

SPECIAL PLANNING COMMISSION MEETING, TOWN OF PORTOLA VALLEY, FEBRUARY 22, 2005,  
TOWN CENTER, HISTORIC SCHOOLHOUSE, 765 PORTOLA ROAD, PORTOLA VALLEY, CA 94028

Chairman Breon called the meeting to order at 8:02 p.m. Ms. Lambert called the roll:

Present: Commissioners Elkind, McIntosh and Zaffaroni, and Chairman Breon  
Absent: Commissioner Wengert  
Staff Present: Tom Vlastic, Dep. Town Planner  
Sandy Sloan, Town Attorney  
Leslie Lambert, Planning Manager  
Richard Merk, Council Liaison

ORAL COMMUNICATIONS: None.

REGULAR AGENDA

(1) Public Hearing: Conditional Use Permit Amendment X7D-30, 302 Portola Road, Woodside Priory

Commissioner Zaffaroni stepped down from the Commission due to the proximity of her residence to the Priory.

Mr. Vlastic reviewed the staff reports of 2/9/05 and 2/18/05, noting that the Priory had withdrawn its request for Georgia Lane access for the existing four faculty housing units (condition #19).

Referring to condition #31 (2/9/05 memo, p. 5), Chairman Breon suggested rewording the third sentence to read "In addition, the plan shall consider and incorporate, as ~~possible~~ feasible, provisions for retrofitting existing facilities to achieve green building objectives." He felt "as possible" was too strict and could be interpreted to mean that everything that was possible should be done. Commissioners agreed.

With respect to condition #14, Mr. Vlastic confirmed for Commissioner McIntosh that the intent was to identify those unusual things that were not consistent with the general range of activities at the Priory and normal pattern of use. Staff would determine if it needed to come to the Planning Commission. Commissioner McIntosh said his concern was that the Priory didn't have any criteria for when they had to contact the Town.

Mr. Vlastic said the Priory had gone out of their way to contact the Town every time anything came up. He assumed that interaction would continue either through the normal process and the annual review or on a case-by-case basis. If it was something that was really unusual, it would be brought to the Planning Commission. After some experience was gained with the amended CUP, some clarification could be made if necessary.

Responding to Commissioner Elkind, Tim Molak, Headmaster, said any event that was larger in number with possible impacts on traffic or the local community, nighttime uses, etc., would be brought to the Town. He was comfortable with the language as proposed. Responding to Chairman Breon, Mr. Vlastic suggested adding language to the end of condition #14 to read "For smaller such activities, the Planning Commission may delegate review and approval to staff." That would give the opportunity to come back and set performance standards that staff would use to view smaller activities. Staff could do that on a regular basis, but it would still give the purview to the Planning Commission. Commissioners agreed.

With respect to the construction of the gymnasium, Mr. Vlastic confirmed for Commissioner McIntosh that a construction and access plan was required for use of Georgia Lane.

Chairman Breon opened the public hearing.

Bill Ring, Georgia Lane, said he had come to the issue late in the game. His concern, along with the rest of the neighbors, was with the access on Georgia Lane. He thanked Tim Molak for graciously withdrawing the

request for access. He said the Priory had been a great neighbor, and it was a wonderful community.

Leah Zaffaroni, Georgia Lane, extended her appreciation to the Priory for offering to withdraw the request for access as soon as they became aware that the Georgia Lane residents were concerned.

Mr. Molak said the Priory was happy that this had come this far and would not want to stand in the way of any further progress.

Chairman Breon closed the hearing.

Responding to Chairman Breon, Ms. Sloan confirmed that the mitigated negative declaration was included in the Resolution.

Commissioner Elkind said she appreciated the spirit of cooperation and generosity offered by the Priory. She looked forward to a very cooperative arrangement with the Town. She moved approval of Resolution 2005-416 which incorporated Exhibit A as the conditions, as amended, for the permit. Commissioner McIntosh seconded, and the motion carried 3-0.

Commissioner Zaffaroni rejoined the Commission.

#### COMMISSION, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

Responding to Commissioner Elkind, Ms. Lambert said the creek study report was expected tomorrow and would go out for Committee review.

Responding to Commissioner McIntosh, Ms. Lambert said the Council would be interviewing and appointing a new Planning Commissioner at their next meeting.

Chairman Breon said he had enjoyed his service on the Planning Commission, which kept him in touch with the people of Portola Valley. He said this had been his way of influencing the town he grew up in. He hoped that the Town would not shift its direction in the future. He discussed his values and lessons learned from serving on the Planning Commission. Commissioners expressed their admiration, appreciation, and thanks to Chairman Breon. Councilmember Merk thanked Chairman Breon on behalf of the Council for his ten years of service.

#### ADJOURNMENT:

There being no further business, the meeting adjourned at 8:32 p.m.

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Craig Breon, Chair  
Planning Commission

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Leslie Lambert  
Planning Manager