



## Item No. 6 Town of Atherton

### **CITY COUNCIL STAFF REPORT – CITY MANAGER’S REPORT**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**FROM: GEORGE RODERICKS, CITY MANAGER**

**DATE: NOVEMBER 17, 2021**

**SUBJECT: CITY MANAGER 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.

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### **COVID-19 UPDATES**

The Town will continue meeting in Zoom for all public meetings through the month of December (all Committees and the Commission will follow). Non-public Ad Hoc Subcommittees or Liaison meetings can be conducted in person. The following policies apply:

- 1) **All vaccinated employees and contract personnel** (building, planning, public works, etc.) must provide proof of vaccination status. In the case of contract personnel, that can be provided directly to the Town or via certification from the contractor. If the individual cannot provide proof of vaccination (in any acceptable form) the individual will be treated as non-vaccinated.
- 2) **All individuals** entering public facilities and in shared public vehicles are required to wear face coverings indoors regardless of vaccination status. This applies to public, employees and contract personnel alike. Individual office spaces, singular vehicles, and individual spaces are exempt.
- 3) **All non-vaccinated employees and contract personnel**, including those "treated" as non-vaccinated, are required to provide proof of a negative COVID-19 test every 10 days.

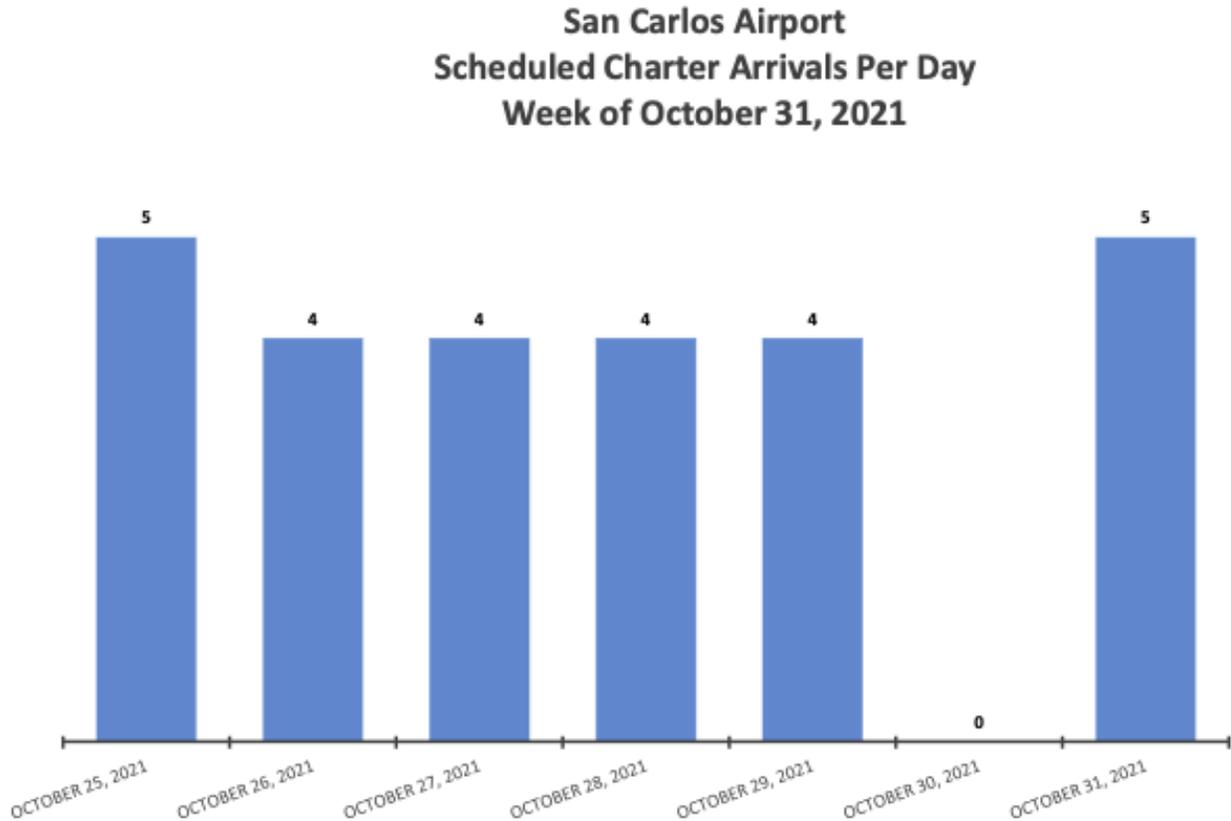
### **ADMINISTRATION/CITY CLERK/FINANCE**

#### **Environmental Programs Committee Vacancy**

With the resignation of a member of the Town’s Environmental Programs Committee staff will be recruiting for an applicant to fill the role. The mid-term appointment would be for a term expiring in June 2023.

## Surf Air Report

The San Carlos Airport currently has an average of 3.6 Scheduled Charter aircraft arrivals per day, calculated from July 1, 2021.



## **BUILDING/PLANNING**

### **Monthly Report**

See attached Monthly Report.

### **Housing Element Update - Timeline**

- *Nov 4, 2020 - Council Meeting - RHNA Allocation/Housing Legislation*
- *Apr 14, 2021 - Community Outreach Meeting - Introduction to Housing Element (21 Elements/County)*
- *Apr 28, 2021 - Joint Meeting Council & Commission - Housing Element Process & Strategies to Meet RHNA Allocation*
- *May 20, 2021 - ABAG Finalizes RHNA Allocation*
- *May-Dec - Staff Work on Site Inventories and Strategies for Compliance*

- Dec 1, 2021 - Joint Meeting Council & Commission - SB 9 and Direction on Possible Urgency Ordinance
- Jan 12, 2022 - Council Meeting - Sites and Strategies for RHNA
- Feb 2022 - Community Outreach Meeting - Sites and Strategies for RHNA
- Apr 2022 - Draft Housing Element Published to Town Website (30 days required)
- May 2022 - Community Outreach Meeting - Review Draft Housing Element
- May 18, 2022 - Council Meeting - Review of Draft Housing Element; Authorize Transmittal to State Housing & Community Development (HCD)
- Jun - Aug 2022 - 90 Day Review/HCD
- Jun 22, 2022 - Planning Commission review/recommendations for Zoning Amendments (if needed)
- Jul 20, 2022 - Council Meeting - Adopt Zoning Amendments (if needed)
- Sep 2022 - Revise Housing Element/Respond to HCD Comments
- Oct 26, 2022 - Planning Commission Recommendation of Adoption of Housing Element
- Nov 16, 2022 - Council Adoption of Housing Element
- Nov 17, 2022 - Submission of Housing Element to HCD
- Jan 15, 2023 - Housing Element Certified by HCD

## **PUBLIC SAFETY**

### **Annual "Shop with a Cop" Event**

Planning has begun for the annual "Shop with a Cop" Holiday Event. The PD hope to do the event at the Redwood City Target store. All involved officers will be fully vaccinated. The PD has reached out to all local schools for help in identifying need.

### **Monthly Report**

See attached Monthly Report.

## **PUBLIC WORKS**

### **Monthly Report**

See attached Monthly Report.

## **AD HOC SUBCOMMITTEE UPDATES**

### **Renovation of the Historic Train Station (DeGolia/Hawkins-Manuelian)**

No updates.

### **Sea Level Rise (Lewis/Hawkins-Manuelian)**

No Updates.

### **IT/Wireless (DeGolia/Widmer)**

No Updates.

Multi-Jurisdictional Stanford Group (Lewis/Hawkins-Manuelian)

Supervisor Simitian set up a Zoom Meeting for December 8 to check-in and discuss Stanford-related development matters.

COVID-19 Restart (Vacant/Widmer)

No Updates.

Surf Air / Aircraft Noise (Vacant/Widmer)

No Updates.

Naming/Donor Plaque Recognition (DeGolia/Widmer)

No Updates.

Refuse Services (Widmer/DeGolia)

No Updates.

Town Center Fountain Selection (Lewis/Hawkins-Manuelian)

No updates.

Town Center Landscape Review (Lewis/DeGolia)

No Updates.

Donor Wall Design (Lewis/Hawkins-Manuelian)

No Updates.

Review of Leaf Blower Regulations (Widmer/Hawkins-Manuelian)

No Updates. A draft ordinance will be created by staff based on Council feedback – to be scheduled for the January Regular Agenda for introduction.

Grand Opening/Ribbon Cutting (Lewis/Hawkins-Manuelian)

The Grand Opening/Ribbon Cutting Subcommittee has been meeting to discuss and plan the Ribbon Cutting event. December 11 is the Ribbon Cutting - scheduled tentatively from 2 pm to 4 pm. Please reserve this date in your calendars. The larger, community-focused Grand Opening Event will be scheduled for later in the Spring 2022.

**ATTACHMENTS**

1. Police Department Report
2. Public Works Department Report
3. Community Services Report

## POLICE DEPARTMENT

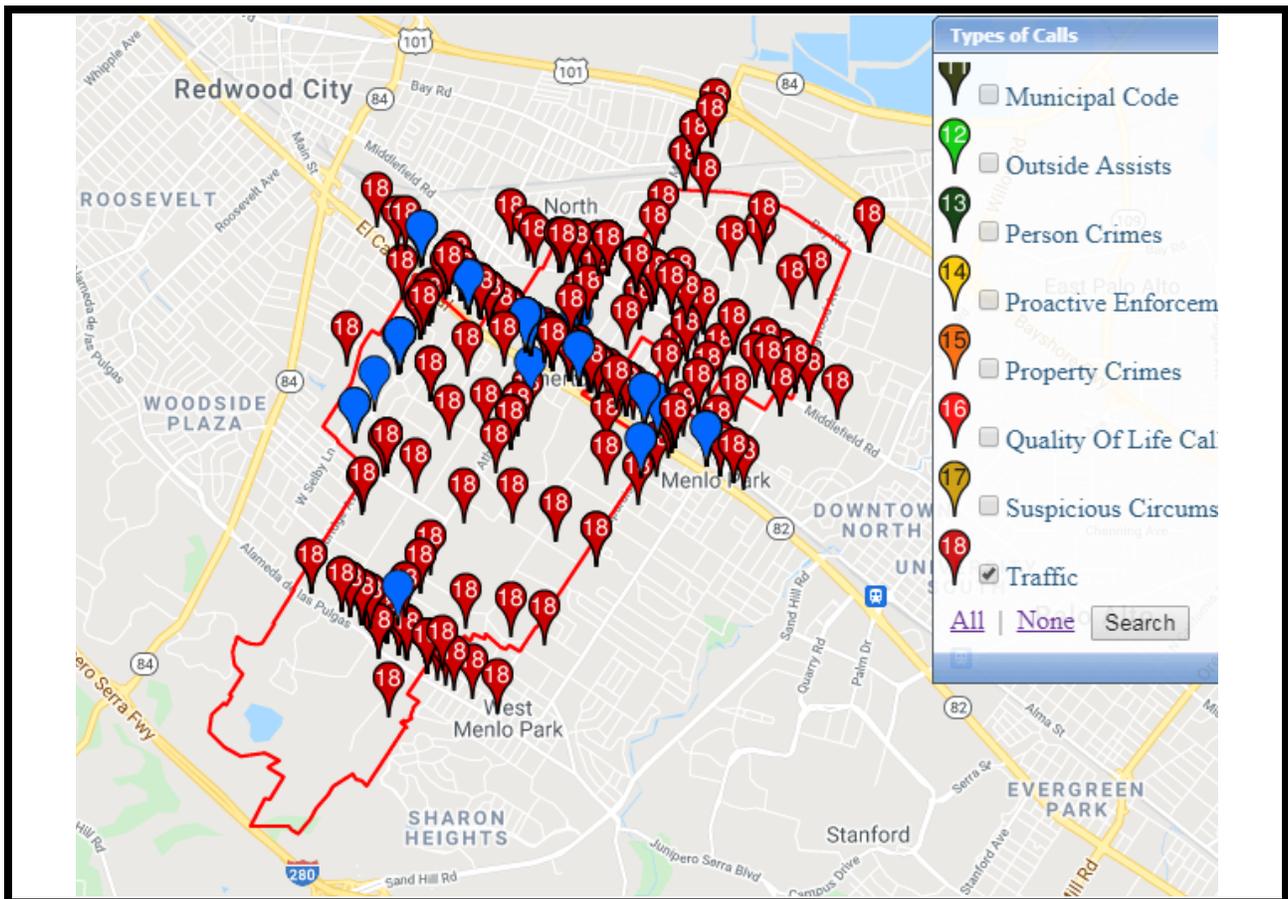
### Police Activity

There were 57 investigations for the month of October. 24 offenders were cited, arrested, referred to the San Mateo County District Attorney's Office for prosecution, or referred to the San Mateo County Juvenile District Attorney's Office for prosecution. Those offenses included driving under the influence of alcohol, warrant violations, driving with a suspended license, being under the influence of a controlled substance, possession of narcotics, misappropriation of property, contempt of court order, vehicle burglary, prowling, and felony domestic violence.

Of the 2,322 total police incidents for the month of October, 1,610 were officer-initiated incidents, which resulted in 396 citations being issued for vehicle code and other violations. Officers initiated 1,248 other types of incidents that included investigating suspicious vehicles, traffic collisions, citizen flag downs, home checks, code enforcement and construction checks, follow-up investigations, pedestrian stops, traffic enforcement details, medical calls, and welfare checks.

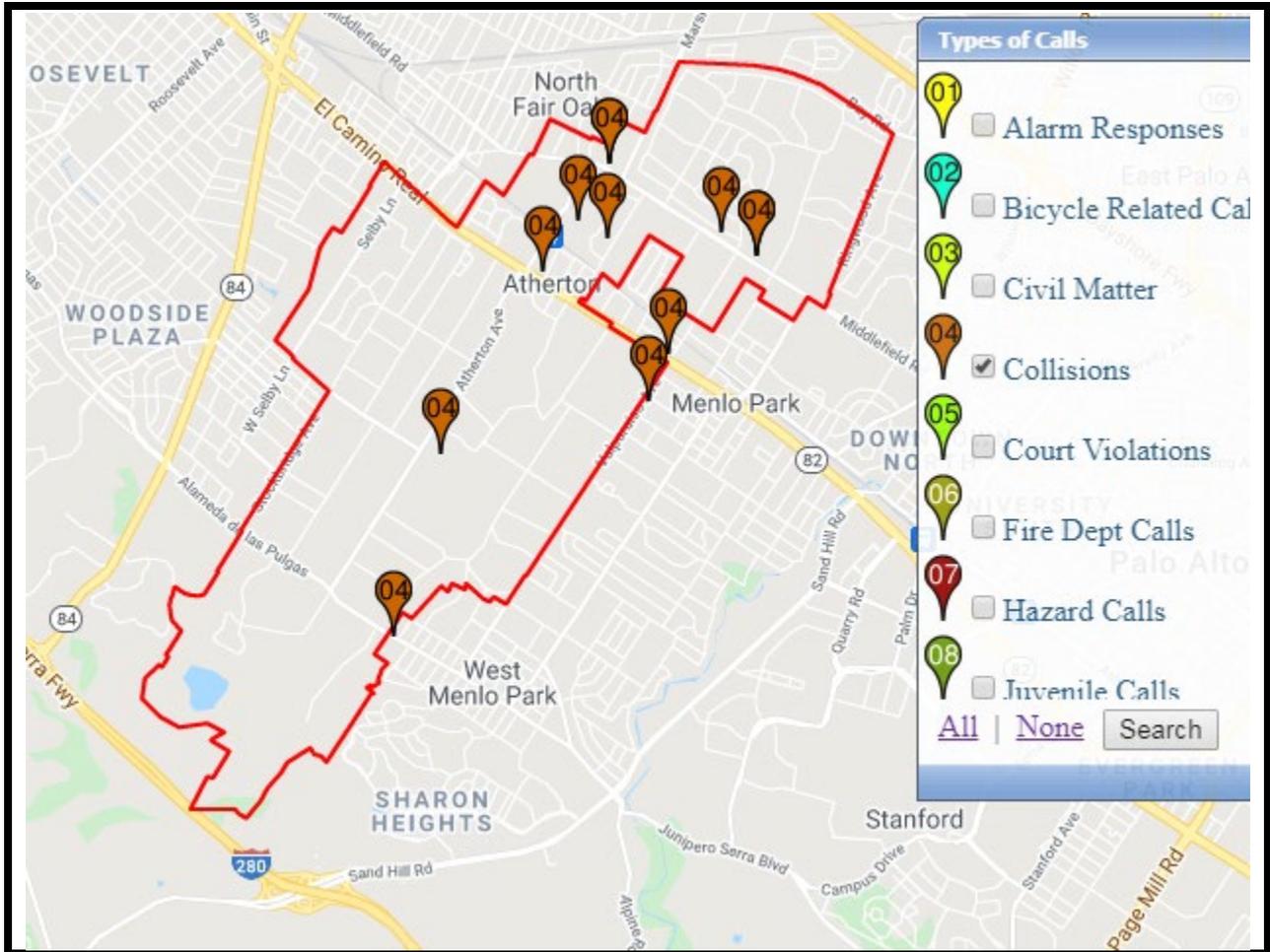
### Traffic Incidents

Overall, there were 434 traffic incident locations, some with multiple stops, for October. The map below indicates the locations of the incidents for this reporting period.



## Traffic Collisions

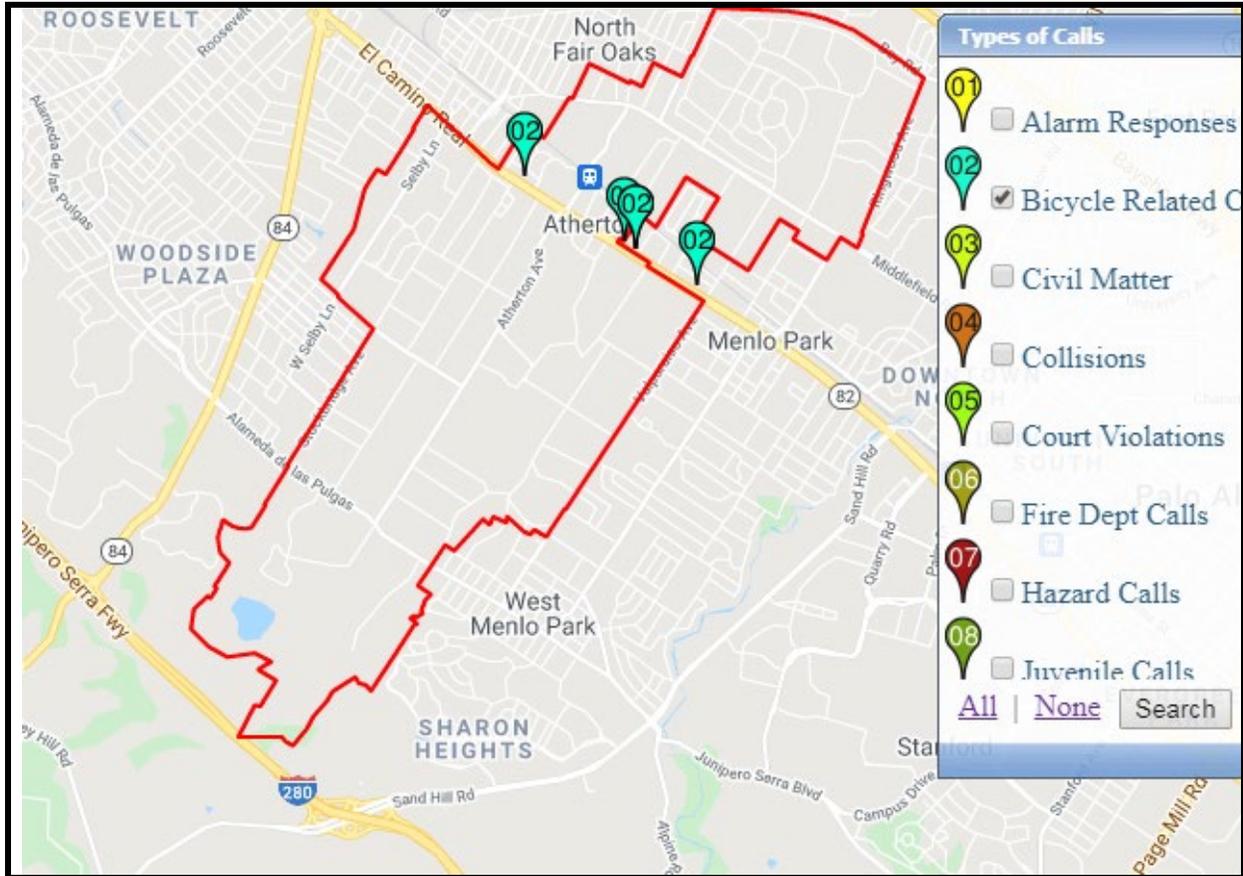
There were 10 collision locations in October. The map below indicates the locations of the incidents for this reporting period.



## Bicycle Traffic Stops

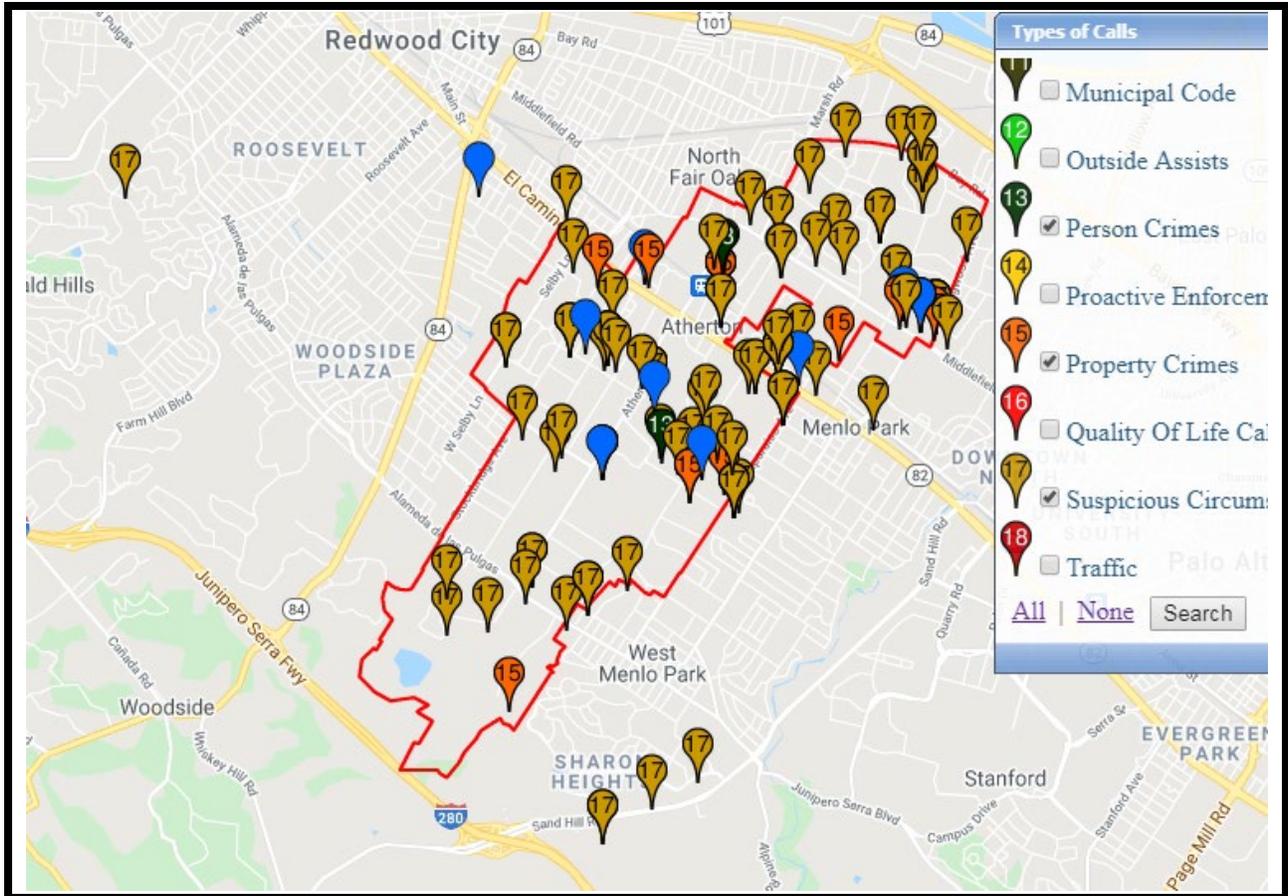
There were 4 bicycle stop incidents initiated for improper lighting (x3) and running a red light.

These stops resulted in 4 verbal warnings.



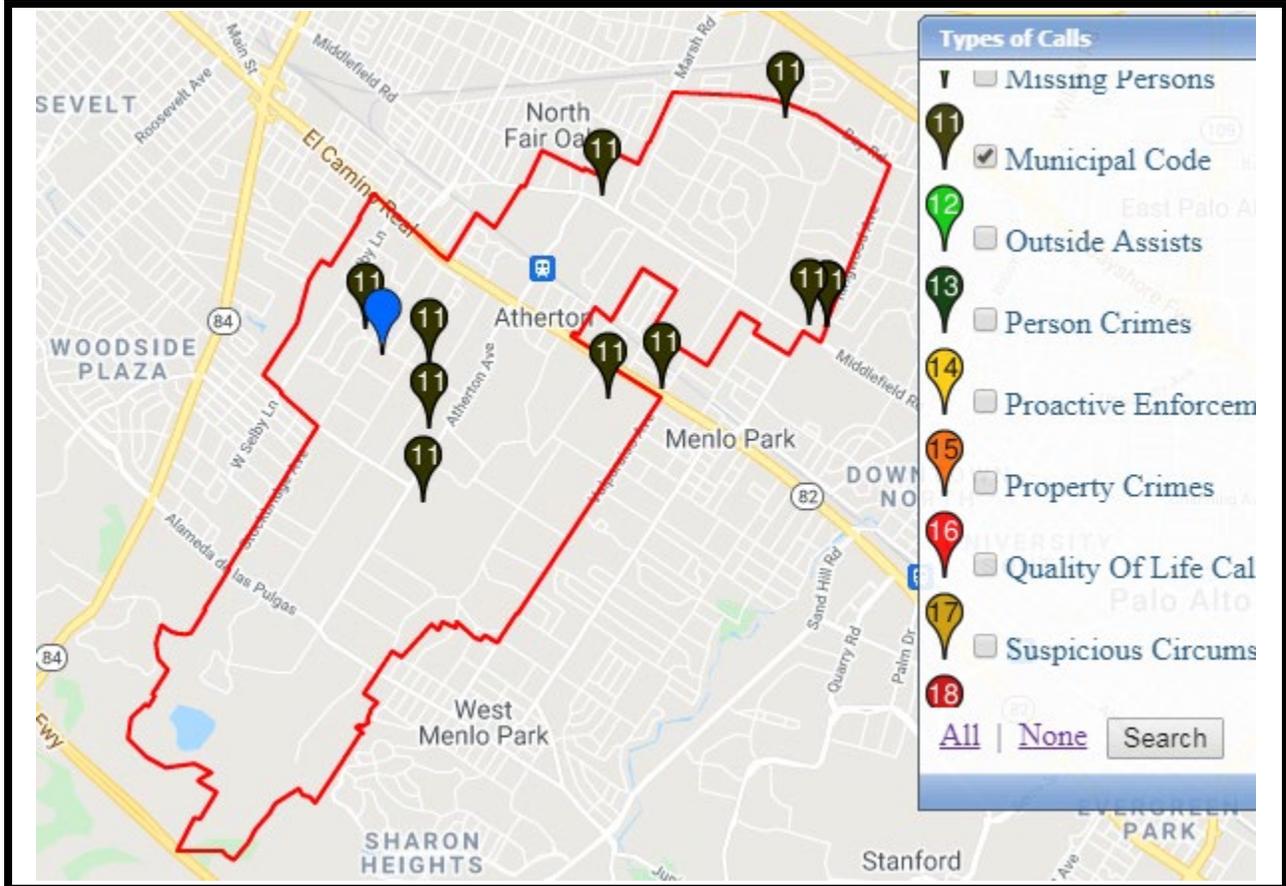
## Criminal Activity and Suspicious Circumstances

The Department responded to 125 locations (some locations multiple times) for property crimes (13), person crimes (5), and incidents of suspicious circumstances (109).



## Municipal Code Violations

The Department responded to 12 locations (some locations multiple times) for municipal code/health order violations. The municipal code violations were for construction parking, after hours construction, various noise disturbances, right of way issues, solicitors, and dogs off leash.



## Holbrook Palmer Park

Holbrook Palmer Park had 63 incidents during this reporting period, 49 of which were security checks and foot patrols by officers. The other incidents were for suspicious vehicles, traffic stops, ordinance violations, and verbal disturbances.

## Premise Watch

Officers completed 528 House/Vacation checks during the month of October.

## School Incidents

Officers responded to 357 school incidents during this reporting period. These incidents were almost exclusively officer-initiated security checks. Incidents of note were:

- Multiple bicycle thefts from MAHS during the month.
- On 10/08/21, a juvenile student was found consuming alcohol on the MAHS campus.
- On 10/08/21, two juvenile students at MAHS were medically evaluated for intoxication after consuming a rice krispy treat containing marijuana.
- On 10/13/21, the Chief and SRO attended a kindergarten event at Encinal School.
- On 10/15/21, a juvenile student attempted suicide on the MAHS campus via wrist lacerations. The student was transported to the hospital.

School	Type	J	F	M	A	M	J	J	A	S	O	N	D	Total
<i>Encinal</i>	Other	4	1	2	5	3	4	5	3	2	-	1	3	33
	Security	32	31	44	33	33	23	29	47	53	52	26	44	447
	Traffic	1	1	1	-	-	1	2	6	7	2	6	2	29
<i>Knox School</i>	Other	-	-	-	-	-	-	-	-	-	-	-	-	-
	Security	-	-	-	-	-	-	-	-	-	-	-	-	-
	Traffic	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Las Lomitas</i>	Other		2	6	-	-	2	2	1	3	4	7	2	29
	Security	39	39	39	35	35	26	37	52	42	44	47	37	472
	Traffic		-	2	-	1	1	-	2	6	2	4	-	18
<i>Laurel</i>	Other	2	1	2	7	-	-	5	1	-	2	1	4	25
	Security	27	20	39	32	32	14	21	31	18	20	25	26	305
	Traffic	1	-	-	-	-	-	-	1	-	-	-	-	2
<i>M-A HS</i>	Other	5	1	9	22	14	8	5	6	21	32	3	8	134
	Security	57	51	47	41	36	18	43	81	79	74	60	51	638
	Traffic		-	-	1	-	-	-	17	9	3	-	3	33
<i>Menlo College</i>	Other	2	3	6	4	5	4	2	14	5	7	2	-	54
	Security	45	35	33	36	25	24	35	50	49	38	60	51	481
	Traffic	6	5	9	3	2	7	5	5	2	4	5	2	55
<i>Menlo School</i>	Other		-	1	2	9	-	4	4	6	1	2	1	30
	Security	7	8	9	9	14	10	11	23	12	16	4	9	132
	Traffic	-	-	1	1	-	-	-	2	2	-	-	1	7
<i>Sacred Heart</i>	Other	6	3	7	8	6	6	2	3	5	1	2	2	51
	Security	8	5	5	7	4	6	2	7	3	5	3	3	58
	Traffic	-	1	-	1	-	-	-	2	-	-	-	-	4
<i>Adelante Selby</i>	Other	1	2	-	-	1	4	4	1	4	1	-	-	18
	Security	43	38	42	49	35	37	43	53	50	46	42	38	516
	Traffic	-	-	1	4	4	-	-	4	5	3	1	1	23
<b>Total</b>		<b>286</b>	<b>247</b>	<b>305</b>	<b>300</b>	<b>259</b>	<b>195</b>	<b>133</b>	<b>416</b>	<b>383</b>	<b>357</b>	<b>301</b>	<b>288</b>	<b>3,470</b>

## 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 **4 minutes, 39 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:

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

MONTH	YEAR	RESPONSE TIME
September	2021	3:48
August	2021	4:38
July	2021	5:37
June	2021	4:39
May	2021	4:26
April	2021	4:57

**For calls for service that required a code 3 response, the average response time was 4 minute and 59 seconds.**

## Total Training Hours for September 2021 – 171 HOURS

NAME	TRAINING/HOURS	DATES
Cisco	Assertive Supervision/24 Hours	Oct. 6-8
Boyle	EVOC/8 Hours	Oct. 7
Andruha	EVOC/8 Hours	Oct. 7
Cisco	RIMS Conference/40 Hours	Oct. 10-15
Johnson	RIMS Conference/40 Hours	Oct. 10-15
Massagli	Basic Tactical Medical Instructor/24 Hours	Oct. 18-20
Rojas	Active Shooter MPPD/3 Hours	Oct. 25
Massagli	Active Shooter MPPD/3 Hours	Oct. 25
Torres	Active Shooter MPPD/3 Hours	Oct. 26
Fong	Active Shooter MPPD/3 Hours	Oct. 26
MacDonald	Active Shooter MPPD/ 3 Hours	Oct. 27
Trudeau	Active Shooter MPPD/3 Hours	Oct. 28
Romero	Active Shooter MPPD/3 Hours	Oct. 28
Andruha	Active Shooter MPPD/3 Hours	Oct. 29
Patel	Active Shooter MPPD/3 Hours	Oct. 29

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	1,610	396
September	1,390	405
August	1,662	435
July	1,809	486
June	1,177	455
May	1,555	498

### Code Enforcement Activity Report

#### Summary:

Monthly Code Enforcement Report for October 2021

- 1) Landscape / Right of Way Encroachment Issues
  - a. One (1) total
  - b. Sgt. Kockler spoke with the homeowner and mailed a letter
  - c. Public Works cleared the bike lane as it was a safety hazard
  
- 2) Public Nuisance – Portable Toilet in the Right of Way
  - a. One (1) total
  - b. Sgt. Kockler called the owner of the portable toilet and had it removed from the street
  
- 3) Public Nuisance – Garbage Cans in the Right of Way
  - a. One (1) total
  - b. Sgt. Kockler issued a second citation in the amount of \$200 to the homeowner for failing to remove the garbage cans from the street
  
- 4) Tree Issues – Unsafe, Sick or Dead
  - a. One (1) total
  - b. Sergeant Trudeau and Arborist Sally Bentz met with homeowner to discuss the trees
  - c. Homeowner was given until November 24, 2021 to remove the trees
  
- 5) Construction Issue – Monthly Tree Report
  - a. One (1) total
  - b. Sergeant Kockler issued a citation for \$100 to Pacific Peninsula Group for failure to submit the Monthly Tree Report to Arborist Sally Bentz

All of the above cases were documented in the Code Enforcement Software.

This was the sixth month with a vacant code enforcement officer position. A candidate was selected and is in the background process.

## **Traffic Complaints**

The Atherton Police Department receive four (4) traffic complaints during the month of October. The complaints were as follows:

- 1) A resident reported vehicles driving in the bicycle lane on Middlefield Road near Marsh Road.

Results: 41 minutes spent in the area with no violations observed.

- 2) A resident reported speeding vehicles in the unit block of Elena Avenue during commute hours.

Results: 174 minutes spent in the area. Two (2) written warnings for speeding and two (2) verbal warnings for speeding were issued.

- 3) A resident reported vehicles parked on both sides of the roadway on Lloyd Drive and Fair Oaks Lane making the intersection dangerous.

Results: 3 minutes were spent in the area. All the vehicles were legally parked.

- 4) A resident reported vehicles driving in the bicycle lane on Middlefield Road at Marsh Road.

Results: 41 minutes spent in the area. One (1) written warning for driving in the bike lane and one (1) verbal warning for driving in the bike lane.

## **Covid-19 Incidents**

During the month of October, Atherton Police Officers responded to zero calls for service related to Covid mandates.

## Public works update –October 2021

- Sweep contracted monthly streets:

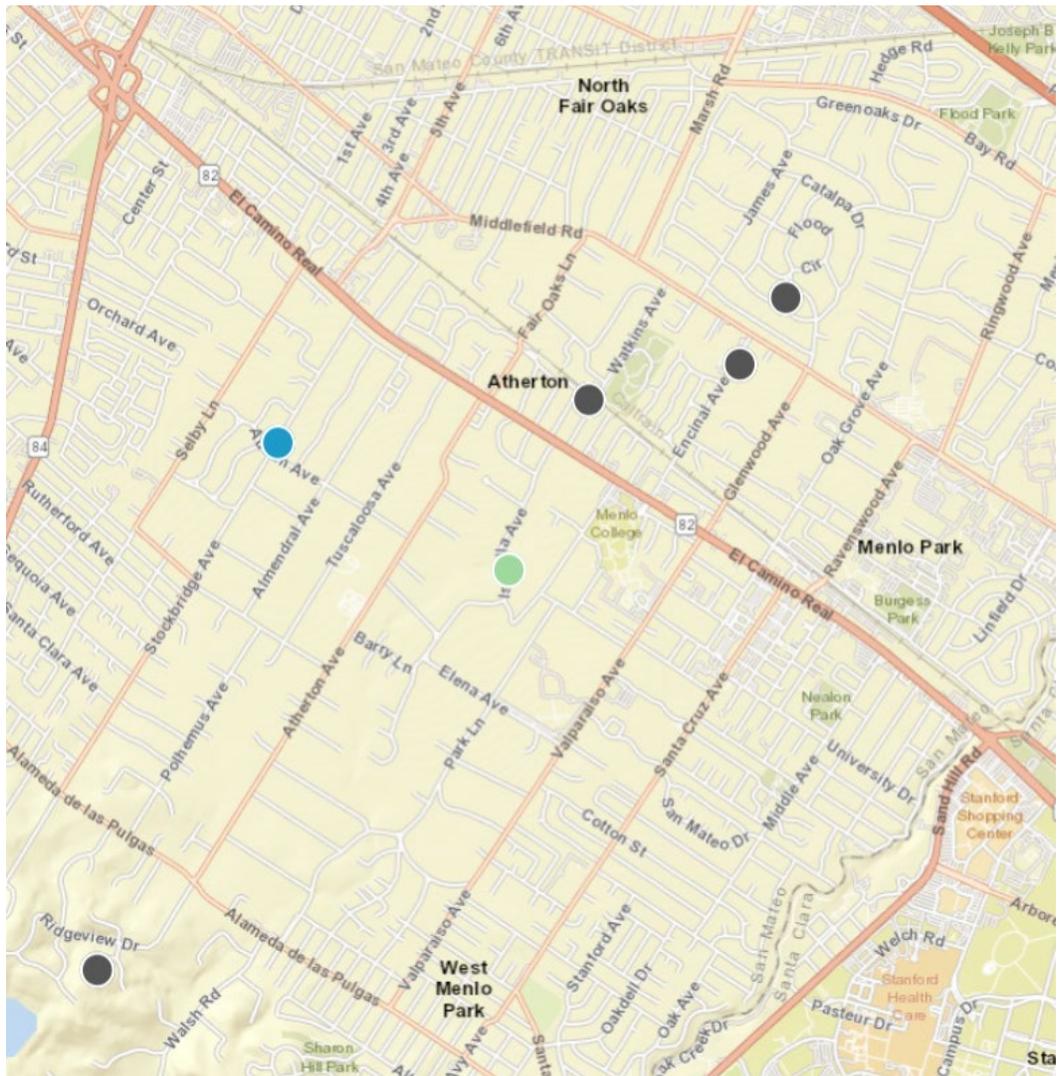
October	76 Miles	24.0 cu. Yards	6.0 tons
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- October Service requests –
  - Removed tree from the roadway in front of 195 Austin Avenue
  - Repaired pedestrian pole
  - Cleaned vandalized license plate reader on Glenwood Avenue at Laurel Street
  - Filled potholes in front of 38, 40, and 56 Sutherland Drive
  - Repaired streetlight in front of 149 Linden Avenue
  - Replaced No Parking sign and pole on Station Lane
  - Removed shopping cart in front of 90 James Avenue
  - Replaced broken street marker on Middlefield Road at Watkins Avenue
  - Removed tree from the roadway near Brittany Meadows at Alejandra Avenue
  - Removed tree from the roadway in front of 212 Atherton Avenue
  - Cleaned up wood debris from PG&E tree trimming in front of 207 Atherton Avenue, on Polhemus Avenue at Selby Lane, and in front of 148 Tuscaloosa Avenue
  - Removed tree from the roadway near Atherton Avenue at Selby Lane
  - Removed tree from the roadway in front of 154 Greenoaks Drive
  - Removed tree from the roadway in front of 2 Fleur Place
  - Removed tree from the roadway in front of 337 Walsh Road
  - Removed tree from the roadway near Atherton Avenue at Austin Avenue
  - Removed tree limb from the roadway in front of 2 Barry Lane
  - Removed tree from the roadway in front of 85 Isabella Avenue
  
- Weekly litter removal on ECR, schools (Fridays 2 staff, 2 hours)
- Litter Marsh Road, Middlefield Road and Alameda de las Pulgas
- Removed weeds from Middlefield Road
- Cleared creek at Elena Avenue crossing
- Installed sandbag station at Holbrook Palmer Park
- Creek walk - Removed large debris in the creek
- Cleaned storm drain inlets with vactor truck throughout Town
- Weed removal from El Camino Real
- Generator inspection at PD
- General duties – Garbage cans, town wide and ECR litter, 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.

# SeeClickFix Requests

Showing Results from 10/1/2021 to 11/1/2021

DTA: Days to Acknowledge    DTC: Days to Close    O&O: Open and Overdue

Category	Created	Ack	Closed
Trees	2	2	1
Pothole	1	1	1
Street Light	1	1	1
Street Sign	1	1	1
Other	1	1	1
<b>Totals</b>	<b>6</b>	<b>6</b>	<b>5</b>



**Creek Walk in Atherton Channel to remove large debris**



**Replaced broken street marker on Middlefield at Watkins**



**Before**



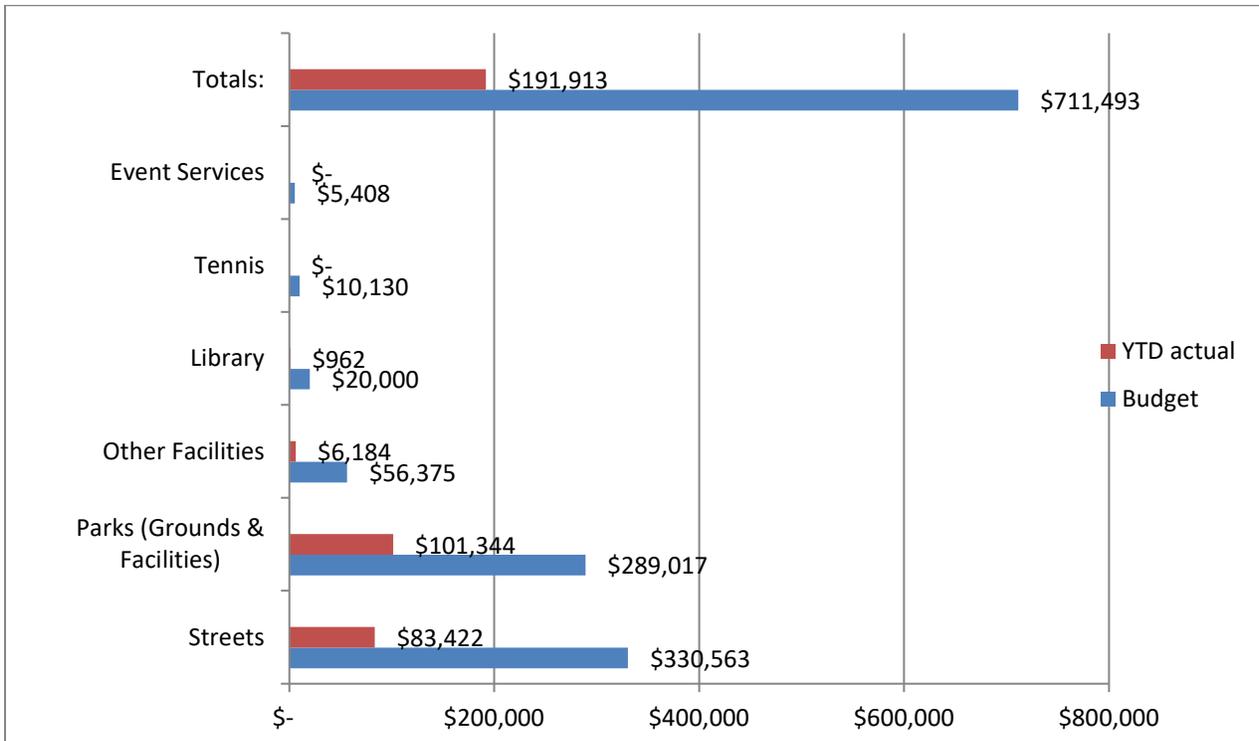
**After**

**Removed fallen tree from roadway in front of 195 Austin Avenue**



Town of Atherton  
MCE Corporation/Public Works Maintenance  
Rev. vs. Exp. Through October 2021

Short Code	Acct'g Code	Description	Budget Dollars	Actual Dollars	% used
A01	101-53-52031-053	Streets	\$ 330,563	\$ 83,422	25.24
A02	101-57-52031-057	Parks (Grounds & Fac.)	\$ 289,017	\$ 101,344	35.06
A03	101-59-52031-059	Other Facilities	\$ 56,375	\$ 6,184	10.97
A04	213-30-52031-000	Library	\$ 20,000	\$ 962	4.81
A05	101-58-52031-000	Tennis	\$ 10,130	\$ -	0.00
E06	101-58-52031-058	Event Services	\$ 5,408	\$ -	0.00
Totals:			\$ 711,493	\$ 191,913	26.97





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

**PARK & RECREATION COMMITTEE STAFF REPORT**

**TO: PARK AND RECREATION COMMITTEE**

**FROM: SALLY BENTZ, PARK MANAGER**

**DATE: NOVEMBER 3RD, 2021**

**SUBJECT: PARK GOINGS ON OCTOBER 2021**

**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.

- Posting day use permits weekly
- Report of spraying of weeds weekly
- The new lighting project started
- Two days of storm clean up
- Three trees failed and one large Redwood needed to be pruned due to the storm
- Drainage line was snaked near the baseball field
- Wire covers installed at each storm water drain
- The North Meadow parking lot was pumped after the storm
- Door handle company came out and we received a quote
- Started removing dead bushes in north meadow

**New and future planned projects:**

- Convert Playground restrooms from well water to potable water to avoid shutdown during irrigation failures.
- Repair the header boards at the Jennings Pavilion.
- Fix Jennings Pavilion handle
- Fix Carriage House stove
- Install irrigation and new screening shrubs at Gilmore House for screening
- Clean up the eucalyptus debris in the corp yard

**Tennis Numbers**

October Tennis Numbers:

Total Courts hours-354 (private plus clinic court use total- first full month of school)

Clinics: 19 unique clinics, 71 total hours of court use for clinics (several rain outs)

Lessons: 235 individual lessons

Events: 0

Clay Court Bookings: 2 hours

Total # of students: 121 unique students between private and clinics

**Storm damage**

A Willow tree failed and was removed.



A Hawthorne tree uplifted and had a heavy lean. It was removed.



A Cockspure Hawthorne fell over and was removed.



Several branches broke on the large Redwood tree near the Main House. WCA pruned the tree.



**Dead bushes are being removed at the North Meadow**



Before



After

**What came out of the drainage pipe when it was snaked. Flooding should be improved in this area.**



Storm prep



**New lighting has started being installed.**





## **Town of Atherton**

**Building Department  
150 Watkins Ave.  
Atherton, California 94027  
Phone: (650) 752-0560**

# **Community Services Monthly Report October 2021**

Submitted by:  
Interwest Consulting Group

**Town of Atherton  
Building Safety Inspections**

Construction and Permit Summary  
October 1, 2021 to October 31, 2021

	<b>Oct-21</b>	<b>Fiscal Year 2021-22</b>	<b>Fiscal Year 2020-21</b>
<b>Total Construction Valuation<sup>1</sup>:</b>	\$4,306,041	\$52,635,233	\$50,996,802

**REVENUE**

<b>Plan Check Fees Collected:</b>	\$29,522	\$134,130	\$63,226
<b>Permit Fees Collected:</b>	\$49,685	\$406,409	\$288,393
<b>Other Fees Collected:</b>	\$2,144	\$16,355	\$14,645
<b>TOTAL:</b>	<b>\$81,350</b>	<b>\$556,894</b>	<b>\$366,264</b>

**PLAN CHECK**

<b>Applications Received:</b>	<b>56</b>	<b>264</b>	<b>265</b>
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**PERMITS**

<b>Residential:</b>			
New Single Family Residential Permits Issued:	1	24	12
New Accessory Structures Issued:	13	75	103
Addition / Alteration Permits Issued:	4	40	35
Reroof / Water Well / Grading Permits Issued:	10	52	62
Plumbing/Mechanical/Electrical Permits Issued:	15	77	65
Demolition Permits Issued:	1	14	12
<b>Non-Residential:</b>			
New Permits Issued:	0	2	5
<b>TOTAL Permits Issued:</b>	<b>44</b>	<b>284</b>	<b>294</b>

<b>Total Open Permits as of 10/31/2021</b>	<b>1177</b>	<b>1104</b>
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**INSPECTIONS**

<b>Inspections Performed:</b>	<b>829</b>	<b>3,079</b>	<b>4,197</b>
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Footnotes:

<sup>1</sup>Valuation: For permitted projects during this period.

<sup>2</sup>Other.

**Town of Atherton  
Building Safety & Inspection**

**Planning Projects**

*October 1, 2021 to October 31, 2021*

	<b>This Month Activity</b>	<b>Fiscal Year to Date Activity</b>
Staff Level Reviews	24	132
Planning Commission Items	6	12

The Planning Commission held a regular meeting on September 22nd at which it took the following actions.

1. Approved a Variance at 50 Lilac Drive Atherton to allow for construction of a detached accessory building (garage) to have a reduced front yard setback.
2. Approved a Special Structures Permit at 358 Walsh Road to allow for a detached accessory building (garage) to have a reduced front yard setback.
- .
3. Approved a Special Structures Permit at 95 Mercedes Lane to allow for a detached accessory structure (sports court) to have a reduced front yard setback.
4. Approved a Special Structures Permit (SSP) at 86 Tallwood Court to allow for a detached accessory structure (sports court) to have a reduced front yard setback.
5. Accepted the 2021 School Master Plan Update (MPU) at 1000 El Camino Real (Menlo College).
6. Commissioners unanimously directed staff to request that the Town Attorney's office present a summary of SB9 and take Planning Commission input on the topic at either the December 2021 or January 2022 Planning Commission meeting.

The next regularly scheduled meeting of the Planning Commission is December 1, 2021

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**Arborist Activity Summary**

*October 1, 2021 to October 31, 2021*

	<b>Site Visits</b>			<b>Plan Review</b>
	Tree Removal	Inspections	Info. / Consu.	
<b>TOTAL</b>	9	26	4	57

## Town of Atherton Building Inspection & Plan Check

### Summary of New Single Family Residential Permits Issued by Month

Month	2021	2020	2019	2018	2017	2016
January	0	1	4	0	2	2
February	2	1	1	2	1	1
March	5	0	1	3	2	0
April	3	0	1	2	0	2
May	1	2	1	5	4	2
June	4	2	1	2	3	0
July	2	4	1	5	1	5
August	3	5	5	4	2	3
September	3	2	3	1	3	4
October	1	1	1	4	2	6
November		2	1	0	4	0
December		3	1	1	3	1
<b>Total New SFD Permits:</b>	<b>24</b>	<b>23</b>	<b>21</b>	<b>29</b>	<b>27</b>	<b>26</b>

### Plan Check Performance

*October 1, 2021 to October 31, 2021*

Project Type	Cycles	No of Plan Checks	Target **	Average Review Days	Overdue Plan Checks
Major Plan Check	1st Review	112	10	9	0
	Subsequent Rev.	79	5	4	0
Minor Plan Check	1st Review	12	3	3	0
	Subsequent Rev.	2	2	2	0
<b>Total Number of Plan Checks</b>		205			

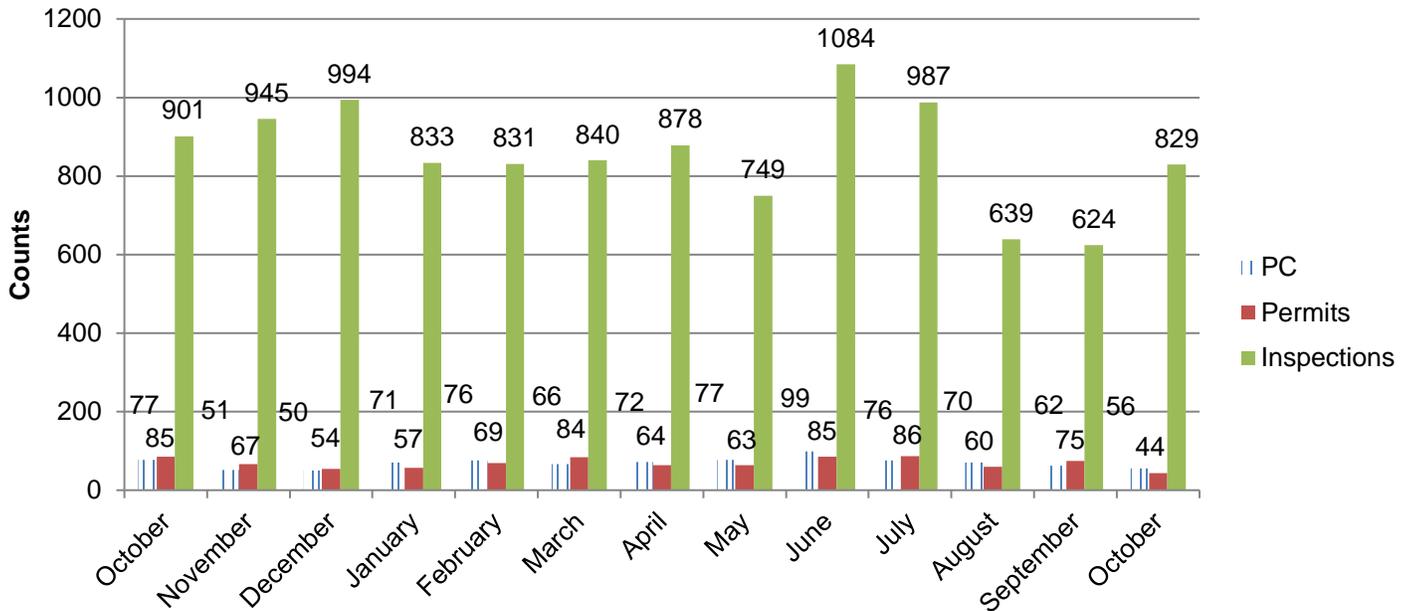
\*\* Target: in working days

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

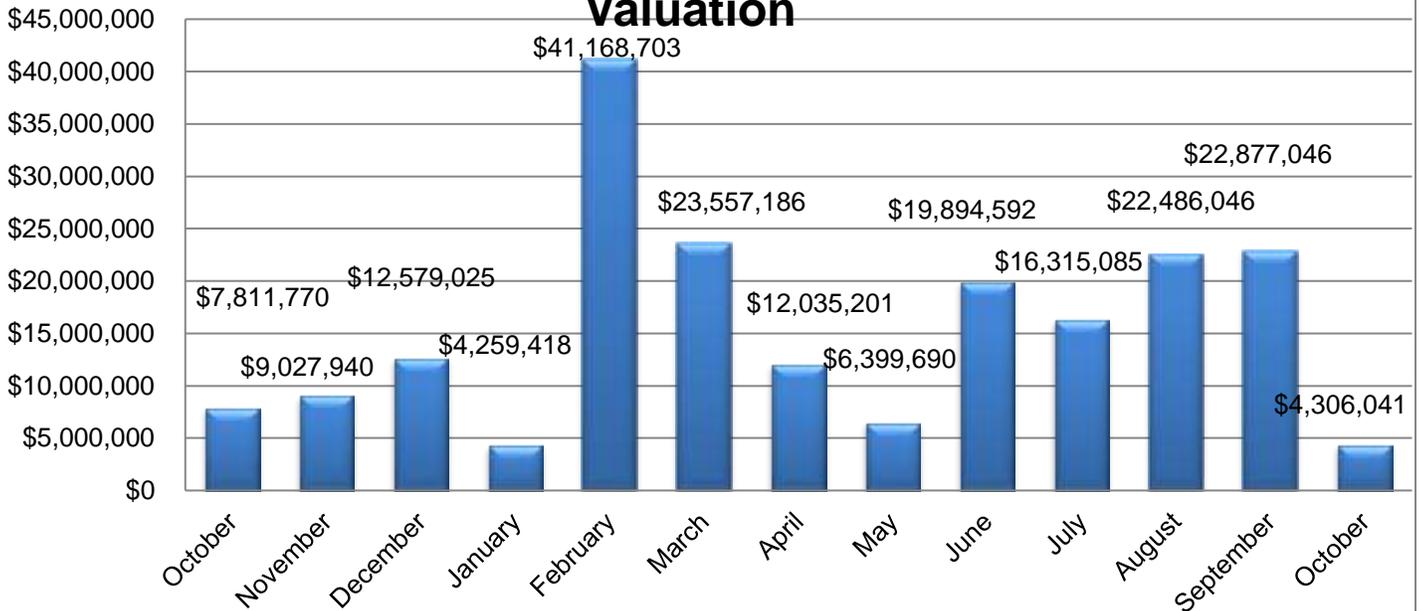
Minor Plan Check: Small additions, Reroof, Alterations, PV, Gates, Misc.

## Summary Graphs

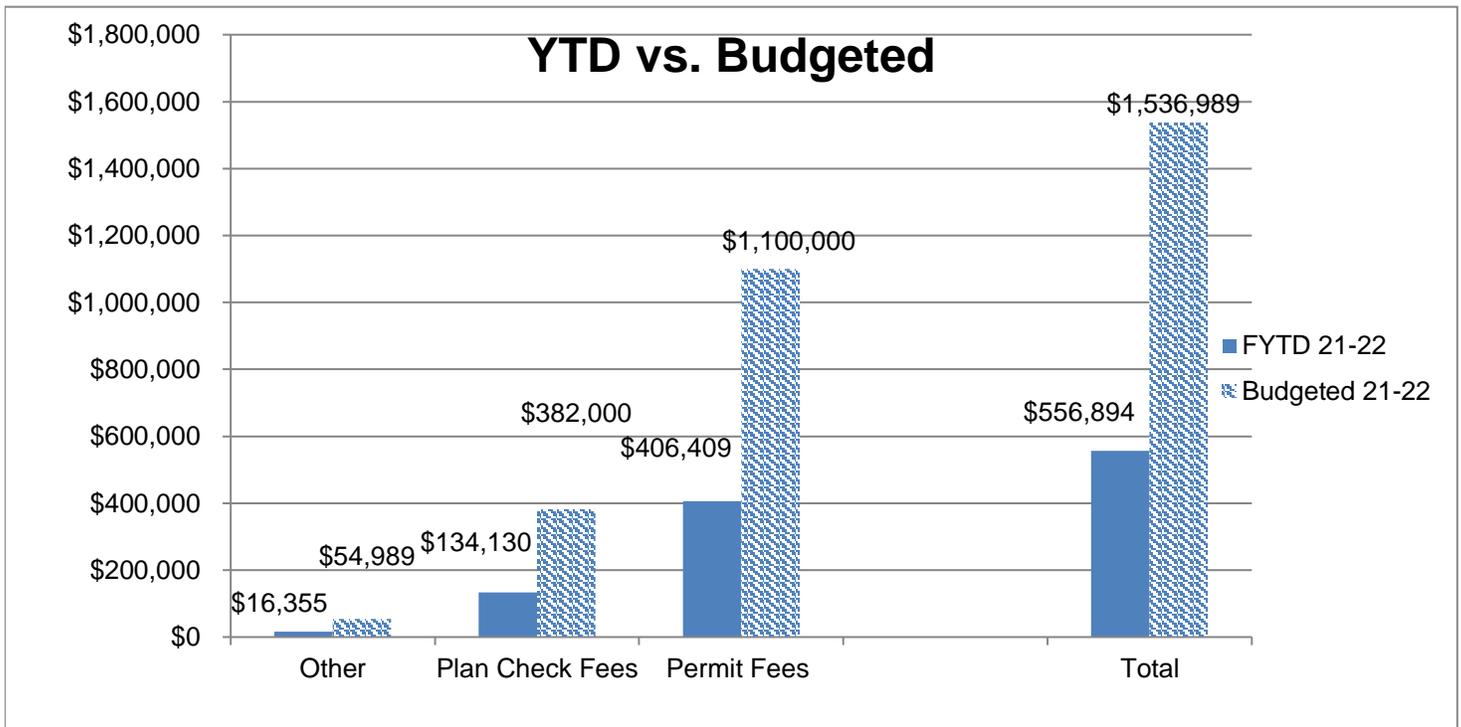
### Plan Checks, Permits, Inspections



### Valuation



## Summary Graphs



**Town of Atherton  
Building Safety & Inspection**

**Active Construction Time Limit Penalties**

*October 1, 2021 to October 31, 2021*

<i>Project Address</i>	<i>Issue Date</i>	<i>CTL Deadline</i>	<i>Adjusted CTL **</i>	<i>Penalties Pd.</i>	<i>Est. Completion</i>
<b>25 Isabella</b>	5/26/2016	5/22/2019		\$250K	Oct. 2021
NOTES: This project has not been finalized. Neighbor dispute. Owner trying to get a varaince on the height of good neighbor wall Under Planning Commissiom Review					
<b>91 Fleur</b>	9/8/2016	9/8/2019		\$250K	Jun-22
NOTES:					
<b>122 Hawthorne</b>	8/24/2017	8/24/2020	1/10/2021	\$250K	Dec. 2021
NOTES:					
<b>141 Tuscaloosa</b>	5/12/2017	5/12/2020	9/28/2020	\$340K *	June. 2022
NOTES:					
<b>50 Belbrook</b>	9/19/2017	9/19/2020	2/5/2021	\$250K *	Apr-22
NOTES:					
<b>78 Shearer</b>	10/19/2017	10/19/2020	3/7/2021	\$250K *	Oct. 2021
NOTES:					
<b>55 Camino Por Los Arb</b>	12/5/2017	12/5/2020	4/23/2021	\$30K *	June. 2022
NOTES:					
<b>195 Alta Vista</b>	10/19/2017	10/19/2020	3/7/2021	30K *	Oct. 2021
NOTES: <b>Permit Finaled.</b> Contractor getting full refund of \$30K. \$30K was subtracted from Total Penalties Deposited					

**Total Penalties Deposited:     \$1,620,000**

*NOTE: Penalties do not become revenue to the Town until all appeals have been exhausted.*

**\* Under new modified ordinance. Additional Penalty fees due**

**\*\* Covid-19 CTL adjustments due to shutdown.**