

CALL TO ORDER AND ROLL CALL

Chair Targ called the Planning Commission regular meeting to order at 7:00 p.m. Interim Planning Director Cassidy called the roll.

Present: Planning Commissioners: Hasko, Kopf-Sill, and Taylor; Vice Chair Goulden; Chair Targ
Absent: None
Town Staff: Cynthia Richardson, Planner; Arly Cassidy, Interim Planning Director

ORAL COMMUNICATIONS

None.

NEW BUSINESS

- (1) **Preliminary Review of Proposed Lot Line Adjustment for Parcel A, owned by Ralph & Renee Lewis, identified as APN: 079-074-010 and Parcel B owned by Michael & Susan McLaughlin, identified as APN: 079-074-020. Project located at 88 and 96 Hillbrook Drive, File # LLA 1-2018**

Chair Targ said, as a matter of disclosure, he has had previous communications on this matter, although he has no interest in it other than as a Planning Commissioner.

Planner Cynthia Richardson described the proposed lot line adjustment for properties located at 88 and 96 Hillbrook Drive, as detailed in the staff report. Staff recommended the Planning Commission offer comments and directions to assist the applicant to make adjustments or clarifications that members conclude are needed before the Planning Commission considers final action on the application.

Chair Targ invited questions from the Commissioners.

In response to Commissioners' questions, Planner Richardson said it is a straightforward proposal and there are no issues. She said it had been noticed to the neighbors and staff has not received any comments.

With no further questions, Chair Targ invited the applicant to comment. The applicant said he was available to answer questions.

Commissioner Taylor asked how long ago the retaining wall was built. The applicant did not know exactly when but thought it a very long time ago

Chair Targ asked if there were any issues with respect to utilities. The applicant advised that the septic system had been clearly delineated. Chair Targ invited comment from members of the public. Hearing none, Chair Targ brought the item back to the Commission for discussion and comment.

The Commissioners were in support of the proposal.

COMMISSION, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

(2) Request for Ideas on ADU Promotion

Interim Planning Director Cassidy said the Town Council will be holding a study session on July 11, 2018, focusing on enabling the creation of ADUs, including how to remove barriers and provide incentives, as detailed in the staff report. Staff invited the Planning Commission to share any ideas they have in this regard.

Chair Targ asked about the Planning Commission's previous request for suggested methodologies to evaluate how ADUs are presently made. Interim Planning Director Cassidy said she reached out to the Planning Director in Hillsborough and has recently received a copy of a survey that Hillsborough requires all applicants to complete when applying to build an ADU. She said it is made clear that the answers do not affect the decision regarding the application and are only for information gathering.

Chair Targ said it had been discussed that staff would develop a retrospective of how ADUs are presently being used. Interim Planning Director Cassidy said the different possible outreach methods have not yet been evaluated. She said there are currently 216 existing ADUs. She said a mailed survey could be a good approach; however, those statistically have the lowest response rates. She said the spreadsheet they have regarding ADUs does not include square footage. She said it will require going through the files to retrieve that data. She said it had been also asked if there was any increase of built square footage since 2015, when the allowable square footage for ADUs went from 750 square feet to 1,000 square feet. She said there is not a clear tracking method for that, and it will take some time to track those numbers. Vice Chair Goulden suggested a Survey Monkey with a link in the PV Forum and asking people to voluntarily provide the square footage of their ADUs.

Chair Targ said it did not seem that a mailed survey would be effective considering they don't think there will be a high response rate. He asked if staff had yet looked at what others have done that was found to be effective. He said he did not know where to go from here other than to reiterate the Planning Commission's original request. Interim Planning Director Cassidy noted the second request.

Commissioner Taylor said he liked the idea of being open to all neighborhoods, but hoped a way could be found to incorporate the impact on the neighborhood, not just the immediate property, into the discussion. He was particularly concerned about parking in very small neighborhoods. He said he would like to see that kind of nuance captured in the analysis. Commissioner Hasko agreed.

Vice Chair Goulden asked if a list of suggestions was developed from the community meeting. Interim Planning Director Cassidy said there is a tabulation of all comments received from the meetings; however, due to time constraints, the notes from the second meeting have not yet been compiled into the polished format.

In response to Commissioner Kopf-Sill's question, Interim Planning Director Cassidy requested that Commissioners' comments and suggestions be emailed to her.

Commissioner Hasko asked for clarification about the proposed possible change where ADU floor area either partially or completely does not count toward floor area totals. Interim Planning Director Cassidy said that idea basically sprouts from the fact that a lot of homeowners come in wanting to build an ADU, often with a number they'd be willing to build because maybe it would not make sense to them to build 400 square feet. She said they often don't have quite enough square footage. She said in some cases, the lot is completely built out and there is no room in their floor area limit and in some cases there is 100 or 200 square feet between what they want to build and what's allowed.

Interim Planning Director Cassidy said there was an attempt to completely ignore all politics when throwing out ideas in order to gather as many ideas as possible, putting everything on the table for discussion. She said there are then political, General Plan, Town goals, and other layers, and not every idea will be pursued.

In response to Commissioner Taylor's question, Interim Planning Director Cassidy said there is a much longer list of policy change ideas.

Vice Chair Goulden said another idea discussed was pre-certified prebuilt units.

Chair Targ asked how the six possible policy change examples were selected for the staff report. Interim Planning Director Cassidy said these are the more common barriers people speak about with regard to building ADUs. She said they've discussed basement floor area with applicants who could double the size of their ADU with no external impact but don't have the floor area allowance. She said the ADU size allowance is something that's constantly under consideration. She said a lot of people have spoken about fee reduction. She said the items listed in the staff report are the barriers staff hears most about and were not necessarily the easiest to modify.

Commissioner Kopf-Sill asked regarding the current fees for building an ADU. Interim Planning Director Cassidy said she didn't know the exact amounts. She said they are currently conducting a fee study so those fees will be changing. She said there are many associated fees, including a Planning permit fee, a deposit, a building fee, sewer connection fees, school fees, etc.

Caroline Vertongen, 100 Palmer Lane. Ms. Vertongen said she and her husband have been Portola Valley residents since 1994 and have been very active community members. She said she was glad to see it mentioned that there are several layers to the problem. She said there is a very strong political agenda that is being pushed by the Town Council. She said she is one of many healthcare providers who have been displaced and replaced due to favoring out-of-state or foreign people, and even undocumented immigrants. She said she was denied to take the National Boards as an Occupational Therapist even though she has a Master's, graduated with honors, and had a job in pediatric OT. She said she was intentionally not allowed by two professors, who lied about her professional reputation. She said she has proof that they lied but she cannot hold them accountable. She said there is a huge network that is using mobbing, where a group of professionals will harass, intimidate, and propagate false information about you and due process is ignored. She said in her profession they are required to disclose Medicare fraud, elder abuse, and elder neglect. She said two of her patients died because of overuse of rehabilitative services. She said she also had to disclose in their public school district the misuse and violation of the guidelines under IDA. She said there is a large lawsuit but nobody knows about it because it cannot be advertised. She said she is speaking on behalf of many students, parents, teachers, and administrators. She said if these people talk, they will lose their jobs. She said it took three years to get rid of Superintendent McGee, and they got rid of Judge Persky, but the cultures are still there. She said her concern is fiscal sustainability and public safety. She said we don't know who these people are who are coming into Portola Valley in a second unit to help the elderly with their needs, for instance. She said law enforcement will not investigate when something is reported suspicious.

Chair Targ said he understands she is concerned about the issue of security to make sure it is understood who will be living in the second units and that she is also concerned about potential transient occupancy.

Ms. Vertongen agreed and said she is also concerned about sustainability because those people will not only want affordable housing and subsidies to afford to live here, but then they will not be able to

afford food at Roberts Market and they will need more subsidies. She said they will increase traffic and they will change the community.

Chair Targ suggested Ms. Vertongen submit a letter to the Planning Commission and to Town Council. Ms. Vertongen said she has written to the Town Council on several occasions and also sent a recommendation to the Finance Committee because she's not being heard. She said the political ideology is being pushed. She said Town Manager Dennis used to be the district manager for Assembly Member Gordon, and he knows very well what is going on but is just ignoring the problem. She said she has addressed every district elected and appointed official and is being ignored.

With no further public comment, Chair Targ closed the public hearing and directed the Commissioners to provide comments to Interim Planning Director Cassidy.

Commissioner Kopf-Sill asked Interim Planning Director Cassidy if she should submit suggestions as a Planning Commission member or as a resident, so it is not inferred that she would necessarily vote in favor of a particular suggestion. Interim Planning Director Cassidy said no promise of voting would be read into the ideas submitted. She said the hope was that many ideas could be provided just in the interest of having all ideas on the table. Chair Targ said it is an opportunity to submit as a member of the public.

(3) News Digest: Planning Issues of the Day

Interim Planning Director Cassidy shared an article of interest with the Commissioners – “The electric scooter war continues.”

(4) Other Reports

Commissioner Hasko attended the ASCC meeting where they discussed an adjustment to the Windmill School signage, which they approved. They also approved an addition/remodel at 185 Cherokee that included a floor area concentration above the 85% limit.

Interim Planning Director Cassidy said the approval for the improvements on Hallett Store was based on a lot of nonconforming issues, 50 percent replacement rules, etc. She said there was a very clear requirement that the framing of a section at the back of the building be maintained. It was, however, removed, and a stop work order was issued. She said the majority of the new framing and structure is in the front setback, which is allowed to be replaced in full, and they have released the stop order on the front section. With regard to the back section, she said the applicants now must come in with a variance application, and that variance must be granted, or that floor area in the rear will be eliminated. She said there was some miscommunication in that the contractor was trying to get in touch with the Town's Deputy Building Inspector, who was out of town, so the person on site took it down without understanding that now it can't go back. Commissioner Hasko said a lot of the discussion and decision-making was around trying to preserve the tree, but the tree came down. Interim Planning Director Cassidy said the tree was not removed, but was trimmed. She said the initial arborist report indicated the tree was healthy, but they subsequently found it was unstable, and they were worried about it falling. She said staff worked with the arborist to figure out a way to maintain the tree in a safe way and eliminated some of the wider branches. Commissioner Hasko asked if the Conservation Committee had been notified. Chair Targ asked Interim Planning Director Cassidy to make sure that information is included in the staff report if this item comes back before the Planning Commission. Commissioner Taylor asked that examples of how similar variance requests had historically been handled also be included in a staff report.

Interim Planning Director Cassidy confirmed that there would be at least three members present for a meeting on July 18.

APPROVAL OF MINUTES: May 16, 2018.

(5) Planning Commission Meeting of May 16, 2018

Commissioner Kopf-Sill moved to approve the minutes of the May 16, 2018, meeting, as amended. Seconded by Vice Chair Goulden, the motion carried 5-0.

ADJOURNMENT [7:43 p.m.]