



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: JANUARY 16, 2019

SUBJECT: CITY MANAGER’S WRITTEN REPORT AND VARIOUS DEPARTMENT ORAL REPORTS ON NOTED ISSUES

The City Manager’s Report includes written reports from the Town’s various Departments. Staff is present to answer any questions the Council may have on the various issues noted in the written in the Reports.

Staff is also present to provide *oral reports* on the status of the following issues/projects:

- Cartan Field Water Capture Project – Marty Hanneman, Interwest Project Engineer
- Civic Center Project – Marty Hanneman, Interwest Project Engineer
- Public Safety Activity and Crime Prevention – Steve McCulley, Police Chief

CITY MANAGER’S OFFICE

1. Articles of Note

- [Town Seeks New Bids for Civic Center Project](https://www.almanacnews.com/news/2019/01/03/town-seeks-new-bids-for-civic-center-project)
 - <https://www.almanacnews.com/news/2019/01/03/town-seeks-new-bids-for-civic-center-project>
- [Year in Review: Atherton Looks to the Skies and Its Civic Center Grounds in 2018](https://www.almanacnews.com/news/2018/12/30/year-in-review-atherton-looks-to-the-skies-and-its-civic-center-grounds-in-2018)
 - <https://www.almanacnews.com/news/2018/12/30/year-in-review-atherton-looks-to-the-skies-and-its-civic-center-grounds-in-2018>
- [Year in Review: A Rough-and-Tumble 2018 for the Menlo Fire District](https://www.almanacnews.com/news/2019/01/02/year-in-review-a-rough-and-tumble-2018-for-the-menlo-fire-district)
 - <https://www.almanacnews.com/news/2019/01/02/year-in-review-a-rough-and-tumble-2018-for-the-menlo-fire-district>
- [Analysis of Stanford’s Growth Leaves Unanswered Questions](https://www.almanacnews.com/news/2019/01/04/analysis-of-stanfords-growth-leaves-unanswered-questions)
 - <https://www.almanacnews.com/news/2019/01/04/analysis-of-stanfords-growth-leaves-unanswered-questions>
- [Picnickers Injured by Fallen Tree Branch Sue Menlo College](https://www.almanacnews.com/news/2019/01/03/picnickers-injured-by-fallen-tree-branch-sue-menlo-college)
 - <https://www.almanacnews.com/news/2019/01/03/picnickers-injured-by-fallen-tree-branch-sue-menlo-college>

2. Officer Josh Gatto

Officer Josh Gatto's last day of employment with the Town will be January 23, 2019. He will be a new officer with the City of Menlo Park.

With Josh's departure, we will have two vacancies to fill. We have been actively recruiting for some time now. We have two applicant interviews setup up for next week. In the interim and until the positions are filled, we will need to backfill with overtime shifts.

3. Priority 1 to Priority 3 Police Calls

Police calls are prioritized from Priority 1 to Priority 3. Priority 1 calls are the highest priority police call. These calls typically represent an immediate threat of danger to a person or a large amount of property; a crime in progress; or there is a chance of immediate apprehension of a suspect. Priority 1 calls take precedence over all calls for service and require an immediate police response regardless of their current activity (such as traffic control at a school, in progress police report, traffic citation, etc.).

However, not all Priority 1 calls result in a "Code 3 - Lights and Sirens" response. Responding Code 3 comes with a high degree of liability that puts the officers and others at risk as officers move through congested areas, intersections, and traffic signals. Code 3 responses are typically reserved for in progress events, sexual assaults, traffic collisions, robberies in progress, and in progress physical alterations.

The Department's target for average response time for Priority 1 calls is 8 minutes. The National Average for Priority 1 Response hovers around 10 minutes. The Department's average over the last 12 months is 5 minutes and 5 seconds. The data below reflects the response times for each month and reflects that in the months of September through January, response times are typically slightly higher. The months of February through August, the response times are typically slightly lower. Response times are impacted by a wide variety of factors. These include the time of day, day of the week, traffic, staffing, clearing of any current call, number of new pending calls, etc. Response times are also affected by communication from Dispatch to the Officer logging the incident into the system as on-scene. The Department's average for Code 3 (a subcategory of Priority 1) Response is 2 minutes and 36 seconds.

<u>Month/Year</u>	<u>Response Time</u>
November 2018	5:14
October 2018	5:07
September 2018	5:20
August 2018	4:31
July 2018	4:52
June 2018	4:45
May 2018	4:54
April 2018	4:51
March 2018	5:33

February 2018	4:27
January 2018	5:49
December 2017	5:37

4. Trust Beneficiary

The Town's Police Department was listed as a beneficiary of local resident's Trust. The Police Department will receive 1% of the net assets for the specific purpose of Canine Training Programs. The estate is estimated at \$900,000 to \$1,000,000.

5. AT&T Cell Tower at 303 Atherton Avenue

As mentioned prior, the proposed camouflaged cell tower at 303 Atherton Avenue (private property) is moving forward. AT&T has proposed minor modifications (adding remote radio units and a surge suppressor) at the 50' elevation level and some small ground mounted equipment in the existing equipment area. While the Town has little discretion, we have required that the tower be camouflaged (i.e. pine tree). Pursuant to the Town's Wireless Telecommunications Ordinance, a public notice describing the application with a comment period deadline of January 18, 2019 has been distributed to residents within a 500' radius of the site.

6. Joint Meeting with Fire District – January 22 – 5 pm @ Pavilion

As mentioned prior, the Joint Meeting of the Fire District is set for Tuesday, January 22 at 5 pm at the Pavilion. There are 3 items on the Agenda:

- Fire Services Fiscal Review - Matrix Study
- Fire Emergency Response Routes
- Alarm Notification System

The Town will have 1 hour for its item and the District will have 1 hour for their items. A representative from Matrix Consulting will be present for any Q&A, but I will be making a brief overview report on the Study results before opening it up for discussion by the District and Council.

7. DUI Ride-Along

A member of the Council recently participated in a DUI Patrol Ride Along. If any member of the Council is interested in a Ride-A-Long with the Police Department - day or night shift - please connect with the Chief and one can be arranged.

8. Recent Burglary Resident Feedback

The following was provided to the Town by a resident:

Given the burglaries in Atherton, which feel like they are increasing, and the horrible murder of Atherton's former arborist in Menlo Park, I think Atherton should install license plate reading

cameras around the town. Do you think that is something worth discussing? Or, could the residents of Alejandra Avenue put one on our street if we wanted to? There are ones that are sun powered and communicate with the internet via cellphone towers or WiFi, so they just need to be mounted on a pole.

As the Council may recall, one of the things we requested from Atherton Fiber was that all major intersections (we noted each) be wired such that if the Town desired at some point in the future to install monitoring devices (cameras, ALPRs, etc.) we could do so.

ATTACHMENTS

Police Department Report

Public Works Department Report

Community Services Department Report

POLICE DEPARTMENT

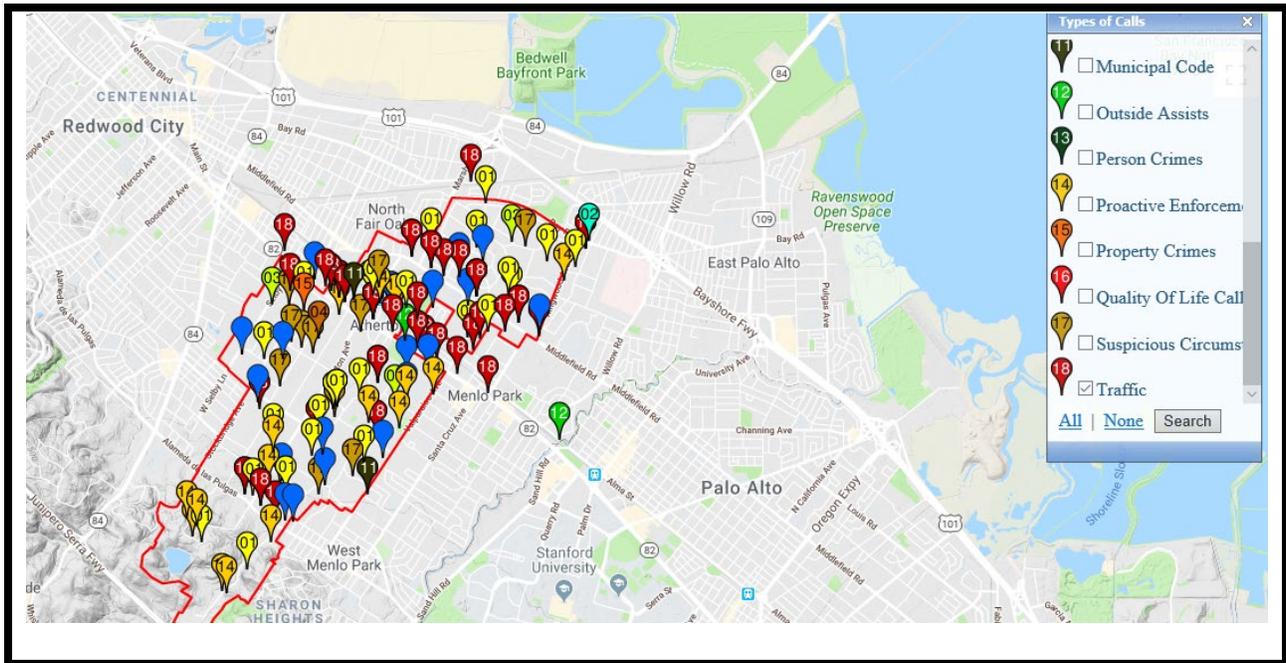
Police Activity

There were 57 investigations for the month of December. 16 offenders were cited, arrested, or referred to the San Mateo County District Attorney's Office for prosecution. Those offenses included driving on a suspended license, warrant arrests, possession of burglary tools, domestic violence, violation of a court order, evading arrest (vehicle), and strong-arm robbery (cell phone from MAHS).

Of the 3,322 total police incidents for the month of December, 2,450 were officer-initiated incidents, which resulted in 170 citations being issued for vehicle code and other violations. Officers initiated 2,141 other types of incidents that included investigating suspicious vehicles, traffic collisions, citizen flag downs, home checks and extra patrols, code enforcement and construction checks, follow-up investigations, pedestrian stops, traffic enforcement details, medical calls, and welfare checks.

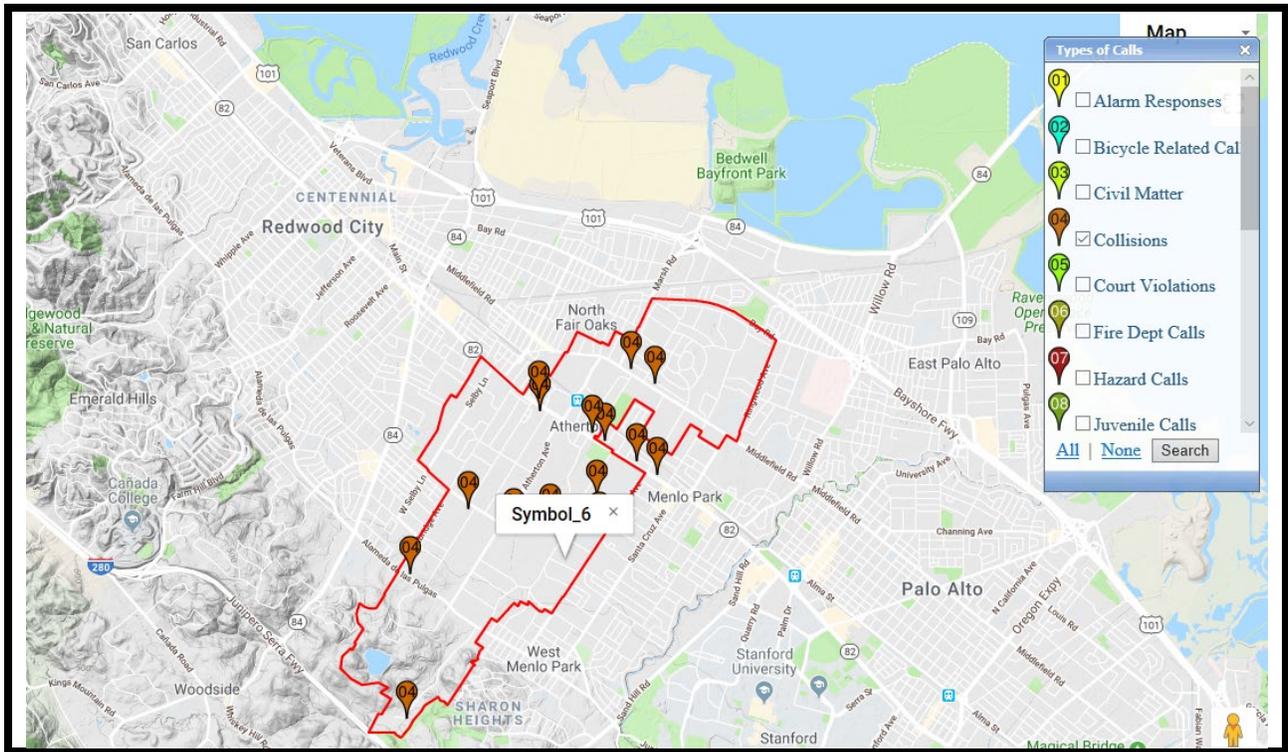
Traffic Incidents

Overall, there were 136 traffic incident locations, some with multiple stops, for December. The map below indicates the locations of the incidents for the reporting period.



Traffic Collisions

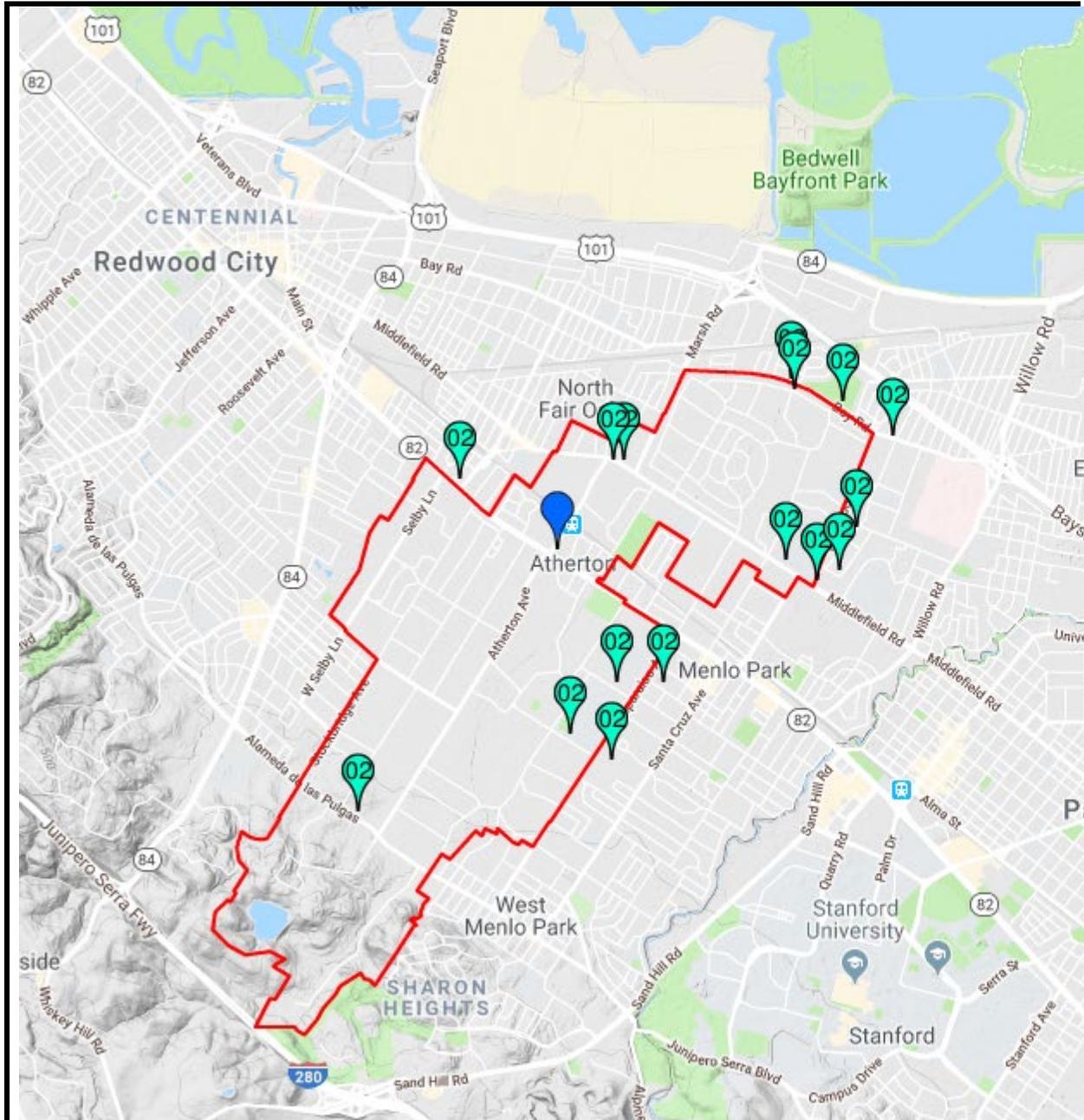
There were 15 collisions locations in December, some with multiple incidents. The map below indicates the locations of the incidents for the reporting period.



Bicycle Traffic Stops

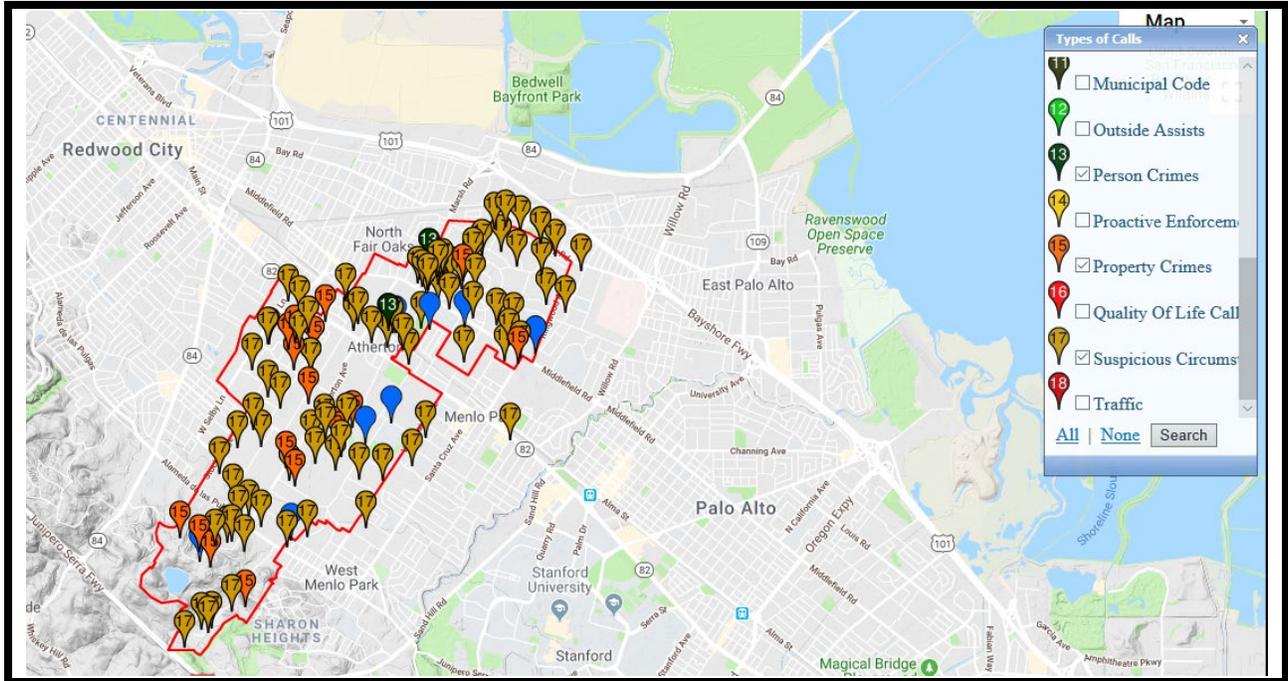
There were 17 bicycle stop incidents initiated for stop sign violations (4), lighting equipment (6), red light violations (2) riding while texting (1), and riding the wrong way (4).

These stops resulted in 2 notices to appear, 2 warning citations, and 13 verbal warnings.



Criminal Activity and Suspicious Circumstances

The Department responded to 119 locations (some locations multiple times) for property crimes (21), person crimes (3), and incidents of suspicious circumstances (96).



Municipal Code Violations

The Department responded to 83 locations (some locations multiple times) for municipal code violations. These calls included but were not limited to construction parking, inspections, after-hours construction, and illegal solicitors.



Holbrook Palmer Park

Holbrook Palmer Park had 83 incidents this reporting period, 64 of which were security checks and foot patrols by officers. The other incidents were related to suspicious people, suspicious vehicles, traffic enforcement, a disturbance (people arguing), and dogs off leash.

Premise Watch

Officers completed 1,502 House/Vacation checks during the month of December.

School Incidents

Officers responded to 240 school incidents during this reporting period. These incidents included but were not limited to petty theft, a strong arm robbery, threats to a school official, fire alarms, suspicious vehicles, suspicious people, medical calls, and various juvenile problems:

School	Type	J	F	M	A	M	J	J	A	S	O	N	D	Total
<i>Encinal</i>	Other	4	6	-	6	6	5	-	11	18	9	11	12	88
	Security	10	12	9	18	11	7	10	10	20	26	18	19	170
	Traffic	-	10	5	3	2	1	-	1	2	1	-	9	34
<i>Knox School</i>	Other	1	-	-	1		-	-	-	-	-	1	-	3
	Security	-	-	-			-	-	-	-	-	-	-	-
	Traffic	-	-	-			-	-	-	-	-	-	-	-
<i>Las Lomitas</i>	Other	3	4	1	9	2	3	6	8	6	5	5	9	61
	Security	11	18	7	14	14	7	4	7	12	17	11	11	133
	Traffic	-	14	1	1		-	-	1	-	1	-	-	18
<i>Laurel</i>	Other	1	2	2	6	1	2	6	4	3	4	6	5	42
	Security	3	5	6	7	10	9	5	15	10	10	16	10	106
	Traffic	-	-	-	-		-	-	-	-	-	1	-	1
<i>M-A HS</i>	Other	22	58	29	22	17	14	18	35	50	51	43	46	405
	Security	31	32	30	35	26	21	18	33	37	29	18	20	330
	Traffic	4	5	-	2		1	1	3	3	2	2	5	28
<i>Menlo College</i>	Other	4	8	10	10	2	3	8	13	11	5	9	5	88
	Security	9	3	6	15	9	8	15	17	22	21	9	12	146
	Traffic	6	1	2	5	3	-	4	3	1	4	1	4	34
<i>Menlo School</i>	Other	4	5	6	6	2	3	4	3	5	3	5	3	49
	Security	10	7	7	9	5	7	8	8	13	18	9	11	112
	Traffic	11	-	-	-		-	-	-	1	1	3	1	17
<i>Sacred Heart</i>	Other	16	6	5	5	4	6	7	10	9	17	19	22	126
	Security	7	8	9	6	9	9	1	5	8	9	4	8	83
	Traffic	3	6	4	1	5	1	-	2	1	-		1	24
<i>Selby Lane</i>	Other	6	8	3	5	5	2	3	8	7	1	1	4	53
	Security	14	15	15	14	6	7	13	27	27	17	26	22	203
	Traffic	8	3	-	1		2	-	7	10	-	-	1	32
Total		188	236	157	201	139	118	133	231	###	251	218	240	2,388

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, 02 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
November	2018	5:14
October	2018	5:07
September	2018	5:20
August	2018	4:31
July	2018	4:52
June	2018	4:45

Code 3 Emergency response time (when officers respond to an emergency call with lights and sirens): **4 minutes, 03 seconds**.

TOTAL TRAINING HOURS FOR DECEMBER 2018 – 166 HOURS

NAME	TRAINING/HOURS	DATES
McCulley	SMCPCSA Retreat/24 hours	Dec. 5-7
Wade	Succeeding as a Police Chief/24 hours	Dec. 10-12
Metzger	Leica Total Station and Mapping/40 hours	Dec. 10-13
Miller	Dispatcher Role in Critical Incidents/8 hours	Dec. 11
Rickel	Museum of Tolerance/8 hours	Dec. 11
Hall/Kockler/MacDonald Massagli/Metzger/Tam	NARCAN Training/1 hour	Dec. 12
Boyle/Dutta/Gomez/Larsen/Robbins	NARCAN Training/1 hour	Dec. 13
Kockler	Video Examinations for the Police Investigator/16 hours	Dec. 13
McCulley/Wade	Museum of Tolerance/8 hours	Dec. 17
Bollendorf/Dunphy/Greene McCulley/Mijangos/Pronske Rickel/Rojas/Smiler/Vigil	NARCAN Training/1 hour	Dec. 18

Gomez	Museum of Tolerance/8 hours	Dec. 19
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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
December	2,450	170
November	1,562	328
October	1,513	465
September	1,553	517
August	1,989	520
July	1,925	425
June	1,879	426

Code Enforcement Activity Report
December 1 – December 31, 2018

Summary:

	Activity	Total for Month	Year to Date (From 01/01/2018)
1.	Opened Cases	20	258
2.	Resolved/Closed Cases	23	252
3.	Cases Pending	168	N/A
4.	Written/Formal Notices Issued	8	120
5.	Citations Issued	34	250
6.	Amount in Citations	\$9,300	\$96,000

During the month of December, there were over 108 incidents related to code enforcement. Those incidents included but were not limited to: construction work hour violations, construction parking violations, mud in the roadway, other construction related issues, lack of permits, right-of-way encroachments/obstructions, right-of-way maintenance, encroachment permit issues, damage to a heritage trees, unpermitted heritage tree removals, dead and dangerous trees, mobile food vendor issues, animal nuisance issues, short-term occupancies, and lack of property maintenance/overgrowth issues.

Code enforcement staff also assisted with fleet maintenance issues, construction hours/noise exemption permits and translations for Officers during investigations.

Code enforcement staff attended the Building Department's Contractors Roundtable Meeting.

TRAFFIC COMPLAINTS

The Atherton Police Department received two (2) traffic complaints during the month of December. The complaints were as follows:

- 1) A resident reported vehicles blocking the intersection of southbound El Camino Real and Encinal Avenue during the morning commute hours, 7:45am to 8:15am, Monday through Friday.

Results: 33 minutes spent in the area
No violations observed

- 2) A citizen reported a male subject riding an electric bicycle northbound on El Camino Real, on the southbound shoulder, between 7:15am and 7:30am Monday through Friday.

Results: Subject not located

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Public works update –December 2018

- Sweep contracted monthly streets :
December 2018 48 Miles 13 cu. Yards 3.8 tons

- December Service requests –
 - Pest Control at Gilmore House
 - Dead bird removal from roadway at Emilie Avenue and Macbain Avenue
 - Tree limb removal from roadway on Camino Al Lago
 - Tree limb removal from roadway on Park Lane
 - Light at Council Chamber entry area
 - Streetlight outage at Almendral Avenue and Austin Avenue
 - Pest control at 83 Ashfield Road
 - Toilet repair at 83 Ashfield Road
 - Sewer issue at 83 Ashfield Road
 - Pressure wash crosswalk in front of Menlo Park City School District Office on Encinal Avenue
 - Installed traffic control barricades for down power line/fallen tree near Camino al Lago and Park Lane
 - Cleared fallen tree from roadway at 356 Selby Lane

- Weekly litter removal on ECR, schools (Fridays 2 staff, 2 hours).
- Litter removal on Marsh Road, Middlefield Road and Alameda de las Pulgas
- Holiday Lights installation at Council Chambers
- Repair door to sewer grinder pump/ejector at HP Park Playground bathrooms
- Furniture moving from PW Office
- Pressure wash walkways to remove algae around Council Chambers and Permit Center
- Street sign inspections
- General duties – Garbage cans, town wide and ECR litter, Town Center landscape, ECR landscape, corp. yard clean-up, vehicle/tool maintenance.
- Paint Little League column bases
- Refresh white curbs as needed
- 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.

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2018-19 PUBLIC WORKS WINTER PREPERATIONS

Most of the weather pundits are calling for a “El Nino” year for weather. What that means to us is a warmer, wetter California due to a weak El Nino. In preparation for this coming winter season, the Town Public Works Department has performed the following inspections and duties:

- Drain inspections – MCE staff has inspected 90% of all of the drains in Town, and 100% of the habitually “problem drains” where issues seem to arise if the drain is obstructed.
- Drain cleaning – MCE staff along with their sub-contractor roto-rooter have cleaned out over 75 drains and over 100’ of culvert pipe where excessive build up was found during their inspections. Some of these locations were Fletcher/Alameda, Laburnum/Magnolia, Sutherland/Fletcher and Ridgeview, Camino al Lago, ECR at Atherton Ave and HP Park.
- Gutter cleaning – MCE staff have cleaned the gutters on all Town facilities.
- Atherton Channel – The Atherton Channel has been walked by MCE staff and all important obstructions removed from Fair Oaks (E) to Broadacres.
- Euclid ditch cleaned of debris and ditch line prepared for large water flow.
- Pothole mix – the Town has had delivered in bulk about 5 yards of Granite-Patch mix for quick repair of any potholes that might arise during the winter rains.
- Sand – The Towns 24 hour sand-bagging facility located outside the gates of the corporation yard at 99 Station lane has been filled with fresh sand and sandbags for use by our residents this winter.
- Aggregate stockpiles have been tarped per stormwater requirements.
- MCE staff equipment – all vehicles are to be refueled at the ½ tank level through the winter.
- Emergency equipment – all emergency equipment including standby power (generators), chainsaws, pumps, lights and tractors have been serviced and are left daily in ready to run condition.
- Cones, signs and barricades – ready for immediate deployment.
- Call out list – MCE and public works staff 24 hour emergency call list has been updated for PD dispatch and will be available to respond for any of the Town’s needs day 24/7.

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Pressure Washing Crosswalk on Encinal Ave.



Pressure Washing Walking Path around Council Chambers



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Repaired sewer grinder pump door at HP Park Playground restroom

Before:



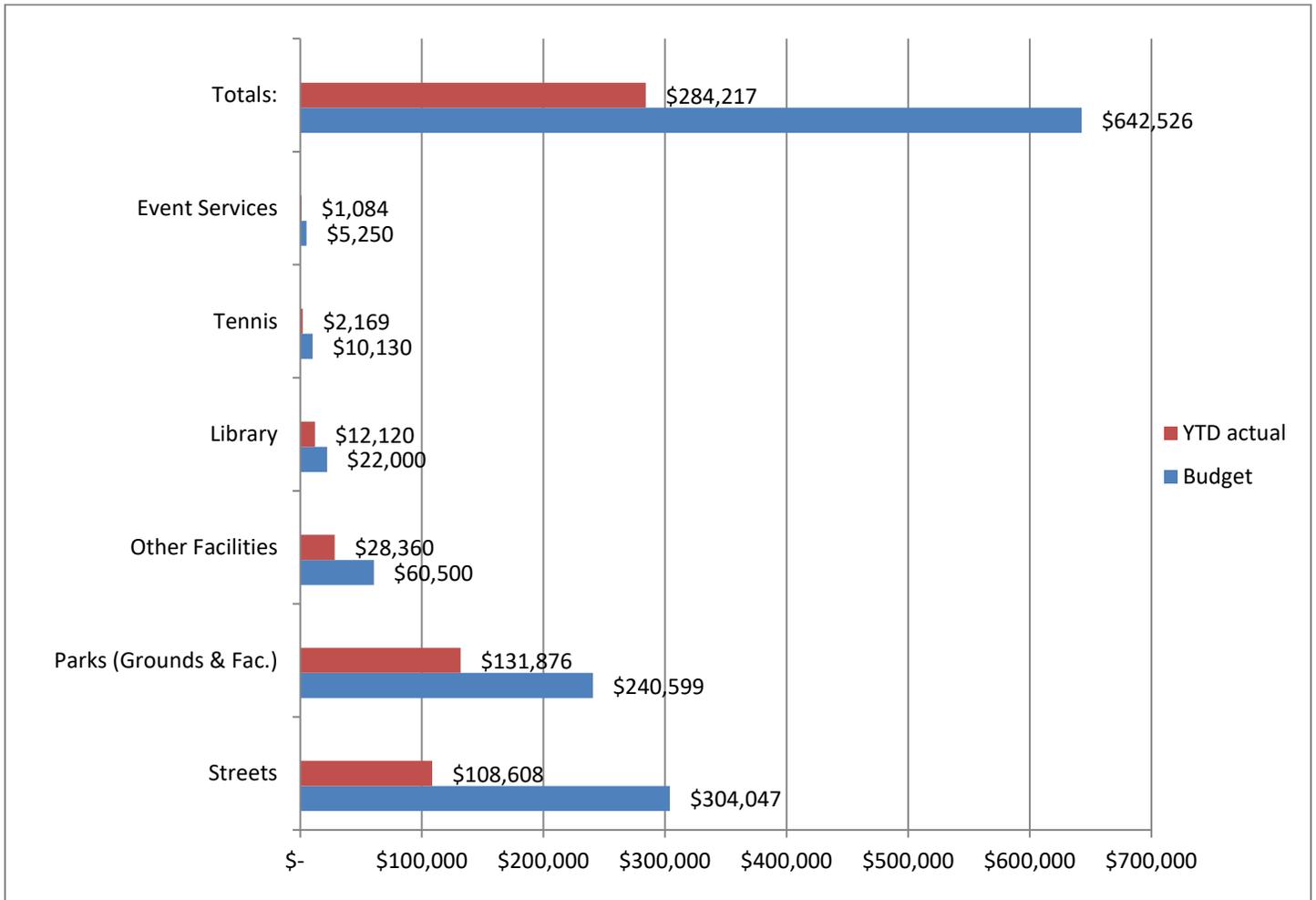
After:



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Town of Atherton
MCE Corporation/Public Works Maintenance
Rev. vs. Exp. Through December 2018

Short Code	Acct'g Code	Description	Budget Dollars	Actual Dollars	% used
A01	101-53-52031-053	Streets	\$ 304,047	\$ 108,608	35.72
A02	101-57-52031-057	Parks (Grounds & Fac.)	\$ 240,599	\$ 131,876	54.81
A03	101-59-52031-059	Other Facilities	\$ 60,500	\$ 28,360	46.88
A04	213-30-52031-000	Library	\$ 22,000	\$ 12,120	55.09
A05	101-58-52031-000	Tennis	\$ 10,130	\$ 2,169	21.41
E06	101-58-52031-058	Event Services	\$ 5,250	\$ 1,084	20.65
Totals:			\$ 642,526	\$ 284,217	44.23



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PARK & RECREATION COMMITTEE STAFF REPORT

TO: PARK AND RECREATION COMMITTEE

FROM: SALLY BENTZ, PARK MANAGER

DATE: JANUARY 9TH, 2018

SUBJECT: PARK GOINGS ON DEC 2019

REGULAR STAFF

For the month of December, broken down is as follows:

- Performed regular maintenance tasks;
 - Pick up 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 monitored daily.
 - Water non-established trees throughout the park based on schedule.
 - Blow tennis courts 2 times per week as required.

- Playground restrooms painted as requested.
- Electrical conduit for 2 wire system by main house fixed.
- Sand divider flusher at Main pump fixed.
- Replaced electrical connector at tennis courts.
- Backfilled tennis courts cracks.
- Closed and set signs for the sport field.
- Installed foundation vents at Gilmore House.
- Completed planting along playground pathway.
- Repaired basement access door at Gilmore House.
- Repaired Playschool wooden gate.
- Adjusted and fixed door window at Jennings Pavilion.

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- New and future planned projects;
 - Finish and complete wire splicing in all automatic flow valves.
 - Repair and or replace broken equipment at playground structures.
 - Move new trash cans to new locations.
 - Plant all plants and trees in inventory at Corp yard.

Tennis Numbers

December #'s

Hours of court usage (# of crts x time) 134 hrs

Clinics/Camps: 18

Lessons: 110

Events: 1 weekly coaches meeting

Clay Court Bookings: 8 paid hours

Total # of students: 204

No clinics

Closed fields for a month



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Fix Pavilion window



Back fill tennis court cracks





Town of Atherton

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

Community Services Monthly Report December 2018

Submitted by:
Interwest Consulting Group

**Town of Atherton
Building Safety & Inspection**

*Construction and Permit Summary
December 1, 2018 to December 31, 2018*

	Dec-18	Fiscal Year 2018-19
Total Construction Valuation¹:	\$7,750,227	\$74,139,606

REVENUE

Plan Check Fees Collected:	\$70,552	\$236,658
Permit Fees Collected:	\$51,639	\$613,345
Other Fees Collected:	\$1,944	\$23,836
TOTAL:	\$124,135	\$873,839

PLAN CHECK

Applications Received:	52	378
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PERMITS

Residential:		
New Single Family Residential Permits Issued:	1	15
New Accessory Structures Issued:	11	109
Addition / Alteration Permits Issued:	10	75
Reroof / Water Well / Grading Permits Issued:	4	70
Plumbing/Mechanical/Electrical Permits Issued:	8	96
Demolition Permits Issued:	5	28
Non-Residential:		
New Permits Issued:	1	2
TOTAL Permits Issued:	40	395

Total Open Permits as of 12/31/18	951
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INSPECTIONS

Inspections Performed:	476	4,590
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Footnotes:

¹Valuation: For permitted projects during this period.

**Town of Atherton
Building Safety & Inspection**

Planning Projects

December 1, 2018 to December 31, 2018

	This Month Activity	Fiscal Year to Date Activity
Staff Level Reviews	31	145
Planning Commission Items	5	8

At the December 5, 2018 Planning Commission Meeting, the Planning Commission took the following actions.

1. 355 Stevick – Continued the request for a Special Structures Permit to allow for the construction of a swimming pool/spa to be located closer than 8 feet to the main residence to be considered at the January 23, 2019 meeting.
2. 76 Belbrook– Approved the request for a Special Structures Permit to allow for retaining walls greater than six feet in height and a swimming pool in the front yard setback and a Variance to allow for construction of a detached garage within the front yard setback requirement for an accessory building.
3. Discussed amendments to the General Plan Noise Element and provided direction to staff
4. Discussed amendments to the General Plan Circulation Element and provided direction to staff
5. Adopted the 2019 Planning Commission Meeting Schedule.

The next Planning Commission meeting is scheduled for January 23, 2019.

Arborist Activity Summary

December 1, 2018 to December 31, 2018

	Site Visits			Plan Review
	Tree Removal	Inspections	Info. / Consu.	
TOTAL	9	10	0	33

Town of Atherton Building Inspection & Plan Check

Summary of New Single Family Residential Permits Issued by Month

Month	2018	2017	2016	2015	2014	2013
January	0	2	2	2	0	2
February	2	1	1	1	6	1
March	3	2	0	3	6	1
April	2	0	2	2	1	3
May	5	4	2	1	2	1
June	2	3	0	3	2	5
July	5	1	5	8	4	2
August	4	2	3	4	2	3
September	1	3	4	4	1	4
October	4	2	6	3	1	5
November	0	4	0	0	4	1
December	1	3	1	0	4	3
Total New SFD Permits:	29	27	26	31	33	31

Plan Check Performance

December 1, 2018 to December 31, 2018

Project Type	Cycles	No of Plan Checks	Target **	Average Review Days	Overdue Plan Checks
Major Plan Check	1st Review	83	10	8	0
	Subsequent Rev.	38	5	3	0
Minor Plan Check	1st Review	4	3	1	0
	Subsequent Rev.	5	2	1	0
Total Number of Plan Checks		130			

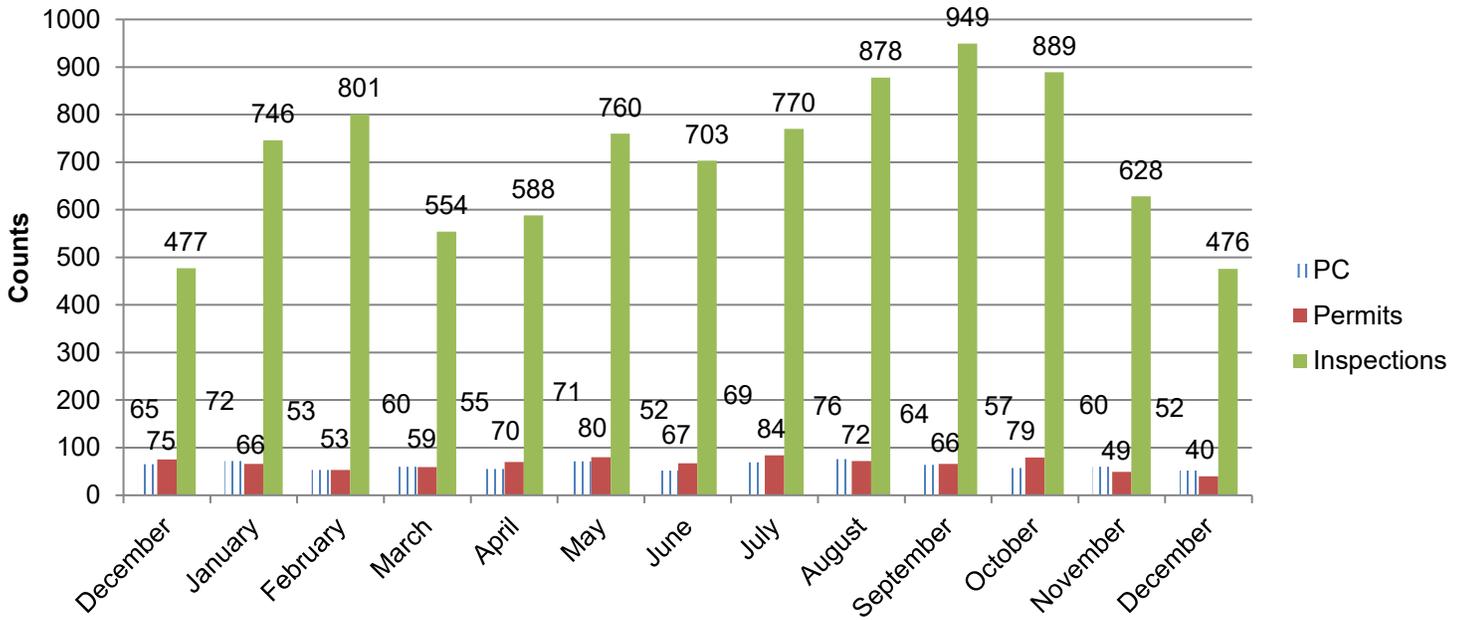
** Target: in working days

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

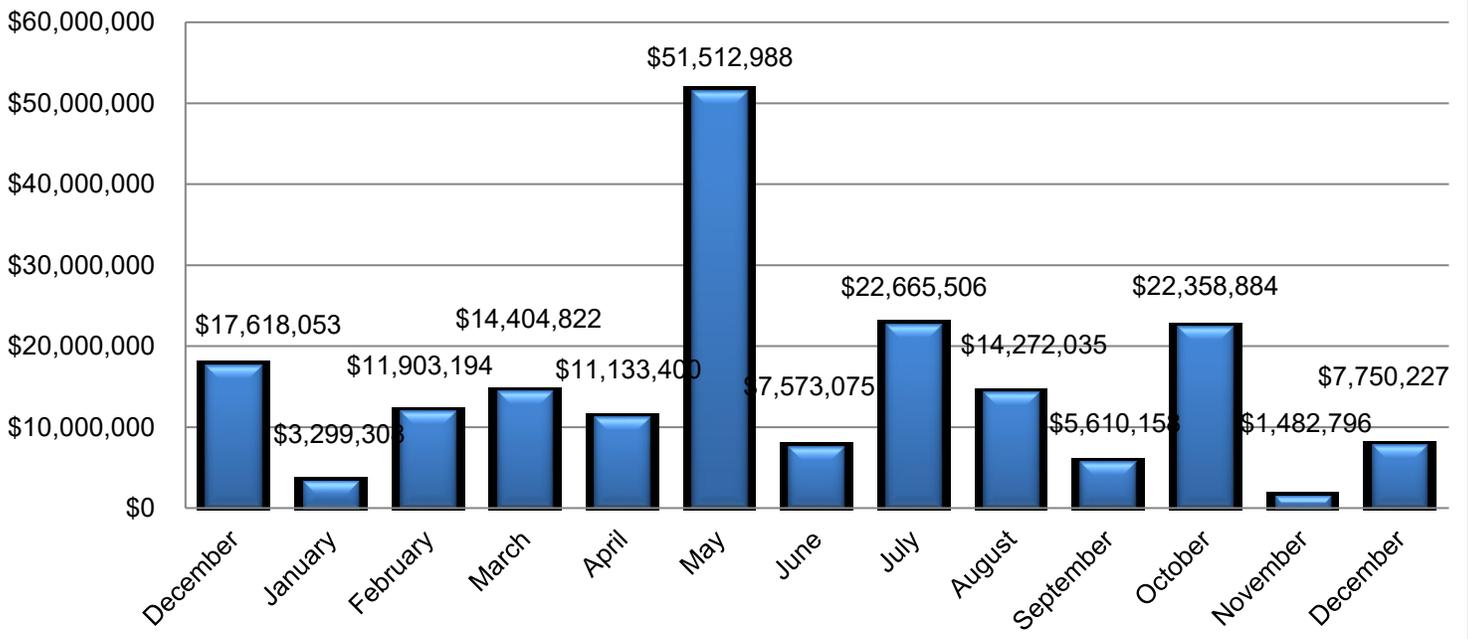
Minor Plan Check: Small additions, Reroof, Alterations, PV, Gates, Misc.

Summary Graphs

Plan Checks, Permits, Inspections



Valuation



Summary Graphs

