



MEMORANDUM

TOWN OF PORTOLA VALLEY

Transmitted Via Email

TO: Planning Commission
FROM: Tom Vlastic, Town Planner
DATE: May 13, 2011
RE: Status Update -- Proposed Subdivision X6D-210 & PUD X7D-171, and Proposed Mitigated Negative Declaration, Shorestein Realty, 1260 Westridge Drive

Noticed Public Hearing and Rescheduling of May 18, 2011 Hearing Date

The May 18, 2011 planning commission meeting was noticed for the start of the public hearing on the subject applications and the circulation of the Initial Environmental Study and Proposed Mitigated Negative Declaration, prepared pursuant to the requirement of the California Environmental Quality Act (CEQA). The May 18, 2011 meeting has been cancelled due to the lack of a quorum, and the agenda for that meeting is being rescheduled to the June 1, 2011 regular meeting date.

While the May 18th meeting is being rescheduled, the Initial Environmental Study and Proposed Mitigated Negative Declaration have been completed and are being posted on the town's website for public review along with the most recent version of the proposed tentative subdivision map and planned unit development (PUD) statement. These documents are also being transmitted herewith in PDF files:

Initial Study and Proposed Mitigated Negative Declaration, Prepared by TRA Environmental Sciences, Inc., May 2011

Proposed Tentative Parcel Map, prepared by Lea & Braze Engineering, Revised May 3, 2011. (Note: While this four sheet map set has a "preliminary" title, it is actually now considered the proposed tentative map.)

Proposed Planned Unit Development (PUD) Statement, May 2011. This proposed statement was submitted by the applicant and revised to reflect, for the most part, staff comments and information contained in the Initial Environmental Study and Proposed Mitigated Negative Declaration. There are some areas where additional interaction between staff and the applicant relative to PUD provisions will take place.

The circulation period for the CEQA documents is noticed to run from May 18, 2011 to June 18, 2011. Thus, the June 1, 2011 public hearing will provide an opportunity for an update on the project elements and for public comment on the CEQA materials and project plans. Pursuant to the notice prepared for the May 18th public hearing start, the review schedule calls for the planning commission hearing to be continued from the first hearing meeting to the July 6, 2011 meeting. This will permit for review of and response to any comments received so that both final CEQA documents and staff recommendations can be assembled in form for planning commission consideration and possible action. At this point, however, staff review has concluded basic support for the proposal, but a final report with recommended findings and conditions would be developed in light of the comments that are received from, particularly, circulation of the extensive Initial Study and proposed Negative Declaration.

Brief Background and Data Update

The planning commission initiated review of this project on December 1, 2010 and continued that preliminary review at a site meeting with the ASCC on December 13, 2010. A number of neighbors attended these meetings. An update on the project was provided at the February 16, 2011 planning commission meeting and at that time the commission was given an early version of the proposed PUD statement and informed that TRA had been retained to conduct the initial environmental study for the project. As noted above and provided herewith, the project materials (proposed subdivision map and PUD Statement) have been revised to reflect new data in the CEQA documents, including proposed Negative Declaration mitigation measures. *(Anyone at this time wishing to review background materials associated with the December 2010 and February 2011 meetings can do so in the planning department at town hall. Please refer any questions and requests, to planning technician Carol Borck in the planning department.)*

Some key data developed since the February 16th meeting that is reflected in the attached PDF documents, particularly the initial study, are:

- Further analysis of the proposed flood plain boundary modification has been developed to the satisfaction of the public works director and the town's consulting engineer. Based on this analysis, a formal request for FEMA change to the flood boundary line, i.e., the line shown on the proposed subdivision map, has been signed by the public works director and forwarded to FEMA.
- A detailed geotechnical investigation of the site has been prepared by Murray Engineers and reviewed by the town geologist. Based on town geologist review, a supplemental report was prepared by Murray Engineers. These documents, now approved by the town geologist, provide a basis for finding that the site geologic conditions, including those associated with the steeper creek banks, do not create any potential significant environmental issues.
- The existing site well and water tanks were authorized by a well permit issued by the San Mateo County health department. The tanks draw well water from the site for irrigation.

In addition to the above, much of the old paving/imperious surface from the perimeter path has been removed from the site.

Obviously, there is significant other new data in the initial study including extensive analyses of factors such as noise, light, views, vegetation, circulation, land use, etc. Early circulation of the documents will provide commissioners and the public more time to consider this significant data.

Project Review Schedule Summary

In summary, the May 18, 2011 start of the public hearing is being rescheduled to the June 1, 2011 regular planning commission meeting. That meeting will provide an opportunity for public comments on the project and planning commission input. The hearing will then be continued to the July 6, 2011 regular planning commission meeting to allow time for documents to be formulated into final form for planning commission action. Between the June 1, 2011 and July 6, 2011 commission meetings, the project documents would also be considered by the ASCC again at a public meeting and that meeting has tentatively been scheduled for June 13, 2011.

TCV

encl./attach.

cc.	Leslie Lambert, Planning Manager	Ann Wengert, Town Council Liaison
	Sandy Sloan, Town Attorney	Ted Driscoll, Mayor
	Howard Young, Public Works Director	Applicant
	Angela Howard, Town Manager	