

SAN MATEO



# LOCAL AGENCY FORMATION COMMISSION

455 COUNTY CENTER, 2ND FLOOR • REDWOOD CITY, CA 94063-1663 • PHONE (650) 363-4224 • FAX (650) 363-4849

July 12, 2017

**To:** LAFCo Commissioners  
**From:** Martha Poyatos, Executive Officer *M. Poyatos*  
**Subject:** LAFCo File 17-08—Proposed Annexation of 185 Meadowood Drive, Portola Valley (APN 077-290-010) to West Bay Sanitary District (1.02 acres)

## Summary

This proposal, submitted by landowner petition, requests annexation to connect a newly constructed single-family home to the West Bay Sanitary District sewer main. The proposal has 100 percent landowner consent and waiver of conducting authority proceedings is also requested. The annexing territory is located in the Town of Portola Valley at 185 Meadowood Drive near Golden Hills Drive. Commission approval is recommended.

## Departmental Reports

*County Assessor:* The net assessed land valuation shown in the records of the County Assessor is \$2,433,553. The boundaries of the annexation as proposed conform to lines of assessment and ownership.

*County Clerk:* The territory has no registered voters. Annexation would not conflict with any political subdivision boundaries.

*County Public Works:* The map and legal description have been submitted as required by the State Board of Equalization.

*Town of Portola Valley:* The Town's general plan designation is low-intensity residential and zoning is residential estate, single-family (one to two acres per dwelling unit). An encroachment permit will be necessary to be reviewed and issued by the Town Engineer. It will be necessary for any grinder pump or telemetry panel to be reviewed by Town Planning and Public Works.

*County Environmental Health:* The California Water Service Company and West Bay Sanitary District provide the available water and sewer service in the area. The applicant must obtain a permit for septic tank abandonment, which shall be inspected and approved by Environmental Health.

**COMMISSIONERS:** DON HORSLEY, CHAIR, County ▪ MIKE O'NEILL, VICE CHAIR, City ▪ JOSHUA COSGROVE, Special District ▪ ANN DRAPER, Public  
 RICH GARBARINO, City ▪ JOE SHERIDAN, Special District ▪ WARREN SLOCUM, County

**ALTERNATES:** VACANT, Special District ▪ HARVEY RARBACK, City ▪ SEPI RICHARDSON, Public ▪ DAVE PINE, County

**STAFF:** MARTHA POYATOS, EXECUTIVE OFFICER ▪ REBECCA ARCHER, LEGAL COUNSEL ▪ JEAN BROOK, COMMISSION CLERK

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LAFCo File No. 17-08—Annexation of 185 Meadowood Drive to West Bay Sanitary District

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*West Bay Sanitary District:* Annexation to the District and the District's On-site Wastewater Disposal Zone will be required and the proponent will be required to construct a grinder pump system on the property to be served, as well as a force main extension from existing facilities located near 140 Meadowood Drive. All costs to be paid by proponent. A District Class 3 permit (\$500 application fee and \$2,000 deposit for plan checking and inspections and a District Class 1 permit for connecting a single-family residence to the District's main facilities (\$250 application fee and connection fees of \$8,501 per residential unit currently) are required. Annual sewer service charges will apply. There is also a reimbursement fee of \$30,000 approved for the proposed connection. All fees are to be paid at the time application for the Class 3 permit is made.

#### Executive Officer's Recommendation

This proposal has been submitted by landowner petition in order to connect a newly constructed single-family residence to public sewer. The territory proposed for annexation is located in the Town of Portola Valley at 185 Meadowood Drive near Golden Hills Drive.

The annexation area is within the sphere of influence of West Bay Sanitary District adopted by the Commission in 1984 and is consistent with the District's plans for extending service.

Approval of the annexation is recommended.

#### Annexation to the On-site Wastewater Disposal Zone

Sections 6960.3 and 6974 of the Health and Safety Code governing sanitary districts require LAFCo approval for formation of, or annexation to, an On-site Wastewater Disposal Zone (Zone) in counties in which LAFCo has added special district members to the Commission and adopted Rules and Regulations Affecting the Functions and Services of Independent Special Districts. West Bay Sanitary District operates an on-site wastewater disposal zone within its jurisdiction to maintain pumping systems where gravity flow to the sewer main is not possible. Annexation of this property to the Zone is necessary in order for the District to maintain the pumping system that will be constructed as part of the sewer connection. Staff recommends approval of annexation to the Zone.

#### California Environmental Quality Act

The proposal is categorically exempt from the environmental review requirements of the California Environmental Quality Act (CEQA) because it consists of an annexation for an exempt facility (up to three single-family residences).

#### Waiver of Conducting Authority Proceedings

Section 56663(c) of the Cortese-Knox-Herzberg (CKH) Act specifies that the Commission may waive conducting authority proceedings for annexations of uninhabited territory with 100 percent landowner consent provided that no objection is submitted by subject property owners or voters. The purpose of the conducting authority proceedings is to measure landowner or voter protest within the affected territory. Paragraph (c) was added to Section 56663 to streamline proceedings in which landowners have already given consent to

uninhabited annexation. The landowners have requested and staff recommends waiver of conducting authority proceedings.

**Recommended Commission Action by Resolution**

Approve LAFCo File No. 17-08—Proposed Annexation of 185 Meadowood Drive, Portola Valley (APN 077-290-010) to West Bay Sanitary District, subsequent annexation to the On-site Waste Water Disposal Zone and Waive Conducting Authority Proceedings.

cc: Phil Scott, General Manager, West Bay Sanitary District  
Richard Laureta, Freyer & Laureta, Inc.  
TJB Investments, LLC, Applicant

**APPLICATION FOR A CHANGE OF ORGANIZATION OR REORGANIZATION  
TO THE SAN MATEO LOCAL AGENCY FORMATION COMMISSION  
(LANDS OF BOCHNOWSKI, ANNEXATION OF 185 MEADOWOOD DRIVE, PORTOLA VALLEY;  
APN: 077-290-010, TO THE WEST BAY SANITARY DISTRICT AND THE DISTRICT'S  
ONSITE WASTEWATER DISPOSAL ZONE)**

**RECEIVED**

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**LAFCO**

**A. GENERAL INFORMATION**

1. Briefly describe the nature of the proposed change of organization or reorganization.

Annexation into the West Bay Sanitary District and the Onsite Wastewater Disposal Zone.

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2. An application for a change of organization or reorganization may be submitted by individuals in the form of a petition or by an affected public agency in the form of a certified resolution. This application is submitted by (check one):

Landowners or registered voters, by petition  
 An affected public agency, by resolution

**(If this application is submitted by petition of landowners or registered voters in the affected territory, complete the petition form.)**

3. What are the reasons for the proposal?

To obtain sanitary sewer service from the West Bay Sanitary District.

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4. Does this application have 100% consent of landowners in the affected area?

Yes  No

5. Estimated acreage: 1.17

**B. SERVICES**

1. List the name or names of all existing cities and special districts whose service area or service responsibility would be altered by the proposed change of organization or reorganization.

West Bay Sanitary District Boundary

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2. List all changes to the pattern of delivery of local services to the affected area. For each service affected by the proposed change(s) of organization, list the present source of service (state "none")

if service is not now provided), the proposed source of service and the source of funding for construction of necessary facilities (if any) and operation. Example is given on the first two lines of the space provided for your response.

SERVICE	PRESENT SOURCE	PROPOSED SOURCE	FUNDING SOURCE	
			CONSTRUCTION	OPERATING
<i>Sewer</i>	<i>None</i>	<i>West Bay Sanitary District</i>	<i>Proponent</i>	<i>Fees</i>

**C. PROJECT PROPOSAL INFORMATION**

1. Please describe the general location of the territory which is the subject of this proposal. Refer to major highways, roads and topographical features.

Meadowood Drive near Navajo Place in Portola Valley.

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2. Describe the present land use(s) in the subject territory.

Single Family Residential

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3. How are adjacent lands used?

North: Single Family Residential

South: Single Family Residential

East: Single Family Residential

West: Public Right of Way

4. Will the proposed change of organization result in additional development? If so, how is the subject territory to be developed?

N/A

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5. What is the general plan designation of the subject territory?

Residential.

6. What is the existing zoning designation of the subject territory?

Residential.

7. What rezoning, environmental review or development approvals have already been obtained for development in the subject territory?

None.

8. What additional approvals will be required to proceed?

N/A.

9. Does any portion of the subject territory contain any of the following --agricultural preserves, sewer or other service moratorium or wetlands subject to the State Lands Commission jurisdiction?

No.

10. If no specific development projects are associated with this proposal, will the proposal increase the potential for development of the property? If so, how?

None.

\* \* \* \* \*

LAFCo will consider the person signing this application as the proponent of the proposed action(s). Notice and other communications regarding this application (including fee payment) will be directed to the proponent at:

NAME(s): Thomas Bochnowski

ADDRESS: 185 Meadowood Dr., Portola Valley 94028 TELEPHONE: 415 710 6990

ATTN: \_\_\_\_\_

Thomas Bochnowski

Signature of Proponent(s)

D. **AFFECTED PUBLIC AGENCIES**

**Please complete this section if this application is submitted by resolution of one or more affected public agencies. Certified copies of resolutions listed below must accompany this application.**

1. The names and resolutions of agencies applying for the change of organization or reorganization described above are as follows:

AFFECTED AGENCY	RESOLUTION NO.	DATE ADOPTED

2. Does this application have 100% consent of landowners in the affected area?

\_\_\_\_\_ Yes \_\_\_\_\_ No (If Yes, include proof of consent.)

E. **PLAN FOR PROVIDING SERVICES**

1. Enumerate and describe the services to be extended to the affected territory.

The construction of a grinder pump, forcemain lateral, and new grinder pump forcemain in the street.

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2. Describe the level and range of those services.

Grinder pump and forcemain lateral will serve only one property.

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3. Indicate when those services can feasibly be extended to the affected territory.

As soon as allowed. Construction should take no more than two months.

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4. Indicate any improvements or upgrading of structures, roads, sewer or water facilities, or other conditions to be imposed or required within the affected territory.

Street will be excavated to allow for installation of new forcemain and lateral. Street will be backfilled and paved to the Town of Portola Valley Standards.

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5. Describe financial arrangements for construction and operation of services extended to the affected territory. (Attach proposed operations budget if available) Will the territory be subject to any special taxes, charges or fees? (If so, please specify.)

Territory will be subject to West Bay Sanitary District connection and permit fees. The territory will also be subject to an annual sewer service charge.

Proponent will arrange and finance lateral construction under the inspection of the West Bay Sanitary District.

6. In as much detail as required to give a clear explanation, explain why this proposal is necessary at this time.

Property owner wants to connect to the West Bay Sanitary District Collection System.

This section completed by Richard Laureta, Freyer & Laureta, Inc.  
(Name)

President  
(Title)

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(10/6/2000)



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PETITION  
FOR PROCEEDINGS PURSUANT TO  
THE CORTESE-KNOX-HERTZBERG LOCAL GOVERNMENT REORGANIZATION ACT OF  
2000

The undersigned hereby petition(s) the Local Agency Formation Commission of San Mateo County for approval of a proposed change of organization or reorganization, and stipulate(s) as follows:

1. This proposal is made pursuant to Part 3, Division 3, Title 5 of the California Government Code (commencing with Section 56000, Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000

2. The specific change(s) of organization proposed (i.e., annexation, detachment, reorganization, etc. is/are:

**ANNEXATION INTO THE WEST BAY SANITARY DISTRICT AND THE DISTRICT'S ONSITE WASTEWATER DISPOSAL ZONE.**

3. The boundaries of the territory(ies) included in the proposal are as described in Exhibit(s) attached hereto and by this reference incorporated herein.

4. The territory(ies) included in the proposal is/are:

inhabited (12 or more registered voters)  Uninhabited

5. This proposal is is not consistent with the sphere of influence of the affected city and/or district(s).

6. The reason(s) for the proposed **ANNEXATION** (annexation, detachment, reorganization, etc.) is/are:

**TO RECEIVE WASTEWATER SERVICE FROM THE WEST BAY SANITARY DISTRICT.**

7. The proposed **ANNEXATION** is requested to be made subject to the following terms and conditions: **N/A**

8. The persons signing this petition have signed as:

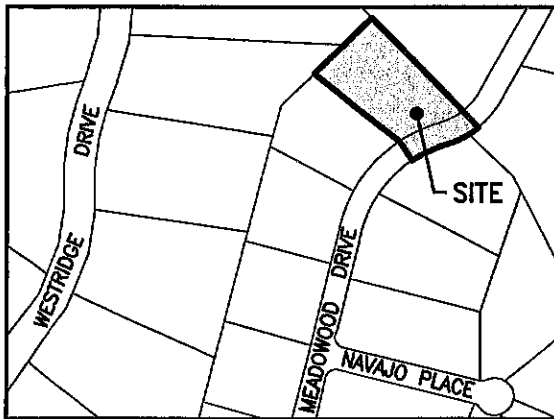
registered voters **or**  Owners of land (check one) within the subject territory.

Wherefore, petitioner(s) request(s) that proceedings be taken in accordance with the provisions of Section 56000, et seq. Of the Government Code and herewith affix signatures as follows:

Chief Petitioners (not to exceed three):

Date	Name	Signature	Residence address	APN*
<u>17 April 2017</u>	<u>Thomas Bochnowski</u>	<i>Thomas Bochnowski</i>	185 Meadowood Portola Valley	077-290-010

\*Assessor's Parcel Number of parcel(s) proposed for annexation.



**LEGEND**

- PROPOSED ANNEXATION BOUNDARY LINE
- EXISTING PROPERTY LINE
- EXISTING WEST BAY SANITARY DISTRICT BOUNDARY LINE

DISCLAIMER: "FOR ASSESSMENT PURPOSES ONLY. THIS DESCRIPTION OF LAND IS NOT A LEGAL PROPERTY DESCRIPTION AS DEFINED IN THE SUBDIVISION MAP ACT AND MAY NOT BE USED AS THE BASIS FOR AN OFFER FOR SALE OF THE LAND DESCRIBED."

LOCATION MAP  
(NOT TO SCALE)

TRACT NO. 774  
ARROWHEAD MEADOWS  
UNIT NO. 4

8  
APN: 077-290-130

9  
APN: 077-290-120

6  
BLOCK 6  
N45°43'00"E 180.00' (2)  
N53°33'33"W 276.07' (1)  
POINT OF BEGINNING  
N35°52'54"W 50.00' (7)  
APN: 077-290-010  
185 MEADOWOOD DRIVE  
DOCUMENT NO. 2015-043955, O.R.  
LANDS OF TJB INVESTMENTS, LLC  
RESOLUTION # \_\_\_\_\_

6  
APN: 077-290-020

5  
APN: 077-290-030

TRACT NO. 5  
OAK HILLS  
45 RSM 40-43  
APN: 077-211-050  
S44°17'00"E 327.45' (3)  
275.29'



SCALE  
1" = 80'

6  
OAK HILLS  
UNIT NO. 1B  
60 RSM 33  
APN: 077-231-140  
S29°11'18"W 8.90' (4)  
52.16'  
60'  
50'  
81.32'  
S54°07'06"W R=125.00'  
D=24°55'48"  
L=54.39' (5)

36  
APN: 077-300-010

50 MAPS 45-48

35  
BLOCK 35  
APN: 077-300-020

CITY OF PORTOLA VALLEY 04/17/2017



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ANNEXATION TO THE WEST BAY SANITARY DISTRICT  
LANDS OF BOCHNOWSKI  
185 MEADOWOOD DRIVE  
AND A PORTION OF MEADOWOOD DRIVE

## LEGAL DESCRIPTION

### ANNEXATION TO THE WEST BAY SANITARY DISTRICT LANDS OF BOCHNOWSKI/185 MEADOWOOD DRIVE AND A PORTION OF MEADOWOOD DRIVE CITY OF PORTOLA CITY, CALIFORNIA

All that real property situated in the City of Portola Valley, County of San Mateo, State of California, being that parcel described in that certain Grant Deed recorded on April 30, 2015 as Instrument No. 2015-043955 of Official Records, in the Office of the Recorder of the County of San Mateo, State of California and a portion of Meadowood Drive, as said parcel and street are shown on that certain map entitled "TRACT NO. 774 - ARROWHEAD MEADOWS UNIT NO. 4, BEING A PORTION OF THE RANCHO EL CORTE MADERA" recorded on March 17, 1959 in Book 50 of Maps at Pages 45 through 48, inclusive, in the Office of the Recorder of said County and being more particularly described as follows:

**BEGINNING** at the southerly corner of said parcel; thence, proceeding clockwise the following courses and distances:

- (1) North 53°33'33" West, 276.07 feet along the southwesterly line of said parcel to the westerly corner of said parcel; thence,
- (2) North 45°43'00 East, 180.00 feet along the northwesterly line to the northerly corner of said parcel; thence,
- (3) South 44°17'00" East, 327.45 feet along the northeasterly line of said parcel and the southeasterly prolongation of said northeasterly line to the southeasterly line of Meadowood Drive; thence,
- (4) along said southeasterly line South 29°11'18" West, 8.90 feet to a curve concave northwesterly having a radius of 125.00 feet; thence,
- (5) along said curve southwesterly 54.39 feet through a central angle of 24°55'48"; thence,
- (6) South 54°07'06" West, 81.32 feet continuing along said southeasterly line; thence,
- (7) Leaving said southeasterly line, North 35°52'54" West, 50.00 feet to the **POINT OF BEGINNING**.

Containing 51,043 square feet (1.17 acres) more or less.

For assessment purposes only. This description of land is not a legal property description as defined in the Subdivision Map Act and may not be used as the basis for an offer for sale of the land described.

April 17, 2017