



**TOWN OF PORTOLA VALLEY  
Special Conservation Committee  
Virtual Meeting  
Tuesday, January 25, 2022 – 7:00 PM**

**Special Videoconference Meeting via Zoom**

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**SPECIAL VIDEOCONFERENCE 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.

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

<https://us06web.zoom.us/j/84994133704>

**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:** 849 9413 3704

**Password:** 187962

**SPECIAL MEETING AGENDA**

- 1) Call to Order
- 2) Oral Communications
- 3) Approval of Minutes for November 23, 2021
- 4) Election of Chair, Vice-Chair and Secretary
- 5) Permits
  - a) Site Permits
  - b) Tree Permits
- 6) Old Business
  - a) Broom Pull 2/26 – get organized
  - b) Oversight of Town Owned Properties
    - i) SpringDown – Murphy
  - c) Committee/Town Cooperation
    - i) Public Works – Murphy
    - ii) Trails – Coleman
    - iii) Open Space - Chiariello
    - iv) Committee on Committees for Housing Element revision - Murphy
      - (1) Recommendations (see Appendix A)
    - v) Fire Ad-Hoc – Plunder resigned – new representative?
    - vi) Each member to review minutes of a committee that does not have a liaison
  - d) Backyard Habitat – Plunder – Nona’s video
  - e) Tip of the Month – Magill (3 minutes)

- f) Kudos – Richards (5 minutes)
  - g) What's Blooming Now – Magill (3 minutes)
- 7) New Business
- a) Conservation items for ADU and other ministerial checklist (see Appendix B)
  - b) Expand recommended native plant list
- 8) Next Meeting Tuesday February 22 7:00pm Zoom
- 9) Adjournment aspirationally 8:30, Hard Stop 9:00

## **APPENDIX A**

### **Priorities for revision of Housing Element/zoning changes - suggestions**

- a. Scenic corridor. There is a setback for buildings but no setback for hardscape. This allows parking lots to begin right at the property line with no vegetative softening screening – several recent projects have done just that. We request that in the zoning revisions and scenic corridor sections specific language be included requiring:
  - i. a minimum hardscape setback of 6 feet.
  - ii. Of the available footage remaining between this setback and the face of the building, 30% of property should be landscaped, not hardscaped. Fully permeable paths do not need to be counted as hardscape.
- b. Views of the western hills must be protected as much as possible in the ministerial process.

## **APPENDIX B**

### **Items for ministerial checklist - suggestions**

- a. Ministerial approval of some projects as required by law should not mean that no attention is given to heritage trees, viewscales, or landscape values. Ministerial does not mean automatic approval - Where the review process used to be **discretionary** (subjective, case-by-case), it is now subject to **ministerial** approval (objective, consistently applied).
- b. Specific items:
  - a. Language for protecting heritage trees
  - b. Requirement that 75% of trees and shrubs between road and building be native, and 50% of ground covers, flowering plants. No invasives allowed on planting list.
  - c. ?



**TOWN OF PORTOLA VALLEY**  
**Conservation Committee Meeting**  
**November 23, 2021**  
**7:00 PM**  
**Special Videoconference Meeting via Zoom**

**CONSERVATION COMMITTEE MEETING MINUTES - DRAFT**

**Call to Order:** The meeting was called to order at 7:04 PM

**Roll Call:**

Members present: T. Coleman, P. Heiple, C. Magill, J. Murphy, M. Plunder, M. Richards, D. Walz, J. Zimmerman

Also present: J. Richards (Town Councilmember liaison), Alex Kawaja, Kristi Corley

Member absent: N. Chiariello

**1. Oral Communications:**

- a. The Neely property will be discussed at the Planning Commission meeting next Wednesday (November 31<sup>st</sup>)

**2. Approval of Minutes for October 2021:** Item 3.a.i.: The revisions to the redwood guidelines should be clarified to indicate both where redwoods will do well and also where *they will not do well* (add to the minutes). Tip of the month should reflect the Committee agreed to address weed control rather than gutter cleaning (correct in minutes). The minutes were *approved as amended*.

**3. Site Permits**

- a. i. Mandates and responsibilities – M. Richards and t. Coleman agreed to review the Town codes and guidelines to clarify the responsibilities of the CC in site reviews.  
ii. 4388 Alpine Road (Murphy) – this proposal is still in early stages and the Committee will be updated as the plans progress.
- b. Tree permits –
  - i. The Committee discussed whether all permits should be reviewed in person, especially for any permits for oak tree removals. It was agreed a Committee representative will personally inspect all tree removal permit applications.
  - ii. Expedited removal of stressed redwoods (Plunder) – These applications should be treated similarly to oaks; applicants should submit the request with an accompanying picture of the subject tree(s), the Town should forward the request to the CC and the

Committee representative will evaluate the request, generally including a site visit to evaluate the subject tree(s).

1. Map of Town redwoods/zones (Walz, Heiple) M. Plunder volunteered to help with this process in order to get it moving forward.

#### **4. Old business**

##### a. Oversight of significant Town-owned properties

- i. Spring Down (Murphy) – The wildflower seeds have arrived and planting is planned for Saturday November 27<sup>th</sup> for the eastern portion of the property (lupine and tiny tips).
- ii. Frog Pond (Zimmerman) - The biologist's meeting report will be reviewed and summarized for the CC.
- iii. Ford Field/Rossotti's Field (Walz) – The draft five year plan for Ford Field has been completed.

##### b. Committee/Town Cooperation

- i. Public Works – The contract with the biologist is underway.
- ii. Trails and Paths (Coleman) – no meeting
- iii. Fire Ad Hoc (Plunder) – The brochure developed by the understory subcommittee has been posted.
- v. Hawthorns (Zimmerman) – A meeting was held and the proposal presented by MidPen was returned to their staff to be redone. The board members now have more focus on environmental protection. The timeline for the working group has been delayed, pending preparation of the general plan. Mid Pen is working on the general plan.

c. Backyard Habitat (Plunder) – Nona and Chris will be receiving their official recognition from the Town Council later this year.

d. Tip of the Month (C. Magill) – Oxalis

e. What's Blooming Now? (C. Magill) – chaparral current

f. Kudos (Plunder) – Removal of French broom

g. Predators/Rodenticides – The subcommittee has agreed the planned event should be in-person so will be prepared and ready to go once the Town again allows in-person events

h. Town Event October 9th (J. Murphy) – The Conservation Committee's banner has gone missing, despite a diligent search. We will order another.

i. Ad Hoc Housing – Background materials and links have been sent to members to guide discussion of priorities. Brief discussion followed. Murphy and Magill will take our concerns to the Committee on Committees meeting.

j. Kawaja updated the workday at the Priory was completed.

#### **5. New Business:**

- a. Draft Goals for 2022: Discussed, corrected and subcommittee assignments reviewed.

**TASKS:**

**Mandated:**

Advisory function

ASCC – landscape review: site visits and report

Tree Removal Permits

Public Works consultations

Chair sits on Subdivisions Subcommittee, Committee Chairs Committee, and Committee on Committees

Annual Report to Town Council - chair

Budget request submitted in spring - chair

**Requested by Council:**

Open Space oversight –

**Most Important**

*SpringDown* - Chiariello, Heiple, *Murphy*, Plunder

*Town Center* – Chiariello, Magill, *Murphy*, Richards

*Frog Pond* – Heiple, *Murphy*, Chiariello, *Zimmerman*, PVR and neighbor (Breen)

*Rossotti's Field* and Ford Field – *Coleman*, Walz

*Triangle Park* (every other year)–Heiple, *Murphy*, Plunder

**Committee Initiated:**

Liaison to other committees:

Trails – *Coleman*

Sustainability – *Murphy*

Open Space – Chiariello

Fire – Plunder

ASCC - Chair

Broom Pull – early march each year. All, This year Saturday 2/26/2022

Earth Day/Town Picnic Day - all

BYH – Plunder, Magill ( evaluating group: Chiariello, Heiple, Plunder, Walz)

Tip of Month –Magill

What's Blooming now - Magill

Kudos of Month (every other month) - Plunder

Monarch Butterfly support – Heiple, Walz with Anderson, Kajawa

Rodenticide/Poison Bait advisory – Chiariello, Heiple, Plunder, (*Coleman*) with deStaebler and Eastman

Web site updates – *Murphy*

Native and low water use Garden tour (with Sustainability) – *Murphy*,

Redwoods - Richards, Walz

Weed seedling Information Sheet – Heiple, Plunder, Richards

Guerilla Maintenance – *Coleman*, Magill, *Murphy*, Heiple, Walz, *Zimmerman*

**Largely done, but may need to reactivate:**

-Town Owned properties Comprehensive Plan – *Murphy*, Magill

-Guide to Town Center plantings brochure– Chiariello

-Care of our Native Oaks – *Coleman*, *Murphy*

- Intermediate Open Space parcels (on back burner for now)

*Blue Oaks/Lost Trancos Pond* - *Murphy*, Walz

*Dengler* - Heiple, Magill

Conservation Committee Meeting Minutes - **DRAFT**  
November 23, 2021

*Shady Trail parklet* – Plunder, with Open Space and Lipman  
*Roadside strips* – Chiariello

Consideration will be given to having one member each review the minutes of another important Town Committee for topics of interest to Conservation. All those not currently liaisons will look over committee lists and choose one they could be responsible for. This will be discussed further in January.

**Adjournment:** 9:00 PM

**Date & Time of Next Meeting:** Tuesday January 25<sup>th</sup> at 7:00 pm via zoom

APPENDIX A:

FPOS Working Group Notes from Tuesday August 10 Our members are: Conservation Committee members, Paul Heiple, Judith Murphy and Yogi Zimmerman Open Space Committee representative, Nona Chiariello PVR representative, Sarah Gilbert Neighborhood representative, Danna Breen

We hope to contract with a biologist who is knowledgeable about amphibians but also more broadly about habitat and pond and weed management.

FOR THE BIOLOGIST 1. Material to provide biologist to get her off and running: - Conservation Committee documentation - Judith - Open space Committee documentation -Nona -report of Jasper Ridge botanizer's surveys of pond. Nona -locals list – Yogi and Sarah; input from Dan Quinn and Dudley Carlson • of bird species documented here • of mammals, documented here • of insects documented here - documentation of protected species that might be here. • Red legged frog. Records of presence in 1940s at “mud lakes” found at Cal Academy - Nona -proposed plans for site from Conservation Committee as approved for 2021-2 budget - July 2. Protection of the singing frogs and their pond is our main priority. Everything else must be in service of this. Questions we most want answered: - Harding grass • Aim for total removal or containment? best method for containment? -controlled burn -goats -horses (Equestrian Day) -timed mowings Rake after mowing? -deeper water • replace with what? Local Danthonia -Pond • Dredge? To what depth? • Raise Dam to what height? • Filling in is probably peating more than silting • how increase biodiversity of area? -Surrounding Open Space • Species to specially protect or remove for frogs? • how increase biodiversity of area? • Human trails a problem? Also discussed: 1. Redwoods at PVR. Here, as in many places in Town, the redwoods are very stressed by the drought. Many are dying. Ambivalence about encouraging to water because of the drought. All of the redwoods in PVR were planted when it was developed. It was an oak woodland. This is not a microclimate naturally hospitable to redwoods. Conservation committee would not deny any permit to remove a redwood in this area. CC is revising the Redwood Guidelines created for the Town in 2013, with stronger language about where they are/are not appropriate and with increasing recognition of defensible space. The redwoods at the school are not in good shape and suck water from the pond. 2. Trails. Pandemic brought greatly increased use. The trail along the south border was barely there and rarely used before last year. Some of this may be due to removal of the barbed wire fencing opening this passageway up more directly. A partial trail along the north border has been created by dog group accessing gate and brush clearing volunteers cutting and dragging copious branches here. This partial trail dead ends at the pond itself and should be obscured past the gate. 3. School. Existing fertilizing of vegetation has led to algae formation at NE part of pond. Watch carefully during construction for potentially damaging runoff or dumping. Uncertain what effect new viewing platform and its landscaping will have on pond.