



**TOWN OF PORTOLA VALLEY**  
**Special Trails and Paths Committee Meeting**  
**Tuesday, July 20, 2021 8:15 AM**

**Special Videoconference Meeting via Zoom**

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**SPECIAL VIDEOCONFERENCE MEETING AGENDA**

**Remote Meeting Covid-19 Advisory:** On March 17, 2020, the Governor of California issued Executive Order N- 29-20, suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the statewide Shelter-In-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020, and the CDC's social distancing guidelines which discourage large public gatherings, Portola Valley Town Council meetings are being conducted electronically. The meeting is not available for in-person attendance. Members of the public may attend the meeting by video or phone linked in this agenda.

**Join Zoom Meeting:**

<https://us06web.zoom.us/j/85023370094?pwd=UkpqRFkwcE5XSXYra0tOeVdVcVRhZz09>

**Meeting ID:** 850 2337 0094

**Password:** 136320

**To access the meeting by phone, dial:**

1-699-900-6833

1-877-853-5247 (toll-free)

*Mute/Unmute - press \*6*

*Raise Hand - press \*9*

1. Call to Order
2. Oral/Community Communications
3. Approval of Minutes from May 18, 2021, meeting
4. Old Business
  - a. Trail Conditions, Work, and Budget for May/June 2021 – Howard Update/Discussion
    1. Parking on trail at 160 Fawn: Update - Howard
    2. Homeowner sign on Hillbrook trail: Update - Howard
  - b. Woodside Fire Protection District Large Parcel Fire Mitigation: Gary Update/Discussion/Recommendation
  - c. PV Trail Map Subcommittee: Group – Update/Scheduling
  - d. Alpine Trail Subcommittee: Group – Update/Scheduling
  - e. Stanford Faculty Housing Subcommittee: Group – Update
  - f. Signage Request from PV Ranch: Group – Discussion/Recommendation
5. New Business
  - a. Request from Conservation Committee to Create Ordered List of Trail Mowing: Group - Discussion
  - b. Trails and Paths Review of ADU applications: Gary – Discussion, Development of Checklist Recommendations

- c. Closure of Alpine Canyon Trail: Group – Discussion
- d. Electric Bikes on Trails/Paths: Group – Discussion
- e. 2022 Horse Fair: Group - Discussion

6. Other Business

- a. None

7. Adjournment



**TOWN OF PORTOLA VALLEY**  
**Trails Committee Meeting**  
**May 18, 2021**  
**Special Videoconference Meeting via Zoom**

**TRAILS AND PATHS COMMITTEE MEETING MINUTES - DRAFT**

**Call to Order:** The meeting was called to order at 8:18 AM

**Roll Call:** Members present: B. Eckstein, J. Coleman, A. Doherty, G. Hanning, F. Leach

Members absent: E. Ferrari, S. Gold, M. Nicolls

Also absent: Craig Hughes (Town Council Liaison)

Also present: H. Young, Public Works Director; T. Coleman (Conservation Committee liaison; guest Secretary)

Guests: Pat Beebe, Jane Bourne, Rita Comes, Mary Hufty, Kristi Corley, Bob Turcott

**Oral/Community Communications:**

a. Dan Quinn submitted a letter (Attachment 1) to the Committee regarding the addition of proposed “No Dogs” signage on trails in the Coal Mine Ridge Nature Preserve in PV Ranch. G. Hanning requested Committee members visit the PV Ranch trails to view the proposed locations for signage regarding no dogs on trails; this item will be added to the next Committee meeting agenda for discussion.

b. Kristi Corley submitted an email (Attachment 2) providing a link to the San Francisco Bay Trail. She encouraged the community to explore these trails.

c. Pat Beebe stated Saturday May 22<sup>nd</sup> from 9:00 – 12:00 is “Bike to Wherever” day; a large sign announcing this event has been erected at Ford Field.

d. J. Coleman mentioned a recent posting on PV Forum requesting information on access to the Los Trancos trail from Los Trancos (from Ramona Road and/or Los Trancos?). F. Leach asked if this was referring to the Los Trancos trail in Foothills Park or the one along Los Trancos Road (unknown) and stated he will check out the posting on PV Forum.

e. K. Corley asked what will be happening to the trail along Alpine Road during the construction at Corte Madera School. G. Hanning replied there will be a short time where the trail will be closed when equipment is being moved to the construction site; during this time there will be flaggers to stop/control traffic. Flaggers will also be present throughout the construction any time the trail will be used for equipment access. The driveway itself will be scored asphalt and the

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trail will be dirt. H. Young stated this will be a standard driveway curb cut and involves a relocation of the driveway from Indian Crossing to Alpine Road.

**Approval of Minutes** from March 15, 2021 meeting: minutes were approved as written.

**Old Business:**

a. Trail Conditions, Work, and Budget for March/April 2021 – H. Young stated most recent work has been focused on trail maintenance, with Public Works responding to standard items and those submitted through PV Connect (Attachment 3). R. Comes asked if there is a schedule of where and when the Town will be performing trimming along trails and streets; H. Young responded there is not a set schedule (the crew only does work on Thursdays and Fridays and priorities sometimes have to be shifted due to conditions such as grass growing/drying, etc.). The fire fuel mitigation project is a pilot program so it is difficult to know how long it may take. He also stated the Town started the annual mowing of trails today, almost a month earlier than is normal, due to the grass already being very dry and the need for fire mitigation. The end of the budget year is approaching and not all of the funds allocated for Trails and Paths activities have been spent, largely due to COVID-19 limitations.

M. Hufty stated the Westridge Trails group is targeting the Alamos and Alpine area trail. A large oak has grown into the trail and is currently an obstruction. The owners of the property have given permission to trim the tree and open the trail; Westridge trails will cover the expense. M. Hufty wants to coordinate with the Town for maintenance work in areas where the trail systems intersect. She also stated the trails have not yet been mowed.

K. Corley stated there are grants that will be distributed in June as part of “Coastal Conservatory Grants” ([grants@scc.ca.gov](mailto:grants@scc.ca.gov)) as related during a call with M. Maguire.

G. Hanning asked if there is anything to report regarding the Palmer trail. H. Young stated the trail will not be impacted by construction activities at 77 Palmer as it is on the other side of the street.

b. All seasonally closed equestrian Trails are now reopened.

c. Spring Down Resolution. E. Ferrari has drafted a letter of appreciation to Carol Goodstein for the donation of Spring Down to the Town (Attachment 4). G. Hanning asked the Committee to review the draft letter, provide any comments to E. Ferrari, and consider passing this as a non-binding Trails and Paths Committee resolution (to be discussed at the June meeting).

d. Sequoia Trail: G. Hanning stated the Sequoias have issued a letter of apology to the community and are working with H. T. Harvey & Associates Ecological Consultants to develop a plan to replant sensitive areas along the trail. They have been referred to and will be working with the Conservation Committee for specific plantings. C. Hughes previously mentioned the Town is considering implementing a new requirement that large projects will be required to submit plans for fire mitigation work in advance of the project. F. Leach stated he is in favor of having plans submitted to Committees for review and referred to the example of the unexpectedly rigorous Blue Oaks fire mitigation work performed a couple of years ago. G. Hanning stated when site development permits are pulled for projects the Committees are notified, however he would like to see Committee involvement before the site development

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permit is requested. H. Young stated the process for such reviews will need to be developed in conjunction with the Town Council, Town Manager and Planning Department. The community also needs to be educated as to when a site development permit is required and what will trigger a permit. G. Hanning stated a permit is required when clearing 5000 square feet or more. B. Turcott stated 5000 square feet is equivalent to approximately 70 x 70 feet. G. Hanning stated the ordinance needs some clarification and noted the permit application contains lots of details.

**New Business:**

a. Formation of PV Trail Map Subcommittee: S. Gold, A. Doherty and F. Leach will form this subcommittee whose objective is to revamp and produce an updated Town trails map.

b. Hawthorns Area Public Access Plan: A public zoom meeting will be held today at 2:00. This project is in early stages. G. Hanning said the various Town Committees have agreed to work “as one” to provide a single channel of communication to the Hawthorns.

**Other Business:**

a. Alpine Trail Subcommittee: G. Hanning stated this subcommittee (G. Hanning, B. Eckstein, A. Doherty) has not met due to COVID-19 restrictions, however, plans to ramp up activities are underway and meetings will be planned for June. Specific issues to be evaluated include improving signage along the trail, better definition of the trail on maps, designation of trails usage (such as bicycles only allowed on paved areas, etc.).

b. Stanford Wedge Project: G. Hanning has been working with J. Murphy (Conservation Committee), L. Russell and J. Dennis. There will be joint Conservation/Trails and Paths meeting after the Environmental Impact Report is received. Prior to the joint meeting, the Subcommittee (G. Hanning, F. Leach, J. Coleman) will meet at the site (non-public meeting due to COVID restrictions). R. Comes stated there will be four additional ADUs added to this project, bringing the total unit count up to 43 from the previously proposed 39. She asked how will these additional ADUs affect the trails, etc. G. Hanning stated he had not received this update so cannot comment.

**Announcements:** Pat Beebe has expressed an interest in joining the Committee. She lives in Ladera, loves to hike and bicycle and is willing to support Committee activities and efforts.

**Adjournment:** The meeting was adjourned at 9:38 am.

**Date & Time of Next Meeting:** The next meeting is currently scheduled for June 15<sup>th</sup>. G. Hanning will not be available, so if the meeting is held on that date, F. Leach will be the chair. G. Hanning will send the Committee members a survey to determine availability; if there will not be a quorum available on the 15<sup>th</sup>, a special meeting will be set up at some other time in June.

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Attachment 1

**From:** Dan Quinn

**Sent:** Tuesday, May 11, 2021 12:46 PM

**To:** Town Center <[TownCenter@portolavalley.net](mailto:TownCenter@portolavalley.net)>

**Cc:** Craig Sander

**Subject:** Trails and Paths Committee [DO NOT CHANGE SUBJECT TEXT]

We request that the following proposal be placed on the agenda for the Trails and Paths Committee.

As you likely know, there continue to be numerous instances of dogs on Coal Mine Ridge Nature Preserve, despite the signs and the efforts of several of us to inform hikers there. By personal experience, there are still many dog walkers who claim not to see our signs. And frankly, they can be easy to pass by. Portola Valley trails are a resource for many in the wider Peninsula. These people are not used to our unobtrusive trail signs here in town. This seems to be particularly true for some who enter at the Toyon and Old Spanish trails off of Alpine Trail. We need to make it clear to everyone who enters the Coal Mine Ridge Nature Preserve that dogs are not permitted here, and that there are many nearby trails that welcome leashed dogs.

The Nature Preserve Committee (NPC) of Portola Valley Ranch requests the endorsement by the Trail and Paths Committee for placement of two “No Dogs Beyond This Point” signs. They would be placed just inside the Toyon and Old Spanish entrances off of Alpine Trail. We would model this after the signage on Windy Hill Preserve (show below) placed just beyond the trail entrance, that makes it very clear that dogs are not allowed “beyond this point”.

**Signage on Windy Hill Preserve**

Specifically, the sign for Old Spanish Trail would be about ten feet up the trail, visible from the chain at the trail entrance. The sign on Toyon would be mounted on the gate.

I have attached two possible sign formats for the committee’s consideration.

I understand and agree with the Town’s desire to keep our natural trails peaceful and free from unnecessary signage. But signs are not effective if they are not seen.

Every dog on Coal Mine Ridge is an invitation and inducement for others to say, “Everyone does it. This regulation is not enforced.” If we can remove the excuse of “I didn’t see the sign”, we hope to reduce the number of dogs in the Preserve.

Please let me know when I can place this request before the committee. Thank you.

Dan Quinn

Bear Paw

Portola Valley

ps Here are the suggested possible signs. Note that we will produce and install the signs; we are only asking for your endorsement.

Trails and Paths Committee Meeting Minutes -**DRAFT**  
May 18, 2021

Attachment 2

----- Forwarded Message -----

**From:** Kristi Corley

**To:** Gary Hanning

**Sent:** Tuesday, May 11, 2021, 12:54:54 PM PDT

**Subject:** Welcome to the San Francisco Bay Trail

Gary,

This might be fun to advertise.

Kristi Corley

<https://baytrail.org/about-the-trail/welcome-to-the-san-francisco-bay-trail/>

Trails and Paths Committee Meeting Minutes -**DRAFT**  
May 18, 2021

Attachment 3





# MEMORANDUM

## TOWN OF PORTOLA VALLEY

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**TO:** Trails and Paths Committee

**FROM:** Scott Weber, Maintenance Worker  
Howard Young, Public Works Director

**DATE:** **June 3 2021**

**RE:** Trail work for May 2021

Attached is the trail work recording form completed for May.

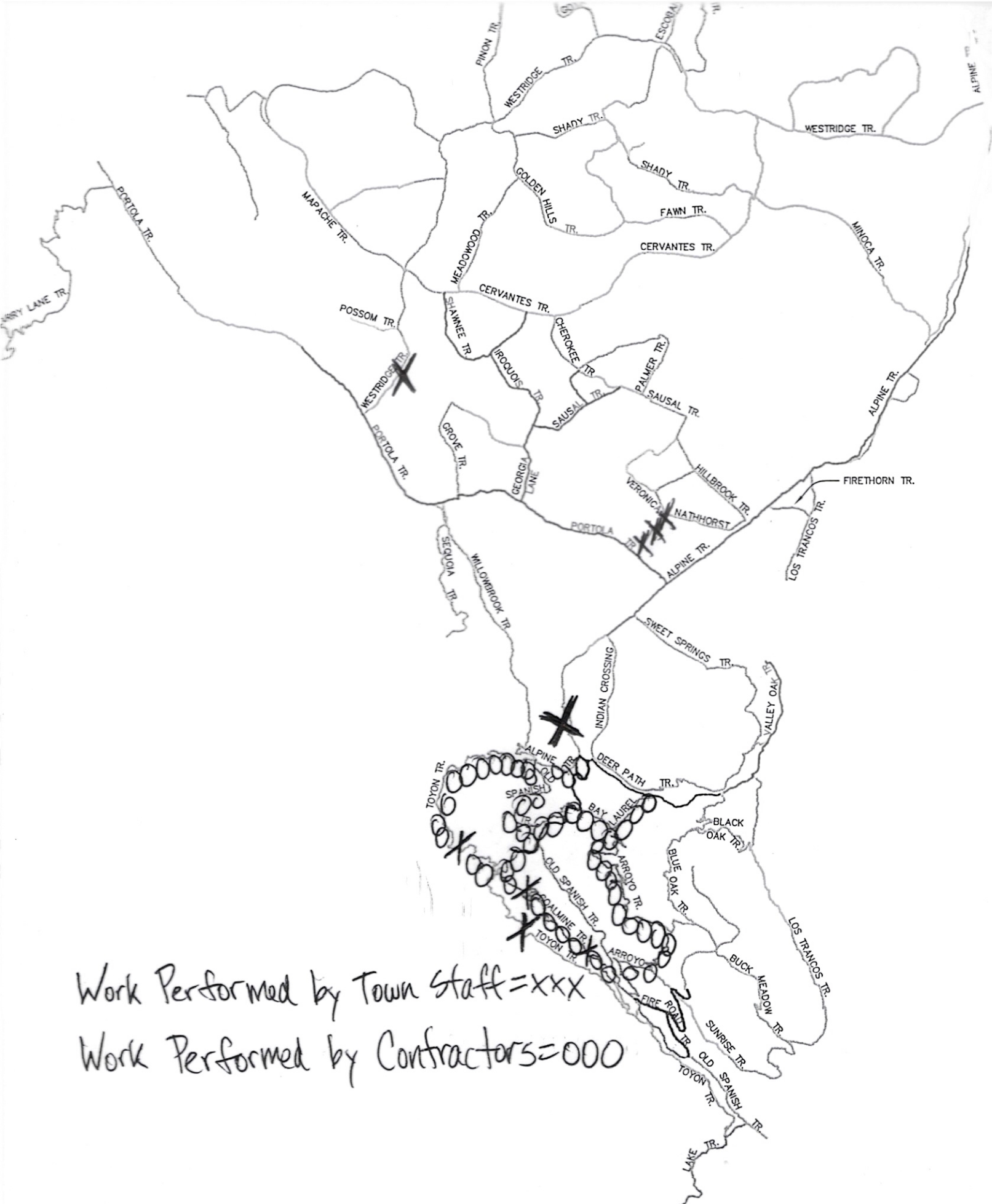
The total maintenance staff hours worked in May was 16 hours.

The total contracted staff hours worked May was 120 hours.

Total hours worked: **136 hours**

**Attachments:** Trail Map  
Work sheet

Trail	Length	Work Completed	Date
Admiral Quilter	0.5		
Alpine	3.0	Cleared fallen branch/ weeds cut by contractor	5-6/26
Arroyo	1.6	Weeds cut by contractor	5-18/19/20
Bay Laurel	0.5	Weeds cut by contractor	5-25
Black Oak	0.8		
Blue Oak	0.5		
Buckmeadow	0.5		
Cervantes	1.3		
Cherokee	0.2		
Coalmine	0.8	Cleared fallen trees/ weeds cut by contractor	5-6/21/25
Deer Path	0.7		
Dwight Crowder	2.0		
Eagle	0.6		
Fawn	0.3		
Fire Road	0.5		
Firethorne	0.1		
Georgia	0.3		
Golden Hills	0.7		
Golden Oak	0.2		
Grove	0.6		
Hay Forks	0.7		
Hillbrook	0.4		
Indian Crossing	0.4		
Iroquois	0.2		
Lake	0.4		
Larry Lane	1.5		
Los Trancos	1.1		
Los Trancos Rd	0.4		
Meadowwood	0.4		
Minoca	0.7		
Nathorst	0.3	Cut brush	5-27
Old Spanish	1.9		
Palmer	0.6		
Portola	2.3		
Possum	0.2		
Priory	0.5		
Redberry	0.2		
Sausal	0.6		
Sequoia	0.5		
Shady	0.8		
Shawnee	0.5		
Sunrise	0.8		
Sweet Springs	0.8		
Toyon	2.4	Cleared fallen trees/ weeds cut by contractor	5-6/24/27/28
Veronica	0.2		
Westridge		Cleared fallen tree	5-19
Willowbrook	0.8		
<b>TOTAL</b>	<b>36.0 miles</b>		



Work Performed by Town Staff = xxx  
 Work Performed by Contractors = ooo





# MEMORANDUM

## TOWN OF PORTOLA VALLEY

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**TO:** Trails and Paths Committee

**FROM:** Scott Weber, Maintenance Worker  
Howard Young, Public Works Director

**DATE:** **July 14, 2021**

**RE:** Trail work for June 2021

Attached is the trail work recording form completed for June.

The total maintenance staff hours worked in June was 12 hours.

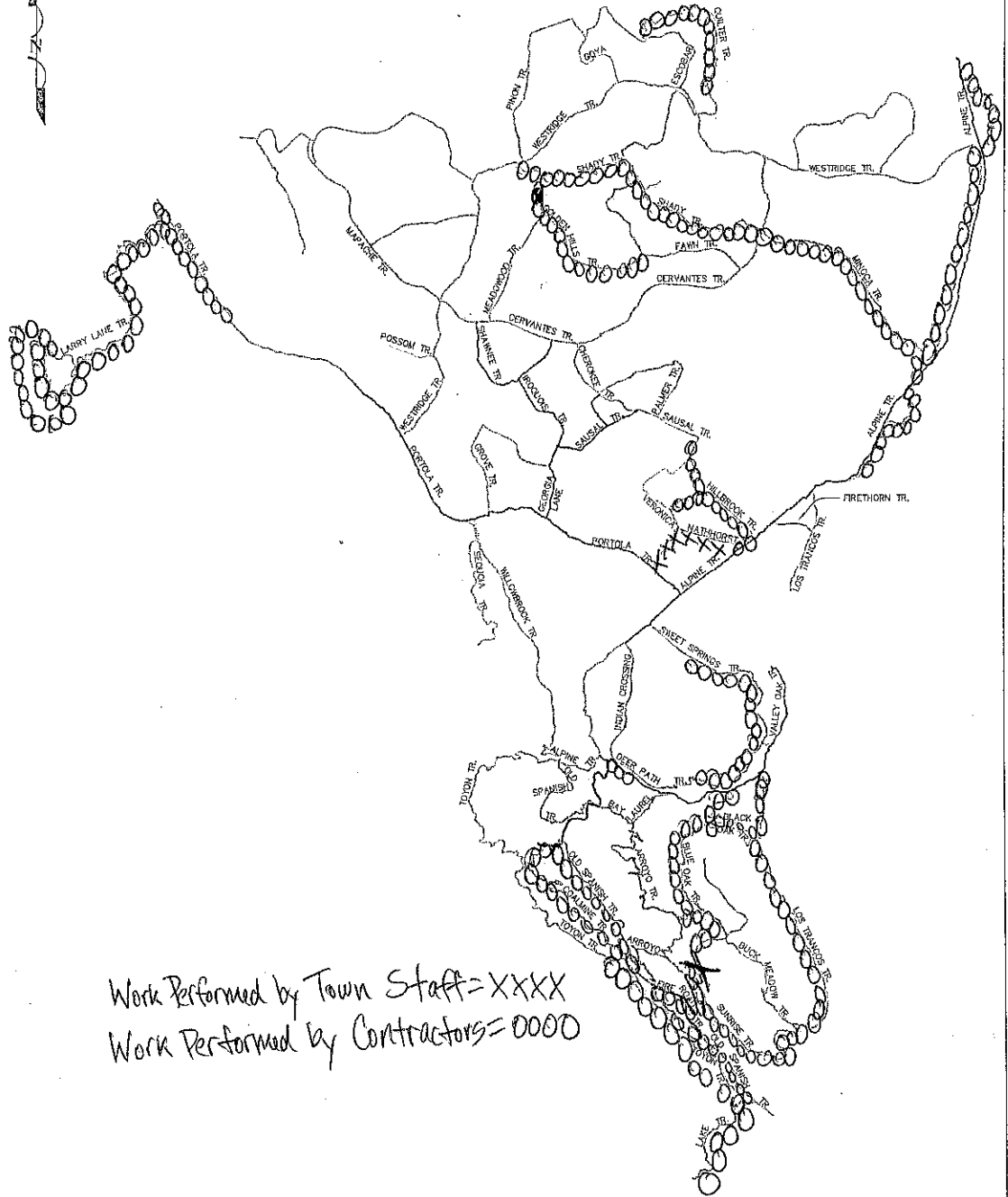
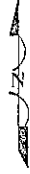
The total contracted staff hours worked June was 376 hours.

Total hours worked: **388 hours**

**Attachments:** Trail Map  
Work sheet

Trail	Length	Work Completed	Date
Admiral Quilter	0.5	Weeds cut by contractor	6-28
Alpine	3.0	Weeds cut by contractor	6-23/24
Arroyo	1.6		
Bay Laurel	0.5		
Black Oak	0.8	Weeds cut by contractor	6-7/8
Blue Oak	0.5	Weeds cut by contractor	6-7
Buckmeadow	0.5	Weeds cut by contractor, cleared fallen tree	6-9/23
Cervantes	1.3		
Cherokee	0.2		
Coalmine	0.8	Weeds cut by contractor, 120ft of trail regraded by contractor	6-11/29
Deer Path	0.7	Weeds cut by contractor, 120ft of trail regraded by contractor	6-8/30
Dwight Crowder	2.0		
Eagle	0.6	Weeds cut by contractor	6-9
Fawn	0.3		
Fire Road	0.5	Weeds cut by contractor	6-4
Firethorne	0.1		
Georgia	0.3		
Golden Hills	0.7	Weeds cut by contractor	6-30
Golden Oak	0.2		
Grove	0.6		
Hay Forks	0.7	Weeds cut by contractor	6-15
Hillbrook	0.4	Weeds cut by contractor	6-22
Indian Crossing	0.4		
Iroquois	0.2		
Lake	0.4	Weeds cut by contractor	6-10
Larry Lane	1.5	Weeds cut by contractor	6-14
Los Trancos	1.1	Weeds cut by contractor	6-11
Los Trancos Rd	0.4		
Meadowwood	0.4		
Minoca	0.7	Weeds cut by contractor	6-28
Nathorst	0.3	Cut brush	6-1/2/4
Old Spanish	1.9	Weeds cut by contractor, 300 ft of trail regraded by contractor	6-3/4/28/29
Palmer	0.6		
Portola	2.3	Weeds cut by contractor	6-21
Possum	0.2		
Priory	0.5		
Redberry	0.2		
Sausal	0.6		
Sequoia	0.5		
Shady	0.8	Weeds cut by contractor	6-25
Shawnee	0.5		
Sunrise	0.8	Weeds cut by contractor	6-11
Sweet Springs	0.8	Weeds cut by contractor	6-9
Toyon	2.4	Weeds cut by contractor	6-1/2
Veronica	0.2	Weeds cut by contractor	6-22
Westridge			
Willowbrook	0.8		
<b>TOTAL</b>	<b>36.0 miles</b>		

Town of Portola Valley Trail Map



Work Performed by Town Staff = XXXX  
Work Performed by Contractors = 0000





## Sharon Hanlon

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**From:** Gary Hanning <ghanning@sbcglobal.net>  
**Sent:** Thursday, July 15, 2021 11:52 AM  
**To:** Sharon Hanlon  
**Subject:** Trail Sign Picture for 7/20 Trails and Paths Meeting



**From:** Dan Quinn  
**Sent:** Tuesday, May 11, 2021 12:46 PM  
**To:** Town Center <[TownCenter@portolavalley.net](mailto:TownCenter@portolavalley.net)>  
**Cc:** Craig Sander  
**Subject:** Trails and Paths Committee [DO NOT CHANGE SUBJECT TEXT]

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Dan Quinn  
Bear Paw  
Portola Valley

ps Here are the suggested possible signs. Note that we will produce and install the signs; we are only asking for your endorsement.



Option 1



Option 2