



TOWN OF PORTOLA VALLEY

4:30 PM – Ad Hoc Housing Element Committee Meeting
Tuesday, February 22, 2022

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

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/89987685763?pwd=MW9BQ0UwZGMvY2NWajF4UTRDdjNyZz09>

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

Meeting ID: 899 8768 5763 **Passcode:** 644998

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 housing@portolavalley.net by 12:00 PM on the day of 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:

Jeff Aalfs - Town Council Subcommittee
Aimee Armsby
Sue Crane
Sarah Dorahy
Erik Doyle
William Kelly
Anne Kopf-Sill - Planning Commission Representative
Andrew Pierce - Race and Equity Committee Representative

Al Sill - ASCC Representative and Vice-Chair
Jocelyn Swisher - Chair
Nicholas Targ - Planning Commission Representative
Bob Turcott
Janey Ward
Sarah Wernikoff - Town Council Subcommittee
Helen Wolter

Staff Contacts:

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

4:30 PM - CALL TO ORDER AND ROLL CALL**ORAL COMMUNICATIONS**

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

PRESENTATION

1. Woodside Fire Protection District Update – (15 Minutes)

COMMITTEE DISCUSSION

2. **Housing Sites Inventory Part II of III (2 Hours 15 Minutes)**
 - a. Process for Committee recommendations
 - b. Review Part I discussion and key takeaways from 10/18/2021 meeting
 - c. Presentation of updated constraints maps
 - d. Review overall Regional Housing Needs Allocation according to income category
 - e. Preliminary discussion on specific sites to include in the Sites Inventory

STAFF UPDATE

3. **Review forthcoming Committee meeting topics and schedule (5 Minutes)**

APPROVAL OF MINUTES

4. **Ad Hoc Housing Element Committee Meeting of 1/31/22 (5 Minutes)**

ADJOURNMENT**COMMUNICATIONS DIGEST**

Public comments received since the last meeting will be distributed to the Committee at the end of each agenda packet.

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.

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 Committee at, or prior to, the Public Hearing(s).

THE AD HOC HOUSING ELEMENT COMMITTEE'S CHARGE, VALUES AND APPROACH TO DECORUM AND PUBLIC COMMENT

Committee's Charge:

1. Town Council Direction: Develop a housing element that complies with State law, plans for the Town's assigned Regional Housing Needs Allocation (RHNA) and will be certified by Housing and Community Development (HCD).
2. A Housing Element that:
 - a. Reflects town values and goals
 - b. Incorporates best possible planning for safety considerations

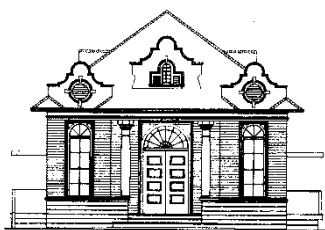
Committee's Values*:

1. Support diversity, equity and inclusivity
2. Family-friendly community
3. Planning for housing that's mindful of PV's rural character
4. Uphold the Town's safety considerations

**The Community Goals of the Town's General Plan form the foundation of the Committee's Values.*

Committee Decorum:

1. Listen and be curious
2. Assume positive intent
3. Respect differences
4. Maintain orderly discussion
5. Seek consensus



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Ad Hoc Housing Element Committee

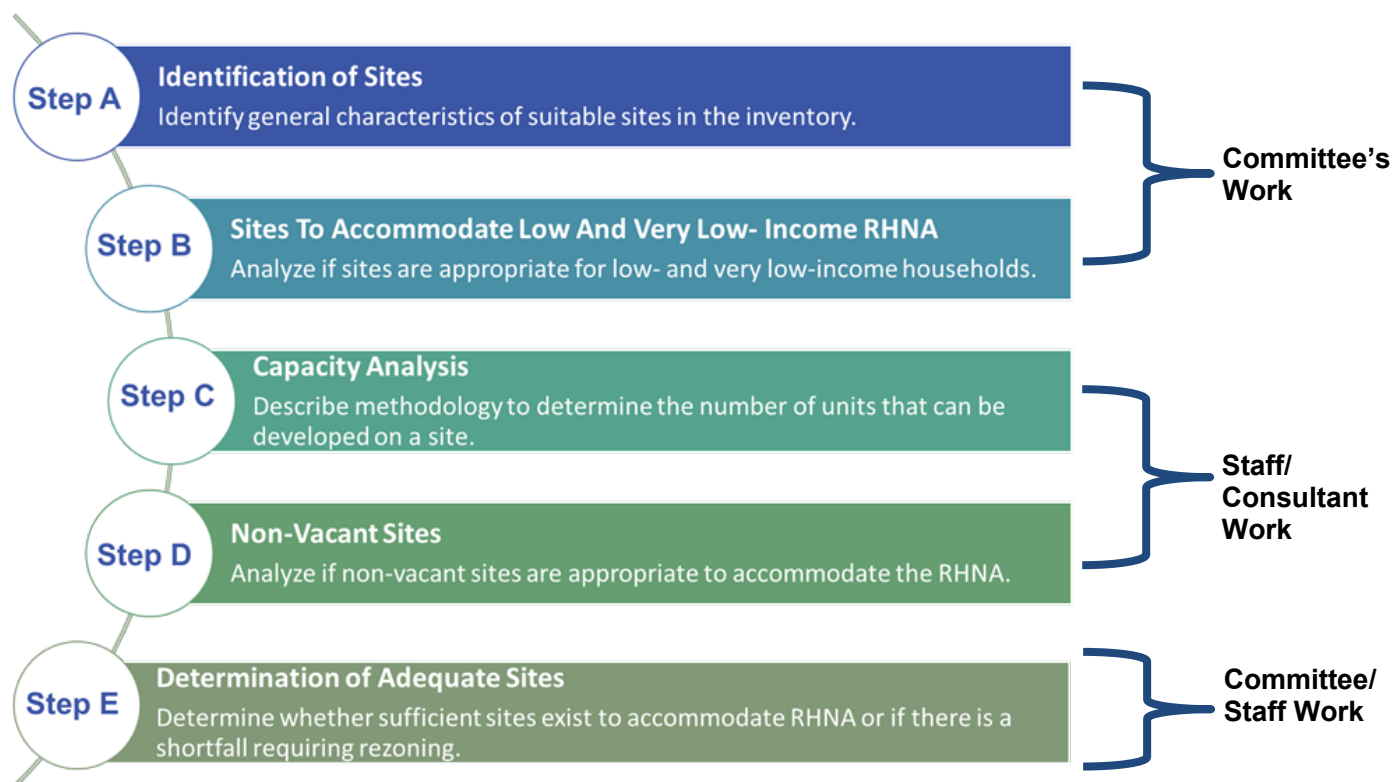
FROM: Laura C. Russell, Planning & Building Director
Adrienne Smith, Senior Planner

DATE: February 22, 2022

RE: **Building the Housing Sites Inventory**

I. Overview

A Housing Sites Inventory is list of vacant sites and sites with potential for redevelopment that can be developed for housing within the upcoming Housing Element 2023-2031 cycle in order to meet the Town's Regional Housing Sites Allocation (RHNA). The inventory identifies specific sites that take into consideration: Physical features and safety, environmental considerations and the location such as proximity to jobs and services. The general analysis for establishing a Housing Sites Inventory is:



A complete Housing Sites Inventory that appears in a Housing Element includes the following details:

- Parcel specific list and map
- General Plan and Zoning
- Parcel size and existing uses (if any)
- Infrastructure – existing or planned
- Income Category – number of units in each category

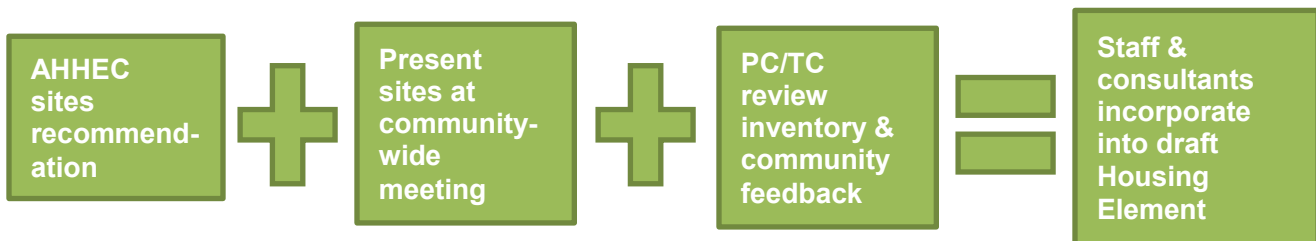
The California Department of Housing and Community Development (HCD) also require the housing sites selection methodology be based on “market feasible” capacity:

1. Utilization: Jurisdictions must make adjustments to reflect realistic/achievable density
2. Likelihood: Must demonstrate that there is a realistic chance, based on market conditions, that a site will develop (or redevelop) in the 6th Cycle

The Ad Hoc Housing Element Committee first began discussing the Housing Sites Inventory at its October 18, 2021 meeting and will continue the discussion at its February 22, 2022 meeting. It is anticipated that the Committee’s discussions will culminate in a formal recommendation of specific sites to the Housing Sites Inventory at its February 28, 2022 meeting.

a. Work Plan

The Ad Hoc Housing Element Committee’s recommended Housing Sites Inventory will be presented at the Town’s next community-wide meeting, anticipated to occur in mid-March. The Committee’s recommended inventory, along with community feedback will be presented at a joint Planning Commission-Town Council Meeting to be scheduled in late March. Response from this meeting will be taken by Town staff and the Town’s Housing Element consultants and incorporated into the draft Housing Element:



II. The Ad Hoc Housing Element Committee’s Housing Sites Part I Discussion

At its October 18, 2021 meeting, the Committee had its first housing sites discussion. The Committee [reviewed the process](#) of housing site analysis and began its analysis by reviewing Town maps (General Plan Comprehensive Plan Map, Very High Fire Severity Zone Map, Ground Movement Potential Map, Slope Map, Lot Size Map and Zoning Map). The Town’s maps provided an analytical framework to examine which areas of land in Town to consider for sites analysis. Staff presented the Committee with several targeted housing site [scenario examples](#) prepared by Town Housing Element Consultant

21 Elements based on a market feasibility analysis of high level land use policy ideas. The Committee also considered the general idea of whether housing sites should be dispersed throughout the Town or concentrated in key areas according to such factors as ease of evacuation in a fire event, traffic management and access to shops and services etc.

a. Fire Safety Considerations

At its January 18, 2021 meeting the Committee received presentations and dedicated discussion to planning for housing sites in consideration of the Town’s fire and safety risks. The Committee received a presentation from Don Bullard, Fire Marshall with the Woodside Fire Protection District (WFPD). Don’s presentation covered methods of creating fire-adapted communities and an update on the WFPD’s Fire Code update. The Committee also received a live GIS mapping presentation from Zeke Lunder, Pyrogeographer with Deer Creek Resources. Zeke presented his preliminary assessment of the Town’s geographical and vegetation patterns in relation to fire risk. His recommendations are summarized in Attachment 1 to this memo.

The Town previously contracted for the development of a [Fuel Hazard Assessment Map and Study](#) by Moritz Arboricultural Consultants. While the map is now 13 years old, the Committee may wish to refer to it for additional background information.

III. Regional Housing Needs Allocation (RHNA) Obligation

The Town’s RHNA obligation according to income category¹:

Income Level	Number of Units
Very Low Income (<50% of Area Median Income)	73
Low Income (80% of Area Median Income)	42
Moderate Income (80-120% of Area Median Income)	39
Above Moderate Income (>120% of Area Median Income)	99
Total	253

a. Zoning Target (Buffer)

At its October 18, 2021 meeting, staff introduced the State’s “No Net Loss Law”. This law requires adequate housing sites be available at all times throughout the Housing Element cycle to meet a given jurisdiction’s remaining RHNA for each income category.

¹ Residents that are new to the Housing Element Update process may wish to review the Zoom recording of the meeting on September 20, 2021, item number 4, where the Committee discussed income levels. Agendas, minutes and Zoom recordings are available on the [Town's website](#).

This means that each time the Town receives a development proposal, it must compare the proposal to the assumptions made in the Housing Element. If for example a given housing site is approved for development with fewer units and/or higher income units than stated in the Housing Element, the Town must have an adequate number of remaining sites to make up the difference. If there are no remaining sites, then the Town must make up the shortfall by rezoning another site or sites, within 180 days after the development is approved. To avoid risking local zoning control later, it is prudent for the Town to plan for contingency in the Housing Sites Inventory now.

Accordingly, the HCD recommends planning for a zoning target or “buffer”, by including additional housing sites/units above the Town’s baseline RHNA number. The general best practice endorsed by the HCD and recommended by the Town’s Housing Element consultants, is to plan for a 20% buffer above the Town’s assigned RHNA of 253 units, or, 304 units.

At its November 15, 2021 meeting that focused on a discussion of Accessory Dwelling Units (ADUs), the Committee reviewed a partial draft RHNA projection accounting for pipeline projects, ADUs and Affiliated Housing Sites:

	Very Low Units	Low Units	Mod Units	Above Mod Units	Total Units
RHNA	73	42	39	99	253
RHNA with 20% zoning target	88	50	47	119	304
Type	Very Low Units	Low Units	Mod Units	Above Mod Units	Total Units
Pipeline Projects	0	19	6	27	52
ADUs	4	24	40	12	80
Affiliated Housing Sites	5	5	12	0	22
Housing Sites Inventory	0	0	0	0	0
Total	9	48	58	39	154
Additional Housing Need	Very Low Units	Low Units	Mod Units	Above Mod Units	Total Units
Outstanding Housing Need	49	-1	9	64	99
Outstanding Housing Need with 20% zoning target	64	7	17	84	150

This partial draft projection does not include the units from the Housing Sites Inventory since the Committee’s sites recommendation is still forthcoming. The partial draft projection is instructive as it numerates the various sources of units including the approximate remaining number of units to be captured in the Housing Sites Inventory.

b. Affordable Housing Sites

While market forces typically drive the development of units in the above moderate income category, it’s the moderate units and below, especially the very low and low income units that are more difficult to obtain. It is critical that the Town plan for these units by specifying key affordable housing sites.

The California Department of Housing and Community Development (HCD) has established a baseline affordable housing called a “default density”, which allows jurisdictions to count as 100% affordable, housing sites zoned for a density of a minimum of 20 units per acre. When assigning units according to its assigned RHNA allocation, jurisdictions may split the number of units at a given affordable housing site equally amongst the very low and low income categories. Since the Town can only plan for housing sites and cannot dictate whether or not a site develops, this acreage assumption will give the Town a buffer in the likely case that not all sites will develop as planned in the 2023-2031 Housing Element cycle.

IV. Analyzing Housing Sites Through the Lens of Land Use Constraints

The Committee last reviewed the Town’s land use maps at its October 18, 2021 meeting. Since then, staff have worked with consultants to create a series of new maps that analyze the [housing site scenarios](#) the Committee previously studied that have the highest unit yield. These scenarios are:

- **Scenario B:** Increase density in Community Commercial (C-C) and Administrative Professional (A-P) districts by allowing increased Floor Area Ratio (FAR)
- **Scenario C:** Allow Multi-Family Along Alpine Road and Nathhorst Triangle area (New R3 Zone)

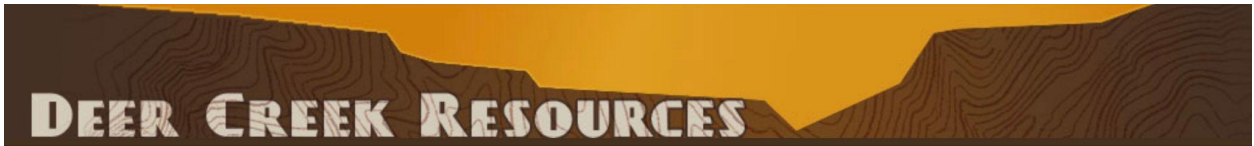
Attached for Committee review (Attachments 2 and 3) are land use constraints maps to analyze the hazards that are being considered with the Town’s Safety Element Update that have land use implications:

- Flood Zone Map
- Ground Movement Potential Map – Least Stable Soil Types
- Fault Map
- Slope Map
- Evacuation Map (parcels with a single evacuation route)

The first set of maps layer in Scenario B and the second set of maps layer in Scenario C. The sixth map in each set is a composite map showing which sites have zero, one, two, or three or more constraints. The maps provide the Committee with an integrated visual reference to make apparent both the least and most land use constrained areas of the Town to aid the Committee in selecting sites for the Housing Sites Inventory. Along with this series of maps, Committee members should consider Zeke Lunder’s recommendations (Attachment 1) in concert with the constraints maps.

Attachments:

1. Deer Creek Resources Memo
2. Scenario B (Flood Zone Map, Ground Movement Potential Map – Least Stable Soil Types, Fault Map, Slope Map, Evacuation Map)
3. Scenario C (Flood Zone Map, Ground Movement Potential Map – Least Stable Soil Types, Fault Map, Slope Map, Evacuation Map)



Deer Creek Resources - 2 Crusader Ct # 2, Chico, CA 95973 - (530) 891-0471

In fall of 2021, Deer Creek Resources was contracted to conduct a cursory survey of wildfire hazards to inform the update of the Portola Valley Housing Element. DCR Wildfire Analyst, Zeke Lunder, conducted a 2-day site survey of the community, and assessed existing vegetation, property ownership and building footprint maps, fire history, historic weather, and terrain mapping data. This document summarizes DCR's observations.

What Wildfire Hazards Exist in the Project Area?

Many areas of high and extreme wildfire hazard exist within the Portola Valley community. The highest-hazard areas are generally on steeper slopes of canyons or gullies, in difficult-to-access places where vegetation management is very difficult to accomplish. Hazards are amplified in east-west oriented canyon areas where the topography will funnel strong autumn winds, which tend to blow from the east or west.



Steep, inaccessible areas have some of the highest hazard. Slopes over 30% shown in red.

Wildfire Weather

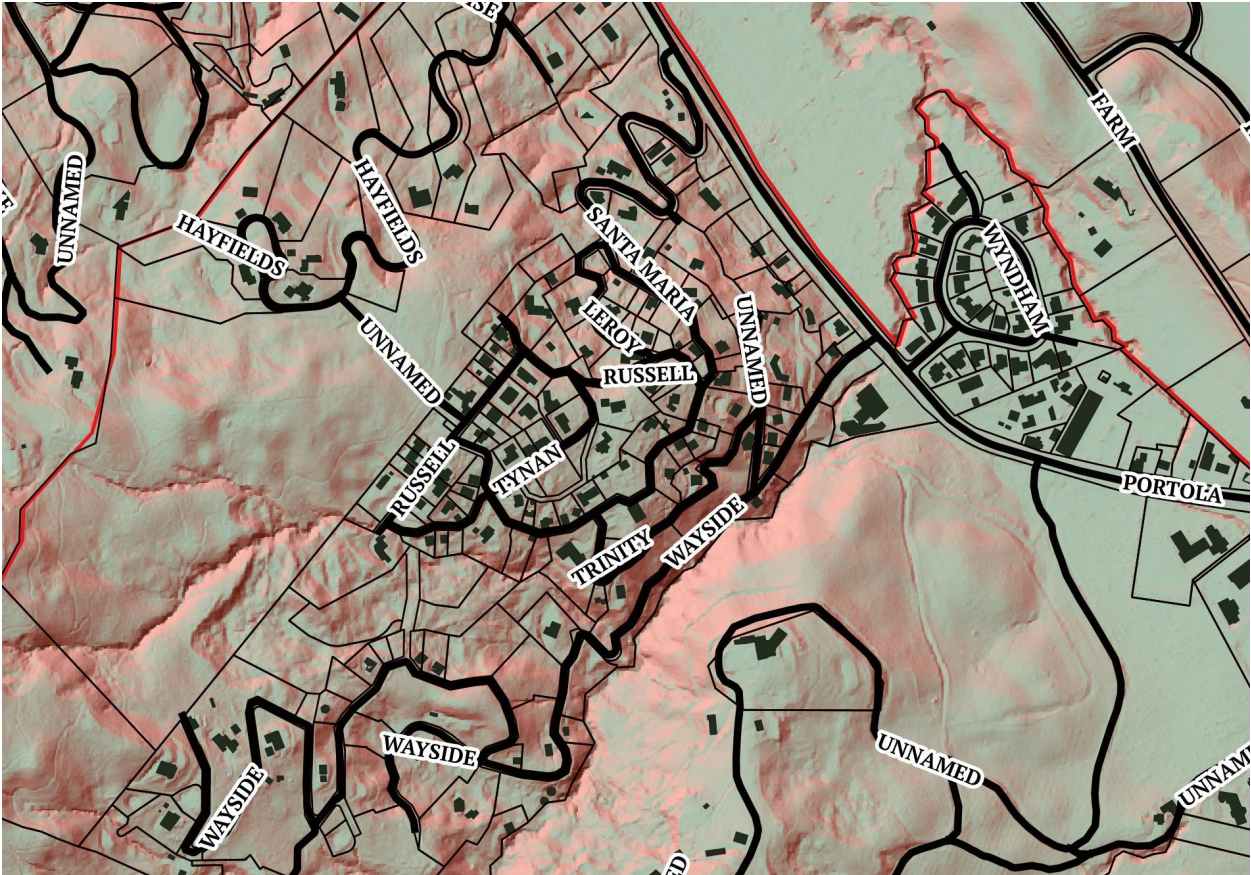
While many firefighting resources are available to respond to fires starting in Portola Valley, the greatest threat to the community is not the typical roadside fire or structure fire which burns into the vegetation, rather, it is a wind-driven conflagration which occurs when weather conditions are so severe firefighting will be ineffective. This low-probability/high consequence event may only happen once in a century, but when it occurs, no amount of firefighting will stop it until the winds subside.

Historic weather data suggests a catastrophic fire is most likely to burn into the area from the east, in the autumn. While less common than west winds, east winds are generally drier, and the strongest winds are often preceded by days of milder offshore winds, which can create critically-dry fuel moistures. As such, they bring the greatest wildfire threat. This increases the relative hazard to areas on the east side of town, especially to mid and upper-slope areas that face east.

Source for weather data: Pulgas weather station. (<https://raws.dri.edu/cgi-bin/rawMAIN.pl?caCPUL>)

West Side of Town

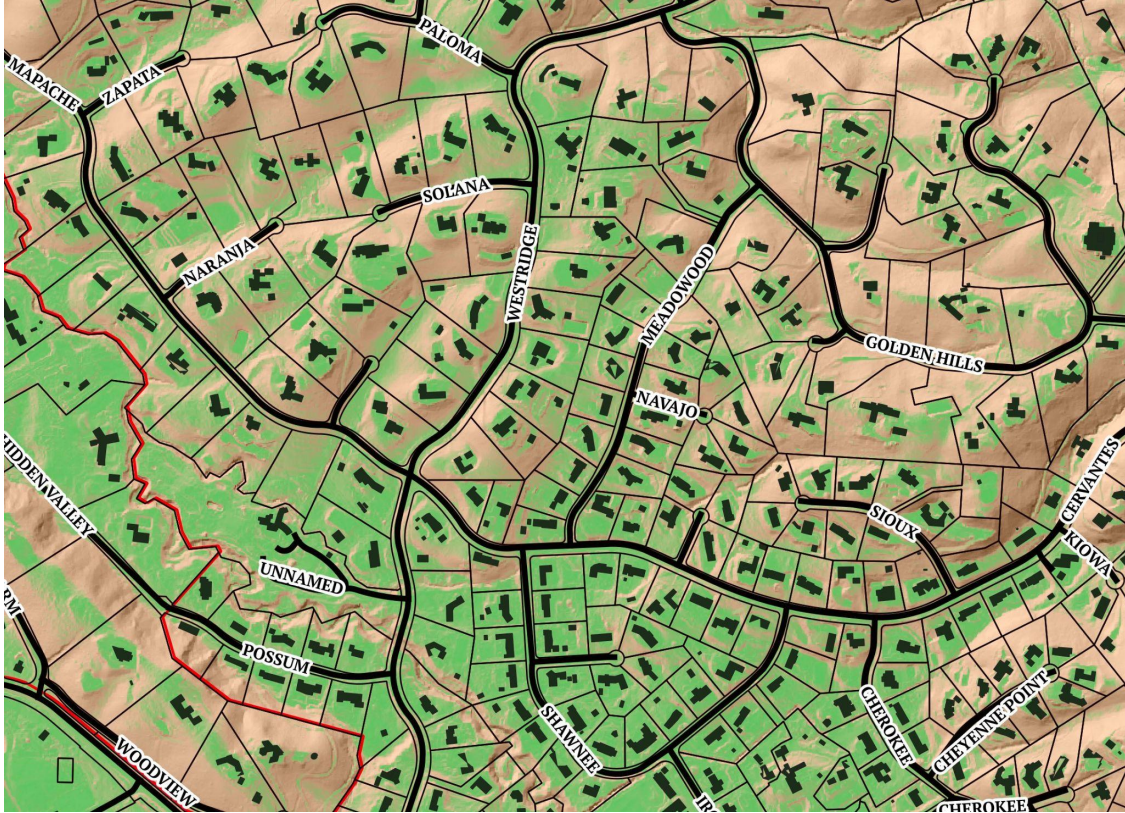
Wayside Road, Santa Maria Ave, and Hayfields Road all have poor access, extremely heavy vegetative fuel loads, and exposure to east winds. The recent CZU Complex showed the potential for catastrophic fires in similar coastal forests. These areas west of Portola Road also have the potential for severe wildfire losses.



Steep, inaccessible areas have some of the highest hazard. Slopes over 30% shown in red.

Mapache/Westridge/Meadowood/Shawnee/NE of Woodside Priory School

While these areas still have high exposure to wildfire losses, they have a somewhat lower wildfire hazard than the steeper areas mentioned above. There are fewer deep gullies in this area, and generally safer access and better vegetation clearance along somewhat wider roads. Gentler slopes mean there is more developable land on each lot, and this may provide some opportunities for ADU development in these neighborhoods. Any future infill development in this area should be accompanied by improved vegetation management along main roads like Westridge (60-85 foot right-of-way) and Mapache (60 foot right-of-way).



Green areas are slopes less than 20%, these are examples of possible ADU sites. Slopes over 20% shown in tan.



Which areas should PV avoid when siting new housing?

In general, the community should avoid building new dwellings on slopes over 20% where natural vegetation creates elevated wildfire hazards. 20% is not an absolute number. It may be possible to mitigate fire hazards on some slopes steeper than 20% where the dominant vegetation is grass or in areas with mature oaks with a grass understory.

The community should also avoid developing hillside areas where property lines, terrain, or other factors constrain access for vegetation management on slopes below a structure. Generally, this would mean the potentially developed property, at a minimum, should have roads or trails which make it possible to safely navigate a vehicle to the bottom of the property.

New multifamily housing should not be constructed on dead-end streets or in neighborhoods identified as having potential wildfire evacuation problems unless the developers create an actionable plan to mitigate known wildfire hazards, and Woodside Fire Protection District staff have reviewed and approved the plan. We recommend the Town maximize vegetation thinning within their right-of-way along major arterial travel routes.

Any development for which approval is contingent upon ongoing wildfire hazard mitigation vegetation management should require establishment of an endowment or special assessment which will fund vegetation maintenance in perpetuity.

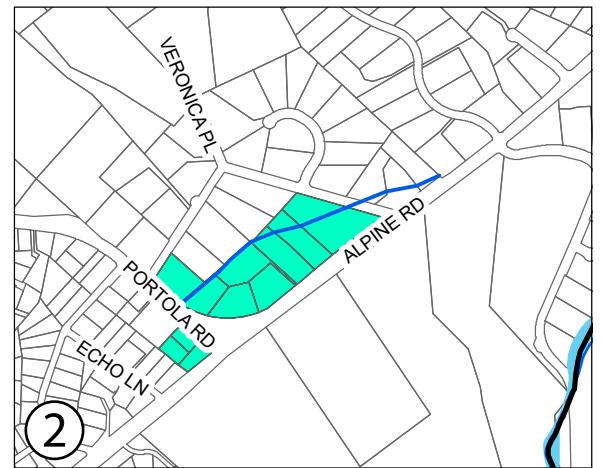
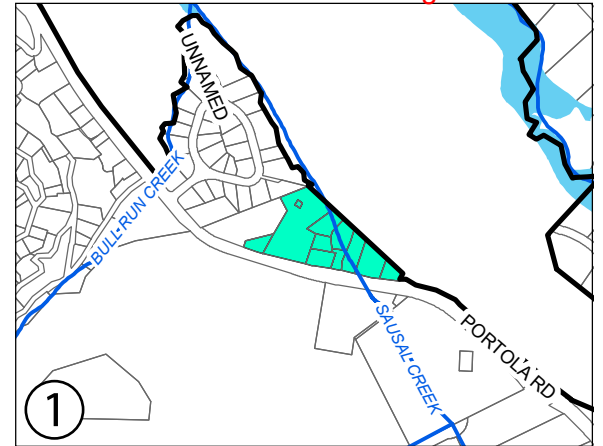
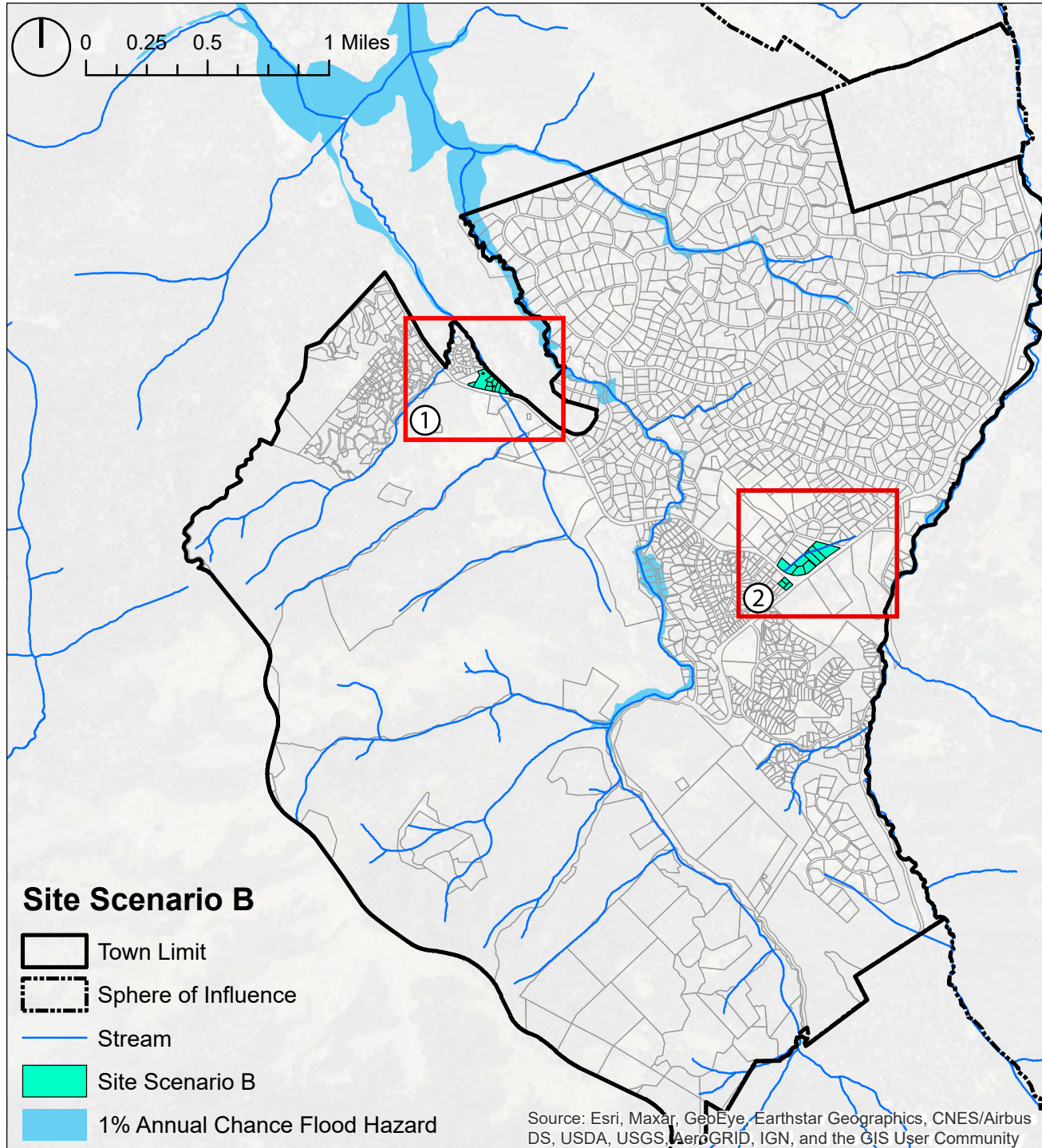
Given high-hazard wildland fuels conditions and poor ingress and egress along narrow roads within the interior of the community, from a wildfire perspective, areas along Alpine and Portola Roads are the safest option for new development. These areas are relatively flat, and will not be in the path of slope-driven wildfires. ADU development may be a good solution for increasing housing in areas less than 20% slope, for example, but not limited to, the areas shown in figures, above.

Mapping Needs

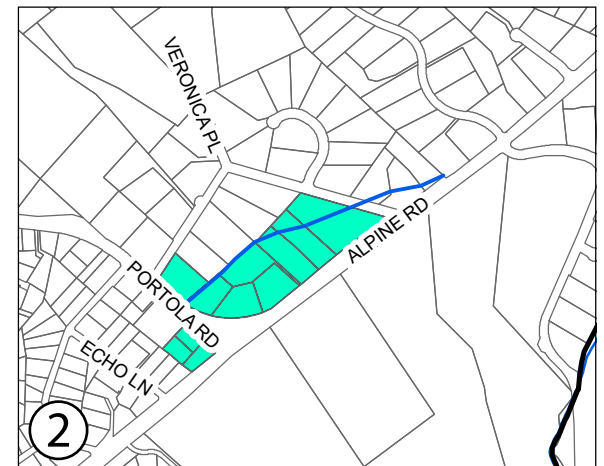
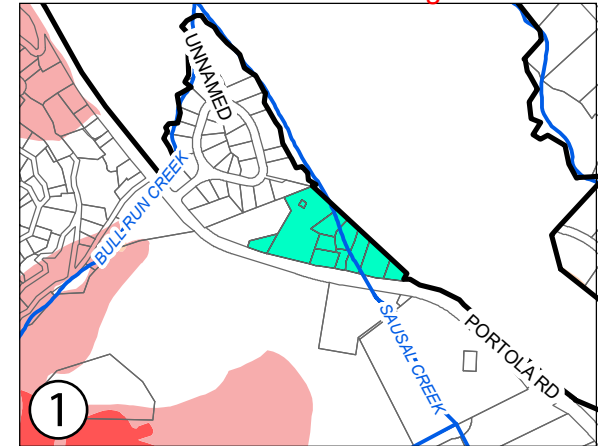
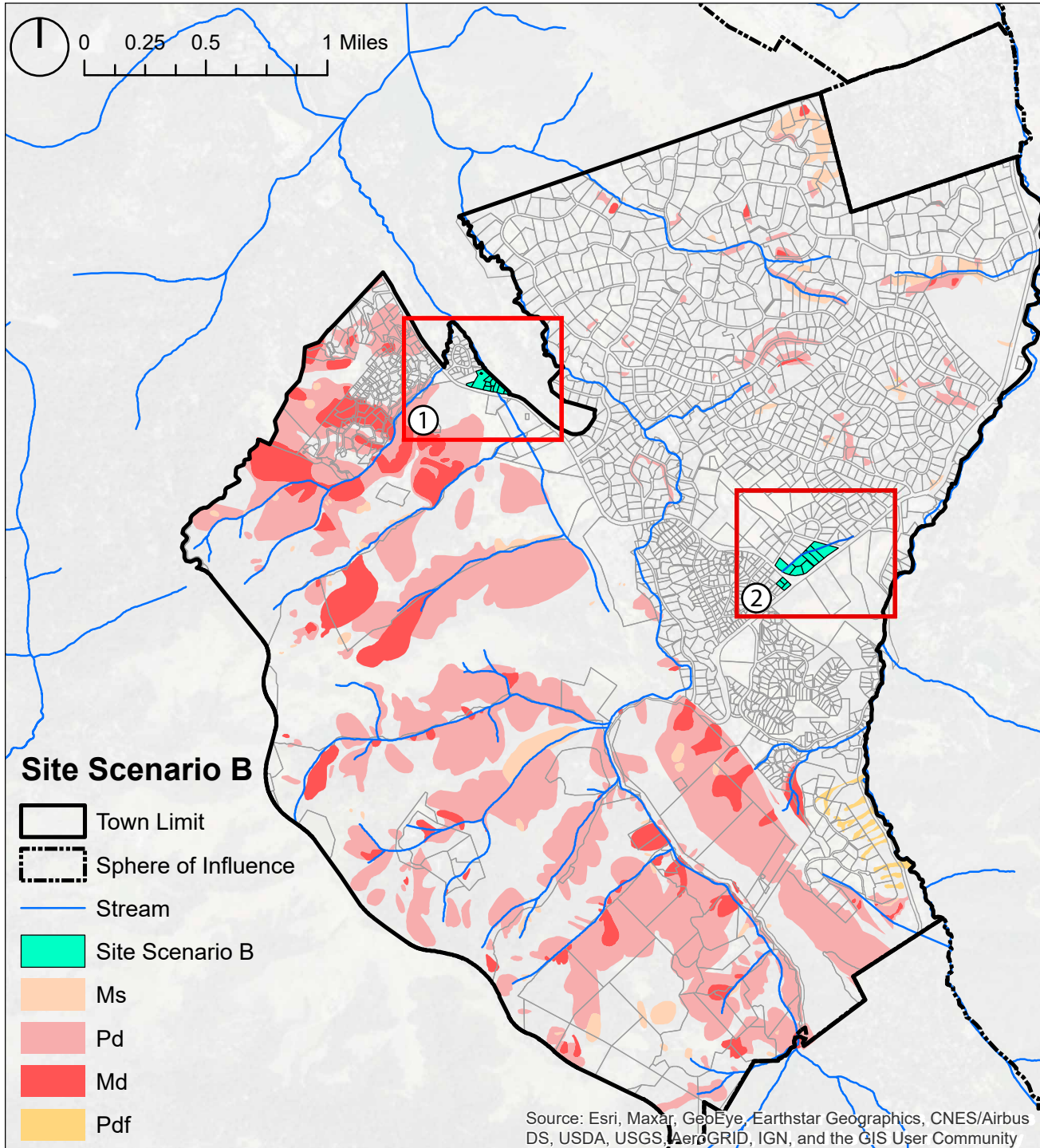
Current wildfire hazard maps lack sufficient detail to be useful in developing site/project-specific wildfire hazard mitigation projects.

More detailed vegetation/fuels data would be helpful in triaging areas for wildfire hazard mitigation. This would be especially useful in developing mitigations for any new development within the community. A draft LiDAR-derived vegetation mapping dataset is nearly ready for release by San Mateo County. DCR reviewed this data and while it does an excellent job describing vegetative cover, it is known as the “Enhanced Lifeform” vegetation map. The authors of the map have shared a preliminary draft of more detailed mapping with DCR, and while it subdivides the vegetation into more detailed groups, it also lacks detail for the understory vegetation which is the primary determinant of wildfire behavior. We suggest the Town of Portola Valley or Woodside Fire Protection District undertake detailed 3-dimensional mapping of the understory vegetation. This mapping should be done in consultation with wildfire behavior analysts so it is collected in a format which is compatible with predictive wildfire spread models.

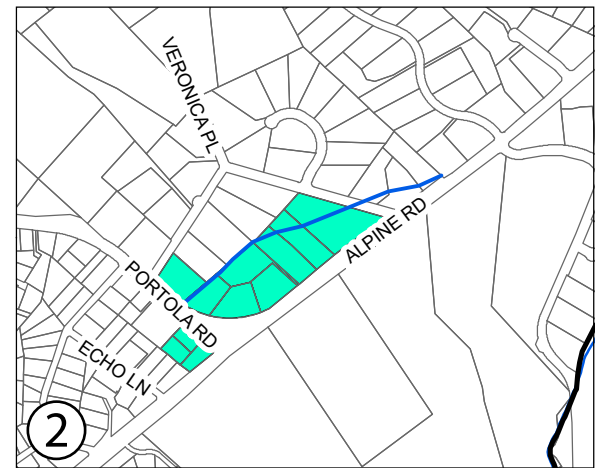
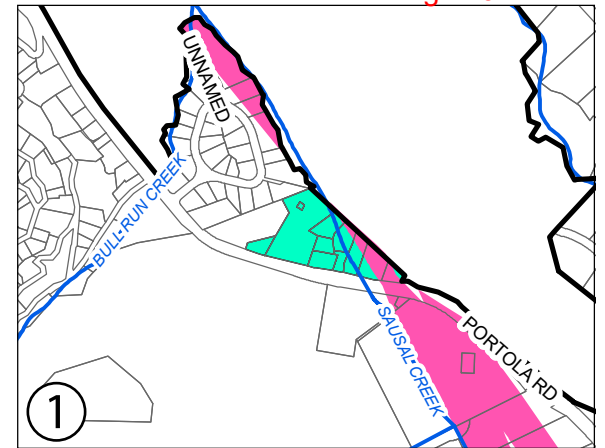
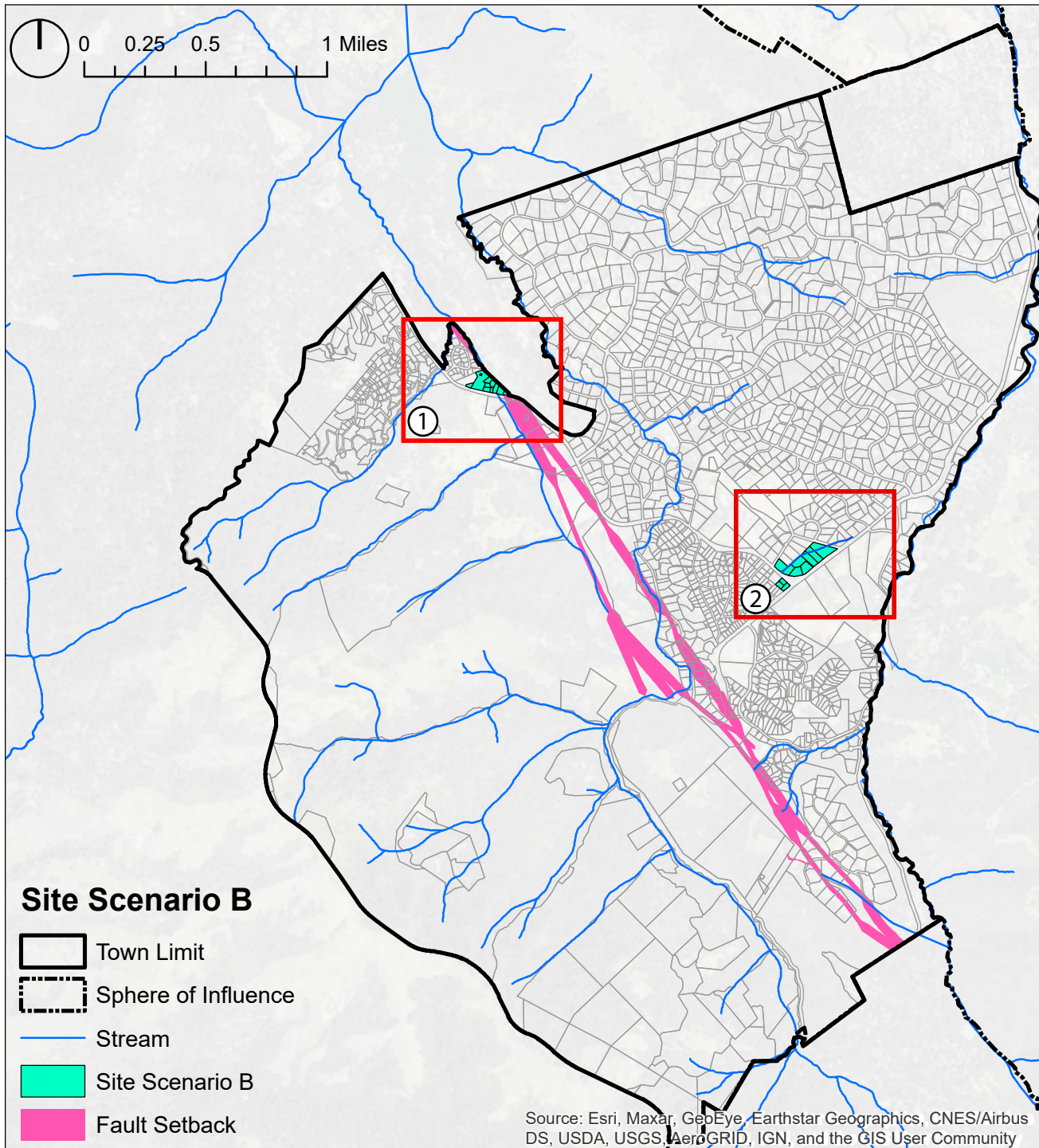
Flood Zone Map



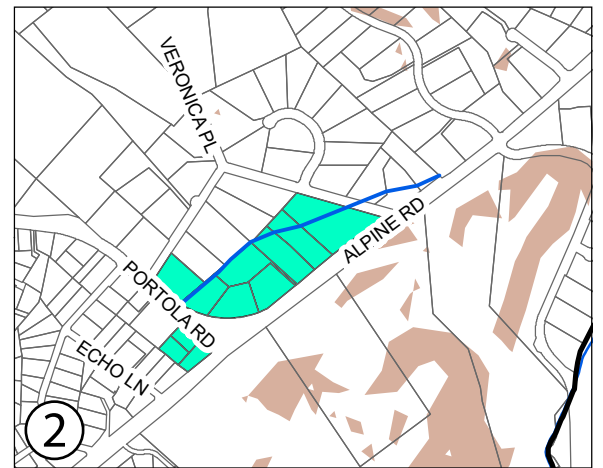
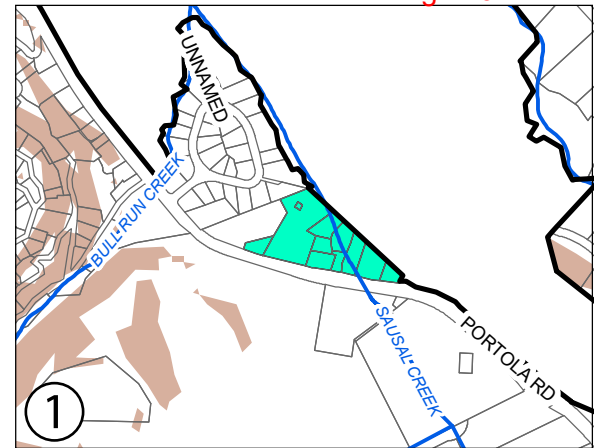
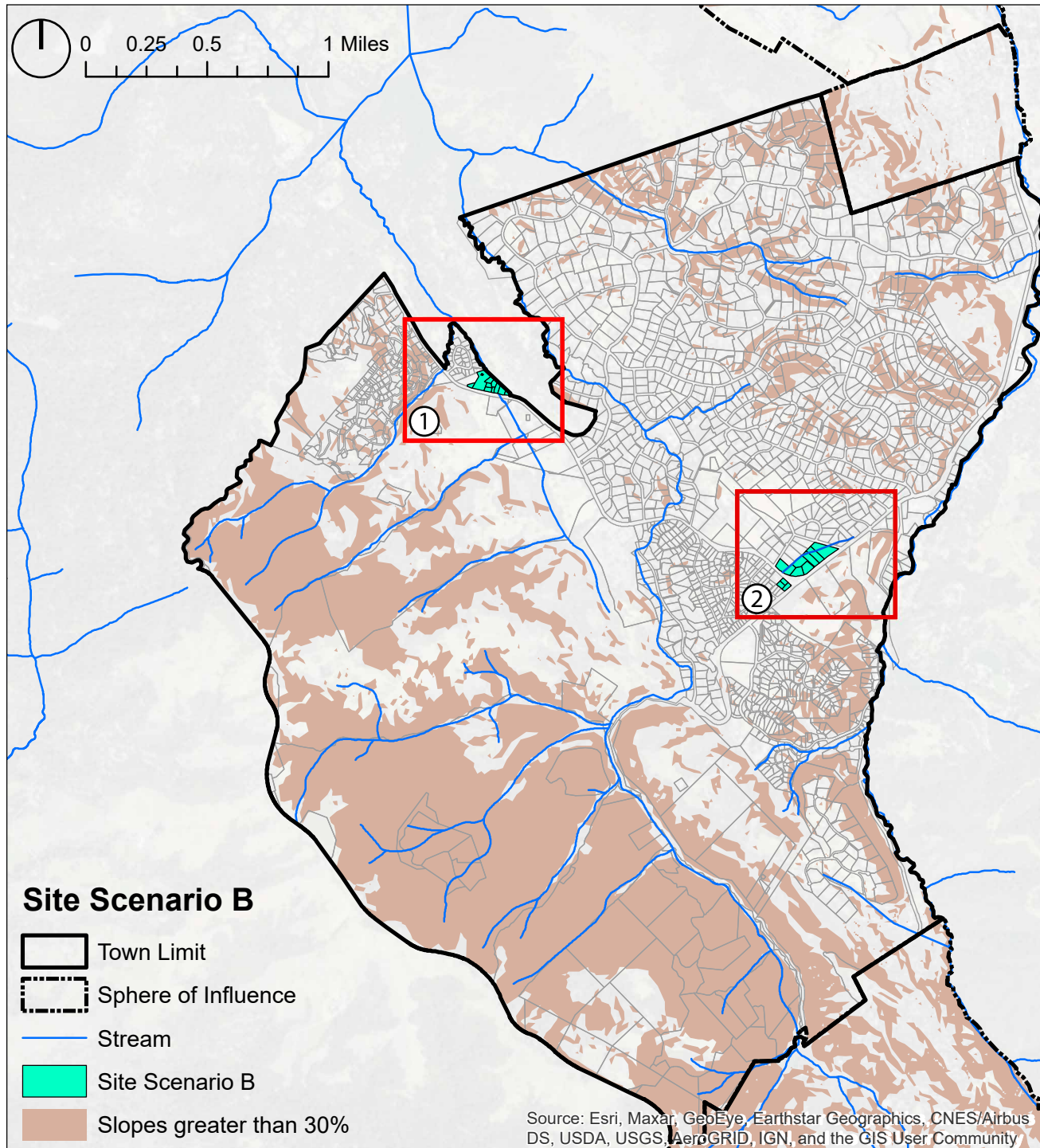
Ground Movement Potential Map – Least Stable Soil Types



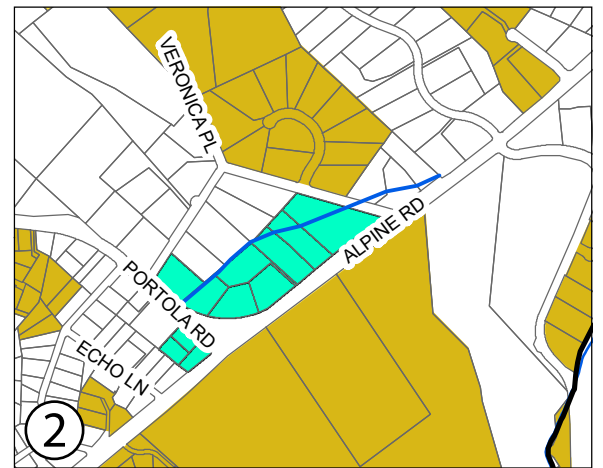
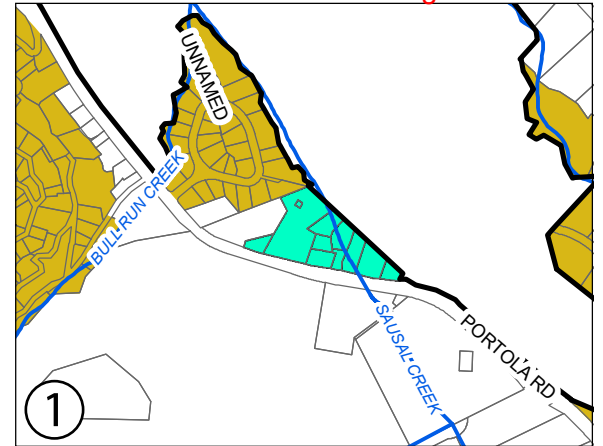
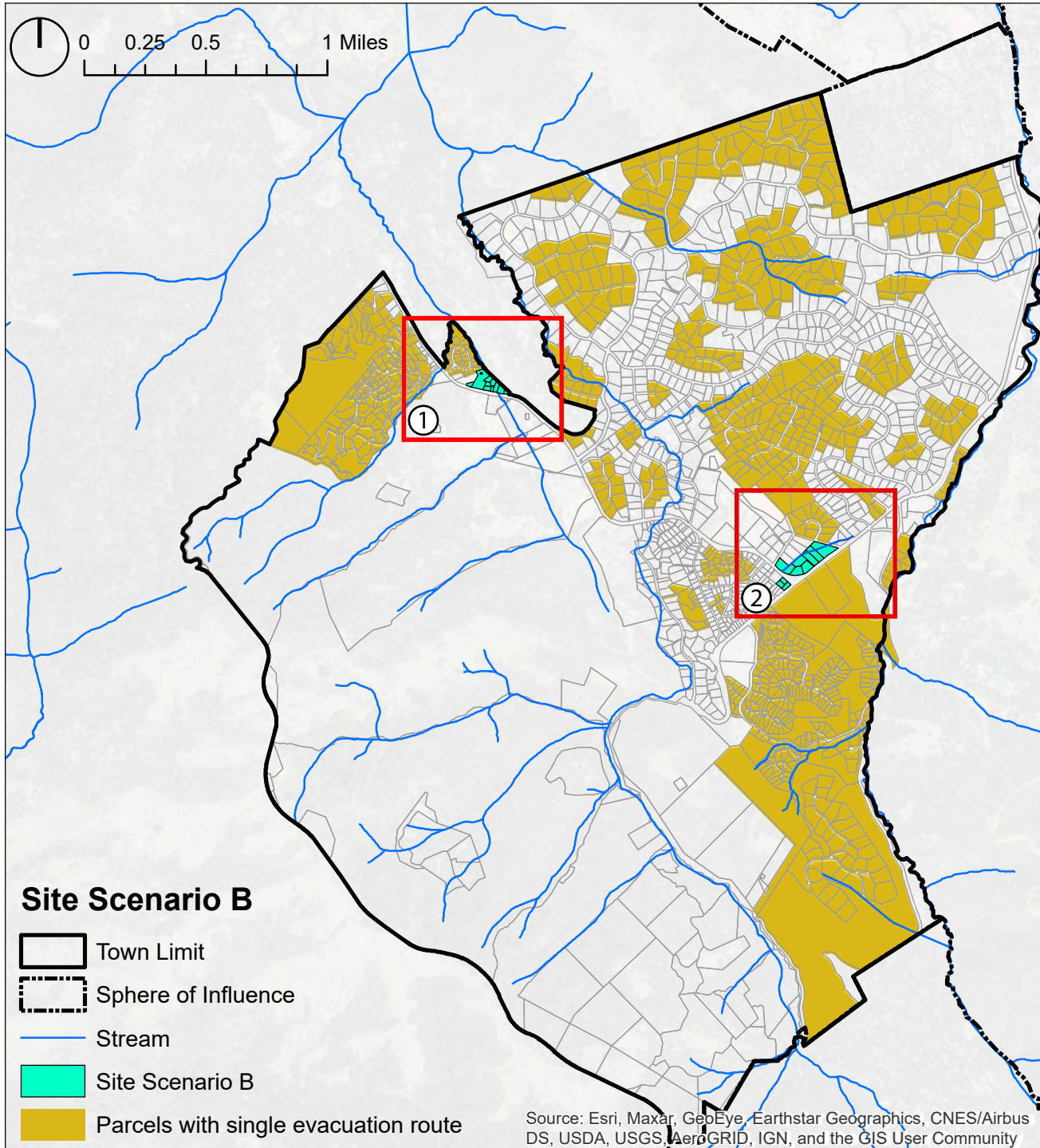
Fault Map



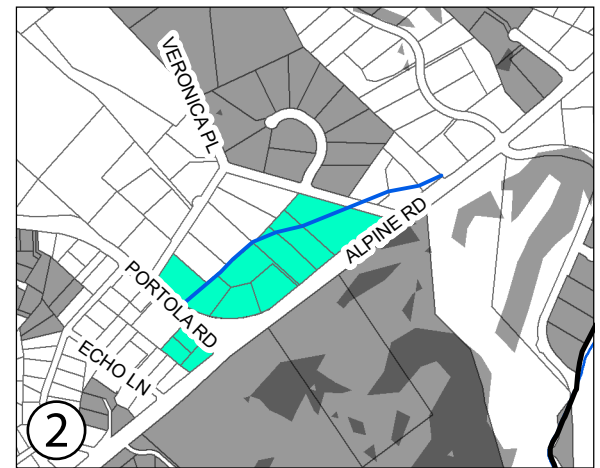
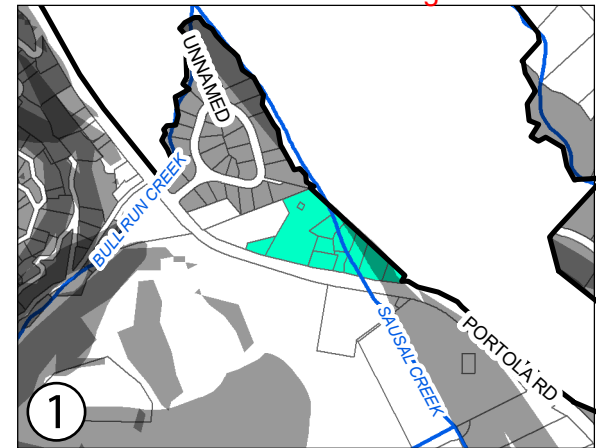
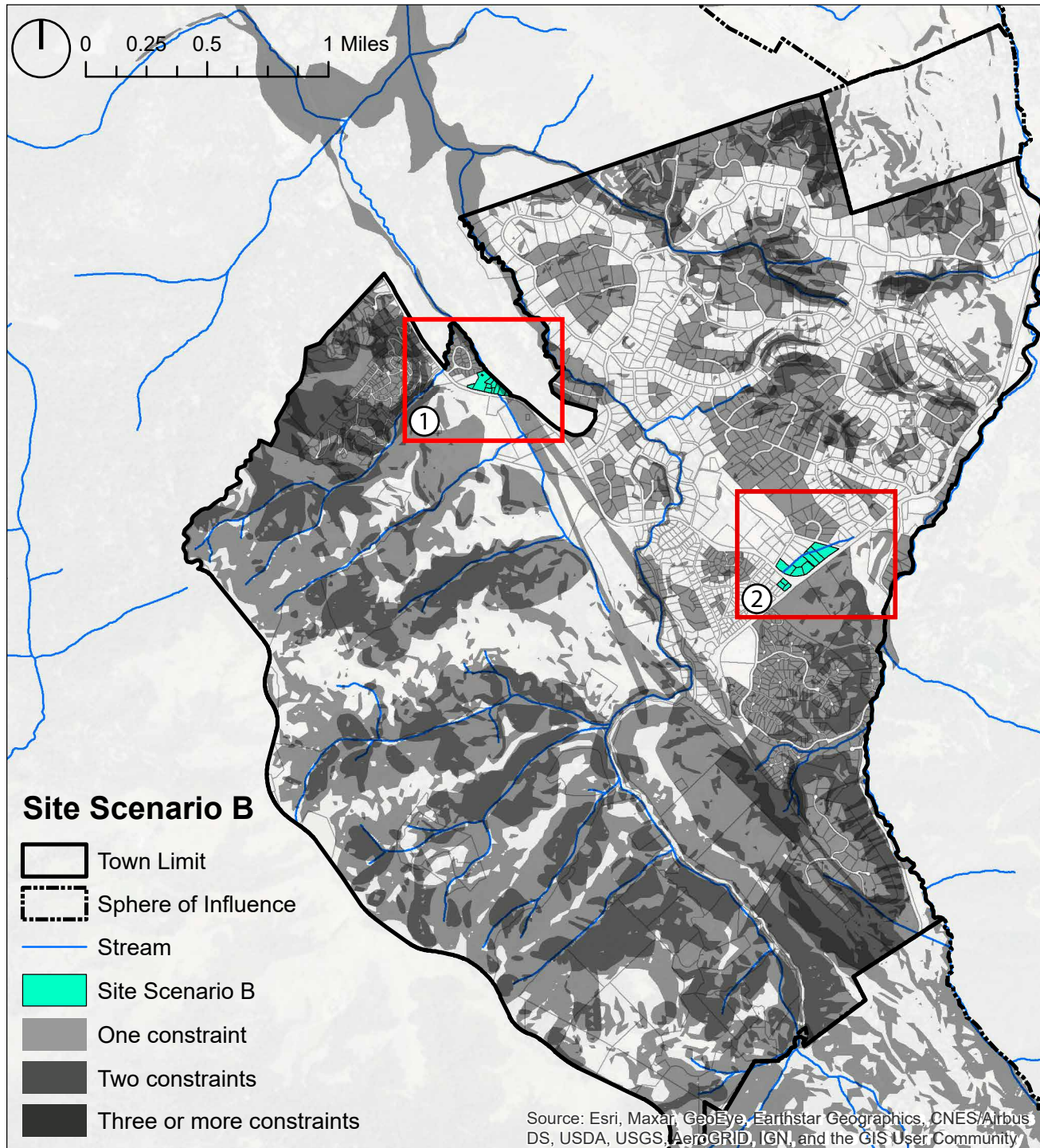
Slope Map



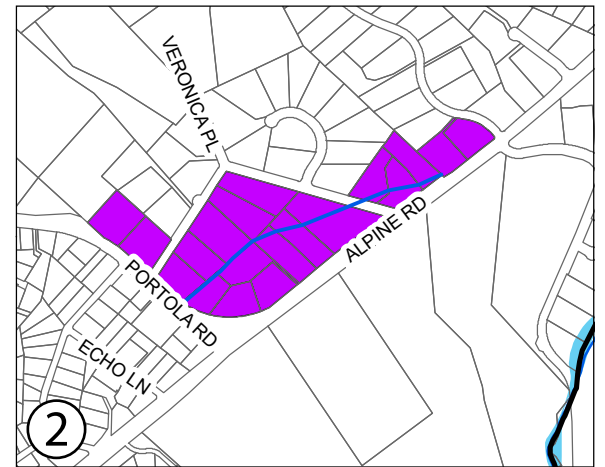
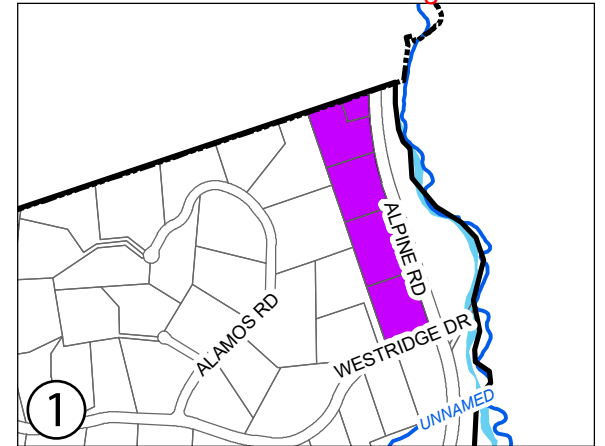
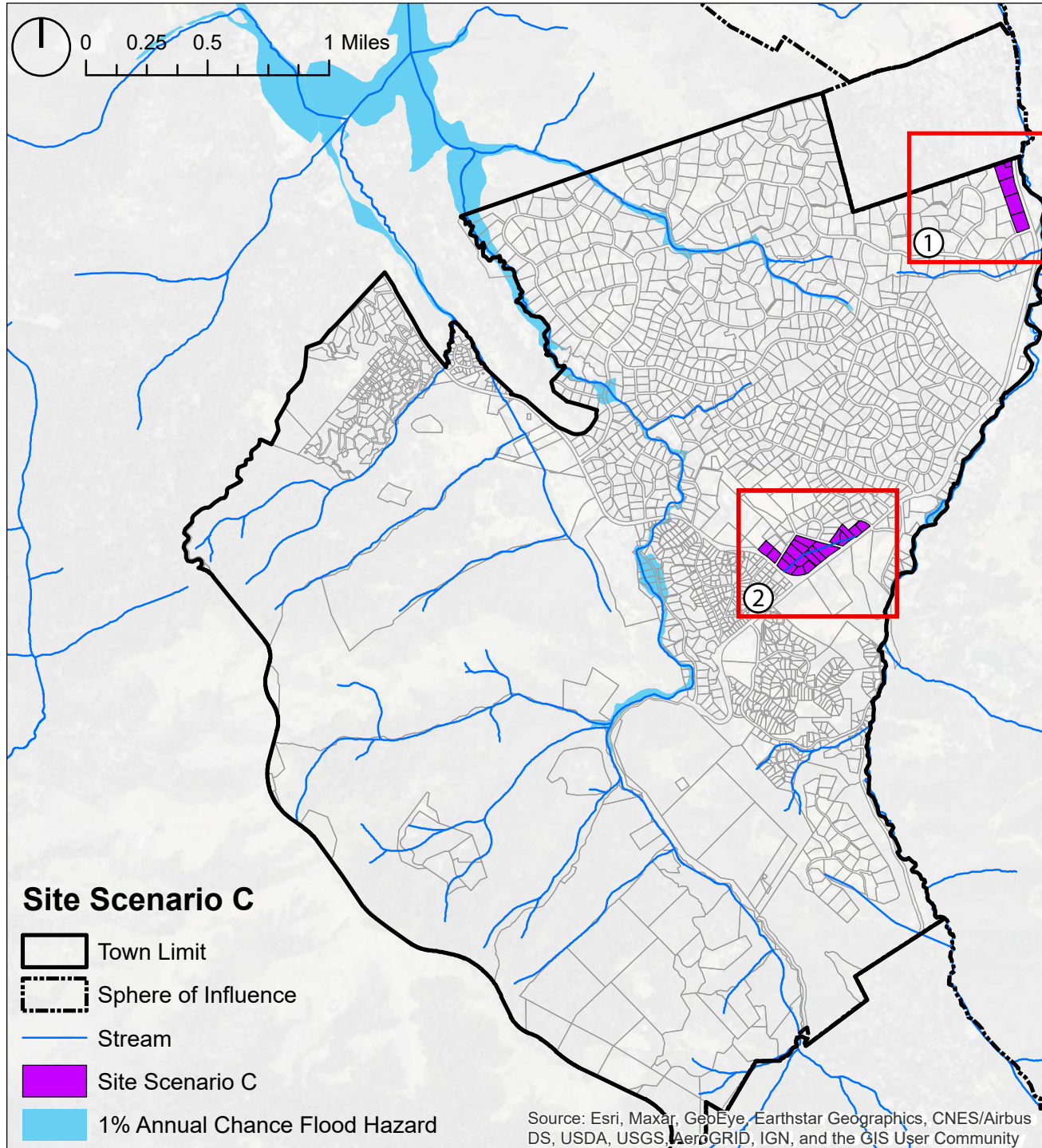
Evaluation Map



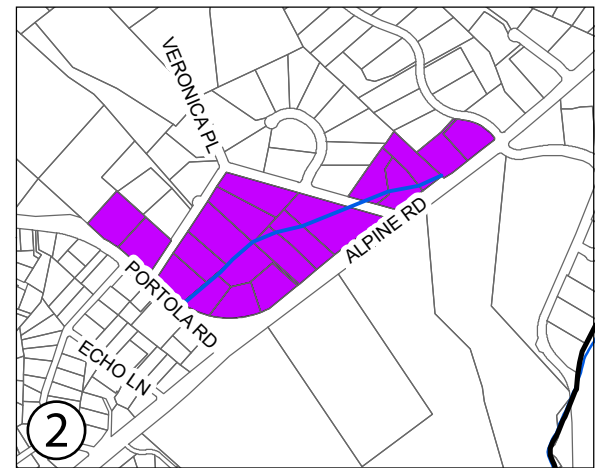
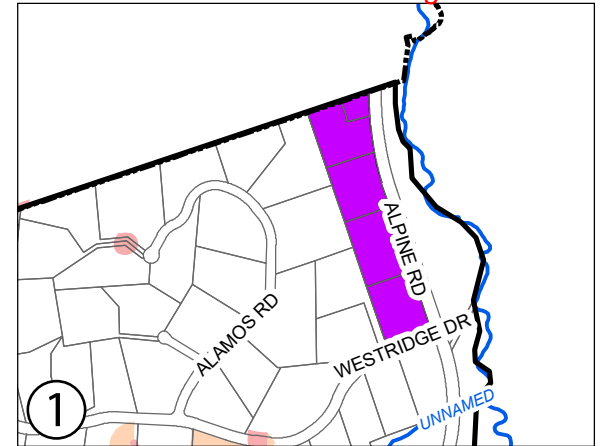
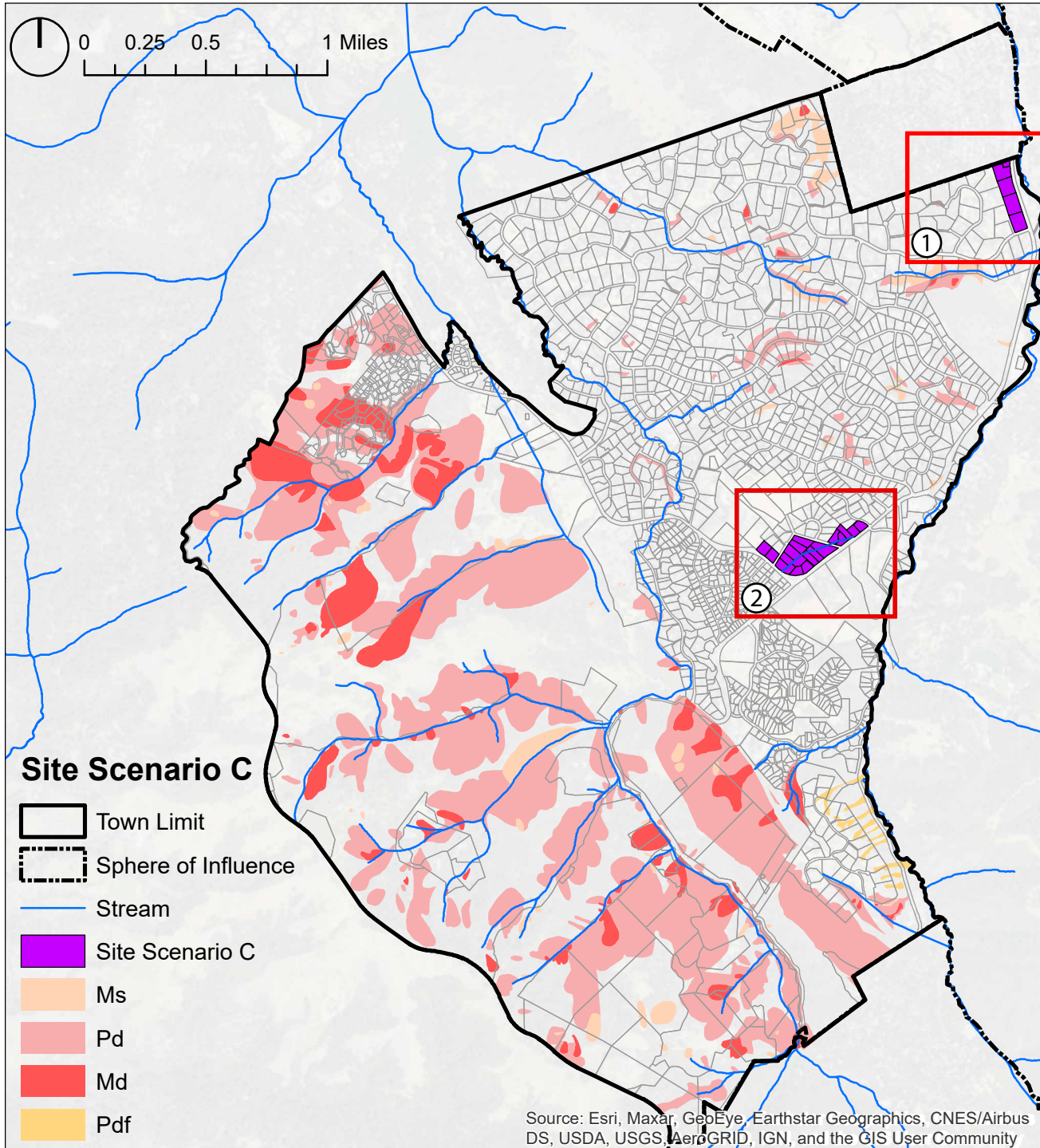
Composite Map



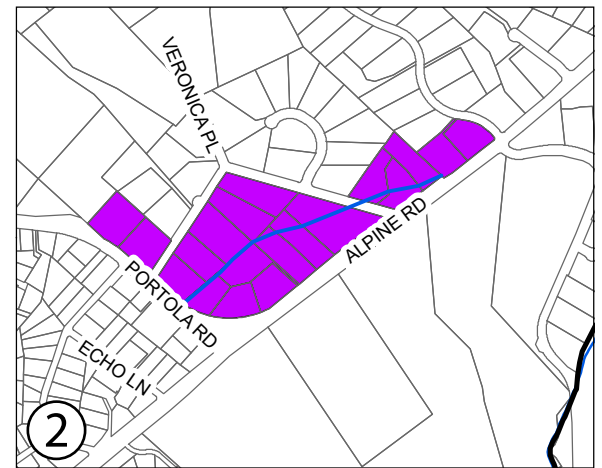
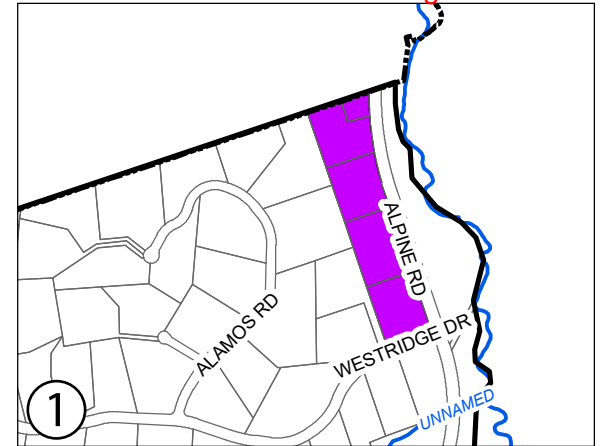
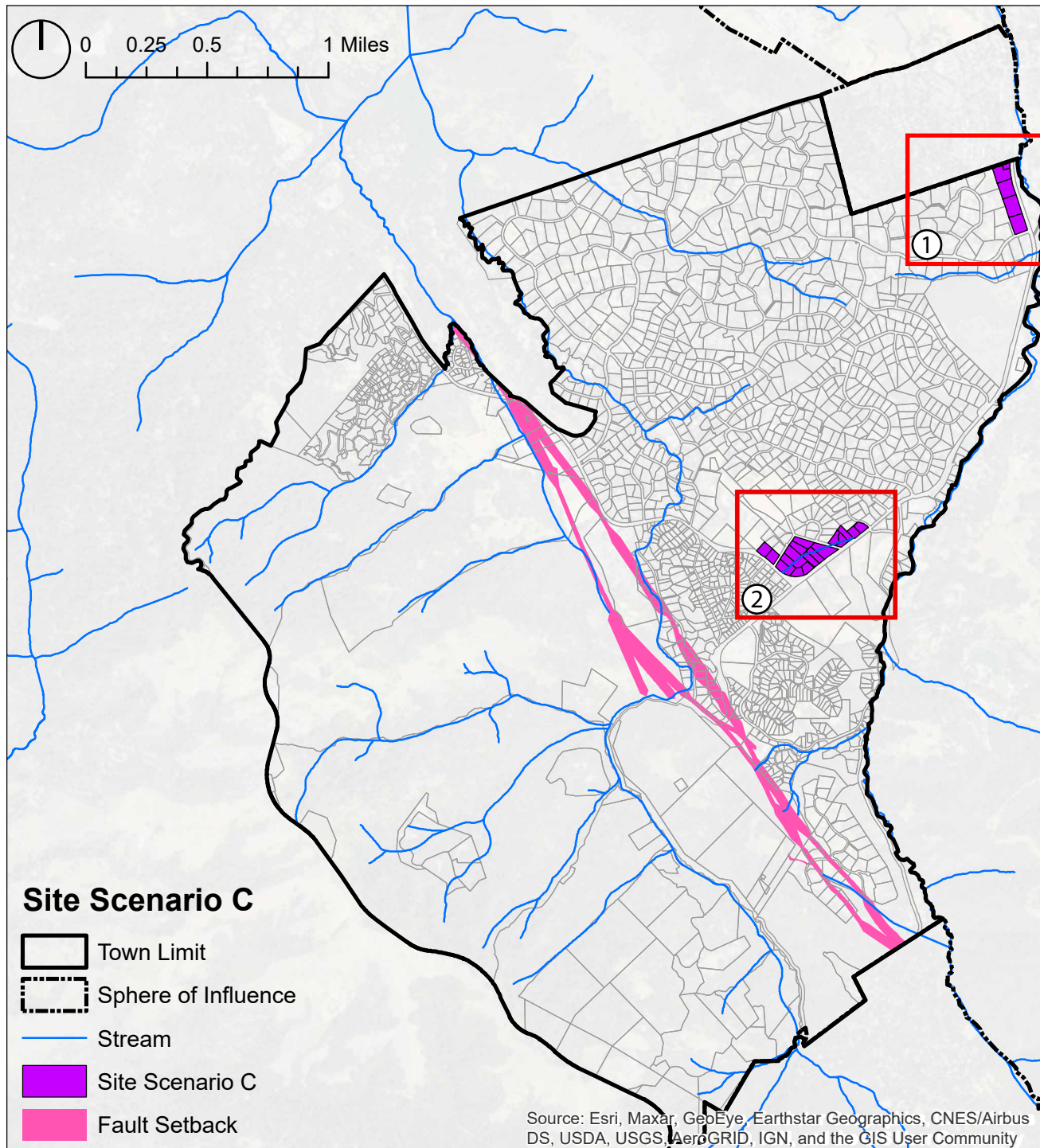
Flood Zone Map



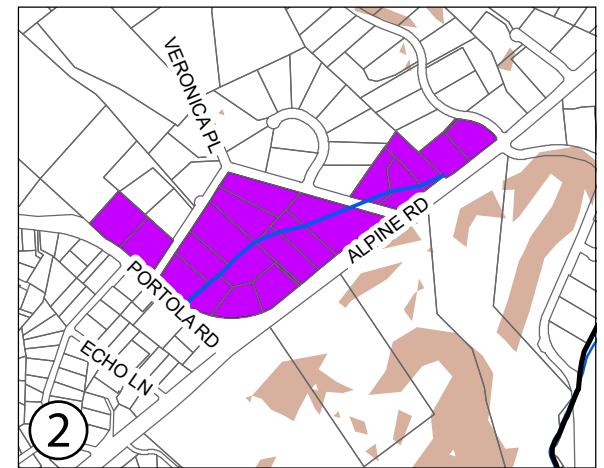
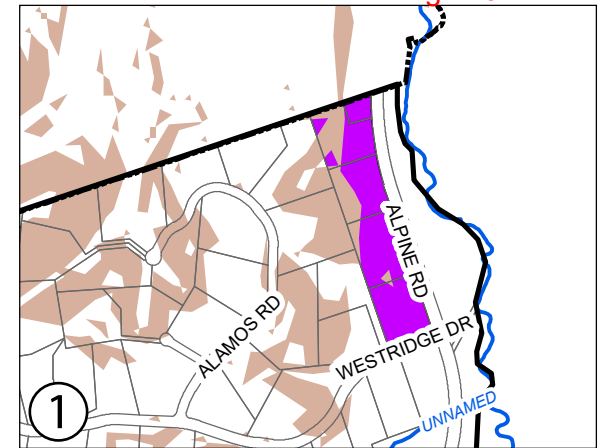
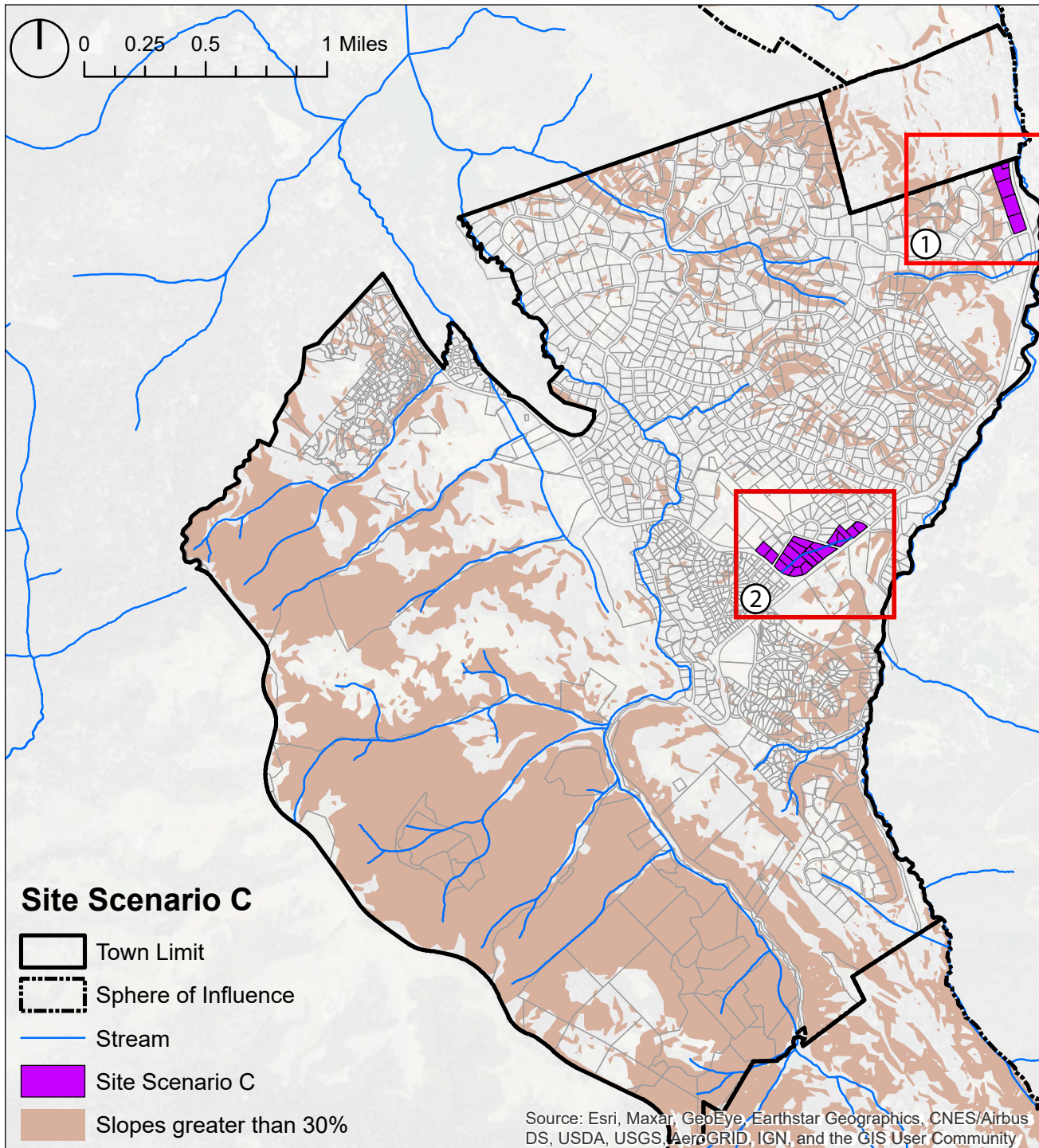
Ground Movement Potential Map - Least Stable Soil Types



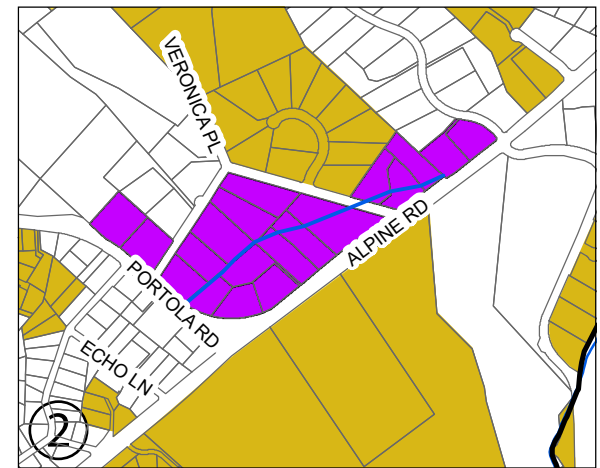
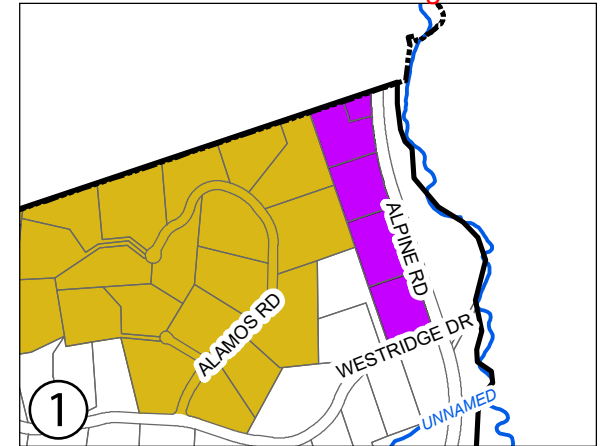
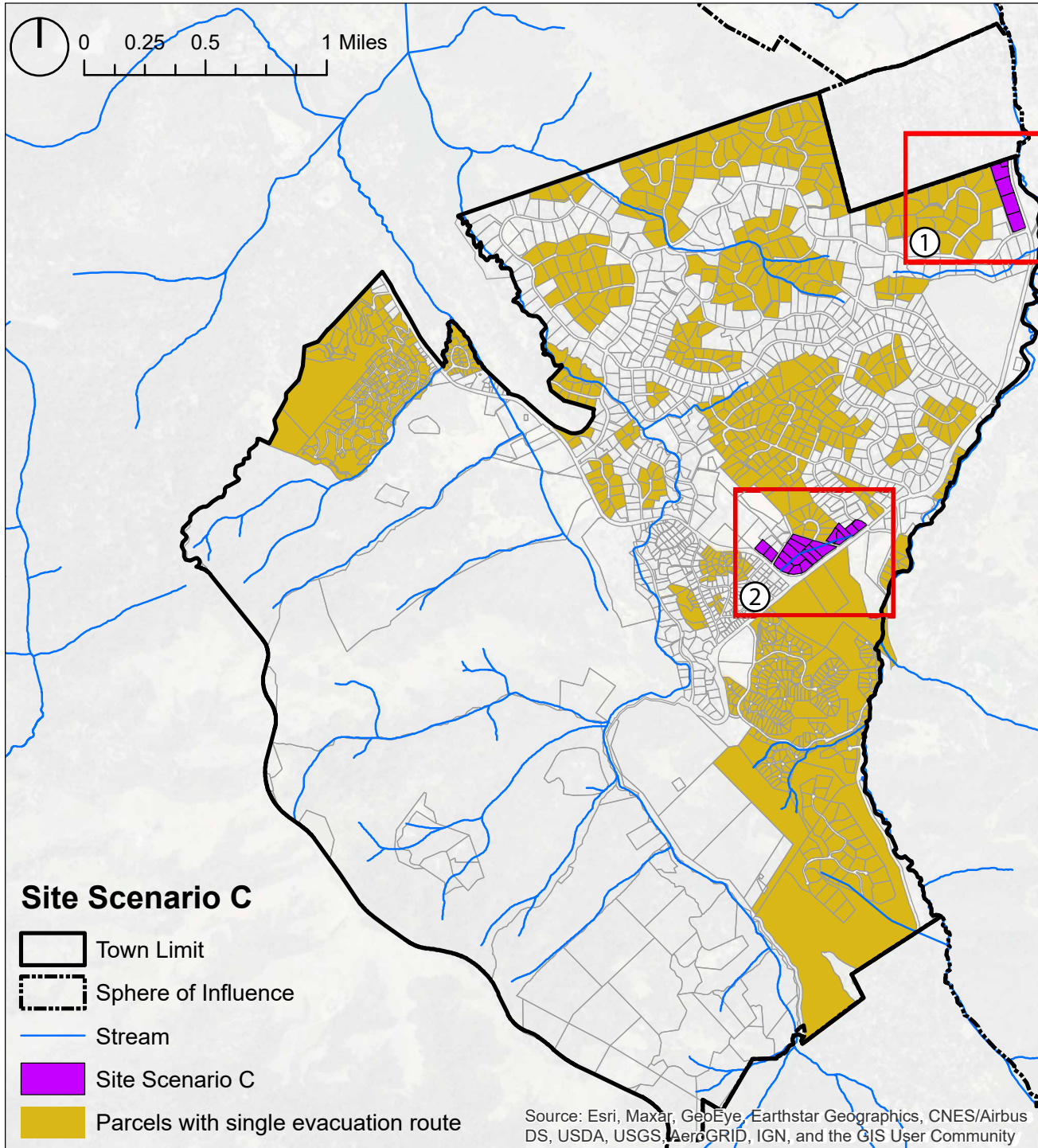
Fault Map



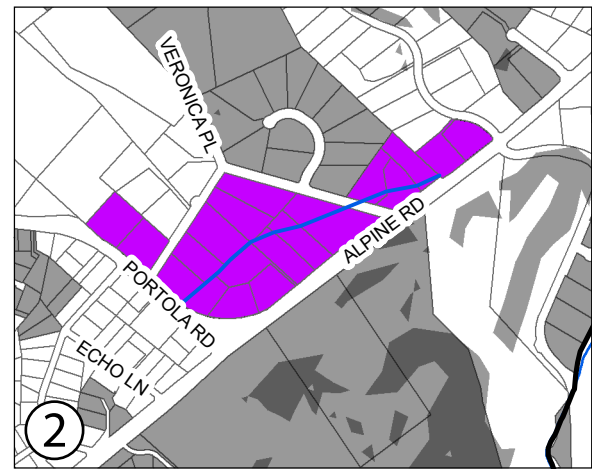
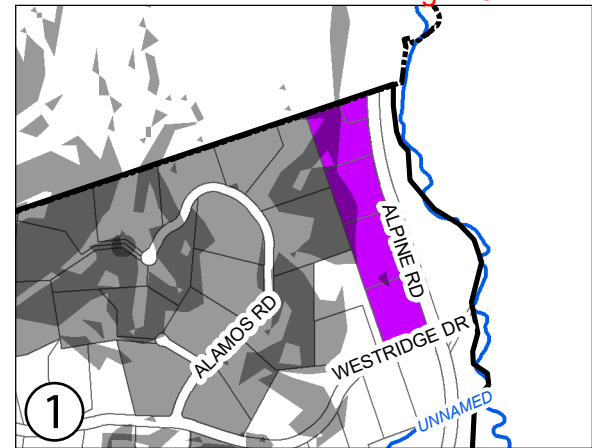
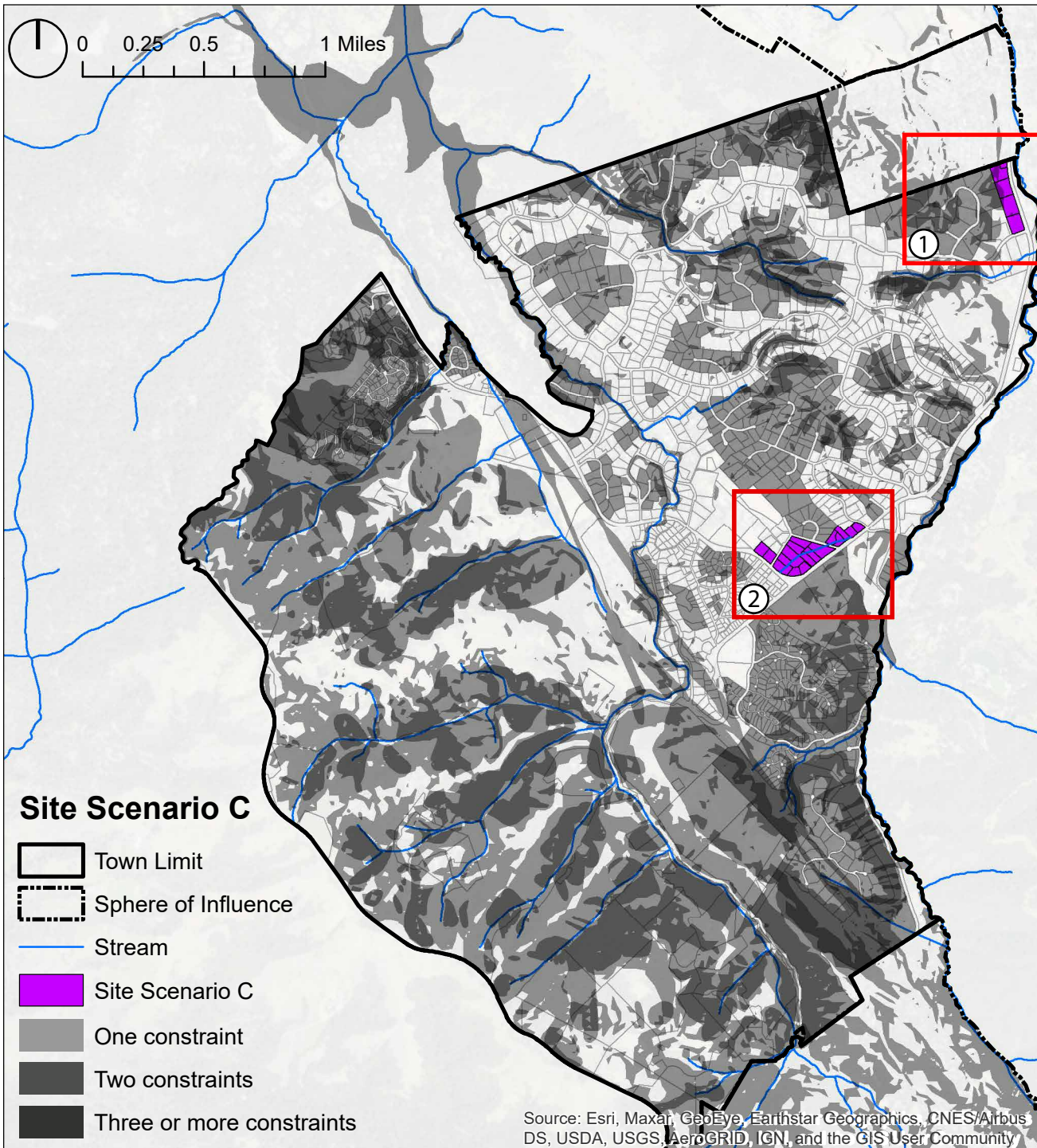
Slope Map



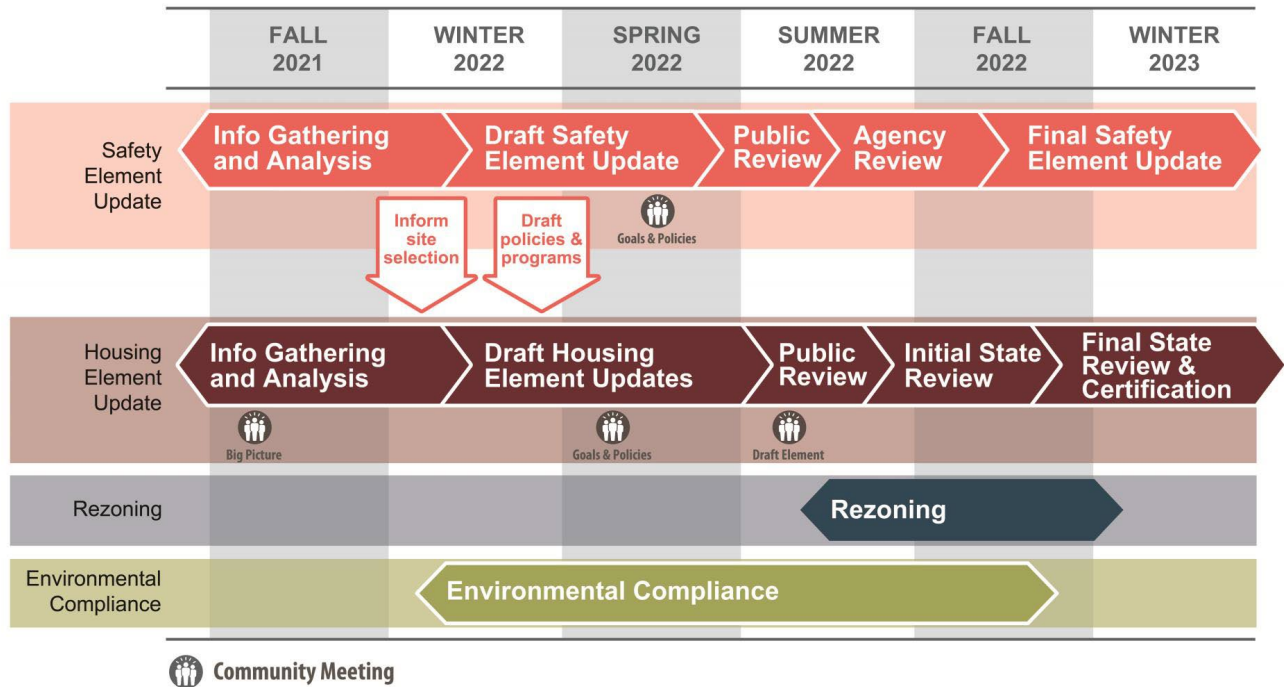
Evacuation Map



Composite Map



AD HOC HOUSING ELEMENT COMMITTEE TOPICS FOR CONSIDERATION



Past Meeting Topics:

Committee Values, Decorum and Public Comment

- Committee's mission, values goals
- Committee and public comment decorum

Organization/Evaluation of Existing Housing Element

- What have we achieved? Challenges and opportunities

Portola Valley Demographic and Housing Trends

- What does the data tell us about the Town?

Housing Affordability Income Categories

- Defining affordability categories

Housing Element Law

- Housing and Community Development (HCD) Annual Reporting Requirement
- Consequences to falling short on RHNA
- Rezoning requirement

Housing Sites Inventory Pt. I

- Review possible housing site scenarios

Regional Housing Needs Zoning Target Concept

- Housing Element No Net Loss Law
- How to Plan for a Zoning Target

Accessory Dwelling Units (ADUs)

- How is affordability assigned
- Town data
- Future ADU production

Resilience and Safety

- Wildfire risk
- Geology and seismic considerations

Housing Element Interaction with other General Plan Elements

- Understanding Housing Element crossover areas

Affiliated Housing

- Discussion of current program
- Expansion or revision

Implications of SB 9

- Examine how legislative changes will interact/impact Housing Element update

Upcoming Meeting Topics (order to be determined):

Housing Sites Inventory Pt. II and III

- Committee will recommend new sites for housing

Affordable Housing Programs

- How to establish and maintain units as affordable
- Other ways to encourage housing opportunities

Housing Element Policies and Programs

- Policies form the Housing Element framework and programs lay out how to facilitate the policies

Implementing Housing Element Concepts

- Examining any necessary zoning code amendments to accommodate new housing sites

Ad Hoc Housing Element Committee Meeting**January 31, 2022****Special Teleconference Meeting**Meeting recording: <https://www.youtube.com/watch?v=L3gyT3UHajM>

For each agenda item, there is a time stamp that corresponds to the time in the meeting video.

CALL TO ORDER AND ROLL CALL (0:30sec)

Chairman Murphy called teleconference meeting to order. Planning & Building Director Russell called the roll.

Present: Committee Members: Aalfs, Armsby, Crane, Dorahy, Doyle, Kelly, Kopf-Sill, Pierce, Sill, Turcott, Ward, Wernikoff, Wolter, Targ
 Absent: None
 Town Staff: Laura Russell, Planning & Building Director; Adrienne Smith, Senior Planner; Cara Silver, Town Attorney

ORAL COMMUNICATIONS (2:00min)

Oral communication received from:

- Rita Comes: Appreciates number of attendees announced. She hopes to see some of the undergrounding people and geosafety people as a part of these meetings because we cannot plan zoning and make decisions on issues without their input. Some of the Covid relief money that came our way was being used to look into undergrounding of the PG&E lines but we have not heard any updates. Is this group looking at what that cost or planning for the future might be but she would like to hear the outcome of that. She would like to see some input from those two committees as part of this discussion.
- Caroline Vertongen: Thanks Rita for her comments. We residents in Portola Valley have repeatedly asked for transparency from the town, but the new documents do not fully inform new members of this committee of the history of all that has been done to keep this community the way that it is. We want to preserve our natural habitat and embrace nature, but we are ready for change and that was established with many hours of community collaboration and that's how we established the General Plan. Please make sure that Stanford Wedge in the general plan that was established in 2015, Stanford had no requests to develop that land and somehow staff proceeded with the procedure even though our fire marshal really did not want to have Stanford build buildings because of several safety issues. There are other things not mentioned in reports. We already had three meetings where community members came together before 2019 and tried to have collaborative approach. Nothing is in that report.
- Ellen Vernazza: Have you considered or are aware of the petition accepted by Fish and Wildlife to list mountain lions under the California Endangered Species Act (CESA). We are located within the area that they are talking about. No parcel in Woodside is currently eligible for an SB9 project. No SB9 project can be built by law in mountain lion habitat. The petition has not been adopted, only accepted but because it has been accepted, no SB9 building can be built in any parcel deemed mountain lion habitat until adoption or changes are made.

PRESENTATION (8min:56sec)

1. **Summary of Ad Hoc Committee of Town Committees Meeting #1** - Chair Judith Murphy discussed the format and content of the first meeting of the Ad Hoc Committee of Town Committees:

- a. Meeting held on January 11, 2022
- b. 8 town committees in attendance
- c. Each town committee presented their own town's concerns
- d. Provided detailed summary of discussion including concerns raised by Town committees

Questions from Committee:

- Wolter: How many acres of park/open space we have in town?
 - No data currently on open space/park.
- Turcott: How do we preserve rural character? Found suggestion to avoid mini mall look (use mandatory setbacks, use of vegetation), very helpful. Found other suggestions very helpful. We could use more of your suggestions.
- Crane: Was the meeting conducted by Zoom? Was it accessible to the public-was it a public meeting? Chair Murphy answered the questions of public access.
- Ward: Would it be possible to use a less offensive term besides "ghetto"? Chair Swisher spoke to the acceptance of different descriptors and diversity acceptance.
- Dorahy: How prescriptive can this checklist be before it's a barrier to development. How much input can we have into this checklist so we can build multi family housing that sits quietly into the landscape? Director Russell spoke to the subject of checklist requirements.
- Armsby: We should not use the term "ghetto". Appreciates Murphy's and Dorahy's comments and observations. Trying to harness the experiences residents have had to try to integrate all types of housing into our community. Likes the idea of the checklist-if we can come up with a set of objective criteria that doesn't create a barrier to affordable housing.
- Wolter: Comments on some restrictions and requirements for setbacks for ADUs. Sometimes the setbacks can cause adverse effects. Chair Murphy addressed setbacks along the corridor.

Public Comments

- Rita Comes: I was one of the few residents that attended Ad Hoc Committee of Town Committees meeting. Fourteen committees attended. The Geosafety committee was not there, the Underground committee should be a part of these meetings, the Finance committee should be there, the Open Space group was not there. For us to move forward, all chairs should be filled with people who represent us. At this meeting, many of the chairs admitted it was the first time they found out what other committees were up to. This is an opportunity for everyone to find out what is going on and how we can plan for the future in our beautiful town. Chair Murphy: 8 town committees were in attendance, and some were not able to be there. Some did not have proposals to bring to Ad Hoc Committee of Town Committees. But everyone is invited. Director Russell: All of the town's committees were invited to participate.
- Kristi Corley: Asked about the Open Space committee and acreage. We were wondering how many acres are Open Space? How many acres of Open Space does Portola Valley have?
- Dudley Carlson: To add to the importance of scenic corridors which are also our evacuation routes. I understand the need for setbacks from evac routes are very important. How to characterize the need to not separate low-income housing from everything else, we want to integrate it into what we are permitted to build. Some form of town houses where there is a mix of income levels in a small cluster in several locations could address that. We don't want a

housing project, we don't want to use the word "ghettoization", but we do want to make sure that the housing we are allowing is spread throughout the community.

COMMITTEE DISCUSSION (54:00 mins)

- 2. Affiliated Housing Program** – Presentation provided by Senior Planner, Adrienne Smith regarding the current program, partners and next steps.

Committee Comments and Questions:

- Crane: Looking at 3 discussion questions from the presentation, she would say "yes" to. Specifically looking to Woodside Priory, they have done a beautiful job providing housing to staff and teachers. There is still more space and time to get to their limit. If we can raise that limit, we can look at that. Should the program be expanded? Yes. It could be with different parameters and reevaluate with the new information we have learned. Should the program consider alternative definitions outside the current definition? Yes. Sequoias has done this. They were considering supplying housing and living quarters for their workforce while serving the needs of the Sequoias. When they think about serving their own, they could also consider serving the needs of the town with low-cost housing. It should be discussed and explored.
- Kopf-Sill: Excited to expand the program. What are the options for expanding? Are there other businesses, schools, institutions specifically that we could include? Or do you mean expand the number of housing units already assigned to the existing partners? Jeremy Dennis noted this was to be a very expansive question. The housing element in its current state strongly suggests expansion, but it does not define it. We can look at any property in town or properties relational to our two commercial zonings as a proactive approach. Lot size and density will play a factor. Excited to find new units that will not affect current traffic flow.
- Kelly: Affiliated housing should be part of our toolkit, but highly skeptical that this is a good solution. He feels that affiliated housing adds complexity to real estate development. Affiliated housing has a history of working for educational institutions, religious organization, but it doesn't work well for employers. For employees their job is tied to where they live. It is not attractive to employers – how do you compensate for those not being housed? It is also a way to control who lives in the town, which is not attractive overall and doesn't serve the current mandate.
- Armsby: In favor of expanding the program, but mindful of Bill Kelly's comments. Affiliated housing does add complexity, but it does add opportunity as demonstrated by existing affiliated partners. It's likely only to be a fraction of the total number, and it typically does create additional issues such as how do we enforce housing affiliated programs? It can be very complicated. It requires infrastructure to ensure rules are being followed. She would answer yes to all questions. We should look to expand where we can, but she doesn't feel this will be the source of a substantial number of units.
- Targ: Why did Stanford choose one tool over another? With the density bonus, are there existing land use and entitlements that make affiliated housing less attractive now than in previous years? Could we sweeten it to make it more beneficial? He is missing the real advantage. Some analysis and comparison would be very helpful.
- Ward: The affiliated housing program is such a small number of units, it's such a small piece of the puzzle. We need to think about maintenance and keeping these units nice. We have an entire maintenance crew at Priory, but they would love to live at Ladera.

- Wolter: Concerned about the cost of each unit. If they cannot partner with an affordable housing developer, it makes it difficult to access available state funds. Perhaps look into different zoning to expand the program. Perhaps rezone industrial lands for joint industrial housing or mixed-use. Does it make sense to have the affiliates still or do we create new types of zoning, or both?
- Turcott: Struggling to understand the benefits of affiliate housing. Would there be an advantage for companies like Facebook to go through the affiliate housing program? Is the definition of an affiliate partners someone who operates property in town?
- Crane: What if there are teachers, firefighters, city workers? Can they be from the participating partners who are able to live either at the Prairie or the Sequoias? Local housing for people in Portola Valley.
- Aalfs: When we talked about affiliated housing in 2013, the definition was to build housing for employment purposes. It was to be used as a tool to help lower-income employees.
- Wernikoff: The program feels at-odds with fair housing. What are examples of the differences? We want people who work here to want to live here. Should we understand more about that? Do people want to move here?
- Responses to questions from Director Laura Russell, Town Manager Jeremy Dennis, Town Attorney Cara Silver

Public Comments

- David Latina: Chief Business Development Officer at Sequoia Living, we have the same number of market rate continuing care units at Sequoia Portola Valley as we do have number of affordable housing units servicing low-income seniors. What I want to speak to is from an employer's perspective how this program has engaged us in the dialog about increasing workforce housing for about 8 units on our campus. Because of this program we have invested 120k in studies with architects, etc. we've been looking at every aspect of where we can develop more units. It's been very self-serving as an employer, we are faced with the same concerns as you: fire safety concerns, evacuation and then you layer onto that the safety of our residents and our employees which is paramount. There are no fire or first responders living in Portola Valley. We have been working with the town, if we did get these 8 units, what kind of mix would we get from our staff and all income levels. We look at this as part of our solution, how can we get first responders living in those 8 units. What we are faced with are the setbacks. Zoning does not work for us. Sequoias has a fault line running right through it. We've identified where we can develop and where we can't and then we factor in the fault lines, we need as much cooperation from the town as possible. We must figure out how to develop these units; it could be part of a large solution for first responders.
- Dudley Carlson: Looking at the list of three questions, I kept thinking that the town as a participant in this part of the process, the bigger part of the question, we raise money every year to buy open space because we value it, why can't we raise money the same way to buy land for the town to own but for a developer to put housing on but let it be a mix of high low and medium density value housing. Something that would allow the town, the way Stanford allows faculty to buy a house, but the land under it belongs to Stanford and the house must be sold to another Stanford associate. The concept of the community, those who value the need for housing, pony up to help raise money so that the town can buy land for housing where it is most discussing.

- Ellen Vernazza: Who would be responsible, and should low-income housing be sold in town, who will be policing the resales and make sure that they would be under a program of low-income housing. Director Russell addressed the question.
- Tim Clark: I'm from Ladera Community Church. We are a member of the affiliated housing program. When we applied in 2019, we said this program is not suitable for what we want to do which is to make affordable housing, but we wanted a stake in the ground. We have a half an acre within PV, and we have three full time equivalent staff, there is no option to use this property to house our own employees. We're interested in something broader. I would love to have a set of rules for affiliated housing program and zoning set up for multi family housing. We won't have more than nine units on our land, there are some considerations around that. Affiliated housing does not work because we do not have employees that would live on that land as currently defined.
- Ray Boudewyn: Sequoia Living-Vice President of Facilities and Procurement - Sequoias has raised concerns about having workforce housing on the site so we are open for more first responders living on site. We would have to have a lot of latitude based on some of our seismic and geotechnical reports. Appreciate this committee for your work. It would be more than 8 units.
- Karen Askey: I have enjoyed this discussion and I want to support this committee has to be creative as possible to find homes for 253 people. Looking at affiliated housing as one of the many elements in the toolkit and being flexible is important. I support Sarah's comments that people who work in town don't want to live in town. Teachers do not want to run into their students' parents or around town. They want to get away from their workplace. But I also think of Ron Ramies, he's trying to house his employees, we have a lot of folks that support this community, and I don't think Alpine Hills can be an affiliate member, but I would like to open it up and get more creative and look at those areas of opportunity. There was a comment that three units could be built next to Town Center, but again can we build more. Maybe they can be smaller.
- Kristi Corley: A few ideas: We get requests from developers to make it work for them, but can the town ask for something in return. For instance, if there is a park, can our families then use that park. I would like floating zoning defined for the regular public and an overall town plan for the whole vision. I would like to see the whole town drawn out and envisioned.
- Karen Vahtra: Idea of preference doesn't seem right to me based on where they work or what they do. A specific class of person, based on employment status or exactly where they work, for instance a firefighter that works in Portola Valley as opposed to somewhere else or a nurse versus a cleaning person. It doesn't feel correct.
- Chair Swisher: Asked Director Russell if she had enough feedback.
- Director Russell: This has been a good discussion. The major consensus is the committee is in favor of keeping the overall program in some form. But not over-relying on the program as a major source of units, just another tool in the toolkit. Restructuring some parts to meet what you are interested in. And discuss details in the future. We have enough feedback to begin program language.
- Aalfs: Addressed questions from public.

- Wernikoff discussed Kristi Corley's survey suggestion.
- 3. Update on SB9** – Presentation provided by Director Laura Russell detailing update on December Town Council meeting and contents of SB 9 Urgency Ordinance.

Comments from Committee

Chair Swisher moderated comments on the SB9 presentation.

- Town Attorney Silver: Regarding the mountain lion exception, the SB35 legislation is a significant piece of housing legislation as a mechanism for providing by-right housing. Under SB35 there is an exemption for habitat for candidate species that are specified by the Fish and Game Commission. The mountain lion was designated a candidate species. There has not yet been a ruling on that request. The area that was designated was contained in a map that was submitted by environmental group that submitted candidate designation. SB9 would not be a viable tool for most development in California. It would also defeat the use of SB35.
- Wolter: Under the coastal zone and coastal act, is there anything like SB35 under the coastal act; are there exceptions to SB9?
- Turcott: Dept of Fish and Wildlife describes candidate species, and as the petition was granted doesn't that designate that species and habitat defined in the petition as a critical habitat? Planning Director in Woodside issued a statement that no SB9 proposals would be accepted as area was specified as a critical habitat.
- Targ: We will understand the answer to the questions as we move along. There are a lot of exceptions and language in SB9 that hasn't been fully defined.

Public Comments:

- Kristi Corley: Our council can write anything they want to into the ordinances, specific to our environment, so when we go from one house on a lot to eight houses and we can exterminate mountain lions and effect our evacuation roads, I would hope our town council would write in what they need to write in to protect endangered species. Spoke to radius of mountain lions and survival reaction to their environment being eradicated. SB9 questions regarding basements, roof tops, bunkers if people are going to be four feet back inside with their ADUs.
- Rusty Day: Asked for a request for an opinion from town council as to whether the town must comply with the written findings from Fish and Wildlife regarding the mountain lion. Discussed the territory in the petition that posed concern for the mountain lion and the commission issued their findings on that petition from the commission. Requests that town council review the commission's finding, make sure that they are in compliance with state law and not proceed with any SB9 building applications until the commission reaches a final decision on this matter.

STAFF UPDATES (2hrs:55mins)

- 4. Forthcoming committee meeting topics and schedule** – Director Laura Russell discussed:
- a. 2/22/22 Ad Hoc Housing Element Committee Meeting - Sites Inventory discussion
 - b. Will need another meeting to follow-please see scheduling tool that will come in email.
 - c. Environmental review can get started
 - d. Will revisit policies and programs
 - e. Ad Hoc Committee of Town Committees will continue to meet
 - f. Community wide meeting-middle to late March

Comments from Committee:

- Wernikoff: Asking for participation for the meeting week of the 22nd.
- Aalfs: Regarding open space, there is a list and map on the city website. We can use this to make a decent guess as to what is out there.

Final Remarks (3hrs:1min)

- Aalfs: Discussed the Open Space question and the listing of Open Spaces in Portola Valley map.

Public Comments:

None.

APPROVAL OF MINUTES (3hrs:3mins)

5. **Ad Hoc Committee of Housing Element from January 18, 2022** - Motion to accept minutes from previous meeting: Crane, seconded by Aalfs. Unanimous approval.

ADJOURNMENT (3hrs:5mins)

Chair Swisher adjourned meeting.