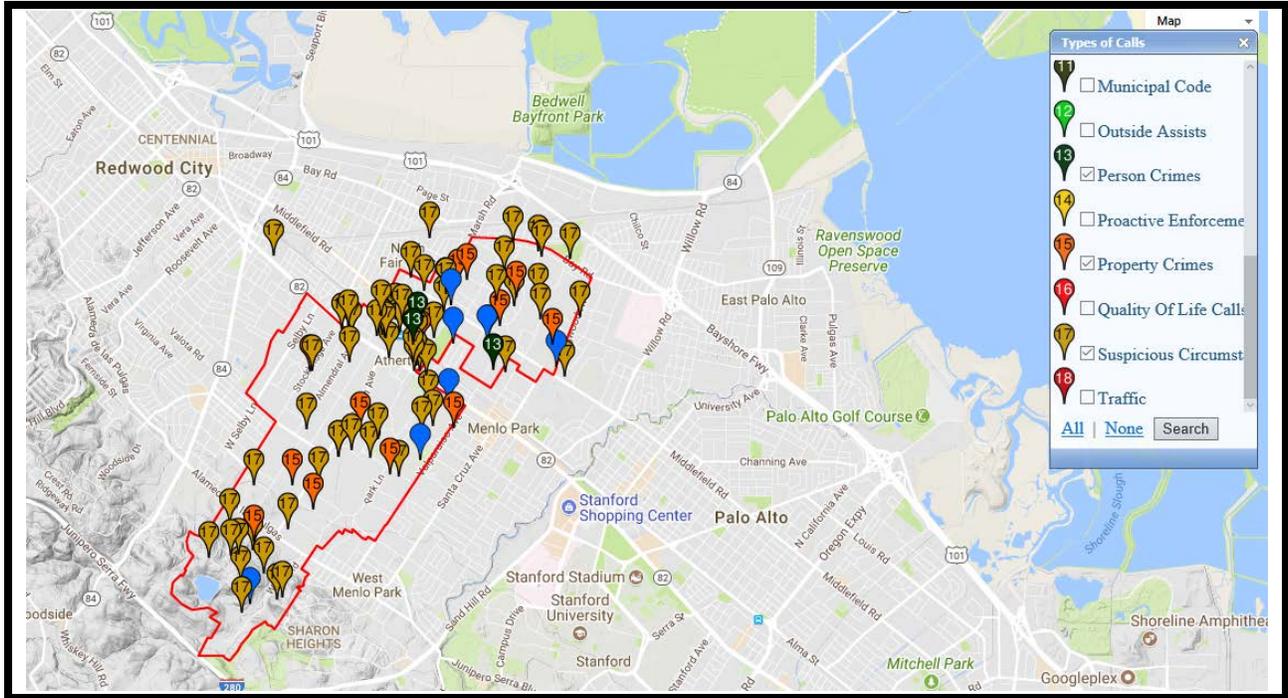
There were 8 bicycle stop incidents initiated for stop sign (2), failure to obey traffic signal (1), and lighting equipment (5).

These stops resulted in 2 citations (1 warning and 1 notice to appear).



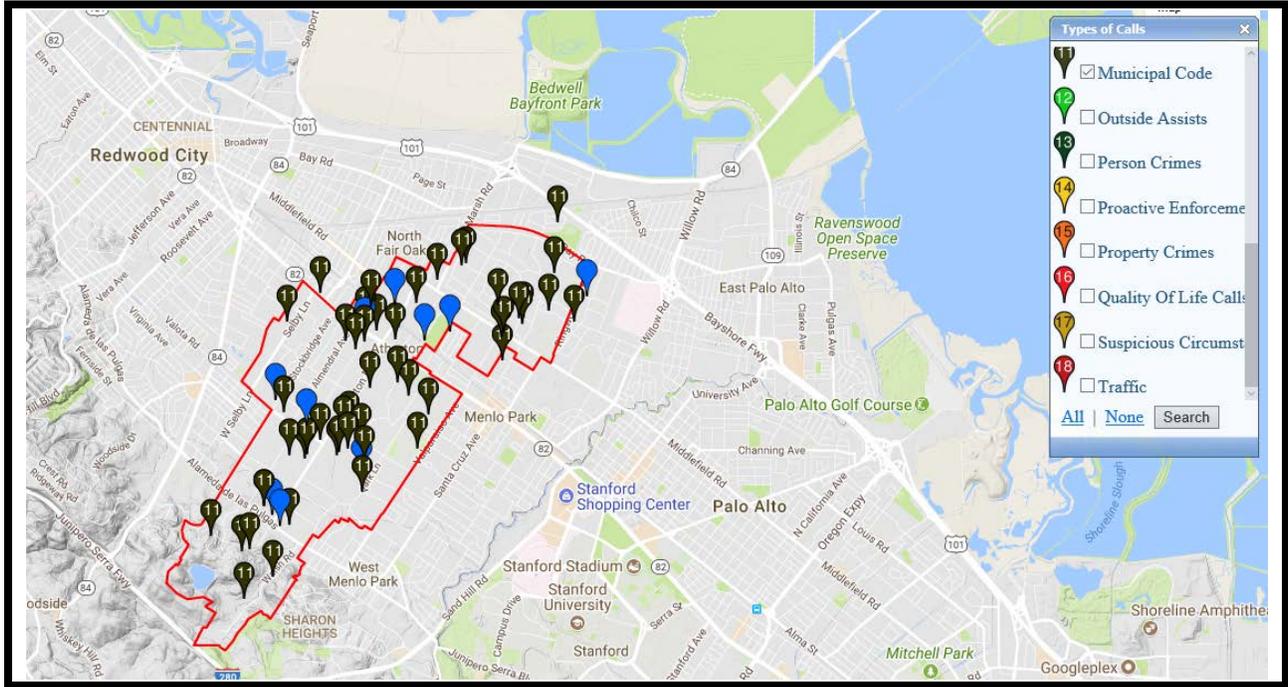
Criminal Activity and Suspicious Circumstances

The Department responded to 89 locations (some locations multiple times) for property crimes (19), person crimes (3), and incidents of suspicious circumstances (69).



Municipal Code Violations

The Department responded to 61 locations (some locations multiple times) for municipal code violations. These calls were for construction hour violations, leash law violations, barking dogs, the complaint of a drone flying over the football field at Sacred Heart, and other code enforcement inspections.



Holbrook Palmer Park

Holbrook Palmer Park had 88 incidents this reporting period, 71 of which were security checks and foot patrols by officers. The other incidents were related to traffic stops, a welfare check, suspicious vehicles, disturbing the peace (argument between man and woman), leash law violation, and parking complaints (cars double parked).

Premise Watch

Officers completed 1,244 House/Vacation checks during the month of June.

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	5	1	4	-	3	5	6	42
	Security	20	8	14	17	11	7	6	21	11	7	6	15	143
	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	3	3		4	1	2	4	33
	Security	25	14	18	18	14	7	7	6	13	6	10	16	154
	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	9	2	2	3	2	2	2	83
	Traffic	-	1	-			-	-	-	3	-	-	1	5
<i>M-A HS</i>	Other	17	17	28	12	17	14	9	13	24	22	21	9	203
	Security	28	23	16	21	26	21	7	16	21	30	24	20	253
	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	8	4	3	11	11	9	9	129
	Traffic	5	2	22	4	3	-	-	2	1	1	2	-	42
<i>Menlo School</i>	Other	6	5	2	1	2	3	2	1	8	7	7	5	49
	Security	5	9	12	7	5	7	5	5	4	1		4	64
	Traffic	-	1	-			-	-	-	-	-	-	2	3
<i>Sacred Heart</i>	Other	8	3	10	3	4	6	3	4	2	3	7	5	58
	Security	7	9	12	7	9	9	4	7	7	8	3	4	86
	Traffic	3	1	3	1	5	1	-	-	-	-	-	-	14
<i>Selby Lane</i>	Other		8	5	3	5	2	4	2	8	4	6	5	52
	Security	18	14	18	8	6	7	11	13	18	17	19	18	167
	Traffic	10	-	1			2	3	2	2	-	2	4	26
Total		206	165	231	138	139	###	77	114	167	143	137	136	1,771

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, 1 second**, 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
May	2017	5:38
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 JUNE 2017 – 133 HOURS

NAME	TRAINING/HOURS	DATES
Gatto	Auto Ped Traffic Collision Inv./ 40 hours	June 5-9
Koehler	Unified Response to School/Community Violence/16 hours	June 15
Diaz	Emotional Intelligence and Micro Expressions/8 hours	June 15
Clark/Miller/Robbins	DMV Training/3 hours	June 20
Bollendorf/Kockler	Investigating Cell Phone Thefts	June 21
Larsen	De-Escalation Instructor Cert./40 hours	June 26-29
Robbins	Emergency Vehicle Operations	June 23
Gomez	Emergency Vehicle Operations	June 27

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
June	1,879	282
May	1,780	468
April	1,706	352
March	1,683	395
February	1,585	165
January	2,266	180

Code Enforcement Activity Report

June 1 – June 30, 2017

Summary:

	Activity	Total for Month	Year to Date (From 01/01/2017)
1.	Opened Cases	29	105
2.	Resolved/Closed Cases	63	82
3.	Cases Pending	143*	N/A
4.	Written/Formal Notices Issued	14	42
5.	Citations Issued	6	41
6.	Amount in Citations	\$2,000	\$10,400

During the month of June, there were over 75 incidents related to code enforcement.

Those incidents included, but were not limited to: construction work hour violations, construction parking violations, dust and other construction related violations, right-of-way encroachments and obstructions, unpermitted construction work, unpermitted signs, overgrown and/or unmaintained vegetation, damage to heritage trees, unpermitted removal of heritage trees, animal related nuisances, posting of a substandard structure, business in residence, noise disturbances and mobile vendor related violations.

Code Enforcement staff attended a CACEO training, assisted with court duties and police fleet maintenance issues as they arose.

**It should be noted that last month's total for cases pending was inaccurately reported as 156. The actual number is 177. Staff discovered this error during the data migration process (the importation of data from the old system into the new system). The updated and accurate data was acquired by re-checking the numbers manually. Staff will continue to work with the software developer to ensure accuracy as we move forward.*

TRAFFIC COMPLAINTS

TRAFFIC COMPLAINTS

The Atherton Police Department received one (1) traffic complaint during the month of June. The complaint was as follows:

- 1) 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: 230 minutes spent in the area (combined AM and PM)
1 citation, 3 warning citations, and 17 verbal warnings issued

Public works update - JUNE 2017

- Sweep contracted monthly streets :
JUNE 2017 42 Miles 10 cu. yards 2.0 tons
- Service requests –
 - Sand and glass in bicycle lane Middlefield at Oak Grove.
 - A/C problem at PD dispatch.
 - Radar signs at Mesa Ct/Ridgeview need recharge.
 - PD women's toilet continually running
 - Irrigation issue on ECR at Tuscaloosa.
 - Pole light malfunction – ECR at Almendral.
 - AC not working in Gilmore house.
 - Radar sign on Atherton Ave. not functioning.
 - Equipment left on street overnight (Atherton and Alameda).
 - Toilet broken and running PD women's room.
 - Wet spot in event garden.
 - Excessive dust from LL field management blowing onto tennis courts.
 - Dead tree (hazard) in park behind tennis courts.
 - Gravel in road = Middlefield at Encina.
 - Dead tree – Middlefield Road JSO Watkins.
 - Paint needed = Marsh Road and Middlefield (bollards).
 - Obstructed view – street signs various locations.
- 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.
- Large 4" irrigation break – Event Garden (F&G repaired).
- All-Star tournament begins at HP Park.
- Large irrigation manifold break in corp yard adjacent to well.
- Wood chips spread in many sections of park.
- Ditch line rehab upper Belbrook.
- Weeding – Street R of W.
- Clean/scrub trash and recycle receptacles in the Park..
- 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.



Irrigation repair at Event Garden



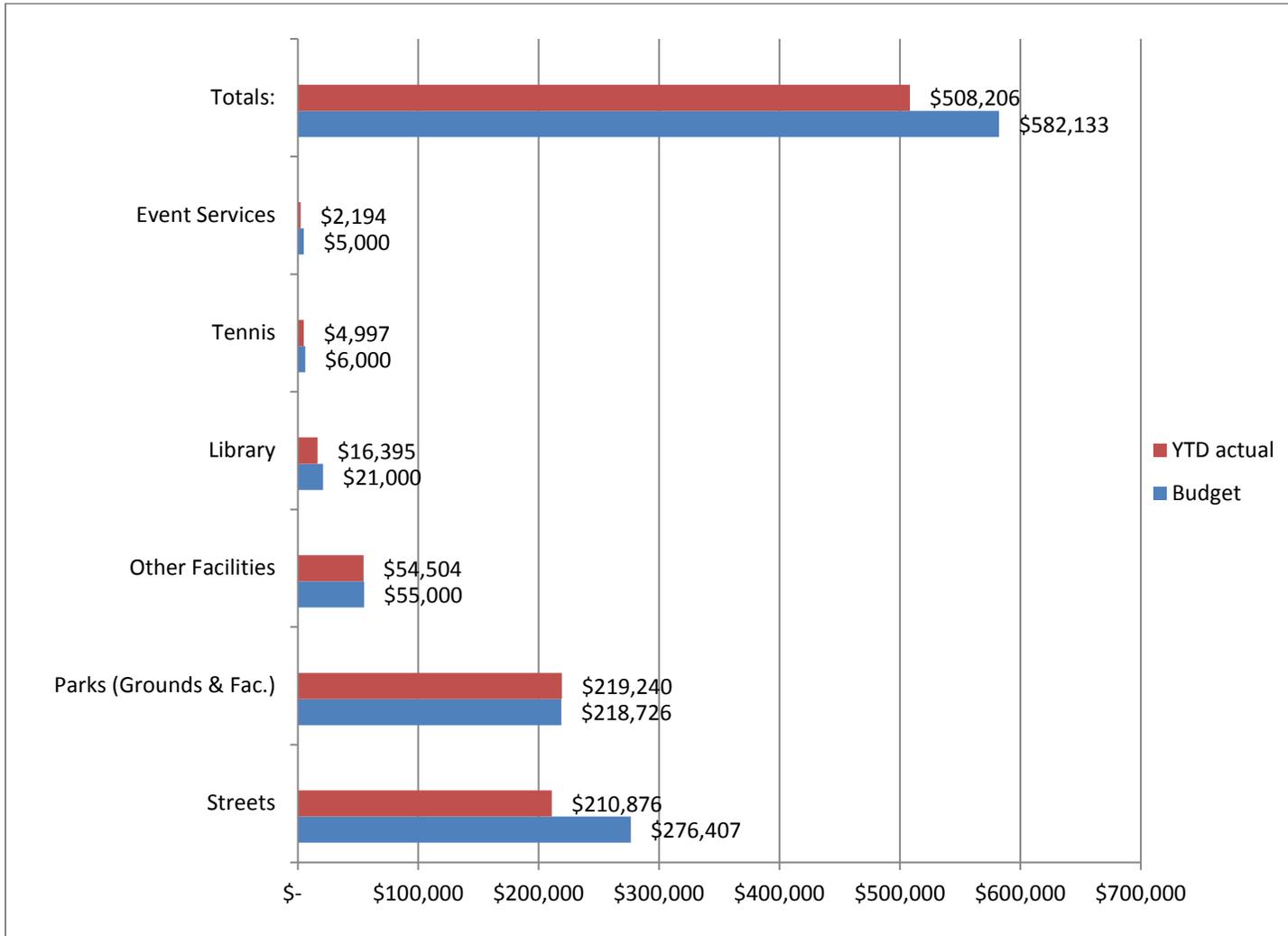
Sign painting



Irrigation repair corp yard (complicated)

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

Short Code	Acct'g Code	Description	Budget Dollars	Actual Dollars	% used
A01	101-53-52031-053	Streets	\$ 276,407	\$ 210,876	76.29
A02	101-57-52031-057	Parks (Grounds & Fac.)	\$ 218,726	\$ 219,240	100.23
A03	101-59-52031-059	Other Facilities	\$ 55,000	\$ 54,504	99.10
A04	213-30-52031-000	Library	\$ 21,000	\$ 16,395	78.07
A05	101-58-52031-000	Tennis	\$ 6,000	\$ 4,997	83.28
E06	101-58-52031-058	Event Services	\$ 5,000	\$ 2,194	43.88
		Totals:	\$582,133	\$508,206	87.30



PARK & RECREATION COMMITTEE STAFF REPORT

TO: PARK AND RECREATION COMMITTEE

FROM: STEVE TYLER, PUBLIC WORKS SUPERINTENDENT

DATE: JULY 5, 2017

SUBJECT: PARK GOINGS ON JUNE 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 through out 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 its being monitored daily.
 - Water none-established trees throughout the park based on schedule.
 - Blow tennis courts 2 times per week and as required.

- Potable water leak got repaired by CALWATER at Watkins Ave on 06/08/17.
- Wire splicing got re-done at all 14 valves in the Event Garden area.
- Old flow sensor at HP Park main pump got replaced with new one, due to cut off wire.
- A 4" main line irrigation water leak at Event Garden got repaired on 06/12/17 by Frank & Grossman Co.
- A 4" main line irrigation water leak at HP Park by Main Pump got repaired on 06/17/17 by MCE Techs.
- Wood chip by Little League field, got spread all along and around the Tennis Court area.
- Pipe lines got flushed, five (5) 1 ½" automatic valves and all rotors got replaced at North Meadow turf.
- Little League field and building got all cleaned and improved for tournament events.
- Little League All-Star Tournament held at Homer Field June 24 - July 4.

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



Cal Water break at Atherton Channel caused a potable water shut down in the park for about 6 hours.



LEFT - New flow sensor installed in system adjacent to new well.





TOP LEFT - Another 4" water line break next to water tank in Corp. Yard.



Left -
irrigation
repairs





Town of Atherton

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

Community Services Monthly Report June 2017

Submitted by:
Mike Kashiwagi, PE
Director of Community Services

**Town of Atherton
Building Safety & Inspection**

*Construction and Permit Summary
June 1, 2017 to June 30, 2017*

	Jun-17	Fiscal Year 2016-17
Total Construction Valuation¹:	\$11,591,462	\$154,673,154

REVENUE

Plan Check Fees Collected:	\$51,153	\$477,931
Permit Fees Collected:	\$123,136	\$1,177,551
Other Fees Collected:	\$7,800	\$92,364
TOTAL:	\$182,089	\$1,747,846

PLAN CHECK

Applications Received:	102	919
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PERMITS

Residential:		
New Single Family Residential Permits Issued:	3	31
New Accessory Structures Issued:	40	264
Addition / Alteration Permits Issued:	12	118
Reroof / Water Well / Grading Permits Issued:	18	139
Plumbing/Mechanical/Electrical Permits Issued:	18	241
Demolition Permits Issued:	8	41
Non-Residential:		
New Permits Issued:	4	10
TOTAL Permits Issued:	103	837

Total Open Permits as of 6/30/17	776
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INSPECTIONS

Inspections Performed:	972	10,273
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Footnotes:

¹Valuation: For permitted projects during this period.

**Town of Atherton
Building Safety & Inspection**

Planning Projects

June 1, 2017 to June 30, 2017

	This Month Activity	Fiscal Year to Date Activity
Staff Level Reviews	45	334
Planning Commission Items	6	39

During the month of June, Planning received 45 new Initial Review (Staff level) applications.

At the June 28, 2017 Planning Commission meeting, the Commission took the following action:

1. Accepted the report on the 2017 Annual Master Plan Update and TDM monitoring plan at 150 Valparaiso Avenue/Sacred Heart Schools.
2. Approved the Special Structures Permit at 94 Cebalo Lane to allow a first floor addition to the main residence with a legal non-conforming sideyard setback.
3. Approved the Special Structures Permit at 168 Elena Avenue to allow a garage basement under an accessory building.
4. Approved the Special Structures Permit at 88 Reservoir Road to allow portions of the vertical sidewalls of the main residence to exceed 22 feet.
5. Recommended City Council approval of the Tentative Parcel Map at 336 Walsh Road to subdivide the parcel into two new lots.
6. The Commission inquired about the status of any heritage or other tree removal within Atherton due to the High Speed Rail and/or Caltrain electrification projects.

The next regularly scheduled Planning Commission meeting will be held on July 26, 2017

Arborist Activity Summary

June 1, 2017 to June 30, 2017

	Site Visits			
	Tree Removal	Inspections	Info. / Consu.	
TOTAL	24	10	7	54

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	3	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:	12	26	31	33	31	30

Plan Check Performance

June 1, 2017 to June 30, 2017

Project Type	Cycles	No of Plan Checks	Target **	Average Review Days	Overdue Plan Checks
Major Plan Check	1st Review	131	10	9	0
	Subsequent Rev.	74	5	3	0
Minor Plan Check	1st Review	13	3	2	0
	Subsequent Rev.	0	2	0	0
Total Number of Plan Checks		218			

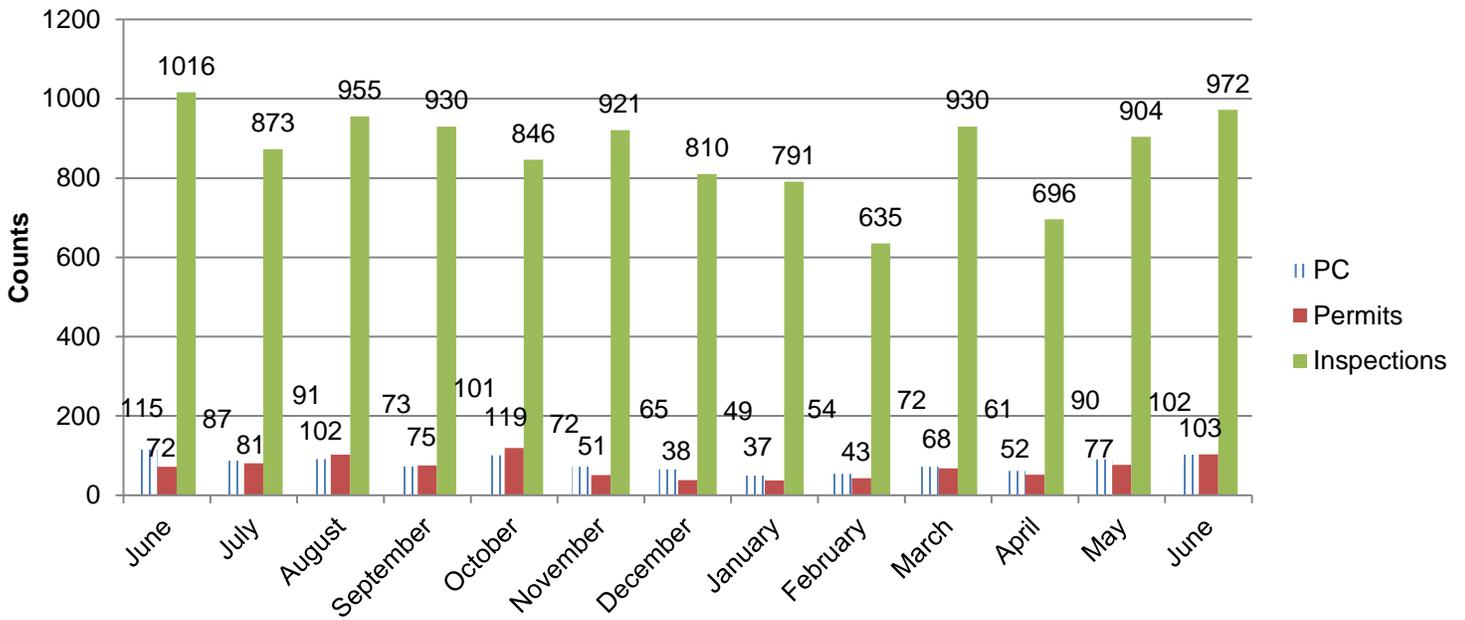
** Target: in working days

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

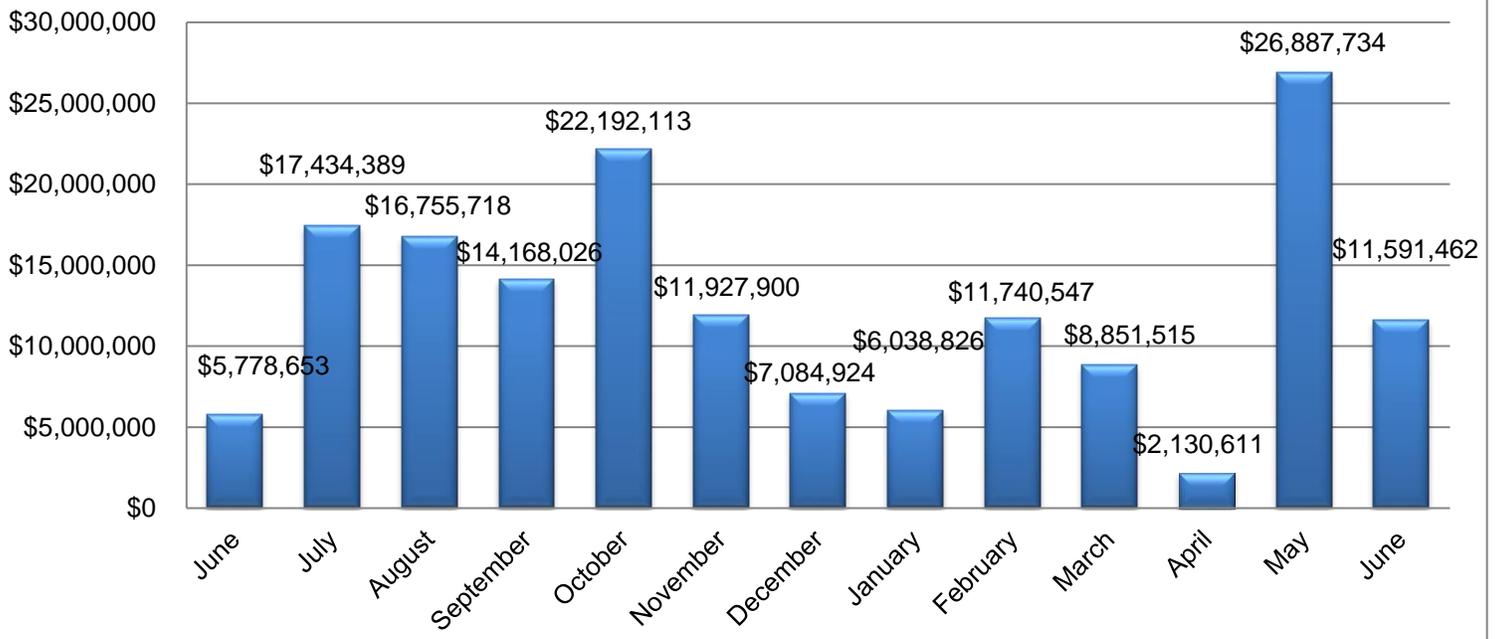
Minor Plan Check: Small additions, Reroof, Alterations, PV, Gates, Misc.

Summary Graphs

Plan Checks, Permits, Inspections



Valuation



Summary Graphs

