

TOWN OF PORTOLA VALLEY
REGULAR PLANNING COMMISSION MEETING
 765 Portola Road, Portola Valley, CA 94028
 Wednesday, February 2, 2011 – 7:30 p.m.
 Council Chambers (Historic Schoolhouse)

AGENDA

Call to Order, Roll Call

Commissioners Gilbert, McIntosh, Von Feldt, Chairperson McKitterick, and Vice-Chairperson Zaffaroni

Oral Communications

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

Regular Agenda

1. *Public Hearing: Site Development Permit X9H-623, 727 Westridge Drive, Wang*
2. ~~Follow up to Special February 1, 2011 Site Meeting with the ASCC – Preliminary Review of Proposal for Multipurpose Field Artificial Turf Upgrades, 302 Portola Road, Woodside Priory CUP X7D-30~~ **Item will not be heard - continued to 2/16/11 Meeting**
3. *Study Session – Review of Proposed Amendments to the Conservation Element, Open Space Element and Recreation Element of the Portola Valley General Plan*
4. *Confirm Special Meeting Date for Preliminary Review of Site Development Permit X9H-624, 9 Redberry Ridge (Lot 10 Blue Oaks Subdivision), Srinivasan*
5. *City of Palo Alto Referral, Temporary Use Permit Request, “Portola Vineyards” Winery Concert Series, 850 Los Trancos Road, Leonard Lehmann*

Commission, Staff, Committee Reports and Recommendations

Approval of Minutes: January 19, 2011

Adjournment

ASSISTANCE FOR PERSONS WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Technician at 650-851-1700 ext. 211. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

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 branch of the San Mateo County Library located at Corte Madera School, Alpine Road and Indian Crossing.

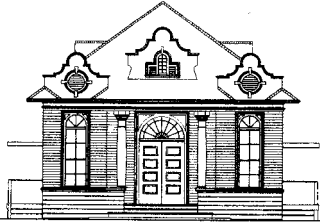
PUBLIC HEARINGS

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

This Notice is posted in compliance with the Government Code of the State of California.

Date: January 28, 2011

CheyAnne Brown
Planning & Building Assistant



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Planning Commission
FROM: Tom Vlastic, Town Planner
DATE: January 27, 2011
RE: Site Development Permit Application X9H-623, Wang

Location

1. Address: 727 Westridge Drive
2. Assessor's parcel number: 077-090-200
3. Zoning District: R-E/2.5A/SD-2.5 (Residential Estate, 2.5 acres minimum parcel area, slope density requirements)

Request, Background, Preliminary Review and ASCC Consideration

On February 2, 2011, the planning commission will be conducting a public hearing on the subject site development permit application. The request is for approval of 2,710 cubic yards of grading (counted pursuant to the provisions of the site development ordinance), which is to be completed for residential redevelopment of the subject 2.9-acre, Westridge area property. A vicinity map for the project is attached for reference.

The proposed grading includes 990 cubic yards of cut, 1,720 cubic yards of fill, and no materials to be off-hauled from the property. The scope of grading was modified from the time of preliminary project review in December to increase on site fill and reduce the scope of cut so the grading could be a balanced operation, without off haul. The changes were a direct result of the recommendations that were developed during town preliminary project review, including input from the ASCC and representatives of the planning commission. The grading changes are explained further below.

The following enclosed plan revisions, unless otherwise noted, dated January 24, 2011 and prepared by Tobin Architects, are now before the planning commission for action on the site development permit:

- Sheet CS.1, Cover Sheet
- Sheet CV-1, Civil Cover Sheet/Info, Giuliani & Kull, Inc.
- Sheet CV-2, Civil Grading and Drainage plan, Giuliani & Kull, Inc.
- Sheet CV-3, Civil Erosion Control Plan, Giuliani & Kull, Inc.
- Sheet A0.1, Architectural Site Plan (building, hardscape, lighting, septic location)
- Sheet L1, (Landscape) Site Preparation Plan, Cleaver Design, 1/18/11

Sheet L2, Landscape Plan, Cleaver Design, 1/18/11
Sheet A1.1, Ground Level/Basement Level Floor Plan
Sheet A1.2, Main/Entry Level Plan – Upper Floor Plan
Sheet A2.1, Exterior Elevations (entry and back, i.e., north and south)
Sheet A2.2, Exterior Elevations (left and right side, i.e., east and west)

The grading plan sheets and the tree removal and landscape plan sheets are those most germane to the requested site development permit. In development of these site development plans, the applicants and the design team have benefited from data in the attached arborist report prepared for the property by McClenahan Consulting, dated November 14, 2006. This report was prepared at the time a previous application was before the ASCC for consideration in 2008. Background to this earlier proposal and the current project is provided in the attached December 10, 2010 report that was considered at the December 13, 2010 preliminary review meeting with the ASCC and planning commission representatives McIntosh and Von Feldt.

The December 13, 2010, preliminary preview took place at a special afternoon site meeting and continued at the regular ASCC evening meeting. The attached December 10, 2010 staff report and approved December 13, 2010 ASCC meeting minutes set forth the factors considered and reactions provided during the preliminary review process.

On January 24, 2011, the ASCC completed conditional architectural approval of the project and recommended planning commission approval of the site development permit. The attached January 20, 2011 staff report explains the revisions made to the project based to respond to the preliminary review comments, including the comments offered by the Westridge Architectural Supervising Committee (WASC) in the committee's attached December 20, 2011 letter to the project architect. At the conclusion of the December 13th site meeting, Beverly Lipman from the WASC advised that the concerns had been addressed in project clarifications made in the staff report and at the site meeting. Further, prior to the January 24, 2011 ASCC meeting, she communicated to the town that the remaining WASC concerns had to do with exterior materials and finishes. The exterior materials and finishes proposals were modified and conditionally approved by the ASCC as explained later in this report.

Based on the ASCC review process as explained above and expanded upon later in this report, as well as other town staff and committee review, also summarized herein, it appears that the site development permit is in form for conditional planning commission approval.

Site Description

1. **Area:** 2.9 acres.
2. **Present use of site:** low density residential.
3. **Topography:** Gentle slopes over the majority of the property.
4. **Ground cover:** Primarily native oak grasslands with meadow areas that have been disturbed by previous residential use and development.
5. **Land movement potential of undisturbed ground:** The entire property is designated *Sbr*, relatively stable ground on the town's map of land movement potential. Also, refer to comments in the attached December 14, 2010 and January 26, 2011 reports from the town geologist. While these reports identify somewhat more complex conditions, they do conclude that the project as currently proposed is conditionally acceptable.
6. **Relationship to earthquake faults:** While the property is over 6,000 feet northeast of the San Andreas Fault Zone, there are some more local fault conditions that are discussed and evaluated in the December 14, 2010 report from the town geologist. He

has determined that the work by the project geotechnical consultant has adequately considered and addressed potential impacts from anticipated fault activity.

7. **Characteristics of site drainage:** The site drains primarily to the south and southwest, with portions also draining towards Westridge Drive to the north.

Ordinance Requirements

Section 7303.C. of the Site Development Ordinance requires that plans for grading in excess of 1,000 cubic yards come before the planning commission for approval. Further, Section 7300.A.6) requires a site development permit when certain tree removals are proposed. The ordinance requires that the plans be reviewed by the *Site Development Committee*, consisting of the town engineer, town planner, town geologist, health officer, fire marshal, architectural and site control commission (ASCC), the conservation committee, and trails committee. The reviews and recommendations of committee members are to be transmitted to the planning commission and applicant in a report prepared by the town planner. The specifications for grading and other aspects of site development are contained in the site development ordinance.

Grading and Drainage Plan Revisions

As explained above, the grading plans were modified from the December proposal to increase the scope of grading, as counted pursuant to provisions of the site development ordinance, specifically to keep more fill on site. The volume of fill increased from 910 cubic yards to 1,720 cubic yards, and the total volume of cut and fill increased from 2,030 cubic yards to 2,710 cubic yards. Further, the scope of cut was reduced and the grading operation balanced so that there would be no off haul of materials.

(It should be noted that the grading calculations on plan Sheet CV-2 are complete and reflect plan revisions, but also show cut volumes for the pool and basement excavations that do not need to be counted under site development permit provisions, i.e., the provisions that trigger specific processing procedures. The earthwork quantities on Sheet CV-1 have not, however, been updated to be consistent with Sheet CV-2 data and still show volumes from the December plans with 210 cubic yards of export. The table needs to be corrected to show 990 cubic yards of cut, 1,720 cubic yards of fill and 0 cubic yards of export.)

The revised grading plan places much of the increased fill volume on the southeast side of the site in the meadow, in an area that previously contained a swimming pool and cabana as indicated on the attached vicinity map. These improvements were removed since the 2008 project review. The ASCC encouraged more placement of fill in this area during the December preliminary review and found the enclosed revised plans generally acceptable at the January 24, 2011 ASCC meeting.

We have also considered the revised grading plan further and discussed it with the public works director and town geologist. While both the town geologist and public works director find the technical aspects of the design acceptable, particularly subject to the conditions in the January 26, 2011 report from the town geologist, we all concur that the plans should be modified to taper the fill further into the site so that the fill slope is less steep adjacent to the property line. Specifically, it is recommended that the slope, currently at a maximum of 3.75:1, be graded back so that the slope is no steeper than 5:1 and preferably less steep.

A condition relative to the fill slope adjustment is included in the recommendations at the end of this report. The matter has also been reviewed further with the project architect and

he has advised concurrence with the condition. He noted that, in any case, the intent was to soften the slope during the actual grading operations at the site.

It is also noted that the drainage plan was modified to pull the "grassy swale" dissipater 40 feet further into the site as recommended by the public works director and he has advised the revised plan is acceptable subject to the conditions offered during his review of the original plan and the matter of fill slope adjustment discussed above.

Review and Evaluation

Pursuant to the requirements of the site development ordinance, project plans have been circulated for staff and committee review. The following reports and comments have been received and are additional to those presented above and in the reports prepared for the referenced ASCC meetings.

1. **ASCC.** The ASCC concluded its architectural review approval on January 24, 2011 and also found the site development permit acceptable. Conditions of the architectural approval were as follows and are to be addressed, unless otherwise noted, to the satisfaction of staff prior to issuance of a building permit:
 - a. The exterior materials and colors board and proposed house elevation materials notes shall be modified and corrected to address the ASCC comments provided at the January 24, 2011 ASCC meeting. The modifications and corrections shall be to the satisfaction of a subcommittee of two ASCC members.
 - b. The Site Preparation Plan (Sheet L-1) shall be modified to extend the tree protection fencing to fill the unfenced "gap" in the southwest corner of the property. Further, the tree protection and drainage plans shall be coordinated to ensure that drainage improvements avoid potential for impacting site oaks. Also, tree protection fencing and other tree protection provisions shall be provided on the final grading plans.
 - c. A detailed construction staging and vegetation protection plan shall be provided and, once approved, implemented to the satisfaction of planning staff.
 - d. PG&E and other utility meters and panels shall be located on the final site plans to the satisfaction of a designated ASCC member. The locations shall provide for minimum potential for visual impacts.
 - e. Verification that the proposed native "mov free sod" and other irrigated landscaping conforms to town outdoor water efficiency standards shall be provided.

Note, while it was recognized that location of utility meters would need to meet the standards of the utility companies, the intent of condition d. is to ensure this matter is addressed early on in the design process so that it is not left as an afterthought, whereby the actual installation results in visual clutter along the public right of way.

2. **Public Works Director.** By attached memo dated November 29, 2010, the public works director found the project conditionally acceptable. The conditions referenced in this memorandum are relatively standard project requirements. He has considered the revised grading plans and advised that his original conditions pertain, and also supports the modified drainage and grading plans subject to the fill adjustment condition discussed above.

3. **Town Geologist.** By attached memorandums dated December 14, 2010 and January 26, 2011, the town geologist has found the project grading plans conditionally acceptable.
4. **Fire Marshal.** The fire marshal has reviewed the proposal and by attached memo dated December 15, 2010 found the proposal conditionally acceptable. The revised grading plans do not impact any issues of concern to the fire marshal.
5. **Health Officer.** The health officer advised the town in December that he was concerned the project may trigger the need for a new septic system. Discussions have been ongoing between the applicant and health officer and the most recent interaction took place at the site with Stan Low of the Health Department on January 25, 2011. The applicant and Mr. Low have both advised us that they have reached agreement for the health department to conditionally approve the project as proposed with the provision that the actual length, depth and end of existing leach lines be identified, that a soil percolation test be done in the dry months, and that the leach lines be extended as determined necessary based on existing leach line conditions and the results of the percolation test. The 1/25 meeting concluded with the health department finding that the project is viewed as an improvement/repair to an existing septic system as there is sufficient on site space to permit any needed leach line extension within health department standards.
6. **Town Planner.** As has been the case with most site development permits, our plan concerns were developed and addressed primarily through the ASCC review process. Further, all plan aspects, including proposed floor area, impervious surface area, building setbacks and heights conform to requirements of the zoning ordinance as evaluated in the reports prepared for the ASCC meeting. Our review, however, is also qualified by the comments on the fill slope adjustment offered above.
7. **Trails Committee.** There are no town trails on the property but it does contain a Westridge area trail easement along the Westridge Drive frontage. The plans do not impact the trail, except for the driveway surface work. Pursuant to the required standard public works director conditions, referenced in the 11/29/10 report, the trail will need to be protected during construction and, where it crosses the driveway, the surface will need to meet the town's trail standards.
8. **Conservation Committee.** The matter was referred to the conservation committee during the early stages of project review, i.e., at the time of preliminary consideration in November and December. The committee, however, only had a chance to agenda the matter recently and committee representatives are visiting the site on Saturday, January 29, 2011. Thus, it is hoped that committee input will be available for planning commission consideration at the February 2, 2011 public hearing. In any case, a condition has been included below requiring conformity with any conservation committee recommendations.

Environmental Impact

The project is categorically exempt from filing an environmental impact report pursuant to Section 15303.(a) of the CEQA guidelines. This section exempts construction of new single-family residences when not in conjunction with the construction of two or more such units.

Recommendations for Action

Unless information presented at the public hearing leads to other determinations, the following actions set forth below are recommended.

1. **Environmental Impact.** Move to find the site development permit project categorically exempt pursuant to Section 15303.(a) of the CEQA guidelines.
2. **Site Development Permit.** Move to approve the site development permit application as shown on the following plans listed under the request portion of this memorandum subject to the following conditions:
 - a. All ASCC January 24, 2011 architectural and site development review requirements shall be adhered to.
 - b. The requirements of the public works director as set forth in his November 29, 2010 memorandum shall be adhered to.
 - c. The requirements of the town geologist set forth in his January 26, 2011 memorandum shall be adhered to.
 - d. The requirements of the fire marshal set forth in her December 15, 2010 review memorandum shall be adhered to.
 - e. All health department requirements relative to improvements to the existing on-site septic system I shall be adhered to.
 - f. The grading plans for the fill proposed in the southeast corner of the property shall be modified to taper the fill further in to the site so that the fill slope is less steep adjacent to the property line. Specifically the fill slope, shown at a maximum of 3.75:1, shall be adjusted so that the slope is no steeper than 5:1 and preferably less steep. The plan adjustment shall be to the satisfaction of the public works director and town planner.
 - g. All finish contours shall be blended with the existing site contours to result in as natural appearing finish slope condition as reasonably possible to the satisfaction of the public works director and town planner.
 - h. Any recommendations of the conservation committee shall be addressed to the satisfaction of planning staff.

TCV

attachments
encl.

- | | | |
|-----------------------|----------------------|----------------|
| cc. Planning Manager | Town Manager | Fire Marshal |
| Town Attorney | ASCC | Town Geologist |
| Public Works Director | Town Council Liaison | Applicant |
| Health Officer | WASC | |



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Planning Commission and ASCC

FROM: Tom Vlastic, Town Planner

DATE: January 27, 2011

RE: Preliminary Review, Multipurpose Field Artificial Turf Upgrades
Softball, Soccer and Track Fields, 302 Portola Road
Woodside Priory CUP X7D-30

Background, February 1, 2011 Joint Planning Commission and ASCC Site Meeting and Required Actions

The Woodside Priory School (Priory) has initiated discussions with town planning staff relative to plans for upgrading of the existing softball, soccer field and volleyball court areas at the southeast side of the school campus, adjacent to the Portola Road corridor. The tentative project area is shown on the attached vicinity map and, in more detail, on the attached Multipurpose Field Upgrades Plan prepared by BKF, dated 1/26/11. A number of documents have been provided in support of the proposal as discussed later in this memorandum.

As we have informed both planning commission and ASCC members, the applicant has asked for the opportunity to present the proposal concepts to the members of both commissions on a preliminary basis for information and reaction. We, therefore, have been able to schedule and notice a joint meeting to take place on February 1, 2011, at 4:00 p.m. at the project site. At that time, Mr. Mike Amaral, Park West Landscape Inc., and Mr. Ed Boscacci of BKF Engineers will be present to explain the proposal and respond to questions.

It is stressed that the February 1st site meeting is for informational purposes only and for preliminary reactions of planning commissioners, ASCC members and interested citizens to the project concepts. At this point no formal action is necessary. A place has been included on the February 2, 2011 regular planning commission agenda for additional comments, questions and reactions and the matter will also be on the February 15, 2011 ASCC agenda for follow-up comments.

Eventually, a site development permit application will be filed that will likely trigger requirements for planning commission review and action. Further, the ASCC will need to consider and comment on the site development permit request and, in the process, a

determination will also need to be made that the plans conform to the provisions of the Priory's CUP X7D-30.

The presentations and discussion at the site meeting will be important in terms of guiding the site development permit process and also relative to CUP compliance. The comments that follow are offered to provide a framework for the February 1st preliminary review.

Project Description

The proposal would convert much of the existing irrigated natural turf soccer field and softball field areas to artificial turf as shown on the attached BKF *Field Upgrades* plan. A portion of the converted area would be an all weather track. Attached is a product brochure for the proposed "Revolution" *FieldTurf*, artificial turf.

As was explained to the planning commission in the October 14, 2010 staff report prepared for the School's annual CUP review, the artificial turf upgrade project is desired to deal with field drainage issues which limit field use during the wetter parts of the year. The project has been designed to be in conformity with the schools master drainage plan prepared as a condition to the approved CUP.

The attached January 6, 2011 letter from project civil engineer Ed Boscacci to public works director Howard Young describes the technical details to be used in development of project drainage plans and particularly the design to ensure water percolation on site will be at rates after construction that are equivalent to those prior to construction. Mr. Young has reviewed the plans and tentatively determined that they are acceptable and in conformity with the approval CUP drainage master plan. It should also be noted that Mr. Boscacci prepared the approved master drainage plan for the Priory.

CUP Conformity

The total area to be converted from natural to artificial turf/all weather track is 2.95 acres (128,400 sf). This area was considered pervious on the CUP Overall master plan diagram (copy attached). The planning commission will need to determine that the proposed conversion is consistent with the approved CUP. Specifically, it will need to be concluded that the proposed drainage improvements, (which, as explained in the January 6th letter to the public works director, are designed to maintain current percolation rates), allow for the improvements to be considered pervious relative to the CUP. If this determination cannot be reached, then a CUP amendment would likely need to be considered.

As noted above, the public works director has found the plans consistent with the schools master drainage plan. Also, in the past, the planning commission has determined that with adequate data relative to drainage, surfaces other than the few articulated in the zoning ordinance may, by interpretation, be considered pervious. Thus, the site meeting presentation along with the attached drainage data will be important to the planning commission's evaluation of the proposal and CUP conformity.

As to the proposed field uses, they are generally consistent with the athletic field uses allowed for on the CUP master plan. The proposed new storage shed, however, is not on the master plan, but would be considered a minor variation that typically could be found consistent with the CUP master plan. It would, however, reduce the floor area originally identified for other future school uses by 1,000 sf. There is currently sufficient future floor

area to accommodate the building but, again, approval would mean that the floor area for other future uses would be reduced by 1,000 sf. Assuming the project proceeds, we will prepare an updated inventory of existing and future floor area and have that available for planning commission and ASCC consideration.

It should also be noted that, pursuant to CUP provisions and field use agreements with the town, the Priory private school sports fields are made available for public use. The field upgrades would extend the time the fields would be available for such broader community use.

Environmental and Health Concerns

The above comments notwithstanding, it is recognized that there are environmental and health concerns that must be considered when artificial turf applications are being evaluated. Many local communities have considered these and determined that the impacts can be mitigated to acceptable levels and have proceeded to install artificial turf fields for public use due to benefits associated with extended play time, maintenance, etc.

The potential health hazards impacts include inhalation (air quality) and skin infection. The State of California has conducted a detailed study of these and the report prepared by the Department of Resources, Recycling and Recovery is available as a pdf attachment to this report. (This report was transmitted by email to planning commission and ASCC members and can be reviewed in the planning department at town hall or on line). The link to this 2010 report was provided by Mr. Amaral. He also provided the link to a 2010 report on the *Incidence, Mechanisms and Severity of Game-Related College Football injuries on FieldTurf Versus Natural grass*. (This report was also transmitted by email to planning commission and ASCC members and can be reviewed in the planning department at town hall or on line.)

The studies referenced suggest that there may be some air quality considerations with artificial turf in an enclosed environment, but that inhalation health risks are unlikely, especially for persons using artificial surfaces outdoors. There are greater skin abrasion incidents with artificial turf, but the study also concludes that fewer bacteria were detected on artificial turf compared to natural turf.

The 2010 football injury study found that for the three-year period evaluated, there were lower overall injury rates on the FieldTurf artificial surface versus natural grass, but that the rates of substantial and severe injuries were higher on the artificial turf.

In addition to the health risks, we are looking into evaluations of chemical run off impacts. The studies we have considered to date suggest the main concern is to aquatic life and not humans. We have asked that the project design team look further into this and the possible need for some form of filtration. In any case, the health and other environmental factors will need to be further evaluated as data is developed for CEQA compliance.

Next Steps

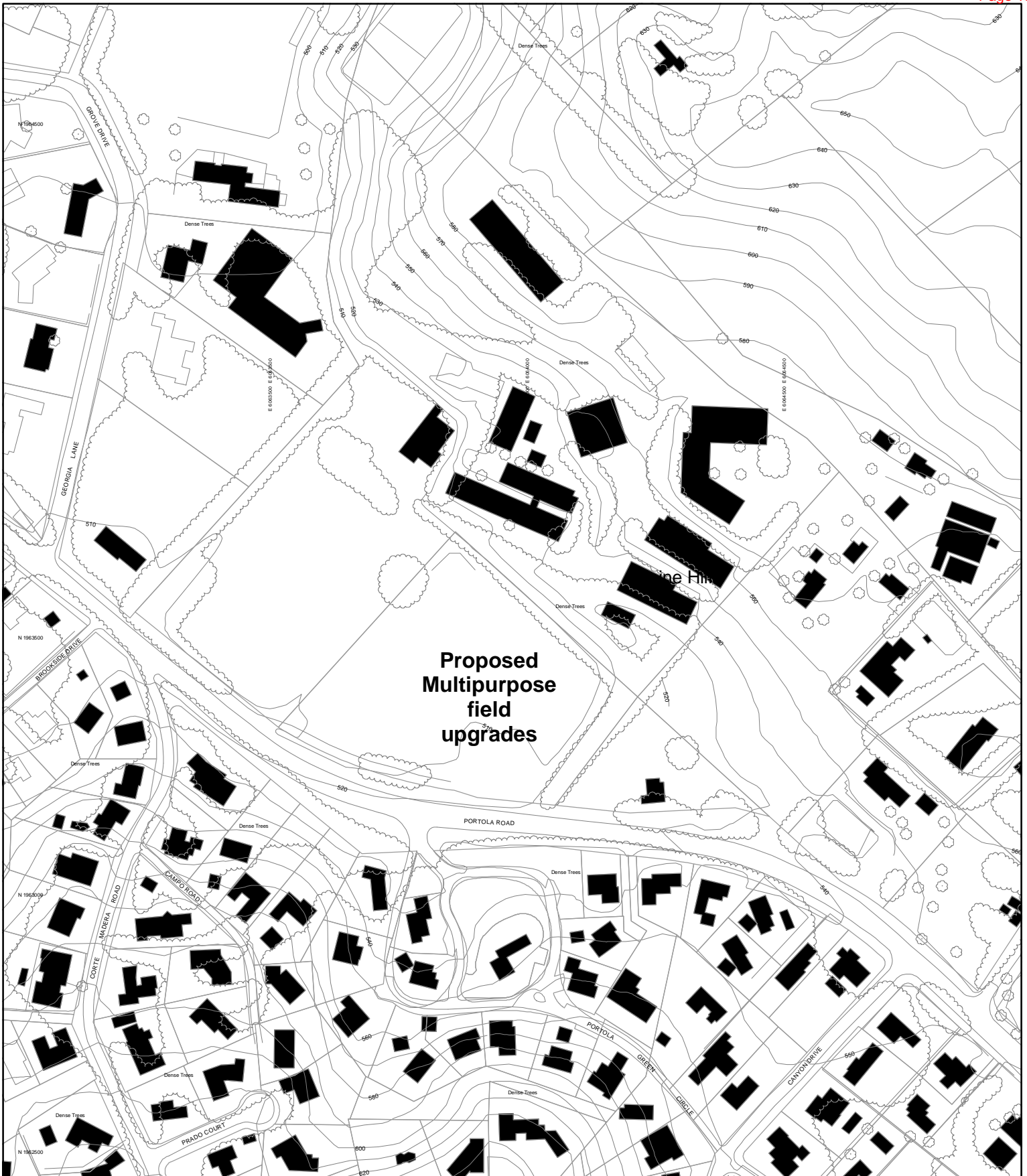
Planning commission and ASCC members should conduct the preliminary review as discussed above and offer questions, comments and preliminary reactions that can be considered by staff and the applicant as this proposal is further developed and clarified. Eventually, when the plans are formalized and site development permit application prepared

the matter will be presented again to the ASCC for review and recommendation and eventually to the planning commission for public hearing.

TCV

attach.

cc. Town Council Planning Commission Liaison Anne Wengert
Town Council ASCC Liaison John Richards
Mayor Ted Driscoll
Town Manager Angela Howard
Planning Manager Leslie Lambert
Public Works Director Howard Young
Town Attorney Sandy Sloan
Applicant



Vicinity Map

Scale: 1" = 250 feet

Review for Conformity with CUP X7D-30, Priory Field Upgrades

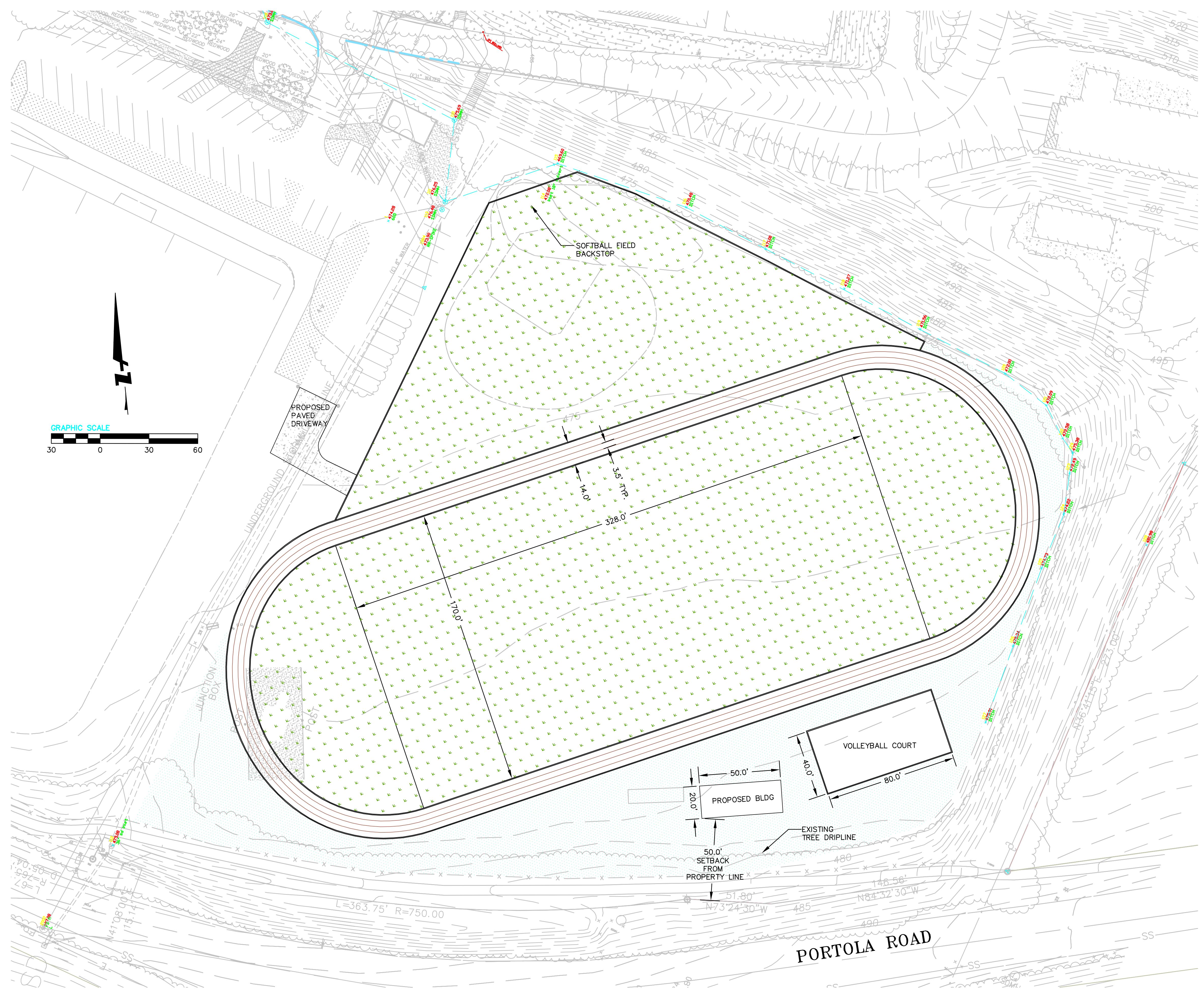
302 Portola Road, Town of Portola Valley

February 2011

Revisions	
No.	Description

Date: 01/26/11
 Scale: 1"=30'
 Design: RAM
 Drawn: RAM
 Approved: EMB
 Job No: 20060221-13

Drawing Number: _____ OF _____



- LSP AREA
- SYNTHETIC TURF FIELD
- CONCRETE CURB/MOWBAND

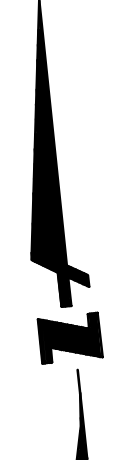
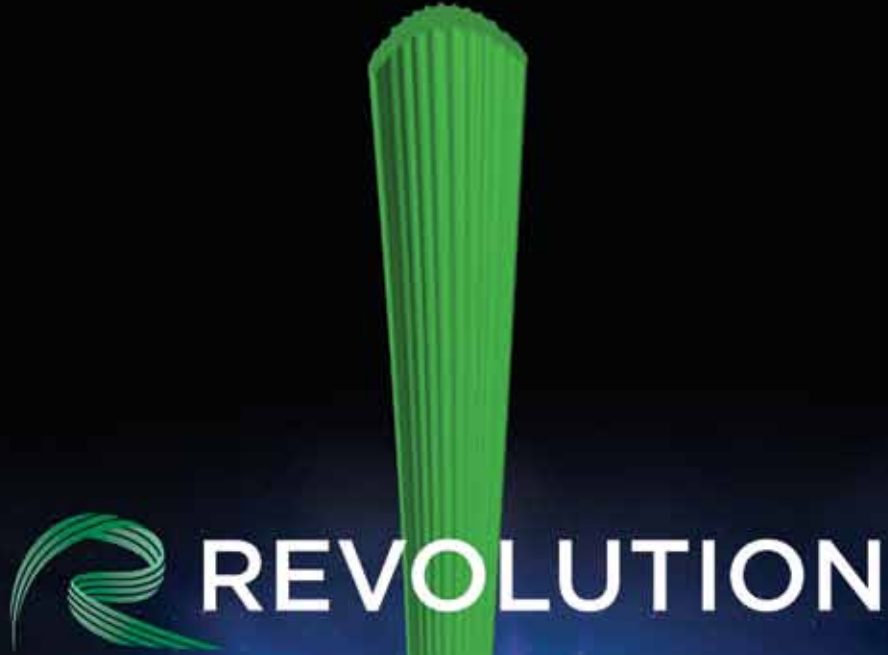


EXHIBIT PROVIDED FOR
COORDINATION PURPOSES ONLY

DRAWING NAME: 4:\projects\060221\WOODSIDE\Multi\060221-13-CD-0111-13-CD-0111-13-CD-0111.dwg
 PLOT DATE: 01/26/11
 PLOT TIME: 10:00 AM

The New Age Of Artificial Turf





REVOLUTION

The New Age Of Artificial Turf



Revolutionary Thinking



rev·o·lu·tion [rev-uh-loo-shuhn]

...a sudden, complete or marked change

**This is no evolution. This is revolution.
Innovation at its finest. And it's what FieldTurf is all about.**

From its invention of the first infilled, long pile turf system, now the standard for sports fields across the globe, FieldTurf has always been generations ahead of the competition – continually leading innovation in performance, safety and durability.

Continuing a history of innovation, FieldTurf is now pleased to introduce the Revolution fiber. The biggest technological advancement the artificial turf industry has seen in decades.



To celebrate the development and launch of the industry's best fiber technology, FieldTurf has inaugurated a new fiber manufacturing plant in Germany. This plant is up and running and Revolution turf has gone from a dream to a firmly planted reality. And best of all, Revolution is just the beginning. Long gone are the days where one fiber manufacturer can monopolize innovation and trickle technology to the end users. Revolution is just the start of The New Age Of Artificial Turf.

A result of the passion and ingenuity of its scientists, FieldTurf in-house fiber manufacturing makes it one of the most vertically integrated companies in the industry – with full control over all facets of the turf system – fiber, tufting, coating and installation. This provides FieldTurf clients with a level of quality assurance that simply cannot be matched.



FieldTurf Fiber Manufacturing Plant
- Germany



REVOLUTION

The New Age Of Artificial Turf



Why Fiber? Why Now?

Simple. As third party fiber manufacturers began to grow, their quality began to suffer. A decline in quality was not something FieldTurf could pass on to its clients.

So in typical FieldTurf fashion, they did things differently. They recruited the top fiber intelligence in the industry to join its “dream team”, led by Jürgen Morton-Finger and Thorsten Emge. Jürgen is the former technical director at Reimotec, who for decades has been supplying much of the industry with fiber production equipment. Thorsten is a longtime industry expert in process engineering, including filament development and patent applications.

The Revolution fiber is the result of innovative science, engineering and technology that will provide FieldTurf customers with a soft, strong fiber that will last longer than any other.

**Revolution is just the start of
The New Age Of Artificial Turf**



The Pillars Of Fiber Performance Polymer. Process. Geometry.

For years the belief throughout the industry has been that the shape of the fiber dictates its performance and durability. While this is partly true, the real key to fiber performance is a combination of Polymer, Process, and Geometry. FieldTurf has spared no expense in using the best – and now exclusive – polymer and processing technology available in the market today.

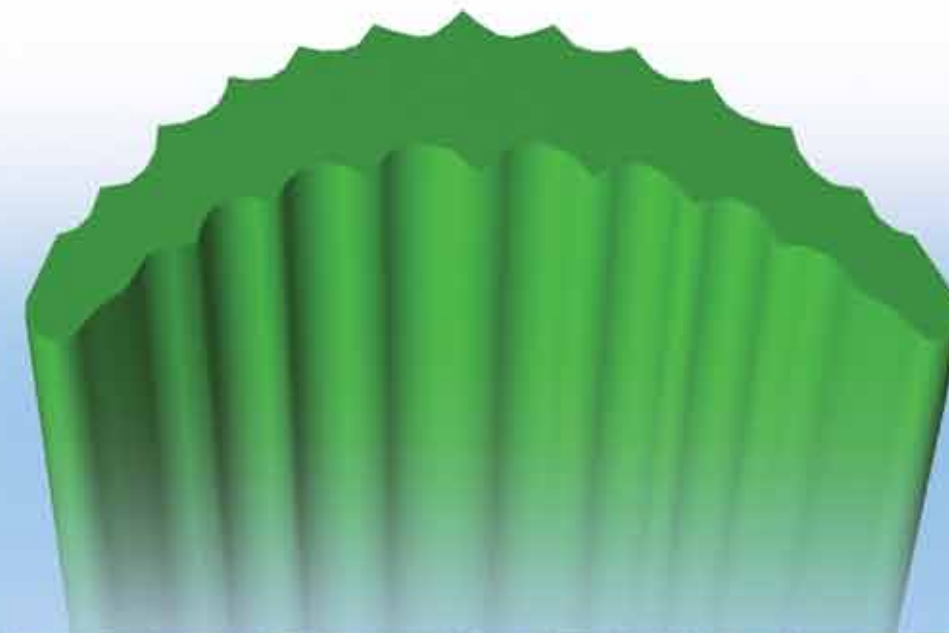
POLYMER - Proprietary polymer formulation to resist splitting and degradation complete with the strongest ultraviolet inhibitor technology in the industry.

PROCESS - State-of-the-art extrusion process for precision manufacturing that ensures the production of the industry's strongest fiber and a radical reflection feature built into each artificial grass blade.

GEOMETRY - Intricate concave & ridged construction eliminates breaking points and provides for the most natural looking fiber.

Revolutionary Thinking

Produced in our new fiber plant, the Revolution fiber is the result of innovative science, engineering and technology that provides FieldTurf customers with a soft, strong fiber that will last longer than any other.





REVOLUTION

The New Age Of Artificial Turf



The Only Engineered System



Revolution Is The Best Investment

The Revolution fiber means your field will last longer than ever before. And lasting longer means lower costs, more revenue generation potential and a better investment.

Combined with independent testing and proven safety characteristics that have been linked to FieldTurf's patented infill system, along with the product's ability to make a positive contribution to the environment, the Revolution fiber represents another innovative component added to a system that has already redefined player safety, athletic performance and field longevity.

Safety + Performance + Longevity + Efficiency = Revolution

Safety

Independent testing proves FieldTurf is the safest system available.

Performance

The top high school, college and pro teams confirm FieldTurf is the #1 choice at all levels.

Longevity

The significant number of 8+ year old FieldTurf fields still in daily use are proof that FieldTurf lasts longer than any other.

Efficiency

FieldTurf may be priced slightly higher, yet it has the lowest overall cost and the greatest return on your investment.



1 – Revolution Fiber

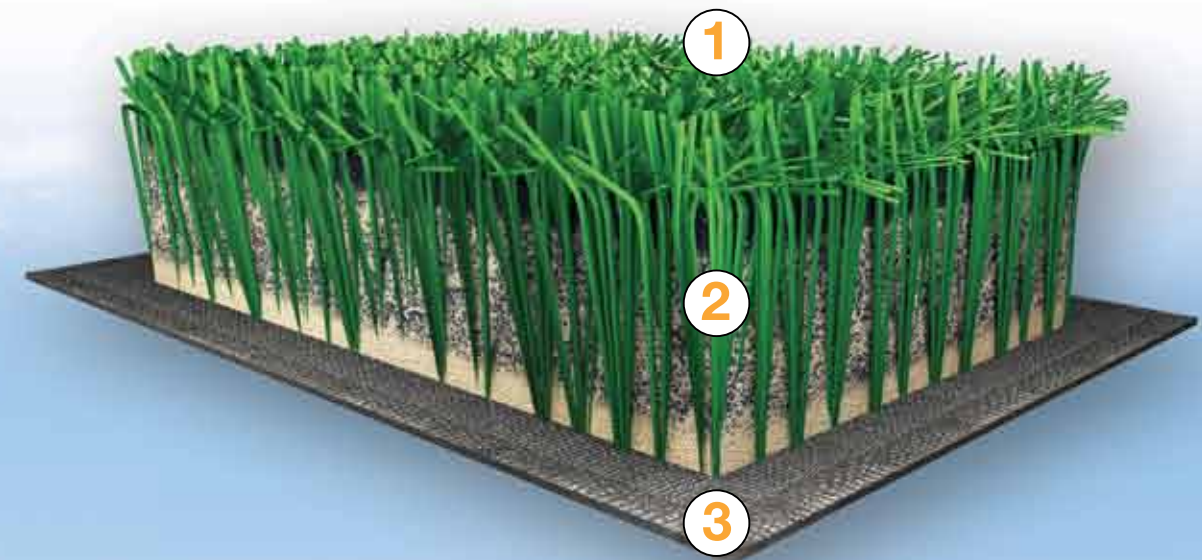
A proprietary polymer formulation resists splitting and degradation and includes the strongest ultraviolet inhibitor technology in the industry. A state-of-the-art extrusion process provides intricate concave and ridged construction to eliminate breaking points.

2 – FieldTurf's Patented Infill

Specially sized cryogenic rubber particles and washed silica sand granules are layered, in a patented installation process, surrounding the Revolution fibers. This provides ideal player safety and longer-lasting performance than any other competing system.

3 – SureLock Coating System

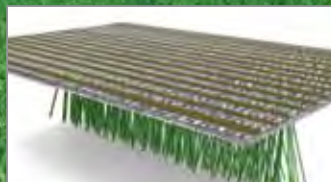
Revolution fibers are tufted into a backing of permeable woven and non-woven polypropylene. Each row of fibers is sealed with our patented SureLock coating system that leaves the backing 40% porous, for unmatched drainage, while providing an industry leading 9 lbs average tuft bind.



THE REVOLUTION SYSTEM IS LIKE NO OTHER. FOLLOW THESE 8 STAGES SHOWING HOW IT'S INSTALLED TO UNDERSTAND THE WORLD'S SAFEST, HIGHEST PERFORMING AND MOST DURABLE SPORTS FIELD.



The fibers are tufted into the backing at a patented row width of 3/4" - for ideal cleat interaction.



SureLock coating system bonds each row of fibers to the backing while 40% of the backing remains completely porous for unmatched drainage.



Finished carpet sections are laid on the field and sewn together. Lines, markings and logos are completed.



Infilling of 9.2 lbs/square foot begins with clean, washed silica sand to stabilize and support the entire system.



A formulated mix of clean, cryogenic rubber and silica sand are introduced in a patented layering process.



Multiple layers of similar sized particles of cryogenic rubber and silica sand ensure proper energy restitution.



Up to fourteen passes of layering provides an infill that stays in suspension without compacting or displacing.



The final layers of larger sized cryogenic rubber granules remain on the surface to provide a safe and soft landing.



REVOLUTION

The New Age Of Artificial Turf

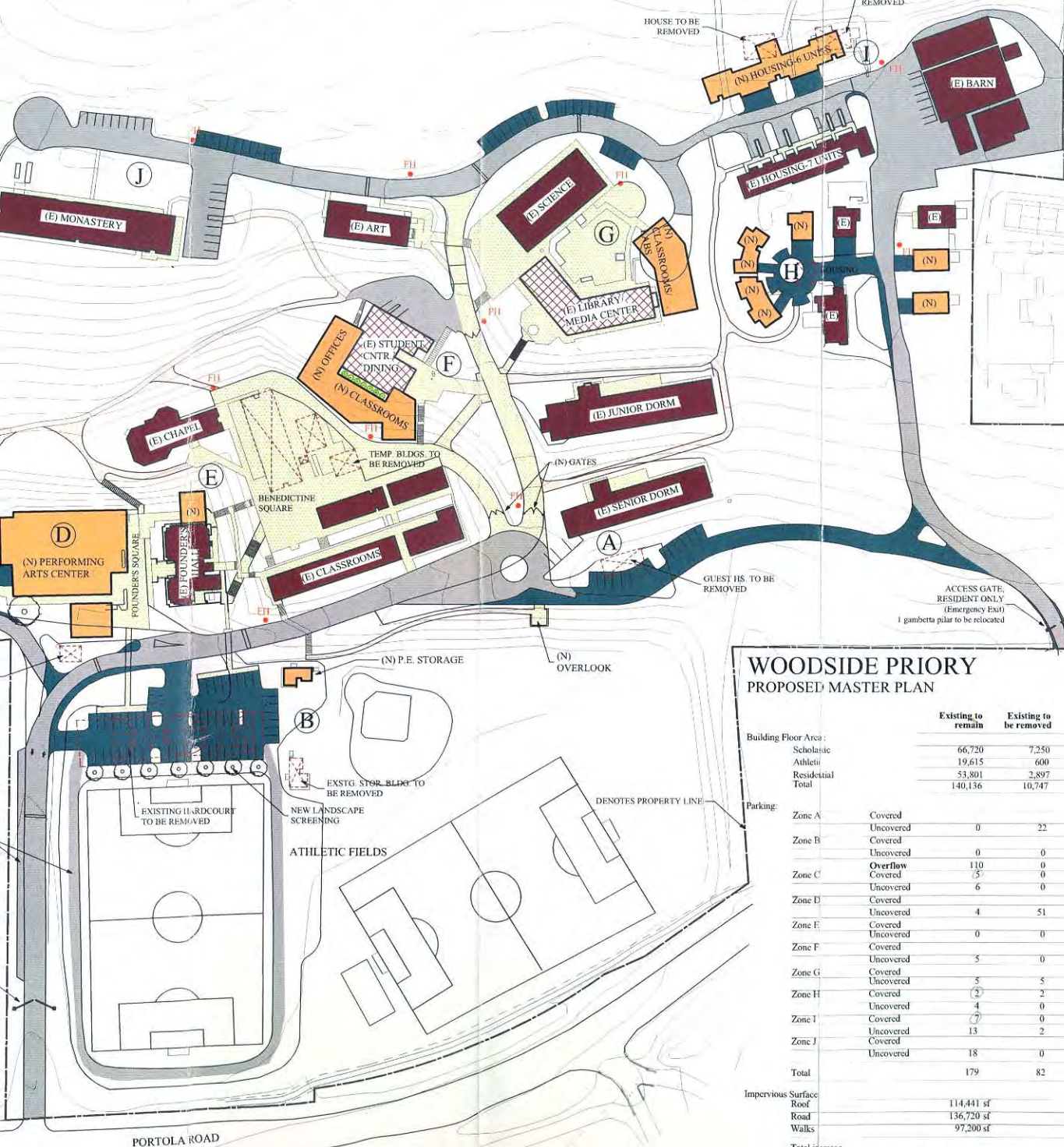


Information

(800) 724-2969
info@fieldturf.com
www.fieldturf.com



THE ULTIMATE
SURFACE EXPERIENCE



WOODSIDE PRIOORY PROPOSED MASTER PLAN

		Existing to remain	Existing to be removed	New	Total
Building Floor Area:					
Scholarship		66,720	7,250	27,000	93,720 sf
Athletic		19,615	600	7,575	27,190 sf
Residential		53,801	2,897	18,100	71,901 sf
Total		140,136	10,747	52,675	192,811 sf
Parking:					
Zone A	Covered				
	Uncovered	0	22	14	14
Zone B	Covered				
	Uncovered	0	0	52	
Zone C	Overflow	110	0	0	162
	Covered	5	0	0	
	Uncovered	6	0	25	36
Zone D	Covered				
	Uncovered	4	51	0	4
Zone E	Covered				
	Uncovered	0	0	0	0
Zone F	Covered				
	Uncovered	5	0	0	5
Zone G	Covered				
	Uncovered	5	5	16	21
Zone H	Covered	2	2	7	
	Uncovered	4	0	9	22
Zone I	Covered	7	0	6	
	Uncovered	13	2	6	32
Zone J	Covered				
	Uncovered	18	0	11	29
Total		179	82	146	325
Impervious Surface					
Roof		114,441 sf		39,557 sf	153,998 sf
Road		136,720 sf		52,230 sf	188,950 sf
Walks		97,200 sf		27,743 sf	124,943 sf
Total increase					48,655 sf

8/19/04



ENGINEERS
SURVEYORS
PLANNERS

January 6, 2011
BKF No. 20060221-13

Howard Young
Town of Portola Valley
765 Portola Road
Portola Valley, CA 94028

Subject: Woodside Priory School
Sports Fields
Storm Drainage

Dear Mr. Young,

The following presents BKF's review of impacts of a proposed sport field improvement on stormwater runoff from the Woodside Priory School campus. The school proposes replacement of an existing grass field with a proposed artificial turf field with an improved drainage system.

The project proposes to construct 2.5 acres of turf field, 0.4 acres of impermeable running service, 0.02 acres of building and 0.03 acres of maintenance road between the existing parking area and the proposed field. Runoff from the three proposed impervious areas (the track, the building and the maintenance road) will drain to landscape areas where there will be an opportunity for the runoff to percolate.

Replacement of an Existing Grass Field with a Proposed Artificial Turf Field

The proposed field improvements would consist of removal of the existing field, compaction of the base material to between 85 and 90 percent, placement of a layer of permeable fabric (such as Mirafi 140), placement of a 4-inch thick layer of Class 2 permeable rock, followed by placement of a permeable ½ to ¾ -inch thick pad, topped with a turf layer. The proposed section is shown in Figure 1.

Compaction under the structure, track and maintenance road would be to 95 percent.

There will be a slight loss of site permeable area with this system caused by the compaction of the underlying material to between 85 and 90 percent for the track and the construction of impermeable surfaces. To compensate for this reduction in permeability, runoff from the field and surrounding track will be directed to a 15-inch diameter perforated perimeter drain within a 48-inch wide rock trench that will surround the field. The perforated perimeter drain

line will be placed over a 4-inch rock bedding layer. Initial site runoff will be stored within the rock layer and will be allowed to percolate. Runoff in excess of the percolation capacity of the soil will be conveyed in solid pipe to the 36-inch diameter storm drain that currently serves the grass field.

The trench drain length will be about 1,770 feet. With the proposed 4-foot width, the trench will have a footprint of 7,100 square feet. Based on 40 percent porosity within the 4-inch thick rock layer, the trench will store about 940 cubic feet of runoff. This is equivalent to 0.09 inches over the entire site.

The relative change in percolation rate caused by compaction is highly dependent on local conditions. BKF recommends that site specific testing of in-place percolation rates be compared with percolation rates following construction and that the storage area be adjusted to maintain equivalent percolation following project construction.

BKF recommends that an outlet restriction be placed at the discharge from the field to limit the volume of flow that can be released over a 4 hour period. The orifice should be sized that the volume of flow released over 4 hours not increase for the 10, 25 and 100- year storm events. Runoff in excess of the orifice discharge capacity will store within the rock layer of the field during most storm events. Some short-duration ponding on the field may result during extreme storm events. In any event, the restricted outfall will limit the discharge of runoff from the field during extreme events to less than existing levels.

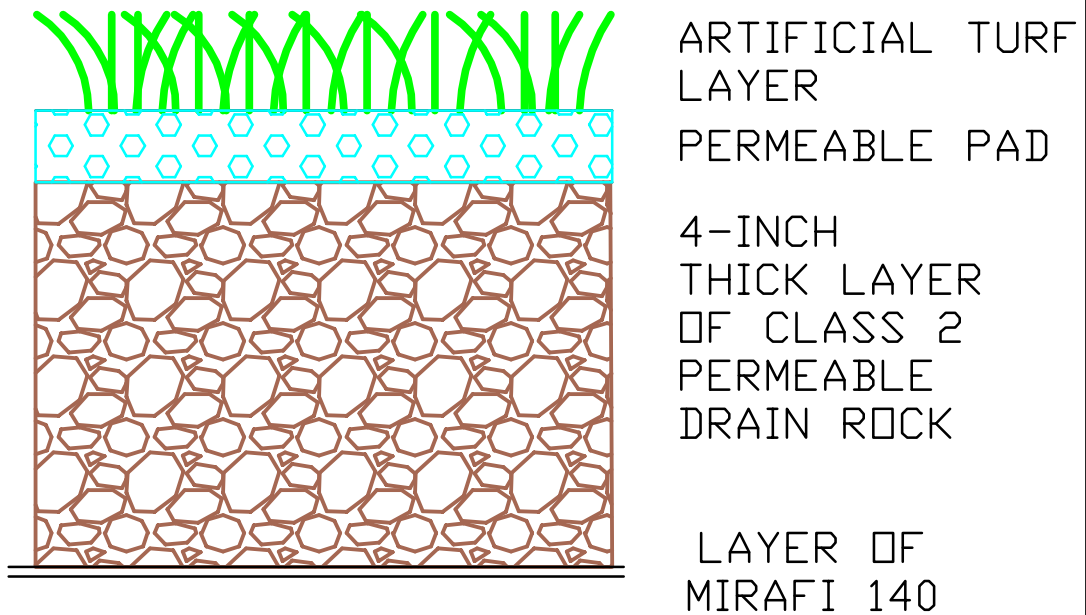
No additional drainage measures are recommended.

This is consistent with our Master Plan and should be approved.

Very truly yours,
BKF Engineers



Edward Boscacci, Jr.
Project Engineer



COMPACT UPPER 12-INCH SUBSURFACE TO BETWEEN 85 AND 90 PERCENT

FIGURE 1
WOODSIDE PRIORY SCHOOL
MULTI-PURPOSE FIELD



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO : Planning Commission

FROM : George Mader, Town Planning Consultant

DATE : January 19, 2011

RE : Review of General Plan Amendments: Conservation Element, Open Space Element and Recreation Element

Recommendation

Planning commissioners should review this memorandum and enclosed materials and come to the February 2 commission meeting ready to discuss the proposed amendments to the general plan. Also, at the end of the meeting, the commission should decide on next steps in the review process.

Background

The planning program for FY 10/11 includes reviews of the open space and conservation elements. The reason for reviewing these elements was the need to bring the general plan into compliance with state law that requires at least five of the seven mandated elements of the general plan to have been revised within the last 8 years. With the anticipated adoption of revisions to the conservation and open space elements in 2011, the general plan will be in compliance with state requirements until 2017. Following are the seven mandated elements followed by the most recent amendments or, in the case of the conservation and open space elements, anticipated amendments.

Land Use	1998
Circulation	1998
Housing	2009
Conservation	2011
Open Space	2011
Safety	2010
Noise	2009

The purpose of the review is to update the elements. Major rewriting of the elements is not anticipated. On the other hand, there are several changes that are particularly important. The planning program for the fiscal year included brief descriptions of possible needed changes to the conservation and open space elements. Below are those descriptions followed by a short summary of changes now being proposed to the elements. Of course, in the process of

reviewing the elements, the planning commission may discover other changes that are warranted.

1. Conservation Element of the General Plan

“Major changes to the conservation element would be in response to the recently completed biological/fire study. One of the most significant aspects of these studies is the interrelatedness between protecting native vegetation while at the same time reducing fire hazard from native vegetation. Policies should be established in the element to provide guidance with respect to these conflicting objectives. Also, the GIS system in which these studies are recorded will need to be compared with the land use element to determine if any changes in land use may be needed at a later date. In addition, this would be the time for the conservation committee to review the entire element and recommend any needed changes.”

Proposed changes to the element include specific references to the town’s new information and mapping with respect to the town’s natural habitat as well as guidelines for using this information when reviewing and acting on development proposals. (Note: the town’s geologic and land movement potential maps, and the report “Portola Valley Sensitive Biological Resources Assessment and Fuel Hazard Assessment” are on the town’s web site.) We did not find any basis for modification of land uses in the general plan based on this new information.

2. Open Space Element of the General Plan

“New open spaces including those within the Blue Oaks subdivision and probably the Woods property should be recognized in the element. Also, consideration should be given to establishing a residential open space preserve on the steep parts of the Stanford Wedge. In addition, the system of open spaces should be compared with the most recent geologic maps as well as the new biologic and fire hazard maps. If modifications to open space proposals are needed, they should be recommended. Of major concern is the desire to maintain the open feeling along the valley floor and this should also be addressed in the element.”

On review, it appears that the current treatment in the general plan whereby the open space in Blue Oaks is treated as a residential open space preserve is still appropriate. While there is speculation that the Woods property may in the future become permanent open space, at this time there is no basis for changing the classification on the general plan diagram. We do believe that consideration should be given to placing the residential open space preserve category on the steep and inaccessible parts of the Stanford Wedge. This change should be studied and made the next time the general plan diagram is amended. Some additional attention has been given in the text of the element to preserving the feeling of open space along the valley floor. Also, we believe the current system of open spaces is still appropriate but with some reorganization of material as discussed below.

The recently adopted policy of the council that defines open space preserve requires some changes to the open space and recreation elements. Specifically, both open space for recreation and other types of open space are included within the recreation element. In order to properly reflect the definition of open space as adopted by the town council, we believe the treatment of open space would be clarified if open space for recreation remains in the recreation

element and open space for other purposes is provided for in the open space element. These changes have required shifting some provisions from one element to the other.

Comments on Schedule

It is important for the town try to complete review and adoption of the revised elements prior to June 30 since the budget for these amendments expires on that date. Following is a possible schedule for review and adoption of the elements.

Hopefully, the planning commission preliminary review can be completed in no more than three meetings. If this were the case, the second and third review sessions could be held on February 16 and March 2. The elements could then be set for a public hearing to be held on April 6. A proposed negative declaration pursuant to CEQA would be circulated from March 9 to March 29. If the commission were to take action at the April 6 meeting, the town council could then consider the amendments at its May 11 meeting. If the council were satisfied with the proposals at the May 11 meeting, the amendments could be noticed for public hearing at the May 25 or June 8 meeting.

Summary of Major Recommended Changes to the Elements

When reviewing the open space preserve definition adopted by the town council in May of 2010 (Enclosure 1) with respect to the general plan elements being considered, it appeared that the definition would require changes to the open space and recreation elements. The definition does not, however, affect the conservation element. The central issue between the open space and recreation elements is that with the rather precise definition of open space preserve, the town has better defined what open space is intended to be, that is, land kept in a natural condition with very few exceptions. This has been the impetus to moving some material from the recreation element to the open space element. In the material that follows with respect to the three elements, the changes are shown in redline form to facilitate review by the commission.

The existing recreation element (Enclosure 2) includes references to “community preserve,” “neighborhood preserve,” and other uses that are primarily intended to enhance the feeling of open space including “scenic corridors,” and “greenways.” The recreation element, does, however, refer the reader to the conservation element with respect to definitions for “open space preserve” and “residential open space preserve.” If we assume that the open space element is to focus on open spaces and not recreation, then it appears appropriate to move all provisions for open space to the open space element and reserve to the recreation element places intended primarily for intensive recreation.

The open space element, as proposed, (Enclosure 3) includes residential open space preserves, large open space preserves (named), community open space preserves, and neighborhood open space preserves. Other categories of open space include: scenic corridors; greenways; trails and paths; historic sites.

The proposed concentration of open space provisions in the open space element with reservation of intense recreation uses to the recreation element provides the proper emphasis in each element and removes some of the existing confusion caused by addressing some open space preserves in the recreation element and others in the open space element. Also, the changes emphasize the great importance to the town of open space.

The major proposed changes to the conservation element (enclosure 4) include references to the newly required setbacks from creeks and the recently completed "Portola Valley Sensitive Biological Resources Assessment and Fuel Hazard Assessment." Guidelines implementing the biological and fuel hazard assessments are now being developed in concert with town staff. Also, references to the recently adopted geologic and ground movement potential maps and their implementation are included. Some additional attention has been given to minimizing flooding problems and some provisions of the sustainability element have been added. In addition, it is recommended that some attention be given to reviewing the need of connecting development to sewers versus using septic tanks and drainfields (this will probably be controversial). Also, some policies from the sustainability element have been added. Finally, shifting of some material between the open space and recreation elements has required some changes to Table 1 (Enclosure 5).

Changes to Appendices (Enclosure 6)

Changes are proposed to several of the appendices of the general plan. Appendix 1 summarizes some of the history of major amendments to the general plan and includes an updated table of all amendments. These changes are not shown in redline form, instead, a copy of the current Appendix 1 is also enclosed.

Appendix 5 has an updated table of how the categories of open space and recreation meet the state requirements for open space elements.

Appendix 6, regarding implementation of the open space element, has some minor modifications. It is also included here as a reminder to commissioners of the many ways to help preserve open space.

Appendix 7 has two minor changes with reference to implementation of the recreation element.

Major Community Goals in the General Plan (Enclosure 7)

The Major Community Goals, included in Section 1010 under General Policy, so well describe the overriding interest in the town of preserving the natural environment that it is included here for information. Of particular interest are the goals: 1, 2, 3, 4, 5, 9 and 16.

State Provisions for Open Space and Conservation Elements (Enclosure 8)

The state provisions are enclosed for ease of reference. Cities and counties address these topics as they relate to each jurisdiction.

Suggested Review Questions

1. Are the changes that shift material between the open space and recreation elements acceptable and are they consistent with the new definition of open space adopted by the town council?
2. Do the three elements, conservation, open space and recreation, adequately reflect the goals of the community?
3. Are all provisions stated clearly or are some changes needed for clarification?

4. Are there other changes to the elements that should be considered at this time keeping in mind the original purpose of the review?

CEQA

An initial study is currently being prepared and will be submitted with the final recommendations to the planning commission.

- cc. Tom Vlastic, Town Planner
Sandy Sloan, Town Attorney
Leslie Lambert, Planning Manager
Angela Howard, Town Manager

Enclosure 1 – Resolution No. 2489-2010 – Definition of Open Space Preserve

Enclosure 2 – Recreation Element

Enclosure 3 – Open Space Element

Enclosure 4 – Conservation Element

Enclosure 5 – Table 1 – Guide to Park, Recreation and Open Space Proposals in the General Plan

Enclosure 6 – Appendix 1 – Proposed, Chronology of Amendments to the General Plan, Summary of Major Revision Programs and CEQA Compliance

Appendix 1 – Current text, Chronology of Amendments to the General Plan, Summary of Major Revision Programs and CEQA Compliance

Appendix 5 – State Requirements for Open Space Planning

Appendix 6 – Implementation of the Open Space Element

Appendix 7 – Implementation of the Recreation Element

Enclosure 7 – Major Community Goals

Enclosure 8 – State provisions for conservation and open space elements (Note: While state law describes what is expected in local general plans, it states that each jurisdiction shall adjust its general plan to fit local circumstances. Only the housing element must meet the detailed requirements of state law.)

Enclosure 1

RESOLUTION NO. 2489-2010**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PORTOLA VALLEY ADOPTING A POLICY OF A SPECIFIC DEFINITION OF OPEN SPACE PRESERVE**

WHEREAS, the Town Council of the Town of Portola Valley believes the definition of "open space preserve" in the Town's General Plan should be expanded and changed as it is applied; and

WHEREAS, the Town Council received and reviewed the recommendations of the Open Space Committee, Trails and Paths Committee, Parks and Recreation Committee, Conservation Committee and Emergency Preparedness Committee regarding the definition of open space preserve.

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

The Town adopts the following definitions of "open space preserves":


1. Open Space Preserves are areas where the character and intended use of the land warrant retaining the land in a natural condition. Such preserves provide visual pleasure and accommodate very limited access and use.
2. Open Space Preserves are named, located and described in the General Plan. The descriptions include permitted uses consistent with the provisions of this definition.
3. Permitted outdoor uses are those that do not require structures, other than those provided for elsewhere in this definition, and do not result in modification of the site. Typical uses include nature study, congregation of residents in time of emergencies, and unorganized activities such as tossing frisbees and kite flying.
4. Permitted structures include occasional benches, trail and path signs, temporary scientific instruments, and bridges and board walkways in marshy areas for the purpose of viewing natural aspects of the site.
5. Permitted access is on permeable trails and, where appropriate, paths designed for disabled persons.
6. Consideration may be given to allowing existing structures to remain if they are consistent with and enhance the open space character of the land and/or are of historic value.

- 7. Activities to care for the land, such as controlling invasive plants and reducing fire hazards, are permitted provided they are undertaken in a manner that balances preservation of the natural vegetation and the need for reduction of fire hazard potential and are reviewed with input from Town committees and staff.
- 8. Activities that seek to return the land to a prior more natural state are permitted provided such activities are reviewed with input from Town committees and staff.
- 9. Uses in addition to those specified may be permitted by the Town Council provided such uses are consistent with the purposes of open space preserves as described in this policy statement, and contribute to one's enjoyment of, and do not detract, from a natural and tranquil setting.

PASSED AND ADOPTED this 12 day of May, 2010.

ATTEST

Town Clerk

By: 
Mayor

Enclosure 2

Recreation Element

Introduction

2300 The recreation element provides guidelines for meeting the recreational needs of the town. In the most comprehensive sense, recreation starts within the home and extends through community facilities and on to wider areas. This recreation element is concerned with lands within the town that can provide recreation opportunities for use and enjoyment by town residents.

2301 ~~The #~~Recreation ~~areas~~~~proposed~~~~are~~~~include~~ parks, [athletic fields and the town center](#). ~~S~~scenic corridors, greenways and ~~several categories of open space~~ preserves [provide for limited recreation and are addressed in the Open Space Element](#). ~~In addition, S~~schools and the [town](#) library are referenced here because of their importance as recreational facilities, although they are already mentioned for their primary uses in [the land use element](#) ~~other elements~~ of the general plan. ~~Also included are T~~trails and paths [are major recreation facilities and they are described in detail in the](#) ~~which are treated in more detail in the~~ trails and paths element.

2302 Definitions

Community parks provide space for specialized activities which attract residents from the entire town. The size of the park depends upon the activities to be accommodated and the desired character of the park. Small sites are appropriate in intensively developed areas, particularly where the park functions as a part of a larger complex of community serving recreation facilities. Appropriate facilities include such items as community buildings, tennis courts, tot lots, [swimming pools](#) and athletic fields.

~~**Community preserves** are scenic areas kept essentially in a natural state for the benefit of the residents of the town. Such preserves provide visual pleasure and accommodate very limited access and use, such as trails and paths.~~

~~**Other community designated areas** include areas which have unique importance for community recreation, park or open space uses.~~

Neighborhood parks are local parks developed to meet the recreation needs of the local neighborhood.

~~**Neighborhood preserves** are local parks kept in their natural state, generally two to ten acres in size.~~

~~**Scenic Corridors** are broad linear bands of open space in which recreational type uses are compatible with the open space character and a thoroughfare is located.~~

~~**Greenways** are corridors of beauty, natural or enhanced by landscaping, through which riding and hiking trails, cycling and walking paths, or roads pass linking portions of the planning area.~~

~~**Open space preserves** (see open space element).~~

~~**Residential open space preserves** (see open space element).~~

Regional parks or private regional facilities are scenic areas of sufficient size to serve at least the Midpeninsula Area and are served by major circulation facilities. They are also on or near the boundaries of the planning area and thus can be reached without the necessity of traveling through the Town of Portola Valley, although, where necessary, additional access points in the town are appropriate under suitable conditions. These areas are important regional resources because of their intrinsic natural qualities.

2303 Those portions of the recreation element ~~which~~ that can be represented graphically are shown on the comprehensive plan diagram, Part 5. The recreation proposals shown on the diagram are general and are not meant to portray precise locations. They are intended, however, to provide a guide for future specific actions in carrying out the plan.

Objectives

- 2304
1. To provide appropriate park, recreation and open space areas for community and neighborhood use in a manner designed to minimize the impact of excessive use upon the valley.
 - ~~2. To retain for visual enjoyment the uninterrupted flow of contour and wooded outlines of the skyline ridge.~~
 - ~~3. To protect and enhance more intimate views for the enjoyment of local residents.~~
 - ~~4. To preserve and, where appropriate, enhance and restore streams and streamsides, unique resources in the area, in a manner that will assure maximum retention of their value as wildlife habitat and provide for their use and enjoyment by local residents~~
 - ~~5. To provide greenways along local corridors of movement.~~
 - ~~6. To provide scenic corridors along routes of major movement.~~
 72. To allow for regional use of scenic resources ~~which~~ that are unique in the Midpeninsula and so located as to not conflict with the primary residential function of the town.

Principles

- 2305
- ~~1. Streams, streamsides, ponds and trails should be preserved as scenic open spaces through regulation, dedication and, where necessary, acquisition by the town.~~
 - ~~21. Parks and preserves~~ should be designed and located to enhance the quality of living for local residents.
 - ~~32. Public school recreation facilities should be available for neighborhood use. For those areas not conveniently served by a neighborhood school, separate neighborhood preserves for limited local use should be provided.~~
 43. Community recreation needs should be met in park and recreation areas specifically adapted to local needs and interests.
 - ~~5. Scenic corridors should be developed so as to maximize scenic quality.~~

- ~~6. Scenic corridors should be of a width suitable to preserve the natural quality of the area through which the corridor passes and provide space for appropriate uses.~~
- ~~7. Scenic corridors and greenways should be developed in a manner affording a natural environment for those using them.~~
- ~~8. Scenic corridors and greenways should also be designed to insulate residential areas from noise and activity on trafficways and to provide buffers between other incompatible uses.~~
94. (For principles relating to building scale, size and landscaping see the general principles section for the land use element.)
- ~~10. New residential subdivisions should provide for the clustering of residences so as to leave larger natural areas (residential open space preserves) undisturbed for visual enjoyment and limited local use. (See also the residential areas section in the land use element.)~~
115. If automobile access is necessary to a park, recreation area or open space, the location and design of the parking area should minimize the impact of traffic and parking on nearby residences.

Standards

- 2306
1. All residential areas should be served by a public park within a distance of 1/4 to 1/2 mile.
 2. The requirement of 1. above may be met by a neighborhood ~~preserve or park~~ or open space preserve, a community park or open space preserve, a portion of a greenway or scenic corridor, a public school with playground, ~~a community preserve or park, an open space preserve,~~ or a combination of these. In established areas where this requirement cannot be met, efforts should be made to provide public trails leading to at least one of these areas.
 3. Where possible, the acreage in public parks (community parks, community open space preserves, neighborhood open space preserves and portions of scenic corridors or greenways) serving residential areas should be not less than five percent of the total acreage of the residential areas served. For example, a 400 acre residential development should be served by no less than 20 acres of public park of the classes enumerated above.

Description

- 2307 Extensive parks ~~and~~ [open space](#) preserves, ~~recreation areas and open spaces~~ are proposed. Each proposal is based upon the natural resources of the planning area and related to the needs of residents. Specific recommendations are made for community parks, community [open space](#) preserves, ~~neighborhood preserves~~, neighborhood parks, [neighborhood open space preserves](#), the Alpine Scenic Corridor, greenways, the Skyline Scenic Corridor, regional parks and private regional facilities. Also, institutions, local shopping and service centers, [the town center](#), trails and paths and residential open space preserves are referenced because of their role in meeting recreation needs of the town. [\(For more information regarding open space preserves and scenic corridors see the open space element. For more information on trails and paths see the trails and paths element.\)](#)
- 2308 Major parks ~~and~~ recreation areas ~~and open spaces~~ for the planning area are shown on the comprehensive plan diagram, Part 5.
- 2309 Each park or recreation area is located so that its normal use will not interfere with adjoining uses or disturb the tranquillity of neighboring areas. Recreation areas ~~and preserves~~ within the town are served by access routes designed to minimize infringement of privacy of town residents.

Community Parks

- 2310 The town center is shown as including a community park (see “Other Institutional Uses” in the land use element). A variety of outdoor recreation uses exist and should continue, including but not limited to tennis, playing fields, and ~~a~~ [the](#) little people’s park. The location and size of the site makes it appropriate for community use.
- 2311 The Triangle Green Park at the intersection of Alpine and Portola Roads serves the community as a gathering spot, a place to stop and rest and as a visual entrance feature to the valley.
- 2311a Ford Park, across from Westridge Drive and within the Alpine Scenic Corridor, includes a little league baseball diamond, parking, trails and paths, and extensive natural areas for non-intensive recreation. The natural quality of much of this park is important in providing a natural setting when entering Portola Valley from the north.
- 2311b Rossotti Field, south of Arastradero Road and within the Alpine Scenic Corridor, is developed for soccer with ancillary parking. Planting and

development should enhance the natural environment between Alpine Road and Los Trancos Creek.

Community Preserves

- 2312 — The Orchard Preserve is an existing apple ranch known as the Jelich Ranch. It contains three historic structures included in the historic element: the Jelich house, the tank house and the Chilean Woodchopper's house. The property and structures help identify the rural nature of the town. If they ever cease to be in private ownership, the town should attempt to retain them as historic resources and open space for limited recreation and perhaps agricultural use.
- 2313 — Meadow Preserve, proposed for the large field adjoining Portola Road and north of The Sequoias, lies astride the San Andreas Fault and is visually important to the entire quality of the valley. This preserve should be kept largely open, the existing character preserved, and present agricultural uses maintained. A southern portion of the preserve is owned by the Midpeninsula Regional Open Space District and is a part of the Windy Hill Open Space Preserve. A parking lot serving the preserve is planned in this area and should be designed to cause minimum conflicts with the meadow and developed to be compatible with the natural setting to the maximum extent possible.
- 2314 — The Morshead Preserve should capitalize on the natural and man-made features of the property. It is shown by symbol on the plan diagram without specific recommendations with regard to size or shape of the preserve.
- 2314a — The Stables Preserve occupies a parcel between the town center and the Orchard Preserve. The boarding stable buildings are set back approximately 700 feet from Portola Road. The front part of the property is used for the training of horses and forms part of the open space corridor along Portola Road. The boarding stable is part of the recreation facilities in the town. Should the boarding stable ever cease, the town should attempt to see that the front part of the property along Portola Road be retained as open space.

Neighborhood Preserves

- 2315 — A number of neighborhood preserves are shown on the plan diagram. The specific sites for two of the preserves, Ridge Rest and Frog Pond Park, are defined through the general development plan for the Portola Valley Ranch "planned community" zoning. A third preserve is proposed for an area that includes two existing lakes at the edge of Los Trancos Woods. The exact locations of the remaining preserves shown on the plan diagram for the as

~~yet undeveloped lands of the town's western hillsides should be determined by the town when more precise plans are made for this area. The distribution indicated on the plan diagram generally provides a neighborhood preserve within a radius of from 1/4 to 1/2 miles of all potential residential sites. Steep grades and canyons have necessitated some modifications of required standards in a few instances. The preserves are intended to be largely natural.~~

Neighborhood Parks

- 2316 The existing Ladera neighborhood park, owned and operated by the Ladera Recreation District on land leased from Stanford University, functions jointly with the adjoining school owned by the Las Lomas School District.

Alpine Scenic Corridor

- 2317 ~~The Alpine Scenic Corridor includes Alpine Road and those portions of Los Trancos and San Francisquito creeks adjacent to the road. This corridor is of a different scale than the Skyline Scenic Corridor and will be primarily for the use of the residents of the planning area. A variety of uses would be compatible within the corridor, such as the existing tennis and swim clubs, and riding and hiking trails. (See the Alpine Scenic Corridor Sub-area Plan.)~~

Greenways

- 2318 ~~A number of greenways are proposed in the plan along natural features such as canyons, streams and woods. Roads, trails and paths can be located within these greenways, providing pleasant traveled ways.~~

Skyline Scenic Corridor

- 2319 ~~The Skyline Scenic Corridor is one of two major regional facilities proposed within the town, the first being the Windy Hill Open Space Preserve. It would be composed of a broad band of natural area and would require controls over adjacent lands to assure compatibility with the corridor. A variety of uses would be appropriate in the corridor including scenic lookouts, trails and paths, and special scenic and natural scientific attractions. In addition to its primary function it would provide some local recreation. (See also the scenic roads and highways element.)~~

Regional Parks, ~~Regional Open Spaces~~ and Private Regional Facilities

- 2320 Existing facilities serving largely the Midpeninsula Area include the Stanford Golf Course.

Recreation Element

- 2321 The Palo Alto Foothill Park is presently reserved by the City of Palo Alto for the use of residents of the city only. For the Portola Valley area, however, the park provides an important open space.
- 2322 The existing Family Farm private club provides a regional resource for a relatively few people and infrequent use, but is an important open space.
- 2323 The Windy Hill Open Space Preserve, owned by the Midpeninsula Regional Open Space District, provides an extensive open space and trail system with opportunities for nature study as well as hiking and scenic enjoyment. [\(See also Section 2212.0 of the open space element.](#)
- [2332a The Alpine Tennis and Swim Club provides recreation for many town residents, residents in the town's sphere of influence as well as some living at a greater distance.](#)

Institutions

- 2324 The elementary and intermediate schools in the town are important recreation facilities and should be fully utilized in recreation programs. Similarly, the athletic facilities of the Priory school are of great importance to the town and should be scheduled for use by town groups without creating adverse impact on the surrounding residential areas. If additional elementary or intermediate schools are needed to serve the town, they should be developed to serve community recreation needs and might include some features that could be jointly financed by the town and the school district.
- 2325 The existing three churches and any additional churches that might locate in the town should be encouraged to make facilities available to community groups for meetings. It is assumed, however, that the major activities at the churches will continue to be for the members of the church.
- 2326 The library provides for recreational reading and ~~could~~ includes space for small meetings and displays.

Local Shopping and Service Centers

- 2327 The commercial centers provide some recreation potential. The uses in the centers and the designs should consider the possibility of providing acceptable recreation for youths. Shopping centers, if properly designed, can be attractive places for walking about and for special events of various sorts.

Trails and Paths

2328 The trails and paths are in themselves important recreation facilities. A very extensive system is proposed which provides access from residential areas to recreation facilities at schools, parks, etc., and between residential areas. The system provides pleasant routes for recreational travel through particularly scenic portions of the town. (See the trails and [paths element](#).)

Residential Open Space Preserves

~~2329 The residential open space preserves, while not acceptable for general town-wide use, are important recreation assets since they provide undisturbed natural areas for visual enjoyment by all town residents. In addition, some of the preserves will be accessible for use by local residents, and some may accommodate public trails and paths. (See the residential areas section of the land use element.)~~

Enclosure 3

Open Space Element

Introduction

2200 The open space element provides a framework for the preservation of open space within the planning area. Open space includes all open areas, large and small, public and private. The element, however, is concerned with those open space lands that are of major significance for [public protection of natural resources, recreation and aesthetics](#), public health and safety, [aesthetics and recreation and protection of natural processes](#) and which require special actions to ensure their preservation. The open space land uses proposed herein are primarily the macro- and intermediate- scale open spaces but this does not imply that the micro-scale is not important.

[2200a](#) [Open spaces that provide for intensive recreation, such as parks and playfields, because of their special nature, are addressed in the separate Recreation Element of this general plan.](#)

[2200b](#) [Major road corridors are described in this element as scenic corridors and greenways through which persons travel by car, bike, foot and horse. These corridors provide the user with a visual sense of open space ranging from nearby views of natural vegetation to more distant views of open lands. Use by vehicles is addressed in the Circulation Element and use by pedestrians, bikes and horses is addressed in the Trails and Paths Element.](#)

2201 The open space element includes objectives, principles and a description. Appendix 5 indicates the responsiveness of the Portola Valley open space proposals to state law requirements. Appendix 6 discusses the implementation of the open space element to ensure the systematic preservation of the open space character of Portola Valley.

- 2202 A number of open space proposals ~~have been~~ are given detailed consideration in other elements of the general plan and ~~will be~~ are only ~~be~~ referenced herein this element. The primary concern ~~here is~~ in this element is with open space proposals not described elsewhere in the plan and which are responsive to state legislative requirements for protection and preservation of natural processes and protection of the public health and safety.
- 2203 “Open space land” is any parcel or area of land or water which is essentially unimproved and devoted to an open space use which is designated on a local, regional or state open space plan as any of the following:
1. Open space for the preservation of natural resources, including but not limited to areas required for the preservation of plant and animal life, including habitat for fish and wildlife species; areas required for ecological and other scientific study purposes; rivers, wetlands, streams, lake shores, banks of rivers and streams, and watershed lands.
 2. Open space used for the managed production of resources, including but not limited to forest lands, rangeland, agricultural lands and areas of economic importance for the production of food or fiber; areas required for recharge of ground-water basins; and marshes, rivers and streams which are important for the management of commercial fisheries.
 3. Open space for outdoor recreation, including but not limited to areas of outstanding scenic, historic and cultural value; areas particularly suited for park and recreation purposes, including access to lake shores, rivers and streams; and areas which serve as links between major recreation and open space reservations, including utility easements, banks of rivers and streams, trails, and scenic highway corridors.
 4. Open space for public health and safety, including, but not limited to areas which require special management or regulation because of hazardous or special conditions such as earthquake fault zones, unstable soil areas, flood plains, watersheds, areas presenting high fire risks, areas required for the protection of water quality and water reservoirs, and areas required for the protection and enhancement of air quality.

2203 a Open Space Preserve

Open Space Preserves are areas to be kept largely in a “natural” condition with limited permitted uses as described below:

1. Open Space Preserves are areas where the character and intended use of the land warrant retaining the land in a natural condition. Such preserves provide visual pleasure and accommodate very limited access and use.
2. Open Space Preserves are named, located and described in the General Plan. The descriptions include permitted uses consistent with the provisions of this definition.
3. Additional open space preserves may be established in order to help achieve the purposes of Section 2203 as long as they are consistent with Section 2212, 8. and the balance of the general plan.
4. Permitted outdoor uses are those that do not require structures, other than those provided for elsewhere in this definition, and do not result in modification of the site. Typical uses include nature study, congregation of residents in time of emergencies, and unorganized activities such as tossing frisbees and kite flying.
5. Permitted structures include occasional benches, trail and path signs, temporary scientific instruments, and bridges and board walkways in marshy areas for the purpose of viewing natural aspects of the site.
6. Permitted access is on permeable trails and, where appropriate, paths designed for disabled persons.
7. Consideration may be given to allowing existing structures to remain if they are consistent with and enhance the open space character of the land and/or are of historic value.
8. Activities to care for the land, such as controlling invasive plants and reducing fire hazards, are permitted provided they are undertaken in a manner that balances preservation of the natural vegetation and the need for reduction of fire hazard potential and are reviewed with input from Town committees and staff.
9. Activities that seek to return the land to a prior more natural state are permitted provided such activities are reviewed with input from Town committees and staff.

10. Uses in addition to those specified Subsections d. – i. above may be permitted by the Town Council provided such uses are consistent with the purposes of open space preserves as described in Section 2212 8. above and contribute to a person's enjoyment of, and do not detract, from a natural and tranquil setting.

2204 Open space lands can be grouped under the following scales of open space by their size and character:

1. **Macro-Scale Open Space** – Lands where the sense of openness is extensive. Views of such space include large expanses of water, undeveloped or primarily undeveloped lands, or rural lands with minor development. Micro-environments may exist within such a space, such as a clearing in the woods, or a small wooded valley or cluster of trees in the otherwise grass covered rolling hills; but continuity and large size give macro-scale open spaces their dominant character. Categories of open space which are usually of this type include:
 - a. Residential open space preserves
 - b. Scenic corridors
 - c. Greenways
 - d. Open space-~~L~~imited development areas
 - e. Large Open sSpace pPreserves (named)

2. **Intermediate-Scale Open Space** – Lands of intermediate scale include areas generally ranging in size from 5 to 50 acres. The unifying element is the sense of openness in the middle ground with a definite background limit to one's view. Categories of open space which are usually of this type include:
 - a. ~~Community parks~~
 - ab. Community preservesCommunity open space preserves are scenic areas kept essentially in a natural state for the benefit of the residents of the town. Such preserves provide visual pleasure and accommodate very limited access and use, such as trails and paths.

e. ~~Neighborhood parks~~

~~bd.~~ Neighborhood open space preserves are local sites kept in their natural state, generally two to ten acres in size.

3. **Micro-Scale Open Space** – Spaces that are of a small or intimate nature. Generally, the observer intimately confronts objects in this size open space and is relatively unaware of or prevented from viewing beyond two or three hundred feet at the most. Attention is usually focused on the detail of forms, textures and the color of foreground objects. Categories of open space which are usually of this type include:
 - a. Trails and paths
 - b. Historic sites

- 2205 Size is not a limiting factor for inclusion as open space, nor is public ownership necessary. In Portola Valley, concern for the preservation of open space should include all scales of open space from hillside watershed areas of large expanse to natural and landscaped areas on residential and other developed properties.
- 2206 Preservation for the public interest does not necessarily mean public access to open space lands. For example, public access might be incompatible with other open space uses, such as wildlife habitat, flood control, maintenance of the natural drainage system, or establishing or maintaining fragile plant growth. It might also be incompatible with individual property owner's rights to privacy.
- 2207 Many open spaces are best preserved and managed if the town or another public agency has responsibility or regulatory authority through fee title, easement or special zoning. This is especially true of public parks, flood plains, natural areas along travel corridors, creeks and riparian lands, wilderness areas or other wildlife habitat of shy or endangered species, and areas that represent a potential danger to health and safety. Implementation of the open space proposals was largely covered in the adopted Open Space Program, Town ~~of Portola Valley, 1971, but is now addressed in Appendix 6 of this plan.~~ of Portola Valley, 1971, but is now addressed in Appendix 6.
- 2208 The major open spaces are shown on the comprehensive plan diagram, Part 5.

Objectives

- 2209
1. To preserve open space in order to maintain the special residential qualities of Portola Valley.
 2. To provide visual enjoyment for by means of a continuous flow of open space and natural ground contours throughout the entire planning area.
 3. To retain the wooded outlines of the skyline ridge and lesser ridges.
 - 4.3. To retain and enhance the important vistas, including the view of the skyline ridge as seen from below and the view of the valley as seen from the hillsides.
 5. To protect and enhance more intimate views for the enjoyment of local residents.
 - 6.4. To protect and maintain those areas necessary to the integrity of the natural processes with special emphasis on but not limited to the watershed.
 7. To preserve and, where appropriate, enhance and restore streams and streamsides, unique resources in the area, in a manner that will assure maximum retention of their value as wildlife habitat and provide for their use and enjoyment by local residents.
 8. To provide scenic corridors along routes of major movement.
 9. To provide greenways along local corridors of movement.
 510. To provide for the retention of vegetative forms that contribute to the public safety and help maintain the natural processes and aesthetic quality of the town.
 611. To preserve as open space, insofar as necessary, those areas subject to inherent natural hazards in order to ensure the public safety and welfare.
 712. To preserve and protect areas vital as wildlife habitat or of a fragile ecological nature.

- 813. To preserve those areas of cultural and historic significance to the town, the Midpeninsula, and the Bay Area.
- 914. To provide open space to shape and guide development and to enhance community identity.
- 1015. To preserve those lands with high agricultural capabilities for agricultural purposes.

Principles

- 2210
1. In any land development project, the basic visual character of the planning area should be conserved through regulation or through public acquisition of less than fee title.
 2. All major visual features should be preserved through public acquisition of fee title or lesser interest.
 3. Because the dominant features of the planning area are the natural land forms and vegetation, structures and land uses should be subordinated thereto. Only in the confines of individual sites should structures be allowed to be dominant. To preserve open space in the residential open space preserve areas, clustering of housing units outside these areas should be required to the maximum extent possible.
 4. Highways-Roads and other public works should incorporate beauty as well as utility, safety and economy.
 5. The scale and type of materials used in developments should be harmonious with the surrounding natural scenery.
 6. Open spaces should be linked together visually and physically to form a system of open spaces.
 7. Small common open spaces intended to serve the immediate residents should be owned by the residents through a homeowners' association, condominium association, or other similar legal instrument.
 8. A variety of vistas should be provided and preserved, ranging from the small enclosed private views to the more distant views shared by many people.
 9. Open space along creeks, streams and scenic trails should be protected from encroachment through flood plain zoning, development setbacks,

conservation easements, public acquisition of streamsides and other appropriate devices which will help preserve them in an essentially natural state.

10. A qualified biologist should delineate those areas rich in wildlife, or of a fragile ecological nature. These areas should be preserved through land use regulation or through dedication or acquisition where necessary.
11. Environmental impact studies should take into consideration the impact of development proposals on wildlife habitats.
12. Land use regulations should be used to prevent damage to vegetative ground cover in Portola Valley.
13. The contribution of vegetation and water areas in maintaining the air quality should not be overlooked in any major land use proposals.
14. Areas hazardous to the public safety and welfare should be retained as open space. Areas that fall into this category include:
 - a. Slopes generally over 30 percent.
 - b. Fault zones - bands on either side of known fault traces sufficient to include lands of probable ground rupture.
 - c. Areas of geologic instability.
 - d. Streams and their flood plains.
15. Streams, streamsides, ponds and trails should be preserved as scenic open spaces through regulation, dedication and, where necessary, by public acquisition.
16. Scenic corridors should be protected so as to maximize their scenic quality.
17. Scenic Corridors and Greenways
 - a. Scenic corridors and greenways should be of a width suitable to preserve the natural quality of the area through which the corridor passes and provide space for appropriate uses.
 - b. Development within scenic corridors and greenways should not detract from the essential qualities of the corridor or greenway.

c. Scenic corridors and greenways should be designed to insulate residential areas from noise and activity on trafficways and to provide buffers between other incompatible uses.

18. New residential subdivisions should provide for the clustering of residences so as to leave larger natural areas (residential open space preserves) undisturbed for visual enjoyment and limited local use. (See also the residential areas section in the land use element.)

Description

2211 Extensive open land presently exists within Portola Valley, most of which is in private ownership. The open space proposals in this element define those lands that enhance the character of the town. The primary open space function of these lands is for one or more of the following uses: preserving natural resources, managing production of resources, providing outdoor recreation, or protecting the public health and safety.

2212 The land use categories that are of major importance in assuring a continued quality of open space and make up the open space classification system for Portola Valley are:

1. ~~Residential Open Space Preserves~~—(See “Residential Areas” in the land use element.)Residential Open Space Preserves- Residential open space preserves, while not acceptable for general town-wide use, are important recreation assets since they provide undisturbed natural areas for visual enjoyment by all town residents. In addition, some of the preserves will be accessible for use by local residents, and some may accommodate public trails and paths. (See the Residential Areas section of the land use element.)

2.—(Not used.)

32.—~~Scenic Corridors~~ —(See the recreation element.)Scenic corridors are broad linear bands of open space along thoroughfares in which recreational type uses are compatible with the open character of the scenic corridor.

a. Alpine Scenic Corridor - The Alpine Scenic Corridor includes Alpine Road and those portions of Los Trancos and San Francisquito creeks adjacent to the road. This corridor is of a different scale than the Skyline Scenic Corridor and will be primarily for the use of the residents of the planning area. A variety of uses would be compatible within the corridor, such as

the existing tennis and swim clubs, and riding and hiking trails. (See the Alpine Scenic Corridor Sub-Area Plan.)

- b. *Portola Road Scenic Corridor* – The Portola Road Scenic Corridor extends from the intersection with Alpine Road to the northerly town limits. The corridor runs through the “valley” in the town and to a large extent does and should continue to reflect the open space values of the town. In order to achieve this objective, attention should be given to the entire corridor including the road, trails and paths, buildings and other structures, and plantings. While the corridor will be addressed in detail in a future overall plan for the corridor, attention is given in the open space element to the critical views of the western hillsides from the corridor. These views are of major open space importance and policies are needed to ensure their preservation. It is appropriate to address the views in the open space element since it is these views that help express the open space character of the valley.

Unfortunately, vegetation and landforms largely obscure some important views. In particular, plantings between the Sequoias and the road form a hedge that blocks important views. Also, in the future, new plantings along the western side of the corridor could lead to increased blockage of views. Furthermore, landforms in at least two locations significantly block views. One is the berm between the town owned land between Spring Down Farm and Portola Road and the other is the remnant of the hill that was created when grading was done many years ago for Portola Road in front of what is now owned by Spring Ridge LLC. Were some of these visual impediments removed, vast views to the western hillsides would be opened up for users of the trail as well as motorists. Dealing with vegetation should be rather easily accomplished whereas modifying landforms would be much more difficult.

While the Portola Road corridor plan will comprehensively address plantings along the road, a first concern is with respect to existing and future plantings along the road that do and could further interfere with views. The town should consider establishing a special setback along the road for vegetation in which provisions could be included that would help ensure that in the future the major views to the western hillsides will be preserved. Such a setback should, among other things, provide

for a mixture of openings for major vistas and appropriate plantings.

c. *Skyline Scenic Corridor* - The Skyline Scenic Corridor is one of two major regional facilities proposed within the town, the first being the Windy Hill Open Space Preserve. It would be composed of a broad band of natural area and would require controls over adjacent lands to assure compatibility with the corridor. A variety of uses would be appropriate in the corridor including scenic lookouts, trails and paths, and special scenic and natural scientific attractions. In addition to its primary function it would provide some local recreation. (See also the scenic roads and highways element.)

43. *Greenways* – (See the recreation element.) *Greenways* are corridors of beauty, natural or enhanced by landscaping, providing pleasant traveled ways for equestrians, hikers, walkers, cyclists and motorists linking portions of the planning area. A number of greenways are proposed in the plan along natural features such as canyons, streams and woods.
54. *Open Space - Limited Development* – These are areas which because of hazardous natural conditions, scenic beauty, limited access, remoteness, inadequate utilities or similar reasons are not appropriate for other than very limited development. These areas should be kept essentially in their natural state with only minimal disturbance. Four areas are shown in this category on the comprehensive plan diagram: a portion of the town’s southern sphere of influence, land west of the Skyline Scenic corridor, and two areas in the hills of Palo Alto.
65. *Large Open Space Preserves* – ~~Large undeveloped areas where the character and intended use of the land warrant retaining the land in a natural condition.~~ A number of large open space preserves are shown on the plan diagram. ~~This plan recognizes that additional open space preserves may be established in order to help achieve the purposes of Section 2203 of this plan as long as they are consistent with the balance of the plan.~~ Each of these preserves is briefly described below.

The Jasper Ridge Biological Preserve includes Jasper Ridge, Searsville Lake and the marsh area at the south end of Searsville Lake. The Preserve is owned by Stanford University and is used by the university for biological studies. This is a unique resource in the planning area

and should continue as a wildlife preserve and a scenic location. It is also important as an entry to Portola Valley along Portola Road.

Several properties owned by the Midpeninsula Regional Open Space District are generally shown as open space preserves on the comprehensive plan diagram. These lands are to be kept primarily as undeveloped open areas while allowing low intensity recreation uses which do not conflict with the essential open space character. Impact on the town from the use of these preserves should be minimal, and most vehicular access should be from roads on or near the boundaries of the town. These properties include:

- Coal Creek Open Space Preserve
- Los Trancos Open Space Preserve
- Montebello Open Space Preserve
- Russian Ridge Open Space Preserve
- Windy Hill Open Space Preserve

The Windy Hill Open Space Preserve, [owned by the Midpeninsula Regional Open Space District](#), ~~which~~ consists of a major portion of the eastern side of Windy Hill, ~~and~~ is the only one of these preserves located within the town boundaries. Windy Hill is a visually dominant element for much of the town and the South Bay Area. The preserve serves as an adjunct to the balance of Windy Hill which is shown as a part of the Skyline Corridor. It is also desirable that the natural character of the open ridge leading up to Windy Hill be maintained. The lower part of the preserve, west of the Willowbrook Subdivision, includes a beautiful stretch of Corte Madera Creek, adjacent oak covered slopes and higher wooded knolls which open on to oak studded grassland. [The preserve provides an extensive open space and trail system with opportunities for nature study as well as hiking and scenic enjoyment.](#) ~~This area~~ [The preserve](#) is strategically located at the intersection of several main trails and paths where it can be an important destination for users of the trail and path system. The area should remain largely in its natural state. Besides use as a preserve, this land provides an important visual backdrop for the Willowbrook subdivision.

[Because large open space preserves also serve as recreational resources, they are discussed as regional parks or private recreational facilities in the recreation element.](#)

~~An individual parcel of approximately 20 acres exists within the Windy Hill Open Space Preserve and may be developed for residential~~

~~purposes, but this parcel is too small to show on the comprehensive plan diagram.~~

76. *Agriculture* – A substantial portion of the Stanford-owned “Webb Ranch” is shown for agricultural use. This area lies predominantly between Ladera and the Junipero Serra Freeway. Most of the lands are currently used for cultivated agricultural use and boarding stables. The lands are basically on alluvial soils and well-suited to agriculture. In addition, most of the area is within the flood plain of the Searsville Lake dam. This area should be retained primarily for agriculture with a limited amount of compatible recreational uses of low intensity such as the existing boarding stables.

~~8. *Community Parks* (See the recreation element.)~~

~~971. *Community Preserves* (See the recreation element.) Community Open Space Preserves~~

The Orchard Preserve is an existing apple ranch known as the Jelich Ranch. It contains three historic structures included in the historic element: the Jelich house, the tank house and the Chilean Woodchopper’s house. The property and structures help identify the rural nature of the town. If they ever cease to be in private ownership, the town should attempt to retain them as historic resources and open space for limited recreation and perhaps agricultural use.

Meadow Preserve, proposed for the large field adjoining Portola Road and north of The Sequoias, lies astride the San Andreas Fault and is visually important to the entire quality of the valley. This preserve should be kept largely open, the existing character preserved, and present agricultural uses maintained. A southern portion of the preserve is owned by the Midpeninsula Regional Open Space District and is a part of the Windy Hill Open Space Preserve. A parking lot serving the preserve is planned in this area and should be designed to cause minimum conflicts with the meadow and developed to be compatible with the natural setting to the maximum extent possible.

The Morshead Preserve should capitalize on the natural and man-made features of the property. It is shown by symbol on the plan diagram without specific recommendations with regard to size or shape of the preserve.

The Stables Preserve occupies a parcel between the town center and the Orchard Preserve. The boarding stable buildings are set back

approximately 700 feet from Portola Road. The front part of the property is used for the training of horses and forms part of the open space corridor along Portola Road. The boarding stable is part of the recreation facilities in the town. Should the boarding stable ever cease, the town should attempt to see that the front part of the property along Portola Road be retained as open space.

10.— ~~*Neighborhood Park*~~—(See the recreation element.)

181. ~~*Neighborhood Open Space Preserves*~~—(See the recreation element.)

A number of neighborhood preserves are shown on the plan diagram. The specific sites for two of the preserves, Ridge Rest Open Space Preserve and Frog Pond Open Space Preserve, are defined through the general development plan for the Portola Valley Ranch “planned community” zoning. A third preserve, Coalmine Ridge Preserve includes a small lake, and is located at the edge of the town adjoining Los Trancos Woods. The exact locations of the remaining preserves shown on the plan diagram for the as yet undeveloped lands of the town’s western hillsides should be determined by the town when more precise plans are made for this area. The distribution indicated on the plan diagram generally provides a neighborhood preserve within a radius of from 1/4 to 1/2 miles of all potential residential sites. Steep grades and canyons have necessitated some modifications of required standards in a few instances.

12.— ~~*Trails and Paths*~~—(See the trails and paths element.)

2213 Historic sites are areas and trails of historic significance and open space potential that may be lost if they are not protected from development. Such areas and trails are limited in quantity in the planning area, but should be preserved whenever possible.

2214 Areas of particular biotic importance should be kept in their natural state because they play a vital role in the natural processes and are of importance for the welfare of the town. These include wildlife, riparian, wetland, vegetative and biotic communities. The protection of these areas is achieved by land use policies and by the open space proposals previously listed which include the biotically important steep canyons, streams, forests, wetlands and similar areas.

2215 Areas of importance for public health and safety purposes should by and large be kept in their natural state because they present potential hazards due to earth shaking, earth movement, fire, flooding, erosion and siltation.

These areas are not shown separately on the comprehensive plan diagram, but are included in the open space proposals previously listed in this element and are described in the safety element.

Action Program

2216 The zoning, subdivision and site development ordinances have been prepared and administered to preserve and protect major open spaces in the town through a variety of provisions. These include:

- a planned community zoning district,
- slope-density combining zoning districts,
- an open area zoning district,
- a scenic corridor combining district,
- planned unit development provisions permitting cluster development,
- dedication requirements for park areas,
- requirements for open space easements,
- special building setbacks along Skyline Boulevard and Alpine Road,
- trail and path dedication requirements,
- limitations on grading and tree removal, and
- wide rights-of-way to provide open space along roads.

These provisions have secured many of the open space proposals in the general plan and will continue to be used to secure additional open spaces. The tools are in place and need only be administered as development projects come before the town.

2217 While most of the open space proposals in the plan can be achieved through regulation, there may be instances where the town may wish to purchase land or rights in land in order to secure open spaces. It is not possible at this time to determine which parcels would require such treatment. In order for the town to be in a position to purchase land if needed, the town should maintain an open space fund and an acquisition process plan.

2218 Several large parcels have been purchased by the Midpeninsula Regional Open Space District to form the Windy Hill Open Space Preserve. In the future, MROSD may purchase some additional parcels which are now indicated for residential development. Such purchases cannot be anticipated in this general plan but would be reviewed by the town at that time.

2219 Appendix 6 provides additional information regarding the components of the open space action program.

Enclosure 4

Conservation Element

Introduction

4200 The lands and waters of Portola Valley and its planning area comprise nearly one-half of the headwaters of the San Francisquito Creek watershed and a substantial amount of the natural foothills and hillsides remaining on the Midpeninsula. The town and its residents are the stewards of these natural resources and should cooperate with surrounding jurisdictions on watershed management and regional conservation.

[Runoff from many tributaries in the watershed become concentrated in the San Francisquito Creek as it passes through Palo Alto and discharges into the San Francisco Bay. Flooding of these lower lands is an ongoing concern of Palo Alto and neighboring communities. Efforts to minimize flooding problems and preserve the health of the system continue through the San Francisquito Watershed Council and the San Francisquito Creek Joint Powers Authority. Portola Valley is and will continue to be a participant in these endeavors.](#)

The conservation element concerns four basic categories: water--creeks, ponds, ground water, and imported water; vegetation--both native and exotic; soils and geology; and wildlife. This division is for convenience only; the interrelationships of these resources should be recognized and cherished.

4201 The conservation element provides a programmatic approach for the conservation, restoration, development and utilization of natural resources. Some aspects of conservation programs can be accomplished solely through public efforts while others can only be effectuated by identifying self interests or appealing to the community spirit of the owners of private property within the town. This element is concerned with programs, requiring both public and private action, ~~which~~ that will conserve and enhance the natural qualities of the planning area.

4202 The effective conservation, restoration, development and utilization of natural resources cannot be accomplished without professional study and evaluation of critical areas or needs. The conservation element generally describes those fragile areas of the ecosystem that must be protected. It provides, in addition, policies that will help ensure that in planning and development of specific land use proposals environmental impact is not overlooked, that conservation actions are considered, and that such evaluations and actions are sufficiently comprehensive in accordance with professionally established guidelines.

Definitions

4203 **Public Conservation Programs** ~~include those programs~~ are largely carried out by local governments such as cities and counties. The town of Portola Valley can implement conservation measures through its that make use of the regulatory powers including its available to the town and other public agencies, i.e., zoning, subdivision and site development ordinances. Special districts as well as non-profit organizations also play roles. - The Midpeninsula Regional Open Space District addresses conservation issues on land it owns in and adjoining the town. In addition, the Peninsula Open Space Trust, a non-profit trust, acquires land that will ultimately be retained as open space and held in a natural condition. Also included are those educational, technical assistance, incentive, acquisition and protective work programs that can be pursued by public agencies.

4204 **Private Conservation Programs** include protective work programs sponsored by private organizations and individual efforts for the conservation of natural resources on private sites. Private groups can, through the dissemination of conservation information, educate those unaware of environmental problem areas and, more importantly, values to be conserved. In addition, private dedication of conservation easements and/or financial donations for the protection of the natural processes would enhance all conservation efforts.

4205 For the objectives of the conservation element to be implemented, public and private efforts cannot be carried out in isolation of each other. It is the purpose of this element to provide a unified framework for the achievement of the conservation objectives.

4206 The conservation element includes: objectives, principles and standards; and a description of programs.

4207 (Not used.)

Objectives

- 4208 1. Water—Creeks, Ponds, Ground Water, and Imported Water
- a. To protect the area against excessive storm water runoff, flooding, erosion and other related damage.
 - b. To protect natural ground water recharge areas.
 - c. To maintain standards to insure a high water quality.
 - d. To preserve the natural character of all watershed land.
 - e. To prevent obstructions to the natural flow of water that would adversely affect natural processes.
 - f. To maintain a healthy ecological system for plants and animals in and along all bodies of water.
 - gf. To encourage the conservation of water resources.
 - h. To encourage the recycling of water, both domestic and natural.
- 4209 2. Vegetation—Both Native and Exotic
- a. To minimize disturbance of the natural terrain and native vegetation.
 - b. To preserve and protect all native and naturalized plants with special attention to preservation of unique, rare or endangered species and plant communities such as oak woodland and serpentine grasslands.
 - c. To encourage the planting of native plant species in as part of any site development for ecological, aesthetic and water conservation purposes.
 - d. To ensure that when changes in natural grades or removal of existing vegetation is required on any public or private project, remedial measures call for the restoration or introduction of native vegetative cover for ecological as well as erosion control purposes.

Conservation Element

- e. To ensure that all thoroughfares and local roads are ~~so~~-designed and planned to preserve the natural beauty and character to the maximum extent possible.
 - f. To encourage the planting of native trees and shrubs to provide a substantial buffer between ~~the~~ roadways and adjoining properties in harmony with the general character of the town.
 - g. To encourage the removal and prevention of the spreading of aggressive exotics such as pampas grass, acacia, yellow star thistle, French broom, Scotch broom and eucalyptus.
 - h. To preserve and maintain an area of native vegetation along creek corridors in order to separate turf and ~~residential or commercial development~~impervious surfaces from the ~~native vegetation~~ along creek corridors.
 - i. To protect forests and other vegetation for their roles in helping maintain and improve air quality.
- 4210 3. Soils and Geology
- a. To prohibit the quarrying of rock, sand and gravel, as such uses are incompatible with basic town objectives.
 - b. To prevent, control and correct the erosion of soil.
 - c. To prohibit the dumping of any waste material that may harm or destroy soil quality and character.
 - d. To encourage wise soil husbandry and soil enrichment with organic wastes and other soil building materials.
 - e. To limit, and where determined necessary for public safety, prohibit development in hazardous geologic areas.
 - f. To encourage agricultural uses on soils most suited for agricultural purposes when feasible.
- 4211 4. Wildlife
- a. To ensure that in the design and construction of public and private developments, the habitat of all wildlife will be protected to the maximum extent feasible, with special emphasis on protecting the habitat of any endangered species.

- b. To maintain and protect creek corridors for wildlife who use this resource for food, shelter, migration and breeding.
- c. [To protect large and small natural systems for the purpose of supporting wildlife.](#)

Principles

- 4212 1. Water—Creeks, Ponds and Ground Water
- a. Recognizing that we live in a semi-arid area with increasing demand on limited water supplies, water conservation methods must be a guiding principle in all land use planning.
 - b. Environmental impact reports [or studies](#), prepared professionally, should be required of public and private projects that propose extensive grading or vegetation removal on important watershed lands.
 - c. Dumping of waste materials into creeks or streams or within their established undeveloped drainage basins should be prohibited.
 - d. Use of agricultural fertilizers and chemicals in areas along creeks should be [tightly](#) controlled so as to avoid adverse impacts.
 - e. The town ~~shall~~[shall](#) require that there be no significant alterations of stream channels or obstructions to the natural flow of water. Creeks should be maintained in their naturally meandering channels consistent with geomorphic processes. Where channels are damaged or property threatened, bank stabilization by biotechnical methods are preferable [to engineered solutions such as concrete walls and similar structures](#).
 - f. The natural flow of streams should be maintained and not diverted for other uses.
 - g. To protect water quality, the town shall encourage development to maintain an undisturbed [or enhanced](#) protective buffer between all cut and fill slopes, non-native turf or areas under chemical management or impermeable surfaces, and any creek corridors.
 - h. To require management practices that will reduce the amount of pollution entering water bodies.

- 4213 2. Development should not be allowed in areas subject to flooding.
- 4213 2. Vegetation
- a. Removal of native vegetation should be minimized, and replanting required where necessary to maintain soil stability, prevent erosion and maximize reoxygenation.
 - b. Forest resources should be protected from harvesting.
 - c. Mature native trees and shrubs should be conserved.
 - d. Plantings in public trail easements or public road rights of way shall be of native plants and trees and shall not interfere with the use of the easements for public purposes such as equestrians, hikers, pedestrians, bicyclists, runners and vehicles.
 - e. The town should encourage restoration of unique or rare vegetation and habitats.
 - f. Along creeks, indigenous vegetation should be protected and, where necessary, restored and enhanced.
 - g. Removal and clearing of native vegetation for the purpose of fire safe management practices should be done only to the extent necessary to meet reasonable fire safety objectives while still seeking to protect the biological resources of the environment.
- 4214 3. Soils and Geology
- a. Zoning and other land use regulations should be used to limit, and in some cases prohibit, development in geologically hazardous areas. The degree of development limitation provided for in such regulations should be commensurate with the degree of hazard involved and the public costs likely to be incurred if emergency or remedial public action becomes necessary in these areas.
 - b. Land use regulations should allow for and encourage using the best soils for agriculture when compatible with development proposals.

- 4215 4. Wildlife
- a. An environmental impact [report or](#) study, prepared by a qualified biologist, should be required to determine if the habitat of wildlife is being encroached upon, particularly of endangered species, by any proposed public or private project where such encroachment appears likely.
 - b. All subdivision and site development proposals should be reviewed to ensure that they do not obstruct wildlife access to important water, food and breeding areas.
 - c. Designate creek corridors as sensitive areas which provide important aquatic and terrestrial wildlife habitat. [Setback requirements should be established by zoning for all new development along creeks.](#) All new subdivisions and site development proposals should contain setback area sufficient to buffer wildlife inhabiting the creek corridor from the impacts of development.
 - d. ~~Encourage restoration and protection~~[Protect](#) of lands and habitat ~~to that~~ support endangered or protected species wherever possible [and consistent with state and federal requirements.](#)
 - e. [Give attention to restoring native habitat for wildlife when reviewing development proposals and initiating town projects.](#)

Standards

- 4216 Specific standards are [and will be](#) included within the zoning, subdivision and site development ordinances.

Description

- 4217 Several conservation program areas are proposed. Each program area is based on conservation of the natural processes or [ensuring](#) public health and safety ~~considerations~~. Specific recommendations made are directed at the objectives of the four categories of concern: water – creeks, ponds, ground water and imported water; vegetation – both native and exotic; soils and geology; and wildlife.
- 4218 The program areas proposed are not meant to be the basis for the establishment and implementation of specific conservation programs in isolation of one another as the entire ecosystem is closely interrelated. They

provide, rather, a unified framework for inter-relating action programs, projects, and other actions to ensure that conservation efforts will be of maximum efficiency and effectiveness.

- 4219 Each program area proposed could be designated as the responsibility of either the public or private sector; however, it is necessary for program implementation that all programs are understood and supported by both sectors. Further, conservation is dependent upon each individual's realization of his or her intimate relationship with the environment. All the public efforts are of limited value without total citizen involvement in protecting the environment.

Education

- 4220 Public education and information programs detailing conservation values and problem areas and providing guidance of protective actions should be organized and administered by town staff and elected and appointed officials in cooperation with schools at all levels. This would include, in addition, special public meetings and information sessions with established private clubs or groups. Private conservation groups like the Sierra Club, ~~or~~ the Audubon Society [or the Peninsula Open Space Trust](#) can also play an important part in citizen education.

Regulation

- 4221 The natural character of Portola Valley can be conserved in large part by ensuring that new and existing development is controlled by suitable regulation - mainly zoning, subdivision and site development regulations. These regulations are applied by the town as part of its "police power," the right of government to enact laws which are in the public interest and which are directly related to the health, safety and general welfare of the community. Ordinances adopted in 1967 [and as subsequently amended](#) seek to preserve the natural setting. The zoning, subdivision and site development regulations provide much of the framework within which the town will develop and are sufficient to achieve many of the objectives of the conservation element by ensuring [that developmen projects are always considered in the context of conservation of the environment and that dedication-of conservation easements are dedictated when appropriateand careful siting of development.](#) The regulations should ~~be broadened to~~ include control over [development in areas where the use of natural hazard hazards areas exist.](#) These regulations will only achieve the objectives with careful and imaginative guidance by town staff, elected representatives and citizens.

- 4221a The town has established special setbacks along the major creeks in the town, which are: Los Trancos Creek, Corte Madera Creek and Sausal Creek. The purposes of the setbacks are to improve the quality of creekbank protection measures, reduce risk to property improvements, protect scenic values and protect the riparian habitat important to wildlife. Administration of these provisions by town officials and staff will be a major factor in protection of these important habitats.
- 4221b Most of the town is served by septic tanks and drainfields which reduce the demand on sewage treatment plants and at the same time contribute to the groundwater table. Requirements for connecting to sewers should be studied with the objective of helping restore groundwater, reducing reliance on sewage plants and the energy required for the plants.
- 4221c The town's report "Portola Valley Sensitive Biological Resources Assessment and Fuel Hazard Assessment" dated 2008 and 2010, which includes GIS maps of vegetation, soils and fire hazard, provides extensive technical information on native vegetation that should be protected in order to preserve habitat and should be consulted regularly by planning staff and decision-making bodies in conjunction with the review of development proposals. The report includes recommendations for protecting biological resources when undertaking vegetation management for purpose of fire hazard mitigation.
- 4221da The implementation of this element with regard to water resources shall be coordinated with any countywide water agency and other agencies that have developed, served or conserved water for any purpose for the town.

Acquisition

- 4222 There are cases where regulation will not provide a basis for achieving conservation objectives. In these situations, a town program for acquisition may be needed. There are two basic types of land ownership – full or fee title, and partial title such as through a conservation easement or ownership of development rights. For a discussion of acquisition, see Appendix 6: Implementation of the Open Space Element.

Incentives

- 4223 Incentives, for the most part, have been mainly private – the concern of the conservationist, of the nature lover and of the sports enthusiast. For effective conservation of natural resources, a program of public incentives should be considered. Incentives in the form of tax relief or some other financial form (e.g., Williamson Act, income tax allowance for gifts, etc.) could be used for

the conservation of large areas critically important to natural processes. Changes in this type of incentive would require a higher level of public involvement (state and federal legislation) to ~~enable-increase~~ flexibility at the local level. The town has already adopted policy in favor of such incentives now permitted at the local level. Incentives could also take the form of allowing modification of normal regulations for special conservation considerations by the property owner or developer.

Technical Advice

4224 Professional technical advice is essential for full understanding of the natural processes. As noted above, the town's report "Portola Valley Sensitive Biological Resources Assessment and Fuel Hazard Assessment" dated 2008 and 2010 provides detailed mapping of vegetation in the town along with lists of endangered and threatened species associated with such vegetation. A system for applying the information in the planning program and in particular when reviewing development proposals should be developed. ~~the accumulation of all relevant information and sources of advice is an essential part of the overall conservation program.~~

4224a The town has adopted a Geologic Map and Ground Movement Potential Map along with an implementing policy statement and zoning ordinance provisions. These documents provide significant guidance in helping ensure the safety of developments in areas subject to landslides and other geologic hazards and also in avoiding damage to the natural environment including erosion and flooding. This information will guide public decision makers and should be available to the private sector for both education and advice.

4224b Information on available professional services ~~available~~ and sources of professional advice including county, state and federal agencies, professional societies, conservation groups, and appropriate local professionals (e.g., landscape architects, geologists, biologists and hydrologists) ~~could~~ should be made available at the Portola Valley town hall and through the branch of the San Mateo County town Library and ~~through~~ public schools within the town as well as at the high school and community college levels.

Remedial Work Programs

4225 Remedial work programs directed at specific conservation problem areas can prevent irreversible damage to the environment. Also, programs requiring organized private group efforts, clean up campaigns, etc., can help to improve the environment and bring people together in a common effort. Town sponsored projects such as litter removal and removal of invasive

[vegetation, as well as other programs, can make a substantial contribution to the conservation of the environment.](#)

Miscellaneous Private Efforts

- 4226 For the conservation program to be effective, individual, [organized and](#) unorganized private efforts are necessary. These efforts include individual lot maintenance to high standards based on the preservation of the natural character (e.g., care in controlling site drainage, use and control of exotic plants to prevent widespread weed growth, etc.), dedications of conservation easements and financial donations with the requirement that they be spent for the protection of the natural processes.

Enclosure 5

Nonetheless, there may be instances when a property owner wishes to put land to a use not shown on the comprehensive plan diagram and the town or some other public agency is not able to obtain public rights through regulation and does not negotiate a purchase with the owner. In such instances and only for lands designated on the comprehensive plan diagram as neighborhood preserve, community preserve, scenic corridor and greenway, or labeled "Other Community," the general plan hereby permits:

1. private use of a character and intensity no greater than the public use indicated on the comprehensive plan diagram, or
2. private use at the lowest residential intensity suitable for the property and designed to maximize the open space character of the land.

In implementing the foregoing policy with respect to any proposal by a property owner, the approving authority of the town shall exercise judgment in approving a use to ensure compatibility with surrounding and nearby uses, circulation facilities and the applicable objectives of this general plan. Any use permitted must, of course, conform to the zoning for the property.

Table 1. Guide to Park, Recreation, and Open Space Proposals in the General Plan

<i>Park, Recreation or Open Space</i>	<i>Park and Recreation Element</i>	<i>Open Space Element</i>	<i>Trail & Path Element</i>	<i>Scenic Roads and Highways Element</i>	<i>Land Use Element</i>
Neighborhood Preserve	X	X			
Neighborhood Park	X				
Community Preserve	X	X			
Community Park	X				
Other Community Parks or Preserves	X	X			
Regional Park or Private Regional Facility	X	X			
Open Space Preserve		X			
Scenic Corridor	X	X			
Greenway	X	X			
Open Space Limited Development		X			
Agriculture		X			
<i>Secondarily Park, Recreation, or Open Space*</i>					
Residential Open Space Preserves					X
Trails and Paths			X		
Scenic Roads and Highways				X	
* These land use categories serve primarily for residential or circulation purposes, but have secondary uses as parks, recreation areas, or open spaces.					

Enclosure 6

Appendix 1- Proposed

Chronology of Amendments to the General Plan, Summary of Major Revision Programs and CEQA Compliance

The table on the following page lists all planning commission and town council resolutions which adopted (A) or amended (Am) elements of the general plan. The table indicates only those elements substantively affected by the resolutions. All background reports and studies pertinent to the initial adoption and amendment of elements listed continue to constitute a part of the record for the general plan. The method of establishing compliance with the California Environmental Quality Act is also indicated on the table.

Brief summaries of the work leading up to the 1964 general plan and major general plan revision programs are described below. Also included are references to major zoning ordinance amendments that affected the permitted density of housing.

1964 General Plan

The 1964 general plan was actually prepared prior to incorporation of the town. Upon incorporation, the town then adopted this new general plan. The plan had been prepared by William Spangle and Associates under contract with San Mateo. The consultants worked with the "Portola Valley Advisory Planning Committee" which was appointed by the San Mateo County Planning Commission. Since the original plan covered all of what became Portola Valley as well as part of Woodside and unincorporated areas in San Mateo County, including Ladera, Los Trancos Woods and Vista Verde and Woodside High, the committee included representatives from these areas as follows:

- L.W. Lane, Portola Valley
- Horton Whipple, Portola Valley
- S.H. Halsted, Portola Valley
- Myron Alexander, Portola Valley
- R.L. Boothroyd, Woodside
- D.S. Bushnell, Ladera
- Mrs. Richard Hayes, Ladera
- Robert W. Gates, Los Trancos Woods
- Ryland Kelly, Hare, Brewer and Kelly, developer
- Guilford Snyder, Portola Valley
- Mrs. Morgan Stedman, Woodside

The committee and consultants worked on the plan during parts of 1963 and 1964. The current plan still includes the fundamental objectives of the originally adopted plan. One of the major tasks of the committee was to establish zoning density standards that represented the opinions of the committee. Thus, the original general plan included to slope-density standards, a relatively new concept at the time. The standards included: a “low” intensity standard to be applied to relatively accessible lands ranging from 1 acre per housing unit to 9 acres per housing unit for lands with slopes 50% or greater and an “open-residential” category to be assigned to relatively inaccessible lands ranging from 2 acres per housing unit to 9 acres per housing unit on slopes in excess of 50%.

1969-1973 General Plan Amendments

Amendments during this period generally added elements which more fully developed general policies already in the general plan or added elements newly required by state law. The amendments did not greatly affect fundamental aspects of the plan.

1977 General Plan Amendments

The 1977 revision resulted in a major reorganization of the general plan and major substantive changes. The 1977 revisions commenced with the formation of a General Plan Review Committee (GPRC) at a joint planning commission-town council meeting on November 20, 1974. The committee consisted of no more than two persons from each of the following: town council, planning commission, architectural and site control commission, conservation committee, and parks and recreation committee. This committee met periodically and reviewed the general plan to determine what amendments and revisions were needed. On May 28, 1975, the town council received the GPRC's report, which had been reviewed by the planning commission, and declared its intention to proceed with certain revisions. The amendments subsequently carried out were the preparation of the safety element, noise element, and scenic roads and highways element, all of which were adopted in 1975. The committee then undertook a review of the existing general plan to determine those portions of the plan in need of modification. Based on the recommendation of the committee, a consultant proposal was submitted and approved by the town council on August 12, 1975.

The consultant worked with the GPRC through April of 1976. The meetings of the GPRC during this period as well as since its inception were open to the public and public input was solicited. The major changes considered by the GPRC during this period included land use modifications in response to data and policies contained in the safety element, changes in the circulation system to reflect changes in town policy over the years and modifications to better tailor the plan to the town's planning area since the plan had previously been prepared for a larger planning area. Of particular importance was the addition of a new residential land use category, “Conservation-Residential.” The results of the GPRC were subsequently presented to the planning commission at its meeting of March 17, 1976. The Commission then recommended that

the town council authorize the consultant to undertake the next step, which was the preparation of the proposed revised general plan.

During the review and revision of the general plan, numerous background materials were used, most of which are mentioned elsewhere in the appendices. Several maps not mentioned elsewhere and which were important inputs in the revision of the land use element in particular were:

“Property Ownership 1975, Town of Portola Valley, Developable Areas as Delineated on Stability Map, 1” = 500’, 12/3/75, revised 12/5/75”

“Slope of the Land, Town of Portola Valley, 1” = 1,000’, June 1972”

“Major Property Ownership 1975, Town of Portola Valley, 1” = 1,000’ ”

1980 General Plan and Zoning Ordinance Amendments

On June 13, 1979, the town council decided that with the experience to date, it was time to review the general plan. The council established a General Plan Review Committee composed of members of town committees as follows:

Jane Ames
John Ames
Sue Crane
Jay Foss
Betty Hone
Don Moore
Kent Mitchell

The committee held a number of meetings and concluded its deliberations on August 13, 1979 with recommendations to the planning commission. The planning commission and town council held numerous public hearings between August 1979 and May 28, 1980 at which time the council adopted a set of revisions to the general plan. A major change to the plan was to change the slope-density standard for the Conservation-Residential category from 1 ac. – 9 ac. to 2 ac. – 9 ac.

Subsequently, the town council amended the zoning ordinance by establishing a new SD-2 zoning district with parcel area requirements starting at 2 acres on level land up to 9 acres on slopes over 50%. This combining district was applied to the Stanford Wedge and the land between Alpine Road. and Los Trancos Creek from Arastradero Road. to the northerly town limits. In addition, the then existing SD-2 category which starts at 3 acres and extends to 18 acres was renamed as SD – 3. (Ord. 1981-181)

In addition, a new slope-density combining district, SD-1a, was established that starts at 1 acre at 15% slope and increases to 9 acres at 50% slope. This new combining district was applied to the Alpine Hills Subdivision. (Ord. 1981-182)

These amendments set forth specific requirements as follows: SD – 1 where land area per dwelling unit ranges from 1 acre on level land to 9 acres on slopes in excess of 50% slope and SD-2 where land area per dwelling unit ranges from 3 acres on level land to 18 acres on slopes in excess of 50%. (Ord. 1979-166)

1989 Zoning Amendments

On September 6, 1989, the town council, based on recommendations from the planning commission, established new slope-density standards in the zoning ordinance and applied them to existing subdivisions. While the subdivisions existed, the new regulations established standards that would limit the potential for resubdivisions of existing parcels or the combination of parcels to form additional parcels. The intent was to discourage overdevelopment of existing subdivisions. The added standards were SD-1a and SD-2.5. Recognizing the pattern of existing subdivided areas, the standards start at 15% slope rather than 1% slope which is the beginning standard applied to unsubdivided areas. The following subdivisions had the SD-1a standard applied: Arrowhead Meadows, Coombsville, Corte Madera Acres, Nathhorst, Oak Hills, Pine Ridge, Stonegate, and Willowbrook. The SD-2.5 standard was applied to the Westridge subdivision. (Ord. 1989-246)

1998 General Plan Amendments

On August 24, 1994, the town council established a General Plan Review Committee to review the general plan to determine if it adequately reflected the current goals of the community, and to make general recommendations to the planning commission and town council as to the nature of the changes that should be considered by the town. The committee included the following:

Kathleen Bennett
Jonathan c. Dickey
Jean Y. Eastman
Steve Harrison
Marcia E. Keimer
Jon Silver
Marilyn Walter

Non-voting Members

Bud Eisberg, ASCC Liason
Annaloy Nickum, President, Los Trancos Woods Community Association
Robert Zimmerman, Vista Verde Homeowners' Association
Town Council and Planning Commission members were also invited

The town planner attended all meetings.

The committee found that in most respects the plan was as relevant and useful as when it was first written. The committee, did, however, recommend reducing the development potential on the western hillsides because of heightened awareness of major problems including access, geologic instability, fire protection, traffic and the need to preserve natural vegetation and water resources. The purpose of the change was to result in a more logical location of future homes. In addition, the committee addressed concerns including: senior housing, fire protection, and the pressure for larger homes to accommodate today's family needs. Also of concern was the potential destruction of natural resources that accompanies a rapidly increasing usage of town roads and open space by visitors from all over the Bay Area. The committee proposed changes to better deal with these perceived problems.

The planning commission considered the committee's recommendations at ten meetings from May 1996 through April 1997. The commission agreed with many of the recommendations of the committee and, in addition, provided increased attention to protection of natural biological resource areas, including riparian corridors. The commission agreed with the committee's recommendation to help ensure that development is in the most logical areas. To this end, the commission recommended designation of specific residential cluster areas for the large undeveloped parcels in the town. The commission recommended reduction in densities in order to achieve this goal.

The town council then considered the proposed amendments at fourteen noticed public hearings from May 14, 1997 to April 22, 1998. The council decided to approve all proposed amendments except those relating to a reduction of residential densities on the western hillsides, the modification of cluster designs on two properties on the western hillsides and the addition of two cluster designs in other locations. The council directed that additional study be given to proposed density reductions and cluster designs and that these matters be brought to the council at a future date. These matters would then have to be set for public hearing.

Chronology of Adoption and Amendments to the General Plan and Index to CEQA Compliance

General Plan Elements

A = Adoption
Am = Amendment

Planning Commission		Town Council		Land Use	Circulation	Housing	Historic	Conservation	Open Space	Noise	Scenic Roads and Highways	Safety	Recreation	Alpine Scenic Corridor	Northern Sphere of Influence (1)	Nathorst Triangle Area	Trails and Paths	Town Center Area	Sustainability	CEQA Compliance (2)
Date	Resol. #	Date	Resol. #																	
05/19/65	1965-17	07/08/65	1965-48	A	A				A											
08/20/69	1969-82	10/08/69	259-1969			A														
07/15/70	1970-93	09/09/70	302-1970										A							
07/15/70	1970-93	10/14/70	306-1970														A			
02/17/71	1971-97	05/12/71	329-1971											A						
04/21/71	1971-100	08/11/71	344-1971												A					
04/04/73	1973-126	05/23/73	422-1973													A				
05/16/73	1973-128	06/13/73	424-1973					A	Am											CE
07/30/75	1975-147	08/13/75	572-1975							A	A	A								ND
12/03/75	1975-152	01/14/76	602-1976													Am				ND
03/02/77	1977-169	08/24/77	701-1977	Am	Am	Am		Am	Am			Am	Am	Am	Am	Am	Am	Am		ND
03/05/80	1980-199	03/26/80	834-1980														Am			ND
02/06/80	1980-198	05/28/80	845-1980	Am		Am						Am		Am						ND
11/05/80	1980-212	11/02/80	867-1980	Am																ND
09/15/82	1982-241	10/13/82	1007-1982						Am				Am				Am			CE
09/15/82	1982-239	11/10/82	1009-1982			Am														ND
11/27/84	1984-263	03/27/85	1104-1985			Am														ND
11/28/88	1988-287	03/09/88	1239-1988	Am																ND
02/03/88	1988-289	03/23/88	1244-1988													Am				ND
03/07/90	1990-313	03/14/90	1324-1990	Am					Am				Am							ND
03/07/90	1990-314	03/28/90	1329-1990													Am				ND
12/05/90		12/19/90	1361-1990			Am														ND
11/04/92	1992-336	12/09/92	1421-1992													Am		A		ND
12/01/93	1993-340	1/12/94	(3)				A													ND
07/19/95	1995-359	6/12/96	1537-1996	Am																EIR

Appendix 1

A = Adoption
Am = Amendment

Planning Commission		Town Council		Land Use	Circulation	Housing	Historic	Conservation	Open Space	Noise	Scenic Roads and Highways	Safety	Recreation	Alpine Scenic Corridor	Northern Sphere of Influence (1)	Nathorst Triangle Area	Trails and Paths	Town Center Area	Sustainability	CEQA Compliance (2)
Date	Resol. #	Date	Resol. #																	
9/3/97	1997-369	3/26/98	1630-1998	Am																EIR
4/2/97		4/22/98	1638-1998	Am	Am		Am	Am	Am		Am	Am	Am	Am		Am	Am	Am		ND
11/5/97		12/10/97	1618-1997													Am				ND
5/6/98	1998-383	6/10/98	1642-1998	Am																ND
3/21/01	2001-399	4/25/01	1891-2001											Am						
11/5/02		1/8/03	2035-2003														Am			ND
12/17/08		1/28/09	2429-2009																A	ND
1/21/09		3/25/09	2441-2009							Am										ND
11/18/09		12/9/09	2469-2009			Am														ND
		1/27/10	2472-2010	(4)	(4)		(4)							(4)		(4)	(4)	(4)		CE
6/2/10		7/28/10	2501-2010									Am								ND

- (1) In the 1977 revision (Ordinance 701-1977), the material in the Northern Sphere of Influence Element was distributed to the other elements and the Element was deleted from the plan.
- (2) This column indicates how the adoption and/or amendment was reviewed with respect to the California Environmental Quality Act. The documents referred to are on file at Portola Valley Town Hall. (CE) – Categorical Exemption (ND) – Negative Declaration (EIR) - Environmental Impact Report
- (3) Recorded in minutes but no resolution number.
- (4) In the 2010 revision (Ordinance 2472-2010), all general plan diagrams were converted to a Geographic Information System (GIS).

Appendix 1 Current Text

Chronology of Amendments to the General Plan, Summary of Major Revision Programs and CEQA Compliance

The table on the following page lists all planning commission and town council resolutions which adopted (A) or amended (Am) elements of the general plan. The table indicates only those elements substantively affected by the resolutions. Brief historical summaries of the major revision programs are described below. All background reports and studies pertinent to the initial adoption and amendment of elements listed continue to constitute a part of the record for the general plan. The method of establishing compliance with the California Environmental Quality Act is also indicated on the table.

1969-1973 Amendments

Amendments during this period generally added elements which more fully developed general policies already in the general plan or added elements newly required by state law. The amendments did not greatly affect fundamental aspects of the plan.

1977 Amendments

The 1977 revision resulted in a major reorganization of the general plan and major substantive changes. The 1977 revisions commenced with the formation of a General Plan Review Committee (GPRC) at a joint planning commission-town council meeting on November 20, 1974. This committee met periodically and reviewed the general plan to determine what amendments and revisions were needed. On May 28, 1975, the town council received the GPRC's report, which had been reviewed by the planning commission, and declared its intention to proceed with certain revisions. The amendments subsequently carried out were the preparation of the safety element, noise element, and scenic roads and highways element, all of which were adopted in 1975. The committee then undertook a review of the existing general plan to determine those portions of the plan in need of modification. Based on the recommendation of the committee, a consultant proposal was submitted and approved by the town council on August 12, 1975.

The consultant worked with the GPRC through April of 1976. The meetings of the GPRC during this period as well as since its inception were open to the public and public input was solicited. The major changes considered by the GPRC during this period included land use modifications in response to data and policies contained in the safety element, changes in the circulation system to reflect changes in town policy over the years and modifications to better tailor the plan to the town's planning area since the plan had previously been prepared for a larger planning area. Of particular

importance was the addition of a new residential land use category, "Conservation-Residential." The results of the GPRC were subsequently presented to the planning commission at its meeting of March 17, 1976. The Commission then recommended that the town council authorize the consultant to undertake the next step, which was the preparation of the proposed revised general plan.

During the review and revision of the general plan, numerous background materials were used, most of which are mentioned elsewhere in the appendices. Several maps not mentioned elsewhere and which were important inputs in the revision of the land use element in particular were:

"Property Ownership 1975, Town of Portola Valley, Developable Areas as Delineated on Stability Map, 1" = 500', 12/3/75, revised 12/5/75"

"Slope of the Land, Town of Portola Valley, 1" = 1,000', June 1972"

"Major Property Ownership 1975, Town of Portola Valley, 1" = 1,000' "

1980 Amendments

On June 13, 1979, the town council established a General Plan Review Committee to undertake an annual review of the general plan. The committee, composed of members of town committees, held a number of meetings and concluded its deliberations on August 13, 1979 with recommendations to the planning commission. The planning commission and town council held numerous public hearings between August 1979 and May 28, 1980 at which time the council adopted a set of revisions to the general plan. A major change to the plan was to change the slope-density standard for the Conservation-Residential category from 1 ac. - 9 ac. to 2 ac. - 9 ac.

1996 Amendments

On August 24, 1994, the town council established a General Plan Review Committee to review the general plan to determine if it adequately reflects the current goals of the community, and to make general recommendations to the planning commission and town council as to the nature of the changes that should be considered by the town. The committee was composed of seven members plus several ad hoc members representing various town commissions, committees and neighboring communities. The town planner attended all meetings.

The committee found that in most respects the plan was as relevant and useful as when it was first written. The committee, did however, recommend reducing the development potential on the western hillsides because of heightened awareness of major problems including access, geologic instability, fire protection, traffic and the need to preserve natural vegetation and water resources. The purpose of the change

was to result in a more logical location of future homes. In addition, the committee addressed concerns including: senior housing, fire protection, and the pressure for larger homes to accommodate today's family needs. Also of concern was the potential destruction of natural resources that accompanies a rapidly increasing usage of town roads and open space by visitors from all over the Bay Area. The committee proposed changes to better deal with these perceived problems.

The planning commission considered the committee's recommendations at ten meetings from May 1996 through April 1997. The commission agreed with many of the recommendations of the committee and, in addition, provided increased attention to protection of natural biological resource areas, including riparian corridors. The commission agreed with the committee's recommendation to help ensure that development is in the most logical areas. To this end, the commission recommended designation of specific residential cluster areas for the large undeveloped parcels in the town. The commission recommended reduction in densities in order to achieve this goal.

The town council then considered the proposed amendments at fourteen noticed public hearings from May 14, 1997 to April 22, 1998. The council decided to approve all proposed amendments except those relating to a reduction of residential densities on the western hillsides, the modification of cluster designs on tow properties on the western hillsides and the addition of two cluster designs in other locations. the council directed that additional study be given to proposed density reductions and cluster designs and that these matters be brought to the council at a future date. These matters would then have to be set for public hearing.

Chronology of Adoption and Amendments to the General Plan and Index to CEQA Compliance

General Plan Elements

A = Adoption
Am = Amendment

Planning Commission		Town Council		Land Use	Circulation	Housing	Historic	Conservation	Open Space	Noise	Scenic Roads and Highways	Safety	Recreation	Alpine Scenic Corridor	Northern Sphere of Influence **	Nathorst Triangle Area	Trails and Paths	Town Center Area	CEQA Compliance *
Date	Resol. #	Date	Resol. #																
05/19/65	1965-17	07/08/65	1965-48	A	A				A										
08/20/69	1969-82	10/08/69	259-1969			A													
07/15/70	1970-93	09/09/70	302-1970										A						
07/15/70	1970-93	10/14/70	306-1970													A			
02/17/71	1971-97	05/12/71	329-1971											A					
04/21/71	1971-100	08/11/71	344-1971												A				
04/04/73	1973-126	05/23/73	422-1973													A			
05/16/73	1973-128	06/13/73	424-1973					A	Am										CE
07/30/75	1975-147	08/13/75	572-1975							A	A	A							ND
12/03/75	1975-152	01/14/76	602-1976													Am			ND
03/02/77	1977-169	08/24/77	701-1977	Am	Am	Am		Am	Am			Am	Am	Am	Am	Am	Am	Am	ND
03/05/80	1980-199	03/26/80	834-1980														Am		ND
02/06/80	1980-198	05/28/80	845-1980	Am		Am						Am		Am					ND
11/05/80	1980-212	11/02/80	867-1980	Am															ND
09/15/82	1982-241	10/13/82	1007-1982						Am				Am				Am		CE
09/15/82	1982-239	11/10/82	1009-1982			Am													ND
11/27/84	1984-263	03/27/85	1104-1985			Am													ND
11/28/88	1988-287	03/09/88	1239-1988	Am															ND
02/03/88	1988-289	03/23/88	1244-1988													Am			ND
03/07/90	1990-313	03/14/90	1324-1990	Am					Am				Am						ND
03/07/90	1990-314	03/28/90	1329-1990													Am			ND
12/05/90		12/19/90	1361-1990			Am													ND
11/04/92	1992-336	12/09/92	1421-1992													Am		A	ND
12/01/93	1993-340	1/12/94	***				A												ND
07/19/95	1995-359	6/12/96	1537-1996	Am															EIR
9/3/97	1997-369	3/26/98	1630-1998	Am															EIR
4/2/97		4/22/98	1638-1998	Am	Am		Am	Am	Am		Am	Am	Am	Am	Am	Am	Am	Am	ND

* This column indicates how the adoption and/or amendment was reviewed with respect to the California Environmental Quality Act. The documents referred to are on file at Portola Valley Town Hall. (CE) – Categorical Exemption (ND) – Negative Declaration (EIR) - Environmental Impact Report

** In the 1977 revision, the material in the Northern Sphere of Influence Element was distributed to the other elements and the Element was deleted from the plan.

*** Recorded in minutes but no resolution number.

Appendix 5

State Requirements for Open Space Planning

California state law (Section 65560 et seq.) requires each municipality to prepare a local plan “for the comprehensive and long-range preservation and conservation of open space land within its jurisdiction.” (§ 65563) The open space element of the general plan is meant to satisfy this state requirement.

In the legislation, “open space land” is defined as “any parcel or area of land or water which is essentially unimproved and devoted to an open space used as defined in this section, and which is designated on a local, regional or state open-space plan as any of the following:

- (1) Open space for the preservation of natural resources . . .
- (2) Open space for the managed production of resources . . .
- (3) Open space for outdoor recreation . . .
- (4) Open space for public health and safety . . .” (§ 65560).

The table below illustrates how the various open space categories in the Portola Valley open space element relate to the purposes of open space land as defined by the State of California.

Portola Valley Open Space <u>and</u> <u>Recreation</u> Categories	Purpose of Open Space			
	Preservation of Natural Resource	Managed Production of Resources	Outdoor Recreation	Public Health and Safety
Residential Open Space Preserve	P		s	P
Scenic Corridors	P		s	s
Greenways	P		s	s
Open Space-Limited Development	P		s	P
Open Space Preserve	P		<u>ss</u>	s
Agriculture		P		
Community Park	s		P	s
Community Preserve	P		s	s
Neighborhood Park	s		P	s
Neighborhood Preserve	P		s	s
Trails and Paths			P	s
Historic Sites	s		P	

Key:

P - indicates the primary purpose of the category of open space

s - indicates the secondary purpose of the category of open space

Appendix 6

Implementation of the Open Space Element

Actions to date:

1. The town has acquired a number of easements that preserve the open space quality of land while retaining it in private ownership. Notable open space, scenic or conservation easements occur in the following subdivisions: Portola Valley Ranch, Westridge Unit #10, Sausal Vista, The Hayfields, Applewood, Rossotti, Portola Glen Estates, Rossotti, ~~and~~ Meadow Creek Estates, ~~Blue Oaks and the Woodside Priory~~.
- ~~42.~~ The Midpeninsula Regional Open Space District has acquired extensive open spaces as a part of the Windy Hill Open Space Preserve. This preserve provides for major hiking and nature study opportunities.
- ~~23.~~ See [also](#) list of actions in Appendix 7: Implementation of the Recreation Element ~~for additional actions~~.

Future actions:

1. Studies should be made of the major riparian corridors in the town and recommendations made for protecting wildlife habitats and also protecting development from flooding.
2. Studies should be made of any other fragile biotic habitats in the town and recommendations made for their protection.
3. Recommendations should be made for any necessary amendments to the zoning, subdivision and site development regulations to help implement the general plan provisions relating to topics 1. and 2. above.
4. The Open Space Action Program should be implemented in order to further protect open space in the town. This program is described below.

Open Space Action Program

The preservation and enhancement of the natural beauty of Portola Valley can be achieved through a variety of methods, ranging from individual efforts of concerned property owners to various forms of public control of open space lands, including outright purchase. This program is based on officially adopted policy of the town as expressed in the general plan. While there may be interest from time to time in open space acquisitions beyond those recommended in the general plan, such acquisitions are not included in this program.

In the text below, methods of preserving open space are described under two headings – regulatory and non-regulatory approaches. Each type of open space is then matched with applicable methods of implementation in a summary table.

Regulatory Approaches

The natural character of Portola Valley can be preserved in large part by ensuring that new and existing development is controlled by suitable regulation – mainly zoning, subdivision and site development regulations. These regulations are applied by the town as part of its “police power,” which is the right of government to enact laws which are in the public interest and which are directly related to the health, safety and general welfare of the community. In the case of Portola Valley, it is clear that a major objective of the community is the preservation and enhancement of its natural setting. However, these regulations will only achieve town objectives with careful and imaginative guidance by town staff, elected representatives and citizens. In other words, these regulations are tools which need to be properly utilized.

Zoning

The zoning ordinance has been tailored to an unusual extent to carry out the open space provisions of the general plan. Control of lot sizes, permitted land uses, and building bulk, height and coverage requirements limit the type and intensity of activities or intrusiveness of buildings. Review of new buildings and remodels by the Architectural and Site Control Commission provides close control of the compatibility of development with the natural setting. Following are brief descriptions of those provisions of the zoning ordinance that work most directly to preserve open space:

Planned Community District

Provisions in the ordinance permit the phased development of parcels of land larger than 60 acres according to an agreed-upon plan tailored to the specific land involved. This provision encourages orderly development of major tracts and benefits both the town and the subdivider. Cluster development is encouraged so as to leave substantial areas in a natural state.

Planned Unit Development

Parcels of 10 acres or more, or in some cases of smaller sizes, may be developed in specified zoning districts upon approval of a conditional use permit. Planned unit development allows flexibility in site design beyond that allowed in conventional subdivisions. This provision, as well as the planned community district, encourages cluster development and the resulting preservation of open space. Through careful design,

development can be disposed on the land so as to minimize disturbance to the natural terrain and sited to preserve special features.

Slope-Density Districts

Slope-density combining districts limit the density of development based on the average steepness of terrain. This provision in the zoning ordinance does much to help relate the amount of development to the ability of the terrain to accommodate such development.

Open Area District

The purpose of this district is “to protect the open quality and preserve the natural characteristics and scenic qualities of lands in visually important locations.” The district permits agricultural and low intensity recreation uses. Residential planned unit developments are also permitted. For non-residential uses, stringent building coverage and grading regulations are included.

~~Scenic Corridor Combining District~~

~~This district requires special architectural and site plan review of development with the objective of conserving the existing terrain and vegetation. The district requires design approval for buildings, limits access and regulates disturbance of natural conditions.~~

Special Building Setbacks – S (Scenic)

Special building setbacks of 75 feet and 200 feet are in force along portions of Alpine Road and Skyline Boulevard, respectively. These setbacks are designed to help achieve an open quality along the corridors. Projects are subject to architectural and site plan review with the objective of conserving the existing terrain and vegetation.

Subdivision Control

Because a subdivider is in effect creating a new part of a community, the state enabling legislation governing local subdivision ordinances gives to local communities considerable latitude in requiring a subdivider to provide a range of amenities. The town can make provisions to ensure that future residents of new subdivisions are assured a desirable environment. Also, the town can assure that development is compatible with the rest of the community.

The subdivision, zoning and site development ordinances are highly interrelated and in combination form a powerful set of tools for carrying out the general plan. Many provisions of the subdivision ordinance are relevant to the open space program and as each subdivision is reviewed, all pertinent aspects of the

ordinance must be brought to bear on each application. Some of the most important provisions are briefly described below.

Cluster Subdivisions

Deviations from certain subdivision standards are permitted as a part of a cluster subdivision pursuant to the planned unit development procedures of the zoning ordinance. Common open areas must be covered by appropriate maintenance agreements.

Open Space Easements

Dedication of open space easements may be required for the purposes of protecting natural vegetation, terrain, water courses, waters and wildlife and for preventing or limiting drainage and erosion problems. This provision when linked to another requirement of the subdivision ordinance – that the subdivision comply with the general plan – provides a basis for securing open space easements over major undeveloped canyons designated as “residential open space preserves” on the comprehensive plan diagram.

Park and Recreation Lands

To provide park and recreation areas, the subdivision ordinance requires payment of a fee or dedication of land according to two formulas. For subdivisions of less than 50 lots, a fee must be paid that is equal to the formula: $.005 \times \text{land value per acre} \times \text{number of residents}$. For subdivisions of 50 or more lots, a dedication of land must be made that is equal to the formula: $.005 \text{ acres} \times \text{number of residents in the subdivision}$. A combination of fees and land dedication is also possible.

If proposed park and recreation areas in the subdivision exceed the amount required for dedication, the town could enter into a binding agreement to purchase the property within a two year period. This provision, permitted by state law, would need to be added to the subdivision ordinance at least 30 days prior to imposing such a requirement.

Pedestrian Pathways, Hiking, Cycling and Equestrian Trails

Public easements for paths and trails and the construction of trails and paths may be required as a part of the subdivision process.

Grading and Tree Clearance

These are controlled through the site development ordinance, which is incorporated by reference in the subdivision ordinance.

Road Standards

The subdivision ordinance requires generous rights-of-way from 60 feet to 100 feet to provide open corridors for roads. These corridors are considered important because they are the traveled ways from which most persons, resident and visitor, perceive the town.

Landscaping

The subdivision and site development ordinances require protection of existing vegetation and the planting of additional vegetation if necessary. New plantings are required to conform to the adopted town native plant list.

Site Development

The site development ordinance sets standards for grading and controls removal of vegetation with the intent of creating “a superior community environment,” and “maximum preservation of the natural scenic character” of the town. Site development permits are necessary for work that exceeds certain minimum quantities. Provisions include the following:

Grading

Final contours of excavations and fills must be shown to be compatible with the terrain and not cause erosion.

Driveways

Standards are set for suitable grades and widths, to require adjustment to the terrain and to allow only a single driveway access to each residential lot.

Vegetation

Approval is needed for removal of vegetation in excess of 5,000 square feet from any vacant parcel or any parcel of land in excess of 10 acres. Suitable planting is required to return graded land to a natural condition and to prevent erosion.

Non-regulatory Approaches

As described in the preceding section on regulation, the preservation of many open spaces and the careful siting of development can be obtained through the regulation of private development. The town can go only so far, however, in conserving open space through regulation. There are many instances where regulations will not provide a basis for achieving open space goals. Regulations must apply equitably to properties similar in nature and similarly situated and cannot be applied to take substantial property rights from an individual owner

for the benefit of other owners. Purchase or donation will be needed in these instances.

Types of Ownership

There are two basic types of land ownership – full or fee title, and partial title such as through an easement or ownership of development rights. Each of these types of title are implicit in the regulations previously discussed. For example, dedication of a park to the town would consist of dedication of the fee title. On the other hand, dedication of limited rights to implement a residential open space preserve would consist of an easement. Under such an easement the property owner would still own the land but would make a dedication to the town limiting the uses she or he could make of the property.

Such differences in title are particularly pertinent in considering nonregulatory open space implementation. For example, if the town is going to be required to purchase some open space, the amount of interest purchased in the land should be the minimum consistent with the purpose for which the open space is intended. Thus, if the objective is to merely protect a view, then a view easement may be all that is required. A park needed for active use, on the other hand would probably require obtaining full title to the land. Purchase of partial rights can be used to permit access, prohibit altering of natural features, or control development. The appropriateness of purchase of partial interests needs to be questioned in each instance where its use is contemplated. Where development is imminent, the cost of partial interests in the land may be very close to the cost of obtaining a fee title.

Donation of Property

Where open space or interests in open space are to be acquired by donation, the differences in types of ownership perhaps become most important. Donations of land or interests in land must be tailored to the needs of the individual making the donation. The types of arrangements can be many and varied. There are many source materials which probe this subject area in some depth. It is a specialized area requiring an understanding of human nature, estate planning, assessment procedures, tax laws, etc. For the purposes of this program, a few examples will suffice. Land may be donated to preserve an area or building which has particular sentimental value to the donor. Easements may be appropriate when an individual wants to preserve a low intensity use such as a farm or large estate and is willing to donate development rights and thereby receive a reduction in assessed value and taxes. Others may want to donate money for the purchase of property or development of a project as a memorial to a member of the family. These are but a few of the many situations possible.

Citizen Support

Citizen attitude and effort toward the open space program in Portola Valley is perhaps the most important part of the implementation work. Citizen support of official actions of the town and grass roots citizen programs, as well as the continued maintenance of private property, are all needed. Residents should be encouraged to continue to maintain and improve their properties so as to preserve and enhance the natural qualities of the town. This message should be given to residents through many means including official actions and the actions of local groups. Official town recognition should be given to outstanding actions by citizens.

Public Information

The town should also pursue an active public information program to assure that citizens are informed of and understand the underlying reasons for public policies and actions. Periodic reports should be issued to the residents indicating the accomplishments and programs of the town. Intergovernmental arrangements should play a large role in the ultimate realization of the open space program. Several of the open space proposals for Portola Valley, and indeed the framework of open space outside the town, require cooperation with other jurisdictions. The town should initiate programs as necessary and continue those in effect toward achieving interjurisdictional open space proposals. Major proposals include the Alpine and Skyline Scenic Corridors, a trail and path system for the mid-peninsula, and the maintenance of open areas such as the Stanford Biological Preserve.

Sources of Funds

While most of the open space proposals can be achieved through regulatory means, there may be instances where some purchases of property or rights in property may be necessary to carry out the plan. Although such purchases cannot be determined with accuracy at this time, it would be advisable for the town to have in mind approaches to securing funding if the need arises. In addition, approaches to voluntary contributions of land or rights in land may be appropriate. Some sources of funding or contributions are listed below.

Town Sources

The town can draw on its own bonding and tax powers to meet open space acquisition needs. [The town-imposed utility users tax is one source of open space funds.](#)

Fund Raising

The town can sponsor special events that would bring the community together for fun and recreation and for the purpose of raising funds to assist in open space acquisition.

Midpeninsula Regional Open Space District

MROSD has made major purchases of open space in the town. The district could be the source for additional purchases.

Peninsula Open Space Trust

POST, a private non-profit corporation, has purchased open space in the town and could be a source for additional purchases.

Contributions from Private Sources

Private contributions can assist in many ways. There are many incentives toward helping the community through donations. These include the ability to make a direct contribution to the continued quality of the town, the creation of a memorial which present and future town residents will use and enjoy, substantial tax benefits and increased property values.

Relationship of Implementation Devices to Open Space Proposals

The following table relates implementation devices to the several types of open space in this program. In the following examples, emphasis is given to achieving the maximum results through regulation. Acquisition is cited where regulation may be inadequate to accomplish the open space purposes. While not stated below, it is recommended that if regulation is not sufficient, donations should always be sought before moving to acquire by purchase.

Appendix 6

Open Space Proposal	Implementation
Residential Open Space Preserve	<p>Regulation: Open space easements to be dedicated at time property is subdivided.</p> <p>Acquisition: To be used only in rare cases where an open space preserve covers such a large portion of a parcel that no reasonable use would remain for the owner if the open space is preserved.</p>
Skyline Scenic Corridor	<p>Regulation: Zoning and site development regulations provide considerable protection.</p> <p>Acquisition: Purchase, such as by MROSD, is necessary to make lands available for general public use.</p>
Alpine Scenic Corridor	<p>Regulation: Zoning can be useful in controlling the form of development on the edges of the corridor.</p> <p>Acquisition: All of the parcels between the Alpine Road and Los Trancos Creek from the town boundary south to Arastradero Road should be acquired, or kept in private ownership, but retained as open space with compatible uses.</p>
Greenways	<p>Regulation: A combination of land in fee title and conservation easements should be obtained at the time of subdivision. Special building setbacks might also be established in already subdivided areas.</p> <p>Acquisition: Purchase should only be used where there is little or no likelihood of protecting the greenway through regulation.</p>
Trails and Paths	<p>Regulation: Many needed trails and paths can be obtained by dedication at time of subdivision. Improvements can also be obtained at the same time.</p> <p>Acquisition: Purchases should be made only when acquisition by regulations or voluntary contribution appears unlikely.</p>
Neighborhood Parks	<p>Regulation: Dedication at time of subdivision.</p> <p>Acquisition: Purchase will be necessary if the park is not included in a subdivision. <u>Purchase will also be</u> needed when a park will serve a substantially different area from the subdivision or the land area exceeds the amount the town can require through dedication.</p>
Community Parks	<p>Regulation: Dedication if part of large subdivision and substantially related thereto.</p> <p>Acquisition: Purchase will be necessary if the park is not included in a subdivision. Also needed when a park will serve a substantially different area from the subdivision or the area exceeds the amount the town can require through dedication.</p>

Appendix 6

Open Space Proposal	Implementation
Historic Resources	<i>Regulation:</i> The Historic Resources Combining District in the zoning regulations requires review of historic resources when part of an application before the town to help ensure compliance with provisions of the Historic Element of the general plan. Also, review of changes to structures that may meet historic criteria is required pursuant to CEQA.
Open Space Preserves	Several open space preserves, both within and outside of the town are owned by the Midpeninsula Regional Open Space District. Stanford University owns the biological preserve adjoining the town. The town should support the continuation of these preserves.
Other Community Parks, Recreation Areas and Open Spaces	The general plan shows four parcels in this category: town center, stables, orchard preserve and meadow preserve. <i>Regulation:</i> To the extent possible, regulation should be used to retain the stables and two privately-owned preserves as they exist. <i>Acquisition:</i> If regulations cannot achieve the retention of these areas, then the town should consider an acquisition program to secure these areas.
Agriculture	The agricultural areas lie outside of the town limits. The town should, however, cooperate with San Mateo County and Stanford University to retain these areas in agricultural use for the foreseeable future.
Regional Parks	The Palo Alto Foothill Park and the Family Farm are both outside of the town. The town should, however, support the retention of these open spaces.
Open Space-Limited Development	Extensive areas in unincorporated San Mateo and Santa Clara Counties are shown in this category. The town should support the continuation of this designation and well-asas well as its application to a small area in Palo Alto.

Appendix 7

Implementation of the Recreation Element

Actions to date:

1. The subdivision ordinance has been amended to require dedication of land for park and recreation purposes consistent with provisions of the State Subdivision Map Act.
2. The town has acquired the town center, Ford Field and the soccer field on Alpine Road. The latter two All of these are community parks while the town center includes community park facilities.
3. The town has acquired two neighborhood preserves, both of which are in the Portola Valley Ranch development.
4. The Midpeninsula Regional Open Space District has acquired extensive open spaces as a part of the Windy Hill Open Space Preserve. This preserve provides for major hiking and nature study opportunities.

Future actions:

1. The town should continue to apply its subdivision requirements with respect to the dedication of park and recreation areas.
2. The town should continue to use the planned community and planned unit development provisions of the zoning ordinance to encourage the provision of additional park and recreation areas.
3. The town should cooperate with owners of private recreation facilities to encourage the retention of such uses. If retention of such uses is not possible, the town should consider means to preserve the uses as long as they are important to the town.
4. The town should consider an acquisition program for park, recreation and open spaces that may not be achieved through the approval of developments. Such a program should be included as a part of the open space program. (See Appendix 6: Implementation of the Open Space Element.)

Enclosure 7

General Policy

Major Community Goals

1010 The goals included below are general in nature and basic to the entire general plan. Goals related to specific aspects of the plan are stated in other appropriate sections. The plan is designed and intended to assist in achieving these major local goals:

1. To preserve and enhance the natural features and open space of the planning area because they are unusual and valuable assets for the planning area, the Peninsula and the entire Bay Area.
2. To allow use of the planning area by residents and others but to limit that use so that the natural attributes of the planning area can be sustained over time.
3. To conserve the rural quality of Portola Valley and maintain the town as an attractive, tranquil, family-oriented residential community for all generations compatible with the many physical constraints and natural features of the area. Rural quality as used in this plan includes the following attributes:
 - a. Minimal lighting so that the presence of development at night is difficult to determine, so that the subtle changes between day and night are easily discernible and so that the stars may be readily seen at night.
 - b. Minimal man-made noise so that the prevailing sense tends to be one of quiet except for the sounds of nature.

- c. Man-made features which blend in with the natural environment in terms of scale, materials, form and color.
 - d. An overall impression of open space, natural terrain and vegetation, interrupted minimally by the works of people.
 - e. Narrow roads bordered by natural terrain and native vegetation.
 - f. Unobtrusive entrances to properties, primarily designed to identify addresses and provide safe access.
 - g. Minimal use of fencing except when necessary to control animals and children on properties and then of a design which is minimally visible from off-site.
 - h. The ability to maintain horses on private properties and to enjoy a trail system throughout the town.
 - i. Paths and trails that allow for easy access throughout the town.
 - j. Agricultural pursuits in appropriate locations.
4. To guide the location, design and construction of all development so as to:
 - a. Minimize disturbances to natural surroundings and scenic vistas.
 - b. Reduce the exposure of people and improvements to physical hazards such as earthquakes, landslides, fire, floods, traffic accidents and to provide evacuation routes for emergencies.
 - c. Protect the watershed of the planning area.
 - d. Ensure that projects complement and are subordinate to their natural surroundings.
 - e. Minimize the use of non-renewable energy resources, conserve water, and encourage energy conservation and the use of renewable energy sources.
 5. To protect, encourage and extend the use of native plant communities, grasses and trees, especially oak woodlands, because they reduce water usage and preserve the natural habitats and biodiversity.
 6. To ensure that growth and development within the planning area is evaluated against required regional environmental standards.

7. To subject new developments with potential for adverse fiscal and other effects on the delivery of essential public services to an impact analysis to avoid unreasonable financial burdens on the town and other affected local governmental agencies and ensure the continued availability of essential public services.
8. To provide civic and recreation facilities and activities that are supported by the local citizenry and that encourage the interaction of residents in the pursuit of common interests and result in a strong sense of community identity.
9. To provide scenic roads, trails and paths to enhance enjoyment of the planning area and to increase convenience and safety.
10. To encourage the increased availability and use of public transportation and shared private transportation in connecting the town to regional shopping, employment and recreational areas and to the regional transportation network.
11. To provide for those commercial and institutional uses which are needed by the residents of Portola Valley and its spheres of influence on a frequently recurring basis and which are scaled to meeting primarily the needs of such residents. Commercial and institutional uses that meet the frequently recurring needs range from those that most residents of the town and its spheres of influence could be expected to use frequently, typically daily or weekly, to those that, while not frequented so often by most residents, still could be expected to be used primarily by residents of the town and its spheres of influence. Those uses that meet the more frequently recurring rather than occasional needs of the residents are preferred.
12. To limit growth in order to minimize the need for additional governmental services and thereby maintain and preserve the town's predominately volunteer local government, a government which fosters a sense of community.
13. To work with neighboring communities, when appropriate, to identify and develop solutions to interjurisdictional problems.
14. To ensure that development will produce a maximum of order, convenience and economy for local residents consistent with other stated goals and objectives.

15. To foster appreciation of the heritage of the planning area by encouraging the recognition and preservation of important historic resources.
16. To control the size, siting and design of buildings so that they, individually and collectively, tend to be subservient to the natural setting and serve to retain and enhance the rural qualities of the town.

Enclosure 8

State Provisions for Conservation and Open Space Elements

Government Code Section 65302

- (d) (1) A conservation element for the conservation, development, and utilization of natural resources including water and its hydraulic force, forests, soils, rivers and other waters, harbors, fisheries, wildlife, minerals, and other natural resources. The conservation element shall consider the effect of development within the jurisdiction, as described in the land use element, on natural resources located on public lands, including military installations. That portion of the conservation element including waters shall be developed in coordination with any countywide water agency and with all district and city agencies, including flood management, water conservation, or groundwater agencies that have developed, served, controlled, managed, or conserved water of any type for any purpose in the county or city for which the plan is prepared. Coordination shall include the discussion and evaluation of any water supply and demand information described in Section 65352.5, if that information has been submitted by the water agency to the city or county.
- (2) The conservation element may also cover all of the following:
- (A) The reclamation of land and waters.
 - (B) Prevention and control of the pollution of streams and other waters.
 - (C) Regulation of the use of land in stream channels and other areas required for the accomplishment of the conservation plan.
 - (D) Prevention, control, and correction of the erosion of soils, beaches, and shores.
 - (E) Protection of watersheds.
 - (F) The location, quantity and quality of the rock, sand and gravel resources.
- (3) Upon the next revision of the housing element on or after January 1, 2009, the conservation element shall identify rivers, creeks, streams, flood corridors, riparian habitats, and land that may accommodate floodwater for purposes of groundwater recharge and stormwater management.

Government Code Section 65560

- (a) "Local open-space plan" is the open-space element of a county or city general plan adopted by the board or council, either as the local open-space plan or as the interim local open-space plan adopted pursuant to Section 65563.
- (b) "Open-space land" is any parcel or area of land or water that is essentially unimproved and devoted to an open-space use as defined in this section, and that is designated on a local, regional or state open-space plan as any of the following:
- (1) Open space for the preservation of natural resources including, but not limited to, areas required for the preservation of plant and animal life, including habitat for fish and wildlife species; areas required for ecologic and other scientific study purposes; rivers, streams, bays and estuaries; and coastal beaches, lakeshores, banks of rivers and streams, and watershed lands.
 - (2) Open space used for the managed production of resources, including but not limited to, forest lands, rangeland, agricultural lands and areas of economic importance for the production of food or fiber; areas required for recharge of groundwater basins; bays, estuaries, marshes, rivers and streams which are important for the management of commercial fisheries; and areas containing major mineral deposits, including those in short supply.
 - (3) Open space for outdoor recreation, including but not limited to, areas of outstanding scenic, historic and cultural value; areas particularly suited for park and recreation purposes, including access to lakeshores, beaches, and rivers and streams; and areas which serve as links between major recreation and open-space reservations, including utility easements, banks of rivers and

streams, trails, and scenic highway corridors.

- (4) Open space for public health and safety, including, but not limited to, areas which require special management or regulation because of hazardous or special conditions such as earthquake fault zones, unstable soil areas, flood plains, watersheds, areas presenting high fire risks, areas required for the protection of water quality and water reservoirs and areas required for the protection and enhancement of air quality.
- (5) Open space in support of the mission of military installations that comprises areas adjacent to military installations, military training routes, and underlying restricted airspace that can provide additional buffer zones to military activities and complement the resource values of the military lands.
- (6) Open space for the protection of places, features, and objects described in Sections 5097.9 and 5097.993 of the Public Resources Code.



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Planning Commission
FROM: Tom Vlastic, Town Planner
DATE: January 27, 2011
RE: City of Palo Alto Referral, Temporary Use Permit Request,
 "Portola Vineyards," Winery Concert Series,
 850 Los Trancos Road, *Leonard Lehmann*

The town recently received the attached referral card from the City of Palo Alto for the subject proposed Sunday concert series Temporary Use Permit (TUP) on this Los Trancos Road property (see attached vicinity map). We've been in communications on the matter with Palo Alto planner Scott McKay including the attached December 30, 2010 email from Mr. McKay responding to our initial contact and our attached January 4, 2011 memo to him seeking additional data.

On January 24, 2011, we did share what we know about the proposal with the ASCC and, after that meeting, had conversation with Mr. McKay about the status of the TUP request. We've placed the matter on the February 2, 2011 planning commission agenda for information and to provide commissioners an opportunity to also comment on the matter.

In addition to the information provided in the attached materials, the following comments are offered for commission consideration:

1. **January 25, 2011 discussion with Mr. McKay.** Mr. McKay has taken a look at the concerns in our January 4, 2011 memo and has not been able to identify any overall use permit for the property. He also advised that the City's records appear incomplete relative to the range of vineyard/winery uses on the site. He is doing additional research to determine how to view the range of uses and proposed concert series relative to zoning compliance. A determination will be made if other entitlements need to be considered for the vineyard/winery operation before any action can be taken on the subject concert series TUP.

The City is seeking proposal clarifications from the applicant so that the other questions in our January 4th memorandum can be responded to. The matter has also been referred to the Palo Alto traffic division relative to concerns over traffic flow and management noted in our comments.

Mr. McKay advised that he hoped to have an update on zoning compliance and our other questions to share with us prior to the February 2, 2011 planning commission meeting.

2. **ASCC comments, January 24, 2011.** At its January 24th meeting, the ASCC considered the attached materials and shared the concerns in our January 4th memorandum. Members were particularly interested in the zoning questions and how Palo Alto views accessory uses on its larger hillside properties. This was underscored by the issues identified during discussion of the recent referral relative the covered hockey rink on the McNealy property also within the Los Trancos Road corridor. ASCC members also asked how compliance with CEQA would be handled and particularly stressed the need for full appreciation of traffic impacts as these would fall mostly on town residents.

The ASCC concerns were shared with Mr. McKay during our conversation on January 25th.

While no specific action on the referral is needed at this time, it would be appropriate for commissioners or any interested citizen to offer comments or questions that should be forwarded to Palo Alto. These can then be considered as the city staff determines how to handle this request and develops data to respond to the specific questions that have been raised with the proposal.

TCV

attach.

cc. Town Council Liaison John Richards
Mayor Ted Driscoll
Town Manager Angela Howard
Planning Manager Leslie Lambert
Town Attorney Sandy Sloan