



James C. Porter  
Director

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March 9, 2020

**Re: Survey Results – Reconstruction of Loyola Avenue from El Camino Real to Glendale Avenue – North Fair Oaks [County Project No. RW921; Project File No. E5019000]**

Dear Property Owner:

We recently sent all property owners adjacent to Loyola Avenue, from El Camino Real to Glendale Avenue, a survey to determine if improvements meeting the road standards adopted by the Board of Supervisors for the North Fair Oaks Area (Amherst / Loyola Area) should be constructed within the above-described limits. We appreciate the time you may have taken to respond to the survey.

The survey results indicate that over fifty percent (50%) of the property owners want road improvements constructed, with the majority requesting Option 5 (Reconstruct road to 22-feet of pavement and 3-foot wide valley gutters on both sides). The following is a summary of the survey results on this block:

Loyola Avenue (Percent Based on Front Footage)	Construct Standard Improvements				
	PERCENT PER OPTION OF TOTAL RESPONSES SENT				
	“OPTION 1” Maintain as is	“OPTION 2” 18’ with 2’ Valley Gutters	“OPTION 3” 18’ with 3’ Valley Gutters	“OPTION 4” 22’ with 2’ Valley Gutters	“OPTION 5” 22’ with 3’ Valley Gutters
El Camino Real to Glendale Avenue	3.16%	0.49%	0.66%	9.22%	41.18%

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

- Option 5 - Reconstruct Loyola Avenue to 22-feet of pavement and 3-foot wide valley gutters on both sides) from El Camino Real to Glendale Avenue.



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We will be contacting the utility providers that have facilities in this street to ensure that any improvements that they are planning within the project area will be coordinated with our work. We anticipate that the road construction project will take place during the summer of 2020.

The Fair Oaks Sewer Maintenance District (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 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 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 is advised. 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. The Encroachment Permit Application form can be downloaded from the following link:

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

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, sump pump outlets, or other improvements within or adjacent to the roadway. It is critical for our project design that you contact one of my 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.

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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.

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

Very truly yours,



James C. Porter  
Director of Public Works

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

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bcc: Ann M. Stillman, Deputy Director, Engineering and Resource Protection  
Joe Lo Coco, Deputy Director, Road Services  
Gilles Tourel, Principal Civil Engineer, Engineering and Construction  
Wency Ng, Senior Civil Engineer, Project Development and Design  
Alex Zhang, Associate Civil Engineer, Project Development and Design  
John Schabowski, Associate Engineer, Project Development and Design