

TOWN COUNCIL WEEKLY DIGEST

Thursday – January 6, 2022

1. Agenda – Architectural & Site Control Commission – Monday, January 10, 2022
2. Agenda – Ad-Hoc Committee of Committees – Tuesday, January 11, 2022
3. Agenda – Race and Equity Committee – Tuesday, January 11, 2022
4. Agenda (Cancellation) – Cultural Arts Committee – Thursday, January 13, 2022
5. Agenda – Nature & Science Committee – Thursday, January 13, 2022
6. Invitation to the January Council of Cities Meeting – Friday, January 28, 2022
7. Email from resident C. Vertongen and response from BPTS Committee Chair Holland re Public Comments and concerns with Flashing Beacons
8. [Western City Magazine – January 2022](#)

Attached Separates (Council Only)

(placed in your Town Hall mailbox)

1. None



TOWN OF PORTOLA VALLEY

4:00 PM – Architectural Site Control Commission Meeting
Monday, January 10, 2022

**THIS SPECIAL MEETING IS BEING HELD
VIA TELECONFERENCE ONLY**

SPECIAL MEETING AGENDA

Remote Meeting Covid-19 Advisory: On September 16, the Governor signed AB 361, amending the Ralph M. Brown Act (Brown Act) to allow legislative bodies to continue to meet virtually during the present public health emergency. AB 361 is an urgency bill which goes into effect on October 1, 2021. The bill extends the teleconference procedures authorized in Executive Order N-29-20, which expired on September 30, 2021, during the current COVID-19 pandemic and allows future teleconference procedures under limited circumstances defined in the bill. Portola Valley Town Council and commission and committee public meetings are being conducted electronically to prevent imminent risks to the health or safety of attendees. 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.

Below are instructions on how to join and participate in a Zoom meeting.

Join Zoom Meeting Online:

Please select this link to join the meeting:

<https://us06web.zoom.us/j/84289223174?pwd=TGpCcjFSMTY3K3BjYVBjeidhRFhiQT09>

Or: Go to Zoom.com – Click Join a Meeting – Enter the Meeting ID

Meeting ID: 842 8922 3174 **Passcode:** 811739

Or Telephone:

1.669.900.6833

1.888.788.0099 (toll-free) Enter same Meeting ID and Passcode

*6 - Toggle mute/unmute.

*9 - Raise hand.

Remote Public Comments: Meeting participants are encouraged to submit public comments in writing in advance of the meeting. Please send an email to planning@portolavalley.net by 12:00 PM on the day of the meeting. All comments received by that time will be distributed to Commissioners prior to the meeting. All comments received are included in the public record.

We encourage anyone who has the ability to join the meeting online to do so. You will have access to any presentations that will be shown on your screen and can easily ask questions using the “raise your hand” feature when the Chair calls for them.

4:00 PM - CALL TO ORDER

Commissioners Cheung, Koch, Sill, Vice-Chair Wilson, Chair Ross

ORAL COMMUNICATIONS

Persons wishing to address the Architectural and Site Control Commission on any subject not on the agenda may do so now. Please note however, that the Architectural and Site Control Commission is not able to undertake extended discussion or action tonight on items not on the agenda.

NEW BUSINESS

1. Architectural and Site Development Review for a new horse barn, corral, site development permit, significant tree removal and new landscaping, File # PLN_ARCH0007-2021, 270 Mapache Drive, David and Jane Pejcha (J. Garcia)

COMMISSION, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

2. Commission Reports
3. Staff Report

APPROVAL OF MINUTES

4. ASCC Meeting of October 11, 2021
5. ASCC Meeting of December 13, 2021

ADJOURNMENT

AVAILABILITY OF INFORMATION

For more information on the projects to be considered by the ASCC at the Special Field and Regular meetings, as well as the scope of reviews and actions tentatively anticipated, please contact Carol Borck in the Planning Department at Portola Valley Town Hall, 650-851-1700 ex. 211. Further, the start times for other than the first Special Field meeting are tentative and dependent on the actual time needed for the preceding Special Field meeting.

Any writing or documents provided to a majority of the Town Council or Commissions regarding any item on this agenda will be made available for public inspection at Town Hall located 765 Portola Road, Portola Valley, CA during normal business hours. Copies of all agenda reports and supporting data are available for viewing and inspection at Town Hall.

ASSISTANCE FOR PEOPLE WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Department at (650) 851-1700. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

PUBLIC HEARINGS

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge any proposed action(s) in court, you may be limited to raising only issues you or someone else raised at the Public Hearing(s) described in this agenda, or in written correspondence delivered to the Architectural and Site Control Commission at, or prior to, the Public Hearing(s).



TOWN OF PORTOLA VALLEY

9:00 AM – Ad Hoc Committee of Town Committees:
Housing Element Update
Tuesday, January 11, 2022

**THIS MEETING IS BEING HELD
VIA TELECONFERENCE ONLY**

MEETING AGENDA

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Please select this link to join the meeting:

<https://us06web.zoom.us/j/84060397612>

Or: Go to Zoom.com – Click Join a Meeting – Enter the Meeting ID

Meeting ID: 840 6039 7612

Or Telephone:

1. 669.900.6833

1.888.788.0099 (toll-free) Enter same Meeting ID

*6 - Toggle mute/unmute.

*9 - Raise hand.

Remote Public Comments: Meeting participants are encouraged to submit public comments in writing in advance of the meeting. Please send an email to housing@portolavalley.net by 12:00 PM the day before the meeting. All comments received by that time will be distributed to Committee Members prior to the meeting. All comments received are included in the public record.

We encourage anyone who has the ability to join the meeting online to do so. You will have access to any presentations that will be shown on your screen and can easily provide comments using the “raise your hand” feature when the Chair calls for them.

Approximate timeframes are provided for agenda items as a guide for the Chair, Committee Members, and the public. Actual times may vary.

Committee Members:

Rebecca Flynn – Sustainability Committee
Scott Elrod – Sustainability Committee
Patty Dewes – Parks and Recreation Committee
Gary Hanning – Trails and Paths Committee
Fred Leach – Trails and Paths Committee
Judith Murphy – Conservation Committee
Catherine Magill – Conservation Committee

Edward Holland - Bicycle, Pedestrian and Traffic
Safety Committee
Michael Tomars – Wildfire Preparedness Committee
Dale Pfau – Emergency Preparedness Committee
Budd Trapp – Emergency Preparedness Committee

Staff Contacts:

Laura Russell - Planning & Building Director
Adrienne Smith - Senior Planner

9:00 AM - CALL TO ORDER AND ROLL CALL

ORAL COMMUNICATIONS

Persons wishing to address the Ad Hoc Committee of Town Committees on any subject not on the agenda may do so now. Please note however, that the Committee of Committees is not able to undertake extended discussion or action today on items not on the agenda. Comments will be limited to two minutes per person.

WELCOME AND ADMINISTRATIVE (15 min)

1. Welcome and Introductions
2. Housing Element Process and Role of the Ad Hoc Committee of Town Committees

COMMITTEE DISCUSSION (1hr)

3. Committee discussion of Town’s Housing Element Update
 - a. Committee members provide feedback or high level priorities from their respective Committees

ADJOURNMENT

AVAILABILITY OF INFORMATION

For more information on the items to be considered by the Committee, please email housing@portolavalley.net. Any writing or documents provided to a majority of the Town Council or Commissions regarding any item on this agenda will be made available for public inspection at Town Hall located 765 Portola Road, Portola Valley, CA during normal business hours. Copies of all agenda reports and supporting data are available for viewing and inspection at Town Hall.

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**Town of Portola Valley
Race & Equity Committee
Tuesday, January 11, 2022 – 7:00 PM**

Special Videoconference Meeting via Zoom

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 Video Meeting:

<https://us06web.zoom.us/j/82713263190?pwd=V1pxR3hoVEhmZXZpMVNGL1k2UnFMQT09>

Phone into Zoom Meeting:

1-669-900-6833

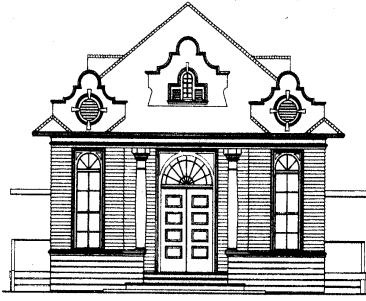
1-877-853-5247 (toll-free)

*Mute/Unmute – Press *6 / Raise Hand – Press *9*

Meeting ID: 827 1326 3190

Password: 508454

1. Call to Order
2. Roll Call
3. Oral Communications for Items not on the agenda
4. Approve Meeting Minutes for December 14, 2021,
5. Old Business:
 - 1) Subcommittee updates (Housing, Safe space, Town seal, Town policies, etc.)
 - 2) Activity for the MLK National Day of Service on January 17 (Judy)
 - 3) Town Council annual workshop with commissions and committees (January 26); present our priorities and budget
6. Adjournment



TOWN OF PORTOLA VALLEY
Cultural Arts Committee Meeting
Notice of Meeting Cancellation
Thursday, January 13, 2022 - 1:00 PM

NOTICE OF MEETING CANCELLATION

CULTURAL ARTS COMMITTEE MEETING

Thursday, January 13, 2022

The regular meeting of the Cultural Arts Committee scheduled for Thursday, January 13, 2022 is canceled.



Town of Portola Valley
Nature and Science Committee Special Meeting
Thursday, January 13, 2022 – 5:00 PM

Special Videoconference Meeting via Zoom

VIDEOCONFERENCE MEETING AGENDA

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Join Zoom Video Meeting:

<https://us06web.zoom.us/j/86955492439?pwd=V2QrQ2tibmtkTHI2YTdnNVJBcFZ6dz09>

Phone into Zoom Meeting:

1-669-900-6833
 1-877-853-5247 (toll-free)

*Mute/Unmute – Press *6 / Raise Hand – Press *9*

Meeting ID: 869 5549 2439

Password: 799841

1. Call to Order
2. Oral Communications (Anyone wanting to address the Committee or anyone wanting to speak on an item not on the agenda)
3. Minutes of December 9, 2021, meeting
4. Discussion of goals and activities in pandemic
5. Planning and discussion
 - 1) Town Committees meeting on January 23
 - 2) Star Party/meteor shower with Andrew Pierce
 - 3) Big Water Event
 - 4) Other event/speaker ideas
 - 5) Nature Center plans at Hawthorns
 - 6) Recruiting new members
 - 7) Membership list for 2022 was sent to the Town
6. Vote on changing back to alternate month meetings
7. Budget
 - 1) Planning
8. Adjournment:

Next meeting: March 10, 2022, at 5:00 pm on Zoom (if vote to change meetings to alternate months passes)



Meeting Announcement
FRIDAY, JANUARY 28, 2022

Everyone is encouraged to attend these monthly meetings. This is a great opportunity to meet colleagues from other cities, work together on solutions for our county, get to know how other cities handle issues, make friends and helpful connections, and learn what's going on with the "big" issues we seldom have time to discuss at council meetings.

Location:

*Virtual Register with Zoom
 Link below*

*Questions: Call City Clerk Patrice
 Olds at (650) 522-7042 or
clerk@cityofsanmateo.org*

Schedule:

*Join early for Social Time!!
 Link will open at 5:00 pm*

5:30 pm Business Meeting
 5:45 pm Program
 6:30 pm Adjournment

Please contact Chair Rico Medina if you wish to bring up an item for group discussion or give a committee report.
 email: rmedina@sanbruno.ca.gov

Registration

Please RSVP by Wednesday, January 25, 2022 via
 Zoom Registration link below

<https://us02web.zoom.us/meeting/register/tZUvdugrqijkjHNFItIsfaOo5FWXMgw-8hxpK>

After registering, you will receive a confirmation email containing information about joining the meeting. If you have any issues please register directly with City Clerk Patrice Olds @ clerk@cityofsanmateo.org

There is no charge for this program.

NOTE: This meeting is being held virtually due to the current Covid-19 Omicron variant Issues and high infection rates.



**Business Meeting at 6:30pm
FRIDAY, JANUARY 28, 2022**

5:30 pm

- Call to Order by Chair Rico Medina
- Roll Call and Introduction of Mayors, Council Members and Guests
- Business Meeting
- Approval of Minutes of Previous Meeting and Treasurer's Report
- Committee Reports
- Old Business
- New Business
- Announcements

5:45 pm

- Program
 - Introduction by Mayor Rick Bonilla, San Mateo
 - C/CAG Executive Director Sean Charpentier will provide a presentation, update and progress to date on the San Mateo County Express Lane/Managed Lane project.

6:30 pm (approximately)

- Meeting Adjourned

Sharon Hanlon

From: Town Center**From:** Edward Holland**Sent:** Thursday, January 6, 2022 10:10 AM**To:** caroline Vertongen Town Center <TownCenter@portolavalley.net>**Cc:** Craig Hughes <chughes@portolavalley.net>; Jeff Aalfs <JAalfs@portolavalley.net>; Maryann Moise Derwin <mderwin@portolavalley.net>; Sarah Wernikoff <swernikoff@portolavalley.net>; John Richards <jrichards@portolavalley.net>**Subject:** Re: BPTS comments

Caroline,

Thank you for your comments. One of the main motivations for BPTS over the last two years has been to improve driver attentiveness, and pedestrian safety at crossings. This has been motivated by many resident comments and observations during that time, and since the inception of the Committee. As a result a detailed study, directed by BPTS to focus on select locations has been completed, a report compiled and the recommendations for changes accepted. These changes are now being implemented as Public Works time and resources allow. The motivation to use rapid flashing beacons was proposed to and supported by the Committee, and recommended in the study. I agree with you that flags can work, but these also need maintenance, replacement and monitoring to ensure they are available. I truly believe that beacons are the best option for pedestrian safety.

With best regards,

Ed Holland, BPTS Chair.

----- Original Message -----

From: "caroline Vertongen"

To: traffic@portolavalley.net; "Edward Holland"Cc: "Craig Hughes" <chughes@portolavalley.net>; "Jeff Aalfs" <JAalfs@portolavalley.net>; "Sarah Wernikoff" <swernikoff@portolavalley.net>; "Maryann Moise Derwin" <mderwin@portolavalley.net>; jrichards@portolavalley.net

Sent: Wednesday, 5 Jan, 22 At 18:46

Subject: BPTS comments

Good evening Chair Holland,

Thank you for allowing me to share my comments during oral communication. As we have stated before we cannot expect our volunteers to attend other meetings, but what happened last month is only adding to the existing problems and could have been avoided if all accurate data is properly shared. Please share our comments with the other BPTS members.

I also want to repeat my comments I have made on several occasions regarding the flashing beacons as it happened again today around 4.32 PM by the Shell station at the end of Alpine Road. A father on the bike with child on a separate bike were trying to cross Alpine Road. I was able to stop and alert the cars behind me in a timely matter with the appropriate distance. That is not always the case.

I asked if he tried to push the button to activate the flashing beacon and he replied yes but it is broken.

Flashing beacons are not only expensive to install, they are expensive to repair and they are very unreliable. How often are the ones in Ladera broken, how often do we see pedestrians in a hurry, on their phone, not even attempting to push the button. The school district in Menlo Park uses crossing guards in addition to their flashing beacons - The ASCC did not approve the flashing beacons in our scenic corridor. The flag system works fine. The problems we are referring to are the entrances of Woodside Priory, the site of the current crossing, the lack of visibility, the lack of middle lane to properly turn in and out of their main entrance, and visibility- The stop sign is too far from the road, there is a bus stop on the right, and too many streets closely with the same problems (e. G Georgia Lane, Willow Brook, and Corte Madera....)

Please read all the comments of residents that made it in the public comments. Another problem we have reported over the last few years.

Thank you,
Caroline Vertongen

Dear BPTS Chair Holland and BPTS Committee Members,

Happy New Year!

In 2017 parents addressed their concerns again about our major crossings on Alpine and Portola Road; especially the ones by Woodside Priory, Corte Madera, and Triangle Park.

Thanks to your efforts and the efforts of Public Works Director Young, these public safety issues were brought to Town Council. Town Council approved a traffic safety study in 2018, moved 30 K from its reserves to fund the study, and approved a budget of 285 K on August 14, 2019.

Residents have repeatedly requested updates since 2019 because we did not see the plan being implemented.

The minutes of the last BPTS meeting on December 1, 2021 confirm one of those requests under #3. The reply was : “ **There had been no recent discussion on the Priory or Georgia Lane** “ and “ **the BPTS Committee will address the Neely Winery parking in a future meeting.**

During the last Planning Commission meetings in December, residents again brought up their concerns about increased traffic and unresolved public safety issues at Woodside Priory and anticipated new issues for the proposed and now approved projects: the Neely Winery and Willow Commons.

The minutes for the December 15, 2021 are not available yet, but many residents attended that meeting. While the report stated :

*Staff engaged with Krupka Consulting to assess the potential impacts **in site traffic** and parking generation caused by the applicant’s CUP amendment. In sum, the consultant noted “**It is the Consultant’s professional opinion that the proposed CUP Amendment will not be substantial relative to existing local street traffic volumes and site parking supply.**” The report concluded fifteen more on-site parking spaces were required based on the requested student body increase; the applicant has agreed to provide these spaces in the immediate future.*

The Town Attorney has reviewed the applicant’s response letter and agrees with the analysis.

The traffic data was not presented during that meeting, nor was the Masterplan and its traffic study of 2004, but after discussion with Board members and remarks by residents Traffic Consultant Mr Krupka later admitted that he has witnessed **illegal and dangerous behavior**. The Attorney for Woodside Priory claimed there have been no accidents, but as you remember there was a bike/car incident at the main entrance of Woodside Priory about 2 years ago. Now the Priory has 2 entrances that are dangerous.

BPTS and Public Works Director Young have submitted our concerns in 2017 and advised Town Council. Town council approved and funded the study in 2018. Town Council approved the implementation of improvements and allocated a budget of \$285,000 to do the work in 2019. (See Town Council meeting 8/14/2019).

The handbook confirms that the Town Manager is responsible for the delivery of programs and services authorized in the Town Council adopted budget and that it is the chair's role to ensure its activities are coordinated with those of Town staff with consultation with the Town Manager.

Please resolve our ongoing traffic and public safety issues.

Thank you,
Caroline Vertongen