TOWN OF PORTOLA VALLEY

Special Joint Meeting of the Conservation Committee; Bicycle, Pedestrian and Traffic Safety Committee; and Trails and Paths Committee.

Tuesday, September 17, 2024
6:00 PM

MEETING AGENDA
Community Hall - 765 Portola Road, Portola Valley, CA 94028

REMOTE MEETING ADVISORY: On March 1, 2023, all committees in Portola Valley will return to conducting in-person meetings. A Zoom link will be provided for members of the public to participate remotely; however, the Town cannot guarantee there will be no technical issues with the software during the meeting. For best public participation results, attending the meeting in-person is advised.

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 Town Clerk at (650) 851-1700 or by email at towncenter@portolavalley.net 48 hours prior to the meeting start time. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

VIRTUAL PARTICIPATION VIA ZOOM

To Join Zoom Audio Meeting:

https://us06web.zoom.us/j/82522369869? pwd=zDVA6CYLfQHyrcsolelf1xZtAcCP2b.1

Webinar ID: 825 2236 9869

Passcode: 235551

To access the meeting by phone:

1-669-900-6833 or 1-888-788-0099 (toll-free)
Mute/Unmute – Press *6 / Raise Hand – Press *9

1. **6:00 PM - CALL TO ORDER AND ROLL CALL**

   Conservation Committee Chair Magill; Bicycle, Pedestrian and Traffic Safety Committee Chair Holland; Trails And Paths Committee Chair Leach

2. **ORAL COMMUNICATIONS**

   Persons wishing to address the Conservation Committee; or Bicycle, Pedestrian and Traffic Safety Committee; or Trails and Paths Committee on any subject not on the agenda may do so now. Please note, however, that the committees are not able to undertake extended discussion or action tonight on items not on the agenda. Comments will be limited to three minutes.

3. **AGENDA**
   a. **Public Hearing:** - CONSIDERATION OF THE PROPOSED OPEN SPACE AND TRAILS PLAN COMPONENT OF THE PROPOSED "PORTOLA TERRACE" RESIDENTIAL DEVELOPMENT PROJECT WHICH IS REQUESTING APPROVAL OF: CERTIFICATION OF AN EIR, CONDITIONAL USE PERMIT FOR ESTABLISHMENT OF A PLANNED UNIT DEVELOPMENT, VESTING TENTATIVE MAP, SITE DEVELOPMENT PERMIT, ARCHITECTURAL REVIEW PERMIT AND DENSITY BONUS/AFFORDABLE HOUSING AGREEMENT AT 3530 ALPINE ROAD, APN 077-281-020, FILE # PLN_ARCH0021-2019; PURSUANT TO PORTOLA VALLEY MUNICIPAL CODE SECTIONS 14.04, 18.44, 18.72, 17.20 17.21, 15.12, 18.64, 18.17, 18.44, 18.48, AND 18.17. (J. Bourne)

4. **ADJOURNMENT**

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AVAILABILITY OF INFORMATION

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 and at the Portola Valley Library located adjacent to Town Hall.

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

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Land Acknowledgement:

The Town of Portola Valley acknowledges the colonial history of this land we dwell upon—the unceded territory of the Ramaytush (rah-my-toosh) Ohlone, Tamien Nation, and Muwekma (mah-WEK-mah) Ohlone, who endured a human and cultural genocide that included removal from their lands and their sacred relationship to the land. Portola Valley recognizes that we profit from the commodification of land seized from indigenous peoples and now bear the ecological consequences. We seek to understand the impact of these legacies on all beings and to find ways to make repair.

TOWN OF PORTOLA VALLEY
STAFF REPORT

TO: Trails and Path Committee, Conservation Committee, Bicycle Pedestrian and Traffic Safety Committee

FROM: Terrence Grindall, Interim Community Development Director
Stephanie B. Davis, Principal Contract Planner, Good City Company

DATE: September 17, 2024

RE: Review of the Proposed Open Space and Trails Plan and Circulation Improvements components of the proposed Portola Terrace (Stanford) Residential Development Project - 3530 Alpine Road, APN 077-281-020, File # PLN_ARCH0021-2019.

RECOMMENDATION

Staff recommends that the Trails and Path Committee, Conservation Committee, Bicycle Pedestrian and Traffic Safety Committee receive presentations from staff, consultants, and the project applicant, ask clarifying questions, receive public comments, and then have each Committee individually call their meeting to order, conduct their deliberations and provide individual Committee recommendations on the proposed open space and trails plan and circulation improvements associated with the Portola Terrace project.

MEETING FORMAT

The public meeting formal will be as follows:

1. Presentations
   - Staff - Overview of proposed project scope and Town regulatory setting.
   - Lamphier Gregory, Environmental Consultants - Overview of the Environmental Impact Report and Mitigation Measures.
   - Stanford University - Overview of proposed project and proposed open space and trails plan.
   - Clarifying Questions from the Committees.

2. Public Comment
3. The Trails and Path (T&P) Committee chair calls their meeting to order, deliberates, asks any clarifying questions of staff, the consultants, and/or the applicant, and takes a vote, and provides a final Committee recommendation.
4. The Conservation Committee (CC) chair calls their meeting to order, deliberates, asks any clarifying questions of staff, the consultants, and/or the applicant, and takes a vote, and provides a final Committee recommendation.
5. The Bicycle Pedestrian and Traffic Safety (BPTS) Committee chair calls their meeting to order, deliberates, asks any clarifying questions of staff, the consultants, and/or the applicant, and takes a vote, and provides a final Committee recommendation.

GUIDE TO STAFF REPORT AND MEETING STRUCTURE

This report is meant to assist the T&P, CC, and BPTS Advisory Committees, Town residents, and any other interested parties in providing an overview of the project scope, overview of the associated California Environmental Quality Act (CEQA) process, and details the proposed open space and trails plan component of the overall project. The meeting is intended to receive public comments on the open space and trails component of the overall project, for each Committee to conduct their own deliberations and prosvide a recommendation. Tonight's meeting is not intended to answer any questions specific to the technical analysis contained in the Final Environmental Impact Report (FEIR), or to discuss any additional details or merits of the project beyond the proposed open space and trails component of the project. Any public comments or questions specific to the evaluations, conclusions, and/or mitigation measures identified within the FEIR and/or individual project merits, will be taken as individual public comment and will be addressed as applicable in the forthcoming, future public hearings. Each Committee is being asked to provide a formal recommendation on the proposed open space and trails component of the proposed project which will be presented to the Architectural Site Control Committee (ASCC), Planning Commission, and Town Council at future public hearings.

BACKGROUND

Proposed Project Scope

The project site is located at 3530 Alpine Road on a 75.2-acre parcel that forms a triangular shape between Alpine Road, and developments along Westridge Drive and Minocca Road. Stanford University has owned the parcel since 1899, 65 years before the Town of Portola Valley became incorporated in 1964. Elevations within the project site range from approximately 323 to 678 feet above sea level, but the residential

development is limited to a relatively flat portion along Alpine Road that is surrounded by steep hillsides to the sides and rear of the property. Alpine Rock Ranch, a horse boarding facility with stables, currently occupies this portion of the site and is proposed to be removed as part of the proposal. The approximately 10.8-acre northeastern portion of the project site (approximately 8% of the total site area) is proposed as the residential development area. This 10.8 acres includes all proposed residential lots, common areas, wildfire defensible zone, scenic corridor setbacks, and dedicated open space (3.99 acres of residential lots + 6.8 acres of all other areas). The remaining 64.4 acres of the 75.2 development site is proposed to remain as open space.

For descriptive purposes, the site is broken up into 2 sub-areas: 1) Residential Development Area; and 2) Open Space and Permanent Maintenance Road Area. The entire site would be subject to a Vegetation Management Plan to address fire safety.

FIGURE 1: VICINITY MAP

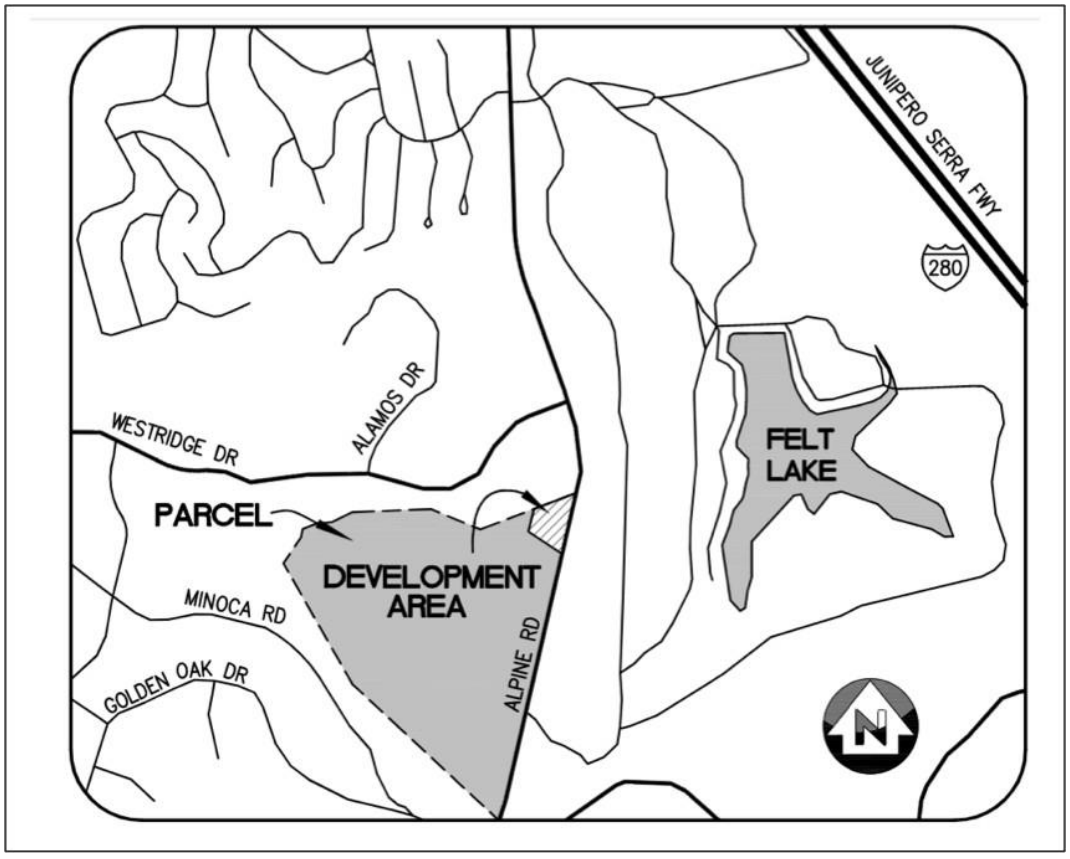
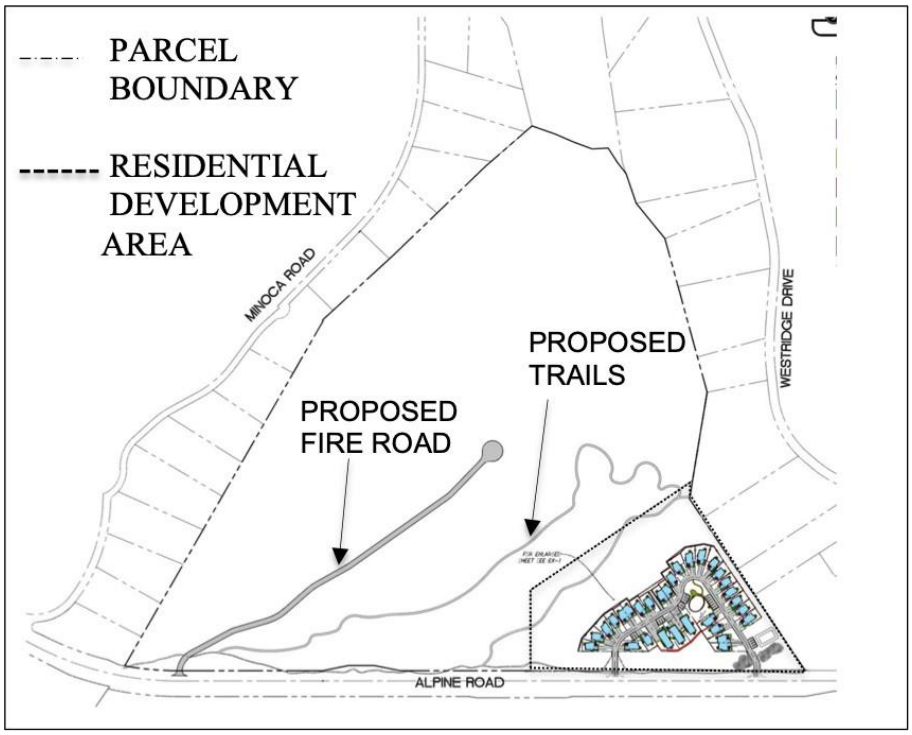


FIGURE 2: PROPOSED PROJECT EXTENT MAP



As noted, the Residential Development Area is approximately 10.8 acres in size and includes all proposed residential lots, common areas, wildfire defensible space, scenic corridor setbacks, and dedicated open space. The applicant proposes to subdivide the property into 30 clustered residential lots and construct a project with the following key components:

- 27 single-family, 2-story residential units for Stanford faculty, 6 of which would be configured as “duets”
- 12 affordable housing units in three, two-story buildings with four units in each
- Common open space including picnic and play area
- Private loop road that connects at both ends to Alpine Road with entrance and exit points at the northern and southern ends of the development
- Vehicle and bike parking
- A small emergency access roadway between two homes to provide access to the wildfire fuel management areas to the rear of the proposed homes
- Defensible space areas
- Landscaping and stormwater treatment measures
- The existing horse trail along the project site’s Alpine Road frontage is proposed to be retained

The Open Space and Permanent Maintenance Road Area encompasses the remaining 64.4 acres of the development site which is proposed to remain as open space and with a future, permanent maintenance road. Proposed trails would be located both on the

residential development area of the site, as well as the remainder open space/permanent maintenance road area of the site. Trails and open space are discussed in greater detail below.

The Town's General Plan designates the project site as Conservation-Residential; a designation that includes relatively accessible undeveloped lands with some potential geologic instabilities, which are to be developed using a slope-intensity standard. The parcel is also identified within the Town's Housing Element as a pending project and a site noted within the "Adequate Sites Inventory Map", as well as identified as part of the Town's Affiliated Housing Program developed 1990 intended to allow multi-family housing on "institutional" sites for employees and staff affiliated with the institution that owns the parcel, to live and work in Town. For this site, the Housing Element further notes that development would need to be clustered along Alpine Road given the physical site constraints.

The complete project submittal, including all proposed plans, the Vegetation Management Plan, and other supporting project documents can found on the Town's website, under the "Portola Terrace Project" webpage.

California Environmental Quality Act (CEQA) / Final Environmental Impact Report (FEIR)

As part of the Town's consideration of the proposed project, the Town has assessed the potential environmental impacts the project may cause through the preparation of an Environmental Impact Report (EIR) for compliance with the California Environmental Quality Act (CEQA). The EIR includes technical analyses on resource topic areas related to biological resources, cultural resources, geologic and hydrological considerations, wildfire risk, visual impacts, air quality and greenhouse gas emissions, construction noise, and traffic. The EIR has identified any significant environmental effects of the project and further identified any mitigation measures (similar to conditions of approval) that may be available to avoid and/or significantly reduce the impact.

The EIR process began in January 2020, with release of the Draft EIR (DEIR) in March 2022, which was the first iteration of the environmental analysis and in which public comment was taken from the community, including a Planning Commission public meeting in May 2022 to receive comments on the DEIR. On August 27, 2024 a Final EIR (FEIR) was released and is available for public review on the Town's "Portola Terrace Project" webpage, as well as hard copies at both Town Hall and the Town Library.

The FEIR for the proposed Portola Terrace project includes written response to received public comments on the DEIR and also includes text revisions (additions and/or changes, including corrections) to the DEIR. The DEIR text revisions within the FEIR include clarifying language regarding intent, consistency and other non-substantive changes, but none of the corrections and additions constitute "significant new information" as defined

by CEQA Guidelines Section 15088.5. “New information” is “not significant” unless the EIR is changed in a way that deprives the public of a meaningful opportunity to comment upon a substantial adverse environmental effect of the project or a feasible way to mitigate or avoid such an effect (including a feasible project alternative) that the project’s proponents have declined to implement).

In summary, the FEIR continues to conclude that any environmental impacts identified to potentially have a significant effect on the environment, can be reduced to a level of insignificance upon implementation of specific identified mitigation measures. Resource topic areas identified to have potential impacts to the environment, but through implementation of identified mitigations measures would reduce the impacts to less than significant include; air quality, cultural resources, geology and soils, hydrology and water quality, transportation and wildfire. Please see Attachment 9, for a summary list of all proposed mitigation measures. It is important to note that certification of an EIR does not approve or disapprove a project, but rather concludes that the EIR has been completed in compliance with CEQA, and discloses whether the project would or would not have a significant effect on the environment.

Advisory Committee Charters

Policies and procedures applicable to all Town Advisory Committees can be found in the Town of Portola Valley Commission & Advisory Committee Policies and Procedures Handbook. Each Committee has different identified purposes and responsibilities but they are generally governed in the same way; a committee is responsible for advising the Town Council, and in some cases commissions, on matters within its area of responsibility. “Advising” may include such activities as review and reporting on discretionary matters such as site development permit applications; providing general information or advice in written form or at public meetings; and recommending actions, possibly including legislation. Although a committee’s recommendations may affect Town policies, priorities and procedures, if adopted by the Council, the committee does not have any direct authority over policies, priorities and procedures. In its support role, a committee assists and augments Town staff in the performance of the functions of Town government. For example, the Conservation Committee organizes Town volunteers for removal of invasive plants on Town land, and the Public Works Committee may inspect and report to the Town’s Public Works Director the condition of Town streets, bridges and other infrastructure, making recommendations relative to priorities for repair. In this role, the committee must ensure its activities are coordinated with those of Town staff, as directed by the Town Manager.

Each Committee subsequently has a Town adopted Charter, or mission statement identified, and contains information such as the number of members, the date, time and location of regular meetings. The Charter is a very important document to each committee, and it serves to guide committee members in their deliberation of matters that come before the committee.

As such, It is recommended that each Committee’s discussion, deliberations, and final recommendations at tonight’s meeting consider their adopted Committee charge as

adopted by the Town. Please see Attachments 6, Trails and Path Committee Charter, Attachment 7 Conservation Committee Charter and Attachment 8 Bicycle Pedestrian and Traffic Safety Committee Charter. Each Committee's recommendations will be presented to each of the subsequent Town Commissions and Council. See Process / Next Steps below.

Process/Next Steps

Pursuant to State Law, the Town is required to implement California Senate Bill 330 (Housing Crisis Act of 2019). In summary, it has been determined that the Town will implement SB 330 using the following meeting structure for this project with the fifth meeting reserved for (any) Town Council appeal.

1. Joint Trails and Paths, Bicycle Pedestrian and Traffic Safety Committee (BPTS), and Conservation Committees - *tonight, September 17, 2024.*
2. Architectural Site Control Commission (ASCC) meeting - *targeted for October 2024.*
3. Planning Commission meeting - *targeted for October or November 2024.*
4. Town Council meeting - *targeted for October or November 2024.*

More information on the project's requested entitlement process, SB330, the Town's special Ad Hoc Committee of Committees, and its relevance to this project can be found in the August 2024 Current Status Memo on the Town's website.

DISCUSSION

Proposed Open Space and Trails Plan

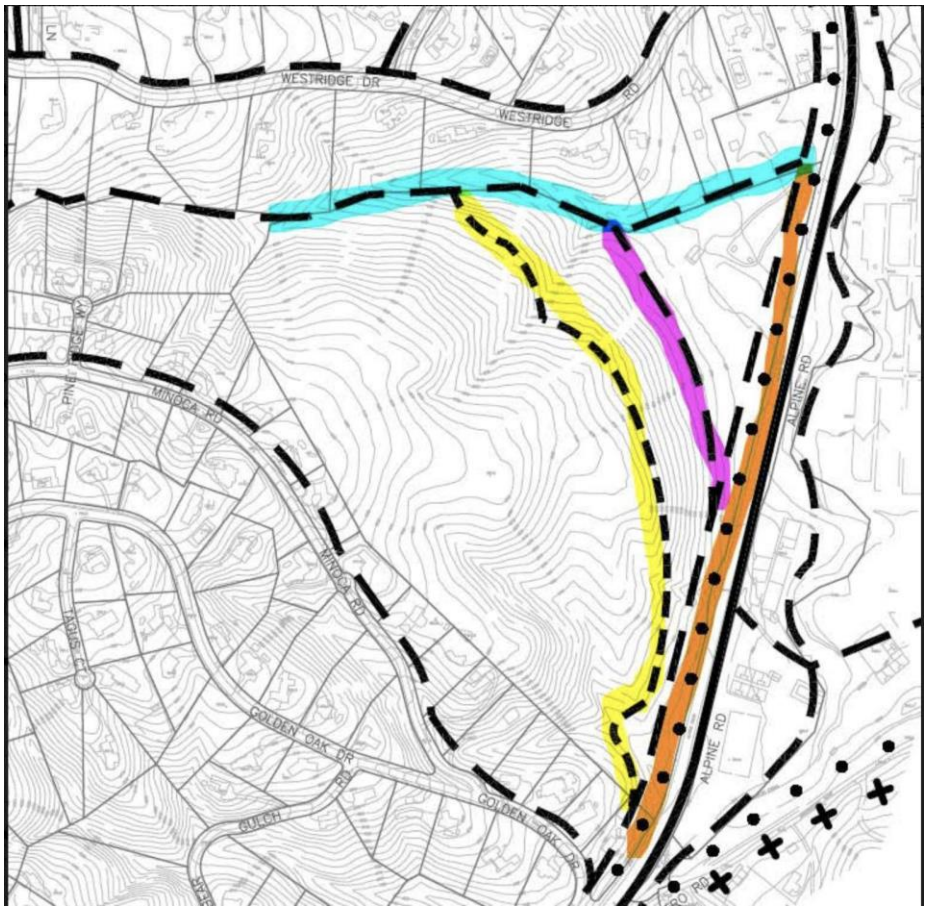
Please see Attachment 2, Stanford's Proposed Open Space and Trails Plan, dated May 26, 2020.

As noted above, 64.4 acres (or 87%) of the total 75.2 acre parcel is proposed to be preserved as open space. This open space area contains a new proposed public recreation trail, improvements to an existing public trail, a permanent fire maintenance access road, and undeveloped area to be preserved in its existing condition. As a condition of approval, the Town would require some type of legal instrument recorded against this section of the property, prohibiting any future development.

The Town's adopted General Plan Trail Map - "Trails and Plans Element Plan Diagram A" delineates what shows to be three (3) proposed trail segments through the project site, with a fourth (4th) segment (referred to as the Alpine Canyon Trail and discussed in more detail below) adjacent to the project site. Please see the graphic below showing the proposed trail segments on or adjacent to the project site. Since the General Plan does not include names for these proposed trail segments, they are delineated by color.

1. The yellow segment is approximately 2,575 feet in length.
2. The magenta segment is approximately 1,220 feet in length.
3. The orange segment is essentially the project frontage, which is approximately 2,650 feet in length.
4. The blue segment is commonly referred to as the “Alpine Canyon” trail. Stanford notes this segment of the trail is not on the project site, but on the adjacent neighboring properties, and is also located within the riparian corridor.

FIGURE 3: BLOWN UP GENERAL PLAN TRAILS MAP



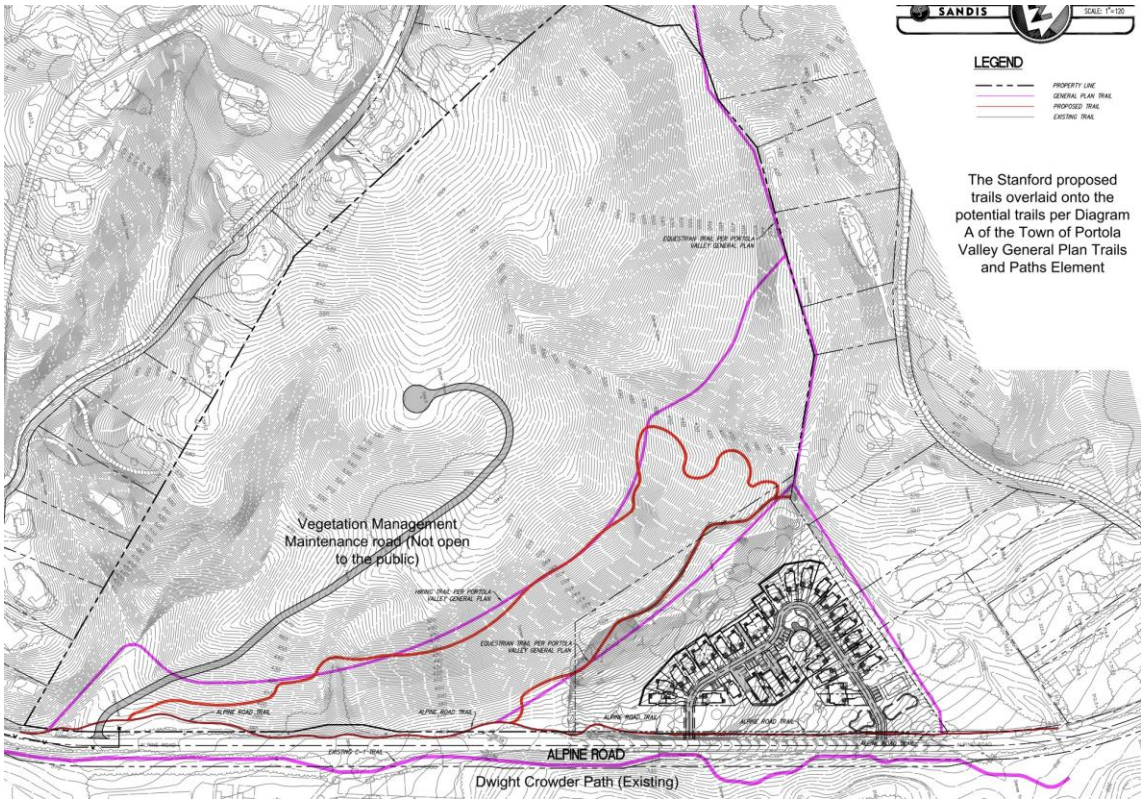
Stanford proposes new public recreational trail routes totaling approximately 1.2 miles in length and with all new trail segments 6 feet in width in accordance with Town trail standards. These trail routes are noted as improvements to the existing Alpine Road Trail along the property frontage and the new Portola Terrace looped trail, which is situated to be constructed along the western edge of the development area (in the open space area behind Lots 1 -14), connecting to the existing equestrian trail along Alpine Road. The trails within the private property boundaries would remain under Stanford’s ownership,

but be available for public use. Stanford proposes to construct all trails concurrently with the proposed residential development if approved. The applicant has indicated that the proposed trail routes were developed in the attempt to be equivalent to the identified trail routes in the Town's adopted General Plan Trail Map (Attachment 4), while also overlaying this map over a detailed topographic project site map that resulted in the proposed trail system that made some alignment variations based on:

(1) routes to avoid extreme slopes.
(2) routes to avoid features like potential wetlands and potential riparian corridors.
(3) routes to avoid a potential increased risk of wildfires.

Please see Figure 4 below, for a map showing Stanford's proposed trail route system overlaid with the conceptual General Plan Trail map to see the variation in trail alignments. (this is also included as Exhibit 3 of Attachment 2 as a full map) Additionally, please see Attachment 3, Stanford's Figure 3, "Habitats Map", H.T. Harvey and Associates, dated August 2020 which identifies Stanford's proposed trails in context to riparian corridors, in which Stanford states, was considered in their proposed trail in attempts to avoid disturbance of more sensitive habitats on the site.

FIGURE 4: PROPOSED TRAIL ROUTES



The new proposed Portola Terrace looped trail connects to the Alpine Road trail at two separate locations, making it accessible from either the north or south. Stanford proposes that this looped trail is equivalent to the routes shown on the General Plan Trails Map, is environmentally sensitive by avoiding existing drainage courses that could potentially be considered wetlands or riparian corridors, avoids extremely steep hillside areas as conceptually shown on General Plan Trail Map which also may affect existing drainage courses and require disturbances on the hillside that significantly would disturb the natural conditions of terrain and vegetation, and would not provide for a looping back to the lower Portola Terrace trail segment.

It is noted that the General Plan Trail Map is an illustrative map that shows conceptual trail routes identified as part of the Town's long-term vision. It did not likely benefit from the specifics of a detailed topographic map (showing specific elevations/slope percentages), nor specific physical site condition maps (detailing exact locations of trees, riparian corridors, waterways, etc.). when potential future trail segments were identified and it was originally adopted.

The existing Alpine Road Trail is situated along the frontage of the project site, some of which encroaches within the private property of the project site. As part of the proposal, Stanford is committing to improving this existing equestrian trail route along the property frontage, as well as the part of this trail within the public right-of-way which extends beyond the project site to the east, beyond the property boundary and fronting the adjacent property westward towards Witheridge Road. Related, Stanford is proposing to dedicate the portions of the existing Alpine Road trail that meander onto Stanford's property to the Town, through the form of a permanent access easement.

The Town's General Plan Trails Map (Attachment 4), shows a proposed trail segment in the vicinity of the project's site northern property line, commonly referred to in the community as the "Alpine Canyon Trail'. The project applicant notes that over a decade ago, members of the private Woodside Trails Club used a trail within a riparian corridor on properties adjacent to Stanford's property to the north, but outside the boundaries of the project site. Further, the applicant states that Stanford does not have a license agreement with this Club for use of this trail segment, nor does their property records indicate any dedicated public trail on this property. In conference with current Town staff, as well as prior Department Public Works Director Howard Young, it is noted that any prior use of the Alpine Canyon Trail, whether through the project site and/or through adjacent private properties, was not formally acknowledged, nor adopted / mapped by the Town and is not, and never has been, an official mapped existing Town trail, even if it had informally been used by the community.

The EIR states the following as it relates to the proposed open space and trails plan, "*Chapter 15, "POPULATION AND HOUSING, PUBLIC SERVICES, AND RECREATION"*

> *"The Project proposes recreational elements as a part of the proposed development, including hillside trails to be publicly available and a mini-park with a children's play area for use by the Project residents. The recreational trail areas will remain under Project ownership, but made available for use by all Portola Valley residents. The applicant will pay additional park in-lieu fees consistent with Portola Valley Municipal Code section 17.20.200. The applicant will also enter into a restrictive covenant ensuring that the undeveloped portion of the site will remain as open space land. Residential development at the Project site as proposed would result in an incremental increase in the number of local residents using local parks and recreational facilities, but a project of this size would not be expected to result in substantial deterioration of existing facilities or to by itself result in the need for new or expanded facilities. In-lieu fees would be paid to the Town toward area parks and recreational opportunities per the Town's planning and to offset additional demand from Project residents. Some recreational facilities are proposed as a part of the Project, but the environmental effects associated with the construction of the proposed on-site recreational facilities have been evaluated as part of the proposed Project in this EIR and the Project and as discussed throughout this document, would not result in significant environmental impacts. Therefore, the Project would have a less than significant impact with respect to parks and recreation."*

Proposed Transportation and Circulation Plan

Within the Residential Development Area, a private loop road that connects at both ends to Alpine Road with entrance and exit points at the northern and southern ends of the development is proposed for residents and guests. Resident and guest parking is proposed to be located on-site. A small emergency access roadway between two homes to provide access to the wildfire fuel management areas to the rear of the proposed homes. The Project would provide parking in 60 garage/driveway spaces, 24 standard onsite spaces, and 5 accessible onsite spaces, for a total of 89 vehicle parking spaces. As noted, the existing Alpine Road trail fronting the project site, will be improved to meet current Town standards as part of the proposed project. As part of the EIR a transportation analysis was performed using industry standards for analysis and in consideration of relevant safety standards.

Please see DEIR, Chapter 16 "Transportation" for the detailed analysis of the following four (4) CEQA mandated analysis related to Transportation and Circulation. In summary, the EIR concludes that any impacts related these analysis are less than significant with one mitigation measure proposed - noted below

1. Would the project conflict with a program, plan, ordinance or policy addressing the circulation system, including transit, roadway, bicycle, and pedestrian facilities?

2. Would the project conflict or be inconsistent with CEQA Guidelines section 15064.3, subdivision (b) [relative to VMT]?

3. Would the project substantially increase in hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?

4. Would the project result in inadequate emergency access?

Mitigation Measure TRANS 1 - Trail Crossing Warning. The Project shall install a sign at the driveways "STOP HERE LOOK FOR TRAIL USERS STOP AGAIN AT ROAD" for outbound traffic approaching the trail to alert the exiting drivers of the presence of trail users.

In addition, the Final EIR speaks further on the topics of circulation and transportation and states the following:

Under CEQA, the vehicle, pedestrian, and bicycle safety on surrounding streets is evaluated in terms of whether the Project would substantially increase hazards due to geometric design features or incompatible land uses.

The transportation analysis (Appendix I, page 14) evaluated the potential effects on the pedestrian/equestrian trail along the Project frontage because the Project would increase vehicle access points along the trail. The analysis concluded that any increase in vehicle access points along the trail would incrementally increase the potential for conflict between pedestrians/equestrians and would be considered a potential safety impact unless the crossing includes appropriate design for safety. Because the trail crossing would require vehicles to stop twice in quick succession (once at the trail then again at the road), Mitigation Measure Trans-2 was identified to require installation of a sign at the driveways "STOP HERE LOOK FOR TRAIL USERS STOP AGAIN AT ROAD" for outbound traffic approaching the trail to alert the exiting drivers of the presence of trail users.

Vehicular trail crossing occurs wherever driveways connect to Alpine Road across the trail, so is not an unusual condition, and with the implementation of the additional safety measure included in Mitigation Measure Trans-2, was determined not to result in a significant safety impact.

The transportation analysis (Appendix I, page 10) also evaluated the safety of vehicle access at the Project driveways. The Project would provide adequate sight distance at the driveways with low-level landscaping to ensure that exiting drivers would be able to see any pedestrians on the trail as well as oncoming bicycles or vehicles. Therefore, the Project would not cause safety hazards related to vehicles accessing the driveways. The Project would not change the design of the existing roadway geometry on surrounding streets. Therefore, the Project would not result in significant impacts related to traffic, bicycle, and pedestrian safety on Alpine Road and surrounding streets.

The safety of the proposed Project with respect to vehicular and non-vehicular traffic was assessed in Chapter 16 and Appendix I of the Draft EIR and specifically under Impacts Trans-1, Trans-2, and Trans-4. The Project was found to operate within acceptable safety parameters, taking into account volumes and specifics of site and roadway design with incorporation of the additional trail safety measures identified in Mitigation Measure Trans-2. No additional mitigation is required.

In reviewing the details of the proposed open space and trails plan and circulation improvements, it is found that the proposed plan could be supported by the identified Town General Plan adopted Goals, Policies, and Objectives as listed in Attachment 5 for the reasons as noted above.

CONCLUSION

In summary, it is found that the proposed open space and trails plan and circulation improvement components of the project meets the conceptual intent of the proposed General Plan Trails Map and applicable General Plan goals, policies, and objectives as noted in Attachment 5, and as such, staff recommends approval of the proposed open space and trails plan and circulation improvements with conditions as listed in Attachment 1.

Staff would note that the draft conditions of approval as listed in Attachment 1 are intended to address *only* the proposed open space and trails and circulation components of the project and *not* any other components or merits of the overall proposed residential project. The Committees could, as part of their formal recommendation, recommend

further and/or revised conditions of approval found to be applicable to the proposed open space and trails component of the project.

ATTACHMENTS

1. DRAFT Conditions of Approval (*related to the proposed open space and trails component of the project only*).
2. Stanford's Proposed Open Space and Trails Plan, dated May 26, 2020
3. Stanford's Figure 3, "Habitats Map", H.T. Harvey and Associates, dated August 2020
4. General Plan Proposed Trail Map - "Trails and Plans Element Plan Diagram A" - dated December 21, 2009
5. Identified General Plan Goals, Policies, and Objectives
6. Trails and Path Committee Charter
7. Conservation Committee Charter
8. Bicycle Pedestrian and Traffic Safety Committee Charter
9. DRAFT Mitigation Measures - Summary List
10. Trail Easements and Trails in the Road Right of Way
11. Trail & Path Construction & Maintenance Standards
12. Trail Usage – Sharing Our Trails and Paths
13. Resolution 2352-2007 "Establishing Rules and Regulations Relating to the Use of Trails".
14. Section 17.52.030 "Improvements" of the Portola Valley Municipal Code.

DRAFT CONDITIONS OF APPROVAL*

*(*related to the proposed open space and trails component of the project only)*

1. Future use, improvements, new construction, rights-of-way, maintenance and/or easements of all final approved public trails as part of the approved project File # PLN_ARCH0021-2019 at 3530 Alpine Road, APN 077-281-020, shall adhere to the following adopted Town documents, to the satisfaction of the Department of Public Works and Community Development Director:
   - "Trail Easements and Trails in the Road Right of Way"
   - "Trail & Path Construction & Maintenance Standards".
   - "Trail Usage Rulse"
   - Resolution 2352-2007 "Establishing Rules and Regulations Relating to the Use of Trails".
   - Section 17.52.030 "Improvements" of the Portola Valley Municipal Code.

2. The proposed Vesting Tentative Map shall be updated to include all required plan details pertaining to open space and trails in accordance with Chapter 17.20 "Tentative Maps", to the satisfaction of the Town Engineer and Town Community Development Director.

3. The project applicant, Stanford University, shall work with the Town in developing permanent access easement(s) to the Town for the portions of the existing Alpine Road within the project property boundaries trail that leave the Alpine Road right-of-way and meander onto the Stanford property, as well as all other new public trails to be constructed on the project site, prior to recording of the Final Map for the project, for the life of the project.

4. The project applicant, Stanford University shall work with the Town on the preparation and recordation of an appropriate legal instrument, preserving 64.4 acres of project open space from any further development beyond public recreational trails and a fire maintenance access road for the life of the project, to the satisfaction of the Town Community Development Department. Such legal instruments shall be recorded against the property prior to recording of the Final Map for the project.

5. The Proposed Open Space and Trails Plan, dated May 26, 2020 shall be updated to include a gate and/or signage at the location where the new public trail crosses over the fire maintenance road to clearly delineate to the public users that the fire maintenance road is not part of the on-site public trail system and access to the road is prohibited to the public, to the satisfaction of the Community Development Director.

6. All new streets and sidewalks shall be constructed in accordance with the minimum standards as prescribed by the Portola Valley Municipal Code, to the satisfaction of the Town Community Development Director, Department of Public Works and Woodside Fire Protection District.

7. All mitigation measures as listed in the final, certified Environmental Impact Report related to transportation and circulation shall be met.

Stanford

REAL ESTATE

May 26, 2020

Howard Young, Public Works Director
Town of Portola Valley
Portola Valley Town Hall
765 Portola Road
Portola Valley, CA 94028

RE: Proposed Trails; Portola Terrace

Dear Mr. Young,

In the time that we have been developing the Portola Terrace project, Stanford University has come to understand how integral trails and paths are to the community of Portola Valley. Stanford has spent considerable time in reviewing the Trails and Paths Element of the Town's General Plan, which is "a general guide for the development of a comprehensive system of trails and paths for the town." At the same time, Stanford has also been analyzing our 75 acres carefully to determine the best way to provide trail routes as identified in the General Plan. It is also important to note that there are other factors, such as current environmental laws and the potential for wildfire, which must be taken into consideration when planning trails in heavily vegetated areas and near waterways.

In this letter, we identify and discuss our proposed trail routings. In making these routings, we have closely adhered to the objectives and principles laid out in the Trails and Paths Element. Most notably, the proposed trails on Stanford's property would implement the following provisions of the Trails and Paths Element:

3201
The trails and paths element includes objectives, principles, and standards; a description; and plan diagrams. The trails and paths element provides a guide to establishing a free and unimpeded network that will allow and promote trail and path use.

3203
The trails and paths shown on the trails and paths plan diagrams (located in a pocket at the end of this general plan) include those presently developed and those proposed on public rights-of-way or easements, together with new trails in locations where no right-of-way or easement exists at present. Some trail and path routes are indicated as being on or adjacent to public streets or easements or following property lines, and such locations are intended to be controlling. Where proposed trails or paths traverse unsubdivided lands, routes are intended to indicate general location and could be secured even with considerable variation in location and alignment.

3210
1.g. Routing, construction and use of trails and paths should be done with great care so that they:

Real Estate
415 Broadway, 3rd Floor, Redwood City, CA 94063 T 650.723.8902

1. *are designed to adapt to the existing conditions to the extent possible while still adhering to the intent, if not the detail, of engineering standards;*
2. *disturb the natural conditions of terrain and vegetation as little as possible;*
3. *provide a variety of experiences for users;*
4. *provide convenient, safe passage;*
5. *minimize intrusion on privacy in residential areas;*
6. *encourage use without incurring excessive maintenance costs.*

1.j. Through trails, paths and bicycle routes should connect to those in adjoining jurisdictions, and within the town special care should be taken to minimize intrusion into residential areas.

1.p. Trails shall be designed and constructed so as to minimize changes in the natural flow of water across the land.

As requested by Town of Portola Valley staff, Stanford has proposed trail routes totaling approximately 1.2 miles in length consistent with or equivalent to the potential routes shown on Diagram A of the General Plan's Trails and Paths Element. The trail routes are:

- Alpine Road Trail
- Portola Terrace Looped Trail

In developing our proposed trail routes, Stanford overlaid the conceptual routes shown in Diagram A onto a more detailed topographic map of the Stanford property. Stanford then analyzed this exhibit, and made some alterations to the routes to avoid extreme slopes. These variations are consistent with Principle 3210.1.g of the Trails and Paths Element, which states that trails and paths should "disturb the natural conditions of terrain and vegetation as little as possible." Stanford then made further alterations to the routes to avoid features like potential wetlands and potential riparian corridors, in accordance with State and Federal environmental laws. These variations also are consistent with both Objective 3209.1.i of the Trails and Paths Element, which states that newly created trails should "ensure that such facilities are designed and used so as to avoid habitat degradation," as well as Principle 3210.1.p, which calls for designing trails "so as to minimize changes in the natural flow of water across the land."

Alpine Road Trail

As part of the Portola Terrace project, Stanford will commit to improving the existing trail route along our project frontage (appropriately 2,700 feet) as shown on the attached exhibit. The Alpine Road trail presently exists as a worn dirt equestrian path, and runs primarily within the Alpine Road right-of-way. As previously pointed out by the Town of Portola Valley, there are some portions of the existing trail that leave the Alpine Road right-of-way and meander onto the Stanford property. With approval of the project, Stanford will agree to dedicate those portions on Stanford property to the Town of Portola Valley in the form of a permanent access easement.

The Alpine Road trail runs parallel to the Dwight Crowder Path, a multiuse trial constructed with funds provided by Stanford in 2011 and located on the east side of Alpine Road. It is important to note that there are significant topographic and geological challenges that force the Alpine Road trail back onto Alpine Road where the trail meets the southern boundary of the Stanford property. Because of these topographic and geological challenges, it is anticipated that the Alpine Road trail would remain an equestrian trail, and pedestrians would utilize the Dwight Crowder Path on the other side of Alpine Road.

Portola Terrace Looped Trail

Stanford also proposes a new looped trail route of appropriately 3,650 feet in length that offers the following benefits to the community:

- The trail connects to the Alpine Road trail at two separate locations, making it accessible from either the north or south.
- The trail provides a looped route and does not dead end within the Stanford property.
- The trail route is equivalent to the routes shown on the General Plan Trails and Paths Element.
- The proposed route is environmentally sensitive by avoiding existing drainage courses that could potentially be considered wetlands or riparian corridors.
- The upper section of the Portola Terrace loop does not extend into the extremely steep hillside as conceptually shown on the Trails and Paths Element of the Town's General Plan (Diagram A). Placing a trail in this area would adversely affect existing drainage courses and require disturbances on the hillside that significantly would disturb the natural conditions of terrain and vegetation, and would not provide for a looping back to the lower Portola Terrace trail segment.
- The Portola Terrace Looped Trail can provide future connections in the event the Town chooses to implement a "Canyon Trail" segment through adjacent properties. This would provide a connection equivalent to other trail segments shown on Diagram A of the Trails and Paths Element of the Town's General Plan.

Stanford will continue to coordinate with the Town of Portola Valley Public Works and Planning Department staffs on the final details of the trail alignments and specific types of trails in accordance with the Town's Trail Standards. Stanford will construct these trails concurrent with the development of the Portola Terrace residential project. Proposed trails will be shown on the project's vesting tentative map.

Since the advent of the Portola Terrace project, there has been much discussion related to a potential trail segment near the northern property line of the Stanford property, referred to by some as the "Canyon Trail." We understand that, over a decade ago, members of the private Woodside Trails Club used a trail within a riparian corridor on properties adjacent to Stanford's property to the north, but outside Stanford land. We believe the Woodside Trails Club has not actively used that trail since 2008. While Stanford has multiple license agreements with the Woodside Trails Club in other areas on Stanford lands, no such license agreement has ever existed for this trail segment, and there is no record of a dedicated public trail in that location on Stanford land.

It should be pointed out that the "Canyon Trail" does not follow the route of the trail segment shown on Diagram A of the Trails and Paths Element of the Town's General Plan. Diagram A shows a suggested trail segment in the vicinity of Stanford's northern property line. Careful examination of Diagram A reveals that this trail segment starts at Alpine Road, but initially is NOT shown on Stanford property. It is, in reality, shown on the adjacent property until the trail segment intersects with the Stanford property line approximately 800 feet from Alpine Road. From that point, the trail segment appears to run along the property boundary between Stanford's property and the adjacent neighboring properties.

If the Town wishes to reinstitute the Canyon Trail in its preexisting alignment, Stanford's proposed Portola Terrace Looped Trail provides for a future connection to that trail.

It should be noted that the creation of new trail segments within canyons and creeks would be considered as disturbances to riparian corridors, which could be considered a significant adverse environmental impact. For this reason, Stanford is not proposing a new trail segment along our northern property line, as we believe doing so would violate the objectives of the Trails and Paths Element. Objective 3209.1.i. states that newly created trails should "ensure that such facilities are designed and used so as to avoid habitat degradation". It is our opinion that the creation of new trail segments within riparian corridors such as what exists along our northern property line would be considered as disturbances to riparian corridors and would potentially be considered a significant adverse environmental impact. Construction of this trail segment is inconsistent with Stanford's desire to minimize environmental impacts related to our Portola Terrace project.

In lieu of proposing this northern trail segment, Stanford proposes consolidating trail use on the property in the Alpine Road Trail and the Portola Terrace Looped Trail. This approach is consistent with General Plan Principle 3210.1.f, which provides that "where use is moderate and other conditions allow, facilities may be combined." The new Portola Terrace Looped Trail would not connect to other development or trails, aside from the Alpine Road Trail, and, therefore, seems unlikely to have more than moderate usage.

There have been some previous discussions about the potential for proposing trail locations in other areas of the property not shown on Diagram A of the Trails and Paths Element of the Town's General Plan. Stanford opposes these suggestions beyond the routes proposed here, as these additional trails could increase the risk of wildfires on the property. Stanford and its team of consultants have been working diligently with the Woodside Fire Protection District to develop a Vegetation Management Plan geared to reducing the potential for wildfires on the property. Providing new public access into the more remote portions of our property could undermine our collective goal to reduce wildfire risk.

Stanford looks forward to continuing the discussion on this topic and your review of this proposal. Thank you for your time and consideration.

Sincerely,

John Donahoe

John D. Donahoe
Director, Planning and Entitlement
Stanford University
Stanford Real Estate

Attachments:

Diagram A of the Trails and Path Element of the Town's General Plan
Blow up of a section of the Diagram A of the Trails and Path Element of the Town's General Plan
Portola Terrace Proposed Trail Routes

cc: Laura Russell, Director, Town of Portola Valley
Jeremy Dennis, Town Manager, Town of Portola Valley

LEGEND

- MULTIUSE CORRIDOR
- BICYCLE PATH
- PEDESTRIAN PATH
- EQUESTRIAN/HIKING TRAIL
- HIKING TRAIL
- BICYCLE LANE
- BICYCLE ROUTE

ADOPTION AND AMENDMENTS

PLANNING COMMISSION RESOLUTION	PLANNING COMMISSION DATE	TOWN COUNCIL RESOLUTION	TOWN COUNCIL DATE
		2003-2035	01/08/03

NORTH

GRAPHIC SCALE

800 0 400 800 1600

(IN FEET)

1 inch = 800 ft.

PRELIMINARY

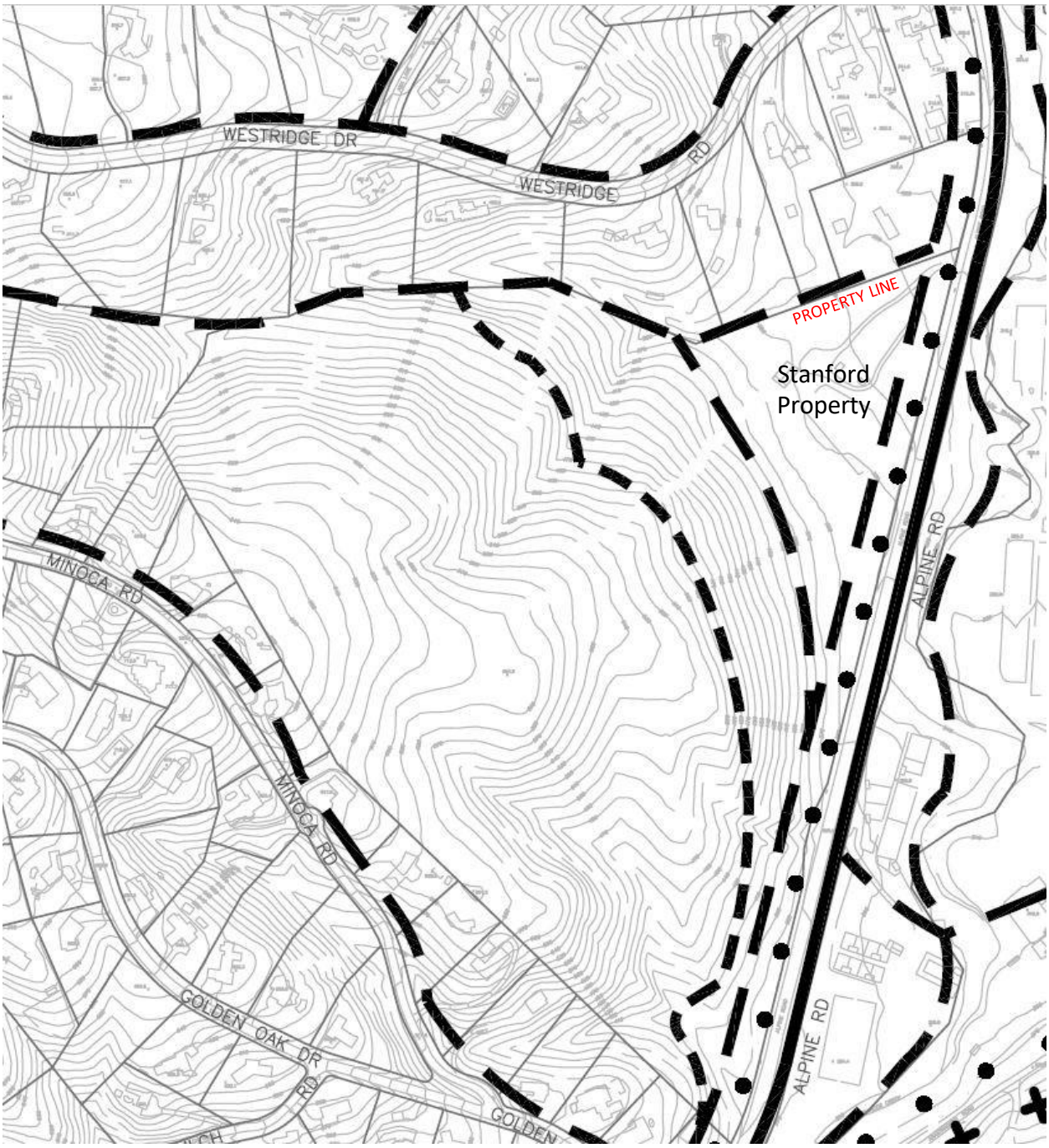
TOWN OF PORTOLA VALLEY

SAN MATEO COUNTY, CALIFORNIA

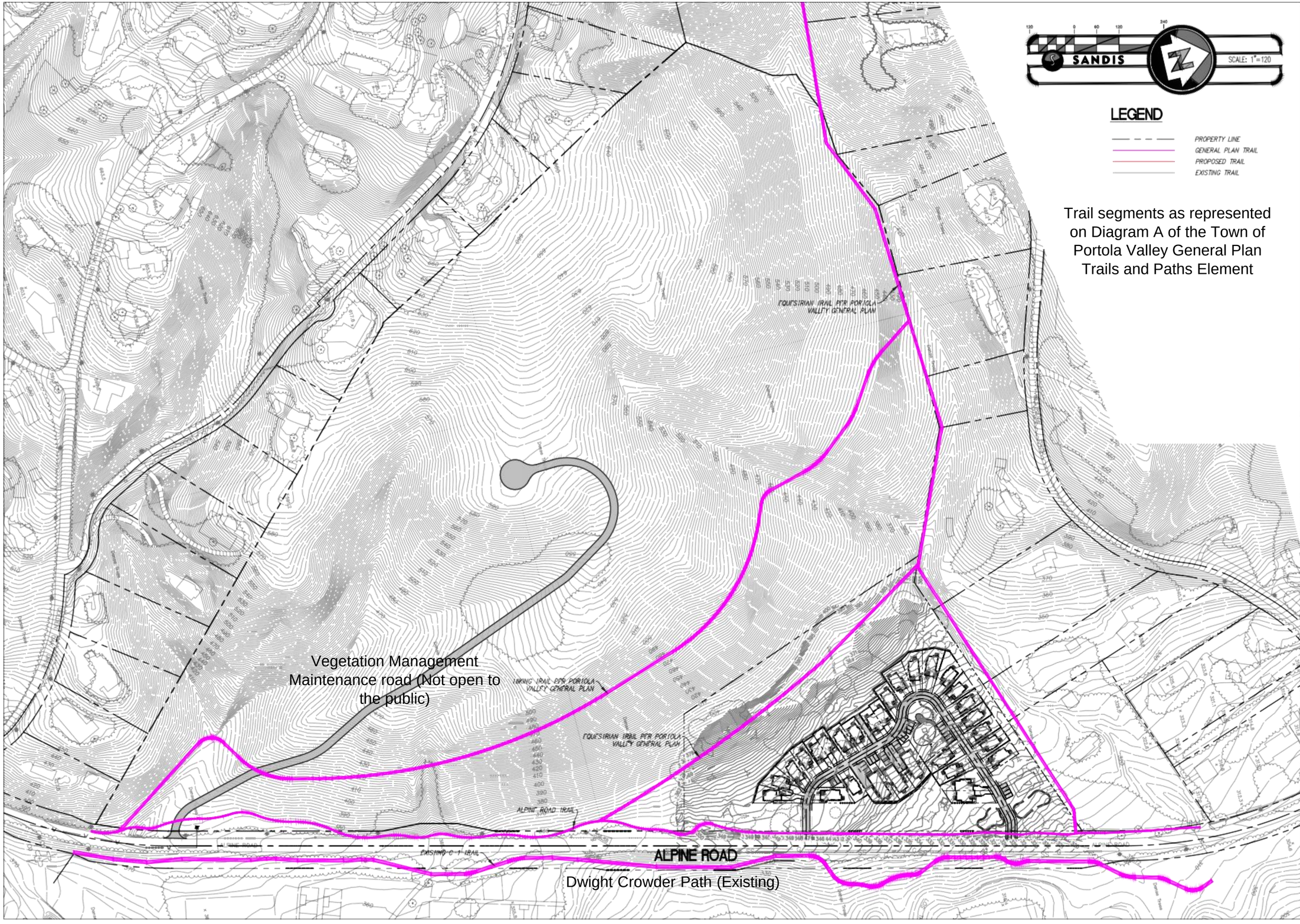
TRAILS AND PATHS ELEMENT PLAN DIAGRAM A

PORTOLA VALLEY GENERAL PLAN SECTION 3231

PRINTED 12/21/2009



Portion of Diagram A
Trails and Paths Element
Town of Portola Valley General Plan



Project Title:

STANFORD UNIVERSITY
PORTOLA TERRACE
Alpine Road, Portola Valley, CA 94028
APN#: 077281020

Design Firm:
SIEGEL & STRAIN Architects
6201 Doyle Street, Suite B
Emeryville, CA 94608
TEL 510 / 547-8092
FAX 510 / 547-2604
info@siegelstrain.com

Stamp:

No.	Description	Date
	ASCC Resubmittal	11/15/19

Issue Note:
ASCC SUBMITTAL 11/18/19

Project ID:	17-034 SPVH
File Name:	
Drawn by:	
Checked by:	
Plot Date:	adjust to date plotted
Scale:	1"=100'

Sheet Title:
PORTOLA VALLEY GENERAL PLAN TRAIL EXHIBIT

Sheet No.:
EX-1

SANDIS

SCALE: 1"=120

LEGEND

- PROPERTY LINE
- GENERAL PLAN TRAIL
- PROPOSED TRAIL
- EXISTING TRAIL

Trail proposed by Stanford University consistent with Diagram A of the Town of Portola Valley Trails and Paths Element of the General Plan

Vegetation Management Maintenance road (Not open to the public)

ALPINE ROAD TRAIL

ALPINE ROAD

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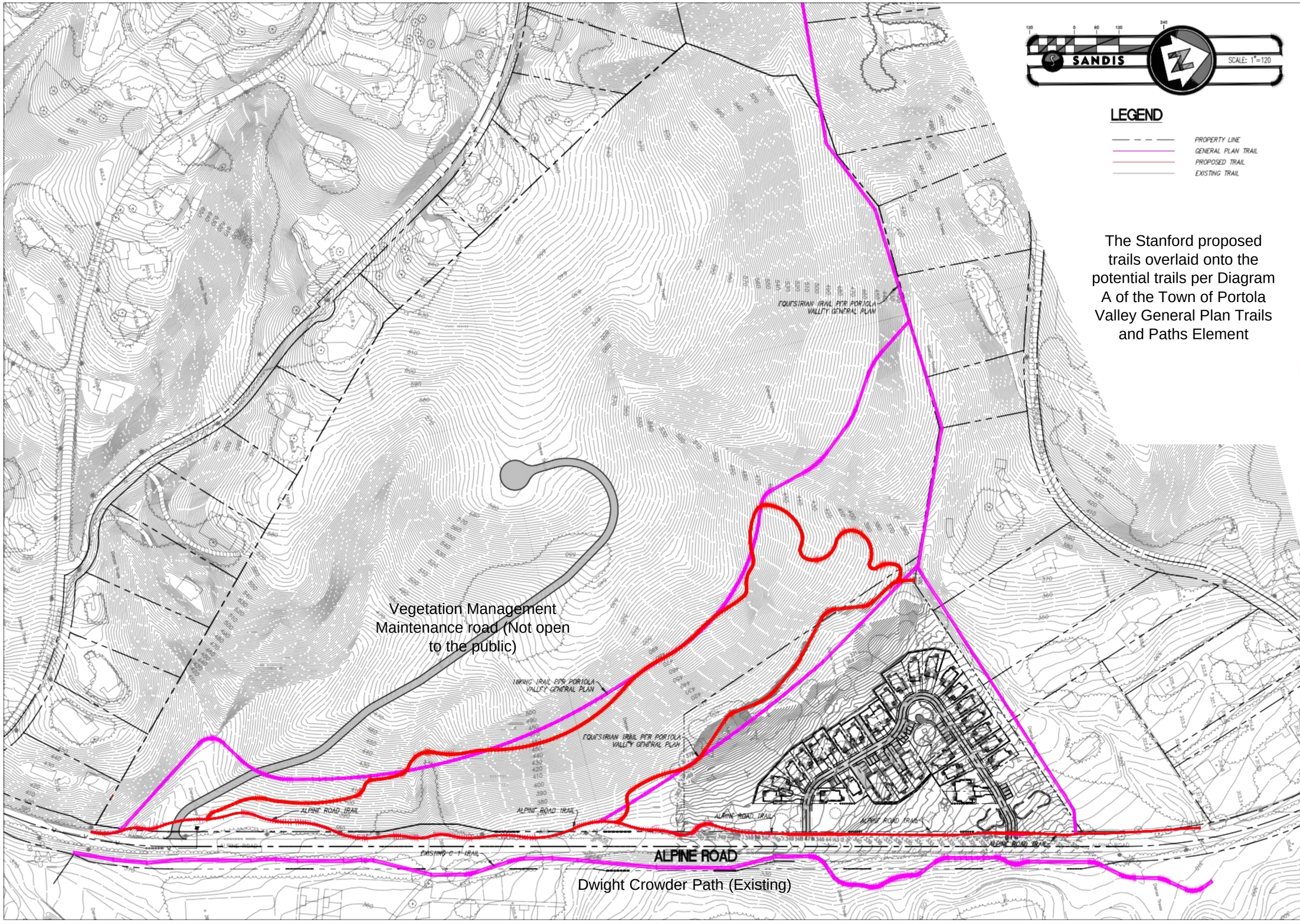
Project ID:	17-034 SPVH
File Name:	
Drawn by:	
Checked by:	
Plot Date:	adjust to date plotted
Scale:	1"=100'

Sheet Title:
PORTOLA VALLEY GENERAL PLAN TRAIL EXHIBIT

Sheet No.:
EX-2



The Stanford proposed trails overlaid onto the potential trails per Diagram A of the Town of Portola Valley General Plan Trails and Paths Element

Project Title:

STANFORD UNIVERSITY
PORTOLA TERRACE
Alpine Road, Portola Valley, CA 94028
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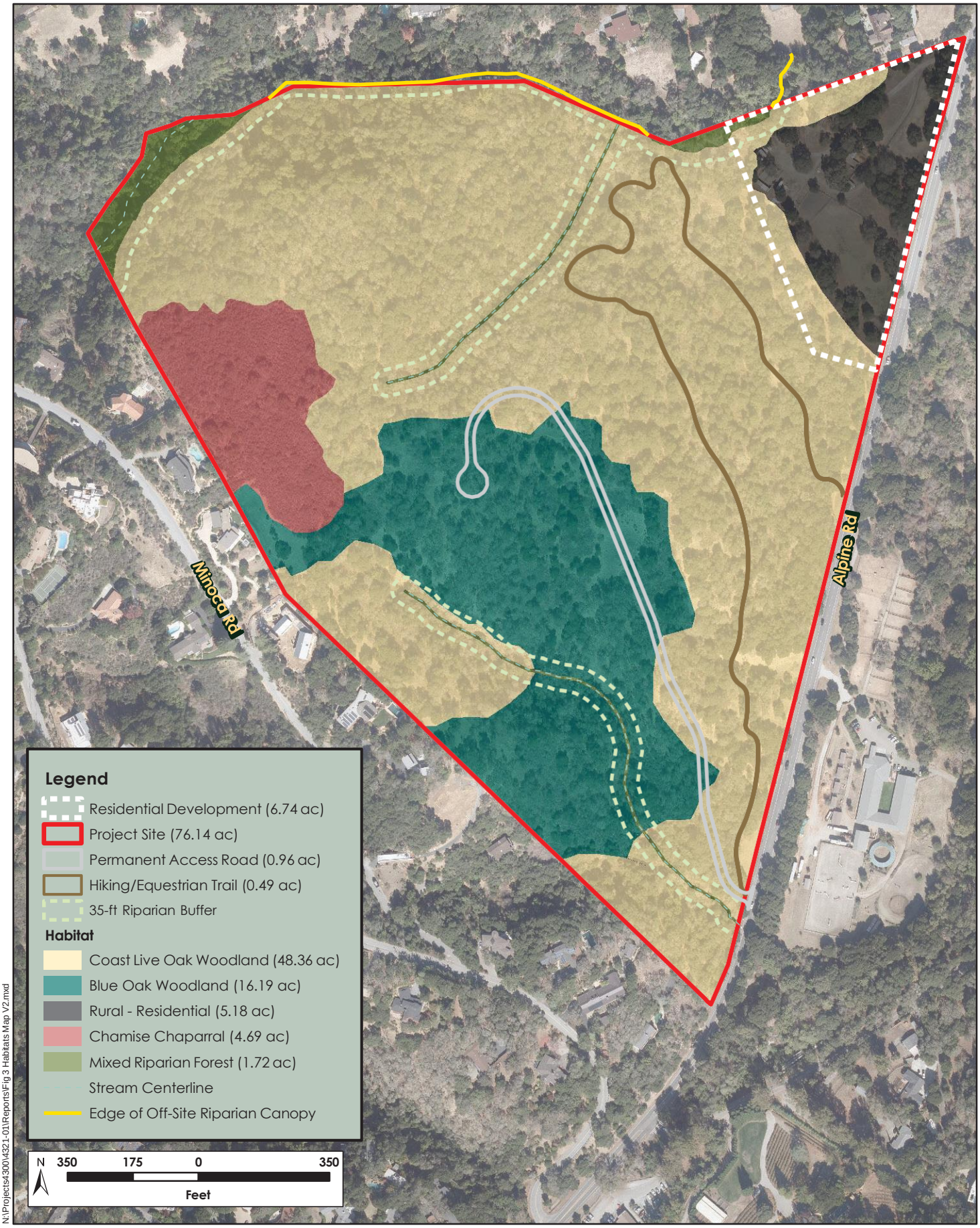
No.	Description	Date
	ASCC Resubmittal	11/15/19

Issue Note:
ASCC
SUBMITTAL
11/18/19

Project ID:	17-034 SPVH
File Name:	
Drawn by:	
Checked by:	
Plot Date:	adjust to date plotted
Scale:	1"=100'

Sheet Title:
PORTOLA VALLEY
GENERAL PLAN
TRAIL EXHIBIT

Sheet No.:
EX-3



H. T. HARVEY & ASSOCIATES
Ecological Consultants

Figure 3. Habitats Map
Stanford Wedge Project Biological Resources Report (4321-01)
August 2020

LEGEND

- MULTIUSE CORRIDOR
- BICYCLE PATH
- PEDESTRIAN PATH
- EQUESTRIAN/HIKING TRAIL
- HIKING TRAIL
- BICYCLE LANE
- BICYCLE ROUTE

ADOPTION AND AMENDMENTS

PLANNING COMMISSION RESOLUTION	PLANNING COMMISSION DATE	TOWN COUNCIL RESOLUTION	TOWN COUNCIL DATE
		2003-2035	01/08/03

NORTH

GRAPHIC SCALE

800 0 400 800 1600

(IN FEET)

1 inch = 800 ft.

PRELIMINARY

TOWN OF PORTOLA VALLEY

SAN MATEO COUNTY, CALIFORNIA

TRAILS AND PATHS ELEMENT PLAN DIAGRAM A

PORTOLA VALLEY GENERAL PLAN SECTION 3231

PRINTED 12/21/2009

IDENTIFIED GENERAL PLAN GOALS, POLICIES AND OBJECTIVES

The following General Plan and other regulatory Town text has been summarized as that which may be considered applicable to the proposed Portola Terrace project.

Parks, Recreation Areas and Open Spaces Objectives

2134.1. To retain areas of natural terrain and vegetation sufficient to preserve the overall natural open character and quality of the area, and to buffer the town from its neighbors and its constituent neighborhoods from each other while permitting reasonable development of private lands.

2134.2. To provide for appropriate park and recreation areas for community and neighborhood use.

2134.3. To encourage public parks, recreation areas and open spaces serving other than primarily local residents only in locations where they will not be a disruptive influence on local residents and where they will preserve unique natural resources for use by residents of the larger region.

Scenic Roads and Highways Element

The Scenic Roads and Highways element of the Portola Valley General Plan notes that within Portola Valley, Skyline Boulevard (Route 35) and Highway 280 are state scenic highways. Alpine Road and Portola Road are additionally designated as local scenic roads. The General Plan has the following to say about Alpine Road: 3310 Alpine Road is now a route of great natural beauty and variety. The creeks it follows through the foothills are lined with tall trees, and the countryside has kept much of its rural tranquility. The mountain canyon is still wild and new views open up at each turn of the road. A superb scenic route already exists. It is threatened by change. The challenge is to find and pursue the ways that can protect and preserve this route through the mountains for our present enjoyment and the delight of future generations. 3311 The town has, since its incorporation, endeavored to protect the scenic quality of the Alpine corridor. From a policy statement adopted in July 1969: 3312 “The policy of the Town of Portola Valley has always been to maintain a tranquil, rural atmosphere, and to preserve a maximum of green open space. The Alpine Scenic corridor should be developed in accordance with the policy. The natural look and feeling of the land between the road and the creek should be maintained.

Trees and natural growth should be preserved and increased. Recreational uses should be in keeping with a peaceful and rural atmosphere."

General Objectives

2102.1. To provide for residential uses and related facilities and services that will preserve and enhance the quality of living enjoyed by local residents.

2102.2. To maintain the natural character of the planning area and to provide for limited park, recreation and open space uses in appropriate scenic areas where the uses will be compatible with the maintenance of the residential nature and quality of the planning area.

Residential Areas

Objectives 2104.1. To assure that all building sites and residences are developed in a manner minimizing disturbance to natural terrain and vegetation and maximizing preservation of natural beauty and open space.

2104.3. To provide for the grouping or clustering of residential buildings where this will maximize the opportunity to preserve natural beauty, habitat and open space without generally increasing the intensity of development otherwise possible.

2105.4. Steep slopes, potentially unstable ground, canyons and ravines should be left undisturbed as residential open space preserves.

3312 "The policy of the Town of Portola Valley has always been to maintain a tranquil, rural atmosphere, and to preserve a maximum of green open space. The Alpine Scenic corridor should be developed in accordance with the policy. The natural look and feeling of the land between the road and the creek should be maintained. Trees and natural growth should be preserved and increased. Recreational uses should be in keeping with a peaceful and rural atmosphere."

Secondary Vista Corridor 6214 In the secondary vista corridor, including hills in the middle distance and the land in view down open valleys, all major projects should be carefully reviewed and stringently regulated to prevent any significant alterations of the natural scene. The Project site frontage including the development site is identified on the Alpine Scenic Corridor Diagram as within the Primary Vista Corridor and the remainder of the site is within the Secondary Vista Corridor (see definitions above). The following

additional notation is indicated for the Project site: Steep wooded canyon and hillside (Stanford land); extreme care needed in design and construction if lands are developed in the future; maintain as permanent open space if possible.

Trails and Path Element

Section 3204: Upon adoption of this plan, no trail or path shall be opened or developed on an existing trail or path easement, except in the normal subdivision process or conditional use permit process, without first: 1) determining if the proposal is in conformity with the general plan, and 2) holding a public hearing after giving notice to the owners of land abutting on such proposed trail, or path, or easement. Town council action on such matters will be taken only after giving due consideration to the facts and opinions presented at the public hearing.

Section 3205: The trails and paths element proposes a comprehensive system of trails and paths. This system provides for horseback riding, hiking for pleasure, walking to schools and other community facilities, and bicycling for pleasure as well as to and from local destinations. The more major trails and paths also provide for travel through the planning area, and for residents to travel from the town to nearby destinations. The character and quality of the trail and path system is intended to have high scenic value throughout because of the low density rural character of the community and the town's dedication to furthering the concept of Portola Valley as an open space preserve in the Midpeninsula.

Section 3209:

1. To provide a system of trails, paths and bicycle routes and lanes to:

a. provide recreation, particularly scenic, quiet, leisurely neighborhood walks and rides;
b. furnish easy access to trails from individual properties;
c. permit safe, pleasant travel between parts of the community;
d. connect local areas within the town to through trails and paths within and adjoining the town;
e. create opportunities for nature and conservation education;
f. provide for solitary activities such as meditation and contemplation;
g. recognize the wide range of users including hikers, equestrians, road and mountain bikers, in-line skaters, those in wheelchairs and those using other suitable non-motorized vehicles;

h. provide safe and convenient facilities for use by children in reaching local schools, the library and playing fields; and
i. ensure that such facilities are designed and used so as to avoid habitat degradation

2. To create a tradition of access to and use of open space so that citizens will not willingly relinquish these rights under the pressure of urbanization. Access to and use of open space should be circumscribed to the extent necessary to prevent undue interference with use and enjoyment of private property.

Section 3210:

1.g. Routing, construction and use of trails and paths should be done with great care so that they:

1. are designed to adapt to the existing conditions to the extent possible while still adhering to the intent, if not the detail, of engineering standards;
2. disturb the natural conditions of terrain and vegetation as little as possible;
3. provide a variety of experiences for users;
4. provide convenient, safe passage;
5. minimize intrusion on privacy in residential areas;
6. encourage use without incurring excessive maintenance costs.

1.j. Through trails, paths and bicycle routes should connect to those in adjoining jurisdictions, and within the town special care should be taken to minimize intrusion into residential areas.

1.p. Trails shall be designed and constructed so as to minimize changes in the natural flow of water across the land.

<u>Alpine Scenic Corridor Plan</u>

6202a The basic goal of this plan is the conservation and enhancement of the beauty of landscape and the rich variety of plants and wildlife of the scenic corridor so as to maintain this band of pleasant open country for the enjoyment of all. A further goal is to carry local traffic and to provide recreational opportunities while preserving to the maximum extent possible the natural setting with improvements limited to trails, paths and features designed to protect and enhance the natural character and the public safety.

25. Views of hills and oaks important to the corridor; work with Stanford to retain open space quality.

27. View of ridge behind Stanford; retain

29. Steep wooded canyon and hillside (Stanford land); extreme care needed in design and construction if lands are developed in the future; maintain as permanent open space if possible.

Trails and Paths Committee Charter

Objectives

The Town recognizes the need for a system of trails and paths to provide passageways for people, whether on foot, horseback or bicycle. It is the Trails Committee's objective that these trails be safe and pleasant and that they provide access to all parts of the Town including our schools, the Town Center and areas of scenic beauty, as consistent with the General Plan.

Duties and Functions

1. Advises the Town Council and Staff on all aspects of Town trails and paths and trail easements including promotion, preservation, planning, maintenance, repair and improvement. The Town Manager will administer work by Town Staff and Committee members.

2. Ensures the preservation of trails and trail easements and their appropriate uses and reports any infringements or deleterious use.

3. Reviews the Trails and Paths Committee budget.

4. Reviews new Town developments and proposes new Town trails; advises on all aspects of trails and path planning and suggests appropriate usage guidelines.

5. Periodically reviews current usage guidelines.

6. Coordinates educational programs on trail use safety for the community.

7. Coordinates occasional volunteer trail work days with approval and under the supervision of Town Staff.

8. Encourages activities that promote the safe enjoyment of trails by diverse users.

Responsible to:

Town Council

Coordinates with:

Planning Commission
Architectural and Site Control Commission
Building Inspector
Town Engineer

Trail Users

Other Town Staff, Town Committees as needed
Outside agencies: Stanford University, Midpeninsula Regional Open Space and other agencies as needed.

Membership

Nine members, appointed by the Mayor with Council concurrence, who represent the broad diversity of the trail user community. One-year terms, rotating chair and vice chair selected by the committee.

Meetings

Third Wednesday of each month at 9:00 a.m., or as needed

Place and time to be determined

CONSERVATION COMMITTEE CHARTER

OBJECTIVES

1. Conserve environmental (water, air, lack of noise) and aesthetic amenities of Portola Valley as outlined by the General Plan, the Open Space Plan and the Conservation Element.

2. Propose programs and projects to enhance aesthetic and environmental qualities of Portola Valley

3. Encourage acquisition and enlargement of Open Space Preserve lands.

4. Coordinate with and assist other Town agencies on matters involving conservation, recreation, land use, development and environmental problems.

DUTIES AND FUNCTIONS

1. Propose improvements and programs to enhance physical environment.

2. Review proposals which affect physical environment.

3. Advocate for environmental issues and provide information to Town residents.

4. Prepare standards and guidelines for use of public and Town in environmental matters.

5. Maintain broad acquaintanceship with area-wide conservation practices and programs.

6. Act as advisor and liaison to Town on matters regarding:

   a. Open space.
   b. Ecological questions.
   c. Proposed developments.

RESPONSIBLE TO

The Town Council

COORDINATION

Architectural and Site Control Commission
Town Geologist
Parks and Recreation Committee
Planning Commission
Trails Committee

CONSERVATION COMMITTEE- Continued

COMMUNICATIONS

1. Report to Council with recommendations for direct action.

2. Findings and recommendations to Planning Commission and other Town agencies for their information and consideration.

3. Suggestions and requests received from Town Council and other Town agencies.

MEMBERSHIP

Nine Members appointed by the Mayor with Council concurrence for one-year terms.
Rotating chair, selected by Committee.
Members may be appointed to act as liaison with other agencies.
Members to be appointed to study, recommend action
and follow through on specific projects.

MEETINGS

Meets 4th Tuesday of each month at 7:00 p.m.

Bicycle, Pedestrian & Traffic Safety Committee

OBJECTIVES

To foster a community for all users of the public roads. To advise the Town in ways and means for safer conditions regarding motor vehicles, bicycles, pedestrians and road conditions. To encourage proper traffic enforcement. To encourage safe and enjoyable bicycling in Portola Valley as a means of transportation and recreation.

DUTIES AND FUNCTIONS

1. Respond to and meet with citizens who have expressed their concerns over traffic safety.

2. Recommend to the Council polices that improve traffic safety in Town.

3. Inform and advise the Town Staff, Town Council, Commissions and Committees on traffic and bicycling matters.

4. Evaluate General Plan Policies relating to bicycle, pedestrian and traffic safety and to make recommendations for changes in and/or implementation of these policies.

5. Promote and support local programs for bicycle, pedestrian, and traffic safety, such as the coalition for the “Safe Routes to School” program.

6. Promote safety through public education. Educate children and the general public in State law pertaining to bicycling and traffic safety practices.

7. Make recommendations for signage that improves safety.

8. Coordinate regional planning of Town bicycling facilities and programs with surrounding communities and San Mateo County.

RESPONSIBLE TO:

The Town Council

COORDINATION:

Police Commissioner
Public Works Director
Sheriff's Office

MEMBERSHIP

No more than eleven members, each appointed for one-year terms by the Mayor with Council concurrence. Rotating Chair and Vice Chair selected by Committee.

MEETINGS

Regular meetings are to be held on the first Wednesday of each month at 8:15 a.m.

PORTOLA TERRACE
***DRAFT* MITIGATION MEASURES**

AIR QUALITY

Mitigation Measure Air-1: Basic Construction Management Practices. The Project shall demonstrate proposed compliance with all applicable regulations and operating procedures prior to issuance of demolition, building or grading permits, including implementation of the following BAAQMD "Basic Construction Mitigation Measures".

- All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day.
- All haul trucks transporting soil, sand, or other loose material off-site shall be covered.
- All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
- All vehicle speeds on unpaved roads shall be limited to 15 mile per hour.
- All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.
- Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.
- All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation.
- Post a publicly visible sign with the telephone number and person to contact at the Lead Agency regarding dust complaints. This person shall respond and take corrective action within 48 hours. The Air District's phone number shall also be visible to ensure compliance with applicable regulations.

BIOLOGICAL RESOURCES

Mitigation Measure Bio-1a: Survey (outside the Residential Development Area): Special-Status Plant Surveys. Prior to the initiation of grading for the fire access road and/or hiking/equestrian trail, or the implementation of initial ground disturbance or vegetation removal activities in areas outside the Residential Development Area that has been surveyed for special- status plants, a qualified biologist shall conduct, in areas

outside the Residential Development Area that has been surveyed, a focused survey during the appropriate bloom season for potentially occurring special-status plant species, including:

- California bottle-brush grass (Elymus californicus; CRPR 4.3; May through August)
- Western leatherwood (Dirca occidentalis; CRPR 1B.2; January through March)
- Bent-flowered fiddleneck (Amsinckia lunaris; CRPR 1B2; March through June)
- Woodland woolly threads (Monolopia gracilens; CRPR 1B.2; March through July)
- Santa Cruz clover (Trifolium buckwestiorum; CRPR 1B.1; April through October)
- California androsace (Androsace elongata ssp. acuta; CRPR 4.2; March through June)
- Brewer's calandrinia (Calandrinia breweri; CRPR 4.2; March through June)
- Oakland star-tulip (Calochortus umbellatus; CRPR 4.2; March through May)
- Bristly leptosiphon (Leptosiphon acicularis; CRPR 4.2; April through July)
- Michael's rein orchid (Piperia michaelii; CRPR 4.2; April through August)

Ground disturbance associated with vegetation management activities that could potentially impact sensitive plant species if they are present, necessitating focused plant surveys, would include all vegetation management activities except initial vegetation management treatments that are implemented prior to construction of the fire access road (Panorama Environmental 2020b). These initial treatments include (1) removing trees and large shrubs through hand removal methods to avoid ground disturbance, and minimizing dragging out material; (2) minimization of soil disturbance through use of low compacting equipment (e.g., masticator or chipper) that would reduce rutting from machine turns and minimize soil compaction; and (3) limiting the spread of chipped or masticated materials to 1-inch in depth or less (Panorama Environmental 2020b). Therefore, focused surveys shall be conducted prior to all ground disturbance associated with vegetation management activities including and following construction of the fire access road, including a surrounding 50-foot buffer area on site and to the extent access to adjacent properties may be permitted. Surveys shall take place no more than 3 years before ground disturbance or vegetation removal for these vegetation management activities and should be conducted in a year with near-average or above-average precipitation. Alternatively, these surveys may be conducted in a year of below-average precipitation and the surveyor should attempt, if possible, to identify a nearby reference population that is flowering and detectable despite the below-average rainfall. The purpose of the survey shall be to assess the presence or absence of the potentially occurring species. If none of the target species are found in the impact area or surrounding 50-foot buffer, then no further mitigation measures shall apply. Otherwise, Mitigation Measure Bio-1b shall be additionally implemented.

Mitigation Measure Bio-1b: Avoidance and Minimization: Special-Status Plants. If any individual special-status plants are found in the impact area or 50-foot buffer, then in consultation with a qualified botanist or plant ecologist, the project shall be designed to avoid direct and indirect impacts to the species to the extent feasible. If avoidance of special-status plants reduces the impacts so that less than 10% for CRPR List 1B species of either individuals or occupied area within the population would be impacted, or less than 20% for CPRP List 4 species, then the impact would be considered less than significant, and no further mitigation is necessary. Otherwise, Mitigation Measure Bio-1c shall be additionally implemented.

Mitigation Measure Bio-1c: Compensatory Mitigation if Avoidance is Infeasible: Special-Status Plants. If, even with project redesign to minimize impacts, more than 10% of the population for CRPR List 1B species, or more than 20% of the population for CRPR List 4 species would be impacted, compensatory mitigation shall be provided via the management of currently occupied habitat or the establishment of a new population for the species impacted. The mitigation habitat shall be of equal or greater habitat quality compared to the impacted areas, as determined by a qualified plant ecologist, in terms of soil features, extent of disturbance, vegetation structure, and dominant species composition, and shall contain at least as many individuals of the species as are impacted by project activities. A Habitat Mitigation and Management Plan (HMMP) shall be developed by a qualified plant or restoration ecologist and implemented for the mitigation lands. The HMMP shall be approved by the Town of Portola Valley prior to the start of ground-disturbing activities. The HMMP shall include, at a minimum, all of the following information:

- Summary of habitat impacts and the proposed mitigation;
- Description of the location and boundaries of the mitigation site and description of existing site conditions;
- Description of measures to be undertaken to enhance (e.g., through focused management that may include removal of invasive species in adjacent suitable but currently unoccupied habitat) the mitigation site for the focal special-status species;
- Description of measures to transplant individual plants or seeds from the impact area to the mitigation site, if appropriate (which shall be determined by a qualified plant or restoration ecologist);
- Proposed management activities to maintain high-quality habitat conditions for the focal species;
- Description of habitat and species monitoring measures on the mitigation site, including specific, objective final and performance criteria, monitoring methods, data analysis, reporting requirements, monitoring schedule, etc. At a minimum, performance criteria shall include demonstration that any plant population

fluctuations over the monitoring period do not indicate a downward trajectory in terms of reduction in numbers and/or occupied area for the preserved mitigation population that can be attributed to management (e.g., that are not the result of local weather patterns, as determined by monitoring of a nearby reference population, or other factors unrelated to management); and

- Annual monitoring should be conducted for a period of 5 years following transplantation of individuals, if plants are transplanted, or following the initiation of monitoring (e.g., for a mitigation site where the species is already present) to ensure that the population is healthy.
- Description of the management plan's adaptive component, including potential contingency measures for mitigation elements that do not meet performance criteria.

Mitigation Measure Bio-2a: Survey and Avoidance (all Construction Activities and the Initial Vegetation Management Activities): Red-legged Frogs. Before any construction or initial vegetation management activities begin, the following measures shall be completed and/or included in construction contracts as ongoing measures:

i. *Pre-activity Survey*. A qualified biologist shall conduct a preconstruction survey for the California red-legged frog no more than 24 hours prior to initial ground disturbing activities or use of mechanical support for vegetation management within 100 feet of any riparian area. If a California red-legged frog is encountered in the work area, all activities with the potential to result in the harassment, injury, or death of the individual shall be immediately halted and shall not resume until the individual leaves the project site of its own accord.

ii. *Worker Environmental Awareness Program*. Before any construction activities begin, Stanford shall hire a qualified biologist to conduct a training session for all construction personnel. At a minimum, the training shall include descriptions of all special-status species potentially occurring on the project site and their habitats, the importance of these species, the general measures that are being implemented to conserve them as they relate to the proposed project, and the boundaries within which project activities may be accomplished.

iii. *Construction Timing*. Because California red-legged frogs are most active at night, nighttime earthmoving, other construction activities, or use of mechanical support for vegetation management shall be avoided to the extent practicable within 100 feet of any riparian area. Further, to the extent practicable, ground-disturbing activities shall be avoided during the wet season, from mid-October through mid-April, when red-legged frogs are most likely to be moving through upland areas.

Mitigation Measure Bio-2b: Survey and Avoidance (Initial and Ongoing Vegetation Management Activities): Red-legged Frogs. Before any construction or vegetation management activities (initial or ongoing) begin, the following measures shall be included in construction/vegetation management contracts:

i. *Vegetation Stockpiles*. Because California red-legged frogs could move into areas under debris piles, where they could then be injured or killed when the debris piles are disposed of, debris intended for burning, mastication, or other disturbance, should not be piled on the ground within 100 feet of any riparian area unless the piles would be treated on the same day that they are created. If vegetation piles cannot be treated or removed daily, they should be dispersed on the site, to the extent feasible.

ii. *Trash Containment during Construction and vegetation management Activities*. Because human trash associated with construction activities and vegetation management activities has the potential to attract predators, all trash shall be contained in sealed containers and disposed of on a daily basis.

iii. *Mechanical Support for Vegetation Management*. If off-road mechanical support is necessary for ongoing vegetation management activities, Mitigation Measure Bio-2a shall be implemented for the off-road mechanical support activities.

Mitigation Measure Bio-2c: Avoidance, Operational Prohibition of Nighttime Access to Trails: Red-Legged Frogs. Signage shall be installed at trailheads indicating that nighttime access to trails and all access off trails is prohibited.

Mitigation Measure Bio-3: Survey and Avoidance (all Construction Activities and Vegetation Management Activities Involving Off-Road Mechanical Equipment): Western Pond Turtles. Before any construction or vegetation management activities involving off-road mechanical equipment begin, a qualified biologist shall conduct a preconstruction survey for western pond turtles no more than 24 hours prior to initial ground disturbing activities within 100 feet of any stream. If a western pond turtle is encountered in the work area, all activities with the potential to result in the harassment, injury, or death of the individual shall be immediately halted, and the individual shall be captured and relocated to a safe location outside of the work area by a qualified biologist, after which work may proceed.

Mitigation Measure Bio-5a: Survey and Avoidance (all Construction Activities and Vegetation Management Activities Involving Off-Road Mechanical Equipment): Dusky-footed Woodrats. Before any construction or vegetation management activities involving off-road mechanical support begin, the following measures shall be completed and/or included in construction contracts:

i. *Pre-activity Survey.* No more than 30 days prior to any initial ground disturbance or vegetation removal activities, a pre-activity survey for woodrat nests shall be conducted by a qualified biologist within areas where ground disturbance or vegetation removal shall be conducted and within 10 feet of the disturbance and vegetation removal areas.

ii. *Disturbance-Free Buffers*. If feasible, a minimum 10-ft buffer shall be maintained between project construction activities and each nest to avoid disturbance. In some situations, a smaller buffer may be allowed if in the opinion of a qualified biologist, removing the nest would be a greater impact than that anticipated due to project activities. Environmentally sensitive area (ESA) fencing shall be installed to mark the buffer area around potentially impacted woodrat nests to keep workers, construction equipment, and construction materials out of the area where the nests are located.

iii. *Woodrat Relocation Plan*. Due to the large number of nests that could be impacted and infeasibility of avoiding impact to all nests at the site, a woodrat relocation plan shall be prepared by a qualified biologist prior to initial ground disturbance or vegetation removal activities. At a minimum, the plan shall include woodrat nest relocation methods, relocation site habitat requirements, appropriate relocation sequence with respect to vegetation management activities, spacing of nests, timing of relocations, and recommended protective buffers around nests proposed to remain in place. The plan shall also include a map of all woodrat nests, and proposed relocation areas. Relocation of nest materials shall follow the following guidance:

If it is determined that disturbance of woodrat nests cannot be avoided, the woodrats shall be evicted from their nests prior to the removal of the nests and onset of ground-disturbing activities to avoid injury or mortality of the woodrats. Relocation activities shall follow methods outlined in the Woodrat Relocation Plan. A qualified biologist shall monitor and direct all activities associated with the removal of dusky-footed woodrat nests (structures). Only as necessary and to the minimum extent possible, project site vegetation shall be removed to provide access to the woodrat nest(s). Following the removal of vegetation required to access woodrat nests, a fiber-optic camera shall be used to observe inside the nest to determine its occupancy prior to beginning the dismantling process. If young are not observed, the nest shall be fully dismantled and materials shall be relocated, as described below. If dependent young are present, the protocol for active nests below shall be followed to dismantle the structure over a two-week period.

Except where dependent young are present, woodrat structures or nests shall slowly and progressively be dismantled during a single site visit. Appropriate personal protective equipment (e.g. respirator, gloves, and Tyvek suit) shall be used while dismantling and relocating woodrat nest material to protect against disease carried by

rodents (e.g., hantavirus). Where feasible, nesting material or food caches shall be moved to a new location at least 30 feet outside the disturbance area, preferably next to a large tree or similar structure in a riparian or oak woodland habitat, in an area where it can be used by woodrats to construct new nests. If no suitable structure is present, a log pile structure may be constructed to support the nest materials.

If young are uncovered within the nest prior to or during the dismantling process, dismantling of the nest shall be suspended for a period of two weeks to allow young to develop eyesight and become mobile. Nest materials shall be placed back on top of the nest to re-cover the exposed young. After the two-week period, the above removal procedures shall be resumed. Within 24 hours of vegetation removal and completion of nest dismantling, an additional survey shall be conducted to confirm no new woodrat nests were constructed.

Mitigation Measure Bio-5b: Avoidance, Implement Overgrazing Management Strategy for Annual Vegetation Management: Dusky- footed Woodrat. To ensure that annual grazing activities do not result in excessive disturbance of, or habitat loss around, San Francisco dusky- footed woodrat nests, grazing shall be performed so that goats will not graze in any one area too long. If no off-road mechanical support of annual vegetation management is required, Mitigation Measure Bio-5a would not also be required for this activity.

Mitigation Measure Bio-6: Survey and Avoidance (all Construction Activities and Vegetation Management Activities Involving Off-Road Mechanical Equipment): Pallid Bats. Before any structure removal, construction, or vegetation management activities involving off-road mechanical support, or removal or modification of trees begin, the following measures shall be completed and/or included in construction contracts:

i. *Potential Roost Habitat Removal September through February, Outside Pallid Bat Maternity Season.* Prior to any tree removal outside the March 1 – August 31 pallid bat maternity season, a qualified biologist shall conduct a pallid bat roost habitat assessment to determine which trees proposed for removal are suitable for use by roosting pallid bats. Unsuitable trees may be removed without any additional bat-related measures. Trees determined to be suitable roost trees may be removed outside the maternity season, during a two-day tree removal process, to encourage day-roosting bats to leave potential roost trees ahead of tree removal. This process involves removing small branches and small limbs containing no day-roost habitat (e.g., crevices) on habitat trees on Day 1, using chainsaws only. The following day (Day 2), the remainder of the tree is to be removed. The disturbance caused by chainsaw noise and vibration, combined with the physical modification of the tree,

is expected to cause day- roosting bat species to abandon the roost tree after nightly emergence for foraging. Trimmed habitat trees must be removed the next day to prevent re-occupation of trimmed trees.

If suitable roost trees are not proposed for removal but would undergo a specific treatment (e.g., thinning, crown raising), disturbance shall be scheduled to take place outside the maternity roost season. If treatment activities cannot occur outside the maternity season, a pre-activity evening survey shall be conducted by a qualified biologist to determine if the tree is occupied by a maternity colony. If no bats are detected, work may proceed without any additional surveys. If a maternity colony is present, work shall be postponed until the end of the maternity season (August 31).

ii. *Pre-activity Survey for Work within Pallid Bat Maternity Season (March through August).* Prior to any initial ground disturbance or off-road mechanical vegetation removal activities, or removal or modification of trees to occur during Pallid Bat Maternity Season, a pallid bat roost habitat assessment shall be conducted for all trees and structures on and within 150 feet of the location of the activity, during the appropriate time of year when bats would be detectable (March 1 – August 31). A qualified bat biologist shall conduct the survey to look for evidence of bat use within suitable habitat. If evidence of use is observed, or if high-quality roost sites are present in areas where evidence of bat use might not be detectable (such as a tree cavity), an evening survey and/or a nocturnal acoustic survey may be necessary to determine if a bat colony is present and to identify the specific location of the bat colony.

iii. *Avoidance.* If an active pallid bat maternity colony or non-breeding roost is located, construction work or vegetation activities shall be redesigned to avoid disturbance of the roost, if feasible.

iv. *Eviction and Alternative Roost Habitat.* If an active pallid bat maternity colony or non-breeding bat roost is located and construction work cannot be redesigned to avoid removal or disturbance of the occupied roost, the individuals shall be safely evicted by a qualified bat biologist between August 1 and October 15 or between February 15 and March 15, with the timing determined by a qualified bat biologist.

If eviction is necessary, alternative roost habitat shall be provided at least 30 days prior to eviction of bats from the roost. A qualified bat biologist shall determine the appropriate location for the alternative roost structure, based on the location of the original roost and habitat conditions in the vicinity, and oversee installation of a new roost structure. The structure shall be placed as close to the affected roost site as feasible, taking into account potential for disturbance during construction on the site (e.g., the roost might be placed elsewhere on the larger project site). The roost structure either shall be built to specifications determined by a qualified bat biologist or shall be purchased from an appropriate vendor (though a qualified bat biologist should approve

the type of structure purchased). Stanford University shall monitor the roost for up to three years (or until occupancy is determined, whichever occurs first) to determine use by bats. If, by Year 3, pallid bats are not using the structure, a qualified bat biologist, in consultation with CDFW, shall identify alternative roost designs or locations for placement of the roost, place the new roost at the agreed-upon location, and monitor the new roost for an additional three years (or until occupancy has been verified).

Mitigation Measure Bio-8a: Avoidance (all construction and all Vegetation Management Activities): BMPs for Work within/near Sensitive Habitats. The following measures shall be implemented to reduce impacts on mixed riparian forest and streams during construction on the Residential Development Area, during the grading of the fire access road and hiking/equestrian trails, and during all vegetation management activities:

i. If the CDFW and/or RWQCB determine potentially impacted areas are under their jurisdiction, the applicant shall acquire permits from CDFW and RWQCB and comply with all permit conditions.

ii. Personnel shall prevent the accidental release of chemicals, fuels, lubricants, and non-storm drainage water into channels.

iii. Spill prevention kits shall always be in close proximity when using hazardous materials.

iv. No equipment servicing shall be done in the stream channel or immediate floodplain, unless equipment stationed in these locations cannot be readily relocated (i.e., pumps, generators).

v. Existing native vegetation shall be retained by removing only as much vegetation as necessary to accommodate the fire access road and trail clearing width.

vi. If riparian vegetation is to be removed with chainsaws, consider using saws currently available that operate with vegetable-based bar oil.

vii. If goat grazing is to be used as a long-term vegetation management tool in the future, temporary fencing shall be erected when goats are introduced to keep them out of riparian habitats.

viii. Control exposed soil by stabilizing slopes (e.g., with erosion control blankets) and protecting channels (e.g., using silt fences or straw wattles).

ix. Control sediment runoff using sandbag barriers or straw wattles.

x. Stabilize site ingress/egress locations.

xi. Temporary disturbance or removal of aquatic and riparian vegetation shall not exceed the minimum necessary to complete the work.

xii. Vehicles operated within and adjacent to streams shall be checked and maintained daily to prevent leaks of materials that, if introduced to the water, could be deleterious to aquatic life.

xiii. Potential contaminating materials must be stored in covered storage areas or secondary containment that is impervious to leaks and spills.

xiv. All disturbed soils shall be revegetated with native plants suitable for the altered soil conditions upon completion of construction. Local watershed native plants shall be used if available. All disturbed areas that have been compacted shall be de-compacted prior to planting or seeding. Cut-and-fill slopes shall be planted with local native or non-invasive plants suitable for the altered soil conditions.

Mitigation Measure Bio-8b: Compensatory Mitigation if Avoidance is Infeasible (All Vegetation Management Activities): Riparian Habitat. The riparian habitat within the project site consists of a mature overstory composed of California bay, California buckeye, and coast live oak. Riparian vegetation may be removed during vegetation treatment activities. All trees removed within mixed riparian forest habitat shall be replaced with the same species that was removed during project implementation, which shall be planted within the same reach where impacts occur or along streams on other Stanford University lands. Trees shall be replaced at a ratio of at least 1:1.

Additionally, if trees are to be removed within mixed riparian forest habitat, a qualified biologist shall develop a Riparian Mitigation and Monitoring Plan, which shall contain the following components (or as otherwise modified by regulatory agency permitting conditions):

i. Summary of habitat impacts and proposed mitigation ratios

ii. Goal of the restoration to achieve no net loss of habitat functions and values

iii. Location of mitigation site(s) and description of existing site conditions

iv. Mitigation design:

a) Soil amendments and other site preparation elements as appropriate
b) Planting plan
c) Irrigation and maintenance plan
d) Remedial measures/adaptive management, etc.

v. Monitoring and Success Criteria: the mitigation site shall be monitored by an ecologist during a 5- year monitoring period. The interim site performance success criterion is annual replacement of any dead trees and shrubs during Years 1-3. The final success criterion at Year 5 shall be defined as 60% average cover of native trees and shrubs combined.

vi. Reporting requirements

Measure Bio-9: Implement Invasive Weed BMPs. The invasion and/or spread of noxious weeds shall be avoided by the use of the following invasive weed BMPs:

i. During construction activities in the Residential Development Area, all seeds and straw materials used on-site shall be weed-free rice straw (or similar material acceptable to the Town), and all gravel and fill material shall be certified weed-free to the satisfaction of the Town.

ii. Prior to equipment coming onto the site for construction or vegetation management activities, all equipment (e.g., masticators, haul vehicles, excavators, and other heavy equipment) shall be washed (including wheels, undercarriages, and bumpers). Vehicles shall be cleaned at existing construction yards or legally operating car washes.

iii. Following construction of the residential development and the fire access road and hiking/equestrian trails, a standard erosion control seed mix (acceptable to the Town) from a local source shall be planted within the temporary impact zones on any disturbed ground that shall not be under hardscape, landscaped, or maintained. This will minimize the potential for the germination of the majority of seeds from non-native, invasive plant species.

If areas are left bare by vegetation treatments as carried out by the VMP, a standard erosion control seed mix (acceptable to the Town) from a local source and consisting of native species shall be planted on any disturbed ground.

Mitigation Measure Bio-13a: Nesting Bird Avoidance, Substrate Pre-removal, Pre-activity Surveys, and Buffers. The applicant shall conduct or include in work contracts the following measures related to nesting birds for construction and vegetation management activities:

i. To the extent feasible, construction and vegetation management activities should be scheduled to avoid all potential bird nesting seasons January 15 to September 15). If these activities are scheduled to take place outside the nesting season, all impacts on nesting birds protected under the MBTA and California Fish and Game Code shall be avoided.

ii. If construction of the residential development, fire access road, or trails would not be initiated until after the start of the nesting season, all potential nesting substrates (e.g., bushes, trees, grasses, and other vegetation) that are scheduled to be removed by these project features may be removed prior to the start of the nesting season (e.g., prior to January 15). This would preclude the initiation of nests in this vegetation and prevent the potential delay of the project construction due to the presence of active nests in these substrates.

iii. If it is not possible to schedule construction or vegetation management activities between September 16 and January 14 then pre-activity surveys for nesting birds should be conducted by a qualified ornithologist to ensure that no nests shall be disturbed during project implementation. We recommend that these surveys be conducted no more than seven (7) days prior to the initiation of all project activities. During this survey, the ornithologist shall inspect all trees and other potential nesting habitats (e.g., shrubs, ruderal grasslands, trees, horse paddocks) in and immediately adjacent to the impact areas for nests.

iv. If an active nest is found sufficiently close to work areas to be disturbed by these activities, the ornithologist shall determine the extent of a construction- or disturbance-free buffer zone to be established around the nest (typically 300 feet for raptors and 100 feet for other species), to ensure that no nests of species protected by the MBTA and California Fish and Game Code shall be disturbed during Project implementation. On a case by case basis, the ornithologist may determine that another buffer distance is appropriate based on the species, the height and concealment of the nest, vegetation or topography intervening between the nest and project activities, and the degree of human activity to which the nesting birds are already exposed.

Mitigation Measure Bio-13b: Maintain Nesting Substrate during Vegetation Management. To the extent feasible, maintain a variety of tree, shrub, and herbaceous nesting substrates during vegetation management activities. This would involve maintaining (1) plant species diversity, and structural and age class diversity to accommodate a variety of tree-nesting species, (2) islands or scattered locations of live and dead or dying trees that support nest cavity habitat, and (3) islands or scattered locations supporting moderately dense pockets of shrubs, and other low-lying vegetation for shrub and ground-nesting species.

CULTURAL RESOURCES

Mitigation Measure Cultural-1: Residential Development Area Archaeological Monitoring. Prior to the issuance of a grading permit in the development Residential Development Area and adjacent Alpine Road , the project sponsors shall obtain the services of a qualified archaeological consultant (meeting the Secretary of the Interior's Professional Qualifications Standards for prehistoric archaeology (NPS 1983)) to observe all project-related ground disturbing activities.

In accordance with CEQA Guideline §15064.5 (f), should any previously unknown prehistoric resources (including but not limited to charcoal, obsidian or chert flakes, grinding bowls, shell fragments, bone, or pockets of dark, friable soils) and/or historic-

period resources (including but not limited to glass, metal, ceramics, wood, privies, trash deposits or similar debris) be discovered in the Residential Development Area during grading, trenching, or other on-site excavation(s), earthwork within 25 feet of these materials shall be stopped until a qualified professional archaeologist has an opportunity to evaluate the potential significance of the find and suggest appropriate mitigation(s), as determined necessary to protect the resource.

If feasible, the location of earthwork shall be modified to protect the resource from damaging effects through avoidance.

If avoidance is not feasible, a qualified archaeologist shall conduct data recovery in the area of potential adverse effect in accordance with an approved Archaeological Data Recovery Plan (ADRP)

Once the site has been properly tested, subject to data recovery, or preserved to the satisfaction of the professional archaeologist in compliance with CEQA Guideline §15064.5, the site can be further developed.

Archaeological monitoring may be reduced or halted at the discretion of the monitor, and in consultation with the Town, as warranted by conditions such as encountering bedrock, ground disturbance is occurring in fill, or negative findings during the first 60 percent of rough grading. If monitoring is reduced to spot-checking, spot checking shall occur when ground-disturbance moves to a new location within the site and when ground disturbance will extend to depths not previously reached (unless those depths are within bedrock).

Mitigation Measure Cultural-2: Vegetation Management Plan Archaeological Monitoring. Prior to the implementation of the VMP, the Project sponsor shall hire a qualified archaeologist (meeting the Secretary of the Interior's Professional Qualifications Standards for prehistoric archaeology (NPS 1983)) to review all proposed activities and determine if those activities are in or near (within 50 feet) P-41-000297 and the precontact component of the Wedge Quarry/Bedrock Mortars site. If work is proposed at or within 50 feet of either of these sites, a qualified archaeologist will be required to accompany the VMP crew and prevent any work from occurring within 25 feet of the site.

Mitigation Measure Cultural-3a: Halt Construction Activity, Evaluate Find and Implement Mitigation. In the event that any previously unidentified cultural resource (historic / archaeological / paleontological / Native American) are uncovered during site preparation, excavation or other construction activity, all such activity shall cease until these resources have been evaluated by a qualified consultant and specific measures can be implemented to protect these resources in accordance with sections 21083.2 and 21084.1 of the California Public Resources Code.

Mitigation Measure Cultural-3b: Halt Construction Activity, Evaluate Remains and Take Appropriate Action in Coordination with Native American Heritage Commission. In the event that any human remains are uncovered during site preparation, excavation or other construction activity, all such activity shall cease until these resources have been evaluated by the County Coroner, and appropriate action taken in coordination with the Native American Heritage Commission, in accordance with section 7050.5 of the California Health and Safety Code or, if the remains are Native American, section 5097.98 of the California Public Resources Code.

GEOLOGY AND SOILS

Mitigation Measure Geo-2a: Preparation and Compliance with a Design-Level Geotechnical Investigation Report prepared by a Registered Civil or Geotechnical Engineer and with Structural Design Plans as Prepared by a Registered Structural Engineer. The Preliminary Geotechnical Investigation and Geologic Hazards Assessment for the site identified seismic design criteria for the Project development. The structural engineering design should incorporate seismic design standards required by the California Building Code/California Residential Code. In general, the design-level report shall either corroborate or provide alternative recommendations to the preliminary report based upon actual soil and rock conditions in the areas where structures are proposed. The fire access road shall also be investigated. As is standard required practice prior to issuance of building permits, a design level geotechnical investigation shall be completed that includes the following elements:

A) Additional subsurface investigation in areas to be occupied by structures which shall confirm or expand on the geotechnical recommendations presented in the preliminary report related to seismic ground shaking.

B) Specific measures to addressing the potential for seismically-induced landslides, such as retaining structures, buttress fills or other techniques to reduce the potential for seismically induced landslides.

C) Additional test pits within the Residential Development Area and fire access road area to identify areas of expansive claystone bedrock. As applicable, measures to address expansive claystone bedrock shall include control of drainage measures, depth of excavations, location of improvements relative to the claystone, the use of deep foundations, and the use of stiffened structural slabs and void forms beneath the slabs.

D) Measures for control of expansive clay soils, which could include the following:

1. Placing and compacting potentially expansive subgrade soils at high moisture contents (at least 3 percent above optimum moisture content in accordance with

ASTM D1557) and compaction within selected ranges of 87 to 92 percent in the upper 5 feet and 95 percent below a depth of 5 feet.

2. Using thickened concrete slabs with increased steel reinforcement.
3. Replacing clayey soils underlying foundations and concrete slabs with select structural fill that is non-expansive or has a low expansion index.
4. Treating site soils with lime to reduce the expansion potential and increase the strength.
5. Utilize pier-and-grade-beam foundation systems where appropriate;

Grade around structures to assure positive drainage away from structures.

Mitigation Measure Geo-2b: Compliance with California Building Code (CBC) and California Residential Code (CRC). Project development shall meet requirements of the current applicable California Building Code and California Residential Code Edition as determined by the Town of Portola Valley, published by the International Conference of Building Officials, and as modified by the amendments, additions and deletions as adopted by the Town of Portola Valley, California.

Mitigation Measure Geo-5a: Erosion Control Plan. The Project applicant shall complete an Erosion Control Plan to be submitted to the Town in conjunction with the Grading Permit Application. The Erosion Control Plan shall include winterization, dust, erosion and pollution control measures conforming to the California Stormwater Quality Association (CASQA) Stormwater Best Management Plan Handbook for New Development and Redevelopment. The Erosion Control Plan shall describe the "best management practices" (BMPs) to be used during and after construction to control pollution resulting from both stormwater and construction water runoff. The Erosion Control Plan shall include locations of vehicle and equipment staging, portable restrooms, mobilization areas, and planned access routes. The erosion control plan will also address the fire access road area. Recommended soil stabilization techniques include placement of straw wattles, silt fences, berms, and gravel construction entrance areas or other control to prevent tracking sediment onto city streets and into storm drains.

Mitigation Measure Geo-5b: Storm Water Pollution Prevention Plan (SWPPP). In accordance with the Clean Water Act and the requirements of the State Water Resources Control Board (SWRCB), the Applicant shall file a SWPPP prior to the start of construction. The SWPPP shall be prepared by a Qualified Plan Developer (QSD) and shall include specific best management practices to reduce soil erosion and protect ground water quality. This is required to obtain coverage under the General Permit for Discharges of Storm Water Associated with Construction Activities.

During construction, the SWPPP measures shall be reviewed by a Qualified Individual (QSP) certified to monitor that the stormwater protection measures are adequately implemented. Reporting will be performed in accordance with General Permit requirements.

HYDROLOGY AND SOILS

Mitigation Measure Hydro-1a: Erosion and Sediment Control Plan. Prior to issuance of grading permits or approval of improvement plans, the Applicant shall submit a detailed Erosion and Sediment Control Plan (ESCP) to the County of San Mateo Planning and Building Department and the Director of Public Works of Portola Valley for review and approval. The purpose of the ESCP shall be to mitigate erosion and sedimentation impacts during the construction period for the proposed residential development, trails, and the new fire access road. The detailed ESCP shall meet the requirements of both San Mateo County and the Town of Portola Valley. It shall be accompanied by a written narrative and shall include, at a minimum, the following:

a. Proposed schedule of grading activities, monitoring, and infrastructure milestones in chronological format. An anticipated construction schedule and/or construction duration (in weeks or months) shall be provided.
b. Separate plan sheets for measures to be implemented at the grading stage and the construction stage.
c. Delineation of work areas including protection of surface waters, storm drain inlets, sensitive areas, and buffer zones.
d. A separate Tree Protection Plan.
e. All proposed retaining walls, including areas that will be used for stockpiling and storing construction materials.
f. Indicate location and method of stabilizing disturbed bare earth areas. Use seeding and/or mulching and the following, as necessary: (i) For slopes less than 3:1, provide silt fencing or fiber rolls along contour lines; (ii) For slopes greater than 3:1, anchored erosion blankets (rice, straw, or coconut) and fiber rolls or silt fencing at the crest are required. Jute netting is preferred when used with seeding.
g. Use diversion berms to divert water from unstable or denuded areas (e.g., top and base of a disturbed slope, grade breaks where slopes transition to a steeper slope).
h. Direct water from construction areas to designated temporary filtration/detention areas. Show any temporary detention areas for stormwater and stabilization of those areas.

i. Show location of office trailer(s), storage sheds, temporary power pole, scaffold footprint, and other temporary installations on the ESCP. Show how they will be accessed and show protection of the access routes.

j. Show location of utility trenches, indicate utility types, and identify timing of installation.

k. Use stabilized designated access points for entrance onto the property using 4- to 6-inch fractured aggregate over geo-textile fabric over the first 20 feet of the property. If using an existing paved driveway, identify on ESCP. Where vehicles or equipment will travel from an existing paved driveway to unpaved areas within the property, a stabilized transition point is required that meets the above standards.

l. Provide designated area(s) for parking of construction vehicles, using aggregate over geo-textile fabrics required that meets the above standards.

m. Show all access roads/ramps and access points used by excavation equipment, trucks, or forklifts/crane access. The type of materials used for stabilization and their locations shall be indicated on the ESCP. Materials for this purpose are required to be stored on-site.

n. Show location, installation, and maintenance of a concrete/stucco mixer, washout, and pits. No concrete, mortar, or stucco washout is allowed to be placed directly on the soil/ground. Specify the method used to contain the washout.

o. Show location of portable toilets away from surface water locations and storm drain inlets.

p. Show storage location and containment of construction materials during work, as well as afterhours/ weekends. Show the location of lumber, gravel, and materials storage areas on the ESCP. Show how they will be accessed and show protection of the access routes.

q. Show areas and proposed protection of temporary stockpiles using anchored-down plastic sheeting in dry weather. (Dry weather is defined as a time interval during which less than 0.1 inch of rain is observed across a minimum of 72 hours.) The use of plastic sheeting during the wet season, October 1 through April 30, is not allowed, unless the stockpile is also protected with fiber rolls containing the base of the stockpile. Alternatively, in wet weather, or for longer storage, use seeding and mulching, soil blankets or mats.

r. Indicate the location of refuse piles and debris box locations on the ESCP. Show how they will be accessed and show protection of the access routes.

s. Identify an Erosion Control Point of Contact, including name, title/qualification, email, and phone number. The Erosion Control Point of Contact will be the County's main point of contact if Erosion and Sediment Control or Tree Protection corrections are required.

The ESCP shall also contain the following standard elements:

t. Perform clearing and earth-moving activities only during dry weather. Measures to ensure adequate erosion and sediment control shall be installed prior to earth-moving activities and construction.

u. Measures to ensure adequate erosion and sediment control are required year-round. Stabilize all denuded areas and maintain erosion control measures continuously between October 1 and April 30.

v. Use sediment controls or filtration to remove sediment when dewatering site and obtain Regional Water Quality Control Board (RWQCB) permit(s) as necessary.

w. Avoid cleaning, fueling, or maintaining vehicles on-site, except in a designated area where wash water is contained and treated.

x. Limit and time applications of pesticides and fertilizers to prevent polluted runoff.

y. Limit construction access routes to stabilized, designated access points.

z. Avoid tracking dirt or other materials off-site; clean off-site paved areas and sidewalks using dry sweeping methods.

aa. Train and provide instruction to all employees and subcontractors regarding the Watershed Protection Maintenance Standards and Construction BMPs.

ab. List the locations where placement of erosion materials is required on weekends and during rain events.

ac. The areas delineated on the plans for parking, grubbing, storage, etc., shall not be enlarged or “run over.”

ad. Construction sites are required to have erosion control materials on-site during the “off-season.”

ae. Dust control is required year-round.

af. Erosion control materials shall be stored on-site.

ag. Use of plastic sheeting between October 1 and April 30 is not acceptable, unless for use on stockpiles where the stockpile is also protected with fiber rolls containing the base of the stockpile.

ah. Tree protection shall be in place before any demolition, grading, excavating or grubbing is started.

Mitigation Measure Hydro-1b: Stormwater Pollution Prevention Program. Prior to issuance of grading permits or approval of improvement plans, the Applicant shall also submit evidence to the Town Engineer of Portola Valley showing that coverage under the Statewide General Construction Activities Stormwater Permit (General Permit) has been obtained. The Applicant shall comply with the NPDES General Construction Activities Storm Water Permit Requirements established by the CWA. The Applicant

can obtain coverage under the General Permit by filing a Notice of Intent (NOI) with the State Water Resource Control Board's (SWRCB) Division of Water Quality. The filing shall describe erosion control and storm water treatment measures to be implemented during and following construction and provide a schedule for monitoring performance.

These BMPs shall serve to control point and non-point source pollutants in stormwater and constitute the Project's SWPPP for construction activities. Long-term BMPs shall serve to control post-construction erosion and sedimentation. While the SWPPP will include several of the same components of the ESCP, the SWPPP shall also include BMPs for preventing the discharge of other nonpoint source pollutants besides sediment (such as paint, concrete, etc.) to downstream waters.

Mitigation Measure Hydro-1c: Final Drainage Plan. Prior to the issuance of the Building permit or Planning permit (for Provision C3 Regulated Projects), the Applicant shall submit to the Planning and Building Department for review and approval a Drainage Plan including the following:

1. A drainage analysis of the proposed Project (including the Residential Development Area, trails, and fire access road) prepared, by a registered civil engineer. The drainage analysis shall consist of a written narrative and a plan. The plan shall include the following:
   a. A written analysis that includes the delineation of all drainage basins to which stormwater from the Project site would flow, description of proposed drainage system, discussion of rationale used to design the system, a discussion of methods and/or calculations, description of how excess drainage will be detained, and a description of how discharge will be controlled.
   b. Complete plans of storm drainage contours and elevations, storm drain facilities and lines, utility crossings, and construction materials.
   c. The flow of the stormwater onto, over, and off of the property shall be detailed on the plan and shall include adjacent lands as appropriate to clearly depict the pattern of flow.
   d. A hydraulic analysis demonstrating that the post-development discharge will be controlled and peak flow and velocity will not exceed pre-development values, and that all storm drainage facilities have sufficient capacity to carry anticipated peak flows. This analysis shall consider all facilities including the fire access road grading and its drainage system. The condition of the southern culvert underneath Alpine Road shall be assessed and replacement or repairs shall be completed as necessary. The analysis shall detail all measures necessary to certify adequate drainage. Post development flows and velocities shall not exceed those that existed in the pre-developed state.

e. Recommended measures shall be designed and included in the improvement plans and submitted to the Planning and Building Department for review and approval.

2. In addition, once reviewed and approved by the Town, the Applicant shall record documents which address future maintenance responsibilities of any private drainage and/or roadway facilities which may be constructed. The Applicant or Homeowners Association must be responsible for proper maintenance of drainage structures, the bioretention swale, and equipment on the Project area. The Applicant must submit an Operation and Maintenance Agreement for review and approval. At a minimum, the Operation and Maintenance Agreement must include the following:
   - The contact information for the property owner(s) or responsible party;
   - Identification of the number, type and location of all stormwater treatment measures on site;
   - A list of specific, routine maintenance tasks and the intervals that they will be conducted; and
   - An inspection checklist specific to the measures, which indicates the items that will be reviewed during regular maintenance inspections.

   For bioretention areas, the following inspections must be required:
   - Inspect monthly for obstructions and trash.
   - Inspect monthly for ponded water. If ponded water does not drain in 5 days, take the appropriate action.

   If mosquito larvae are observed, contact the San Mateo County Mosquito Abatement District.
   - Inspect monthly for channels, exposure of soils, or other evidence of erosion. Clear any obstructions and remove any accumulation of sediment.
   - Inspect biannually for health of plants and remove dead and diseased vegetation.
   - Treat and maintain vegetation and irrigation system. Minimize use of pesticides and quick-release synthetic fertilizers.
   - Inspect and replace mulch as needed before wet season.

Mitigation Measure Hydro-1d: Stormwater Treatment System Operation and Maintenance Plan. A stormwater treatment system operation and maintenance plan shall be prepared by the applicant's engineer consistent with the San Mateo County Water Pollution Prevention Program requirements that describes the type and frequency of ongoing maintenance required for proper operation of all post-construction permanent stormwater treatment measures on the Project site. As development accessed via a private road, this operation and maintenance plan shall include maintenance and cleaning of paved areas to minimize litter and debris washing into storm drains. This plan shall be submitted to and must be approved by

the City of Portola Valley Public Works Department prior to first certificate of occupancy.

TRANSPORTATION

Mitigation Measure Trans-2: Trail Crossing Warning. The Project shall install a sign at the driveways "STOP HERE LOOK FOR TRAIL USERS STOP AGAIN AT ROAD" for outbound traffic approaching the trail to alert the exiting drivers of the presence of trail users.

WILDFIRE

Measure Wildfire-2a: Further Increase Effectiveness of the Vegetation Management Plan. The Project sponsor shall implement the following measures to further increase the effectiveness of the VMP, as feasible:

i. While associated with reduction of fuels in the tree canopy, thinning of the oak woodland canopy cover can promote growth of understory shrubs and small trees - ladder fuels that contribute to tree torching, and ember production if not addressed by other VMP measures. The VMP shall include discussion and incorporation of the optimal canopy cover thinning given site characteristics and other proposed VMP measures.

ii. Consult with the California Department of Fish and Wildlife to identify any allowable methods to remove over-abundant fuels in riparian forests and creekbeds and incorporate identified measures into the VMP, as feasible.

iii. No mechanical equipment use on days of Red Flag Warning.

As feasible based on availability of equipment, utilize equipment with electric motors for VMP work when ignition potential is higher due to low moisture in vegetative fuels, generally from May 1 to November 1. Currently available electrical equipment includes chain saws, leaf blowers, weed whippers, and push mowers. Larger equipment may only be available in gas-powered versions, but should transition to electric-powered versions as those become electric.

Mitigation Measure Wildfire-2b: Ignition Reduction.

The Project sponsor shall implement the following measures to further reduce the potential for ignitions within the Residential Development Area and submit an annual

report to the Town of Portola Valley and Woodside Fire Protection District verifying ongoing implementation/enforcement:

i. Annual third-party inspection and certification of defensible space in community property (areas within the development area but outside of private lots).

ii. As feasible, obtain fuel management easements on adjacent properties where defensible space is not 100-feet from structures to treat fuels appropriately.

iii. Installation of non-combustible fences on sides as well as rear yards. Solid, non-combustible fences could form a radiant heat barrier rather than a source of heat.

iv. Installation and maintenance of ember-resistant zones 5-feet from side walls, per AB 3074.

v. Prohibition of smoking in common areas.

vi. Provide robust and regular education of residents regarding ignition prevention.

vii. Outdoor fireplaces and pizza ovens in private yards and in common areas are to be allowed only with the following provisions:

a. The outdoor fireplace or pizza oven is surrounded by at least 10 feet of non-combustible materials, and

b. A water source and a fire extinguisher are both readily available within 5 feet of the outdoor fireplace or pizza oven.

viii. Prohibition of a future increase in the existing total surface area of windows on any existing external wall facing another structure within 30-feet of each other, unless new window volume has a fire-resistance rating of not less than 45 minutes when tested according to National Fire Protection Association standards.

ix. Installation of two panes of glass on all external windows, at least one of which shall be tempered glass.

x. Installation of a radiant heat barrier (such as a coating of a radiant-heat reflecting material) on all external walls facing and within 30-feet of another parallel external wall. A radiant heat barrier is anything that deflects radiant heat (i.e. is highly reflective in the visible and near-infrared part of the electromagnetic spectrum) and includes but is not limited to a layer of radiant heat reflecting material or radiant heat reflecting paint/coatings or masonry (concrete, cinder block, brick).

xi. As feasible based on availability of equipment, utilize equipment with electric motors for landscaping work when ignition potential is higher due to low moisture in vegetative fuels, generally from May 1 to November 1 or during Red Flag Warnings indicating higher fire risk. Currently available electrical equipment includes chain saws, leaf blowers, weed whippers, and push mowers. Larger equipment may only be available in gas-powered versions, but should transition to electric-powered versions as those become electric.

Trail Easements and Trails in the Road Right of Way

Portola Valley has a strong commitment to preserving ways for people to travel without the automobile. Our system of trails, paths, and bike paths is used for essential transportation to schools and work, as well as for recreation and pleasure. Portola Valley Ordinance 1986-219 establishes penalties for obstruction of Town trails. An explanation of ways property owners can observe this ordinance follows.

How the Trails are Planned, Acquired, Built and Maintained

The basic trail system is an approved part of the Town General Plan. Most of the trail system is in place. When a new subdivision is proposed, the Town acquires trails corresponding to the routes outlined on the General Plan trail map. In this process, two types of trail routes are acquired, easements through private property and on public road right of ways.

Trails on easements through private or common areas in the subdivision: These easements are granted to the Town as part of the subdivision process. The Town is the holder of these easements and interference with them can only be as the result of Town Council approval after a public hearing.

Trails on the public road right of way: These trails have been developed on the shoulders of streets and roads in the Town. Since this is public right of way the Town reserves the right to ensure their availability for public use. Interference with them is legal only after securing an encroachment permit. The Town reserves the right to remove an interference with public use of road shoulders, including any plants that grow over the trails.

The Town Trails Committee has responsibility for designing and maintaining trails. Because many homes were landscaped before the basic trail system of roadside trails was developed, the most sensitive trail maintenance job is pruning of residential plants. Homeowners are notified when pruning is required on their property so that the may do it themselves, if they so desire. The Town also sprays poison oak along the trails, clears fallen trees, and takes steps to correct erosion problems.

How to Locate and Live With an Easement or Road Right of Way

Problems arise when residents put landscaping or obstructions on an undeveloped trail or path easement or on the road right of way. This is usually because they do not know, or forget, the easement exists. We urge you to check your Title Deed and Subdivision Map for trail easements. Within a trail easement special consideration should be given to planting and improvements. When a property owner desires to place planting, etc. on a public easement or road right of way where a trail exists or a path is indicated on the General Plan, and before such use is made by the property owner, an encroachment permit is required from the town.

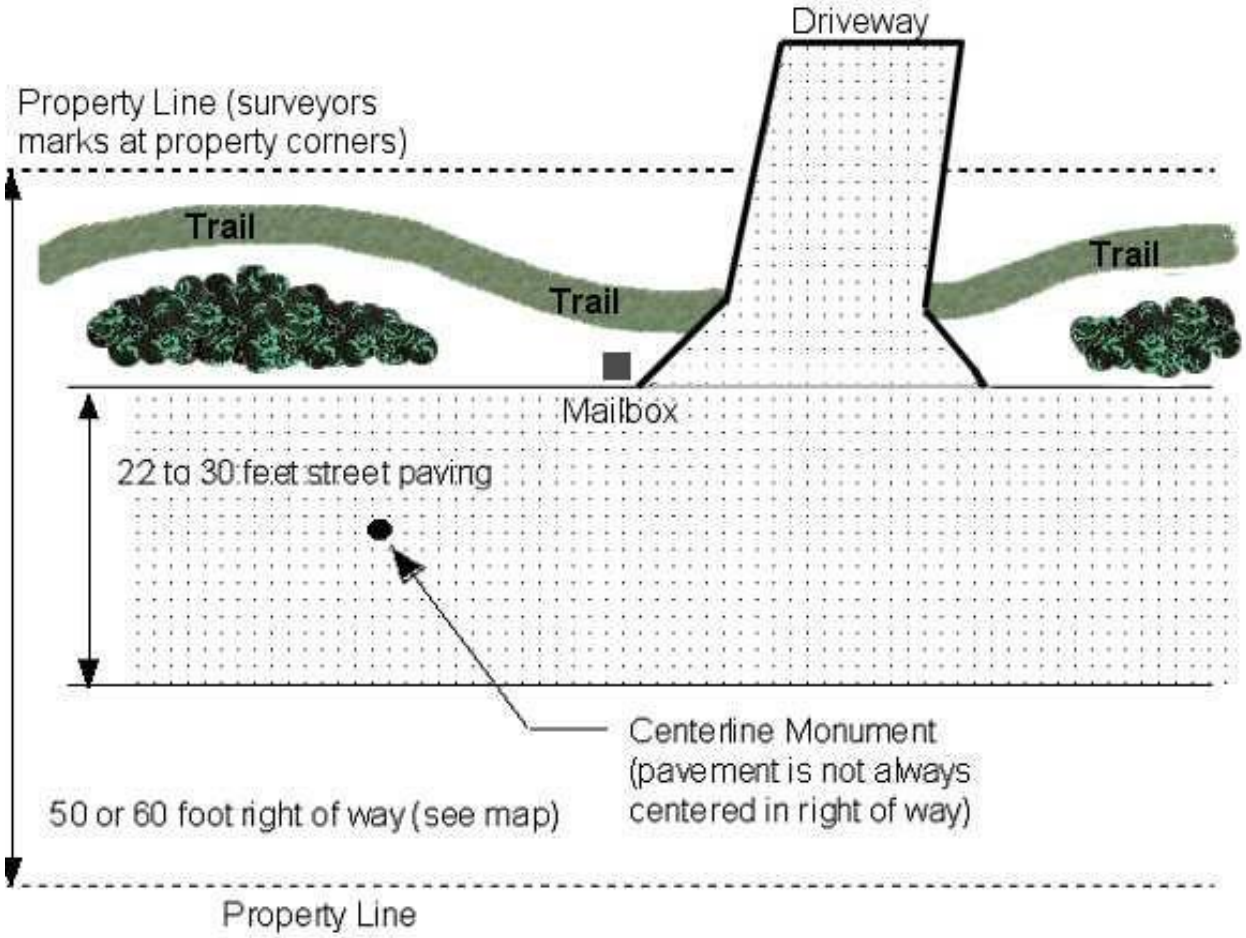
For your use in preparing such plans we offer these suggestions:
1) Shrubs should be planted so their branches, when fully grown, will not intrude on the trail.
2) Pines, redwoods, and trees which grow a massive trunk, or have branches low to the ground, should be planted well back from the easement or road right of way line so that their mature

growth does not intrude on the trail. Branches growing toward the trail should be trimmed to the trunk to a height of 10 feet above the ground.
3) Structures such as fences, walls, sprinkler heads or valves, pools, or outbuildings should not be built within the easement or road right of way.
4) If the General Plan Trail Map shows a trail in the road right of way by your property, any plantings should be planned to occupy the area nearest the pavement, allowing the trail or path maximum separation from road traffic plus the protection the vegetation provides. Mailboxes should be placed near the street to allow the trail to pass behind them.

The standard for a Riding and Hiking Trail is dirt, 4 feet wide. Branches are cleared to provide a 10-foot vertical passage, and the trail may meander within the easement or road right of way to suit terrain and vegetation. It is important that the property owner realize that the road right of way extends well beyond the road paving. The width of your easements and the road right of way can be found on your subdivision map.

If the driveway is resurfaced, the area where the trail crosses it should not be resurfaced, as this produces a slippery finish that causes horses to fall. If resurfacing produces an unacceptable surface, the Town may require the homeowner to provide treatment of the surface that will ensure trail safety.

TYPICAL TRAIL IN STREET RIGHT OF WAY



TRAIL AND PATH CONSTRITCTION & MAINTENANCE STANDARDS

TOWN OF PORTOLA VALLEY

Adopted February 1969
Revised December 1995

Approved by Town Council
on February 14, 1996

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INTRODUCTION

These Trail and Path Construction and Maintenance Standards have been prepared by the Trails Committee for adoption by the Town Council as town policy. The standards are primarily intended to serve as guides for the construction and maintenance of riding and hiking trails, pedestrian and bicycle paths, and bicycle lanes on public lands and easements. Trails should be constructed to meet these standards wherever easements and terrain permit it. New easements should be selected, as far as possible, to allow construction to these standards. It is hoped that these standards may also serve as guides for private trails and paths and that they will aid the Town in constructing and maintaining trails of high quality.

The standards are adopted particularly to implement the Town General Plan, especially the Trails and Paths Element, the Town Zoning Regulations (Ord. No. 1967-80), and the Town Subdivision Regulations (Ord No. 1967-71). These standards constitute the standard specifications referred to in Section 7650.65 of the Subdivision Regulations.

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DEFINITIONS

Hiking Trail - A way suitable for hiking, not generally used by horses or bicycles. Generally unsmfaced.

Riding Trail - A way suitable for horseback riding also used by hikers. Used by bicycles only where safe. Generally unsurfaced.

Pedestrian Path - A way suitable for pedestrians and minor bicycling. Surfaced. Not generally used by horses.

Bicycle Path - A small paved path suitable for bicycling and for pedestrians. Not used by horses.

Bicycle Lane - A paved border of a road delineated from the vehicle lanes for use of bicycles. May be used for emergency parking only.

GUIDELINES FOR SELECTING ROUTES

1. Though serving as circulation facilities, (General Plan, Sec. 426.1 (d)), the trails and paths shall also be conceived as scenic recreation facilities.

2. The routes selected shall allow construction to Town approved standards and shall help implement the Trails and Paths Element of the Town General Plan.

3. Near dwellings, the seclusion of outdoor living areas should be preserved, views not interrupted, and dwelling entrances avoided.

4. Along hillsides, follow contour or use minimum grades and avoid extensive grading. When a cut is required for a tread, there should be no fill.

5. Along drainages, avoid low wet areas and areas subject to flooding.

6. Earth slides and areas subject to slippage should be avoided.

7. Along roadsides:

    a) locate as far as feasible from the pavement for safety and seclusion from traffic;

    b) meander the route to provide interest, avoid obstacles, provide good drainage, and utilize existing vegetation for screening;

8. Pedes.trian paths are to provide safe, direct, and pleasant access to and from residences.

9. .Routes should provide variety, such as alternating between wooded corridors and open land.

GUIDELINES FOR MAINTENANCE

1. Trail maintenance should preserve the trails of the Town so they will adequately serve the users.

2. The maintenance inspection should be made with considerable judgment and imagination, for the trails should not only be kept open, they must be safe and aesthetic.

3. Trail maintenance will be concerned with drainage problems, brush clearing, trash removal, and with the maintenance of an acceptable trail surface.

RESPONSIBILITY FOR INSPECTION

The Town Trails Committee shall regularly inspect the trails. The Town Engineer, however, has the final responsibility for construction and maintenance of trails. The Town Trails Committee shall be responsible for inspecting official Town trails to see that they are built and maintained to Town standards, but the Town Engineer must approve any construction. Trail construction in new subdivisions shall be completed concurrently with other improvements and all easements noted on the final subdivision map.

NEW TRAIL INSPECTION PROCEDURE

Initial Inspection

The initial inspection and route approval shall be made after the centerline of the tread has been cleared sufficient for passage and been staked or marked with flagging at intervals of 50 feet except where sharp curves or angle points make shorter intervals necessary to delineate the proposed alignment. Prior to this inspection, there shall be no grading and no cutting of trees. The low point of proposed drainage dips (except those evident as a result of alignment) shall be marked with conspicuously labeled stakes.

Rough Grading Inspection

The Rough Grading inspection shall be made after final clearing and grading of the tread but before installation of any drainage facilities other than dips.

Final Inspection

Final inspection shall be made after the trail or path is complete. The inspection **will** determine whether it meets these standards and whether the work conforms to the changes specified on the map during the rough grading inspection. Further drainage or landscaping will be called for if deemed necessary. The as constructed route, with trail easements, shall be shown on the filed subdivision map.

FIRST YEAR MAINTENANCE RESPONSIBILITY AND BONDS

Developers who have built trails and paths required by the Town shall be responsible for repairing damage to said trails and paths due to natural causes or normal wear and tear for a period of one (1) year from the date of acceptance of subdivision improvements and/or •shall post a bond for maintenance as may be required by the Planning Commission. The Town Trails Committee shall determine if maintenance or repair is required at the end of the one-year period.

INSPECTION PROCEDURE FOR MAINTENANCE OF TRAILS AND PATHS

New Trails Trails less than one year old are to be maintained by the developer.

1. The Committee shall walk the trails in their entirety after being provided by the Town Engineer with three copies of a map showing trails "as built". The map shall show the routes of all the trail and path treads, the location and size of special construction for permanently wet ground, and the location of all bridges and dips.

2. All the sites of proposed repairs to the trails, including proposed relocations, shall be marked with consecutively numbered markers keyed to the map on which the necessary repairs will be stated. The Committee shall submit two signed copies of the map to the Town Engineer. The Town engineer shall provide the subdivider or other responsible party with one copy of the signed map and request that the repairs be made.

3. In addition to any other inspections it makes, the Committee shall inspect the trails of a subdivision during the sixth and twelfth months from the date of acceptance of the subdivision improvements.

4. The Committee shall inspect all repairs after their completion to determine if they meet the Town standards and to judge if the work conforms to the changes specified on the map. It

may direct requests for additional changes to the Town Engineer if they are believed necessary.

Old Trails Trails one year old or older are maintained by the Town.

1. The Committee shall walk the trails in their entirety after being provided by the Town Engineer with three copies of the maps of each subdivision or of the Town Trail Map. As far as possible, the maps should show the routes of all the trail and path treads, the location and size of special construction for permanently wet ground, and the location of all bridges and dips.

2. The sites of proposed repairs to the trails, inclu_ding proposed relocations, shall be marked with consecutively numbered markers keyed to the map on which the necessary repairs will be stated. The Committee shall submit two signed copies of the map to the Town Engineer.

3. The Committee shall inspect the trails at least once during December or January and once each spring after the end of the rainy season..

4. The Committee shall inspect repairs after their completion to determine if they meet the Town standards and to judge if the work conforms to the changes specified on the map. It ;j_ay direct requests for additional changes to the Town Engineer if they are believed necessary.

TRAIL CLOSURE

Occasionally a trail may be closed temporarily. Closure may be invoked by the:

Trails Committee

1. To equestrian use during winter months to prevent damage to the trail tread due to soggy conditions.

2. If further use of the trail would cause substantial damage.

3. If physical danger might result to users of the trail.

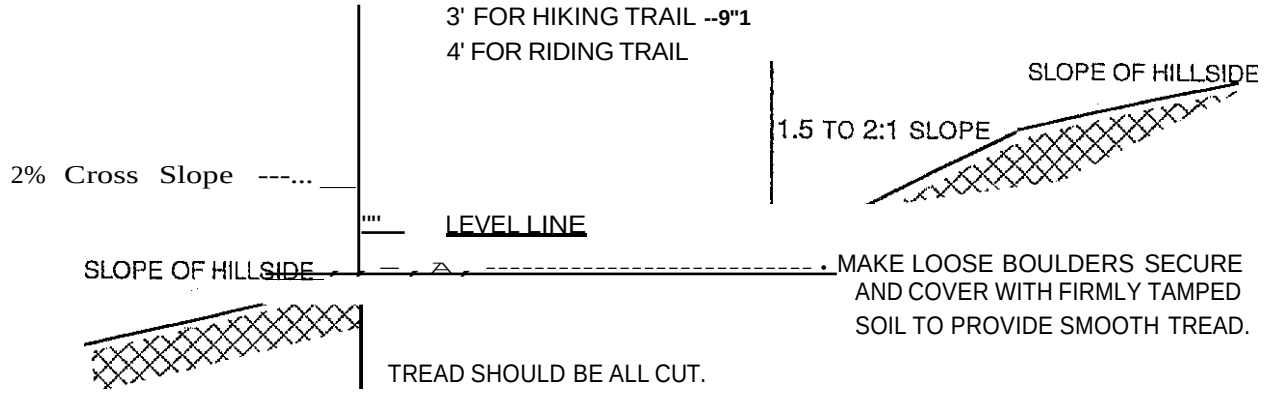
Fire Chief

1. At times of extreme fire danger.

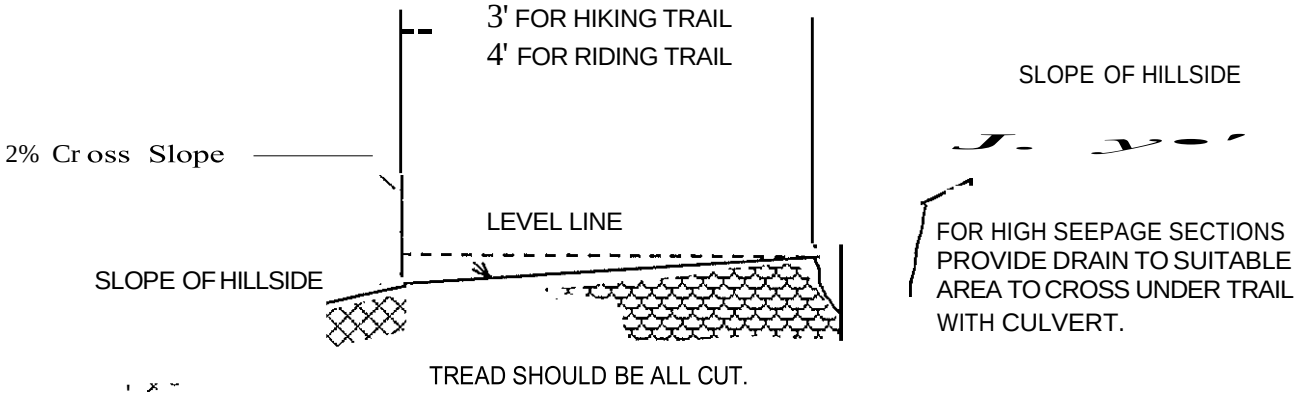
A closed trail will be clearly posted and the reason for closure given.

STANDARD NO. 1: STANDARD RIDING AND HIKING TRAILS

Construction Standards lA



Construction Standards lB



Notes

1. Grades:
   - 0% - avoid to minimize poor drainage
   - 2%- 10% - range of preferred average
   - 15% - maximum. 15% is excessive unless shorter than 1 mile in length and unless the average grade is less than 10%. Steps may be used on hiking trails but should not be installed on riding trails at intervals of less than 10'.
   - 15%-25% - Allowed only if approved by the Town Trails Committee to save a desirable natural feature or to avoid excessive grading. Not to exceed 100' in length. Steps may be used on hiking trails.

2. Most trails should be constructed as shown in lA abo've. For areas prone to high water seepage, a drain should be provided on the inside of the trail as illustrated in lB above. Water should be led to a culvert under the trail once out of the area.

3. Clear tread of all rocks and stumps and leave no protruding roots, except where they enhance the stability, use, and drainage of the trail.

4. Remove loose earth and slide rock 2-3' above edge of cut if it is obviously about to slide onto trail.

5. Remove litter and roughen ground in areas to receive fill. Fill shall not incorporate plant material. Compact read and fill to 90% relative compaction as determined by California Division of Highways Test 216.

6. On initiating grading, removed litter (material too small to be carried in a pitch fork) will be stockpiled and re-placed on the down hill edge and the trail tread after grading is completed to reduce erosion. Where practicable mechanically chipped material shall be placed on finished tread.

7. Landscaping may be required per Site Development Ordinance, Section 7409.

8. In subdivisions where the trail easements are close to planned development, the trail location should be clearly delineated in a fashion that will be permanent. Alternatives include:

   a. Compacted gray rock aggregate as described in Note 2 of Standard Pedestrian Path (Standard No. 2).
   b. Trail perimeter delineated by horizontal logs (such as us".:: ,elephone poles) or low railing with a minimum trail width of 4'.

   Other alternatives for delineation proposed by the developer may be used if approved by the Trails Committee.

9. Perform work per Inspection Procedure and the following special standards:

   a. Vegetation Removal
   b. Grading (see notes 1-5 above)
   c. Steps
   d. Waterbreaks
   e. Bridges
   f. Perennial Wet Ground

Maintenance Standards

1. Although trails generally should be maintained to their original condition at the completion of construction, ground cover should be allowed to invade cuts adjacent to the tread to promote stability, retard erosion, and provide esthetic appeal.

2. Rocks, sloughed material, growth, and natural litter large enough to interfere with travel should be removed from the tread and scattered on 9own hill slopes when ever possible. Chippers may be used to dispose of brush. The chips should be scattered on the tread.

3. Rake in or add gravel or rock-dirt mixture, if possible of local origin (but not incorporating organic materials) as fill, for a badly worn tread, erosion scars on tread, or eroded areas in filled ground adjacent to the tread. Compact new fill material to 90% relative compaction as determined by California Division of Highways Test 216. Places where soil has been obtained should have shovel marks concealed with duff, leaves, or needles.

4. When trails on a side slope become grooved so that water cannot run across the trail the berm on the downhill side of the trail should be broken down and compacted into the trail groove to reestablish a sloping surface as shown in the Construction Standards diagrams.

5. Remove loose material sloughed from cuts and any material that seems ready to slide from the edge or face of cuts.

6. To improve drainage in poorly drained areas or in badly eroded places, surfacing per Standard Pedestrian Path (Standard No. 2), or a dip, waterbreak:, or culvert should be provided.

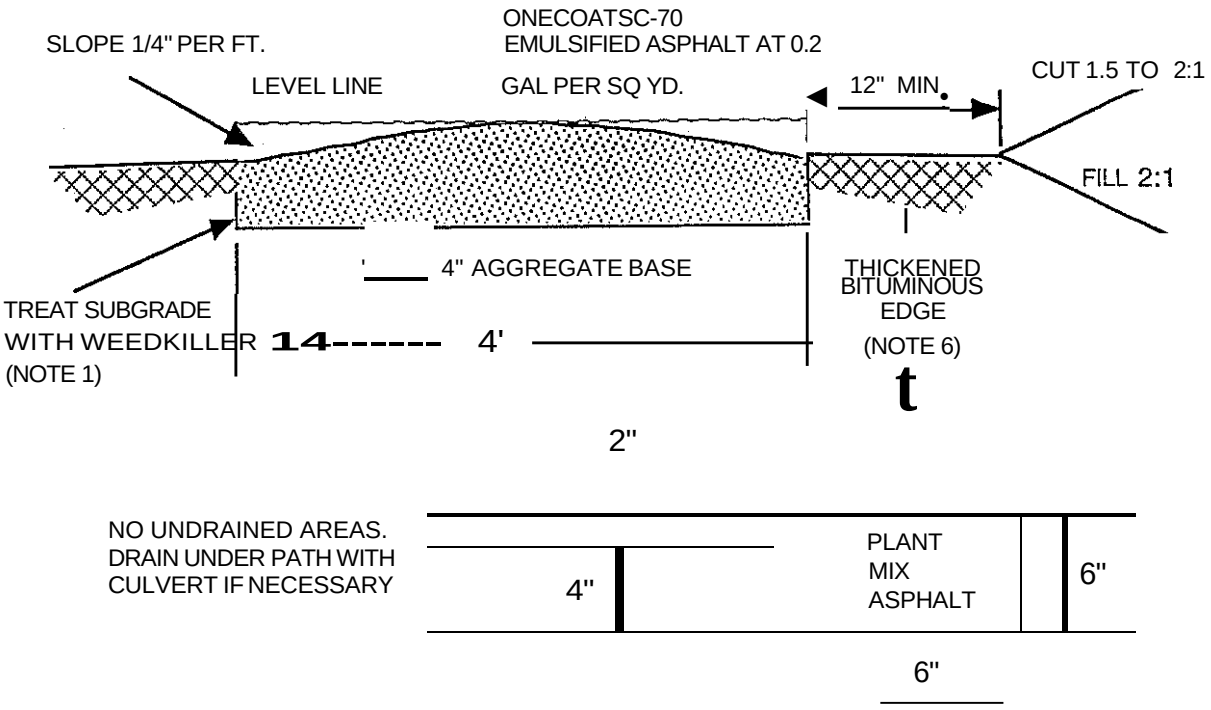
7. Tread that is surfaced should be maintained according to maintenance standards for Standard Pedestrian Path (Standard No. 2).

8. Note if signs are in good repair or if additional signs are needed. Replace signs as needed.

9. Remove any trash that has accumulated along the trail.

STANDARD NO. 2: STANDARD PEDESTRIAN PATH

Construction Standards



Notes

1. Prior to placing the rock, the finished subgrade shall be treated with 80W Sirnazine or approved equal applied at the rate of one gallon per 1800 sq. ft. Not required if plant mix asphalt surfacing is specified - see Note 6.

2. Path shall consist of class 2 aggregate base except that maximum size of an aggregate shall be 3/4" and shall be compacted to 95% relative compaction as detennined by California Division of Highways Test **No.** 216. If edges are retained by header boards they are not to be removed after compaction and surfacing.

3. Surface drainage of slope surface 1/4" per foot away from hill to divert water off path to well-drained area. No undrained areas are to be created adjacent to the path. All drainages to be led under path with culvert of adequate size. See Standard No. 7, Minor Stream Crossing.

4. Paths to be constructed as are standard trails except:

   a. Tread width 4'.
   b. Surfacing (see notes 1, 2 & 6).
   c. Do not use waterbreaks or standard minor stream crossing - use standard culvert or bridge.
   d. Grades - 2-3% preferred average. 15% Maximum. Grade of roadside path may equal the grade of adjacent road and exceed 15% for only very short distances.

5. Steps should be used for short cuts on road switchbacks to avoid excessive grading and to discourage horse use. Steps are not to be used if bicycle use is intended.

6. If required by the Planning Commission, path shall be surfaced with a 2" plant *mix* asphalt with a 6" wide thickened bituminous edge, and a rock chip surface sealed with emulsified asphalt.

Maintenance Standards

I. Debris shall be removed from the path as per Standard No. 1, Maintenance Standard note 2, except that chips should not be scattered on the tread.

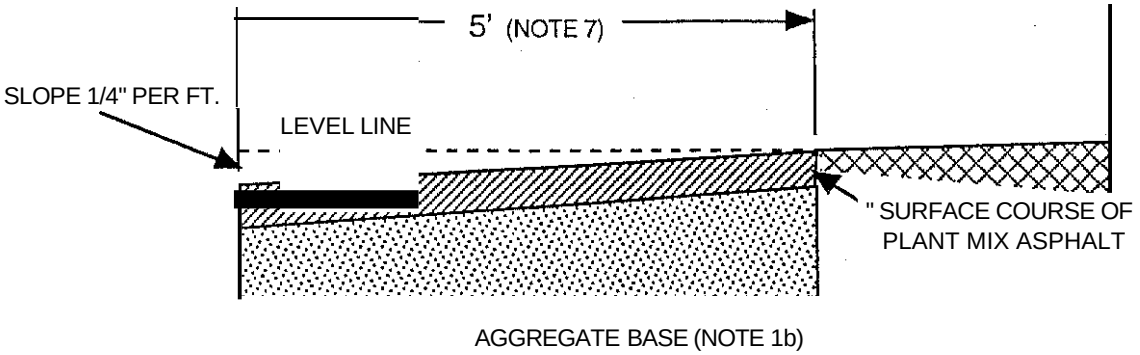
2. Cracks in the tread or edges shall be filled with an approved sealer (Chevron vitrolastic crack filling tar or equivalent) after applying an approved sterilant in breaks caused by plant growth.

3. Damaged treads and edges (except breaks noted in 2 above) shall be repaired using the original type paving materials or substitutes approved by the Town Engineer. .

4. Careful inspection shall oe made for signs of undercntting and destruction of base. Repairs shonld be made as noted in 3 above.

STANDARD NO. 3: STANDARD BICYCLE PATH

Construction Standards



Notes

1. Built to Town stanoarris of minor collector street to acr.om111_0date maintenance vehicles:

   a. width 5', cross slope 1/4" per foot.
   b. minimum allowable base to be 4" of compacted class 2 aggregate.
   c. asphalt content of surface course 2% more than called for in minor collector street specifications.

2. Grade maximum 5% except for very short distances where grades up to 8% may be allowed. Vary grade as much as practical and avoid long grades over 2%.

3. Design speed for 5 mph for calculation of horizontal and vertical curves per standards for streets as specified in Subdivision Ordinance Section 7650.44.

4. International bicycle symbol to be painted in yellow on path at all approaches to public streets, the paint to equal the quality that is used for lane markings of those public streets.

5. Transition to paved areas and all vehicle ways shall be accomplished without bump or abrupt change in grade.

6. Surface shall be without significant depressions or humps.

7. At intersection with any vehicle way the center of the path is to be blocked to vehicles by 4" diameter galvanized steel pipe 3' high, set vertically and securely in a steel socket to which it can be locked by means of welded lugs accommodating a padlock. The pipe shall be prime coated and painted a standard dark brown. Color sample to be submitted to Town Hall.

8. A greater width may be specified by the Planning Commission where heavy use is anticipated.

Maintenance Standards

1. Debris shall be removed from the path and disposed of.

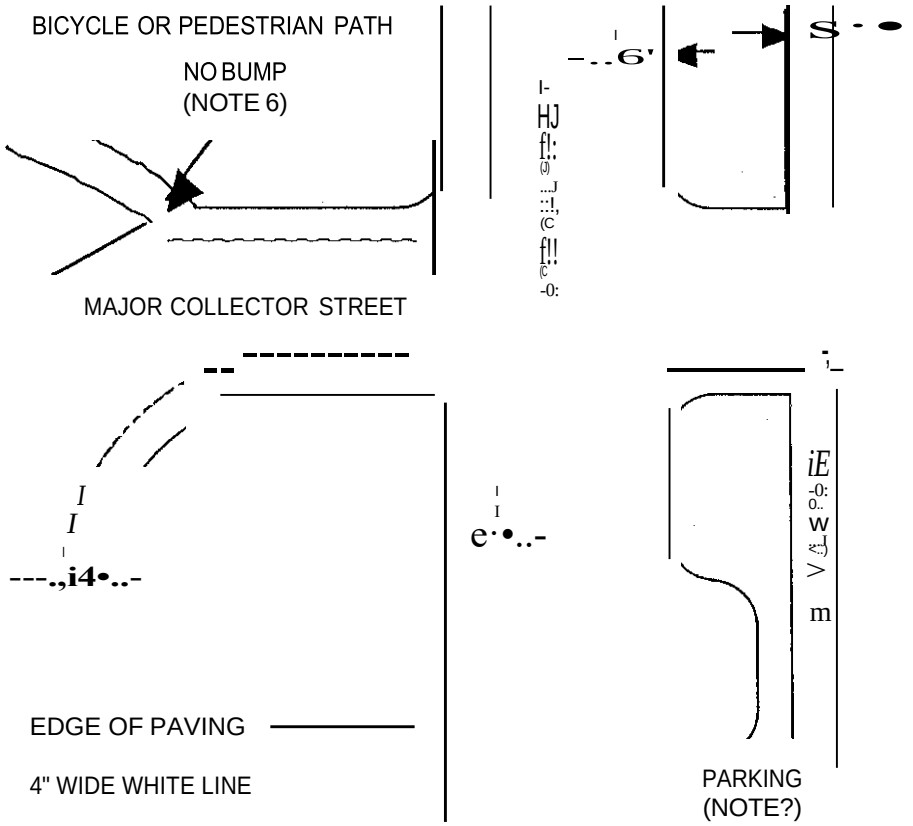
2. Particular attention shall be given to signs, symbols, and stripes painted at street crossings to see if they are in good condition.

3. Recommendations for repairs to signs, painted markings, stripes, and tread shall be made to the Town Engineer.

4. The surface shall be maintained free of sharp depressions or bumps.

STANDARD NO. 4: STANDARD BICYCLE LANE

Construction Standards



Notes

1. Rock base, surfacing and drainage of lanes to be equal to that of adjacent contiguous vehicle lane.

2. Widths along arterial street shall be 6' and along major collector split level and minor collector 4'. Not required along cul-de-sacs unless specified by Planning Commission.

3. Delimit from vehicle lane witb a continuous 4" wide white line equal in quality to tbat separating vehicle lanes.

4. Where bicycle path or pedestrian patb is directed onto the road, a bicycle lane shall be used. Transition from lane to patb to occur without a bump or abrupt change in grade.

5. Where parking is needed along tbe roadway, space shall be provided on the curb side of the bicycle lane and tbe inside of tbe lane is to be marked witb a 4" wide white line.

Maintenance Standards

1. Bicycle lanes shall be maintained in the same manner as streets and according to Standard No. 3 (Standard Bicycle Path), Maintenance Standards 1, 2, and 3.

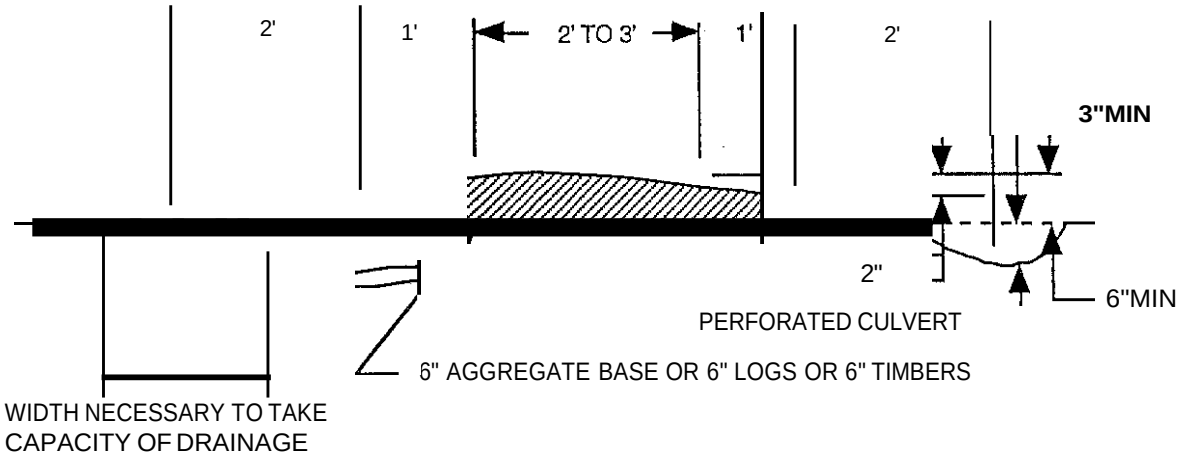
2. Plantings at or near intersections shall be trimmed if they are obstructing vision.

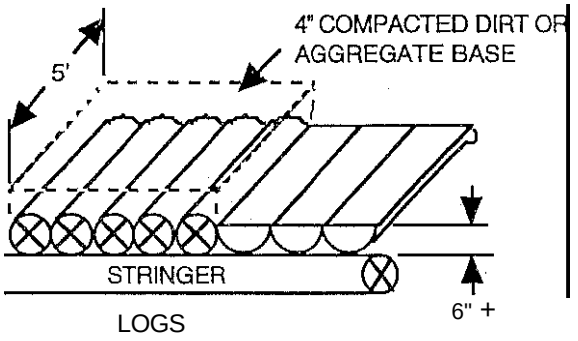
3. The surface shall be maintained free of sharp depressions and bumps.

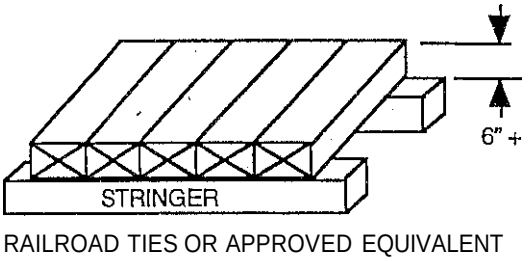
4. Vegetation shall be trimmed back 2' from the edge of the bicycle lane or path.

STANDARD NO. 5: STANDARD PERENNIAL WET GROUND OR PATH

Construction Standards







Notes

1. Avoid wet ground if possible.

2. Below aggregate base use perforated culvert encased in a minimum of 6" of filtered aggregate if outlet to suitable drained area is practical.

3. Locate before rough inspection, construct before final.inspection.

4. Class 2 aggregate base (upper drawing) shall be compacted to 95% relative compaction as determined by California Division of Highways Test No. 216 and is preferred to logs or timbers. Header boards may be used on either side to retain aggregate.

5. Logs, timbers, split logs, and stringers shall have minimum dimensions of at least 6" x 6". Round logs shall be covered with 4" of compacted class 2 aggregate.

6. All lumber and wood shall be treated with an approved wood preservative *(Y'{*oodypenta or equivalent).

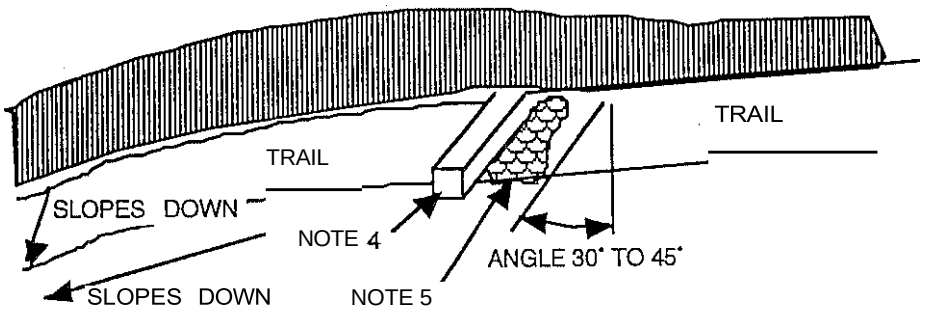
Maintenance Standards

1. These trails shall be maintained in the same manner as Standard Riding and Hildng Trails. See Standard No. 1, Maintenance Standards 1 through 6, except that additions to the aggregate base shall be made per Standard No. 5, Construction Standard 4.

2. Rotting or damaged logs, timbers, split logs, and stringers shall be replaced with new materials treated with an approved preservative (Woodypenta or equivalent).

STANDARD NO. 6: STANDARD WATERBREAK

Construction Standards



LONGITUDINAL SECTION

1-15 % ---r-'(-- 7 %

--- \._....-1____.-- SLOPE TRAIL TO OUTSIDE AT THIS POINT

Notes

1. Locate by staking before rough grading inspection, construct before final inspection.

2. To be used in lieu. of dips only when a dip is not possible.

3. Waterbar should extend at least 2' beyond trail tread on either side of the trail where terrain allows and on the full width of the benched area on benched trails.

4. Place at least every 100' on grades of 10% or more. None required on grades of less than 5%. Do not place at spacings of less than 10' on equestrian trails.

5. Break to consist of a row of rocks or a log or timber at least 6" x 6" irnbedded as shown. Hold both ends of a wood waterbreak with rebar placed through a hole drilled in the timber or on the down slope side.

6. Protect flow line with rip rap to minimize erosion. Use grout on horse trails and heavily used hiking trails.

Maintenance Standards

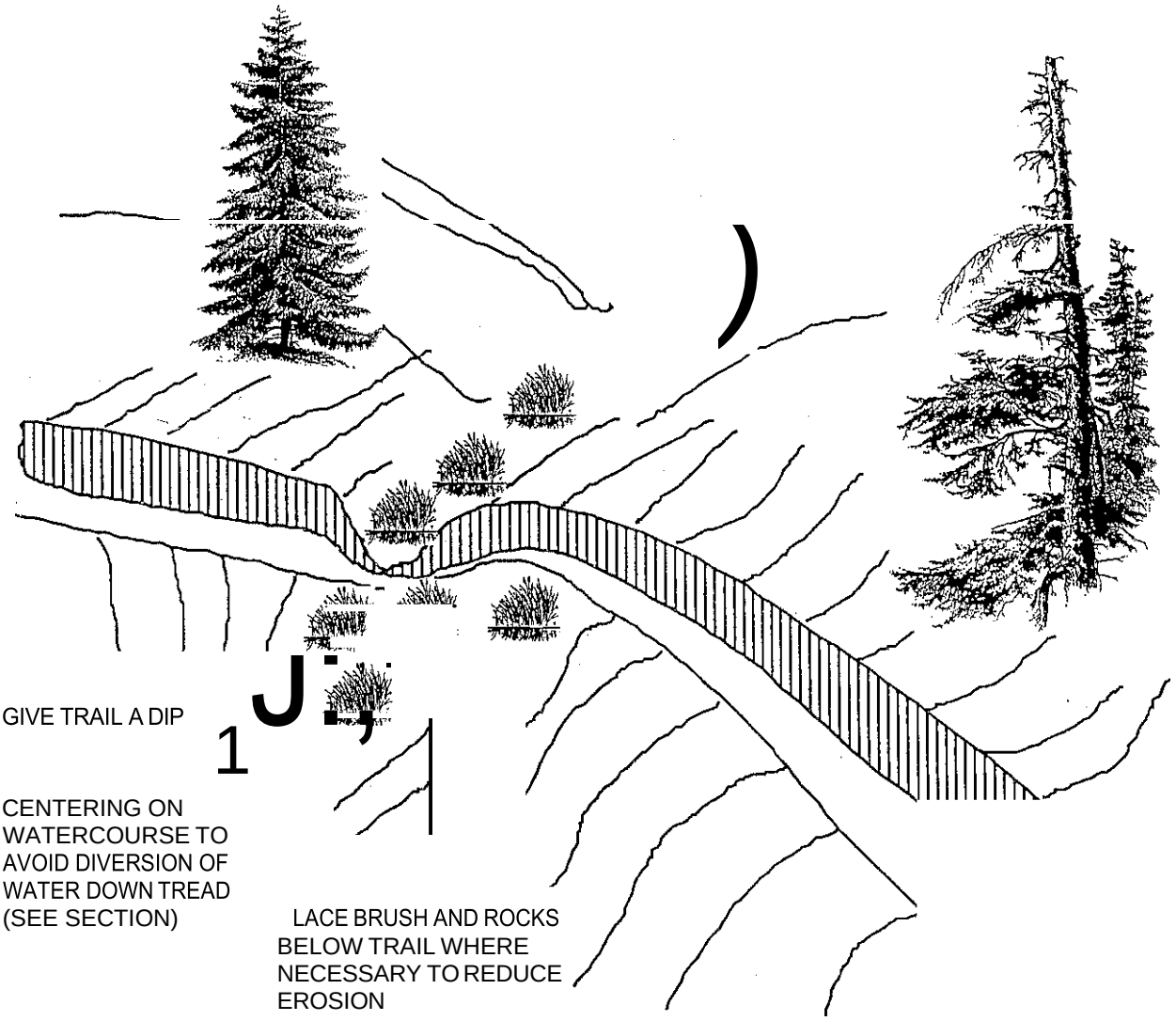
1. Inspect and clean each waterbreak to assure that water flow is unobstructed and determine whether the waterbreak is adequate. If inadequate, consider installation of a culvert.

2. Add new rip rap and grouting if necessary.

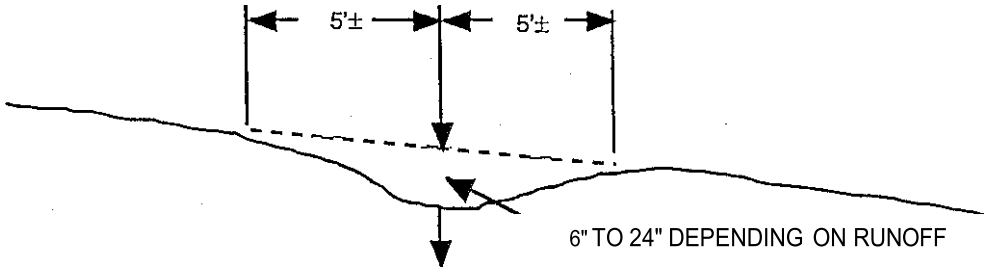
3. If a log or timber needs replacing, consider use of rocks for replacement.

STANDARD NO. 7: STANDARD MINOR STREAM CROSSING

Construction Standards



LONGITUDINAL SECTION ACROSS RAVINE OR GULLY



Notes

1. Use only for minor drainages which can be approached on grade without excessive cutting, otherwise use a pipe culvert. See note 4.

2. Locate before rough inspection, construct before final inspection. See Inspection Procedure.

3. Place small (2"-6") rip rap on tread. If possible, place rocks below trail to help maintain erosion. Grout rip rap on riding trails and well used hiking trails.

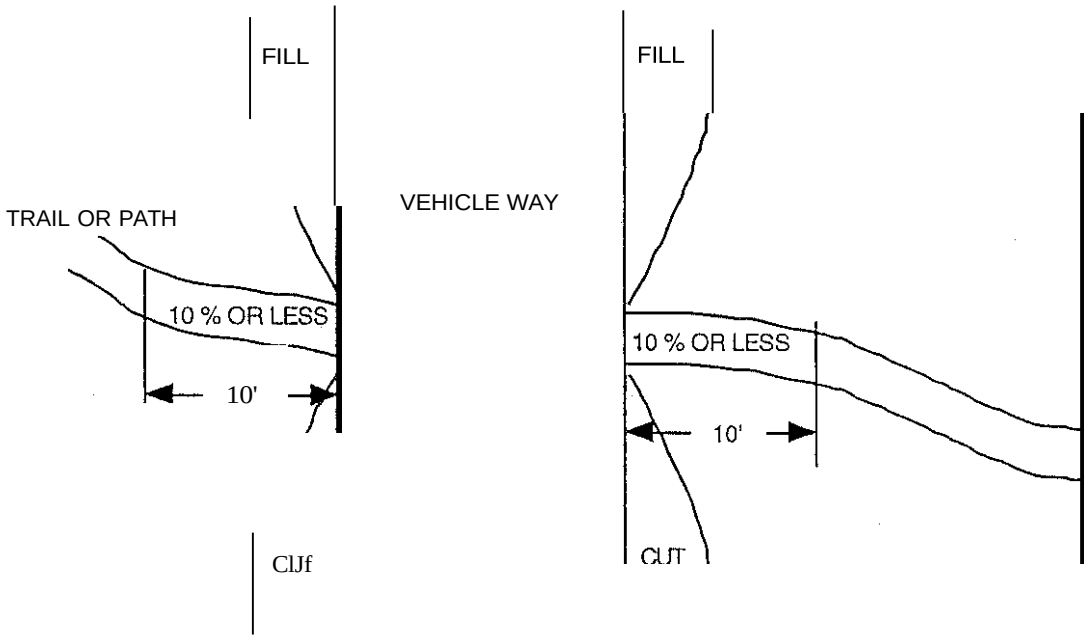
4. Culverts shall be new corrugated metal or PVC pipe, shall be able to withstand H-10 loading, and shall be properly sized for average runoff conditions. Round pipe may be used up to 12" in diameter, larger sizes to be arch pipe. California Department of Public Works, Division of Highways, Standard Specifications apply. Culverts shall be covered with a minimum of 8" of compacted earth material. Where possible rocks shall be placed to form a collection basin above the cutout. Below the cutout rocks and planks should be placed as needed to avoid erosion.

Maintenance Stanrl{ll'ds

1. Maintain in the same manner as Standard Waterbreak. See Standard No. 6, Maintenance Standards 1 and 2.

STANDARD NO. 8: STANDARD APPROACH TO VEHICLE WAYS

Construction Standards



Notes

1. Grade of trail or path at approach to vehicle way must be less than 10% for 10' and should be at right angles to the road or driveway if possible.

2. Where arterial roads are crossed by trails and paths the road is to be marked with crosswalk stripes and the appropriate advance warning sign installed 400' before the crossing.

3. A pedestrian or a horse standing on a trail or path 4' from the edge of the vehicle way shall be visible to approaching vehicles for a distance of 200' in a 25 mph zone, 275' in a 35 mph zone, and 350' for a 45 mph zone.

4. Guidelines for crossing public roads with trails and paths:

   a. Crossings should be at controlled intersections wherever possible.
   b. Crossings by riding trails and bicycle paths should adjoin the existing pedestrian crossings.
   c. Crossings should be placed in reduced speed zones.
   d. Crossings should occur where roadside cut changes to roadside fill or where no cut or fill is present.

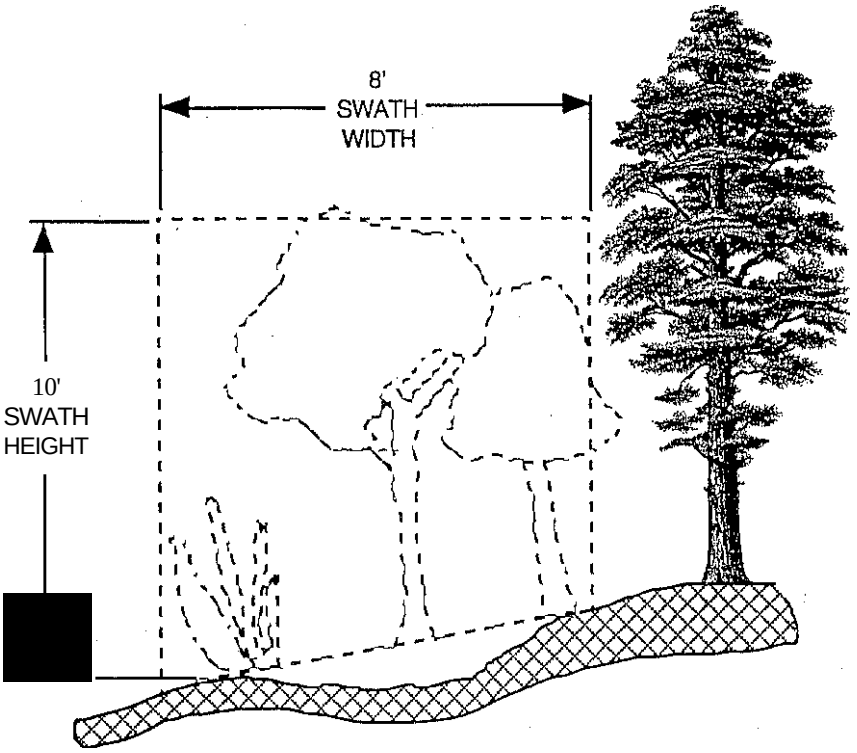
Maintenance Standards

1. Inspect crosswalk stripes for warning signs and if necessary make recommendations for repainting or repair to the Town Engineer.

2. Trim plants to make certain that visibility is in accord with construction standard 3 above.

STANDARD NO. 9: STANDARD VEGETATION REMOVAL

Construction Standards



Notes

1. Kill poison oak with specific foliage spray applied after the initial inspection.

2. Mark all trees over 5" in diameter measured 4' above the ground with flagging and do not cut until approval by Trails Committee.

3. Main clearing of swath to occur after Initial Inspection. Clear only as necessary for foot access before this inspection.

4. Do not remove trees unless necessary. Meander trail to minimize tree removal. Remove only those stumps thl'\t interfere with tread. In no event shall stumps located off the tread be removed. Cut off flush with the ground and leave roots to support trail. Wherever possible provide trail clearance by pruning low branches to 10' in preference to tree removal for trees outside actual trail tread. Prune branches back to trunk rather than cutting tips for trees within trail easement, except where screening is important.

5. Cut brush in swath to ground level and leave roots to support trail. Do not remove ground cover on roots except as necessary to grade tread.

6. Evidence of construction beyond limits of swath shall be held to a minimum.

7. Cleared debris shall be mechanically chipped and distributed on the site or removed if not practical. Place on the down hill slopes and trail tread wherever practicable. In wildland where chipping is not feasible, trimmings should be disposed of as far down slope from the trail as possible, preferably so they are not visible from the trail.

Maintenance Srandards

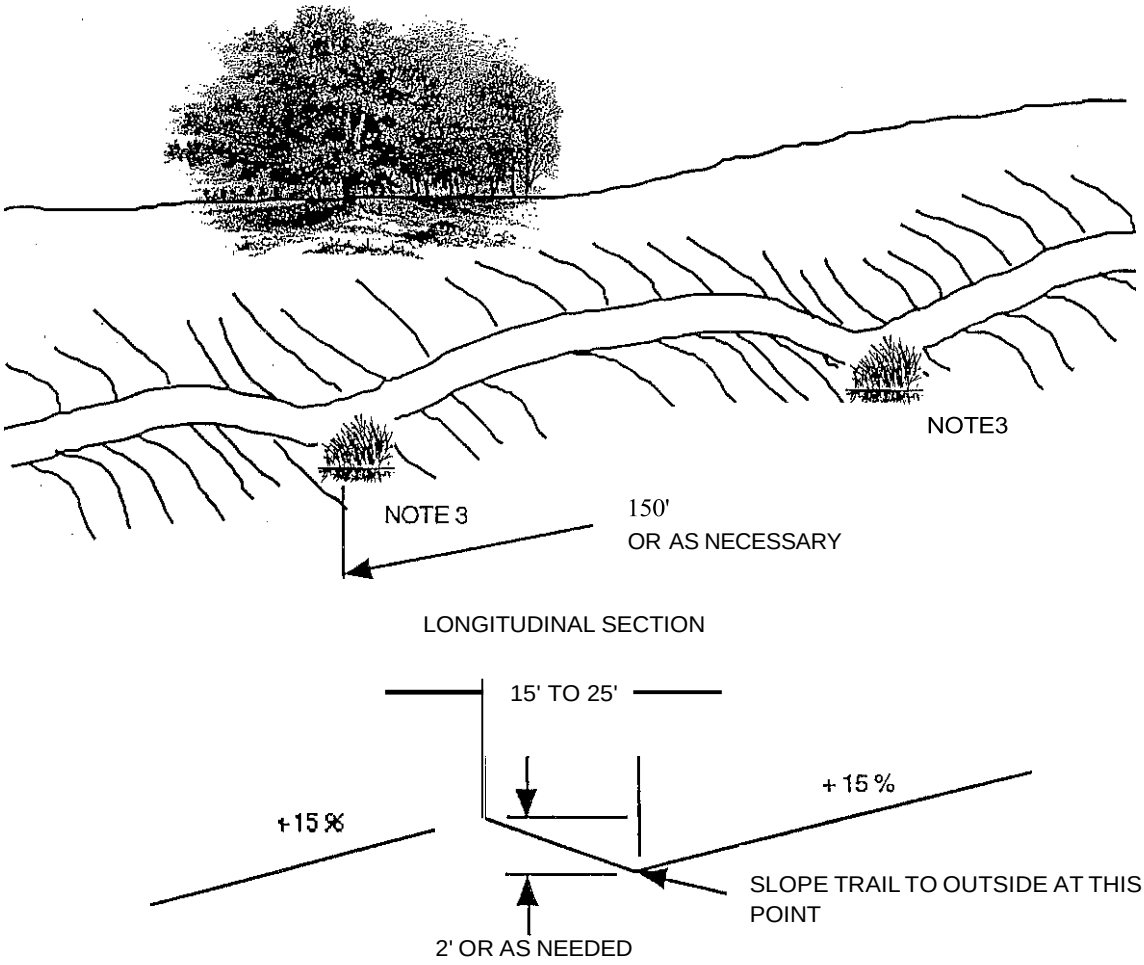
1. Maintain the swath to Construction Standards 1 through 5 above, except allow low brush and ground cover (to a height of about 2' or less) to grow adjacent to the tread.

2. Cut trees only if absolutely necessary. Trim branches rather than cut trees.

3. Strive for a natural appearance; hedge like trimming should be avoided. Trim branches back to nearest fork; do not leave stubs larger than 1/2".

STANDARD NO. 10: STANDARD DIP

Construction Standards



Notes

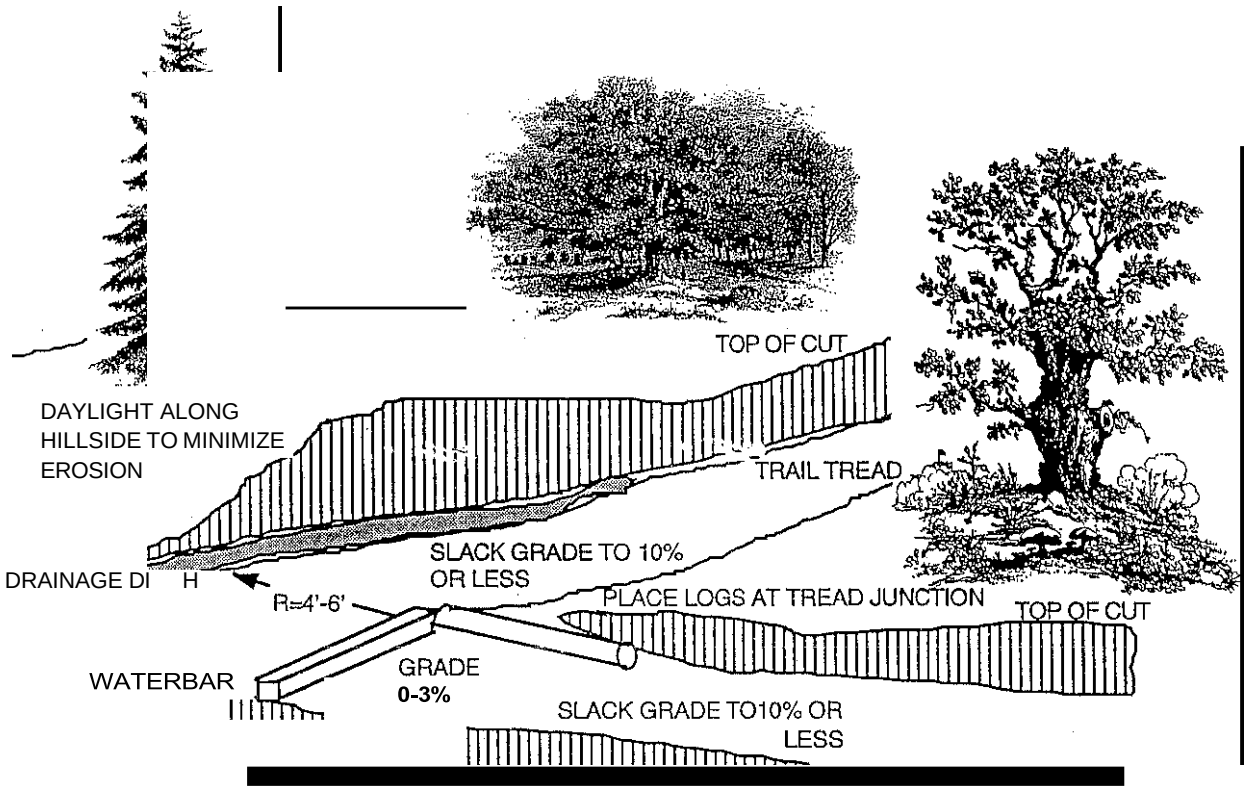
1. To be used in preference to waterbreaks wherever practicable.
2. Locate before initial inspection, construct before rough grading inspection.
3. Place rip rap and brush where necessary to minimize erosion.
4. Place at least every 150'

Maintenance Standards

1. Add to rip rap where necessary.
2. Consider installation of waterbreak or culvert where water flow has caused extensive damage.

STANDARD NO. 11: STANDARD SWITCHBACK

Construction Standards



WHERE SWITCHBACK OCCURS ALONG STEEP BLUFF PLACE A LOG OR ROCK BERM ON OUTSIDE EDGE FOR SAFETY MEASURE

WATER BAR MAY BE NECESSARY A SWITCHBACK TO ASSURE FLOW LEAVES TRAIL

Notes

1. Switchbacks shall be used only where larger radius curve is not practical.

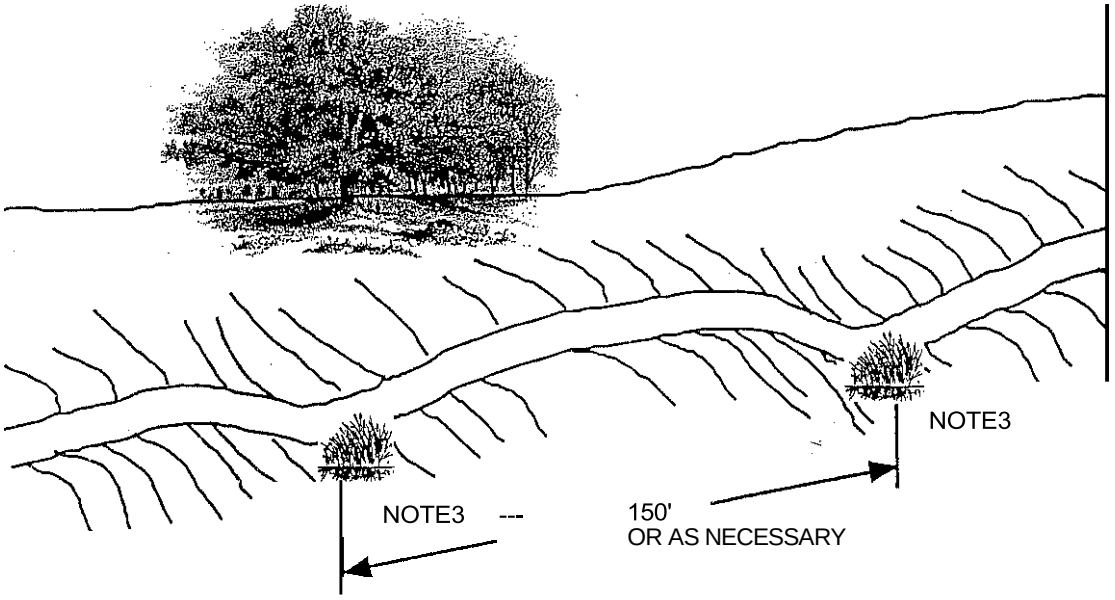
2. Grade shall be slacked to 10% or less within 5' to 10' of tum. Tum itself should be 0-3% if at all practicable with a radius of 4' to 6'.

3. Drainage on switchbacks must not allow water from the upper leg to discharge onto the lower leg and discharge from drainage ditch must be handled so as to minimize erosion. Use a waterbreak at intersection if necessary.

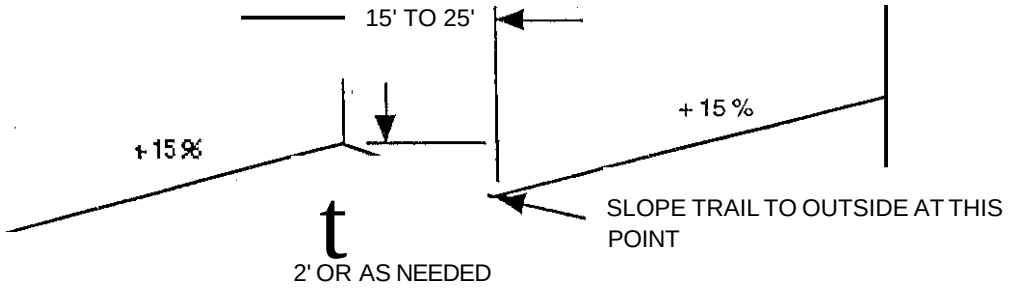
4. To help prevent cross-cutting and to protect the tread near the tum, place a log (telephone size pole or larger) or posts on inside comer of switchback tum.

STANDARD NO. 10: STANDARD DIP

Construction Standards



LONGITUDINAL SECTION



Notes

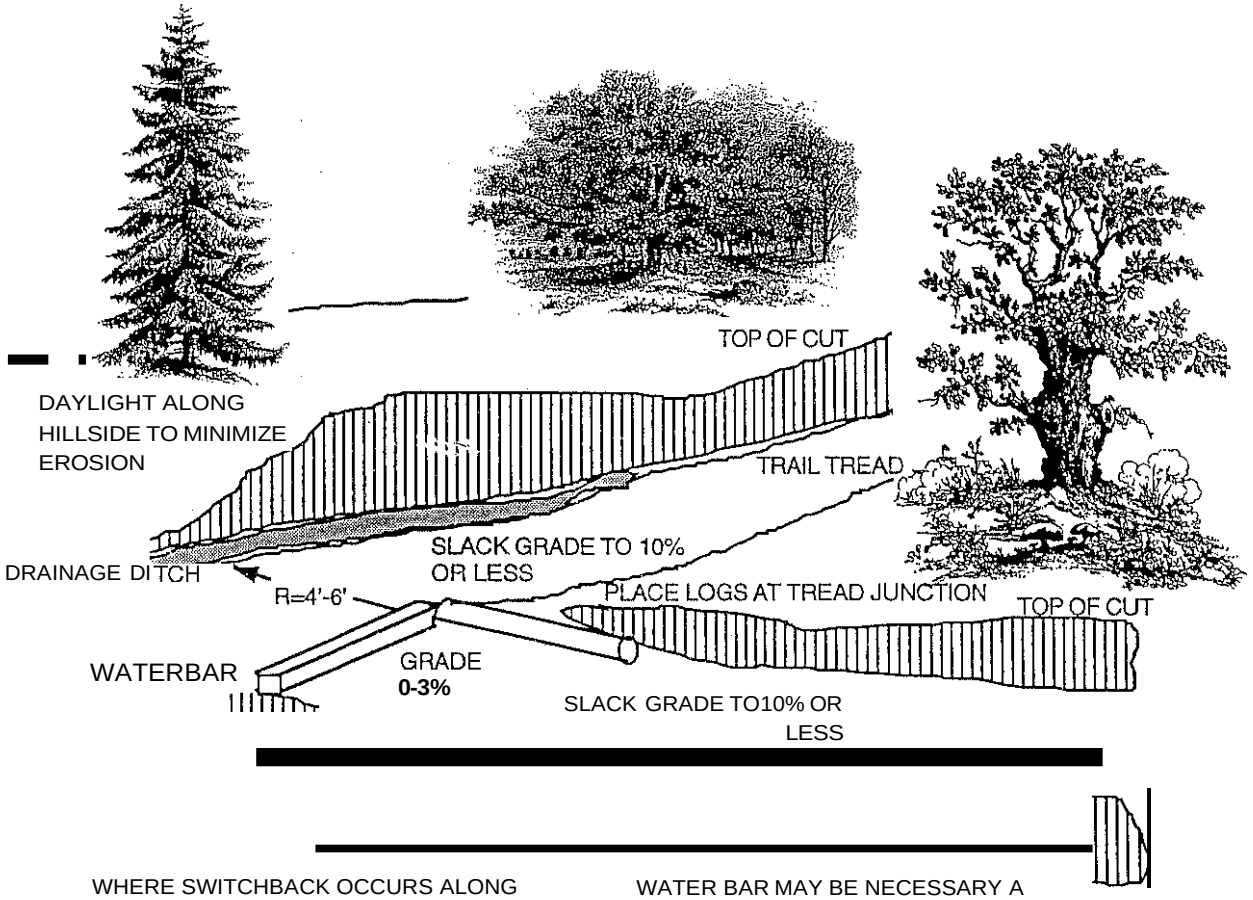
1. To be used in preference to waterbreaks wherever practicable.
2. Locate before initial inspection, construct before rough grading inspection.
3. Place rip rap and brush where necessary to minimize erosion.
4. Place at least every 150'

Maintenance Standards

1. Add to rip rap where necessary.
2. Consider installation of waterbreak or culvert where water flow has caused extensive damage.

STANDARD NO. 11: STANDARD SWITCHBACK

Construction Standards



1. Switchbacks shall be used only where larger radius curve is not practical.

2. Grade shall be slacked to 10% or less within 5' to 10' of turn. Turn itself should be 0-3% if at all practicable with a radius of 4' to 6'.

3. Drainage on switchbacks must not allow water from the upper leg to discharge onto the lower leg and discharge from drainage ditch must be handled so as to minimize erosion. Use a waterbreak at intersection if necessary.

4. To help prevent cross-cutting and to protect the tread near the turn, place a log (telephone size pole or larger) or posts on inside corner of switchback turn.

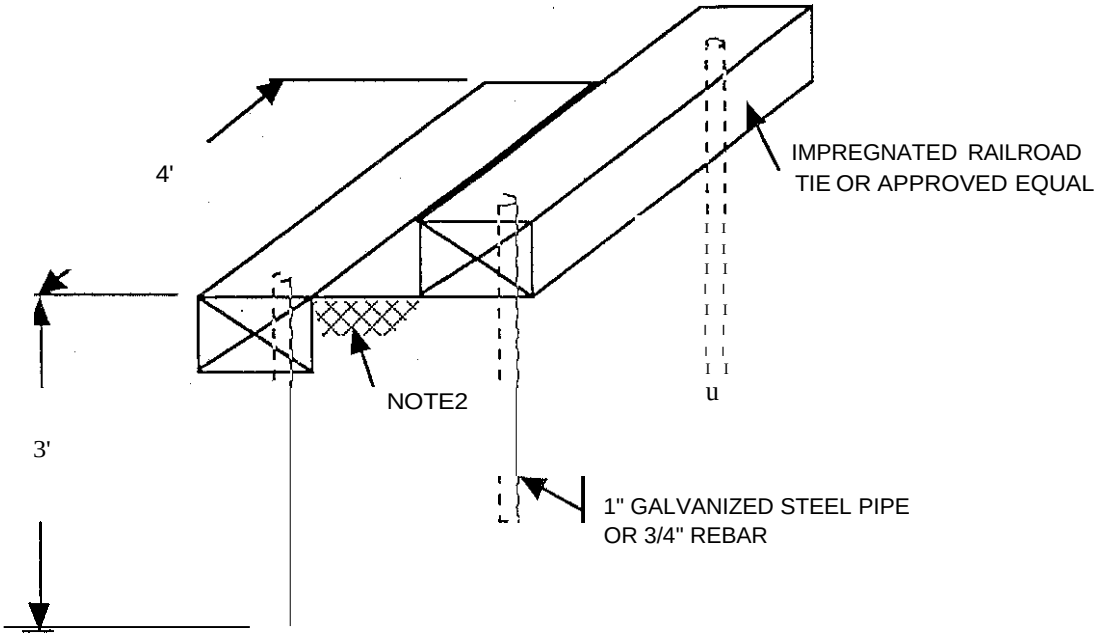
Maintenance Standards

1. Make sure that adequate drainage is provided.

2. If necessary, place additional rocks or logs at tread junction and along inside corner to discourage cross-cutting.

STANDARD NO. 12: STANDARD STEPS

Construction Standards



Notes

1. May be used on maximum grades of hiking trails to reduce erosion, make hiking easier, create direct routes and for variety.

2. When used on pedestrian paths use Simazine weed killer and compacted aggregate on tread per Standard No. 2 (Standard Pedestrian Path).

3. Use about 6 steps at junction of hiking trails or pedestrian paths with riding trail wherever practical in order to discourage horse use of hiking trail and pedestrian path.

4. Native stone steps shall substitute for timber if stones from the site are available. Other acceptable stones may be used. These steps are to be securely placed to the satisfaction of the Trails Committee. The hiking trail or path width maybe narrowed to a minimum of 2' when native stone is used.

5. Steps may not be installed on an equestrian trail at a spacing of less than 10' or longer.

Maintenance Standards

1. Make certain that steps are firmly in place and not rotten.

2. Whenever possible, stone should be used as a substitute for timbers that need to be replaced.

STANDARD NO. 13: STANDARD BRIDGE

Construction Standards

1. Bridges shall have a special design for each case. They are to be built only after plans thereof have been reviewed and approved by the Trails Committee and the Town Engineer. Submit four (4) copies to the Town Clerk.

2. Bridges over 30' in length shall be designed by a registered civil or structural engineer.

3. The width without hand rails and with curbs shall be 5', with handrails, 6'.

4. Use single span long stringer bridge if possible.

   a. Abutments to be of stone or concrete or timber placed on stone or concrete.

   b. Decking to be minimum thickness of 3". Place decking at right angles to stringers.

   c. Rail height minimum 3'.

   d. Pitch trail grade away from ends of bridge wherever possible.

   e. Provide a 2" air space between ends of stringers and dirt retaining header.

   f. Design to carry 400 lbs/linear foot of span.

   g. Use the best available species of cut timber for structural work; preferably redwood, Douglas fir, or larch for structural members and decking. Treat all timber with preservative prior to installation.

Maintenance Standards

I. Check for worn or rotten wood and replace as noted in Construction Standards 4f and 4h above.

2. Consult with Town Engineer if a bridge seems to be in need of extensive repair or if it is unsafe.

Sharing Our Trails and Paths

Portola Valley is fortunate to have more than 36 miles of unpaved trails and paved paths that are enjoyed daily by our residents as well as by visitors. Several uses are permitted on some trails and paths while other trails restrict usage to pedestrians and equestrians and, in one case, to pedestrians only. Every trail has a post with a sign indicating permitted usage; the Town website (www.portolavalley.net) also has a trails map which designates permitted uses.

For the safety of all users as well as to preserve our open spaces please follow the trail etiquette guidelines listed below.

- **Please be courteous to others using the trails and paths**. Everyone should yield to equestrians and bicycles should also yield to pedestrians. Allow other users to pass and if you are in a group don't block the trail or path. Do not smoke on any of our trails or paths.

- **Be alert.** Horses and slower moving pedestrians may be startled by runners or faster moving trail users, especially if they are approaching from behind. Make your presence known well in advance of meeting/passing other users.

- **Stay on designated trails and paths.** Many trails, especially the wilderness trails, are on easements through private properties. Please respect private property and minimize damage by remaining on marked trails. Do not cut corners on hillside trails.

- **Observe speed limits.** Bicycles must remain below 15 miles per hour on all paths and trails where they are authorized. This is especially important on the heavily used Dwight Crowder path where there are many pedestrians, toddlers, dogs and strollers.

Pedestrians

Pedestrians are welcome on all trails and paths. Runners should slow down, allow oncoming hikers and equestrians to pass and, if approaching from the rear, should alert others to their presence. All pedestrians should yield to equestrians.

Published by: Town of Portola Valley, Trails & Paths Committee
765 Portola Road, Portola Valley, CA 94028
5/21/2012
M:\Trails and Paths\Misc\Etiquette on Trails May-12.doc

Equestrians

Equestrians are permitted on all trails except Toyon Trail on Coal Mine Ridge. During the rainy season some wilderness trails are closed to horses in order to prevent damage to the trail; please respect trail closures. Trail closures are posted on the Town website. Riders are responsible for maintaining control over their horse at all times.

Bicyclists

Bicycles are permitted on all paved paths as well as on certain unpaved trails near schools. Bicycle speed limit is 15 mph and 5 mph when passing other users. Bicyclists should always yield to all other users and if approaching from behind should make their presence known well in advance. Bicycles are not permitted on any wilderness trails.

Dogs on Leash

Dogs on leash are permitted on all trails and paths with the exception of some trails on Coal Mine Ridge (see Town Trails map and trail usage signs for restricted trails). Dogs need to be leashed for safety purposes and also to comply with the San Mateo County leash law. Because some dogs are unpredictable you should step to the side of the trail with your dog to allow other users to pass. Do not allow your dog to be off-leash on <u>any</u> trail or path. Please pick up and remove dog waste.

RESOLUTION NO. 2352-2007

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PORTOLA VALLEY ESTABLISHING RULES AND REGULATIONS RELATING TO THE USE OF TRAILS

WHEREAS, Section 12.08.040 of the Town's Municipal Code authorizes the Council to adopt, by resolution, rules and regulations for the purpose of controlling the use of trails and implementing Chapter 12.08 of the Municipal Code; and

WHEREAS, the public interest will be served by establishment of such rules and regulations pursuant to the Municipal Code.

NOW THEREFORE, The Town Council of the Town of Portola Valley does hereby **RESOLVE** as follows:

1. After review of the recommendations of the Trails Committee and Trail Use Discussion Group and holding a public hearing on June 13, 2007, the Town Council hereby adopts the permitted uses and prohibited uses for the Town trails as set forth in the attached Exhibit A. •

2. No person shall use a Town trail for a use that has been prohibited and signed to restrict such activity.

3. No person shall ride, drive, lead or keep any animal in a reckless or negligent manner or allow any such animal to stand unattended or insecurely tied on a Town trail.

4. **No** person shall walk, run, or operate a bicycle or similar device on a Town trail in a reckless or negligent manner so as to endanger life, limb or property of any person or animal.

5. When dogs are allowed on Town trails, the dogs shall be leased at all times.

6. No person shall remove, carve, mutilate or destroy any structure, including without limitation, gate, fence, chain, hitch-rail, table, or bench within any Town trail.

7. No person shall engage in any activity which will damage any Town trail.

8. Except for maintenance work authorized by the Town, no person shall gather or disturb wildlife, flowers or other plant materials (except poison oak) along any Town trail.

9. No person shall dispose of any article or litter on any Town trail.

10. These regulations shall be enforced by the Town pursuant to Chapter 12.08 and/or Chapter 1.12 of the Town's Municipal Code.

11. This resolution supersedes Resolution No. 1881-2001 adopted by the Town on February 28, 2001.

PASSED AND ADOPTED this ..12.._ day of July , 2007.

By: _____
Mayor

ATTEST: J.. fa.. dwd.

Tow

Exhibit A
Portola Valley Trail Usage

Type of Trail:
O=OffRoad
S=Street

Usage:
Open Box=Usage Allowed
N=Usage Not Allowed

	Trail	Type	Pedestrians	Dogs	Bicycles	Horses
	Admiral Quilter Trail	0			N	
	Alpine Trial [1]	0			**N** see below	
	Arroyo Trail	0		**N**	N	
	Bay Laurel Trail	0		N	N	
	Black Oak Trail	0			N	
	Blue Oak Trial	0			N	
	Buckmeadow Trail	0			N	
	Cevrantes Trail [2]	S			**N** see below	
	Cherokee Trail	S			N	
	Coalmine Trail	0		N	N	
	Deer Path Trail	0			N	
	Eagle Trail	0			N	
	Fawn Trail	S			N	
	Fire Road Trail	0			N	
	Firethorne Trail	S			N	
	Georgia Trail	S				
	Golden Hills Trail	S			N	
	Golden Oak Trail	S			N	
	Grove Trail	S			N	
	Hay Fields Trail	0			N	
	Hillbrook Trail [3]	0				
	Indian Crossing Trail	S			N	
	Iroquois Trail	S				"
	Lake Trail	0			N	

	Trail	Type	Pedestrians	Dogs	Bicycles	Horses
	Larry Lane Trail	0			**N**	
	Los Trances Trail	0			N	
	Meadowood Trail	S			**N**	
	Minoca Trail	S			N	
	Nathorst Trail	S			N	
	Old Spanish Trail [4]	0		N see below	N	
	Palmer Trail	S			N	
	Portola Trail [5]	S			N see below	
	Possum Trail	S			N	
	Priory Trail	0			N	
	Quilter Trail	0			N	
	Redberry Trail	S			N	
	Sausal Trail [6]	S/0			N see below	
	Sequoia Trail	0			**N**	
	Shady Trail	0			**N**	
	Shawnee Trail	S				
	Sunrise Trail	0			N	
	Sweet Springs Trail	0			N	
	Toyon Trai17	0		N see below	**N**	N
	Veronica Trail	0			N	
	Westridge Trail	S			N	
	Willowbrook Trail	S			N	

1. Bicycles are allowed from Indian Crossing Drive to Portola Road, but no usage sign will be installed between these two points
2. Bicycles allowed from Shawnee Pass to Westridge Drive.
3. Bicycles are allowed but no usage sign will be installed.
4. Dogs allowed from Los Trancos Trail to Fire Road.
5. No usage sign installed from Alpine Road to Town Center. Bicycles allowed in this section.
6. Bicycles allowed from Sausal to Georgia Lane.
7. Dogs allowed from Blue Oaks property boundary to Lake Trail.

CHAPTER 17.52 - IMPROVEMENTS

Sections:

17.52.010 - Improvements requirements—Generally.

The subdivider shall improve, or agree in writing to improve, all public or private streets, highways, pathways, trails and easements, and to install other improvements required by this title as are necessary for the general use of lot owners in the subdivision, local neighborhood traffic, and drainage needs.

(Ord. 1967-71 § 1 (7660.01), 1967)

17.52.020 - Improvement plans—Approval by town engineer.

The subdivider shall submit a complete set of plans, profiles, cross sections, and specifications for improvements, on acceptable reproducible material, to the town engineer for check and approval. If approved, the town engineer shall certify his approval on the face of such tracings and/or other reproducible material, and the subdivider shall, at his own expense, furnish the town six complete sets of prints. One set shall be kept as a part of the permanent records of the town. Tracings and other reproducible material shall be returned to the subdivider.

(Ord. 1967-71 § 1 (7660.02), 1967)

17.52.030 - Improvement plans—Approval by council—Supervision of installation.

No improvement work shall be commenced until improvement plans and specifications have been approved by the council on recommendation of the town engineer or other representatives of the town authorized by the council. Improvements shall be installed in accordance with the approved plans and specifications to permanent line and grade to the satisfaction of the town engineer. All work shall be done under the supervision of the town engineer and shall be subject to such inspection as he or she deems necessary to protect the interests of the town. In the case of trails, all work and improvements shall be supervised by the trails coordinator designated by the town and shall be subject to such inspection as he or she deems necessary to protect the interests of the town. Trails and paths shall be constructed prior to acceptance of roads and utilities. In no case shall improvements be less substantial than required by the standard specifications of the town, adopted by the council and in effect at the time the tentative map was approved by the planning commission. All improvements shall conform with the standards of this title and all grading shall conform to the requirements of the site development ordinance.

(Ord. 1997-303 § 8, 1997: Ord. 1979-168 § 6, 1979: Ord. 1967-71 § 1 (7660.03), 1967)

17.52.040 - Inspections—Deposit against costs.

The town engineer, his authorized representative or other representative of the town authorized by the council, shall have the right to enter upon the site of the improvements for the purpose of inspecting the same and shall be furnished with samples of materials as he may require for making tests to determine the acceptability of such materials. Prior to beginning work, the subdivider shall deposit with the town the amount equal to the estimated actual cost for the inspection of the work and the cost of checking of materials for the improvements during the entire period of construction. If all improvements are not complete when the final map is presented to the council, the subdivider shall give evidence that he has deposited with the town a sum in the amount estimated by the town engineer as being sufficient to cover the costs of such inspection, tests and other engineering costs. If the amount so deposited exceeds the actual cost to the town, the subdivider shall be reimbursed for the balance remaining. If the actual cost exceeds the deposited amount, the town engineer shall stop all construction until the subdivider shall present a receipt for a deposit with the town of an additional sum as estimated by the town engineer.

(Ord. 1967-71 § 1 (7660.04), 1967)

17.52.050 - Minimum improvements—Specific requirements.

The minimum improvements which the subdivider shall make, or agree to make, at the cost of the subdivider, prior to acceptance and approval of the final map by the town, shall be:

A. Grading, curbs, and gutters or berms where required by the town engineer, paving, drainage and drainage structures necessary for the proper use and drainage of streets, highways and pathways and for the drainage of public property and prevention or control of erosion of public properties for the public safety;

B. Essential grading and drainage, taking into consideration the drainage pattern of adjacent improved or unimproved property and treating upstream areas as though fully improved;

C. Street name signs, traffic warning signs, required painted traffic lines and crosswalks;

D. Pedestrian paths and trails as required;

E. Fire hydrants with gated or comparable connections and appurtenances, in proper locations, and in sufficient numbers to provide adequate fire protection; such facilities shall be in conformance with the standards of the Woodside fire protection district;

F. A water system with mains of sufficient size and having a sufficient number of outlets to furnish an adequate water supply for all lots in the subdivision and to provide adequate fire protection;

G. Sanitary sewer facilities and connections for each lot if required in the approval of the tentative map;

H. Street plantings;

I. All telephone, telegraph, light and power wires and cables, and all communication wires and cables shall be placed underground, except as noted in Section 17.48.010.

(Ord. 1967-71 § 1 (7660.2), 1967)

17.52.060 - Preparation for utility service connections.

Provisions for service connections from utility lines and sanitary sewers shall normally be made available for each lot in such manner as will obviate the necessity for disturbing the street pavement, paved curb and gutter and culverts, when service connections are made.

(Ord. 1967-71 § 1 (7660.4), 1967)

17.52.070 - Guarantee of improvements.

The subdivider shall guarantee the work in providing the above facilities and shall make or agree to make necessary repairs or modifications for damage resulting from storms, erosion or landslide and to correct errors in design or construction for a period of a minimum of one year after the date of completion described in Section 17.52.080.

(Ord. 1967-71 § 1 (7660.6), 1967)

17.52.080 - "As-built" improvement plans—Filing—Acceptance by council.

A complete improvement plan "as-built" shall be filed with the town engineer upon completion of the required improvements. The "as-built" plans shall be in the form of original or duplicate tracings on cloth or equivalent materials at a scale acceptable to the town engineer, on twenty-four-inch by thirty-six-inch sheets with two-inch left margin. Upon receipt and acceptance of the "as-built" plans, the town engineer shall recommend formal acceptance by the council when he is satisfied that the improvements have been installed in complete conformance with this title and the standard specifications of the town.

(Ord. 1967-71 § 1 (7660.8), 1967)

17.52.090 - "As-built" improvement plans—Monuments.

Elevations on the town datum shall be shown on the "as-built" improvement plans as required in Section 17.52.080 for all monuments in the subdivision.

(Ord. 1967-71 § 1 (7660.81), 1967)