



TOWN OF PORTOLA VALLEY

7:30 PM – Regular Town Council Meeting

Wednesday, September 26, 2012

Historic Schoolhouse

765 Portola Road, Portola Valley, CA 94028

REGULAR MEETING AGENDA

7:30 PM – CALL TO ORDER AND ROLL CALL

Councilmember Aalfs, Mayor Derwin, Councilmember Driscoll, Vice Mayor Richards, Councilmember Wengert

ORAL COMMUNICATIONS

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

- (1) **PRESENTATION** - Vic Schachter and Jim Lyons, Co-Chairs of the Ad Hoc Citizens Committee on Airplane Noise Abatement for the South Bay, reporting on Airplane Noise Abatement Initiative and Update (2)

CONSENT AGENDA

The following items listed on the Consent Agenda are considered routine and approved by one roll call motion. The Mayor or any member of the Town Council or of the public may request that any item listed under the Consent Agenda be removed and action taken separately.

- (2) **Approval of Minutes** – Regular Town Council Meeting of September 12, 2012 (19)
 (3) **Approval of Warrant List** – September 26, 2012 (23)

REGULAR AGENDA

- (4) **Discussion and Council Action** - Report from Town Planner to the Town Council on consideration and possible direction to the Planning Commission to initiate Public Hearing for General Plan amendment, clarification of "Meadow Preserve" provisions (33)

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

- (5) **Appointment by Mayor** – Request for Appointment of Member to the Cable & Utilities Undergrounding Committee (54)
 (6) **Reports from Commission and Committee Liaisons** (55)
There are no written materials for this item.

WRITTEN COMMUNICATIONS

- (7) **Town Council Weekly Digest** – September 14, 2012 (56)
 (8) **Town Council Weekly Digest** – September 21, 2012 (70)

ADJOURNMENT

ASSISTANCE FOR PEOPLE WITH DISABILITIES

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

AVAILABILITY OF INFORMATION

Copies of all agenda reports and supporting data are available for viewing and inspection at Town Hall and at the Portola Valley Library located adjacent to Town Hall. In accordance with SB343, Town Council agenda materials, released less than 72 hours prior to the meeting, are available to the public at Town Hall, 765 Portola Road, Portola Valley, CA 94028.

SUBMITTAL OF AGENDA ITEMS

The deadline for submittal of agenda items is 12:00 Noon WEDNESDAY of the week prior to the meeting. By law no action can be taken on matters not listed on the printed agenda unless the Town Council determines that emergency action is required. Non-emergency matters brought up by the public under Communications may be referred to the administrative staff for appropriate action.

PUBLIC HEARINGS

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

Airplane Noise Abatement Citizen Initiative and Update

Victor Schachter
James E. Lyons

September 26, 2012

Overview

- ▶ A rapid increase in commercial aircraft over the Woodside VOR has caused substantial increases in noise from low-flying planes in Portola Valley and neighboring communities.
- ▶ The situation is expected to get worse with the implementation of NextGen technology.
- ▶ In our view, it is extremely important that citizens in these affected areas let Congresswoman Eshoo's office and the Airport/Community Roundtable know of their concern.

The Increase in Commercial Jet Traffic

- ▶ Between 2005 and 2010, jet aircraft arrivals over the Woodside VOR increased 70 percent.
 - The VOR is the main radar installation for flights approaching SFO and OAK, located near Skyline and Woodside Road.
 - Flights over the VOR generally also cross Portola Valley .
- ▶ The air traffic has continued to expand. Between January 1, 2010, and June 30, 2012, more than 57,000 commercial aircraft flew over the VOR and Portola Valley (or about 23,000 per year).
- ▶ SFO predicts a ten percent increase in air traffic in the coming years.

Aircraft Altitudes Have Decreased

- ▶ In May 2005, the average altitude over the Woodside VOR was 7,500 feet.
- ▶ By February 2010, the average had declined to 6,600 feet, a 900 foot decrease.
- ▶ SFO records show that from January 1, 2009, through May 31, 2012, more than 88 percent of all arriving flights over the VOR were below 8,000 feet and almost 28 percent of the flights were below 6,000 feet.

The Eshoo Agreement



*Congress of the United States
House of Representatives
Washington, D.C. 20515*

*Anna G. Eshoo
Fourth District
California*

December 15, 2005

Mr. William C. Withycombe, Regional Administrator
Federal Aviation Administration, Western-Pacific Region
Post Office Box 92007
Los Angeles, California 90009

As you know, between 1998 and 2001 the Federal Aviation Administration approved the requirement that aircraft approaching San Francisco International Airport fly at a higher altitude over several communities on the Peninsula. We agreed then that the minimum altitude for aircraft flying over Skyline would be 8,000 feet, that the minimum altitude for aircraft flying over Menlo Interchange would be 5,000 feet, and that air traffic controllers would enforce these regulations for approaching flights into San Francisco and Oakland Airports.

Thank you for your attention to this matter and I look forward to your timely response.

Sincerely,

Anna G. Eshoo
Member of Congress

Enclosure

The Increase in Aircraft Noise

- ▶ Many of us have personally experienced the disruptive effect of loud aircraft noise on our daily lives.

- ▶ One Portola Valley resident recently described “the worst airplane traffic day I’ve ever experienced”:
 - “I was ill this past week and spent much of the time in bed. On the day before it rained this week, the jet engine noise was loud and non-stop from 5:00 pm – 12:00 am. By non-stop, I mean that the noise of one airplane passing did not completely fade before the noise of the next one began.”
 - June 6, 2012, email from Carol E.

Recent Efforts by the Roundtable

- ▶ Since January, with the addition of new members and a change in leadership, the Airport /Community Roundtable has actively investigated these noise concerns.
- ▶ The Roundtable obtained the agreement of SFO's Noise Abatement Office to install noise monitors at the Woodside VOR and in Portola Valley for a four month period and to report the results.
- ▶ The Roundtable formed a Woodside VOR Ad Hoc Subcommittee to review the results of the NAO's inquiry.
 - Members are Jeff Gee (Roundtable Chair, Redwood City), Ann Wengert, Dave Burow (Woodside) and Elizabeth Lewis (Atherton).

The Noise Abatement Office's Conclusion

- ▶ The NAO conducted a noise measurement survey at the Woodside VOR and in Portola Valley (near Portola Road and Westridge Drive) from March 6, 2012, through July 8, 2012.
- ▶ The NAO issued its Technical Report on July 27, which concluded that noise from aircraft operations were “well below” state and federal standards.
- ▶ According to the Report, the SFO monthly aircraft CNEL ranged from 32.5 dB to 36.2 dB for Portola Valley.
 - CNEL (“Community Noise Equivalent Level”) is a 24 hour average of all aircraft noise above a certain threshold level.

We Have Many Concerns About the Report

- ▶ The Report's conclusion equates the average aircraft noise in Portola Valley to that of a library reading room.
 - The average CNEL of a library reading room is 35 dB.
- ▶ The Report appears to have been based on incomplete data.
 - SFO data shows that during the four month period 8,135 flights crossed the Woodside VOR on the path over Portola Valley to SFO and OAK.
 - The NAO's sound monitor in Portola Valley recorded only 1,095 flights.
 - The NAO acknowledged that about three-quarters of the flights at altitudes of 5,500 feet or less over the VOR were not recorded by its sound equipment.

We Have Many Concerns About the Report

- ▶ The set up of the Portola Valley noise monitor violated California Division of Aeronautics noise standards (Section 5072).
 - The measurement microphone was placed seven feet above ground, not 20 feet as required.
 - The noise monitor should have recorded all aircraft noise greater than 55 dB.
- ▶ The Portola Valley noise monitor, as calibrated, ignored all flights generating noise of less than 60 dB.
 - If any flight generated noise of 59 dB or less, it was valued at “0” in NAO’s calculation of average noise.

We Have Many Concerns About the Report

- ▶ Some findings are irrational and can't be correct.
 - The NAO finds 13 days with a CNEL in Portola Valley for SFO aircraft of “0.0” dB.
 - 0 dB is the threshold of human hearing, about four times quieter than a pin drop.
 - This finding despite other SFO data showing scores of flights on those days over the VOR, many at less than 6,000 feet.
 - In contrast, the NAO calculated the community noise level in Portola Valley (i.e., ambient noise level) to range from 50.4 dB to 62 dB.
 - This is about eight times louder than a typical quiet rural area.
 - A 62 dB reading for ambient noise is closer to what one might expect to find in downtown San Francisco.

Despite These Shortcomings, the Report Shows Portola Valley Bombarded by Aircraft Noise

- ▶ The Report acknowledges over 1,000 instances of aircraft noise events in Portola Valley of 60 dB or greater during the four-month period.
- ▶ Fifty-four events generated noise levels of 80 dB or greater, including one at 97.1 dB.
- ▶ The aircraft CNEL calculation by the NAO is much lower because these figures are averaged against very low numbers over a 24 hour period.

The Noise Problem Will Get Worse

- ▶ The FAA and SFO are in the process of implementing a new technology called “NextGen”, which will allow aircraft to fly more closely together at lower altitudes on approach to SFO and OAK.
 - Aircraft are concentrated into more narrow flight paths.
- ▶ We have been told by the FAA that NextGen technology will lower noise levels. We have seen no evidence to support this.
- ▶ Instead, because NextGen concentrates the flights and noise levels into a more narrow band, it increases noise levels for those unlucky enough to be below the flight path.

The Noise Problem Will Get Worse

- ▶ The Government Accountability Office says that under NextGen “some communities that were previously unaffected or minimally affected by aircraft noise will be exposed to increased noise levels.”
 - GAO Report, GAO-12-141T at page 8 (Oct. 5, 2011)
- ▶ The FAA has also admitted under NextGen that “[c]oncentration of flight tracks could also increase noise exposure in some areas.”
 - FAA presentation “Implications of Environmental Requirements for NextGen” at page 6 (Jan. 12, 2010)
- ▶ To date, there has been no environmental impact assessment.

What Should the Town Council Do?

- ▶ The Town Council should continue to communicate with Rep. Eshoo's office about its ongoing concerns regarding aircraft noise and NextGen.
- ▶ The Town Council should request a credible environmental impact assessment be completed and evaluated before NextGen is implemented.
- ▶ The Town Council should encourage residents who have aircraft noise complaints to raise them directly with Rep. Eshoo's office.
 - She has been receptive to our efforts so far and has held two meetings with the FAA. She has pointedly noted, however, that she has received few noise complaints from Portola Valley residents.

What Should the Town Council Do?

- ▶ The Town Council should continue to support Roundtable initiatives to address aircraft noise.
 - The Roundtable and Brisbane held a community forum on aircraft noise in Brisbane last year, which was well attended. Perhaps a similar forum could be held for Portola Valley and Woodside.
- ▶ The Town Council should initiate contact with other South Bay communities to urge joint initiatives on these issues.
- ▶ The Town Council (perhaps in coordination with Woodside) should consider hiring an aviation consultant to review the findings of the NAO and recommend whether additional noise studies are required.

Conclusion

- ▶ We strongly urge that the Town Council become actively involved in addressing aircraft noise issues in the South Bay.
- ▶ Passively allowing NextGen to go forward will greatly jeopardize the quality of life in our South Bay communities.

Thank You!

PORTOLA VALLEY TOWN COUNCIL SPECIAL MEETING NO. 846 SEPTEMBER 12, 2012

Mayor Derwin called the meeting to order at 7:30 p.m. and led the Pledge of Allegiance. Ms. Hanlon called the roll.

Present: Councilmembers Jeff Aalfs and Ann Wengert; Councilmember Driscoll; and Mayor Maryann Derwin

Absent: Vice Mayor John Richards

Others: Sharon Hanlon, Town Clerk
Sandy Sloan, Town Attorney Representative

ORAL COMMUNICATIONS [7:32 p.m.]

Jerry Hearn, with Acterra, encouraged Council to attend the upcoming Silicon Valley Watershed Summit being held on Saturday, September 22, 8:30 AM to 2:00 PM at Foothill College. The Watershed Summit will discuss protection and enhancement of the waters and surrounding lands within Santa Clara and San Mateo Counties. Program workshops include; Watersheds 101, hand-on projects, legislation & policy, and a case study on restoring steelhead trout. The keynote speaker will be Lester Snow, former California Secretary of Natural Resources and current Director of the California Water Foundation.

CONSENT AGENDA [7:38 p.m.]

- (1) Approval of Minutes: Special Town Council Meeting of August 29, 2012 [*removed from Consent Agenda*]
- (2) Approval of Warrant List: September 12, 2012 in the amount of \$362,704.75 [*removed from Consent Agenda*]
- (3) Approval of Response Letter to the San Mateo County Civil Grand Jury
- (4) Endorsement of Applications to the County of Santa Clara for available funding of Recreational Facilities

By motion of Councilmember Driscoll, seconded by Councilmember Aalfs, Items 3-4 on the Consent Agenda were approved with the following roll call vote:

Aye: Councilmember Aalfs, Driscoll, Councilmember Wengert, Mayor Derwin

No: None

REGULAR AGENDA [7:42 p.m.]

- (1) Approval of Minutes: Special Town Council Meeting of August 29, 2012

Councilmember Wengert moved to approve the minutes of the Special Town Council meeting of August 29, 2012. Seconded by Councilmember Aalfs, the motion carried 3-1 with Councilmember Driscoll abstaining.

- (2) Warrant List of September 12, 2012

By motion of Councilmember Aalfs, seconded by Councilmember Driscoll, the Warrant List of 9/12/12 in the amount of \$362,704.75 was approved with the following roll call vote:

Aye: Aye: Councilmember Aalfs, Driscoll, Councilmember Wengert and Mayor Derwin

- (5) Discussion of Planning Commission and ASCC Commissioner Vacancies: Application and Selection Process [7:45 p.m.]

Town Manager Nick Pegueros reported that in January 2013 there will be three vacancies for both the Planning Commission and the ASCC. Additionally, following Councilmember Wengert's appointment to the Council in December 2007, Denise Gilbert was appointed to the Planning Commission to fill the vacancy. This atypical appointment created an off cycle term for Commissioner Gilbert. Council approved extending Commissioner Gilbert's term limit to coincide with even year appointments.

Town Manager Nick Pegueros reviewed current application/selection process and possible options. Mayor Derwin said she felt the current interview process was awkward. Town Attorney suggested interviews take place in the daytime.

Staff will look into options for process change and bring back to the Council for their review at a November Council meeting.

Council agreed to vacancy ads being placed on the Town's website, PV Forum, in the Almanac and to reach out to former applicants.

Councilmember Aalfs moved to approve recommended changes in the current interview and selection process. Seconded by Councilmember Wengert, the motion carried 4-0.

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

- (6) Reports from Commission and Committee Liaisons [7:55 p.m.]

Councilmember Aalfs:

- (a) ASCC

The ASCC reviewed the proposed new athletic field at the Priory. With regard to the Priory Project the Commission agreed that the berm removal was positive, with qualifications, and generally concurred with proposed track & field improvements. The topic of an artificial turf was not discussed at this meeting, but will be considered at the meeting with the planning commission. The ASCC did discuss the turf a bit and agreed it was a visual issue that they needed to look at in detail with the opening of views with the project.

With clarifications from the Neely project architect, the ASCC found the plans generally acceptable and in conformity with the CUP, but several conditions need to be satisfied before any formal action can be taken to approve plans.

Councilmember Driscoll:

- (a) Cable and Utilities Undergrounding Committee

Current available funds, under Rule 20A, can underground approximately 800 feet. (Phase 1, Nathhorst to Hillbrook). Funding options for Phase 2 (Hillbrook to Alpine Swim and Tennis) approximately 1100 feet, could be funded through normal Rule 20A funding process or alternatively to complete the project sooner the Town can elect to fund the

cost of the project itself through Rule 20B process. The Committee will bring to the Council an amended resolution addressing the new Rule 20A requirements and establishing a revised scope of work as recommended by Committee and PG&E.

Councilmember Wengert:

(a) Airport Roundtable

Meeting had representation from Atherton, Woodside, Portola Valley and Redwood City. There is disbelief in the readings of recorded noise data. Next meeting scheduled for October.

Mayor Derwin:

(a) League of California Cities Annual Conference

The League's governing board voted to defer consideration of a proposal from the City of Needles for the League to lobby for the suspension or rollback of AB32 implementation. As a result, the League retains its "no position" stance on this proposal from the City of Needles. Additional conference sessions included food trucks, social media and pension reform.

(b) Library JPA

Mayor Derwin was voted JPA's new chair.

(c) Meeting with Dr. Fogarty

The Mayor attended a meeting with Dr. Fogarty to hear his concerns of restricted hours and CUP requiring a trail through his property.

(d) SamTrans

The Mayor met with SamTrans Board of Directors Vice Chair, Carol Groome, to resolve the problem of missed pick-ups of transfer bus for Menlo Atherton. The problem has since been corrected.

WRITTEN COMMUNICATIONS [8:00 p.m.]

(7) Town Council August 31, 2012 Weekly Digest

- (a) #1 – Councilmember Driscoll reported that the Bicycle, Pedestrian and Traffic Safety Committee (BP&TS) is considering the installation of a crosswalk flagging system at Alpine & Golden Oaks to make the crosswalk safer.

(8) Town Council September 7, 2012 Weekly Digest

- (a) #7 – The Tuesday Harvest Presentation held on September 11 heard speaker Marc Hellman discussing water harvesting and conservation.
- (b) #9 – The September Council of Cities dinner meeting looks to be interesting with scheduled program "Restore or Retain the Hetch Hetchy Reservoir"?

CLOSED SESSION [8:10 p.m.]

(9) **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Government Code Section 54956.8

Properties: Town-owned lots in Blue Oaks subdivision

Town negotiators: Town Attorney and Councilmember Wengert

Under negotiation: price and terms of payment

REPORT OUT OF CLOSED SESSION

The Council voted (4-0, with Richards absent) to enter into a broker's agreement with Coldwell Banker to have Ginny Kavanaugh and Jose Kavanaugh be the listing agenda for the Blue Oaks property owned by the Town.

ADJOURNMENT [8:55 p.m.]

Mayor

Town Clerk

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

09/26/12

Date: 09/19/2012

Time: 10:32 am

Page: 1

TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

MIKE AGOFF	Instructor Fees, fall 2012	13519	09/26/2012	
			09/26/2012	
2341 KEHOE AVENUE	0016		09/26/2012	0.00
SAN MATEO	BOA	47029	09/26/2012	0.00
CA 94403				7,776.00

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4246	Instructors & Class Refunds	7,776.00	0.00

Check No.	47029	Total:	7,776.00
Total for	MIKE AGOFF		7,776.00

SUSAN ARBUCKLE	Facility Deposit Refund	13520	09/26/2012	
			09/26/2012	
4140 JEFFERSON AVENUE	1142		09/26/2012	0.00
WOODSIDE	BOA	47030	09/26/2012	0.00
CA 94062				500.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4226	Facility Deposit Refunds	500.00	0.00

Check No.	47030	Total:	500.00
Total for	SUSAN ARBUCKLE		500.00

CALIFORNIA WATER SERVICE CO	7/14 - 8/13 Statement	13521	09/26/2012	
			09/26/2012	
3351 EL CAMINO REAL	0011		09/26/2012	0.00
ATHERTON	BOA	47031	09/26/2012	0.00
CA 94027-3844				11,164.20

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4330	Utilities	11,164.20	0.00

Check No.	47031	Total:	11,164.20
Total for	CALIFORNIA WATER SERVICE CC		11,164.20

CASCADIA CONSULTING GROUP	Solid Waste Report, 2012	13522	09/26/2012	
			09/26/2012	
1109 FIRST AVENUE	1041		09/26/2012	0.00
SEATTLE	BOA	47032	09/26/2012	0.00
WA 98101	2504			500.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4212	Waste Management Consultants	500.00	0.00

Check No.	47032	Total:	500.00
Total for	CASCADIA CONSULTING GROUP		500.00

CITY OF BELMONT	Dinner Meeting, Derwin	13523	09/26/2012	
ATTN: CITY CLERK			09/26/2012	
ONE TWIN PINES LANE	511		09/26/2012	0.00
BELMONT	BOA	47033	09/26/2012	0.00
CA 94002				45.00

GL Number	Description	Invoice Amount	Amount Relieved
-----------	-------------	----------------	-----------------

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

09/26/12

Date: 09/19/2012

Time: 10:32 am

Page: 2

TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

05-64-4327	Educ/Train: Council & Commissn	45.00	0.00	
------------	--------------------------------	-------	------	--

Check No.	47033	Total:	45.00
Total for	CITY OF BELMONT		45.00

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

CITY OF REDWOOD CITY	August IT Support	13524	09/26/2012	
P.O. BOX 3629	586		09/26/2012	0.00
REDWOOD CITY	BOA	47034	09/26/2012	0.00
CA 94064-3629	BR27773			1,867.00
GL Number	Description	Invoice Amount	Amount Relieved	
05-54-4216	IT & Website Consultants	1,867.00	0.00	

Check No.	47034	Total:	1,867.00
Total for	CITY OF REDWOOD CITY		1,867.00

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

CLEANSTREET	August Litter/Street Clean-up	13549	09/26/2012	
1937 W. 169TH STREET	0034		09/26/2012	0.00
GARDENA	BOA	47035	09/26/2012	0.00
CA 90247-5254	68443			1,425.55
GL Number	Description	Invoice Amount	Amount Relieved	
20-60-4262	Street Sweeping	614.65	0.00	
20-60-4266	Litter Clean Up Program	810.90	0.00	

Check No.	47035	Total:	1,425.55
Total for	CLEANSTREET		1,425.55

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

COTTON SHIRES & ASSOC. INC.	Applicant Charges	13525	09/26/2012	
330 VILLAGE LANE	0047		09/26/2012	0.00
LOS GATOS	BOA	47036	09/26/2012	0.00
CA 95030-7218				2,475.09
GL Number	Description	Invoice Amount	Amount Relieved	
96-54-4190	Geoloqist - Charges to Appls	2,475.09	0.00	

Check No.	47036	Total:	2,475.09
Total for	COTTON SHIRES & ASSOC. INC.		2,475.09

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

CSG CONSULTANTS INC	Inspector Services, 8/20/12	13526	09/26/2012	
1700 S. AMPHLETT BLVD	622		09/26/2012	0.00
SAN MATEO	BOA	47037	09/26/2012	0.00
CA 94402	022882			312.00
GL Number	Description	Invoice Amount	Amount Relieved	
05-50-4062	Temp Bldg Inspection	312.00	0.00	

Check No.	47037	Total:	312.00
Total for	CSG CONSULTANTS INC		312.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

09/26/12

Date: 09/19/2012

Time: 10:32 am

Page: 3

TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

CULLIGAN	September Statement	13527	09/26/2012	
			09/26/2012	
P. O. BOX 5277	0250		09/26/2012	0.00
CAROL STREAM	BOA	47038	09/26/2012	0.00
IL 60197-5277				50.00

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4336	Miscellaneous	50.00	0.00

Check No.	47038	Total:	50.00
Total for	CULLIGAN		50.00

EVOLVE ELECTRIC	Business License Refund	13528	09/26/2012	
	original #45869 MIA		09/26/2012	
P.O. BOX 66352	1144		09/26/2012	0.00
SCOTT'S VALLEY,	BOA	47039	09/26/2012	0.00
CA 95067				10.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4228	Miscellaneous Refunds	10.00	0.00

Check No.	47039	Total:	10.00
Total for	EVOLVE ELECTRIC		10.00

GO NATIVE INC	PVTC Landscape Maintenance	13550	09/26/2012	
			09/26/2012	
P.O. BOX 370103	632		09/26/2012	0.00
MONTARA	BOA	47040	09/26/2012	0.00
CA 94037	2408			3,344.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4342	Landscape Supplies & Services	3,344.00	0.00

Check No.	47040	Total:	3,344.00
Total for	GO NATIVE INC		3,344.00

NETTIE HALCOMB	Facility Deposit Refund	13529	09/26/2012	
			09/26/2012	
505 CYPRESS POINT DRIVE #218	1158		09/26/2012	0.00
MOUNTAIN VIEW	BOA	47041	09/26/2012	0.00
CA 94043				100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4226	Facility Deposit Refunds	100.00	0.00

NETTIE HALCOMB	Facility Deposit Refund	13551	09/26/2012	
			09/26/2012	
505 CYPRESS POINT DRIVE #218	1158		09/26/2012	0.00
MOUNTAIN VIEW	BOA	47041	09/26/2012	0.00
CA 94043				500.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4226	Facility Deposit Refunds	500.00	0.00

Check No.	47041	Total:	600.00
Total for	NETTIE HALCOMB		600.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

09/26/12

Date: 09/19/2012

Time: 10:32 am

Page: 4

TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

HIGHWAY TECHNOLOGIES, INC	Street Signs	13552	09/26/2012	
			09/26/2012	
33946 TREASURY CENTER	0067		09/26/2012	0.00
CHICAGO	BOA	47042	09/26/2012	0.00
IL 60694-6300	651110190-001			68.66

GL Number	Description	Invoice Amount	Amount Relieved
20-60-4268	Street Signs & Striping	68.66	0.00

Check No.	47042	Total:	68.66
Total for	HIGHWAY TECHNOLOGIES, INC		68.66

J.W. ENTERPRISES	Portable Lavs, 9/6 - 10/3	13531	09/26/2012	
			09/26/2012	
1689 MORSE AVE	829		09/26/2012	0.00
VENTURA	BOA	47043	09/26/2012	0.00
CA 93003	163989			235.32

GL Number	Description	Invoice Amount	Amount Relieved
05-58-4244	Portable Lavatories	235.32	0.00

Check No.	47043	Total:	235.32
Total for	J.W. ENTERPRISES		235.32

JORGENSON SIEGEL MCCLURE & FLEGEL	August Statement	13530	09/26/2012	
			09/26/2012	
1100 ALMA STREET	0089		09/26/2012	0.00
MENLO PARK	BOA	47044	09/26/2012	0.00
CA 94025				12,618.03

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4182	Town Attorney	12,593.03	0.00
96-54-4186	Attorney - Charges to Appls	25.00	0.00

Check No.	47044	Total:	12,618.03
Total for	JORGENSON SIEGEL MCCLURE &		12,618.03

KUTZMANN & ASSOCIATES	August Plan Check	13532	09/26/2012	
			09/26/2012	
39355 CALIFORNIA STREET	0090		09/26/2012	0.00
FREMONT	BOA	47045	09/26/2012	0.00
CA 94538				3,363.88

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4200	Plan Check Services	3,363.88	0.00

Check No.	47045	Total:	3,363.88
Total for	KUTZMANN & ASSOCIATES		3,363.88

LAKE TRAFFIC SOLUTIONS	Street Signs	13553	09/26/2012	
		00006052	09/26/2012	
1839 YGNACIO VALLEY ROAD	0096		09/26/2012	0.00
WALNUT CREEK	BOA	47046	09/26/2012	0.00
CA 94598	12279			628.65

GL Number	Description	Invoice Amount	Amount Relieved
-----------	-------------	----------------	-----------------

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

09/26/12

Date: 09/19/2012

Time: 10:32 am

Page: 5

TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

20-60-4268	Street Signs & Striping		628.65	628.65
------------	-------------------------	--	--------	--------

Check No.	47046	Total:	628.65
Total for	LAKE TRAFFIC SOLUTIONS		628.65

MAZE & ASSOCIATES	Audit Services	13554	09/26/2012	
			09/26/2012	
3478 BUSKIRK AVENUE	879		09/26/2012	0.00
PLEASANT HILL	BOA	47047	09/26/2012	0.00
CA 94523	3794			1,950.00

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4180	Accounting & Auditing	1,950.00	0.00

Check No.	47047	Total:	1,950.00
Total for	MAZE & ASSOCIATES		1,950.00

SCOTT MOBLEY	Facility Deposit Refund	13533	09/26/2012	
			09/26/2012	
9 APPLEWOOD LANE	1149		09/26/2012	0.00
PORTOLA VALLEY	BOA	47048	09/26/2012	0.00
CA 94028				1,100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4226	Facility Deposit Refunds	1,100.00	0.00

Check No.	47048	Total:	1,100.00
Total for	SCOTT MOBLEY		1,100.00

GEOFF NUTTALL	Refund Deposit	13534	09/26/2012	
			09/26/2012	
254 CORTE MADERA	1213		09/26/2012	0.00
PORTOLA VALLEY	BOA	47049	09/26/2012	0.00
CA 94028				2,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4207	Deposit Refunds, Other Charges	2,000.00	0.00

Check No.	47049	Total:	2,000.00
Total for	GEOFF NUTTALL		2,000.00

SARAH PERKINS	Event Insurance Overpayment	13536	09/26/2012	
			09/26/2012	
334 OLMSTED ROAD, APT. 423	1170		09/26/2012	0.00
STANFORD	BOA	47050	09/26/2012	0.00
CA 94305				100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4226	Facility Deposit Refunds	100.00	0.00

Check No.	47050	Total:	100.00
Total for	SARAH PERKINS		100.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

09/26/12

Date: 09/19/2012

Time: 10:32 am

Page: 6

TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

REGIONAL GOVERNMENT SERVICES	August Svcs, Bowerman/Padovan	13557	09/26/2012	
			09/26/2012	
2511 GARDEN ROAD, SUITE A-180	1165		09/26/2012	0.00
MONTEREY	BOA	47051	09/26/2012	0.00
CA 93940	2972			17,430.42

GL Number	Description	Invoice Amount	Amount Relieved
05-54-4214	Miscellaneous Consultants	17,430.42	0.00

Check No.	47051	Total:	17,430.42
Total for	REGIONAL GOVERNMENT SERVI		17,430.42

RON RAMIES AUTOMOTIVE, INC.	August Statement	13537	09/26/2012	
			09/26/2012	
115 PORTOLA ROAD	422		09/26/2012	0.00
PORTOLA VALLEY	BOA	47052	09/26/2012	0.00
CA 94028				802.10

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4334	Vehicle Maintenance	802.10	0.00

Check No.	47052	Total:	802.10
Total for	RON RAMIES AUTOMOTIVE, INC.		802.10

CLIFTON ROOZEBOOM	Facility Deposit Refund	13539	09/26/2012	
			09/26/2012	
229 AYRSHIRE FARM LANE #201	1141		09/26/2012	0.00
STANFORD	BOA	47053	09/26/2012	0.00
CA 94305				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4226	Facility Deposit Refunds	1,000.00	0.00

Check No.	47053	Total:	1,000.00
Total for	CLIFTON ROOZEBOOM		1,000.00

SAN MATEO CO INF SERVICES	August M/W	13540	09/26/2012	
			09/26/2012	
455 COUNTY CENTER, 3RD FLOOR	0307		09/26/2012	0.00
REDWOOD CITY	BOA	47054	09/26/2012	0.00
CA 94063	1YPV11208			76.00

GL Number	Description	Invoice Amount	Amount Relieved
05-52-4152	Emerq Preparedness Committee	76.00	0.00

Check No.	47054	Total:	76.00
Total for	SAN MATEO CO INF SERVICES		76.00

MICHAEL SEXTON	Litter Deposit Refund	13548	09/26/2012	
			09/26/2012	
20 CHESTER AVENUE	1140		09/26/2012	0.00
FAIRFAX	BOA	47055	09/26/2012	0.00
CA 94930				100.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4226	Facility Deposit Refunds	100.00	0.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

09/26/12

Page 29

Date: 09/19/2012

Time: 10:32 am

Page: 7

TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Check No.	47055	Total:	100.00
Total for	MICHAEL SEXTON		100.00

SHELTON ROOFING	Refund C&D Deposit	13538	09/26/2012	
			09/26/2012	
1988 LEGHORN	0309		09/26/2012	0.00
MOUNTAIN VIEW	BOA	47056	09/26/2012	0.00
CA 94043				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4205	C&D Deposit	1,000.00	0.00

Check No.	47056	Total:	1,000.00
Total for	SHELTON ROOFING		1,000.00

SMALL BUSINESS BENEFIT PLAN TR	October Dental/Vision	13541	09/26/2012	
			09/26/2012	
	0132		09/26/2012	0.00
BELMONT	BOA	47057	09/26/2012	0.00
CA 94002-0156				1,917.70

GL Number	Description	Invoice Amount	Amount Relieved
05-50-4090	Health Ins Dental & Vision	1,917.70	0.00

Check No.	47057	Total:	1,917.70
Total for	SMALL BUSINESS BENEFIT PLAN		1,917.70

SPARTAN ENGINEERING	Security/Fire Monitor 2012	13555	09/26/2012	
			09/26/2012	
510 PARROTT STREET, #6	0095		09/26/2012	0.00
SAN JOSE	BOA	47058	09/26/2012	0.00
CA 95112	8209M/8210M			900.00

GL Number	Description	Invoice Amount	Amount Relieved
05-66-4346	Mechanical Sys Maint & Repair	900.00	0.00

Check No.	47058	Total:	900.00
Total for	SPARTAN ENGINEERING		900.00

STAPLES	August Statement	13556	09/26/2012	
			09/26/2012	
STAPLES CREDIT PLAN	430		09/26/2012	0.00
DES MOINES	BOA	47059	09/26/2012	0.00
IA 50368-9020				394.77

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4308	Office Supplies	394.77	0.00

Check No.	47059	Total:	394.77
Total for	STAPLES		394.77

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

09/26/12

Date: 09/19/2012

Time: 10:32 am

Page: 8

TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

SYMANTEC SMB RENEWALS	Backup Server Renewal Support	13542	09/26/2012	
		00006057	09/26/2012	
P.O. BOX 202475	2007		09/26/2012	0.00
DALLAS	BOA	47060	09/26/2012	0.00
TX 75320-2475	SYM899989			1,219.54

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4314	Equipment Services Contracts	1,219.54	1,219.54

Check No.	47060	Total:	1,219.54
Total for	SYMANTEC SMB RENEWALS		1,219.54

TOWNSEND MGMT, INC	August Applicant Charges	13543	09/26/2012	
			09/26/2012	
P.O. BOX 24442	609		09/26/2012	0.00
SAN FRANCISCO	BOA	47061	09/26/2012	0.00
CA 94124				2,280.00

GL Number	Description	Invoice Amount	Amount Relieved
96-54-4194	Engineer - Charges to Appls	2,280.00	0.00

Check No.	47061	Total:	2,280.00
Total for	TOWNSEND MGMT, INC		2,280.00

U.S. BANK EQUIPMENT FINANCE	September Copier Lease	13544	09/26/2012	
			09/26/2012	
P.O. BOX 790448	472		09/26/2012	0.00
ST. LOUIS	BOA	47062	09/26/2012	0.00
MO 63179-0448	210786091			435.21

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4312	Office Equipment	435.21	0.00

Check No.	47062	Total:	435.21
Total for	U.S. BANK EQUIPMENT FINANCE		435.21

VERIZON WIRELESS	August Cellular	13545	09/26/2012	
			09/26/2012	
P.O. BOX 9622	0131		09/26/2012	0.00
MISSION HILLS	BOA	47063	09/26/2012	0.00
CA 91346-9622	1114175272			135.90

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4318	Telephones	135.90	0.00

Check No.	47063	Total:	135.90
Total for	VERIZON WIRELESS		135.90

WOODSIDE DELIVERY SERVICE	Delivery Thru 11/26/12	13546	09/26/2012	
			09/26/2012	
PO BOX 784	0219		09/26/2012	0.00
RIVERBANK	BOA	47064	09/26/2012	0.00
CA 95367				123.36

GL Number	Description	Invoice Amount	Amount Relieved
05-64-4336	Miscellaneous	123.36	0.00

INVOICE APPROVAL LIST REPORT - DETAIL WITH GL DIST

09/26/12

Date: 09/19/2012

Time: 10:32 am

Page: 9

TOWN OF PORTOLA VALLEY

Vendor Name	Invoice Description1	Ref No.	Discount Date	
Vendor Name Line 2	Invoice Description2	PO No.	Pay Date	
Vendor Address	Vendor Number		Due Date	Taxes Withheld
City	Bank	Check No.	Check Date	Discount Amount
State/Province Zip/Postal	Invoice Number			Check Amount

Check No.	47064	Total:	123.36
Total for	WOODSIDE DELIVERY SERVICE		123.36

LINDA YATES	Rental Deposit Refund	13547	09/26/2012	
			09/26/2012	
170 MAPACHE DRIVE	0303		09/26/2012	0.00
PORTOLA VALLEY	BOA	47065	09/26/2012	0.00
CA 94028				1,000.00

GL Number	Description	Invoice Amount	Amount Relieved
05-56-4226	Facility Deposit Refunds	1,000.00	0.00

Check No.	47065	Total:	1,000.00
Total for	LINDA YATES		1,000.00

Total Invoices: 38

Grand Total:	80,948.38
Less Credit Memos:	0.00
Net Total:	80,948.38
Less Hand Check Total:	0.00
Outstanding Invoice Total:	80,948.38

TOWN OF PORTOLA VALLEY
Warrant Disbursement Journal
September 26, 2012

Claims totaling \$80,948.38 having been duly examined by me and found to be correct are hereby approved and verified by me as due bills against the Town of Portola Valley.

Date _____

Nick Pegueros, Treasurer

Motion having been duly made and seconded, the above claims are hereby approved and allowed for payment.

Signed and sealed this (Date) _____

Sharon Hanlon, Town Clerk

Mayor



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Town Council
FROM: Tom Vlastic, Town Planner
DATE: September 26, 2012
RE: **Procedures and Preliminary Guidance – Clarification of General Plan Meadow Preserve Provisions**

RECOMMENDATION

Direct planning staff to initiate public hearing before the planning commission to clarify the “Meadow Preserve” provisions of the general plan. Further, provide preliminary guidance, as determined appropriate, relative to the objectives for the clarifications. If the planning commission were directed to conduct the public hearing, at the conclusion of the hearing, the commission would take action to forward recommendations to the town council for general plan clarification. The council would then need to conduct its own hearing before any change to the general plan could be adopted.

BACKGROUND

On October 26, 2011, the town council, at the request of the planning commission, considered concerns with the “meadow preserve” language in the general plan. Following review of the October 3, 2011 memorandum from the planning commission and input from the town planner, Dr. Neely and the public, the council concluded that the planning commission should exercise flexibility in applying the “meadow preserve” definition, particularly for agricultural uses, and that the existing provisions should be placed on a future council agenda for further discussion.

The memorandum from the planning commission and the minutes from the October 26, 2011 town council meeting set forth a fairly complete review of the issues with the general plan provisions. Further, the October 25, 2011 letter from Dr. Neely and Holly Myers, owners of most of the land designated “meadow preserve,” offers their perspectives on the general plan language issues.

Following the October 2011 town council discussion, on January 18, 2012 the planning commission did complete action on the conditional use permit request of Dr. Neely and Holly Myers. The commission action found the proposed agricultural building in the meadow preserve acceptable, and within the general plan provisions. The commission also approved agricultural uses beyond haying, including some orchard uses and growing of vegetables. The area for the non-haying agricultural uses are the northerly half of the meadow preserve area on the Neely/Myers property. The commission action did not, however, allow for the vineyard uses

that were desired by the applicant. The commission concluded it could not find such uses consistent with either the original or modified meadow preserve provisions.

DISCUSSION

While Dr. Neely and Holly Myers did not appeal the commission removal of the vineyard option, this was a major concern to them and they have been waiting for the town council to take up the issue with the hope the general plan language would be clarified to permit a broader agricultural use interpretation allowing for vineyards to be located within the meadow preserve area. At the same time, during discussions of this year's planning program, which includes dealing with the general plan meadow preserve matter, the commission received some public input that indicated any clarification should focus on protecting the more or less existing condition of the preserve, meaning mainly hay and grasses. The discussion did not necessarily focus on the extensions of vineyards, but the general perspective was that; overall, the hay and grass condition was important to the "existing character" of the preserve.

As can be seen from the materials attached to this memorandum, any wording changes will need to be carefully developed, with clear definitions where needed, to avoid future interpretation debates. This would be developed by staff in bringing the matter to the planning commission for discussion and setting for public hearing. At this time, however, it would be helpful for the town council to provide guidance relative to the matter of broader agricultural uses in the meadow preserve area, and particularly the issue of whether or not vineyards would be an acceptable agricultural use for consideration in the preserve. If it was ultimately determined that vineyards could be considered, any proposal would still require normal CUP processing and evaluation, but, without the meadow preserve language issue faced by the commission when it completed action on the Neely/Myers CUP in January.

In addition to the above comments, it is noted that, pursuant to the conditions of the approved Neely/Myers CUP X7D-169, plans are being processed through the ASCC for the agricultural building in the meadow preserve and for the cabana building. The agricultural building is mainly for haying uses at this time, but the property owners have again advised the town in a May 4, 2012 letter to the town planner that they are anticipating town council review of the meadow preserve language.

FISCAL IMPACT

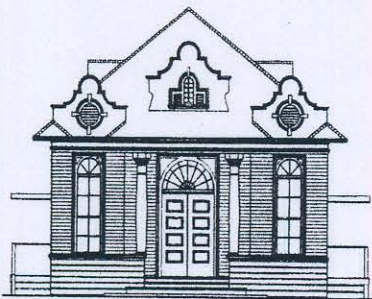
The 2012-2013 FY planning budget includes provisions for work on the meadow preserve matter and, at this point, it appears that the budget should be sufficient to complete the general plan clarification process. The other costs would be associated with the noticing for the public hearings before the planning commission and town council.

ATTACHMENTS

1. October 26, 2012 Town Council minutes on Meadow Preserve discussion
2. October 17, 2012 memo to the town council from the town planner
3. October 3, 2012 memo to the town council from the planning commission
4. October 25, 2011 letter to the town council from Dr. Neely and Holly Myers
5. October 26, 2011 letter to the town council from Linda Elkind, 14 Hawk View
6. May 4, 2012 letter to the town planner from Dr. Neely and Holly Myers
7. Approved CUP plan for meadow area, agricultural building and related access.

APPROVED – Nick Pegueros, Town Manager

cc. Sandy Sloan, Town Attorney
Alex Von Feldt, Planning Commission Chair
Steve Padovan, Interim Planning Manager
Carol Borck, Planning Technician
CheyAnne Brown, Planning Technician
Dr. Neely and Holly Myers



TOWN OF PORTOLA VALLEY

7:30 PM – Regular Town Council Meeting

Wednesday, October 26, 2011

Historic Schoolhouse

765 Portola Road, Portola Valley, CA 94028

ACTION AGENDA

7:30 PM – CALL TO ORDER AND ROLL CALL

Vice Mayor Derwin, Mayor Driscoll, Councilmember Richards, Councilmember Toben, Councilmember Wengert

All Present

ORAL COMMUNICATIONS

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

Virginia Bacon voiced her concern of possible fire hazard along areas of the C-1 trail.

Jon Silver concerned with ASCC recruitment procedure.

CONSENT AGENDA

The following items listed on the Consent Agenda are considered routine and approved by one roll call motion. The Mayor or any member of the Town Council or of the public may request that any item listed under the Consent Agenda be removed and action taken separately.

1) **Approval of Minutes** – Special Town Council Meeting of September 28, 2011

Minutes pulled and approved as submitted 5-0

(2) **Approval of Minutes** – Special Town Council Meeting of October 5, 2011

(3) **Ratification of Warrant List** – October 12, 2011

(4) **Approval of Warrant List** – October 26, 2011

(5) **Recommendation by Administrative Services Officer** – Budget Amendment, COPS Funding restored

Items 2, 3, 4 & 5 Approved 5-0

REGULAR AGENDA

PUBLIC HEARING (7:40 pm)

(6) **PUBLIC HEARING** – First Reading of Proposed Wireless Communications Facilities Ordinance

(a) First Reading of Title, Waive Further Reading, and Introduce an Ordinance of the Town Council of the Town of Portola Valley Adding Chapter 18.41 [Wireless Communications Facilities] to Title 18 [Zoning] of the Portola Valley Municipal Code and Repealing and Amending Related Sections in Title 18 [Zoning] for Conformity (Ordinance No. __)

First Reading of Ordinance, Approved as Amended 5-0
Second Reading scheduled for the November 9 Council meeting

(7) **Discussion** – Planning Commission Requested Clarification of the Meadow Preserve Provisions of the General Plan (7:58 pm)

Council directed that the Commission apply the Meadow Preserve definition that existed when CUP X7D-169 as filed. Council advised that the Commission should exercise flexibility in applying the definition, particularly to agricultural uses. Council requested that the General Plan provision be placed on a future Council agenda for further discussion.

(7) Discussion: Planning Commission's Requested Clarification of the Meadow Preserve Provisions of the General Plan [7:58 p.m.]

Mr. Vlasic explained that the October 17, 2011 staff report was prepared to transmit the Planning Commission's questions about the Meadow Preserve. In considering the Neely/Myers use permit application for their property at 555 Portola Road, he said, the Planning Commission had identified certain issues with the General Plan language for which commissioners felt Council clarification was needed, particularly in light of changes the Council made at its May 25, 2011 meeting.

As Mr. Vlasic explained, in this case, the Town has the flexibility to consider either the General Plan as it existed at the time the application was filed or as it was revised through the Council's action. Among the issues of particular concern about the Meadow Preserve are agricultural uses, the presence of structures and their location, and the visual character.

Since distribution of the Council packets, Mr. Vlasic said that two additional documents have arrived, including one from Dr. Kirk Neely and Holly Myers (in attendance at tonight's meeting) giving their perspective of the planning conditions that they perceive in interpreting the language for the meadow area. The other document is a comment from Linda Elkind, Hawkview Street, who could not come to this meeting but wanted to offer her perspective.

The Planning Commission is hopeful that the Council's discussion will help provide guidance so that the Commission may bring closure to this longstanding use permit application.

Ms. Sloan said that while it's perfectly reasonable in this case for the Planning Commission ask for help in interpreting which General Plan language should apply, the Council should focus on the plan language generally without getting into any particular permit application.

Commissioner Gilbert, who worked with Planning staff to crafting the questions for the Council's consideration, said she'd be happy to answer any Council questions about the Commission's perspective.

Mr. Silver, who attended the Planning Commission meeting when the Commissioners discussed their approach to the questions for the Council, said that the staff report and related documents were impressive. He said that in this case, the pre-existing language in the General Plan should apply to the Neely/Myers application and any others that were in the pipeline at that time. He also said that it's important now to get the language right, to "really nail it" going forward. He said that reference to historical agricultural uses is an important element to include, and he suggested, too, that after discussing it the Council send it back to the Planning Commission to prepare another revision for the Council to review.

As Mr. Silver sees it, the public was blindsided when the Council received a letter that influenced its decision at a meeting that same night. He indicated that he didn't believe that was the intent, but that's what happened.

Ms. Sloan suggested that the Council begin by discussing whether the Planning Commission should apply language in effect at the time an application is deemed complete, or whether it should consider an application in accordance with any subsequent changes.

Councilmember Toben suggested that the principle about the old language is intended to support the applicants' interests, in that they think they're dealing with a certain set of rules. However, if an applicant considers later language more advantageous, he asked whether that same principle should apply. Ms. Sloan agreed about the principle he pointed out, adding that yes, the Town could work with the applicant to apply later language instead.

Councilmember Wengert said that in this case, the old version seems to favor the applicant's interest in some features while the new version favors that interest in other respects. Ms. Sloan said that the choice in terms of any particular application would be one or the other, but there could still be latitude in the interpretation.

In response to Councilmember Toben's inquiry about the change in language with respect to present agricultural uses in particular, Mr. Vlasic said that as it existed before the Planning Commission forwarded amendments to the Council for action at its May 2011 meeting, the General Plan didn't include the Meadow Preserve restrictions. Those restrictions, he explained, were contained in a Council resolution, and the Planning Commission's work on the General Plan amendments was undertaken in part to incorporate information so that the updated Open Space Element in the General Plan reflected the intent of that resolution.

Mayor Driscoll said that some of the terms used are imprecise. Using "natural" as an example, he pointed out that 2,000 years ago, what's now the Meadow Preserve probably was a redwood forest, which would be "natural." In its current state, he said, it's probably not "natural." He also noted that the idea of "keeping" the Meadow Preserve in a natural condition implies that it's already in a natural condition. Inevitably, he added, the general nature of such terms – particularly in light of the fact that a General Plan is intentionally general – requires interpretation. His own interpretation of "natural" in this context, Mayor Driscoll said, means it isn't "heavily modified recently by man," with structures, concrete, paving and such things.

Councilmember Richards agreed that the General Plan should be general in nature, and that the traditional approach of using language in effect at the time an application is deemed complete makes sense.

Councilmember Wengert said that although the language needs some fine-tuning; she also agrees that the old language should be the "default" position. She noted, too, that the Council's action in May 2011 had some unintended consequences and created some issues, particularly for the Planning Commission to deal with on any application going forward.

Mayor Driscoll also indicated that the general policy of using ordinances and General Plan provisions in existence at the time of an application makes sense, although the Town would be open to an applicant's request for an interpretation based on subsequent changes.

In response to Councilmember Toben, Mr. Vlasic said that the Meadow Preserve has been identified as such in the General Plan for a long time. Councilmember Toben also asked how the phrase "present agricultural uses maintained" could apply when there are none. Ms. Sloan pointed out that the phrase had been in the General Plan for perhaps 20 years, so it wouldn't necessarily remain current. Councilmember Toben also said that it's a bit confusing to talk about changing the language in the provision being discussed for general reasons not necessarily related to a particular application, when the only Meadow Preserve in Town is located on a single property. He asked to hear from the applicant.

Ms. Myers said that she and Dr. Neely understand the struggles with the language in the General Plan, and that they're not able to state a preference of one version over the other. Dr. Neely added that both versions are full of ambiguities and inconsistencies.

Councilmember Toben suggested that Dr. Neely and Ms. Myers might choose to suspend the application until such time as the language issues are worked out. Ms. Sloan said they could do that, and that it's also possible for an applicant to request a General Plan amendment and propose language themselves.

Dr. Neely indicated that the application, although since revised, is three years old, and there's no way they could be sure the Town would agree to whatever language changes they might propose.

As Mayor Driscoll observed, an outcome cannot be preordained.

Ms. Sloan said that other questions to address involve the meanings of the terms "largely open" and "existing character" as well as "present agricultural uses."

In terms of "largely open," Councilmember Wengert said the Planning Commission needs to understand whether a) it's up to the Planning Commission to interpret the definition or whether b) the Council should provide guidance specifically with respect to structures in the context of "largely open." Mayor Driscoll said that if the Council intended to disallow structures in the Meadow Preserve, that would have been stated explicitly, and that to him, "largely open" provides some flexibility in terms of allowing some small structures that don't detract from the open appearance but are appropriate for property maintenance.

Rusty Day, Pinon Drive, said that the General Plan is a carefully crafted document that Portola Valley has invested 30 years in assembling and has amended it six times. Its structure should be understood and respected, he stated. There's been no discussion tonight of the General Plan's land use components, which he said govern the application that the Town Council and Planning Commission are trying to define in an ad-hoc way. In terms of land use, he continued, the parcel in question is assigned to two different categories of land-use, covered in Sections 11 and 12. He also claimed that both land-use and open-space portions of the General Plan define "open."

According to Mr. Day, Portola Valley adopted the General Plan as mandated by the state law, which also requires that building permits and subdivision maps be consistent with the General Plan. He said it's the Planning Commission's job to call upon Town counsel and staff, hear public comment, and apply the

General Plan to applications it receives. In contrast, he said that going through words in isolation is an ad-hoc approach of trying to tailor the General Plan to meet the perceived needs of an applicant.

Mr. Day also said he wanted to know why the Council added "property owned by the Town" language, because he believes that action "completely turned the General Plan on its head." The General Plan is specifically and explicitly designed to provide principles for the regulation of private land and the development thereof, he argued, and to set the framework for the application of Zoning Code provisions.

Mr. Silver, impressed by Mr. Day's observations and agreeing with his comments about the General Plan's application to privately owned lands, reiterated two earlier points: 1) in this case, the application should be governed by the old language, and 2) the Open Space element should go back to the Planning Commission to work on the wording and then come back to the Council.

Councilmember Wengert pointed out some of the history of the Council's action in May 2011. She said she participated in the Ad-Hoc Spring Down Master Plan Committee, which she described as one of the main drivers to the new definitions for open-space preserves that the Council adopted at its May 12, 2010 meeting (Resolution No. 2489-2010), which were to be applied to the Town-owned Spring Down property.

Councilmember Toben said he'd like to hear Commissioner Gilbert regarding whether she feels the Council has provided sufficient direction for the Planning Commission to undertake clarifying the language in the General Plan.

Commissioner Gilbert said that she understands the Council wants the Planning Commission to apply the Meadow Preserve definition that existed when CUP X7D-169 was filed, but she isn't clear whether the Council wants to provide guidance about how to interpret "present agricultural uses."

Councilmember Richards said that he believes the Planning Commission has latitude to consider historical agricultural uses as among the intentions of the General Plan. Mayor Driscoll agreed, noting that the character of the Meadow Preserve is "a visual thing."

Mr. Day said that before the Spring Down issue arose, the General Plan included land-use categorization of different residential areas. He said that the place to look in terms of the Meadow Preserve is the Land-Use Element of the General Plan (Section 2126), which says, "It should be possible and practical to preserve a large amount of the area in a natural state. In particular, it is desirable that the natural character of the open ridge leading up to the Windy Hill Open Space Preserve and the orchards and meadow adjacent to Portola Road and town center be retained." Mr. Vlasic said that the general characteristics noted in "orchards and meadow" are more specifically defined as "Orchard Preserve" and "Meadow Preserve" in the other elements in the General Plan.

Councilmember Toben likened the Planning Commission's task in applying the facts of the Neely/Myers application to the phrase "present agricultural uses maintained" to trying to fit a square peg into a round hole. In terms of policy, he said, when the Council considered the General Plan amendments in May 2011, he envisioned the potential for row gardening. In the same way that the Town has applied forward-thinking insights in terms of sustainability, with the first municipal LEED Platinum complex in California, and in its review of septic systems in light of greenhouse gas effects, etc., he noted that limited-impact agricultural production that enables local experimentation might be worthwhile in terms of augmenting the food supply, and it wouldn't harm the visual values of the meadow.

Mayor Driscoll said that in the end, the General Plan is trying to maintain a balance between private property rights and the public good, and attempting to avoid putting undue burdens on property owners without trying to turn the whole area into a giant national park. He said he appreciates the time and trouble the Planning Commission took to raise these issues for the Council.

Mr. Silver said that the Council's efforts are appreciated as well.

Ms. Myers said that the Planning Commission also raised questions about the language that existed in the General Plan when they filed their application, and those questions still remain.

Commissioner Gilbert explained that she's taking two things from this discussion: 1) general comments from various Councilmembers on interpretation of the terms, and 2) that the Planning Commission will continue to apply its judgment. She said that she believes the Council's broad guidance is sufficient to proceed. Mr. Vasic said that staff also would offer recommendations to the Planning Commission based on tonight's discussion.

Mayor Driscoll said that the Council will put the matter on the agenda for discussion at a future Council meeting and then refer it back to the Planning Commission.



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Town Council
FROM: Tom Vlastic, Town Planner
DATE: October 17, 2011
RE: Planning Commission Request for Town Council Consideration and Clarifications, General Plan Provisions, "*Meadow Preserve*"

Request and Town Council Consideration and Action

Provided herewith is the October 3, 2011 memorandum from the planning commission requesting town council consideration of questions and clarifications relative to the "meadow preserve" provisions of the General Plan. It is hoped that at the October 26th meeting the council would be able to address the questions and provide the requested clarifications so that the planning commission can continue to consider the Conditional Use Permit (CUP) proposals for the meadow preserve area as requested by Dr. Kirk Neely and Ms. Holly Myers, i.e., CUP X7D-169. Tentatively, the commission meetings on the CUP would take place in November and December, but this will depend on the outcome of the town council's consideration of the planning commission's general plan questions and concerns.

If the town council concluded that some formal reconsideration of general plan provisions was necessary before full responses to the planning commission memo could be provided, that could impact the schedule for consideration of the CUP application. At the same time, the council could address the various questions and requests for clarifications at this time, but also determine that eventually, the general plan provisions might need to be better clarified to be fully consistent with any council conclusions and interpretations of the various meadow preserve provisions.

Recommendation

At this point, it is suggested that the Council consider and, if at all possible, reach conclusions relative to requests from the planning commission so that the commission can continue to process the CUP application in a timely manner.

TCV

Encl.

cc. Angela Howard, Town Manager
Planning Commission
Sandy Sloan, Town Attorney

Leslie Lambert, Planning Manager
Dr. Kirk Neely and Ms. Holly Myers



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Town Council
FROM: Planning Commission
DATE: October 3, 2011
RE: Request for Town Council Consideration and Clarifications,
General Plan Provisions, "*Meadow Preserve*"

On September 21, 2011, the planning commission considered the "Meadow Preserve" provisions of the General Plan, both as existed prior to general plan amendments adopted by the town council in May of this year, and the May amendments. These prior and current provisions are discussed in more detail in the attached September 15, 2011 memorandum from the town planner to the planning commission. At the conclusion of the September 21st commission discussion, commissioners concurred that clarification of the provisions was needed from the town council. The commission is seeking this clarification before it must address zoning ordinance required conditional use permit (CUP) findings for general plan consistency relative to CUP proposals of Dr. Kirk Neely and Ms. Holly Myers for the "Meadow Preserve" portion of their 229-acre parcel. At the 9/21 meeting, the commission did not discuss the CUP application or its merits, but only focused on questions relative to the "Meadow Preserve" provisions and how they should be applied or interpreted.

Following the commission discussion, it was agreed that this memo would be prepared to focus commission requests for clarification and questions. Commissioners Denise Gilbert and Alex Von Feldt developed the memo on behalf of the commission with the assistance of the town planner. Commissioners will also be present at the town council meeting when this matter is on the agenda to answer any questions council members may have.

The key questions and issues the commission is seeking council guidance on are set forth below. (Note: At this point, due to the illness of the meeting minutes transcriber, it is not certain that the minutes from the 9/21 meeting will be available for reference.)

- 1. Which general plan provisions should the planning commission use to judge proposals for the Meadow Preserve area relative to the revised Neely/ Myers CUP application? Specifically, should the commission use the language that existed prior to the May amendments or the amended language?**

The town attorney has advised that it is up to the town to decide which version it wants to refer to. She noted that a change in language could be used in dealing with an application, even if the change occurred after the application has been filed. At the same time, the town has typically acted to make use of the provisions that existed at the time any specific land use application was filed.

(For clarity, the town attorney concluded that the current Neely/Myers CUP application is a revision to the application filed originally in 2009, prior to adoption of the amended general plan language in May 2011.)

Also, for reference, prior to the May 2011 general plan amendments, the key Meadow Preserve wording was in the recreation element of the general plan and specifically stated the intent for the preserve as follows:

"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." (2313)

With the recent amendments, these provisions were moved to Section 2216.2 of the open space element and modified to read:

"The Meadow Preserve, 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 in a natural condition and the existing agricultural character preserved."

The Meadow Preserve is a "Community Preserve," as defined in the general plan, and in both the previous and amended version the definition of Community Preserve is the same. The previous version of the recreation element stated that these are, "*scenic areas kept essentially in a natural state for the benefit of residents of the town. Such preserves provide visual pleasure and accommodate very limited access and use, such as trails and paths*" (2302). These provisions were moved to Section 2203 of the amended open space element and, again, the specific wording was not changed.

Planning commissioners struggled with finding consistency with both the **prior** and **amended** wording and, particularly, noted the following with questions for the council:

- The amended language states that the meadow should be kept in a "*natural condition*" and the "*existing agricultural character preserved.*"
 - (i) Some commissioners felt that keeping the meadow in a "natural condition" conflicted with preserving the "existing agricultural character". It can either be in a natural state OR developed for agricultural uses. You can have one or the other but not both. What was the council's intent when it used both the terms "natural condition" and "the existing agricultural character preserved"?

- (ii) When the planning commission recommended adding the term "natural condition" to the general plan Meadow Preserve wording in its general plan work prior to the May town council amendments, it was using the term "natural condition" as defined in Section 2204 which dealt with Open Space Preserves. Section 2204 of the amended plan specifically defines "natural condition" as an area with limited permitted uses as described in items 1 through 9 of the section. This includes: "retaining the land in a natural condition", "Such preserves provide visual pleasure and accommodate very limited access and use..." and "Permitted outdoor uses are those that do not require structures...do not result in modification of the site." However, since the town council amended the General Plan so that the open space preserve limitations in Section 2204 apply only to open space preserve areas owned by the town – than this definition of natural condition no longer applies to the Meadow Preserve. What did the council intend should be used as criteria for judging "natural condition" for this preserve?
- (iii) The planning commission struggled with what the town council meant by "existing agricultural character" for the Meadow Preserve, as the meadow currently has no agricultural uses and appears to have had none for some time. Did the town council mean "historical" agricultural uses? There is some history of a haying operation on the meadow – was the Town Council's intent that a haying operation could be permitted? What about agricultural uses other than what the meadow has been used for historically – perhaps an orchard? A vineyard? A vegetable operation? Since there is a CUP application before the commission that specifically raises this issue the council's discussion could bear directly on the commission's decision with respect to the application and thus it is important to determine what should be spelled out in the General Plan and what should be left to the judgment of the Planning Commissioners. If other agricultural uses, besides a haying operation, are found to be consistent with the language, can the commission exercise its judgment to limit the types and area of other agricultural uses to locations that have minimum visual impact on the "existing character" of the meadow?
- The prior version calls for the preserve being kept "largely open", preservation of the "existing character" and maintenance of "present agricultural uses."
 - (i) The "existing character" is an open grassy meadow consisting predominantly of weeds with one section, the knoll on the western edge of the meadow furthest from Portola Road, dominated by native plants including native roses. It is an open view shed where users of the trail along Portola Road can see the broad meadow frequented by wildlife including deer and coyote.
 - (ii) There do not now appear to be any "present agricultural uses". Thus, the commission recommended deleting the phrase "present agricultural uses." If the council decides the commission should use the prior version in evaluating the Neely/Myers CUP - Does the council believe that the phrase "present agricultural uses" should apply to historical agricultural uses (namely a haying operation) since the meadow appears to have been used for growing hay in the years prior to the time the General Plan was

conceived, and perhaps for some time after town incorporation, and the original Meadow Preserve language drafted?

- (iii) The term "largely open" left significant room for interpretation. Does "largely open" allow for a structure? To eliminate the ambiguity in the phrase the commission recommended deleting it and replacing it with "kept in a natural condition." This was consistent with Section 2203 (prior Section 3201) which says that "Community Open Space Preserves are scenic areas kept essentially in a natural state..." and Section 2204 which states "Open Space Preserves are areas to be kept largely in a "natural" condition" as defined in items 1 through 9 eliminating any ambiguity. If the town council decides that the commission should use the prior version does the wording provide the commission with some flexibility in determining if agricultural structures/ buildings could be allowed if they are sited to minimize the visual impacts on the "existing character"?

NOTE: The amended version proposed by the planning commission said "This preserve should be kept in a "natural condition" and the "existing character preserved." The commission discussed the ambiguity in this version as well.

- (i) "Natural condition" with respect to the Meadow Preserve can no longer be defined as in Section 2204 since the council decided that this section no longer applies to privately owned preserves, such as the Meadow Preserve. (ii) Should "existing character" be determined strictly – as an open fallow field – or historically which might include a haying operation?

In summary, the commission found consistency issues with both the prior and amended language. Council direction will be important in helping the commission in coming to grips with the intent of the "Meadow Preserve" provisions.

2. Why was the decision made to limit the descriptions in Section 2204, 1-9, to only town owned open space preserves?

When the planning commission was discussing the open space element amendments, it assumed that the open space preserve definition was to apply to all such areas described in the general plan and not only town owned preserves. With the changes made at the May 25, 2011 council meeting, it is not clear as to how the council reached the decision to make the changes relative to limiting the application to only town owned preserves. Understanding the council's thinking and conclusions would also assist the commission in reconciling the apparent inconsistencies in the language for the meadow preserve. It would likely help in both the application of the prior or amended language.

Commissioners also commented that it would have been helpful to them, if prior to adopting the changes made at the May 25, 2011 town council public hearing, the changes would have been referred to the planning commission for review and comment. It is quite possible that the town council's decision, that Open Space Preserve limitations in Section 2204 do not apply to privately owned lands, may have resulted in other inconsistencies in the General Plan besides the possible uses of the Meadow Preserve. If the planning commission were provided the opportunity to review this change in light of the other provisions in the General Plan these inconsistencies could have been

addressed. Some members of the public who spoke at the September 21, 2011 planning commission meeting also offered that the town might have benefited from more discussion of the changes prior to action by the town council, particularly the change to limit application of Section 2204 to only town owned preserves.

In any case, commissioners look forward to town council consideration of the above questions and requests for clarifications and the commission will be represented at the meeting when the council discusses this matter to answer any questions.

DG/AVF/tcv

Encl.
Attach.

cc. Angela Howard, Town Manager
Sandy Sloan, Town Attorney
Tom Vlastic, Town Planner
Leslie Lambert, Planning Manager
Dr. Kirk Neely and Ms. Holly Myers

Spring Ridge LLC
Kirk Neely and Holly Myers
555 Portola Road, Portola Valley CA 94028
KN 650 766-7503 neely@stanford.edu
HM 650 766-6503 crestavista@batnet.com

October 25, 2011

Mr. Tom Vlastic
 Portola Valley Town Planner

Re: Conformity of our CUP application with the PV general plan

Dear Tom:

Thank you for forwarding the supporting documents for the October 26 Town Council meeting, in which the Council will discuss the 10/3/11 Commission questions about the intent of the general plan regarding agricultural uses in our 'meadow.' The pertinent issues are extensively laid out in the Commissioners' memo. We add our commentary below.

Agricultural use is encouraged by the PV general plan. There is no question that the general plan encourages agriculture in the town, in this zoning location, and on this property in particular. Furthermore, agriculture is seen by the town as consistent with open space designation:

- General Plan, Section 2105 2.1: "Agricultural uses are encouraged as interim or long-term uses in residentially designated areas [which the meadow is] provided they are compatible with nearby nonagricultural uses and do not result in the significant degradation of the natural environment."
- Planning Commission Findings in the Spring Ridge winery CUP resolution (June 2000):
 - "The general plan recommends the preservation of open space. This application, by providing 13.5 acres of vineyards on about 6% of the parcel area [proposed in the new CUP to increase to 9%], helps provide open space."
 - "The general plan encourages agricultural use of suitable lands. The vineyard is an agricultural use on land that is very productive for growing grapes."
 - "The general plan encourages the preservation of the rural atmosphere of the town. Agricultural activities are characteristic of [rural] areas."

What is the "existing character?" At the time of our CUP application in 2009, the specific general plan reference to the field stated the "[proposed Meadow Preserve] should be kept largely open, the existing character preserved, and present agricultural uses maintained." The relevant paragraph was moved and the language revised by the Commission, then modified by the Council in May 2011 to "should be kept in a natural condition, and the existing agricultural character

preserved." Throughout the history of the general plan, versions of this paragraph proposing the 'meadow preserve' have been consistent in specifically supporting agricultural uses there.

One question posed for Council clarification is whether agricultural uses beyond historic haying are consistent with the general plan language. We recognize the ambiguity related to the language "present agricultural uses" or "existing agricultural character," given that productive agriculture has not taken place in the field for many years. Narrow reading of the May 2011 amended language might exclude even a haying operation, obviously not the intent of the Council. Broader reading encourages most forms of agriculture as desirable in maintaining *both* a natural and agricultural character. The basic meaning of all versions of the general plan is that, as much as possible, the field should remain rural and agricultural rather than becoming dense residential development.

Agriculture is natural. The Commissioners' memo includes a straightforward statement and query about "natural condition" versus "agricultural character in the amended language:" "It [the meadow] can either be in a natural state OR developed for agricultural uses. You can have one or the other but not both. *What was the council's intent when it used both the terms "natural condition" and "the existing agricultural character preserved"?*" We in fact disagree with the contention that "natural condition" and "agricultural character" are irreconcilable. It is a false choice. Agriculture is one of many expressions of nature, in contrast with the "unnatural" condition present throughout the Portola Road corridor, i.e. man-made residences and institutions.

Strictly speaking, the natural environment/condition/character/state of the 'meadow' is dense forest punctuated by intermittent fire. Grassland is *not* the natural ecosystem, as evidenced by the volunteer oaks encroaching on all margins of the field. Indeed, the notion of a 'meadow' in this location is nonsensical without some type of agricultural intervention. The current status of the field is that of grasses and invasive weeds (including native invasives on the west side), controlled only by annual mowing. The field would clearly look better with a higher level of agricultural attention, and it would be equally "natural."

Narrow reading of the general plan leads to *reductio ad absurdum*: no intervention is allowed, and the field returns to forest. A more balanced reading of the general plan supports diverse agricultural practices, as argued below.

Nature has already been disrupted; any type of agriculture can contribute to maintaining an open, rural character. We cite these documents to support our interpretation that more intensive agriculture is consistent with the general plan for this location:

- Spring Ridge winery CUP Finding (June 2000): "While the general plan recommends the preservation of natural areas, in this case, the prior use, that is, dry farming for hay, was a conversion of a more native or natural environment to one that was altered by man. Therefore, the vineyard is using an area that had already been disturbed by man."
- Town Planner analysis of the Fogarty winery CUP application (November 1980): "The conversion of grass or chaparral covered areas with vineyards would appear consistent with the basic purposes of the zoning ordinance to retain the rural quality, preserve open space and preserve the natural beauty."

These statements argue that vineyards are permissible, indeed desirable, manifestations of natural beauty and the natural environment, when established on previously deforested land, which the field in question clearly is. Any of the proposed agricultural uses (vineyard, orchard, etc) could be a suitable use when the landform has already been so markedly “altered by man.” All of the agricultural choices are consistent with the prior general plan phrasing that the space be “kept largely open.”

Can the Commission demand that agriculture be invisible? The Commissioners’ memo also asks: *“If other agricultural uses, besides a haying operation, are found to be consistent with the language, can the commission exercise its judgment to limit the types and area of other agricultural uses to locations that have minimum visual impact on the “existing character” of the meadow?”* This question concerns us. We worry that it may herald an attempted ‘backdoor’ prohibition on ‘other agricultural uses.’ In our opinion, if other agriculture uses in this location are considered permissible, beneficial, and consistent with the general plan, as we have argued above, then the Commission should not potentially invoke ‘double jeopardy’ and place an unachievable burden of ‘invisibility’ upon agriculture.

We can only point to the major concessions to ‘visibility’ that we have already made in relocating the support building and in offering to limit the acreage dedicated to ‘other’ agriculture. We have offered to preserve the central portion of the field as grassland. In other words, our plan has already limited “the types and area of other agricultural uses to locations that have minimum visual impact.” Efforts to further limit the acreage, or to prohibit reasonable agricultural necessities such as fencing, would effectively disenfranchise us from use of the field.

We have taken great care to render a balanced and thoughtful application that meets our legitimate needs and rights as property owners while preserving the natural, agricultural, and rural character of the ‘meadow.’ We hope that the Commission can begin to share our vision that this outcome for the field is in the best interests of the town. Thank you for your continued attention and assistance in facilitating this application.

Best wishes,

Kirk Neely and Holly Myers

Linda Elkind
14 Hawk View St.
Portola Valley, CA 94028

October 26, 2011

Re: Item 7: Planning Commission Request for Town Council Consideration and Clarifications, General Plan Provisions, "Meadow Preserve".

Mayor Driscoll and Members of the Town Council,

I am sorry that I cannot be present to comment in person on this very important issue.

However, I recommend that the town process the Neely application under the GP language that was in place at the start of his application process.

I hope that you will respond to the Planning Commission's thoughtful requests for clarification and then allow the full PC to review your clarifications. There are many ramifications to the proposed changes that will require extensive review to assure that no internal conflicts result from the language you approved in May. Please send the General Plan Open Space element and Recreation elements back to the Planning Commission for further public review and clarification.

Sincerely,

Linda Elkind

Spring Ridge LLC
Kirk Neely and Holly Myers
555 Portola Road, Portola Valley CA 94028
KN 650 766-7503 neely@stanford.edu
HM 650 766-6503 crestavista@batnet.com

May 4, 2012

Mr. Tom Vlastic
Town Planner, Portola Valley

Re: Spring Ridge LLC CUP

Dear Tom,

Condition 7a of the Approved Terms and Conditions of CUP X7D-169 mandates revision of plan sheet A-1.1E and our November 21, 2011 letter for the purpose of eliminating the proposed vineyard area and any notes or references to it. The attached redlined Nov. 21 letter removes all references to vineyards. A revised sheet A-1.1E will be forwarded by CJW.

Because the vineyard area was fully integrated into and essential to the proposed agricultural plan, we intend to submit a fully revised plan for new agricultural uses after the Town Council again reviews and possibly amends the relevant general plan language, as requested by the Planning Commission. We understand that this review will be on the Council agenda soon. We will not be applying to the ASCC for new agricultural uses until these processes are completed.

Once you review and approve the current revisions mandated by Condition 7a, we can arrange to sign an appropriately modified memorandum of understanding. We anticipate submission of project plans to the ASCC shortly thereafter.

Best wishes,

Kirk Neely
Holly Myers

Sharon Hanlon

From: Merijane Lee [<mailto:the.lees@sbcglobal.net>]
Sent: Friday, September 21, 2012 10:31 AM
To: Sharon Hanlon
Cc: Ted Driscoll Home; Dar Hay; Ken Lavine
Subject: Recommendation to appoint Dar Hay to the Cable & Undergrounding Committee

Dear Mayor and Members of the Town Council,

The PV Cable and Undergrounding Committee has reviewed the application by Dar Hay to join our committee.

Dar attended our Sept meeting. He has lived in PV for 10 months and this will be his first civic position. His background is in cellular communications, so he may also be a good resource for any future ad hoc Wireless Task Forces. We enthusiastically welcome his addition and request his approval by the Council.

Our committee is facing two vacancies and needs another member to reliably achieve quorum, so your review and approval before our next meeting in November is greatly appreciated.

Regards,
-MJ Lee
Interim chair
PV Cable & Undergrounding Committee

#5

There are no written materials for this agenda item.

TOWN COUNCIL WEEKLY DIGEST

Friday – September 14, 2012

- ☐ 1. Agenda – Parks & Recreation / Conservation Committees Joint Special Meeting – Monday, September 17, 2012 - 6:30 p.m., Ford Field
- ☐ 2. Agenda – Planning Commission – Wednesday, September 19, 2012
- ☐ 3. Cancellation Notice – Sustainability Committee – Monday, September 17, 2012
- ☐ 4. Action Agenda – ASCC – Monday, September 10, 2012
- ☐ 5. Action Agenda – Town Council – Wednesday, September 12, 2012
- ☐ 6. Letter from resident Marilyn Walters, to the Town Council – Portola Valley Views – September 8, 2012
- ☐ 7. Letter from Town Manager, Nick Pegueros to Carter Warr, CJW Architecture re: Response to Email dated August 30, 2012 “ Blue Oaks BMR Lots”
- ☐ 8. Memo from Town Manager, Nick Pegueros re: – Weekly Update – Friday, September 14, 2012

Attached Separates (Council Only)

- ☐ 1. San Mateo County Mosquito and Vector Control’s “District Report” – July / August 2012
- ☐ 2. Invitation to 4th Annual Active San Mateo County Conference – October 10, 2012



Town of Portola Valley
Special Parks & Recreation and Conservation
Committees Joint Meeting
Monday, September 17, 2012 – 6:30 pm
Ford Field
3399 Alpine Road, Portola Valley, CA

AGENDA

1. Call to Order
2. Oral Communications (*5 minutes*)
Persons wishing to address the Committee on any subject, not on the agenda, may do so now. Please note however, the Committee is not able to undertake extended discussion or action tonight on items not on the agenda. *Two minutes per person.*
3. Approval of Minutes: August 20, 2012 (*5 minutes*) (*August minutes not available at time of packet distribution. Minutes will be handed out at the meeting*)
4. Reports from Staff and Council (*5 minutes*)
5. Discussion and Action on Oak Tree at Ford Field (*45 minutes*)
6. Adjournment

Please note: special meeting location (Ford Field) and time (6:30 pm)

Next meeting: October 15, 2012



TOWN OF PORTOLA VALLEY
REGULAR PLANNING COMMISSION MEETING
765 Portola Road, Portola Valley, CA 94028
Wednesday, September 19, 2012 – 7:30 p.m.
Council Chambers (Historic Schoolhouse)

AGENDA

Call to Order, Roll Call

Commissioners Gilbert, McIntosh, McKitterick, Chairperson Von Feldt, 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. Continued *Preliminary* Discussion, Conditional Use Permit Amendment X7D-30, 302 Portola Road, Priory School
2. Staff Report – Fence Permit Applications
3. Staff Report – Schedule for Planning Commission Project Reviews during October & November

Commission, Staff, Committee Reports and Recommendations

Approval of Minutes: July 18, 2012

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.

Planning Commission Agenda
September 19, 2012
Page Two

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 Town Center.

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: September 14, 2012

CheyAnne Brown
Planning Technician



Sustainability Committee
Notice of Cancellation
Monday, September 17, 2012

SUSTAINABILITY COMMITTEE MEETING

NOTICE OF CANCELLATION

Monday, September 17, 2012

The Sustainability Committee meeting regularly scheduled for Monday, September 17, 2012 has been cancelled. The next regularly scheduled meeting of the Sustainability Committee will be held on Monday, October 15, 2012.



TOWN OF PORTOLA VALLEY
ARCHITECTURAL AND SITE CONTROL COMMISSION (ASCC)
Monday, September 10, 2012
Field Meeting (time and place as listed herein)
7:30 PM – Regular ASCC Meeting
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

**ACTION
AGENDA**

JOINT ASCC & PLANNING COMMISSION FIELD MEETING*

4:00 p.m., 302 Portola Rd Meeting is for Preliminary Consideration of Proposed Conditional Use Permit Amendment to View the Site and Proposed Changes (there will be no discussion of the artificial turf matter at this time) (ASCC review to continue at Regular Meeting)

7:30 PM - REGULAR AGENDA*

1. Call to Order: 7:30 p.m.
2. Roll Call: Breen, Clark, Hughes, Koch, Warr (**Warr absent. Also present: Tom Vlasic Town Planner; CheyAnne Brown Planning Technician; Jeff Aalfs Town Council Liaison, Denise Gilbert Planning Commission Liaison**)

3. 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.

Commissioner Breen voiced concern regarding remote metering and the need to consider reviewing more routinely.

4. Old Business:
 - a. Continued Review of Conditional Use Permit Amendment X7D-30 for a parcel merger, expanded athletic field and regulation size track with artificial turf infill, 302 Portola Road, Woodside Priory (note that the artificial turf matter will not be discussed at this time) **ASCC discussed and provided initial comment regarding project. Review continued to 09/24/12 meeting.**
 - b. Follow-up Review for Revised Landscaping/Lighting, 210 Golden Oak Drive, Jones **Project approved as submitted with condition that any right of way work is reviewed and addressed with the Public Works Director.**
 - c. Architectural Review for Residential Redevelopment and Site Development Permit X9H-640, 260 Mapache Drive, Davison **Review continued to 09/24/12 at applicant's request.**
 - d. Review for Compliance with Conditions of Conditional Use Permit X7D-169, Architectural Review for Agricultural Building and Cabana, 555 Portola Road, Neely **ASCC provided direction on comments outlined in staff report and Commissioners Clark and Koch were identified to take part in subcommittee.**

5. New Business:
 - e. Architectural Review for Proposed Grading for Landscaping, Swimming Pool, Terraces, and Other Site Improvements, Site Development Permit X9H-641, 40 Tagus Court, Joondeph **Project approved subject to conditions to be met to the satisfaction of a designated ASCC member prior to building permit issuance.**
6. Approval of Minutes: August 13, 2012 **Approved as submitted.**
7. Adjournment **9:00 p.m.**

*For more information on the projects to be considered by the ASCC at the Special Field and Regular meetings, as well as the scope of reviews and actions tentatively anticipated, please contact Carol Borck in the Planning Department at Portola Valley Town Hall, 650-851-1700 ex. 211. Further, the start times for other than the first Special Field meeting are tentative and dependent on the actual time needed for the preceding Special Field meeting.

PROPERTY OWNER ATTENDANCE. The ASCC strongly encourages a property owner whose application is being heard by the ASCC to attend the ASCC meeting. Often issues arise that only property owners can responsibly address. In such cases, if the property owner is not present it may be necessary to delay action until the property owner can meet with the ASCC.

WRITTEN MATERIALS. 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.

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, extension 211. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

PUBLIC HEARINGS

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge 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: September 7, 2012

Carol Borck
Planning Technician



TOWN OF PORTOLA VALLEY

7:30 PM – Special Town Council Meeting
 Wednesday, September 12, 2012
 Redwood Grove – adjacent to the Historic Schoolhouse
 765 Portola Road, Portola Valley, CA 94028

ACTION AGENDA

7:30 PM – CALL TO ORDER AND ROLL CALL

Councilmember Aalfs, Mayor Derwin, Councilmember Driscoll, Vice Mayor Richards, Councilmember Wengert

Vice Mayor Richards – Absent

ORAL COMMUNICATIONS

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

Jerry Hearn, with Acterra, encouraged Council to attend the upcoming Silicon Valley Watershed Summit being held on Saturday, September 22, 8:30 am to 2:00 pm at Foothill College. The Watershed Summit will discuss protection and enhancement of the waters and surrounding lands within Santa Clara and San Mateo Counties. Program Workshops include; Watersheds 101, Hands-on Projects, Legislation & Policy, and a Case Study on restoring Steelhead Trout. The keynote speaker will be Lester Snow, former California Secretary of natural Resources and current Director of the California Water Foundation.

CONSENT AGENDA

The following items listed on the Consent Agenda are considered routine and approved by one roll call motion. The Mayor or any member of the Town Council or of the public may request that any item listed under the Consent Agenda be removed and action taken separately.

- (1) **Approval of Minutes** – Special Town Council Meeting of August 29, 2012

Minutes Approved 3-1 Councilmember Driscoll abstained

- (2) **Approval of Warrant List** – September 12, 2012

Following Discussion, Warrant List Approved 4-0

- (3) **Approval of Response Letter** to the San Mateo County Civil Grand Jury Report “Does San Mateo County Need 13 Separate Police Dispatch Centers?”

- (4) **Endorsement of Applications** to the County of Santa Clara for available funding of recreational facilities

Items 3 & 4 Approved 4-0

REGULAR AGENDA

- (5) **Discussion** - Planning Commission and ASCC Commissioner Vacancies – Application and Selection Process

Council agreed to recommended changes in the current interview/selection process. Staff will advertise vacancies, look at options for process change and bring back to Council for their review in November. Vacancy ads will be posted in the Almanac, PV Forum, Town website as well as review of former applicants. Approved 4-0

COUNCIL, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

- (6) **Reports from Commission and Committee Liaisons**

There are no written materials for this item.

Councilmember Aalfs – ASCC reviewed the Neely property plan for a shed and the CUP amendment for the Priory.

Councilmember Driscoll – Cable Committee will bring to the Council a request for amendment to previous undergrounding assessment resolution.

Councilmember Wengert – Airport Roundtable meeting had representation from Atherton, Woodside, Portola Valley and Redwood City. There is disbelief in the readings of recorded noise data. Next meeting scheduled for October.

Mayor Derwin – At the League of California Cities conference the Governing Board of the League voted to defer a proposal from a League committee asking the state to suspend or move back AB32 implementation. The League retains its “no position” stance on this bill. Other sessions included food trucks, social media and pension reform. The Library JPA voted Mayor Derwin as its new chair. The Mayor attended a meeting with Dr. Fogarty to hear his concerns of restricted hours and CUP requiring a trail through his property. The Mayor reached out to SamTrans Board of Directors Vice Chair, Carol Groome, who has since corrected the problem with transfer bus for Menlo Atherton route.

WRITTEN COMMUNICATIONS

(7) Town Council Weekly Digest – August 31, 2012

#1 – Councilmember Driscoll reported that the Bicycle, Pedestrian and Traffic Safety Committee (BP&TS) is considering installing a crosswalk flagging system at Alpine & Golden Oaks to make crosswalk safer.

(8) Town Council Weekly Digest – September 7, 2012

#7 – The Tuesday Harvest Presentation held on September 11 was excellent with Marc Hellman on discussing water harvesting and conservation.

#9 – The September Council of Cities dinner meeting’s scheduled program is “Restore or Retain the Hetch Hetchy Reservoir”?

CLOSED SESSION: 8:10 pm

(9) CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Government Code Section 54956.8

Properties: Town-owned lots in Blue Oaks subdivision

Town negotiators: Town Attorney and Councilmember Wengert

Under negotiation: price and terms of payment

REPORT OUT OF CLOSED SESSION: The Council voted (4-0, with Richards absent) to enter into a broker’s agreement with Coldwell Banker to have Ginny Kavanaugh and Joe Kavanaugh be the listing agents for the Blue Oaks property owned by the Town.

ADJOURNMENT: 8:55 pm

ASSISTANCE FOR PEOPLE WITH DISABILITIES

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

AVAILABILITY OF INFORMATION

Copies of all agenda reports and supporting data are available for viewing and inspection at Town Hall and at the Portola Valley Library located adjacent to Town Hall. In accordance with SB343, Town Council agenda materials, released less than 72 hours prior to the meeting, are available to the public at Town Hall, 765 Portola Road, Portola Valley, CA 94028.

SUBMITTAL OF AGENDA ITEMS

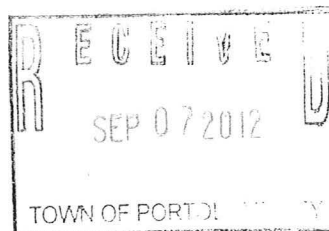
The deadline for submittal of agenda items is 12:00 Noon WEDNESDAY of the week prior to the meeting. By law no action can be taken on matters not listed on the printed agenda unless the Town Council determines that emergency action is required. Non-emergency matters brought up by the public under Communications may be referred to the administrative staff for appropriate action.

PUBLIC HEARINGS

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

4

20 Coyote Hill
Portola Valley, CA 94028
September 8, 20



Portola Valley Town Council
765 Portola Road
Portola Valley, CA 94028

Re: Portola Valley Views

Dear Council Members:

Every time I walk or drive by the Neely Meadow I am reminded of how easy it would be to simply take down all the heavy shrubbery and trees blocking our beautiful view of the hills above.

Certainly the right of way could be cleared by the Town - that is, the area between Portola Road and the Portola Trail.

Then, why not make the removing of the heavy shrubbery and trees between the trail and the meadow on Neely's side be a condition of granting any new use of the meadow? There is no residential privacy to be lost.

Views give value to any real estate, especially in Portola Valley. We drive or walk by this lost view shed almost daily; it was our pride., and still should be.

Sincerely,
Marilyn J. Walter
Marilyn J. Walter

TOWN of PORTOLA VALLEY

Town Hall: 765 Portola Road, Portola Valley, CA 94028 Tel: (650) 851-1700 Fax: (650) 851-4677

September 13, 2012

VIA Electronic Mail: carter@cjwarchitecture.com

Mr. Carter Warr
CJW Architecture
130 Portola Road
Portola Valley, CA 94028

Re: Email dated August 30, 2012 "Blue Oaks BMR Lots"

Dear Carter,

In response to your email referenced above and attached hereto, please be advised that all questions from potential buyers of the Town's Blue Oaks lots should be directed to the listing agents: Ginny Kavanaugh and Joe Kavanaugh at Coldwell Banker. At their regularly scheduled meeting on September 12, 2012, the Town Council voted (4-0, with Vice Mayor Richards absent) to enter into a broker's agreement with Coldwell Banker.

The contact information for our listing agents is as follows:

Ginny Kavanaugh or Joe Kavanaugh
Coldwell Banker Residential Brokerage
116 Portola Road
Portola Valley, CA 94028
650/529-8570 or 650/400-5312
gkavanaugh@camoves.com
joseph.kavanaugh@camoves.com

Thank you for your interest in the property.

Sincerely,



Nick Pegueros
Town Manager

Attachment

cc: Town Council
Planning Commission Chair Von Feldt
ASCC Chair Hughes
Coldwell Banker

Nick Pegueros

From: Carter Warr <carter@cjwarchitecture.com>
Sent: Thursday, August 30, 2012 3:48 PM
To: Nick Pegueros
Cc: Pamela Cadagan; Mark Sutherland; Maryann Derwin
Subject: Blue Oaks BMR Lots

Hi Nick,

Congratulations on your selection as the Town Manager. It was nice seeing you the other night during the Town Council meeting. I am embarrassed that I have not formally introduced myself to you.

I understand the Town has entered into an agreement with the Tates for the purchase of 900 Portola Road that has a condition requiring the sale of the Blue Oaks lots the Town currently owns. I understand the sale of the lots must be completed before the end of the year.

I am interested in purchasing the lots. Please forward your intended sales process.

In the mean time I have a set of questions about the lots to be sold.

- When will the lots be for sale?
- What is the asking price?
- When do the lots need to be sold?
- Will the lots be sold as entitled?
- If so what will the entitlement allow as improvements?
- What is the condition of the lots?
- Explain the contractual relationship between the purchase of 900 Portola Road and the sale of the Blue Oaks Lots.
- Will the lots be unencumbered by the Homeowners' Association?
- Will the lots be obligated by Homeowners' Association Fees?
- Will the lots have Homeowner association privileges and voting rights?
- If so what will the privileges and rights be and at what cost?
- If we were to buy the lots to improve the lots with the planned BMR units as they were originally subdivided and deeded to the Town would the Town support the required PUD and would the Town cover the cost of the PUD processing?
- The current PUD approval for the Blue Oaks subdivision carves out lots 17A&B and 18A&B with 3,800 sf floor areas on each of the floor areas. It also states that the development of the four lots will require an additional PUD process. Is this PUD process going to be adjusted/amended before offering the property for sale?
- Please forward a currently preliminary title report with color coded site plan.
- Please forward the required disclosure documents for the property.
- I understand the purchase price for 900 Portola Road is capped at \$3.0M. This purchase price would appear to exceed the value of the Blue Oaks Lots when reviewing the comparable property only sales within the Blue Oaks neighborhood. What happens is the sale of the lots does not produce funds equivalent to the purchase price?

Thank you in advance for attending to these questions. I look forward to sitting down with to discuss my interest in person.

Carter J Warr, AIA, CSI, NCARB

CJW Architecture

130 Portola Road



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council
FROM: Nick Pegueros, Town Manager
DATE: September 14, 2012
RE: Weekly Update

The purpose of this report is to provide a summary update on items/projects of interest for the week ended September 14, 2012.

1. **Audit Complete** – The Town's auditors completed their review of the Town's financial records for the fiscal year ended June 30, 2012. I'm pleased to report that Stacie's oversight of the Town financial operations has yielded another clean audit opinion letter. We are now in the process of finalizing the financial statements and will provide those to the Finance Committee and Council in the next couple of months.
2. **Town Center Ready for Blues and BBQ** – I want to acknowledge Skip, Tony, and Scott for their hard work preparing Town Center for this weekend's event. I'm sure you'll agree that the facility looks great and we're hoping for a fantastic event on Sunday. See you there.
3. **Hedges at 140 Shawnee Pass** – Mr. Boyer has agreed to remove the hedges noted in the code enforcement letter included in last week's report. Staff will work with him to ensure the safety concerns are addressed.
4. **Site preparation of the Blue Oaks Lots** – Howard is working with Tom and a surveyor to prepare our lots at Blue Oaks for marketing. Over the next week there will be some activity at the site staking the building envelopes that will help potential buyers better understand where a house can be built on the site. All potential buyers of the lots should be directed to the listing agents, Ginny Kavanaugh and Joe Kavanaugh.

Memo to Mayor and Members of the Council
Page 2 of 2
September 14, 2012

5. **Pension Reform Signed into Law by the Governor** - AB340 was signed into law by the Governor this week. Over the next week I will be reviewing the final legislation with the Town Attorney's office to determine the implementation step required to comply with the new law.

TOWN COUNCIL WEEKLY DIGEST

Friday – September 21, 2012

- ☐ 1. Agenda – ASCC – Monday, September 24, 2012 (Special Field Meeting at 4:00 and Regular Meeting at 7:30 pm)
- ☐ 2. Agenda – Conservation Committee – Tuesday, September 25, 2012
- ☐ 3. Agenda – Teen Committee – Thursday, September 27, 2012
- ☐ 4. Action Agenda – Planning Commission – Wednesday, September 19, 2012
- ☐ 5. Email Month End Financial Report For the Month of August 2012
- ☐ 6. Email from Lynn Jacobson, to the Town Council – re: Portola Valley Housing
- ☐ 7. Email from Jorge Jaramillo, President of the Hispanic Chamber of Commerce for San Mateo County, to Mayor Derwin re: Invitation to 2012 Mayors' Diversity Celebration Awards for San Mateo County
- ☐ 8. Email from Becky Romero, City Selection Committee Secretary, to the Town Council re: Nomination to the California Coastal Commission at the October 26 Council of Cities dinner meeting
- ☐ 9. Letter from Honorable Beth Labson Freeman, Presiding Judge, Superior Court of San Mateo County re: Invitation to attend meeting regarding Proposed Reductions to Budget and Public Services – Thursday, September 27, 2012
- ☐ 10. Notice – Neighborhood Clean-Up Day – Saturday, October 6, 2012
- ☐ 11. Memo from Town Manager, Nick Pegueros re: – Weekly Update – Friday, September 21, 2012

Attached Separates (Council Only)

- ☐ 1. Association of Bay Area Governments / Fall General Assembly – “Creating a Resilient Region – Protecting our Investments” - October 18, 2012
- ☐ 2. Association of Bay Area Governments - Service Matters – September / October 2012
- ☐ 3. SLAC – Public Lecture – “Saving the Mary Rose” – Tuesday, October 2, 2012
- ☐ 4. Delta Science Program – 7th Biennial Bay-Delta Science Conference – October 16-18, 2012



SPECIAL JOINT ASCC & PLANNING COMMISSION FIELD MEETING*

4:00 p.m., Woodside Elementary School, 3195 Woodside Road (meet at Main Office)
Consideration of the turf proposal that is part of the request for amendment to CUP X7D-30, Woodside Priory. Purpose of this Field Meeting is to inspect and gain data on the school district's experience with both artificial and natural turf fields installed in 2007. (ASCC review to continue at Regular Meeting)

7:30 PM - REGULAR AGENDA*

1. Call to Order:
2. Roll Call: Breen, Clark, Hughes, Koch, Warr
3. 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.

4. Old Business:
 - a. Continued Preliminary Review Of Application For Amendment To Conditional Use Permit X7D-30, 302 Portola Road, The Priory School
 - b. Continued Review And Request For Continuance, Architectural Review For Residential Redevelopment, And Site Development Permit X9H-640, 260 Mapache Drive, Davison *Continued at request of applicant to October 8th*
5. New Business:
 - a. Town Council Referral – Review And Report On Proposals For Driveway And Bridge, Ford Field Access Easement, Kelley
6. Approval of Minutes: September 10, 2012
7. Adjournment

*For more information on the projects to be considered by the ASCC at the Special Field and Regular meetings, as well as the scope of reviews and actions tentatively anticipated, please contact Carol

Architectural & Site Control Commission
September 24, 2012 Agenda
Page Two

Borck in the Planning Department at Portola Valley Town Hall, 650-851-1700 ex. 211. Further, the start times for other than the first Special Field meeting are tentative and dependent on the actual time needed for the preceding Special Field meeting.

PROPERTY OWNER ATTENDANCE. The ASCC strongly encourages a property owner whose application is being heard by the ASCC to attend the ASCC meeting. Often issues arise that only property owners can responsibly address. In such cases, if the property owner is not present it may be necessary to delay action until the property owner can meet with the ASCC.

WRITTEN MATERIALS. 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.

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, extension 211. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

PUBLIC HEARINGS

Public Hearings provide the general public and interested parties an opportunity to provide testimony on these items. If you challenge 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: September 21, 2012

CheyAnne Brown
Planning Technician



TOWN OF PORTOLA VALLEY
Conservation Committee
Tuesday, September 25, 2012 - 7:45 PM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

AGENDA

1. Call to Order
2. Oral Communications
3. Approval of Minutes - August 28, 2012
4. A. Site Permits
 - Priory school new field
- B. Tree Permits
 - 331 Grove
5. Old Business
 - A. Draft Redwood Guidelines
 - B. Tip of the month - MP
 - C. Portola Road Task Force report
 - D. Wildlife incentive garden program - MdS
 - E. Native Plant Garden - MP Alex
 - F. Cooperative projects with other committees
 - Trails Committee
 - Open Space
 - ASCC - Neely meadow JM&MDeS
 - Parks and Rec - Ford Field Oak
 - G. Daytime meeting? Oct for Native Garden?
 - H. Mailbox recommendations report - MP
 - I. Revised discouraged plants list; new invasives list
6. New Business
 - A. Coyote brush removal from open space
7. Action Plan
8. Announcements
9. Adjournment

Note – new meeting start time of 7:45 pm



TOWN OF PORTOLA VALLEY
Teen Committee Meeting
Thursday, September 27, 2012 - 7:00 PM
Historic Schoolhouse
765 Portola Road, Portola Valley, CA 94028

AGENDA

1. Call to Order. Welcome.
2. Oral Communications
3. Approval of minutes from September 5 and May meetings (*Sept. minutes were unavailable at time of packet distribution and will be handed out at the meeting*).
4. Blues & BBQ. A big thank you to everyone who participated: discussion
5. Fright Night Outdoor Movie is scheduled for Friday, Oct 26. Need budget
 - Technical equipment report: Katherine
 - Movie choice: Piranhas? Friday the 13th discuss
6. Fall dance is scheduled for Friday, December 14, Planning: DJ, PR, drinks, volunteers. Question: Do we want to raise donations for anything special? We could team up with Shelter Network to raise funds for local kid's holiday meals and gifts?
7. Other projects:
 - Families in Need Holiday Project? Coordinate local teens to feed the homeless? Thoughts? Need to coordinate now.
 - More social events: Another casual Friday movie night at the library in November?
8. Bill and Jean Lane Civic Involvement Project. Most of members have attended 3 TC meetings. We will plan to go to a court asap. Other ideas? Fyi – <http://www.icivics.org/> Is a new site set up with former Supreme Court Justice Sandra O'Connor's support to encourage middle school students to learn about government. We can perhaps play with this – and then can think if there are ways we might use it for our project?
9. Outreach for CM members: Katherine to speak to leadership at CM, Sharon to put in Tuesday Post – need 6 & 7 graders and a parent to help.
10. Next meeting – schedule: Can someone take on scheduling meetings? Meet outside – buy pizza? Outreach for younger members?
11. Adjournment



TOWN OF PORTOLA VALLEY
REGULAR PLANNING COMMISSION MEETING
 765 Portola Road, Portola Valley, CA 94028
 Wednesday, September 19, 2012 – 7:30 p.m.
 Council Chambers (Historic Schoolhouse)

ACTION
AGENDA

Call to Order, Roll Call 7:30 p.m.

Commissioners Gilbert, McIntosh, McKitterick, Chairperson Von Feldt, and Vice-Chairperson Zaffaroni (**McIntosh and Zaffaroni absent. Also present: Tom Vlasic Town Planner; Steve Padovan Interim Planning Manager; Carol Borck Planning Technician; John Richards Town Council Liaison**)

Oral Communications **None.**

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. Continued *Preliminary* Discussion, Conditional Use Permit Amendment X7D-30, 302 Portola Road, Priory School **Vlasic summarized preliminary comments from the 9/10/12 ASCC meeting, public comment was heard, and Commission offered additional comment. Project preliminary review is continued to 9/24/12 ASCC/PC field meeting at Woodside School.**
2. Staff Report – Fence Permit Applications **Vlasic updated the Commission on fence permit approval by staff for 346 Wayside and fence permit denial by the ASCC for 25 Kiowa. Commission questioned and received clarification on proposed fence at 555 Portola Road.**
3. Staff Report – Schedule for Planning Commission Project Reviews during October & November **Vlasic provided outlook to Commission for upcoming projects: Woodside Priory continued consideration, Zoning Ordinance updates, Portola Road Task Force report, Deviation/Variance 169 Wayside Rd, Blue Oaks PUD amendment and Lot Line Adjustment**

Commission, Staff, Committee Reports and Recommendations

- **Commissioner Gilbert provided update on the ASCC 9/10/12 meeting reviewing the proposed Ag Building and Cabana at 555 Portola**
- **Commissioner McKitterick informed the Commission that the Portola Road Corridor Report will be ready for October review as Trails input has been received.**

Approval of Minutes: July 18, 2012 **Approved as submitted (2-0-1)**

Adjournment **8:15 p.m.**

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 Town Center.

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: September 14, 2012

CheyAnne Brown
Planning Technician



MONTH END FINANCIAL REPORT
FOR THE MONTH OF: August 2012

C A S H	Bank of America	\$	76,532.12
	Local Agency Investment Fund (0.377%)	\$	6,995,802.27
	Total Cash	\$	7,072,334.39
F U N D S	05 General Fund	\$	2,198,925.70
	08 Grants	\$	9,960.96
	10 Safety Tax	\$	9,493.19
	15 Open Space	\$	3,310,983.47
	20 Gas Tax	\$	13,578.62
	22 Measure M	\$	(82,500.00)
	25 Library Fund	\$	483,837.80
	30 Public Safety/COPS	\$	45,059.02
	40 Park in Lieu	\$	6,225.80
	45 Inclusion in Lieu	\$	158,902.33
	60 Measure A	\$	16,341.09
	65 Road Fees	\$	138,480.68
	75 Crescent M.D.	\$	80,112.78
	80 PVR M.D.	\$	13,691.39
	85 Wayside I M.D.	\$	5,723.45
	86 Wayside II M.D.	\$	(546.53)
90 Woodside Highlands M.D.	\$	174,745.69	
95 Arrowhead Mdws M.D.	\$	(1,799.67)	
96 Customer Deposits	\$	491,118.62	
	Total Fund Balance	\$	7,072,334.39
A C T I V I T Y R E C E I V E	Beginning Cash Balance:	\$	6,761,730.37
	Revenues for Month:	\$	697,853.47
	Total Revenues for Month:	\$	697,853.47
	Warrant List 8/8/12	\$	(173,034.13)
	Warrant List 8/22/12	\$	(124,104.26)
	Payroll	\$	(90,111.06)
	Total Expenses for Month:	\$	(387,249.45)
	Total JE's and Void Checks:	\$	-
	Ending Cash Balance	\$	7,072,334.39

FISCAL HEALTH SUMMARY:	
Unreserved/Spendable Percentage of General Fund:	59.05%
<i>Adopted Town Policy is 60%</i>	
Days of Running Liquidity of Spendable General Fund:	216
<i>GASB recommends no less than 90 days</i>	

Per CGC #53646 governing the reporting of cash and investments, the Town's investment portfolio is in compliance with its adopted Investment Policy. Based on anticipated cash flows and current investments, the Town is able to meet its expenditure requirements for the next six months.

From: Lynn B Jacobson [Banana-Ben@Comcast.net]
Sent: Tuesday, September 18, 2012 1:35 PM
To: TownCenter
Subject: P.V. Housing

I thought the town was to suppose to serve its citizens, which up to now vehemently oppose dense housing. Also who is going to POLICE this development to make sure it only serves those who work in the town? How do you impose restrictions that limit those residents from willing their home to others? We own the land that backs up to this development, primarily to use for horses. How are you going to restrict these 8/12 homes from owning pets? Twelve barking dogs next to our home, is not why we chose to live in the country side. (I signed this from the Lanes, as the lot is owned by the three of them.)

From: Jorge Jaramillo [smchcc@gmail.com]
Sent: Monday, September 17, 2012 8:34 AM
To: Maryann Derwin
Cc: Sharon Hanlon
Subject: Mayor Moise Derwin. Join Your Fellow Mayors for County Diversity Celebration. Action Requested
Attachments: Nomination_Form_and_Process_2012_Mayors_Diversity_Awards.doc

Dear Mayor Moise Derwin:

With great enthusiasm, we kindly ask you to take part with your fellow Mayors in:

~ 2012 Mayors' Diversity Celebration Awards ~San Mateo County ~
Recognizing Contributions of Diverse Individuals in Our Communities

Mayors from each city in San Mateo County will recognize at this event one individual representing diversity from their city for contributions and service to the community.

Please make sure to Save the Date and join us this October, *National Diversity Awareness Month*.

What We Need from You:

Please complete the attached *Nomination Form* to provide the name of the person from your city you will recognize and present the award to at the celebration.

Please submit the name of your City's honoree by the deadline of September 28 for printing of event materials.

The Hispanic Chamber will cover all the logistics and costs for the event and supply all award materials.

Event Details:

Mayors' Diversity Celebration Awards
Tuesday, October 30, 2012
6:00pm – 8:00pm
San Mateo County History Museum, Redwood City, CA

Please confirm your attendance by replying to this email.

If you have any questions, do not hesitate to contact me at 650-490-4071 x101. I would be happy to meet with you to discuss further.

Kind Regards,

Jorge Jaramillo
President, Hispanic Chamber of Commerce - County of San Mateo

Attachments:



MAYORS' DIVERSITY CELEBRATION AWARDS

October 30, 2012

San Mateo County's Commitment to Diversity

Cities • Cultures • Community

AWARD NOMINATION FORM

Each Mayor in San Mateo County will identify an individual for recognition at the Mayors' Diversity Celebration Awards on October 30, 2012. We ask that you please use this form to provide the name of the person from your city that you would like to recognize and present the award to at the celebration.

Please submit this form by the deadline of September 28 for printing of event materials.

Nomination Guidance:

1. The individual has made a contribution to the community through their work or volunteering in any field. Ex: business, government, non-profit, education, healthcare, and others.
2. The individual represents a diverse group or supports diversity in the community. Diverse groups include: Asian/Pacific Islander, African American, Hispanic, LGBT, Native American, and others.
3. The individual lives and/or works in the City.

Nomination Process:

1) If you have an individual in mind for recognition, please complete this *Nomination Form* and return it via email.

OR

2) The Chamber Nomination Committee has assessed a diverse group of individuals and identified potential candidate(s) from your city. We are happy to provide a list of names upon request.

NOMINEE Information:

Nominee Name: _____
First Last

Organization: _____

Address: _____
Street City State Zip Code

Phone: _____

Email: _____

Briefly explain why nominee should be considered for the award, including nominee's contributions to the community (attach additional page if needed):

City Information:

Nominating City: _____

Contact Name _____
First Last

Phone: _____

Email: _____

**Once the form is completed, send via email to: mayorsevent@smchcc.com
or fax to 650-490-4071**

Please submit this form by the deadline of September 28 for printing of event materials.

**2012 Mayors' Diversity Celebration Awards
Tuesday, October 30, 2012 | 6:00pm – 8:00pm
San Mateo County History Museum, Redwood City, CA**

Importance: High

From: Rebecca Romero [mailto:rxromero@smcgov.org]

Sent: Monday, September 17, 2012 1:00 PM

Subject: Important...Nominees for the California Coastal Commission are needed!

Importance: High

Hello Honorable Mayors and Council Members:

City Selection Chairperson, Maryann Moise Derwin and myself received a letter from John A. Perez, Speaker of the Assembly, regarding nominations to the California Coastal Commission.

*It has been determined that nominations of Council Members will take place at the City Selection / Council of Cities meeting scheduled for **Friday, October 26th** in San Carlos. Those interested may be nominated from the floor. The final list of nominees will be immediately delivered to the Speaker of the Assembly's office.*

Letters of interest are not required.

Below are some frequently asked questions:

- 1. Can any mayor or council member in San Mateo County apply? Per the letter received; "It is required that the names of no less than one (1) city council member be submitted."***
- 2. How many names can the City Selection Committee submit? At least one (1) person, but there is no limit to the number of people that can be submitted to the Speaker of the Assembly's office.***
- 3. When does the term start? As of December 4, 2012***
- 4. What is the length of the term? A normal term is 4 years, however, this appointment is to fulfill a position that expires on May 20, 2013.
(The City Selection Committee will again need to submit nominees in May 2013.)***
- 5. How often does the CCC meet? Once a month***
- 6. When does it meet? See #7 below or visit the website for additional details***
- 7. Where does it meet? The Commission meets once a month in different locations of the State in order to facilitate public participation. Staff attempts, whenever possible, to schedule matters for hearings that will be relatively close to the location of a proposed development. However, legal deadlines for action may require that the hearing on an item take place in a different area than the proposed project.***
- 8. For further information please visit their website for more information: www.coastal.ca.gov***

Thank you,

Becky Romero

City Selection Committee Secretary

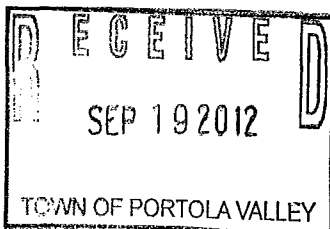
(650) 363-1802

SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN MATEO

HALL OF JUSTICE
400 COUNTY CENTER
REDWOOD CITY, CALIFORNIA 94063

BETH LABSON FREEMAN
PRESIDING JUDGE

(650) 363-4805
FAX (650) 363-4698
E-mail: bfreeman@sanmateocourt.org



MEMORANDUM

TO: Government/Elected Officials and Police Chiefs within San Mateo County

FROM: Honorable Beth Labson Freeman, Presiding Judge

RE: Proposed Reductions to Budget and Public Services

DATE: September 18, 2012

The San Mateo County Superior Court has had to permanently reduce its budget by more than \$6.6 million over the past three years as a result of State cuts to the judicial branch and unfunded cost increases. Going forward, the court must absorb additional budget cuts that will have a significant impact for years to come.

Our Court has been, and remains, committed to preserving services we provide to the public and to our litigants while also living within our means. As you are likely aware, other State trial courts have already closed courtrooms and branches, severely limited their services and implemented drastic layoffs. Based on our efforts to date, we've earned added time – but we will not be able to avoid severe actions if the current budget cuts are not eliminated by July 2013. After carefully considering the options, the Court has developed a proposed budget reduction plan for the next fiscal year that, if implemented, will have a substantial impact on the public services we currently provide.

As a valued partner in meeting the justice system needs of the public and litigants in our county, you are invited to attend a meeting to learn more about the proposals the Court is considering for addressing these budget cuts, and to provide feedback regarding these proposed budget and service reductions. We are purposefully sharing this information well in advance so that we can work together to minimize these actions, if at all possible.

This meeting will be held from 3 p.m. to 4 p.m. on Thursday, September 27, 2012. We will gather in Courtroom 2E, 2nd floor of the Hall of Justice, 400 County Center in Redwood City.

Please RSVP to Bianca Fasuescu, Executive Assistant to the Court Executive Officer, at either bfasuescu@sanmateocourt.org or 650-363-4516. Thank you.



Invites You to Our

PORTOLA VALLEY NEIGHBORHOOD CLEAN-UP DAY

Sponsored by GreenWaste Recovery and the Town of Portola Valley

SATURDAY, OCTOBER 6, 2012 8:00 - 11:00 A.M.

LOOK FOR LARGE BINS AT:

FORD BASEBALL FIELD — 3399 ALPINE ROAD

FOR MORE INFORMATION ABOUT THE CLEAN-UP DAY:

Call Town of Portola Valley at (650) 851-1700, ext. 200

PLEASE, PV RESIDENTS ONLY:

BRING YOUR COPY OF THIS FLYER OR A COPY OF YOUR
GARBAGE BILL AS PROOF OF RESIDENCY IN ORDER TO USE THE SERVICE

Please Bring These Items:

- E-waste: TV's, computers & monitors
- Wood waste (branches under 5 feet)
- Rugs & carpets
- SMALL amounts of rock, dirt & concrete
- Plastic toys
- Radios/stereos/VCR's/Cell Phones
- Bicycles/Exercise Equipment
- Lawn furniture
- SMALL metal appliances
- Appliances: washers, dryers, ranges & water heaters
- Pots & pans
- Metal wheels
- Scrap metal
- Furniture (including mattresses)

Please DON'T Bring These Items:

- Batteries, oil, paint, or any liquids, chemicals or pesticides
- Fuel cans or engine parts containing fluids of any kind — oil, grease, etc.
- Gas-powered lawn mowers, hedgers, or leaf blowers containing gas or other hazardous materials
- LARGE amounts of rock, dirt, or concrete
- LARGE pieces of plate glass
- Refrigerators, freezers, or other appliances that contain CFC's
- Tires
- Anything that's wet or contains liquids
- Items you recycle with your regular service

GOT HOUSEHOLD HAZARDOUS WASTE (HHW)? Please call:
County of San Mateo HHW Program at (650) 363-4718



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Mayor and Members of the Town Council
FROM: Nick Pegueros, Town Manager
DATE: September 21, 2012
RE: Weekly Update

The purpose of this report is to provide a summary update on items/projects of interest for the week ended September 21, 2012.

- 1. Joint Meeting on Ford Field Tree** – The Parks & Recreation and Conservation Committees held a joint meeting on Monday to review the status of the “resurrection tree” at Ford Field. The committees considered the information provided by staff regarding the tree’s safety, feedback from members of the community speaking both in favor and against removing the tree, and input from the Little League as the primary facility user. In the end, the committees voted to “remove the tree unless mitigation steps can be taken to eliminate the risk and liability to the Town.” A recommendation from staff, including an analysis of alternatives to removal, will be presented to the Council for its consideration at the October 10th Council meeting. For the time being, the area around the tree has been coned off.
- 2. Site preparation of the Blue Oaks Lots** – The lots were surveyed and staked this week by Nolte & Associates. Tom Vlasic finalized the building envelopes and both maps and square footage numbers will be provided early next week to Coldwell Banker for their marketing effort. Ginny & Joe expect to list the parcels on Monday and the first brokers’ tour will be held on Tuesday, September 25.
- 3. Status of Bike Lane Study** – Howard has worked with the PBT&S Committee Chair Steve Marra on the bike lane study and the draft report will be presented to the Committee at the meeting on October 3rd. The PBT&S Committee will fully examine the

Memo to Mayor and Members of the Council
Page 2 of 2
September 21, 2012

issues and provide a recommendation to the Council for their consideration. At this time there is no timeline as to when the PBT&S will conclude their work on the issue.

4. **Meeting with Los Trancos County Water District** – Staff met with representatives from the LTCWD to discuss the District's desire to collaborate with the Town on fire prevention efforts along Los Trancos Road. We discussed the importance of including the Fire District in our discussions and the need to balance the Town's effort on Los Trancos Road with fire prevention needs in other parts of the community. Our next meeting has yet to be scheduled but will include the fire marshal.
5. **Information on Artificial Turf** – Brandi has prepared the attached memo to offer some background information on artificial turf. This memo is not intended to serve as a comprehensive overview of the issue, but provides information that may be useful to anyone interested in learning more about the topic. The ASCC and Planning Commission have a special meeting scheduled at 4PM on Monday, September 24th, to visit the artificial turf field at Woodside School.

TO: Nick Pegueros, Town Manager
FROM: Brandi de Garmeaux, Sustainability Coordinator
DATE: September 21, 2012
RE: **Turf Information and Priory Turf Background 2011/12**

Per the request of Vice Mayor Richards, I conducted research and identified a few reports from a variety of sources (biased and non-biased) on synthetic versus natural turf, which I have included links to below. I have also included a list of issues to consider based on this research. In addition, I have included links to background information on the Priory turf project from previous Planning Commission and ASCC meetings in 2011 and 2012.

Reports:

Report conducted for San Francisco Department of the Environment in 2007:
<http://tinyurl.com/turfinfo1>

Report by European Seed Association presented in 2006: <http://tinyurl.com/turfinfo2>

Study by California Department of Resources Recycling and Recovery from 2010:
<http://tinyurl.com/turfinfo3>

Issues to Consider:

- Cost to Install
- Cost of Repairs
- Cost to Replace
- Lifespan
- Recycled Content
- Disposal at End of Life
- Maintenance
- Fill Loss and Replacement
- Health Aspects
- Water Use
- Water Runoff
- Leaching of Toxic Substances
- Properties of Disinfectant
- Soil Quality
- Playability
- Greenhouse
- Surface

Background Info:

2011: <http://tinyurl.com/priorybackground2011>

2012: <http://tinyurl.com/priorybackground2012>