



Ann M. Stillman
Director

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June 14, 2023

**Re: Menlo Oaks Road Standards Project
[County Project No. RW301, County Project File No. E5075]**

Dear Property Owner:

The County of San Mateo Department of Public Works (Department) is currently working on the Menlo Oaks Road Standards Project (Project) in the Menlo Oaks area of unincorporated San Mateo County. This letter provides you with information regarding the above-mentioned Project.

Background:

The current road standards were adopted in 1998 by County of San Mateo Board of Supervisors (Board) Resolution No. 061884. Prior to adoption of these standards, two hundred seventy-three property owners in Menlo Oaks were surveyed to determine a preferred option relative to minimum standards for road improvements. One hundred ninety-three responded to the survey and approximately eighty percent (80%) of those responding indicated they did not want road improvements which was fifty-six (56%) of the total property owners in the Menlo Oaks area. Based on those survey results, the Director of Public Works recommended to the Board of Supervisors that the current width of the existing roads be used as the standard for the area and that future improvements consist solely of maintaining the existing roads.

It has been 25 years since the road standards were adopted, some of the property owners who were surveyed may no longer reside in the neighborhood, and some current property owners are interested in evaluating the road standard to determine if it is still desired. The Department is beginning to work with the current Menlo Oaks' community to determine if the road standards should be updated based on input from the property owners within the neighborhood.

Project Scope:

BKF Engineers, Inc. (BKF) has been retained to assist the Department with conducting field surveys, reviewing existing road conditions, drainage issues, traffic concerns, and potential impacts to existing vegetation and landscaping in the context of various road standards. BKF started field surveys the week of June 12, 2023, which will take approximately 4-6 weeks to complete.

Version 1 of evaluating road standards and a priority list for road improvements will be developed based on the field surveys, pavement condition index, drainage patterns and issues, community input received to date and other constrains. Impacts to existing improvements such as roadway shoulder areas, fences, trees, landscaping, utility poles, etc. will be evaluated based on the road standard alternatives to be considered.



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A survey with Version 1 of the road standards will be sent to all property owners within the Menlo Oaks area to obtain input. A community meeting will be scheduled during the Summer of 2023 before the surveys are due during which the Department will present information relative to development of road standard options and a priority list. The meeting will also provide an opportunity for the community to ask questions and provide comments on the Project prior to submitting the surveys.

The survey results will be used to determine the next steps in this Project. Should the survey results indicate that the community prefers to keep the current standard of maintaining the existing roads as is, the Project will conclude and the Department will continue to maintain the existing roadways on an as-needed basis. However, if the community is in favor of adopting a new road standard, Version 2 of road standard options and priority list will be prepared based on community comments/feedback and property owner surveys. A second community meeting will be held to provide a report out on Version 2 of the road standards, the priority list of roads and to provide an update on future Project timelines.

The Department will be posting periodic updates and information during the Project, which will be posted on our website <https://www.smcgov.org/publicworks/menlo-oaks-road-standards>. If you are interested in keeping up to date with the Project, please click on the "Subscribe for Email Updates!" link to be notified when new information is posted.

If you need any additional information or have any questions, please call John Schabowski or Wency Ng at (650) 363-4100. They can also be reached by e-mail at:

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wng@smcgov.org

Very truly yours,



Ann M. Stillman
Director of Public Works

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cc: Supervisor Warren Slocum, District 4
Mike Callagy, County Executive Officer