



County of San Mateo

Inter-Departmental Correspondence

Department: GOVERNING BOARD

File #: 24-175

Board Meeting Date: 3/12/2024

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors, Acting as the Governing Board of the Fair Oaks Sewer Maintenance District

From: Ann M. Stillman, Director of Public Works

Subject: Annexation of Property to the Fair Oaks Sewer Maintenance District - Lands of MAK Revocable Trust

RECOMMENDATION:

Acting as the Governing Board of the Fair Oaks Sewer Maintenance District, adopt a resolution setting Tuesday, April 9, 2024 at 9:00 a.m. at the regularly scheduled Board meeting, as the time and place for a hearing on the proposed annexation of the Lands of MAK Revocable Trust (1034 Cañada Road, Woodside, APN 072-060-400) to the Fair Oaks Sewer Maintenance District.

BACKGROUND:

The Fair Oaks Sewer Maintenance District (District) entered into an agreement with the Town of Woodside (Town) on April 2, 1968 (Agreement) for the provision of sewage transmission and disposal of wastewater collected through the District facilities for properties within the corporate limits of the Town and within the Town's Redwood Creek Main Trunk Sewer and Glens Collection System Assessment District (Assessment District). The subject property is within the Town and outside of the original boundary of the Assessment District.

The Agreement requires properties within the Town that are proposed to be served by the District be annexed to the District, and also requires the Town to approve said annexations into the District. The Agreement also provides that no parcel exterior to the boundary of the Assessment District shall be permitted to connect to the sewer system acquired or constructed by the Assessment District without first obtaining the approval of both the Town and the District. The Town executed Resolution No. 2023-7639 on November 28, 2023 (attached), granting a sewer service allocation in the Assessment District and consenting to the proposed annexation of this property to the District, upon execution of a supplemental Agreement to transfer a certain unused sewer connection to the Lands of MAK Revocable Trust. Section 5820 et seq. of the Streets and Highways Code authorizes this Board to adopt a resolution setting the time and place for the hearing upon the question of annexation, and to conduct a hearing to determine whether the territory shall be annexed.

DISCUSSION:

The MAK Revocable Trust is the current owner of the property within the Town at 1034 Cañada Road, which is also identified as Assessor’s Parcel Number 072-060-400. The owner has requested that the property be annexed to the District in order to receive sewer service.

The District will be able to provide sewer service to the property upon execution of a supplemental Agreement to transfer one of the unused connections within the Assessment District to maintain the integrity of the purchased sewage treatment capacity of the Assessment District.

Department staff has determined that the property can be served through the facilities of the District and is recommending that a hearing be set for this Board’s regular meeting of April 9, 2024 at 9:00 a.m., to consider the proposed annexation and authorization of the execution of the supplemental Agreement.

The required notices will be posted and published subject to this Board adopting the proposed resolution.

County Attorney has reviewed and approved the resolution as to form.

FISCAL IMPACT:

The property owner has paid or will pay all required fees for the parcel as follows:

- Annexation Processing Fee: \$1,800
- District Connection Fee: \$5,960
- Plan Review Fee: \$300
- Sewer Inspection Permit Fee: \$300
- Miscellaneous Services Fee: \$200
- State Board of Equalization’s Recording and Mapping Fee: \$350

If the annexation is approved, the property owner will be subject to the annual sewer service charge levied by the District, which has been set for \$1,055 for FY 2023-2024. The property owner will construct and pay for the sewer lateral that is necessary to bring sewer service to this property.

There is no impact to the General Fund.

Attachment: Town of Woodside Resolution No. 2023-7639