



TOWN OF PORTOLA VALLEY

7:00 PM – Regular Meeting of the Town Council
 Wednesday, December 14, 2016
 Historic Schoolhouse
 765 Portola Road, Portola Valley, CA 94028

REGULAR MEETING AGENDA

7:00 PM - CALL TO ORDER AND ROLL CALL

Councilmember Aalfs, Councilmember Wengert, Councilmember Richards, Vice Mayor Hughes and Mayor Derwin

ORAL COMMUNICATIONS

Persons wishing to address the Town Council on any subject may do so now. Please note however, that the Council is not able to undertake extended discussion or action tonight on items not on the agenda.

1. **PRESENTATION** – Backyard Habitat Awards by the Conservation Committee (3)
2. **REORGANIZATION OF THE TOWN COUNCIL** (4)
 - (a) Election of Mayor
 - (b) Election of Vice Mayor
3. **PLANNING COMMISSIONER INTERVIEWS AND APPOINTMENT** (5)
 - (1) Gilbert, Denise
 - (2) Goulden, Jon
 - (3) Leary, Fredric
 - (4) Leckonby, Bill
 - (5) Vahtra, Karen
 - (6) Von Feldt, Alex
 - (7) Warr, Carter

CONSENT AGENDA

The following items listed on the Consent Agenda are considered routine and approved by one roll call motion. The Mayor or any member of the Town Council or of the public may request that any item listed under the Consent Agenda be removed and action taken separately.

4. **Approval of Minutes** – November 9, 2016 (13)
5. **Ratification of Warrant List** – November 23, 2016 (16)
6. **Approval of Warrant List** – December 14, 2016 (27)
7. **Appointments by Mayor**– Danna Breen, Dave Ross, and Al Sill to the Architectural and Site Control Commission (ASCC) (41)
8. **Appointment by Mayor** – Ray Williams to the Board of Trustees for the San Mateo Mosquito and Vector Control District (44)
9. **Appointment by Mayor** – Reappoint Jean Isaacson as President of the Woodside Highlands Road Maintenance District Advisory Board (45)

REGULAR AGENDA

10. **Report by Town Manager** – Update on ALPR Implementation (46)

PUBLIC HEARING

11. **PUBLIC HEARING – Recommendation by Deputy Building Official** – Second Reading and Adoption of the 2016 California Building Code Amending Chapter 15.04 [Building Code] of Title 15 [Buildings and Construction] of the Portola Valley Municipal Code (47)

- (a) Second Reading of Title, Waive Further Reading, and Adopt and Ordinance of the Town Council of the Town of Portola Valley Amending 15.04.020 [Amendments to the Building Code], and 15.04.030 [Administration of the Building code] of Chapter 15.04 [Building Code] of Title 15 [Buildings and Construction] of the Portola Valley Municipal Code (Ordinance __)

12. **PUBLIC HEARING - Recommendation by Sustainability & Special Projects Manager** – First Reading of (56)
Proposed Amendments to the Green Building Ordinance and Related Finding (Ordinance No. __)

- (a) First Reading of Title, Waive Further Reading, and Introduce an Ordinance of the Town Council of the Town of Portola Valley Amending Chapter 15.10 [Green Building] of Title 15 [Buildings and Construction] of the Portola Valley Municipal Code (Ordinance __)

13. **Report by Town Attorney** – Discussion of Control, Regulate and Tax Adult Use of Marijuana Act (174)

- (a) Study Session on Proposition 64 and Next Steps
- (b) Adopt an Interim Urgency Ordinance of the Town Council of the Town of Portola Valley Establishing a Temporary Moratorium on the Establishment of Marijuana Uses within the Town of Portola Valley (Ordinance __)

14. **COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS** (182)

Council arising out of liaison appointments to both in-town and regional committees and initiatives. *There are no written materials and the Town Council does not take action under this agenda item.*

15. **Town Manager Report** (183)

WRITTEN COMMUNICATIONS

- 16. **Town Council Digest** – November 11, 2016 (184)
- 17. **Town Council Digest** – November 18, 2016 (202)
- 18. **Town Council Digest** – November 23, 2016 (209)
- 19. **Town Council Digest** – December 2, 2016 (217)
- 20. **Town Council Digest** – December 9, 2016 (258)

ADJOURN TO CLOSED SESSION

- 21. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** (297)
Government Code Section 54957
Title – Town Manager

REPORT OUT OF CLOSED SESSION

ADJOURNMENT

ASSISTANCE FOR PEOPLE WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Clerk at (650) 851-1700. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

AVAILABILITY OF INFORMATION

Copies of all agenda reports and supporting data are available for viewing and inspection at Town Hall and at the Portola Valley Library located adjacent to Town Hall. In accordance with SB343, Town Council agenda materials, released less than 72 hours prior to the meeting, are available to the public at Town Hall, 765 Portola Road, Portola Valley, CA 94028.

SUBMITTAL OF AGENDA ITEMS

The deadline for submittal of agenda items is 12:00 Noon WEDNESDAY of the week prior to the meeting. By law no action can be taken on matters not listed on the printed agenda unless the Town Council determines that emergency action is required. Non-emergency matters brought up by the public under Communications may be referred to the administrative staff for appropriate action.

PUBLIC HEARINGS

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge any proposed action(s) in court, you may be limited to raising only issues you or someone else raised at the Public Hearing(s) described in this agenda, or in written correspondence delivered to the Town Council at, or prior to, the Public Hearing(s).

Backyard Habitat Awards at the Town Council meeting 12/14/16

Last year you awarded eight residents with a plaque which states that a majority of their property is open habitat with shelter and food provided by low water using native plants. Special places by their homes are fenced to protect food growing plants and ornamentals. The goal as stated in the Town Plan is “to preserve and enhance the natural features and open space of the planning area because they are unusual and valuable assets for the planning area, the Peninsula and the entire Bay Area”

Al and Ann Sill’s home on a steep site on Minoca is unfenced with a Coast Live Oak and Blue Oak canopy leading down to a seasonal creek with lush native growth. They have returned their land to a more natural site by removing lawn and encouraging native plants. Behind their home they weed to remove invasive thistles from neighboring Stanford owned land. Native plants near their home provide color, and mulch keeps down invasives.

Mary Hufty and Daniel Alegria on Mapache have reduced their hardscape by using pavers on their driveway and landscaping with drought tolerant native plants with low water needs. Wildlife can pass through their open garden to gather shelter, food and water en route to the Shady Trail. Numerous wood rat homes are protected. Invasives are continuously removed; only native plants are introduced. All plant, barn and coop waste is composted. Neighbors together work on a series of natural and created vernal pools which provide for water table retention and amphibian habitat.

April 2, 2016 the Water Committee and Conservation Committees are sponsoring a Portola Valley Garden tour. Six of the Backyard Habitat gardens will be open. We hope residents will see how beautiful drought tolerant gardens are.

The Conservation Committee also visited five sites whose owners requested advice about changes they could make before applying for awards. We hope to hear back from some with an application.

#2

There are no written materials for Town Council Reorganization

November 28, 2016

Sharon Hanlon
Town Clerk
Portola Valley Town Hall
765 Portola Road
Portola Road, Portola Valley, CA 94028

Sharon;

This letter is to indicate my interest in continuing to serve another term as a member of the Portola Valley Planning Commission and if the Town Council deems it to be appropriate I would like to request reappointment.

Sincerely,

A handwritten signature in blue ink that reads "Denise M. Gilbert". The signature is written in a cursive style.

Denise M. Gilbert
5 Woodfern
Portola Valley, CA 94028

cc: Debbie Pedro, Planning Director

Dear Town Council,

Please consider me for the upcoming vacancy on the Planning Commission.

I read the town manager's email indicating the various volunteer opportunities available and decided that it would be interesting to do some more local volunteering. Based on some of the recent notes associated with the Planning Commission it looked like an area that was both needed by the town and something that I would enjoy learning.

I understand that interviews will be conducted at the Town Council meeting on December 14th and I plan to attend. However, I thought you might like a little background regarding myself prior to the meeting.

I have a Bachelors degree in Mechanical/Electrical Engineering from Kettering University and an MBA from Harvard Business School. The bulk of my working career was spent at Hewlett-Packard in a variety of positions including Product Management for business minicomputers, Support Services development and Strategic Planning for Enterprise Service business and operations. I am now retired.

We moved to California in 1983 and have lived in Portola Valley since 1986. We have done 4 remodels of our house on Corte Madera Road over the years.

My volunteer activities started in conjunction with our children's schooling here in Portola Valley. I did classroom volunteering, trip chaperoning, computer assistance, photography, and video production. This continued through their high school years. While our children were in college we participated in advisory sessions for the Engineering Deans.

I was also an active member of the Portola Valley Schools Foundation starting with producing the campaign brochures and school directory for several years and ending as co-president for two years. During this period we engaged with some of the town 'elders' - Bill Lane and Al Schreck - who made a point of telling us - often - about the importance of volunteerism.

Recent volunteer activities include on-line video work for Blue Planet Network and a pro-bono consulting project for The Nature Conservancy. Currently I am partner with the Silicon Valley Social Ventures group and am co-leading the education group this year.

Thank you for your consideration.

Jon Goulden

Fredric D. Leary Jr., MD, MBA, FAAFP
116 Russell Ave., Portola Valley, CA 94028

Personal mission statement:
Better the everyday lives of the communities I serve

10-Nov-16

RE: Letter of Interest, Portola Valley volunteer Planning Commissioner

Members of the Town Council,

It is my pleasure to submit this letter of interest to you for your consideration. My mission statement above comes from my position in healthcare leadership and aligns beautifully with the intent of the Planning Commission! I was excited to explore the San Mateo Planning Commission Handbook after I saw your ad in The Almanac.

I am new to CA and loving the Portola Valley life I found here. I'd love to have a chance to give back to that community and learn more about it at the same time. While I have no background in engineering, land development, zoning, etc. I come without any conflicts of interest and a career of making objective decisions, caring for people's diverse needs, and working as part of a team. I've also had the honor of serving on a few Not-for-Profit Boards that required volunteer time for preparation, meeting attendance, and outside networking. I'm energized by these opportunities to serve and learn. I appreciate your consideration of my letter of interest and hope that we'll have the chance to speak in more detail at your upcoming interviews.

Respectfully,

Per the instructions from Dennis, I am writing you to express my interest in serving on the town Planning Commission.

My wife and I are 27 year residents of Portola Valley, living on Golden Oak Drive. We have interacted with the town staff and commissions multiple times around several remodels, all being very favorable interactions. There have been other times when we have had the opportunity to be involved with town issues, most recently including the decision process to acquire ALPRs, a decision that I strongly endorsed.

After a 45 year career in high tech, including multiple CEO positions, I would like to bring my experience to the commission and have the opportunity to help continue to make PV the wonderful community that it is. Now that I am retired, I have the time to do so.

Please let me know if you need more background information, and if there are next steps that I have to take. Thank you for your consideration.

Bill Leckonby

Karen Vahtra

72 Hillbrook Drive
Portola Valley, CA 94028

December 7, 16

Dear Members of the Portola Valley Town Council

I am interested in volunteering to serve on the Planning Commission.

I co-founded a technology company, Magma Design Automation, that went public in November 2001, and have been retired for the last 14 years. I am Electrical Engineer by trade and also have extensive business and marketing experience.

One of the first things I did after retiring was to design and build a house here in Portola Valley. I chose Portola Valley over the neighboring communities because I love nature, open space, and a quiet environment. I am very familiar with the design and construction process as I participated extensively with the architect and contractor, and even documented the process on a website. I almost enjoyed the process more than living in the home.

After extensively traveling the world, I have found the most satisfaction in giving back to the community and world. I have volunteered for five years in a tax program run through the IRS and United Way for low-income people as a tax preparer, site coordinator and tool developer during the off-season. I have also volunteered as a Navigator at the Stanford Hospital for the last 3 years.

I am interested in continuing to serve the community in this new endeavor. I have learned that the best volunteer activities are challenging. I think both my professional and personal backgrounds will enable me to serve the town well as a commissioner.

Sincerely yours,

Karen Vahtra

To: Sharon Hanlon, Debbie Pedro
From: Alex Von Feldt
Date: November 27, 2016
Re: Letter of Interest for Planning Commission

I would like to reapply for the opening on the Portola Valley Planning Commission. I have served as a Planning Commissioner for two terms, and prior to that served on the Architectural Site Control Commission and Conservation Committee.

I enjoy working with applicants, residents, town staff and my fellow commissioners to apply the town values and interpret the general plan when making land use decisions. There are many challenges facing our town as well as the region, and I look forward to addressing them in an open and thoughtful manner.

Thank you for your consideration.

Carter J. Warr, AIA
260 Willowbrook Drive
Portola Valley, CA 94028

11/22/2016

Town Council
Town of Portola Valley
765 Portola Road
Portola Valley, CA 94028

Dear Town Council:

I am forwarding my interest in appointment to the Planning Commission. I am a 29 year resident of Portola Valley. I am a licensed Architect with my practice and business located here in Portola Valley since 1988. My first service in 1991 to the Town was as a member of the ASCC where I served 21 years. Several of those years I served as the Chair. My membership tenure included several difficult years during the Blue Oaks development approval and the Design Standards Re-review.

My tenure at the ASCC was fraught by dreading meeting preparation while relishing in the feeling after the reviews that the Town was better because of the ASCC's ability to sort out the issues and provide education and thoughtful sensitivity in the carriage of our decisions. I have been frequently reminded over the years by past applicants that felt their project got better because of the ASCC's participation.

I have loved this Town and its environs since my first visit here in 1981, 35 years ago. The legacy of the founders in the 1960's presents a great map to guide the ever increasing number of issues before the Town. My tenure here has overlapped many of those founders. Knowing them personally and professionally has be a welcome gift I feel compelled to share those memories and ethos with future generations. This simple residential community founded principally to preserve open space and a rural way off life is being challenged by outside regional influences. With the evolution away from the Town's original longtime Planners there has been recently a sense of void in the collective memory within the planning community. While I have not been here for the entire 52 years I have been intimately involved for the last 28.

Working here for years in Portola Valley both as a prolific design professional and as a volunteer has been wonderful. I have been the Architect for innumerable projects and properties here in Town. Some might opine that I have too many conflicts of interest to effectively serve as a commissioner. These comments always remind me of my small town heritage in Oregon. As a little kid, the Town was pretty much self-sufficient. Businesses and residents alike flourished because of the symbiosis that proliferated because of their mutual support and dependencies. As I matured the Town was confronted with "opportunities" from chain stores, commercial farmers, and outside industry. These broader offerings avoided buying local. This was the beginning of "globalization." These events signaled the decline of my small American town. In that early Town I grew up in, the Town

Town Council

11/22/2016

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leadership, officials, teachers, firefighters, professionals, farmers, industrialists, and real estate developers all worked and decided issues together. There were inherently conflicts of interest. At the same time there was a mature civility that appreciated the depth of connections that came with dealing with those conflicts. I had hoped that still exists here. It is sometimes lonely here being one of a very few who live and work here in Portola Valley. I makes me sad that there is not one professional member of the Town Staff that lives in Town.

As a Planning Commissioner I will carry on the legacy of this Town's founders while remembering that my role is to serve the constituency we serve.

Sincerely,

Carter J. Warr, AIA

Enclosure

PORTOLA VALLEY TOWN COUNCIL SPECIAL MEETING NO. 939, NOVEMBER 9, 2016, HELD IN THE COMMUNITY HALL AT TOWN CENTER

Due to an error in the recording of the November 9, 2016 Council meeting, the following "Action Minutes" were prepared.

CALL TO ORDER AND ROLL CALL

Mayor Derwin called the Town Council's Special meeting to order at 7:00 p.m. and led the Pledge of Allegiance. Ms. Hanlon called the roll.

Present: Councilmembers Jeff Aalfs, John Richards, Ann Wengert; Vice Mayor Craig Hughes, Mayor Mary Ann Moise Derwin.

Absent: None

Others: Jeremy Dennis, Town Manager
Leigh Prince, Town Attorney
Sharon Hanlon, Town Clerk

ORAL COMMUNICATIONS – None

CONSENT AGENDA

- (1) Approval of Minutes: Town Council Regular Meeting of October 26, 2016.
- (2) Approval of Warrant List: November 9, 2016, in the amount of \$174,593.28.
- (3) Recommendation by Town Manager – Adoption of a Resolution Home for All, San Mateo County Initiative
 - a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Committing to Continue to Work with Other Jurisdictions in the County to Address the Housing Crisis on a Regional Basis, Including through Ongoing Support of the Home For All San Mateo County Initiative (Resolution 2713-2016).

Councilmember Aalfs moved to approve Items 2 through 3. Seconded by Councilmember Wengert, the motion carried 5-0 with a roll call vote.

- (1) Approval of Minutes: Town Council Regular Meeting of October 26, 2016.

Councilmember Wengert moved to approve the minutes of the October 26, 2016 meeting, as amended. Seconded by Councilmember Aalfs, the motion carried 5-0.

REGULAR AGENDA

- (4) Discussion of Town Safety Issues

Town Manager Dennis noted that in June and October of 2016, Portola Valley residents were victim of two brazen home invasion robberies. These two events resulted in a community conversation about town safety, including home protection, zoning, and neighborhood watch programs.

The June home invasion robbery, in conjunction with a rash of burglaries on or near Golden Oak Drive, resulted in a broad discussion with the Sheriff's Office about steps every resident can take to better protect their home and work with their neighbors to inform each other of suspicious events. The Town Council also considered the purchase of Automated License Plate Readers (ALPRs) at their September 28, 2016 meeting, but did not direct staff to further pursue their purchase.

Five broad areas requiring Council direction have emerged since the October home invasion robbery, based on staff research and community input; reconsideration of the purchase of ALPRs; land use/zoning rules that have a relationship to home security considerations; the appropriate level of law enforcement service; Town Hall support for resident safety initiatives; and the use of technology or apps to assist in neighborhood watch efforts.

Following Council deliberation, and hearing from a number of town residents, staff was directed to implement the following:

- 1) Installation of Automated License Plate Readers “ALPRs” in Town and directed staff return to Council with a plan for purchase and associated policies.
- 2) Directed staff to work with the ASCC on outside lighting, signage and landscape options within the Design Guidelines only, no change to the current zoning ordinance.
- 3) Funding for a part-time position to support a Neighborhood Watch program.
- 4) Continue the town’s contract with the San Mateo County Sheriff’s Department and end further research of a Town-operated police department.
- 5) Staff to work with a citizens group and the Sheriff’s department to research additional resources and technologies that are and may become available to assist with neighborhood watch and home security.

Councilmember Wengert moved to approve. Seconded by Vice Mayor Hughes; the motion carried 5-0.

(5) COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS

Councilmember Aalfs – Reported that Peninsula Clean Energy is holding a retreat in the Community Hall on Saturday, November 12, 2016.

Councilmember Wengert – Attended an Airport Roundtable meeting on November 2nd and a Select Committee meeting on November 3rd, 2016. The Select Committee’s final report will be approved at its last meeting on November 17, 2016.

Councilmember Richards – None to Report.

Vice Mayor Hughes – Attended the ASCC meeting held on October 27, 2016 and heard preliminary review and site development permit for three parcels on Westridge Drive. A study session was held for conceptual design of a new clubhouse, renovation of the historic roadhouse and site improvements for Alpine Hills Swim and Tennis Club. Vice Mayor Hughes also attended the Bicycle Pedestrian & Traffic Safety Committee meeting held on November 2, 2016 that discussed the CalWater project, reviewed the most recent Sheriff’s Report and the new format for committee minutes to be posted to the website.

Mayor Derwin – Attended “Java with Jerry” (Senator Jerry Hill), held at Konditorei on Friday, October 28, 2016.

(6) Town Manager Report –Town Manager Dennis reported that ABAG/MTC lowered the 2010 baseline employment number after discussing relevant data with Town staff. Currently, we have ads in the Almanac for the three open seats on the Planning Commission and ASCC, as well as a Town Representative for San Mateo County Mosquito and Vector Control District. Town Manager Dennis recently met with Dawn Smithson, General Manager of CalWater and Jim Eggemeyer, San Mateo County Sustainability Director, along with Sustainability & Special Projects Manager de Garreaux.

WRITTEN COMMUNICATIONS

(7) Town Council Digest – October 14, 2016

#7 – Mayor Derwin noted the article on “15 Big Ideas for Tackling California’s Housing Crisis”

(8) Town Council Digest – October 21, 2016

None

ADJOURNMENT [10:15 p.m.]

Mayor Derwin adjourned the meeting.

Mayor

Town Clerk

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

11/23/16

Date: 11/21/2016

Time: 5:02 pm

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TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

AT&T	10/6/16 - 11/5/16 Statement	18100	11/23/2016	
			11/23/2016	
P.O. BOX 9011	441		11/23/2016	0.00
CAROL STREAM	BOA	51162	11/23/2016	0.00
IL 60197-9011				292.52

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	292.52	0.00

Check No.	51162	Total:	292.52
Total for	AT&T		292.52

AV INTEGRATORS	Schoolhouse, Audio Equipment	18112	11/23/2016	
		00006410	11/23/2016	
131 INDUSTRIAL ROAD, SUITE 1	1132		11/23/2016	0.00
BELMONT	BOA	51163	11/23/2016	0.00
CA 94002	2930			2,343.62

GL Number	Description	Invoice Amount	Amount Relieved
05-70-4486	CIP16/17 Equipment	2,343.62	2,281.96

Check No.	51163	Total:	2,343.62
Total for	AV INTEGRATORS		2,343.62

BANK OF AMERICA	Annual Volunteer Party Invites	18108	11/23/2016	
Bank Card Center		00006416	11/23/2016	
P.O. BOX 53155	0022		11/23/2016	0.00
PHOENIX	BOA	51164	11/23/2016	0.00
AZ 85072-3155				747.54

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4147	Holiday Party	747.54	900.00

BANK OF AMERICA	October Statement	18109	11/23/2016	
Bank Card Center			11/23/2016	
P.O. BOX 53155	0022		11/23/2016	0.00
PHOENIX	BOA	51164	11/23/2016	0.00
AZ 85072-3155				5,839.99

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4147	Holiday Party	369.60	0.00
05-58-4240	Parks & Fields Maintenance	182.94	0.00
05-64-4308	Office Supplies	110.45	0.00
05-64-4311	Internet Service & Web Hosting	139.99	0.00
05-64-4312	Office Equipment	1,403.83	0.00
05-64-4322	Dues	410.00	0.00
05-64-4326	Education & Training	1,434.01	0.00
05-64-4335	Sustainability	430.00	0.00
05-64-4336	Miscellaneous	539.04	0.00
05-64-4337	Bank Fees	85.78	0.00
05-68-4539	Permit Tracking Software	734.35	0.00

Check No.	51164	Total:	6,587.53
Total for	BANK OF AMERICA		6,587.53

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

11/23/16

Date: 11/21/2016

Time: 5:02 pm

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TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

CITY OF REDWOOD CITY (IT)	October IT Support	18088	11/23/2016	
			11/23/2016	
P.O. BOX 3629	586		11/23/2016	0.00
REDWOOD CITY	BOA	51165	11/23/2016	0.00
CA 94064	BR41789			2,163.17

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4216	IT & Website Consultants	2,163.17	0.00

Check No.	51165	Total:	2,163.17
Total for	CITY OF REDWOOD CITY (IT)		2,163.17

BARB ECKSTEIN	Reimbursement, Community Hike	18103	11/23/2016	
	Event Banner		11/23/2016	
1155 WESTRIDGE DRIVE	0584		11/23/2016	0.00
PORTOLA VALLEY	BOA	51166	11/23/2016	0.00
CA 94028				133.18

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4167	Trails & Paths Committee	133.18	0.00

Check No.	51166	Total:	133.18
Total for	BARB ECKSTEIN		133.18

EMPLOYMENT DEV'T DEPT	Unemployment Ins. Benefit	18093	11/23/2016	
			11/23/2016	
PO BOX 826846	0062		11/23/2016	0.00
SACRAMENTO	BOA	51167	11/23/2016	0.00
CA 94246-0001	L1543621664			2,700.00

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4092	Unemployment Insurance	2,700.00	0.00

Check No.	51167	Total:	2,700.00
Total for	EMPLOYMENT DEV'T DEPT		2,700.00

JEANNIE GOLDMAN	Instructor Fees, Fall 2016	18084	11/23/2016	
			11/23/2016	
741 MANZANITA ROAD	706		11/23/2016	0.00
WOODSIDE	BOA	51168	11/23/2016	0.00
CA 94062				17,279.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	17,279.00	0.00

Check No.	51168	Total:	17,279.00
Total for	JEANNIE GOLDMAN		17,279.00

JENNIFER HAMMER	Refund, Overpmt Event Ins	18080	11/23/2016	
			11/23/2016	
447 WESTRIDGE	0632		11/23/2016	0.00
PORTOLA VALLEY	BOA	51169	11/23/2016	0.00
CA 94028				86.00

GL Number	Description	Invoice Amount	Amount Relieved
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INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

11/23/16

Date: 11/21/2016

Time: 5:02 pm

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TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

05-58-4338	Event Insurance	86.00	0.00	
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Check No.	51169	Total:	86.00
Total for	JENNIFER HAMMER		86.00

HAYWARD LUMBER CO	Add'l Fence Repair, Rossotti	18117	11/23/2016	
			11/23/2016	
429 FRONT STREET	1237		11/23/2016	0.00
SALINAS	BOA	51170	11/23/2016	0.00
CA 93901-3609	37097250-00			59.19

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	59.19	0.00

Check No.	51170	Total:	59.19
Total for	HAYWARD LUMBER CO		59.19

MICHELLE JASEN	Refund Deposit, 11/5/16 Event	18081	11/23/2016	
			11/23/2016	
6 BLUE OAKS CT	0633		11/23/2016	0.00
PORTOLA VALLEY	BOA	51171	11/23/2016	0.00
CA 94028				250.00

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2561	Community Hall Deposits	250.00	0.00

MICHELLE JASEN	Refund Deposit, 11/5/16 Event	18082	11/23/2016	
			11/23/2016	
6 BLUE OAKS CT	0633		11/23/2016	0.00
PORTOLA VALLEY	BOA	51171	11/23/2016	0.00
CA 94028				100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2562	Field Deposits	100.00	0.00

Check No.	51171	Total:	350.00
Total for	MICHELLE JASEN		350.00

JENSEN LANDSCAPE LLC	July Irrigation	18119	11/23/2016	
			11/23/2016	
1983 CONCOURSE DRIVE	849		11/23/2016	0.00
SAN JOSE	BOA	51172	11/23/2016	0.00
CA 95131	165065			787.50

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	787.50	0.00

Check No.	51172	Total:	787.50
Total for	JENSEN LANDSCAPE LLC		787.50

JORGENSON SIEGEL MCCLURE & FLEGEL	October Statement	18106	11/23/2016	
			11/23/2016	
1100 ALMA STREET	0089		11/23/2016	0.00
MENLO PARK	BOA	51173	11/23/2016	0.00
CA 94025				18,780.50

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4182	Town Attorney	18,560.50	0.00
96-54-4186	Attorney - Charges to Appls	220.00	0.00

Check No.	51173	Total:	18,780.50
Total for	JORGENSON SIEGEL MCCLURE &		18,780.50

BRITNEY KING	Instructor Fees, Fall 2016	18075	11/23/2016	
			11/23/2016	
4068A 26TH STREET	0380		11/23/2016	0.00
SAN FRANCISCO	BOA	51174	11/23/2016	0.00
CA 94131				16,591.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	16,591.00	0.00

Check No.	51174	Total:	16,591.00
Total for	BRITNEY KING		16,591.00

KUTZMANN & ASSOCIATES	October Plan Check	18102	11/23/2016	
			11/23/2016	
39355 CALIFORNIA STREET	0090		11/23/2016	0.00
FREMONT	BOA	51175	11/23/2016	0.00
CA 94538				7,983.95

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4200	Plan Check Services	7,983.95	0.00

Check No.	51175	Total:	7,983.95
Total for	KUTZMANN & ASSOCIATES		7,983.95

LEGACY ROOFING & WATERPROOFING	Refund Deposit, 302 Portola Rd VOID Orig #51071-MIA 10/12/16	18107	11/23/2016	
			11/23/2016	
1698 ROGERS AVE, SUITE 10	1421		11/23/2016	0.00
SAN JOSE	BOA	51176	11/23/2016	0.00
CA 95112				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	1,000.00	0.00

Check No.	51176	Total:	1,000.00
Total for	LEGACY ROOFING & WATERPROOFING		1,000.00

LYNX TECHNOLOGIES, INC	EnerGov, GIS Project	18115	11/23/2016	
			11/23/2016	
1350 41ST AVENUE	0294		11/23/2016	0.00
CAPITOLA	BOA	51177	11/23/2016	0.00
CA 95010	8062			2,475.00

GL Number	Description	Invoice Amount	Amount Relieved
05-68-4539	Permit Tracking Software	2,475.00	0.00

Check No.	51177	Total:	2,475.00
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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Total for LYNX TECHNOLOGIES, INC 2,475.00

MIG-TRA	Environmental Consult Svcs, Springdown Pond Project	18118	11/23/2016	
			11/23/2016	
800 HEARST AVE	1417		11/23/2016	0.00
BERKELEY	BOA	51178	11/23/2016	0.00
CA 94710	46034, 46396			743.75

GL Number	Description	Invoice Amount	Amount Relieved
15-68-4414	CIP Spring Down OpSpa Imp	743.75	0.00

Check No. 51178 Total: 743.75
Total for MIG-TRA 743.75

NCE	16-17 Street Resurface Project	18116	11/23/2016	
Nichols Consulting Engineers	Paving Design		11/23/2016	
1885 S. ARLINGTON AVE	0183		11/23/2016	0.00
RENO	BOA	51179	11/23/2016	0.00
NV 89509	424185506			1,250.00

GL Number	Description	Invoice Amount	Amount Relieved
05-68-4503	CIPStreetDesignFutureFY	1,250.00	0.00

Check No. 51179 Total: 1,250.00
Total for NCE 1,250.00

NOLTE ASSOCIATES, INC. NV5	Engineer Svcs/Applicant Charge	18114	11/23/2016	
			11/23/2016	
P.O. BOX 93243	0104		11/23/2016	0.00
LAS VEGAS	BOA	51180	11/23/2016	0.00
NV 89193-3243	54628			418.06

GL Number	Description	Invoice Amount	Amount Relieved
20-54-4192	Engineer Services	199.00	0.00
96-54-4194	Engineer - Charges to Appls	219.06	0.00

Check No. 51180 Total: 418.06
Total for NOLTE ASSOCIATES, INC. NV5 418.06

PACIFIC COAST SEED INC	Wildflower Seed Mix, ROW/Trail s/OpSpace	18113	11/23/2016	
		00006422	11/23/2016	
533 HAWTHORNE PLACE	714		11/23/2016	0.00
LIVERMORE	BOA	51181	11/23/2016	0.00
CA 94550				976.76

GL Number	Description	Invoice Amount	Amount Relieved
15-00-4375	General Expenses	325.59	325.59
20-60-4264	ROW Tree Trimming & Mowing	325.59	325.59
20-60-4270	Trail Surface Rehabilitation	325.58	325.58

Check No. 51181 Total: 976.76
Total for PACIFIC COAST SEED INC 976.76

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Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

PEELLE TECHNOLOGIES, INC	Parcel File Project, Digital Scan	18110	11/23/2016	
			11/23/2016	
197 EAST HAMILTON AVE	961		11/23/2016	0.00
CAMPBELL	BOA	51182	11/23/2016	0.00
CA 95008	TOPV2882			350.60

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4208	GIS Mapping	350.60	0.00

Check No.	51182	Total:	350.60
Total for	PEELLE TECHNOLOGIES, INC		350.60

JOHN PENE	Refund Deposit, 239 Wyndham	18078	11/23/2016	
			11/23/2016	
239 WYNDHAM DRIVE	0481		11/23/2016	0.00
PORTOLA VALLEY	BOA	51183	11/23/2016	0.00
CA 94028				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	1,000.00	0.00

Check No.	51183	Total:	1,000.00
Total for	JOHN PENE		1,000.00

PG&E	October Statement	18105	11/23/2016	
			11/23/2016	
BOX 997300	0109		11/23/2016	0.00
SACRAMENTO	BOA	51184	11/23/2016	0.00
CA 95899-7300				555.21

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4330	Utilities	555.21	0.00

Check No.	51184	Total:	555.21
Total for	PG&E		555.21

PICTURE THIS FOR FUN	Annual Volunteer Appreciation Party, Photobooth	18077	11/23/2016	
			11/23/2016	
851 CHERRY AVENUE 27-304	1416		11/23/2016	0.00
SAN BRUNO	BOA	51185	11/23/2016	0.00
CA 94066	2016-83			450.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4147	Holiday Party	450.00	0.00

Check No.	51185	Total:	450.00
Total for	PICTURE THIS FOR FUN		450.00

JOHN PLACE	Refund Fees, 130 Cherokee Permit #16194 Canceled	18092	11/23/2016	
			11/23/2016	
130 CHEROKEE WAY	0636		11/23/2016	0.00
PORTOLA VALLEY	BOA	51186	11/23/2016	0.00
CA 94028				1,255.70

GL Number	Description	Invoice Amount	Amount Relieved
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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

05-14-3060	Building Permits		1,255.70	0.00
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Check No.	51186	Total:	1,255.70
Total for	JOHN PLACE		1,255.70

PORTOLA VALLEY RANCH ASSOC.	Refund Deposit, PVR	18087	11/23/2016	
			11/23/2016	
1 INDIAN CROSSING	0521		11/23/2016	0.00
PORTOLA VALLEY	BOA	51187	11/23/2016	0.00
CA 94028				2,106.87

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	2,106.87	0.00

Check No.	51187	Total:	2,106.87
Total for	PORTOLA VALLEY RANCH ASSOC		2,106.87

ROBERTS MARKET	Event Refreshments	18104	11/23/2016	
			11/23/2016	
3015 WOODSIDE ROAD	1236		11/23/2016	0.00
WOODSIDE	BOA	51188	11/23/2016	0.00
CA 94062				218.02

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4336	Miscellaneous	218.02	0.00

Check No.	51188	Total:	218.02
Total for	ROBERTS MARKET		218.02

RON RAMIES AUTOMOTIVE, INC.	October Fuel Statement	18096	11/23/2016	
			11/23/2016	
115 PORTOLA ROAD	422		11/23/2016	0.00
PORTOLA VALLEY	BOA	51189	11/23/2016	0.00
CA 94028				136.97

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	136.97	0.00

Check No.	51189	Total:	136.97
Total for	RON RAMIES AUTOMOTIVE, INC.		136.97

SAN MATEO SHERIFF	FY16-17 2nd Qtr Law Enforcem't	18099	11/23/2016	
OFFICE OF EMERGENCY SERVICES			11/23/2016	
400 COUNTY CENTER	0119		11/23/2016	0.00
REDWOOD CITY	BOA	51190	11/23/2016	0.00
CA 94063-0978	10637			248,016.25

GL Number	Description	Invoice Amount	Amount Relieved
05-62-4282	San Mateo County Sheriff's Ofc	178,248.50	0.00
05-62-4284	COPS Addl Traffic Patrols	26,145.50	0.00
10-62-4284	COPS Addl Traffic Patrols	13,390.00	0.00
30-62-4284	COPS Addl Traffic Patrols	30,232.25	0.00

Check No.	51190	Total:	248,016.25
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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Total for SAN MATEO SHERIFF 248,016.25

SAUSAL CREEK ASSOCIATES	Refund Deposit, Sausal Creek	18094	11/23/2016	
			11/23/2016	
225 EMERSON STREET	1202		11/23/2016	0.00
PALO ALTO	BOA	51191	11/23/2016	0.00
CA 94301				1,798.89

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	1,798.89	0.00

Check No. 51191 Total: 1,798.89

Total for SAUSAL CREEK ASSOCIATES 1,798.89

MARJEL SCHEUER	Deposit Refund, 10/15/16 Event	18083	11/23/2016	
			11/23/2016	
245 SHAWNEE PASS	0509		11/23/2016	0.00
PORTOLA VALLEY	BOA	51192	11/23/2016	0.00
CA 94028				100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2562	Field Deposits	100.00	0.00

Check No. 51192 Total: 100.00

Total for MARJEL SCHEUER 100.00

SHARP BUSINESS SYSTEMS	October Copies	18090	11/23/2016	
			11/23/2016	
DEPT. LA 21510	0199		11/23/2016	0.00
PASADENA	BOA	51193	11/23/2016	0.00
CA 91185-1510	C923836-541			392.18

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	392.18	0.00

Check No. 51193 Total: 392.18

Total for SHARP BUSINESS SYSTEMS 392.18

SMALL BUSINESS BENEFIT PLAN TR	December Dental/Vision	18089	11/23/2016	
			11/23/2016	
	0132		11/23/2016	0.00
BELMONT	BOA	51194	11/23/2016	0.00
CA 94002-0156				1,954.40

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4090	Health Ins Dental & Vision	1,954.40	0.00

Check No. 51194 Total: 1,954.40

Total for SMALL BUSINESS BENEFIT PLAN 1,954.40

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Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

STAPLES CREDIT PLAN	Office Supplies, 10/14 - 11/02	18091	11/23/2016	
			11/23/2016	
DEPT. 31 - 0000306219	430		11/23/2016	0.00
PHOENIX	BOA	51195	11/23/2016	0.00
AZ 85062-8004				1,228.80

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	1,228.80	0.00

Check No.	51195	Total:	1,228.80
Total for	STAPLES CREDIT PLAN		1,228.80

RAYMOND TABIBIAZAR	Refund Deposit, 25 Bear Gulch	18086	11/23/2016	
			11/23/2016	
25 BEAR GULCH DRIVE	0635		11/23/2016	0.00
PORTOLA VALLEY	BOA	51196	11/23/2016	0.00
CA 94028				1,239.93

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	1,239.93	0.00

Check No.	51196	Total:	1,239.93
Total for	RAYMOND TABIBIAZAR		1,239.93

TRACY TAMASI	Refund Deposit, 3 Buck Meadow	18079	11/23/2016	
			11/23/2016	
1457 MERCER AVENUE	0631		11/23/2016	0.00
SAN JOSE	BOA	51197	11/23/2016	0.00
CA 95125				5,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	5,000.00	0.00

Check No.	51197	Total:	5,000.00
Total for	TRACY TAMASI		5,000.00

VERIZON WIRELESS	October Cellular	18101	11/23/2016	
			11/23/2016	
P.O. BOX 660108	0131		11/23/2016	0.00
DALLAS	BOA	51198	11/23/2016	0.00
TX 75266-0108	9774303117			258.18

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	258.18	0.00

Check No.	51198	Total:	258.18
Total for	VERIZON WIRELESS		258.18

ERICA WALDEN	Refund Deposit, PVR	18111	11/23/2016	
			11/23/2016	
1 COALMINE VIEW	0637		11/23/2016	0.00
PORTOLA VALLEY	BOA	51199	11/23/2016	0.00
CA 94028				8.29

GL Number	Description	Invoice Amount	Amount Relieved
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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

96-54-4207	Deposit Refunds, Other Charges	8.29	0.00	
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Check No.	51199	Total:	8.29
Total for	ERICA WALDEN		8.29

SCOTT WEBER	Reimbursement, Work Apparel	18076	11/23/2016	
			11/23/2016	
	793		11/23/2016	0.00
	BOA	51200	11/23/2016	0.00
				78.49

GL Number	Description	Invoice Amount	Amount Relieved
05-60-4267	Tools & Equipment	78.49	0.00

Check No.	51200	Total:	78.49
Total for	SCOTT WEBER		78.49

WEMORPH INC	Business Cards, Young	18095	11/23/2016	
			11/23/2016	
1671 IROQUIOS ROAD	1360		11/23/2016	0.00
ROCKLIN	BOA	51201	11/23/2016	0.00
CA 95765	17459			84.50

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	84.50	0.00

Check No.	51201	Total:	84.50
Total for	WEMORPH INC		84.50

LACEY WISMER	Refund Deposit, 1390 Westridge	18085	11/23/2016	
			11/23/2016	
1390 WESTRIDGE DR.	0634		11/23/2016	0.00
PORTOLA VALLEY	BOA	51202	11/23/2016	0.00
CA 94028				594.58

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	594.58	0.00

Check No.	51202	Total:	594.58
Total for	LACEY WISMER		594.58

Total Invoices:	43	Grand Total:	349,828.59
		Less Credit Memos:	0.00
		Net Total:	349,828.59
		Less Hand Check Total:	0.00
		Outstanding Invoice Total:	349,828.59

TOWN OF PORTOLA VALLEY
Warrant Disbursement Journal
November 23, 2016

Claims totaling \$349,828.59 having been duly examined by me and found to be correct are hereby approved and verified by me as due bills against the Town of Portola Valley.

Date _____

Jeremy Dennis, Treasurer

Motion having been duly made and seconded, the above claims are hereby approved and allowed for payment.

Signed and sealed this (Date) _____

Sharon Hanlon, Town Clerk

Mayor

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

ACTION SIGN SYSTEMS INC	Gender Neutral Restroom Signs	18120	12/14/2016	
		00006411	12/14/2016	
3580 HAVEN AVENUE	0270		12/14/2016	0.00
REDWOOD CITY	BOA	51203	12/14/2016	0.00
CA 94063	32796			1,356.52

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4340	Building Maint Equip & Supp	1,356.52	1,356.52

Check No.	51203	Total:	1,356.52
Total for	ACTION SIGN SYSTEMS INC		1,356.52

ANIMAL DAMAGE MGMT INC	November Pest Control	18148	12/14/2016	
			12/14/2016	
16170 VINEYARD BLVD. #150	804		12/14/2016	0.00
MORGAN HILL	BOA	51204	12/14/2016	0.00
CA 95037	94629			295.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	172.50	0.00
05-66-4342	Landscape Supplies & Services	122.50	0.00

Check No.	51204	Total:	295.00
Total for	ANIMAL DAMAGE MGMT INC		295.00

AT&T (2)	December M/W	18121	12/14/2016	
			12/14/2016	
P.O. BOX 5025	877		12/14/2016	0.00
CAROL STREAM	BOA	51205	12/14/2016	0.00
IL 60197-5025				67.13

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4152	Emerg Preparedness Committee	67.13	0.00

Check No.	51205	Total:	67.13
Total for	AT&T (2)		67.13

SANGINI MAJMUDAR BEDNER	Instructor Fees, Fall 2016	18168	12/14/2016	
			12/14/2016	
229 CORTE MADERA RD.	0548		12/14/2016	0.00
PORTOLA VALLEY	BOA	51206	12/14/2016	0.00
CA 94028				3,225.60

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	3,225.60	0.00

Check No.	51206	Total:	3,225.60
Total for	SANGINI MAJMUDAR BEDNER		3,225.60

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Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

BRAGATO PAVING	Deposit Refund, 140 Cherokee	18177	12/14/2016	
			12/14/2016	
500 BRAGATO ROAD	637		12/14/2016	0.00
SAN CARLOS	BOA	51207	12/14/2016	0.00
CA 94070				208.61

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	208.61	0.00

Check No.	51207	Total:	208.61
Total for	BRAGATO PAVING		208.61

BW CONSTRUCTION	Woods H'Lands Retaining Wall	18122	12/14/2016	
			12/14/2016	
110 RUSSELL AVE	930		12/14/2016	0.00
PORTOLA VALLEY	BOA	51208	12/14/2016	0.00
CA 94028	1896			32,450.00

GL Number	Description	Invoice Amount	Amount Relieved
90-00-4375	General Expenses	32,450.00	0.00

BW CONSTRUCTION	Woods H'Lands, Bi-Annual	18123	12/14/2016	
	Debris Box (2)		12/14/2016	
110 RUSSELL AVE	930		12/14/2016	0.00
PORTOLA VALLEY	BOA	51208	12/14/2016	0.00
CA 94028	1897			1,010.00

GL Number	Description	Invoice Amount	Amount Relieved
90-00-4375	General Expenses	1,010.00	0.00

Check No.	51208	Total:	33,460.00
Total for	BW CONSTRUCTION		33,460.00

CALPERS	November Retirement	18169	12/14/2016	
FISCAL SERVICES DIVISION			12/14/2016	
ATTN: RETIREMENT PROG ACCTG	0107		12/14/2016	0.00
SACRAMENTO	BOA	51210	12/14/2016	0.00
CA 94229-2703				17,687.65

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2522	PERS Payroll	1,521.86	0.00
05-00-2556	Arrears Svc Cr	107.38	0.00
05-50-4080	Retirement - PERS	16,058.41	0.00

Check No.	51210	Total:	17,687.65
Total for	CALPERS		17,687.65

CAL-WEST INC	Repair Lighted Crosswalk	18153	12/14/2016	
		00006421	12/14/2016	
P.O. BOX 612035	1364		12/14/2016	0.00
SAN JOSE	BOA	51209	12/14/2016	0.00
CA 95161-2035	161156			1,815.41

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4260	Public Road Surface & Drainage	1,815.41	1,815.41

Check No.	51209	Total:	1,815.41
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State/Province	Zip/Postal	Invoice Number		Check Amount

Total for CAL-WEST INC 1,815.41

ARLY CASSIDY	Reimbursement, 2016 CEQA Training	18124	12/14/2016	
	0638		12/14/2016	0.00
	BOA	51211	12/14/2016	0.00
				275.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4326	Education & Training	275.00	0.00

Check No. 51211 Total: 275.00
 Total for ARLY CASSIDY 275.00

CLEANSTREET	August Litter/Street Clean	18154	12/14/2016	
			12/14/2016	
1937 W. 169TH STREET	0034		12/14/2016	0.00
GARDENA	BOA	51212	12/14/2016	0.00
CA 90247-5254	83497			1,652.56

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4342	Landscape Supplies & Services	74.00	0.00
20-60-4266	Litter Clean Up Program	680.62	0.00
22-60-4266	Litter Clean Up Program	897.94	0.00

CLEANSTREET	October Litter/Street Clean	18155	12/14/2016	
			12/14/2016	
1937 W. 169TH STREET	0034		12/14/2016	0.00
GARDENA	BOA	51212	12/14/2016	0.00
CA 90247-5254	84195			1,652.56

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4342	Landscape Supplies & Services	74.00	0.00
20-60-4266	Litter Clean Up Program	680.62	0.00
22-60-4266	Litter Clean Up Program	897.94	0.00

CLEANSTREET	November Litter/Street Clean	18175	12/14/2016	
			12/14/2016	
1937 W. 169TH STREET	0034		12/14/2016	0.00
GARDENA	BOA	51212	12/14/2016	0.00
CA 90247-5254	84584			1,652.56

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4342	Landscape Supplies & Services	74.00	0.00
20-60-4266	Litter Clean Up Program	680.62	0.00
22-60-4266	Litter Clean Up Program	897.94	0.00

Check No. 51212 Total: 4,957.68
 Total for CLEANSTREET 4,957.68

COMCAST	WiFi, 11/21/16 - 12/20/16	18125	12/14/2016	
			12/14/2016	
P.O. BOX 34227	0045		12/14/2016	0.00
SEATTLE	BOA	51213	12/14/2016	0.00
WA 98124-1227				86.20

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	86.20	0.00

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City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Check No.	51213	Total:	86.20
Total for	COMCAST		86.20

COUNTY OF SAN MATEO (LAFCO)	FY 16/17, LAFCO Apportionment	18126	12/14/2016	
Attn: Juan Raigoza, Dep Cont			12/14/2016	
555 COUNTY CENTER, 4TH FLOOR	861		12/14/2016	0.00
REDWOOD CITY	BOA	51214	12/14/2016	0.00
CA 94063				439.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4322	Dues	439.00	0.00

Check No.	51214	Total:	439.00
Total for	COUNTY OF SAN MATEO (LAFCO)		439.00

MARK CURTIS	Refund Deposit, 137 Solana Rd.	18178	12/14/2009	
			12/14/2016	
137 SOLANA ROAD	0644		12/14/2009	0.00
PORTOLA VALLEY	BOA	51215	12/14/2016	0.00
CA 94028				247.80

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	247.80	0.00

Check No.	51215	Total:	247.80
Total for	MARK CURTIS		247.80

HILLYARD, INC	Janitorial Supplies	18152	12/14/2016	
		00006426	12/14/2016	
P.O. BOX 874338	531		12/14/2016	0.00
KANSAS CITY	BOA	51216	12/14/2016	0.00
MO 64187-4338	602321423, 602326122			1,344.30

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4340	Building Maint Equip & Supp	448.10	522.13
05-66-4341	Community Hall	448.10	522.13
25-66-4340	Building Maint Equip & Supp	448.10	522.14

Check No.	51216	Total:	1,344.30
Total for	HILLYARD, INC		1,344.30

HINDERLITER, DE LLAMAS & ASSOC	Sales Tax Audit, Contract Svcs	18130	12/14/2016	
	4th Qtr.		12/14/2016	
1340 VALLEY VISTA DRIVE	1128		12/14/2016	0.00
DIAMOND BAR	BOA	51217	12/14/2016	0.00
CA 91765	0026179-IN			1,787.06

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4214	Miscellaneous Consultants	1,787.06	0.00

Check No.	51217	Total:	1,787.06
Total for	HINDERLITER, DE LLAMAS & ASSOC		1,787.06

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Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

ICMA	October Def Comp	18158	12/14/2016	
VANTAGE POINT TFER AGTS-304617			12/14/2016	
C/O M&T BANK	0084		12/14/2016	0.00
BALTIMORE	BOA	51218	12/14/2016	0.00
MD 21264-4553				4,715.62

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4098	Deferred Compensation	4,715.62	0.00

ICMA	November Def Comp	18174	12/14/2016	
VANTAGE POINT TFER AGTS-304617			12/14/2016	
C/O M&T BANK	0084		12/14/2016	0.00
BALTIMORE	BOA	51218	12/14/2016	0.00
MD 21264-4553				4,940.62

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4098	Deferred Compensation	4,940.62	0.00

Check No.	51218	Total:	9,656.24
Total for	ICMA		9,656.24

J.W. ENTERPRISES	Portable Lavs, 11/24-12/21/16	18172	12/14/2016	
			12/14/2016	
1689 MORSE AVE	829		12/14/2016	0.00
VENTURA	BOA	51219	12/14/2016	0.00
CA 93003	196845			242.44

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4244	Portable Lavatories	242.44	0.00

Check No.	51219	Total:	242.44
Total for	J.W. ENTERPRISES		242.44

LADERA GARDEN CENTER	Flower Arrangements, Council of Cities Dinner 9/23/16	18131	12/14/2016	
			12/14/2016	
3130 LADERA COUNTRY SHOPPER	0490		12/14/2016	0.00
PORTOLA VALLEY	BOA	51220	12/14/2016	0.00
CA 94028	1787, 1788			395.67

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4336	Miscellaneous	395.67	0.00

Check No.	51220	Total:	395.67
Total for	LADERA GARDEN CENTER		395.67

LYNGSO GARDEN MATERIALS INC	Sand, Little People's Park	18147	12/14/2016	
		00006423	12/14/2016	
19 SEAPORT BOULEVARD	923		12/14/2016	0.00
REDWOOD CITY	BOA	51221	12/14/2016	0.00
CA 94063	924304			1,977.06

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	1,977.06	3,471.65

Check No.	51221	Total:	1,977.06
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Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Total for LYNGSO GARDEN MATERIALS INC 1,977.06

GREG & BRENDA MUNKS	Deposit Refund-393 Golden Hill	18176	12/14/2016	
			12/14/2016	
737 WESTRIDGE DRIVE	525		12/14/2016	0.00
PORTOLA VALLEY	BOA	51222	12/14/2016	0.00
CA 94028				2,775.36

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	2,775.36	0.00

Check No. 51222 Total: 2,775.36

Total for GREG & BRENDA MUNKS 2,775.36

LAURA NICOLLS	Refund Dep, Event 11/20/16	18132	12/14/2016	
			12/14/2016	
110 CORTE MADERA ROAD	412		12/14/2016	0.00
PORTOLA VALLEY	BOA	51223	12/14/2016	0.00
CA 94028				100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-00-2562	Field Deposits	100.00	0.00

Check No. 51223 Total: 100.00

Total for LAURA NICOLLS 100.00

O. NELSON & SON, INC.	Alpine Rd Clean-up	18163	12/14/2016	
			12/14/2016	
3345 TRIPP ROAD	634		12/14/2016	0.00
WOODSIDE	BOA	51224	12/14/2016	0.00
CA 94062	187			8,179.38

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4260	Public Road Surface & Drainage	8,179.38	0.00

Check No. 51224 Total: 8,179.38

Total for O. NELSON & SON, INC. 8,179.38

PEELLE TECHNOLOGIES, INC	Parcel File Project	18166	12/14/2016	
			12/14/2016	
197 EAST HAMILTON AVE	961		12/14/2016	0.00
CAMPBELL	BOA	51225	12/14/2016	0.00
CA 95008	TOPV2881			554.56

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4208	GIS Mapping	554.56	0.00

PEELLE TECHNOLOGIES, INC	Digital Scan/Indexing	18167	12/14/2016	
			12/14/2016	
197 EAST HAMILTON AVE	961		12/14/2016	0.00
CAMPBELL	BOA	51225	12/14/2016	0.00
CA 95008	TOPV2883			759.13

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4208	GIS Mapping	759.13	0.00

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City	Bank	Check No.	Check Date	Discount Amount
State/Province	Zip/Postal	Invoice Number		Check Amount

Check No.	51225	Total:	1,313.69
Total for	PEELLE TECHNOLOGIES, INC		1,313.69

PERS HEALTH	December Health Pymt	18170	12/14/2016	
			12/14/2016	
VIA EFT	0108		12/14/2016	0.00
	BOA	51226	12/14/2016	0.00
				17,913.70

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4086	Health Insurance Medical	17,913.70	0.00

Check No.	51226	Total:	17,913.70
Total for	PERS HEALTH		17,913.70

PETTY CASH	Petty Cash Reimbursement	18179	12/14/2016	
			12/14/2016	
765 PORTOLA ROAD	993		12/14/2016	0.00
PORTOLA VALLEY	BOA	51227	12/14/2016	0.00
CA 94028				1,147.74

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4240	Parks & Fields Maintenance	209.52	0.00
05-60-4267	Tools & Equipment	79.54	0.00
05-64-4308	Office Supplies	28.95	0.00
05-64-4328	Mileage Reimbursement	572.45	0.00
05-64-4336	Miscellaneous	257.28	0.00

Check No.	51227	Total:	1,147.74
Total for	PETTY CASH		1,147.74

PG&E	November Statements	18162	12/14/2016	
			12/14/2016	
BOX 997300	0109		12/14/2016	0.00
SACRAMENTO	BOA	51228	12/14/2016	0.00
CA 95899-7300				803.26

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4330	Utilities	803.26	0.00

Check No.	51228	Total:	803.26
Total for	PG&E		803.26

PLACEWORKS	ALPR Survey Tool	18133	12/14/2016	
			12/14/2016	
3 MACARTHUR PLACE, SUITE 1100	1458		12/14/2016	0.00
SANTA ANA	BOA	51229	12/14/2016	0.00
CA 92707	60872			1,749.30

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4214	Miscellaneous Consultants	1,749.30	0.00

Check No.	51229	Total:	1,749.30
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Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province	Zip/Postal	Invoice Number		Check Amount

Total for PLACEWORKS 1,749.30

PLATINUM FACILITY SERVICES	November Janitorial Services	18151	12/14/2016	
			12/14/2016	
1530 OAKLAND RD., #150	402		12/14/2016	0.00
SAN JOSE	BOA	51230	12/14/2016	0.00
CA 95112	26275			2,987.51

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4341	Community Hall	722.01	0.00
05-66-4344	Janitorial Services	1,487.65	0.00
25-66-4344	Janitorial Services	777.85	0.00

Check No. 51230 Total: 2,987.51

Total for PLATINUM FACILITY SERVICES 2,987.51

PORTOLA VALLEY HARDWARE	November Statement	18160	12/14/2016	
			12/14/2016	
112 PORTOLA VALLEY ROAD	0114		12/14/2016	0.00
PORTOLA VALLEY	BOA	51231	12/14/2016	0.00
CA 94028				261.26

GL Number	Description	Invoice Amount	Amount Relieved
05-60-4267	Tools & Equipment	131.42	0.00
05-66-4340	Building Maint Equip & Supp	121.47	0.00
25-66-4340	Building Maint Equip & Supp	8.37	0.00

Check No. 51231 Total: 261.26

Total for PORTOLA VALLEY HARDWARE 261.26

ROXY RAPP	Refund Deposit, 14 Franciscan	18134	12/14/2016	
			12/14/2016	
14 FRANCISCAN RIDGE	0641		12/14/2016	0.00
PORTOLA VALLEY	BOA	51232	12/14/2016	0.00
CA 94028				736.32

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	736.32	0.00

Check No. 51232 Total: 736.32

Total for ROXY RAPP 736.32

CYNTHIA RICHARDSON	November Planning Consult Svcs	18135	12/14/2016	
dba Richardson Consulting			12/14/2016	
24 CAMPBELL LANE	1250		12/14/2016	0.00
MENLO PARK	BOA	51233	12/14/2016	0.00
CA 94025				9,502.50

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4196	Planner	105.00	0.00
96-54-4198	Planner - Charges to Appls	9,397.50	0.00

Check No. 51233 Total: 9,502.50

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City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Total for CYNTHIA RICHARDSON 9,502.50

CYRIAC ROEDING	Refund Deposit, 40 Alhambra	18128	12/14/2016	
			12/14/2016	
155 MEADOWOOD DRIVE	0639		12/14/2016	0.00
PORTOLA VALLEY	BOA	51234	12/14/2016	0.00
CA 94028				2,400.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	2,400.00	0.00

Check No. 51234 Total: 2,400.00

Total for CYRIAC ROEDING 2,400.00

RON RAMIES AUTOMOTIVE, INC.	'01 Chevy Siverado Maintenance	18136	12/14/2016	
		00006429	12/14/2016	
115 PORTOLA ROAD	422		12/14/2016	0.00
PORTOLA VALLEY	BOA	51235	12/14/2016	0.00
CA 94028	52826			3,167.15

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	3,167.15	3,167.16

Check No. 51235 Total: 3,167.15

Total for RON RAMIES AUTOMOTIVE, INC. 3,167.15

ROTO-ROOTER PLUMBERS	Plumbing Maint/Repair, Maint	18149	12/14/2016	
	Bldg Restroom		12/14/2016	
5672 COLLECTION CENTER DR	360		12/14/2016	0.00
CHICAGO	BOA	51236	12/14/2016	0.00
IL 60693	19319309322			747.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	747.00	0.00

Check No. 51236 Total: 747.00

Total for ROTO-ROOTER PLUMBERS 747.00

ROYAL POOLS OF SANTA CLARA, INC.	Refund Plan Check Fee	18137	12/14/2016	
			12/14/2016	
2258 CAMDEN AVENUE	0642		12/14/2016	0.00
SAN JOSE	BOA	51237	12/14/2016	0.00
CA 95124				657.75

GL Number	Description	Invoice Amount	Amount Relieved
05-14-3061	Plan Check Fee	657.75	0.00

Check No. 51237 Total: 657.75

Total for ROYAL POOLS OF SANTA CLARA, 657.75

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Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

SABER ROOFING INC	Refund C&D Dep, 10 Bear Paw	18138	12/14/2016	
			12/14/2016	
2995 WOODSIDE ROAD	577		12/14/2016	0.00
WOODSIDE	BOA	51238	12/14/2016	0.00
CA 94062				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	1,000.00	0.00

Check No.	51238	Total:	1,000.00
Total for	SABER ROOFING INC		1,000.00

SAFETYLINE	Field Safety Jackets	18171	12/14/2016	
			12/14/2016	
176 SHANNON LANE	935		12/14/2016	0.00
PRIEST RIVER	BOA	51239	12/14/2016	0.00
ID 83856	29005			396.57

GL Number	Description	Invoice Amount	Amount Relieved
05-60-4267	Tools & Equipment	396.57	0.00

Check No.	51239	Total:	396.57
Total for	SAFETYLINE		396.57

SAN MATEO CO INF SERVICES	October M/W	18139	12/14/2016	
			12/14/2016	
455 COUNTY CENTER, 3RD FLOOR	0307		12/14/2016	0.00
REDWOOD CITY	BOA	51240	12/14/2016	0.00
CA 94063	1YPV11610			76.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4152	Emerq Preparedness Committee	76.00	0.00

Check No.	51240	Total:	76.00
Total for	SAN MATEO CO INF SERVICES		76.00

SAN MATEO COUNTY	LTCWD Deposit Refund	18140	12/14/2016	
ATTN: Joe Lococo			12/14/2016	
555 COUNTY CENTER,	0643		12/14/2016	0.00
REDWOOD CITY	BOA	51241	12/14/2016	0.00
CA 94063				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	1,000.00	0.00

Check No.	51241	Total:	1,000.00
Total for	SAN MATEO COUNTY		1,000.00

SCHAFFER SHEET METAL	PV Backyard Habitat Awards	18141	12/14/2016	
		00006400	12/14/2016	
917 CENTER STREET	0599		12/14/2016	0.00
SAN CARLOS	BOA	51242	12/14/2016	0.00
CA 94070	40438			817.50

GL Number	Description	Invoice Amount	Amount Relieved
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INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

12/14/16

Date: 12/08/2016

Time: 4:58 pm

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TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

05-52-4144	Conservation Committee	817.50	817.50	
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Check No.	51242	Total:	817.50
Total for	SCHAFFER SHEET METAL		817.50

STANDARD INSURANCE CO.	November LTD/Life Premium	18142	12/14/2016	
			12/14/2016	
PO BOX 5676	0469		12/14/2016	0.00
PORTLAND	BOA	51243	12/14/2016	0.00
OR 97228				377.63

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4091	Long Term Disability Insurance	377.63	0.00

Check No.	51243	Total:	377.63
Total for	STANDARD INSURANCE CO.		377.63

STATE COMP INSURANCE FUND	December Premium	18143	12/14/2016	
			12/14/2016	
PO BOX 748170	0122		12/14/2016	0.00
LOS ANGELES	BOA	51244	12/14/2016	0.00
CA 90074-8170				2,501.50

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4094	Worker's Compensation	2,501.50	0.00

Check No.	51244	Total:	2,501.50
Total for	STATE COMP INSURANCE FUND		2,501.50

SWRCB - STATE WATER RESOURCES CONTROL BOARD	Annual Permit Fees, FY 16/17	18165	12/14/2016	
			12/14/2016	
	599		12/14/2016	0.00
SACRAMENTO	BOA	51245	12/14/2016	0.00
CA 95812-1888	WD-0119501			5,986.00

GL Number	Description	Invoice Amount	Amount Relieved
05-62-4288	NPDES Stormwater Program	5,986.00	0.00

Check No.	51245	Total:	5,986.00
Total for	SWRCB - STATE WATER RESOUR		5,986.00

THERMAL MECHANICAL, INC	Bi-Monthly PM Service, Oct '16	18156	12/14/2016	
			12/14/2016	
425 ALDO AVENUE	955		12/14/2016	0.00
SANTA CLARA	BOA	51246	12/14/2016	0.00
CA 95054	PM-67952			1,495.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4341	Community Hall	498.34	0.00
05-66-4346	Mechanical Sys Maint & Repair	498.33	0.00
25-66-4346	Mechanical Sys Maint & Repair	498.33	0.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

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TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

THERMAL MECHANICAL, INC	Replace Water Pump, Town Hall	18173	12/14/2016	
			12/14/2016	
425 ALDO AVENUE	955		12/14/2016	0.00
SANTA CLARA	BOA	51246	12/14/2016	0.00
CA 95054	AC-67831			2,278.17

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	2,278.17	0.00

Check No.	51246	Total:	3,773.17
Total for	THERMAL MECHANICAL, INC		3,773.17

NICK THOMSON	Refund Deposit, 158 Pinon	18129	12/14/2016	
			12/14/2016	
158 PINON DRIVE	0640		12/14/2016	0.00
PORTOLA VALLEY	BOA	51247	12/14/2016	0.00
CA 94028				389.46

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	389.46	0.00

Check No.	51247	Total:	389.46
Total for	NICK THOMSON		389.46

TOWN OF COLMA	Dinner/Mtg, Derwin & Hughes	18144	12/14/2016	
Attn: Caitlin Corley			12/14/2016	
1198 EL CAMINO REAL	927		12/14/2016	0.00
COLMA	BOA	51248	12/14/2016	0.00
CA 94014				90.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4327	Educ/Train: Council & Commissn	90.00	0.00

Check No.	51248	Total:	90.00
Total for	TOWN OF COLMA		90.00

TOWN OF WOODSIDE	Fence Repair @ Woodside/PV	18164	12/14/2016	
ATTN: Dong Nguyen	Town Border (50%)		12/14/2016	
P.O. BOX 620005	541		12/14/2016	0.00
WOODSIDE	BOA	51249	12/14/2016	0.00
CA 94062				1,107.50

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4260	Public Road Surface & Drainage	1,107.50	0.00

Check No.	51249	Total:	1,107.50
Total for	TOWN OF WOODSIDE		1,107.50

VERIZON WIRELESS	November Cellular	18146	12/14/2016	
			12/14/2016	
P.O. BOX 660108	0131		12/14/2016	0.00
DALLAS	BOA	51250	12/14/2016	0.00
TX 75266-0108				257.21

GL Number	Description	Invoice Amount	Amount Relieved
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INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

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TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

05-64-4318	Telephones	257.21	0.00	
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Check No.	51250	Total:	257.21
<u>Total for</u>	<u>VERIZON WIRELESS</u>		<u>257.21</u>

KATHY WADDELL	Instructor Fees, Fall 2016	18159	12/14/2016	
			12/14/2016	
460 CERVANTES ROAD	1354		12/14/2016	0.00
PORTOLA VALLEY	BOA	51251	12/14/2016	0.00
CA 94028				7,316.00

GL Number	Description	Invoice Amount	Amount Relieved	
05-58-4246	Instructors & Class Refunds	7,316.00	0.00	

Check No.	51251	Total:	7,316.00
<u>Total for</u>	<u>KATHY WADDELL</u>		<u>7,316.00</u>

WESTERN ROOFING	Refund C&D Refund, 158 Wayside	18127	12/14/2016	
			12/14/2016	
2525 MERCED STREET #200	0236		12/14/2016	0.00
SAN LEANDRO	BOA	51252	12/14/2016	0.00
CA 94577				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved	
96-54-4205	C&D Deposit	1,000.00	0.00	

Check No.	51252	Total:	1,000.00
<u>Total for</u>	<u>WESTERN ROOFING</u>		<u>1,000.00</u>

WORRELL ROOFING	Deposit Refund, 5 Coalmine	18145	12/14/2016	
			12/14/2016	
3790 EL CAMINO REAL	669		12/14/2016	0.00
PALO ALTO	BOA	51253	12/14/2016	0.00
CA 94306				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved	
96-54-4205	C&D Deposit	1,000.00	0.00	

Check No.	51253	Total:	1,000.00
<u>Total for</u>	<u>WORRELL ROOFING</u>		<u>1,000.00</u>

Total Invoices:	57	Grand Total:	161,054.83
		Less Credit Memos:	0.00
		Net Total:	161,054.83
		Less Hand Check Total:	0.00
		Outstanding Invoice Total:	161,054.83

TOWN OF PORTOLA VALLEY
Warrant Disbursement Journal
December 14, 2016

Claims totaling \$161,054.83 having been duly examined by me and found to be correct are hereby approved and verified by me as due bills against the Town of Portola Valley.

Date _____

Jeremy Dennis, Treasurer

Motion having been duly made and seconded, the above claims are hereby approved and allowed for payment.

Signed and sealed this (Date) _____

Sharon Hanlon, Town Clerk

Mayor

From: Danna Breen

Sent: Saturday, November 05, 2016 9:52 AM

To: Sharon Hanlon <shanlon@portolavalley.net>; Debbie Pedro <DPedro@portolavalley.net>

Subject: Honorable council members,

I would like to reapply to serve on ASCC for another term, which will probably be my last. While I have served now for a long time on town government, since 1991, my most important role I think has been urging others to serve and I think it is important that ASCC always have fresh perspectives. That being said, I have served a unique and important role on the commission. I feel that no single building has changed the face of Portola Valley as much as the landscape and I think we have really cultivated a move to preserve the feeling of the land with as little landscaping as necessary, I'm really proud of this work and all the work we do.

It has become more challenging and as we move into this new wave and generation of residents who are building I hope to bring a reasonable and yet strong voice to respecting our general plan and design guidelines.

Sent from my iPad

Danna Breen

David Ross
237 Canyon Drive Portola
Valley, CA 94028

November 18, 2016

Portola Valley Town Council c/o
Sharon Hanlon, Town Clerk *via*
email

Re: ASCC letter of interest

Dear Mayor Derwin and Council Members,

I appreciate my appointment to the Architectural and Site Control Commission four years ago. At some moments it's hard to believe that four years have passed - and at others it feels like I've been an ASCC member for as long as I can remember!

When I first applied, in 2012, I said that public service is important to me. It is especially satisfying for me when I believe that I can apply my skills and experience to the effort. For me, serving on the ASCC has been deeply satisfying, and I would like to continue serving for another four-year term if it suits the Council.

Regards,



Dave Ross

I'd like to apply to be re-appointed to the ASCC.

Name: Alvin Sill

Address: 30 Minoca Road, Portola Valley, 94028

Number of years in PV: 28

As a longtime resident, I am sensitive to the unique character that makes Portola Valley a special place to live. One important part of preserving and improving the quality of life in town is managing how the town is developed. Serving on the ASCC seems like a good way to help influence how the town evolves going forward. In my limited time serving on the ASCC, I have been impressed with the professionalism and expertise of the other ASCC commissioners. I believe that the work that we do is important and interesting.

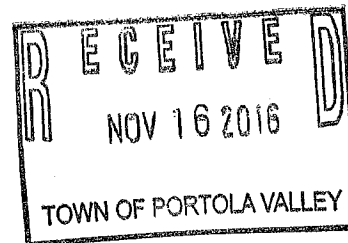
I have some experience that should be of value in serving on the ASCC. First, I have served on the ASCC for the last year. In that time I have been exposed to a broad range of projects. I am to the point now where I am through much of the learning curve and reasonably comfortable with most of the material that is presented at the ASCC. Second, I currently serve on the town's Water Conservation Committee. That has given me more in depth knowledge around water conservation techniques and low water use landscaping that are of value when evaluating proposed building projects. And my experience on the ASCC and the Water Conservation Committee has enabled me to get familiar with the town staff.

I don't have any personal or financial interest that could be perceived by others as a conflict of interest relative to serving on the ASCC. I have had to recuse myself from discussions twice over the last year because my neighbor at 20 Minoca has sought approval for changes to plans that were previously approved by the ASCC prior to when I joined the commission. I don't have any reason to think that he will bring any other changes to the ASCC for approval.

--- al sill

RAYMOND H. WILLIAMS
Three Wyndham Drive
Portola Valley, CA 94028

November 17, 2016



Jeremy Dennis
Town Manager

Sharon Hanlon
Town Clerk

Town of Portola Valley
Town Hall
765 Portola Road
Portola Valley, CA 94028

This letter serves as my application to remain as the representative for the Town of Portola Valley on the Board of Directors of the San Mateo County Mosquito and Vector Control District. I now represent the Town on the board, and, in addition, I am serving on the Finance and Strategic Planning Committees of this organization.

My work experience includes being a KPMG consulting partner. KPMG is an international accounting firm. I have also served as a business consultant working on financial and operating matters of large and small businesses. For the past twenty years I have been a member of the Board of Directors of the Zellerbach Family Foundation and serve on the Finance Committee. All of this experience gives me the background and critical insights for this appointment

I will be pleased to provide additional information and answer questions.

A handwritten signature in black ink, appearing to read "Ray". The signature is written in a cursive, flowing style.

To: Portola Valley Town Council
From: Craig Taylor, Projects Administrator
Subject: Appointment of Jean Isaacson as president of the Woodside Highlands
Road Maintenance District

In accordance with Woodside Highlands Road Maintenance District Procedure Directive dated 7/10/1972 the Council appoints the members of The Citizens Advisory Board.

I ask that Jean Isaacson be reappointed as President of the Advisory Board

Members of the Road Advisory Board Proposed

Jean Isaacson, President (Pending Appointment)
Frank Crow, Association Board Treasurer
Teresa Godfrey, Association Board Secretary
Jennifer Fraser, Association Board Member
Craig Taylor, Association Board Member
Bruce Willard*, Road Commissioner
Andy Browne*, Board Member

Projects Administrator: principal liaison to the Town in regards to work carried out for the Woodside Highlands Road District: Craig Taylor

CST 11/11/16

#10

There are no written materials for item #10 – Update on ALPR Implementation



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Keith Weiner, Deputy Building Official

DATE: December 14, 2016

RE: **Amendment to Chapter 15.04 [Building Code] of Title 15 [Buildings and Construction] of the Portola Valley Municipal Code**

Recommendation

It is recommended that the Town Council adopt the attached ordinance amending Title 15 [Buildings and Construction] of the Portola Valley Municipal Code.

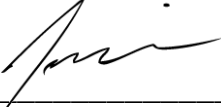
Background

At its November 9, 2016 meeting, the Town Council introduced an ordinance amending Title 15 of the Portola Valley Municipal Code.

The Ordinance Amends Section 15.04.010 [Definitions], Section 15.04.020 [Amendments to the Building Code], and Section 15.04.030 [Additions to the Building Code] of Chapter 15.04 [Building Code] of Title 15 [Buildings and Construction] of the Portola Municipal Code.

This matter has come before the Council for second reading of the ordinance title, waiving further reading and adoption of the ordinance.

Attachment: Ordinance

Approved: 
Jeremy Dennis, Town Manager

ORDINANCE NO. 2016-**ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF PORTOLA VALLEY AMENDING 15.04.20 [AMENDMENTS TO THE BUILDING CODE], AND 15.04.030 [ADMINISTRATION OF THE BUILDING CODE] OF CHAPTER 15.04 [BUILDING CODE] OF TITLE 15 [BUILDINGS AND CONSTRUCTION] OF THE PORTOLA VALLEY MUNICIPAL CODE TO ADOPT AN UPDATED BUILDING CODE OF THE PORTOLA VALLEY MUNICIPAL CODE**

WHEREAS, the Town of Portola Valley (“Town”) wishes to adopt a building code in accordance with law and to use the most updated regulations in the process of development in the Town; and

WHEREAS, because of the Town’s unique local climatic. Geologic and topographic conditions, as detailed in Attachment 1, the Town desires to make some amendments and additions to the California Building Code.

NOW, THEREFORE, the Town Council of the Town of Portola Valley does **ORDAIN** as follows:

1. AMENDMENT OF CODE. Section 15.04.010 [Definitions] of Title 15 [Buildings and Construction] of the Town of Portola Valley Municipal Code are hereby amended to read as follows:

15.04.010 Building Code. The Town’s building code is comprised of the following uniform codes:

A. 2016 California Building Code (Part 2 of Title 24) Based on the 2015 International Building Code (IBC) published by the International Code Council, with *modifications*; and

B. 2016 California Residential Code (Part 2.5 of Title 24) and Appendices: E: Manufactured Housing Used as Dwelling (excluding sections AE101 through AE307). Appendix H: Patio Covers. Appendix K: Sound Transmission. Appendix V: Swimming Pools, Spas and Hot Tubs. Based on the 2015 International Residential Code (IRC)) published by the International Code Council, *with modifications*; and

C. 2016 California Electrical Code (Part 3 of Title 24) Based on the 2014 National Electrical Code (NEC) published by the National Fire Protection Association; and

D. 2016 California Mechanical Code (Part 4 of Title 24) Based on the 2015 Uniform Mechanical Code (UMC) published by the International Association of Plumbing and Mechanical Officials (IAPMO) and Appendices:

- Appendix B: Procedure to be Followed to Place Gas Equipment in Operation
 - Appendix C: Installation and Testing of Oil Fuel-Fired Equipment
 - Appendix F: Sizing of Venting Systems and Outdoor Combustion and Ventilation Opening Design
 - Appendix G: Example Calculations of Outdoor Air Rate; and
- E. 2016 California Plumbing Code (Part 5 of Title 24) Based on the 2015 Uniform Plumbing Code (UPC) published by the International Association of Plumbing and Mechanical Officials (IAPMO) and Appendices:
- Appendix A: Recommended Rules of Sizing the Water Supply System
 - Appendix B: Explanatory Notes on Combination Waste and Vent Systems
 - Appendix C: Alternate Plumbing Systems
 - Appendix D: Sizing Storm Water Drainage Systems
 - Appendix G: Sizing of Venting Systems
 - Appendix I: Installation Standards
 - Appendix J: Combination of Indoor and Outdoor Combustion and Ventilation Opening Design
 - Appendix K: Potable Rainwater Catchment Systems; and
- F. 2016 California Energy Code (Part 6 of Title 24) Previously adopted; and
- G. 2016 California Historical Building Code (Part 8 of Title 24 Building Standards) previously adopted; and
- H. 2016 California Fire Code (Part 9 of Title 24) Based on the 2015 International Fire Code published by the International Code Council; and
- I. 2016 California Existing Building Code (Part 10 of Title 24) (Provisions previously contained in Chapter 34 of the CBC)
- Appendix Chapter A, Guidelines for the Seismic Retrofit of Existing Buildings
- J. 2016 California Referenced Standards Code (Part 12 of Title 24) Adopted by the Building Standards Commission.
2. AMENDMENT OF CODE. Section 15.04.020 [Amendments to the Building Code] of Chapter 15.04 [Building Code] of Title 15 [Buildings and Construction] of the Town of Portola Valley Municipal Code are hereby amended to read as follows:

15.04.20 Amendments to the Building Code. The following changes and/or modifications to the Building Code are found to be necessary to mitigate the described impacts which are caused by local climatic, geologic and topographic conditions:

- A. Chapter 7A of the California Building Code and Section R327 of the California Residential Code is amended to read:
1. All new buildings shall comply with the Materials and Construction Methods for Exterior Wildfire Exposure. No existing residential building or structure shall be required to conform in its entirety to the requirements of this Section, unless the additions, alterations or repairs to the existing building or structure within any twelve month period affects fifty percent or more of the exterior wall plane surface, or affects fifty percent or more of the floor area.
 - a. Where no studs remain or, if some studs remain, the wall except for the studs has been stripped bare such that one can see through the wall, the wall affected by such changes shall be included in computing the amount of affected exterior wall plane surface for the purpose of applying this section.
 - b. Where any structural changes are made in the building, such as walls, columns, beams or girders, floor or ceiling joists and covering, roof rafters, roof diaphragms, foundations, piles or retaining walls or similar components, the floor area of all rooms affected by such changes shall be included in computing affected floor areas for purposes of applying this section.
 - c. Exceptions:
 - i. A one-story detached accessory building used as a tool or storage shed, playhouse, or similar use provided the floor area does not exceed 120 square feet.
 - ii. An ornamental landscape structure (e.g. trellis, gazebo) with a projected roof area that does not exceed 120 square feet and that is not within fifty feet from a non-exempt structure.
 - iii. An animal shade structure with a projected roof area that does not exceed 120 square feet.
 - iv. An agricultural building, that is defined as a non-residential structure designed and constructed to house farm implements, hay, grain, poultry, livestock or other horticulture products. "Agricultural building" shall include green houses.
 2. Any addition, alteration, or repair to any building regardless of cause, size, or location, unless otherwise exempt, shall comply with the requirements as specified in Chapter 7A of the 2013 California Building Code or Section R327 of the California Residential Code as follows:
 - a. Exterior walls. Exterior walls shall be approved noncombustible or ignition-resistant material, heavy timber (HT) as defined by California Building Code, Section 602, or log wall construction or shall provide protection from the intrusion of flames and embers in accordance with standard SFM 12-7A-1.
 - i. Exception: Nonstructural repairs involving less than ten percent of the exterior wall surface to an existing building or structure within any one-year

- period are permitted to be made of the same materials of which the building or structure is constructed.
- b. Exterior windows and exterior glazed door assembly requirements. Exterior window, window walls, glazed doors, and glazed openings within exterior doors shall be insulating-glass units with a minimum of one tempered pane on the exterior side, or glass block units, or have a fire-resistance rating of not less than 20 minutes, when tested according to NFPA 257, or in accordance with Section 715, or conform to the performance requirements of SFM 12-7A-2.
 - c. Underside of Appendages (exterior decks). The underside of decks shall be enclosed to grade or the underside of the exposed under-floor shall be protected in accordance with the requirements of this chapter.
3. Compliance with the vegetation clearance requirements found in 701.A.5 and R327.1.5 of the California Residential Code is not required.
- B. California Building Code Section 903, Automatic Sprinkler Systems - Minimum Requirements, is amended to read:
1. The following requirements shall apply to all new buildings or structures requiring a building permit issued by the Town.
 - a. Except as otherwise provided by this section, or as provided under 903.3.1.1 of the 2013 Edition of the California Building Code, automatic fire sprinkler systems shall be installed and maintained in every new building or structure of any type, use, occupancy or size, which requires a building permit issued by the Town.
 - b. The term "automatic fire sprinkler system" as used in this section means an integrated system of underground and overhead piping, including a water supply such as a gravity tank, fire pump, reservoir, pressure tank, or connection by underground piping to a fire main, which complies in all respects with the requirements for such systems contained in standards issued by the National Fire Protection Association based upon occupancy classification.
 2. The following structures are exempt from the requirements of this section:
 - a. Agricultural Buildings. For the purposes of this section, an "agricultural building" is defined as a non-residential structure designed and constructed to house farm implements, hay, grain, poultry, livestock or other horticultural products. "Agricultural building" shall include green houses.
 - b. Non-residential structures less than 1,000 square feet in floor area.
 3. The requirements of this section are intended to represent minimum standards for new construction. Nothing in this section shall prevent the fire authority from adopting and enforcing any regulations, which impose more stringent requirements. Further, any requirements of the California Building Code, the California Fire Code or the State Building Standards Code, which is

more restrictive, specifies higher standards or mandates specific locations within a structure for automatic sprinkler systems shall be applicable.

C. California Residential Code Section R313, Automatic Sprinkler Systems, is amended to read:

1. No existing residential building or structure shall be required to conform to the requirements of this section, unless the existing dwelling is already equipped with an automatic sprinkler system or the additions, alterations or repairs to the existing building or structure within any twelve month period affects fifty percent or more of the exterior wall plane surface, or affects fifty percent or more of the floor area.
 - a. Where no studs remain or, if some studs remain, the wall except for the studs has been stripped bare such that one can see through the wall, the wall affected by such changes shall be included in computing the amount of affected exterior wall plane surface for the purpose of applying this section.
 - b. Where any structural changes are made in the building, such as walls, columns, beams or girders, floor or ceiling joists and covering, roof rafters, roof diaphragms, foundations, piles or retaining walls or similar components, the floor area of all rooms affected by such changes shall be included in computing affected floor areas for purposes of applying this section.

D. California Building Code Section 1505, Minimum Roofing Standards for Fire Resistance, is amended to read:

1. The following requirements shall apply to all buildings or structures, which require a building permit issued by the Town.
 - a. The roof covering of every building or structure, and all materials applied as part of a roof covering assembly, shall have a minimum fire rating of Class "A" or higher. Where required by the California Building Code, or other provision of law, roof coverings must meet a higher fire rating.
 - b. This section shall not apply to buildings or structures that are less than 120 square feet in size that do not require a permit.
 - c. Not more than twenty-five percent of the roof covering of any building or structure shall be replaced in any twelve-month period unless the new roof covering is made to conform to the requirements for new buildings or structures.
2. The requirements of this section are minimum standards. Where the California Building Code, the California Fire Code, or the State Building Standards Code contain higher standards or additional or more stringent requirements than required by this section, those additional or more stringent requirements shall apply. Further, nothing in this section shall prevent the presiding fire authority from adopting and enforcing regulations imposing more stringent requirements.

E. California Plumbing Code Section 1211.7, Earthquake-Actuated Gas Shutoff Valves, is adopted.

Chapter 7A of the California Building Code and Section R327 of the California Residential Code is amended to read:

3. AMENDMENT OF CODE. Section 15.04.030 [Additions to the Building Code] of Chapter 15.04 [Building Code] of Title 15 [Buildings and Construction] of the Town of Portola Valley Municipal Code are hereby amended to read as follows:

15.04.030 Administration of the Building Code. The following are modifications to the California Building Code to facilitate its administration. California Building Code Chapter 1, Scope and Administration, Divisions I and II are amended to read as follows:

- A. The *Department of Building Safety* in Section 103 shall mean the “Building Department”.
- B. Section 105.1.1 *Annual permit* is deleted
- C. Section 105.2 *Work exempt from permit*, a permit shall not be required for the following:
 - 1. One-story detached accessory building used as a tool or storage shed, playhouse, and similar use provided the floor area does not exceed 120 square feet.
 - 2. Movable cases, counters and partitions not over five feet nine inches high.
 - 3. Retaining walls that are not over four feet in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II or III-A Liquids
 - 4. Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2:1
 - 5. Platforms and walks, not more than 30 inches above grade and not over any basement or story below.
 - 6. Painting, papering and similar finish work.
 - 7. Window awnings; supported by an exterior wall for Group R, Division 3 (Single Family Residence), and Group U (Private Garage) Occupancies when projecting not more than 54 inches.
 - 8. Prefabricated swimming pools accessory to a Group R, Division 3 Occupancy in which the pool walls are entirely above the adjacent grade, and if the capacity does not exceed 5,000 gallons.

Unless otherwise exempted, separate plumbing, electrical and mechanical permits will be required for the above-exempted items.

Exemption from the permit requirements shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of the building code or any laws or ordinances of the Town, (e.g. Planning/Zoning).

- D. Section 109.6 *Refunds* is amended as follows:
1. The Building Official may authorize refunding of any fee paid hereunder, which was erroneously paid or collected.
 2. The Building Official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.
 3. The Building Official may authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or cancelled before any plan reviewing is done.
 4. The Building official shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of the fee payment
- E. Section 111.2 *Certificate issued* is amended: After the Building Official inspects the building or structure and finds no violations of the provisions of the code or other laws that are enforced by the building department, the building department shall issue a certificate of occupancy that contains the following:
1. The building permit number
 2. The address of the structure
 3. The name of the owner
 4. The name of the contractor
 5. A description of the structure for which the certificate was issued
 6. The type of construction as defined in Chapter 6
 7. The name of the Planning Director and the Building Official
 8. Any special stipulations and conditions of the building permit
- F. Section 113 *Board of Appeals* shall mean Town Council.
- G. Section 114 *Violations* and California Residential Code Chapter 1, Division II, Section R108.6 *Work commencing before permit issuance* are amended to add:
- Any person who commences any work for which a permit is required, such as, but not limited to: grading, demolition, or on a building, structure, electrical, gas, mechanical, fire protection or plumbing system before

obtaining the necessary permits shall be subject to a fee established by fee resolution that shall be in addition to the required permit fees. Double Building Permit Fees will apply at a minimum of \$500.00 plus \$500.00 fine may be added for each violation (type of construction) where a building permit should have been issued

4. ENVIRONMENTAL REVIEW. Pursuant to the Guideline Section 15061(b)(3) of the California Environmental Quality Act (CEQA), as it does not have a potential for causing a significant effect on the environment.

5. SEVERABILITY. If any part of this ordinance is held to be invalid or inapplicable to any situation by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance or the applicability of this ordinance to other situations.

6. EFFECTIVE DATE; POSTING. This Ordinance shall become effective 30 days after the date of its adoption and shall be posted within the Town in three public places.

INTRODUCED:

PASSED:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

By: _____
Mayor

ATTEST:

Town Clerk

APPROVED AS TO FORM:

Town Attorney



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Brandi de Garneau, Sustainability and Special Projects Manager

DATE: December 14, 2016

RE: Review and Adopt Proposed Amendments to the Green Building Ordinance and Related Findings.

RECOMMENDATION

Staff recommends that the Town Council review and adopt the proposed amendments to Chapter 15.10 (Green Building) of the Portola Valley Municipal Code and related findings, including the provisions that amend the 2016 California Energy Code, Title 24, Chapter 6, of the California Code of Regulations and the 2016 California Green Building Standards Code, Title 24, Chapter 11, of the California Code of Regulations (Attachment 1).

BACKGROUND & SUMMARY

Staff brought proposed amendments to the Green Building Ordinance to the Town Council at their October 26, 2016 meeting (Attachment 3). At that meeting, the Council directed staff to amend the Ordinance to include an individual category, with some exemptions, for Second Units (a.k.a. Accessory Dwelling Units) to encourage their production. Staff reviewed the Town's Second Unit Ordinance (Section 18.04.422) and the new State Laws regarding Accessory Dwelling Units (AB 2406, AB 2299 and AB 1069). In addition, staff compared potential Accessory Dwelling Unit (ADU) projects to the existing categories in the Ordinance. Based on this research, staff developed a new category for ADUs with a simplified process for meeting the green building requirements. This new category is outlined in blue in Attachment 2 and summarized below.

In addition to the GreenPoint Rated requirements, staff also looked at potential, additional requirements that would add minimal cost and effort to the project, but could provide benefit for the ADU as well as the existing home. For example, adding the space for conduit for a future photovoltaic system could provide a space for solar on a property that wasn't originally designed for it.

Summary of Accessory Dwelling Unit Requirements

Accessory Dwelling Unit projects will require completion of the Build It Green's GreenPoint Rated checklist, with self-certification allowed for all projects. The point requirements match with similar projects in the existing ordinance (outlined in Figure 1).

Detached ADU: a minimum threshold of 75 Build It Green points in the GreenPoint Rated New Home Single Family checklist is required. In addition, detached ADUs shall provide a pathway for conduit to support the installation of future solar photovoltaic infrastructure. The pathway for conduit shall be routed from the attic space (or equivalent) to the point of interconnection with the electrical service panel.

Attached ADU: a minimum threshold of 50 Build It Green points in the GreenPoint Rated Existing Home Single Family checklist (Whole House Label) is required.

Interior Conversions: an interior conversion occurs when the applicant seeks to convert existing square footage in an existing dwelling into an ADU. A minimum threshold of 25 Build It Green points in the GreenPoint Rated Existing Home Single Family checklist (Elements Label) is required.

Laundry facilities: if the structure includes laundry hook-ups, include a diverter valve and an outside "stub-out" installation on the clothes washing machine hook-up, to allow separate discharge of graywater direct for irrigation.

In addition to the new ADU category, staff made minor additions to the language in the Greywater "Ready" Infrastructure requirements in Section 15.10.040 (F), at the request of the Water Conservation Committee, to clarify that subsurface irrigation was an option (outlined in blue in Attachment 2).

Figure 1

Proposed Portola Valley Green Building Ordinance					
Project Type	Size	Points Required	Additional Points	GPR Certification Requirement	GPR Checklist Requirement
New Construction	> 3,000 sf	75	1 for every 50 sf	GPR	New Home Single Family
New Construction	≤ 3,000 sf	75	NA	GPR	New Home Single Family
Whole House Project	≥ 400 sf	50	NA	GPR	Existing Home Single Family (Whole House Label)
Elements Project	≥ 400 sf	25	NA	Self	Existing Home Single Family (Elements Label)
Small Additions or Remodels	< 400 sf	NA (checklist completion only)	NA	Self	Existing Home Single Family (Elements Label)
Accessory Dwelling Units (ADUs)	Detached*	75	NA	Self	New Home Single Family
	Attached*	50	NA	Self	Existing Home Single Family (Whole House Label)
	Interior Conversions*	25	NA	Self	Existing Home Single Family (Elements Label)

*Square footage thresholds for Accessory Dwelling Units will be defined in the update to the Second Unit Ordinance.

CEQA REVIEW

The Green Building Ordinance amendment is not subject to the California Environmental Quality Act pursuant to Section 15308 of the CEQA Guidelines because it is an action taken by a regulatory agency for the protection of the environment.

NEXT STEPS

Staff recommends that the Town Council adopt the proposed amendments to the Green Building Ordinance, including the new category for Accessory Dwelling Units. As mentioned in the October 26, 2016 Memo to the Council (Attachment 3), as new cost-effectiveness studies become available, staff will return to the Council with additional updates to the Ordinance to further address non-residential projects. In addition, the Sustainability Manager, Building Inspector and Town Manager have committed to meeting quarterly to review additional opportunities for advancing the town's building stock to meet the State's net zero energy goals and the Council's commitment to reducing greenhouse gas emissions. Staff will update the Council of the effective date of the Ordinance once the California Energy Commission has formally adopted it.

ATTACHMENTS

1. Proposed Ordinance Amending Chapter 15.10 (Green Building) of the Municipal Code
2. Proposed Code Amendments to Chapter 15.10 redlined (ADU revisions in blue)
3. October 26, 2016 Memo to Town Council Outlining Revisions to the Green Building Ordinance
4. Original Green Building Ordinance adopted in 2010
5. Build It Green's GreenPoint Rated checklist for New Home Single Family –Version 7.0 Draft
6. Executive Summary Proposed Updates to GreenPoint Rated Version 7.0
7. CA Statewide Codes and Standards Program CALGreen Cost Effectiveness Study
8. California Energy Code, Section 110.10 Mandatory Requirements for Solar Ready Buildings
9. CALGreen Code, Section 4.106.4 Electric Vehicle Charging for New Construction
10. Applied Water for Turf Calculator Summary

Approved by: Jeremy Dennis, Town Manager



ORDINANCE NO. 2016 –**ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF PORTOLA VALLEY AMENDING CHAPTER 15.10 [GREEN BUILDING] OF TITLE 15 [BUILDINGS AND CONSTRUCTION] OF THE PORTOLA VALLEY MUNICIPAL CODE**

WHEREAS, the Town Council of the Town of Portola Valley desires to amend Chapter 15.10 [Green Building] of Title 15 [Buildings and Construction] of the Portola Valley Municipal Code to implement goals and objectives set forth in the Sustainability Element of the Portola Valley General Plan for reducing greenhouse gas (GHG) emissions, conserving water and energy, encouraging green building, protecting the natural environment, and protecting the health of residents and visitors;

WHEREAS, green building design, construction, restoration, operation and maintenance can have a significant positive effect on energy, water and resource conservation, waste management and pollution generation, and the health and productivity of a property's residents, workers and visitors over the life of a building and/or site;

WHEREAS, green building regulations comprise a significant component of a whole systems approach to the Town's sustainability program related to building and land use, other components of which include, but are not limited to, requirements for recycling of construction and demolition debris, storm water quality and flood protection, water conservation, protection against unstable slopes and earthquake faults, preservation of trees and natural landforms on building sites and open space conservation; and,

WHEREAS, the 2016 California Building Standards Code adopted by the California Building Standards Commission has set minimum Green Building Standards and, within the code, has expressly stated that the standards are viewed as "minimal" and that local government entities retain discretion, pursuant to Health and Safety Code Section 17958 to exceed the standards established by the code based on express findings relative to local climatic, topographical or geological conditions.

WHEREAS, the provisions of California Assembly Bill 32 (Global Warming Solutions Act) require action on the part of state and local governments to significantly reduce GHG emissions within prescribed time periods and the Town Council has taken actions to commit the town to pursue the requirements of AB 32;

WHEREAS, the Town Climate Protection Task Force, at the request of the Town Council, considered how best to achieve AB 32 objectives, and the Building, Energy and Efficiency and Transportation (BEET) Committee of the Task Force concluded that a building evaluation and rating system was appropriate for new buildings and major additions and remodeling of existing buildings to ensure these projects would make necessary contributions to the overall local program for meeting AB 32 objectives;

WHEREAS, based on the findings of the BEET Committee, the Town Council appointed a Planning Commission and Architectural and Site Control Commission subgroup to study, test and inform the community of appropriate green building regulations and this subgroup completed its work, including public workshops, and forwarded its recommendations to the Town Council in the March 4, 2010 report to Town Council from the Deputy Town Planner; and

WHEREAS, the Town Council held a duly noticed public hearing on October 23, 2016 and December 14, 2016 to review and consider the amendments to the Town's Green Building Ordinance; and

WHEREAS, the Town Council adopted Chapter 15.10 [Green Building] of Title 15 [Buildings and Construction] of the Municipal Code on May 12, 2010 and now seeks to amend Chapter 15.10 to reflect changes to the 2016 California Building Standards Code and add additional provisions to continue to meet AB 32 objectives.

NOW, THEREFORE, the Town Council of the Town of Portola Valley does **ORDAIN** as follows:

1. Findings. The Town Council of the Town of Portola Valley hereby finds and declares as follows:
 - A. CEQA Findings. This ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15308 because it is an action taken by a regulatory agency for the protection of the environment.
 - B. General Findings.
 - a. The California Building Standards Code is contained in Title 24 of the California Code of Regulations, and consists of several parts that are based upon model codes with amendments made by various State agencies. The California Green Building Standards Code, also known as the CALGreen Code, is Part 11 of Title 24 of the California Code of Regulations, and the Town of Portola Valley has enacted the Portola Valley Green Building Ordinance as amendments to the California Green Building Standards Code.
 - b. Local jurisdictions are required to enforce the California Green Building Standards Code, but they may also enact more stringent standards when reasonably necessary because of local conditions caused by climate, geology, or topography.

C. Findings Regarding Local Conditions Required by the California Health and Safety Code.

- a. Section 17958 of the California Health & Safety Code provides that the Town may make changes to the provisions in the uniform codes that are published in the California Building Standards Code. Sections 17958.5 and 17958.7 of the Health & Safety Code require that before making any changes or modifications to the California Green Building Standards Code and any other applicable provisions published by the State Building Standards Commission, the governing body must make an express finding that each such change or modification is reasonably necessary because of specified local conditions, and the findings must be filed with the State Building Standards Commission before the local changes or modifications go into effect.
- b. The Town Council expressly declares that the following amendments to the Portola Valley Green Building Ordinance are reasonably necessary due to local climatic, geological and topographic conditions as listed below.
- c. The Town is located within the southern hillside portions of San Mateo County with elevations ranging from just below 300 feet to over 1,800 feet above sea level. The Town occupies approximately 5,785 acres consisting largely of a natural valley containing steep, rugged tree-covered slopes and open mountains on the west and lower more gently rolling hills on the east. The San Andreas Rift Zone, an area of past and probably future earth movement, follows the floor of the valley. Much of the land southwest of the San Andreas Rift Zone consists of active or geologically recent landslides. The Town has mapped the complex geology of the area and adopted land use regulations based on this mapping to reduce risk to residents and private and public improvements.
- d. Due to its hillside location, the Town is in a climate zone that has precipitation averaging approximately 15 inches per year. Most precipitation falls during the months of November through April, with a relatively dry period extending over six months of the year in a non-drought year. Due to the amount of open space, the reliance upon potable water for irrigation, and vulnerability to wildfire, Portola Valley experiences the effects of the drought more than other communities. Efficient use of potable water and local storm water management are essential to ensuring against loss of natural vegetation and minimizing the impacts associated with erosion, sedimentation and ground-water pollution as well as protecting against unstable slopes.

- e. The Sustainability Element of the General Plan recognizes that emission of GHG may impact weather patterns and sets forth goals that recognize energy and water efficiency in buildings as key components in reducing emissions. The burning of fossil fuels used in the generation of electric power and heating of buildings produces GHG emissions that contribute to climate change, which could result in rises in sea level, flooding, temperature increases, and wildfire that put at risk Portola Valley homes, businesses, public facilities and transportation routes. It is reasonably necessary to require building owners to take steps to reduce the energy and water consumed by building operations and reduce the use of potable water for irrigation in order to reduce GHG emissions and improve resiliency to climate change.
- f. Pacific Gas and Electric Company prepared the September 2, 2016 CALGreen Cost Effectiveness Study to calculate the cost effectiveness of exceeding the 2016 California Building Energy Efficiency Standards, which go into effect January 1, 2017. This study identified the low incremental costs associated with exceeding the state standards as provided for in this proposed Green Building Ordinance for the Town. Based upon the findings of this cost-effectiveness study, the Town Council hereby determines that these local energy standards are cost-effective and will save more energy than the standards contained in the 2016 California Green Building Standards (CALGreen) Code (Title 24 Part 11) and the 2016 California Energy Standards (Title 24 Part 6).
- g. The Portola Valley Green Building Ordinance will require buildings to be designed to consume no more energy than permitted by the 2016 California Energy Standards Title 24 Part 6. All permit applicants will continue to be required to demonstrate compliance with Title 24 Part 6 using the standard forms and calculation methods approved by the California Energy Commission. Nothing in this Ordinance is intended to duplicate, contradict, or infringe upon the provisions of state law, including the California Building Standards Code. The Ordinance and associated checklists provide many opportunities to achieve required points and credits that do not impact areas where the state has established building standards.
- h. The Architectural Site & Control Commission considered the Ordinance at a noticed meeting on March 14, 2016 and recommended minor modifications. The Planning Commission considered the Ordinance with the modifications at a duly noticed public hearing on June 1, 2016 and adopted a resolution recommending approval by the Town Council.

- i. Because the design, restoration, construction and maintenance of buildings and structures within the town can have a significant impact on the Town's environment, greenhouse gas emissions, resource usage, energy efficiency, waste management, and health and productivity of residents, workers, and visitors over the life of the building, requiring commercial, institutional and residential projects to incorporate green building measures is necessary and appropriate to achieve the public health and welfare benefits of green building. The proposed amendments are designed to achieve the following goals:
 - i. Increase energy and water efficiency in buildings;
 - ii. Increase resource conservation;
 - iii. Provide durable buildings that are efficient and economical to own and operate;
 - iv. Promote the health and productivity of residents, workers, and visitors to the town;
 - v. Recognize and conserve the energy embodied in existing buildings; and
 - vi. Reduce disturbance of natural ecosystems, vegetation and environments.

2. Amendment of Code. Chapter 15.10 [Green Building] of Title 15 [Buildings and Construction] of the Portola Valley Municipal Code is hereby amended in its entirety to read as follows:

CHAPTER 15.10 - GREEN BUILDING

Sections:

15.10.010	Purpose
15.10.020	Applicability
15.10.030	Definitions
15.10.040	Standards for Compliance
15.10.050	Administrative Procedures and Implementing Regulations
15.10.060	Hardship or Infeasibility Exemption
15.10.070	Appeal

15.10.010 - Purpose.

The purpose of this chapter is to enhance the public health and welfare by promoting the environmental health of the town through the incorporation of green building practices in the design, construction, maintenance, operation and deconstruction of buildings and other

site development. The green building provisions in this chapter are designed to achieve the following goals:

- (a) Encourage the conservation of natural resources and reduction of greenhouse gas emissions;
- (b) Increase energy efficiency and lower energy usage;
- (c) Increase water efficiency and lower water usage;
- (d) Reduce waste generated by construction projects;
- (e) Provide durable buildings that are efficient and economical to own and operate;
- (f) Recognize and conserve the energy embodied in existing buildings; and
- (g) Promote the health of residents, workers, and visitors to the town.

15.10.020 - Applicability.

This chapter applies to all projects defined as "covered projects," as defined in Section 15.10.030, except that it shall not apply to any project for which a planning entitlement application (except preliminary architectural review applications) or building permit application has been submitted prior to the effective date of this chapter.

15.10.030 - Definitions.

For purposes of this chapter, the following terms are defined as follows:

- (a) "Accessory Dwelling Unit" as defined in Chapter 18.04 of the Portola Valley Municipal Code.
- (b) "Addition" means new construction square footage added to an existing structure.
- (c) "Applicant" means anyone that applies to the town for the applicable permits or approvals to undertake any covered project within the town, or any subsequent owner of the site.
- (d) "Applied Water for Turf Calculator" is a tool that uses data and methodology from the California Department of Water Resources to estimate the irrigation water requirements for turf minus any water supplied by effective rainfall and effective ground water seepage. The calculator uses the evapotranspiration of applied water (ETaw) for cool-season and warm-season turf that was calculated based on a six-year period of climate data specific to a 4x4 km grid spacing within the town.
- (e) "Build It Green" is a non-profit membership organization whose mission is to promote healthy, energy- and resource-efficient building practices in California. Build It Green created Green Building Guidelines that are a comprehensive resource of best practices for green building. The Build It Green Checklists are tools used to assess how environmentally friendly a proposed building project will be via the use of a point system.
- (f) "CALGreen" is the California Green Building Standards Code.

- (g) "Compliance threshold" means the minimum number of points or rating level of a green building rating system that must be attained for a particular covered project, as outlined in the standards for compliance in Section 15.10.040.
- (h) "Covered project" means any planning entitlement application(s) or building permit application(s) for new non-residential construction, or for any new residential construction, addition or remodel subject to the standards for compliance outlined in Section 15.10.040.
- (i) "Elements" means a project where a portion of the home is undergoing a remodel or addition (e.g., a kitchen remodel or master bedroom addition).
- (j) "Good faith effort" means a project that has not met the required compliance threshold, but for extenuating reasons or reasons beyond the control of the applicant, the planning director or his/her designee has found that the project meets the good faith effort provisions of Section 15.10.060.
- (k) "Graywater" means untreated wastewater that has not been contaminated by any toilet discharge, has not been affected by infectious, contaminated, or unhealthy bodily wastes, and does not present a threat from contamination by unhealthful processing, manufacturing, or operating wastes. "Graywater" includes, but is not limited to, wastewater from bathtubs, showers, bathroom washbasins, clothes washing machines, and laundry tubs, but does not include wastewater from kitchen sinks or dishwashers.
- (l) "Green building" means a whole systems approach to the design, construction and operation of buildings that substantially mitigates the environmental, economic, and social impacts of buildings. Green building practices recognize the relationship between the natural and built environments and seek to minimize the use of energy, water and other natural resources and provide a healthy, productive indoor environment.
- (m) "Green building project checklist" means a checklist or scorecard developed for the purpose of calculating a green building rating.
- (n) "Green building rating system" means the rating system associated with specific green building criteria and used to determine compliance thresholds, as outlined in the standards for compliance in Section 15.10.040. Examples of rating systems include, but are not limited to, the GreenPoint Rated systems.
- (o) "GreenPoint Rated" means a residential green building rating system developed by the "Build It Green" organization.
- (p) "GreenPoint Rated verification" means verification of compliance by a certified GreenPoint Rater, resulting in green building certification by Build It Green.
- (q) "Multi-family residential" means a building containing three or more attached dwelling units.
- (r) "New non-residential construction" means the construction of a new or replacement retail, office, institutional, semi-institutional or similar building(s), or additions to such building(s).

- (s) "New residential construction" means the construction of a new or replacement single-family or two-family dwelling unit or new or replacement multi-family residential building(s), or additions to such building(s).
- (t) "Qualified green building professional" means a person trained through Build It Green as a certified green building professional, or similar qualifications if acceptable to the planning director or his/her designee. For projects requiring self-certification, the project architect or designer is considered a qualified green building professional.
- (u) "Rainwater catchment system" means the collected precipitation from rooftops and other above-ground impervious surfaces that is stored in catchment tanks for later use.
- (v) "Remodel" means any rehabilitation, repair, renovation, change, or modification to an existing building, where changes to floor area and the footprint of the building are negligible.
- (w) "Self verification" means verification by the project architect, designer or a qualified green building professional certifying that the project has met the standards and has attained the compliance threshold as indicated for the covered project type as set forth in the standards for compliance outlined in Section 15.10.040.
- (x) "Single-family or two-family residential" means a single detached dwelling unit or two units in a single building or two separate buildings on a single parcel, such as a main residence and second unit.
- (y) "Solar zone" means an allocated space that is unshaded, un-penetrated, and free of obstructions. It serves as a suitable place that solar panels can be installed at a future date.
- (z) "Square footage" means all new and replacement square footage, including basement areas (seven feet or greater in height) and garages, except that unconditioned garage space shall only count as fifty percent of that square footage. Areas demolished shall not be deducted from the total new construction square footage.
- (aa) "Turf" means a ground cover surface of mowed grass. All of the following qualify as turf: annual bluegrass, Kentucky bluegrass, Perennial ryegrass, Red fescue, and tall fescue (cool-season grasses). Bermuda grass, Kikuyu grass, Seashore Paspalum, St. Augustine grass, Zoysia grass, and Buffalo (warm-season grasses).
- (bb) "Whole House" project means the homeowner is completing a gut remodel and replacing all of the systems. A gut remodel incorporates stripping less than 90% of the walls to the studs (leaving the foundation framing and exterior finish), which enables one to replace all systems and address the thermal envelope and insulate. If a home has removed significant framing and the exterior cladding, leaving very little of the original home, it shall apply under the new residential construction.

15.10.040 - Standards for Compliance.

The standards for compliance are as follows:

1. New Residential Construction. New homes shall demonstrate GreenPoint Rated certification using certified professional raters. The number of Build It Green points required pursuant to this section shall be calculated in accordance with the GreenPoint Rated New Home Single Family checklist, with the exception that if California Building Code Title 24, Part 6 is updated after the effective date of this chapter to be more stringent, item J.5. in the GreenPoint Rated Single Family checklist shall not be included in calculating the number of points required until such time as the appropriate cost effectiveness study has been completed.
 - A. For projects up to and including 3,000 sf. A minimum threshold of 75 Build It Green points, with GreenPoint Rated certification prior to building permit sign-off/occupancy.
 - B. For projects over 3,000 sf. A minimum threshold of 75 Build It Green points with one additional point for each 50 sf over 3,000 sf, and with GreenPoint Rated certification prior to building permit sign-off/occupancy.
 - C. Basement floor area. Basement floor area must be included in the total floor area for point calculations.
 - D. Solar Photovoltaic and Solar Thermal “Ready” Infrastructure. “Section 110.10 Mandatory Requirements for Solar Ready Buildings” of the California Energy Code is added as mandatory and amended to read:
 - (1) Solar zone. The solar zone shall be located on the roof or overhang of the building and have a total area of no less than 500 square feet. If the project applicant determines that the entire energy needs of the project can be met with a solar photovoltaic system that occupies less than 500 square feet, the project applicant can demonstrate this with the Title 24 Calculation and solar photovoltaic system plans.
 - (2) Interconnection pathways. New residential construction projects shall provide a pathway for conduit and plumbing to support the installation of future solar photovoltaic and solar thermal infrastructure. The pathway for conduit and plumbing shall be routed from the attic space (or equivalent) to the point of interconnection with the electrical service panel and the water-heating system.
 - E. Electric Vehicle “Ready” Infrastructure. “Section 4.106.4 Electric vehicle (EV) charging for new construction” of the California Green Building Standards Code is added as mandatory and amended with the additional requirements as outlined below.

- (1) Service panel and/or subpanel shall provide, at minimum, capacity to install a 208/240v, 50 amperes grounded AC outlet and dedicated branch circuit.
- (2) Raceway or wiring with capacity to accommodate a 100 ampere circuit; terminating in a listed cabinet box, enclosure, or NEMA receptacle.
- (3) The raceway shall be installed so that minimal removal of materials is necessary to complete the final installation.

F. Graywater “Ready” Infrastructure. Install graywater “ready” systems as outlined below. Additional plumbing piping is installed to permit the discharge from all clothes washers and all applicable fixtures from bathrooms located above grade to allow for future installation of a distributed irrigation system, either subsurface or treated. All graywater “ready” systems must be installed in compliance with Chapter 16 of the California Plumbing Code.

- (1) Identify an appropriate location for possible future installation of a graywater treatment system, including storage tanks.
- (2) Include either a separate multiple pipe outlet or a diverter valve and an outside “stub-out” installation on clothes washing machine hook-ups, to allow separate discharge of graywater direct for irrigation.
- (3) Include a building drain(s) for lavatories, showers, and bathtubs, segregated from drains for all other plumbing fixtures, connected to the black water pipe a minimum of three (3) feet from the building foundation.
- (4) Provide power supply for future graywater treatment system.
- (5) The graywater system shall be comprised of purple piping. The diverter valve on the clothes washing machine system shall be labeled as “LAUNDRY-TO-LANDSCAPE CAPABLE.”

G. Reduction of Potable Water Use on Turf. For all projects with landscapes that include the use of turf, install rainwater catchment system. Irrigation needs of turf should be calculated using the Applied Water for Turf Calculator. All rainwater catchment systems must be installed in compliance with Chapter 17 of the California Plumbing Code.

- (1) Rainwater Catchment System Size. The rainwater catchment system size shall be determined by using the Applied Water for Turf Calculator. The rainwater catchment system will need to be sized in order to satisfy 50 percent of the estimated annual water demands for the first 500 square feet of turf installed on the project. The rainwater catchment system will need to be sized in order to satisfy 100 percent of the estimated annual water demands for installed turf that is greater than 500 square feet.

- (2) Alternative. A fully installed graywater system connected to an irrigation system that can satisfy all of the annual water demands of turf as identified in the Applied Water for Turf Calculator can be used as an alternative to installing a rainwater catchment system.
2. Residential construction additions and/or remodel projects 400 square feet or greater. The number of Build It Green points required pursuant to this section shall be calculated in accordance with the GreenPoint Rated Existing Home Single Family checklist.
 - A. For whole house projects. A minimum threshold of 50 Build It Green points, with GreenPoint Rated certification prior to building permit sign-off/occupancy.
 - B. For elements projects. A minimum threshold of 25 Build It Green points, with self-certification allowed.
 - C. Basement floor area. Basement floor area must be included in the total floor area for point calculations.
 3. Small residential additions or remodels. For small residential addition or remodel projects, which are projects less than 400 square feet, completion of the Build It Green GreenPoint Rated Existing Home Single Family (Elements Label) checklist shall be required as a working/learning document, but no minimum points are required and self-certification allowed.
 4. Accessory Dwelling Units. The Town desires to encourage the production of accessory dwelling units and, therefore has identified a simplified process for green building requirements related to all accessory dwelling units. Specifically, although minimum points are required as set forth below, self-certification is allowed.
 - A. Detached. A minimum threshold of 75 Build It Green points in the GreenPoint Rated New Home Single Family checklist is required.
 - a. Solar Photovoltaic “Ready” Infrastructure. “Section 110.10 Mandatory Requirements for Solar Ready Buildings” of the California Energy Code is added and amended as follows: detached accessory dwelling units shall provide a pathway for conduit to support the installation of future solar photovoltaic infrastructure. The pathway for conduit and shall be routed from the attic space (or equivalent) to the point of interconnection with the electrical service panel.
 - B. Attached. A minimum threshold of 50 Build It Green points in the GreenPoint Rated Existing Home Single Family checklist (Whole House Label) is required.

- C. Interior Conversions. An interior conversion occurs when the applicant seeks to convert existing square footage in an existing dwelling into an accessory dwelling unit. A minimum threshold of 25 Build It Green points in the GreenPoint Rated Existing Home Single Family checklist (Elements Label) is required.
 - D. Laundry facilities. If the structure includes laundry hook-ups, include a diverter valve and an outside “stub-out” installation on the clothes washing machine hook-up, to allow separate discharge of graywater direct for irrigation. The diverter valve on the clothes washing machine system shall be labeled as “LAUNDRY-TO-LANDSCAPE CAPABLE.”
5. Non-residential projects. New, non-residential projects shall comply with all mandatory CALGreen measures. The mandatory measures shall be verified by a third party approved by the Town for which the applicant will pay for the review.
- A. Electric Vehicle “Ready” Infrastructure. “Section 5.106.5.3 Electric vehicle (EV) charging for new construction” of the California Green Building Standards Code is added as mandatory and amended with the additional requirements as outlined below.
 - (1) Service panel and/or subpanel shall provide, at minimum, capacity to install a 208/240v, 50 amperes grounded AC outlet and dedicated branch circuit.
 - (2) Raceway or wiring with capacity to accommodate a 100 ampere circuit; terminating in a listed cabinet box, enclosure, or NEMA receptacle.
 - (3) The raceway shall be installed so that minimal removal of materials is necessary to complete the final installation.

15.10.050 - Administrative Procedures and Implementing Regulations.

(a) The planning director shall promulgate any rules and regulations necessary or appropriate to achieve compliance with the requirements of this chapter. The rules and regulations shall provide, at a minimum, for the incorporation of green building requirements of this chapter into checklist submittals with planning entitlement and building permit applications, and supporting design, construction, or development documents to demonstrate compliance with this chapter.

(b) The procedures for compliance documentation shall include, but not be limited to, the following:

- (1) Preliminary documentation. Applicants for a covered project are encouraged, but not required, to meet with the planning director or his/her designee, in advance of submittal of an application, to determine required green building thresholds for compliance and to review the proposed green building program and details to achieve compliance.

- (2) Discretionary planning entitlements. Upon submittal of an application for any discretionary planning entitlement for any covered project, including, but not limited to, architectural review, site development permit, conditional use permit, or variance requests, application materials shall include the appropriate completed checklists, as required by the standards for compliance specified in Section 15.10.040, accompanied by a text description of the proposed green building program and expected measures and milestones for compliance.
- (3) Building plan check review. Upon submittal of an application for a building permit, building plans for any covered project shall include a checklist and green building program description, reflecting any changes proposed since the planning entitlement phase (if a planning entitlement was required). The checklist shall be incorporated onto a separate plan sheet included with the building plans. A qualified green building professional shall provide evidence of adequate green building compliance or documentation to the planning director or his/her designee to satisfy the requirements of the standards for compliance outlined in Section 15.10.040, prior to issuance of a building permit.
- (4) Final building inspection, verification, and occupancy. Prior to final building inspection and occupancy for any covered project, a qualified building professional shall provide evidence of adequate green building compliance or documentation to the director or his/her designee to satisfy the requirements of the standards for compliance outlined in Section 15.10.040. This information shall include, but is not limited to:
 - (i) Documentation that verifies incorporation of the design and construction related credits specified in the project approval for the covered project;
 - (ii) A letter from the qualified green building professional that certifies that the covered project has been constructed in accordance with the approved green building project checklist;
 - (iii) Any additional documentation that would be required by the GreenPoint rated manuals for GreenPoint rated certification (if required); and
 - (iv) Any additional information that the applicant believes is relevant to determining that a good faith effort has been made to comply with this chapter.
- (5) Final determination of compliance and good faith effort to comply. Prior to the scheduling of a final building inspection for a covered project, the planning director or his/her designee shall review the documentation submitted by the applicant, and determine whether the applicant has achieved the required compliance threshold as set forth in the standards for compliance outlined in Section 15.10.040 and/or demonstrate that measures are in place to assure compliance not later than one year after approval of final building inspection. If the planning director or his/her designee determines that the applicant has met the requirements of Section 15.10.040 for the project, the final building inspection may proceed, provided the covered project has received approval of all other inspections required by the chief building official. If the planning director or his/her designee determines that the required green building rating has not been achieved, the planning director or his/her designee shall find one of the following:

- (i) Good faith effort to comply: When an applicant submits a request in writing to the planning director or his/her designee for approval of a good faith effort to comply, the planning director or his/her designee shall determine that the applicant has made a good faith effort to comply with this chapter when finding that either a) the cost for providing green building documentation or assuring compliance is disproportionate to the overall cost of the project, or b) the green building materials and technologies on the green building checklist are no longer available or not yet commercially available, or c) at least eighty percent of the required green point credits have been achieved, and measures are in place to assure full compliance not later than one year after approval of the final building inspection. Determination of a good faith effort to comply shall be made separately for each item on the green building project checklist. Granting of a good faith effort to comply for one item does not preclude the need for the applicant to comply with the other items on the green building checklist.
 - (ii) Non-compliant project. If the planning director or his/her designee determines that the applicant has not made a good faith effort to comply with this chapter, or if the applicant fails to submit the documentation required within the required time period, then the project shall be determined to be non-compliant, and the final inspection and approval for the project shall be withheld. A final inspection shall not take place until the applicant has implemented equivalent alternate measures approved by the planning director or his/her.
- (6) Non-compliance. If, upon inspection, the building official or planning director determines that the covered project does not comply with the approved plans or green building checklist, a stop order shall be issued if the planning director or his/her designee determines that continuation of construction activities will jeopardize the project's ability to meet the required compliance threshold. The stop order shall remain in effect until project has been brought into compliance with the approved plans and/or checklist.
- (c) The planning director or his/her designee shall have the responsibility to administer and monitor compliance with the green building requirements set forth in this chapter and with any rules and regulations promulgated.
- (d) Compliance with the provisions of this chapter shall be listed as a condition of approval on any architectural and site control review or other discretionary permit approval, and on the building plans for building permit approval, for any covered project.

15.10.060- Hardship or Infeasibility Exemption.

If an applicant for a covered project believes that circumstances exist that make it a hardship or infeasible to meet the requirements of this chapter, the applicant may request an exemption as set forth below. In applying for an exemption, the burden is on the applicant to show hardship or infeasibility.

- (a) Application. Any request for an exemption must be included at the time of application submittal. The applicant shall indicate the maximum threshold of compliance he or she believes is feasible for the covered project and the circumstances that he or she believes create a hardship or make it infeasible to fully comply with this chapter. Circumstances that constitute hardship or infeasibility include, but are not limited to, the following:
- (1) There is conflict with the compatibility of the green building rating system with other town goals, such as those requiring historic preservation;
 - (2) There is conflict with the compatibility of the green building rating system and the California Building Standards Code;
 - (3) There is conflict with the compatibility of the green building rating system and the town's zoning ordinance and/or architectural review criteria;
 - (4) The green building compliance standards do not include enough green building measures that are compatible with the scope of the covered project; and/or
 - (5) There is a lack of commercially available green building materials and technologies to comply with the green building rating system.
- (b) Review by Architectural and Site Control Commission. For any covered project for which an exemption is requested and architectural and site control review is required, the Architectural and Site Control Commission shall provide a recommendation to the planning director or his/her designee regarding whether the exemption shall be granted, conditionally granted or denied, along with its recommendation on the project. For any project for which an exemption is requested based on the historic character of the building or site, the town historian shall provide a recommendation to the planning director or his/her designee regarding whether the exemption shall be granted or denied and shall determine whether the project is consistent with the Secretary of the Interior's Standards for Historic Rehabilitation.
- (c) Decision by Planning Director (or his/her designee). The planning director or his/her designee shall make a determination based on the information provided. The planning director or his/her designee shall determine the maximum feasible threshold of compliance reasonably achievable for the project. The decision of the planning director or his/her designee shall be provided to the applicant in writing.
- (1) If the planning director or his/her designee determines that it is a hardship or is infeasible for the applicant to meet the requirements of this chapter, the request shall be granted. Notwithstanding, the applicant shall be required to comply with this chapter in all other respects and shall be required to achieve, in accordance with this chapter, the threshold of compliance determined to be reasonably achievable by planning director or his/her designee.
 - (2) If the planning director or his/her designee determines that it is reasonably possible for the applicant to fully meet the requirements of this chapter, the request shall be denied. The project and compliance documentation shall be modified to comply with this chapter prior to further review of any pending planning or building application.

15.10.070 - Appeal.

- (a) Any aggrieved applicant may appeal the determination of the planning director or his/her designee regarding: (1) the granting or denial of an exemption pursuant to Section 15.10.070; or (2) compliance with any other provision of this chapter.
- (b) Any appeal must be filed in writing with the planning director or his/her designee not later than fourteen days after the date of the determination by the planning director or his/her designee. The appeal shall state the alleged error or reason for the appeal.
- (c) The appeal shall be processed and considered by the planning commission de novo in accordance with the criteria outlined in this chapter.

3. Severability. If any part of this ordinance is held to be invalid or inapplicable to any situation by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance or the applicability of this ordinance to other situations.

4. Effective Date; Posting. This ordinance is subject to review and approval by the California Energy Commission (CEC). This ordinance shall become effective immediately upon full CEC approval. This ordinance be posted within the Town in three public places.

INTRODUCED:

PASSED:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

ATTEST:

Town Clerk

By: _____
Mayor

APPROVED AS TO FORM:

Town Attorney

CHAPTER 15.10 - GREEN BUILDING

Sections:

- 15.10.010 Purpose
- 15.10.020 Applicability
- 15.10.030 Definitions
- 15.10.040 Standards for Compliance
- ~~15.10.050 Incentives for Compliance~~
- 15.10.06050 Administrative Procedures and Implementing Regulations
- 15.10.070060 Hardship or Infeasibility Exemption
- 15.10.080070 Appeal
- ~~15.10.100 Environmental Review~~
- ~~15.10.110 Effective Date, Posting~~

15.10.010 - Purpose.

The purpose of this chapter is to enhance the public health and welfare by promoting the environmental health of the town through the incorporation of green building practices in the design, construction, maintenance, operation and deconstruction of buildings and other site development. The green building provisions in this chapter are designed to achieve the following goals:

- (a) Encourage the conservation of natural resources and reduction of greenhouse gas emissions;
- (b) Increase energy efficiency and lower energy usage;
- (c) Increase water efficiency and lower water usage;
- (ed) Reduce waste generated by construction projects;
- (de) Provide durable buildings that are efficient and economical to own and operate;
- (ef) Recognize and conserve the energy embodied in existing buildings; and
- (fg) Promote the health of residents, workers, and visitors to the town.

15.10.020 - Applicability.

This chapter applies to all projects defined as "covered projects," as defined in Section 15.10.030, except that it shall not apply to any project for which a planning entitlement application (except

~~for a~~ preliminary architectural review application(s) or building permit application has been submitted prior to the effective date of this chapter.

15.10.030 - Definitions.

For purposes of this chapter, the following terms are defined as follows~~The following terms shall have the ascribed definition for the purposes of applying the criteria of this chapter:~~

- (a) "Accessory Dwelling Unit" as defined in Chapter 18.04 of the Portola Valley Municipal Code.
- (ab) "Applicant" means anyone that applies to the town for the applicable permits or approvals to undertake any covered project within the town, or any subsequent owner of the site.
- (c) "Applied Water for Turf Calculator" is a tool that uses data and methodology from the California Department of Water Resources to estimate the irrigation water requirements for turf minus any water supplied by effective rainfall and effective ground water seepage. The calculator uses the evapotranspiration of applied water (ETaw) for cool-season and warm-season turf that was calculated based on a six-year period of climate data specific to a 4x4 km grid spacing within the town.
- (d) "Build It Green" is a non-profit membership organization whose mission is to promote healthy, energy- and resource-efficient building practices in California. Build It Green created Green Building Guidelines that are a comprehensive resource of best practices for green building. The Build It Green Checklists are tools used to assess how environmentally friendly a proposed building project will be via the use of a point system.
- (e) "CALGreen" is the California Green Building Standards Code.
- (ef) ~~"Compliance official" means the town planner or his/her designee.~~
- (eg) "Compliance threshold" means the minimum number of points or rating level of a green building rating system that must be attained for a particular covered project, as outlined in the standards for compliance in Section 15.10.040.
- (eh) "Covered project" means any planning entitlement application(s) or building permit application(s) for ~~commercial~~ new non-residential construction ~~or renovations~~, or for any new residential ~~new~~ construction, addition or ~~renovation~~ remodel subject to the standards for compliance outlined in Section 15.10.040.
- (i) "Elements" means a project where a portion of the home is undergoing a remodel or addition (e.g., a kitchen remodel or master bedroom addition).
- (fj) "Good faith effort" means a project that has not met the required compliance threshold, but for extenuating reasons or reasons beyond the control of the applicant, the ~~compliance official~~ planning director or his/her designee has found that the project meets the good faith effort provisions of Section 15.10.060.
- (k) "Graywater" means untreated wastewater that has not been contaminated by any toilet discharge, has not been affected by infectious, contaminated, or unhealthy bodily wastes, and does not present a threat from contamination by unhealthful processing,

manufacturing, or operating wastes. "Graywater" includes, but is not limited to, wastewater from bathtubs, showers, bathroom washbasins, clothes washing machines, and laundry tubs, but does not include wastewater from kitchen sinks or dishwashers.

- (gl) "Green building" means a whole systems approach to the design, construction and operation of buildings that substantially mitigates the environmental, economic, and social impacts of buildings. Green building practices recognize the relationship between the natural and built environments and seek to minimize the use of energy, water and other natural resources and provide a healthy, productive indoor environment.
- (hm) "Green building project checklist" means a checklist or scorecard developed for the purpose of calculating a green building rating.
- (in) "Green building rating system" means the rating system associated with specific green building criteria and used to determine compliance thresholds, as outlined in the standards ~~of for~~ compliance in Section 15.10.040 ~~adopted by town council resolution~~. Examples of rating systems include, but are not limited to, the Leadership in Energy and Environmental Design (LEED) and GreenPoint Rated systems.
- (jo) "GreenPoint Rated" means a residential green building rating system developed by the "Build It Green" organization.
- (kp) "GreenPoint Rated verification" means verification of compliance by a certified GreenPoint Rater, resulting in green building certification by Build It Green.
- ~~(l) "LEED®" means the "Leadership in Energy and Environmental Design" green building rating system developed by the U.S. Green Building Council.~~
- ~~(m) "LEED®/USGBC verification" means verification to meet the standards of the U.S. Green Building Council ("USGBC") and resulting in LEED certification of the project by the USGBC.~~
- (nq) "Multi-family residential" means a building containing three or more attached dwelling units.
- ~~(o) "New building" means a new structure or a substantial addition/remodel to an existing structure where the remodel combined with any additions to the structure affects fifty percent or more of the exterior wall plane surface or affects fifty percent or more of the floor area as more particularly defined in section 15.04.010 of this Code.~~
- (pr) "New non-residential construction, ~~commercial~~" means the construction of a new or replacement retail, office, institutional, semi-institutional or similar building(s), or additions to such building(s).
- (qs) "New residential construction, ~~residential~~" means the construction of a new or replacement single-family or two-family dwelling unit or of new or replacement multi-family residential building(s), or additions to such building(s).
- (st) "Qualified green building professional" means a person trained ~~through the USGBC as a LEED-accredited professional or~~ through "Build It Green" as a certified green building professional, or similar qualifications if acceptable to the ~~compliance official~~ planning director or his/her designee. For projects requiring "self-certification," the project architect or designer is considered a qualified green building professional.

- (u) "Rainwater catchment system" means the collected precipitation from rooftops and other above-ground impervious surfaces that is stored in catchment tanks for later use.
- (sv) "~~Renovation~~Remodel" means any rehabilitation, repair, ~~remodeling~~renovation, change, or modification to an existing building, where changes to floor area and the footprint of the building are negligible. ~~The valuation of renovation improvements shall be determined by the town planner, upon recommendation of the chief building official. The chief building official may exclude from such valuation the cost of (1) seismic upgrades, (2) accessibility upgrades, or (3) photovoltaic panels or other solar energy or similar devices exterior to the building. Renovation valuation thresholds identified in the standards for compliance shall be adjusted annually to reflect changes in the town's valuation per square foot for new construction in town, using valuations in effect as of July 1, 2008, as the base index.~~
- (tw) "Self verification" means verification by the project architect, designer or a qualified green building professional certifying that the project has met the standards and has attained the compliance threshold as indicated for the covered project type as set forth in the standards for compliance outlined in Section 15.10.040.
- (ux) "Single-family or two-family residential" means a single detached dwelling unit or two units in a single building or two separate buildings on a single parcel, such as a main residence and second unit.
- (y) "Solar zone" means an allocated space that is unshaded, un-penetrated, and free of obstructions. It serves as a suitable place that solar panels can be installed at a future date.
- (vz) "Square footage" means all new and replacement square footage, including basement areas (seven feet or greater in height) and garages, except that unconditioned garage space shall only count as fifty percent of that square footage. Areas demolished shall not be deducted from the total new construction square footage.
- ~~(w) "Threshold verification by LEED AP" means verification by a LEED accredited professional certifying that each LEED checklist point listed was verified to meet the requirements to achieve that point. The LEED AP shall provide supporting information from qualified professionals (e.g., civil engineer, electrical engineer, Title 24 consultant, commissioning agent, etc.) to certify compliance with each point on the checklist. Documentation of construction consistent with building plans calculated to achieve energy compliance is sufficient verification in lieu of post construction commissioning.~~
- (aa) "Turf" means a ground cover surface of mowed grass. All of the following qualify as turf: annual bluegrass, Kentucky bluegrass, Perennial ryegrass, Red fescue, and tall fescue (cool-season grasses). Bermuda grass, Kikuyu grass, Seashore Paspalum, St. Augustine grass, Zoysia grass, and Buffalo (warm-season grasses).
- (bb) "Whole House" project means the homeowner is completing a gut remodel and replacing all of the systems. A gut remodel incorporates stripping less than 90% of the walls to the studs (leaving the foundation framing and exterior finish), which enables one to replace all systems and address the thermal envelope and insulate. If a home has removed significant framing and the exterior cladding, leaving very little of the original home, it shall apply under the new residential construction.

15.10.040 - Standards for Compliance.

~~The Town Council shall establish by resolution, and shall periodically review and update as necessary, green building standards for compliance. The standards for compliance shall include, but are not limited to, the following:~~

- ~~(a) The types of projects subject to regulation (covered projects);~~
- ~~(b) The green building rating system to be applied to the various types of projects;~~
- ~~(c) Minimum thresholds of compliance for various types of projects; and~~
- ~~(d) Timing and methods of verification of compliance with these regulations.~~

The standards for compliance are as follows:

1. New Residential Construction. New homes shall demonstrate GreenPoint Rated certification using certified professional raters. The number of Build It Green points required pursuant to this section shall be calculated in accordance with the GreenPoint Rated New Home Single Family checklist, with the exception that if California Building Code Title 24, Part 6 is updated after the effective date of this chapter to be more stringent, item J.5. in the GreenPoint Rated Single Family checklist shall not be included in calculating the number of points required until such time as the appropriate cost effectiveness study has been completed.
 - A. For projects up to and including 3,000 sf. A minimum threshold of 75 Build It Green points, with GreenPoint Rated certification prior to building permit sign-off/occupancy.
 - B. For projects over 3,000 sf. A minimum threshold of 75 Build It Green points with one additional point for each ~~30-sf~~ 50 sf over 3,000 sf, and with GreenPoint Rated certification prior to building permit sign-off/occupancy.
 - C. Basement floor area. Basement floor area must be included in the total floor area for point calculations.
 - ~~D. LEED option. At the option of an applicant, the LEED for homes program may be used with a minimum threshold of silver LEED certification. Because LEED certification typically takes more time than is associated with BIG certification, the planning manager or his/her designee may as appropriate and in his/her sole discretion allow for some interim certification for occupancy prior to formal completion of the LEED process.~~
 - D. Solar Photovoltaic and Solar Thermal “Ready” Infrastructure. “Section 110.10 Mandatory Requirements for Solar Ready Buildings” of the California Energy Code is added as mandatory and amended to read:

- (1) Solar zone. The solar zone shall be located on the roof or overhang of the building and have a total area of no less than 500 square feet. If the project applicant determines that the entire energy needs of the project can be met with a solar photovoltaic system that occupies less than 500 square feet, the project applicant can demonstrate this with the Title 24 Calculation and solar photovoltaic system plans.
- (2) Interconnection pathways. New residential construction projects shall provide a pathway for conduit and plumbing to support the installation of future solar photovoltaic and solar thermal infrastructure. The pathway for conduit and plumbing shall be routed from the attic space (or equivalent) to the point of interconnection with the electrical service panel and the water-heating system.

E. Electric Vehicle “Ready” Infrastructure. “Section 4.106.4 Electric vehicle (EV) charging for new construction” of the California Green Building Standards Code is added as mandatory and amended with the additional requirements as outlined below.

- (1) Service panel and/or subpanel shall provide, at minimum, capacity to install a 208/240v, 50 amperes grounded AC outlet and dedicated branch circuit.
- (2) Raceway or wiring with capacity to accommodate a 100 ampere circuit; terminating in a listed cabinet box, enclosure, or NEMA receptacle.
- (3) The raceway shall be installed so that minimal removal of materials is necessary to complete the final installation.

F. Graywater “Ready” Infrastructure. Install graywater “ready” systems as outlined below. Additional plumbing piping is installed to permit the discharge from all clothes washers and all applicable fixtures from bathrooms located above grade to allow for future installation of a distributed irrigation system, **either subsurface or treated**. All graywater “ready” systems must be installed in compliance with Chapter 16 of the California Plumbing Code.

- (1) Identify an appropriate location for **possible** future installation of a graywater treatment system, including storage tanks.
- (2) Include either a separate multiple pipe outlet or a diverter valve and an outside “stub-out” installation on clothes washing machine hook-ups, to allow separate discharge of graywater direct for irrigation.
- (3) Include a building drain(s) for lavatories, showers, and bathtubs, segregated from drains for all other plumbing fixtures, connected to the black water pipe a minimum of three (3) feet from the building foundation.
- (4) Provide power supply for future graywater treatment system.
- (5) The graywater system shall be comprised of purple piping. The diverter valve on the clothes washing machine system shall be labeled as “LAUNDRY-TO-LANDSCAPE CAPABLE.”

G. Reduction of Potable Water Use on Turf. For all projects with landscapes that include the use of turf, install rainwater catchment system. Irrigation needs of turf should be

calculated using the Applied Water for Turf Calculator. All rainwater catchment systems must be installed in compliance with Chapter 17 of the California Plumbing Code.

- (1) Rainwater Catchment System Size. The rainwater catchment system size shall be determined by using the Applied Water for Turf Calculator. The rainwater catchment system will need to be sized in order to satisfy 50 percent of the estimated annual water demands for the first 500 square feet of turf installed on the project. The rainwater catchment system will need to be sized in order to satisfy 100 percent of the estimated annual water demands for installed turf that is greater than 500 square feet.
 - (2) Alternative. A fully installed graywater system connected to an irrigation system that can satisfy all of the annual water demands of turf as identified in the Applied Water for Turf Calculator can be used as an alternative to installing a rainwater catchment system.
2. Substantial Residential construction additions and/or rebuilding remodel projects 400 square feet or greater. The number of Build It Green points required pursuant to this section shall be calculated in accordance with the GreenPoint Rated Existing Home Single Family checklist. ~~For such projects make use of the BIG GreenPoint rated program for existing homes, with the threshold being the BIG minimum for a "whole house" project of 50 points and 25 points for a smaller "elements" project, both as defined by BIG. For a "whole house project" GreenPoint rated certification using certified professional raters shall be required and for an elements project, self-certification is allowed. In all cases, new basement area would be counted as provided for above for "new construction" projects.~~
 - A. For whole house projects. A minimum threshold of 50 Build It Green points, with GreenPoint Rated certification prior to building permit sign-off/occupancy.
 - B. For elements projects. A minimum threshold of 25 Build It Green points, with self-certification allowed.
 - C. Basement floor area. Basement floor area must be included in the total floor area for point calculations.
 3. Small residential additions or remodels. ~~For such small residential addition or remodel projects, which are projects less than 400 square feet, completion of the BIG Build It Green GreenPoint Rated Existing Home Single Family (Elements Label) checklist shall be required as a working/learning document, but no minimum points are required and self-certification is permitted allowed. This would be for projects less than 400 sf in area, i.e. below the threshold for Architectural and Site Control Commission review.~~
 4. Accessory Dwelling Units. The Town desires to encourage the production of accessory dwelling units and, therefore has identified a simplified process for green building

requirements related to all accessory dwelling units. Specifically, although minimum points are required as set forth below, self-certification is allowed.

- A. Detached. A minimum threshold of 75 Build It Green points in the GreenPoint Rated New Home Single Family checklist is required.
 - a. Solar Photovoltaic “Ready” Infrastructure. “Section 110.10 Mandatory Requirements for Solar Ready Buildings” of the California Energy Code is added and amended as follows: detached accessory dwelling units shall provide a pathway for conduit to support the installation of future solar photovoltaic infrastructure. The pathway for conduit shall be routed from the attic space (or equivalent) to the point of interconnection with the electrical service panel.
 - B. Attached. A minimum threshold of 50 Build It Green points in the GreenPoint Rated Existing Home Single Family checklist (Whole House Label) is required.
 - C. Interior Conversions. An interior conversion occurs when the applicant seeks to convert existing square footage in an existing dwelling into an accessory dwelling unit. A minimum threshold of 25 Build It Green points in the GreenPoint Rated Existing Home Single Family checklist (Elements Label) is required.
 - D. Laundry facilities. If the structure includes laundry hook-ups, include a diverter valve and an outside “stub-out” installation on the clothes washing machine hook-up, to allow separate discharge of graywater direct for irrigation. The diverter valve on the clothes washing machine system shall be labeled as “LAUNDRY-TO-LANDSCAPE CAPABLE.”
5. ~~Institutional and Non-residential projects~~. ~~New, non-residential projects shall comply with all mandatory CALGreen measures. The mandatory measures shall be verified by a third party approved by the Town for which the applicant will pay for the review. The threshold for institutional and non-residential projects shall be the appropriate LEED program and formal LEED certification. The minimum LEED levels shall be as follows:~~
- ~~A. For projects less than 2,000 sf the appropriate LEED or BIG checklist should be used and the points proposed verified through the self-certification process.~~
 - ~~B. For new buildings between 2,000 sf and 3,000 sf LEED certification with no minimum level.~~
 - ~~C. For new buildings between 3,000 and 5,000 sf, LEED silver certification.~~
 - ~~D. For new buildings over 5,000 sf LEED gold certification.~~

A. Electric Vehicle “Ready” Infrastructure. “Section 5.106.5.3 Electric vehicle (EV) charging for new construction” of the California Green Building Standards Code is added as mandatory and amended with the additional requirements as outlined below.

- (1) Service panel and/or subpanel shall provide, at minimum, capacity to install a 208/240v, 50 amperes grounded AC outlet and dedicated branch circuit.
- (2) Raceway or wiring with capacity to accommodate a 100 ampere circuit; terminating in a listed cabinet box, enclosure, or NEMA receptacle.
- (3) The raceway shall be installed so that minimal removal of materials is necessary to complete the final installation.

~~15.10.050 – Incentives for Compliance.~~

~~(a) In addition to the required standards for compliance, the town council may, through ordinance or resolution, enact financial, permit review process, or zoning incentives and/or award or recognition programs to further encourage higher levels of green building compliance for a project.~~

~~(b) For residential projects, the number of GreenPoint checklist points required shall be reduced by:~~

- ~~(1) Five points for maintaining a minimum of seventy five percent of existing walls, floors, and roof of a structure;~~
- ~~(2) Five points (in addition to [subsection] (1) above) for maintaining a minimum of ninety-five percent of existing walls, floors, and roof of a structure; and/or~~
- ~~(3) Ten points (in addition to [subsections(s)] (1) and/or (2) above) when applied to a structure that is designated on the town's historic inventory or any contributing structure located within a designated historic district, subject to determination by the architectural and site control commission that such additions and/or renovations are consistent with the Secretary of the Interior's standards for rehabilitation.~~

15.10.06050 - Administrative Procedures and Implementing Regulations.

(a) The ~~town planner~~ **planning director** shall promulgate any rules and regulations necessary or appropriate to achieve compliance with the requirements of this chapter. The rules and regulations shall provide, at a minimum, for the incorporation of green building requirements of this chapter into checklist submittals with planning entitlement and building permit applications, and supporting design, construction, or development documents to demonstrate compliance with this chapter.

(b) The procedures for compliance documentation shall include, but not be limited to, the following:

- (1) Preliminary documentation. Applicants for a covered project are encouraged, but not required, to meet with the ~~compliance official~~ **planning director** or his/her ~~designated~~

~~staff~~designee, in advance of submittal of an application, to determine required green building thresholds for compliance and to review the proposed green building program and details to achieve compliance.

- (2) Discretionary planning entitlements. Upon submittal of an application for any discretionary planning entitlement for any covered project, including, but not limited to, architectural review, site development permit, conditional use permit, or variance requests, application materials shall include the appropriate completed checklists, as required by the standards for compliance specified in Section 15.10.040, accompanied by a text description of the proposed green building program and expected measures and milestones for compliance. ~~The compliance official may allow the use of alternative checklists for historic buildings or for buildings that retain or re-use substantial portions of the existing structure.~~
- (3) Building plan check review. Upon submittal of an application for a building permit, building plans for any covered project shall include a checklist and green building program description, reflecting any changes proposed since the planning entitlement phase (if a planning entitlement was required). The checklist shall be incorporated onto a separate plan sheet included with the building plans. A qualified green building professional shall provide evidence of adequate green building compliance or documentation to the ~~compliance official~~ **planning director or his/her designee** to satisfy the requirements of the standards for compliance outlined in Section 15.10.040, prior to issuance of a building permit.
- (4) Final building inspection, verification, and occupancy. Prior to final building inspection and occupancy for any covered project, a qualified building professional shall provide evidence of adequate green building compliance or documentation to the ~~compliance official~~ **planning director or his/her designee** to satisfy the requirements of the standards for compliance outlined in Section 15.10.040. This information shall include, but is not limited to:
 - (i) Documentation that verifies incorporation of the design and construction related credits specified in the project approval for the covered project;
 - (ii) A letter from the qualified green building professional that certifies that the covered project has been constructed in accordance with the approved green building project checklist;
 - (iii) Any additional documentation that would be required ~~by the LEED reference guide for LEED certification (if required), or~~ by the GreenPoint rated manuals for GreenPoint rated certification (if required); and
 - (iv) Any additional information that the applicant believes is relevant to determining that a good faith effort has been made to comply with this chapter.
- (5) Final determination of compliance and good faith effort to comply. Prior to the scheduling of a final building inspection for a covered project, the ~~compliance official~~ **planning director or his/her designee** shall review the documentation submitted by the applicant, and determine whether the applicant has achieved the required compliance threshold as set forth in the standards for compliance outlined in Section 15.10.040 and/or demonstrate that measures are in place to assure compliance not later than one year after approval of

final building inspection. If the ~~compliance official~~ planning director or his/her designee determines that the applicant has met the requirements of Section 15.10.040 for the project, the final building inspection may proceed, provided the covered project has received approval of all other inspections required by the chief building official. If the ~~compliance official~~ planning director or his/her designee determines that the required green building rating has not been achieved, the ~~compliance official~~ planning director or his/her designee shall find one of the following:

- (i) Good faith effort to comply: When an applicant submits a request in writing to the ~~compliance official~~ planning director or his/her designee for approval of a good faith effort to comply, the ~~compliance official~~ planning director or his/her designee shall determine that the applicant has made a good faith effort to comply with this chapter when finding that either a) the cost for providing green building documentation or assuring compliance is disproportionate to the overall cost of the project, or b) the green building materials and technologies on the green building checklist are no longer available or not yet commercially available, or c) at least eighty percent of the required green point credits have been achieved, and measures are in place to assure full compliance not later than one year after approval of the final building inspection. Determination of a good faith effort to comply shall be made separately for each item on the green building project checklist. Granting of a good faith effort to comply for one item does not preclude the need for the applicant to comply with the other items on the green building checklist.
- (ii) Non-compliant project. If the ~~compliance official~~ planning director or his/her designee determines that the applicant has not made a good faith effort to comply with this chapter, or if the applicant fails to submit the documentation required within the required time period, then the project shall be determined to be non-compliant, and the final inspection and approval for the project shall be withheld. A final inspection shall not take place until the applicant has implemented equivalent alternate measures approved by the ~~compliance official~~ planning director or his/her designee ~~or unless an exemption is granted for the project.~~

~~(6) Post final inspection requirement. Not later than one year after approval of the final building inspection, the applicant or current owner shall submit to the compliance official documentation detailing compliance with the operation, efficiency, and conservation related credits from the approved checklist documentation for any covered project, if required by the compliance official. The applicant may also provide any additional information the applicant believes is relevant to determining its good faith efforts to comply with this chapter.~~

~~(7) Non-compliance. If, as a result of any upon inspection, the town building official or compliance officer planning director determines that the covered project does not or is unlikely to comply with the approved plans or green building checklist, a stop order shall be issued if the compliance official planning director or his/her designee determines that continuation of construction activities will jeopardize the project's ability to meet the required compliance threshold. The stop order shall remain in effect until the compliance official determines that the project will be has been brought into compliance with the approved plans and/or checklist.~~

- ~~(87) Interim compliance effort. For residential projects initiating construction not later than two years after the effective date of this chapter, a good faith effort shall be deemed to have been made when at least seventy five percent of the required minimum green points have been achieved prior to final building inspection, and adequate remaining checklist points are outlined to demonstrate that at least ninety percent of the minimum points and GreenPoint certification will be achieved not later than one year after final inspection. For purposes of this subsection "initiating construction" shall mean the date when a building permit is issued. If seventy five percent of the required minimum green points are not achieved prior to the request for final building inspection, the final inspection shall be withheld unless an exemption is granted by the compliance official. Residential projects initiating construction more than two years after the effective date of this chapter shall comply in full with the requirements of this chapter.~~
- ~~(98) Lack of inspectors. If the compliance official determines that there is a lack of third party or town inspectors available to perform green building inspections within a timely manner, the compliance official may allow self verification of the project and determine that green building requirements have been met.~~

(c) The ~~compliance official~~ planning director or his/her designee shall have the responsibility to administer and monitor compliance with the green building requirements set forth in this chapter and with any rules and regulations promulgated ~~thereunder, and to grant exemptions from the requirements, where so authorized.~~

(d) Compliance with the provisions of this chapter shall be listed as a condition of approval on any architectural and site control review or other discretionary permit approval, and on the building plans for building permit approval, for any covered project.

15.10.070060- Hardship or Infeasibility Exemption.

~~(a) Exemption.~~ If an applicant for a covered project believes that circumstances exist that make it a hardship or infeasible to meet the requirements of this chapter, the applicant may request an exemption as set forth below. In applying for an exemption, the burden is on the applicant to show hardship or infeasibility.

~~(ba) Application. Any request If an applicant for a covered project believes such circumstances exist, the applicant may apply~~ for an exemption ~~must be included~~ at the time of application submittal. The applicant shall indicate the maximum threshold of compliance he or she believes is feasible for the covered project and the circumstances that he or she believes create a hardship or make it infeasible to fully comply with this chapter. Circumstances that constitute hardship or infeasibility include, but are not limited to, the following:

- (1) There is conflict with the compatibility of the green building rating system with other town goals, such as those requiring historic preservation;
- (2) There is conflict with the compatibility of the green building rating system and the California Building Standards Code;

- (3) There is conflict with the compatibility of the green building rating system and the town's zoning ordinance and/or architectural review criteria;
 - (4) The green building compliance standards do not include enough green building measures that are compatible with the scope of the covered project; and/or
 - (5) There is a lack of commercially available green building materials and technologies to comply with the green building rating system.
- (eb) Review by Architectural and Site Control Commission (~~ASCC~~). For any covered project for which an exemption is requested and architectural and site control review is required ~~by the ASCC~~, the ~~ASCC—Architectural and Site Control Commission~~ shall provide a recommendation to the ~~compliance official~~ planning director or his/her designee regarding whether the exemption shall be granted, ~~conditionally granted~~ or denied, along with its recommendation on the project. For any project for which an exemption is requested based on the historic character of the building or site, the town historian shall provide a recommendation to the ~~compliance official~~ planning director or his/her designee regarding whether the exemption shall be granted or denied and shall determine whether the project is consistent with the Secretary of the Interior's Standards for Historic Rehabilitation.
- (dc) ~~Granting of exemption~~ Decision by Planning Director (or his/her designee). ~~The If the compliance official~~ planning director or his/her designee shall make a determination ~~determines that it is a hardship or is infeasible for the applicant to fully meet the requirements of this chapter~~ based on the information provided. ~~The compliance official~~ planning director or his/her designee shall determine the maximum feasible threshold of compliance reasonably achievable for the project. The decision of the ~~compliance official~~ planning director or his/her designee shall be provided to the applicant in writing.
- (1) ~~If the compliance official~~ planning director or his/her designee determines that it is a hardship or is infeasible for the applicant to meet the requirements of this chapter, the ~~request shall be an exemption is~~ granted. Notwithstanding, the applicant shall be required to comply with this chapter in all other respects and shall be required to achieve, in accordance with this chapter, the threshold of compliance determined to be ~~reasonably achievable by compliance official~~ planning director or his/her designee.
 - (e2) ~~Denial of Exemption~~. If the ~~compliance official~~ planning director or his/her designee determines that it is reasonably possible for the applicant to fully meet the requirements of this chapter, the request shall be denied ~~and the compliance official shall so notify the applicant in writing~~. The project and compliance documentation shall be modified to comply with this chapter prior to further review of any pending planning or building application.
- (f) ~~Council Review of Exemption~~. ~~For any covered project that requires review and action by the town council, the council shall act to grant or deny the exemption, based on the criteria outlined above, after recommendation by the manager.~~

15.10.080070 - Appeal.

- (a) Any aggrieved applicant may appeal the determination of the ~~compliance official~~ **planning director or his/her designee** regarding: (1) the granting or denial of an exemption pursuant to Section 15.10.070; or (2) compliance with any other provision of this chapter.
- (b) Any appeal must be filed in writing with the ~~planning manager~~ **planning director or his/her designee** not later than fourteen days after the date of the determination by the ~~compliance official~~ **planning director or his/her designee**. The appeal shall state the alleged error or reason for the appeal.
- (c) The appeal shall be processed and considered by the ~~planning commission town council~~ **de novo in accordance with the criteria outlined in this chapter.**



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council

FROM: Brandi de Garneau, Sustainability and Special Projects Manager

DATE: October 26, 2016

RE: Review and Adopt Ordinance and Related Findings to Amend Chapter 15.10 (Green Building) of the Portola Valley Municipal Code

RECOMMENDATION

Staff recommends that the Town Council review and adopt the proposed amendments to Chapter 15.10 (Green Building) of the Portola Valley Municipal Code and related findings, including the provisions that amend the 2016 California Energy Code, Title 24, Chapter 6, of the California Code of Regulations and the 2016 California Green Building Standards Code, Title 24, Chapter 11, of the California Code of Regulations (Attachment 1).

BACKGROUND

The Town of Portola Valley adopted a Green Building Ordinance (Ordinance) in 2010 (Attachment 3) to implement goals and objectives set forth in the “Sustainability Element” of the Portola Valley General Plan for reducing greenhouse gas (“GHG”) emissions, conserving water and energy, encouraging green building, protecting the natural environment, and protecting the health of residents and visitors. This Ordinance was adopted in reference to the 2010 California Building Standards Code. Every three years, the State of California adopts new building standards that are codified in Title 24 of the California Code of Regulations. The 2013 California Energy Code (Title 24, Part 6), contained mandatory energy efficiency measures that were more restrictive than the Town’s Ordinance. As a result of the higher mandatory measures included in the 2013 Energy Code, the Town’s Ordinance became unenforceable. The 2013 code cycle also added a new California Green Building Standards Code (CALGreen), which contains mandatory sustainable design requirements.

Over the last two years, staff has been studying options to update the Town’s Ordinance in light of the building code updates and current green building best practices. As part of this study, staff considered the following options:

- Deferring to the State minimum for CALGreen and the Energy Code
- Adopting CALGreen’s Voluntary Measures, which are organized into tiers
- Adopting the current version of Build It Green’s GreenPoint Rated Checklist
- Continuing with LEED for non-residential and as an option for residential projects

In addition, there were several, valuable green building measures that staff had identified since the original adoption of the Ordinance that would significantly reduce the cost of installation if included as part of the initial building design and construction (e.g., graywater). Staff reviewed

these measures against the current Buildings Standards Code to determine if they were already included, and if so, how they could be augmented to fit current practices in Portola Valley and provide the most opportunity for future building occupants. The State is currently concluding the code cycle for the 2016 California Building Standards Code, which has a target effective date of January 1, 2017. Throughout this process staff has been working closely with the County of San Mateo, PG&E, Build It Green and the California Energy Commission to coordinate the necessary documents required to adopt amendments to 2016 Building Standards Code as part of the Town's Green Building Ordinance. Staff also met extensively with the Town's Water Conservation Committee and industry experts to develop the water-related measures and held a study session with the ASCC and a Public Hearing with the Planning Commission to review the proposed amendments in their entirety.

The proposed Ordinance amendments continue reliance on the Build It Green GreenPoint Rated system for residential projects, with modifications to the existing point requirements outlined below. For non-residential projects, the proposed Ordinance defers to the State code until further study can be done on the cost-effectiveness of exceeding the code for those projects. The key revisions to the Ordinance are outlined below and explained in further detail in the discussion section. The proposed amendments would continue the Town's efforts in promoting sustainable building design, sustainable building construction, and resource conservation as well as begin preparing the Town to meet the State's goal of all new residential construction being net zero energy by 2020.

Summary of Proposed Amendments to the Green Building Ordinance

For new, single-family residential projects:

- Modifies point requirements to respond increased stringency of the Energy Code
The increased stringency of the Energy Code, CALGreen and the updated GreenPoint Rated checklist made the point requirement in the 2010 Ordinance of one additional point for every 30 square feet above the 3,000 square foot threshold more difficult to achieve; however, adjusting the point requirements to one point for every 50 square feet over the 3,000 square foot threshold was found to be achievable for all of the projects that were reviewed.
- Increases the "solar zone" size from 250 square feet to 500 square feet
Amends the Energy Code to require a solar zone for all new single-family homes and increases the solar zone size from 250 square feet to 500 square feet in order to better accommodate larger solar system installations. In response to the ASCC's comments, staff included a provision to allow the project applicant to request a reduced solar zone if they demonstrate how they will meet the entire energy needs of the project within the reduced space (because reducing the solar zone potentially reduced solar production depending on the efficiency of the panels).
- Provides solar "ready" infrastructure
Requires providing space for conduit to support the future installation of solar photovoltaic systems.
- Provides electric vehicle "ready" infrastructure
Amends CALGreen to augment the electricity and conduit requirements to provide users greater flexibility with all electric vehicle types.
- Provides graywater "ready" infrastructure
Requires installation of additional segregated plumbing piping to allow the discharge from all clothes washers and all applicable fixtures from bathrooms located above grade

to be used for irrigation as well as identifying a location for discharge and supplying power to the identified location.

- Requires rainwater catchment systems for landscapes that use turf
Requires installing a rainwater catchment system for new residential projects with landscapes that include the use of turf. The size of the system is based on the irrigation needs, which shall be calculated using a tool called the Applied Water for Turf Calculator.

For new, non-residential projects:

- Removes LEED thresholds and adds third-party verification of CALGreen mandatory requirements
In response to the ASCC's comments, staff reviewed non-residential green building requirements in neighboring jurisdictions and concluded that in the absence of a cost-effectiveness study that compares the LEED energy efficiency requirements to the current Energy Code, the Town should defer to the CALGreen mandatory requirements for new, non-residential projects. However, to insure that the new buildings are constructed to the current building code requirements, staff recommends requiring third-party verification of CALGreen mandatory requirements.
- Adds an EV readiness requirement for new, non-residential
Amends CALGreen to augment the electricity and conduit requirements to provide users greater flexibility with all electric vehicle types.

Committee & Commission Review

The Water Conservation Committee developed and reviewed the proposed water efficiency measures of the Ordinance through a sub-committee in the summer and fall of 2015. At their meeting on December 2, 2015, the Committee as a whole reviewed and approved the final version of the water efficiency measures.

On March 14, 2016, the ASCC voted 5-0 to recommend forwarding the updated Green Building Ordinance to the Planning Commission with the following suggested amendments:

- Offer an option to reduce the size of the solar zone if the project applicant can prove that less space is needed to cover the energy needs of the project.
- Explore increasing the size threshold of non-residential buildings for LEED certification requirements due to the cost of documentation and certification.

Staff revised the Ordinance to address these concerns, which are noted in the revisions outlined below and in green text on the attached, "redlined" Ordinance (Attachment 2). On June 1, 2016, the Planning Commission held a Public Hearing to review the Ordinance and adopted a Resolution recommending that the Town Council approve the proposed Ordinance amendments.

Code Amendment Process

Jurisdictions can adopt local requirements that are above and beyond what is included in the Building Code, referred to as a "reach code." All proposed reach codes must be filed with the State. The proposed amendments to Portola Valley's Ordinance would impact the California Green Building Code (CALGreen) and Energy Code portions of the Building Standards Code.

Amendments to the CALGreen Code must be filed with the Building Standards Commission, which will acknowledge receipt of the amendment documents and review findings in writing.

Amendments to the Energy Code are subject to a review process by the California Energy Commission (CEC), which requires that a cost-effectiveness study be conducted and filed. The cost-effectiveness study must demonstrate that the amendments to the code are financially responsible and do not represent an unreasonable burden to the non-residential and residential applicants. The Town's Ordinance is supported by a cost-effectiveness study that was completed by Pacific Gas and Electric Company (PG&E) on September 2, 2016.

The CEC requires cities to adopt the proposed Energy Code changes by ordinance and then submit them for review. The CEC will then administer a 60-day public comment on the proposed code changes. Town staff will be asked to respond to public comments on an as-needed basis. After the close of the 60-day public comment period, the CEC may request revisions to the Ordinance prior to approval by the Energy Commission. In the case of necessary revisions, staff would return to the Council to present the amended Ordinance.

DISCUSSION

Updating the Town's Green Building Ordinance aligns with several key local and State goals. First, the Town has a long history of promoting sustainability through design and education in order to reduce the community's impact on the environment. On January 28, 2009, the Town's Sustainability Element was adopted, which establishes the following goals: reducing greenhouse gas emissions; implementing green buildings for new and existing structures; protecting water resources; protecting the natural environment; and promoting community education and involvement throughout the process of implementing those goals. Furthermore, the Sustainability Element includes "overarching goals" to minimize the use of nonrenewable resources, to promote principles of green design, and to encourage resource efficiency and the use of sustainable materials in all building projects. Second, the Town is implementing policies that align with The Global Warming Solutions Act of 2006 ("AB 32"), which requires reducing greenhouse gas emissions by 80 percent below 1990 levels by 2050. Third, the Governor's Executive Order B-29-15 requires the community-wide reduction of water consumption below a 2013 baseline year and, although this requirement has changed from a 36 percent to a 10 percent reduction, due to the drought it is expected to continue into the foreseeable future. Fourth, based on 2009 goals established by the California Public Utilities Commission, the State will require all new residential construction projects to be net zero energy by 2020, which will require higher levels of energy efficiency and renewable energy systems that are sized large enough to meet each building's annual energy demands. It is with these sustainability goals in mind that staff proposes the amendments to the Ordinance outlined in detail below.

New Single-Family Residential Projects

Green Building

With this Ordinance amendment, the Town would adopt the green building compliance methodology for the most current version of Build It Green's GreenPoint Rated checklist for New Home Single Family. Staff recommends using the current version of the GreenPoint Rated checklist for the following reasons:

- the checklist is fully compliant with all mandatory State building codes, including CALGreen;
- it is flexible by providing a wide range of green building measures for projects to choose from and implement;
- it places a high emphasis on energy, water and waste while looking at the building holistically;

- it supplements the State's building codes and includes greater focus on indoor air quality and environmentally friendly building materials;
- residents, developers, and architects in Portola Valley are already very familiar with the GreenPoint Rated checklist, which has been used in the Town since 2009; and
- it provides a pathway to an all-electric home and a net zero energy home.

In addition, one of the key benefits of utilizing the Build It Green GreenPoint Rated checklist is third-party verification that all the green building measures are being implemented, including the current CALGreen mandatory measures.

The existing Ordinance, which is not currently enforceable, required 75 points from the GreenPoint Rated checklist (Version 4.2) for all new residential projects up to 3,000 square feet and one additional point for every 30 square feet over 3,000 square feet. After reviewing multiple new residential projects completed under the existing Ordinance (shown in Figure 1), staff concluded that continuing to require one additional point for every 30 square feet above a 3,000 square foot threshold would be difficult for many homes to achieve when using the most current version of the GreenPoint Rated checklist (Version 6.0.2). However, adjusting the point requirements to one point for every 50 square feet over a 3,000 square foot threshold was found to be achievable for all of the projects that were reviewed. This methodology was supported by Build It Green, which conducted an independent point analysis on the same projects.

Build It Green is updating its checklist to align with the 2016 California Building Code. The new checklist Version 7.0 (Attachment 4) represents minor updates that build upon the significant updates completed for Version 6.0.2, which is the version staff's analysis was based on. Version 7.0 deletes measures that have become code-required, addresses CALGreen mandatory measures and includes revised measures for current best practices and energy compliance pathways aligned with the 2016 Code. There are 14 new, proposed optional measures and 3 innovative measures in Version 7.0, which provide additional opportunities beyond Version 6.0.2 to meet the point requirements (Attachment 5). Therefore, staff recommends requiring 75 points from the GreenPoint Rated checklist for all new single-family residential projects up to 3,000 square feet and one additional point for every 50 square feet over 3,000 square feet.

Figure 1

GreenPoint Rated Comparison: > 3,000 sq ft						
		Version 4.2		Version 6.0.2 (1 pt/30 sq ft)		Version 6.0.2 (1 pt/50 sq ft)
Address	Square Footage	Points Required (30 sq ft)	Proposed Total Points	Points Required (30 sq ft)	Calculated Total Points	Points Required (50 sq ft)
50 Pine Ridge	6,571	194	201	194	156	147
9 Redberry	6,143	180	188	180	167	138
205 Cervantes	5,370	154	161	154	130	123
3 Thistle	4,098	112	173	112	134	97

Energy Efficiency

The amended Ordinance would require projects to exceed the California Energy Code by at least 10 percent for new single-family homes, as this is the requirement for certification under of Build It Green’s GreenPoint Rated checklist. As mentioned above, exceeding the minimum standards of the California Energy Code requires a cost-effectiveness study to be conducted for the specific climate zone where exceeding the Energy Code is being proposed. On September 2, 2016, PG&E completed a cost-effectiveness study for low-rise residential buildings in the San Francisco Bay Area, Climate Zone 3 under the California Statewide Codes and Standards Program (Attachment 6). The study demonstrates that exceeding the Energy Code by 10 percent is cost effective for new single-family homes.

Solar

The 2016 California Energy Code has mandatory requirements for solar “ready” buildings that currently apply only to residences in subdivisions of ten or more. These solar ready requirements include a minimum “solar zone,” which is an unshaded and un-penetrated space on the roof for future solar system installations, a pathway for routing conduit and plumbing within construction documents, and a main service panel with a minimum busbar rating of 200 amps (Attachment 7).

The proposed Ordinance amendment would require installing solar “ready” infrastructure on all new single-family residential projects in order to better facilitate the future installation of solar photovoltaic and solar thermal systems. Solar ready infrastructure includes providing a pathway for conduit and plumbing that shall be routed from the attic space (or equivalent) to the point of

interconnection with the electrical service panel and the water-heating system. Requiring solar ready infrastructure during initial construction process will reduce the cost of installing a solar system in the future.

Additionally, the proposed Ordinance amendment would require a solar zone for all new single-family residential projects and would also require increasing the solar zone size. Staff recommends amending the Energy Code and requiring the solar zone for all new single-family residential projects and increasing the solar zone size from 250 square feet to 500 square feet in order to better accommodate larger solar system installations. Staff does not recommend increasing the solar zone size for new multifamily projects as the California Energy Code already requires the solar zone to be 15 percent of the total roof area excluding skylights.

Electric Vehicles

As of July 1, 2015, the CALGreen Code was amended to include mandatory standards for electric vehicle infrastructure for new residential projects (Attachment 8). It requires installing a listed raceway (i.e., an enclosed conduit that forms a physical pathway for electrical wiring.) to accommodate a dedicated 208/240-volt branch circuit. Additionally, the service panel and/or subpanel shall provide capacity to install a 40-ampere minimum dedicated branch circuit.

In order to better facilitate the use of electric vehicles, staff recommends amending the Ordinance for all new single-family residential projects to include, at a minimum: (1) a panel capable of accommodating a dedicated branch circuit and service capacity to install a 208/240V, 50 amperes grounded AC outlet; and (2) raceway or wiring with capacity to accommodate a 100 ampere circuit; terminating in (3) a listed cabinet, box, enclosure, or NEMA receptacle. The raceway would need to be installed so that minimal removal of materials is necessary to complete the final installation. Staff's recommendation to increase the amperes from 40 to 50 is due to recommendations from Tesla Motors, Inc. that 50 amperes will give users greater flexibility with all electric vehicle types. Additionally, Tesla Motors, Inc. stated that increased amperes would likely be necessary in the near future as all major electric vehicle manufacturers increase vehicle battery sizes to improve the vehicle's range.

Water Efficiency

In order to mitigate the effects of California's ongoing drought, and to better conserve natural resources, the Town has made decreasing potable water use a high priority. The proposed Ordinance amendment would require installing graywater "ready" infrastructure to allow for the future installation of a graywater treatment system and distributed irrigation.

The State's current Plumbing Code only allows for untreated graywater to be used for subsurface irrigation. To allow for the most flexibility in utilizing graywater, the proposed measures require identifying an appropriate location for a graywater treatment system, including storage tanks for the graywater before and after it is processed. Additional, segregated plumbing piping would be required to allow for the discharge from all clothes washers and all applicable fixtures from bathrooms located above grade. The discharge pipe would be connected to the black pipe outside of the building foundation, in the location identified for the treatment system, to better facilitate a future connection to the graywater treatment system and/or irrigation system. A power supply to this location would also be required. Only above grade bathrooms are subjected to the requirements of this proposed Ordinance amendment to allow for the system to be gravity fed and negate the need for additional electrical or plumbing components.

The graywater ready infrastructure requirements would not require any new residential projects to utilize graywater for irrigation systems. The requirements are meant to reduce the cost for implementing the graywater systems by establishing requirements during a project's initial construction.

In addition to utilizing graywater, staff worked with the Town's Water Conservation Committee to find other innovative ways to reuse water in order to relieve the current high demand for potable water in outdoor irrigation. As a result, the proposed Ordinance amendment includes a requirement for installing a rainwater catchment system for new residential projects with landscapes that include turf. Staff developed a calculator with the State Department of Water Resources that uses local climate data to determine the annual water needs of various kinds of turf in Portola Valley, called the Applied Water for Turf Calculator (Attachment 9).

Using the Applied Water for Turf Calculator, the rainwater catchment system would vary in size depending on the total square footage of the turf (Figures 2 & 3). For the first 500 square feet of turf, the rainwater catchment system would be sized in order to meet 50 percent of the calculated annual water needs. For landscapes with turf over 500 square feet, the rainwater catchment system would be sized in order to meet 100 percent of the calculated annual water needs over 500 square feet. The reduced rainwater catchment system requirements for landscapes with turf of 500 square or less is meant to better accommodate new residential projects that seek to have only a relatively small amount of turf.

As an alternative to installing a rainwater catchment system, new residential projects can install a fully operational graywater system that satisfies all of the annual water demands of the turf as identified in the Applied Water for Turf Calculator. This is complimentary to the newly adopted Water Efficient Landscape Ordinance, which allows for following prescriptive measures if the water needs of the landscape are met with graywater and/or rainwater.

Figure 2

Applied Water for Turf Calculator	
Choose the Type of Turf	Cool Season Turf
Enter the Turf Area (500 square feet or less)	500
Enter the Turf Area (more than 500 square feet)	500
Choose Irrigation Type	Spray Irrigation
Annual Watering Needs for Turf (gallons)	15,494

Common Types of Irrigated Turf
Cool Season: Annual bluegrass, Kentucky bluegrass, Perennial ryegrass, Red fescue, and Tall fescue. Warm Season: Bermudagrass, Kikuyugrass, Seashore Paspalum, St. Augustinegrass, Zoysiagrass, and Buffalo grass.

Figure 3

Applied Water for Turf Calculator	
Choose the Type of Turf	Cool Season Turf
Enter the Turf Area (500 square feet or less)	500
Enter the Turf Area (more than 500 square feet)	500
Choose Irrigation Type	Spray Irrigation
Annual Watering Needs for Turf (gallons)	15,494

For landscapes over 500 sq ft
This cell is only for landscapes greater than 500 square feet. If your landscape is over 500 square feet, subtract the total minus 500 (e.g., 750 - 500 = 250). If your landscape is NOT larger than 500 square feet put "0."

Residential Construction Additions and/or Remodel Projects 400 Square Feet or Greater

The requirements for residential construction additions and/or remodel projects remain equivalent to the original Ordinance. The language in the Ordinance has been amended for clarity and defines a trigger of 400 square feet or greater to align with the threshold for review by the ASCC. Residential construction additions and/or remodel projects are required to use the current version of Build It Green’s GreenPoint Rated checklist for Existing Home Single Family. A “Whole House” project is required to achieve 50 points and 25 points for a smaller “Elements” project, both as defined by Build It Green. Additionally, for a Whole House project GreenPoint Rated certification using certified professional raters is still required and for an Elements project self-certification is allowed.

Small Residential Additions and/or Remodels

The requirements for small residential additions and/or remodel projects remain equivalent to the original Ordinance. Small residential additions and/or remodels are defined as projects less than 400 square feet and require completion of the Build It Green’s GreenPoint Rated Checklist for Existing Home Single Family as a working/learning document, but no minimum points are required and self-certification is permitted.

New Non-Residential Projects

For non-residential projects, the proposed Ordinance amendment removes the requirement to meet a certain level of LEED certification based on square footage. Staff compared the LEED green building rating system to the voluntary “tiers” offered as options under the state’s CALGreen Code. In response to the ASCC’s comments, staff also reviewed non-residential green building requirements in neighboring jurisdictions and concluded that in the absence of a cost-effectiveness study that compares the LEED energy efficiency requirements to the current

Energy Code, the Town should defer to the CALGreen mandatory requirements for new, non-residential projects. However, to insure that the new buildings are constructed to the current building code requirements, staff recommends requiring third-party verification of CALGreen mandatory requirements. Staff is also recommending that new, non-residential projects are required to implement the additional electric vehicle readiness measures outlined for new residential construction projects to provide users greater flexibility with all electric vehicle types.

CEQA REVIEW

The Green Building Ordinance amendment is not subject to the California Environmental Quality Act pursuant to Section 15308 of the CEQA Guidelines because it is an action taken by a regulatory agency for the protection of the environment.

NEXT STEPS

In the face of the increased stringency of the 2013 California Building Standards Codes, the delay in the completion of needed cost-effectiveness studies and reduced building department staff, many jurisdictions abandoned their reach codes. With the September 2, 2016 cost-effectiveness study provided by PG&E, this amendment to the Green Building Ordinance was able to focus on new residential construction to reinstate the intentions of the original Ordinance. As new cost-effectiveness studies become available, staff will return to the Council with additional updates to the Ordinance to further address non-residential and multi-family projects. In addition, the Sustainability Manager, Building Inspector and Town Manager have committed to meeting quarterly to review additional opportunities for advancing the town's building stock to meet the State's net zero energy goals and the Council's commitment to reducing greenhouse gas emissions. Staff will update the Council of the effective date of the Ordinance once the California Energy Commission has formally adopted it.

ATTACHMENTS

1. Proposed Ordinance Amending Chapter 15.10 (Green Building) of the Municipal Code
2. Proposed Code Amendments to Chapter 15.10 redlined (ASCC/PC amendments in green)
3. Original Green Building Ordinance adopted in 2010
4. Build It Green's GreenPoint Rated checklist for New Home Single Family –Version 7.0 Draft
5. Executive Summary Proposed Updates to GreenPoint Rated Version 7.0
6. CA Statewide Codes and Standards Program CALGreen Cost Effectiveness Study
7. California Energy Code, Section 110.10 Mandatory Requirements for Solar Ready Buildings
8. CALGreen Code, Section 4.106.4 Electric Vehicle Charging for New Construction
9. Applied Water for Turf Calculator Summary

Approved by: Jeremy Dennis, Town Manager



demonstrated that exceeding State Building Energy Efficiency Standards as mandated by GreenPoint Rated checklist is achievable in a cost effective manner.

K. On March 10, 2010, at a publicly noticed meeting, the Town Council accepted the recommendations of the Planning Commission and Architectural and Site Control Commission subgroup for implementation of local Green Building Regulations as set forth in the March 4, 2010 report from the Deputy Town Planner.

L. On May 12, 2010, the Town Council held a duly noticed public hearing and heard testimony regarding the proposed Green Building Ordinance.

M. Because the design, restoration, construction and maintenance of buildings and structures within the Town can have a significant impact on the Town's environment, greenhouse gas emissions, resource usage, energy efficiency, waste management, and health and productivity of residents, workers, and visitors over the life of the building, requiring commercial, institutional and residential projects to incorporate green building measures is necessary and appropriate to achieve the public health and welfare benefits of green building.

2. Addition of Code. Chapter 15.10 [Green Building] is hereby added to Title 15 [Buildings and Construction] of the Portola Valley Municipal Code to read as follows:

CHAPTER 15.10 GREEN BUILDING

- 15.10.010 Purpose**
- 15.10.020 Applicability**
- 15.10.030 Definitions**
- 15.10.040 Standards for Compliance**
- 15.10.050 Incentives for Compliance**
- 15.10.060 Administrative Procedures and Implementing Regulations**
- 15.10.070 Hardship or Infeasibility Exemption**
- 15.10.080 Appeal**

15.10.010 Purpose.

The purpose of this chapter is to enhance the public health and welfare by promoting the environmental health of the town through the incorporation of green building practices in the design, construction, maintenance, operation and deconstruction of buildings and other site development. The green building provisions in this chapter are designed to achieve the following goals:

- (a) Encourage the conservation of natural resources and reduction of greenhouse gas emissions;
- (b) Increase energy efficiency and lower energy usage;
- (c) Reduce waste generated by construction projects;
- (d) Provide durable buildings that are efficient and economical to own and operate;
- (e) Recognize and conserve the energy embodied in existing buildings; and
- (e) Promote the health of residents, workers, and visitors to the town.

15.10.020 Applicability

This chapter applies to all projects defined as "covered projects," as defined in Section 15.10.030, except that it shall not apply to any project for which a planning entitlement application (except for a preliminary architectural review application) or building permit application has been submitted prior to the effective date of this chapter.

15.10.030 Definitions

The following terms shall have the ascribed definition for the purposes of applying the criteria of this chapter.

- (a) "Addition" means new construction square footage added to an existing structure.
- (b) "Applicant" means anyone that applies to the town for the applicable permits or approvals to undertake any covered project within the town, or any subsequent owner of the site.
- (c) "Compliance official" means the town planner or his/her designee.
- (d) "Compliance threshold" means the minimum number of points or rating level of a green building rating system that must be attained for a particular covered project, as outlined in the standards for compliance in Section 15.10.040.
- (e) "Covered project" means any planning entitlement application(s) or building permit application(s) for commercial new construction or renovations, or for any residential new construction or renovation subject to the standards for compliance outlined in Section 15.10.040.
- (f) "Good faith effort" means a project that has not met the required compliance threshold, but for extenuating reasons or reasons beyond the control of the applicant, the compliance official has found the project meets the good faith effort provisions of Section 15.10.060.

- (g) "Green building" means a whole systems approach to the design, construction and operation of buildings that substantially mitigates the environmental, economic, and social impacts of buildings. Green building practices recognize the relationship between the natural and built environments and seek to minimize the use of energy, water and other natural resources and provide a healthy, productive indoor environment.
- (h) "Green building project checklist" means a checklist or scorecard developed for the purpose of calculating a green building rating.
- (i) "Green building rating system" means the rating system associated with specific green building criteria and used to determine compliance thresholds, as outlined in the standards of compliance adopted by town council resolution. Examples of rating systems include, but are not limited to, the LEED and GreenPoint Rated systems.
- (j) "GreenPoint Rated" means a residential green building rating system developed by the Build It Green organization.
- (k) "GreenPoint Rated Verification" means verification of compliance by a certified GreenPoint Rater, resulting in green building certification by Build It Green.
- (l) "LEED®" means the "Leadership in Energy and Environmental Design" green building rating system developed by the U.S. Green Building Council.
- (m) "LEED®/USGBC Verification" means verification to meet the standards of the U.S. Green Building Council ("USGBC") and resulting in LEED certification of the project by the USGBC.
- (n) "Multi-family residential" means a building containing three or more attached dwelling units.
- (o) "New building" means a new structure or a substantial addition/remodel to an existing structure where the remodel combined with any additions to the structure affects 50% or more of the exterior wall plane surface or affects 50% or more of the floor area as more particularly defined in section 15.04.010 of this code.
- (p) "New construction, commercial" means the construction of a new or replacement retail, office, institutional, semi-institutional or similar building(s), or additions to such building(s).
- (q) "New construction, residential" means the construction of a new or replacement single-family or two-family dwelling unit or of new or replacement multi-family residential building(s), or additions to such building(s).
- (r) "Qualified green building professional" means a person trained through the USGBC as a LEED accredited professional or through Build It Green as a certified green

building professional, or similar qualifications if acceptable to the compliance official. For projects requiring "self-verification," the project architect or designer is considered a qualified green building professional.

(s) "Renovation" means any rehabilitation, repair, remodeling, change, or modification to an existing building, where changes to floor area and the footprint of the building are negligible. The valuation of renovation improvements shall be determined by the town planner, upon recommendation of the chief building official. The chief building official may exclude from such valuation the cost of (a) seismic upgrades, (b) accessibility upgrades, or (c) photovoltaic panels or other solar energy or similar devices exterior to the building. Renovation valuation thresholds identified in the standards for compliance shall be adjusted annually to reflect changes in the town's valuation per square foot for new construction in town, using valuations in effect as of July 1, 2008, as the base index.

(t) "Self verification" means verification by the project architect, designer or a qualified green building professional certifying that the project has met the standards and has attained the compliance threshold as indicated for the covered project type as set forth in the standards for compliance outlined in Section 15.10.040.

(u) "Single-family or two-family residential" means a single detached dwelling unit or two units in a single building or two separate buildings on a single parcel, such as a main residence and second unit.

(v) "Square footage" means all new and replacement square footage, including basement areas (seven feet or greater in height) and garages, except that unconditioned garage space shall only count as 50% of that square footage. Areas demolished shall not be deducted from the total new construction square footage.

(w) "Threshold verification by LEED AP" means verification by a LEED accredited professional certifying that each LEED checklist point listed was verified to meet the requirements to achieve that point. The LEED AP shall provide supporting information from qualified professionals (e.g. civil engineer, electrical engineer, Title 24 consultant, commissioning agent, etc.) to certify compliance with each point on the checklist. Documentation of construction consistent with building plans calculated to achieve energy compliance is sufficient verification in lieu of post-construction commissioning.

15.10.040 Standards for Compliance.

The town council shall establish by resolution, and shall periodically review and update as necessary, green building standards for compliance. The standards for compliance shall include, but are not limited to, the following:

- (a) The types of projects subject to regulation (covered projects);
- (b) The green building rating system to be applied to the various types of projects;
- (c) Minimum thresholds of compliance for various types of projects; and
- (d) Timing and methods of verification of compliance with these regulations.

The standards for compliance shall be approved after recommendation from the town planner, who shall refer the standards for recommendation by the architectural and site control commission, prior to council action.

15.10.050 Incentives for Compliance.

(a) In addition to the required standards for compliance, the town council may, through ordinance or resolution, enact financial, permit review process, or zoning incentives and/or award or recognition programs to further encourage higher levels of green building compliance for a project.

(b) For residential projects, the number of GreenPoint checklist points required shall be reduced by:

(1) Five points for maintaining a minimum of 75% of existing walls, floors, and roof of a structure;

(2) Five points (in addition to (1) above) for maintaining a minimum of 95% of existing walls, floors, and roof of a structure; and/or

(3) Ten points (in addition to (1) and/or (2) above) when applied to a structure that is designated on the town's historic inventory or any contributing structure located within a designated historic district, subject to determination by the architectural and site control commission that such additions and/or renovations are consistent with the Secretary of the Interior's Standards for Rehabilitation.

15.10.060 Administrative Procedures and Implementing Regulations.

(a) The town planner shall promulgate any rules and regulations necessary or appropriate to achieve compliance with the requirements of this chapter. The rules and regulations shall provide, at a minimum, for the incorporation of green building requirements of this chapter into checklist submittals with planning entitlement and building permit applications, and supporting design, construction, or development documents to demonstrate compliance with this chapter.

(b) The procedures for compliance documentation shall include, but not be limited to, the following:

(1) Preliminary documentation. Applicants for a covered project are encouraged, but not required, to meet with the compliance official or his/her designated staff, in advance of submittal of an application, to determine required green building thresholds for compliance and to review the proposed green building program and details to achieve compliance.

(2) Discretionary planning entitlements. Upon submittal of an application for any discretionary planning entitlement for any covered project, including, but not limited to, architectural review, site development permit, conditional use permit, or variance requests, application materials shall include the appropriate completed checklists, as required by the standards for compliance specified in Section 15.10.040, accompanied by a text description of the proposed green building program and expected measures and milestones for compliance. The compliance official may allow the use of alternative checklists for historic buildings or for buildings that retain or re-use substantial portions of the existing structure.

(3) Building plan check review. Upon submittal of an application for a building permit, building plans for any covered project shall include a checklist and green building program description, reflecting any changes proposed since the planning entitlement phase (if a planning entitlement was required). The checklist shall be incorporated onto a separate plan sheet included with the building plans. A qualified green building professional shall provide evidence of adequate green building compliance or documentation to the compliance official to satisfy the requirements of the standards for compliance outlined in Section 15.10.040, prior to issuance of a building permit.

(4) Final building inspection, verification, and occupancy. Prior to final building inspection and occupancy for any covered project, a qualified building professional shall provide evidence of adequate green building compliance or documentation to the compliance official to satisfy the requirements of the standards for compliance outlined in Section 15.10.040. This information shall include, but is not limited to:

i. Documentation that verifies incorporation of the design and construction related credits specified in the project approval for the covered project;

ii. A letter from the qualified green building professional that certifies that the covered project has been constructed in accordance with the approved green building project checklist;

iii. Any additional documentation that would be required by the LEED reference guide for LEED certification (if required), or by the GreenPoint Rated manuals for GreenPoint Rated certification (if required); and

iv. Any additional information that the applicant believes is relevant to determining that a good faith effort has been made to comply with this chapter.

(5) Final determination of compliance and good faith effort to comply. Prior to the scheduling of a final building inspection for a covered project, the compliance official shall review the documentation submitted by the applicant, and determine whether the applicant has achieved the required compliance threshold as set forth in the standards for compliance outlined in Section 15.10.040 and/or demonstrate that measures are in place to assure compliance not later than one year after approval of final building inspection. If the compliance official determines that the applicant has met the requirements of Section 15.10.040 for the project, the final building inspection may proceed, provided the covered project has received approval of all other inspections required by the chief building official. If the compliance official determines that the required green building rating has not been achieved, the compliance official shall find one of the following:

i. Good faith effort to comply: When an applicant submits a request in writing to the compliance official for approval of a good faith effort to comply, the compliance official shall determine that the applicant has made a good faith effort to comply with this chapter when finding that either a) the cost for providing green building documentation or assuring compliance is disproportionate to the overall cost of the project, or b) the green building materials and technologies on the green building checklist are no longer available or not yet commercially available, or c) at least 80% of the required green point credits have been achieved, and measures are in place to assure full compliance not later than one year after approval of the final building inspection. Determination of a good faith effort to comply shall be made separately for each item on the green building project checklist. Granting of a good faith effort to comply for one item does not preclude the need for the applicant to comply with the other items on the green building checklist.

ii. Non-compliant project. If the compliance official determines that the applicant has not made a good faith effort to comply with this chapter, or if the applicant fails to submit the documentation required within the required time period, then the project shall be determined to be non-compliant, and the final inspection and approval for the project shall be withheld. A final inspection shall not take place until the applicant has implemented equivalent alternate measures approved by the compliance official or unless an exemption is granted for the project.

(6) Post final inspection requirement. Not later than one year after approval of the final building inspection, the applicant or current owner shall submit to the

compliance official documentation detailing compliance with the operation, efficiency, and conservation related credits from the approved checklist documentation for any covered project, if required by the compliance official. The applicant may also provide any additional information the applicant believes is relevant to determining its good faith efforts to comply with this chapter.

(7) Non-compliance. If, as a result of any inspection, the town determines that the covered project does not or is unlikely to comply with the approved plans or green building checklist, a stop order shall be issued if the compliance official determines that continuation of construction activities will jeopardize the project's ability to meet the required compliance threshold. The stop order shall remain in effect until the compliance official determines that the project will be brought into compliance with the approved plans and/or checklist.

(8) Interim compliance effort. For residential projects initiating construction not later than two years after the effective date of this chapter, a good faith effort shall be deemed to have been made when at least 75% of the required minimum green points have been achieved prior to final building inspection, and adequate remaining checklist points are outlined to demonstrate that at least 90% of the minimum points and GreenPoint certification will be achieved not later than one year after final inspection. For purposes of this subsection "initiating construction" shall mean the date when a building permit is issued. If 75% of the required minimum green points are not achieved prior to the request for final building inspection, the final inspection shall be withheld unless an exemption is granted by the compliance official. Residential projects initiating construction more than two years after the effective date of this chapter shall comply in full with the requirements of this chapter.

(9) Lack of inspectors. If the compliance official determines that there is a lack of third party or town inspectors available to perform green building inspections within a timely manner, the compliance official may allow self-verification of the project and determine that green building requirements have been met.

(c) The compliance official shall have the responsibility to administer and monitor compliance with the green building requirements set forth in this chapter and with any rules and regulations promulgated thereunder, and to grant exemptions from the requirements, where so authorized.

(d) Compliance with the provisions of this chapter shall be listed as a condition of approval on any architectural and site control review or other discretionary permit approval, and on the building plans for building permit approval, for any covered project.

15.10.070 Hardship or Infeasibility Exemption.

(a) Exemption. If an applicant for a covered project believes that circumstances exist that make it a hardship or infeasible to meet the requirements of this chapter, the applicant may request an exemption as set forth below. In applying for an exemption, the burden is on the applicant to show hardship or infeasibility.

(b) Application. If an applicant for a covered project believes such circumstances exist, the applicant may apply for an exemption at the time of application submittal. The applicant shall indicate the maximum threshold of compliance he or she believes is feasible for the covered project and the circumstances that he or she believes create a hardship or make it infeasible to fully comply with this chapter. Circumstances that constitute hardship or infeasibility include, but are not limited to the following:

(1) There is conflict with the compatibility of the green building rating system with other town goals, such as those requiring historic preservation;

(2) There is conflict with the compatibility of the green building rating system and the California Building Standards Code;

(3) There is conflict with the compatibility of the green building rating system and the town's zoning ordinance and/or architectural review criteria;

(4) The green building compliance standards do not include enough green building measures that are compatible with the scope of the covered project; and/or

(5) There is a lack of commercially available green building materials and technologies to comply with the green building rating system.

(c) Review by Architectural & Site Control Commission (ASCC). For any covered project for which an exemption is requested and architectural and site control review is required by the ASCC, the ASCC shall provide a recommendation to the compliance official regarding whether the exemption shall be granted or denied, along with its recommendation on the project. For any project for which an exemption is requested based on the historic character of the building or site, the town historian shall provide a recommendation to the compliance official regarding whether the exemption shall be granted or denied and shall determine whether the project is consistent with the Secretary of the Interior's Standards for Historic Rehabilitation.

(d) Granting of Exemption. If the compliance official determines that it is a hardship or is infeasible for the applicant to fully meet the requirements of this chapter based on the information provided, the compliance official shall determine the maximum feasible threshold of compliance reasonably achievable for the project. The decision of the compliance official shall be provided to the applicant in writing. If an exemption is granted, the applicant shall be required to comply with this chapter in all other respects

and shall be required to achieve, in accordance with this chapter, the threshold of compliance determined to be achievable by the compliance official.

(e) Denial of Exemption. If the compliance official determines that it is reasonably possible for the applicant to fully meet the requirements of this chapter, the request shall be denied and the compliance official shall so notify the applicant in writing. The project and compliance documentation shall be modified to comply with this chapter prior to further review of any pending planning or building application.

(f) Council Review of Exemption. For any covered project that requires review and action by the town council, the council shall act to grant or deny the exemption, based on the criteria outlined above, after recommendation by the manager.

15.10.080 Appeal.

(a) Any aggrieved applicant may appeal the determination of the compliance official regarding: (1) the granting or denial of an exemption pursuant to section 15.10.070; or (2) compliance with any other provision of this chapter.

(b) Any appeal must be filed in writing with the planning manager not later than fourteen days after the date of the determination by the compliance official. The appeal shall state the alleged error or reason for the appeal.

(c) The appeal shall be processed and considered by the town council.

3. Environmental Review. This ordinance is exempt from the California Environmental Quality Act pursuant to Section 15309 because it is an action taken by a regulatory agency for the protection of the environment.

4. Effective Date; Posting. This ordinance shall become effective thirty (30) days after the date of its adoption and shall be posted within the Town of Portola Valley in three (3) public places.

INTRODUCED:

PASSED:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

RESOLUTION NO. 2490 -2010

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PORTOLA VALLEY ADOPTING GREEN BUILDING STANDARDS FOR
COMPLIANCE**

WHEREAS, the Town Council of the Town of Portola Valley adopted Ordinance No. 2010-____ adding Chapter 15.10 [Green Building] to Title 15 [Buildings and Construction] of the Portola Valley Municipal Code; and

WHEREAS, Section 15.10.040 requires the Town Council to establish by resolution, green building standards for compliance;

WHEREAS, the Town Council received and reviewed the recommendations of the Planning Commission and the Architectural & Site Control Commission subgroup regarding green building standards.

NOW THEREFORE, The Town Council of the Town of Portola Valley does hereby **RESOLVE** as follows:

The Town adopts the following green building standards for compliance:

1. New residential construction. New homes shall demonstrate GreenPoint rated certification using certified professional raters.
 - A. For projects up to and including 3,000 sf. A minimum threshold of 75 BIG points, with GreenPoint rated certification prior to building permit sign-off/occupancy.
 - B. For projects over 3,000 sf. A minimum threshold of 75 BIG points with one additional point for each 30 sf over 3,000 sf, and with GreenPoint rated certification prior to building permit sign-off/occupancy.
 - C. Basement floor area. Basement floor area must be included in the total floor area for point calculations.
 - D. LEED option. At the option of an applicant, the LEED for homes program may be used with a minimum threshold of silver LEED certification. Because LEED certification typically takes more time than is associated with BIG certification, the planning manager or his/her designee may as appropriate and in his/her sole discretion allow for some interim certification for occupancy prior to formal completion of the LEED process.
2. Substantial residential additions and/or rebuilding. For such projects make use of the BIG GreenPoint rated program for existing homes, with the threshold being the BIG minimum for a "whole house" project of 50 points and 25 points for a smaller "elements" project, both as defined by BIG. For a "whole house project" GreenPoint rated certification using certified professional raters shall be required and for an elements

project, self-certification is allowed. In all cases, new basement area would be counted as provided for above for "new construction" projects.

- 3. Small residential additions or remodels. For such projects completion of the BIG existing home checklist shall be required as a working/learning document, but no minimum points are required and self-certification is permitted. This would be for projects less than 400 sf in area, i.e. below the threshold for Architectural and Site Control Commission review.
- 4. Institutional and non-residential projects. The threshold for institutional and non-residential projects shall be the appropriate LEED program and formal LEED certification. The minimum LEED levels shall be as follows:
 - A. For projects less than 2,000 sf the appropriate LEED or BIG checklist should be used and the points proposed verified through the self-certification process.
 - B. For new buildings between 2,000 sf and 3,000 sf LEED certification with no minimum level.
 - C. For new buildings between 3,000 and 5,000 sf, LEED silver certification.
 - D. For new buildings over 5,000 sf LEED gold certification.

PASSED AND ADOPTED this ____ day of _____, 2010.

By: _____
Mayor

ATTEST:

Town Clerk



NEW HOME RATING SYSTEM, VERSION 7.0 DRAFT
SINGLE FAMILY CHECKLIST

The GreenPoint Rated checklist tracks green features incorporated into the home. GreenPoint Rated is administered by Build It Green, a non-profit whose mission is to promote healthy, energy and resource efficient buildings in California.

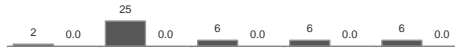
The minimum requirements of GreenPoint Rated are: verification of 50 or more points; Earn the following minimum points per category: Community (2), Energy (25), Indoor Air Quality/Health (6), Resources (6), and Water (6); and meet the prerequisites CALGreen Mandatory, H6.1, J5.1, O1, O7.

The criteria for the green building practices listed below are described in the GreenPoint Rated Single Family Rating Manual. For more information please visit www.builditgreen.org/greenpointrated
 Build It Green is not a code enforcement agency.

Points Achieved: **0**

Certification Level: **None**

POINTS REQUIRED



■ Minimum Points
 ■ Achieved Points

A home is only GreenPoint Rated if all features are verified by a Certified GreenPoint Rater through Build It Green.

Single Family New Version 7 DRAFT

PROJECT NAME		Points Achieved	Possible Points					Status	NOTES
MEASURES			Community	Energy	IAQ/Health	Resources	Water		
CALGreen									
TBD	CALGreen Res (REQUIRED)	0	1	1	1	1	Revised	Updated with 2016 CALGreen. Minor changes.	
A. SITE									
TBD	A1. Construction Footprint				1				
A2. Job Site Construction Waste Diversion									
TBD	A2.1 75% C&D Waste Diversion(Including Alternative Daily Cover)				2		Revised	Increase threshold to 75% to exceed CALGreen, which is 65%.	
TBD	A2.2 65% C&D Waste Diversion (Excluding Alternative Daily Cover)				2				
TBD	A2.3 Recycling Rates from Third-Party Verified Mixed-Use Waste Facility				1		Revised	Add criteria that report from facility must be within the timeframe of submission.	
TBD	A3. Recycled Content Base Material				1				
TBD	A4. Heat Island Effect Reduction (Non-Roof)		1						
TBD	A5. Construction Environmental Quality Management Plan Including Flush-Out			1					
A6. Stormwater Control: Prescriptive Path									
TBD	A6.1 Permeable Paving Material					1			
TBD	A6.2 Filtration and/or Bio-Retention Features					1			
TBD	A6.3 Non-Leaching Roofing Materials					1			
TBD	A6.4 Smart Stormwater Street Design	1							
TBD	A7. Stormwater Control: Performance Path					3	Revised	Update criteria for qualification with design storm.	
B. FOUNDATION									
TBD	B1. Fly Ash and/or Slag in Concrete				1				
TBD	B2. Radon-Resistant Construction			2				Add n/a as an option to accommodate compliance with EPA IAP when measure does not apply.	
TBD	B3. Foundation Drainage System				2				
TBD	B4. Moisture Controlled Crawlspace			1				Add n/a as an option to accommodate compliance with EPA IAP when measure does not apply.	
B5. Structural Pest Controls									
TBD	B5.1 Termite Shields and Separated Exterior Wood-to-Concrete Connections				1				
TBD	B5.2 Plant Trunks, Bases, or Stems at Least 36 Inches from the Foundation				1			Provide clarification that this measure applies to planters on podiums with modified criteria.	
C. LANDSCAPE									
Enter the landscape area percentage									
TBD	C1. Plants Grouped by Water Needs (Hydrozoning)					1			
TBD	C2. Three Inches of Mulch in Planting Beds					1			
C3. Resource Efficient Landscapes									
TBD	C3.1 No Invasive Species Listed by Cal-IPC				1				
TBD	C3.2 Plants Chosen and Located to Grow to Natural Size				1				
TBD	C3.3 Drought Tolerant, California Native, Mediterranean Species, or Other Appropriate Species					3			
C4. Minimal Turf in Landscape									
TBD	C4.1 No Turf on Slopes Exceeding 10% and No Overhead Sprinklers Installed in Areas Less Than Eight Feet Wide					2			
TBD	C4.2 Turf on a Small Percentage of Landscaped Area					2			
TBD	C5. Trees to Moderate Building Temperature		1	1		1	Revised	Move 1 point to IAQ/ Health. Trees should be climatically appropriate to encourage survival.	
TBD	C6. High-Efficiency Irrigation System					2			
TBD	C7. One Inch of Compost in the Top Six to Twelve Inches of Soil					2			

Single Family New Version 7 DRAFT

TBD	C8. Rainwater Harvesting System					2	Revised	Revise criteria to use water for indoor water use to supply toilets.	
TBD	C9. Recycled Wastewater Irrigation System					1	Revised	Update criteria to limit application based on availability of recycled water.	
TBD	C10. Submeter or Dedicated Meter for Landscape Irrigation					2			
TBD	C11. Landscape Meets Water Budget					2	Revised	Include 0.50, which is more stringent than the MWEL0 ordinance of 0.55 ETAF. Maintain prerequisites. Reduced points to 1 point.	
	C12. Environmentally Preferable Materials for Site								
TBD	C12.1 Environmentally Preferable Materials for 70% of Non-Plant Landscape Elements and Fencing					1			
TBD	C13. Reduced Light Pollution	1							
TBD	C14. Large Stature Tree(s)	1							
TBD	C15. Third Party Landscape Program Certification					1			
TBD	C16. Maintenance Contract with Certified Professional					1			
D. STRUCTURAL FRAME AND BUILDING ENVELOPE									
	D1. Optimal Value Engineering								
TBD	D1.1 Joists, Rafter, and Studs at 24 Inches on Center		1			2			
TBD	D1.2 Non-Load Bearing Door and Window Headers Sized for Load					1			
TBD	D1.3 Advanced Framing Measures					2			
TBD	D2. Construction Material Efficiencies					1			
	D3. Engineered Lumber								
TBD	D3.1 Engineered Beams and Headers					1			
TBD	D3.2 Wood I-Joists or Web Trusses for Floors					1			
TBD	D3.3 Engineered Lumber for Roof Rafters					1			
TBD	D3.4 Engineered or Finger-Jointed Studs for Vertical Applications					1			
TBD	D3.5 OSB for Subfloor					0.5			
TBD	D3.6 OSB for Wall and Roof Sheathing					0.5			
TBD	D4. Insulated Headers		1						
	D5. FSC-Certified Wood								
TBD	D5.1 Dimensional Lumber, Studs, and Timber					6			
TBD	D5.2 Panel Products					3			
	D6. Solid Wall Systems								
TBD	D6.1 At Least 90% of Floors					1			
TBD	D6.2 At Least 90% of Exterior Walls		1			1			
TBD	D6.3 At Least 90% of Roofs		1			1			
TBD	D7. Energy Heels on Roof Trusses		1						
TBD	D8. Overhangs and Gutters		1			1			
	D9. Reduced Pollution Entering the Home from the Garage								
TBD	D9.1 Detached Garage					2			
TBD	D9.2 Mitigation Strategies for Attached Garage					1			
	D10. Structural Pest and Rot Controls								
TBD	D10.1 All Wood Located At Least 12 Inches Above the Soil					1			
TBD	D10.2 Wood Framing Treated With Borates or Factory-Impregnated, or Wall Materials Other Than Wood					1			
TBD	D11. Moisture-Resistant Materials in Wet Areas (such as Kitchen, Bathrooms, Utility Rooms, and Basements)					1	1		
E. EXTERIOR									
TBD	E1. Environmentally Preferable Decking					1	Revised	Criteria clarifies that measure does not apply to patios.	
TBD	E2. Flashing Installation Third-Party Verified					2			
TBD	E3. Rain Screen Wall System					2			
TBD	E4. Durable and Non-Combustible Cladding Materials					1			
	E5. Durable Roofing Materials								
TBD	E5.1 Durable and Fire Resistant Roofing Materials or Assembly					1			
TBD	E6. Vegetated Roof	2	2						
F. INSULATION									
	F1. Insulation with 30% Post-Consumer or 60% Post-Industrial Recycled Content								
TBD	F1.1 Walls and Floors					1			
TBD	F1.2 Ceilings					1			
	F2. Insulation that Meets the CDPH Standard Method—Residential for Low Emissions								
TBD	F2.1 Walls and Floors					1			
TBD	F2.2 Ceilings					1			
	F3. Insulation That Does Not Contain Fire Retardants								
TBD	F3.1 Cavity Walls and Floors					1			
TBD	F3.2 Ceilings					1			
TBD	F3.3 Interior and Exterior					1			
G. PLUMBING									
	G1. Efficient Distribution of Domestic Hot Water								
TBD	G1.1 Insulated Hot Water Pipes		1						
TBD	G1.2 WaterSense Volume Limit for Hot Water Distribution					1			
TBD	G1.3 Increased Efficiency in Hot Water Distribution					2			
	G2. Install Water-Efficient Fixtures								

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TBD	G2.1 WaterSense Showerheads 1.8gpm with Matching Compensation Valve						2	Revised	Changed threshold 1.8gpm or less flow rate.	
TBD	G2.2 WaterSense Bathroom Faucets 1.0 gpm						1	Revised	Changed threshold to to 1.0gpm.	
TBD	G2.3 WaterSense Toilets									
	G2.3.1. WaterSense Toilets- 1.28 gpf with a Maximum Performance (MaP) Threshold of No Less Than 500 Grams						1			
	G2.3.2. WaterSense Toilets- 1.1 gpf with a Maximum Performance (MaP) Threshold of No Less Than 500 Grams						1	New	Add new measure for lower flow toilets that are still high performing.	
TBD	G3. Pre-Plumbing for Graywater System						1			
TBD	G4. Operational Graywater System						3	Revised	Allow for indoor and outdoor. Focus on outdoor water use.	
	G6. Thermostatic Shower valve or tubspout						1	New	Add thermostatic shower valve and/or anto-diversion tub spout with TSV.	
H. HEATING, VENTILATION, AND AIR CONDITIONING										
	H1. Sealed Combustion Units									
TBD	H1.1 Sealed Combustion Furnace						1			
TBD	H1.2 Sealed Combustion Water Heater						2			
TBD	H2. High Performing Zoned Hydronic Radiant Heating System					1	1			
	H3. Effective Ductwork									
TBD	H3.1 Duct Mastic on Duct Joints and Seams					1				
TBD	H3.2 Pressure Balance the Ductwork System					1				
TBD	H4. ENERGY STAR® Bathroom Fans Per HVI Standards with Air Flow Verified						1			
	H5. Advanced Practices for Cooling									
TBD	H5.1 ENERGY STAR Ceiling Fans in Living Areas and Bedrooms					1				
	H6. Whole House Mechanical Ventilation Practices to Improve Indoor Air Quality									
TBD	H6.1 Meet ASHRAE 62.2-2016 Ventilation Residential Standards	N	R	R	R	R	R	Revised	Updated to 2016 standard.	
TBD	H6.2 Advanced Ventilation Standards						1	Revised	Revised to included outdoor air ducted to Bedroom and Living Areas. Includes requirements for filter and efficiency.	
TBD	H6.3 Outdoor Air Ducted to Bedroom and Living Areas						2	Deleted	Accounted for in Advanced Ventilation Standards.	
	H7. Effective Range Hood Design and Installation									
TBD	H7.1 Effective Range Hood Ducting and Design						1			
TBD	H7.2 Automatic Range Hood Control						1			
TBD	H8. High Efficiency HVAC Filter (MERV 13+)						1	Revised	MERV 13 filter with static pressure test to meet manufacturers listing. Supply resident with 4 extra for change out.	
TBD	H9 Low Global Warming Potential Refrigerants						1	New	Provide credit for CO2 refrigerants that have a low GWP. This will also be accounted for in climate calculator.	
TBD	H10. No Fireplace or Sealed Gas Fireplace						1			
TBD	H11. Humidity Control Systems						1			
TBD	H12. Register Design Per ACCA Manual T					1				
I. RENEWABLE ENERGY										
TBD	I1. Pre-Plumbing for Solar Water Heating						1			
TBD	I2. Preparation for Future Photovoltaic Installation						1	Revised	Update to reflect 2016 Code and best practices for panel and breaker capacity and fall arrest anchors.	
	I3. Onsite Renewable Generation (Solar PV, Solar Thermal, and Wind)						25			
	I4. Net Zero Energy Home									
TBD	I4.1 Near Zero Energy Home						2			
TBD	I4.2 Net Zero Electric						4			
TBD	I7. Energy Storage System						1	2	New	Install energy storage system to address loads to support loads when PV production is not available.
J. BUILDING PERFORMANCE AND TESTING										
TBD	J1. Third-Party Verification of Quality of Insulation Installation						1			
TBD	J2. Supply and Return Air Flow Testing					1	1			
TBD	J3. Mechanical Ventilation Testing						1	Revised	Removed low leakage requirement	
TBD	J4. Combustion Appliance Safety Testing						1			
	J5. Building Energy Performance									
0.00%	J5.1 Home Meets or Exceeds Energy Compliance Pathway	0					60	Revised	Update threshold and pathways to reflect 2016 code, all electric pathway, Whole ebuilding energy reduction pathway and Energy Design Rating.	
TBD	J6. Title 24 Prepared and Signed by a CABEC Certified Energy Analyst						1			
TBD	J7. Participation in Utility Program with Third-Party Plan Review						1			
TBD	J8. ENERGY STAR for Homes						1			
No	J9. EPA Indoor airPlus Certification	0					1	Revised	For all IAP measures included in the checklist n/a will be included as an option.	
TBD	J10. Blower Door Testing						2	Revised	Adding 3rd tier for 1.5 for unbalanced and 0.6 for balanced.	

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K. FINISHES						
	K1. Entryways Designed to Reduce Tracked-In Contaminants					
TBD	K1.1 Individual Entryways			1		
TBD	K2. Zero-VOC Interior Wall and Ceiling Paints					
TBD	K3. Low-VOC Caulks and Adhesives					
	K4. Environmentally Preferable Materials for Interior Finish					
TBD	K4.1 Cabinets				2	
TBD	K4.2 Interior Trim				2	
TBD	K4.3 Shelving				2	
TBD	K4.4 Doors				2	
TBD	K4.5 Countertops				1	
	K5. Formaldehyde Emissions in Interior Finish Exceed CARB					
TBD	K5.1 Doors			1		
TBD	K5.2 Cabinets and Countertops			2		
TBD	K5.3 Interior Trim and Shelving			2		
TBD	K6. Products That Comply With the Health Product Declaration Open Standard					
TBD	K7. Indoor Air Formaldehyde Level Less Than 27 Parts Per Billion					
No	K8. Comprehensive Inclusion of Low Emitting Finishes					
		0		1		
L. FLOORING						
TBD	L1. Environmentally Preferable Flooring					
TBD	L2. Low-Emitting Flooring Meets CDPH 2010 Standard Method—Residential					
TBD	L3. Durable Flooring					
TBD	L4. Thermal Mass Flooring					
			1			
M. APPLIANCES AND LIGHTING						
TBD	M1. ENERGY STAR® Dishwasher					
	M2. Laundry Appliances					
TBD	M2.1 CEE-Rated Clothes Washer					
TBD	M2.2 Energy Star Dryer					
TBD	M2.3 Solar Dryer					
TBD	M3. Size-Efficient ENERGY STAR Refrigerator					
	M4. Permanent Centers for Waste Reduction Strategies					
TBD	M4.1 Built-In Recycling Center					
TBD	M4.2 Built-In Composting Center					
	M5. Lighting Efficiency					
TBD	M5.1 High-Efficacy Lighting					
TBD	M5.2 Lighting System Designed to IESNA Footcandle Standards or Designed by Lighting Consultant					
	M6. Electric Vehicle Charging Stations and Infrastructure					
			1			New Fully installed circuit for single family .
N. COMMUNITY						
	N1. Smart Development					
TBD	N1.1 Infill Site					
TBD	N1.2 Designated Brownfield Site					
TBD	N1.3 Conserve Resources by Increasing Density					
TBD	N1.4 Cluster Homes for Land Preservation					
	N1.5 Home Size Efficiency					
	Enter the area of the home, in square feet					
	Enter the number of bedrooms					
	N2. Home(s)/Development Located Near Transit					
TBD	Within 1/2 Mile of a Major Transit Stop					
TBD	Within 1 mile of a Major Transit Stop					
	N3. Pedestrian and Bicycle Access					
	N3.1 Pedestrian Access to Services Within 1/2 Mile of Community Services					
	Enter the number of Tier 1 services					
	Enter the number of Tier 2 services					
TBD	N3.2 Connection to Pedestrian Pathways					
TBD	N3.3 Traffic Calming Strategies					
	N4. Outdoor Gathering Places					
TBD	N4.1 Public or Semi-Public Outdoor Gathering Places for Residents					
TBD	N4.2 Public Outdoor Gathering Places with Direct Access to Tier 1 Community Services					
	N5. Social Interaction					
TBD	N5.1 Residence Entries with Views to Callers					
TBD	N5.2 Entrances Visible from Street and/or Other Front Doors					
TBD	N5.3 Porches Oriented to Street and Public Space					
	N6. Passive Solar Design					
TBD	N6.1 Heating Load					
TBD	N6.2 Cooling Load					
	N7. Adaptable Building					
TBD	N7.1 Universal Design Principles in Units					
TBD	N7.2 Full-Function Independent Rental Unit					
	N8. Resiliency					

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TBD	N8.1 Assessment		1			1	1			New	Complete assessment protocol to evaluate vulnerability to climate change impacts.
TBD	N8.2 Strategies to Address Assessment Findings		1			1	1			New	Implement strategies that address findings from assessment to improve durability and resiliency of buildings.
TBD	N9. Social Equity		1							New	Based on community engagement outreach efforts, implement community services or workforce development to support local community.
O. OTHER											
TBD	O1. GreenPoint Rated Checklist in Blueprints	N	R	R	R	R	R				
TBD	O2. Pre-Construction Kickoff Meeting with Rater and Subcontractors			0.5			1	0.5			
TBD	O3. Orientation and Training to Occupants—Conduct Educational Walkthroughs			0.5	0.5	0.5	0.5				
TBD	O4. Builder's or Developer's Management Staff are Certified Green Building Professionals			0.5	0.5	0.5	0.5				
	O5. Home System Monitors							1			
TBD	O5.1 Energy Home System Monitors			1						Revised	Separate out energy and water.
TBD	O5.2. Water Home System Monitors			1						Revised	Separate out energy and water.
	O6. Green Building Education										
TBD	O6.1 Marketing Green Building		2								
TBD	O6.2 Green Building Signage			0.5				0.5			
TBD	O7. Green Appraisal Addendum	N	R	R	R	R	R				
TBD	O8. Detailed Durability Plan and Third-Party Verification of Plan Implementation						1				
Summary											
Total Available Points in Specific Categories			357.5	29	136.5	57	86	49			
Minimum Points Required in Specific Categories			50	2	25	6	6	6			
Total Points Achieved			0.0	0.0	0.0	0.0	0.0	0.0			



Executive Summary

Proposed Updates to GreenPoint Rated Version 7.0

New Single Family and Multifamily Programs

Introduction

With more than 43,000 certified units, GreenPoint Rated has emerged as the most trusted home rating system in California. Now that California has updated California Codes and Regulations and Building Energy Efficiency Standards (Title 24, Part 6) with stronger minimum standards, GreenPoint Rated is being updated in tandem. With Version 7.0, GreenPoint Rated will continue to reflect the leading edge of green building practices and certify buildings that go above and beyond CALGreen code.

As California sets its sights on net zero energy and low carbon homes, GreenPoint Rated provides a pathway for the market to achieve these goals. Public comment from a diversity of stakeholders is critical to ensuring the success of Version 7.0. This Executive Summary provides an overview of the changes and updates to help commenters more easily review the materials. Public comment will take place September 14–29. Version 7.0 will be finalized and released in October 2016, and will go into effect on Jan. 1, 2017, in conjunction with the updated state codes.

Version 7.0 presents the opportunity to add new measures to support our low carbon goals for building in California, as well as respond to climate change issues. Overall, Version 7.0 represents minor updates that build upon the significant update completed for Version 6.0. Updates include revised measures and energy compliance pathways to align with the 2016 California Code of Regulations (California Building Code), which will be effective January 1, 2017.

While the Existing Home Rating Systems for both single family and multifamily need to be updated, this update process is focused on the New Home Rating Systems. Comments are welcome on all rating systems, but the existing home systems will undergo a separate review process at a later date.

Program Checklists

The current checklists, GreenPoint Rated New Home Single Family (NHSF) and New Home Multifamily (NHMF) Version 6.1, are appropriate for projects permitted under the 2013 California Building Code.

This update process will result in the New Home Rating Systems advancing to Version 7.0. A project permitted under the 2016 Code will use the New Home Single Family Version 7.0 or New Home Multifamily Version 7.0 system.

The update process reviews measures on the checklists, current trends, future codes, and input from the public sector, building professionals, and selected stakeholder groups. This analysis has resulted in the following revisions to the program:

- Deleting measures that have become code-required
- Addressing CALGreen mandatory measures
- Adding new measures for current best practices
- Improving and clarifying definitions of current measures
- Clarifying criteria for qualification of current measures

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The entire update process includes extensive stakeholder outreach and input from subject matter experts, as well as public comment periods. The process consists of two public comment periods of the proposed Version 7.0 GreenPoint Rated program for the New Home rating systems only. Build It Green has completed an annotated draft checklist for both single family and multifamily new homes rating systems to correspond with the 2016 California Green Building and Energy Efficiency Standards.

This second comment period includes the draft version 7.0 checklist for both Single Family and Multifamily New Homes and the summary of the new measures.

GreenPoint Rated Proposed Design Changes

- **Energy evaluation.** GreenPoint Rated establishes the energy performance threshold based on a cost-benefit analysis to meet and exceed code, as well as alignment with the program criteria of various stakeholders. Historically, the threshold has aligned with the energy performance thresholds of the Investor Owned Utilities. That said, as we move toward lower energy use and lower carbon homes, GreenPoint Rated is evolving and has developed four energy compliance pathways. Each of the four pathways will earn at least the minimum 25 points for compliance.
 1. GreenPoint Rated, as historically done, has a compliance pathway using a percentage compliance margin over the current, or in this case, 2016 Energy Code. This is for dual fuel homes.
 - Single Family: 10% compliance margin over 2016 Title 24
 - Multifamily:
 - Low rise – 10% compliance margin over 2016 Title 24
 - High rise - 10% compliance margin over 2016 Title 24
 - Photovoltaics cannot be used to meet compliance. Photovoltaics may be used to exceed the Energy Code budget
 2. In addition to the compliance margin, GreenPoint Rated will continue to provide a pathway for an all-electric home. The approach for compliance, for **both single family and multifamily**, is as follows:
 - 2% - 5% compliance margin (pending analysis)
 - Prescriptive requirements: water heating that includes either the installation of a HPWH with an energy factor of 3.2 or greater or a solar thermal system with a minimum 30% solar fraction
 - All electric homes must a photovoltaic system
 - Photovoltaics may be used to meet compliance
 3. Whole Building Energy Use Reduction
 - GreenPoint Rated will provide a pathway to zero net energy as a third alternative for program compliance. This alternative will conceptually require a project to demonstrate a percentage reduction over whole building use based on the GreenPoint Rated Energy and Water Calculator. It is anticipated that the percentage will be in the range of 25%.
 4. Energy Design Rating (EDR)
 - GreenPoint Rated will work to develop a compliance pathway using Energy Design Rating (EDR) provided through the compliance software. The EDR is the sum of the annual TDV energy consumption for energy use components included in the

Executive Summary



performance compliance approach for the Standard Design Energy Provisions of the California Green Building Standards Code and the annual TDV energy consumption for lighting and components not regulated by Title 24, Part 6 (such as domestic appliances and consumer electronics) and accounting for the annual TDV energy offset by an on-site renewable energy system. The Design Rating is calculated by Compliance Software certified by the Energy Commission. This metric moves towards a whole building metric as well as the above option.

- **CALGreen.** CALGreen residential and non-residential mandatory measures will still be prerequisites for GreenPoint Rated. The CALGreen checklists have been updated to reflect the 2016 California Green Building Code. For New Home projects, points will continue to be allocated for CALGreen compliance as follows: four points (one in each Energy, IEQ/Health, Resources, and Water). Although GreenPoint Rated is a residential rating system, the non-residential standards have been included in the prerequisites for buildings where required, whereby the GreenPoint Rater will verify CALGreen Measures to facilitate verification of CALGreen compliance. The commercial portion of the building is not part of the GreenPoint Rated certification. This verification is not intended to replace code inspection (enforcement), unless authorized by the authority having jurisdiction. There are very minor changes to CALGreen from the 2013 standards. Some of the changes include reduction in flow rater for lavatory faucets, increase in recycling rate for C&D waste to 65%. Please see updated CALGreen checklists for Residential and Non-Residential.
- **Prerequisites.** Below is a summary of the prerequisites for New Home rating systems. There is no change in prerequisite measures, with the exception of changes within the CALGreen mandatory measures for code compliance. ASHRAE 62.2 - 2016 applies to all residential occupancies.

Table 1. Summary of Prerequisites

Measure Category	New Home Single Family	New Home Multifamily
CALGreen Residential	X	X
CALGreen Non Residential		If required
Energy Performance	See above	See above
GreenPoint Rated Checklist on Blueprints	X	X
ASHRAE 62.2-2016	X	X
Durable Roofing		X
Green Appraisal Addendum	X	X
Minimum points in each category	X	X
Minimum Total Points	50	50

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- **Other Measures.** The annotated checklist identifies anticipated changes to specific measures for both Single Family and Multifamily. These changes have been vetted with subject matter experts and informed by the appropriate codes and standards.

Below is a brief description of new measures that are being proposed for the version 7 checklist. Please see the pdf of Single Family and Multifamily Checklists.

- **G2.3.2. WaterSense Toilets- 1.1 gpf with a Maximum Performance (MaP) Threshold of No Less Than 500 Grams.** An additional point for a high performance 1.1 gpf toilet.
- **G6. Thermostatic Shower valve or tubspout.** One point for installation of thermostatic shower valves or anto-diverting tubspout with TSV in all bathrooms. This technology helps reduce water wasted after hot water arrives at the fixture (behavioral waste).
- **H9. Low Global Warming Potential Refrigerants.** One point for low-GWp refrigerants in cooling equipment. Current refrigerants include HCFs which have no ozone depletion potential, but have global warming potential when released into the atmosphere. Ideal refrigerants have zero ODP, zero GWP, non-toxic, non-flammable, acceptable operating pressures, and volumetric capacity appropriate to the application.
- **J11. Compartmentalization of units.** Two points are available for minimizing leakage between units by minimizing the uncontrolled pathways for indoor air pollutants between units. This includes prescriptive sealing requirements and performance testing using a blower door.
- **I7. Energy Storage.** Credit awarded to providing on site energy storage to support a portion of household energy use when solar production is not viable. This includes both thermal and electrochemical storage. This measure may be moved to the innovation list to allow for further evaluation.
- **M2.2 Energy Star Dryer.** One point is available for an Energy Star Dryer. Dryers have become an increasing portion of residential energy use as standards for heating, cooling and domestic hot water have increased and efficiencies have improved.
- **M2.3 Solar Dryer.** Half a point will be awarded for providing a laundry line to support solar drying. The laundry line must be a minimum of 70 feet to support a load of laundry. This measure may be moved to the innovations list.
- **M6. Electric Vehicle Charging Stations and Infrastructure.** One point will be awarded for installation of a full circuit for a single family home. Current code requires the raceway to be installed. For multifamily projects, one point of credit is available for installing infrastructure to support the future installation of charging stations to meet Tier 2 thresholds OR two points are available for installing the full circuit to support the Tier 2 thresholds.
- **N2.1 Within 1 mile of a Major Transit Stop.** One additional point is available for developments within 1 mile of a major transit stop with reasonable access to encourage walking or biking to the transit point. This is to further encourage alternatives to driving.
- **N8.1 Vulnerability Assessment.** Three points are available for conducting a vulnerability assessment for a project to understand implications from climate change. While this measure may evolve over time, it is important that we would like to include it on the main checklist.
- **N8.2. Strategies to Address Assessment Findings.** Three points will be awarded to implement strategies that address the high potential impacts from the assessment findings to improve the resiliency and durability of buildings.
- **N9. Social Equity.** Two points are available for projects that complete a community outreach effort to engage with local community and provide a percentage of jobs for the project to local residents or provide a service to meet local needs.
- **O11. Tobacco free buildings.** One point is awarded for properties with a no smoking policy in the building to reduce the exposure of second hand smoke.

Executive Summary

CA Statewide Codes and Standards Program

Title 24, Part 11 Local Energy Efficiency Ordinances

CALGreen Cost Effectiveness Study

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Last Modified: September 2, 2016

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1 Introduction

The California Building Energy Efficiency Standards Title 24, Part 6 (Title 24) (CEC, 2016b) is maintained and updated every three years by two state agencies, the California Energy Commission (CEC) and the Building Standards Commission (BSC). In addition to enforcing the code, local jurisdictions have the authority to adopt local energy efficiency ordinances, or reach codes, that exceed the minimum standards defined by Title 24 (as established by Public Resources Code Section 25402.1(h)2 and Section 10-106 of the Building Energy Efficiency Standards). Local jurisdictions must demonstrate that the requirements of the proposed ordinance are cost effective and do not result in buildings consuming more energy than is permitted by Title 24. In addition, the jurisdiction must obtain approval from the CEC and file the ordinance with the BSC for the ordinance to be legally enforceable.

This report presents the results from analysis of the feasibility and cost-effectiveness of requiring new low-rise single family and multifamily residential construction to exceed the 2016 Building Energy Efficiency Standards, which become effective January 1, 2017. The analysis includes scenarios of compliance packages options and cost effectiveness analysis for all sixteen California climate zones. Four levels of building energy performance were examined:

- (1) exceeding the minimum requirements by at least 15%, consistent with the voluntary Tier 1 Performance Standard in Title 24, Part 11 (CALGreen),
- (2) exceeding minimum requirement by at least 30%, consistent with the voluntary Tier 2 Performance Standard in CALGreen,
- (3) meeting minimum Title 24 efficiency performance targets plus on-site renewable energy generation sufficient to achieve an Energy Design Rating of zero (TDV-Zero), consistent with the voluntary Zero Net Energy Design tier in CALGreen,
- (4) meeting minimum Title 24 efficiency performance targets plus on-site renewable energy generation sized to offset a portion of the total TDV loads of the building without risking sizing of the PV system larger than the estimated electrical energy use of the building.

2 Methodology and Assumptions

2.1 Building Prototypes

The CEC defines building prototypes which it uses to evaluate the cost-effectiveness of proposed changes to Title 24 requirements. There exist two single family prototypes and one multifamily prototype, all three of which are used in this analysis in development of the above-code efficiency packages. Table 1 describes the basic characteristics of each prototype. Additional details on the prototypes can be found in the ACM Approval Manual (CEC, 2016a).

Table 1: Prototype Characteristics

	<u>Single Family One-Story</u>	<u>Single Family Two-Story</u>	<u>Multifamily</u>
Conditioned Floor Area	2,100 ft ²	2,700 ft ²	6,960 ft ² : (4) 780 ft ² & (4) 960 ft ² units
Num. of Stories	1	2	2
Num. of Bedrooms	3	3	(4) 1-bed & (4) 2-bed units
Window-to-Floor Area Ratio	20%	20%	15%

Additionally, each prototype building has the following features:

- Slab-on-grade foundation
- Vented attic. High performance attic in climates where prescriptively assigned (CZ 4, 8-16) with insulation installed below roof deck. Refer to Table 150.1-A in Appendix A.
- Ductwork located in the attic for single family homes and in conditioned space for multifamily.
- Split-system gas furnace with air conditioner that meet the minimum federal guidelines for efficiency
- Tankless gas water heater that meets the minimum federal guidelines for efficiency; individual water heaters in each multifamily apartment.

Other features are defined consistent with the Standard Design in the Alternative Calculation Method Reference Manual (CEC, 2016d), designed to meet, but not exceed, the minimum requirements.

The CEC's standard protocol for the single family prototypes is to weight the simulated energy impacts by a factor that represents the distribution of single-story and two-story homes being built statewide, assuming 45% single-story homes and 55% two-story homes. Simulation results in this study are therefore characterized according to this ratio, which is approximately equivalent to a 2,430 ft² house¹.

2.2 Efficiency Measures & Package Development

The CBECC-RES 2016.2.0 ALPHA2² (833) compliance simulation tool was used to evaluate energy impacts using the 2016 prescriptive standards as the benchmark and the 2016 time dependent valuation (TDV) values. TDV is the energy metric used by the CEC since the 2005 Title 24 energy code to evaluate compliance with the Title 24 standards. TDV values energy use differently depending on the fuel source (gas, electricity, and propane), time of day, and season. TDV was developed to reflect the “societal value or cost” of energy including long-term projected costs of energy such as the cost of providing energy during peak periods of demand and other societal costs such as projected costs for carbon emissions. Electricity used (or saved) during peak periods of the summer has a much higher value than electricity used (or saved) during off-peak periods (Horii et al, 2014).

The methodology used in the analyses for each of the prototypical building types begins with a design that precisely meets the minimum 2016 prescriptive requirements (0% compliance margin). A table of prescriptive measures used in each base design by climate zone is located in Appendix A. Using the 2016 baseline as the starting point, prospective energy efficiency measures were identified and modeled in each of the prototypes to determine the projected energy (Therm and kWh) and compliance impacts. A large set of parametric runs³ were conducted to develop packages of measures that exceed the minimum code performance level by 15% (CALGreen Tier 1), and 30% (Tier 2). The consultants authoring this study selected packages and measures based on decades of experience with residential architects, builders, and engineers along with general knowledge of the relative acceptance and preferences of many measures, as well as their incremental costs.

¹ 2,430 ft² = 45% * 2,100 ft² + 55% * 2,700 ft²

² On June 14, 2016 the CEC approved CBECC-Res 2016.2.0 Version of the software. The version used for this study is nearly identical to the approved version with the exception of minor changes that do not affect the cost effective analysis of the measures evaluated.

³ Using the “quick” simulation speed option.

Evaluation results for the selected packages show that meeting the performance targets for both single family and multifamily prototypes is feasible in most climate zones. In climates where it was not feasible, targets were relaxed to an appropriate level. It is important to note that the packages contained in this report are examples only; any project meeting requirements of a local ordinance, both single family and multifamily, must independently evaluate and identify the most cost effective approach based on project-specific factors.

Following are descriptions of each of the efficiency measures applied in this analysis.

Quality Insulation Installation (QII): HERS rater verification of insulation quality according to the procedures outlined in the 2016 Reference Appendices RA3.5 (CEC, 2016c). QII is included in all cases since it is a pre-requisite for all the voluntary tiers in 2016 CALGreen.

Reduced Infiltration (ACH50): HERS rater field verification and diagnostic testing of building air leakage according to the procedures outlined in the 2016 Reference Appendices RA3.8 (CEC, 2016c). The default infiltration assumption for single family homes is 5 air changes per hour at 50 Pascals (ACH50)⁴ and the reduced level applied in this analysis is 3 ACH50. This measure was not applied to multifamily homes because the modeling software does not allow this credit unless each unit is modeled individually, which is not typical in the compliance process for multifamily buildings.

Window Performance: Reduce window U-value from the prescriptive value of 0.32 to 0.30 in all climates and reduce the solar heat gain coefficient (SHGC) from the prescriptive value of 0.25 to 0.23 in climate zone 2, 4, 6 through 16. In climate zones 1, 3, and 5 there is no prescriptive SHGC requirement and the default value of 0.50 is left as is.

Door Performance: Install insulated doors that meet a U-value of 0.20 at the front entry and doors between the house and garage. It's assumed there is a single 3' x 6'8" entry door per single family home and multifamily unit as well as a second 3' x 6'8" door to the garage per single family home.

Cool Roof: Install a roofing product that's rated by the Cool Roof Rating Council to have an aged solar reflectance of 0.20. This measure only applies to climates zones where this is not already required prescriptively.

Exterior Wall Insulation: Increase wall cavity insulation from R-19 to R-21 in 2x6 walls.

High Performance Attics (HPA): For climates where HPA is not already prescriptive under the 2016 code (CZ 1-3, 5-7), increase attic ceiling insulation to R-38 and add insulation under the roof deck between framing (R-13 for roof with air space, R-18 for roof without air space).

High Efficiency Furnace: Upgrade furnace to a condensing unit with an efficiency of 92% AFUE.

High Efficiency Air Conditioner: Upgrade air conditioner efficiency beyond federal efficiency minimum to either SEER 15 / EER 12.5 or SEER 16 / EER 13.

High Efficacy Fan: Upgrade the fan in the furnace or air handler using an electronically commutated motor (ECM) that meets an efficacy of 0.3 Watts / cfm or lower operating at full speed. Fan watt draw is verified by a HERS rater according to the procedures outlined in the 2016 Reference Appendices RA3.3 (CEC, 2016c). New federal regulations that go into effect July 3, 2019 are expected to result in equivalent performance for all newly manufactured furnaces provided that the ducts are sized properly.

⁴ Whole house leakage tested at a pressure difference of 50 Pascals between indoors and outdoors.

Refrigerant Charge Verification: HERS rater verification of proper air conditioner refrigerant charge according to the procedures outlined in the 2016 Reference Appendices RA3.2 (CEC, 2016c). This measure only applies to climates zones where this is not already required prescriptively.

R-8 Duct Insulation: Increase duct insulation to R-8. This measure only applies to climates zones where R-8 ducts are not already required prescriptively.

High Efficiency Water Heater: Upgrade tankless water heater to a condensing unit with a rated Energy Factor (EF) of either 0.94 or 0.96.

Hot Water Pipe Insulation: Beginning in January 1, 2017 the 2016 California Plumbing Code will require pipe insulation levels that are close to that required if taking the Title-24 pipe insulation credit. This credit will be obsolete under the 2016 energy code, however, the HERS-Verified Pipe Insulation Credit, as defined in the 2016 Reference Appendices RA3.6.3 (CEC, 2016c), will remain. While CBECC-Res has not yet been updated to reflect this, for this analysis it was assumed that the revised HERS verified credit would be equivalent to the current credit for pipe insulation without HERS verification. This was determined based on simulations that demonstrated the HERS credit to be valued at roughly twice that for pipe insulation without verification in terms of TDV energy. This credit was only applied to single family residences. For costing purposes, 120 linear feet of 1/2in insulated pipe is assumed to be insulated.

Hot Water Compact Distribution: HERS rater verification of compact distribution system requirements according to the procedures outlined in the 2016 Reference Appendices RA3.6.5 (CEC, 2016c). This measure was applied to multifamily buildings only. Many multifamily buildings with individual water heaters are expected to easily meet this credit with little or no alteration to plumbing design. This measure also requires verification of pipe insulation per the HERS-Verified Pipe Insulation Credit. Assumption is 60 linear feet per dwelling unit of 1/2in insulated pipe.

PV Compliance Credit: To be eligible for this compliance credit a PV system with a minimum capacity of 2 kW DC per single family home with no more than 2,000 ft² of conditioned floor area and 1 kW DC per multifamily unit with no more than 1,000 ft² of conditioned floor area is required. For the single family 2,430 ft² prototype the minimum capacity as calculated by CBECC-Res is 2.0 kW to 2.4 kW depending on the climate zone. The multifamily apartment units in the prototype are all under 1,000 ft² and therefore require a 1 kW system. The credit was developed to give builders an option with which to trade-off High Performance Attics and Walls, and to begin preparing for ZNE requirements.

Table 2 below summarizes the measures evaluated along with cost assumptions.

Table 2: Measure Descriptions & Cost Assumptions

Measure	Performance Level	Incremental Cost		Source & Notes
		Single Family	MF – Per Unit	
QII	Yes	\$519	\$133	City of Palo Alto 2016 Reach Code Ordinance: http://www.cityofpaloalto.org/civicax/filebank/documents/52054
ACH50	3.0	\$379	n/a	NREL measure cost database (\$0.115/ft ² for sealing) + HERS rater verification (\$100).
Wall Insulation	R-21	\$164	n/a	2016 CASE Report: Residential High Performance Walls and QII, 2016-RES-ENV2-F
Cool Roof	Aged Reflect = 0.20	\$523	\$131	\$0-\$0.50 / ft ² of roof area per local industry expert at LBNL. Used average of \$0.25/ft ² .
Window U-factor/ SHGC	0.30/0.23	\$73	\$20	EnerComp (\$0.15/ft ² of window area)
Doors	0.20 U-factor	\$210	\$140	NREL measure cost database (\$3.50/ft ²) for doors between house and garage. Double cost (\$7/ft ²) for front door assuming a premium product.
High Performance Attics (HPA)	R-15 under roof deck	\$878	\$219	For climate zones 1-3, & 5-7 only where HPA is not prescriptive. 2016 CASE Report: Residential Ducts in Conditioned Space / High Performance Attics, 2016-RES-ENV1-F
Furnace	92%	\$389	\$351	Local HVAC contractor, MF reduction for smaller capacity.
Air Conditioning	15/12.5	\$78	\$46	Local HVAC contractor, MF reduction for smaller capacity.
	16/13	\$839	\$699	Average of local HVAC contractor & NREL database costs. MF reduction for smaller capacity.
Fan Efficacy	0.3 Watts/cfm	\$143	\$104	Local HVAC contractor, MF reduction for smaller capacity.
Refrigerant Charge	HERS verified	n/a	\$75	Local HERS rater.
Duct Insulation	R-8	\$164	n/a	For climate zones 3, 6, & 7 where not prescriptive. 2016 CASE Report: Residential Ducts in Conditioned Space / High Performance Attics, 2016-RES-ENV1-F
Water heater	0.94 EF	\$0	\$0	Internet pricing and plumbing contractor input. Minimal incremental equip cost and lower cost to install PVC venting (condensing) vs stainless venting (standard). Slight premium going from 0.94 to 0.96.
	0.96 EF	\$100	\$100	
Hot water pipe insulation	HERS verified	\$146	n/a	Roughly equivalent to code requirements effective Jan. 2017. 10% of \$3.87 per ft (2013 SF DHW CASE study) for additional labor to pass HERS inspection. \$100 for HERS verification per local HERS raters.
Hot water compact distribution	HERS verified	n/a	\$112	Assume compact design already or easily achieved in MF units – no added cost. \$100 HERS verification fee per local HERS rater. Pipe insulation cost per the pipe insulation measure assumptions.
PV	System size varies	\$3.53 / kW DC	\$3.21 / kW DC	Avg. system cost for systems < 10kW (for the last 12 months) of \$5.29/Watt for single family (http://www.gosolarcalifornia.ca.gov/). For multi-family systems, an average of the < 10 kW and > 10kW system cost (\$4.37/Watt) was used; systems are expected to be typically greater than 10 kW, although not as large as some commercial systems reported on in the database. In both cases cost was reduced by \$0.25/Watt for the NSHP incentive & 30% for the solar investment tax credit.

2.3 Efficiency Packages

Three efficiency packages were developed for each climate zone where feasible, as described below. Since the federal government does not allow local or state government agencies to require the use of federally-regulated equipment that exceeds the minimum standard requirement, this analysis includes at least one package for each climate zone that does not require installing equipment with higher efficiencies than federally mandated. In climates where the PV Compliance Credit (PVCC) is available (all climates except 6 and 7) a package that includes the PVCC in addition to efficiency measures was evaluated to achieve Tier 2 performance levels.

- 1) **Envelope:** These packages focus on building envelope measures but also include efficient hot water pipe distribution and cooling fan efficiency measures that don't trigger federal preemption issues.
- 2) **Equipment:** Use of HVAC and water heating equipment that are more efficient than federal standards combined with efficient envelope measures if necessary.
- 3) **PV Credit:** Utilize the PV compliance credit (PVCC) available in all climate zones except 6 and 7.

2.4 PV Performance Packages

Using the Tier 2 efficiency package (or Tier 1 in cases where reaching Tier 2 wasn't feasible), the PV system was evaluated and sized to offset TDV loads for the following two conditions:

- 1) **PV-Plus:** Install a PV system sized to offset a portion of the total household energy use based on TDV energy. PV sizing is consistent with the methodology included in the California Energy Commission's proposed Solar PV Ordinance being developed by the CEC, and PV sizing calculations were developed such that PV size is to be equivalent to offsetting approximately 80% of total estimated building electricity use for a gas/electric home built to the 2016 Title 24. Table 3 summarizes the prescriptive PV sizing based on Climate Zone and home size.
- 2) **TDV-Zero:** Install a PV system sized to offset 100% of building energy use based on TDV energy, including appliances and plug loads. This is consistent with the requirements of the CALGreen Zero Net Energy Design tier.

In both these cases PV is evaluated in CBECC-Res according to the California Flexible Installation (CFI).

Table 3: Minimum PV System Size (kW_{DC}) required to meet Solar PV Ordinance by Climate Zone

Conditioned Space (ft ²)	CZ1	CZ2	CZ3	CZ4	CZ5	CZ6	CZ7	CZ8	CZ9	CZ10	CZ11	CZ12	CZ13	CZ14	CZ15	CZ16
Less than 1000	1.6	1.4	1.5	1.3	1.4	1.5	1.3	1.5	1.4	1.4	1.7	1.5	1.8	1.3	2.1	1.3
1000 - 1499	2.0	1.7	1.7	1.5	1.6	1.7	1.5	1.8	1.7	1.7	2.2	1.9	2.3	1.6	2.8	1.6
1500 - 1999	2.4	2.0	2.1	1.8	1.9	2.0	1.8	2.1	2.0	2.0	2.7	2.3	2.8	2.0	3.5	1.9
2000 - 2499	2.8	2.3	2.4	2.1	2.1	2.3	2.0	2.4	2.3	2.3	3.2	2.7	3.4	2.3	4.2	2.3
2500 - 2999	3.2	2.6	2.7	2.4	2.4	2.6	2.3	2.7	2.6	2.7	3.7	3.1	3.9	2.7	4.9	2.6
3000 - 3499	3.6	2.9	3.0	2.6	2.7	2.9	2.5	3.0	2.9	3.0	4.2	3.4	4.4	3.0	5.6	3.0
3500 - 3999	3.9	3.2	3.2	2.9	2.9	3.2	2.7	3.3	3.2	3.3	4.7	3.8	4.9	3.4	6.3	3.3
4000 - 4499	4.3	3.5	3.5	3.2	3.1	3.4	2.9	3.6	3.5	3.6	5.1	4.2	5.4	3.7	7.0	3.6

2.5 Cost Effectiveness

A customer based approach to evaluating cost effectiveness was used based on past experience with Reach Code adoption by local governments. The current residential utility rates at the time of the analysis were used to calculate utility costs for all cases and determine cost effectiveness for the proposed packages. Annual utility costs were calculated using hourly electricity and gas output from CBECC-Res and applying the utility tariffs summarized in Table 4. Appendix C includes the utility rate schedules used for this study. The standard residential rate (E1 in PG&E territory, D in SCE territory, & DR in SDG&E) was applied to the base case and all cases without PV systems. The applicable residential time-of-use (TOU) rate was applied to all cases with PV systems.⁵ Any annual electricity production in excess of annual electricity consumption is credited to the utility account at the applicable wholesale rate based on the approved NEM tariffs for that utility. The net surplus compensation rates for the different utilities are as follows:

- PG&E: \$0.043 / kWh
- SCE: \$0.0298 / kWh⁶
- SDG&E: \$0.0321 / kWh⁷

Table 4: IOU Utility Tariffs used based on Climate Zone

Climate Zones	Electric / Gas Utility	Electricity (Standard)	Electricity (Time-of-use)	Natural Gas
1-5, 11-13, 16	PG&E	E1	E-TOU, Option A	G1
6, 8-10, 14, 15	SCE / SoCal Gas	D	TOU-D-T	GR
7	SDG&E	DR	DR-SES	GR

Cost effectiveness was evaluated for all sixteen climate zones and is presented according to lifecycle customer benefit-to-cost ratio. The benefit-to-cost ratio is a metric which represents the cost effectiveness of energy efficiency over a 30-year lifetime taking into account discounting of future savings and financing of incremental costs. A value of one indicates the savings over the life of the measure are equivalent to the incremental cost of that measure. A value greater than one represents a positive return on investment. The ratio is calculated as follows:

Lifecycle Customer Benefit-Cost Ratio =

$$(Annual\ utility\ cost\ savings * Lifecycle\ cost\ factor) / (First\ incremental\ cost * Financing\ factor)$$

The lifecycle cost factor is 19.6 and includes the following assumptions:

- 30-year measure life & utility cost savings
- 3% real discount rate
- No utility rate escalation (conservative assumption)

⁵ Under NEM rulings by the CPUC (D-16-01-144, 1/28/16), all new PV customers shall be in an approved TOU rate structure. As of March 2016, all new PG&E net energy metering (NEM) customers are enrolled in a time-of-use rate.

(<http://www.pge.com/en/myhome/saveenergymoney/plans/tou/index.page?>).

⁶ SCE net surplus compensation rate based on 1-year average September 2015 – August 2016.

⁷ SDG&E net surplus compensation rate based on 1-year average August 2015 – July 2016.

The financing factor is 1.068 and includes the following assumptions:

- 30-year financing term
- 4.5% loan interest rate
- 3% real discount rate
- 20% average tax rate (to account for tax savings due to loan interest deductions)

Simple payback is also presented and is calculated using the equation below. Based on the terms described above the lifecycle cost-to-benefit ratio threshold of one is roughly equivalent to a simple payback of 18 years.

$$\text{Simple payback} = \text{First incremental cost} / \text{Annual customer utility cost savings}$$

2.6 Greenhouse Gas Emissions

Equivalent CO₂ emission savings were calculated using the following emission factors. Electricity factors are specific to California electricity production.

Table 5: Equivalent CO₂ Emissions Factors

		<i>Source</i>
Electricity	0.724 lb. CO ₂ -e / kWh	U.S. Environmental Protection agency's 2007 eGRID data. ⁸
Natural Gas	11.7 lb. CO ₂ -e / Therm	Emission rates for natural gas combustion as reported by the U.S. Environmental Protection agency's GHG Equivalencies Calculator. ⁹

⁸ <https://www.epa.gov/energy/ghg-equivalencies-calculator-calculations-and-references>

⁹ <https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator>

3 Results

Cost effective analysis including evaluating three efficiency packages and two PV performance packages was completed for all sixteen climate zones. Evaluations looked to identify cost effective Tier 1 and Tier 2 packages for both single family and multifamily prototypes at the CALGreen performance targets of 15% and 30%. When initial proposed packages were found to not be cost effective, multiple iterations were conducted to identify a cost effective package. In certain climates it was not feasible, and targets were subsequently relaxed to something more appropriate. In other climates no cost effective package could be identified. In almost every climate there was no cost effective way to achieve Tier 2 efficiency levels without the PV compliance credit, therefore all Tier 2 packages include PV. Because the PVCC is not available in climate zones 6 and 7, no Tier 2 packages were developed for those climates.

Since the results from this analysis are intended to support mandatory energy efficiency requirements, the authors intentionally selected proven cost-effective measures with wide market acceptance in typical residential construction. Achieving greater performance is feasible using advanced design strategies and measures.

3.1 Single Family Results

3.1.1 Single Family Cost Effectiveness Analysis

A comparison of cost effectiveness for each climate zone and five cases is presented in Figure 1. Table 6 and Table 7 provide the results in tabular form along with energy and greenhouse gas (GHG) savings for each efficiency and PV performance tier. Cost effectiveness results are presented for all three efficiency packages described previously (Envelope, Equipment, and PV Credit) as well as for the two PV performance packages (PV-Plus and TDV-Zero). A summary of measures included in each package is listed in Appendix B.1. The lifecycle benefit-to-cost ratio threshold of one is roughly equivalent to a simple payback of 18 years. Shaded rows in the tables reflect those cases which are not cost effective. While using high efficiency equipment is shown to result in the highest return on investment in many climates, it was necessary to find cost effective packages that do not require specification of equipment with efficiencies better than federally mandated values to avoid federal preemption prohibitions.

Tier 1 Envelope packages were found to be cost effective in climate zones 1 through 5 and 9 through 16. The Tier 1 threshold in climate zone 4 was reduced to 10% to meet the cost effectiveness criteria without installing equipment more efficient than federally mandated. No cost effective Tier 1 efficiency packages were identified in climate zones 6 through 8.

Table 7 presents results for the two PV performance packages including the PV capacity necessary to offset the specified TDV energy. The PV system capacity for the PV-Plus packages is sized based upon the values in Table 3 to provide approximately 80% of estimated annual kWh consumption. The required TDV-Zero PV capacity (as required to generate a TDV=0 compliance simulation result) ranges from 3.1 kW DC in the mild climates (CZ5 and 7) to 7.7 kW DC in hot climates (CZ15). In all cases the measures in these packages reflect those in the Tier 2 package, with the exception of climate zones 6 & 7 where they are based on the Tier 1 envelope package.

The PV-Plus cases demonstrate cost effectiveness with a benefit-to-cost ratio ranging from 1.08 to 1.49. Adding PV beyond the amount needed to offset electricity use reduces cost effectiveness in all cases. The Zero-TDV cases are cost effective in only four climate zones and benefit-cost ratios are consistently lower in all climates. This is impacted by the fact that the compliance model is based upon a home with natural gas space and water heating, thus when sizing PV to offset total house TDV, PV electricity generation is offsetting natural gas consumption. The customer is paid for excess electricity generation beyond what is consumed by the dwelling but only at the wholesale rate which is substantially lower than the retail rate.

Greenhouse gas (GHG) savings range from 4.1% to 12.7% for the envelope and equipment Tier 1 packages. Including the PV compliance credit increases GHG reductions to 39% on average. GHG reductions for the two PV packages average 50% and 77% for the PV-Plus and TDV-ZERO cases, respectively.

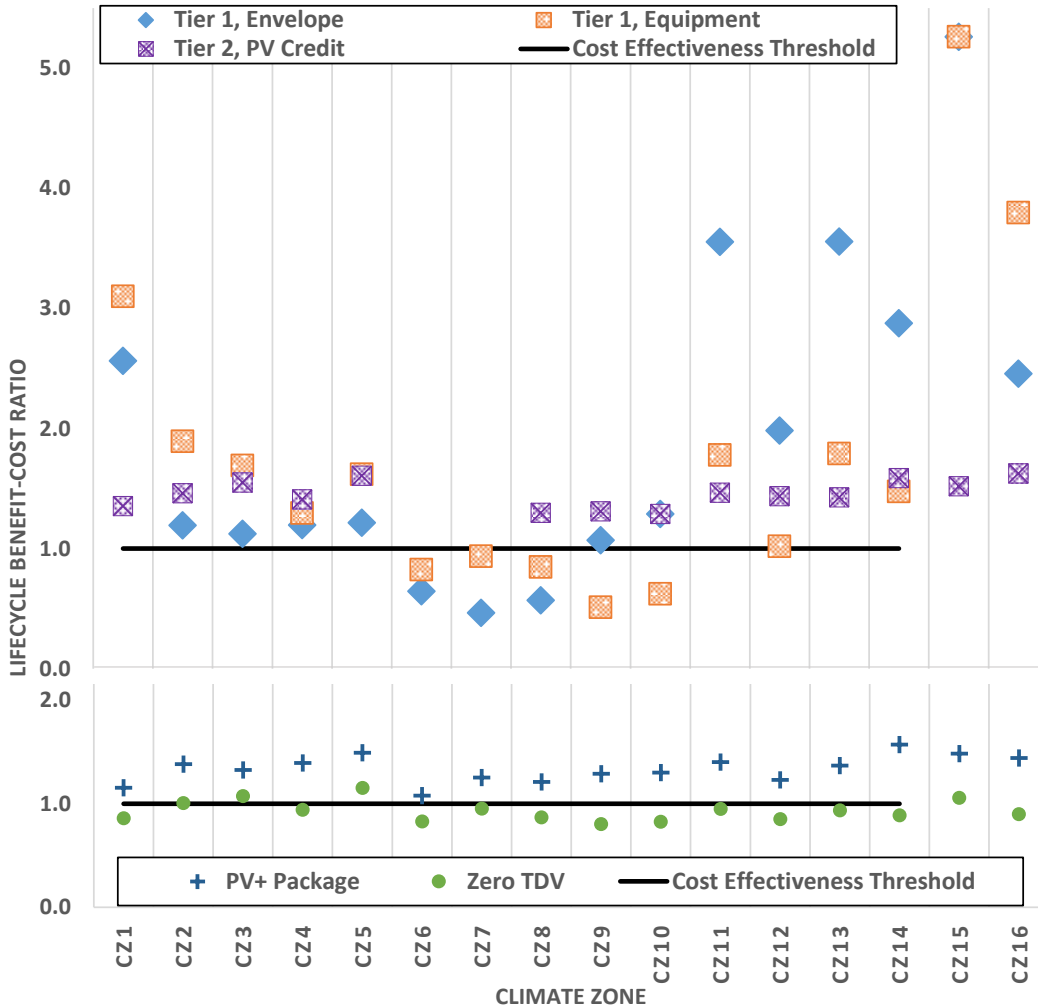


Figure 1: Single family cost effectiveness comparison

Table 6: Single Family Efficiency Package Cost Effectiveness Results¹

Climate Zone	T-24 Comp. Margin	Elec Savings (kWh)	Gas Savings (therms)	% GHG Savings ²	Package Cost ³	Utility Cost Savings	Simple Payback	Lifecycle Benefit-Cost Ratio
Tier 1, Envelope Cases								
CZ1	16.1%	67	83.7	10.7%	\$1,043	\$146	7.2	2.56
CZ2	15.8%	146	49.1	8.2%	\$1,617	\$105	15.4	1.20
CZ3	15.5%	32	43.6	7.7%	\$1,043	\$64	16.3	1.13
CZ4	12.0%	114	18.8	4.1%	\$808	\$53	15.3	1.20
CZ5	15.2%	27	39.3	7.3%	\$812	\$54	15.1	1.22
CZ6	8.7%	20	17.1	3.6%	\$571	\$20	28.4	0.65
CZ7	7.0%	9	9.7	2.3%	\$571	\$15	39.3	0.47
CZ8	8.9%	37	10.2	2.6%	\$571	\$18	32.1	0.57
CZ9	17.2%	169	11.1	4.1%	\$808	\$47	17.2	1.07
CZ10	17.2%	213	12.9	4.7%	\$808	\$57	14.2	1.29
CZ11	16.9%	460	25.9	7.1%	\$808	\$156	5.2	3.55
CZ12	16.4%	222	24.2	5.4%	\$808	\$87	9.3	1.98
CZ13	17.4%	485	22.1	7.0%	\$808	\$157	5.2	3.56
CZ14	16.4%	441	24.4	6.9%	\$808	\$127	6.4	2.88
CZ15	15.2%	896	4.7	8.1%	\$728	\$209	3.5	5.26
CZ16	15.8%	296	80.4	9.8%	\$1,456	\$195	7.5	2.46
Tier 1, Equipment Cases								
CZ1	19.3%	47	101.7	12.7%	\$999	\$169	5.9	3.10
CZ2	16.8%	34	67.0	9.7%	\$999	\$103	9.7	1.89
CZ3	15.3%	23	45.4	8.0%	\$681	\$63	10.8	1.69
CZ4	17.0%	103	45.4	8.3%	\$1,156	\$82	14.2	1.30
CZ5	16.9%	22	46.0	8.4%	\$681	\$60	11.3	1.62
CZ6	15.5%	20	36.2	7.3%	\$842	\$38	22.2	0.83
CZ7	15.6%	9	25.7	5.8%	\$681	\$35	19.6	0.94
CZ8	17.4%	68	25.1	6.0%	\$838	\$39	21.6	0.85
CZ9	16.9%	159	12.2	4.2%	\$1,650	\$46	35.8	0.51
CZ10	16.6%	203	14.2	4.9%	\$1,650	\$56	29.4	0.62
CZ11	17.3%	473	26.0	7.2%	\$1,650	\$160	10.3	1.78
CZ12	16.0%	247	22.7	5.4%	\$1,650	\$92	18.0	1.02
CZ13	17.9%	507	21.5	7.1%	\$1,650	\$161	10.2	1.79
CZ14	17.1%	458	26.4	7.3%	\$1,650	\$133	12.4	1.48
CZ15	15.2%	896	4.7	8.1%	\$728	\$209	3.5	5.26
CZ16	17.6%	58	123.7	12.6%	\$999	\$207	4.8	3.80

Climate Zone	T-24 Comp. Margin	Elec Savings (kWh)	Gas Savings (therms)	% GHG Savings ²	Package Cost ³	Utility Cost Savings	Simple Payback	Lifecycle Benefit-Cost Ratio
Tier 2, Cases with PV Credit								
CZ1	32.2%	2,947	111.8	35.7%	\$10,576	\$781	13.5	1.36
CZ2	31.4%	3,227	132.7	46.9%	\$10,158	\$809	12.6	1.46
CZ3	21.8%	3,190	40.1	40.3%	\$8,644	\$731	11.8	1.55
CZ4	30.4%	3,353	21.8	36.6%	\$8,801	\$677	13.0	1.41
CZ5	22.0%	3,392	35.6	43.7%	\$8,413	\$737	11.4	1.61
CZ6	N/A - No PV Credit							
CZ7	N/A - No PV Credit							
CZ8	36.4%	3,290	10.2	44.0%	\$8,721	\$617	14.1	1.30
CZ9	35.0%	3,333	13.2	41.5%	\$8,333	\$595	14.0	1.31
CZ10	32.2%	3,517	15.4	42.3%	\$8,721	\$612	14.2	1.29
CZ11	31.2%	3,698	35.8	34.7%	\$9,420	\$752	12.5	1.47
CZ12	32.4%	3,386	27.9	33.8%	\$8,721	\$684	12.8	1.44
CZ13	31.3%	3,584	25.4	33.2%	\$9,189	\$715	12.9	1.43
CZ14	30.9%	4,366	26.4	39.4%	\$9,265	\$801	11.6	1.59
CZ15	32.2%	4,610	4.7	39.0%	\$9,265	\$767	12.1	1.52
CZ16	31.5%	3,881	80.4	31.8%	\$9,606	\$852	11.3	1.63
¹ Shaded rows reflect those cases which are not cost effective.								
² Based on CA electricity production and equivalent CO ₂ emission rates of 0.724 lbCO ₂ e / kWh & 11.7 lb-CO ₂ e / therm.								
³ Includes 10% markup for builder profit and overhead.								

Table 7: Single Family PV Performance Package Cost Effectiveness Results¹

Climate Zone	Compliance Margin	PV Capacity (kW)	Elec Savings (kWh)	Gas Savings (therms)	GHG % Savings ²	Package Cost ³	Utility Cost Savings	Simple Payback	Lifecycle Benefit-Cost Ratio
PV-Plus Package									
CZ1	32.2%	3.0	4,178	111.8	45.0%	\$14,146	\$889	15.9	1.15
CZ2	31.4%	2.5	3,798	132.7	51.9%	\$11,575	\$872	13.3	1.38
CZ3	21.8%	2.6	4,082	40.1	49.7%	\$10,836	\$784	13.8	1.33
CZ4	30.4%	2.3	3,619	21.8	39.2%	\$9,441	\$716	13.2	1.39
CZ5	22.0%	2.3	3,838	35.6	48.6%	\$9,441	\$768	12.3	1.49
CZ6	10.8%	2.5	3,912	17.1	48.9%	\$10,294	\$604	17.0	1.08
CZ7	10.6%	2.2	3,556	9.7	51.5%	\$9,602	\$655	14.7	1.25
CZ8	36.4%	2.6	4,026	10.2	53.4%	\$10,525	\$693	15.2	1.21
CZ9	35.0%	2.5	4,092	13.2	50.3%	\$10,137	\$713	14.2	1.29
CZ10	32.2%	2.5	4,202	15.4	50.0%	\$10,351	\$733	14.1	1.30
CZ11	31.2%	3.5	5,728	35.8	51.1%	\$14,368	\$1,097	13.1	1.40
CZ12	32.4%	2.9	4,673	27.9	45.2%	\$11,903	\$799	14.9	1.23
CZ13	31.3%	3.7	5,863	25.4	52.1%	\$14,913	\$1,111	13.4	1.37
CZ14	30.9%	2.5	4,941	26.4	44.1%	\$10,507	\$900	11.7	1.57
CZ15	32.2%	4.6	8,600	4.7	72.2%	\$18,521	\$1,497	12.4	1.48
CZ16	31.5%	2.5	4,501	80.4	35.6%	\$11,022	\$866	12.7	1.44
Zero-TDV Package									
CZ1	32.2%	4.8	6,560	111.8	62.9%	\$21,054	\$987	21.3	0.86
CZ2	31.4%	4.0	6,200	132.7	72.9%	\$17,532	\$960	18.3	1.01
CZ3	21.8%	3.5	5,557	40.1	65.2%	\$14,465	\$845	17.1	1.07
CZ4	30.4%	3.9	6,252	21.8	65.3%	\$15,786	\$808	19.5	0.94
CZ5	22.0%	3.2	5,411	35.6	65.9%	\$13,070	\$821	15.9	1.15
CZ6	10.8%	3.5	5,530	17.1	68.3%	\$14,271	\$644	22.2	0.83
CZ7	10.6%	3.1	5,083	9.7	72.4%	\$13,221	\$686	19.3	0.95
CZ8	36.4%	3.7	5,821	10.2	76.3%	\$14,930	\$705	21.2	0.87
CZ9	35.0%	4.3	7,090	13.2	85.4%	\$17,258	\$756	22.8	0.80
CZ10	32.2%	4.3	7,103	15.4	82.5%	\$17,258	\$776	22.2	0.83
CZ11	31.2%	6.1	9,908	35.8	85.0%	\$24,555	\$1,269	19.3	0.95
CZ12	32.4%	5.1	8,094	27.9	75.4%	\$20,363	\$944	21.6	0.85
CZ13	31.3%	6.4	10,075	25.4	87.1%	\$25,488	\$1,299	19.6	0.94
CZ14	30.9%	5.5	10,295	26.4	88.0%	\$22,072	\$1,068	20.7	0.89
CZ15	32.2%	7.7	13,811	4.7	115.5%	\$30,610	\$1,762	17.4	1.06
CZ16	31.5%	5.2	9,147	80.4	64.2%	\$21,636	\$1,061	20.4	0.90
¹ Shaded rows reflect those cases which are not cost effective. ² Based on CA electricity production and equivalent CO ₂ emission rates of 0.724 lbCO ₂ e / kWh & 11.7 lb-CO ₂ e / therm. ³ Includes 10% markup for builder profit and overhead.									

3.1.2 Single Family Package Recommendations

Based on the single family cost effective analysis, two reach code packages were developed, an efficiency package and a PV package as described below. Table 8 and Table 9 summarize the measures used to cost effectively meet the performance targets for each package.

Tier 1 Efficiency only: Where cost effective packages were identified, the 15% compliance margin target, consistent with CALGreen Tier 1 were used. As stated earlier, a cost effective 15% package was not identified for climate zone 4, so a 10% compliance margin target was used. No cost effective efficiency only packages were identified for climate zones 6 through 8.

Table 8: Single Family Efficiency Only: Cost Effective Measures Summary

Climate Zone	Compliance Margin Target	Oil	ACH50	Window U-value / SHGC	Door U-value	AH Fan W/cfm	HW Pipe Insul.
CZ1	15%	Y		.30/.50	0.20		Y
CZ2	15%	Y	3	.30/.23	0.20	0.30	Y
CZ3	15%	Y		.30/.50	0.20		Y
CZ4	10%	Y		.30/.23		0.30	
CZ5	15%	Y		.30/.50			Y
CZ6				No package			
CZ7				No package			
CZ8				No package			
CZ9	15%	Y		.30/.23		0.30	
CZ10	15%	Y		.30/.23		0.30	
CZ11	15%	Y		.30/.23		0.30	
CZ12	15%	Y		.30/.23		0.30	
CZ13	15%	Y		.30/.23		0.30	
CZ14	15%	Y		.30/.23		0.30	
CZ15	15%	Y				0.30	
CZ16	15%	Y	3	.30/.23	0.20	0.3	

PV-Plus: Cost effective packages with efficiency and PV were identified in all 16 climate zones, but the compliance margin targets were lowered to 20% for climates 3 and 5, and to 10% for 6 and 7. Table 9 summarizes the measures used in each climate zone to cost effectively meet the targets. It is assumed that the PV compliance credit can be used to meet all these targets, except in climate zones 6 and 7. It is also assumed that a PV system is installed per the methodology described in Table 3 and consistent with the CEC Solar PV Ordinance.

Table 9: Single Family PV-Plus: Cost Effective Measures Summary

Climate Zone	Compliance Margin Target	QII	ACH50	Window U-value / SHGC	Door U-value	HPA	AH Fan W/cfm	HW Pipe Insul.	PV Capacity (kW)
CZ1	30%	Y	3	.30/.50	0.20	Y		Y	3.0
CZ2	30%	Y		.30/.50	0.20	Y		Y	2.5
CZ3	20%	Y		.30/.50	0.20				2.6
CZ4	30%	Y		.30/.23					2.3
CZ5	20%	Y		.30/.50					2.3
CZ6	10%	Y					0.30		2.5
CZ7	10%	Y		.30/.23	0.20		0.30	Y	2.2
CZ8	30%	Y							2.6
CZ9	30%	Y							2.5
CZ10	30%	Y							2.5
CZ11	30%	Y		.30/.23	0.20				3.5
CZ12	30%	Y							2.9
CZ13	30%	Y		.30/.23					3.7
CZ14	30%	Y					0.30		2.5
CZ15	30%	Y					0.30		4.6
CZ16	30%	Y	3	.30/.23	0.20		0.30		2.5

3.2 Multifamily Results

It is generally more challenging to achieve equivalent savings targets for the multifamily cases than for the single family cases. With less exterior surface area per floor area the impact of envelope measures is diminished in multifamily buildings. The PV credit is also much smaller because it is offsetting only high performance walls; high performance attic is not applied to the multifamily prescriptive design because ducts are already assumed to be within conditioned space. Shaded rows in the tables below indicate cases that don't meet the 15% target for Tier 1 or don't have feasible Tier 2 packages.

3.2.1 Multifamily Cost Effectiveness Analysis

A comparison of cost effectiveness for the multi-family prototype is presented in Figure 2. Table 10 and Table 11 provide the results in tabular form, along with energy and greenhouse gas savings for the efficiency and PV performance tiers, respectively. *All multifamily results are presented on a per dwelling unit basis.* Cost effectiveness results are presented for all of the three efficiency packages described previously (envelope, equipment, and PV compliance credit) as well as for the two PV performance packages (PV-Plus and TDV-Zero). A summary of measures included in each package is listed in Appendix B.2. The lifecycle benefit-to-cost ratio threshold of one is roughly equivalent to a simple payback of 18 years. Shaded rows in the tables reflect those cases which aren't cost effective. While using high efficiency equipment is shown to result in an improved return on investment in many climates, it was necessary to find cost effective packages that do not require specification of equipment with efficiencies better than federally mandated values. It can be noted that since rental rates are determined primarily by location, tenants may not experience increased rents due to the cost of efficiency measures. If this is the case, the tenants have no costs and only the benefit of lower energy utility costs.

Tier 1, Envelope packages were found to be cost effective in climate zones 1, and 10 through 16, although the threshold for climate zone 10 was lowered to 10% to meet the cost effectiveness criteria. QII alone was found to be cost effective in climate zone 2 but a cost effective 10% package requires using the PV

compliance credit. No cost effective Tier 1, Envelope efficiency packages were identified in climate zones 3 through 9 without the addition of high efficiency equipment or PV.

Table 11 summarizes the cost effectiveness of the PV performance packages. PV capacity required to meet the required TDV energy offset for each case is also included. The PV capacity for the PV-Plus packages are sized the same as for the single family analysis and based upon the values in Table 3. The required TDV-Zero PV capacity per apartment ranges from 1.9 kW DC in the mild climates to 3.7 kW DC in hot climates (CZ15). For the multifamily prototype 8-unit apartment building, this is equivalent to 15.2 to 29.6 kW for the building. In all cases the measures in these packages reflect those in the Tier 2 package, with the exception of climate zones 6 & 7 where they are based on the Tier 1 envelope package.

The PV-Plus cases demonstrate cost effectiveness with a benefit-to-cost ratio ranging from 1.01 to 1.66. Similar to the single family analysis, while PV is cost effective in offsetting electricity use, adding PV to meet a zero TDV design reduces cost effectiveness in all cases with only two climates having a value greater than 1.

Greenhouse gas (GHG) savings range from 2.2% to 8.6% for the envelope and equipment Tier 1 packages. Including the PV compliance credit increases GHG reductions to 34% on average. GHG reductions for the two PV packages average 49% and 78% for the PV-Plus and ZN-TDV cases, respectively.

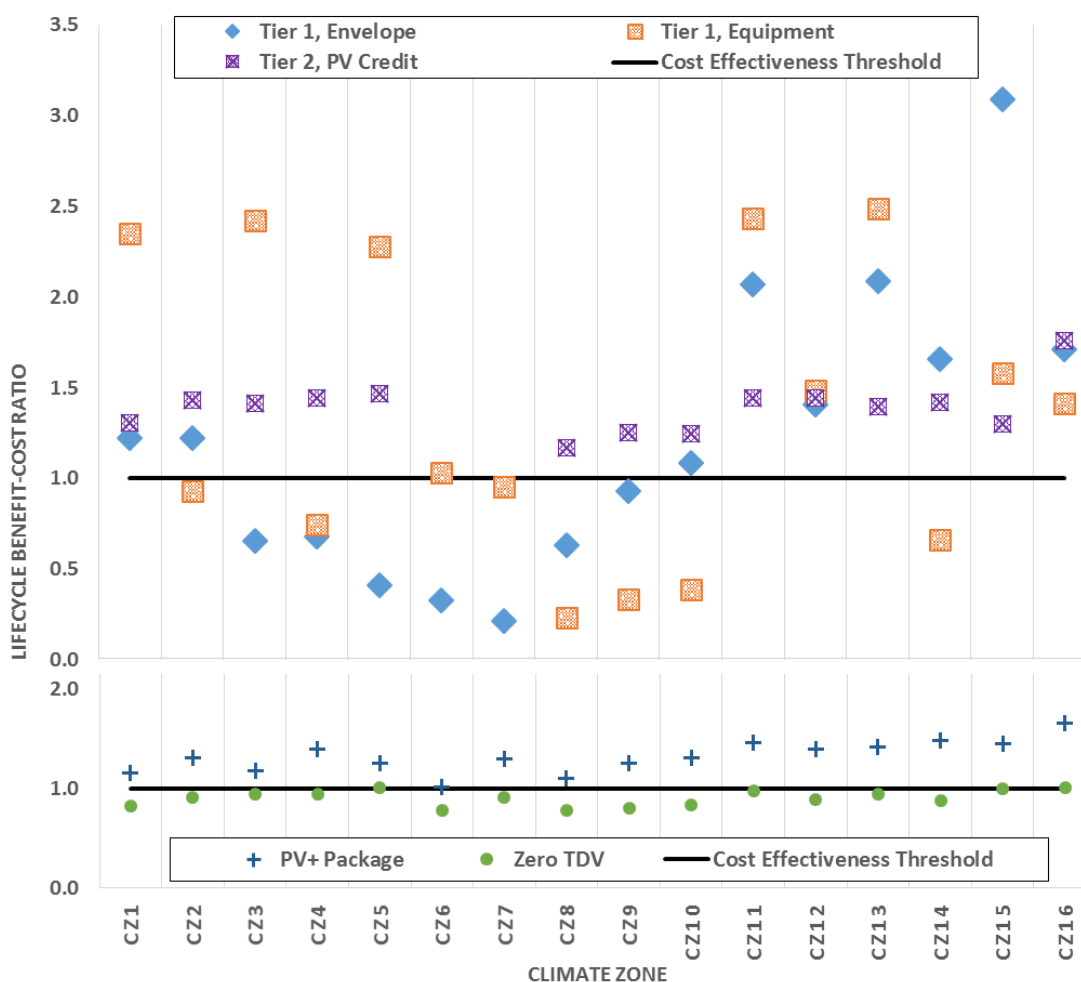


Figure 2: Multifamily cost effectiveness comparison

Table 10: Multifamily Efficiency Cost Effectiveness Results¹

Climate Zone	T-24 Comp. Margin	Elec Savings (kWh)	Gas Savings (therms)	% GHG Savings ²	Package Cost ³	Utility Cost Savings	Simple Payback	Lifecycle Benefit-Cost Ratio
Tier 1, Envelope Cases								
CZ1	16.5%	31	28.0	8.0%	\$559	\$37	15.0	1.22
CZ2	4.8%	7	7.3	2.2%	\$146	\$10	15.0	1.22
CZ3	10.9%	-3	14.3	4.5%	\$444	\$16	28.1	0.65
CZ4	10.9%	45	4.6	2.3%	\$364	\$14	26.9	0.68
CZ5	10.2%	-4	13.3	4.2%	\$641	\$14	45.1	0.41
CZ6	11.7%	19	7.7	3.0%	\$559	\$10	55.7	0.33
CZ7	10.2%	10	4.3	1.7%	\$641	\$7	87.3	0.21
CZ8	10.5%	55	1.2	1.5%	\$282	\$10	29.0	0.63
CZ9	12.3%	79	2.0	2.2%	\$282	\$14	19.7	0.93
CZ10	10.1%	92	2.5	2.6%	\$282	\$17	16.9	1.08
CZ11	17.7%	186	13.2	6.5%	\$436	\$49	8.9	2.07
CZ12	17.1%	103	12.6	5.4%	\$436	\$33	13.1	1.41
CZ13	18.1%	200	11.3	6.3%	\$436	\$50	8.8	2.09
CZ14	17.8%	176	12.9	6.3%	\$436	\$39	11.1	1.66
CZ15	17.7%	426	0.6	6.8%	\$436	\$73	5.9	3.09
CZ16	16.3%	91	29.9	8.0%	\$559	\$52	10.7	1.71
Tier 1, Equipment Cases								
CZ1	16.7%	8	31.7	8.6%	\$290	\$37	7.8	2.35
CZ2	15.0%	7	27.3	8.0%	\$642	\$32	19.8	0.93
CZ3	12.4%	1	16.9	5.4%	\$146	\$19	7.6	2.42
CZ4	16.3%	11	25.5	8.0%	\$765	\$31	24.8	0.74
CZ5	11.8%	-3	16.6	5.3%	\$146	\$18	8.1	2.28
CZ6	12.1%	1	16.4	5.6%	\$269	\$15	17.8	1.03
CZ7	12.5%	-1	15.9	5.5%	\$379	\$20	19.3	0.95
CZ8	15.2%	83	1.2	2.1%	\$1,133	\$14	80.4	0.23
CZ9	15.7%	106	2.0	2.8%	\$1,029	\$19	55.4	0.33
CZ10	15.5%	124	2.5	3.2%	\$1,029	\$22	47.2	0.39
CZ11	16.5%	202	6.3	5.0%	\$333	\$44	7.5	2.43
CZ12	15.0%	109	6.1	3.6%	\$333	\$27	12.4	1.48
CZ13	15.4%	199	5.1	4.6%	\$311	\$42	7.4	2.48
CZ14	16.5%	201	6.1	4.9%	\$1,029	\$37	27.7	0.66
CZ15	20.4%	515	0.4	8.2%	\$1,029	\$89	11.6	1.58
CZ16	15.7%	86	29.8	7.9%	\$668	\$51	13.0	1.41

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Climate Zone	T-24 Comp. Margin	Elec Savings (kWh)	Gas Savings (therms)	% GHG Savings ²	Package Cost ³	Utility Cost Savings	Simple Payback	Lifecycle Benefit-Cost Ratio
Tier 2, Cases with PV Credit								
CZ1	21.0%	1,370	28.0	30.2%	\$4,085	\$291	14.1	1.31
CZ2	20.4%	1,608	17.2	33.7%	\$4,085	\$318	12.8	1.43
CZ3	15.3%	1,585	14.1	35.7%	\$4,085	\$315	13.0	1.41
CZ4	26.9%	1,654	13.6	35.6%	\$4,085	\$321	12.7	1.44
CZ5	12.4%	1,677	13.3	37.7%	\$4,085	\$326	12.5	1.46
CZ6	N/A - No PV credit							
CZ7	N/A - No PV credit							
CZ8	21.0%	1,622	5.7	35.3%	\$4,085	\$260	15.7	1.17
CZ9	26.8%	1,719	4.0	35.4%	\$3,963	\$270	14.7	1.25
CZ10	26.2%	1,734	4.9	35.2%	\$3,963	\$269	14.7	1.25
CZ11	26.5%	1,778	13.2	32.6%	\$3,963	\$311	12.7	1.44
CZ12	26.5%	1,673	12.6	32.8%	\$3,963	\$312	12.7	1.44
CZ13	27.3%	1,746	11.3	31.8%	\$3,963	\$301	13.2	1.39
CZ14	26.0%	1,973	12.9	36.0%	\$3,963	\$307	12.9	1.42
CZ15	25.4%	2,100	0.6	33.0%	\$3,963	\$281	14.1	1.30
CZ16	25.7%	1,734	42.4	33.8%	\$3,848	\$369	10.4	1.76
¹ Shaded rows reflect those cases which are not cost effective.								
² Based on CA electricity production and equivalent CO ₂ emission rates of 0.724 lbCO ₂ e / kWh & 11.7 lb-CO ₂ e / therm.								
³ Includes 10% markup for builder profit and overhead.								

Table 11: Multifamily PV Performance Cost Effectiveness Results¹

Climate Zone	Compliance Margin	PV Capacity (kW)	Elec Savings (kWh)	Gas Savings (therms)	GHG % Savings ²	Package Cost ³	Utility Cost Savings	Simple Payback	Lifecycle Benefit-Cost Ratio
PV-Plus Package									
CZ1	21.0%	1.6	2,172	28.0	43.5%	\$6,201	\$393	15.8	1.16
CZ2	20.4%	1.4	2,234	17.2	44.9%	\$5,496	\$393	14.0	1.31
CZ3	15.3%	1.5	2,374	14.1	51.2%	\$5,849	\$377	15.5	1.18
CZ4	26.9%	1.3	2,137	13.6	44.8%	\$5,143	\$391	13.1	1.40
CZ5	12.4%	1.4	2,350	13.3	51.1%	\$5,496	\$375	14.7	1.25
CZ6	11.7%	1.5	2,388	7.7	52.5%	\$5,849	\$322	18.1	1.01
CZ7	10.2%	1.3	2,139	4.3	48.0%	\$5,226	\$369	14.2	1.30
CZ8	21.0%	1.5	2,413	5.7	51.6%	\$5,849	\$350	16.7	1.10
CZ9	26.8%	1.4	2,372	4.0	48.4%	\$5,373	\$369	14.6	1.26
CZ10	26.2%	1.4	2,386	4.9	47.9%	\$5,373	\$383	14.0	1.31
CZ11	26.5%	1.7	2,893	13.2	50.8%	\$6,431	\$514	12.5	1.47
CZ12	26.5%	1.5	2,457	12.6	46.5%	\$5,726	\$437	13.1	1.40
CZ13	27.3%	1.8	2,982	11.3	52.2%	\$6,784	\$525	12.9	1.42
CZ14	26.0%	1.3	2,512	12.9	44.9%	\$5,021	\$406	12.4	1.49
CZ15	25.4%	2.1	3,940	0.6	61.8%	\$7,842	\$618	12.7	1.45
CZ16	25.7%	1.3	2,244	42.4	40.9%	\$4,906	\$444	11.1	1.66
Zero-TDV Package									
CZ1	21.0%	2.5	3,415	28.0	64.2%	\$9,476	\$424	22.3	0.82
CZ2	20.4%	2.3	3,674	17.2	70.7%	\$8,741	\$433	20.2	0.91
CZ3	15.3%	2.0	3,233	14.1	68.1%	\$7,767	\$400	19.4	0.94
CZ4	26.9%	2.2	3,587	13.6	72.4%	\$8,320	\$429	19.4	0.95
CZ5	12.4%	1.9	3,189	13.3	67.8%	\$7,254	\$399	18.2	1.01
CZ6	11.7%	2.1	3,356	8.0	72.7%	\$8,011	\$341	23.5	0.78
CZ7	10.2%	2.1	3,383	4.0	75.0%	\$7,903	\$394	20.0	0.92
CZ8	21.0%	2.4	3,768	5.7	79.6%	\$8,869	\$379	23.4	0.78
CZ9	26.8%	2.5	4,124	4.0	83.1%	\$9,154	\$403	22.7	0.81
CZ10	26.2%	2.5	4,115	4.9	81.5%	\$9,115	\$415	22.0	0.84
CZ11	26.5%	3.0	4,979	13.2	84.9%	\$11,052	\$586	18.9	0.97
CZ12	26.5%	2.8	4,509	12.6	82.3%	\$10,336	\$503	20.6	0.89
CZ13	27.3%	3.2	5,129	11.3	87.6%	\$11,681	\$603	19.4	0.95
CZ14	26.0%	2.7	5,056	12.9	86.8%	\$10,014	\$482	20.8	0.88
CZ15	25.4%	3.7	6,571	0.6	102.9%	\$13,389	\$726	18.4	0.99
CZ16	25.7%	2.6	4,398	42.4	71.0%	\$9,379	\$514	18.2	1.01

¹ Shaded rows reflect those cases which are not cost effective.
² Based on CA electricity production and equivalent CO₂ emission rates of 0.724 lbCO₂e / kWh & 11.7 lb-CO₂e / therm.
³ Includes 10% markup for builder profit and overhead.

3.2.2 Multifamily Package Recommendations

Based on the multifamily cost effective analysis, two reach code packages were developed, similar to the single family packages. Table 12 and Table 13 summarize the measures used to cost effectively meet the performance targets for each multifamily package.

Tier 1 Efficiency only: Where cost effective packages were identified, the 15% compliance margin target, consistent with CALGreen Tier 1 were used. As stated earlier, a cost effective 15% package was not identified for climate zone 10, so a 10% compliance margin target was used, and only QII was cost effective in climate zone 2. Additionally, no cost effective efficiency only packages were identified for climate zones 3 through 9.

Table 12: Multifamily Efficiency Only: Cost Effective Measures Summary

Climate Zone	Compliance Margin Target	QII	Window U-value / SHGC	Door U-value	AH Fan W/cfm	Refrigerant Charge	HW Comp. Dist.
CZ1	15%	Y	0.30/0.50	0.20	0.3		Y
CZ2	QII Only	Y					
CZ3		No package					
CZ4		No package					
CZ5		No package					
CZ6		No package					
CZ7		No package					
CZ8		No package					
CZ9		No package					
CZ10	10%	Y	0.30/0.23		0.3		
CZ11	15%	Y	0.30/0.23	0.20	0.3		
CZ12	15%	Y	0.30/0.23	0.20	0.3		
CZ13	15%	Y	0.30/0.23	0.20	0.3		
CZ14	15%	Y	0.30/0.23	0.20	0.3		
CZ15	15%	Y	0.30/0.23	0.20	0.3		
CZ16	15%	Y	0.30/0.23	0.20	0.3		Y

PV-Plus: Cost effective packages with efficiency and PV were identified in all 16 climate zones, but the compliance margin targets in all climates were lowered below 30% in all cases to be cost effective. Table 13 summarizes the compliance margin targets in each climate zone and the measures used to cost effectively meet the targets. As with the single family packages, with the exception of climate zones 6 and 7, it is assumed that the PV compliance credit can be used to meet these targets. It is also assumed that a PV system is installed per the methodology developed for the proposed Solar PV ordinance (Table 3).

Table 13: Multifamily PV-Plus: Cost Effective Measures Summary

Climate Zone	Compliance Margin Target	QII	Window U-value / SHGC	Door U-value	AH Fan W/cfm	HW Comp. Dist.	PV Capacity (kW)
CZ1	20%	Y	0.30/0.50	0.20	0.3	Y	1.6
CZ2	20%	Y	0.30/0.23	0.20	0.3	Y	1.4
CZ3	15%	Y	0.30/0.50	0.20	0.3	Y	1.5
CZ4	25%	Y	0.30/0.23	0.20	0.3	Y	1.3
CZ5	10%	Y	0.30/0.50	0.20	0.3	Y	1.4
CZ6	10%	Y	0.30/0.23	0.20			1.5
CZ7	10%	Y	0.30/0.23	0.20			1.3
CZ8	20%	Y	0.30/0.23	0.20	0.3	Y	1.5
CZ9	25%	Y	0.30/0.23	0.20	0.3		1.4
CZ10	25%	Y	0.30/0.23	0.20	0.3		1.4
CZ11	25%	Y	0.30/0.23	0.20	0.3		1.7
CZ12	25%	Y	0.30/0.23	0.20	0.3		1.5
CZ13	25%	Y	0.30/0.23	0.20	0.3		1.8
CZ14	25%	Y	0.30/0.23	0.20	0.3		1.3
CZ15	25%	Y	0.30/0.23	0.20	0.3		2.1
CZ16	25%	Y	0.30/0.23	0.20			1.3

4 Conclusions & Summary

This report evaluated the feasibility and cost effectiveness of “above code” ordinance performance tiers through the application of both efficiency measures and PV in all 16 California climate zones. For this analysis, PG&E rates were used for gas and electricity in climate zones 1 through 5, 11 through 13, and 16. SCE electricity rates and Southern California Gas rates were used for climate zones 6, 8 through 10, 14 and 15. SDG&E rates were used for electricity and gas for climate zone 7.

The following describes the recommended performance levels for the above-code ordinance packages. The original intent was to develop packages that align with the tiers as defined in the 2016 CALGreen code. Based on the analysis results, performance thresholds were reduced in some climates and eliminated altogether in other climates. Identifying cost effective efficiency (only) packages was particularly challenging in multifamily buildings. Table 14 and Table 15 summarize recommended cost effective ordinance criteria by climate zone for single family and multifamily buildings, respectively. Where cost effective packages exist, there is both a Tier 1 efficiency only package and the efficiency with PV (PV-Plus) package. The tables include the Title 24 compliance target needed to meet the criteria for each package. Tier 1 compliance targets are compliance margins for efficiency measures only and are designed to be met without using the PV Compliance Credit. The PV-Plus compliance targets are for projects that include PV. The efficiency targets are set higher, but assume that the PV compliance credit (PVCC) is used to meet the performance targets. The efficiency targets are set lower for climate zones 6 and 7 because projects built in these climate zones are not eligible to take the PVCC.

Following is a summary of the differences between the two packages defined in this analysis and the tiers defined in CALGreen.

Tier 1 Packages: CALGreen defines Tier 1 as showing a 15% or greater Title 24 compliance margin compared to the Standard Design. The intent of the Efficiency tier in this study was to find cost effective packages of measures that meet the CALGreen Tier 1 criteria without mandating the installation of PV or high efficiency equipment that exceed federal minimum levels. To encourage adoption of efficiency measures in preparation for the 2019 Title-24 code, the authors recommend that PV not be allowed as a means to meet the Tier 1 compliance requirements. Based on the lifecycle benefit-to-cost ratio metric applied in this analysis, cost effectiveness results for the single family and low-rise multifamily homes show that there exist multiple cost effective packages to meet Tier 1. There are several climates where the compliance margin targets are lowered to maintain the cost effectiveness criteria and other climates where no cost effective efficiency packages were identified.

PV-Plus Packages: CALGreen defines both Tier 2 and ZNE Tier performance levels. The ZNE Tier requires that the building meet the required efficiency targets as defined in Section A4.203.1.2.3 of 2016 CALGreen and size a PV system to offset 100% of the TDV energy of the building (achieve an Energy Design Rating of 0). The results of this work, based on dwellings with gas and electricity, found that sizing the PV system to meet the ZNE Tier criteria was generally not cost effective or in some limited cases, marginally cost effective. Instead a PV and efficiency package (PV-Plus) was developed that limited the size of the PV system to no larger than the annual estimated electricity use of the building and combine it with efficiency measures that are cost effective in all climate zones. Lifecycle benefit-to-cost ratio for the PV-Plus cases for both the single family and multifamily prototypes are all above one. In cases where PV capacity in the PV-Plus package is less than the minimum to meet the PV compliance credit, it's recommended that jurisdictions allow the smaller PV capacity be installed and still qualify for the PVCC to avoid sizing the PV systems larger than the estimated electricity use.

Table 14: Single Family Reach Code Package Recommendations

Packages	Climate Zones	T-24 Compliance Target	PVCC Allowed	PV
Tier 1 Efficiency Only Package	1-3, 5, 9-16	15%	No	n/a
	4	10%	No	n/a
PV-Plus Package	1,2,4, 8-16	30%	Yes	Yes
	3,5	20%	Yes	Yes
	6-7	10%	n/a	Yes

Table 15: Multifamily Reach Code Package Recommendations

Packages	Climate Zones	T-24 Compliance Target	PVCC Allowed	PV
Tier 1 Efficiency Only Package	1, 11-16	15%	No	n/a
	10	10%	No	n/a
	2	QII	No	n/a
PV-Plus Package	4, 9-16	25%	Yes	Yes
	1-2, 8	20%	Yes	Yes
	3	15%	Yes	Yes
	5	10%	Yes	Yes
	6-7	10%	n/a	Yes

Consistent with CALGreen, a pre-requisite for all packages includes HERS verification of Quality Insulation Installation (QII).

The recommended packages do not include a TDV-Zero option because these packages were generally not found to be cost effective. Lifecycle benefit-to-cost ratios for the single family TDV-Zero packages are 0.78 to 1.07. Limited cost effectiveness is largely a result of oversizing the PV systems relative to the house electricity load. With mixed fuel homes, PV electricity generation offsets natural gas consumption when sizing relative to zero TDV. The consumer is compensated by the utility for electricity generation in excess of annual consumption, but only at the wholesale rate which is substantially lower than the retail rate. Consideration of dwellings without gas was not in the scope of this study.

In conclusion, this report has identified cost effective options to meet above-code performance levels for dwellings using natural gas and electricity which can be adopted by cities and counties within investor-owned utility territories across California. Including PV to the level of offsetting electricity loads was found to be cost effective in all sixteen climate zones evaluated as summarized above.

5 References

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Appendix A – Prescriptive Package

The following presents the residential prescriptive package as printed in the 2016 Building Energy Efficiency Standards (CEC, 2016b).

TABLE 150.1-A COMPONENT PACKAGE-A STANDARD BUILDING DESIGN

		C																			
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16				
Building Envelope Insulation	Roofs/ Ceilings	Option A (meets §150.1(c)(9A))	Continuous Insulation Above Roof Rafter	Roofing Type	No Air Space ¹	NR	NR	NR	R 8	NR	NR	NR	R 8	R 8	R 8	R 8	R 8	R 8	R 8	R 8	
				Roofing Type	With Air Space ²	NR	NR	NR	R 6	NR	NR	NR	R 6	R 6	R 6	R 6	R 6	R 6	R 6	R 6	R 6
			Ceiling Insulation		R 38	R 38	R 30	R 38	R 30	R 30	R 30	R 38	R 38	R 38	R 38	R 38	R 38	R 38	R 38	R 38	R 38
		Radiant Barrier		NR	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	NR
		Option B (meets §150.1(c)(9A))	Below Roof Deck Insulation	Roofing Type	No Air Space	NR	NR	NR	R 18	NR	NR	NR	R 18	R 18	R 18	R 18	R 18	R 18	R 18	R 18	R 18
				Roofing Type	With Air Space	NR	NR	NR	R 13	NR	NR	NR	R 13	R 13	R 13	R 13	R 13	R 13	R 13	R 13	R 13
	Ceiling Insulation		R 38	R 38	R 30	R 38	R 30	R 30	R 30	R 38	R 38	R 38	R 38	R 38	R 38	R 38	R 38	R 38	R 38	R 38	
	Radiant Barrier		NR	REQ	REQ	NR	REQ	REQ	REQ	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	
	Option C (meets	Ceiling Insulation		R 38	R 30	R 30	R 30	R 30	R 30	R 30	R 30	R 30	R 30	R 38	R 38	R 38	R 38	R 38	R 38	R 38	
		Radiant Barrier		NR	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	NR

TABLE 150.1-A COMPONENT PACKAGE-A STANDARD BUILDING DESIGN (CONTINUED)

			Climate Zone																		
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16			
Building Envelope Insulation	Walls	Above Grade	Framed ⁴	U 0.051	U 0.051	U 0.051	U 0.051	U 0.051	U 0.065	U 0.065	U 0.051	U 0.051	U 0.051	U 0.051	U 0.051	U 0.051	U 0.051	U 0.051	U 0.051		
			Mass Wall Interior ⁵	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.059 R 17
			Mass Wall Exterior ⁶	U 0.125 R 8.0	U 0.125 R 8.0	U 0.125 R 8.0	U 0.125 R 8.0	U 0.125 R 8.0	U 0.125 R 8.0	U 0.125 R 8.0	U 0.125 R 8.0	U 0.125 R 8.0	U 0.125 R 8.0	U 0.125 R 8.0	U 0.125 R 8.0	U 0.125 R 8.0	U 0.125 R 8.0	U 0.125 R 8.0	U 0.1025 R 8.0	U 0.125 R 8.0	U 0.070 R 13
		Below Grade	Below Grade Interior ⁷	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.070 R 13	U 0.066 R 15
			Below Grade Exterior	U 0.200 R 5.0	U 0.200 R 5.0	U 0.200 R 5.0	U 0.200 R 5.0	U 0.200 R 5.0	U 0.200 R 5.0	U 0.200 R 5.0	U 0.200 R 5.0	U 0.200 R 5.0	U 0.200 R 5.0	U 0.200 R 5.0	U 0.200 R 5.0	U 0.200 R 5.0	U 0.200 R 5.0	U 0.100 R 10	U 0.100 R 10	U 0.053 R 19	
	Floors	Slab Perimeter	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	U 0.58 R 7.0	
		Raised	U 0.037 R 19	U 0.037 R 19	U 0.037 R 19	U 0.037 R 19	U 0.037 R 19	U 0.037 R 19	U 0.037 R 19	U 0.037 R 19	U 0.037 R 19	U 0.037 R 19	U 0.037 R 19	U 0.037 R 19	U 0.037 R 19	U 0.037 R 19	U 0.037 R 19	U 0.037 R 19	U 0.037 R 19	U 0.037 R 19	
		Concrete Raised	U 0.092 R 8.0	U 0.092 R 8.0	U 0.269 R 0	U 0.269 R 0	U 0.269 R 0	U 0.269 R 0	U 0.269 R 0	U 0.269 R 0	U 0.269 R 0	U 0.269 R 0	U 0.269 R 0	U 0.092 R 8.0	U 0.138 R 4.0	U 0.092 R 8.0	U 0.092 R 8.0	U 0.138 R 4.0	U 0.092 R 8.0	U 0.092 R 8.0	
	Building Envelope	Roofing Products	Low-sloped	Aged Solar Reflectance	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	0.63	NR	0.63	NR	
				Thermal Emittance	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	0.75	NR	0.75	NR
Steep Sloped		Aged Solar Reflectance	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	0.20	0.20	0.20	0.20	0.20	0.20	0.20	NR	
		Thermal Emittance	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	0.75	0.75	0.75	0.75	0.75	0.75	0.75	NR	
Building Envelope	Fenestration	Maximum U-factor	0.32	0.32	0.32	0.32	0.32	0.32	0.32	0.32	0.32	0.32	0.32	0.32	0.32	0.32	0.32	0.32	0.32		
		Maximum SHGC	NR	0.25	NR	0.25	NR	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25		
		Maximum Total Area	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%	20%		
		Maximum West Facing Area	NR	5%	NR	5%	NR	5%	5%	5%	5%	5%	5%	5%	5%	5%	5%	5%	5%		

TABLE 150.1-A COMPONENT PACKAGE-A STANDARD BUILDING DESIGN (CONTINUED)

			Climate Zone																	
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16		
HVAC SYSTEM	Space Heating¹¹	Electric-Resistance Allowed	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No	No		
		If gas, AFUE	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	
		If Heat Pump, HSPF⁹	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	
	Space cooling	SEER	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	MIN	
		Refrigerant Charge Verification or Fault Indicator Display	NR	REQ	NR	NR	NR	NR	NR	NR	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	NR	
		Whole House Fan¹⁰	NR	NR	NR	NR	NR	NR	NR	NR	REQ	REQ	REQ	REQ	REQ	REQ	REQ	NR	NR	
	Central System Air Handlers	Central Fan Integrated Ventilation System Fan Efficacy	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	
	Ducts¹²	Roof/Ceiling Options A & B	Duct Insulation	R-8	R-8	R-6	R-8	R-6	R-6	R-6	R-8	R-8	R-8	R-8	R-8	R-8	R-8	R-8	R-8	
			§150.1(c)9A	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
		Roof/Ceiling	Duct Insulation	R-6	R-6	R-6	R-6	R-6	R-6	R-6	R-6	R-6	R-6	R-6	R-6	R-6	R-6	R-6	R-6	R-6
			§150.1(c)9B	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ	REQ
	Water Heating	All Buildings		System Shall meet Section 150.1(c)8																

Footnote requirements to TABLE 150.1-A:¹⁰

1. Install the specified R-value with no air space present between the roofing and the roof deck.
2. Install the specified R-value with an air space present between the roofing and the roof deck. Such as standard installation of concrete or clay tile.
3. R-values shown for below roof deck insulation are for wood-frame construction with insulation installed between the framing members.
4. Assembly U-factors can be met with cavity insulation alone or with continuous insulation alone, or with both cavity and continuous insulation that results in an assembly U-factor equal to or less than the U-factor shown. Use Reference Joint Appendices JA4 Table 4.3.1, 4.3.1(a), or Table 4.3.4 to determine alternative insulation products to meet the required maximum U-factor.
5. Mass wall has a thermal heat capacity greater than or equal to 7.0 Btu/h-ft². "Interior" denotes insulation installed on the inside surface of the wall.
6. Mass wall has a thermal heat capacity greater than or equal to 7.0 Btu/h-ft². "Exterior" denotes insulation installed on the exterior surface of the wall.
7. Below grade "interior" denotes insulation installed on the inside surface of the wall.
8. Below grade "exterior" denotes insulation installed on the outside surface of the wall.
9. HSPF means "heating seasonal performance factor."
10. When whole house fans are required (REQ), only those whole house fans that are listed in the Appliance Efficiency Directory may be installed. Compliance requires installation of one or more WHFs whose total airflow CFM is capable of meeting or exceeding a minimum 1.5 cfm/square foot of conditioned floor area as specified by Section 150.1(c)12.
11. A supplemental heating unit may be installed in a space served directly or indirectly by a primary heating system, provided that the unit thermal capacity does not exceed 2 kilowatts or 7,000 Btu/hr and is controlled by a timelimiting device not exceeding 30 minutes.
12. For duct and air handler location: REQ denotes location in conditioned space. When the table indicates ducts and air handlers are in conditioned space, a HERS verification is required as specified by Reference Residential Appendix RA3.1.4.3.8.

¹⁰ Single family buildings are modeled with Option B and multifamily buildings are modeled with Option C.

Appendix B.1 – Single Family Package Summaries

Table 16: Single Family Tier Packages

Climate Zone	QII	ACH50	Window U-value / SHGC	Door U-value	HPA	Furnace AFUE	AC SEER/EER	AH Fan W/cfm	DHW EF	HW Pipe Insul.	PV Credit Size (kW)	T-24 Comp. Margin
Tier 1, Envelope Cases												
CZ1	Y		.30/.50	0.20						Y		16.1%
CZ2	Y	3	.30/.23	0.20				0.30		Y		15.8%
CZ3	Y		.30/.50	0.20						Y		15.5%
CZ4	Y		.30/.23					0.30				12.0%
CZ5	Y		.30/.50							Y		15.2%
CZ6	Y											8.7%
CZ7	Y											7.0%
CZ8	Y											8.9%
CZ9	Y		.30/.23					0.30				17.2%
CZ10	Y		.30/.23					0.30				17.2%
CZ11	Y		.30/.23					0.30				16.9%
CZ12	Y		.30/.23					0.30				16.4%
CZ13	Y		.30/.23					0.30				17.4%
CZ14	Y		.30/.23					0.30				16.4%
CZ15	Y							0.30				15.2%
CZ16	Y	3	.30/.23	0.20				0.30				15.8%
Tier 1, Equipment Cases												
CZ1	Y					0.92						19.3%
CZ2	Y					0.92						16.8%
CZ3	Y							0.94				15.3%
CZ4	Y					0.92		0.30				17.0%
CZ5	Y							0.94				16.9%
CZ6	Y							0.94		Y		15.5%
CZ7	Y							0.94				15.6%
CZ8	Y							0.30	0.94			17.4%
CZ9	Y					15/12.5	0.30					16.9%
CZ10	Y					15/12.5	0.30					16.6%
CZ11	Y					15/12.5	0.30					17.3%
CZ12	Y					15/12.5	0.30					16.0%
CZ13	Y					15/12.5	0.30					17.9%
CZ14	Y					15/12.5	0.30					17.1%
CZ15	Y						0.30					15.2%
CZ16	Y					0.92						17.6%

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Climate Zone	QII	ACH50	Window U-value / SHGC	Door U-value	HPA	Furnace AFUE	AC SEER/EER	AH Fan W/cfm	DHW EF	HW Pipe Insul.	PV Credit Size (kW)	T-24 Comp. Margin
Tier 2, Cases with PV Credit												
CZ1	Y	3	.30/.50	0.20	Y					Y	2.1	32.2%
CZ2	Y		.30/.50	0.20	Y					Y	2.1	31.4%
CZ3	Y		.30/.50	0.20							2.0	21.8%
CZ4	Y		.30/.23								2.1	30.4%
CZ5	Y		.30/.50								2.0	22.0%
CZ6						N/A – No PV Credit						
CZ7						N/A – No PV Credit						
CZ8	Y										2.1	36.4%
CZ9	Y										2.0	35.0%
CZ10	Y										2.1	32.2%
CZ11	Y		.30/.23	0.20							2.2	31.2%
CZ12	Y										2.1	32.4%
CZ13	Y		.30/.23								2.2	31.3%
CZ14	Y							0.30			2.2	30.9%
CZ15	Y							0.30			2.2	32.2%
CZ16	Y	3	.30/.23	0.20				0.30			2.1	31.5%

Appendix B.2 – Multifamily Package Summaries

Table 17: Multifamily Tier 1 Packages

Climate Zone	QII	Window U-value / SHGC	Door U-value	Furnace AFUE	AC SEER/EER	AH Fan W/cfm	Refrigerant Charge	DHW EF	HW Comp. Dist.	PV Credit Size (kW)	T-24 Comp. Margin
Tier 1, Envelope Cases											
CZ1	Y	0.30/0.50	0.20			0.3			Y		16.5%
CZ2	Y										4.8%
CZ3	Y	0.30/0.50	0.20						Y		10.9%
CZ4	Y	0.30/0.23				0.3	Y				10.9%
CZ5	Y	0.30/0.50	0.20			0.3	Y		Y		10.2%
CZ6	Y	0.30/0.23	0.20			0.3			Y		11.7%
CZ7	Y	0.30/0.23	0.20			0.3	Y		Y		10.2%
CZ8	Y	0.30/0.23				0.3					10.5%
CZ9	Y	0.30/0.23				0.3					12.3%
CZ10	Y	0.30/0.23				0.3					10.1%
CZ11	Y	0.30/0.23	0.20			0.3					17.7%
CZ12	Y	0.30/0.23	0.20			0.3					17.1%
CZ13	Y	0.30/0.23	0.20			0.3					18.1%
CZ14	Y	0.30/0.23	0.20			0.3					17.8%
CZ15	Y	0.30/0.23	0.20			0.3					17.7%
CZ16	Y	0.30/0.23	0.20			0.3			Y		16.3%
Tier 1, Equipment Cases											
CZ1	Y	0.30/0.50						94	Y		16.7%
CZ2	Y			92				96			15.0%
CZ3	Y							94			12.4%
CZ4	Y			92				96	Y		16.3%
CZ5	Y							94			11.8%
CZ6	Y							94	Y		12.1%
CZ7	Y							96	Y		12.5%
CZ8	Y	0.30/0.23			16/13	0.3	Y				15.2%
CZ9	Y				16/13	0.3					15.7%
CZ10	Y				16/13	0.3					15.5%
CZ11	Y	0.30/0.23			15/12.5	0.3					16.5%
CZ12	Y	0.30/0.23			15/12.5	0.3					15.0%
CZ13	Y				15/12.5	0.3					15.4%
CZ14	Y				16/13	0.3					16.5%
CZ15	Y				16/13	0.3					20.4%
CZ16	Y	0.30/0.23		92		0.3					15.7%

Climate Zone	QII	Window U-value / SHGC	Door U-value	Furnace AFUE	AC SEER/EER	AH Fan W/cfm	Refrigerant Charge	DHW EF	HW Comp. Dist.	PV Credit Size (kW)	T-24 Comp. Margin
Tier 2, Cases with PV Credit											
CZ1	Y	0.30/0.50	0.20			0.3			Y	1.0	21.0%
CZ2	Y	0.30/0.23	0.20			0.3			Y	1.0	20.4%
CZ3	Y	0.30/0.50	0.20			0.3			Y	1.0	15.3%
CZ4	Y	0.30/0.23	0.20			0.3			Y	1.0	26.9%
CZ5	Y	0.30/0.50	0.20			0.3			Y	1.0	12.4%
CZ6					N/A – No PV Credit						
CZ7					N/A – No PV Credit						
CZ8	Y	0.30/0.23	0.20			0.3			Y	1.0	21.0%
CZ9	Y	0.30/0.23	0.20			0.3				1.0	26.8%
CZ10	Y	0.30/0.23	0.20			0.3				1.0	26.2%
CZ11	Y	0.30/0.23	0.20			0.3				1.0	26.5%
CZ12	Y	0.30/0.23	0.20			0.3				1.0	26.5%
CZ13	Y	0.30/0.23	0.20			0.3				1.0	27.3%
CZ14	Y	0.30/0.23	0.20			0.3				1.0	26.0%
CZ15	Y	0.30/0.23	0.20			0.3				1.0	25.4%
CZ16	Y	0.30/0.23	0.20							1.0	25.7%

Appendix C - Utility Rate Tariffs

Following are the PG&E electricity, both standard and time-of-use, and natural gas tariffs applied in this study. The PG&E monthly gas rate in \$/therm was applied on a monthly basis for the 12-month period ending March 2016.



Pacific Gas and Electric Company
San Francisco, California
U 39

Cancelling Revised Revised Cal. P.U.C. Sheet No. 36706-E
Cal. P.U.C. Sheet No. 36470-E

ELECTRIC SCHEDULE E-1 Sheet 1
RESIDENTIAL SERVICES

APPLICABILITY: This schedule is applicable to single-phase and polyphase residential service in single-family dwellings and in flats and apartments separately metered by PG&E; to single-phase and polyphase service in common areas in a multifamily complex (see Special Condition 8); and to all single-phase and polyphase farm service on the premises operated by the person whose residence is supplied through the same meter.

The provisions of Schedule S—Standby Service Special Conditions 1 through 6 shall also apply to customers whose premises are regularly supplied in part (but not in whole) by electric energy from a nonutility source of supply. These customers will pay monthly reservation charges as specified under Section 1 of Schedule S, in addition to all applicable Schedule E-1 charges. See Special Conditions 11 and 12 of this rate schedule for exemptions to standby charges.

TERRITORY: This rate schedule applies everywhere PG&E provides electric service.

RATES: Total bundled service charges are calculated using the total rates below. Customers on this schedule are subject to the delivery minimum bill amount shown below applied to the delivery portion of the bill (i.e. to all rate components other than the generation rate). In addition, total bundled charges will include applicable generation charges per kWh for all kWh usage.

Customers receiving a medical baseline allowance shall pay for all usage in excess of 200 percent of baseline at a rate \$0.04000 per kWh less than the applicable rate for usage in excess of 200 percent of baseline. No portion of the rates paid by customers that receive a Medical Baseline allowance shall be used to pay the DWR Bond charge. For these customers, the Conservation Incentive Adjustment is calculated residually based on the total rate less the sum of: Transmission, Transmission Rate Adjustments, Reliability Services, Distribution, Generation, Public Purpose Programs, Nuclear Decommissioning, Competition Transition Charges (CTC), New System Generation Charges,¹ and Energy Cost Recovery Amount. Customers receiving a medical baseline allowance shall also receive a 50 percent discount on the delivery minimum bill amount shown below.

Direct Access (DA) and Community Choice Aggregation (CCA) charges shall be calculated in accordance with the paragraph in this rate schedule titled Billing.

TOTAL RATES

Total Energy Rates (\$ per kWh)	
Baseline Usage	\$0.18212
101% - 130% of Baseline	\$0.24090 (I)
131% - 200% of Baseline	\$0.24090 (R)
201% - 300% of Baseline	\$0.39999 (I)
Over 300% of Baseline	\$0.39999 (I)
Delivery Minimum Bill Amount (\$ per meter per day)	\$0.32854
California Climate Credit (per household, per semi-annual payment occurring in the April and October bill cycles)	(\$28.14)

¹ Per Decision 11-12-031, New System Generation Charges are effective 1/1/2012.

(Continued)

Advice Letter No:	4810-E-A	Issued by	Date Filed	May 31, 2016
Decision No.	15-07-001 and E-4782	Steven Malnight	Effective	June 1, 2016
		Senior Vice President	Resolution No.	
		Regulatory Affairs		

1C8



Pacific Gas and Electric Company
 San Francisco, California
 U 39

Cancelling Revised Cal. P.U.C. Sheet No. 36713-E
 Revised Cal. P.U.C. Sheet No. 36500-E

ELECTRIC SCHEDULE E-TOU
RESIDENTIAL TIME-OF-USE SERVICE

Sheet 2

RATES
 (Cont'd.):

OPTION A TOTAL RATES

Total Energy Rates (\$ per kWh)	PEAK		OFF-PEAK	
<i>Summer</i>				
Total Usage	\$0.40327	(I)	\$0.32769	(I)
Baseline Credit (Applied to Baseline Usage Only)	(\$0.11709)	(R)	(\$0.11709)	(R)
<i>Winter</i>				
Total Usage	\$0.28530	(I)	\$0.27100	(I)
Baseline Credit (Applied to Baseline Usage Only)	(\$0.11709)	(R)	(\$0.11709)	(R)
Delivery Minimum Bill Amount (\$ per meter per day)	\$0.32854			
California Climate Credit (per household, per semi-annual payment occurring in the April and October bill cycles)	(\$28.14)			

Total bundled service charges shown on customer's bills are unbundled according to the component rates shown below. Where the delivery minimum bill amount applies, the customer's bill will equal the sum of (1) the delivery minimum bill amount plus (2) for bundled service, the generation rate times the number of kWh used. For revenue accounting purposes, the revenues from the delivery minimum bill amount will be assigned to the Transmission, Transmission Rate Adjustments, Reliability Services, Public Purpose Programs, Nuclear Decommissioning, Competition Transition Charges, Energy Cost Recovery Amount, DWR Bond, and New System Generation Charges¹ based on kWh usage times the corresponding unbundled rate component per kWh, with any residual revenue assigned to Distribution.*

¹ Per Decision 11-12-031, New System Generation Charges are effective 1/1/2012.
 * This same assignment of revenues applies to direct access and community choice aggregation customers.

(Continued)

Advice Letter No: 4810-E-A
 Decision No. 15-07-001 and E-4782

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Steven Malnight
 Senior Vice President
 Regulatory Affairs

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2C9



Pacific Gas and Electric Company
 San Francisco, California
 U 39

Revised
 Revised
 Cal. P.U.C. Sheet No. 32682-G
 Cal. P.U.C. Sheet No. 32620-G

**GAS SCHEDULE G-1
 RESIDENTIAL SERVICE**

Sheet 1

APPLICABILITY: This rate schedule* applies to natural gas service to Core End-Use Customers on PG&E's Transmission and/or Distribution Systems. To qualify, service must be to individually-metered single family premises for residential use, including those in a multifamily complex, and to separately-metered common areas in a multifamily complex where Schedules GM, GS, or GT are not applicable. Common area accounts that are separately metered by PG&E have an option of switching to a core commercial rate schedule. Common area accounts are those accounts that provide gas service to common use areas as defined in Rule 1.

TERRITORY: Schedule G-1 applies everywhere within PG&E's natural gas Service Territory.

RATES: Customers on this schedule pay a Procurement Charge and a Transportation Charge, per meter, as shown below. The Transportation Charge will be no less than the Minimum Transportation Charge, as follows:

<u>Minimum Transportation Charge:**</u>		<u>Per Day</u>	
		\$0.09863	
		<u>Per Therm</u>	
		<u>Baseline</u>	<u>Excess</u>
<u>Procurement:</u>	\$0.20960	(R)	\$0.20960 (R)
<u>Transportation Charge:</u>	\$0.81592		\$1.30547
Total:	\$1.02552	(R)	\$1.51507 (R)

Public Purpose Program Surcharge:

Customers served under this schedule are subject to a gas Public Purpose Program (PPP) Surcharge under Schedule G-PPPS.

See Preliminary Statement, Part B for the Default Tariff Rate Components.

The Procurement Charge on this schedule is equivalent to the rate shown on informational Schedule G-CP—Gas Procurement Service to Core End-Use Customers.

BASELINE QUANTITIES: The delivered quantities of gas shown below are billed at the rates for baseline use.

Baseline Territories***	BASELINE QUANTITIES (Therms Per Day Per Dwelling Unit)	
	Summer Effective Apr. 1, 2016	Winter Effective Nov. 1, 2015
P	0.46	2.15
Q	0.69	1.98
R	0.46	1.79
S	0.46	1.92
T	0.69	1.79
V	0.69	1.79
W	0.46	1.69
X	0.59	1.98
Y	0.85	2.55

* PG&E's gas tariffs are available online at www.pge.com.
 ** The Minimum Transportation charge does not apply to submetered tenants of master-metered customers served under gas rate Schedules GS and GT.
 *** The applicable baseline territory is described in Preliminary Statement, Part A.

(Continued)

Advice Letter No: 3715-G	Issued by <u>Steven Malnight</u>	Date Filed <u>May 24, 2016</u>
Decision No. 97-10-065 & 98-07-025	Senior Vice President <u>Regulatory Affairs</u>	Effective <u>June 1, 2016</u>
		Resolution No. _____

Following are the SCE electricity tariffs, both standard and time-of-use, and SoCalGas natural gas tariffs applied in this study.



Southern California Edison
Rosemead, California (U 338-E)

Revised Cal. PUC Sheet No. 59026-E
Cancelling Revised Cal. PUC Sheet No. 58237-E

		Schedule D		Sheet 2	
		DOMESTIC SERVICE			
		(Continued)			
<u>RATES</u>					
		Delivery Service	Generation ²		
		Total ¹	UG ^{3*}	DWRBC ²	
Energy Charge- \$/kWh/Meter/Day					
Baseline Service					
	Summer	0.06799 (I)	0.06919 (I)	(0.00022)	
	Winter	0.06799 (I)	0.06919 (I)	(0.00022)	
Nonbaseline Service*					
	101% - 200% of Baseline - Summer	0.15997 (I)	0.06919 (I)	(0.00022)	
	Winter	0.15997 (I)	0.06919 (I)	(0.00022)	
	Over 200% of Baseline - Summer	0.22305 (R)	0.06919 (I)	(0.00022)	
	Winter	0.22305 (R)	0.06919 (I)	(0.00022)	
Basic Charge - \$/Meter/Day					
	Single-Family Accommodation	0.031			
	Multi-Family Accommodation	0.024			
Minimum Charge** - \$/Meter/Day					
	Single-Family Accommodation	0.329			
	Multi-Family Accommodation	0.329			
Minimum Charge (Medical Baseline)** - \$/Meter/Day					
	Single-Family Accommodation	0.164			
	Multi-Family Accommodation	0.164			
California Climate Credit ⁴		(35.00)			
Peak Time Rebate - \$/kWh				(0.75)	
Peak Time Rebate enabling technology - \$/kWh				(1.25)	

* Nonbaseline Service includes all kWh in excess of applicable Baseline allocations as described in Preliminary Statement, Part H, Baseline Service.

** The Minimum Charge is applicable when the Delivery Service Energy Charge, plus the applicable Basic Charge is less than the Minimum Charge.

*** The ongoing Competition Transition Charge (CTC) of \$(0.00015) per kWh is recovered in the UG component of Generation.

1 Total = Total Delivery Service rates are applicable to Bundled Service, Direct Access (DA) and Community Choice Aggregation Service (CCA Service) Customers, except DA and CCA Service Customers are not subject to the DWRBC rate component of this Schedule but instead pay the DWRBC as provided by Schedule DA-CRS or Schedule CCA-CRS.

2 Generation = The Generation rates are applicable only to Bundled Service Customers.

3 DWRBC = Department of Water Resources (DWR) Energy Credit - For more information on the DWR Energy Credit, see the Billing Calculation Special Condition of this Schedule.

4 Applied on an equal basis, per household, semi-annually. See the Special Conditions of this Schedule for more information.

(Continued)

(To be inserted by utility)

Advice 3401-E
Decision 16-03-030

2011

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R. O. Nichols
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(To be inserted by Cal. PUC)

Date Filed May 2, 2016
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Southern California Edison
Rosemead, California (U 338-E)

Revised Cal. PUC Sheet No. 59059-E
Cancelling Revised Cal. PUC Sheet No. 58249-E

Schedule TOU-D-T
TIME-OF-USE TIERED DOMESTIC

Sheet 2

(Continued)

RATES



	Delivery Service Total ¹	Generation ²	
		UG ³	DWREC ³
Energy Charge - \$/kWh/Meter/Day			
Summer Season - On-Peak			
Level I (up to 130% of Baseline)	0.10523 (I)	0.21660 (R)	(0.00022)
Level II (More than 130% of Baseline)	0.18352 (R)	0.21660 (R)	(0.00022)
Summer Season - Off-Peak			
Level I (up to 130% of Baseline)	0.10523 (I)	0.05311 (I)	(0.00022)
Level II (More than 130% of Baseline)	0.18352 (R)	0.05311 (I)	(0.00022)
Winter Season - On-Peak			
Level I (up to 130% of Baseline)	0.10523 (I)	0.09660 (R)	(0.00022)
Level II (More than 130% of Baseline)	0.18352 (R)	0.09660 (R)	(0.00022)
Winter Season - Off-Peak			
Level I (up to 130% of Baseline)	0.10523 (I)	0.04749 (I)	(0.00022)
Level II (More than 130% of Baseline)	0.18352 (R)	0.04749 (I)	(0.00022)
Basic Charge - \$/Meter/Day			
Single-Family Accommodation	0.031		
Multi-Family Accommodation	0.024		
Minimum Charge* - \$/Meter/Day			
Single-Family Accommodation	0.329		
Multi-Family Accommodation	0.329		
Minimum Charge (Medical Baseline)** - \$/Meter/Day			
Single-Family Accommodation	0.164		
Multi-Family Accommodation	0.164		
California Climate Credit ⁴	(36.00)		
California Alternate Rates for Energy Discount - %	100.00*		
Peak Time Rebate - \$/kWh		(0.75)	
Peak Time Rebate enabling technology - \$/kWh		(1.25)	

* The Minimum Charge is applicable when the Delivery Service Energy Charge, plus the applicable Basic Charge is less than the Minimum Charge.
 ** Represents 100% of the discount percentage as shown in the applicable Special Condition of this Schedule.
 *** The ongoing Competition Transition Charge (CTC) of \$(0.00015) per kWh is recovered in the UG component of Generation.
 1 Total = Total Delivery Service rates are applicable to Bundled Service, Direct Access (DA) and Community Choice Aggregation Service (CCA Service) Customers, except DA and CCA Service Customers are not subject to the DWRBC rate component of this Schedule but instead pay the DWRBC as provided by Schedule DA-CRS or Schedule CCA-CRS
 2 Generation = The Gen rates are applicable only to Bundled Service Customers.
 3 DWREC = Department of Water Resources (DWR) Energy Credit - For more information on the DWR Energy Credit, see the Billing Calculation Special Condition of this Schedule.
 4 Applied on an equal basis, per household, semi-annually. See the Special Conditions of this Schedule for more information.

(Continued)

(To be inserted by utility)

Advice 3401-E
Decision 16-03-030

2016

Issued by

R. O. Nichols
Senior Vice President

(To be inserted by Cal. PUC)

Date Filed May 2, 2016
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Resolution _____

SOUTHERN CALIFORNIA GAS COMPANY Revised CAL. P.U.C. SHEET NO. 52782-G
 LOS ANGELES, CALIFORNIA CANCELING Revised CAL. P.U.C. SHEET NO. 52751-G

Schedule No. GR Sheet 1
RESIDENTIAL SERVICE
 (Includes GR, GR-C and GT-R Rates)

APPLICABILITY

The GR rate is applicable to natural gas procurement service to individually metered residential customers.

The GR-C, cross-over rate, is a core procurement option for individually metered residential core transportation customers with annual consumption over 50,000 therms, as set forth in Special Condition 10.

The GT-R rate is applicable to Core Aggregation Transportation (CAT) service to individually metered residential customers, as set forth in Special Condition 11.

The California Alternate Rates for Energy (CARE) discount of 20%, reflected as a separate line item on the bill, is applicable to income-qualified households that meet the requirements for the CARE program as set forth in Schedule No. G-CARE.

TERRITORY

Applicable throughout the service territory.

RATES

	<u>GR</u>	<u>GR-C</u>	<u>GT-R</u>
<u>Customer Charge</u> , per meter per day:.....	16.438¢	16.438¢	16.438¢

For "Space Heating Only" customers, a daily Customer Charge applies during the winter period from November 1 through April 30 ^{1/} :	33.149¢	33.149¢	33.149¢
---	---------	---------	---------

Baseline Rate, per therm (baseline usage defined in Special Conditions 3 and 4):

Procurement Charge: ^{2/}	34.536¢	34.536¢	N/A	I
<u>Transmission Charge</u> : ^{3/}	<u>56.280¢</u>	<u>56.280¢</u>	<u>55.758¢</u>	I
Total Baseline Charge:	90.816¢	90.816¢	55.758¢	

Non-Baseline Rate, per therm (usage in excess of baseline usage):

Procurement Charge: ^{2/}	34.536¢	34.536¢	N/A	I
<u>Transmission Charge</u> : ^{3/}	<u>82.280¢</u>	<u>82.280¢</u>	<u>81.758¢</u>	I
Total Non-Baseline Charge:	116.816¢	116.816¢	81.758¢	I

^{1/} For the summer period beginning May 1 through October 31, with some exceptions, usage will be accumulated to at least 20 Ccf (100 cubic feet) before billing.

(Footnotes continue next page.)

(Continued)

(TO BE INSERTED BY UTILITY)

ADVICE LETTER NO. 4989

DECISION NO.

106

ISSUED BY

Dan Skopec

Vice President

Regulatory Affairs

(TO BE INSERTED BY CAL. PUC)

DATE FILED Jul 7, 2016

EFFECTIVE Jul 10, 2016

RESOLUTION NO. G-3351

Following are the SDG&E electricity, both standard and time-of-use, and natural gas tariffs applied in this study.



San Diego Gas & Electric Company
San Diego, California

Revised Cal. P.U.C. Sheet No. 27650-E

Canceling Revised Cal. P.U.C. Sheet No. 26948-E

SCHEDULE DR

Sheet 1

RESIDENTIAL SERVICE
(Includes Rates for DR-LI)

APPLICABILITY

Applicable to domestic service for lighting, heating, cooking, water heating, and power, or combination thereof, in single family dwellings, flats, and apartments, separately metered by the utility; to service used in common for residential purposes by tenants in multi-family dwellings under Special Condition 8; to any approved combination of residential and nonresidential service on the same meter; and to incidental farm service under Special Condition 7.

This schedule is also applicable to customers qualifying for the California Alternate Rates for Energy (CARE) Program and/or Medical Baseline, residing in single-family accommodations, separately metered by the Utility, and may include Non-profit Group Living Facilities and Qualified Agricultural Employee Housing Facilities, if such facilities qualify to receive service under the terms and conditions of Schedule E-CARE. The rates for CARE and Medical Baseline customers are identified in the rates tables below as DR-LI and DR-MB rates, respectively.

Customers on this schedule may also qualify for a semi-annual California Climate Credit \$(17.44) per Schedule GHG-ARR.

TERRITORY

Within the entire territory served by the Utility.

RATES

Total Rates:

Description - DR Rates	UDC Total Rate	DWR-BC Rate	EECC Rate + DWR Credit	Total Rate
Summer:				
Baseline Energy (\$/kWh)	0.05480 I	0.00539	0.12965	0.18984 I
Above 130% of Baseline	0.25645 R	0.00539	0.12965	0.39149 R
Winter:				
Baseline Energy (\$/kWh)	0.10256 I	0.00539	0.06604	0.17389 I
Above 130% of Baseline	0.26737 R	0.00539	0.06604	0.35500 R
Minimum Bill (\$/day)	0.329			0.329

D

D

Description -DR-LI Rates	UDC Total Rate	DWR-BC Rate	EECC Rate + DWR Credit	Total Rate
Summer - CARE Rates:				
Baseline Energy (\$/kWh)	0.05225 I	0.00000	0.12965	0.18190 I
Above 130% of Baseline	0.25390 R	0.00000	0.12965	0.38355 R
Winter - CARE Rates:				
Baseline Energy (\$/kWh)	0.10001 I	0.00000	0.06604	0.16605 I
Above 130% of Baseline	0.26482 R	0.00000	0.06604	0.35086 R
Minimum Bill (\$/day)	0.164			0.164

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(Continued)

1C10

Advice Ltr. No. 2861-E-A

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Vice President
Regulatory Affairs

Date Filed Jun 29, 2016

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Resolution No. E-4787



San Diego Gas & Electric Company
San Diego, California

Revised Cal. P.U.C. Sheet No. 26962-E

Canceling Revised Cal. P.U.C. Sheet No. 26908-E

SCHEDULE DR-SES

Sheet 1

DOMESTIC TIME-OF-USE FOR HOUSEHOLDS WITH A SOLAR ENERGY SYSTEM

APPLICABILITY

Service under this schedule is available on a voluntary basis for individually metered residential customers with Solar Energy Systems. Service is limited to individually metered residential customers with a Solar Energy System with domestic service for lighting, heating, cooking, water heating, and power, or combination thereof, in single family dwellings and flats. Qualifying California Alternative Rates for Energy (CARE) customers are eligible for service on this schedule, as further described under Special Condition 8 of this schedule.

Customers on this schedule may also qualify for a semi-annual California Climate Credit \$(17.44) per Schedule GHG-ARR.

TERRITORY

Within the entire territory served by the Utility.

RATES

Total Rates:

Description - DR-SES Rates	UDC Total Rate	DWR-BC Rate	EECC Rate + DWR Credit	Total Rate
Energy Charges (\$/kWh)				
On-Peak - Summer	0.12635 I	0.00539 I	0.33023 R	0.46397 R
Semi-Peak - Summer	0.12635 I	0.00539 I	0.09530 R	0.22904 R
Off-Peak - Summer	0.12635 I	0.00539 I	0.07332 R	0.20706 R
Semi-Peak - Winter	0.12635 I	0.00539 I	0.06159 R	0.21533 R
Off-Peak - Winter	0.12635 I	0.00539 I	0.06826 R	0.20200 R
Minimum Bill (\$/day)	0.329			0.329

- (1) Total Rates consist of UDC, Schedule DWR-BC (Department of Water Resources Bond Charge), and Schedule EECC (Electric Energy Commodity Cost) rates, with the EECC rates reflecting a DWR Credit of \$(0.00021) that customers receive on their monthly bills.
- (2) Total Rates presented are for customers that receive commodity supply and delivery service from Utility. Differences in total rates paid by Direct Access (DA) and Community Choice Aggregation (CCA) customers are identified in Schedule DA-CRS and CCA-CRS, respectively.
- (3) DWR-BC charges do not apply to CARE or Medical Baseline customers.

UDC Rates

Description-DR-SES	Transm	Distr	PPP	ND	CTC	LGC	RS	TRAC	UDC Total
Energy Charges (\$/kWh)									
On-Peak - Summer	0.02943 I	0.05367 R	0.01241 I	0.00052 I	0.00180 I	0.00039 I	0.00013 R	0.00000 I	0.12635 I
Semi-Peak - Summer	0.02943 I	0.05367 R	0.01241 I	0.00052 I	0.00180 I	0.00039 I	0.00013 R	0.00000 I	0.12635 I
Off-Peak - Summer	0.02943 I	0.05367 R	0.01241 I	0.00052 I	0.00180 I	0.00039 I	0.00013 R	0.00000 I	0.12635 I
Semi-Peak - Winter	0.02943 I	0.05367 R	0.01241 I	0.00052 I	0.00180 I	0.00039 I	0.00013 R	0.00000 I	0.12635 I
Off-Peak - Winter	0.02943 I	0.05367 R	0.01241 I	0.00052 I	0.00180 I	0.00039 I	0.00013 R	0.00000 I	0.12635 I
Minimum Bill (\$/day)		0.329							0.329

(Continued)

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Advice Ltr. No. 2840-E

Issued by
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Vice President
Regulatory Affairs

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Decision No.

Resolution No.



San Diego Gas & Electric Company
San Diego, California

Revised Cal. P.U.C. Sheet No. 21921-G

Canceling Revised Cal. P.U.C. Sheet No. 21908-G

SCHEDULE GR

Sheet 1

RESIDENTIAL NATURAL GAS SERVICE
(Includes Rates for GR, GR-C, GTC/GTCA)

APPLICABILITY

The GR rate is applicable to natural gas procurement service for individually metered residential customers.

The GR-C, cross-over rate, is a core procurement option for individually metered residential core transportation customers with annual consumption over 50,000 therms, as set forth in Special Condition 10.

The GTC/GTCA rate is applicable to intrastate gas transportation-only services to individually metered residential customers, as set forth in Special Condition 11.

Customers taking service under this schedule may be eligible for a 20% California Alternate Rate for Energy (CARE) program discount, reflected as a separate line item on the bill, if they qualify to receive service under the terms and conditions of Schedule G-CARE.

TERRITORY

Within the entire territory served natural gas by the utility.

RATES

	<u>GR</u>	<u>GR-C</u>	<u>GTC/GTCA</u> ^{1/}
<u>Baseline Rate</u> , per therm (baseline usage defined in Special Conditions 3 and 4):			
Procurement Charge: ^{2/}	\$0.34561	\$0.34561 I	N/A
<u>Transmission Charge</u> :	<u>\$0.90805</u>	<u>\$0.90805</u>	<u>\$0.90805</u>
Total Baseline Charge:	\$1.25366	\$1.25366 I	\$0.90805
<u>Non-Baseline Rate</u> , per therm (usage in excess of baseline usage):			
Procurement Charge: ^{2/}	\$0.34561	\$0.34561 I	N/A
<u>Transmission Charge</u> :	<u>\$1.08354</u>	<u>\$1.08354</u>	<u>\$1.08354</u>
Total Non-Baseline Charge:	\$1.42915	\$1.42915 I	\$1.08354

^{1/} The rates for core transportation-only customers, with the exception of customers taking service under Schedule GT-NGV, include any FERC Settlement Proceeds Memorandum Account (FSPMA) credit adjustments.

^{2/} This charge is applicable to Utility Procurement Customers and includes the GPC and GPC-A Procurement Charges shown in Schedule GPC which are subject to change monthly as set forth in Special Condition 7.

(Continued)

1c3
Advice Ltr. No. 2489-G
Decision No. _____

Issued by
Dan Skopec
Vice President
Regulatory Affairs

Date Filed Jul 7, 2016
Effective Jul 10, 2016
Resolution No. _____

(f) **Ballasts for residential recessed luminaires.** To qualify as high efficacy for compliance with Section 150.0(k), any compact fluorescent lamp ballast in a residential recessed luminaire shall meet all of the following conditions:

1. Be rated by the ballast manufacturer to have a minimum rated life of 30,000 hours when operated at or below a specified maximum case temperature. This maximum ballast case temperature specified by the ballast manufacturer shall not be exceeded when tested in accordance to UL 1598 Section 19.15; and
2. Have a ballast factor of not less than 0.90 for nondimming ballasts and a ballast factor of not less than 0.85 for dimming ballasts.

SECTION 110.10
MANDATORY REQUIREMENTS
FOR SOLAR READY BUILDINGS

(a) **Covered occupancies.**

1. **Single-family residences.** Single-family residences located in subdivisions with ten or more single-family residences and where the application for a tentative subdivision map for the residences has been deemed complete by the enforcement agency shall comply with the requirements of Sections 110.10(b) through 110.10(e)
2. **Low-rise multifamily buildings.** Low-rise multifamily buildings shall comply with the requirements of Sections 110.10(b) through 110.10(d).
3. **Hotel/motel occupancies and high-rise multifamily buildings.** Hotel/motel occupancies and high-rise multifamily buildings with ten habitable stories or fewer shall comply with the requirements of Sections 110.10(b) through 110.10(d).
4. **All other nonresidential buildings.** All other nonresidential buildings with three habitable stories or fewer shall comply with the requirements of Sections 110.10(b) through 110.10(d).

(b) **Solar zone.**

1. **Minimum area.** The solar zone shall have a minimum total area as described below. The solar zone shall comply with access, pathway, smoke ventilation and spacing requirements as specified in Title 24, Part 9 or other Parts of Title 24 or in any requirements adopted by a local jurisdiction. The solar zone total area shall be comprised of areas that have no dimension less than five feet and are no less than 80 square feet each for buildings with roof areas less than or equal to 10,000 square feet or no less than 160 square feet each for buildings with roof areas greater than 10,000 square feet.

- A. **Single-family residences.** The solar zone shall be located on the roof or overhang of the building and have a total area no less than 250 square feet.

Exception 1 to Section 110.10(b)1A: Single-family residences with a permanently installed solar electric system having a nameplate DC power rating, measured under Standard Test Conditions, of no less than 1000 watts.

Exception 2 to Section 110.10(b)1A: Single-family residences with a permanently installed domestic solar water-heating system meeting the installation criteria specified in the Reference Residential Appendix RA4 and with a minimum solar savings fraction of 0.50.

Exception 3 to Section 110.10(b)1A: Single-family residences with three habitable stories or more and with a total floor area less than or equal to 2000 square feet and having a solar zone total area no less than 150 square feet.

Exception 4 to Section 110.10(b)1A: Single-family residences located in climate zones 8–14 and the Wildland-Urban Interface Fire Area as defined in Title 24, Part 2 and having a whole house fan and having a solar zone total area no less than 150 square feet.

Exception 5 to Section 110.10(b)1A: Buildings with a designated solar zone area that is no less than 50 percent of the potential solar zone area. The potential solar zone area is the total area of any low-sloped roofs where the annual solar access is 70 percent or greater and any steep-sloped roofs oriented between 110 degrees and 270 degrees of true north where the annual solar access is 70 percent or greater. Solar access is the ratio of solar insolation including shade to the solar insolation without shade. Shading from obstructions located on the roof or any other part of the building shall not be included in the determination of annual solar access.

Exception 6 to Section 110.10(b)1A: Single-family residences having a solar zone total area no less than 150 square feet and where all thermostats comply with Reference Joint Appendix JA5 and are capable of receiving and responding to Demand Response Signals prior to granting of an occupancy permit by the enforcing agency.

Exception 7 to Section 110.10(b)1A: Single-family residences meeting the following conditions:

- A. All thermostats comply with Reference Joint Appendix JA5 and are capable of receiving and responding to Demand Response Signals prior to granting of an occupancy permit by the enforcing agency.
- B. Comply with one of the following measures:
 - i. Install a dishwasher that meets or exceeds the ENERGY STAR® Program requirements with either a refrigerator that meets or exceeds the ENERGY STAR Program requirements or a whole house fan driven by an electronically commutated motor; or
 - ii. Install a home automation system capable of, at a minimum, controlling

the appliances and lighting of the dwelling and responding to demand response signals; or

- iii. Install alternative plumbing piping to permit the discharge from the clothes washer and all showers and bathtubs to be used for an irrigation system in compliance with the *California Plumbing Code* and any applicable local ordinances; or
- iv. Install a rainwater catchment system designed to comply with the *California Plumbing Code* and any applicable local ordinances, and that uses rainwater flowing from at least 65 percent of the available roof area.

B. Low-rise and high-rise multifamily buildings, hotel/motel occupancies and nonresidential buildings. The solar zone shall be located on the roof or overhang of the building or on the roof or overhang of another structure located within 250 feet of the building or on covered parking installed with the building project and have a total area no less than 15 percent of the total roof area of the building excluding any skylight area.

Exception 1 to Section 110.10(b)1B: Buildings with a permanently installed solar electric system having a nameplate DC power rating, measured under Standard Test Conditions, of no less than one watt per square foot of roof area.

Exception 2 to Section 110.10(b)1B: Buildings with a permanently installed domestic solar water-heating system complying with Section 150.1(c)8Ciii.

Exception 3 to Section 110.10(b)1B: Buildings with a designated solar zone area that is no less than 50 percent of the potential solar zone area. The potential solar zone area is the total area of any low-sloped roofs where the annual solar access is 70 percent or greater and any steep-sloped roofs oriented between 110 degrees and 270 degrees of true north where the annual solar access is 70 percent or greater. Solar access is the ratio of solar insolation including shade to the solar insolation without shade. Shading from obstructions located on the roof or any other part of the building shall not be included in the determination of annual solar access.

Exception 4 to Section 110.10(b)1B: Low-rise and high-rise multifamily buildings meeting the following conditions:

- A. All thermostats in each dwelling unit comply with Reference Joint Appendix JA5 and are capable of receiving and responding to Demand Response Signals prior to granting

of an occupancy permit by the enforcing agency.

- B. In each dwelling unit, comply with one of the following measures:
 - i. Install a dishwasher that meets or exceeds the ENERGY STAR Program requirements with either a refrigerator that meets or exceeds the ENERGY STAR Program requirements or a whole house fan driven by an electronically commutated motor; or
 - ii. Install a home automation system capable of, at a minimum, controlling the appliances and lighting of the dwelling and responding to demand response signals; or
 - iii. Install alternative plumbing piping to permit the discharge from the clothes washer and all showers and bathtubs to be used for an irrigation system in compliance with the *California Plumbing Code* and any applicable local ordinances; or
 - iv. Install a rainwater catchment system designed to comply with the *California Plumbing Code* and any applicable local ordinances, and that uses rainwater flowing from at least 65 percent of the available roof area.

Exception 5 to Section 110.10(b)1B: Buildings where the roof is designed and approved to be used for vehicular traffic or parking or for a heliport.

2. **Orientation.** All sections of the solar zone located on steep-sloped roofs shall be oriented between 110 degrees and 270 degrees of true north.

3. **Shading.**

A. No obstructions, including but not limited to, vents, chimneys, architectural features and roof mounted equipment, shall be located in the solar zone.

B. Any obstruction, located on the roof or any other part of the building that projects above a solar zone shall be located at least twice the distance, measured in the horizontal plane, of the height difference between the highest point of the obstruction and the horizontal projection of the nearest point of the solar zone, measured in the vertical plane.

Exception to Section 110.10(b)3: Any roof obstruction, located on the roof or any other part of the building, that is oriented north of all points on the solar zone.

4. **Structural design loads on construction documents.** For areas of the roof designated as solar zone, the structural design loads for roof dead load and roof live load

shall be clearly indicated on the construction documents.

Note: Section 110.10(b)4 does not require the inclusion of any collateral loads for future solar energy systems.

(c) Interconnection pathways.

1. The construction documents shall indicate a location for inverters and metering equipment and a pathway for routing of conduit from the solar zone to the point of interconnection with the electrical service. For single-family residences the point of interconnection will be the main service panel.
2. The construction documents shall indicate a pathway for routing of plumbing from the solar zone to the water-heating system.

(d) Documentation. A copy of the construction documents or a comparable document indicating the information from Sections 110.10(b) through 110.10(c) shall be provided to the occupant.

(e) Main electrical service panel.

1. The main electrical service panel shall have a minimum busbar rating of 200 amps.
2. The main electrical service panel shall have a reserved space to allow for the installation of a double pole circuit breaker for a future solar electric installation.
 - A. **Location.** The reserved space shall be positioned at the opposite (load) end from the input feeder location or main circuit location.
 - B. **Marking.** The reserved space shall be permanently marked as "For Future Solar Electric."

10. testing transformer;
11. transformer with tap range of 20 percent or more;
12. uninterruptible power supply transformer; or
13. welding transformer.

**SECTION 110.11
MANDATORY REQUIREMENTS FOR
ELECTRICAL POWER DISTRIBUTION SYSTEM**

Certification by Manufacturers. Any electrical power distribution system equipment listed in this section may be installed only if the manufacture has certified to the Commission that the equipment complies with all the applicable requirements of this section.

(a) Low-voltage dry-type distribution transformer shall be certified by the Manufacturer as required by the Title 20 Appliance Efficiency Regulations.

EXCEPTION to Section 110.11(a):

1. autotransformer;
2. drive (isolation) transformer;
3. grounding transformer;
4. machine-tool (control) transformer;
5. nonventilated transformer;
6. rectifier transformer;
7. regulating transformer;
8. sealed transformer;
9. special-impedance transformer;

RESIDENTIAL MANDATORY MEASURES

3. Compliance with a lawfully enacted storm water management ordinance.

4.106.3 Grading and paving. Construction plans shall indicate how the site grading or drainage system will manage all surface water flows to keep water from entering buildings. Examples of methods to manage surface water include, but are not limited to, the following:

1. Swales
2. Water collection and disposal systems
3. French drains
4. Water retention gardens
5. Other water measures which keep surface water away from buildings and aid in groundwater recharge.

Exception: Additions and alterations not altering the drainage path.

4.106.4 Electric vehicle (EV) charging for new construction. New construction shall comply with Sections 4.106.4.1 and 4.106.4.2 to facilitate future installation and use of EV chargers. Electric vehicle supply equipment (EVSE) shall be installed in accordance with the *California Electrical Code*, Article 625.

Exceptions: On a case-by-case basis, where the local enforcing agency has determined EV charging and infrastructure are not feasible based upon one or more of the following conditions:

1. Where there is no commercial power supply.
2. Where there is evidence substantiating that meeting the requirements will alter the local utility infrastructure design requirements on the utility side of the meter so as to increase the utility side cost to the homeowner or the developer by more than \$400.00 per dwelling unit.

4.106.4.1 New one- and two-family dwellings and townhouses with attached private garages. For each dwelling unit, install a listed raceway to accommodate a dedicated 208/240-volt branch circuit. The raceway shall not be less than trade size 1 (nominal 1-inch inside diameter). The raceway shall originate at the main service or subpanel and shall terminate into a listed cabinet, box or other enclosure in close proximity to the proposed location of an EV charger. Raceways are required to be continuous at enclosed, inaccessible or concealed areas and spaces. The service panel and/or subpanel shall provide capacity to install a 40-ampere minimum dedicated branch circuit and space(s) reserved to permit installation of a branch circuit overcurrent protective device.

4.106.4.1.1 Identification. The service panel or subpanel circuit directory shall identify the overcurrent protective device space(s) reserved for future EV charging as "EV CAPABLE". The raceway termination location shall be permanently and visibly marked as "EV CAPABLE".

4.106.4.2 New multifamily dwellings. Where 17 or more multifamily dwelling units are constructed on a building site, 3 percent of the total number of parking spaces pro-

vided for all types of parking facilities, but in no case less than one, shall be electric vehicle charging spaces (EV spaces) capable of supporting future EVSE. Calculations for the required number of EV spaces shall be rounded up to the nearest whole number.

Note: Construction documents are intended to demonstrate the project's capability and capacity for facilitating future EV charging. There is no requirement for EV spaces to be constructed or available until EV chargers are installed for use.

4.106.4.2.1 Electric vehicle charging space (EV space) locations. Construction documents shall indicate the location of proposed EV spaces. At least one EV space shall be located in common use areas and available for use by all residents.

When EV chargers are installed, EV spaces required by Section 4.106.4.2.2, Item 3, shall comply with at least one of the following options:

1. The EV space shall be located adjacent to an accessible parking space meeting the requirements of the *California Building Code*, Chapter 11A, to allow use of the EV charger from the accessible parking space.
2. The EV space shall be located on an accessible route, as defined in the *California Building Code*, Chapter 2, to the building.

4.106.4.2.2 Electric vehicle charging space (EV space) dimensions. The EV spaces shall be designed to comply with the following:

1. The minimum length of each EV space shall be 18 feet (5486 mm).
2. The minimum width of each EV space shall be 9 feet (2743 mm).
3. One in every 25 EV spaces, but not less than one, shall also have an 8-foot (2438 mm) wide minimum aisle. A 5-foot (1524 mm) wide minimum aisle shall be permitted provided the minimum width of the EV space is 12 feet (3658 mm).
 - a. Surface slope for this EV space and the aisle shall not exceed 1 unit vertical in 48 units horizontal (2.083 percent slope) in any direction.

4.106.4.2.3 Single EV space required. Install a listed raceway capable of accommodating a 208/240-volt dedicated branch circuit. The raceway shall not be less than trade size 1 (nominal 1-inch inside diameter). The raceway shall originate at the main service or subpanel and shall terminate into a listed cabinet, box or enclosure in close proximity to the proposed location of the EV spaces. Construction documents shall identify the raceway termination point. The service panel and/or subpanel shall provide capacity to install a 40-ampere minimum dedicated branch circuit and space(s) reserved to permit installation of a branch circuit overcurrent protective device.

4.106.4.2.4 Multiple EV spaces required. Construction documents shall indicate the raceway termination point and proposed location of future EV spaces and EV chargers. Construction documents shall also provide information on amperage of future EVSE, raceway method(s), wiring schematics and electrical load calculations to verify that the electrical panel service capacity and electrical system, including any on-site distribution transformer(s), have sufficient capacity to simultaneously charge all EVs at all required EV spaces at the full rated amperage of the EVSE. Plan design shall be based upon a 40-ampere minimum branch circuit. Raceways and related components that are planned to be installed underground, enclosed, inaccessible or in concealed areas and spaces shall be installed at the time of original construction.

4.106.4.2.5 Identification. The service panel or sub-panel circuit directory shall identify the overcurrent protective device space(s) reserved for future EV charging purposes as “EV CAPABLE” in accordance with the *California Electrical Code*.

Notes:

1. The California Department of Transportation adopts and publishes the “California Manual on Uniform Traffic Control Devices (California MUTCD)” to provide uniform standards and specifications for all official traffic con-

trol devices in California. Zero Emission Vehicle Signs and Pavement Markings can be found in the New Policies & Directives Number 13-01. Website: <http://www.dot.ca.gov/trafficops/policy/13-01.pdf>

2. See Vehicle Code Section 22511 for EV charging space signage in off-street parking facilities and for use of EV charging spaces.
3. The Governor’s Office of Planning and Research (OPR) published a “Zero-Emission Vehicle Community Readiness Guidebook” which provides helpful information for local governments, residents and businesses. Website: http://opr.ca.gov/docs/ZEV_Guidebook.pdf.

Applied Water for Turf Calculator

Summary

The Applied Water for Turf Calculator (Calculator) is a Microsoft Excel tool created in the fall of 2015 by Town staff with assistance from California Department of Water Resources (DWR) staff to demonstrate how much water is needed annually to irrigate turf based on square footage. The Calculator can determine roughly how much water will need to be stored in a rainwater catchment system or cistern in order to meet the annual watering needs of the turf. The following are the key inputs for the Calculator: (a) the evapotranspiration for applied water (ET_{aw}) for warm-season and cool-season turf, (b) the irrigated landscape area in square feet, (c) the conversion factor for converting acre-inches/acre/year to gallons/ft²/year, (d) and the irrigation efficiency for drip and spray irrigation.

The methodology used for calculating the annual water demands for turf is consistent with the methodology used by the DWR to estimate ET of applied water (ET_{aw}) for grass on a 4 x 4 km grid using the daily soil water balance program “California Simulation of Evapotranspiration of Applied Water” or “Cal-SIMETA_W.”¹

Cal-SIMETA_W is a new tool developed by the DWR and the University of California, Davis to estimate daily water balance in the crop root zone to determine crop evapotranspiration (ET_c) and evapotranspiration of applied water (ET_{aw}) for use in California Water Plan Update 2018, which is mandated by the state law to be updated every five years.¹ Cal-SIMETA_W was specifically designed to improve the department’s estimates of ET_c and ET_{aw} for agricultural crops and other surfaces which account for most evapotranspiration losses and water contributions from ground water seepage, precipitation, and irrigation. The model requires weather data, soils, crop coefficients, rooting depths, seepage etc., that influence crop water balance.¹ The model uses daily PRISM weather data, which are derived from monthly PRISM climate data and daily US National Climate Data Center climate station data to cover California on a 4 x 4 km grid spacing.¹

The model also uses SSURGO soil characteristic data and crop information with precipitation and ET_c data to generate hypothetical water balance irrigation schedules to determine ET_{aw}, which is the amount of applied irrigation water that contributes to crop evapotranspiration or ET_c assuming 100% application efficiency.¹ Therefore, ET_{aw} is the amount of diverted water needed to produce a crop or maintain an urban landscape.¹

¹ Orang, Morteza, “Assessment of Water Demand for Cool-season Grass in California Using CAL-SIMETA_W,” California Department of Water Resources, March 2015, p 2.



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Honorable Mayor and Town Council

FROM: Leigh F. Prince, Town Attorney

DATE: December 9, 2016

RE: Control, Regulate, and Tax Adult Use of Marijuana Act

RECOMMENDATION: Review and consider information and ask clarifying questions regarding the Control, Regulate, and Tax Adult Use of Marijuana Act. Provide direction to staff relative to next steps and/or take action to adopt a moratorium.

BACKGROUND: On November 8, 2016, the voters of the State of California passed Proposition 64 or the Control, Regulate, and Tax Adult Use of Marijuana Act (“AUMA”). The AUMA took effect on November 9, 2016, the day after the election. While previous legislation (the Medical Marijuana Regulation and Safety Act) legalized the medical use of marijuana, the AUMA legalized the nonmedical use of marijuana. The AUMA makes it legal for persons 21 years of age or older to:

1. Smoke or ingest marijuana or marijuana products;
2. Possess, process, transport, purchase, obtain or give away to persons of 21 years of age or older 28.5 grams of marijuana or eight grams of concentrated marijuana, including as contained in marijuana products; and
3. Possess, plant, cultivate, harvest, dry or process up to six living marijuana plants for personal use.

Marijuana in excess of 28.5 grams that is produced by plants kept pursuant to the personal cultivation provisions of the AUMA must be kept in a locked space on the grounds of a private residence that is not visible from a public place.

The first key element legalized by the AUMA is the personal cultivation of marijuana. Individuals may cultivate up to six plants for personal use. The level of regulation a local government may impose is divided into two categories—indoor cultivation and outdoor

cultivation. Local governments have less control over indoor cultivation. Cities may reasonably regulate, but not ban, personal indoor cultivation within a person's private residence. Indoor cultivation includes growing marijuana plants in a greenhouse on the same property as the residence that is not physically part of the home, as long as it is fully enclosed, secure and not visible from a public space. Local governments have more control over outdoor cultivation. A city may regulate, but also may ban personal outdoor cultivation. Note, however, that the AUMA provides that if the use of marijuana is legalized under federal law, any ordinance that bans outdoor cultivation is deemed repealed.

The second key element legalized by the AUMA is the commercial cultivation and sale of marijuana and marijuana products. The AUMA establishes a state regulatory system for nonmedical marijuana. State licensing and enforcement responsibilities are divided among three agencies: first, the Department of Consumer Affairs, which includes the Bureau of Marijuana Control, will issue licenses for the transportation, storage, distribution and sale of marijuana; second, the Department of Food and Agriculture will issue cultivation licenses; and third, the Department of Public Health will issue licenses for marijuana manufacturers and testing laboratories. It is anticipated that the state will begin issuing licenses by January 1, 2018 for commercial nonmedical marijuana activities. Each state license will be valid for one year. A separate state license will be required for each commercial marijuana business location. With the exception of testing facilities, any person or entity that is licensed may apply for and be issued more than one type of state license.

All nonmedical marijuana businesses must have a state license. The state cannot issue a license to an applicant whose operations would violate local law. Local laws may be adopted to regulate or prohibit state-licensed commercial marijuana businesses. For example, local jurisdictions could establish standards, requirements and regulations regarding health and safety, environmental protection, testing, security, food safety, and worker protections that exceed state standards. There are also other land use regulations, which will be discussed in more detail below, that local governments may adopt. Local authorities will be responsible for enforcing local ordinances and regulations.

With the previous law, the Medical Marijuana Regulation and Safety Act, a city could rely on permissive zoning principles to prohibit medical marijuana land uses. Under a permissive zoning code any use not enumerated in the code is presumptively prohibited. In fact, in January 2016, the Town Council adopted a resolution indicating that pursuant to the Town's permissive zoning ordinance, the cultivation of medical marijuana was prohibited in all zoning districts in town. However, language in the AUMA regarding local control anticipates that a city will adopt an ordinance explicitly prohibiting a nonmedical marijuana business and explicitly designates nonmedical marijuana as an agricultural product. Therefore, cities that wish to ban all or some nonmedical marijuana activities should adopt express prohibitions, even if they operate under permissive zoning, and should look carefully at where agricultural operations are permitted.

Other than designating marijuana as an agricultural product, the AUMA sets forth other land use regulations relative to commercial retail establishments selling nonmedical marijuana and marijuana products. A nonmedical marijuana retailer may not be located within a 600 foot radius, unless a local jurisdiction specifies a different radius, of a school providing K-12 instruction, a day care center or a youth center. The AUMA allows retail sales of nonmedical marijuana, but prohibits the sale of marijuana by businesses that also sell alcohol or tobacco. The AUMA allows local jurisdictions to allow smoking or ingesting of marijuana or marijuana products on the premises of a retailer, provided access to the area where marijuana consumption is allowed to persons 21 years of age or older is limited, marijuana consumption is not visible from any public place or non-age restricted area, and the sale or consumption of alcohol or tobacco is not allowed on the premises.

The AUMA also identifies certain regulations related specifically to smoking. The smoking of marijuana is prohibited: (1) in any public place, except where a local jurisdiction has authorized use on the premises of a retailer or microbusiness; (2) where smoking tobacco is prohibited; (3) within 1,000 feet of a school, day care center, or youth center while children are present; and (4) while driving, or riding in the passenger seat of any vehicle used for transportation. The AUMA further allows cities to prohibit possession and smoking in buildings owned, leased or occupied by the city, and employers, including cities, to maintain a drug and alcohol free workplace by prohibiting the use, consumption, possession, transfer, transportation, sale, display or growth of marijuana in the workplace. Because the AUMA includes a specific definition of the term “smoke”, local governments should consider that definition in drafting or updating any ordinance or policy regarding smoking.

The AUMA also establishes that nonmedical marijuana is subject to taxation. The AUMA imposes an excise tax at the rate of 15% of gross sales receipts. This tax will be in addition to existing state and local sales tax. State and local sales taxes can range from seven to ten percent and, therefore, the combined excise tax could approach 25% at the retail level. Effective, January 1, 2018, the AUMA imposes a separate cultivation tax on all marijuana harvested as follows: \$9.25 per dry weight ounce on flowers and \$2.75 per dry weight on all leaves. The AUMA exempts marijuana cultivated for personal use (and medical marijuana) from taxation. The AUMA does not preempt local taxation. New taxes on marijuana require compliance with Proposition 218.

Finally, the AUMA addresses deliveries. Deliveries can be made by a state licensed retailer, microbusiness or nonprofit, unless they are prohibited by local ordinance. Although the AUMA does require a customer requesting delivery to maintain a copy of the delivery request, there is no express requirement that delivery people carry or maintain records. Local jurisdictions cannot prevent a delivery service from using public roads simply to pass through its jurisdiction from a licensed retailer to a delivery location outside of its boundaries.

DISCUSSION: The Town Council has a number of areas to consider in light of the above, including regulations on personal and commercial cultivation and use. On December 6, 2016, the County of San Mateo discussed the recent passage of the AUMA and the Board of Supervisors asked for a temporary moratorium on marijuana-related activities such as cultivation and distribution to allow time for a slower, deliberate approach to implementing Proposition 64 that may include a regional effort. Several cities including Foster City, Burlingame, San Bruno and San Mateo have also imposed moratoriums on marijuana-related activities. Thus, one option would be to adopt a moratorium on marijuana related activities and this is discussed in more detail below.

Relative to personal cultivation, the Town should consider how it wishes to approach indoor and outdoor cultivation. Does the Town wish to ban personal outdoor cultivation? If no, does the Town wish to regulate outdoor personal cultivation? If yes, does the Town Council have any concerns about outdoor cultivation that would inform draft regulations? Because the Town cannot ban indoor cultivation, the Town Council should consider what, if any, regulation it may want to impose on indoor personal cultivation.

As discussed above, the Town may not rely on permissive zoning to prohibit commercial nonmedical marijuana cultivation. The Town Council should consider if the Town wishes to ban commercial cultivation. Currently, because the AUMA designates nonmedical marijuana as an agricultural product, commercial cultivation is permitted in the O-A (Open Area) Zoning District as an agricultural use and as an accessory use in all zoning districts. The Town Council should consider whether it is comfortable with this zoning or if changes to the zoning ordinance are appropriate. The Council may also want to consider whether to regulate the activity as a permitted or conditional use.

The next area where the Town could impose some local control is the radius from schools and daycare centers where retail businesses may be located. The AUMA provides for a 600 foot radius from any of these locations. There are two commercial centers in town, the Nathhorst Triangle and the Town Center. If the Town does not impose a larger radius, there are parcels in both areas that could house retail marijuana businesses. If the radius is expanded out to a 1,000 foot radius to match the no smoking area, the only potential retail location would be in the Nathhorst Triangle. The Town Council should provide direction on whether and to what size it wishes to expand the radius.

If not banned, the Council should also provide policy direction regarding how to address commercial marijuana retail establishments. There is currently no specific category for permitted or conditional uses in the commercial zoning districts that address this type use. The Town has received calls inquiring as to whether this could be deemed a drug store; however, state law has a very specific definition of a drug store and a marijuana retailer does not fit within that definition. Therefore, the Town may want to consider how to regulate retailers, including whether to allow on-site use or consumption.

The Town also has the ability to consider issues related to smoking marijuana. Smoking marijuana is prohibited where smoking tobacco is prohibited. Unlike other jurisdictions,

the Town does not have an ordinance prohibiting smoking. The Town's smoking control ordinance relates to vending machines. The Town Council could provide direction to draft a smoking control ordinance that would also apply to the smoking of marijuana. The Town should also look at its policies to determine if any others need to be updated in light of the AUMA. The Town's Personnel Policies Manual provides in Section 13.9.3 that employees are not to use or be under the influence of drugs at work, while on duty, breaks or meal periods. Furthermore, Section 13.10 provides that smoking is prohibited in all Town facilities and vehicles. These together may be adequate to address the AUMA, but if the Town is concerned about ensuring that employees do not smoke nonmedical marijuana while on the job, it may be beneficial to contact an employment attorney to confirm that this language is adequate or request additional language for the document.

Finally, relative to licensing, while an applicant should not receive a license if it would violate local law, an applicant does not need to provide documentation that the applicant has a local license or permit. Therefore, if the Town does adopt any ordinance or regulation relative to commercial marijuana activities, it would be prudent to provide a copy of such action to the appropriate state agency.

Moratorium: State law (Government Code Section 65858) allows a city to adopt an interim ordinance that prohibits otherwise allowed uses when those uses conflict with a land use proposal (e.g. zoning amendments) that the city is considering, studying or intending to study within a reasonable period of time. An interim ordinance requires a four-fifths vote of the Council (if only four Council members are present, the vote must be unanimous) and must contain a finding that there is a current immediate threat to the public health, safety or welfare, and may be adopted without notice and adoption procedures required for other ordinances. The measure has an initial duration of 45 days and may be extended for an additional 10 months and 15 days after notice, including a written report issued ten days prior to the expiration of the interim ordinance describing the measures taken to alleviate the condition which led to the adoption of the ordinance, and a public hearing.

The Town Council has only one meeting in December. The next meeting is not until January 11, 2016. If adopted the moratorium would be in place over this period and the Town Council could either let it expire or take action in January to extend the moratorium. During the interim, Town staff could study issues such as water and energy usage relative to the cultivation of marijuana and engage with the County of San Mateo and other local cities relative to a regional approach to this topic. Attached is an urgency ordinance placing a moratorium on marijuana activities, including cultivation and retail sales.

cc: Jeremy Dennis, Town Manager
Debbie Pedro, Planning Director.

ORDINANCE NO. _____

**INTERIM URGENCY ORDINANCE OF THE TOWN COUNCIL OF THE
TOWN OF PORTOLA VALLEY ESTABLISHING A TEMPORARY
MORATORIUM ON THE ESTABLISHMENT OF MARIJUANA USES
WITHIN THE TOWN OF PORTOLA VALLEY**

WHEREAS, on November 8, 2016, the voters of the State of California passed the Control, Regulate, and Tax Adult Use of Marijuana Act (“AUMA”) which took effect on November 9, 2016 and legalized the use of marijuana by persons 21 years of age or older, personal cultivation of up to six plants, and certain commercial activities;

WHEREAS, the AUMA identifies areas where local governments have the opportunity to impose business and land use regulations on such activities;

WHEREAS, the Town Council finds that it is necessary for the Town Staff, the Planning Commission, and the Town Council to study, develop, and adopt regulations within a reasonable time regarding marijuana uses in the Town of Portola Valley;

WHEREAS, the immediate ban of all marijuana uses, except those specifically allowed by state law, will enable the Town to develop a comprehensive approach to marijuana, including participating in discussions with the County of San Mateo and other local cities regarding developing a cohesive regional approach; and

WHEREAS, in accordance with California Government Code Section 65858, the Town Council of the Town of Portola Valley finds and declares that this immediate ban is necessary as the establishment of marijuana uses within the Town of Portola Valley presents a current and immediate threat to public health, safety and welfare of the Town of Portola Valley.

NOW, THEREFORE, the Town Council of the Town of Portola Valley does **ORDAIN** as follows:

SECTION 1. With the exception of personal medical marijuana use and the personal indoor cultivation of six marijuana plants in accordance with and as allowed by state law, this ordinance prohibits the establishment of marijuana uses, including, but not limited to outdoor cultivation or retail sales in any zoning district within the Town of Portola Valley.

SECTION 2. If any section of this ordinance, or part hereof, is held by a court of competent jurisdiction in a final judicial action to be void, voidable or enforceable, such section, or part hereof, shall be deemed severable from the remaining sections of this ordinance and shall in no way affect the validity of the remaining sections hereof.

SECTION 3. The Town Council hereby finds that this ordinance is not subject to the provisions of the California Environmental Quality Act (CEQA) because the activity is not a project as defined by Section 15378 of the CEQA Guidelines. The ordinance has no potential for resulting in physical change to the environment either directly or indirectly. Furthermore, pursuant to Section 15060(c)(2) of the CEQA Guidelines, the activity will not result in a direct and reasonably foreseeable indirect physical change in the environment because this ordinance prevents changes in the environment pending the contemplated review of possible additions or amendments to the Town of Portola Valley Municipal Code.

SECTION 5. This ordinance is declared to be an urgency measure adopted pursuant to the provisions of Government Code Section 65858. As set forth in the findings above, this ordinance is necessary for preserving the public safety, health, and welfare. Pursuant to Government Code Section 65858, this ordinance is effective immediately and shall be in full force and effect for 45 days from the date of its adoption. After notice pursuant to California Government Code Section 65090 and a public hearing, the City Council by four-fifths vote, may extend the effectiveness of this ordinance for 10 months and 15 days.

SECTION 6. This City Clerk shall cause this ordinance to be published in a newspaper of general circulation as required by state law.

INTRODUCED:

PASSED:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

By: _____
Mayor

ATTEST:

Town Clerk

APPROVED AS TO FORM:

Town Attorney

#14

There are no written materials for item #14 – Council Liaison Committee and Regional Agencies Reports

#15

There are no written materials for item #15 – Town Manager Report

TOWN COUNCIL WEEKLY DIGEST

Friday – November 11, 2016

1. Agenda (Action) – Town Council – Wednesday, November 9, 2016
2. Agenda – Architectural Site & Control Commission – Monday, November 14, 2016
3. Agenda (Cancellation) – Planning Commission – Wednesday, November 16, 2016
4. Letter from Resident Andrew Browne re: Opposition to License Plate Recording Devices
5. Letter from Resident Kristi Corley re: Contractor / Subcontractor Information
6. Report from San Mateo County Sheriff's Office – Incident Log for 10/10/16 – 10/16/16
7. Report from San Mateo County Sheriff's Office – Incident Log for 10/17/16 – 10/23/16
8. Report from San Mateo County Sheriff's Office – Incident Log for 10/24/16 – 10/30/16
9. Invitation – Retirement of Campbell City Manager Mark Linder

Attached Separates (Council Only)
(placed in your town hall mailbox)

1. Magazine - Silicon Valley Community Foundation – Fall 2016



TOWN OF PORTOLA VALLEY

7:00 PM – Special Meeting of the Town Council

Wednesday, November 9, 2016

Community Hall at Town Center

765 Portola Road, Portola Valley, CA 94028

ACTION AGENDA

7:00 PM - CALL TO ORDER AND ROLL CALL

Councilmember Aalfs, Councilmember Wengert, Councilmember Richards, Vice Mayor Hughes and Mayor Derwin

All Present

ORAL COMMUNICATIONS

Persons wishing to address the Town Council on any subject may do so. Please note however, that the Council is not able to undertake discussion or action on items not on the agenda.

None

CONSENT AGENDA

The following items listed on the Consent Agenda are considered routine and approved by one roll call motion. The Mayor or any member of the Town Council or of the public may request that any item listed under the Consent Agenda be removed and action taken separately.

1. **Approval of Minutes** – October 26, 2016

Approved as Amended 5-0

2. **Approval of Warrant List** – November 9, 2016

3. **Recommendation by Town Manager** – Adoption of a Resolution Home for All, San Mateo County Initiative

- (a) Adoption of a Resolution of the Town Council of the Town of Portola Valley Committing to Continue to Work with Other Jurisdictions in the County to Address the Housing Crisis on a Regional Basis, Including through Ongoing Support of the Home For All San Mateo County Initiative (Resolution No. 2713-2016)

Items 2 & 3 Approved 5-0

REGULAR AGENDA

4. **Discussion** – Town Safety Issues

1) **Council approved the installation of Automated License Plate Readers “ALPRs” in Town and directed Staff return to Council with a plan for purchase and associated policies**

2) **Council directed staff to work with the ASCC on outside lighting, signage and landscape options within the Design**

Guidelines only, no change to the current zoning ordinance.

3) **Council approved a part-time position to support a Neighborhood Watch program.**

4) **Council agreed to continue its contract with the San Mateo County Sheriff’s Department and directed staff to end further research on a Town-operated police department.**

5) **Council directed staff to work with a citizens group and the Sheriff’s department to research additional resources and technologies that are and may become available to assist with neighborhood watch and home security.**

Approved 5-0

5. COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS

Report by Town Council Members – Brief announcements or reports on items of significance for the entire Town Council arising out of liaison appointments to both in-town and regional committees and initiatives. *There are no written materials and the Town Council does not take action under this agenda item.*

Councilmember Aalfs -

Peninsula Clean Energy is holding a retreat in the Community Hall on Saturday, November 12, 2016.

Councilmember Wengert -

Attended an Airport Roundtable meeting on November 2nd and a Select Committee on November 3rd. The Select Committee's final report will be approved at its last meeting on November 17, 2016.

Councilmember Richards -

None to Report

Vice Mayor Hughes -

Attended the October 27th ASCC meeting and heard preliminary review and site development permit for three parcels on Westridge Drive and held a study session for conceptual design of a new clubhouse, renovation of the historic roadhouse and site improvements for Alpine Hills Swim and Tennis Club. Vice Mayor Hughes also attended the November 2nd Bicycle Pedestrian & Traffic Safety Committee that discussed the CalWater project, reviewed the most recent Sheriff's Report and the new format for committee minutes to be posted to the website.

Mayor Derwin -

Attended "Java with Jerry" (Senator Jerry Hill), held at Konditorei on Friday, October 28, 2016.

6. Town Manager Report

Town Manager Dennis reported that ABAG/MTC lowered the 2010 baseline employment number after discussing relevant data with Town staff. Currently, we have ads in the Almanac for the three open seats on the Planning Commission and ASCC, as well as a Town Representative for San Mateo County Mosquito and Vector Control District. Town Manager Dennis recently met with Dawn Smithson, General Manager of CalWater and Jim Eggemeyer, San Mateo County Sustainability Director, along with Sustainability & Special Projects Manager de Garmeaux.

WRITTEN COMMUNICATIONS

7. Town Council Digest – October 28, 2016

#7 – Mayor Derwin commented on article

8. Town Council Digest – November 4, 2016

None

ADJOURNMENT: 10: 15pm

ASSISTANCE FOR PEOPLE WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Clerk at (650) 851-1700. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting

AVAILABILITY OF INFORMATION

Copies of all agenda reports and supporting data are available for viewing and inspection at Town Hall and at the Portola Valley Library located adjacent to Town Hall. In accordance with SB343, Town Council agenda materials, released less than 72 hours prior to the meeting, are available to the public at Town Hall, 765 Portola Road, Portola Valley, CA 94028 and the Town's website at www.portolavalley.net.



**TOWN OF PORTOLA VALLEY
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
Monday, November 14, 2016
7:00 PM – Regular ASCC Meeting
Special Field Meeting (time and place as listed herein)
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028**

SPECIAL JOINT ASCC AND PLANNING COMMISSION FIELD MEETING*

3:30 p.m. 45 Granada Court Field meeting for preliminary review of proposed new residence, pool and pool house and shed.

4:30 p.m. 846 Portola Road Field meeting for preliminary review of proposed alteration to the Hallett Store.

7:00 PM – SPECIAL AGENDA*

1. Call to Order:
2. Roll Call: Commissioners Koch, Sill, Wilson, Vice Chair Breen and Chair Ross
3. Oral Communications:

Persons wishing to address the Commission on any subject, not on the agenda, may do so now. Please note, however, the Commission is not able to undertake extended discussion or action tonight on items not on the agenda.

4. New Business:
 - a. Preliminary Architectural Review for New Residence, Pool & Pool House, and Shed, File # 33-2016, 45 Granada Court, Klemchuk Residence (Staff: A. Cassidy)
 - b. Preliminary review for a Conditional Use Permit, Variance, Architectural Review and Site Development Permit for Sausal Creek, LLC (Hallett Store) 846 Portola Road. File #37-2015 and X7D-178 (Staff: C. Richardson)
5. Commission and Staff Reports:
6. Approval of Minutes: October 27, 2016
7. Adjournment:

*For more information on the projects to be considered by the ASCC at the Special Field and Regular meetings, as well as the scope of reviews and actions tentatively anticipated, please contact Carol Borck in the Planning Department at Portola Valley Town Hall, 650-851-1700 ex. 211. Further, the start times for other than the first Special Field meeting are tentative and dependent on the actual time needed for the preceding Special Field meeting.

PROPERTY OWNER ATTENDANCE. The ASCC strongly encourages a property owner whose application is being heard by the ASCC to attend the ASCC meeting. Often issues arise that only

property owners can responsibly address. In such cases, if the property owner is not present it may be necessary to delay action until the property owner can meet with the ASCC.

WRITTEN MATERIALS. Any writing or documents provided to a majority of the Town Council or Commissions regarding any item on this agenda will be made available for public inspection at Town Hall located 765 Portola Road, Portola Valley, CA during normal business hours.

ASSISTANCE FOR PERSONS WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Assistant Planner at 650-851-1700, extension 211. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

PUBLIC HEARINGS

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge a proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the Public Hearing(s) described later in this agenda, or in written correspondence delivered to the Planning Commission at, or prior to, the Public Hearing(s).

This Notice is Posted in Compliance with the Government Code of the State of California.

Date: November 11, 2016

CheyAnne Brown
Planning Technician



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Planning Commission

FROM: CheyAnne Brown, Planning Technician

DATE: November 10, 2016

RE: Cancelation of Planning Commission Meeting

The regular meeting of the Planning Commission scheduled for Wednesday, November 16, 2016 has been canceled. The next regular meeting of the Planning Commission is scheduled for Wednesday, December 7, 2016 at 7:00 p.m.

cc: Town Manager
Town Council
Town Planner
The Almanac

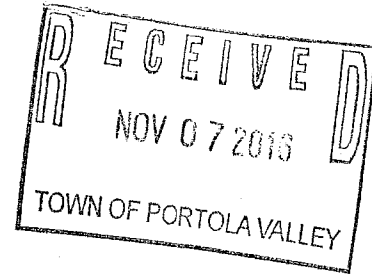
This Notice is posted in compliance with Section 54955 of the Government Code of the State of California.

Date: November 10, 2016

CheyAnne Brown
Planning Technician

Oct. 29, 2016

Portola Valley, CA 94028



Dear Mayor Derwin,

I am against any device to record plate numbers of cars in Portola Valley. The degree of security gained from this would be so small as to be almost illusory. We should not voluntarily put ourselves into a system with hazy benefits and real susceptibility to being hacked.

I have recently collected 34 articles from the Mercury News that are about hacking. It is all-pervasive. Some surveillance systems require that the user, in this case the Town, not tell what is collected and how it might be used, which is still more murky.

How a proposed system might hurt us by being hacked I do not know, but we should not set ourselves up for it.

Yours truly,

Andrew C. Browne

Wed 11/9/2016 2:46 PM

Kristi Corley

Town Council- idea to keep a contractor/subcontractor information at the town.

Town Center <TownCenter@portolavalley.net>
Jeremy Dennis <jdennis@portolavalley.net>; Cathy Carlson

Town Council of Portola Valley,

I am concerned about the very large Alpine Swim and Tennis build project and the Windmill build project of hiring of many unknown contractors and subcontractors for building projects without any identification collection. On large build projects such as these, can the town of Portola Valley require updated subcontractor and contractor information during the time and duration of the project, such as names, address, vehicle type and license numbers? Therefore the police would have one location to check into all contractors and subcontractors for current projects or projects completed in the past year in Portola Valley.

The Alpine Swim and Tennis project is across the street from where I live and as you know two burglaries have occurred very close to my home. Although I voted in favor of the Alpine Swim and Tennis project, I would like the contractors and subcontractors to be listed and have full disclosure of who is currently working at the site, maybe with an "approval card" showing they are registered with the town? Is this possible? Can the town require this in their provisional agreement of approval to build, that all contractors and subcontractors names, address and vehicles are registered with the town or cannot work on the premises for the project? All contractors and subs would carry an "approval card" from the town of PV to work at PV sites. Therefore a town employee from the building department can check on a build project at any time to see if all contractors and subs are registered with the town.

Therefore if burglaries continue, there is one location to go to look into all workers on current town projects. I am even in favor of having this done for all projects in the town of Portola Valley. We need to protect the people and houses in the town as much as possible and this might be added as a deterrent to commit a crime in Portola Valley. This is an idea for discussion for the town council. Can you bring this up for discussion at your meeting? We want to discourage any contractors and subcontractors from being involved in burglaries in this town!

Please let me know what date this would be discussed on the town council agenda.

Thank you for your consideration,

Kristi Corley
650 722-0785



SHERIFF'S OFFICE

A TRADITION OF SERVICE SINCE 1856

San Mateo County Sheriff's Office (Headquarters Patrol) Press

Information on selected incidents and arrests are taken from initial Sheriff's Office case reports. Not all incidents are listed due to investigative restrictions and victim privacy rights.

Monday 10/10/16 to Sunday 10/16/16

Carlos G. Bolanos
Sheriff

CASE NUMBER	DATE & TIME Reported	LOCATION	DESCRIPTION	FACTUAL CIRCUMSTANCES
16-09819	10/12/16 09:52	1100 Godetia Dr Woodside	Civil Problem	The deputy responded to a civil dispute at a residential property. There are multiple structures on this property, which housed tenants. The deputy met with the owner of the property who stated that one of the tenants has prodigious personal property, commonly known as "hoarding". Recognizing the problems this would present, the owner refused to accept payment from the tenant and asked him to vacate the premises. The owner also believed that the tenant received and intercepted, either intentionally or accidentally held the owners mail. The property owner did not want to contact the tenant directly so he asked assistance from the Sheriff's Office.
16-09848	10/12/16 20:02	300 blk 3 rd Ave North Fair Oaks	Warrant Arrest	The deputy received a report of a civil dispute with a landlord and a tenant. After resolving the civil dispute between the involved parties, a records check was conducted on the involved parties. County Communications advised that one of

				the male subjects had an outstanding felony warrant for his arrest out of the Alameda County. The warrant was confirmed and the subject was transported and booked into the County Jail.
16-09857	10/13/16 03:33	5 th Ave/Bay Rd North Fair Oaks	Warrant Arrest	The deputy was on patrol when he observed a vehicle in a parking lot. The deputy used his patrol vehicles mobile data terminal to conduct a license plate check of the vehicle. The deputy observed a release of liability on file to a male subject whom the deputy had prior knowledge that the subject had an outstanding felony warrant for his arrest. The deputy made contact with the male subject and requested County Communications to conduct a wants and warrants check on the person. County Communications confirmed the subject had an outstanding felony warrant and was placed under arrest.
16-09869	10/13/16 11:00	Alpine Piers Lane West Menlo Park	Auto Burglary	Unknown suspect(s) broke the rear passenger side window of a vehicle and gained entry. The suspect(s) took a purse containing a cell phone, check book, wallet, cash and other miscellaneous items and fled the scene.
16-09923	10/13/16 23:26	100 Ansel Lane Ladera	Commercial Burglary	The deputy was dispatched on a report of a commercial burglary. The deputy met with the reporting person who stated that an ex-employee had been captured on closed circuit television gaining entry into the office and walking out with a Apple laptop. The reporting party also stated that a Samsung television was missing. The business was secured and locked. The cameras which captured the entry and theft of the laptop are motion sensor activated. Being that the male subject was a previous employee, he still had the code to gain entry. The code was not changed since releasing the employee. The total loss for the Apple laptop and Samsung Television was approximately \$1500.
16-09959	10/15/16 16:43	2000 Cedar Ave West Menlo Park	Suspicious Circumstances	The deputy responded on a report of a possible interrupted burglary. The deputy met with the reporting party who stated that a male subject tried to open their front door. When confronted, the male subject stated he wanted a cigarette. The reporting person closed the door and the subject left.



SHERIFF'S OFFICE

A TRADITION OF SERVICE SINCE 1856

San Mateo County Sheriff's Office (Headquarters Patrol) Press

Information on selected incidents and arrests are taken from initial Sheriff's Office case reports. Not all incidents are listed due to investigative restrictions and victim privacy rights.

Monday 10/17/16 to Sunday 10/23/16

Carlos G. Bolanos
Sheriff

CASE NUMBER	DATE & TIME Reported	LOCATION	DESCRIPTION	FACTUAL CIRCUMSTANCES
16-10049	10/17/16 13:46	900 blk Portola Rd Portola Valley	Attempted Fraud False Pretenses	Posing as the church's pastor, an unknown suspect(s) sent an email to the church's secretary. The email requested the secretary to wire transfer a large sum of money to a bank in Texas. The secretary called the pastor to learn he did not send the email. The fraud was discovered before any funds were disbursed.
16-10051	10/18/16 09:45	300 blk Golden Oak Dr Portola Valley	Residential Burglary	The deputy responded on a report of a residential alarm. The deputy met with the victims who stated that the entry was made via a smash to the rear master bedroom window. The loss in the residential burglary was a ceramic box containing approximately seven (7) silver rings, an iMac computer and an expired passport belonging to the victim.
16-10052	10/18/16 06:45	5 TH Ave/William Ave North Fair Oaks	Robbery from person: fear or force	The victim claimed has as he was walking; a male subject blocked his path making it impossible to pass through. As the victim turned around, another male subject approached the

				victim, placed a knife to his back and demanded he take out his wallet. The victim removed his wallet from his pants pocket, opened it and the suspect took the victims money approximately \$150 cash. The victim lost sight of the suspects.
16-10061	10/18/16 13:14	100 blk Willowbrook Dr Portola Valley	Driving on a Suspended License	The deputy was on patrol when he noticed a vehicle make a sudden turn into the driveway without using its' signal. The deputy conducted a traffic stop and contacted the male driver who stated that his license was suspended. The deputy conducted a DMV records check which revealed that the driver's license status was suspended.
16-10072	10/18/16 21:06	2500 blk El Camino Real North Fair Oaks	Probation Violation- Adult	The deputy was dispatched on a report of a disturbance. Upon arrival, the deputy made contact with three male subjects whom a records check through County Communications confirmed that one of the male subjects is on felony San Mateo County Probation. The male subject became agitated and would raise his voice when speaking to the deputy. Due to the nature of the call and the male subject's immediate and continual level of agitation towards law enforcement, the deputy arrested the male subject and transported him to the San Mateo County Jail.
16-10086	10/19/16 10:10	3600 blk Alameda De Las Pulgas West Menlo Park	Shoplifting	Unknown suspects entered Chevron gas station and took milk, a Red Bull energy drink and juice. The suspect concealed the items under his jacket and left the store. The victim estimated the loss at \$12.00
16-10115	10/20/16 13:00	2500 blk Middlefield Rd North Fair Oaks	Vandalism	Unknown suspect(s) used a rock to smash out the rear window of the victim's vehicle while it was parked. The victim estimated damage to be in excess of \$400.
16-10127	10/20/16 11:14	4 th Ave/William Ave	Recovered Outside Stolen Vehicle/Possess Stolen Vehicle	The deputy was on patrol when he noticed a vehicle matching the description of a stolen vehicle reported by the Redwood City Police Department. The deputy made contact with the male subject and sole occupant sitting in the passenger seat of the vehicle. The male subject stated he did not know that the vehicle was reported stolen. The male subject was being cooperative and was interviewed regarding the incident. The

				registered owner of the vehicle was notified and took the possession of the vehicle.
16-10216	10/21/16 Unknown	100 blk Rutherford Ave North Fair Oaks	Tamper with Vehicle/Petty Theft/Found Property	The deputy met with the victim who stated he noticed that his vehicle was not bearing its correct rear and front license plates. The victim believed his vehicle plates have been taken recently. The deputy conducted a records check on the vehicle plates and learned they were clear. The stolen plates were entered into Stolen Vehicle System.
16-10232	10/22/16 22:23	400 blk Warrington Ave North Fair Oaks	Driving Under the Influence-Drugs	The deputy responded on an investigation with a driving under the influence. The deputy made contact with a male driver and while speaking to him the deputy noticed a strong odor of Marijuana coming from inside the car and his eyes were red. The deputy also noticed small pieces of marijuana on the male subject's shirt. The subject admitted to smoking marijuana. The deputy asked the subject to step out of the vehicle and while getting out of the vehicle the subject stumbled slightly as he began to walk back to the deputy's patrol car. The deputy requested that the subject perform a series of Field Sobriety tests to ensure he was safe to drive. The subject failed to perform the test as explained and demonstrated. The subject was transported and taken to First Chance.
16-10235	10/23/16 06:00	Berkshire Ave/Blenheim Ave North Fair Oaks	Robbery from person: fear or force	The victim stated that while he was walking home alone, a black 4 door SUV arrived and approximately 10 male subjects got out of the vehicle and approached the victim. One of the male subjects put a hand gun to the victim's forehead while another subject placed a knife to the victim's chest area. The victim stated that he was ordered to hand over his valuables. He stated that he gave them his wallet, which contained approximately \$1,000.00 and a cellphone. He claimed he was then assaulted by the subjects and punch in the face several times. At some point, the victim was able to run away from the subjects and asked for help.



SHERIFF'S OFFICE

A TRADITION OF SERVICE SINCE 1856

San Mateo County Sheriff's Office (Headquarters Patrol) Press

Information on selected incidents and arrests are taken from initial Sheriff's Office case reports. Not all incidents are listed due to investigative restrictions and victim privacy rights.

Monday 10/24/16 to Sunday 10/30/16

Carlos G. Bolanos
Sheriff

CASE NUMBER	DATE & TIME Reported	LOCATION	DESCRIPTION	FACTUAL CIRCUMSTANCES
16-10282	10/24/16 14:19	Middlefield Rd/Pacific Ave North Fair Oaks	Possess Stolen Veh/Recovered Outside Stolen Vehicle	The deputy was on patrol when he noticed a vehicle traveling without a front and rear license plate. The deputy conducted a traffic stop and made contact with the driver and the front passenger. The deputy located the vehicle VIN number and conducted a records check through County Communications and was advised that the vehicle was reported stolen out of the Sacramento Police Department. The vehicle was removed from the Stolen Vehicle System and the driver was arrested for possession of a stolen vehicle.
16-10329	10/25/16 01:27	200 blk Ridgeway Rd Woodside	Suspicious Circumstances	The deputy responded on a report of an attempted burglary. The deputy met with the reporting person who requested the incident to be documented. The reporting person stated that her security alarm went off waking her up. The reporting person stated she did not see or hear anyone and the window was checked as secure. The alarm system went off a second time and after contacting the alarm company, the reporting person learned that the alarm sensor was defective. The reporting person was confident that the

				original alarm was caused by the sensor and not an actual attempted burglary.
16-10342	10/26/16 00:02	Cinnabar Rd/Crest Rd	Rec Known Stolen Property	While on patrol the deputy noticed a vehicle parked on the dead end of the street with the windows rolled down. The deputy made contact with four male subjects inside the vehicle. When the deputy made contact with the driver, he noticed the odor of burnt marijuana emanating from inside the vehicle. The driver and registered owner of the vehicle gave consent to the deputy to search the vehicle. While conducting the vehicle search the deputy located a laptop, cameras, and several jewelries that matched the description of a residential burglary that occurred in Belmont. The driver was placed under arrest for possession of stolen property and was transported to the county jail.
16-10380	10/27/16 04:36	00 Cinnabar Rd Woodside	Possess Controlled Substance-Prop 47/Possess Unlawful Paraphernalia	The deputy was conducting a patrol check at the dead end of the road when he observed a parked vehicle with precipitation and fog on the inside of the window of the vehicle. The deputy made contact with the male driver and passenger of the vehicle. The deputy asked the male subjects if there were any other drugs or illegal contraband in the vehicle. The male driver stated there was a glass pipe located beneath his seat. The deputy located the glass pipe and observed small chunks of suspected methamphetamine crystals from one end of the pipe. The deputy issued a citation to the male driver and was released from the scene.
16-10385	10/26/16 08:18	100 blk La Sandra Wy Portola Valley	Suspicious Circumstances	The deputy was dispatched on a report of a trespasser. The reporting person stated that he heard voices in the front of his house. When the reporting person checked on the noise he noticed three male subjects walking on a berm next to his driveway. When asked what they were doing they responded that they were given permission from a neighbor to be there. The report was taken for informational purposes only.
16-10406	10/27/16 15:24	300 blk Pasteur Dr Woodside	Warrant Arrest	The deputy was dispatched to take custody of an individual who had outstanding felony warrants. The deputy arrived and conducted a warrants check through San Mateo County Communications which revealed that the male subject had 2 Felony Warrants out of the San Francisco County Sheriff's Department. The warrant was confirmed and the subject was arrested.

16-10410	10/26/16 22:00	3000 blk Fair Oaks Ave North Fair Oaks	Stolen Vehicle/Recovered Locally Stolen Vehicle	The deputy was dispatched on a report of a stolen vehicle. The deputy met with the registered owner of the vehicle who stated that his vehicle was stolen in front of his residence sometime during the night. The deputy conducted an area check with negative results. The next day the deputy later discovered that Redwood City Police had recovered the stolen vehicle
16-10416	10/27/16 19:21	500 Warrington Ave North Fair Oaks	Warrant Arrest	The deputy responded on a report of a dispersal request. The deputy arrived and made contact with two male subjects at the location. The deputy conducted a records check through County Communications which revealed that one of the male subjects had a Felony Warrant out of the Redwood City Police Department. The warrant was confirmed and the subject was arrested.
16-10435	10/27/16 18:00	2700 Fair Oaks Ave North Fair Oaks	Defraud Innkeeper	The deputy met with the reporting person regarding a civil case. The reporting person stated that a customer as his body shop left without paying for services. The reporting person stated that while he was tending to another customer, the subject left with his vehicle without paying the \$501.55. The deputy made several attempts to contact the subject with negative results.
16-10500	10/30/16 02:03	2800 Middlefield Rd North Fair Oaks	Discharge Firearm with gross neg	Multiple reporting parties contacted County Communications and reported hearing shots fired in the area. The deputies responded and an area check revealed eight .40 caliber shell casings and a red laser attachment from a handgun. The deputy conducted an area check and contacted local trauma hospitals for potential gunshot victims with negative results.
16-10515	10/30/16 16:30	Alpine Rd/Piers Lane Ladera	Auto Burglary	The victim reported that her vehicle was broken into via a window smash and her property was stolen. The items taken include a black high design bag, a silver Apple iPhone 6 and miscellaneous makeup. The value of stolen and damaged items was approximately \$707. The deputy arrived and conducted an area check for other vehicles that may have been burglarized with negative results
16-10520	10/26/16 Unknown	1300 American Way West Menlo Park	False Pretenses	The deputy met with the reporting person who stated she was a victim of fraud via the telephone in the amount of \$6,000 in Apple gift cards. The victim received several telephone calls at her residence from her alleged grandson/unknown suspect(s). The suspect(s) told her that her grandson was in jail and needed

				money to bail out of jail. The suspect request that the victim purchase Apple gift cards and relay the serial numbers on the back to complete the transaction. After the victim completed the transactions with the suspect(s), she notified her daughter. The victim's daughter relayed that her son was not in jail or in any type of trouble.
16-10521	10/28/16 17:00	200 Semicircular Rd North Fair Oaks	Vandalism	The deputy met with the reporting person who stated he was a victim of vandalism to his vehicle via three slashed tires. The total value of damaged property was approximately \$800. The deputy conducted an area check for other vehicles that may have been vandalized with negative results.

Join us for a *Retirement*
Open House Celebration

Honoring Campbell City Manager

Mark Linder

In Recognition of
30 Years of Public Service

Thursday, December 15, 2016
3:30 – 6:30 p.m.

Orchard City Banquet Hall
One West Campbell Avenue

Open Microphone at 4:30 p.m.
R.S.V.P. by Thursday, December 1, 2016
margaritam@cityofcampbell.com

Hosted by the City's Executive Management



TOWN COUNCIL WEEKLY DIGEST

Friday – November 18, 2016

1. Agenda (Cancelation) – Water Conservation Committee – Monday, November 21, 2016
2. Agenda – Conservation Committee – Tuesday, November 22, 2016
3. Email from Resident Kristi Corley re: Request for Information of Contractor / Subcontractor
4. Letter from Marie Chuang, Chairperson City Selection/Council of Cities re: 2016 Vacancies
5. Letter from Alicia Aguirre, C/CAG Chair re: Vacant Seats on the Bicycle and Pedestrian Committee (BPAC)

Attached Separates (Council Only)
(placed in your town hall mailbox)

1. Invitation to HIP Housing Holiday Party – Wednesday, December 7, 2016
2. The Voice (Sound and Communications Technology) – 2016 Q4



TOWN OF PORTOLA VALLEY
Water Conservation Committee Meeting
Monday, November 21, 2016 3:00 PM to 5:00 PM
Town Hall, Conference Room
765 Portola Road, Portola Valley, CA 94028

WATER CONSERVATION COMMITTEE

NOTICE OF MEETING CANCELLATION

Monday, November 21, 2016

The Water Conservation Committee meeting regularly scheduled for Monday, November 21, 2016 has been cancelled. A special meeting has been scheduled for Monday, December 5, 2016, 9:00 am in the Conference Room at Town Hall Conference Room.



**TOWN OF PORTOLA VALLEY
Conservation Committee Meeting
Tuesday, November 22, 2016 – 7:30 PM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA**

MEETING AGENDA

1. Call Meeting to Order
2. Oral Communications
3. Approval of October 25, 2016 minutes
4. Current Site Permits:
 - A. None
5. Old Business
 - A. Wells – Bourne
 - B. Ban on Poison bait – DeStaebler/Chiariello/Eastman/Heiple
 - C. BYH – DeStaebler
 - D. Tip of the Month - Plunder
 - E. Kudos of the Month – Murphy
 - F. Broom Pull Sunday March 5, 2017
 - G. Monarch milkweed project
 - H. Local Native seed collection - Plunder
 - I. Committee/Town cooperation
 - a) Public Works
 1. Native plant garden
 2. Schoolhouse front yard
 - b) Brochure for Town Center Plantings
 - c) Long Range Planning Committee
 - d) Town Water Conservation Project
 - e) Water Conservation Committee
 1. Water-wise Garden tour Sunday, April 2, 2017
 - J. Weed seedling info sheet – Heiple
 - K. November?
6. New Business
 - A. Reappointment of Committee Members for 2017
 - B. Sponsor Northern CA Society of Botanical Artists? Judy Paris
 - C. Sponsor Town evening on “Care of Trees” with Fire District? Denise Enea
 - D. Goals for 2017
7. Adjournment
8. Next meeting January 24, 2017, 7:30 pm

From: Kristi Corley
Sent: Thursday, November 17, 2016 11:37 AM
To: Jeremy Dennis
Subject: Re: PV neighborhood watch meeting? South Golden Oak Drive, Portola Valley

11/17/16

Jeremy, PV architectural review board and PV Town Council,

Here's my request regarding getting the contractor & subcontractor names at the "Final" of the alpine swim and tennis project is unsatisfactory to me & the community, with all the burglaries currently happening(another burglary in Ladera on 11/13 or 14 with residents at home.) We need contractor and sub names, cars and address every day of the project as a sign in sheet so police can go directly to that list if a burglary is to occur in PV. Why not? We want subcontractors to know we are watching them in this town. Can you write that into the provisional approval, that they have to comply to daily list of names, in order to start and continue that Alpine Swim and Tennis project? Show us that subcontractors are screened and approved by wearing daily badges so when I go over to my Alpine Club, that I feel safe. I don't want to wonder who someone is on site.

Please pass this request to the architectural review board of Portola Valley to add this language into the approval agreement with Alpine Swim and Tennis 12 mill project! Lets do simple preventative measures to keep our town safe. Not a new town ordinance, just added into the provisions for approval for this very large project Alpine Swim and Tennis, largest in town of PV in a while, I assume.

Asking for the following:

- 1) build into the approval process that alpine swim and tennis general manager & general contractor has a list of all contractors and subcontractors for any given day. (not just submitting at the FINAL, 1-2 yrs at the end of project)
- 2) approved contractors and subcontractors all wear approved badges which shows alpine members that this person is actually approved and working for the general contractor on the site and not just a stranger walking around as we pay monthly dues.
- 3) provide sheriff with contact names/numbers(alpine general manager & general contractor AM and PM to get this daily employee list) on site at ANY time of day. If a burglary occurs at 10PM at night, sheriff knows who has current names/car license/address list and who to call to get it.

If you need 10-100 other PVtown members to agree & to write into the provisional approval, I would be happy to work on that for you. We are working on a neighborhood watch on Golden Oak Drive and I'm sure they would all agree with this! Happy to get signatures of all of them, if this helps.

Thank you for your consideration.

Kristi Corley

From: Miyuki Yokoyama [mailto:MYokoyama@HILLSBOROUGH.NET]
Sent: Friday, November 18, 2016 8:27 AM
Cc: spurewal@smcgov.org
Subject: 2016 Vacancy Listing, Deadline and Email Contact

Dear City Clerks:

RE: **Deadline for submission is December 1, 2016**

Letter of Intent is to be emailed to spurewal@smcgov.org
Purewal Sukhmani, Clerk to the City Selection Committee of the Council of Cities

Please see below for a list of 2016 Vacant Seats. Please advise your council members that the deadline to submit their letters of intent is December 1, 2016. All applications are to be scanned and emailed to Sukhmani Purewal (see email address above) for collection. He will then email a complete packet for each city council's consideration after December 1st. Please advise your elected officials not to send to other cities directly to avoid repetition and confusion. Letters of Intent not received by the deadline are treated as floor nomination at the December 16th Council of Cities Meeting at Colma.

Thank you for your assistance. Happy Thanksgiving to you and your family.

Best,
Marie Chuang
Chairperson, City Selection Committee
Chairperson, Council of Cities

2016 VACANCY LISTING

Vacant Seats and Terms Expired or Due to Expire

Between January 1, 2016 and December 31, 2016

(Please note listing has been updated as of February 27, 2016; vacancy listing will reflect balance of the year)

CALIFORNIA IDENTIFICATION SYSTEM (CAL-ID)

	Appointed	Expires	Representing
Kirsten Keith, Menlo Park	1/28/11	12/31/16	Cities

HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE

	Appointed	Expires	Representing
Ron Collins, San Carlos	1/1/13	12/31/16	Cities
Helen Fiscaro, Colma	1/1/03	12/31/16	Cities

SAN MATEO COUNTY TRANSIT DISTRICT (SAMTRANS)

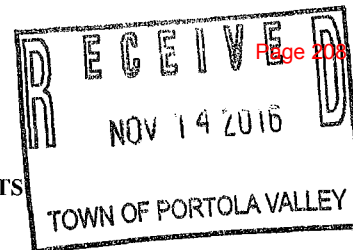
	Appointed	Expires	Representing
Jeffrey Gee, Redwood City	06/11	12/31/16	Cities Southern

SAN MATEO COUNTY TRANSPORTATION AUTHORITY (SMCTA)

	Appointed	Expires	Representing
Maureen Freschet, San Mateo	12/18/15	12/31/16	Cities Central
Cameron Johnson, San Carlos	1/1/05	12/31/16	Cities Southern

ELECTION OF A CHAIRPERSON TO THE CITY SELECTION COMMITTEE FOR 2017

ELECTION OF A VICE CHAIRPERSON TO THE CITY SELECTION COMMITTEE FOR 2017



C/CAG
CITY/COUNTY ASSOCIATION OF GOVERNMENTS
OF SAN MATEO COUNTY

Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park • Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside

Date: November 7, 2016

To: All Councilpersons of San Mateo County Cities and Members of the Board of Supervisors
 All City/County Managers

From: Alicia C. Aguirre, C/CAG Chair

Subject: C/CAG Bicycle and Pedestrian Advisory Committee Vacancies for Elected Officials

The City/County Association of Governments of San Mateo County (C/CAG) will have **two vacant seats** on the Bicycle and Pedestrian Advisory Committee (BPAC) for elected officials of City Councils and/or the Board of Supervisors. Individuals must be an elected official on one of the twenty City Councils in San Mateo County or an elected official on the San Mateo County Board of Supervisors.

Individuals who would like to be considered for appointment to the BPAC should send a letter of interest to:

Sandy Wong, C/CAG Executive Director
 City/County Association of Governments
 555 County Center, 5th Floor
 Redwood City, CA 94063
 or e-mail the letter to slwong@smcgov.org

About the Bicycle and Pedestrian Advisory Committee (BPAC):

The BPAC provides advice and recommendations to the full C/CAG Board on all matters relating to bicycle and pedestrian facilities planning, and selection of projects for state and federal funding. This Committee has approximately six meetings per year. The BPAC meets on the fourth Thursday of the month from 7:00 p.m. to 9:00 p.m. in San Mateo City Hall.

If you would like to be considered for the BPAC, please submit your letter of interest by **Friday, November 25, 2016**. Appointments will take effect in January 2017.

If you have any questions about the BPAC or this appointment process, please feel free to contact Eliza Yu at eyu@smcgov.org or (650) 599-1453.

Sincerely,

Alicia C. Aguirre
 C/CAG Chair

TOWN COUNCIL WEEKLY DIGEST

Wednesday – November 23, 2016

1. Agenda – Architectural Site & Control Commission – Monday, November 28, 2016
2. Report from San Mateo County Sheriff's Office – Incident Log for 10/31/16 – 11/06/16
3. Invitation to City Council Reorganization for City of Millbrae

Attached Separates (Council Only) *(placed in your town hall mailbox)*

1. Community Investment Report from Comcast/NBC Universal – Fall 2016



**TOWN OF PORTOLA VALLEY
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
Monday, November 28, 2016
7:00 PM – Regular ASCC Meeting
Special Field Meeting (time and place as listed herein)
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028**

SPECIAL ASCC FIELD MEETING*

4:00 p.m. 8 Portola Green Circle Field meeting for architectural review for an addition.

7:00 PM – SPECIAL AGENDA*

1. Call to Order:
2. Roll Call: Commissioners Koch, Sill, Wilson, Vice Chair Breen and Chair Ross
3. Oral Communications:

Persons wishing to address the Commission on any subject, not on the agenda, may do so now. Please note, however, the Commission is not able to undertake extended discussion or action tonight on items not on the agenda.

4. Old Business:
 - a. Architectural Review and Site Development Permit review for three parcels located at 1260 Westridge Drive, Carano Residences (Staff: C. Richardson)

Parcel A: New 2,039 Square Foot Residence, Pool, Gazebo and 988 Square Foot Detached Garage. File #26-2015

Parcel B: New 6,150 Square Foot Residence with a 6,144 Square Foot Basement and a 969 Square Foot Detached Garage. Variance request to locate a 6 foot tall fence and gate within the front setback. File # 27-2015

Parcel C: New 5,086 Square Foot Residence with a 1,442 Square Foot Basement, a 950 Square Foot Detached Garage, a 404 Square Foot Accessory Dwelling Unit, a 700 Square Foot Detached Garage and Tennis Court. Variance request to locate a 6 foot tall fence and gate within the rear setback. File #28-2015

5. New Business:
 - a. Architectural Review for Driveway Entry Gate, File #: 4-2016, 140 Golden Oak, Avida/Koller Residence (Staff: A. Cassidy)
 - b. Architectural Review for an Addition, File # 30-2016, 8 Portola Green Circle, Murphy Residence (Staff: A. Cassidy)
 - c. Preliminary Review of a Proposal to Renew and Amend a Conditional Use Permit, Alpine Inn Beer Garden, 3915 Alpine Road, File # 36-2016 (Staff: A. Cassidy)

6. Commission and Staff Reports:
 - a. Portola Road Widening Project – Oral Report
 7. Approval of Minutes: November 14, 2016
 8. Adjournment:
-

*For more information on the projects to be considered by the ASCC at the Special Field and Regular meetings, as well as the scope of reviews and actions tentatively anticipated, please contact Carol Borck in the Planning Department at Portola Valley Town Hall, 650-851-1700 ex. 211. Further, the start times for other than the first Special Field meeting are tentative and dependent on the actual time needed for the preceding Special Field meeting.

PROPERTY OWNER ATTENDANCE. The ASCC strongly encourages a property owner whose application is being heard by the ASCC to attend the ASCC meeting. Often issues arise that only property owners can responsibly address. In such cases, if the property owner is not present it may be necessary to delay action until the property owner can meet with the ASCC.

WRITTEN MATERIALS. Any writing or documents provided to a majority of the Town Council or Commissions regarding any item on this agenda will be made available for public inspection at Town Hall located 765 Portola Road, Portola Valley, CA during normal business hours.

ASSISTANCE FOR PERSONS WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Assistant Planner at 650-851-1700, extension 211. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

PUBLIC HEARINGS

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge a proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the Public Hearing(s) described later in this agenda, or in written correspondence delivered to the Planning Commission at, or prior to, the Public Hearing(s).

This Notice is Posted in Compliance with the Government Code of the State of California.

Date: November 23, 2016

CheyAnne Brown
Planning Technician



SHERIFF'S OFFICE

A TRADITION OF SERVICE SINCE 1856

San Mateo County Sheriff's Office (Headquarters Patrol) Press

Information on selected incidents and arrests are taken from initial Sheriff's Office case reports. Not all incidents are listed due to investigative restrictions and victim privacy rights.

Monday 10/31/16 to Sunday 11/06/16

Carlos G. Bolanos
Sheriff

CASE NUMBER	DATE & TIME Reported	LOCATION	DESCRIPTION	FACTUAL CIRCUMSTANCES
16-10541	10/31/16 10:35	300 blk of 4 th Ave North Fair Oaks	Warrant Arrest/Controlled Substance Paraphernalia	The deputy arrived at the location to attempt to locate a subject known to have a felony warrant. The deputy located the male subject at the location and confirmed the warrant through County Communications. During the search incident to arrest, the subject informed the deputy that he had a methamphetamine pipe in his front right pocket. The deputy transported the subject to the county jail.
16-10563	10/31/16 18:00	800 blk 8 th Ave North Fair Oaks	Vandalism	The deputy was dispatched on a report of vandalism. The deputy met with the victim who stated that an unknown suspect keyed the driver side of his vehicle while it was parked. The deputy observed the scratch marks to the hood, driver side door and driver side rear quarter panel. A report was taken
16-10612	11/01/16 18:28	2900 blk Woodside Rd Woodside	Drunk in Public	The deputy responded on a report of an intoxicated female that had fallen. The deputy arrived and located the subject. Prior to making contact, the Woodside Fire Department personnel

				stated that they attempted to check on her but she became violent and wanted a welfare check on the subject. The deputy observed several objective signs of being under the influence of an alcoholic beverage. She exhibited slurred speech, unsteady gait, red and watery eyes and she emitted an odor of an alcoholic beverage from her breath and person. Based on the high level of intoxication, the deputy determined she could not care for herself. The subject was arrested and transported to the San Mateo County Jail and was later released when sober.
16-10623	11/02/16 15:25	1300 Westridge Dr Portola Valley	Suspicious Circumstances	An unknown subject in a white small sedan pulled into the driveway of the reporting person, got out of the car and stood in front of it while taking pictures of the residence. The subject got back inside the car and drove off. When the deputy arrived, and area check was conducted with negative results.
16-10630	11/02/16 07:30	1900 blk Camino De Los Robles West Menlo Park	Residential Burglary	Unknown suspect(s) unlawfully gained entry to residence using a garage door opener that was obtained from an unlocked vehicle in the driveway. The unknown suspect(s) stole approximately \$300 in cash, 200 British pounds and a MacBook Air laptop. The unknown suspect(s) exited the residence via a side garage door.
16-10653	11/02/16 20:00	3900 Alpine Rd Portola Valley	Driving on a Suspended License	The deputy conducted a traffic enforcement stop and made contact with a male driver. When the deputy asked the driver for his driver's license the male subject stated "he did not have one". A check through County Communications revealed that the male subject's driver's license was suspended. The male subject was issued a citation and the vehicle was released on scene to another person with a valid California driver's license.
16-10654	11/02/16 20:00	3000 Middlefield Rd North Fair Oaks	Felony Arrest Warrant	The deputy was on patrol when a male subject approached him. The male subject stated that a law enforcement agency was at his residence looking for him. A records check through County Communications showed that the male subject had a felony no bail warrant out of the California Department of Corrections and Rehabilitations. The warrant matched the male subject's descriptors, was confirmed and the subject was arrested.
16-10656	11/02/16 19:56	Cinnabar Rd/Crest Rd Woodside	Misdemeanor Arrest Warrant	The deputy was on patrol when he noticed a vehicle parked at the end of a cul-de-sac. The deputy made contact with the male driver and female passenger. A records check through County Communications revealed that the female passenger had an

				active warrant out of the Redwood City Police Department. The warrant matched the subject descriptors and warrant was confirmed. The subject was arrested and transported to the county jail.
16-10697	11/03/16 07:00	300 blk 5 th Ave North Fair Oaks	Residential Burglary	Unknown suspect(s) made entry through an unlocked side rear window to the residence. The suspect(s) took multiple jewelry items and undetermined amount of cash. There were no signs of forced entry. The deputy conducted an area check with negative results.
16-10710	11/04/16 02:20	2900 blk Huntington Ave North Fair Oaks	Stolen Vehicle	The deputy was dispatched on a report of a stolen vehicle. The deputy met with the victim who stated that five unknown suspect(s) was captured on video surveillance stealing the victim's vehicle. The deputy met with the victim and conducted an area check with negative results. The camera that overlooked the vehicle was manipulated by one of the suspects.
16-10769	11/04/16 17:00	600 blk Warrington Ave North Fair Oaks	Stolen Vehicle	The deputy responded on a report of a stolen vehicle. The deputy met with the registered owner who stated she parked her vehicle on the street and when she returned to her vehicle she could not locate it. The deputy conducted an area check with negative results.
16-10774	11/05/16 12:00	1300 blk Westridge Dr Portola Valley	Suspicious Circumstances	The deputy responded on a report of a suspicious circumstance. The deputy met with the reporting person who stated that a suspicious vehicle was parked blocking his driveway and an unknown subject in the driver's seat appeared to be taking photographs of his house. When the reporting person stepped out of the gate to investigate, the subject sped off. The reporting person was not able to provide a description of the driver. The deputy conducted an area check with negative results.
16-10777	11/05/16 13:41	Grandview Dr/La Honda Woodside	Traffic Accident	P-1 was descending eastbound on La Honda Road, when he approached a sharp right curvature in the roadway. P-2 was ascending westbound on La Honda Road, when he approached a sharp left curvature in the roadway. P-1's rear end slide out from underneath him, causing him to lose control and collided into the front driver's side fender of V-2 in the westbound lane of La Honda Road.

16-10804	11/06/16 04:35	.300 blk La Honda Rd Woodside	Traffic Accident	Unknown driver was driving V-1 westbound on State Route 84 before driving off the road into a tree causing major damage to V-1. V-1 was left abandoned in the roadway, blocking traffic. V-1 was towed from the scene by Able Tow for being an abandoned vehicle. The deputy conducted an area check for the driver with negative results.
16-10809	11/06/16 09:21	La Honda Rd/Portola Rd Woodside	General Case Information/Stored Vehicle	The deputy was dispatched on a report of a non-injury accident. The deputy met with the reporting party who stated that her daughter lost control of her vehicle and ultimately went down the embankment. The deputy located the vehicle down the embankment and was towed.
16-10823	11/06/16 16:05	Cervantes Rd/Shawnee Pass Portola Valley	Suspicious Circumstances	The deputy was dispatched on a report of a suspicious vehicle. The deputy met with the reporting person who stated that the suspicious vehicle made multiple U-turns in front of his house. The deputy conducted an area check with negative results.



#3

*The City of Millbrae
Cordially Invites You to the
Reorganization of the City Council
and the Administration of Oaths of Office*

Mayor Reuben D. Holober

Vice Mayor Gina Papan

Councilmember Ann Schneider

Councilmember Wayne J. Lee

Councilmember Anne Oliva

Tuesday, December 13, 2016

7:00 p.m.

Millbrae Council Chamber

621 Magnolia Avenue

*Reception Following
Chetcuti Community Room*

450 Poplar Avenue

RSVP to: alouis@ci.millbrae.ca.us

By Friday, December 9, 2016

TOWN COUNCIL WEEKLY DIGEST

Friday – December 2, 2016

1. Agenda – Special Water Conservation Committee – Monday, December 5, 2016
2. Agenda – Parks & Recreation Committee – Monday, December 5, 2016
3. Agenda – Bicycle, Pedestrian & Traffic Safety Committee – Wednesday, December 7, 2016
4. Agenda (Cancelation) – Planning Commission – Wednesday, December 7, 2016
5. Agenda – Emergency Preparedness Committee – Thursday, December 8, 2016
6. Agenda – Cultural Arts Committee – Thursday, December 8, 2016
7. Agenda (Cancelation) – Nature & Science Committee – Thursday, December 8, 2016
8. Monthly Meeting Schedule – December 2016
9. Report from San Mateo County Sheriff's Office – Incident Log for 11/07/16 – 11/13/16
10. Invitation to Council of Cities Dinner/Meeting – December 16, 2016
11. C/CAG of San Mateo County – Solicitation to Serve on Committee
12. Council of Cities, City Selection Committee - 2016 Vacancy List
13. City of Burlingame – Letter of Interest from Councilmember, Emily Beach
14. City of Pacifica – Letter of Interest from Mayor Pro Tem, Mike O'Neill
15. City of Redwood City – Letter of Interest from Councilmember Gee
16. City of Belmont - Invitation to City Council Reorganization
17. City of Brisbane – Invitation to Swearing in Ceremony for newly elected Mayor
18. City of Burlingame – Invitation to installation of Ricardo Ortiz as Mayor
19. City of Daly City - Invitation to attend Retirement Reception of Sal Torres, Councilmember
20. City of East Palo Alto – Invitation to City Council Reorganization
21. City of Foster City – Invitation to City Council Reorganization
22. City of Hillsborough – Invitation to City Council Reorganization
23. City of Pacifica – Invitation to City Council Reorganization
24. City of San Carlos – Invitation to City Council Reorganization

25. City of South San Francisco – Invitation to City Council Reorganization
26. Town of Atherton – Invitation to Town Council Reorganization
27. Town of Colma – Invitation to Town Council Reorganization

Attached Separates (Council Only)
(placed in your town hall mailbox)

1. Ygrene Opt-in invitation – Water and Energy Savings
2. CASA of San Mateo County – Contribution Request for CASA Volunteers
3. Silicon Valley Community Foundation – 2015 FY Financial Report



TOWN OF PORTOLA VALLEY
Special Water Conservation Committee Meeting
Monday, December 5, 2016 9 AM to 11 AM
Town Hall - Conference Room
765 Portola Road, Portola Valley, CA 94028

AGENDA

1. Call To Order
2. Roll Call
3. Oral Communications
4. Approval of Minutes – October 17, 2016
5. Old Business:
 - a. Updates from Subcommittees (see minutes)
 - Smart Irrigation (Al, Brandi, Loverine, Mia)
 - Graywater (Rebecca, Judy)
 - Rainwater Capture (Loverine)
 - Leaks (Brandi, Rebecca, Mia)
 - Native Garden Tour (Judy, Delle, Marge, Danna)
 - Welcome to PV (Whitney)
 - b. Update from Maryann
 - c. Update from Brandi
 - d. Update on Work with Parks & Rec
 - e. Update on Rainwater Harvesting Demo Site
6. New Business:
 - a. Letter to CPUC on CalWater Rate Case
 - b. Committee Appointments 2017
7. Announcements
8. Set Date and Topics for next meeting
 - a. Scheduled for December 19th at 11:00 am
9. Adjournment



Town of Portola Valley
Parks & Recreation Committee Meeting
Monday, December 5, 2016 – 7:30 pm
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

AGENDA

1. Call to Order
2. Oral Communications (*5 minutes*)
Persons wishing to address the Committee on any subject, not on the agenda, may do so now. Please note however, the Committee is not able to undertake extended discussion or action tonight on items not on the agenda. *Two minutes per person.*
3. Approval of Minutes: October 3, 2016
4. Rodenticides Discussion
5. Town Center Master Plan
6. Survey
7. Fields Update
8. Time with Town Manager
9. Adjournment

Next Meeting – January 9, 2016



TOWN OF PORTOLA VALLEY
Bicycle, Pedestrian and Traffic Safety
Committee Meeting
Wednesday, December 7, 2016 – 8:15 AM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

MEETING AGENDA

1. Roll Call
2. Oral Communications
3. Sheriff's Report –
 - 1) Accidents and Citations
 - 2) Updated requests for Law enforcement presence, as required for School and school crossing locations, Officer presence for 2016-17 school year.
4. Public Works Report:
5. Alpine Road Trail
 - 1) Report on meeting arranged with MROSD to discuss trail expansion within the former Woods property. Meeting was held Wednesday, November 16th, attended by Jeremy Dennis, Town Manager.
6. 2017 Outreach –
 - 1) Invitation for Committee proposals for events, and collaboration with other Town facilities (e.g. PV Library)
7. Matters Arising:
8. Time & Date for December 2016 meeting:
Scheduled meeting is Wednesday, January 4, 2016, 8:15 am.
9. Adjournment

Note: November 2, 2016 meeting minutes were unavailable in time for packet distribution.



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Planning Commission

FROM: CheyAnne Brown, Planning Technician

DATE: December 2, 2016

RE: Cancelation of Planning Commission Meetings

The regular meetings of the Planning Commission scheduled for Wednesday, December 7, 2016 and Wednesday, December 21, 2016 have been canceled. The Planning Commission will hold a special meeting on Thursday, December 15, 2016 at 7:00 p.m.

cc: Town Manager
Town Council
Planning Director

This Notice is posted in compliance with Section 54955 of the Government Code of the State of California.

Date: December 2, 2016

CheyAnne Brown
Planning Technician



TOWN OF PORTOLA VALLEY
Regular Meeting of the
Emergency Preparedness Committee
Thursday, December 8, 2016 - 8:00 AM
EOC / Community Hall
765 Portola Road, Portola Valley, CA 94028

AGENDA

1. 8:00 Call to order
Members: Mark Bercow, Dave Howes, Diana Koin, Anne Kopf-Sill, Dale Pfau/Chair, Chris Raanes, Ray Rothrock, Craig Taylor, Bud Trapp, Tamara Turner, and Stuart Young
Guests: Jeremy Dennis/Town Manager, John Richards/Town Council, Dan Ghiorso and Selena Brown WFPD, Mark Kuykendall/Sheriff's Office, Gary Neilsen/Sheriff Commissioner.
2. 8:01 Oral Communications
3. 8:03 Review and approval of minutes
Motion: Accept the Minutes of November 10, 2016.
4. 8:05 CERPP/WFPD Report (Brown/Ghiorso)
5. 8:15 Town Report (di Garmeaux)
EOP update
6. 8:30 Med subcommittee Report (Young)
7. 8:40 Communications Sub Committee Report (Rothrock)
Microwave phone update
Satellite phone update
8. 8:50 Community Outreach Sub Committee Report (Turner)
9. 8:59 Communications with Town Manager, Jeremy Dennis
10. 9:00 Other business
11. 9:10 Adjourn. Next meeting is January 12, 2017.



TOWN OF PORTOLA VALLEY
Cultural Arts Committee Meeting
Thursday, December 8, 2016 - 1:00 PM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA

AGENDA

1. Call to Order
2. Oral Communications
3. Approval of Minutes – November 10, 2016
4. Old Business:
 - Holiday Faire Debrief
 - Spring speaker series planning
 - Art show planning
 - New member follow-up
5. Adjournment



Town of Portola Valley
Nature and Science Committee Meeting
Notice of Cancellation
Thursday, December 8, 2016

NATURE & SCIENCE COMMITTEE
MEETING CANCELLATION
NOTICE

The regular meeting of the Nature and Science Committee scheduled for Thursday, December 8, 2016 at 5:00 p.m. has been cancelled.

Town of Portola Valley

Town Hall: 765 Portola Road, Portola Valley, CA 94028 Tel: (650) 851-1700 Fax: (650) 851-4677

DECEMBER 2016 MEETING SCHEDULE

Note: **Unless otherwise noted below and on the agenda, all meetings take place in the Historic Schoolhouse**, located at 765 Portola Road, Portola Valley, CA

TOWN COUNCIL – 7:00 PM (Meets 2nd & 4th Wednesdays)

Wednesday, December 14, 2016

Wednesday, December 28, 2016 – **CANCELLED MEETING**

PLANNING COMMISSION – 7:00 PM (Meets 1st & 3rd Wednesdays)

Council Liaison – Craig Hughes (for months October, November, December)

Wednesday, December 7, 2016 – **CANCELLED MEETING**

Wednesday, December 21, 2016 – **CANCELLED MEETING**

Thursday, December 15, 2016 – **SPECIAL MEETING** – 7:00 PM Historic Schoolhouse

ARCHITECTURAL & SITE CONTROL COMMISSION - 7:00 PM (Meets 2nd & 4th Mondays)

Council Liaison – Ann Wengert (for months October, November, December)

Monday, December 12, 2016

Monday, December 26, 2016 - **CANCELLED MEETING**

Monday, December 12, 2016 – **SPECIAL JOINT ASCC/PLANNING COMMISSION FIELD MEETING** – 4:00 PM

BICYCLE, PEDESTRIAN & TRAFFIC SAFETY COMMITTEE – 8:15 AM (Meets 1st Wednesday of every month)

Council Liaison – Craig Hughes

Wednesday, December 7, 2016

CABLE & UTILITIES UNDERGROUNDING COMMITTEE – 8:15 AM (Meets 2nd Thursday in months January, May and September)

Council Liaison – Craig Hughes

CONSERVATION COMMITTEE – 7:30 PM (Meets 4th Tuesday)

Council Liaison – John Richards

Tuesday, December 27, 2016- **CANCELLED MEETING**

CULTURAL ARTS COMMITTEE – (Meets 2nd Thursday of every month)

Council Liaison – John Richards

Thursday, December 8, 2016

EMERGENCY PREPAREDNESS COMMITTEE – 8:00 AM (Meets 2nd Thursday of every month)

EOC / Conference Room at Town Hall

Council Liaison – John Richards

Thursday, December 8, 2016

FINANCE COMMITTEE

Council Liaison – Ann Wengert
As announced

GEOLOGIC SAFETY COMMITTEE – 7:30 PM

Council Liaison – Jeff Aalfs
As announced

HISTORIC RESOURCES COMMITTEE

Council Liaison – Jeff Aalfs
As announced

NATURE AND SCIENCE COMMITTEE – 5:00 PM (Meets 2nd Thursday of alternate even numbered months)

Council Liaison – Jeff Aalfs
Thursday, December 8, 2016 – **CANCELLED MEETING**

OPEN SPACE ACQUISITION ADVISORY COMMITTEE

Council Liaison – Craig Hughes
As announced

PARKS & RECREATION COMMITTEE – 7:30 PM (Meets 1st Monday)

Council Liaison – Ann Wengert
Monday, December 5, 2016

PUBLIC WORKS COMMITTEE

Council Liaison – Jeff Aalfs
As announced

SUSTAINABILITY COMMITTEE

Council Liaison – Ann Wengert
As announced

TOWN CENTER MASTER PLAN UPDATE AD-HOC COMMITTEE – 4:00 PM

Council Liaisons – Ann Wengert and Craig Hughes

TRAILS & PATHS COMMITTEE – 8:15 AM (2nd Tuesday of every month, or as needed)

Council Liaison – Jeff Aalfs
Tuesday, December 13, 2016

WATER CONSERVATION COMMITTEE – 11:00 AM (Meets 3rd Monday) in the

EOC / Conference Room at Town Hall

Council Liaison – Maryann Derwin

Monday, December 5, 2016 – **SPECIAL MEETING - 9:00 AM in the Town Hall Conference Room**

Monday, December 19, 2016



SHERIFF'S OFFICE

A TRADITION OF SERVICE SINCE 1856

San Mateo County Sheriff's Office (Headquarters Patrol) Press

Information on selected incidents and arrests are taken from initial Sheriff's Office case reports. Not all incidents are listed due to investigative restrictions and victim privacy rights.

Monday 11/07/16 to Sunday 11/13/16

Carlos G. Bolanos

Sheriff

CASE NUMBER	DATE & TIME Reported	LOCATION	DESCRIPTION	FACTUAL CIRCUMSTANCES
16-10862	11/07/16 19:44	Kings Mountain Rd, west of Huddart Park Woodside	Under the Influence Controlled Substance/Controlled Sub Paraphernalia/Poss Controlled Substance Prop 47	The deputy responded on a report of a suspicious vehicle. The deputy made contact with the subject inside of the vehicle. The subject displayed the signs and symptoms of being under the influence of a controlled substance. The deputy observed a rolled up dollar bill with a small amount of white crystalline substance located inside. The deputy tested the white substance and presumptive positive for the presence of methamphetamine. The subject was arrested for being under the influence and possessing paraphernalia.
16-10864	11/07/16 19:59	1 st blk Dumbarton Ave North Fair Oaks	Possess Unlawful Paraphernalia/Poss Controlled Substance Prop 47/Poss-own-etc ammunition by prohibited person	The deputy was on patrol when he noticed a female subject on her bicycle without any lighting equipment. When the deputy made contact with the female subject, he observed a loaded glass pipe used to smoke crystal Methamphetamine on the ground. The subject admitted to discarding the pipe prior to contacting her. During a search, the deputy noticed an unspent

				12 gauge shotgun shell inside her bag. The subject was later found to have prior felony conviction which makes it unlawful for her to possess ammunition. The subject was later booked into the Maguire Correctional Facility without incident.
16-10888	11/08/16 12:18	900 blk La Mesa Dr Ladera	Obtain-Use Personal ID without Authorization	The deputy met with the victim who stated she was informed by the credit monitoring service "Credit Karma" that someone attempted to open two credit card accounts in her name. The victim did not suffer any loss.
16-10905	11/08/16 17:39	200 Golden Hills Dr Portola Valley	Traffic Accident-no injuries/Driving Under the Influence	The deputy responded on a report of a solo vehicle collision. The deputy observed a female at the vehicle who showed the signs and symptoms of alcohol intoxication. The deputy requested that the subject perform a series of field sobriety tests. The deputy determined the subject was driving a motor vehicle upon a highway while under the influence of alcohol and was unable to safely operate a motor vehicle. The subject was arrested.
16-10908	11/07/16 19:07	800 blk Espinosa Rd Woodside	General Information Case	The deputy received a report of a suspicious vehicle. When the deputy arrived, he noticed that it appeared the vehicle had lost traction and rolled into a tree on the side of the trail. The deputy looked into the vehicle and around the immediate area to see if he could see anyone, which he did not. The deputy was walking on the trail near the vehicle when he noticed a disturbance in the dirt. The deputy looked over the embankment and used his flashlight to light up the ravine and called out the subject's name. The deputy could hear moaning coming from the bottom of the ravine. The female subject was rescued and transported to Stanford Hospital.
16-11004	11/10/16 Unknown time	200 blk Mountain Home Rd Woodside	Obtain-Use Personal ID without Authorization	The deputy met with the victim who stated that unknown suspects had attempted to make online purchases using her personal identifying information from an online underwear company. The deputy provided the victim with the Federal Trade Commission website address for online access to identity theft resources along with the related information regarding obtaining credit reports and identity protection.

16-11010	11/10/16 17:30	600 blk Warrington Ave North Fair Oaks	Auto Burglary	An unknown suspect entered the victim's vehicle via passenger window smash. The unknown suspect stole a gold chain valued at \$100.
16-11022	11/11/16 10:25	Douglas Ave/Spring St North Fair Oaks	Bring Alcohol, Drugs in Prison/Possess Unlawful Paraphernalia/Poss Controlled Substance-Prop 47/Possess Burglary Tools	The deputy was on patrol when he noticed a vehicle parked on the sidewalk. The deputy made contact with the female driver. As the deputy was speaking to her, he noticed the subject's behavior and showed the signs of being under the influence of a controlled substance. The subject also admitted to having a glass pipe loaded with methamphetamine under the driver's seat. While doing a search, the deputy located a black purse containing 29 assorted keys, 20 auto jiggler keys, and 16 shaved vehicle keys that are used to gain entry into a variety of vehicles to commit vehicle burglaries. The deputy arrested the subject and transported her to the Maguire Jail Facility.
16-11063	11/12/16 11:58	2700 blk Devonshire Ave North Fair Oaks	Possess Stolen Veh/Recovered Outside Stolen Vehicle/Controlled Sub Paraphernalia/Poss Controlled Substance Prop 47	The deputy responded on a report of a suspicious subject. Upon arrival, the deputy noticed a male subject walk into a gated backyard and recognized the subject from prior contacts. The deputy also noticed a vehicle parked in the driveway and conducted a records check on the vehicle belonging to a registered owner out of San Francisco. The deputy was unable to locate the subject. While searching the vehicle, the deputy located a case that contained a glass pipe used for smoking methamphetamines. The interior was lined with white substance inside. The substance was later tested presumptive positive for the presence of methamphetamine. The vehicle was later towed and removed from Stolen Vehicle System.
16-11099	11/13/16 09:00	Alpine Rd/Piers Lane Ladera	Auto Burglary	The deputy met with the victim of an auto burglary via smash to the rear passenger window by unknown suspect(s). The loss in the burglary was a black Chanel handbag containing \$500 in US currency, credit cards and other miscellaneous property.
16-11100	11/13/16 09:00	Alpine Rd/Piers Lane Ladera	Auto Burglary	The deputy met with the victim of an auto burglary via smash to the rear passenger window by unknown suspect(s). The loss

				in the burglary was a brown leather hand bag containing approximately \$200 in US currency, credit cards, check book and other miscellaneous property.
16-11121	11/13/16 21:36	Stanford Ave/San Mateo Ave North Fair Oaks	Probation Violation- Adult Felony/Controlled Sub Paraphernalia/Driving on a Suspended License	A traffic enforcement stop was conducted for numerous traffic violations. The deputy made contact with a male driver and sole occupant of the vehicle. A records check revealed the subject was on PRCS and was driving on a suspended license. A person search on the subject and vehicle yielded hypodermic needles, a bag with tar heroin residue, and a digital scale with tar heroin residue. The on-call probation office was contacted and a hold was granted. The subject was arrested and booked into the County Jail.



Dinner/Meeting Announcement

Friday, December 16, 2016

All council members are welcome to come and meet their colleagues at these dinner meetings. This is a wonderful opportunity to discuss issues facing cities within San Mateo County and share ideas with others.

Location
Colma Fire House 50 Reiner Street Colma, CA 94014 650-755-5681 (in case you get lost) Directions attached

Schedule
6:00pm Social Time
6:15 pm City Selection Committee
6:45pm Business Meeting
7:00pm Dinner
8:00pm Program
9:00pm Adjourn

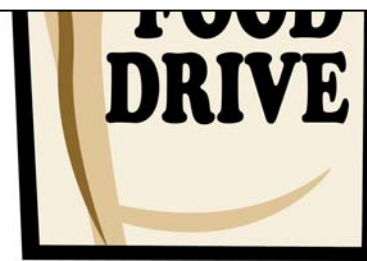
Please contact Chair Marie Chuang if you wish to bring up an item for group discussion or give a committee report.
Telephone: 650.348.8106 or mchuang@hillsborough.net

Family Style Dinner \$45.00 per person

RSVP by noon on Monday, December 12, 2016
Caitlin Corley - (650) 997-8311 or ccorley@colma.ca.gov

**PLEASE NOTE: CHECKS MUST BE MADE PAYABLE TO:
COLMA FIREMEN'S SOCIAL CLUB**

MAIL CHECK TO:
Caitlin Corley, Town of Colma
1198 El Camino Real
Colma, CA 94014



Once again, the Town of Colma is pleased to host the San Mateo Council of Cities December Meeting. As in previous years, the Colma Fire Protection District firefighters will prepare and serve a delicious family style meal!

During the Holiday Season, and especially this year, food pantries are seeing an increased demand from families in need.

Please help San Mateo County families by bringing a nonperishable food item or two with you to the December 16th Council of Cities dinner meeting.

For your convenience a list of most needed items has been provided by the North Peninsula Food Pantry and Dining Center of Daly City:

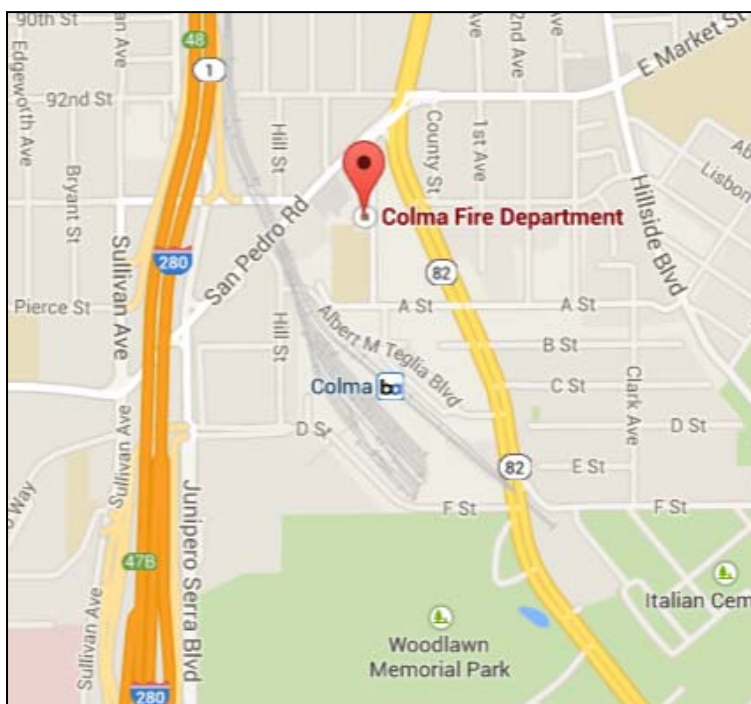
- **Gift Cards** from Lucky, Safeway or Trader Joe's allow families to purchase fresh fruits, vegetables, milk, etc.
- **Meals:** ready-to-eat (13-15 oz cans) includes chili, pasta entrees, soups, etc.
- **Protein:** peanut butter, canned meat, tuna, etc.
- **Beverages:** plastic containers only, 100% fruit juice is preferred

Thank you, and remember, whatever you can do to help will be deeply appreciated.

Directions

Please CARPOOL if possible and please leave yourself enough time to find parking.

From I 280 heading North: Take Exit 47 toward Eastmoore Ave. Turn left onto Junipero Serra Blvd. Make a slight right onto San Pedro Road. Take the second right onto Reiner Street. Colma Fire Station will be on your right.



C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park • Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside

Date: November 30, 2016

To: Council members from San Mateo County Cities and Towns, and Members of the San Mateo County Board of Supervisors

From: Alicia Aguirre, C/CAG Chair

Subject: **SOLICITATION OF INTERESTED PARTIES TO SERVE ON C/CAG'S
SAN MATEO COUNTYWIDE WATER COORDINATION COMMITTEE**

C/CAG is currently recruiting elected officials in San Mateo County to serve on the newly created *San Mateo Countywide Water Coordination Committee*.

The *San Mateo Countywide Water Coordination Committee* will have five seats: four seats for elected officials from among the twenty City and Town Councils in San Mateo County and one seat for a member of the County Board of Supervisors, representing the following regions of the county, respectively:

- North
- Central
- South
- Coastside
- Unincorporated County

Individuals wishing to be considered for appointment to this committee should send a letter of interest stating why you wish to be appointed and any particular experience, background, or qualities that you feel would bring value to the committee. Letters of interest must be received by **January 18, 2017** and can be sent to:

Attention: Sandy Wong, C/CAG Executive Director
City/County Association of Governments
555 County Center, 5th Floor
Redwood City, CA 94063
(650) 599-1409
e-mail to slwong@smcgov.org

All candidates will be considered by the C/CAG Board of Directors at the February 9, 2017 meeting, and will be provided an opportunity to speak to the Board regarding their qualifications and interest in participating on the committee.

Committee Background:

Due to the interrelated nature of various water issues and the number of organizations involved, San Mateo County elected officials identified the need to increase coordination, communication, and collaboration with respect to water-related initiatives in order to improve efficiency and maximize funding opportunities, including seeking Federal and State grants. The *San Mateo Countywide Water Coordination Committee* will initially focus on opportunities for collaboration on the following issues: Stormwater quality, flood control, and sea level rise.

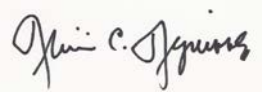
The *San Mateo Countywide Water Coordination Committee* will promote and increase cross-jurisdiction communication, provide leadership, develop partnerships, and reduce redundancy between current and future efforts related to stormwater, flood control, and sea level rise. However, each of the cities and the County will continue to manage, and retain all decision making authority for, their respective projects and initiatives. The overarching objective is to protect infrastructures, assets, and the environment; improve safety; secure broad public support for programs/projects; and meet regulatory mandates.

Committee Roles and Responsibilities:

1. Provide a forum to share information and conduct joint outreach, education, and stakeholder engagement efforts.
2. Compile and disseminate information on funding opportunities.
3. Advocate for/seek, and assist San Mateo County jurisdictions to seek, federal, state, regional, and private funds.
4. Compile, share, and be a central repository for information concerning stormwater, flood control, and sea level rise projects in the county. Make use of existing information resources as much as possible.
5. Assist San Mateo County jurisdictions to collaborate and/or conduct joint planning, studies, and projects.
6. Develop, and/or assist San Mateo County jurisdictions to develop, planning policies and guidelines related to stormwater, flood control, and sea level rise.
7. Conduct research and analysis to inform San Mateo County jurisdictions.

It is anticipated the *San Mateo Countywide Water Coordination Committee* will meet quarterly. Following each meeting a written report would be prepared and distributed to all C/CAG members, Mayors, the Board of Supervisors, City Managers, Directors of Public Works and key County staff. In addition, the *San Mateo Countywide Water Coordination Committee* would make a presentation each year to the full C/CAG Board and the County Board of Supervisors.

Sincerely,



Alicia C. Aguirre
C/CAG Chair

Dear City Clerks -

Please see attached the latest update on 2016 vacant seats (3 additional positions) The deadline to submit an application is December 1, 2016. Please submit them to Sukhmani Purewal, Clerk to City Selection Committee, Council of Cities at spurewal@smcgov.org.

Please advise your council members that their applications be emailed to Sukhmani to avoid repetitions, omissions or confusion. Letters received after the deadline will be treated as floor nominations on December 16th at Council of Cities meeting at Colma.

Thank you.

Best,
Marie
Chairperson, City Selection Committee
Chairperson, Council of Cities 2016

2016 VACANCY LISTING

Vacant Seats and Terms Expired or Due to Expire

Between January 1, 2016 and December 31, 2016

(Please note listing has been updated as of November 25, 2016)

ASSOCIATION OF BAY AREA GOVERNMENTS (ABAG)

	Appointed	Expires	Representing
Mary Ann Nihart, Pacifica	6/28/13	06/30/17	Cities

BAY AREA AIR QUALITY MANAGEMENT DISTRICT (BAAQMD)

	Appointed	Expires	Representing
David Canepa, Daly City	12/29/14	12/31/17	Cities

CALIFORNIA IDENTIFICATION SYSTEM (CAL-ID)

	Appointed	Expires	Representing
Kirsten Keith, Menlo Park	1/28/11	12/31/16	Cities

HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE

	Appointed	Expires	Representing
Ron Collins, San Carlos	1/1/13	12/31/16	Cities
Helen Fisicaro, Colma	1/1/03	12/31/16	Cities

SAN MATEO COUNTY TRANSIT DISTRICT (SAMTRANS)

	Appointed	Expires	Representing
Jeffrey Gee, Redwood City	06/11	12/31/16	Cities Southern

SAN MATEO COUNTY TRANSPORTATION AUTHORITY (SMCTA)

	Appointed	Expires	Representing
Maureen Freschet, San Mateo	12/18/15	12/31/16	Cities Central
Cameron Johnson, San Carlos	1/1/05	12/31/16	Cities Southern
Mary Ann Nihart, Pacifica	12/19/14	12/31/17	Cities

ELECTION OF A CHAIRPERSON TO THE CITY SELECTION COMMITTEE FOR 2017

ELECTION OF A VICE CHAIRPERSON TO THE CITY SELECTION COMMITTEE FOR 2017



ANN KEIGHRAN, MAYOR
RICARDO ORTIZ, VICE MAYOR
MICHAEL BROWNRIGG
DONNA COLSON
EMILY BEACH

The City of Burlingame

CITY HALL, 501 PRIMROSE ROAD
BURLINGAME, CALIFORNIA 94010-3997

TEL: (650) 558-7200
FAX: (650) 566-9282
www.burlingame.org

November 28, 2016

Honorable Colleagues,

I am writing to ask for your support as I seek appointment to the San Mateo County Transportation Authority Board of Directors representing the Peninsula Cities-at-Large. I am passionate about improving our infrastructure and providing cost-effective, convenient, sustainable transportation alternatives. Thoughtful investment in transit significantly improves our quality of life and helps solve our housing and environmental challenges.

I think about transit often. Two favorite books on my nightstand include Walkable City and Traffic. My family relies on multi-modal transit every day. Ours is a one-car family of committed cyclists. I bike to most city meetings in Burlingame, and often ride Caltrain to regional meetings. My husband commutes daily to San Francisco by bicycle and rides Caltrain or BART home. My children bike and walk to school. I've lived in Europe, Asia, and the Middle East, so I understand how highly functional (and dysfunctional!) transit systems impact quality of life, the economy, and the environment.

Our Cities-at-Large TA Board Member must represent all cities fairly. She should be a curious thinker who listens well, seeks to understand the local needs of our diverse cities, sees the big picture, and works collaboratively to address the transportation needs of our county. Our citizens' tax dollars must be responsibly and equitably distributed to yield maximum regional impact. The list of worthy transportation projects is long. Caltrain electrification, east-west connections, 101 corridor improvements, shuttle systems, grade separations, Dumbarton Corridor, bike/pedestrian improvements, and the ongoing need for road maintenance require thoughtful Board Members to make decisions in accordance with the TA's five-year strategic plan.

I feel fortunate to have bandwidth for this added responsibility. Second only to family, Councilmember commitments are my top priority. I take advance meeting preparation seriously. I am a big-thinker and an optimist. I am engaged. I ask tough questions and participate respectfully in debates. My colleagues on regional transportation bodies like the Caltrain Modernization Local Policy Makers Group where I serve as Vice Chair, C/CAG's Congestion Management and Environmental Quality Committee, and Commute.org Board of Directors have seen me demonstrate these qualities.

Additionally, my professional experience has prepared me to be a strong SMCTA Board Member. Since graduating from the University of Notre Dame (Notre Dame, IN) with a B.A. in Government and Spanish, my career has been rooted in teamwork. I am a former U.S. Army Captain, Business Unit Manager in the technology industry, and President of a non-profit fundraising organization. I know how

to work with diverse groups of people to tackle challenges, build consensus, set goals, and achieve results. Page 239

Thank you for considering me for appointment to the Transportation Authority Board of Directors on December 16th. See you at the Firehouse!

Respectfully,

A handwritten signature in black ink, appearing to read "Emily Beach". The signature is fluid and cursive, with the first name "Emily" and last name "Beach" clearly distinguishable.

Emily Beach
Councilmember, City of Burlingame
Email: ebeach@burlingame.org
Cell: 415-377-8125



Scenic Pacifica
Incorporated Nov. 22, 1957

CITY OF PACIFICA

170 Santa Maria Avenue • Pacifica, California 94044-2506
www.cityofpacifica.org

MAYOR
Sue Digre

MAYOR PRO TEM
Mike O'Neill

COUNCIL
Karen Ervin
Mary Ann Nihart
John Keener

November 29, 2016

Honorable Mayors and Council Members:

I would like to ask for your support for the open position of Vice Chairperson of the Selection Committee.

I have served on the Pacifica City Council for four years and prior to that on the Pacifica School District Board of Trustees for fourteen years.

I have attended many of the monthly dinners and am familiar with the format and purpose of the meetings. While on the Pacifica School District Board of Trustees I served as Treasurer of the School Board Association.

The monthly dinners are an important opportunity for the political leaders of the Peninsula to gather together, network and discuss common concerns and challenges we each face on a constant basis.

As Vice Chairperson of the Selection Committee I will make every effort to support the Chair and the hosting city each month.

I humbly request your support for the position of Vice Chairperson of the City Selection Committee.

Warm Regards,

Mike O'Neill
Mayor Pro Tem
City of Pacifica

Mayor John D. Seybert
Vice Mayor Ian Bain

Council Members
Alicia C. Aguirre
Janet Borgens
Jeffrey Gee
Diane Howard
Shelly Masur



Page 241
1017 MIDDLEFIELD ROAD
Redwood City, California 94063
Telephone (650) 780-7220
FAX (650) 261-9102
www.redwoodcity.org

November 28, 2016

Re: City Selection Committee
SamTrans – Southern Judicial District Appointment

Honorable Mayors, Council Members and Designees:

It has been my honor to serve my first full term on the SamTrans Board of Directors representing the cities and unincorporated communities of San Mateo County on this important countywide transportation agency board. **I am writing to express my interest in being reappointed to the Southern Judicial District seat on the SamTrans Board of Directors.**

This appointment will be on the December 16, 2016 agenda of the San Mateo County Council of Cities when it meets that evening in Colma.

SamTrans is an integral part of San Mateo County's transportation and mobility system. Our SamTrans bus and paratransit systems are often the only source of mobility for many of our county's most vulnerable and geographically constrained residents. Along with the District's sister transit agencies such as Caltrain and BART, SamTrans provides commuters with the "last mile" connectively essential to keeping them out of their cars and not adding to our increasing traffic congestion issues. The funding and viability of public transportation has a direct impact on the quality of life for all our residents and constituents.

As a Director, and Past Chairman of the SamTrans Board, I have worked very hard to ensure that our communities and the region are working together to give residents reliable public transit choices which expand their mobility options for getting to work and around the County without the use of a car. I also take pride in being available to the elected leaders and stakeholders from every community in the County and for a track record of leadership and decisions which have always been made with a countywide perspective. Through my appointment to SamTrans, I also represent San Mateo County on the Joint-Powers Board (JPB) overseeing the operation of Caltrain and the Transbay Joint Powers Authority (TJPA) overseeing the construction of the new Transbay Transportation Center in downtown San Francisco.

Below is a snapshot of some of the highlights and accomplishments during my current term and an extended list is included as an attachment to this letter.

SamTrans

- Implementation the SamTrans Service Plan (SSP) – the first comprehensive countywide adjustment to bus schedule and routes.
- Served as Chairman of the Board, and oversaw the multi-jurisdictional (SamTrans, SFMTA, VTA) recruitment effort for a new General Manager, resulting in the unanimous selection of Jim Hartnett.
- Advocated for examining how the organization utilizes its real estate assets, especially with regards to potential workforce housing.
- Supported the recent initiation of a study to examine public Express Bus Service on US 101 to reduce traffic congestion by getting commuters out of their cars.

Caltrain

- Supported the purchase of additional cars from LA Metro to increase capacity for both passengers and bicycles until electrification is complete.
- Supported full funding for the Caltrain Modernization project and for grade separation funding in San Mateo County.

TJPA

- Utilize my professional skills and construction background to support efforts to manage construction costs and keep the project on schedule.
- Supported staff efforts to recover lost time on the construction schedule.

The demand for increased SamTrans service for San Mateo County's youth and aging populations is expected to grow exponentially in the coming years. At the same time, projections for operating revenues are on the decline. The major goals and challenges facing SamTrans in the next few years include:

- Becoming a financially sustainable organization;
- Optimizing mobility services within San Mateo County and the region as the jobs/housing imbalance continues to worsen;
- Exploring new service models which get people from Caltrain and BART stations to major employment centers along the US 101 corridor;
- Ensuring adequate service is provided to all parts of our community;
- Planning and preparing for the transit needs of the future.

These goals and challenges are intricately woven together throughout our County and throughout the region. Solutions will require common sense, careful oversight, careful decision-making, listening to and partnering with our communities, leveraging programs with other transit agencies, and hard work. Only through regional cooperation and respect for the similarities and differences of each community, will we be able to collectively continue to provide vital transportation services for all San Mateo County residents.

I believe my current term as a Board Member can be characterized by my hard work, active participation, asking of hard questions, championing of new initiatives and leveraging of my professional background and experiences in architecture and construction to ensure that the large and substantial capital programs that are underway are completed on time and on budget.

My demonstrated participation as a board member, combined with my elected and professional experience, capabilities, focus and work ethic have enabled me to address the issues at hand, and to continue to make a difference for our County's future. Thank you for your consideration and for your support to serve for another term.

Very truly yours,

A handwritten signature in black ink, appearing to read "Jeff Gee", written over a light blue horizontal line.

Jeff Gee, Councilmember
City of Redwood City

Enclosure

C: John D. Seybert, Mayor
City Council Members, Redwood City
Sukhmani Purewal, Agenda Administrator and Deputy Clerk of the Board

SUMMARY OF ACCOMPLISHMENTS
JEFF GEE
SAMTRANS BOARD OF DIRECTORS AND ASSOCIATED APPOINTMENTS

SamTrans

- Implementation the SamTrans Service Plan (SSP) – the first comprehensive countywide adjustment to bus schedule and routes.
- Served as Chairman of the Board, and oversaw the multi-jurisdictional (SamTrans, SFMTA, VTA) recruitment effort for a new General Manager, resulting in the unanimous selection of Jim Hartnett.
- Served on the Finance, Legislative and Community Relations Committees.
- Advocated for examining how the organization utilizes its real estate assets, especially with regards to potential workforce housing.
- Supported the recent initiation of a study to examine public Express Bus Service on US 101 to reduce traffic congestion by getting commuters out of their cars.
- Championed the effort to establish an Ad Hoc Audit Committee that is now a Standing Committee of the Board.
- Supported the re-financing of the organization’s long-term debt, extending our “financial cliff” from 2015 to 2025.
- Supported the addition of two high school youths to the Citizens Advisory Council.
- Advocated for increased access to Board meetings through audio recording and internet broadcast of meetings (to be completed by June 2017)

Caltrain

- Supported the purchase of additional cars from LA Metro to increase capacity for both passengers and bicycles until electrification is complete.
- Supported full funding for the Caltrain Modernization project and for grade separation funding in San Mateo County.
- Supported the award of contracts for new electric trains and the electrification infrastructure for the Caltrain Modernization project which will reduce travel times, expand service, and double ridership.
- Advocated for the requirement of one restroom facility on each new train set.
- Utilize my professional experience to advocate for Internal Audits and Budget Forecasting on the Caltrain Modernization project.

TJPA

- Utilize my professional skills and construction background to support efforts to manage construction costs and keep the project on schedule.
- Supported staff efforts to recover lost time on the construction schedule.
- Asked that staff provide monthly updates regarding project costs, schedule impacts, and anticipated issues – the project is now forecast to be complete on schedule (December 2017) and to be \$80 million less than previously forecast.
- Currently advocating for the implementation of DTX (Downtown Extension) as soon as financially viable – to have trains run from 4th & King to the new Transbay Terminal.

CITY OF BELMONT COUNCIL REORGANIZATION

**You are Cordially Invited to the
2016 Council Reorganization**

Selection of

Mayor and Vice Mayor

December 13, 2016

6:00 p.m.

Council Chambers, Belmont City Hall

Reception following in the EOC





*The City of Brisbane
Cordially Invites You to the
Swearing-In Ceremony of the Newly Elected Mayor*

*Monday, December 12, 2016
7:00 p.m.*

*City of Brisbane City Hall
Community Meeting Room
50 Park Place
Brisbane, CA 94005*

*Also, please join us in honoring outgoing 2016 Mayor—
Cliff Lentz for his service*

Dessert and Coffee Reception Following

*For more information please contact Ingrid Padilla at ipadilla@ci.brisbane.ca.us
or call 415-508-2113*



*The City of Burlingame
invites you to attend the installation of
Ricardo Ortiz as Mayor
and
Michael Brownrigg as Vice Mayor*

*The celebration will be held
on Monday, December 19, 2016*

7:00 p.m.

*City Council Chambers
501 Primrose Road*

Reception immediately following ceremony



The City Council of Daly City

cordially invite you to attend a retirement reception honoring

Sal Torres

*Councilmember
(Retired)*

*Monday, December 19, 2016
5:30 p.m. – 7:30 p.m.
Program at 6:30 p.m.
City Hall Rotunda
333-90th Street, Daly City*

Hors d'oeuvres and refreshments will be served.

*Please RSVP by Monday, December 12, 2016 at (650) 991-8127.
If you wish to contribute towards a group gift, you may send your donation
(cash or check made payable to City of Daly City) to:*

*Rosa Padilla
City Manager's Office
333-90th Street
Daly City, CA 94015*



YOU ARE CORDIALLY INVITED
TO ATTEND
THE CERTIFICATION OF ELECTION RESULTS
THE SWEARING IN CEREMONY OF
NEWLY ELECTED COUNCIL MEMBERS OF
THE CITY OF EAST PALO ALTO

AND THE INSTALLATION OF THE
MAYOR AND VICE MAYOR

THURSDAY, DECEMBER 8TH, 2016
CITY HALL - COUNCIL CHAMBERS
2415 UNIVERSITY AVENUE
EAST PALO ALTO, CA 94303
7:30 P.M.

PLEASE RSVP TO:
TERRIE GILLEN, DEPUTY CITY CLERK
TGILLEN@CITYOFEPA.ORG OR (650) 853-3127

City of Foster City **REORGANIZATION**



YOU ARE CORDIALLY INVITED TO ATTEND THE REORGANIZATION OF THE CITY COUNCIL AND SELECTION OF ITS NEW MAYOR AND VICE MAYOR

Mayor Herb Perez
Vice Mayor Charlie Bronitsky
Councilmember Sam Hindi
Councilmember Catherine Mahanpour
Councilmember Gary Pollard

Monday, December 5, 2016
6:30 pm
Foster City Council Chambers
620 Foster City Boulevard
Foster City, California

Join us for a reception immediately following the meeting

For more information, please contact the Communications/City Clerk Department
at 650-286-3250 | RSVP not necessary





Town of
Hillsborough

THE HILLSBOROUGH CITY COUNCIL

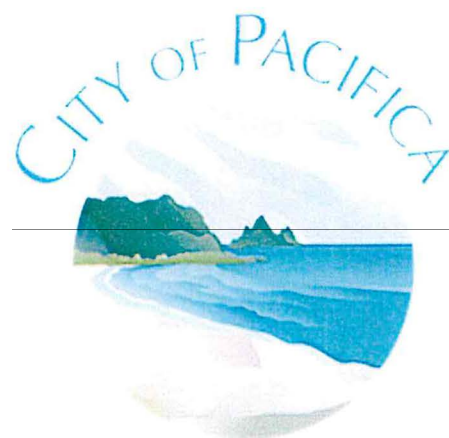
Mayor Laurence M. May, Vice Mayor Marie Chuang
Councilmembers Jess E. Benton, Shawn M. Christianson
and Alvin L. Royse

Cordially invite you to attend the Reorganization of the City Council
Election of Mayor and Vice Mayor

Monday, December 12, 2016

Reorganization Meeting at 6:00 p.m. followed by a Reception

Hillsborough Town Hall
1600 Floribunda Avenue, Hillsborough, CA 94010



You are cordially invited to attend the
Reorganization of the Pacifica City Council
and Selection of the Mayor and Mayor Pro Tem
Wednesday, December 14, 2016

7:00 p.m.

Pacific City Council Chambers

2212 Beach Blvd.

Pacific, CA



Refreshments to follow

For more information contact City Clerk Kathy O'Connell

650-738-7307

RSVP not required



City of San Carlos Council Reorganization



The San Carlos City Council cordially invites you
to the reorganization and selection of its
new Mayor and Vice Mayor.

Monday, December 12, 2016, 7:00 p.m.
City Hall - Council Chambers
600 Elm Street, San Carlos, CA 94070

Light refreshments will be served following the Ceremony.

City of South San Francisco

P.O. Box 711 (City Hall, 400 Grand Avenue)
South San Francisco, CA



Special Meeting Agenda

Tuesday, December 6, 2016

7:00 PM

Municipal Services Building, Social Hall
33 Arroyo Drive, South San Francisco, CA

Special City Council

NOTICE IS HEREBY GIVEN, pursuant to Section 54956 of the Government Code of the State of California, the City Council of the City of South San Francisco will hold a Special Meeting on Tuesday, December 6, 2016, at 7:00 p.m., in the Social Hall, Municipal Services Building, 33 Arroyo Drive, South San Francisco, California.

Purpose of the meeting:

Meeting for Reorganization of the City Council.

Call to Order.

Roll Call.

Post Colors: presented by South San Francisco Police Explorers.

Pledge of Allegiance.

Star Spangled Banner: performed by Resident, Nicole Chin.

Introduction of Elected Officials.

Public Comments - comments are limited to items on the Special Meeting Agenda.

1. [Reorganization of the City Council:](#)
 - a. [Remarks of Outgoing Mayor.](#)
 - b. [Nominations for Mayor; close of nominations; appointment.](#)
 - c. [Nominations for Vice Mayor; close of nominations; appointment.](#)
 - d. [Oaths of Office Administered to incoming Vice Mayor and Mayor.](#)
 - e. [Incoming Vice Mayor's Remarks.](#)
 - f. [Incoming Mayor's Remarks.](#)
2. [Presentation to Outgoing Mayor.](#)

Adjournment.



Town of Atherton

NOTIFICATION OF TOWN COUNCIL

The Atherton City Council cordially invites you to be present for the swearing-in ceremony of appointed Council Members. The Atherton City Council cancelled its November 8, 2016 election to provide for the only two candidates who were nominated for the two City Council seats to be appointed.

The following members will be appointed:

Elizabeth Lewis
Cary Wiest

Additionally, the Council will reorganize and select a Mayor and Vice Mayor

Wednesday December 7, 2016 at **7:00 p.m.**
Council Chambers
94 Ashfield Road
Atherton, CA 94027

Reception to follow. Cake and Refreshments will be provided.

Theresa DellaSanta,
City Clerk

Dated: November 28, 2016



You are invited to attend the
**Reorganization of the Colma City Council &
Installation of Newly Elected Council Members**

**Tuesday, December 13, 2016
6:30 p.m.**

Colma Community Center
1520 Hillside Boulevard
Colma, California

2017 City Council

Diana Colvin
Helen Fisicaro
Raquel "Rae" Gonzalez
Joanne F. del Rosario
John Irish Goodwin

**Also, please help us say farewell to
Retiring Council Member Joseph Silva!**

Cake and Coffee Reception Immediately Following

Please call 650-997-8300 or email ccorley@colma.ca.gov to RSVP by
December 9th



TOWN COUNCIL WEEKLY DIGEST

Friday – December 9, 2016

1. Agenda – ASCC – Monday, December 12, 2016
2. Agenda – Trails & Paths Committee – Tuesday, December 13, 2016
3. Agenda (Special) – Planning Commission – Thursday, December 15, 2016
4. Report from San Mateo County Sheriff's Office – Incident Log for 11/21/16 – 11/27/16
5. Report from San Mateo County Sheriff's Office – Incident Log for 11/28/16 – 12/04/16
6. San Mateo County City Selection Committee agenda packet – Friday, December 16, 2016
7. Request for Appointment City Selection – Redwood City Councilmember Janet Borgens to the Housing and Community Development Committee (This will be a nomination from the floor)
8. City of East Palo Alto – City Council Reorganization
9. City of Foster City – City Council Reorganization
10. Wester City Magazine for December 2016

Attached Separates (Council Only)

(placed in your town hall mailbox)

1. None



**TOWN OF PORTOLA VALLEY
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
Monday, December 12, 2016
7:00 PM – Regular ASCC Meeting
Special Field Meeting (time and place as listed herein)
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028**

SPECIAL JOINT ASCC AND PLANNING COMMISSION FIELD MEETING*

4:00 p.m. 480 Westridge Drive Field meeting for preliminary review of proposed new residence, pool and pool house and shed.

7:00 PM – SPECIAL AGENDA*

1. Call to Order:
2. Roll Call: Commissioners Koch, Sill, Wilson, Vice Chair Breen and Chair Ross
3. Oral Communications:

Persons wishing to address the Commission on any subject, not on the agenda, may do so now. Please note, however, the Commission is not able to undertake extended discussion or action tonight on items not on the agenda.
4. Old Business:
 - a. Architectural Review and Site Development Permit for a New Residence, Pool & Pool House, and Shed, File # 33-2016, 45 Granada Court, Klemchuk Residence (Staff: A. Cassidy)
5. New Business:
 - a. Preliminary Architectural Review and Site Development Permit for a New Residence, Pool & Guest House, File # 38-2016, 480 Westridge Drive, Chen/Honda Residence (Staff: A. Cassidy)
 - b. Review of Design Guidelines and Home Security Measures (Staff: D. Pedro)
6. Commission and Staff Reports:
7. Approval of Minutes: November 28, 2016
8. Adjournment:

*For more information on the projects to be considered by the ASCC at the Special Field and Regular meetings, as well as the scope of reviews and actions tentatively anticipated, please contact Carol Borck in the Planning Department at Portola Valley Town Hall, 650-851-1700 ex. 211. Further, the start times for other than the first Special Field meeting are tentative and dependent on the actual time needed for the preceding Special Field meeting.

PROPERTY OWNER ATTENDANCE. The ASCC strongly encourages a property owner whose application is being heard by the ASCC to attend the ASCC meeting. Often issues arise that only property owners can responsibly address. In such cases, if the property owner is not present it may be necessary to delay action until the property owner can meet with the ASCC.

WRITTEN MATERIALS. Any writing or documents provided to a majority of the Town Council or Commissions regarding any item on this agenda will be made available for public inspection at Town Hall located 765 Portola Road, Portola Valley, CA during normal business hours.

ASSISTANCE FOR PERSONS WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Assistant Planner at 650-851-1700, extension 211. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

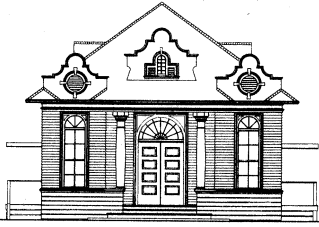
PUBLIC HEARINGS

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge a proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the Public Hearing(s) described later in this agenda, or in written correspondence delivered to the Planning Commission at, or prior to, the Public Hearing(s).

This Notice is Posted in Compliance with the Government Code of the State of California.

Date: December 9, 2016

CheyAnne Brown
Planning Technician



TOWN OF PORTOLA VALLEY
Trails and Paths Committee
Tuesday, December 13, 2016 8:15 AM
Historic Schoolhouse at Town Center
765 Portola Road, Portola Valley, CA

MEETING AGENDA

- 1. Call to Order**
- 2. Oral Communications**
- 3. Approval of Minutes** – Regular meeting of November 8, 2016
- 4. Old Business**
 - a. Trail work and budget update
 - b. Trail signage update
 - d. Seasonal trail closures
 - e. Site development plans
- 5. New Business**
 - a. New site development plans
 - b. Accolades
- 6. Other Business**
- 7. Adjournment**

Enclosures:

Minutes from November 8, 2016
Trail Work Memo and Map – November 2016
Financial Review for November 2016



**TOWN OF PORTOLA VALLEY
SPECIAL PLANNING COMMISSION MEETING
Thursday, December 15, 2016 – 7:00 p.m.
Council Chambers (Historic Schoolhouse)
765 Portola Road, Portola Valley, CA 94028**

7:00 PM – SPECIAL AGENDA

1. Call to Order:
 2. Roll Call: Commissioners McKitterick, Targ, Von Feldt, Vice-Chair Gilbert, Chair Hasko
 3. Oral Communications:

Persons wishing to address the Commission on any subject, not on the agenda, may do so now. Please note, however, the Commission is not able to undertake extended discussion or action tonight on items not on the agenda.
 4. New Business:
 - a. Preliminary review for a Conditional Use Permit, Variance, Architectural Review and Site Development Permit for Sausal Creek, LLC (Hallett Store) 846 Portola Road. File #37-2015 and X7D-178 (Staff: C. Richardson)
 - b. Site Development Permit for Grading for a New Residence, Pool & Pool House, and Shed, File # 33-2016, 45 Granada Court, Klemchuk Residence (Staff: A. Cassidy)
 - c. Preliminary Review of a Proposal to Renew and Amend a Conditional Use Permit, File # 36-2016, 3915 Alpine Road, Alpine Inn Beer Garden (Staff: A. Cassidy)
 5. Commission, Staff, Committee Reports and Recommendations:
 6. Approval of Minutes: September 7, 2016, October 19, 2016 and November 2, 2016
 7. Adjournment:
-

ASSISTANCE FOR PERSONS WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Assistant Planner at 650-851-1700 ext. 211. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

AVAILABILITY OF INFORMATION

Any writing or documents provided to a majority of the Town Council or Commissions regarding any item on this agenda will be made available for public inspection at Town Hall located 765 Portola Road, Portola Valley, CA during normal business hours.

Copies of all agenda reports and supporting data are available for viewing and inspection at Town Hall and at the Portola Valley branch of the San Mateo County Library located at Town Center.

PUBLIC HEARINGS

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge a proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the Public Hearing(s) described later in this agenda, or in written correspondence delivered to the Planning Commission at, or prior to, the Public Hearing(s).

This Notice is posted in compliance with the Government Code of the State of California.

Date: December 8, 2016

CheyAnne Brown
Planning Technician



SHERIFF'S OFFICE

A TRADITION OF SERVICE SINCE 1856

San Mateo County Sheriff's Office (Headquarters Patrol) Press

Information on selected incidents and arrests are taken from initial Sheriff's Office case reports. Not all incidents are listed due to investigative restrictions and victim privacy rights.

Monday 11/21/16 to Sunday 11/27/16

Carlos G. Bolanos

Sheriff

CASE NUMBER	DATE & TIME Reported	LOCATION	DESCRIPTION	FACTUAL CIRCUMSTANCES
16-11464	11/22/16 16:56	1 st Lawler Ranch Rd West Menlo Park	Under the Influence Controlled Substance	A male subject was contacted at the dead end of the roadway and displayed objective symptoms of being under the influence of a CNS stimulant and PCP. The subject admitted to using both methamphetamines. The subject was arrested and booked into the County Jail.
16-11467	11/22/16 16:00	2100 blk Greenways Dr Woodside	Residential Burglary	Unknown suspect(s) entered the residence through an unlocked read sliding glass door. Once inside, the suspect(s) stole a laptop, an ipad, and several pieces of jewelry with an estimated value of approximately \$3500. The unknown suspect(s) then exited the residence and fled in an unknown direction.
16-11475	11/23/16 Unknown time	1 st blk Larguita Lane Portola Valley	Obtain-Use Personal ID without authorization	Unknown suspect(s) opened a Comcast account using the victim's name and social security number. The victim became aware of the crime when she received a letter from a debt collector.
16-11508	11/24/16	Lawler Ranch Rd/Sand	Auto Burglary	The reporting person/victim witnessed a male subject standing

	15:01	Hill Rd West Menlo Park		near her car as she arrived back to her car. As she approached her vehicle, the male subject jumped into another vehicle and sped off. The victim found her passenger rear window smashed and her backpack and purse stolen. The total loss, including damage to her vehicle is approximately \$5000.
16-11517	11/25/16 10:10	2800 blk Middlefield Rd North Fair Oaks	Warrant Arrest-Felony	The deputy conducted a traffic stop and made contact with the male driver and passenger. Upon records check through County Communications revealed that the male passenger had two outstanding warrants out the Santa Clara Sheriff's Office and out of Menlo Park Police Department. The male passenger was arrested and booked into the San Mateo County Jail.
16-11522	11/25/16 21:30	1100 blk Sherman Ave West Menlo Park	Vandalism	The deputy met with the victim who stated his car was vandalized via punctures to three out of four tires by unknown suspect(s). The estimated damage to replace the tires was approximately \$200.
16-11540	11/26/16 00:52	SB 280/Alpine Ladera	Driving on a Suspended License	The deputy conducted a traffic stop for a vehicle in violation of speeding. When the deputy made contact with the male driver, a records check revealed that the driver had a suspended license. The driver was issued a citation and the vehicle was picked up by a licensed driver.
16-11547	11/25/16 02:34	Middlefield Rd/Pacific Ave North Fair Oaks	Adw Not Firearms or Frce:gbi	The deputy met with the reporting person who stated he was a victim of an assault and battery when he was hit in the left elbow with a wine bottle by an unknown suspect. The victim wanted to report the incident but refused medical treatment.



SHERIFF'S OFFICE

A TRADITION OF SERVICE SINCE 1856

San Mateo County Sheriff's Office (Headquarters Patrol) Press

Information on selected incidents and arrests are taken from initial Sheriff's Office case reports. Not all incidents are listed due to investigative restrictions and victim privacy rights.

Monday 11/28/16 to Sunday 12/04/16

Carlos G. Bolanos

Sheriff

CASE NUMBER	DATE & TIME Reported	LOCATION	DESCRIPTION	FACTUAL CIRCUMSTANCES
16-11615	11/28/16 Unknown	1 st blk Coyote Hill Portola Valley	Suspicious Circumstances	The deputy responded on a report of a suspicious vehicle in the area. The reporting party described that a white vehicle stopped in front of his residence. The reporting party was concerned due to the series of burglaries that have occurred recently. The deputy arrived and located the matching vehicle and found that there was not merit to the suspicious vehicle.
16-11638	11/29/16 17:30	5 th Ave/ Fair Oaks Ave North Fair Oaks	Vandalism	Unknown suspect(s) shattered the victim's front windshield and damaged the hood of the vehicle. The victim estimated the damage would cost approximately \$2000 to repair
16-11643	11/29/16 13:30	500 blk Hurlingame Ave North Fair Oaks	Residential Burglary	Unknown suspect(s) entered the victim's residence via an unlocked door. The loss is a five piece drum set, 3-series Bose speakers, bottles of wine, duffle bag, Samsung Tablet, Nike boots and two crystal wine glasses. The total value of stolen items was approximately \$2400. An area check was conducted with negative results.

16-11651	11/30/16 06:40	900 blk High Rd Woodside	Petty Theft	Unknown suspect(s) entered the victim's vehicle via unlocked door. The items taken were three Titleist golf clubs and miscellaneous papers.
16-11653	11/29/16 21:30	1000 blk High Rd	Grand Theft-Property	Unknown suspect(s) entered the victim's vehicle via unlocked door. The items taken were personal belongings including an Apple laptop, bag of clothing, and shoes. The total value of items was approximately \$2600.
16-11718	12/02/16 01:00	600 blk San Benito Ave North Fair Oaks	Warrant Arrest/Possess Unlawful Paraphernalia/Possess Controlled Substance-Prop 47/Driving on a Suspended License	A male subject was contacted during a traffic stop. During the traffic stop the subject was found to be in violation of a suspended license. A records check through County Communications also revealed that the subject had a felony warrant out of the Santa Clara County Sheriff's Office. The deputy conducted a search of the vehicle and found a useable amount of methamphetamine rolled up in a clear bag located on the passenger seat, 2 meth pipes in a jacket located in the rear of the vehicle and 3 meth pipes located in a brown bag in the rear of the vehicle. The warrant was confirmed and the subject was booked into the San Mateo County Jail.
16-11721	12/01/16 19:00	3400 blk E Bayshore Rd North Fair Oaks	Grand Theft via Fraud	The victim attempted to purchase a vehicle on backpage.com. An unknown suspect informed the victim that the payment could be made with Amazon gift cards. The victim purchased the gift cards totaling \$2,000 dollars and sent the gift card information to the suspect. The suspect has not delivered the vehicle.
16-11741	12/02/16 19:03	Mountain Home Rd/ Mountain Wood Lane Woodside	Discharge Laser:oooc Aircraft	The deputy was dispatched on a report regarding a laser shining into a flying aircraft. The deputy met with the reporting person who reported Surf Air flight URF352 was flying at 5,000 feet when a green laser shined into the cockpit. The reporting person provided estimated information which was used to approximate the location given. At the time of the report there was no injury reported from the laser. The deputy conducted an area check with negative results.
16-11743	12/02/16 08:00	2800 blk Middlefield Rd North Fair Oaks	Residential Burglary	Unknown suspect(s) entered the residence via unknown entry. Once inside, the suspect(s) stole approximately \$6,500 in cash from a suitcase located in the bedroom in the rear residence. The unknown suspect(s) exited the house through an unknown exit.

SAN MATEO COUNTY

CITY SELECTION COMMITTEE

Marie Chuang, Chairperson
Liza Normandy, Vice Chairperson

Sukhmani S. Purewal, Secretary
400 County Center
Redwood City, 94063
650-363-1802

TO: MAYORS OF SAN MATEO COUNTY
FROM: SUKHMANI S. PUREWAL, SECRETARY
SUBJECT: MEETING OF THE CITY SELECTION COMMITTEE
DATE: DECEMBER 16, 2016

Vice Mayor Marie Chuang, Chairperson of the San Mateo County City Selection Committee called for a meeting of the Committee 6:15 p.m. on Friday, December 16, 2016, at the Colma Fire House, 50 Reiner Street, Colma, CA 94014.

Please arrive on time

- 1) Roll Call
- 2) Approval of the minutes for the meeting of March 25, 2016
- 3) Selection of one (1) Council Member to serve on the Association of Bay Area Governments (ABAG) representing **Cities** fulfilling Pacifica City Council Member Mary Ann Nihart's term through June 30, 2017
 - i. Council Member Rick Bonilla, City of San Mateo, is seeking appointment
 - ii. Council Member Wayne Lee, City of Millbrae, is seeking appointment
 - iii. Council Member Carlos Romero, City of East Palo Alto, is seeking appointment
- 4) Selection of one (1) Council Member to serve on the Bay Area Air Quality Management District (BAAQMD) representing **Cities** fulfilling Daly City Council Member David Canepa's term through December 31, 2017
 - i. Council Member Doug Kim, City of Belmont, is seeking appointment
 - ii. Vice Mayor Pradeep Gupta, City of South San Francisco, is seeking appointment
- 5) Selection of one (1) Council Member to serve on the California Identification System (CAL-ID) representing **Cities** for a term of three (3) years beginning January 1, 2017 through December 31, 2019
- 6) Selection of two (2) Council Members to serve on the Housing & Community Development Committee representing **Cities** for a term of 4 years beginning January 1, 2017 through December 31, 2020

7) Selection of one (1) Council Member to serve on the San Mateo County Transit District (SamTrans) representing ***Southern Cities (Eligible cities: Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, San Carlos and Woodside)*** for a term of 4 years beginning January 1, 2017 through December 31, 2020

i. Council Member Jeffrey Gee, City of Redwood City, is seeking reappointment

8) Selection of one (1) Council Member to serve on the San Mateo County Transportation Authority (SMCTA) representing ***Central Cities (Eligible cities: Belmont, Burlingame, Foster City, Half Moon Bay, Hillsborough, Millbrae and San Mateo)*** for a term of two (2) years beginning January 1, 2017 through December 31, 2018

i. Council Member Maureen Freschet, City of San Mateo, is seeking reappointment

ii. Council Member Sam Hindi, City of Foster City, is seeking appointment

9) Selection of one (1) Council Member to serve on the San Mateo County Transportation Authority (SMCTA) representing ***Southern Cities (Eligible cities: Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, San Carlos and Woodside)*** for a term of two (2) years beginning January 1, 2017 through December 31, 2018

i. Mayor Cameron Johnson, City of San Carlos, is seeking reappointment

10) Selection of one (1) Council Member to serve on the San Mateo County Transportation Authority (SMCTA) representing ***Cities*** fulfilling Pacifica City Council Member Mary Ann Nihart's term through December 31, 2017

i. Council Member Emily Beach, City of Burlingame, is seeking appointment

11) Election of a Chairperson to the City Selection Committee for 2017
(Note: Candidates must be a current Mayor or Council Member)

i. Council Member Liza Normandy, City of South San Francisco, is seeking appointment

12) Election of a Vice Chairperson to the City Selection Committee for 2017
(Note: Candidates must be a current Mayor or Council Member)

i. Mayor Pro Tem Mike O'Neill, City of Pacifica, is seeking appointment

13) Oral Communications

i. Public Comment – Opportunity for the public to address the San Mateo County City Selection Committee.

ii. Any subject not on the agenda may be presented at this time by members of the City Selection Committee. These topics cannot be acted upon or discussed, but may be agendaized for a later meeting date.

If you have any questions or require additional information, contact Sukhmani S. Purewal at (650) 363-1802.

SAN MATEO COUNTY

CITY SELECTION COMMITTEE

Marie Chuang, Chairperson
Liza Normandy, Vice Chairperson

Sukhmani S. Purewal, Secretary
 400 County Center
 Redwood City, 94063
 650-363-1802

TO: MAYORS OF SAN MATEO COUNTY
 FROM: SUKHMANI S. PUREWAL, SECRETARY
 SUBJECT: MEETING OF THE CITY SELECTION COMMITTEE
 DATE: MARCH 25, 2016

Vice Mayor Marie Chuang, Chairperson of the San Mateo County City Selection Committee, called for a meeting of the Committee at 6:00 p.m. on Friday, March 25, 2016, at the Independence Hall, 2955 Woodside Road, Woodside, CA 94062.

DRAFT MINUTES

- 1) Roll Call – The meeting was called to order at 6:02 p.m. The following cities/towns were present: Atherton, Belmont, Brisbane, Burlingame, Colma, Half Moon Bay, Hillsborough, Menlo Park, Millbrae, Portola Valley, Redwood City, San Carlos, San Mateo, South San Francisco, and Woodside.
 Absent: Daly City, East Palo Alto, Foster City, Pacifica, and San Bruno.

- 2) Approval of the minutes for the meeting of December 18, 2015

Motion: Millbrae

Second: Half Moon Bay

Ayes: Atherton, Belmont, Brisbane, Burlingame, Colma, Half Moon Bay, Hillsborough, Menlo Park, Millbrae, Portola Valley, Redwood City, San Carlos, San Mateo, South San Francisco, and Woodside.

Noes: None

Absent: Daly City, East Palo Alto, Foster City, Pacifica, and San Bruno.

- 3) Approval of the minutes for the meeting of February 26, 2016

Motion: Atherton

Second: San Carlos

Ayes: Atherton, Belmont, Brisbane, Burlingame, Colma, Half Moon Bay, Hillsborough, Menlo Park, Millbrae, Portola Valley, Redwood City, San Carlos, San Mateo, South San Francisco, and Woodside.

Noes: None

Absent: Daly City, East Palo Alto, Foster City, Pacifica, and San Bruno.

- 4) Approval and ratification of the appointments at the February 26, 2016 City Selection Committee Meeting of Mayor Maryann Derwin, Council Member Ken Ibarra, and Council Member Liza

Normandy to the Housing Endowment and Regional Trust (HEART) representing *Cities (All cities except Daly City are eligible)* for a term of three (3) years beginning March 1, 2016 through February 28, 2019

Motion: Half Moon Bay

Second: Belmont

Ayes: Atherton, Belmont, Brisbane, Burlingame, Colma, Half Moon Bay, Hillsborough, Menlo Park, Millbrae, Portola Valley, Redwood City, San Carlos, San Mateo, South San Francisco, and Woodside.

Noes: None

Absent: Daly City, East Palo Alto, Foster City, Pacifica, and San Bruno.

- 5) Selection of two (2) Council Members to serve on the Housing Endowment and Regional Trust (HEART) representing *Cities (All cities except Daly City are eligible)* for a term of three (3) years beginning March 1, 2016 through February 28, 2019

- i. *Mayor Anne Oliva, City of Millbrae, is seeking appointment*
- ii. *Mayor Cliff Lentz, City of Brisbane, is seeking re-appointment*

Motion: Millbrae

Second: Atherton

Ayes: Atherton, Belmont, Brisbane, Burlingame, Colma, Half Moon Bay, Hillsborough, Menlo Park, Millbrae, Portola Valley, Redwood City, San Carlos, San Mateo, South San Francisco, and Woodside.

Noes: None

Absent: Daly City, East Palo Alto, Foster City, Pacifica, and San Bruno.

- 6) Oral Communications

None

The meeting was adjourned at 6:09 p.m.

OFFICE OF THE CITY COUNCIL



330 West 20th Avenue
San Mateo, California 94403-1388
Telephone (650) 522-7048
FAX: (650) 522-7041
www.cityofsanmateo.org

December 1, 2016

Re: Appointment to Association of Bay Area Governments (ABAG) – Cities Representative

Dear Honorable Colleagues

I am writing to ask for your support as I seek appointment to the ABAG Executive Board representing cities in San Mateo County.

I have been a member of the San Mateo City Council for two years and have been very active in the City of San Mateo's local government committees and commissions since 2001. Prior to that I was a superintendent building hospital and laboratory facilities at some of the best known establishments around the Bay Area. I was in charge of budgets, schedules and coordination for very detailed projects and seeing them through to successful completion on all occasions. I believe I have the skills and the experience necessary to work with the ABAG Executive Board in order to meet the goals that we have set under our huge responsibilities including land use, transportation, environmental issues, water treatment and conservation, renewable energy and efficiency, disaster and hazmat mitigation and response.

I have been working on land use in San Mateo since 2001 when I was appointed to the Bay Meadows and Transit Corridor Citizen's Advisory Committee. Following that three-year assignment, I was appointed to the Public Works Commission where I dealt with issues including environmental and water issues for six years. For two years I have been a member of the ABAG General Assembly. Regarding energy, I am an alternate to the Peninsula Clean Energy Board where within just two years we have made great strides in San Mateo County creating the new default electric energy provider which purchases clean, renewable energy on the open market and provides it to every user in the county at rates lower than the investor owned utility.

Having been a San Mateo County resident since 1958 I feel a very strong sense of purpose in working to make the Bay Area the best housed, most efficiently transited and most environmentally sound region that it can be. I promise to represent the interests of our San Mateo county residents to the best of my abilities.

I am proud of the excellent work that ABAG has done over these many years and would be deeply honored by your appointment to serve representing the cities of San Mateo County. Please feel free to call me at (650) 430-9171 or email me at rbonilla@cityofsanmateo.org if you would like to discuss my candidacy.

Thank you,


Rick Bonilla
San Mateo City Councilmember



City of Millbrae
621 Magnolia Avenue, Millbrae, CA 94030

Page 275
WAYNE J. LEE
Councilmember

November 30, 2016

Re: Letter of Intent: Appointment to ABAG Executive Board

Dear Colleagues,

I respectfully ask for your support for the appointment to the Association of Bay Area Governments (ABAG) Executive Board. For the last three and a half years, my role as the alternate on ABAG, included attending meetings and voting on behalf of the San Mateo County cities executive board members, the Honorable Maryann Nihart and Pradeet Gupta.

Unfortunately, Councilwoman Nihart is stepping down from the City of Pacifica City Council and her seat on ABAG will become vacant. Councilwoman Nihart has encouraged me to campaign for her seat on ABAG. After consulting with Vice Mayor Gupta and with his encouragements, I determined that our region can benefit with the continuity of the work we have achieved as a team.

It has been an honor to serve in my current role as the alternate on ABAG. It is my desire to continue the work we have been pursuing cities of San Mateo County, to carefully plan the housing and economic base such that each city in our county can be healthy and economically stable. With the influx of technology businesses and the new employees, we as elected officials of the cities of San Mateo County, struggle with the gut-wrenching issues of displacement of the vulnerable and economically challenged. Additionally, our city's service employees struggle with the local cost of living and cannot afford to live within or near our cities.

Currently, ABAG calculates population grow and housing needs for each city using a modeling program. From the hundreds of letters from municipalities in the Bay Area, it is evident that ABAG's calculations are in direct conflict and contrary to each city's studies. The modeling program seems inadequate to account for the unique nature of each city. Cities can participate in a region pool resources to provide the housing, transportation and economic opportunities that may not exist in any one city. We need to leverage each cities strengths and opportunities for the benefit of the region.

Below is a brief summary of my past experiences and achievements.

- Millbrae City Council – 5 years
- Mayor 2014
- Planning Commission – 7 years
- Founding President of the Millbrae Education Foundation
- Senior Inspector at the Bay Area Air Quality Management District
- Environmental Program Manager for Fortune 500 company
- President of the League of Cities Asian Pacific Islanders Caucus
- Small business owner

I respectfully ask for your support for an appointment to the ABAG Executive Board representing the cities of San Mateo County.

Sincerely,



Wayne J. Lee
City of Millbrae
Council Member
ABAG Executive Board Alternate



CITY OF EAST PALO ALTO

Mayor Donna Rutherford
Vice Mayor Larry Moody

Council Members
Ruben Abrica
Lisa Gauthier
Carlos Romero

November 30, 2016

Re: Association of Bay Area Governments Appointment, City Selection Committee

Honorable Mayors and Council Members:

I write to seek your support for appointment to the Association of Bay Area Governments (ABAG) city seat being vacated by Mary Ann Nihart. As past Mayor of East Palo Alto, former vice-chair of CCAG, and as an active participant in Council of Cities meetings, I have grown to know and engage many of you in discussions of issues affecting our precious cities. I feel it is vitally important to listen and collectively arrive at decisions that affect our cities and the county, and if selected, I will bring this approach to my service on ABAG.

My interest in serving on ABAG's governing board stems from a deep commitment and faith in representative regional transportation planning coupled with appropriate land use, sound economic development policies, and a firm respect for the environment. This commitment is derived from a true sense that as a diverse nine-county region we can and must cooperate and arrive at reasoned, rational decisions that will prepare our cities and the region to address the urban and rural growth challenges we face. Without a comprehensive blueprint we can all agree on, we are exposed to even greater uncertainty to maintain an economically vibrant and livable region for our children and grandchildren.

I believe I am well prepared to serve on ABAG given my present three years of service on its Regional Planning Committee, its Housing, and Economic Development Sub-Committees, my educational background at Stanford and Harvard where I studied urban economics, urban planning, real estate finance, and transportation studies, and my professional background as an affordable housing developer and land use consultant. As an affordable housing developer who has built housing throughout the Bay Area and the State, I am keenly aware of the need to balance housing affordability, growth, and transportation issues with both the environment and market forces.

In addition, I served three and a half years as a member of the Metropolitan Transportation Commission's (MTC) advisory bodies. During that time I fully acquainted myself with the structure and workings of the MTC, attending not just advisory committee meetings, but MTC sub-committee and

MTC commissioner meetings. It is vital that San Mateo County cities have someone at the table who can participate fully in the MTC/ABAG merger implementation process from the inception. This process is presently occurring between the two agencies and it is paramount that ABAG's far more democratic and deliberative governance structure not be lost during this merger.

I am keenly aware of the diversity among San Mateo County cities and of the numerous needs and sometimes-divergent concerns of our cities. I have listened, learned, and struggled with the rest of you to find solutions and craft positions that address local and regional needs without acrimonious debate.

I am by nature a deliberative and consultative person. If selected to serve on ABAG, I will always bring issues affecting our county to the cities for discussion and debate. Only through reasoned discourse, respectful of all positions, and openness to innovative and collaborative solutions can we be assured that we will meet the challenges posed by our need to grow sustainably.

Please feel free to contact me should you have any questions concerning my candidacy. I am always delighted to discuss issues of policy and implementation with any of you. I may be reached at (650) 283-2852 or by e-mail: cromero_ezln@yahoo.com.

Sincerely,

A handwritten signature in black ink, appearing to read 'C. Romero', with a stylized flourish extending to the right.

Carlos Romero, Councilmember
City of East Palo Alto

November 15, 2016



Re: City Selection Committee Appointment: Bay Area Air Quality Management District (BAAQMD) City Representative for San Mateo County

Honorable Mayor and City Council Members:

I am writing this to request your support to represent San Mateo County cities as our representative to the Bay Area Air Quality Management District Board of Directors once Vice Mayor David Canepa takes his seat on the Board of Supervisors. I have unique expertise in air quality and can protect our community's interests and advance the cause of clean air in San Mateo County.

I have 25 years of air quality expertise, having developed air quality policies, clean air plans, air pollution programs, regulatory rulemaking, and technical analyses. This includes:

- Working as an air quality expert for two of the largest air quality districts, South Coast (Los Angeles, Orange, San Bernardino, Riverside) and Monterey Bay (Monterey, Santa Cruz, San Benito counties)
- Serving as the public policy consultant to two members of the South Coast Air Quality Management District Governing Board, where I helped develop the groundbreaking electric lawnmower buyback program. In this capacity, I worked with 61 cities in Los Angeles County to support their issues and represent their interests on the policy board
- Developing climate action plans that reduce Greenhouse Gases for jurisdictions throughout California
- Serving as an air quality and GHG consultant for cities throughout California
- Developing air quality technical guidance for South Coast and Monterey Bay air districts that are state-of-the-practice in air quality regulation
- Having a 25-year working relationship with BAAQMD Executive Officer Jack Broadbent

Thank you for considering my appointment to the Bay Area Air Quality Management District. I am committed to understanding the air quality concerns of your community and representing your interests on this important regional board. Please do not hesitate to contact me at (650) 239-6300 if you would like to discuss my candidacy further.

Respectfully,

Doug Kim, AICP
Councilmember

cc: Sukhmani S. Purewal, Agenda Administrator
Marie Chuang, Chair
Liza Normandy, Vice Chair



OFFICE OF THE CITY COUNCIL

November 21, 2016

Vice Mayor Marie Chuang
Chairperson, San Mateo County City Selection Committee
c/o Sukhmani Purewal, Agenda Administrator & Deputy Clerk of the Board
400 County Center, Redwood City, CA 94063

Re: City Selection Committee Appointment: Bay Area Air Quality Management District
(BAAQMD) City Representative for San Mateo County

Honorable Mayors and City Council Members:

I am requesting your consideration and support for my appointment as the San Mateo County representative to the Bay Area Air Quality Management District Board of Directors, for the seat vacated by Supervisor-elect David Canepa. I summarize four major factors which support my request.

1. As many of you know, a member of a regional agency board requires networking with others on the Board, in order to influence the direction of a regional policy debate. During my last two years on ABAG Board, I have been able to forge corroborative relationship with others by articulating our shared goals and concerns. As a result, President Julie Pierce invited me to join ABAG's many committees, as well as the 5- member ABAG team for the Bay Area Regional Collaborative (includes BAAQMD, MTC, BCDC and ABAG). ABAG Board also voted for me to chair the Regional Planning Committee, succeeding Supervisor Dave Cortese of Santa Clara County. Consequently, since 9 of 21 BAAQMD Board members are also members of ABAG Board, I hope to have a head start on creating a collaborative network at BAAQMD benefitting cities of San Mateo County.
2. According to BAAQMD's mission, its programs and policies are grounded on science and technical analyses which could provide tools such as atmospheric dispersion models. My education including a doctoral degree in electrical engineering from Purdue, coupled with professional experience at Electric Power Research Institute (EPRI) has provided me necessary skills to understand the nuances of air quality simulation models and participate effectively in discussions of recommended policy options.
3. As your representative on the ABAG Board, I have kept San Mateo County cities informed of important issues at ABAG as they evolve. I also try to articulate collective interests of all 20 cities at Board meetings. As an example, I have always emphasized the importance of maintaining and strengthening the powers of local jurisdictions to control land use planning, in the context of housing and jobs issues confronting us at ABAG. I plan to develop similar levels of communications and representation of local governments at BAAQMD as your representative.
4. Managing air quality in the Bay Area entails complex trade-offs between the objectives of cleaner air and those of reducing traffic congestion, growing economic opportunities and

building more housing. Being Chair of Regional Planning Committee and a member of CCAG's Resource Management and Climate Protection Committee, my appointment to the BAAQMD Board will enhance coordination and consistency of recommended strategies emanating from all these agencies.

I thank you for considering and supporting my appointment to the Bay Area Air Quality Management District Board. Please do not hesitate to contact me at (650) 676-0651 if you have questions or need additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read 'P Gupta', written in a cursive style.

Pradeep Gupta, Ph.D.
Vice Mayor, South San Francisco

Mayor John D. Seybert
Vice Mayor Ian Bain

Council Members
Alicia C. Aguirre
Janet Borgens
Jeffrey Gee
Diane Howard
Shelly Masur



Page 282
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November 28, 2016

Re: City Selection Committee
SamTrans – Southern Judicial District Appointment

Honorable Mayors, Council Members and Designees:

It has been my honor to serve my first full term on the SamTrans Board of Directors representing the cities and unincorporated communities of San Mateo County on this important countywide transportation agency board. **I am writing to express my interest in being reappointed to the Southern Judicial District seat on the SamTrans Board of Directors.**

This appointment will be on the December 16, 2016 agenda of the San Mateo County Council of Cities when it meets that evening in Colma.

SamTrans is an integral part of San Mateo County's transportation and mobility system. Our SamTrans bus and paratransit systems are often the only source of mobility for many of our county's most vulnerable and geographically constrained residents. Along with the District's sister transit agencies such as Caltrain and BART, SamTrans provides commuters with the "last mile" connectively essential to keeping them out of their cars and not adding to our increasing traffic congestion issues. The funding and viability of public transportation has a direct impact on the quality of life for all our residents and constituents.

As a Director, and Past Chairman of the SamTrans Board, I have worked very hard to ensure that our communities and the region are working together to give residents reliable public transit choices which expand their mobility options for getting to work and around the County without the use of a car. I also take pride in being available to the elected leaders and stakeholders from every community in the County and for a track record of leadership and decisions which have always been made with a countywide perspective. Through my appointment to SamTrans, I also represent San Mateo County on the Joint-Powers Board (JPB) overseeing the operation of Caltrain and the Transbay Joint Powers Authority (TJPA) overseeing the construction of the new Transbay Transportation Center in downtown San Francisco.

Below is a snapshot of some of the highlights and accomplishments during my current term and an extended list is included as an attachment to this letter.

SamTrans

- Implementation the SamTrans Service Plan (SSP) – the first comprehensive countywide adjustment to bus schedule and routes.
- Served as Chairman of the Board, and oversaw the multi-jurisdictional (SamTrans, SFMTA, VTA) recruitment effort for a new General Manager, resulting in the unanimous selection of Jim Hartnett.
- Advocated for examining how the organization utilizes its real estate assets, especially with regards to potential workforce housing.
- Supported the recent initiation of a study to examine public Express Bus Service on US 101 to reduce traffic congestion by getting commuters out of their cars.

Caltrain

- Supported the purchase of additional cars from LA Metro to increase capacity for both passengers and bicycles until electrification is complete.
- Supported full funding for the Caltrain Modernization project and for grade separation funding in San Mateo County.

TJPA

- Utilize my professional skills and construction background to support efforts to manage construction costs and keep the project on schedule.
- Supported staff efforts to recover lost time on the construction schedule.

The demand for increased SamTrans service for San Mateo County's youth and aging populations is expected to grow exponentially in the coming years. At the same time, projections for operating revenues are on the decline. The major goals and challenges facing SamTrans in the next few years include:

- Becoming a financially sustainable organization;
- Optimizing mobility services within San Mateo County and the region as the jobs/housing imbalance continues to worsen;
- Exploring new service models which get people from Caltrain and BART stations to major employment centers along the US 101 corridor;
- Ensuring adequate service is provided to all parts of our community;
- Planning and preparing for the transit needs of the future.

These goals and challenges are intricately woven together throughout our County and throughout the region. Solutions will require common sense, careful oversight, careful decision-making, listening to and partnering with our communities, leveraging programs with other transit agencies, and hard work. Only through regional cooperation and respect for the similarities and differences of each community, will we be able to collectively continue to provide vital transportation services for all San Mateo County residents.

I believe my current term as a Board Member can be characterized by my hard work, active participation, asking of hard questions, championing of new initiatives and leveraging of my professional background and experiences in architecture and construction to ensure that the large and substantial capital programs that are underway are completed on time and on budget.

My demonstrated participation as a board member, combined with my elected and professional experience, capabilities, focus and work ethic have enabled me to address the issues at hand, and to continue to make a difference for our County's future. Thank you for your consideration and for your support to serve for another term.

Very truly yours,

A handwritten signature in black ink, appearing to read "Jeff Gee", written over a vertical line.

Jeff Gee, Councilmember
City of Redwood City

Enclosure

C: John D. Seybert, Mayor
City Council Members, Redwood City
Sukhmani Purewal, Agenda Administrator and Deputy Clerk of the Board

SUMMARY OF ACCOMPLISHMENTS
JEFF GEE
SAMTRANS BOARD OF DIRECTORS AND ASSOCIATED APPOINTMENTS

SamTrans

- Implementation the SamTrans Service Plan (SSP) – the first comprehensive countywide adjustment to bus schedule and routes.
- Served as Chairman of the Board, and oversaw the multi-jurisdictional (SamTrans, SFMTA, VTA) recruitment effort for a new General Manager, resulting in the unanimous selection of Jim Hartnett.
- Served on the Finance, Legislative and Community Relations Committees.
- Advocated for examining how the organization utilizes its real estate assets, especially with regards to potential workforce housing.
- Supported the recent initiation of a study to examine public Express Bus Service on US 101 to reduce traffic congestion by getting commuters out of their cars.
- Championed the effort to establish an Ad Hoc Audit Committee that is now a Standing Committee of the Board.
- Supported the re-financing of the organization’s long-term debt, extending our “financial cliff” from 2015 to 2025.
- Supported the addition of two high school youths to the Citizens Advisory Council.
- Advocated for increased access to Board meetings through audio recording and internet broadcast of meetings (to be completed by June 2017)

Caltrain

- Supported the purchase of additional cars from LA Metro to increase capacity for both passengers and bicycles until electrification is complete.
- Supported full funding for the Caltrain Modernization project and for grade separation funding in San Mateo County.
- Supported the award of contracts for new electric trains and the electrification infrastructure for the Caltrain Modernization project which will reduce travel times, expand service, and double ridership.
- Advocated for the requirement of one restroom facility on each new train set.
- Utilize my professional experience to advocate for Internal Audits and Budget Forecasting on the Caltrain Modernization project.

TJPA

- Utilize my professional skills and construction background to support efforts to manage construction costs and keep the project on schedule.
- Supported staff efforts to recover lost time on the construction schedule.
- Asked that staff provide monthly updates regarding project costs, schedule impacts, and anticipated issues – the project is now forecast to be complete on schedule (December 2017) and to be \$80 million less than previously forecast.
- Currently advocating for the implementation of DTX (Downtown Extension) as soon as financially viable – to have trains run from 4th & King to the new Transbay Terminal.

OFFICE OF THE CITY COUNCIL



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www.cityofsanmateo.org

November 20, 2016

Re: Re-Appointment to the San Mateo County Transportation Authority

Dear Honorable Mayor and City Council Colleagues,

Thank you for your continued support as I seek reappointment to my current seat on the San Mateo County Transportation Authority (TA) representing the Central Judicial Cities. It has been a distinct honor to represent you and serve the citizens of San Mateo County dealing with some of the most complex and pressing issues of our time.

The TA has achieved significant progress in the last year with approval and funding for major transportation improvements including grade separations, countywide shuttles, pedestrian and bicycle plans, and collaboration with CCAG on a study to address traffic congestion and solutions on the HWY 101 corridor, just to name a few.

The prospect of pursuing and completing many of the critical projects currently in the pipeline is very exciting to me and important to all of us. I will continue to address our common objectives and seek long-range solutions that will benefit all of our communities, and strive to make San Mateo County a transportation model for the Bay Area.

I have enjoyed partnering and collaborating with you as we seek innovative solutions to our shared regional challenges. I appreciate the opportunity to continue our dialogue and welcome your ideas and suggestions. As always, feel free to contact me at 650-350-8115.

My very best wishes to you and your family for a wonderful Thanksgiving Holiday. I look forward to seeing you at the Council of Cities meeting in Colma next month.

Gratefully,

Maureen Freschet
Council Member, City of San Mateo



City of Foster City

ESTERO MUNICIPAL IMPROVEMENT DISTRICT

610 FOSTER CITY BOULEVARD
FOSTER CITY, CA 94404-2222

November 28, 2016

Re: City Selection Committee Appointment – San Mateo County Transportation Authority (SMCTA)

Dear Honorable Mayors, Councilmembers, and Colleagues:

I am writing to express my interest in serving on the San Mateo County Transportation Authority (SMCTA), representing Central Cities. As a Councilmember for the City of Foster City, we are located alongside State Route 92 at the terminus of the San Mateo-Hayward Bridge, as well as within the proximity of the Highway 101 & State Route 92 interchange. Foster City, amongst our surrounding cities, have been tremendously impacted by regional transit and mobility issues.

As a representative of our region, my vision and objective is to develop long-term, viable and coordinated solutions that will help our constituents achieve a sustainable future, maintaining and improving their overall quality of life. The challenge facing our cities in regards to infrastructure and traffic mitigation is one of great complexity & many intricacies. It requires significant federal, state and local funds, collaboration between all agencies involved, public & private partnerships, and a change in commuters' behaviors by utilizing various modes of public transit. Through our combined efforts, with the framework set by the Transportation Authority's Strategic Plan, I believe we can work towards making the appropriate decisions for Measure A fund allocation and program implementation.

I have held numerous volunteer and leadership roles in our community, including Vice Chair of the City of Foster City Parks & Recreation Committee, team leader for the Community Emergency Response Team (CERT), and Chair of the Board of Directors for the Foster City Chamber of Commerce.

In the City of Foster City, I serve on the Transportation Subcommittee. Here we are tasked with developing solutions and identifying areas where we can enhance traffic flow and public transportation; part of which involves partnering with local employers. I also serve as a Council Liaison to the Traffic Review Committee, who receives and reviews appeals or requests from citizens and/or staff regarding traffic matters, to then make recommendations to the City Council. This year, I also serve on the Economic Development Subcommittee which introduced the Scoop Carpool Program in partnership with our neighboring city, San Mateo, and large businesses in Foster City in our effort to alleviate traffic by encouraging commuters to abandon single vehicle commuting. The program has been a great success as we allocated \$60,000 to subsidize the program.

Regionally, I serve on the Board of Peninsula Traffic Congestion Relief Alliance (Commute.org), which is a public transportation service in San Mateo County. The Alliance operates a shuttle bus network that supplements SamTrans service and provides the last mile connection to and from public transit stations, as well as providing tools and apps connecting carpoolers in an

easy and efficient way. I am also actively involved in the San Francisco Airport Community Roundtable, a voluntary committee that addresses community noise impacts from aircraft operations at San Francisco International Airport (SFO).

Based upon my demonstrated participation in these other organizations and the priority I have set on this matter, I believe we can collectively address the countywide transportation needs of our citizens, bringing forth careful oversight and decision-making that will support innovative solutions. As I like to advocate, as representatives we should remain "*Committed to community, dedicated to progress.*"

I appreciate your consideration of my appointment to the San Mateo County Transportation Authority (SMCTA). Please do not hesitate to contact me at (650)286-3503 or at shindi@fostercity.org if you have any questions or need additional information. Thank you.

Respectfully,

Sam Hindi
Councilmember, City of Foster City

cc: Sukhmani S. Purewal, Agenda Administrator & Deputy Clerk of the Board
City Council, City of Foster City –
Herb Perez, Mayor
Charlie Bronitsky, Vice Mayor
Gary Pollard, Councilmember
Catherine Mahanpour, Councilmember
Kevin M. Miller, City Manager, City of Foster City

December 1, 2016

Dear colleagues,

It has been an honor to serve you on the San Mateo County Transportation Authority as the South County representative for almost the past two years. I am writing to seek your support for my reappointment to the board at the upcoming Council of Cities meeting.

We have taken important steps over the past two years to improve mobility and transportation infrastructure in San Mateo County, including contributing funding to the electrification of Caltrain, highway interchange improvements, a critical grade separation, commuter shuttles, and bike and pedestrian improvements. We have also moved forward the long term Highway 101 managed lanes project to reduce traffic congestion on this vital transportation corridor.

During my tenure as a board member I have contributed meaningful comments to our discussions, and volunteered to serve on two subcommittees. I have taken votes to preserve the integrity of the Transportation Authority, even when it has come at the expense of projects for my own city.

I am excited about the work ahead to improve transportation options for all of our residents, and I would be honored to have your support for reappointment to the Transportation Authority.

Thank you for your thoughtful consideration. Should you have any questions, I can be reached on my cell phone at 650-796-7997.

Sincerely,

Cameron Johnson
Mayor of San Carlos



ANN KEIGHRAN, MAYOR
 RICARDO ORTIZ, VICE MAYOR
 MICHAEL BROWNRIGG
 DONNA COLSON
 EMILY BEACH

The City of Burlingame

CITY HALL, 501 PRIMROSE ROAD
 BURLINGAME, CALIFORNIA 94010-3997

TEL: (650) 558-7200
 FAX: (650) 566-9282
www.burlingame.org

November 28, 2016

Honorable Colleagues,

I am writing to ask for your support as I seek appointment to the San Mateo County Transportation Authority Board of Directors representing the Peninsula Cities-at-Large. I am passionate about improving our infrastructure and providing cost-effective, convenient, sustainable transportation alternatives. Thoughtful investment in transit significantly improves our quality of life and helps solve our housing and environmental challenges.

I think about transit often. Two favorite books on my nightstand include Walkable City and Traffic. My family relies on multi-modal transit every day. Ours is a one-car family of committed cyclists. I bike to most city meetings in Burlingame, and often ride Caltrain to regional meetings. My husband commutes daily to San Francisco by bicycle and rides Caltrain or BART home. My children bike and walk to school. I've lived in Europe, Asia, and the Middle East, so I understand how highly functional (and dysfunctional!) transit systems impact quality of life, the economy, and the environment.

Our Cities-at-Large TA Board Member must represent all cities fairly. She should be a curious thinker who listens well, seeks to understand the local needs of our diverse cities, sees the big picture, and works collaboratively to address the transportation needs of our county. Our citizens' tax dollars must be responsibly and equitably distributed to yield maximum regional impact. The list of worthy transportation projects is long. Caltrain electrification, east-west connections, 101 corridor improvements, shuttle systems, grade separations, Dumbarton Corridor, bike/pedestrian improvements, and the ongoing need for road maintenance require thoughtful Board Members to make decisions in accordance with the TA's five-year strategic plan.

I feel fortunate to have bandwidth for this added responsibility. Second only to family, Councilmember commitments are my top priority. I take advance meeting preparation seriously. I am a big-thinker and an optimist. I am engaged. I ask tough questions and participate respectfully in debates. My colleagues on regional transportation bodies like the Caltrain Modernization Local Policy Makers Group where I serve as Vice Chair, C/CAG's Congestion Management and Environmental Quality Committee, and Commute.org Board of Directors have seen me demonstrate these qualities.

Additionally, my professional experience has prepared me to be a strong SMCTA Board Member. Since graduating from the University of Notre Dame (Notre Dame, IN) with a B.A. in Government and Spanish, my career has been rooted in teamwork. I am a former U.S. Army Captain, Business Unit Manager in the technology industry, and President of a non-profit fundraising organization. I know how

to work with diverse groups of people to tackle challenges, build consensus, set goals, and achieve results. Page 291

Thank you for considering me for appointment to the Transportation Authority Board of Directors on December 16th. See you at the Firehouse!

Respectfully,

A handwritten signature in black ink, appearing to read "Emily Beach". The signature is fluid and cursive, with the first name "Emily" and the last name "Beach" clearly distinguishable.

Emily Beach
Councilmember, City of Burlingame
Email: ebeach@burlingame.org
Cell: 415-377-8125



MARK ADDIEGO, MAYOR
PRADEEP GUPTA, PH.D., VICE MAYOR
RICHARD A. GARBARINO, COUNCILMEMBER
KARYL MATSUMOTO, COUNCILMEMBER
LIZA NORMANDY, COUNCILMEMBER

MIKE FUTRELL, CITY MANAGER

OFFICE OF THE CITY COUNCIL

November 28, 2016

Honorable Mayors and City Council Members:

I write to ask for your support for my appointment as Chair to the SMC Council of Cities' Selection Committee. For the past year, I have served as your Vice Chair and have had the pleasure of working in concert with Chair Marie Chuang and Secretary Lori Liu. I have enjoyed meeting and working with many of you and look forward to serving as your Chair in 2017.

As the Vice Chair of the SMC Council of Cities Selection Committee, I established a Council of Cities' Facebook page <https://www.facebook.com/SMCCouncilofCities/>, and a City Clerk checklist accompanied with helpful hints for booking a venue for our monthly dinner meetings. I also set up protocols to ensure that our meetings would allow us to address important topics while being mindful of our time. My objective was not only to motivate future chairs to take on one of the two leadership roles within the Council of Cities' Selection Committee, but to ensure that all of you have the latest information on upcoming meetings and the prerequisite information for the regional seats for which we seek appointment.

Should you want additional information or you have any questions, I can be reached at (650) 291- 4752 or liza.normandy@ssf.net. Thank you for your consideration.

Respectfully,

A handwritten signature in black ink that reads "Liza Normandy". The signature is fluid and cursive, with a long horizontal stroke at the end.

Liza Normandy
Council Member
City of South San Francisco



Scenic Pacifica
Incorporated Nov. 22, 1957

CITY OF PACIFICA

170 Santa Maria Avenue • Pacifica, California 94044-2506
www.cityofpacifica.org

MAYOR
Sue Digre

MAYOR PRO TEM
Mike O'Neill

COUNCIL
Karen Ervin
Mary Ann Nihart
John Keener

November 29, 2016

Honorable Mayors and Council Members:

I would like to ask for your support for the open position of Vice Chairperson of the Selection Committee.

I have served on the Pacifica City Council for four years and prior to that on the Pacifica School District Board of Trustees for fourteen years.

I have attended many of the monthly dinners and am familiar with the format and purpose of the meetings. While on the Pacifica School District Board of Trustees I served as Treasurer of the School Board Association.

The monthly dinners are an important opportunity for the political leaders of the Peninsula to gather together, network and discuss common concerns and challenges we each face on a constant basis.

As Vice Chairperson of the Selection Committee I will make every effort to support the Chair and the hosting city each month.

I humbly request your support for the position of Vice Chairperson of the City Selection Committee.

Warm Regards,

Mike O'Neill
Mayor Pro Tem
City of Pacifica

Mayor John D. Seybert
Vice Mayor Ian Bain

Council Members
Alicia C. Aguirre
Janet Borgens
Jeffrey Gee
Diane Howard
Shelly Masur



Page 294
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www.redwoodcity.org

December 5, 2016

Subject: Seeking Appointment to the Housing and Community Development Committee

Dear Honorable Mayors, Council Members, Designees and San Mateo Selection Committee

I respectfully request your consideration to serve on the Housing and Community Development Committee. Prior to being elected to the Redwood City Council in November of 2015, I served on the Planning Commission for nine years, and on the Housing and Human Concerns Committee for four years. As you can tell, I am truly invested in this regional topic.

Currently, I serve on various regional committees per Mayoral appointment including – HOPE of San Mateo, Bayfront Canal, San Francisco Airport Roundtable and the Chamber of Commerce Housing and Transportation Committee to name a few.

In addition, as a small business owner for 45 years, I know first-hand the challenges various segments of our population face to find housing. I welcome the opportunity to be part of the solution and respectfully request your nomination and vote.

Thank you for your consideration.

Respectfully,

A handwritten signature in blue ink that reads "Janet Borgens".

Janet Borgens
Council Member, Redwood City Council

C: Redwood City Council
Melissa Stevenson Diaz, City Manager Redwood City



NOTICE OF CITY COUNCIL REORGANIZATION

2415 University Avenue – East Palo Alto, CA 94303

Thursday, December 8, 2016

On December 8, 2016, the City Council of the City of East Palo Alto reorganized as follows:

		<u>Term Ends</u>
Mayor*	Larry Moody	11/30/2020
Vice Mayor*	Ruben Abrica	11/30/2018
Councilmember	Lisa Gauthier	11/30/2020
Councilmember	Carlos Romero	11/30/2020
Councilmember	Donna Rutherford	11/30/2018

**Mayor and Vice Mayor serve only a one-year term effective the day and time the Reorganization takes place.*

Terrie Gillen,
Deputy City Clerk



NOTICE OF CITY COUNCIL REORGANIZATION

On December 5, 2016, the City Council of the City of Foster City, California reorganized as follows:

Mayor Charlie Bronitsky

Council term expires December 2018; cbronitsky@fostercity.org

Vice Mayor Sam Hindi

Council term expires December 2020; shindi@fostercity.org

Councilmember Catherine Mahanpour

Council term expires December 2020; cmahanpour@fostercity.org

Councilmember Herb Perez

Council term expires December 2020; hperez@fostercity.org

Councilmember Gary Pollard

Council term expires December 2018; gpollard@fostercity.org

Doris L. Palmer, CMC
City Clerk

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