



## Item No. 4 Town of Atherton

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

**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**FROM:** GEORGE RODERICKS, CITY MANAGER  
**DATE:** FEBRUARY 16, 2022  
**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 February (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. 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.

The Town follows the requirements of the California Department of Public Health (CDPH) with respect to exposure, infection, and quarantine.

### ADMINISTRATION/CITY CLERK/FINANCE

#### ERAF - The State Saga Continues

The State's Department of Finance draft **Budget Trailer Bill** for 2002 includes language regarding the In-lieu Vehicle License Fee (VLF) shortfall which was released Wednesday evening. The County (and local agencies) worked with the State to craft proposed language to provide a

mechanism to reimburse counties/cities, in a timely manner, when the sources designated in the statute for paying the state's VLF obligation (i.e., ERAF and ad valorem property tax of non-basic aid school districts) are insufficient. These non-basic aid school districts receive funds up to their Local Control Funding Formula limit, from the State, regardless of how much of their local taxes are used by the State to pay its VLF obligations.

The State's proposed draft *changes the law* to eliminate the current provision which specifies that excess ERAF returned to local taxing agencies shall not be impacted by the State's VLF obligations. This change is not consistent with the County's proposal, and essentially *requires counties and cities to pay for the State's VLF obligations using money that the local taxing agencies are already entitled to receive*. The proposed language does not make counties and cities whole for the State's VLF obligations.

This language, if enacted in its current form, will have a substantial negative impact on the amount of excess ERAF returned to the local taxing agencies. Redirecting excess ERAF from local taxing agencies to fund the State's VLF obligation is contrary to the 2004 budget compromise that established the current system and could raise potential constitutional issues.

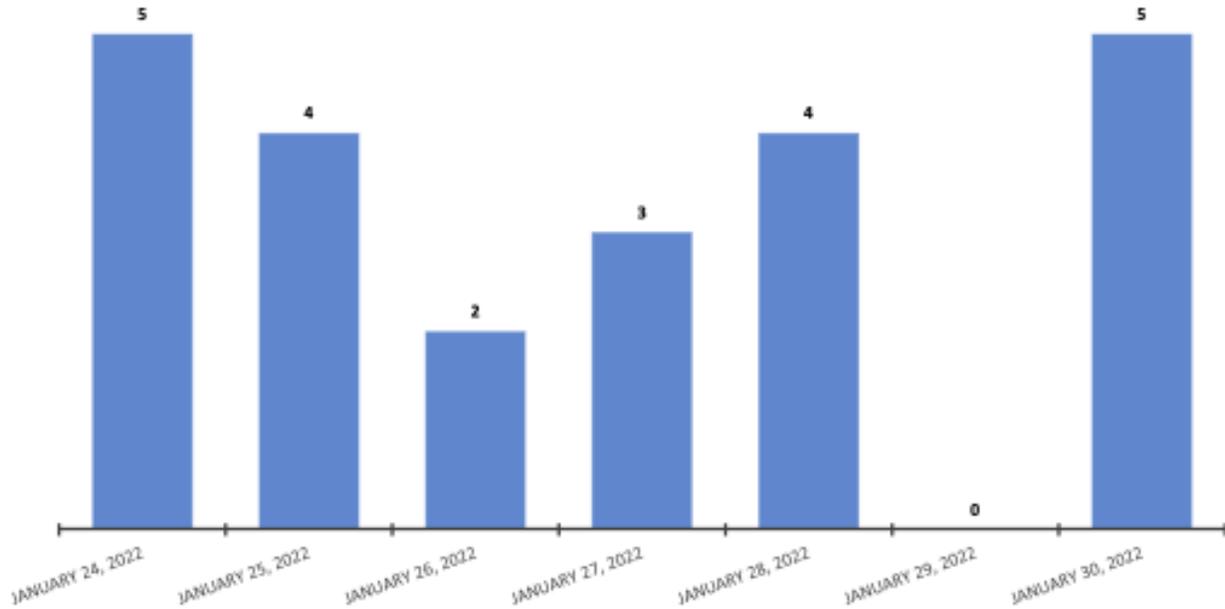
The County is working with its legislative advocates to respond to this draft language, which is not expected to be final until June. The County's Legislative Officer will be in touch with further information to help coordinate efforts among the impacted taxing agencies to oppose the current proposal.

This is simply another example of why we continue to press to budget ERAF conservatively and as one-time revenue. No matter how much the Town receives in any given year it is always subject to the State Legislature as they try and retain some or all it for State use instead of returning it to local agencies from whence it came.

### **Surf Air Report**

The San Carlos Airport currently has an average of 3.12 Scheduled Charter aircraft arrivals per day, calculated from October 1, 2021.

**San Carlos Airport  
Scheduled Charter Arrivals Per Day  
Week of January 30, 2022**



**BUILDING/PLANNING**

**Monthly Report**

See attached Monthly Report.

**Next Steps in Housing Element Update – Timeline**

- Feb 2022 – City Council Meeting – Sites/Strategies for RHNA/Continued
- Mar 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 2022 - Council Meeting - Review of Draft Housing Element; Authorize Transmittal to State Housing & Community Development (HCD)
- Jun - Aug 2022 - 90 Day Review/HCD
- Jun 2022 - Planning Commission review/recommendations for Zoning Amendments (if needed)
- Jul 2022 - Council Meeting - Adopt Zoning Amendments (if needed)
- Sep 2022 - Revise Housing Element/Respond to HCD Comments
- Oct 2022 - Planning Commission Recommendation of Adoption of Housing Element
- Nov 2022 - Council Adoption of Housing Element

- Nov 2022 - Submission of Housing Element to HCD
- Jan 2023 - Housing Element Certified by HCD

## **PUBLIC SAFETY**

### **Community Safety Meeting - Thursday, February 17 @ 6 pm**

The Police Department is hosting a Community Safety Meeting (via Zoom) on February 17 from 6 pm to 8 pm. Burglary suppression continues to be high priority for the Police Department and our officers take these continuing incidents personally. They are going above and beyond trying to find ways to thwart these incidents and are collaborating at all levels locally, regionally, and at the State and Federal levels as well. They are reaching out to neighborhood groups to facilitate Watch meetings, encourage hardening home targets, connecting cameras, setting alarms, and educating our residents about Crime Prevention through Environmental Design.

### **Monthly Report**

See attached Monthly Report.

## **PUBLIC WORKS**

### **Park and Recreation - Donation Policy**

The Park and Recreation Committee is still working on the Park Donation Policy for recommendation to the City Council. It will return to the Committee at their March 2 Meeting for consideration of recommendation to Council.

### **Facility Fees Review**

A Subcommittee of the Park and Recreation Committee is reviewing rental prices and the Town's fee schedule. This will return to the Committee in March for consideration of recommendation to the City Council.

### **Pickle Ball @ the Park**

At the February Park and Recreation Committee the Committee heard public comment regarding conversion of a tennis court to a pickle ball court. The Chair added the discussion to the March Committee meeting for discussion. Staff is looking into what it takes to convert a court - it may not be anything at all to do so. I also directed staff to look into the possibility of removing the old, deteriorating handball court behind the tennis courts and converting that space into a stand-alone pickle ball court.

### **Tennis Reservation Times (30-minutes, 1-hour, 1.5-hour)**

In light of recent public comment on this issue, staff is investigating it further to determine if changes can/should be made to the reservation system and/or if adjustments to the Player Capital

contract would be required to accommodate the change. Staff will engage the Park and Recreation Committee (along with Player Capital) for feedback before making any changes.

### **Monthly Report**

See attached Monthly Report.

### **AD HOC SUBCOMMITTEE UPDATES**

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

The Bid Close Date was January 12 @ 2 pm. One bid was received. Staff is meeting with the vendor to discuss scope revisions to more accurately reflect the direction of the Council. If discussions are successful, staff will return to the Council with a recommendation for award (Tentative March).

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

No Updates.

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

No Updates.

#### **Multi-Jurisdictional Stanford Subcommittee (Lewis/Hawkins-Manuelian)**

No Updates.

#### **COVID-19 Restart Subcommittee (Polito/Widmer)**

No Updates.

#### **Surf Air Subcommittee (Widmer/Polito)**

No Updates.

#### **Naming/Donor Plaque Recognition Ad Hoc Subcommittee (DeGolia/Widmer)**

No Updates.

#### **Refuse Services Ad Hoc Subcommittee (Widmer/DeGolia)**

No Updates. This Subcommittee will convene in February for a Calendar Year End review of 2021.

**Town Center Landscape Review Ad Hoc Subcommittee (Lewis/DeGolia)**

No Updates. This Subcommittee will reconvene following final landscape installation at the Town Center.

**Donor Wall Design Ad Hoc Subcommittee (Lewis/Hawkins-Manuelian)**

No Updates. The Subcommittee has identified some large slab material that will work well for the wall. WRNS will review samples from the vendor and begin work of preparing final specifications for installation.

**Grand Opening Ad Hoc Subcommittee (Lewis/Hawkins-Manuelian)**

No Updates. This Subcommittee (and a Subcommittee of the Library) has begun to meet to discuss Grand Opening plans, develop a final budget, and prepare a presentation to the Council for approval.

**Leaf Blower Ad Hoc Subcommittee (Widmer/Hawkins-Manuelian)**

No Updates.

A Poll is hosted on the Town's website gathering feedback on the proposed revisions in advance of the meeting. Staff is finalizing an Ordinance scheduled for Introduction and 1st Reading at the February Regular Meeting.

**Cafe RFP Review Ad Hoc Subcommittee (Polito/Lewis)**

The **Cafe RFP has been released**. Bids are due back March 15

**ATTACHMENTS**

Police Department Report  
Public Works Department Report  
Community Services Department Report

**POLICE DEPARTMENT**

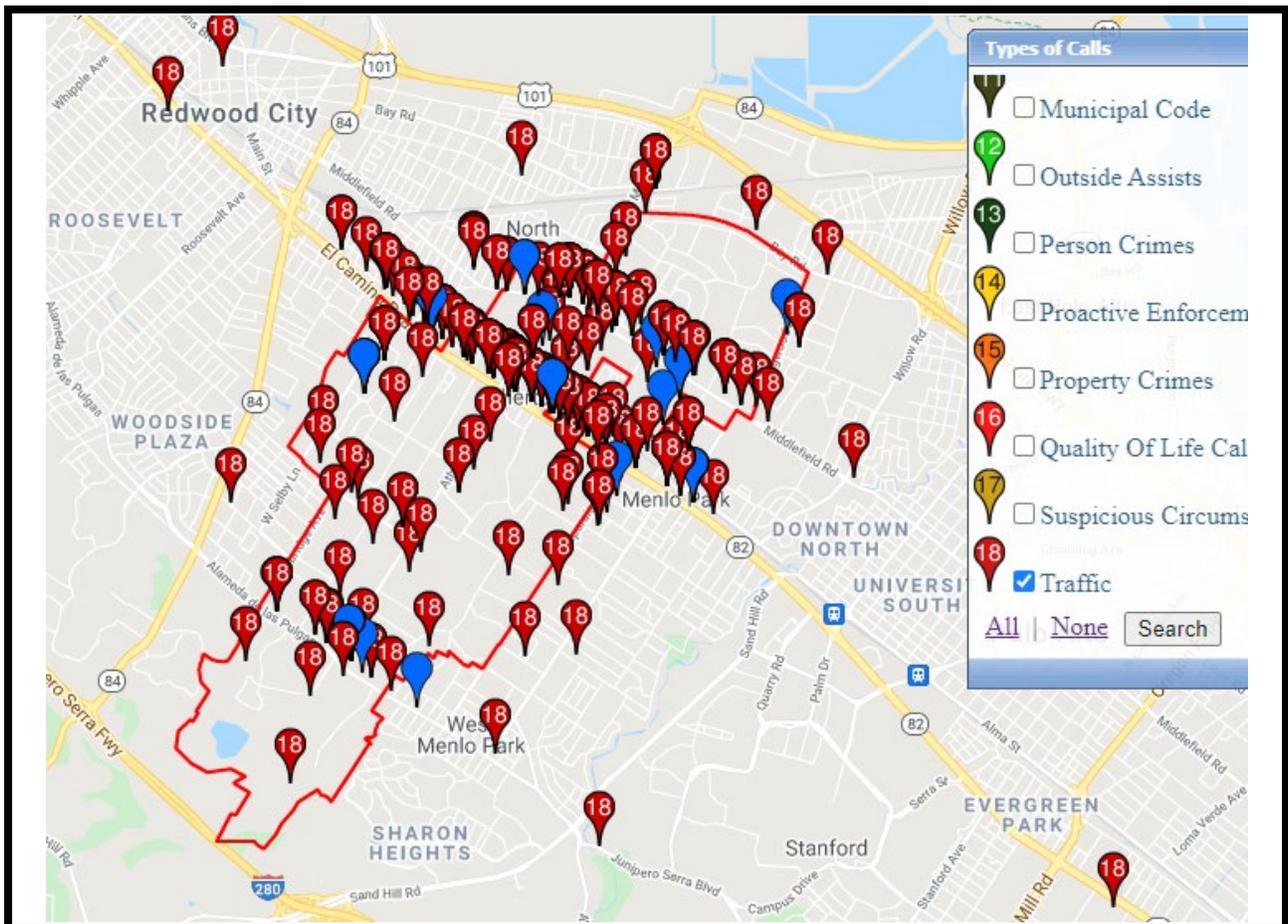
**Police Activity**

There were 49 investigations for the month of January. 23 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, possession of narcotics, possession of drug paraphernalia, possession of a stolen vehicle, possession of marijuana for sale, burglary tools, public intoxication, possession of stolen property, and resist/delay a police officer.

Of the 1,904 total police incidents for the month of January, 1,288 were officer-initiated incidents, which resulted in 280 citations being issued for vehicle code and other violations. Officers initiated 1,018 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.

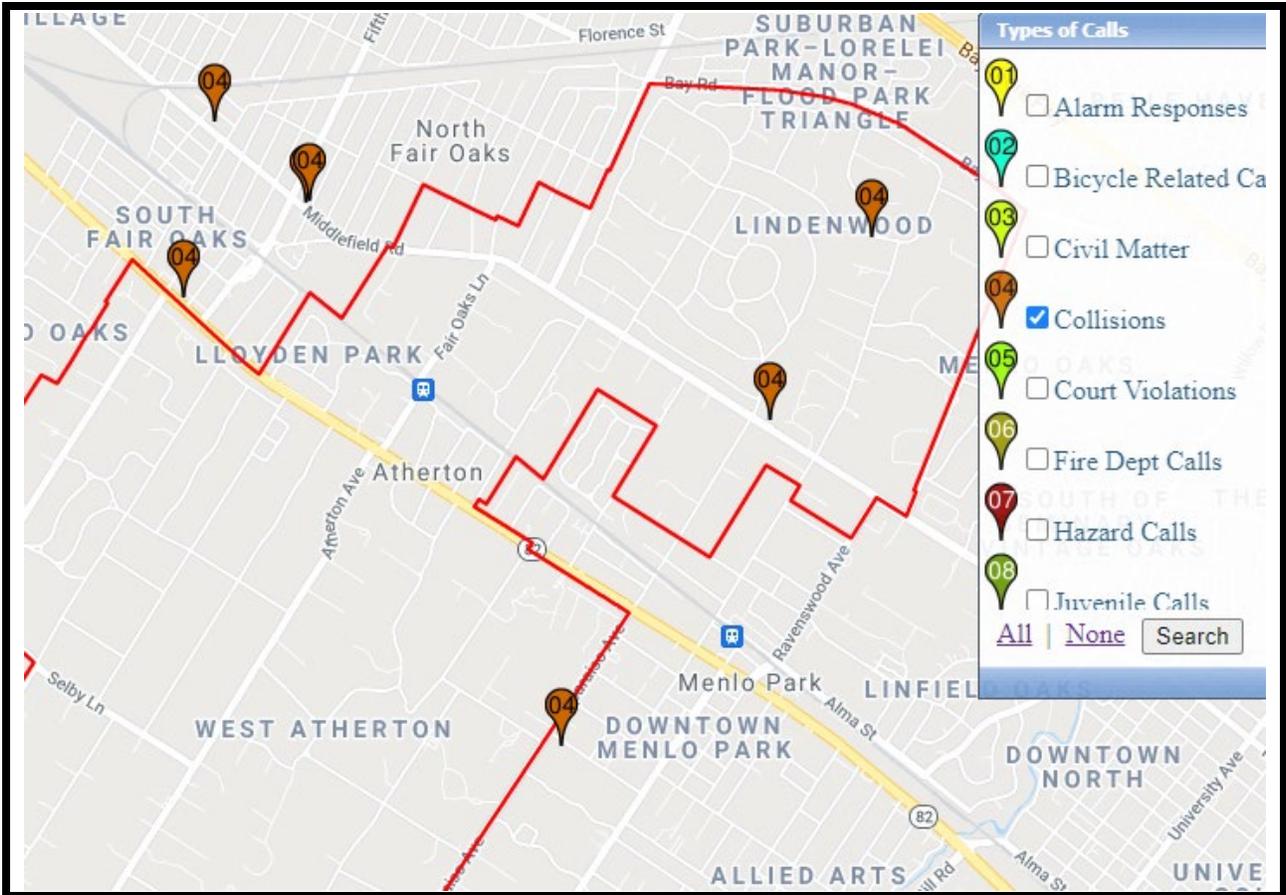
**Traffic Incidents**

Overall, there were 322 traffic incident locations, some with multiple stops, for January. The map below indicates the locations of the incidents for this reporting period.



**Traffic Collisions**

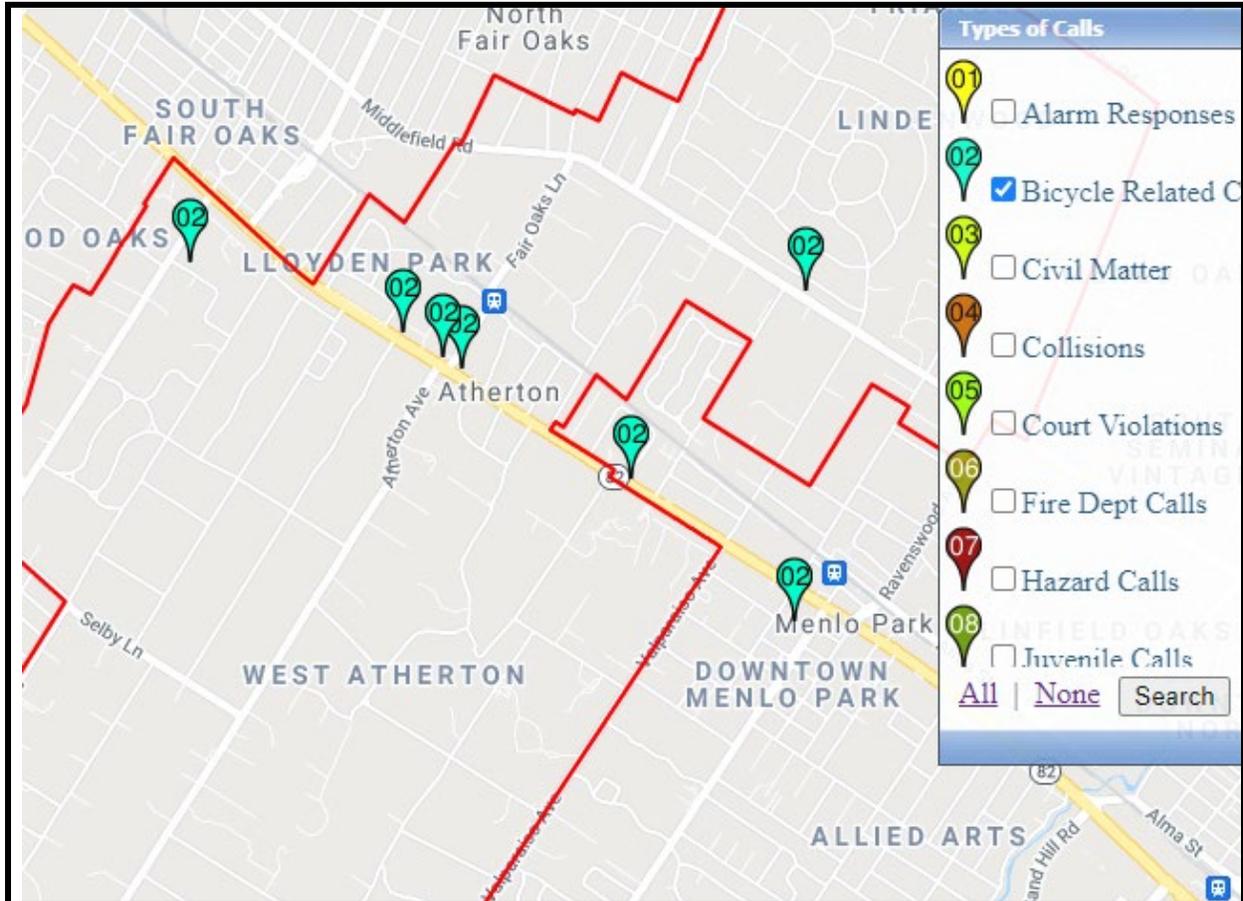
There were 10 collision locations in January. The map below indicates the locations of the incidents for this reporting period. Three of the incidents were not shown on the map due to their location.



**Bicycle Traffic Stops**

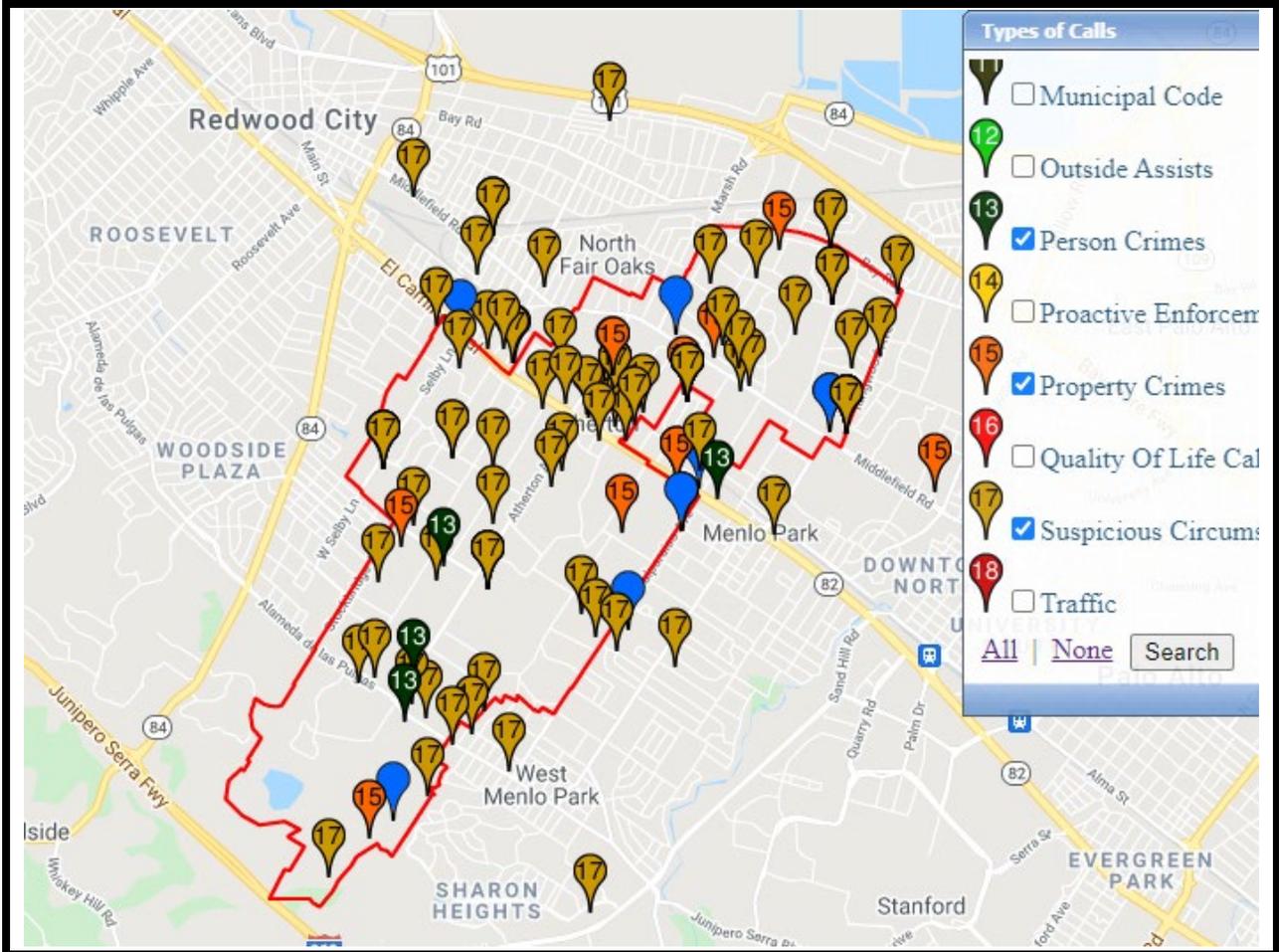
There were 7 bicycle stop incidents initiated for improper lighting (x5) and stop sign violations (x2).

These stops resulted in 7 verbal warning.



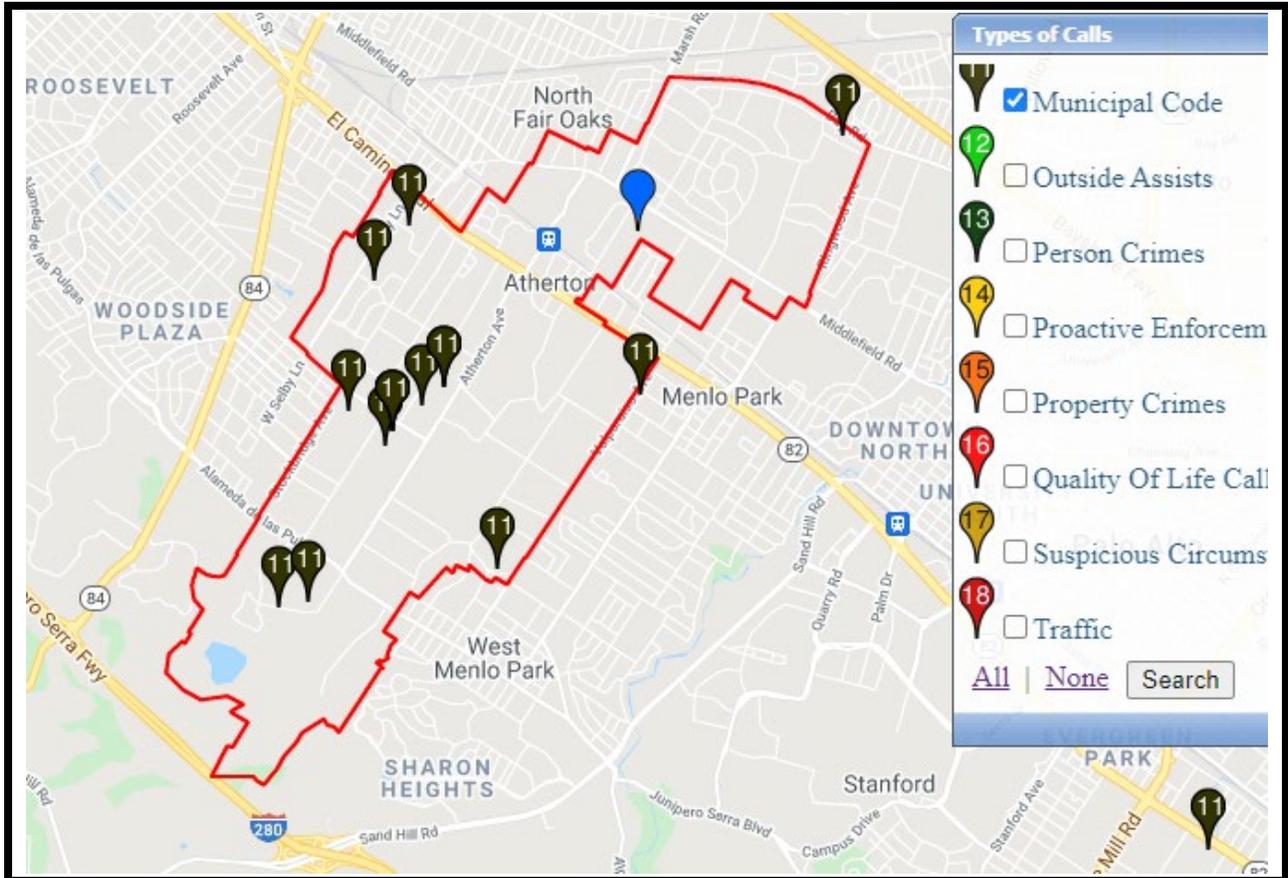
**Criminal Activity and Suspicious Circumstances**

The Department responded to 119 locations (some locations multiple times) for property crimes (19), person crimes (6), and incidents of suspicious circumstances (98).



**Municipal Code Violations**

The Department responded to 17 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 54 incidents during this reporting period, 43 of which were security checks and foot patrols by officers. The other incidents were for suspicious vehicles, traffic stops, ordinance violations, and alarms.

**Premise Watch**

Officers completed 391 House/Vacation checks during the month of January.

# ATTACHMENT 1

## School Incidents

Officers responded to 330 school incidents during this reporting period. These incidents were almost exclusively officer-initiated security checks. Incidents of note were:

- Multiple trespassers on campuses
- On 01/19, a sexual offense was investigated and settled at the scene.
- On 01/24, a parent created a disturbance on campus because they were upset the school filed a CPS report.
- On 01/27, a missing person was located on campus and removed from the missing and unidentified persons system.

School	Type	J	F	M	A	M	J	J	A	S	O	N	D	Total
<i>Encinal</i>	Other	11	1	2	5	3	4	5	3	2	-	9	4	49
	Security	46	31	44	33	33	23	29	47	53	52	53	67	511
	Traffic	4	1	1	-	-	1	2	6	7	2	1	3	28
<i>Knox School</i>	Other	-	-	-	-	-	-	-	-	-	-	-	-	-
	Security	-	-	-	-	-	-	-	-	-	-	-	-	-
	Traffic	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Las Lomitas</i>	Other	8	2	6	-	-	2	2	1	3	4	6	3	37
	Security	35	39	39	35	35	26	37	52	42	44	49	57	490
	Traffic	2	-	2	-	1	1	-	2	6	2	-	2	18
<i>Laurel</i>	Other	4	1	2	7	-	-	5	1	-	2	2	1	25
	Security	16	20	39	32	32	14	21	31	18	20	18	27	288
	Traffic	2	-	-	-	-	-	-	1	-	-	-	-	3
<i>M-A HS</i>	Other	26	1	9	22	14	8	5	6	21	32	47	24	215
	Security	39	51	47	41	36	18	43	81	79	74	49	72	630
	Traffic	3	-	-	1	-	-	-	17	9	3	-	2	35
<i>Menlo College</i>	Other	9	3	6	4	5	4	2	14	5	7	4	5	68
	Security	55	35	33	36	25	24	35	50	49	38	49	59	488
	Traffic	1	5	9	3	2	7	5	5	2	4	-	2	45
<i>Menlo School</i>	Other	5	-	1	2	9	-	4	4	6	1	9	11	52
	Security	11	8	9	9	14	10	11	23	12	16	12	23	158
	Traffic	-	-	1	1	-	-	-	2	2	-	-	-	6
<i>Sacred Heart</i>	Other	8	3	7	8	6	6	2	3	5	1	6	8	63
	Security	-	5	5	7	4	6	2	7	3	5	-	3	47
	Traffic	-	1	-	1	-	-	-	2	-	-	-	-	4
<i>Adelante Selby</i>	Other	4	2	-	-	1	4	4	1	4	1	3	1	25
	Security	41	38	42	49	35	37	43	53	50	46	56	62	552
	Traffic	-	-	1	4	4	-	-	4	5	3	-	-	21
<b>Total</b>		<b>330</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>373</b>	<b>436</b>	<b>3,734</b>

# ATTACHMENT 1

## Response Times

In general, there are 3 types of *Calls for Service* from the Police Department. In order of priority: High, Medium, and Low.

**High Priority** calls are in-progress events where persons or high-value property are in immediate danger and requires a multiple officer response. This is a lights and siren response to a crime in progress, injury collision, or medical emergency.

**Medium Priority** calls are in-progress events without an immediate danger to persons or property. Multiple officers may be necessary for these calls. These calls take precedence over all other calls for service and require an immediate police response (non-lights and siren), but the incident may not be in progress. The most common medium priority calls are burglary, robbery, sexual assault, and residential burglary alarm activations. The latter is the most frequent call in Atherton.

**Low Priority** calls are other calls for service. Events that may no longer be in-progress, so immediate response is not as urgent. Normally requires a single officer. Officers may or may not be immediately dispatched to these calls. Low priority calls are dogs off leash the Park, parking violations, construction noise or activity, and follow-up police reports.

For the current reporting period, there were 2 High Priority calls for service. The average response time for these calls was 1 minutes and 16 seconds (response time goal is 4 minutes or less).

For the current reporting period, there were 178 Medium Priority calls for service. The average response time for these calls was 4 minutes and 46 seconds (response time goal is 6 minutes or less).

For the current reporting period, there were 296 Low Priority calls for services. The average response time for these calls was 9 minutes and 4 seconds (response time goal is 8 minutes or less).

Response times are calculated from the time the call is dispatched until the time the officer arrives on the scene. The table below depicts the Department's **Medium Priority** response times for the past 6 months.

MONTH	YEAR	RESPONSE TIME
December	2021	3:59
November	2021	5: 08
October	2021	4:39
September	2021	3:48
August	2021	4:38
July	2021	5:37

## Total Training Hours for January 2022 – 88 HOURS

NAME	TRAINING/HOURS	DATES
Romero	Red Dot Pistol/16 Hours	Jan. 21-22
Patel	Interview & Interrogation/24 Hours	Jan. 25-27
Trudeau	Interview & Interrogation/24 Hours	Jan. 25-27
Romero	High Risk K9 Deployment/24 Hours	Jan. 31-Feb. 2

# ATTACHMENT 1

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
January	1,288	280
December	1,778	286
November	1,443	333
October	1,610	396
September	1,390	405
August	1,662	435

## Code Enforcement Activity Report

### Summary:

	Activity	Total for Month	Year to Date (From 01/01/2022)
1.	Opened Cases	6	6
2.	Resolved/Closed Cases	2	2
3.	Cases Pending	4	4
4.	Written/Formal Notices Issued	0	0
5.	Citations Issued	0	0
6.	Amount in Citations	\$ 0	\$ 0

During the month of January, there were five (5) Code Enforcement complaints opened that merited opening cases for further investigation. One (1) specific case was a public relations case where CE acted as a liaison between property owners to resolve a shared fencing issue. Those incidents included but were not limited to: construction parking, construction hours, right-of-way encroachments or obstructions, debris in the right-of-way, overgrown vegetation, animal related nuisances, dead or dangerous trees, and TPZ violations.

Code Enforcement staff researched and submitted a proposal for new Code Enforcement software (to be reviewed March 2022).

## Traffic Complaints

The Atherton Police Department received no traffic complaints from residents during the month of January.

## Covid-19 Incidents

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

**Public works update –January 2022**

- Sweep contracted monthly streets:

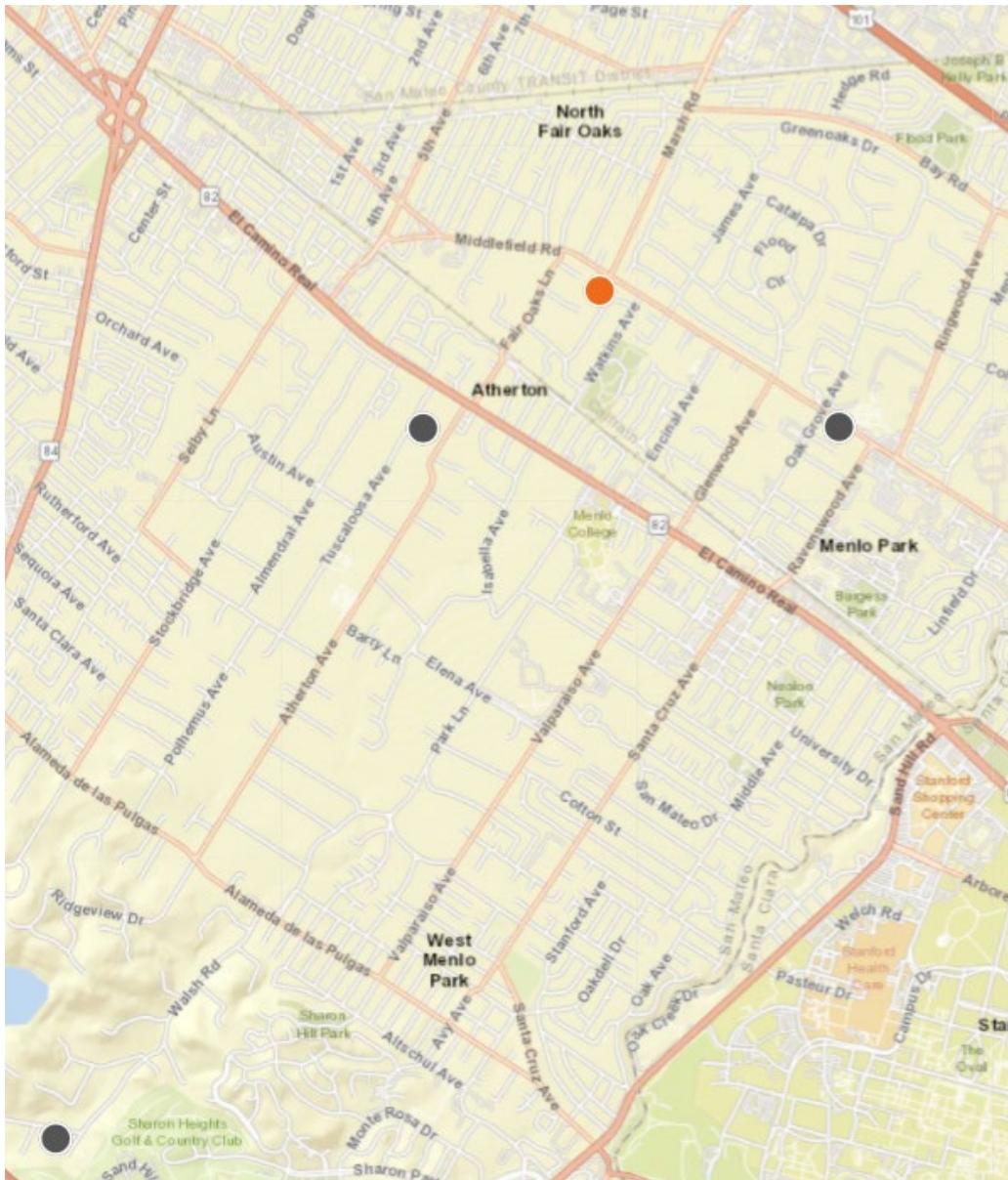
December	135 Miles	24.0 cu. Yards	6.0 tons
January	140 Miles	30.0 cu. Yards	6.0 tons
  
- January Service requests –
  - Filled pothole northbound Alameda de las Pulgas (Between Polhemus Avenue and Stockbridge Avenue)
  - Filled pothole near 225 Alameda de las Pulgas
  - Installed whiteboard in admin office
  - Enhanced covid-19 cleaning at PD (4 occurrences)
  - Enhanced covid-19 cleaning at Permit Center/Admin (2 occurrences)
  - Electrostatic spraying enhanced covid-19 cleaning at PD common areas and patrol vehicles
  - Cleared organic debris from roadway in front of 80 Fair Oaks Lane
  - Filled potholes southbound Selby Lane, near 270 Selby Lane
  - Built and installed pedestal for dispatch lockers at PD
  - Filled pothole near intersection on Mulberry Lane/Atherton Avenue
  - Repaired streetlight outage in front of 230 Catalpa Drive
  - Installed privacy window film along second floor windows/offices and first floor offices
  
- 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
- Storm drain inlet checked and cleared after rain events
- Weed removal from El Camino Real
- Train station organic debris clean up
- 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 1/1/2022 to 2/1/2022

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

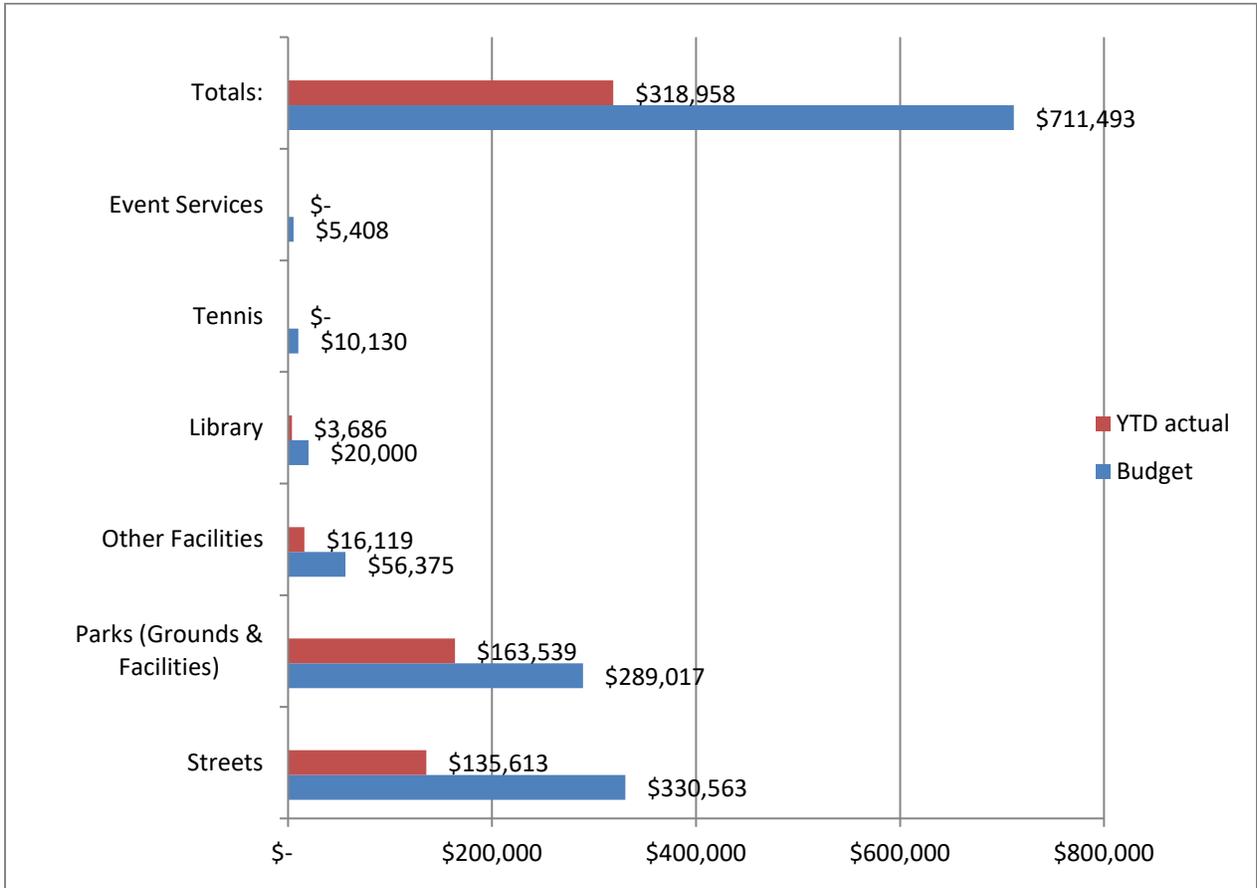
Category	Created	Ack	Closed
Other	2	1	1
Illegal Dumping	1	0	1
Traffic Signal	1	1	1
<b>Totals</b>	<b>4</b>	<b>2</b>	<b>3</b>



## ATTACHMENT 2

Town of Atherton  
MCE Corporation/Public Works Maintenance  
Rev. vs. Exp. Through January 2022

Short Code	Acct'g Code	Description	Budget Dollars	Actual Dollars	% used
A01	101-53-52031-053	Streets	\$ 330,563	\$ 135,613	41.02
A02	101-57-52031-057	Parks (Grounds & Fac.)	\$ 289,017	\$ 163,539	56.58
A03	101-59-52031-059	Other Facilities	\$ 56,375	\$ 16,119	28.59
A04	213-30-52031-000	Library	\$ 20,000	\$ 3,686	18.43
A05	101-58-52031-000	Tennis	\$ 10,130	\$ -	0.00
E06	101-58-52031-058	Event Services	\$ 5,408	\$ -	0.00
Totals:			\$ 711,493	\$ 318,958	44.83





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

**PARK & RECREATION COMMITTEE STAFF REPORT**

**TO: PARK AND RECREATION COMMITTEE**  
**FROM: SALLY BENTZ, PARK MANAGER**  
**DATE: FEBRUARY 2ND, 2022**  
**SUBJECT: PARK GOINGS ON JANUARY 2022**

**REGULAR STAFF**

For the month of January, 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
- Infield of baseball field re-sodded
- Gilmore House power washed
- Donated memorial bench installed
- Aerated and fertilized 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.
- Replace Carriage House cooktop
- Install AC/Heat unit at Carriage House
- Fence large Oak tree

**Tennis Numbers**

January Tennis Numbers:

Total Courts hours-299 (private plus clinic court use total)

Clinics: 5 unique clinics, 10 total hours of court use for clinics

Lessons: 155 individual lessons

Events: 0

Clay Court Bookings: 6 hours

Total # of students: 128 unique students between private and clinics

**Infield at baseball field was re-sodded**



**Gilmore House powerwashed**



**Memorial Bench installed**



**Aerated and fertilized North Meadow**





## **Town of Atherton**

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

# **Community Services Monthly Report January 2022**

Submitted by:  
Interwest Consulting Group

**Town of Atherton  
Building Safety Inspections**

**ATTACHMENT 3**

Construction and Permit Summary  
January 1, 2022 to January 31, 2022

	<b>Jan-22</b>	<b>Fiscal Year 2021-22</b>	<b>Fiscal Year 2020-21</b>
<b>Total Construction Valuation<sup>1</sup>:</b>	\$5,383,353	\$87,468,100	\$76,863,185

**REVENUE**

<b>Plan Check Fees Collected:</b>	\$55,312	\$244,283	\$199,486
<b>Permit Fees Collected:</b>	\$54,083	\$636,338	\$604,506
<b>Other Fees Collected:</b>	\$4,945	\$37,545	\$32,647
<b>TOTAL:</b>	<b>\$114,340</b>	<b>\$918,166</b>	<b>\$836,639</b>

**PLAN CHECK**

Applications Received:	72	439	465
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**PERMITS**

<b><u>Residential:</u></b>			
New Single Family Residential Permits Issued:	1	29	23
New Accessory Structures Issued:	15	123	160
Addition / Alteration Permits Issued:	3	56	71
Reroof / Water Well / Grading Permits Issued:	8	71	84
Plumbing/Mechanical/Electrical Permits Issued:	16	131	111
Demolition Permits Issued:	0	15	19
<b><u>Non-Residential:</u></b>			
New Permits Issued:	0	2	8
<b>TOTAL Permits Issued:</b>	<b>43</b>	<b>427</b>	<b>476</b>

<b>Total Open Permits as of 1/31/2022</b>	<b>1141</b>		<b>1122</b>
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**INSPECTIONS**

Inspections Performed:	848	5,682	6,969
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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**

*January 1, 2022 to January 31, 2022*

	<b>This Month Activity</b>	<b>Fiscal Year to Date Activity</b>
Staff Level Reviews	37	195
Planning Commission Items	4	18

The Planning Commission held a regular meeting on January 26th at which it took the following actions.

1. Approved a Special Structures Permit (SSP) at 293 Stockbridge Avenue to allow for a detached accessory building (carport) to have a reduced front yard setback.
2. Denied a Heritage Tree Removal Permit (HTR) at 1 Elm Place to allow for the removal of three (3) heritage redwood trees.
3. Continued to the February 23, 2022 Planning Commission meeting, consideration for a recommendation to the City Council for amendments to repeal and replace Chapter 8.14 "Historical Artifacts" and retitle to "Historical Preservation" of the AMC to allow staff to bring back more data and information for Commission review.
4. Recommended City Council approval for amendments to the Atherton Municipal Code establishing an Ordinance for regulations and objective standards for urban lot splits and development projects pursuant to Senate Bill 9.

The next regularly scheduled Planning Commission meeting will be held on February 23, 2022.

**Arborist Activity Summary**

*January 1, 2022 to January 31, 2022*

	<b>Site Visits</b>			
	Tree Removal	Inspections	Info. / Consu.	Plan Review
<b>TOTAL</b>	N/A	N/A	N/A	N/A

**Town of Atherton  
Building Inspection & Plan Check**

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

Month	2022	2021	2020	2019	2018	2017
January	1	0	1	4	0	2
February		2	1	1	2	1
March		5	0	1	3	2
April		3	0	1	2	0
May		1	2	1	5	4
June		4	2	1	2	3
July		2	4	1	5	1
August		3	5	5	4	2
September		3	2	3	1	3
October		1	1	1	4	2
November		3	2	1	0	4
December		1	3	1	1	3
<b>Total New SFD Permits:</b>	<b>1</b>	<b>28</b>	<b>23</b>	<b>21</b>	<b>29</b>	<b>27</b>

**Plan Check Performance**

*January 1, 2022 to January 31, 2022*

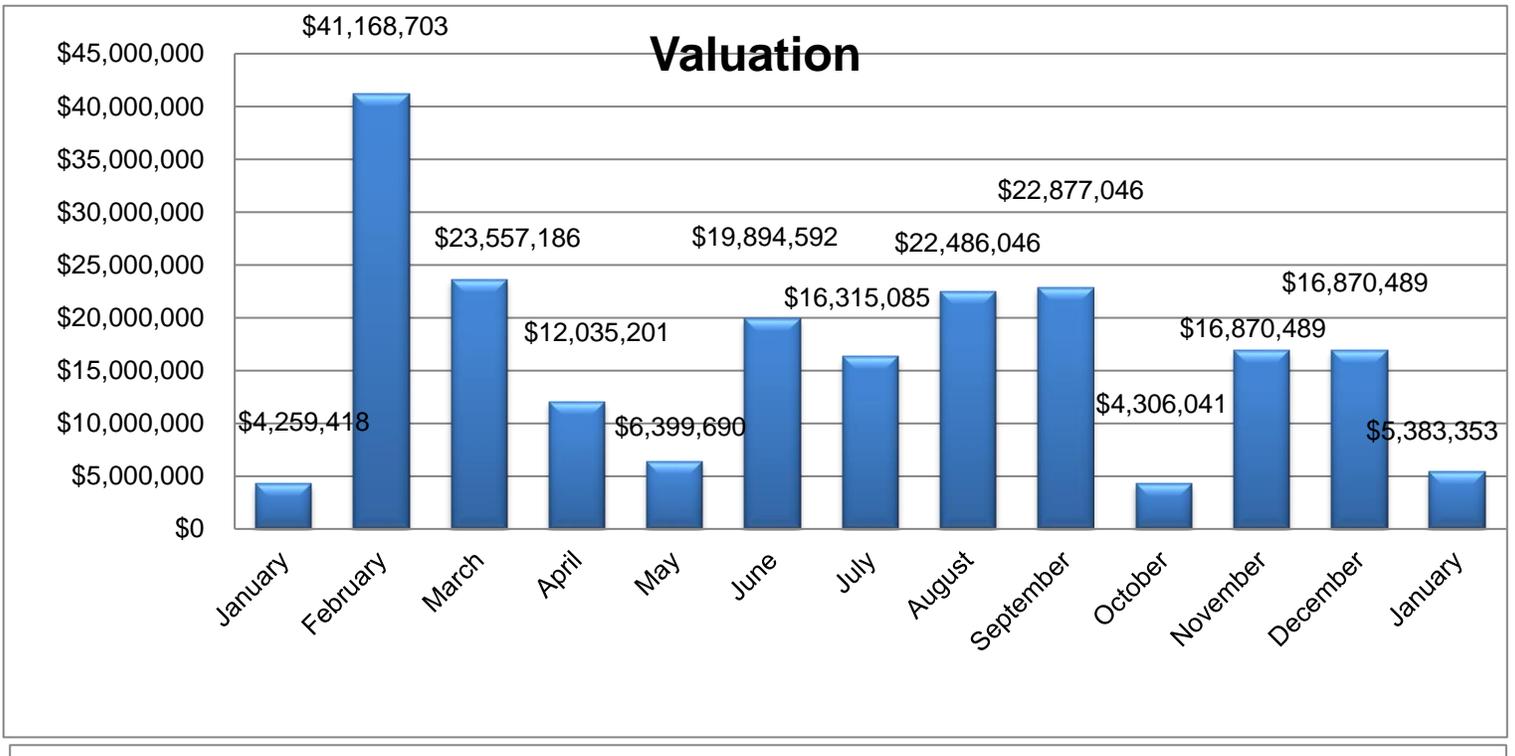
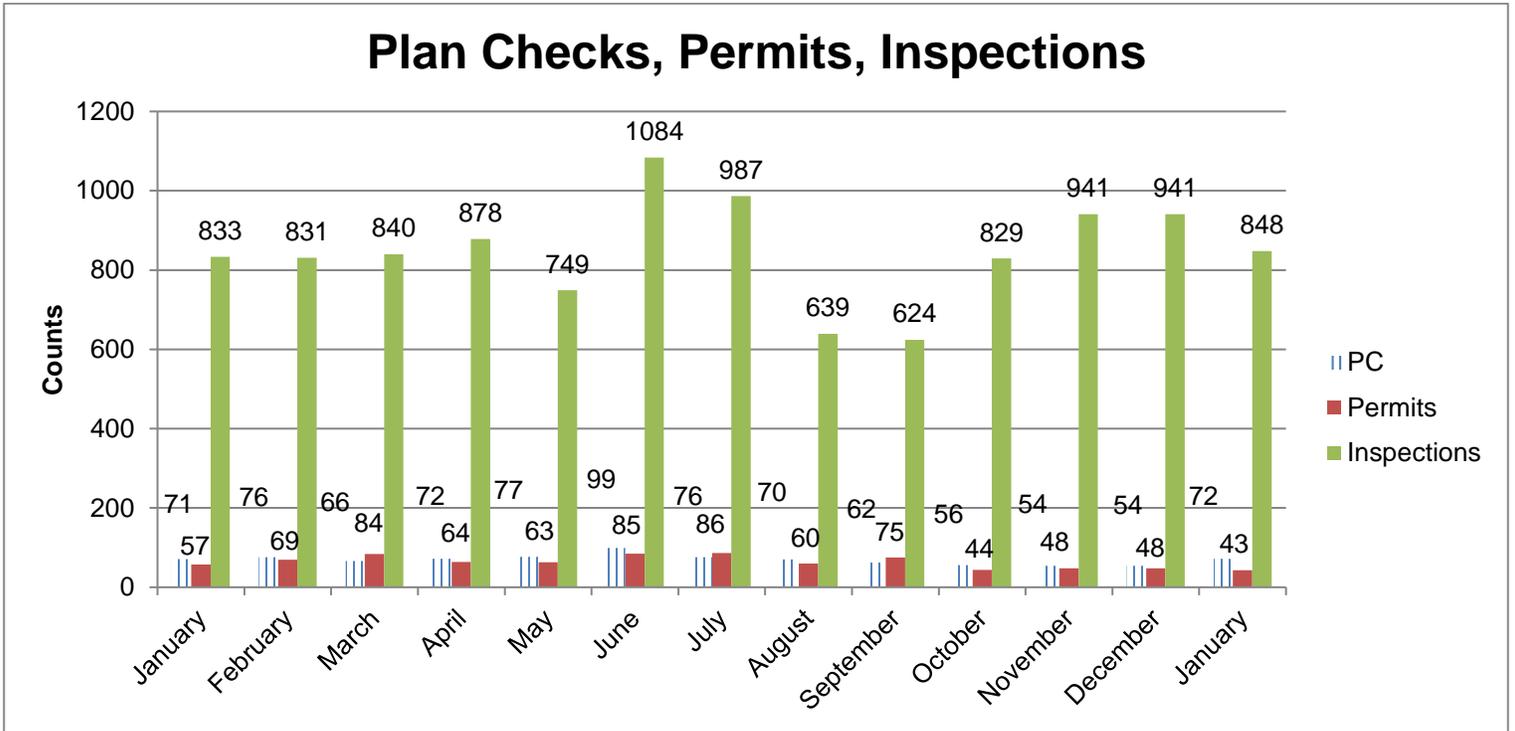
Project Type	Cycles	No of Plan Checks	Target **	Overdue Plan Checks
<b>Major Plan Check</b>	1st Review	117	10	0
	Subsequent Rev.	78	5	0
<b>Minor Plan Check</b>	1st Review	17	3	0
	Subsequent Rev.	0	2	0
<b>Total Number of Plan Checks</b>		212		

\*\* Target: in working days

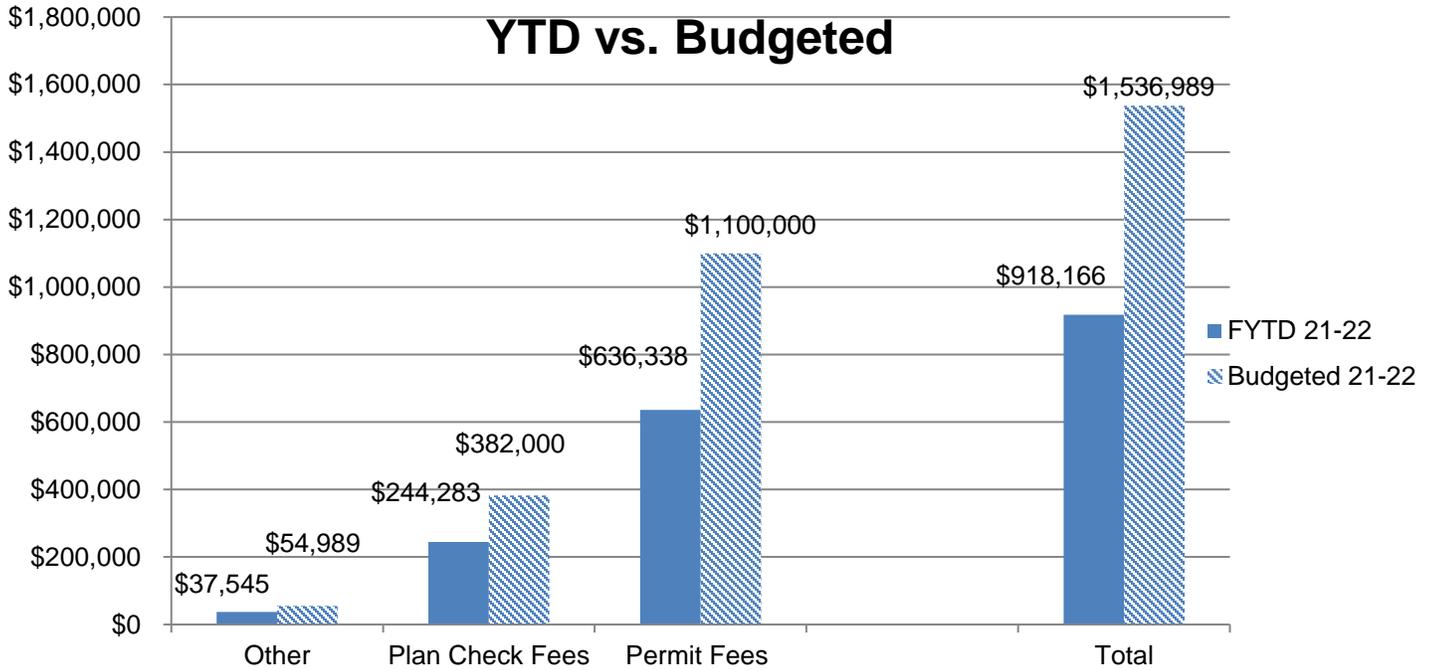
Major Plan Check: New Houses, New Accessory Structures, New non-Residential

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

Summary Graphs



Summary Graphs



**Town of Atherton  
Building Safety & Inspection**

**Active Construction Time Limit Penalties**

*January 1, 2022 to January 31, 2022*

<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 Commisison 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	\$430K *	June. 2022
NOTES: Additional Fess Paid on December 2, 2021 \$90K					
<b>50 Belbrook</b>	9/19/2017	9/19/2020	2/5/2021	\$310K *	Apr-22
NOTES: <b>Updated</b> - \$60k Additional Fees PD on Jan 14, 2022					
<b>78 Shearer</b>	10/19/2017	10/19/2020	3/7/2021	\$250K *	Oct. 2021
NOTES: Additional Fees Due by Febuary 11, 2022					
<b>55 Camino Por Los Arb</b>	12/5/2017	12/5/2020	4/23/2021	\$30K *	June. 2022
NOTES:					
<b>233 Park Ln.</b>	5/3/2018	5/3/2021	12/4/2021	\$30K *	Jan-22
NOTES: Paid \$30K on November 30, 2021					
<b>167 Toyon</b>	7/2/2018	7/2/2021	11/19/2021	\$30K *	Dec-21
NOTES: Paid \$30K on December 13, 2021					
<b>66 Encina (new)</b>	8/9/2018	8/9/2021	12/26/2021	\$30K *	Mar-22
NOTES: Paid \$30K on January 7, 2022					
<b>67 Redwood (new)</b>	8/28/2018	9/28/2021	11/14/2022	\$30K *	Apr-22
NOTES: Paid \$30K on January 14, 2022					

**Total Penalties Deposited: \$1,890,000**

*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.**