



# MEMORANDUM

## TOWN OF PORTOLA VALLEY

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**TO:** Mayor and Town Council Members

**FROM:** Leslie Lambert, Planning Manager  
Tom Vlastic, Deputy Town Planner

**DATE:** July 3, 2007

**RE:** Climate Protection Task Force Report to Town Council

The Climate Protection Task Force met on May 1<sup>st</sup> to finalize recommendations of the three committees to the Town Council. The recommendations of the committees were thorough in their mission and provided specific approaches and strategy to meet their objectives.

Following the Task Force meeting, Councilman Toben requested a meeting with staff to discuss implications and reality in meeting these recommendations, anticipation of community reaction, and preparation of audit to obtain a baseline on current green building checklist. We also discussed setting a small group meeting with local architects to focus on recommendations to mandate the minimum green building point level for all new residences and incentives for green building in order to grasp a level of implementation for the public and staff to undertake recommendations of the committees. We have included the summary notes from the June 12<sup>th</sup> meeting with local architects for your review.

At the time of preparation of this cover memo, staff received the committee reports for Education and Outreach Committee and for Buildings, Energy Efficiency, and Transportation Executive Summary (BEET).

A number of the BEET recommendations, and those of other committees will likely require some added staffing and/or cost to the Town for development and distribution of additional "green" educational documents. These need to be considered by not only planning but also town administration staff so that budget implementation can be fully understood.

Tom Vlastic provided the following comments that have been shared with members of the BEET committee.

The BEET Committee is pleased to offer the attached executive summary as presented to the Portola Valley Climate Protection Task Force as background for our following primary recommendations, detailed in the executive summary. We appreciate that our recommendations will take time for the Town Council to consider and implement and that there will be challenges along the way.

Our recommendations include significant town efforts to educate the community so that all residents and others with responsibility for land use, transportation and other relevant activities in town can directly participate in efforts to tackle climate change. In addition, we offer specific recommendations for ensuring minimum levels of sustainable building for new construction. Implementing the recommendations will require a variety of public and private commitments, but the BEET committee believes it is time for such commitments to be made and that the majority of community interests would be willing to pursue them.

The BEET committee is pleased to see that, as it has suggested, both the Planning Commission and the ASCC have included consideration of sustainable building guidelines and land use practices for their 1007-08 FY proposed budgets. We therefore, suggest that the Town Council forward the BEET committee reports and recommendations to the Planning Commission and ASCC for their consideration, particularly the recommendations relative to environmentally sustainable design and construction practices. These recommendations seek to establish a locally based measuring system (or systems), with requirements for minimum compliance, and with provisions for monitoring compliance and system modification over time. This would be in furtherance of and, in essence, a logical next step to the sustainable building informational process initiated by the ASCC during the 2005-06 FY.

We understand that the BEET committee recommendations relative to land use and building practices could lead to proposed changes to the general plan, e.g., conservation element, and town land use regulations (zoning, site development and subdivision) that implement the general plan, as well as the Town's Design Guidelines. Thus, the Planning Commission and ASCC are best suited to review and comment on our building and land use proposals. BEET committee members would be pleased to participate in the Planning Commission and ASCC review process and are also aware that during this process, input would be sought from staff, including planning and the Town Attorney, community members and others interested and/or involved with local building activities. We would anticipate the Planning Commission and ASCC would then forward final recommendations for implementing actions and next steps to the Town Council.

In summary, the July 11<sup>th</sup> Town Council meeting should provide an exciting opportunity for the Town to "kick off" a Town review process that, over the course of the next several months, can involve the Planning Commission and the ASCC, as well as staff and Town citizens, in finalizing specific steps the Town can take in leading local "green building" and climate protection efforts in line with the work of the Climate Protection Task Force Committee.

cc: Planning Commission  
ASCC