

# **TOWN COUNCIL WEEKLY DIGEST**

**Thursday – August 19, 2021**

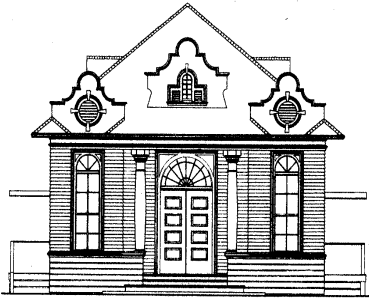
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1. Agenda (Canceled) – Architectural & Site Control Commission – Monday, August 23, 2021
2. Agenda – Conservation Committee – Tuesday, August 24, 2021
3. Agenda (Canceled) – Portola Valley Town Council – Wednesday, August 25, 2021
4. Email from resident Mr. Buckholtz with reply from Planning and Building Director re Public View of Portola Terrace Story Poles

## **Attached Separates (Council Only)**

*(In your Town Hall mailbox)*

1. None



**TOWN OF PORTOLA VALLEY**

**4:00 PM – Special Meeting of the Architectural and Site Control  
Commission (ASCC)**

**Monday, August 23, 2021**

**Historic Schoolhouse**

**765 Portola Road, Portola Valley, CA 94028**

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**NOTICE OF MEETING CANCELLATION**

**ARCHITECTURAL AND SITE CONTROL COMMISSION  
MEETING REGULARLY SCHEDULED FOR**

**Monday, August 23, 2021**

Notice is hereby given that the Portola Valley Architectural and Site Control Commission meeting regularly scheduled for August 23, 2021 has been cancelled.



**TOWN OF PORTOLA VALLEY  
Special Conservation Committee  
Virtual Meeting  
Tuesday, August 24, 2021 – 7:00 PM  
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

**To access the meeting by computer, click on the link below:**

<https://us06web.zoom.us/j/88592653151?pwd=UklVaEhlMkR6ZC92TG9odGRoQzF2Zz09>

**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*

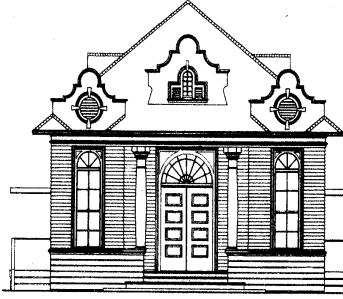
**Meeting ID:** 885 9265 3151

**Password:** 294347

**SPECIAL MEETING AGENDA**

1. Call to Order
2. Oral Communications: Persons wishing to address the Conservation Committee on any subject not on the agenda that is appropriately the concern of the Conservation Committee may do so now. Please note, however, that the Conservation Committee is not able to undertake extended discussion or action tonight on items not on the agenda.
3. Approval of Minutes for July 27, 2021
4. Permits
  - a. Site Permits – no discussion unless something unusual about property warrants
    - I. 333 Canyon – completed
    - II. 460 Cervantes – completed
    - III. 30 Holden Court – revision from 2017 – in process
  - b. Tree permits
5. Old Business
  - a. Oversight of Town Owned Properties
    - I. Town Center – Murphy
      - Creekbed Natives Information project – Sophie Horn (10 minutes)  
<https://spark.adobe.com/page/J1jkdvgs2GQBi>
      - Native Grass Garden - Heiple
    - II. Frog Pond – Working group met (Appendix A)

- b. Committee/Town Cooperation
    - I. Public Works – Murphy
    - II. Trails – Coleman
    - III. Open Space – Chiariello
    - IV. Fire Ad Hoc - Plunder
      - (1) Understory Subcommittee - Chiariello
    - V. Hawthorns - Heiple
  - c. Tip of the Month – Magill (3 minutes)
  - d. Kudos – Richards (3 minutes)
  - e. What’s Blooming Now – Magill (3 minutes)
  - f. Predators / Rodenticides – Chiariello (Appendix B)
  - g. Town Event October 9 PV-Live/Revive Table
  - h. Redwood Guidelines revision and screening shrub list - Richards
6. New Business
7. Next meeting Tuesday, September 28, 2021, 7:00 pm via Zoom
8. Adjournment aspirationally 8:30 pm; Hard Stop 9:00



**TOWN OF PORTOLA VALLEY**  
**7:00 PM – Regular Town Council Meeting**  
**Wednesday, August 25, 2021**

**Special Videoconference Only Meeting**

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## **NOTICE OF MEETING CANCELLATION**

**REGULAR MEETING OF THE PORTOLA VALLEY  
TOWN COUNCIL SCHEDULED FOR**

**Wednesday, August 25, 2021**

**Notice is hereby given that the Special Meeting of the Portola Valley Town Council scheduled for Wednesday, August 25, 2021, has been canceled. The next virtual meeting of the Portola Valley Town Council is scheduled for Wednesday, September 8, 2021.**

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**From:** Town Center  
**Subject:**

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**From:** Laura Russell <[lucy@portolavalley.net](mailto:lucy@portolavalley.net)>  
**Sent:** Friday, August 13, 2021 4:25 PM  
**To:** Thomas Craig Hughes <[chughes@portolavalley.net](mailto:chughes@portolavalley.net)>; John Richards <[jrichards@portolavalley.net](mailto:jrichards@portolavalley.net)>; Sarah Wernikoff <[swernikoff@portolavalley.net](mailto:swernikoff@portolavalley.net)>; Maryann Moise Derwin <[mderwin@portolavalley.net](mailto:mderwin@portolavalley.net)>; Town Center <[TownCenter@portolavalley.net](mailto:TownCenter@portolavalley.net)>; Town Center <[TownCenter@portolavalley.net](mailto:TownCenter@portolavalley.net)>  
**Cc:** Don Bullard <[djbullard@woodsidefire.org](mailto:djbullard@woodsidefire.org)>  
**Subject:** RE: Public Viewing of Portola Terrace Story Poles, plus visual impact from Alpine Road

Tom,

Thanks for your message. The ASCC and Planning Commission held a joint meeting to discuss the extent of the story poles and staking plan on June 30, 2021. Here is a link to the meeting recording if you are interested:  
<https://us06web.zoom.us/rec/share/HSKYqCrV2FaFSbX5f8p6zXTf-NWe4ztw3RGZAHuuXijGiEKa1c8nnceom-uDBzSB.19Y8hTeY5Tx5dyk->

On July 29<sup>th</sup>, the Chairs of the ASCC and Planning Commission reviewed the revised story pole, height pole, and staking plan by the applicant and provided additional feedback and direction. The story poles, height poles, and staking are being installed accordingly.

Stanford is hosting site visits for Committee Members and Commissioners and will also offer an opportunity for the public to join those site visits. Staff expects them to publicize those site visits soon. They are scheduled for August 26-28<sup>th</sup>.

Woodside Fire Protect District staff are actively involved with the review of the project, have been on site, and I expect they will be as needed throughout the process. All public services agencies will have any/all access to the site that they want or need to participate in the process.

I will forward your message to ASCC and Planning Commission.

Thanks,  
Laura

Laura C. Russell, AICP (she/her)  
Planning & Building Director

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**From:** Thomas  
**Sent:** Friday, August 13, 2021 12:32 PM  
**To:** Laura Russell <[lucy@portolavalley.net](mailto:lucy@portolavalley.net)>; Craig Hughes <[chughes@portolavalley.net](mailto:chughes@portolavalley.net)>; John Richards <[jrichards@portolavalley.net](mailto:jrichards@portolavalley.net)>; Sarah Wernikoff <[swernikoff@portolavalley.net](mailto:swernikoff@portolavalley.net)>; Maryann Moise Derwin <[mderwin@portolavalley.net](mailto:mderwin@portolavalley.net)>; Town Center <[TownCenter@portolavalley.net](mailto:TownCenter@portolavalley.net)>; Town Center <[TownCenter@portolavalley.net](mailto:TownCenter@portolavalley.net)>  
**Cc:** Don Bullard <[djbullard@woodsidefire.org](mailto:djbullard@woodsidefire.org)>  
**Subject:** Public Viewing of Portola Terrace Story Poles, plus visual impact from Alpine Road

Planning Department, ASCC, Planning Commission, plus four Town Council members:

From maps of the proposed Stanford Terrace development, it appears that people travelling on Alpine Road (or on road-paralleling trails) would see essentially 660 linear feet of visually continuous housing-structure (without much, if any, view between buildings of hillsides).

I would like to urge the Town to require that Stanford erect a full set of story poles – for each proposed building – including rooflines. And, Stanford should mark proposed fences (which would limit access by, for example, fire-fighters).

I would like to urge you to require well-publicized (for at least the entire Town population and for public service entities including the Woodside Fire Prevention District and the Sherriff's Department) opportunities to view – onsite – the tentpoles, rooflines, and distances between buildings and fences.

- Tom

Thomas J. Buckholtz