



James C. Porter  
Director

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January 31, 2020

**Re: Proposed Improvements on Loyola Avenue from El Camino Real to Glendale Avenue – North Fair Oaks [County Project No. RW921; Project File No. E5019000]**

Dear Property Owner:

The San Mateo County Board of Supervisors (Board), at their meeting on June 18, 2002, adopted minimum road standards and a priority list for improving roads in the North Fair Oaks area so that minimum road improvements, where desired by the property owners, can be constructed and paid for by the County. We are continuing to construct roads to the adopted standards and priority list as funding is available. Loyola Avenue is next on the priority list, and we are asking for your input regarding this road project.

We are surveying your block of Loyola Avenue to determine whether or not minimum improvements are now desired and, if so, which of the following adopted standards for your area, as described below, is preferred:

**Option 1** – Maintain as is.

**Option 2** – Reconstruct road with 18-feet of pavement with 2-foot wide valley gutters.

**Option 3** – Reconstruct road with 18-feet of pavement with 3-foot wide valley gutters.

**Option 4** – Reconstruct road with 22-feet of pavement with 2-foot wide valley gutters.

**Option 5** – Reconstruct road with 22-feet of pavement with 3-foot wide valley gutters.



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Based on the Board's policy, the improvements will be centered in the road right-of-way unless they have to be moved to avoid trees or other major encroachments in the road right-of-way. Additionally, the approved road standard for your area does not include reconstructing existing curbs, gutters, or sidewalks or new sidewalks. New valley gutters, if constructed, will typically transition to match the existing curbs and gutters.

Loyola Avenue, as it exists today, includes roadway segments with and without sidewalks. The road surface width in the areas where sidewalks exist is wider than the road surface widths for the minimum road standard options listed above. The areas along Loyola Avenue where sidewalks exist were constructed by the property owners or developers in connection with property improvements. The County policy that existed previously required private property owners to construct half of the roadway including sidewalks for the width of the property at the time the private property improvements were being made. As a result, many County maintained roads, including Loyola Avenue, have discontinuous sidewalks and a roadway of varied widths.

As explained in the attached letter from our Department, dated October 30, 2015, a property owner survey was conducted in 2015 regarding property owner interest in construction of a wider road with sidewalks on Loyola Avenue. The survey described that construction of a wider road with sidewalks would cost more than the adopted minimum road standards and the difference in cost cannot be paid for with County road funds. The estimated difference in cost at that time was \$100 per linear foot or \$5,000 for a property with 50 feet of front footage along the roadway, which would be assessed to and paid for by the property owners where existing sidewalks do not exist. The results of the survey indicated that there was not a desire for property owners to pay the additional cost for construction of a wider road with sidewalks (please see attached letter for details). Based on this previous effort and survey results, the adopted road standards as described above are the options available for your street.

Enclosed are pictorial representations of Options 3 and 5 for your reference. Our survey crew has spray painted the proposed locations for the 3-foot wide valley gutter with a 22-foot-wide road consistent with Option 5 on your street. The pictorial representations and information listed below provide you with a description of how you can determine the improvement locations for Options 2 through 5 based on the spray paint marks. Additionally, we have provided a list of streets where Options 2, 3 and 5 were previously constructed.

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Option	How to Locate Option on Loyola Avenue	Location of Constructed Option
<p style="text-align: center;"><b>2</b> (18' wide road with 2' valley gutters)</p>	<p>The outer edges of the 2-foot valley gutters are the same as the inner paint marks. Measure 2 feet toward the center of the roadway from the inner paint marks to locate inner edge of the 2-foot valley gutters.</p>	<p>9<sup>th</sup> Avenue from Middlefield Road to Oak Drive  San Benito Avenue from Fair Oaks Avenue to End</p>
<p style="text-align: center;"><b>3</b> (18' wide road with 3' valley gutters)</p>	<p>The outer edges of the 3-foot valley gutters can be located by measuring 2 feet from the inner spray paint marks toward the center of the road and from the inner spray paint marks away from the center of the road 1 foot</p>	<p>9<sup>th</sup> Avenue from Oak Drive to Edison Way  10th Avenue from Fair Oaks Avenue to End</p>
<p style="text-align: center;"><b>4</b> (22' wide road with 2' valley gutters)</p>	<p>The outer edges of the 2-foot valley gutters can be referenced by measuring from the inner spray paint marks away from center of the road by two feet (2').</p>	<p>The option has not been previously constructed</p>
<p style="text-align: center;"><b>5</b> (22' wide road with 3' valley gutters)</p>	<p>The 3-foot valley gutters are shown by the spray paint markings.</p>	<p>Amherst Avenue between El Camino Real and Glendale Avenue</p>

Please fill out the attached survey and return it to us in the enclosed self-addressed stamped envelope by **Wednesday, February 19, 2020**. **Your response to this survey is important for the following reasons:**

- (1) **Improvements will not be constructed unless at least fifty percent (50%) of the property owners on a given block (based on front footage) indicate that improvements are desired; and**
- (2) **Should at least fifty percent (50%) of property owners on a given block vote for improvements, as stipulated above, the option constructed will be based on:**
  - a. **The option that receives at least fifty percent (50%) of the vote (based on front footage) will be constructed.**

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- b. **Should no option receive at least fifty percent (50%) of the vote (based on front footage), the default option, as previously approved by the Board, will be Option 5.**

We have scheduled a public meeting to answer any questions you may have regarding the project and provide you with any additional information you may need in order to complete the survey. The meeting will be held on:

**Date: February 11, 2020 (Tuesday) / Time: 7:00 PM to 8:00 PM**  
**Place: Garfield Elementary School (Multi-Purpose Room)**  
**3600 Middlefield Road, Menlo Park, CA 94025**

Please contact John Schabowski or Wency Ng of my staff at (650) 363-4100 if you have any questions. They can also be reached by e-mail at:

[jschabowski@smcgov.org](mailto:jschabowski@smcgov.org)  
[wng@smcgov.org](mailto:wng@smcgov.org)

Very truly yours,



James C. Porter  
Director of Public Works

JCP:AMS:GT:WN:JS

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Enclosures: Pictorial Representation (Options 2, 3, 4 and 5 – two pages)  
Official Survey – Loyola Avenue (from El Camino Real to Glendale Avenue)  
Loyola Avenue Sidewalk Survey Result Letter, dated October 30, 2015  
Self-Addressed Stamped Envelope

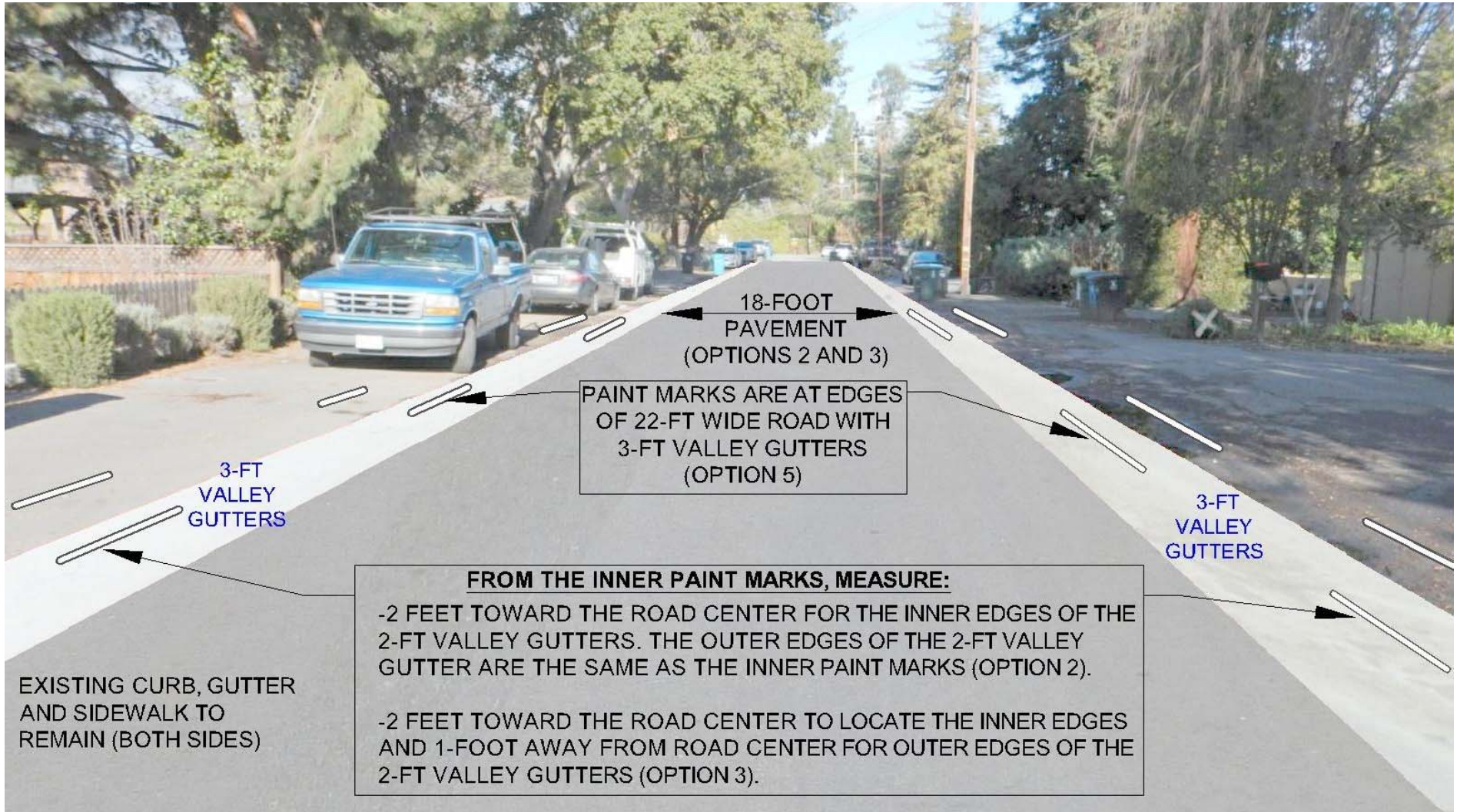
cc: Supervisor Warren Slocum, District 4, President of Board of Supervisors  
Michael Callagy, County Manager  
Members, North Fair Oaks Council

**LOYOLA AVENUE (OPTIONS 2 AND 3)**  
**EL CAMINO REAL TO GLENDALE AVENUE**

**OPTION 2 - RECONSTRUCT ROAD WITH 18-FOOT WIDE PAVEMENT WITH 2-FOOT WIDE VALLEY GUTTERS**

**OPTION 3 - RECONSTRUCT ROAD WITH 18-FOOT WIDE PAVEMENT WITH 3-FOOT WIDE VALLEY GUTTERS**

**(Pictorial Not Illustrated To Scale)**

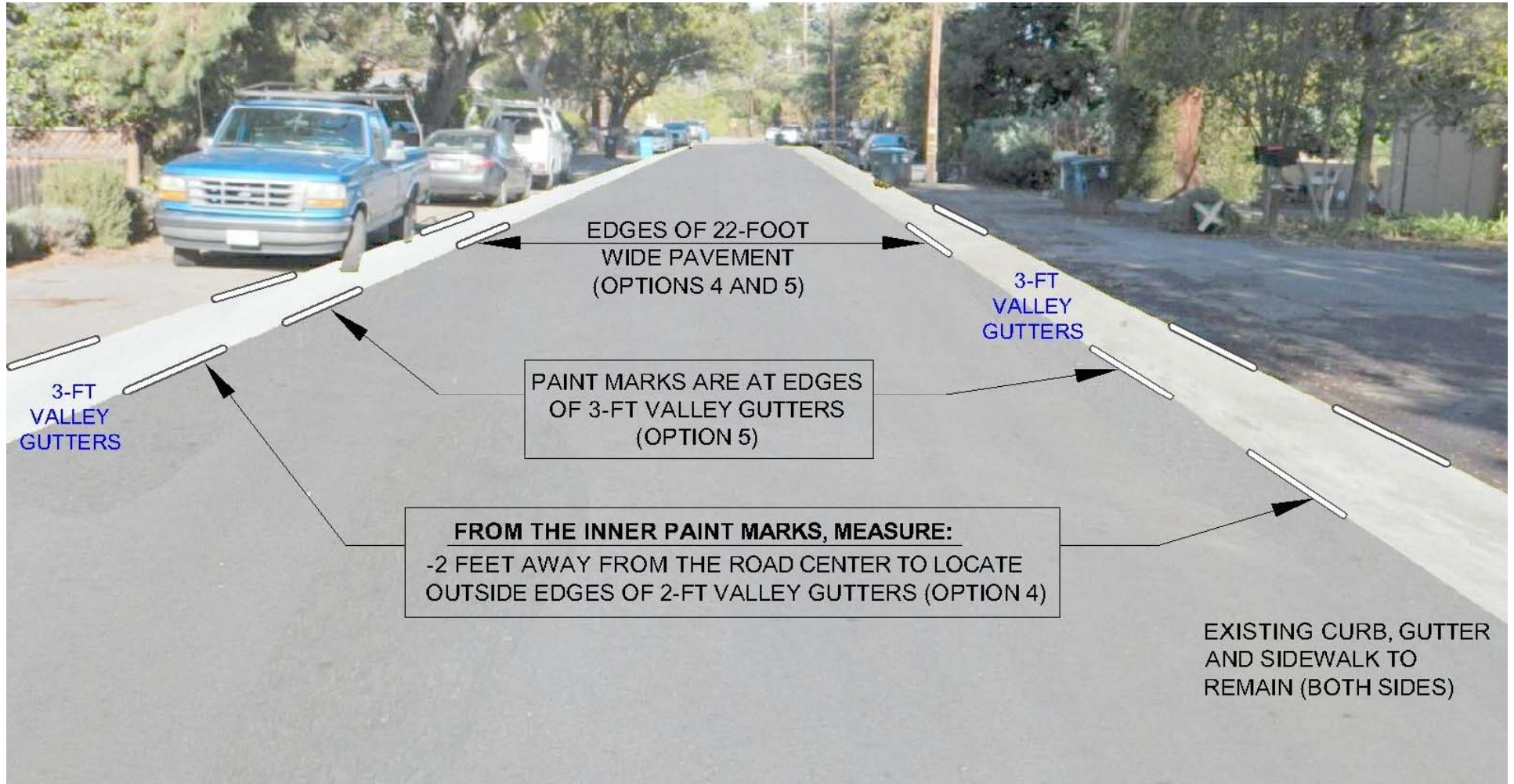


**LOYOLA AVENUE (OPTIONS 4 AND 5)**  
**EL CAMINO REAL TO GLENDALE AVENUE**

**OPTION 4 - RECONSTRUCT ROAD WITH 22-FOOT WIDE PAVEMENT WITH 2-FOOT WIDE VALLEY GUTTERS**

**OPTION 5 - RECONSTRUCT ROAD WITH 22-FOOT WIDE PAVEMENT WITH 3-FOOT WIDE VALLEY GUTTERS**

**(Pictorial Not Illustrated to Scale)**





**OFFICIAL SURVEY**  
**Loyola Avenue (from El Camino Real to Glendale Avenue)**

Name: \_\_\_\_\_ Signature \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Property Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Email: \_\_\_\_\_

Assessors Parcel Number (APN) located on top portion of mailing label on the envelope:

\_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Your input is very important to us. Please take the time to fill out the form and mail it to us by **Wednesday , February 19, 2020**. **Street improvements will not be constructed unless at least fifty percent (50%) of the property owners on a given block (based on front footage) indicate that improvements are desired.**

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The following should be the minimum standard used for reconstructing the street adjacent to my property. (Please check only one):

- Option 1** – Maintain as is.
- Option 2** – Reconstruct road with 18 feet of pavement with 2-foot valley gutters.
- Option 3** – Reconstruct road with 18 feet of pavement with 3-foot valley gutters.
- Option 4** – Reconstruct road with 22 feet of pavement with 2-foot valley gutters.
- Option 5** – Reconstruct road with 22 feet of pavement with 3-foot valley gutters.

**Note:**

Should a majority of property owners on a given block vote for improvements, the option constructed will be the one that receives at least fifty percent (50%) of the vote (based on front footage).

If no option receives at least fifty percent (50%) of the vote, then Option 5, the default option, will be constructed.

**Comments:**

October 30, 2015

**Re: Property Owner Survey Results – Road Improvements on Loyola Avenue from El Camino Real to Glendale Avenue – North Fair Oaks Area**

Dear Property Owner:

On May 15, 2015, the Department of Public Works (Department) sent all property owners along Loyola Avenue within the described limits, a survey to determine whether they were in favor of a wider road with sidewalks and their willingness to pay for the additional cost based on the front footage of their property.

We appreciate the time you may have taken to respond to the survey. The survey results indicate that just 24% of property owners are interested in widening unimproved sections of Loyola Avenue to include curbs, gutters and sidewalks and that a majority of those who favored such improvements were not willing to finance the costs associated with the additional widening.

The survey results are summarized in the table below.

(Percent Based on Front Footage)	Construct Improvements			
	PERCENT PER OPTION OF TOTAL SURVEYS SENT		PERCENT OF SURVEYS WITH "OPTION 2" SELECTED	
	"OPTION 1" Maintain existing sidewalk as is – construct new roadway per County Standard (no new curb, gutter and sidewalk)	"OPTION 2" construct wider road with new concrete curb, gutter and sidewalk improvements on Loyola Avenue where sidewalk improvements do not currently exist	If "OPTION 2" was selected	
Yes – I am willing to pay the cost estimated to be \$100 per linear foot to have a wider road with curb, gutter, and sidewalk in front of my property			No – I am not willing to pay the cost estimated to be \$100 per linear foot to have a wider road with curb, gutter, and sidewalk in front of my property	
Loyola Avenue from El Camino Real to Glendale Avenue	25%	24%	38%	62%





Property Owner

**Re: Property Owner Survey Results - Road Improvements on Loyola Avenue from El Camino Real to Glendale Avenue – North Fair Oaks Area**

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The wider road and sidewalk improvements option (Option 2) will not be considered further for future County funded road improvements on Loyola Avenue as the survey results indicate the majority of the property owners based on front footage of property do not support Option 2 and are not willing to pay for the cost associated with Option 2. However, we intend to work with individual property owners who would like to perform sidewalk improvements in front of their property through the Encroachment Permit process. This work would be coordinated with the upcoming street improvement project.

The Department will send property owners another survey when Loyola Avenue is scheduled to be considered for road improvements based on the North Fair Oaks adopted road standards, consisting of 18 ft – 22 ft pavement widths and 2 ft – 3 ft wide valley gutters, to determine if property owners want standard improvements and, if so, which of the adopted road standard options they would prefer.

This may be in 2-4 years, as Loyola Avenue is #19 on the North Fair Oaks road improvement priority list and we are tentatively planning to construct improvements along 7<sup>th</sup> Avenue, road priority #17, in 2017.

If you have any questions or concerns regarding the survey results, or with respect to the process moving forward, please contact Anthony Seto or Wency Ng of my staff, at (650) 363-4100. They can also be reached via e-mail at:

[aseto@smcgov.org](mailto:aseto@smcgov.org)  
[wng@smcgov.org](mailto:wng@smcgov.org)

Very truly yours,



James C. Porter  
Director of Public Works

JCP:AMS:GT:WN:AS:jm

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cc: Supervisor Warren Slocum  
Members, North Fair Oaks Council