



James C. Porter
Director

County Government Center
555 County Center, 5th Floor
Redwood City, CA 94063
650-363-4100 T
650-361-8220 F
www.smcgov.org

April 21, 2021

**Re: Survey Results – Proposed Road Improvements on Encina Avenue from Middlefield Road to End of Road – North Fair Oaks
[County Project No. RW935; Project File No. E5044000]**

Dear Property Owner:

We recently sent all property owners adjacent to the County maintained portions of Encina Avenue, from Middlefield Road to end of road, a survey to determine whether they were in favor of road improvements meeting the standards adopted by the Board of Supervisors for the North Fair Oaks Area 1 within the above-described limits. We appreciate the time you may have taken to respond to the survey. The Department evaluates the survey responses on a block by block basis, and we have provided the results below.

The survey results indicate that the majority [over fifty percent (50%)] of the property owners in both blocks are in favor of road improvements. The following table summarizes the survey results for each block:

Encina Avenue (Percent Based on Front Footage)	PERCENT PER OPTION OF TOTAL RESPONSES SENT				
	“OPTION 1” Do Nothing	“OPTION 2” Repair & Resurface Existing Pavement	“OPTION 3” 18’ with 6” Concrete Bands	“OPTION 4” 18’ with 2’ Valley Gutters	“OPTION 5” 18’ with 3’ Valley Gutters
From Middlefield Road to Oak Drive (<u>west half of road within County area</u>)	8.43%	15.80%	20.14%	31.60%	0.00%
From Oak Drive to End of Road	6.45%	5.16%	25.47%	61.95%	0.97%



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Based on the survey results, we are proceeding with the design of the following road improvements:

- **Encina Avenue - Middlefield Road to Oak Drive:**

Option 3 – Reconstruct road to 18-feet of pavement and 6” wide concrete band on the County side. This is the default option to be constructed when no option receives at least fifty percent (50%) of the vote based on front footage.

The Town of Atherton has agreed to have their portion of the road reconstructed consistent with Option 3, except a wooden header board will be placed at the edge of the pavement on their side of the road.

- **Encina Avenue - Oak Drive to end of road:**

Option 4 - Reconstruct road to 18-feet of pavement and 2-foot wide valley gutters on both sides.

As mentioned during the virtual public meeting held on March 10, 2021 via Zoom, the roadway design must include evaluating opportunities to manage stormwater such that the existing ponding or flooding is not exacerbated. This is especially important considering that Option 4 will convey stormwater more efficiently toward the end of Encina Avenue. The project will likely include the installation of subsurface storage or infiltration facilities at select locations where feasible. Creating, improving, or designating areas along the roadway shoulder to allow water to infiltrate must also be considered.

During the design of the project, the Department will work to identify all issues that may affect the design or that need to be incorporated into the design. These issues may include underdrains, wells, sump pump outlets, or other improvements within or adjacent to the roadway. It is critical for our project design that you contact one of our staff listed below by email or telephone if you are aware of such improvements on or near your property. If we identify a conflict between the road project and facilities that serve your property, we will send you a letter during the design phase. The design for the project will consider and work to maintain the existing drainage patterns while improving them where possible.

During the March 10, 2021 meeting we informed you that the California Water Service Company (CalWater) planned to replace their existing water line and that the Fair Oaks Sewer Maintenance District (District) may replace their sewer pipes in Encina Avenue before the road is reconstructed. CalWater is planning to perform their work this summer/fall. They are currently designing their project, but we do not have their schedule yet. The District sewer pipe replacement work is planned to be included in the road project work. We will be working with all

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utility providers that have facilities in Encina Avenue to ensure that any improvements they are planning within the project area are coordinated with our work.

In order to allow time for CalWater to complete their work this summer/fall, perform the necessary evaluation and design of the subsurface storage and infiltration facilities, and to adequately coordinate with the Town of Atherton, we will not be able to perform the road reconstruction work this summer. It's important that all underground utility work be completed before we reconstruct the road to minimize the likelihood of future trenching into your newly paved roadway. Therefore, we are planning for the road construction project to occur in the spring/summer of 2022.

As we look towards the road construction project, we wanted to provide you with some additional information to consider regarding sewer laterals and encroachments in the road right-of-way.

The District, which provides sewer service to your property, does not assume responsibility for the installation, maintenance or repair of sanitary sewer laterals, as laterals are the responsibility of property owners. The sanitary sewer lateral is the pipe that connects the buildings on private property to the sewer main in the street. Construction of the new 6" concrete band or valley gutters will require excavation of at least one foot (1') in depth, and existing sanitary sewer laterals serving properties adjacent to the street may be encountered and require relocation during construction. Should construction conflicts or damages to your sewer lateral occur as a result of such conflicts you will be responsible for any cost incurred by the County to perform any necessary sanitary sewer lateral work during construction.

If you have been contemplating replacing your sanitary sewer lateral, believe your sanitary sewer lateral is shallow (less than 2' deep within the proposed concrete band or valley gutter area) or may conflict with our work, completing replacement of your sewer lateral or performing work to avoid conflict should be performed before commencement of the road construction project. Please be advised that a Sewer Inspection Permit (SIP) is required for any sewer lateral work and must be obtained by contacting the District at (650) 363-4100 for the fee amount and additional information. Additionally, you must obtain an encroachment permit from the County Permit Section before doing work in the road right-of-way, such as adjusting your sanitary sewer lateral or placing any encroachments in the road right-of-way. An Encroachment Permit Application form can be downloaded from the following link:

<http://publicworks.smcgov.org/documents/encroachment-permit-special-provisions-application-form>

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Property owners will receive a letter after the construction project has been awarded to a contractor, which will provide the contractor's information and timing of the construction work. For other project related updates, please visit our project webpage at (this letter will be posted on the same webpage):

<https://publicworks.smcgov.org/projects/encina-avenue-reconstruction>

If you have any questions or concerns regarding the survey results or project design, please contact Alex Zhang, John Schabowski, or Wency Ng, of my staff at (650) 363-4100. They can also be reached via e-mail at:

azhang@smcgov.org
jschabowski@smcgov.org
wng@smcgov.org

Very truly yours,



James C. Porter
Director of Public Works

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cc: Supervisor Warren Slocum, District 4
Michael Callagy, County Manager
Members, North Fair Oaks Community Council