

PLANNING COMMISSION REGULAR MEETING, TOWN OF PORTOLA VALLEY, APRIL 19, 2017,
SCHOOLHOUSE, TOWN CENTER, 765 PORTOLA ROAD, PORTOLA VALLEY, CA 94028

Chair Gilbert called the Planning Commission regular meeting to order at 7:00 p.m. Planning Director Pedro called the roll.

Present: Commissioners Hasko and Von Feldt; Vice Chair Targ; Chair Gilbert

Absent: Commissioner Goulden

Staff Present: Debbie Pedro, Planning Director

ORAL COMMUNICATIONS

None.

OLD BUSINESS

(a) Accessory Dwelling Units Ordinance

Planning Director Pedro presented the draft ordinance amending Chapters 18.04 and 18.12 of the Portola Valley Municipal Code as detailed in the staff report.

Commissioner Von Feldt asked if an applicant who had a lot smaller than one acre could add an interior ADU. Planning Director Pedro said the lot must be one acre or greater, and there is no allowance for less than one acre. Chair Gilbert said she thought State law mandated that interior conversions could not be declined. She asked if parcels of less than an acre that do not have parking or safety issues would be allowed to have an interior ADU conversion. Planning Director Pedro said that most of the areas that have lots of less than an acre are in neighborhoods with narrow streets and high fire danger, and in consultation with the Town Attorney, it is determined that local governments can designate areas where ADUs are permitted.

Commissioner Von Feldt asked if there was a way to allow interior ADU conversions on properties with less than one acre so long as on-site parking is available. She said it seems a shame to disallow interior ADU conversions on smaller properties, considering it is a flexible solution and doesn't affect the look and feel of a neighborhood.

Vice Chair Targ said he was generally concerned about the roads in Woodside Highlands and Corte Madera. He said, for example, a 10 percent increase in capacity of cars on Santa Maria could be a significant increase on existing use. He said he's not sure that density in that area should be increased.

Commissioner Hasko said she shared Vice Chair Targ's concern. She said there may be a two-step approach. She said Commissioner Von Feldt's comments regarding creating opportunities make sense, and she'd like to look at the parking. She said she would not be comfortable making that amendment without more information about level of interest.

Vice Chair Targ said he would welcome revisiting the issue after a period of time if there was a need or if staff was getting requests from the Highlands or Corte Madera.

Planning Director Pedro said that at the last meeting, the Planning Commission discussed a Phase Two review of the ordinance to look at lots less than one acre in size, not just interior conversions, but also possibly allowing detached and attached units.

Vice Chair Targ said Woodside Highlands occasionally has meetings of the neighborhood residents, and that might be a worthwhile item to put on their agenda to assess their interest and level of concern. He said his initial thought is that there shouldn't be more cars on that road, but his mind is open about it if the Public Works Director and the Fire Marshal approve and the residents are interested. Chair Gilbert said she would include the Portola Valley Ranch in that interest assessment. Commissioner Von Feldt said that the ability to provide for a live-in caregiver is an attractive option.

Planning Director Pedro said, for the Phase Two discussion, she's envisioning a study session inviting Portola Valley Ranch, Woodside Highlands, and Corte Madera homeowners to discuss their interest on ADUs in their neighborhoods.

Vice Chair Targ said he is satisfied with the way the ordinance is presently drafted.

Commissioner Hasko said that because additional notice has been provided to the public about the changes, she is comfortable with the ordinance as presently drafted.

Commissioner Von Feldt said it was interesting that there has previously been quite a lot of public involvement with affordable housing issues, but this item has received little comment, even though it potentially increases the density in Town. Planning Director Pedro said she thinks people in Town want second units and are happy with the changes in the ordinance. Commissioner Hasko said she was also surprised that no one has expressed concerns about the modifications, but said the Town's numbers are very reasonable, especially compared to other local communities.

Vice Chair Targ moved to adopt the Resolution Recommending Approval of an Ordinance Amending Title 18 [Zoning] of The Portola Valley Municipal Code as amended. Seconded by Commissioner Von Targ; the motion carried 4-0.

COMMISSION, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

Planning Director Pedro provided an update on the Hallett Store deck variance. She said the applicant has advised staff they have decided to forego the deck variance application.

Planning Director Pedro said there will be a joint field meeting with the ASCC on Wednesday, May 3, at 4:00 p.m. for the Alpine Hills Use Permit and then the Planning Commission will have a preliminary review meeting that evening. The following week the ASCC will have their preliminary review meeting.

Commissioner Hasko said the Affordable Housing Subcommittee met and reviewed the available parcels in different categories. She said there were 13 in the most viable category, and after crossing off parcels with various constraints, there were only three properties left – the Town Center, Ford Field, and the Blue Oaks subdivision. Vice Chair Targ said each of those properties has its own set of potential legal or other challenges. Commissioner Hasko said a subcategory included approximately four or five parcels that may not have had value for the purpose of developing housing, but could possibly be put on a list to consider other ways to utilize the land for affordable housing. Vice Chair Targ said a recommendation to explore whether the subcommittee should broaden the scope of its work will be brought forward to Council for opinion and direction.

APPROVAL OF MINUTES: April 5, 2017.

Commissioner Hasko moved to approve the minutes of the April 5, 2017, meeting, as amended. Seconded by Commissioner Von Feldt, the motion carried 4-0.

ADJOURNMENT [7:43 p.m.]