



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: NOVEMBER 20, 2019

SUBJECT: CITY MANAGER’S WRITTEN REPORT

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.

City Council Notes

1. Civic Center Project

- Web Links — [Main Webpage](#), [Activity Blog](#), [Video Gallery](#), [Photo Gallery](#), [Live Feed Webcam\(s\)](#)
 - Main Webpage - <http://www.ci.atherton.ca.us/290/Civic-Center-Project>
 - Activity Blog - <https://www.ci.atherton.ca.us/Blog.aspx?CID=2>
 - Video Gallery - <https://www.ci.atherton.ca.us/CivicMedia?CID=2>
 - Photo Gallery - <https://www.ci.atherton.ca.us/gallery.aspx?AID=23>
 - Webcams - <https://www.ci.atherton.ca.us/519/Project-Webcams>
- Cash Flow Activity
 - The **November 20** City Council meeting will include a discussion of cash flow, review/approval of a draft debt policy related to issuance of debt, a discussion of the COP options, and direction regarding the potential hiring of a fundraising company to assist.
- New Donations
 - One of the listed naming opportunities via the Council and Atherton Now was the Cafe Terrace. The Terrace was listed as a \$1 million donation naming opportunity. A member of the Council forwarded a donation commitment (in writing) of \$500,000 toward the overall project in exchange for the naming opportunity of the Cafe Terrace. The Council will have the opportunity to consider acceptance of this donation and naming opportunity at the **November 20** Council Meeting.
- Atherton Now Funds
 - The attached spreadsheet includes a calculation of the remaining Atherton Now funds. Funds from Atherton Now will likely be depleted with their payment in December, with the possibility of a small contribution in January.

- Cafe
 - I met with a representative of Ada's Cafe on November 6 to discuss the opportunity for operation of the Cafe in the historic Council Chambers. No agreements or commitments are to be made at this time - only exploration of the opportunity.
- Construction Project Payment Requests and Change Orders
 - See Attached Spreadsheet (PDF)

2. Holiday Closures

City Hall will be *CLOSED* on:

- Thursday, November 28 for Thanksgiving - No Construction Activity
- Friday, November 29 for Thanksgiving
- Tuesday, December 24 at noon through Wednesday, January 1 for Christmas Break
- Wednesday, December 25 and Wednesday, January 1 are No Construction Activity days

3. Surf Air Update

The following is a synopsis of Surf Air's operations at San Carlos Airport for the week of November 3:

- There was a total of 27 arrivals for the week.
- The average daily arrivals calculated from August 1, 2019 is at 3.3 per day.
- Surf Air did not operate any flights on Saturday this week.
- Surf Air continues to use transient parking spaces at the Airport.

Staff is working on an Aircraft Page Update that will provide these updates to the community.

3. 41 Snowden - Childcare Facility

A Notice and Order has been issued to the property owners at 41 Snowden for various violations of the Atherton Municipal Code, including operation of a use (childcare facility licensed for 14) inconsistent with the Code. Childcare facilities licensed by the State for up to 6-8 children are considered *residential uses* and are permissible in the Town operating out of a residential home. Care facilities licensed by the State for up to 14 children are not permissible.

4. Flock Camera Installation

We anticipate having the Flock Cameras installed for 30-day testing at the Park entry and exit by the end of November. One unit will be hard-wired, and one will be solar. We are investigating whether there are other viable alternatives. After a 30-day testing, we will return to the Council with a status and recommendation for further deployment.

5. Commercial Vehicle Enforcement

The California Highway Patrol and Town collaborated on a second Commercial Vehicle Enforcement Detail during October. As a result of this detail, 23 vehicles were inspected; 2 were

placed out of service; 2 registration violations were observed; 5 operating authority violations were observed; 18 mechanical violations were observed; and 2 seatbelt violations were observed. A total of 8 citations were issued as a result. This detail is helping *get the word out* that commercial vehicle traffic through Atherton must be compliant with all regulatory requirements. If you are not compliant - don't come through Town.

Robert Barron and Tere Atkinson are working with each Department to gather metric data that can be used to put together an internal performance dashboard using OpenGov.

6. Environmental Programs Committee Meeting

The Environmental Programs Committee [Agenda](#) is available for their meeting on November 14. <https://www.ci.atherton.ca.us/Archive.aspx?AMID=56&Type=Recent>.

On the Agenda is a presentation from Peninsula Clean Energy Communications Outreach Director Kirstin Schwind. Ms. Schwind will be presenting a summary of opportunities available to the Town and information on Reach Codes.

Also, on the Agenda is discussion of implementation of the Climate Action Plan Brochure; follow-up on Green Building Awards; and discussion of a 2020 Earth Day event.

7. Audit and Finance Committee Meeting

The Audit and Finance Committee [Agenda](#) is available for their meeting on November 12. <https://www.ci.atherton.ca.us/Archive.aspx?AMID=46&Type=Recent>. On the Agenda is a [presentation from HdL on the Town's Property Taxes for Fiscal Year 2019/20](https://www.ci.atherton.ca.us/DocumentCenter/View/6974/Item-4-HDL-FY-19-20-Property-Taxes-Analysis-Report) (https://www.ci.atherton.ca.us/DocumentCenter/View/6974/Item-4-HDL-FY-19-20-Property-Taxes-Analysis-Report). This is the annual presentation and report that the Town uses to project its property tax revenues for the coming year(s). Also, on the Agenda is a discussion of the Town's Pension Stabilization Fund and a recommendation from the Committee to the Council to begin funding the Stabilization Fund *after* the Town Center is completed.

Following the Committee Meeting, the Committee will take a walking tour of the Town Center Construction Site.

8. K-9 Training - Bomb Detection

The Town was provided a donation of \$8,750 via a living will from a local resident to be used specifically for canine training. We will be sending Officer Greene and Art to the training (fully funded by the bequest). This will prove useful at MAHS, the College, and private schools.

9. Caltrans Highway 101 Express Lanes - San Mateo County

As Caltrans continues work on Highway 101 there are traffic control and detour plans that *may* affect Atherton. While it is unlikely that the planned detours will extend into the Town, staff will provide review and feedback to Caltrans. Any associated impacts will be disseminated to the public.

10. 2018 Regional Pavement Condition Report

Each year, the MTC releases their Regional Pavement Condition Index (PCI) Report. Here is a link to the [MTC Press Release](#) and the [interactive chart and maps available through their website](#). The Town's PCI is 76 ("Good"). As the Council is aware, we are currently managing a decline in maintenance based on funding from a peak of PCI 81 in 2012/13.

Ad Hoc Subcommittee Updates

Stanford GUP - Lewis/Lempres (Rodericks/Costa Sanders)

Stanford has withdrawn their GUP application. In the intervening time while Stanford decides which direction to go next, Santa Clara is pursuing the potential of a Regional Land Use Collaboration Compact between Santa Clara County, San Mateo County and the affected jurisdictions (Atherton included). This would allow government entities the opportunity to discuss shared impacts, shared solutions, and shared mitigation.

Fire Services - Wiest/Widmer (Rodericks)

We have a Subcommittee meeting setup with LAFCO for **November 25** at 3 pm.

Caltrain - DeGolia/Wiest (Rodericks/Ovadia)

No updates. A meeting with the Subcommittee and Caltrain is set for Wednesday, **November 20**.

Heritage Tree Ordinance - DeGolia/Widmer (Bertollo-Davis/Larson)

The Subcommittee will review final revisions on Thursday, **November 14**. The Ordinance will return to the Council at the **December 18** Regular Meeting for Introduction and 1st Reading.

Legal Services RFP - DeGolia/Widmer (Rodericks/Conners)

The Subcommittee is interviewing three firms on **November 19**. Following that interview, the Subcommittee will narrow the list to the two top firms and staff will schedule a Closed Session meeting of the City Council to interview the remaining two firms.

Regional Housing/SB50 - Lewis/Widmer (Rodericks)

No updates.

IT/Atherton Fiber - DeGolia/Widmer (Rodericks/Suber)

No updates.

Refuse Services Procurement - Widmer/Wiest (Rodericks/Barron)

We had initial interest from 4 potential respondents. Upon close of the procurement, only Greenwaste Recovery (GWR) chose to respond. The Subcommittee and R3 Consulting are still reviewing the submittal from GWR. An interview has been set with GWR for **November 18**.

Special Event Permits as of November 8, 2019

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

- April 4 - Pacific Islander Club Luau, Menlo College - 4 pm to 10 pm
- May 20 - Menlo College Commencement, Menlo College - 11 am to 1 pm

ATTACHMENTS

Town Center Project Cost Summary

Police Department Report

Public Works Department Report

Community Services Department Report

POLICE DEPARTMENT

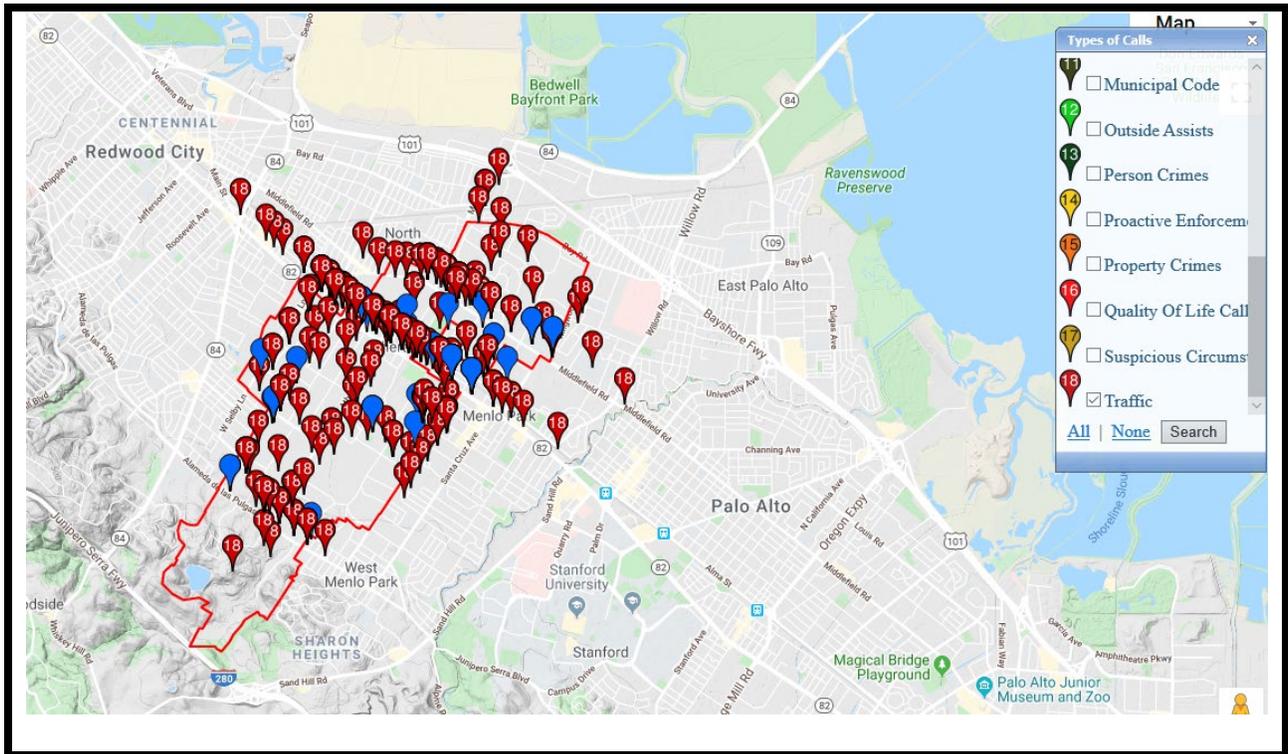
Police Activity

There were 75 investigations for the month of October. 17 offenders were cited, arrested, or referred to the San Mateo County District Attorney’s Office for prosecution. Those offenses included DUI, driving on a suspended license, warrant arrests, public intoxication, possession of a controlled substance, misappropriation of lost property, and assault likely to cause great bodily injury.

Of the 3,237 total police incidents for the month of October, 2,203 were officer-initiated incidents, which resulted in 305 citations being issued for vehicle code and other violations. Officers initiated 1,867 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.

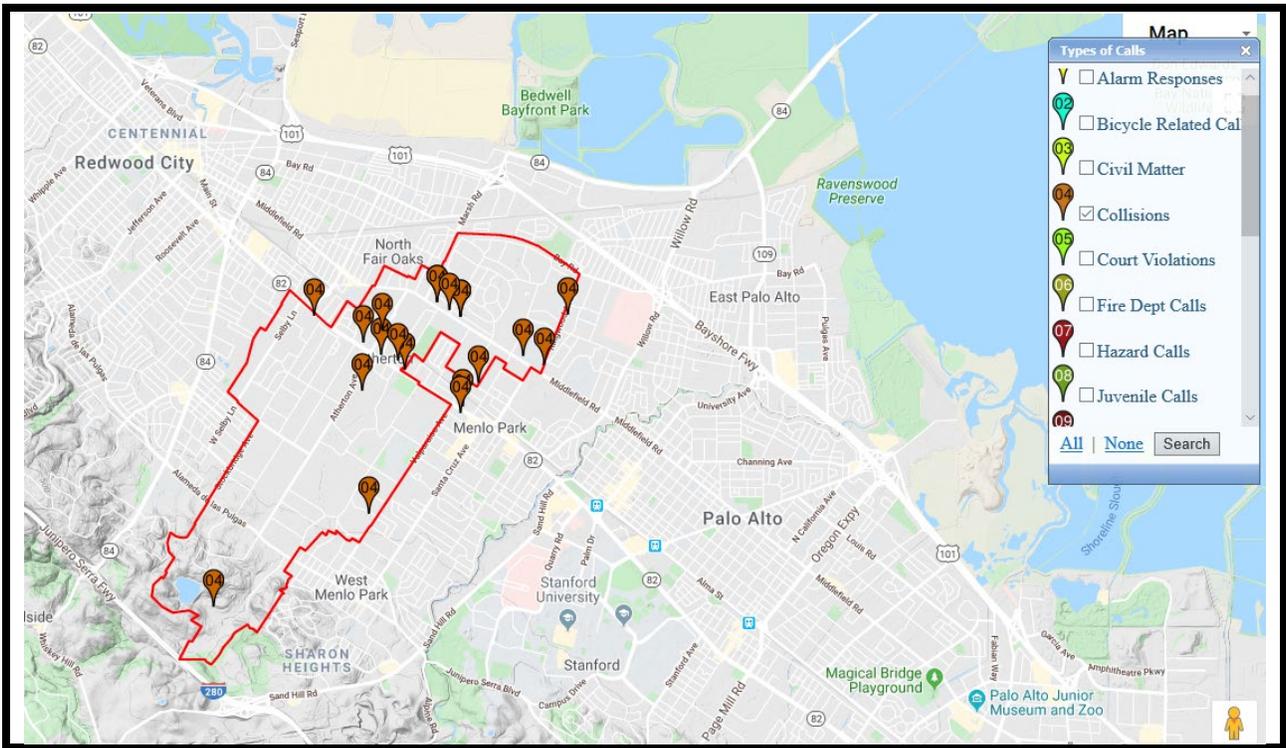
Traffic Incidents

Overall, there were 365 traffic incident locations, some with multiple stops, for October. The map below indicates the locations of the incidents for the reporting period.



Traffic Collisions

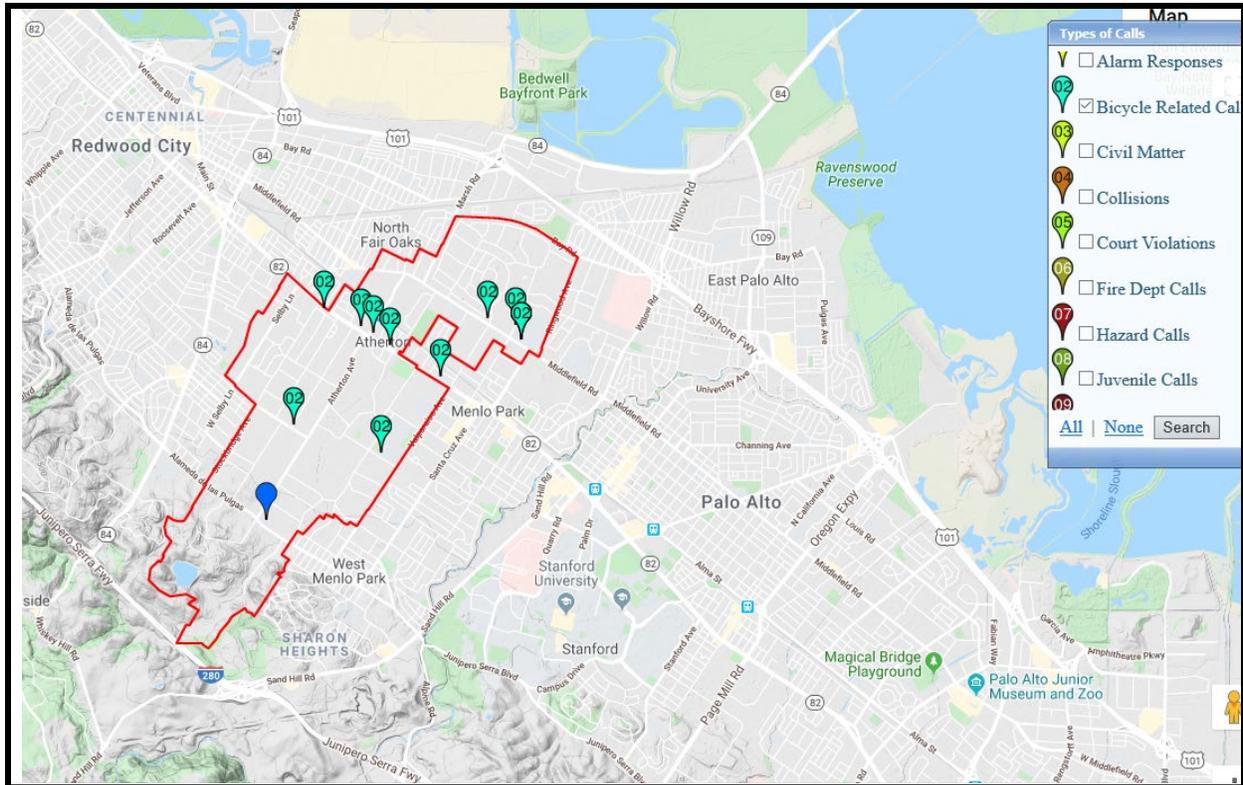
There were 11 collisions locations in October. The map below indicates the locations of the incidents for the reporting period.



Bicycle Traffic Stops

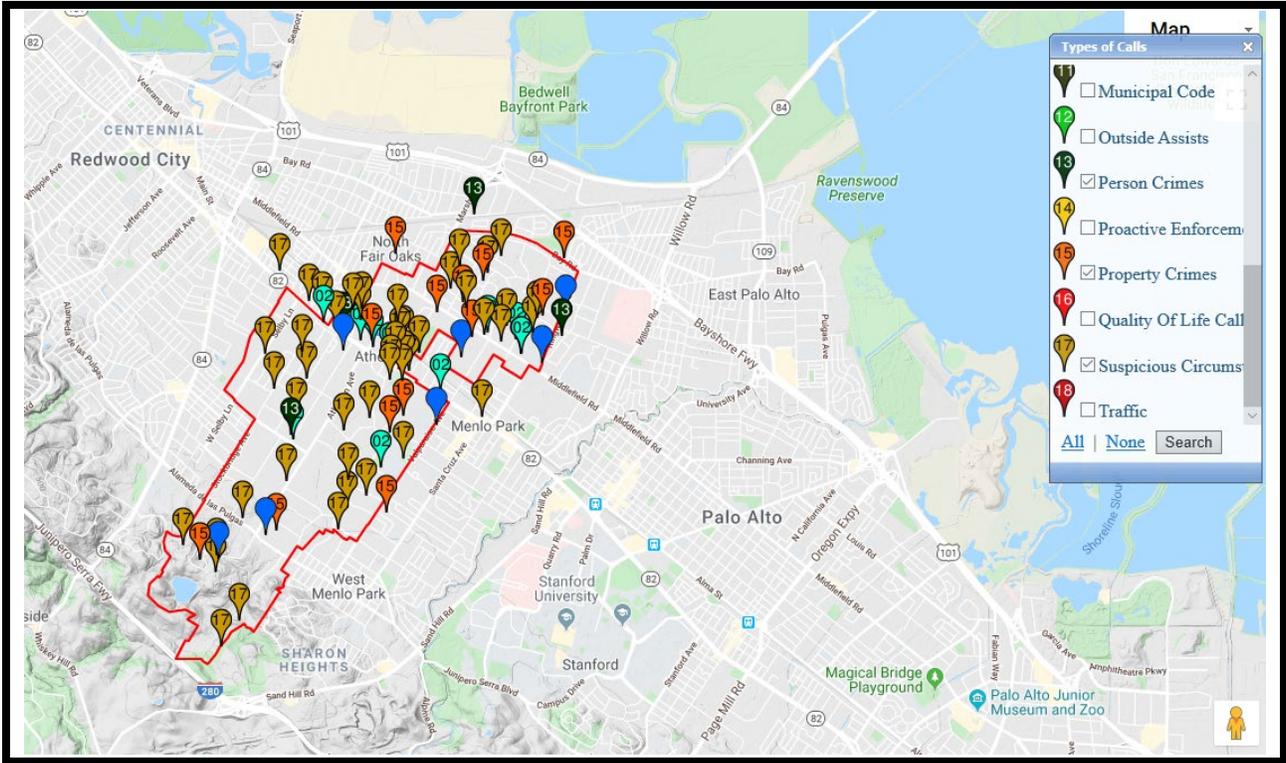
There were 12 bicycle stop incidents initiated for stop sign (4), no lighting equipment (4), juvenile walking his bike at night (had flat tire), 2 juveniles stopped in the middle of the roadway (1), investigative bike stop- At 2:56 AM, a resident reported that their bike was stolen from their residence. At 4am, officers stopped a male subject on a similar bike but determined it was not the stolen bike.

These stops resulted in 2 warning citations, 7 verbal warnings, and 1 assist (flat tire).



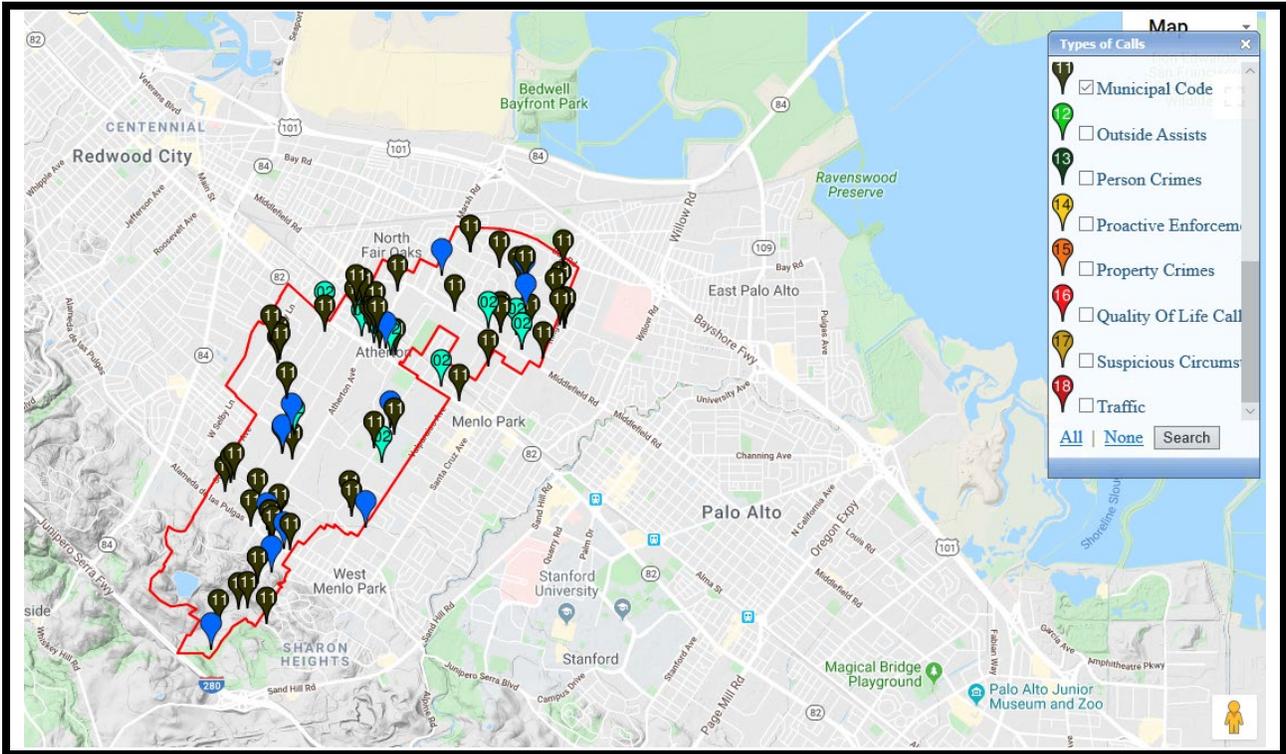
Criminal Activity and Suspicious Circumstances

The Department responded to 84 locations (some locations multiple times) for property crimes (27), person crimes (17), and incidents of suspicious circumstances (66).



Municipal Code Violations

The Department responded to 86 locations (some locations multiple times) for municipal code violations. These calls included but were not limited to construction parking, right of way issues, leaf blower on the weekend before 10am, after-hours construction, inspections, and off leash dogs.



Holbrook Palmer Park

Holbrook Palmer Park had 58 incidents this reporting period, 51 of which were security checks and foot patrols by officers. The other incidents were related to the All Schools Meeting, traffic enforcement, a medical call, a homeless person sleeping in the bathrooms near the baseball field, a medical call, and parking issues.

Premise Watch

Officers completed 1,320 House/Vacation checks during the month of October.

ATTACHMENT 2

School Incidents

Officers responded to **247** school incidents during this reporting period. These incidents included but were not limited to traffic enforcement, various juvenile problems, trespassing, medical calls, petty theft, auto burglary, suspicious persons, assault likely to cause great bodily injury, and felony hit and run.

School	Type	J	F	M	A	M	J	J	A	S	O	N	D	Total
<i>Encinal</i>	Other	7	4	5	5	5	5	5	5	6	9	11	12	79
	Security	27	12	31	22	19	22	21	18	6	13	18	19	228
	Traffic	2	2	-	1	3	2	-	1	5	3	-	9	28
<i>Knox School</i>	Other	1	-	-	1		-	-	-	-	-	1	-	3
	Security	-	-	-			-	-	-	-	-	-	-	-
	Traffic	-	-	-			-	-	-	-	-	-	-	-
<i>Las Lomitas</i>	Other	3	2	3	4	3	2	5	2	3	9	5	9	50
	Security	22	9	10	17	11	14	7	9	5		11	11	126
	Traffic	-	-	-	-	1	-	-	4	3	9	-	-	17
<i>Laurel</i>	Other	1	3	2	5	7	2	2	3	1	6	6	5	43
	Security	13	3	22	16	16	14	12	10	7	8	16	10	147
	Traffic	-	-	-	-	1	3	-	3	2	1	1	-	11
<i>M-A HS</i>	Other	37	30	45	37	49	24	18	44	41	56	43	46	470
	Security	28	13	24	24	22	28	24	27	18	25	18	20	271
	Traffic	1	-	-	-	4	3	1	23	2	5	2	5	46
<i>Menlo College</i>	Other	4	2	10	3	4	4	7	9	6	5	9	5	68
	Security	9	6	11	16	24	35	18	15	12	4	9	12	171
	Traffic	6	1	2	2	2	5	1	4	1		1	4	29
<i>Menlo School</i>	Other	7	4	3	16	2	3	1	2	3	13	5	3	62
	Security	17	9	8	11	8	10	11	11	1	18	9	11	124
	Traffic		1	1	-	2	2	-	2	-	1	3	1	13
<i>Sacred Heart</i>	Other	10	6	7	12	10	5	3	7	5	17	19	22	123
	Security	14	5	7	14	4	5	4	2	-	9	4	8	76
	Traffic	1	1	2	-	1	2	1	4	4	-		1	17
<i>Selby Lane</i>	Other	3	3	4	4	2	4	4	4	1	7	1	4	41
	Security	30	8	17	25	24	31	29	22	26	28	26	22	288
	Traffic	1	-	3	1	8	2	-	10	4	1	-	1	31
Total		244	124	217	236	232	227	133	241	162	247	218	240	2,521

ATTACHMENT 2

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 **7 minutes, 25 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
September	2019	5:05
August	2019	5:55
July	2019	4:10
June	2019	4:50
May	2019	4:53
April	2019	4:47

Code 3 Emergency response time (when officers respond to an emergency call with lights and sirens): **3** minute and **16** seconds.

TOTAL TRAINING HOURS FOR October 2019 – 307 HOURS

NAME	TRAINING/HOURS	DATES
Frew/Allen	Public Records Act- 7 hours/4.5 hours	Oct. 7
Dutta	Force Options Simulator/8 hours	Oct. 10
Gutierrez/Kockler	RIMS Conference/32 hours	Oct. 14-18
Robbins/MacDonald/Rojas	Gang Conference/24 hours	Oct. 15-17
Romero	Interview and Interrogation/24 hours	Oct. 21-23
Koehler	CA. Law Enforcement Association Records Supervisor	Oct. 21-25
McCulley	IACP-Chicago/24 hours	Oct. 26-29
Rojas	Motor Training/80 hours	Oct. 28- Nov. 8
Frew	Web EOC Training	Oct. 28

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
October	2,203	305
September	2,145	277
August	2,441	338
July	2,674	299
June	2,666	353
May	2,119	285

Code Enforcement Activity Report

October 1 – October 31, 2019

Summary:

	Activity	Total for Month	Year to Date (From 01/01/2019)
1.	Opened Cases	21	258
2.	Resolved/Closed Cases	22	243
3.	Cases Pending	183	N/A
4.	Written/Formal Notices Issued	7	121
5.	Citations Issued	35	303
6.	Amount in Citations	\$16,200	\$110,200

During the month of October, there were over 85 incidents related to code enforcement. Those incidents included but were not limited to: construction work hour violations, construction parking violations, other construction related issues, work without building permits, right-of-way encroachments/obstructions, encroachment permit issues, dead and dangerous trees, damage to heritage trees, overgrown vegetation in the right-of-way, animal nuisance issues, commercial operations in residence, short-term occupancies, zoning issues, noise nuisance issues, trash accumulations, trash cans being left out, sign issues, lack of property maintenance/overgrowth issues, damage to the public right-of-way and abandoned structures/properties.

Code Enforcement staff also assisted with construction hours/noise exemption permits, provided translation assistance to Officers, attended the Contractor’s Roundtable Meeting, attended the yearly CACEO Conference, attended a Human Resources luncheon class and assisted with the town’s Halloween event.

TRAFFIC COMPLAINTS

No traffic complaints were received by the Atherton Police Department during the month of October.

Public Works Update – October 2019

- Sweep contracted monthly streets:
October 60 Miles 14.0 cu. Yards 2.2 tons

- October Service requests –
 - Repaired kitchen drain at PD
 - Trimmed bushes blocking No Parking signs along Alejandra Ave.
 - Installed signage at PD
 - Removed asphalt hazard in roadway on Shearer Drive at Elizabeth Way
 - Investigated and repaired traffic signal on Middlefield Road at Encinal Avenue
 - Replaced battery in speed radar sign on Ridgeview Drive
 - Created and installed Tuscaloosa/ECR street marker
 - Drywalled packaging room at PD
 - Replaced existing uplifted asphalt walking path with DG path
 - Repaired down streetlight in front of 82 Lloyd
 - Installed overflow line for PW corp. yard's water heater
 - Installed earthquake straps for PD's TV
 - Striped KEEP CLEAR on El Camino Real at Ashfield Road

- Weekly litter removal on ECR, schools (Fridays 2 staff, 2 hours).
- Litter Marsh Road, Middlefield Road and Alameda.
- Removed weeds from El Camino Real
- Removed weeds from Middlefield Road
- Inspected PD roof and repairs
- Euclid/Parker ditch clearing and removal of organic debris.
- Removed weeds/debris from channel along Watkins Ave.
- General duties – Garbage cans, town wide and ECR litter, Town Center landscape, ECR landscape, corp. yard clean-up, vehicle/tool maintenance.
- 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.

ATTACHMENT 3

Removed weeds/debris from Atherton Channel on Watkins Ave. (between Station Lane and Middlefield Road)



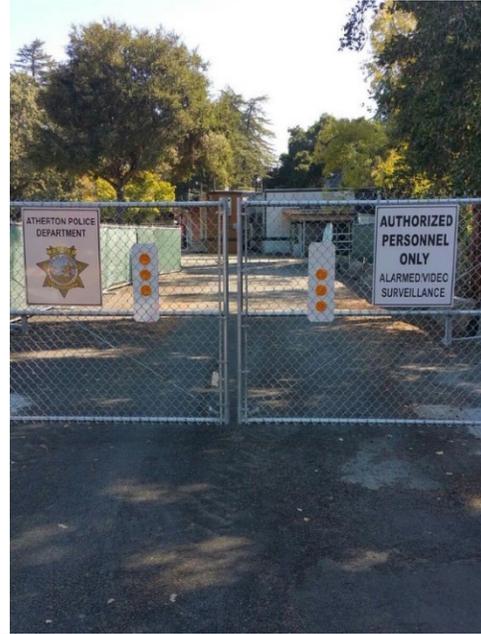
Before



After

ATTACHMENT 3

Installed signage at PD



Trimmed bushes along Alejandra Ave



Euclid/Parker Ditch clearing



Before



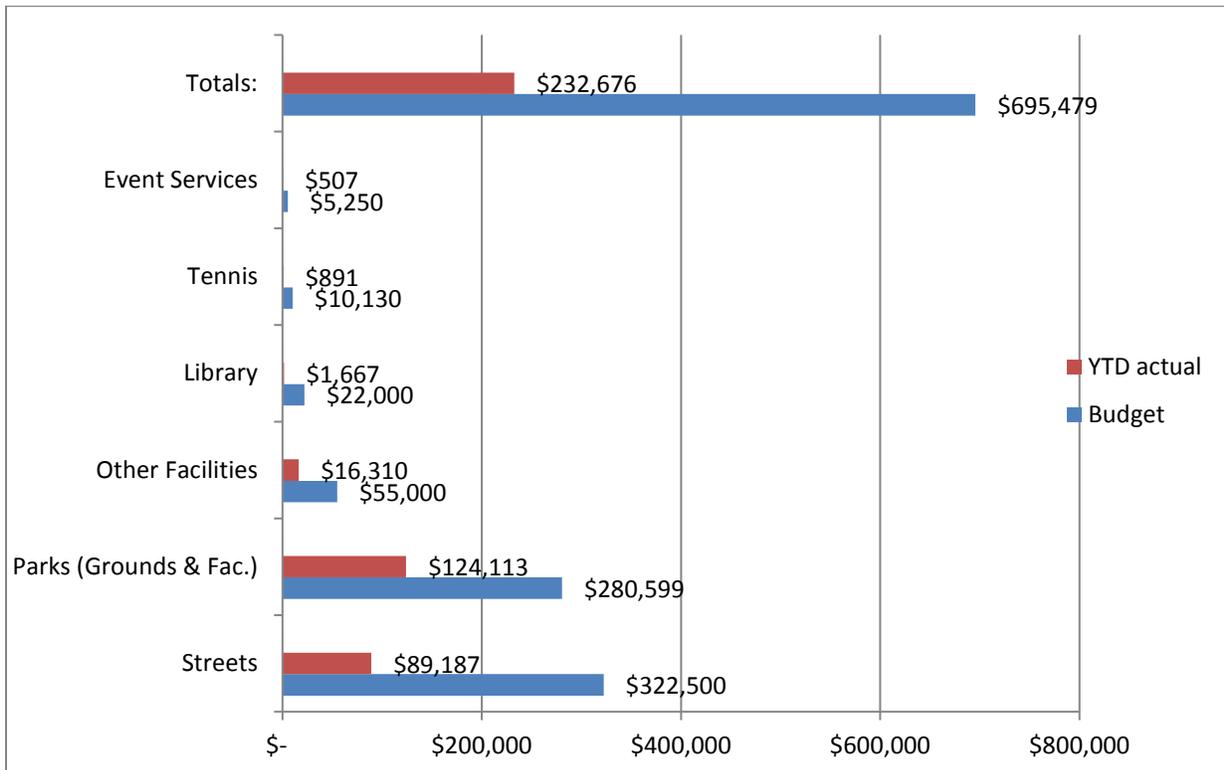
After



ATTACHMENT 3

Town of Atherton
MCE Corporation/Public Works Maintenance
Rev. vs. Exp. Through October 2019

Short Code	Acct'g Code	Description	Budget Dollars	Actual Dollars	% used
A01	101-53-52031-053	Streets	\$ 322,500	\$ 89,187	27.65
A02	101-57-52031-057	Parks (Grounds & Fac.)	\$ 280,599	\$ 124,113	44.23
A03	101-59-52031-059	Other Facilities	\$ 55,000	\$ 16,310	29.65
A04	213-30-52031-000	Library	\$ 22,000	\$ 1,667	7.58
A05	101-58-52031-000	Tennis	\$ 10,130	\$ 891	8.80
E06	101-58-52031-058	Event Services	\$ 5,250	\$ 507	9.66
Totals:			\$ 695,479	\$ 232,676	33.46





**7c. PARK GOING'S ON
Town of Atherton**

PARK & RECREATION COMMITTEE STAFF REPORT

TO: PARK AND RECREATION COMMITTEE

FROM: SALLY BENTZ, PARK MANAGER

DATE: NOVEMBER 6, 2019

SUBJECT: PARK GOINGS ON OCTOBER 2019

REGULAR STAFF

For the month of October, 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.
 - Monitor potable water usage daily.
 - Water non-established trees throughout the park based on the schedule.
 - Blow tennis courts 2 times per week as required.

ATTACHMENT 3

- Trident tree next to Pavilion got removed due to mayor failure affecting the tree structure.
- Large branch fell off from giant Elm tree next to Main House. Branch was cleaned up.
- Stump from “Trident Maple” was ground and removed next to Pavilion.
- 2” automatic valves were restored at sport field due to severe rust and malfunction.
- (4) 48” drainage pit holes were dug and back filled according to specifications at Event Garden to improve drainage issues.
- (4) 15-gallon trees got planted in different areas throughout the property per Sally indications.
- Reported water leak next to pavilion parking lot got repaired from malfunctioning gate valve.
- All drainage cleaning at HP Park property got completed as part of the scheduled Preventive Maintenance.
- Roof gutters at all mayor structure buildings got cleaned as Preventive Maintenance required.

New and future planned projects;

- Refill playground with fiber mulch.
- Restore/paint wall benches along Pavilion and Main House.
- Convert Playground restrooms from well water to potable water to avoid shutdown during irrigation failures.
- Complete repairs or improvements at HP Park Playground.

Tennis Numbers

October:

Hours of court usage (# of crts x time) 265 hrs

Clinics/Camps: 23

Lessons: 142

Events: 3 weekly coaches meeting

Clay Court Bookings: 8 paid hours

Total # of students: 221

ATTACHMENT 3

Pits were dug at the Event Garden for better drainage and backfilled with gravel.



ATTACHMENT 3

The final 4 trees were planted from our park tree inventory



ATTACHMENT 3

Well tank was cleaned out- sediment below





Town of Atherton

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

Community Services Monthly Report October 2019

Submitted by:
Interwest Consulting Group

Town of Atherton Building Safety & Inspection

*Construction and Permit Summary
October 1, 2019 to October 31, 2019*

	Oct-19	Fiscal Year 2019-20
Total Construction Valuation¹:	\$7,405,997	\$60,706,128

REVENUE

Plan Check Fees Collected:	\$27,239	\$121,070
Permit Fees Collected:	\$59,334	\$402,349
Other Fees Collected:	\$6,738	\$24,827
TOTAL:	\$93,310	\$548,246

PLAN CHECK

Applications Received:	79	265
------------------------	-----------	------------

PERMITS

<u>Residential:</u>		
New Single Family Residential Permits Issued:	1	10
New Accessory Structures Issued:	23	75
Addition / Alteration Permits Issued:	21	45
Reroof / Water Well / Grading Permits Issued:	10	47
Plumbing/Mechanical/Electrical Permits Issued:	19	63
Demolition Permits Issued:	2	13
<u>Non-Residential:</u>		
New Permits Issued:	0	6
TOTAL Permits Issued:	76	259

Total Open Permits as of 10/31/19	1104
-----------------------------------	-------------

INSPECTIONS

Inspections Performed:	1085	3,450
------------------------	-------------	--------------

Footnotes:

¹Valuation: For permitted projects during this period.

**Town of Atherton
Building Safety & Inspection**

Planning Projects

October 1, 2019 to October 31, 2019

	This Month Activity	Fiscal Year to Date Activity
Staff Level Reviews	38	147
Planning Commission Items	4	6

The Planning Commission Meeting took the following actions at the October 23, 2019 Meeting.

1. Approved a Special Structures Permit at 53 Magnolia Drive to allow for a habitable basement to be constructed under a detached accessory building (garage) and to expand the area of the associated basement stairwell.
2. Approved a Heritage Tree Removal Permit at 180 Hawthorne Drive to allow for the removal of one (1) on-site Heritage Cedar Tree with conditions as amended. *this is a current Code Enforcement case.
3. Continued the Variance at 6 Cowell Lane for consideration at the December 4, 2019 Planning Commission meeting to allow for the construction of a detached accessory structure (a playhouse) to be located in the required front yard area per the request of the property owner in order to allow the project arborist to attend the meeting. *this is a current Code Enforcement case.
4. Discussed Atherton Municipal Code Chapter 17.50 "Landscape Screening", Regulations Pertaining to Landscape Screening Regulations in the Front of Properties. Consensus from the Planning Commission was an expressed interest in evaluating the issue of potential amendments to Landscape Screening Ordinance to possibly consider screening of front yard walls and fences.

The next regularly scheduled meeting will be December 4, 2019 at the Jennings Pavilion in the Holbrook Palmer Park.

Arborist Activity Summary

October 1, 2019 to October 31, 2019

	Site Visits			Plan Review
	Tree Removal	Inspections	Info. / Consu.	
TOTAL	21	15	3	84

Town of Atherton Building Inspection & Plan Check

Summary of New Single Family Residential Permits Issued by Month

Month	2019	2018	2017	2016	2015	2014
January	4	0	2	2	2	0
February	1	2	1	1	1	6
March	1	3	2	0	3	6
April	1	2	0	2	2	1
May	1	5	4	2	1	2
June	1	2	3	0	3	2
July	1	5	1	5	8	4
August	5	4	2	3	4	2
September	3	1	3	4	4	1
October	1	4	2	6	3	1
November		0	4	0	0	4
December		1	3	1	0	4
Total New SFD Permits:	19	29	27	26	31	33

Plan Check Performance

October 1, 2019 to October 31, 2019

Project Type	Cycles	No of Plan Checks	Target **	Average Review Days	Overdue Plan Checks
Major Plan Check	1st Review	119	10	9	0
	Subsequent Rev.	100	5	4	0
Minor Plan Check	1st Review	16	3	2	0
	Subsequent Rev.	0	2	0	0
Total Number of Plan Checks		235			

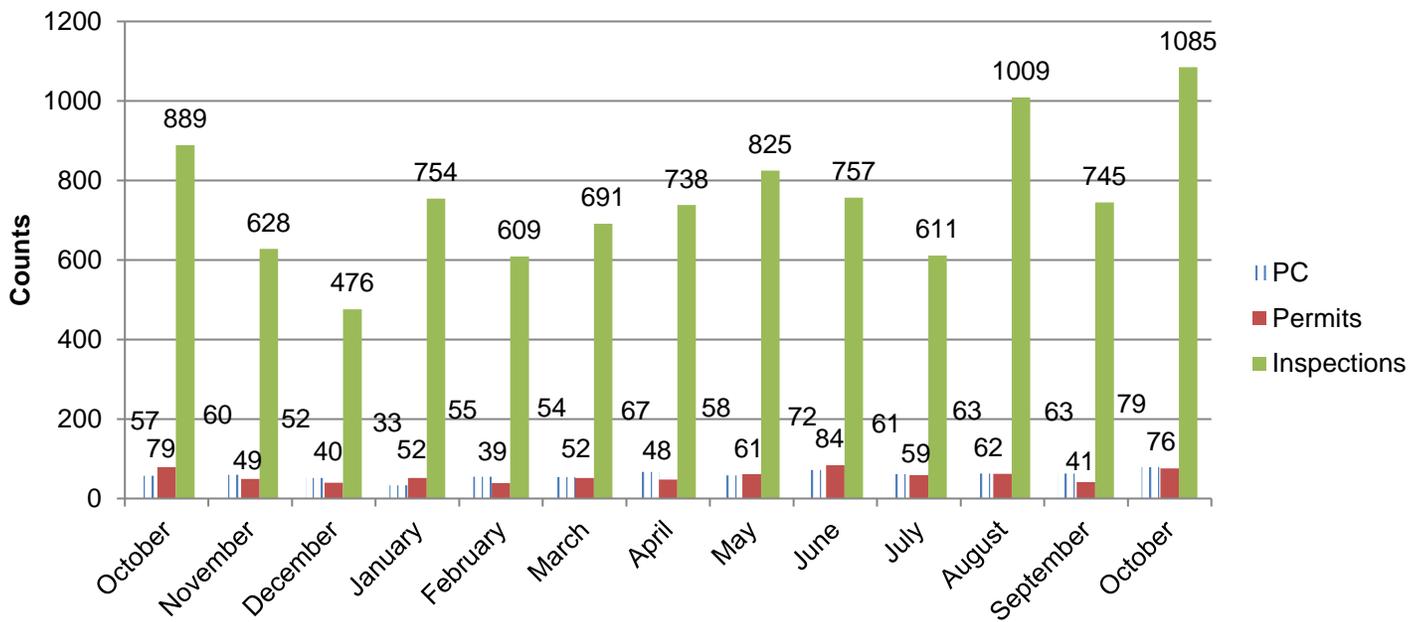
** Target: in working days

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

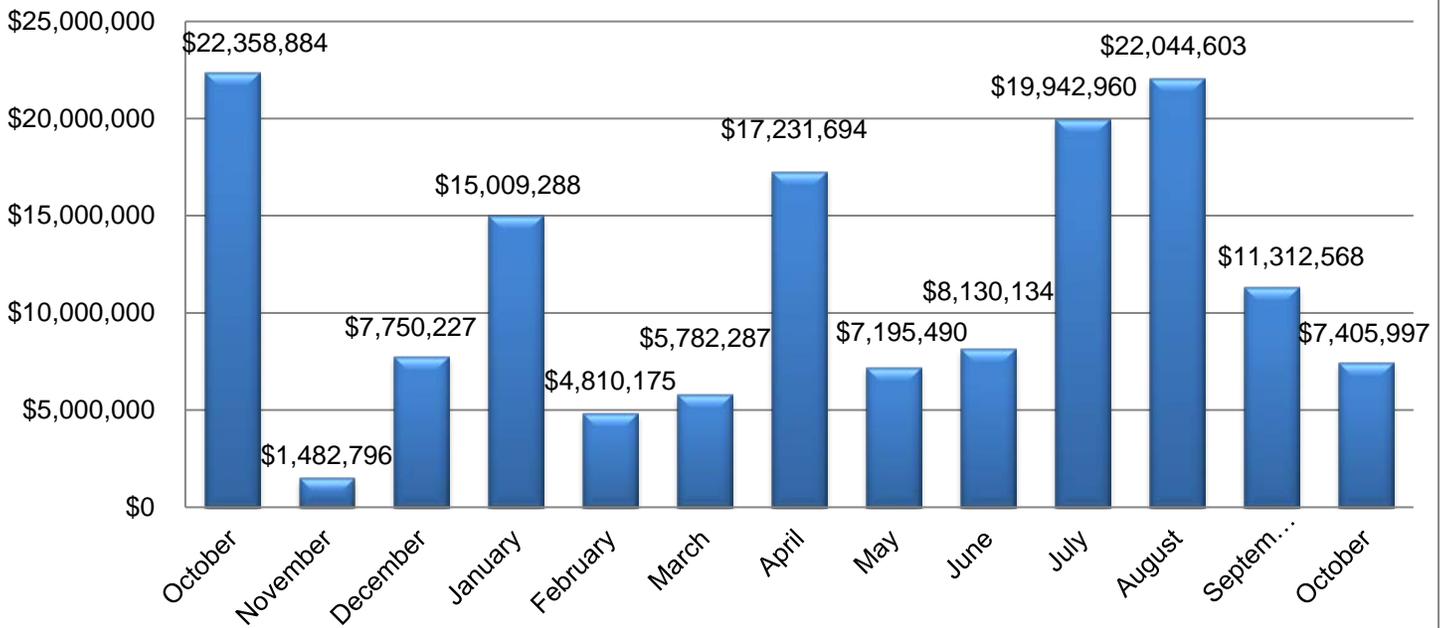
Minor Plan Check: Small additions, Reroof, Alterations, PV, Gates, Misc.

Summary Graphs

Plan Checks, Permits, Inspections



Valuation



Summary Graphs

