

SAN MATEO

**LOCAL AGENCY FORMATION COMMISSION**

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

**May 9, 2018**

**To:** LAFCo Commissioners  
**From:** Martha Poyatos, Executive Officer  
**Subject:** LAFCo File No. 18-03—Proposed Annexation of 155 Lake Road (APN 080-072-330) and (APN 080-072-330/Vacant Parcel) to West Bay Sanitary District

**Summary**

This proposal, submitted by landowner petition, requests annexation to West Bay Sanitary District of .60 acre consisting of 155 Lake Road (APN 080-072-330 and adjoining vacant parcel (APN 080-072-330). The proposal has 100 percent landowner consent. Applicants also request waiver of conducting authority proceedings. Approval is recommended.

**Departmental Reports/Comments**

**County Assessor:** The net assessed valuation of land shown in the records of the Assessor is \$1,244,064. The boundaries of the proposal do not divide lines of assessment or ownership.

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

**County Planning:** 155 Lake Road is currently developed with one single-family dwelling unit. No expansion to the existing single-family dwelling unit on the property or the creation of a new dwelling unit is proposed at this time. APN 080-072-580 is currently a vacant lot, which was confirmed as legal separate lot in 2013 (PLN2013-00242). No development is proposed at this time for this property. The extension of the sewer to allow for the future development of this parcel would have a minimal impact to the overall population of the area.

The minimum parcel size in the S-83 zoning district is 7,500 square feet, so the extension of sewer may allow of future subdivision of the property, but none is proposed at this time. The extension of a sewer system to the developed and undeveloped properties would have a minimal impact to the overall population of the area. The subject properties is located within the urban portion of the County's Urban/Rural Boundary.

The following General Plan Policies support approval of the annexation:

San Mateo County General Plan Policy 7.16 (*Land Use Objectives for Urban Areas*) promotes development in urban areas in order to: (1) maximize the efficiency of public facilities, services and utilities, (2) minimize energy consumption, (3) encourage the orderly formation and development of

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local government agencies, (4) protect and enhance the natural environment, (5) revitalize existing developed areas, and (6) discourage urban sprawl. The extension of sewer services to these properties would meet the goals of maximizing the efficiency of public services and utilities in an urban area.

General Plan Policy 8.32 (*Overcoming Constraints to Development*) encourages efficient and effective infrastructure (e.g. water supply, wastewater, roads) necessary to serve the level of development allowable within urban areas. West Bay Sanitary District will be providing wastewater to these properties, as it currently does for a number of developed properties in the Los Trancos Woods area. The annexation of these properties would support the effective use of this infrastructure.

General Plan Policy 11.5 (*Wastewater Management in Urban Areas*) considers sewage systems to be appropriate method of wastewater management in urban areas. The proposed annexation by West Bay Sanitary District would eventually provide the properties with sewer connection, which is consistent with this General Plan policy. Any future development on APN 080-072-330 would be able to utilize the proposed sewage system, in-line with this policy.

Policy 11.5 also encourages the extension of sewage systems to serve unincorporated urban areas presently using individual sewage disposal systems where warranted by public health concerns, environmental pollution, or the planned density of development. Per the application received by LAFCo, the existing septic system on at 155 Lake Road is aging and is impacting the foundation of the existing house on the property. The abandonment of the existing septic system and the new sewer connection to the West Bay Sanitary District would help address this issue and meet the intent of this policy.

The applicant will be required to secure all required permits from San Mateo County Planning and Building related to any future development on these parcels.

San Mateo County Department of Public Works (DPW): The territory proposed for annexation consists of 1.174 acre. The map and legal description have not been reviewed. The proposal would not necessitate removal from any other special districts. Natural boundaries, drainage basins, or other topographical features would not affect and would not be affected by this proposal.

County Environmental Health: The West Bay Sanitary District provides the available sewer service and California Water Service Company (Cal Water) provides water in the area.

West Bay Sanitary District: The property will connect to the main-line sewer located in El Nido Road. All costs will be paid by the proponent. The Class 3 Sewer Permit Fee is \$545 and a deposit of \$2,000 is required for administration, plan review, and inspection costs. A District Class 1 permit fee for a single-family residence is \$270 and the connection fee is currently \$8,501; annual sewer service charges will be required. Also, a Reimbursement Agreement payment is estimated at \$64,000 associated with gravity mains.

**Waiver of Conducting Authority Proceedings**

Paragraph [c] of Section 56663 specifies that the Commission may waive conducting authority proceedings for annexations of uninhabited territory with 100 percent landowner consent. The purpose of the conducting authority proceeding is to measure landowner or voter protest within the affected territory. Paragraph [c] was added by the legislature in 1993 to streamline annexation proceedings in which landowners had already given consent to uninhabited annexation proceedings. The proponents have requested that the Commission waive the conducting authority proceedings if the proposal is approved.

**Discussion**

Submitted by landowner petition, this proposal requests annexation of a parcel developed with a single family home and an adjacent undeveloped parcel. The property is located in the unincorporated Los Trancos Woods/Vista Verde neighborhood. The property is within the sphere of influence of West Bay Sanitary District and annexation is consistent with the District’s plans for extending services. As noted above, the property would connect an existing in El Nido Road.

San Mateo County General Plan Wastewater Policy 11.5 states: “a) Consider sewerage systems as the appropriate method of wastewater management in urban areas. b) Encourage extension of sewerage systems to serve unincorporated urban areas presently using individual sewage disposal systems where warranted by public health concerns, environmental pollution or the planned density of development.”

This application is consistent with the sphere of influence and plan for providing service of West Bay Sanitary District, proposes an organized plan for extending sewer infrastructure, and is consistent with County General Plan policy encouraging public sewer over septic based on both environmental concerns and planned density of development.

**California Environmental Quality Act (CEQA)**

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).

**It is respectfully recommended that the Commission take the following actions:**

- By motion, certify that the annexation is exempt from CEQA.
- By resolution, approve LAFCo File No. 18-03—Proposed Annexation of 155 Lake Road and APN 080-072-580 and waive conducting authority proceedings.

APPLICATION FOR A CHANGE OF ORGANIZATION OR REORGANIZATION  
TO THE SAN MATEO LOCAL AGENCY FORMATION COMMISSION

RECEIVED  
MAR 13 2018  
LAFCO

A. GENERAL INFORMATION

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

ANNEXATION OF 155 LAKE RD (APN 080-072-330 AND 080-072-580) INTO WEST BAY SANITARY DISTRICT TO EXTEND SANITARY SEWER SERVICE TO PROPERTY.

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?

ANNEXATION OF 155 LAKE ROAD TO THE WEST BAY SANITARY DISTRICT TO PROVIDE CONNECTION TO PUBLIC SANITARY SYSTEM AND TO ABANDON AGING SEPTIC TANK AND DRAINFIELD. PORTION OF PLUMBING IS CAUSING FOUNDATION AND LOWER LEVEL WALL FAILURE WHICH WAS PERMITTED.

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

- Yes  No

5. Estimated acreage: 0.68 AC TOTAL (APN'S 080-072-330 AND 080-072-580) INCLUDING LAKE RD FRONTAGE

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

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>Police (example)</i>	<i>Co. Sheriff</i>	<i>City Police</i>	<i>N/A</i>	<i>Taxes</i>
<i>Sewer (example)</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.

END OF LAKE RD AND ACROSS FROM LAKE IN  
UPPER LOS TRANCOS WOODS

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

SINGLE FAMILY RESIDENTIAL

3. How are adjacent lands used?

North: RESIDENTIAL

South: RESIDENTIAL

East: RESIDENTIAL

West: LAKE / OPEN SPACE

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

No

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

RURAL / LOW DENSITY RESIDENTIAL

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

R-1, S-83 (LOS TRANCOS WOODS)

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

IN WEST BAY SANITARY DISTRICT SPHERE OF INFLUENCE ANNEXATION INTO DISTRICT, A PLUMBING PERMIT WILL BE REQUIRED FOR THE ON-SITE LATERAL CONNECTION.

8. What additional approvals will be required to proceed?

SEPTIC TANK ABANDONMENT, ENCR PERMIT (SANITARY MAIN EXTENSION), PLUMBING PERMIT.

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?

NO SPECIFIC DEVELOPMENT IS ASSOCIATED WITH THIS PROPOSAL. RECONSTRUCTION PLANS FOR EXIST STRUCTURE ARE PERMITTED. BLDG SITE COVERAGE AND MAXIMUM FLOOR AREA ARE NOT AFFECTED BY THIS PROPOSAL.

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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: JAMES E THOMPSON (JET ENGINEERING)

ADDRESS: 1048 ELCAMINO REAL, STE C

TELEPHONE: (650) 260-2755

ATTN: JAMES E THOMPSON



Signature of Proponent

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:

N/A

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 BE WITHIN THE WEST BAY SANITARY DISTRICT TO ALLOW FOR THE CONNECTION TO THE PUBLIC SANITARY SYSTEM AND TO ABANDON AGING SEPTIC TANK AND DRAINFIELD.

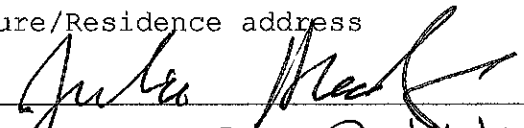
7. The proposed ANNEXATION is requested to be made subject to the following terms and conditions: - NONE -

8. The persons signing this petition have signed as:

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

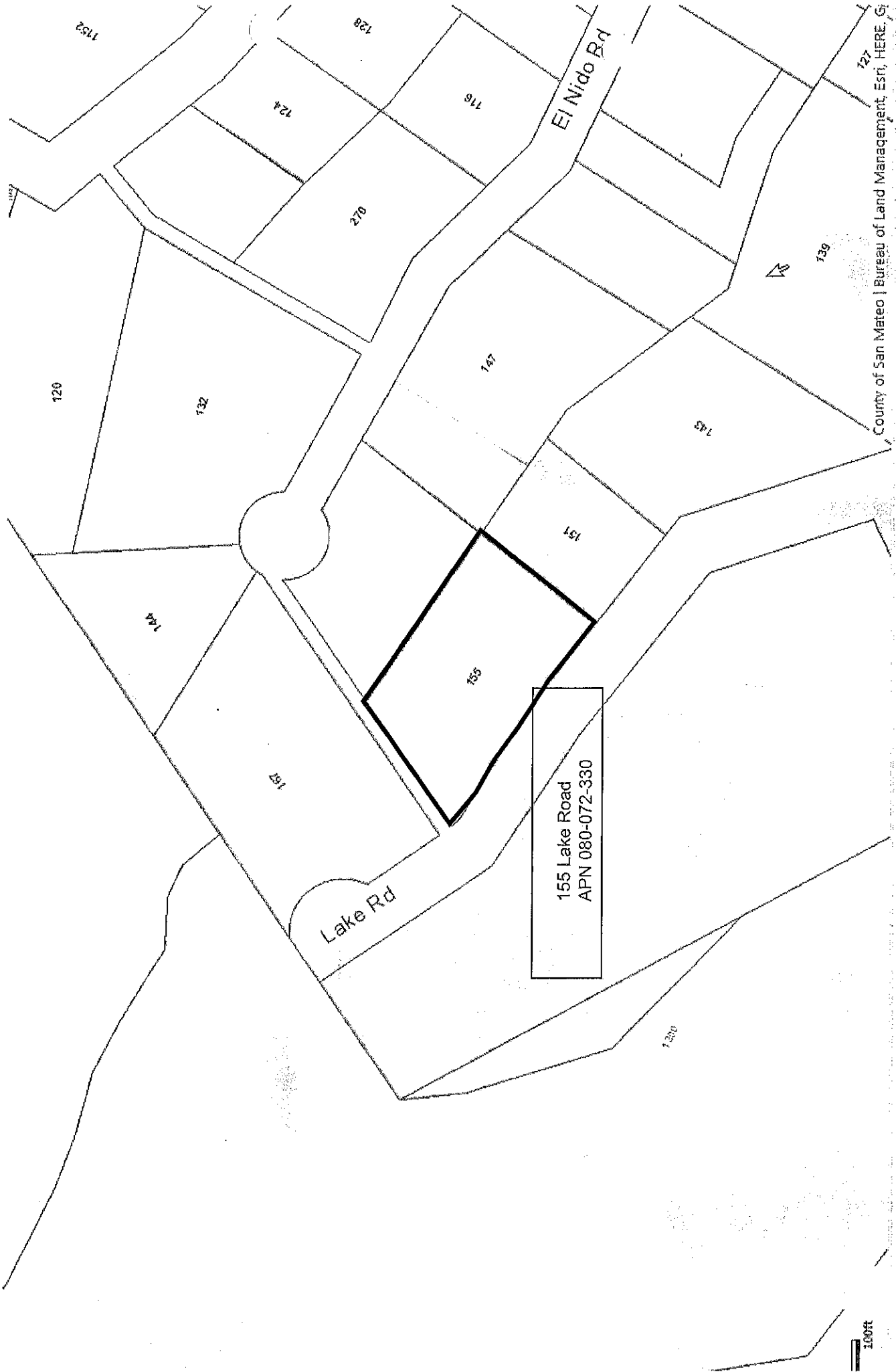
Wherefore, petitioner(s) request(s) that proceedings be taken in accordance with the provisions of Section 56000, et seq. Of the Government Code and herewith affix signatures as follows:

Chief Petitioners (not to exceed three):

Date:	Printed Name:	Signature/Residence address	APN*
3-1-18	Julia Handley		
_____	_____	155 Lake Dr. Portola Valley 95028	
_____	_____	_____	_____

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





155 Lake Road  
APN 080-072-330

100ft

County of San Mateo | Bureau of Land Management, Esri, HERE, G