



TOWN OF PORTOLA VALLEY
REGULAR PLANNING COMMISSION MEETING
765 Portola Road, Portola Valley, CA 94028
Special Joint Field Meeting (time and place as listed herein)
Wednesday, May 20, 2015 – 7:30 p.m.
Council Chambers (Historic Schoolhouse)

SPECIAL JOINT ASSC/PLANNING COMMISSION FIELD MEETING

4:30 p.m. 16/42 Santa Maria Avenue Site meeting for preliminary review of plans for landslide repair. (Site meeting to start at 16 Santa Maria. Review to continue at Regular Meeting)

REGULAR AGENDA

Call to Order, Roll Call

Chairperson Targ, Vice-Chairperson Hasko, Commissioners Gilbert, McKitterick, and Von Feldt

Oral Communications

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

Regular Agenda

1. *Public Hearing: Site Development Permit for a New Residence, Greenhouse, and Swimming Pool, File #'s: 52-2014 and X9H-687, 3 Buck Meadow Drive, Ross/Tamasi Residence (Staff: C. Borck)*
2. *Preliminary Review of Plans for Landslide Repair (Site Development Permit X9H-660), 16/42 Santa Maria Avenue, Bylund (Staff: K. Kristiansson)*
3. *Annual Housing Element Report for 2014 (Staff: K. Kristiansson)*
4. *Public Hearing: Amendment to Section 18.64.010 of the Zoning Ordinance - Referral of Projects for Architectural and Site Plan Review (Staff: D. Pedro)*

Commission, Staff, Committee Reports and Recommendations

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 Assistant Planner 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: May 15, 2015

CheyAnne Brown
Planning Technician



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Planning Commission

FROM: Carol Borck, Assistant Planner

DATE: May 20, 2015

RE: Site Development Permit for a New Residence, Greenhouse, and Swimming Pool, File #s: 52-2014 and X9H-687, 3 Buck Meadow Drive, Ross/Tamasi Residence

RECOMMENDATION

Staff recommends that the Planning Commission review the revised project plans submitted by the applicant on April 28, 2015 (Attachment 16) and approve the proposed site development permit, subject to the recommended conditions of approval in Attachment 1 and any additional conditions deemed necessary.

BACKGROUND

The applicant is requesting approval of development of the 1.34-acre vacant property with a 4,888 square foot single-story residence with an attached three-car garage, a 1,799 square foot basement, a 216 square foot greenhouse, and swimming pool. 1,384 cubic yards of grading is proposed as defined under the Town's site development ordinance (PVMC 15.12.070). This includes 1,227 cubic yards of cut and 157 cubic yards of fill. Overall, approximately 2,511 cubic yards of earth will be exported from the site. A majority of the earthwork is associated with the development of the driveway, parking areas, and rear patio/landscaping area.

On March 23, 2015, the ASCC and Planning Commission conducted a joint preliminary review of the proposed project at the site. The staff report prepared for the March 23, 2015 meeting and meeting minutes are included in Attachment 2. At the preliminary meeting, the applicant also proposed the use of the Private Open Space Easement (POSE), located in the eastern half of the parcel, for construction staging and access.

The ASCC completed its architectural review for the project and approved it (5-0) on May 11, 2015 with conditions, contingent on Planning Commission action on the site development permit. The ASCC supports the site development permit subject to the conditions it placed on the architectural review application. The ASCC also provided comments on the proposed construction staging within the POSE that are discussed below and will be forwarded to the

Town Council in reviewing the request. The May 11, 2015 ASCC meeting staff report and conditions of approval are included in Attachment 3. The Blue Oaks HOA has reviewed the current plans and offered general support of the architectural and site design as well as the proposed use of the POSE for staging provided that measures to control erosion are developed and implemented (Attachment 4).

CODE REQUIREMENTS

As required by section 15.12.100.C of the Site Development Code, this application for a site development permit has been forwarded to the Planning Commission for review. In addition to the Municipal Code, the Blue Oaks PUD and the Design Guidelines are used to evaluate the project.

DISCUSSION

In response to comments received at the preliminary meeting, the applicant has submitted revised plans received on April 28, 2015 (Attachment 16). The submittal includes only those plan sheets which have been revised and pertain to the site development permit review, i.e., the architectural site plan and civil plans. In addition to these plans, the applicant has provided a preliminary construction staging plan for the POSE which is discussed below.

1. Previous consideration and ASCC action

As noted above, the project has been discussed and considered by the ASCC at the March 23, 2015 joint preliminary field meeting with the Planning Commission and at the May 11, 2015 ASCC meeting. The ASCC conditionally approved the project at the May 11th meeting contingent on Planning Commission approval of the site development permit.

During the preliminary meetings, concern was expressed by both ASCC and Planning Commissioners regarding the number of blue oaks that are proposed for removal with the project. The project architect explained that the proposed development was sited and designed in such a way as to protect the most significant and viable trees in the building envelope (particularly, trees #1, #2, #3, #27 and #43). He stated that the design sought a balance between the development and the loss/protection of trees, and advised that, if the rear patio area were to be brought closer in towards the home, the roots of the adjacent trees would still be subject to critical damage due to the depth of the cut required for the building pad and related improvements on the site. Therefore, the design and siting of the proposed improvements remain as originally proposed. The ASCC has approved the removal of 25 significant blue oaks proposed by the applicant. The arborist report is provided in Attachment 13 for reference.

2. Grading and site development permit committee review

During the preliminary site meeting, the project architect provided details of the design scheme and grading required to accomplish the project. Grading quantities primarily consist of cut that is necessary to nestle the home and its site improvements down into the hillside. Planning Commissioners in attendance at the site meeting expressed their general support of the proposed earthwork, the off-hauling of excavated soil rather than spreading it on site, and the lowering of the retaining walls at the driveway.

Proposed earthwork that counts towards the site development permit (1,385 cubic yards) remains unchanged from the original submittal; however, due to the addition of 34 square feet of floor area to the main level of the home and 96 square feet of floor area to the basement, the amount of off-haul has increased by 36 cubic yards to 2,511 cubic yards.

As noted in the preliminary review, the most extensive area of grading involves the 1,111 cubic yards of cut around the home necessary to create patio and landscape areas. The finished grade of the rear patio will require up to ten feet of cut.

The guest parking area near the driveway entrance at the southwest corner of the property would require retaining walls that range from at-grade to four feet in height. Cut at the parking area will be as deep as approximately four and one-half feet. Cut and fill will be necessary to bring the driveway upslope from the street into the site. As much as three feet of fill will be placed in the autocourt. Slope contours on either side of the driveway will be smoothed to a maximum 2:1 slope.

The site development permit committee members have found the project conditionally acceptable and their comments are shown below. Their comments are:

Town Geologist. The Town Geologist, in his letter dated January 16, 2015, recommends approval of the site development permit with the condition that drainage design clarifications be made concerning discharge locations of collected surface water and roof downspouts (Attachment 5).

Public Works. The Public Works Director, in his memorandum dated January 20, 2015, has provided standard conditions for site development permit approval (Attachment 6). Additionally, he notes some minor plan corrections and calls for adjustments to the driveway entrance width which have been made on the current plans.

Fire Marshal. The Fire Marshal, in her letter dated January 13, 2015, includes all standard conditions concerning fire code for conditional approval of the site development permit (Attachment 7).

The property will be served by sanitary sewer and therefore, no comments from County Environmental Health were received.

3. Proposed construction staging plan within the POSE

The applicant is proposing to use the POSE for construction staging and access to the building site. The Agreement for Conservation Easement (Attachment 11) states that the Town Council may authorize exceptions to the use of the POSE, "provided such exceptions are consistent with the purposes of law and not incompatible with the PUD Statement maintaining and preserving the natural character of the land." Under the agreement, uses of the POSE are limited to:

- public and private utilities, drainage facilities, and a sediment basin, all within designated easements
- public pathways dedicated to the Town
- private driveways

The agreement specifically identifies restrictive covenants that include prohibiting grading of the land other than attendant to permitted uses and cutting of vegetation, except as may be required for fire prevention, thinning, elimination of diseased growth, and similar measures. The PUD statement on the use and maintenance establishment of private open space areas within the subdivision is also attached for reference (Attachment 12).

Preliminary commissioner comments concerning the proposed use of the POSE for construction staging varied between support for the approach and encouragement for the project team to determine a way to direct construction staging and access through the front portion of the property where the proposed driveway will be located. In her preliminary comments, Commissioner Alex Von Feldt encouraged the applicant to explore other options that do not cover "such a high quality grassland," noting that "grassland and meadow restoration is very difficult and takes years of careful monitoring." (Attachment 14)

The project architect, in his letter dated April 28, 2015 (Attachment 9), states that use of the proposed driveway as the primary construction entry point is not feasible due to the potential impacts to trees #1, #2, and #3, located at the front of the property and proposed for preservation. The letter from the project arborist, dated April 8, 2015 (Attachment 10), also supports the use of the POSE for construction staging. As described in the arborist letter, accessing large construction equipment between the trees in the front yard area will expose them to soil compaction, root damage, and potential physical impacts by passing equipment. The letter states that due to the large equipment needed for this project, at least one of the trees (#2) would need to be removed to accommodate the passage of the equipment through the area to the house site. The arborist notes that construction of a platform could reduce the risk of compaction at the front of the site, but that the elevation presents safety issues. The arborist report includes recommendations for tree protection and pre-construction inspection of the structural root systems of trees #1, #2, #3, #27, #41, #43.

Sheet A1.02B presents a preliminary construction staging plan that proposes utilizing an area of approximately 3,900 square feet within the POSE for construction staging and large equipment access. This current plan has been revised from the plan that the ASCC reviewed on May 11, 2015 (Sheet A1.02). Specifically, in response to ASCC comments, the plan has been modified to reduce the area of the proposed staging pad by approximately 800 square feet and to shift the pad west, away from the drainage channel.

The plan calls for creating an approximately 24' x 105' access and equipment storage pad within the POSE. The proposed pad has been narrowed by approximately six feet in width and tapered at its northern end from the original proposal. Modifications were made to the pad's width in response to ASCC direction to eliminate the proposed construction vehicle parking from the pad. By maintaining parked vehicles within the new driveway staging area and on the street, it appears it might be possible to reduce the amount and duration of compaction and disturbance in the POSE. Construction of the pad would involve placement of a six- to ten-inch layer of wood chips on top of the existing grassland which would then be covered by three to five inches of base rock/cobble. Staking and 2" x 12" boards would be installed around the pad to secure it during construction.

While the plans have been modified to respond to both the ASCC and the HOA's concerns about the location of the equipment storage area of the pad within the drainage swale, further adjustments to the plan for erosion control appear necessary. As discussed in their attached letter, dated May 7, 2015, the HOA noted their concern over potential for erosion of the land

within the POSE that would impact the natural slopes and prevent the preservation and restoration of the grassland. The HOA directed the applicant to determine a solution to prevent excessive erosion and subsequent siltation onto the street. In response to these concerns, the applicant proposes silt fencing to be installed across the drainage swale. In his review of the preliminary staging plan (Attachment 15), the Public Works Director advises that silt fencing should not cross the drainage swale as shown on the plan. Instead, the plan should propose erosion control measures that ensure that no silt reaches the swale and that the swale remains fully operational, allowing the free flow of water. He advised staff that silt fencing should be installed around the perimeter of the pad to prevent erosion and straw wattles could be installed upstream of the bottom of the swale.

From the proposed staging pad, an approximately 1,400 square foot large equipment access-way to the house site/basement excavation area would be created. Some grading may be required to create this access-way, and the contours would be restored and the area re-seeded with the approved Blue Oaks native seed mix prior to project completion.

With the proposed use and creation of the staging and access area within the POSE and the grasses being subject to potentially intense compaction and sunlight deprivation, it remains unclear as to the likelihood of survival of the native grassland and the potential success of the proposed restoration. Further information and details on the proposal prepared by an environmental consultant who is a specialist in ecological preservation and restoration should be submitted to the Town Council for consideration, including:

- Evaluation of the proposed methods for creation and use of the staging pad in relation to the potential survival and restoration of the grassland.
- A detailed schedule that includes a timeline for the pad/access-way creation, expected uses of the pad over the duration of construction, removal of the pad materials, restoration of the equipment access-way and grassland within the POSE.
- Technique for removal of pad materials and evaluation of potential damage to the grassland that removal of the materials could cause.
- Grading and contour restoration plan for the large equipment access area
- Grassland restoration and monitoring plan

In reviewing the proposal on May 11, 2015, the ASCC offered comments in general support of the proposed use of the POSE for construction staging and access, subject to the submission of the additional information discussed above.

While the Planning Commission cannot act on the use of the POSE for the proposed construction staging activities, the applicant is requesting that the Commission review the preliminary proposal and provide comments that can be forwarded to the Town Council. The Commission should consider the preliminary plan and materials and determine if adequate information has been provided in order to make a recommendation on the proposal.

CEQA COMPLIANCE

This project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303(a) of the CEQA Guidelines. This section exempts construction of individual new single-family residences.

NEIGHBOR COMMENTS

No public comments have been received as of the writing of this report.

CONCLUSION

The project is in conformance with the Town's Zoning and Site Development Codes and the Blue Oaks PUD. Prior to completing its action, the Planning Commission should consider the above comments and any new information presented at the May 20, 2015 meeting.

ATTACHMENTS

1. Recommended Conditions of Approval
2. ASCC/Planning Commission staff report and meeting minutes dated 3/23/15
3. ASCC staff report and conditions of approval dated 5/11/15
4. Letter from Blue Oaks HOA, dated 5/7/15
5. Comments from Town Geologist dated 1/16/15
6. Comments from Public Works Director dated 1/20/15
7. Comments from Fire Marshal dated 1/13/15
8. Transmittal letter from project architect, dated 4/28/15
9. Letter from project architect re: construction staging plan, dated 4/28/15
10. Letter from project arborist re: construction staging plan, dated 4/8/15
11. Blue Oaks Agreement for Conservation Easement – POSE
12. PUD use and maintenance establishment of private open space areas
13. Arborist report by Woodpecker Certified Arborist, dated 2/12/15
14. Preliminary review comments from Planning Commissioner Alex Von Feldt, received on 3/23/15
15. Comments from Public Works Director on staging plan, dated 5/14/15
16. Architectural plans, received on 4/28/15

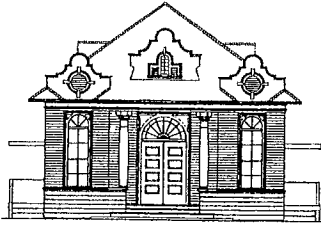
Report approved by: Debbie Pedro, Town Planner

Planning Commission Agenda for May 20, 2015
Review for Site Development Permit, 3 Buck Meadow Dr.

Recommended Conditions of Approval for
Site Development Permit X9H-687
3 Buck Meadow Drive, Ross/Tamasi Residence, File #52-2014

The following conditions are recommended if the Planning Commission finds it can act to approve the project:

1. All conditions of the May 11, 2015 ASCC approval shall apply.
2. The applicant shall comply with the conditions of the Town Geologist as set forth in his January 16, 2015 letter.
3. The applicant shall comply with the conditions of the Public Works Director as set forth in his January 20, 2015 memorandum.
4. The applicant shall comply with the conditions of the Fire Marshal as set forth in her January 13, 2015 review.
5. All finish contours shall be blended with the existing site contours to result in a finished slope condition that appears as naturally as is reasonable possible, to the satisfaction of the Public Works Director and Town Planner.



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: ASCC and Planning Commission

FROM: Carol Borck, Assistant Planner

DATE: March 23, 2015

RE: Preliminary Architectural Review and Site Development Permit for a New Residence, Greenhouse, and Swimming Pool; File #s: 52-2014 and X9H-687; 3 Buck Meadow Drive; Ross/Tamasi Residence

BACKGROUND

This proposal is for the approval of plans for a 4,854 square foot single-story Tuscan farmhouse style residence with a three-car attached garage, 1,703 square foot basement, 216 square foot greenhouse, and 618 square foot swimming pool on a 1.34-acre property located at 3 Buck Meadow Drive (see attached vicinity map). The parcel was created in 2012 as "Lot B" with the merger of the below market rate Lots 23 and 24 of the Blue Oaks Subdivision and is within the Blue Oaks Homeowner's Association (HOA). The adjacent below market rate lots, 25 and 26, were merged into "Lot A," which is designated public open space. The parcel's building envelope (BE) is located in the central, western portion of the lot with private open space easements (POSE) covering the northern and eastern portions of the property. The site is moderately sloped, rising from a street elevation of 750 to 796 at the parcel's northwest corner, and contains a natural blue oak forest and open grassland.

The plans call for 1,384 cubic yards of grading counted pursuant to site development ordinance standards (PVMC Section 15.12.070). This includes 1,227 cubic yards of cut and 157 cubic yards of fill. Approximately 2,513 cubic yards of earth will be exported from the site.

The proposal is further described in the set of architectural, landscape, and civil plans received on February 27, 2015 (Attachment 12). In addition to the plans, the project submittal includes the information listed below:

- Letter from Blue Oaks HOA, dated 1/27/15
- Arborist Report by Woodpecker Certified Arborist, dated 2/12/15
- Outdoor Water Use Efficiency Checklist, dated 11/26/14
- Build It Green Checklist, received 11/26/14
- Colors/Materials Board (to be available at ASCC meeting), received 11/26/14

The following comments are offered for ASCC and Planning Commission consideration.

CODE REQUIREMENTS

As required by sections 18.64.010.1 and 15.12.100C of the Zoning and Site Development Codes, this application for a new residence and site development permit has been forwarded to the ASCC and Planning Commission, respectively, for review. In addition to the Municipal Code, the Blue Oaks PUD and the Design Guidelines are used to evaluate the project.

DISCUSSION

The parcel is located on the north side of Buck Meadow Drive and is within the "Combination Zone of Habitation" as defined in the Blue Oaks PUD statement (see PUD zone design guidelines, Attachment 2). The applicant proposes to construct a single-story residence with a basement and attached three-car garage, a greenhouse, and a swimming pool.

Proposed development of the site is generally centered within the BE, with the driveway, three guest parking spaces, and retaining walls located south of the BE boundary. The building pad would be cut into the hillside with finished floor elevations varying from 757.5 at the basement, 766 at the garage, and 771 at the bedrooms to the north of the garage (street elevation is approximately 750). Patios and a pool area would be located to the rear of the eastern wing of the home. Stone and stucco retaining walls around the perimeter of the patios and rear landscaping areas are generally low with heights varying from one to four feet; however, a 15-foot section of retaining wall in the area of the greenhouse reaches heights of up to 11 feet. This wall faces into the site, rises approximately three and one-half feet above adjacent grade, and will be constructed with an outdoor fireplace. Additionally, the greenhouse will incorporate some of the taller retaining walls into its structure.

A portion of the retaining walls at the autocourt has been designed with stone column and black iron railing (see Sheet A5.03). This section of the wall would have a maximum height of approximately six feet above finished grade. A portion of this wall is located outside of the building envelope where it may not exceed a height of four feet. The project team is aware of this requirement and will be modifying the plans to remove the wall railing (as it is not required by building code) and maintain the four maximum height limit.

The parcel is within the "Combination Zone of Habitation" under the PUD design guidelines. The Blue Oaks PUD Zones of Habitation establish the architectural framework for residential design and site development within the Blue Oaks community. The new residence will have a Tuscan farmhouse design, utilizing both medium tan stucco and stone siding, brown painted wood trim, and flat to low-sloping 3:12 tiled roofs. The mass of the home is divided into two wings located to the west and east of the entry. Variation in wall plane surfaces/floor plan layout and roof forms also contribute to reducing the massing of the structure. PUD Combination zone design guidelines call for structures to be kept relatively low, follow the land form, have flat or low pitch roofs, include wood and stone, and have colors in harmony with natural site conditions. The design of the proposed house appears to generally conform with these design provisions.

The proposed basement would be located under the eastern wing of the home. As with the recently approved project at 17 Redberry Ridge, this basement design includes a 470 square foot patio-style, extended light well that has been designed so that it conforms to the 18- and 24-foot height limits. Portola Valley Municipal Code Section 18.04.065.C permits additional

light, ventilation and access for basements when the ASCC finds that such provisions "will not be visible from adjoining or nearby properties." The light well wall will be approximately three and one-half feet above grade. Conceptual landscape plan, Sheet CLP.1, identifies proposed screen planting, including native shrubs and cascading vines, in front of the wall that will soften its view from off site. The Commission should consider this extended light well area and provide any comments or direction to the applicant if any adjustments are deemed necessary.

Project design and siting has been executed with thoughtful consideration of site conditions, off-site views, and direct input from immediate neighbors and the HOA. Sheet A1.05 provides perspectives of the project when viewed from neighboring properties. The project team has informed staff that they have worked directly with these neighbors through the HOA review process. The single story, low roof pitch design, broken wall plane surfaces, existing trees, and proposed screening vegetation appear to reduce potential massing and off-site view impacts.

Blue Oaks Homeowners Association Design review process

The property is located within the Blue Oaks HOA is subject to its design review process. The project team has received and incorporated comments from adjacent neighbors and the HOA into the proposed plans. The HOA has considered the project and requested additional refinements as noted in their letter dated 1/27/15 (Attachment 4). Their outstanding concerns involve landscape screening around the home and between properties, the health of the oak adjacent to the proposed pool area stairs, and architectural solutions for privacy and pool noise abatement for the rear neighbor at 1 Redberry Ridge. In response to HOA comments, the plans have been revised to: include a stacked stone wall (max height of four feet) uphill from the western wing of the home (with option for additional planting), lengthen the planter along the pool, include some screen planting in front of the basement patio wall, and reconfigure the steps adjacent to the large oak (tree #43) north of the pool. The current plans included in the packet have also been resubmitted to the HOA, and review is anticipated in April.

Compliance with floor area, impervious surface, height, and setback standards

The total proposed floor area is 5,620 square feet (including the 216 square foot greenhouse), and is just under the 5,700 square foot limit. Pursuant to the Blue Oaks PUD provisions, 200 square feet of the swimming pool would count against the floor area limit, and this is included in the 5,620 square foot total. The Blue Oaks PUD does not have an 85% floor area limit, and therefore, a higher concentration of floor area within the main structures may be approved without the need for special findings by the ASCC.

The total proposed impervious surface area is 6,116 square feet (not 4,101 square feet as noted in the plans), which is approximately 51% of 12,000 square feet, the allowable IS for the property.

The proposed home and accessory structures conform with setbacks and height limits that apply to this parcel under the PUD.

Parking

Required parking in the Blue Oaks subdivision is two covered spaces and six guest spaces. The guest parking spaces are not required to be located within the BE. The project proposes three covered spaces and five guest spaces located in the autocourt and parking pad at the

driveway entrance. Staff has been advised that the HOA provided direction to the applicant to site some of the guest parking spaces near the driveway entrance to avoid additional site disturbance and tree removals if the parking were placed further into the site.

Grading and Site Development Committee review

The PUD Architectural and Site Design guidelines (Attachment 3) provide a framework for architectural design and site development that is unobtrusive and subordinate to the landscape and that enhances the natural setting. The guidelines call for architectural design that is sensitive to the existing site environment "so that the combination of structures, grading, and landscaping leave the impression of conformance to the land in a way that preserves the natural setting." This includes such measures as using contour grading that blends into land forms, breaking up or terracing retaining walls, maintaining natural slope and drainage patterns, and avoiding removal where feasible of large specimen trees.

The project proposes 1,384 cubic yards of grading which includes 1,227 cubic yards of cut and 157 cubic yards of fill. There will be approximately 2,513 cubic yards of dirt exported from the site that includes excavation for the basement. The guest parking area near the driveway entrance at the southwest corner of the property would require retaining walls that range from at-grade to four feet in height. Cut and fill will be necessary to bring the driveway upslope from the street into the site. As much as three feet of fill will be placed in the autocourt. Slope contours on either side of the driveway will be smoothed to a maximum 2:1 slope.

The most extensive area of grading involves the 1,111 cubic yards of cut around the home necessary to create patio and landscaping areas. The finished grade of the rear patio is at elevation 768, requiring up to ten feet of cut.

Town Geologist. The Town Geologist, in his letter dated 1/16/15, recommends approval of the site development permit with the condition that drainage design clarifications be made concerning discharge locations of collected surface water and roof downspouts.

Public Works. The Public Works Director, in his memorandum dated 1/20/15, has provided standard conditions for site development permit approval. Additionally, he notes some minor plan corrections and calls for adjustments to the driveway entrance width which have been made on the current plans.

Fire Marshal. The Fire Marshal, in her letter dated 1/13/15, includes all standard conditions concerning fire code for conditional approval of the site development permit.

Conservation Committee. The committee's 1/28/15 comments include caution about planting beneath the blue oaks and advises that some of them are proposed to be planted too close together to allow for optimum canopy development. They also express concern over the amount of proposed impervious surface and suggest a portion of it be laid on a pervious base (the current plans have been updated to include pervious paving in the autocourt). The committee also urges the project team to buy true Berkeley Sedge, *Carex tumulicola*, from a specialty nursery or otherwise, remove it from the plans as nurseries often sell invasive plants under this name.

Trails Committee. No comments have been received from the Trails Committee, and no trail easement is located on the property.

The property will be served by sanitary sewer and therefore, no comments from County Environmental Health are expected.

In general, none of the Site Development Committee reviews raise significant issues, and the proposed siting of the development and associated earthwork appear to generally conform to the PUD guidelines.

Exterior materials and finishes, exterior lighting, skylights, and solar photovoltaics

The proposed finish treatments for the project meet Town reflectivity guidelines and include:

- Stucco siding in Springfield Tan, LRV approximately 40%
- Wood trim/windows in Chocolate Truffle, LRV approximately 15%
- Wood garage doors
- Walls and columns in stone veneer
- Black iron fencing/railing
- Clay tile roofing
- Asphalt and paver driveway

Samples or cut sheets for the patio surfaces and driveway pavers will need to be provided. Samples of the proposed tile roofing will also need to be submitted to review the color blend and to ensure that the tiles do not have a reflective glaze.

A two and one-half foot allan block retaining wall is proposed around the existing utility box near the street. The ASCC will want to consider the proposed material and determine if a wood or stone wall would be more appropriate at this location.

Proposed exterior lighting is shown on Sheet E1.01 and fixture cut sheets are identified on Sheet E1.02. The proposed fixtures and locations for house lighting appear to be in general compliance with Town guidelines; however, eliminating one light at the entry porch and one light at the master bedroom patio should be considered as only one light is required by the building code at these doors. Additionally, four lights are proposed at the front of the garage, and it appears that two lights would provide adequate lighting in this area. Reduction of site lighting should be considered inside the light-well planting area and at the guest parking pad at the driveway entrance. Pool and spa lighting will need to be specified.

There are no skylights proposed with the project. An array of solar photovoltaic panels are proposed to be installed on the garage roof facing Buck Meadow Drive.

Landscaping and fencing

Blue Oaks PUD objectives for landscaping focus on preserving natural views, establishing appropriate screen plantings between houses, extending natural woods and grasslands in a flow across the land, and creating a visual balance in type and massing of materials. A natural appearing transition should be created between the new construction and the natural landscape. Selected varieties must conform to approved plant lists and provisions within the PUD statement.

The conceptual planting plan, Sheet CLP.1, proposes plantings that are located close to the improvements and 31 blue oaks around the perimeter of the development to soften views to the structures. The plant species proposed appear to be in general compliance with the PUD, with the exception of the *Cistus purpureus* noted as invasive by the Conservation Committee. Minimal planting is proposed beyond the building envelope in the private open space easement to help screen views to the basement patio wall. Such planting is permitted with HOA and ASCC approval. A final, detailed planting plan will need to be submitted that specifically identifies plant species, quantities, and sizes, and all plantings located outside of the building envelope must comply with the PUD approved plant list for the Combination Zone of habitation.

The attached arborist report identifies both significant and non-significant trees proposed for removal. A total of 25 significant blue oaks, having a diameter of at least five inches measured at 54 inches above natural grade, are proposed for removal with the project. Additionally, three non-significant blue oaks, two non-significant live oaks, and three olives will be removed. The report also provides recommendations for the structural root inspection of six trees that may be impacted during construction and for tree protection during construction, including supervision by the arborist of any grading or trenching within 10 feet of tree driplines. Large oaks located in the front and rear yards will be preserved as a result of thoughtful driveway/parking area and retaining wall design.

Six-foot high black iron fencing with stone columns and a stone wall are proposed just north of the vegetable garden. This fencing and three sections of iron fencing with pedestrian gates proposed within the interior of the main patio have been designed to deter deer from entering the patio and garden. The PUD states that fences shall be constructed of materials and colors that blend with natural site conditions and harmonize with other development on the site. Metal fencing, when dark in color, may be used when approved by the HOA and ASCC. While the black metal fencing appears to compliment the proposed architectural style, it may be ineffective in preventing deer from accessing the patio. Post and wire fencing placed directly around the vegetable garden would be more beneficial and blend more naturally with the existing site conditions. The Commission should consider the proposed fencing and provide any direction for alternative materials or placement as appropriate.

No pool fencing is proposed as the pool will be fitted with a locking cover to meet Building Code security requirements.

"Sustainability" aspects of project

The project architect has provided the enclosed Build-It-Green checklist targeting 77 points for the project, whereas, 184 points would be required under the Town's previous Green Building Ordinance. The Town's Green Building Ordinance is currently not in effect due to the adoption of the Cal Green Code 2013 that superseded it as of January 1, 2014. Staff will be working with the Town Council in the future to determine if a new green building ordinance should be developed, and in the meantime, staff is requesting that all ASCC applications include a completed Build-It-Green checklist.

NEIGHBOR COMMENTS

No public comments have been received as of the writing of this report.

CONCLUSION

The ASCC and Planning Commission should conduct the 3/23/15 preliminary review, including the site visit, and offer comments, reactions and directions to assist the applicant and project architect make any plan adjustments or clarifications that members conclude are needed before both commissions consider final action on the application. Project review should then be continued to the regular April 13, 2015 ASCC meeting.

Attachments

1. Vicinity Map
2. PUD zone design guidelines
3. PUD key development standards
4. Letter from Blue Oaks HOA, dated 1/27/15
5. Arborist Report by Woodpecker Certified Arborist, dated 2/12/15
6. Outdoor Water Use Efficiency Checklist, dated 11/26/14
7. Build It Green Checklist, received 11/26/14
8. Comments from Town Geologist dated 1/16/15
9. Comments from Public Works Director dated 1/20/15
10. Comments from Fire Marshal dated 1/13/15
11. Comments from Conservation Committee dated 1/28/15
12. Architectural plans, received 2/27/15

Report approved by: Debbie Pedro, Town Planner

ARCHITECTURAL AND SITE CONTROL COMMISSION

March 23, 2015

Special Joint ASCC/Planning Commission Site Meeting, 3 Buck Meadow Drive, Preliminary Architectural Review for New Residence, Green House, Swimming Pool, and Site Development Permit X9H-687

Chair Ross called the special site meeting to order at 4:00 p.m.

Roll Call:

ASCC: Breen, Clark, Harrell, Koch, Ross
ASCC absent: None
Planning Commission: Gilbert, McKitterick, Von Feldt
Planning Commission absent: Hasko, Targ
Town Council Liaison: None
Town Staff: Town Planner Pedro, Assistant Planner Borck

Others present relative to the proposal for 3 Buck Meadow Drive:

Tracy Ross, applicant
Bill Maston, project architect
Leah Bayer, project architect
John Banister, project General Contractor
Jane Bourne, Conservation Committee
Jason and Jessica Pressman, 127 Ash
Kelly Heath, project architect for 127 Ash
John Toor, 2 Buck Meadow Drive

Ms. Borck presented the March 23, 2015 staff report on this preliminary review of the proposed new residence and site improvements. She advised that the project will involve 1,384 cubic yards of grading that counts towards the site development permit and that the Planning Commission is the approving body on the permit. She stated that the proposed development is generally centered within the building envelope and that the project complied with all height, setback, and floor area regulations. Ms. Borck explained that the site is located within the Combination Zone of Blue Oaks and that the proposed design appears to respond to the required provisions of that zone. She emphasized that the proposed basement was being proposed with a patio-style light well and that the zoning ordinance does allow for additional provisions for light, ventilation, and access to a basement if the ASCC finds that the provisions will not be visible from adjoining or nearby properties. She noted that the light well wall would extend approximately 42 inches above grade and that the ASCC should consider the proposed wall in relation to its location and the proposed landscape screening that would soften views to it from Buck Meadow Drive.

Bill Maston, project architect, provided the background to the development of the design concept and explained the layout of the story poles. He advised that the applicant was proposing the use of the Private Open Space Easement (POSE) for construction staging and parking. He explained that using the POSE appeared to be the most viable approach to developing the lot due to the extensive earthwork that would be required and the difficulty in getting the equipment into the site while still protecting the blue oaks that are proposed to be preserved with the project. He then led the commissioners through the site to view the story poles and existing conditions. In response to questions, Mr. Maston stated that:

- The utilities would likely come up the driveway; however, if the POSE were used for staging, the utilities could be drawn through the easement.
- The plan for construction staging within the POSE would involve installing a 30-foot wide temporary rock road up into the open meadow. The meadow would not be graded. After the excavation for foundations is complete, the rock area in the open space easement would be retained for construction parking and material storage.
- The equipment cannot adequately access the site from the front of the property (outside of the POSE) as the approach is not long enough for trucks to come in to unload. Coming in from the

front of the property at the proposed driveway would also not allow enough clearance between equipment and protected trees.

Commissioner Koch questioned whether the POSE could be used for staging. Mr. Maston stated that he believed the Homeowner's Association had approved such use in the past. Commissioner Breen expressed her concern for the number of tree removals required to accomplish the project and asked Mr. Maston to help her understand the reasons for the removals. Mr. Maston further explained the adjustments that had been made to the home's design in order to save existing trees and respond to neighbor's view concerns. He stated that it was a balance of determining the priority of which trees to save and which to remove. He advised that the rear patio needed to be dug down approximately 10 feet and that the trees in that area could not be saved due to the impacts to root systems. He explained that pulling the rear walls closer to the house would not improve this situation because the root systems would still be impacted by the excavation.

In response to a question, Mr. Maston clarified that there would be approximately 2,500 cubic yards of dirt to be off-hauled from the property.

Chair Ross invited public comments, but none were offered.

ASCC members agreed that they would offer comments on the proposal at the regular evening ASCC meeting. Planning Commissioners in attendance held their comments and will submit them via email to Planning staff. Thereafter, project consideration was continued to the regular evening ASCC meeting.

Adjournment

The special site meeting was adjourned at approximately 4:45 p.m.

minimizing the use of any retaining wall, and reducing the 420 lineal feet down to six different sections that add up to 110 feet, it would be a beautiful solution.

Mr. Wallace said that the exposure of the sandstone can be maximized by cleaning it off with high pressure air. However, he noted that it is a 200-foot stretch that will be very difficult to break up, but that further exploration can be carried out.

Commissioner Koch suggested that the design utilize the natural outcroppings to break up the retaining wall. Chair Ross agreed, as long as the work remains within the Town right-of-way, that visually breaking up the wall so that it is not in a straight line would be preferable. He suggested that a two-phase approach may need to be employed, where first, removal of the existing materials with some exploration for competent sandstone outcroppings would occur, and then the design of the wall could then be finalized based on the locations of that competent rock.

Mr. Young advised that he will use the Commission's feedback and determine what is feasible, what logistics and funding will be required, and how the preferred option would affect the construction schedule. Regarding the project setting a precedent, he advised that the BPTS identified this one location, and there are no other wall widening projects under consideration.

Commissioner Breen asked Mr. Young if a wall was planned for Portola Road in front of Town Center. Mr. Young advised that there would be no wall. Commissioner Breen stated that it is important for the ASCC to review any proposed improvements within the scenic corridors. Mr. Young said that he understands that improvements within the scenic corridors should be limited and in keeping with the rural nature of Portola Valley.

Ms. Pedro asked the Commission to recommend the top three options for Town Council consideration, including the additional options they discussed.

Based on the ASCC discussion, Chair Ross summarized the three recommended options, in no particular order of preference: 1) a stone retaining wall that is broken up by natural, competent sandstone outcroppings left in place, that would stagger in height and depth where feasible; 2) a rock clad retaining wall, either CMU or concrete; 3) a wood lagging retaining wall with steel I-beams.

Mr. Young confirmed that he will forward the Commission's feedback back to the Town Council.

(5) NEW BUSINESS

(a) Preliminary Architectural Review and Site Development Permit for a New Residence, Greenhouse, and Swimming Pool, 3 Buck Meadow Drive, Ross/Tamasi Residence, File #s: 52-2014 and X9H-687.

Chair Ross thanked the applicants for the tour conducted earlier today. He explained that this project will also require Planning Commission approval due to the amount of excavation involved in the project.

Assistant Planner Carol Borck presented the staff report and noted that the primary concern raised during today's field meeting was the number of trees proposed to be removed. She said the ASCC should consider any adjustments that may be possible in the patio areas or along the landscape walls that may provide an opportunity to preserve more trees. Ms. Borck said another key issue raised during the field meeting was the proposed use of the private open space easement ("POSE") for construction staging. Ms. Borck provided the Commission with a copy of the Easement Agreement. She noted that the purpose of the conservation easement is to prevent adverse impacts on the land, including grading, vegetation removal, and erosion, recognizing that such land is essentially unimproved and if retained in its natural state has substantial scenic value. Ms. Borck said it appears the easement agreement would not allow for construction staging activity but does allow for the Town Council to authorize exceptions to the easement requirements.

She read an email from Planning Commissioner Alex Von Feldt saying that she strongly encouraged the project team to see what more they can do to mitigate tree loss. In addition, she commented that while she appreciates the proposal to create the construction driveway away from the oak trees, the area proposed is probably the best quality grassland on the site and restoration of grassland and meadow is very difficult and takes years of careful monitoring. She encouraged the applicant to explore other options that do not cover such high quality grassland.

Commissioner Clark asked staff to confirm that POSE is not an option for construction staging. Ms. Pedro confirmed this statement. Vice Chair Harrell asked if they could use the area if they were putting in private utilities. Ms. Pedro said they could, but not for construction staging. Chair Ross asked if they could build a permanent private driveway in a POSE. Ms. Pedro said yes but the purpose is to allow for access to those properties in the Blue Oaks subdivision where the entire lot is surrounded by POSE and the only way to access the building site is through the open space easement.

Vice Chair Harrell asked if the Town Council had ever been approached for an exception to use the POSE for the purpose of trying to reduce potential adverse impact on trees during construction. Ms. Pedro advised that she was not aware of any such requests.

Bill Maston, project architect, said they had weighed whether the mitigation of putting in a temporary road was more beneficial than the time expended for restoration of the meadow. He said the Town Council does have the ability to make exceptions. He advised that he will conduct additional research on the construction staging and access for the project.

Regarding the parcel's history, Mr. Maston said that the original subdivision approval for this property was for four homes in a cluster. He said that the lots were merged to create two parcels and new building envelopes were drawn to reduce the footprint on the site. These modifications resulted in fewer trees being at risk as they were now outside of the building envelope. He advised that he has worked to create a design that balances the trees they want to protect and those that cannot be preserved due to necessary grading. He stated that the emphasis has always been to save the trees that the neighbors thought were the most important.

Mr. Maston presented the site plan and proposal with 3D renderings.

In response to a question, Mr. Maston stated that pavers were proposed in the autocourt. Ms. Pedro advised that the Blue Oaks PUD requires that all driveways be constructed with asphalt surfaces. However, other surface materials may be used subject to prior ASCC review and approval when the materials blend with the adjoining terrain and vegetation or when the coloring agents can be added to effectively achieve such blending.

Commissioner Clark stated that it appears that the only way to avoid putting the staging in the POSE is to sacrifice the front oak tree that is encircled by the driveway and the lower parking pad. He asked how the ASCC could help the applicant determine where to locate the construction staging.

Commissioner Koch expressed concern with the number of significant trees in good condition that were proposed for removal at the back patio area. She asked what options had been explored regarding protecting these trees. Mr. Maston advised that the proposed patio is 10 feet below grade, and it is not possible to protect the root systems of those trees. He stated that the original design located the entire outdoor patio system on the pool side, toward the street, but the neighbors did not support that proposal. He said the design is a balance between uses, privacy, and noise between neighbors.

Commissioner Koch said the arborist report does not indicate that many of the trees are unhealthy. She asked if they had considered relocating the greenhouse and vegetable garden to avoid removing the clusters of trees in that area. Mr. Maston said they had to prioritize which trees were most important to save and decided to eliminate the small trees that were bundled close together in favor of preserving the largest, most mature trees. Commissioner Koch said she supports saving the three trees in front and

understands the screening factor with neighbors, but is disappointed to see the removal of the 25 blue oaks on this property.

Leah Bayer, project architect, advised that the proposed greenhouse breaks up the height of the retaining wall, where the majority of the tree clusters are, and if that were moved closer to the home there would be a massive wall close to the house.

In response to a question, Mr. Maston advised that the roof tiles will be a modulation of 70/20/10 and that he will provide a mockup upon request.

Vice Chair Harrell asked how they decided to propose 31 new blue oak trees. Mr. Maston said it was recommended that they plant more than what might be needed, knowing that they will be culled out with age. Vice Chair Harrell asked if they had given further consideration to the utilities location. Mr. Maston said that if staging activities were permitted in the POSE, that the utilities would also be installed there. If the POSE is not used, the utilities would be installed in the driveway.

Chair Ross asked if there was any consideration given to reducing the program footprint to further protect existing trees. Mr. Maston advised that the previous project architect had designed a two-story solution, but was unable to comply with the single-story height limits. Additionally, the proposed grading with the previous design scheme required more tree removal. He advised that the current plan has received the support of the Blue Oaks HOA. He noted that because a significant amount of floor area is located within the basement, the actual footprint of the ground floor is much less than 5,620 square feet proposed with the project.

Chair Ross invited comments and questions from the public.

John Toor, 2 Buck Meadow Drive, offered support for the project and stated that he and the other homeowners are pleased to see the revised plan. He said the extension of the chimney on the southeast wall of the kitchen, the largest expanse of the house, is directly visible to him and Buck Meadow Drive. Mr. Toor encouraged the project team to provide any measures that would reduce the visual impact of this feature. Mr. Maston advised that the feature was not a functioning chimney, but a recessed area of the kitchen range serving as an exhaust vent. He confirmed that the faux chimney feature could be reduced in height.

Commissioner Koch asked Mr. Toor if it was the height of the chimney or the size of the wall that created the most visual impact for him. Mr. Toor stated it was a combination of both. Commissioner Koch offered that the faux chimney does break up the wall dimension, but at the same time, it is an entirely stucco surface.

Tracy Ross, applicant, advised that she had met with three general contractors to discuss the means for construction staging and access. She noted that the general contractor selected for this project expressed much concern in minimizing potential tree damage. She explained that with the size of the equipment required for the grading work and the need to stabilize the home's excavation area, it became apparent that access from the proposed driveway entrance and up through the trees slated for preservation was not going to be feasible.

There being no further comments from the public, Chair Ross asked the Commission for comments.

Vice Chair Harrell offered support for the project siting and minimizing visual impacts off-site. She expressed concern for the survival of the three oak trees to be preserved in the front yard during construction activities and earthwork. She stated that she supported the use of the POSE for construction staging in order to ensure the preservation of the front oak trees. She offered that two lights at the front entry are acceptable for aesthetic reasons. She supported the installation of native shrubs within the open space easement to screen the patio light well wall.

Commissioner Breen stated that the proposed house did not fit the site with respect to the loss of the 25 significant blue oak trees. She said the loss of these trees is significant and changes the character of the property which is one of the significant blue oak properties within the Blue Oaks subdivision. She questioned whether there is another design solution that would preserve many more of these oaks.

Commissioner Clark offered support for the scale and massing of the proposed project. He said he would prefer a darker palette of browns for the tile roof that will blend into the site more naturally than a red/orange selection. He agreed with the reduction in exterior lighting mentioned in the staff report. Concerning the proposed landscaping plan, he stated that he does not support any shrub planting within the POSE for screening the patio light well wall. He suggested lowering the faux chimney element and proposing a material for it other than stucco. He also expressed support for the proposed driveway and parking locations. Commissioner Clark stated that tree located between the lower parking pad and the autocourt could be difficult to protect during driveway construction, even if the POSE were used for staging. He offered that if the POSE were approved for staging that a detailed analysis of how it will be used and restored would be needed.

Commissioner Koch supported the design of the home, while also suggesting that any possible modifications to the rear patio be considered if additional oak trees could be preserved. She expressed concern for potential view impacts for the 2 and 4 Buck Meadow properties, and requested that the faux chimney be reduced in height or the massing of the wall be broken up. She supported reducing the proposed exterior lighting within the patio light well wall and the other locations around the home identified in the staff report. Commissioner Koch expressed support for minimal planting, particularly in front of the light well wall.

Chair Ross offered general support for the project. He understands the loss of oak trees is unavoidable with the development of the property and that a reduction in house size would not necessarily preserve a significant number of additional trees. He stated that he also recognizes that removing the rear patio and moving that wall closer to the house would be undesirable. He stated that the use of the POSE grassland area to access the site may provide the lowest risk to the trees identified for preservation, and that the temporary access must be well thought out. Chair Ross stated that screen plantings were not needed in front of the basement light well. He stated that the roof tiles should be in tan or brown hues with less red and yellow. He offered that it ornamental lighting at the house entry seemed appropriate. He supported the other areas of lighting reduction identified in the staff report. He expressed appreciation for the limited areas of fenestration and suggested that there be a material change along the faux chimney wall.

~~(6) COMMISSION AND STAFF REPORTS:~~

~~(a) **Solar Path Lights at Schoolhouse**~~

~~The Commission suggested that new down-shielded path lights be installed as part of the landscape replanting plan in front of the Historic Schoolhouse.~~

~~(b) **Replacement Radar Trailer**~~

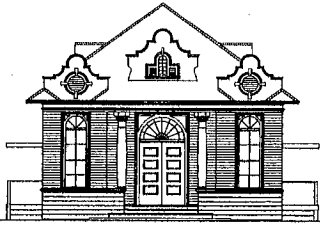
~~Ms. Pedro advised the Commission that a new, smaller radar trailer will be purchased to replace the existing one.~~

~~(c) **315 Grove**~~

~~Commissioner Koch advised that she reviewed and approved a proposed siding material and color change for this project.~~

~~(d) **220 Golden Hills**~~

~~Commissioner Clark advised that he had approved proposed obscured glass for an entry light fixture at~~



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: ASCC

FROM: Carol Borck, Assistant Planner

DATE: May 11, 2015

RE: Architectural Review and Site Development Permit for a New Residence, Greenhouse, and Swimming Pool, File #s: 52-2014 and X9H-687, 3 Buck Meadow Drive, Ross/Tamasi Residence

RECOMMENDATION

Staff recommends that the ASCC review the revised project plans submitted by the applicant on April 28, 2015 and approve the proposed project, subject to the recommended conditions of approval in Attachment 1 and any additional conditions deemed necessary. As the site development permit is subject to review and approval by the Planning Commission, the ASCC should provide comments on the proposed grading permit that will be forwarded to the Planning Commission at their 5/20/15 meeting.

BACKGROUND

The applicant is requesting approval of development of the 1.34-acre vacant property with a 4,888 square foot single-story residence with an attached three-car garage, a 1,799 square foot basement, a 216 square foot greenhouse, and swimming pool. 1,384 cubic yards of grading is proposed which includes 1,227 cubic yards of cut and 157 cubic yards of fill. A majority of the earthwork is associated with the development of the driveway, parking areas, and rear patio/landscaping area.

On March 23, 2015, the ASCC and Planning Commission conducted a joint preliminary review of the proposed project at the site. The staff report prepared for the March 23, 2015 meeting and meeting minutes are included in Attachment 2. The Blue Oaks HOA has reviewed the current plans and offered support of the architectural and site design as well as the proposed use of the Private Open Space Easement for construction staging. Staff has been advised that the HOA will issue its approval letter once the Town has approved the project to ensure that there are no additional changes to the plans.

CODE REQUIREMENTS

As required by sections 18.64.010.1 and 15.12.100.C of the Zoning and Site Development Codes, this application for a new residence and site development permit has been forwarded to the ASCC and Planning Commission, respectively, for review. In addition to the Municipal Code, the Blue Oaks PUD and the Design Guidelines are used to evaluate the project.

DISCUSSION

In response to ASCC comments at the preliminary review meeting, the applicant has submitted revised plans on April 28, 2015 (Attachment 10). The submittal includes only those plan sheets which have been revised. A full set of the originally submitted plans will be available at the 5/11/15 meeting. As described in the transmittal from the architect, dated 4/25/15 (Attachment 3), the following changes have been made to the project:

1. Architectural Plans

As directed by the Commission, the faux chimney feature on the southeast elevation has been modified to reduce its apparent massing. The updated design tapers the chimney top and narrows the section of the chimney projecting above the roof. It was suggested by the Commission that the chimney be faced with a rock veneer to break up the visual massing of the stucco wall; however, the project architect indicates that this could draw increased attention to the feature due to the contrasting materials. Alternatively, the windows located on either side of the chimney have been modified to a simpler form that draws less attention to the feature. Sheet A9.06 provides elevation renderings of the chimney with and without a stone veneer for comparison.

The applicant also proposes minor modifications to the floor plans (including extending the hallway at the master bedroom and adjusting the window, doors, and fireplace in the master bedroom) and adding 96 square feet to the basement area. These modifications add 34 square feet to the main level of the house and bring the total basement area to 1,799 square feet (of which 337 square feet count as floor area). The total proposed floor area for the site is 5,641 square feet and under the 5,700 square foot limit.

2. Exterior Lighting Plan

Exterior lighting (Sheet E1.01) has been modified to eliminate the lights at the guest parking pad at the driveway entrance and three of the lights at the autocourt. Additionally, two lights at the garage, two at the master bedroom, and two within the patio light well area have been removed. As suggested by commissioners at the preliminary meeting, two lights at the entry remain as proposed for aesthetic symmetry. Pool lighting has not been specified and will need to be included with the building permit submittal (Condition #2).

3. Landscape Plan

The revised, detailed landscape plan, Sheet LP.1, responds to the Commission's direction to limit or eliminate proposed screen planting within the POSE in front of the patio light well wall. All proposed planting has been removed from the POSE. The plan proposes four California grape vines that will cascade and soften the view of the wall. Additionally, the *Cistus purpureus* has been eliminated from the plan as recommended by the Conservation Committee.

As stated in the preliminary review staff report, all plantings proposed to be located outside of the building envelope must comply with the PUD approved plant list for the Combination Zone of habitation. Plantings proposed adjacent to the parking pad, autocourt, and driveway are located outside of the building envelope. Of the plant species proposed in these areas, *Muhlenbergia rigens* and *Vitis californica* are not on the approved PUD plant list and will need to be replaced with approved species (Condition #3).

The plan continues to propose the removal of 25 significant blue oaks and planting of 31 new blue oak trees as discussed in the preliminary review staff report. At the preliminary meeting, some commissioners expressed concern for the number of trees that are proposed for removal with the project. The project architect explained that the proposed development was sited and designed in such a way as to protect the most significant and viable trees in the building envelope (particularly, trees #1, #2, #3, #27, #43). He stated that the design sought a balance between the development and the loss/protection of trees, and advised that, if the rear patio area were to be brought closer in towards the home, the roots of the adjacent trees would still be subject to critical damage due to the depth required to cut the home and improvements into the site.

4. Material Samples and Cut Sheets

The applicant has provided samples of the proposed roof tiles, stone for the house and retaining walls, and autocourt pavers. These samples comply with Town reflectivity guidelines and will be available at the 5/11/15 meeting. As suggested by the Commission at the preliminary review, the roof tiles are in keeping with brown/tan tones and less red/orange hues. The finish on the tiles is matt and does not appear to have a reflective glazing.

5. Construction Staging Plan

As discussed at the preliminary review meeting, the applicant is proposing to use the POSE for construction staging and access to the building site. The Agreement for Conservation Easement (Attachment 6) states that the Town Council may authorize exceptions to the use of the POSE, "provided such exceptions are consistent with the purposes of law and not incompatible with the PUD Statement maintaining and preserving the natural character of the land." Under the agreement, uses of the POSE are limited to:

- public and private utilities, drainage facilities, and a sediment basin, all within designated easements
- public pathways dedicated to the Town
- private driveways

The agreement specifically identifies restrictive covenants that include prohibiting grading of the land other than attendant to permitted uses and cutting of vegetation, except as may be required for fire prevention, thinning, elimination of diseased growth, and similar measures. (It is noted that private utilities are *only* permitted to be placed in the POSE within a designated easement. Discussion at the preliminary review meeting included the applicant's proposal to use the POSE not only for construction staging, but to also install utilities through it. As there is no designated easement for these utilities, they may not be run through the POSE.)

Preliminary commissioner comments concerning the proposed use of the POSE for construction staging varied between support for the approach and encouragement for the project team to determine a way to direct construction staging and access through the front portion of the property where the proposed driveway will be located. In addition, Planning Commissioner Alex Von Feldt, in her preliminary comments (Attachment 8) stated that "the (POSE) area proposed (for construction staging) is probably the best quality grassland on the site." She also advised that she has seen previous construction projects that have tried similar protections (as discussed below), and the disruption kills the native species and allows the introduction of non-native invasive species. She encouraged the applicant to explore other options that do not cover "such a high quality grassland," noting that "grassland and meadow restoration is very difficult and takes years of careful monitoring."

The project architect, in his letter dated 4/28/15 (Attachment 4), states that use of the proposed driveway as the primary construction entry point is not feasible due to the potential impacts to trees #1, #2, and #3, located at the front of the property and proposed for preservation. The letter from the project arborist, dated 4/8/15 (Attachment 5), also supports the use of the POSE for construction staging. As described in the arborist letter, accessing large construction equipment between the trees in the front yard area will expose them to soil compaction, root damage, and potential physical impacts by passing equipment. The letter states that due to the large equipment needed for this project, at least one of the trees (#2) would need to be removed to accommodate the passage of the equipment through the area to the house site. The arborist notes that construction of a platform could reduce the risk of compaction at the front of the site, but that the elevation presents safety issues. The full arborist report is enclosed (Attachment 7) for reference and includes recommendations for tree protection and pre-construction inspection of the structural root systems of trees #1, #2, #3, #27, #41, #43.

Sheet A1.02 presents a preliminary construction staging plan that proposes utilizing an area of approximately 4,700 square feet within the POSE for construction staging, parking, and large equipment access. The plan calls for creating a 30' x 110' access and equipment storage pad within the POSE. This pad would have a six- to ten-inch layer of wood chips placed on existing grade (on top of the existing grassland) and would then be covered by three to five inches of base rock/cobble. Staking and 2" x 12" boards would be installed around the pad to secure it during construction. The letter from the architect indicates that research into site sensitive methods and materials for native grass preservation is in progress.

In addition to using the rocked pad for construction staging and building site access, the applicant also proposes that the pad be used for construction parking. All construction projects in town are required to provide on-site parking where possible, and over-flow parking is typically maintained on the street where feasible. It is common and anticipated that construction projects within the subdivision utilize the streets for the over-flow of contractor parking. Parking of contractor vehicles is kept to one side of the street, and a safe throughway is maintained. For this development proposal, on-site construction parking should be proposed within the staging area located at the new driveway, rather than within the POSE. By maintaining parked vehicles within the new driveway staging area and on the street, it appears it might be possible to reduce or eliminate the need to use the staging pad for parking, and hence, reduce the amount and duration of compaction and disturbance in the POSE.

From the proposed staging pad, an approximately 1,400 square foot large equipment access-way to the house site/basement excavation area would be created. Some grading may be

required to create this access-way, and the contours would be restored and the area re-seeded with the approved Blue Oaks native seed mix prior to project completion.

With the proposed use and creation of the staging and access area within the POSE and the grasses being subject to potentially intense compaction and sunlight deprivation, it remains unclear as to the likelihood of survival of the native grassland and the potential success of the proposed restoration. Further information and details on the proposal prepared by an environmental consultant who is a specialist in ecological preservation and restoration should be submitted to the Town Council for consideration, including:

- Evaluation of the proposed methods for creation and use of the staging pad in relation to the potential survival and restoration of the grassland.
- A detailed schedule that includes a timeline for the pad/access-way creation, expected uses of the pad over the duration of construction, removal of the pad materials, restoration of the equipment access-way and grassland within the POSE.
- Technique for removal of pad materials and evaluation of potential damage to the grassland that removal of the materials could cause.
- Grading and contour restoration plan for the large equipment access area
- Grassland restoration and monitoring plan

While the ASCC cannot act on the use of the POSE for the proposed construction staging activities, the applicant is requesting that the Commission review the preliminary proposal and provide comments that can then be used by the Town Council in reviewing the request. The ASCC should consider the preliminary plan and materials and determine if adequate information has been provided in order to make a recommendation on the proposal.

NEIGHBOR COMMENTS

No public comments have been received as of the writing of this report.

CONCLUSION

The applicant has made design changes in response to directions provided by the ASCC. The project is in general conformance with the Town's Zoning and Site Development Codes and the Blue Oaks PUD. Prior to completing action on the architectural review, the ASCC should consider the above comments and any new information presented at the May 11, 2015 ASCC meeting. The ASCC action for this project would have two parts:

1. Action on the architectural review plans;
2. A recommendation to the Planning Commission concerning the grading, i.e., the site development permit for the project

ATTACHMENTS

1. Recommended Conditions of Approval
2. ASCC staff report and meeting minutes dated 3/23/15
3. Transmittal letter from project architect, dated 4/28/15
4. Letter from project architect re: construction staging plan, dated 4/28/15
5. Letter from project arborist re: construction staging plan, dated 4/8/15
6. Blue Oaks Agreement for Conservation Easement - POSE
7. Arborist report by Woodpecker Certified Arborist, dated 2/12/15
8. Preliminary review comments from Planning Commissioner Alex Von Feldt, received on 3/23/15
9. Cut sheets for stone patios and driveway permeable pavers, received on 4/28/15
10. Architectural plans, received on April 28, 2015

Report approved by: Debbie Pedro, Town Planner

Conditions of Approval for a
New Residence, Detached Greenhouse, Swimming Pool, and
Site Development Permit X9H-687
3 Buck Meadow Drive, Ross/Tamasi Residence, File #52-2014

1. No other modifications to the approved plans are allowed except as otherwise first reviewed and approved by the Town Planner or the ASCC, depending on the scope of the changes.
2. Pool and spa lighting shall be specified to the satisfaction of Planning staff prior to building permit issuance.
3. The final, detailed planting plan shall include only approved plantings outside of the building envelope as identified in the Blue Oaks PUD for the Combination Zone of habitation. Specifically, the proposed *Muhlenbergia rigens* and *Vitis californica* need to be replaced with PUD approved species.
4. The revised chimney design at the southeast elevation of the home, (note the neighbor request in the minutes) is approved with the use of either a stucco or stone veneer finish.
5. Project approval from the Blue Oaks HOA shall be obtained prior to building permit application.
6. A construction staging and tree protection plan shall be submitted to the satisfaction of a designated ASCC member prior to building permit issuance.

Ferrari Management Company
444 First Street, Suite A
Los Altos, CA 94022

ferrari@ig1007-t022@ya100.com

May 7, 2015

William Maston Architect and Associates
384 Castro Street
Mountain View CA 94041

Re: Tamasi Ross – Construction Staging Plan Requests
3 Buck Meadow, Portola Valley

Dear Mr. William Maston:

Thank you for providing me with a copy of the Preliminary Construction Staging Plan dated 4/15/15 to share with the members of the Blue Oaks Board of Directors. It is understood that the Town of Portola Valley is the jurisdiction that can approve the construction staging use of the POSE you propose. Per your request, the Board considered this plan at its meeting on April 27th and made the following requests:

That 6 foot privacy fencing be maintained during construction between tree #22 and up to and around tree #43 as roughly shown at the top of the page on the attached document in order to provide adequate construction screening for neighboring properties.

Protocol be established to prevent excessive erosion and/or deposits of silt on other areas of Blue Oaks (including Buck Meadow on the other side of the street). The area where storage equipment is indicated is in a drainage swale. The Board members expressed concern that blocking the swale without a temporary culvert (or other solution) will result in erosion impacting the natural slopes of the POSE area, preventing the restoration of the grasslands and introducing excessive silt onto Buck Meadow. The Board members confirmed the need to restore any impacted areas of Blue Oaks and the difficulty in keeping out invasive species during grassland restoration.

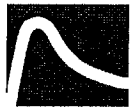
It was also noted that the 3 Buck Meadow project has not received approval by the Blue Oaks Homeowner's Association. Discussions are currently underway to develop plans for permanent screening at the pool and rear of the 3 Buck Meadow site.

Let me know if you have questions or comments.

Kindly yours,

DOMINIC FERRARI, Property Manager
On Behalf of the Blue Oaks Board of Directors

CC: Carol Borck, Town of Portola Valley



COTTON, SHIRES AND ASSOCIATES, INC.
CONSULTING ENGINEERS AND GEOLOGISTS

January 16, 2015

V5464

TO: CheyAnne Brown
Planning Technician
TOWN OF PORTOLA VALLEY
765 Portola Road
Portola Valley, California 94028

SUBJECT: **Geologic and Geotechnical Peer Review**
RE: Tamasi-Ross, New Residential Development
3 Buck Meadow, SDP X9H-687

At your request, we have completed a geologic and geotechnical peer review of the Site Development Permit application for the proposed new residential development, using:

- Geotechnical Investigation (report), prepared by Murray Engineers, Inc., dated January 8, 2015;
- Architectural Plans (15 sheets, various scales), prepared by William J. Maston Architect & Associates, Inc., dated October 30, 2014; and
- Civil Plans (6 sheets), by Hanna Brunetti, dated October 2014, 2013.

In addition, we have reviewed pertinent technical documents from our office files and performed a recent site reconnaissance.

DISCUSSION

We understand that the applicant is proposing to construct a new single-story residence with a daylighting basement, swimming pool, spa and detached greenhouse. Access to the site will be provided by a paved driveway extending from Buck Meadow Drive. Proposed earthwork quantities are to include approximately 2,456 cubic yards of cut and 157 cubic yards of fill. Multiple retaining walls will also be constructed to accommodate grade changes on the property.

SITE CONDITIONS

The subject property is characterized by gently inclined to moderately steep (approximately 10 to 15 percent inclination), southwest-facing, natural hillside topography.

Northern California Office
330 Village Lane
Los Gatos, CA 95030-7218
(408) 354-5542 • Fax (408) 354-1852

Central California Office
6417 Dogtown Road
San Andreas, CA 95249-9640
(209) 736-4252 • Fax (209) 736-1212

Southern California Office
550 St. Charles Drive, Suite 108
Thousand Oaks, CA 91360-3995
(805) 497-7999 • Fax (805) 497-7933

www.cottonshires.com

Drainage at the site is generally characterized by sheetflow directed toward the southwest where it becomes intercepted by a drainage channel that traverses the southeastern portion of the property and is collected in a culvert and directed under Buck Meadow Drive.

The subject property is underlain, at depth, by greenstone bedrock materials of the Franciscan Complex. These bedrock materials are locally overlain by colluvial soil materials. According to the Town Movement Potential Map, the southwestern portion of the property is within an "Sbr" zone, which is defined as: "*Level ground to moderately steep slopes underlain by bedrock within approximately three feet of the ground surface or less; relatively thin soil mantle may be subject to shallow landsliding, settlement, and soil creep.*" The closest mapped trace of the San Andreas fault zone is approximately 180 feet west of the property.

CONCLUSIONS AND RECOMMENDED ACTION

The proposed residential development is potentially constrained by expansive surficial soil materials, surficial soil creep, and very strong to violent seismic ground shaking. The Geotechnical Consultant has performed an investigation of the site and has provided geotechnical design recommendations that are in general conformance with prevailing geotechnical standards. These recommendations include founding the daylighting basement on a mat slab, and non-basement portions of the structure on a pier and grade beam foundation system. The pier and grade beam recommendations include minimum 16-inch diameter piers embedded a minimum of 10 feet into bedrock material. We do not have objections to the overall layout of the proposed development, and recommend geotechnical approval of the Site Development Permit. The following should be performed prior to geotechnical approval of building permits:

1. **Drainage Design Clarifications** – The Grading and Drainage Plan is unclear as to the discharge locations of collected surface water and roof downspouts and how and where this water will be discharged. If surface water is to be directed to the driveway, it is unclear how this water will be contained from sheetflowing out onto Buck Meadow Drive. The Civil Engineer should provide clarifications of these items, and the Geotechnical Consultant should evaluate surface water discharge locations.
2. **Development Plans** – Structural plans should be generated that reflect the recommendations of the Project Geotechnical Consultant.
3. **Geotechnical Plan Review** – The applicant's geotechnical consultant should review and approve all geotechnical aspects of the development plans (i.e., site preparation and grading, site drainage improvements and design parameters for foundations and retaining walls) to ensure that their recommendations have been properly incorporated.

The Drainage Clarifications, Development Plans and the Geotechnical Plan Review should be submitted to the Town for review by the Town Geotechnical Consultant and Town Engineer prior to approval of building permits. The following should be performed prior to final (as-built) project approval.

4. **Geotechnical Construction Inspections** - The geotechnical consultant should inspect, test, and approve all geotechnical aspects of the project construction. The inspections should include, but not necessarily be limited to: site preparation and grading, site surface and subsurface drainage improvements, and excavations for foundations, basement, swimming pool and retaining walls prior to the placement of steel and concrete. The consultant should inspect final site drainage improvements for conformance with geotechnical recommendations.

LIMITATIONS

This peer review has been performed to provide technical advice to assist the Town with its discretionary permit decisions. Our services have been limited to review of the documents identified, and a visual review of the property. Our opinions and conclusions are made in accordance with generally accepted principles and practices of the geotechnical profession. This warranty is in lieu of all other warranties, either expressed or implied.

Respectfully submitted,

COTTON, SHIRES AND ASSOCIATES, INC.
TOWN GEOTECHNICAL CONSULTANT



John M. Wallace
Principal Engineering Geologist
CEG 1923



Patrick O. Shires
Senior Principal Geotechnical Engineer
GE 770

POS:JMW:sn

COTTON, SHIRES AND ASSOCIATES, INC.



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Carol Borck, Assistant Planner
FROM: Howard Young, Public Works Director
DATE: 1/20/2015
RE: Site Development Permit - 3 Buck Meadow X9H-687

Public Works and Engineering Department Site Development Grading, Drainage, and erosion Control plan comments:

1. All items listed in the most current "Public Works & Engineering Department Site Development Standard Guidelines and Checklist" shall be reviewed and met. Completed and signed checklist by the project architect or engineer will be submitted with building plans. Document is available on Town website.
2. All items listed in the most current "Public Works & Engineering Department Pre-Construction Meeting for Site Development" shall be reviewed and understood. Document is available on Town website.
3. Any revisions to the Site Development permit set shall be highlighted and items listed on letterhead.

In addition:

4. Proposed driveway entrance width is approx. 30'. The Town municipal code indicates a max. of 20'
5. Plans reference the City of Gilroy on Sheet 1
6. Revise erosion control dates to current requirements per Water Quality Control Board. October 1-April 30.
7. Confirm hydro seed mix with Home Owners Association.
8. Buck Meadow is a private road; therefore work in the roadway or shoulders should be approved by the Blue Oaks Home Owners Association.

WOODSIDE FIRE PROTECTION

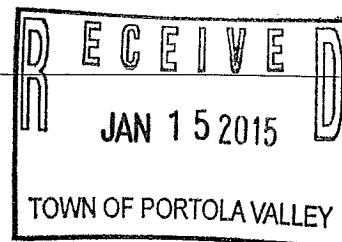
Prevention Division

4091 Jefferson Ave, Redwood City CA 94062 ~ www.woodsidefire.org ~ Fire Marshal Denise Enea 650-651-0200

ALL CONDITIONS MUST MEET WFPD SPECIFICATIONS – go to www.woodsidefire.org for more info

BDLG & SPRINKLER PLAN CHECK AND INSPECTIONS

PROJECT LOCATION: 3 Buck Meadow	Jurisdiction: PV	
Owner/Architect/Project Manager: Ross	Permit#: X9H-687	
PROJECT DESCRIPTION: New House		
Fees Paid: <input checked="" type="checkbox"/> \$YES <input checked="" type="checkbox"/> See Fee Comments Date: 1/13/15		
Fee Comments: CH# 1386 \$60.00 (site review fee)		
BUILDING PLAN CHECK COMMENTS/CONDITIONS: 1. Must comply to Portola Valley Building Code Section 15.04.020, Residential Building Code Section R327 or CA Building Code Section 7A for ignition resistant construction & materials; (All wood siding shall be noncombustible or ignition resistant material shall provide protection from intrusion of flames and embers in accordance with standards SFM 12-7A-1. Foundation, attic, gable, soffit and eave vents must be Brandguard or Vulcan type. Windows to be tempered and roof to be class A. 2. Address clearly posted and visible from street w/minimum of 4" numbers on contrasting background. 3. Approved spark arrestor on all chimneys including outside fireplace. 4. Install Smoke and CO detectors per code. 5. NFPA 13D Fire Sprinkler System to be installed in New House. 6. 100' defensible space around proposed new structure prior to start of construction. 7. Upon final inspection 30' perimeter defensible space will need to be completed. 8. Driveway meets WFPD requirements. (www.woodsidefire.org) 9. Fire Hydrant located within 500'. ***Once permit issued plans should be approved pending any major changes.***		
Reviewed by: M. Hird	Date: 1/13/15	
<input type="checkbox"/> Resubmit	<input checked="" type="checkbox"/> Approved with Conditions	<input type="checkbox"/> Approved without conditions
Sprinkler Plans Approved: -----	Date:	Fees Paid: <input type="checkbox"/> \$350 <input type="checkbox"/> See Fee Comments
As Builts Submitted: -----	Date:	As Builts Approved Date:
Fee Comments:		
Rough/Hydro Sprinkler Inspection By: -----		
Date:		
Sprinkler Inspection Comments:		
Final Bldg and/or Sprinkler Insp By: -----		
Date:		
Comments:		



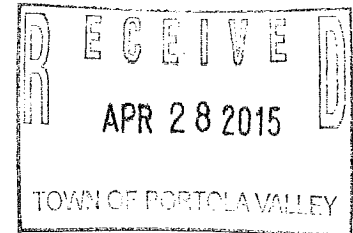


ARCHITECT & ASSOCIATES

April 28, 2015

Carol Borck

Town of Portola Valley
 Planning Department
 765 Portola Road
 Portola Valley, CA 94028

**Re: Tamasi Ross Residence**

3 Buck Meadow
 Portola Valley, CA 94028
 Blue Oaks – Lot23/24

Carol,

For consideration during the next ASCC meeting and subsequent Planning Commission meeting we are submitting updated sheets, documents, and materials based on the comments made on March 23rd. Attached please find the following:

- **A0.03 Floor Area Calculations & A0.04 Basement Area Calculations** – Updated per floor plan changes noted below.
- **A2.01 Floor Plans** – Slight changes to floor plans per client preference – extended hallway and door location change to master bedroom, window, door, and fireplace location changes in master bedroom, door changed to NANA type in great room, and extended basement space for storage directly below entry (counts as 100% basement area).
- **A1.02 Construction Staging Plan & Detail** – We understand the proposed staging plan will require final approval from the Town Council. We are providing a plan to the ASCC for consideration/action so we may later illustrate to the council that the plan has been carefully reviewed and that the approach chosen to preserve significant oaks is generally supported. Further research into site sensitive methods and materials for native grass preservation is in progress, and details will be provided for building permit submittal. The plan has also been submitted to the Blue Oaks HOA.
- **Civil Plans 1,3,5** – Updated plans reflect the latest plan changes and their grading calcs.
- **E1.01 Exterior Lighting Plan** – Lights have been removed from the driveway parking areas both at the street level and upper autocourt, as well as reduced from 4 to 2 at the garage, reduced from 3 to 1 at the master bedroom, and 3 lights have been removed from the basement patio. Per the ASCC comments indicating an exception for main entrance lighting symmetry/aesthetics, both lights at the entry remain.
- **A9.06 Chimney Options** – Model examples showing material options with new chimney styling.
- **LP1 Landscape Plan** – Updated plan shows more detail, Cistus purpureus has been eliminated, and planting along the basement light well wall has been removed.
- **Arborist's Letter 4/8/15** – A letter from the arborist stating his professional opinion of the proposed staging plan A1.02 (his suggestions have been incorporated in the latest plan). He supports the use of the POSE in order to avoid loss of trees near the proposed driveway.

 384 CASTRO STREET, MOUNTAIN VIEW, CA 94041

P: (650) 968-7900 F: (650) 968-4913

email: leahb@mastonarchitect.com



ARCHITECT & ASSOCIATES

- **Paving surfaces cut sheets** – Pacific Interlocking Pavingstone - Canyon Rock in brown and tan is specified for the driveway permeable pavers (beginning at the autocourt as noted on the site plan). Monarch Stone – Antique French Limestone in grey/tan is specified for the patio surfaces. Both spec sheets are attached.
- **Material samples** – Tracy Tamasi Ross has provided material samples for tile, stone, rock, and pavers.

We look forward to meeting again soon.

Sincerely,

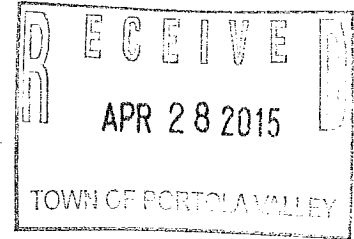
Leah Alissa Bayer
William Maston Architect & Associates



ARCHITECT & ASSOCIATES

April 28, 2015

Town of Portola Valley
 Planning Department
 765 Portola Road
 Portola Valley, CA 94028



Re: Tamasi Ross Residence Construction Staging Plan

3 Buck Meadow
 Portola Valley, CA 94028
 Blue Oaks – Lot23/24

To the ASCC and Planning Commission,

During review of our proposed project with our general contractor, it was pointed out that using the proposed driveway as the primary entry point for construction purposes could be detrimental to trees #1,2,&3 of which we went through great lengths to protect and preserve as part of the design process. This concern was confirmed by our arborist for the project (see attached letter). Based upon these observations, our general contractor suggested access from below the project site (outlined in yellow on A1.02) as the primary access point for construction excavation, staging, and parking for the project.

The proposed location for the construction staging area is on the Tamasi Ross property but within the Private Open Space Easement (POSE) that is part of the subdivision. Planning staff has pointed out that while this location may be used for construction access, only the Town Council can approve such a temporary use. As a result, we are looking for an endorsement by both the ASCC and Planning Commission for this temporary construction staging access during the construction process and we will restore the native grass meadow land back to its existing condition once construction is complete.

The specific detail proposed by the arborist and general contractor minimizes grading to the construction staging area by covering the existing grassland with mulch and then placing 3" cobbles above it for protection and construction use. This method helps protect the grassland area while allowing rainwater to percolate through. Those areas where grading is required to access the basement area will be restored back to original grade and reseeded with appropriate, approved native grass seeds. Grass plugs may be required in order to ensure reseeded of the identical grasses from the surrounding area.

For the above mentioned reasons and those others discussed at our previous joint ASCC/Planning meeting, we hope that both the ASCC and Planning Commission will endorse this proposal and pass it along to the Town Council for approval.

Sincerely,
 Bill Maston

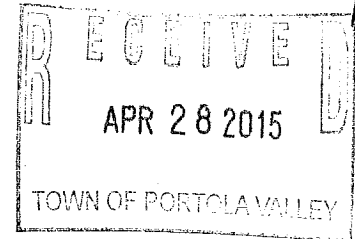


WOODPECKER CERTIFIED ARBORIST

P.O. BOX 41115, SAN JOSE, CA 95160-1115

Wednesday, April 8, 2015

Leah Bayer / Project Manager
 William Maston Architect & Associates
 384 Castro Street, M.V., CA 94041
www.mastonarchitect.com



re: Staging Plan for 3 Buck Meadow Dr in Portola Valley

To Whom it May Concern:

I have been involved with this project for the past eight months and have performed the initial and subsequent arborist reports. The following are my findings and assessment regarding the staging prior and post construction at 3 Buck Meadow.

I reviewed the Site Plan A1.02 of the Construction Staging Plan for 3 Buck Meadow Drive, Portola Valley, CA 94028 emailed to me Monday, April 6, 2015. Using the front of the property within the building envelope as a staging, parking, and equipment storage area is problematic. Three well-established blue oaks marked to be "saved" are in this area. It is my understanding, that the HOA and the neighbors have also identified these trees as being of the highest priority to save. It is my opinion that the POSE staging area location is the least impactful to the trees on site.

Accessing large construction equipment between the trees in the front area will expose them to soil compaction. Soil compaction during construction is devastating to trees. Roots will be broken and crushed, while the space for water and air in the soil is pressed out making it unsuitable for roots to recolonize. It is possible to construct a platform that would reduce the risk of compaction at the front of the site, but the elevation in that area presents safety issues. The elevation at the front of the house is sloped enough that the protective platform would rest at an angle making it potentially dangerous to move equipment far enough away from the trees to maneuver safely without the continued risk of equipment sliding toward the street.

Additionally, the large equipment needed for this project would require at least one tree be removed (#2). Even with removing this tree, this would still not provide enough room for materials and parked cars within the limited space at the front of the house and may require another of the three trees to be removed.

The final issue that concerns me about attempting to use the front of the house as a staging area is the danger of hitting surrounding trees. The route for soil removal and equipment use would all be focused near the trees in front and those located to the left of the building envelope. That



I.S.A. CERTIFIED ARBORIST WE-0958A



CA CONTRACTOR LIC D-49 #770742





WOODPECKER CERTIFIED ARBORIST

P.O. Box 41115, SAN JOSE, CA 95160-1115



area is tight and it would be all too easy, and likely, for a tree to be accidentally hit trying to maneuver in tight quarters.

This front access strategy cannot be considered as a viable option for staging. I do not believe this solution is ideal based on the community's desire to have these trees remain and because there is another solution that would not require any of them be removed and bypasses the potential hazards of maneuvering over a small sloped space.

It is my professional arboricultural opinion that front access not be used and advise that ingress/egress through the proposed area outside the POSE be used exclusively throughout the construction process for all phases of staging.

Some adjustments to the plan will prevent unnecessary damage to the grass area and aid the trees. The 'Tree Protective Fencing' (TPF) on Site Plan A1.02 needs to be located as outlined in my report for this project dated Thursday, February 12, 2015. Additional fencing to exclude foot traffic outside of the proposed access road and staging area should be installed and connected to 'TPF' to limit soil impacts.

Moving forward, Item VIII (pg7 of 02/12/15 report) of the 'Guidelines for Protecting Retained Trees' outlines soil protections that can be adapted here. Specifically using a thick layer of wood chips (6-10 inches) as a buffering agent to prevent soil compaction. When available, the storage/access detail describing the materials & installation techniques should be reviewed for tree conflicts.

Respectfully,



Brian McGovern

ISA Certified Arborist WE-0958A

Arborist Disclosure Statement, "Trees are living organisms that constantly evolve and change with their environment. They can be managed, but not controlled. No arborist can guarantee tree health, structure, or safety."



I.S.A. CERTIFIED ARBORIST WE-0958A



CA CONTRACTOR LIC D-49 #770742





OFFICIAL RECORDER
ASSESSOR-COUNTY CLERK-RECORDER
WARREN SLOCUM

Recorded at Request of
FIRST AMERICAN TITLE COMPANY

98-124557 08/06/98 12:50

Recording Fee: _____

0

MBROOKS

This Document is Recorded
For the Benefit of the
Town of Portola Valley
And is Exempt from Fee
Per Government Code
Sections 6103 and 27383

When Recorded, Mail to:

Town of Portola Valley
765 Portola Road
Portola Valley, CA 94028
Attention: Town Clerk

118

Governmental entity acquiring title.
Tax exempt effective November 10, 1969

AGREEMENT FOR CONSERVATION EASEMENT
P.O.S.E.

July This Agreement is made and entered into this 22 day of _____, 1998, by and between P.V. BLUE OAKS LIMITED PARTNERSHIP, A Delaware Limited Partnership, ("Owner") and the Town of Portola Valley, a municipal corporation, ("Town").

RECITALS

A. Owner is the owner of certain real property in the Town commonly known as the Blue Oaks Subdivision and more particularly described as:

Parcels A through G and Lots 1 through 36 on the Map entitled "Blue Oaks" filed for record in the Office of the Recorder of the County of San Mateo, State of California on AUGUST 6TH, 1998, in Book 128 of Maps, Pages 64 TO 92 INCLUSIVE.

B. Town has adopted a General Plan and, pursuant thereto, may accept grants of conservation and open space easements on privately owned lands lying within the Town.

C. Town finds this conservation easement to be consistent with the adopted Town's General Plan and in the best interest of the Town.

D. Both Owner and Town desire to limit the use of a portion of the property described above by dedication of a conservation easement in order to reduce potential adverse impacts on such land including grading, vegetation removal, and erosion, recognizing that such land is essentially unimproved and if retained in its natural state has substantial scenic value to the public and that the preservation of such land as open space constitutes an important physical, social, aesthetic and economic asset to the Town and the Owner.

NOW, THEREFORE, the parties, in consideration of the mutual covenants and conditions set forth herein and the substantial public benefits to be derived therefrom, do hereby agree as follows:

1. Grant of Conservation Easement. Owner, as grantor, hereby grants a conservation easement to the Town of Portola Valley, a municipal corporation, County of San Mateo, State of California, over the real property described as the portion of Lots 1 through 36 and Parcel E designated "private open space easement" as shown on the Map entitled "Blue Oaks" filed for record in the Office of the Recorder of the County of San Mateo, State of California on AUGUST 6TH, 1998, IN VOL. 128 OF Maps, Pages 64 TO 92 INCL. (the "Property") to have and to hold said conservation easement for the term and for the purposes and subject to the conditions, covenants and exceptions described herein.

2. Statutory Authorization. This Agreement and grant of conservation easement are made and entered into pursuant to Civil Code Sections 815 through 816 and Chapter 6.6 (commencing with section (51070) of Part 1, Division 1, Title 5 of the Government Code. This Agreement is subject to all of the provisions of said sections and chapter including any amendments thereto which may hereafter be enacted.

3. Restriction on Use of Property. During the term of this Agreement and the conservation easement granted herein, the Property shall not be used for any purpose other than a conservation easement and those uses related to or compatible therewith. Owner, for the direct benefit of the Property described herein and of the Owner, hereby declares that the Property shall be subject to restrictive covenants running with the land which shall be binding upon all subsequent grantees. Said restrictive covenants shall be:

a. against the right of Owner to construct any improvements on or within the Property except for

- public and private utilities, drainage facilities, and a sediment basin, all within designated easements
- public pathways dedicated to the Town
- private driveways

Provided these reserved exceptions shall be consistent with the purposes of law and shall not permit any action which will be incompatible with the Planned Unit Development Statement, Town of Portola Valley Conditional Use Permit approved by Town Resolution No. 1622-1998, January 14, 1998, as it may be amended ("PUD Statement"), and maintaining and preserving the natural or scenic character of the land; and

b. against the extraction of natural resources or other activities which may destroy the unique physical and scenic characteristics of the land, and

c. against the grading of land other than attendant to permitted uses; and

d. against the cutting of vegetation, except as may be required for fire prevention, thinning, elimination of diseased growth, and similar measures.

The Town Council of the Town may authorize exceptions to the foregoing restrictive covenants, provided such exceptions are consistent with the purposes of law and not incompatible with the PUD Statement maintaining and preserving the natural character of the land.

4. Restrictions on Public Use. The public shall not have a right of entry upon the Property, except upon public pathways dedicated to the Town. Except for said pathways, the right of entry and surface use is limited solely to the Town, but only for the purpose of inspection of landscaping, trees or natural growth upon the Property.

5. Term of Agreement. This conservation easement and Agreement shall be effective on the date of recordation of this Agreement and shall remain in effect in perpetuity, unless abandoned pursuant to Government Code Sections 51093 and 51094, or any successor legislation.

6. Successors in Interest. This Agreement and the conservation easement shall run with the Property and shall be binding upon and inure to the benefit of the heirs, successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this agreement.

Date: July 20, 1998

OWNER

PV Blue Oaks Limited Partnership, a Delaware limited partnership

By: H&H PV Blue Oaks Limited Partnership, a California limited partnership,

Its: General Partner

By: 1898 Development Group, a California corporation

Its: General Partner

By: [Signature]
Paul B. Fay, III, President

Date: July 22, 1998

TOWN OF PORTOLA VALLEY

By: [Signature]

Its: VICC MARR

ATTEST: [Signature]
Town Clerk

These areas will be established, and used and maintained as provided for in this PUD Statement and the CC&Rs, generally as follows:

1. Residential Parcels and Private Common Recreation Area. These areas will be developed for the active use of the Blue Oaks residents and all development and use will be according to the standards and guidelines contained in this PUD Statement. Further, all development shall comply with the land development provisions of the Portola Valley Municipal code except as those provisions are modified or superseded by the specific standards and guidelines contained in this PUD Statement.
- 2. Private Open Space and Common & Public Open Space Areas. These areas will be preserved in essentially their natural condition. They will be encumbered in their entirety with an open space easement established with undivided benefit to the HOA and Town of Portola Valley at the time of recording the (the first) final subdivision map. Such open space easement will be placed over all areas on residential parcels that are generally beyond the limits of the Building Envelopes (BE) as shown on the PUD Plan Map T 12, and in Appendix C, and over all common open space areas as shown on Map T 12 or on the tentative subdivision map. Uses within the private and common open space areas will be limited to open space and open space maintenance, trails and paths, fire management, including the emergency access road system, utilities, and other uses permitted by the Town of Portola Valley pursuant to the provisions of the final open space easement. In no case shall private residential use of a parcel extend into an open space easement area. Except for the public trails and paths system, these open space easement areas and all uses permitted within them shall be maintained by the HOA pursuant to land management and other standards and guidelines contained in this PUD Statement. (Fire management/emergency access provisions set forth in this document are in conformity with the approved subdivision map and the Fire Management Plan, being Appendix A of the report, Fire Management Considerations, Blue Oaks Development, Town of Portola Valley, January 26, 1995, by Wildland Resource Management and REMAR. A copy of this document is on file in the Planning Department at Portola Valley Town Hall.)

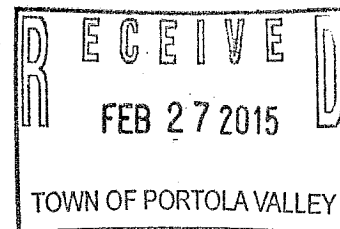
In order to ensure that the HOA fulfills its open space maintenance responsibilities, as set forth in this PUD statement or as may be required pursuant to the Blue Oaks subdivision approval, the Blue Oaks CC&Rs shall include a section stating that proper maintenance is for the benefit of the Town as well as Blue Oaks residents and setting forth the Town's ability to enforce the HOA maintenance obligations. This section shall be prepared to the satisfaction of the town attorney and recorded as part of the CC&Rs in conjunction with recording of any final subdivision map.

In addition to the private and common open space areas, at the time of recording the Blue Oaks final subdivision map, public open space lands will be dedicated to the town along the east side of Los Trancos Road and west side of Alpine Road as shown on the PUD Plan and Tentative Subdivision Map.

3. Neighborhood Preserves. As provided for on the Tentative Map, two neighborhood preserves will be dedicated in fee title to the Town of Portola Valley, for conformity with the Town's General Plan, at the time of recording of the final subdivision map. *Redberry Preserve*, approximately 2 acres, is located at the northern boundary of the building area, adjacent to, and west of, Lots 19, 20, and 21. The second neighborhood preserve, approximately 8 acres, is located at the

ROSS RESIDENCE ARBORIST REPORT

NEW HOME CONSTRUCTION



ADDRESS

3 BUCK MEADOW
PORTOLA VALLEY, CA 94028

CLIENT

TRACY ROSS

UPDATED

THURSDAY, FEBRUARY 12, 2015

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WOODPECKER CERTIFIED ARBORIST

P.O. Box 41115, San Jose, CA 95160 • (408) 298-2948

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SUMMARY

This is a preliminary report that has been updated to reflect the latest house design. This redesign allows for the retention of more significant trees, but some modification of retaining walls and pathways may be necessary. Prior to construction, the structural root system of six trees (#1, 2, 3, 27, 41, & 43) need inspection where they may interact directly with construction. As well, all protected trees should have a complete root crown excavation and inspection. A subsequent arborist report with findings and recommendations should be made upon completion of this examination. Otherwise, my recommendations (*See-Guidelines for Protecting Retained Trees*) provide a quality outline to protect all retained trees from start to finish.

INTRODUCTION

ASSIGNMENT

Provide Tracy Ross with an arborist report for the construction of a new home at 3 Buck Meadow, Portola Valley, CA 94028

- Identify the trees on site.
- Determine which trees should be retained or removed.
- Provide a plan to protect the trees to be retained.
- Satisfy the Town of Portola Valley requirements for an arborist report for construction of this type.

LIMITING CONDITIONS

Tree inventory performed on or prior to Sunday, March 30, 2014. No aerial diagnostics or inspections were performed, all evaluations were done on the ground. Tree evaluation, treatment, removal, and other efforts may involve considerations beyond the scope of this report.

Sketches, drawings, and photographs in this report are intended for use as visual aids, are not necessarily to scale, and should not be construed as engineering or architectural reports or surveys.

I (Consultant) shall not be required to give testimony or attend meetings, hearings, conferences, mediations, arbitrations, trials, etcetera by reason of this report unless subsequent arrangements are made, including payment of an additional fee for such services.

This report is not meant to guarantee tree health, structure, safety, viability, or any other future outcome. Trees are living organisms with possible hidden defects in structure and/or health that can cause them to fail or die suddenly. It is therefore impossible to guarantee the longevity or stability of any tree.

ASSUMPTIONS

Information given to me is assumed to be truthful and accurate. All property detailed in this report is believed to be under the legal control of Tracy Ross (Client). Any third party permission required for completion of my assignment is the responsibility of the Client. Furthermore, the property is presumed to be in conformance with applicable codes, ordinances, statutes, and regulations.

OBSERVATIONS

TREE INVENTORY (Sunday, March 30, 2014)

#	Identification Common / Botanical	D.B.H.	Significant Tree	Health	Retain
1	Blue Oak / <i>Quercus douglasii</i>	16	yes	good	pro
2	Blue Oak / <i>Quercus douglasii</i>	19.4	yes	good	pro
3	Blue Oak / <i>Quercus douglasii</i>	21.1	yes	poor	pro
4	Blue Oak / <i>Quercus douglasii</i>	9.6	yes	ok	no
5	Blue Oak / <i>Quercus douglasii</i>	12.8	yes	ok	no
6	Blue Oak / <i>Quercus douglasii</i>	18.5	yes	poor	pro
7	Blue Oak / <i>Quercus douglasii</i>	12.9	yes	ok	pro
8	Blue Oak / <i>Quercus douglasii</i>	5	no	poor	no
9	Blue Oak / <i>Quercus douglasii</i>	6.8	yes	poor	no
10	Coast Live Oak / <i>Quercus agrifolia</i>	6.1	yes no	poor	no
11	Coast Live Oak / <i>Quercus agrifolia</i>	6	yes no	poor	no
12	Blue Oak / <i>Quercus douglasii</i>	17.6	yes	ok	no
13	Olive / <i>Olea europaea</i>	3.9	no	ok	no
14	Blue Oak / <i>Quercus douglasii</i>	12.4	yes	ok	no
15	Blue Oak / <i>Quercus douglasii</i>	10.4	yes	ok	no
16	Blue Oak / <i>Quercus douglasii</i>	10.4	yes	ok	no
17	Blue Oak / <i>Quercus douglasii</i>	13.5	yes	ok	no
18	Blue Oak / <i>Quercus douglasii</i>	8	yes	ok	no
19	Blue Oak / <i>Quercus douglasii</i>	9.5	yes	ok	no

TREE INVENTORY (Continued)

#	Identification Common / Botanical	D.B.H.	Significant Tree	Health	Retain
20	Olive // <i>Olea europaea</i>	3.5	no	ok	no
21	Blue Oak // <i>Quercus douglasii</i>	15.4	yes	ok	no
22	Coast Live Oak // <i>Quercus agrifolia</i>	11.2	no	dead	no
23	Blue Oak // <i>Quercus douglasii</i>	16.7	yes	ok	no
24	Blue Oak // <i>Quercus douglasii</i>	14.6	yes	ok	no
25	Blue Oak // <i>Quercus douglasii</i>	10.2	yes	ok	no
26	Blue Oak // <i>Quercus douglasii</i>	6.4	yes	ok	no
27	Blue Oak // <i>Quercus douglasii</i>	10.9	yes	ok	pro
28	Blue Oak // <i>Quercus douglasii</i>	13.4	yes	ok	no
29	Blue Oak // <i>Quercus douglasii</i>	12.4	yes	ok	no
30	Blue Oak // <i>Quercus douglasii</i>	2.1	no	ok	no
31	Blue Oak // <i>Quercus douglasii</i>	6.3	yes	ok	no
32	Blue Oak // <i>Quercus douglasii</i>	6.4	yes	ok	no
33	Blue Oak // <i>Quercus douglasii</i>	10.3	yes	ok	no
34	Blue Oak // <i>Quercus douglasii</i>	4.5	no	poor	no
35	Blue Oak // <i>Quercus douglasii</i>	7.1	yes	ok	no
36	Olive // <i>Olea europaea</i>	8.5	no	ok	no
37	Blue Oak // <i>Quercus douglasii</i>	9.1 & 8.3	yes	ok	no
38	Blue Oak // <i>Quercus douglasii</i>	1.1	yes	ok	no
39	Blue Oak // <i>Quercus douglasii</i>	7.5	yes	ok	no
40	Blue Oak // <i>Quercus douglasii</i>	4.8	no	ok	no
41	Blue Oak // <i>Quercus douglasii</i>	23.6	yes	ok	pro
42	Blue Oak // <i>Quercus douglasii</i>	17.3	yes	poor	pro
43	Blue Oak // <i>Quercus douglasii</i>	20.1	yes	ok	pro
44	Blue Oak // <i>Quercus douglasii</i>	16.3	yes	ok	pro
45	Blue Oak // <i>Quercus douglasii</i>	15.9	yes	ok	pro
46	Blue Oak // <i>Quercus douglasii</i>	9.9	yes	poor	pro
47	Blue Oak // <i>Quercus douglasii</i>	7.3	yes	poor	pro
48	Blue Oak // <i>Quercus douglasii</i>	2.7	no	ok	pro
49	Blue Oak // <i>Quercus douglasii</i>	4	no	ok	pro
50	Blue Oak // <i>Quercus douglasii</i>	13.2	yes	ok	yes
51	Blue Oak // <i>Quercus douglasii</i>	6.3	yes	ok	yes
52	Blue Oak // <i>Quercus douglasii</i>	6.2	yes	ok	yes
53	Blue Oak // <i>Quercus douglasii</i>	3	yes	ok	yes
54	Blue Oak // <i>Quercus douglasii</i>	7.8	yes	ok	yes
55	Blue Oak // <i>Quercus douglasii</i>	18.7	yes	poor	pro
56	Blue Oak // <i>Quercus douglasii</i>	10.9 & 10.3	yes	poor	pro
57	Blue Oak // <i>Quercus douglasii</i>	12.9	yes	poor	pro
58	Blue Oak // <i>Quercus douglasii</i>	19.5	yes	poor	pro

D.B.H. - Diameter at Breast Height - Measured 4.5' above grade in inches

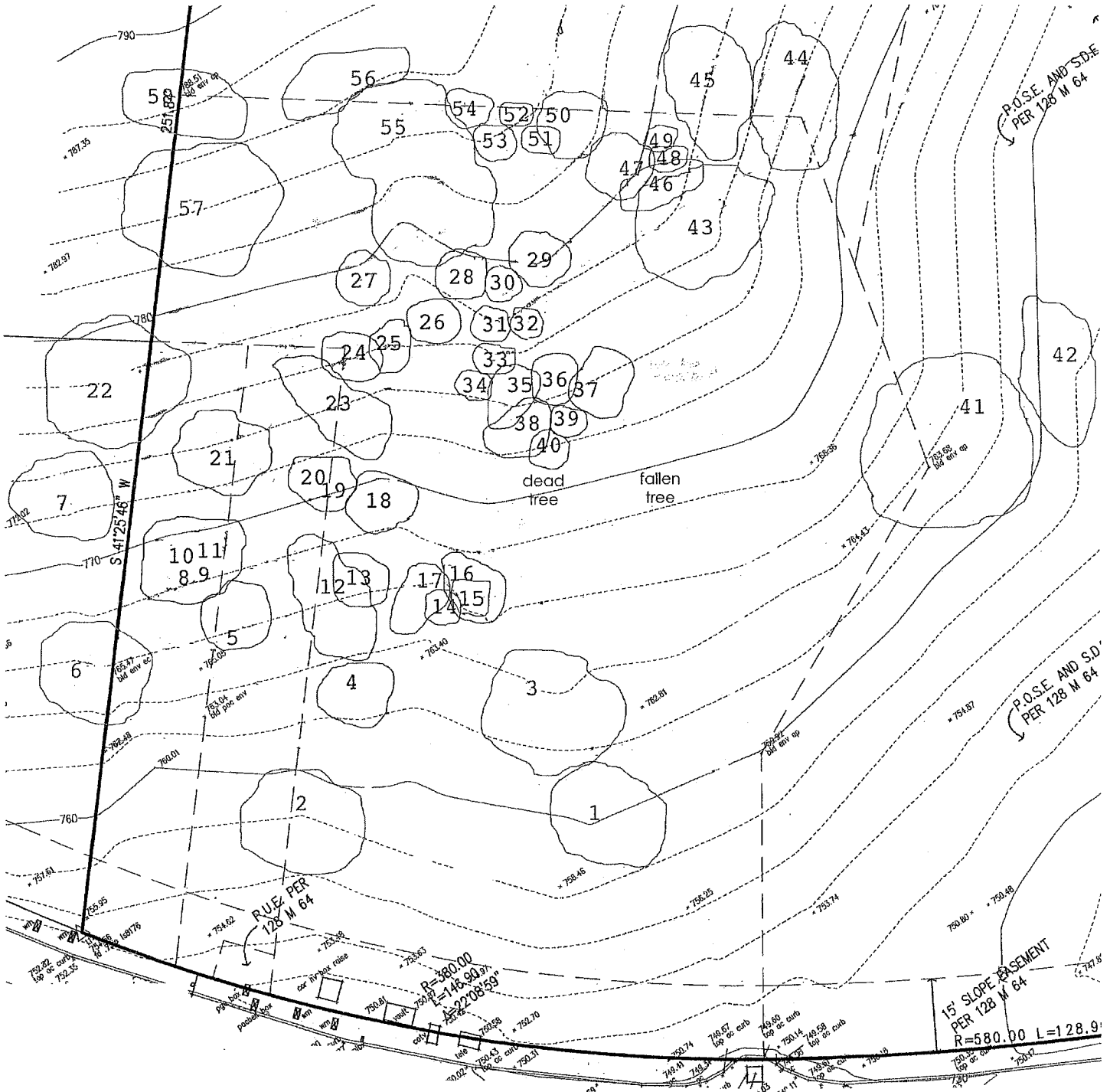
Significant Tree - Town of Portola Valley Municipal Code 15.12.060

Health (General Condition) - dead, poor, ok, good, ideal (Worst to Best)

Retain - pro = protect, no = remove

Row Colors - Green (Protect Tree), Red (Remove Tree), Gray (Not A Tree)

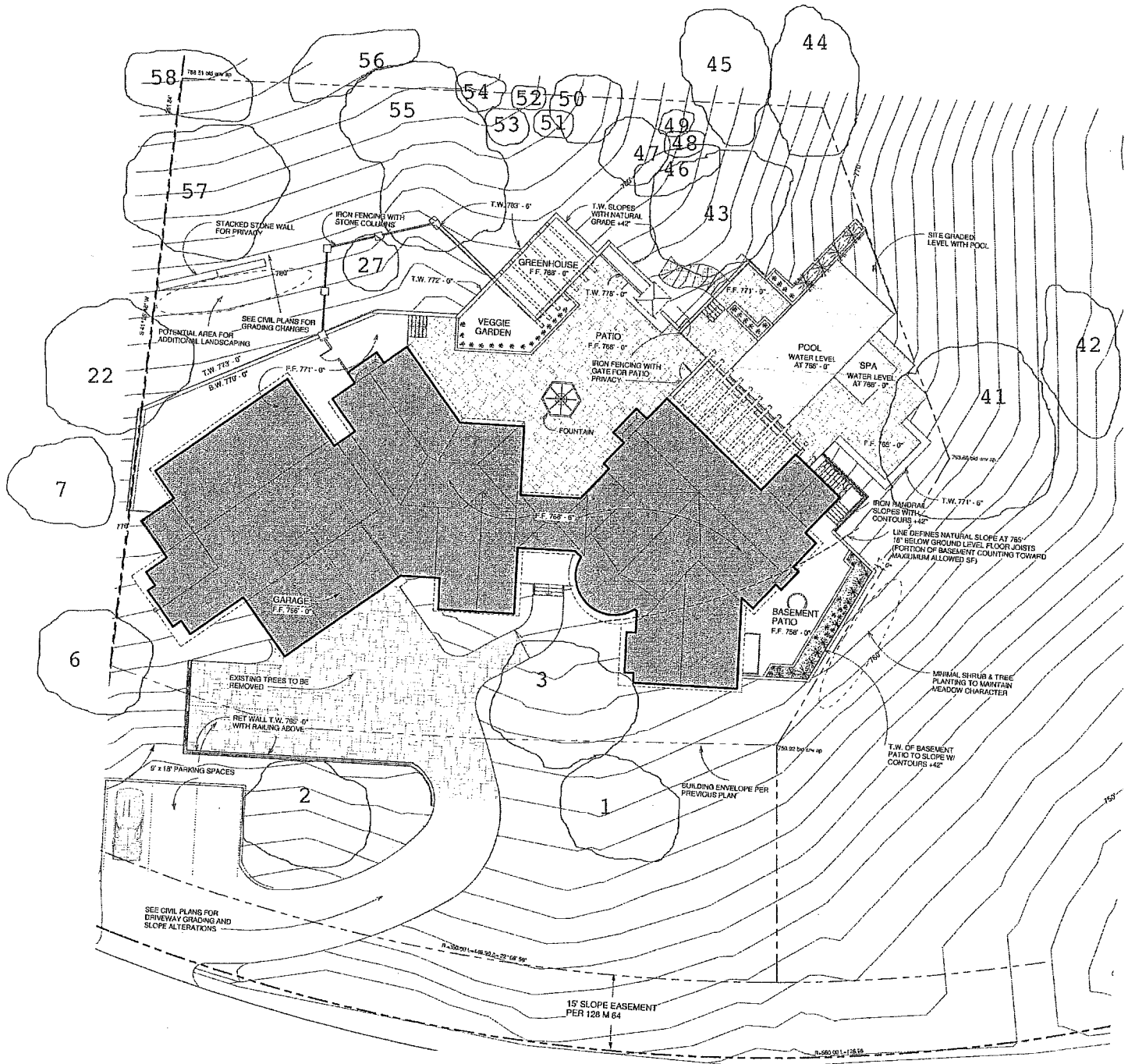
SITE MAP - CURRENT



- 12 Tree (Remove)
 - 3 Tree (Retain)
- *Not to Scale*

Base Map Provided by
 Willam Masten
 Architect & Associates
 Mountain View, CA

SITE MAP - PROPOSED



- ⑫ Tree (Remove)
 - ③ Tree (Retain)
- *Not to Scale*

Base Map Provided by
 Willam Masten
 Architect & Associates
 Mountain View, CA

RECOMMENDATIONS

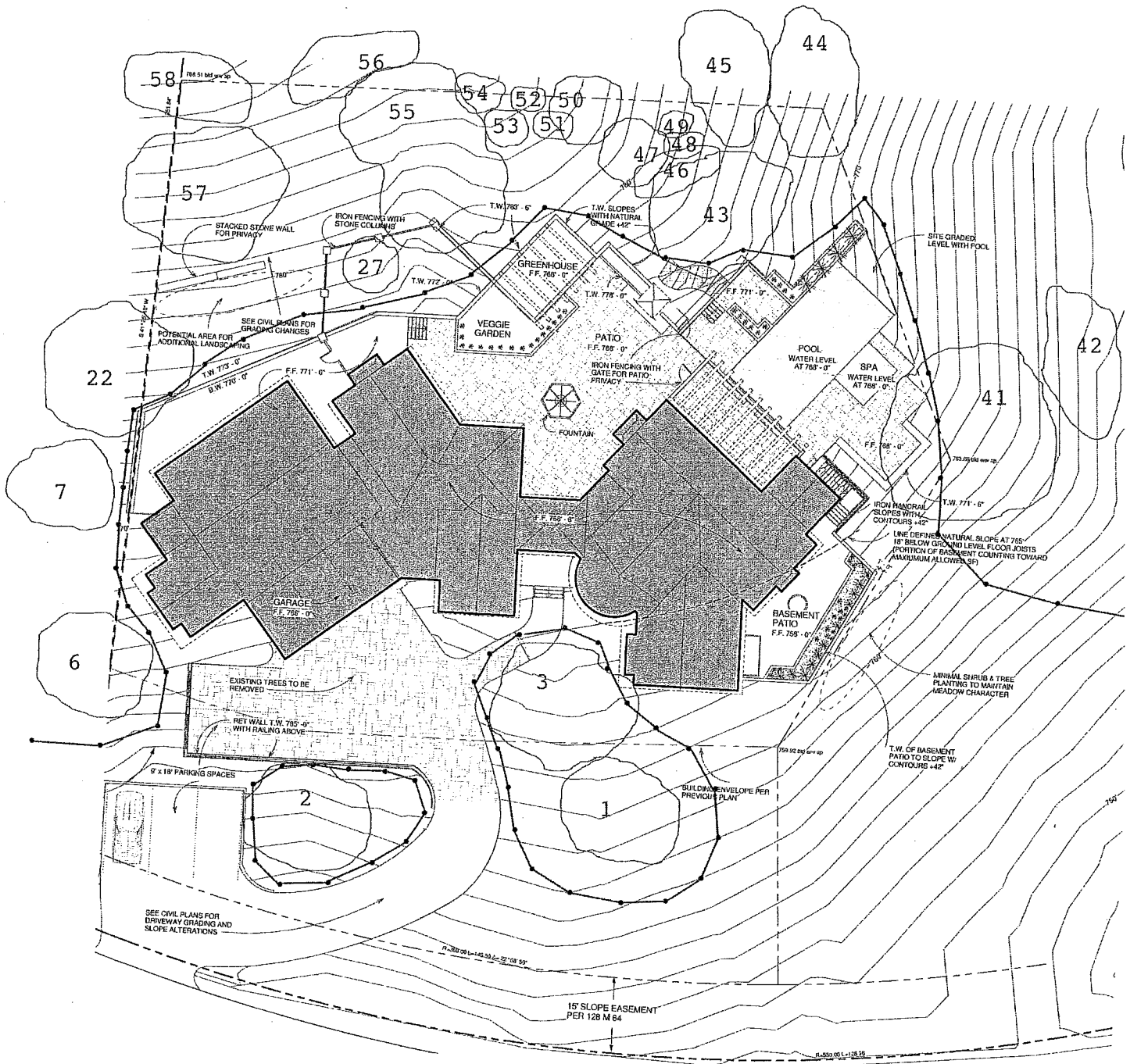
GUIDELINES FOR PROTECTING RETAINED TREES

- I. All personnel working on site should be informed that the trees are important and that their protection is not to be modified in anyway.
- II. A Project Arborist is to be designated prior to any work beginning on site.
 - A. The arborist shall be a Certified Arborist by The International Society of Arboriculture in good standing.
 - B. The arborist shall be familiar with this report and project prior to any adjustments to these guidelines or site determinations.
- III. All trees listed for preservation will have a combination chain-link fence wrapped in orange snow fencing placed around them at the drip-line prior to the start of any work.
 - A. The chain-link fence will be a minimum of 6 feet high.
 - B. The fence will be mounted on standard steel posts driven 18 inches into the ground.
 - C. Tree fences will be located as diagramed in this report.
 1. The Project Arborist shall mark the location on site or otherwise oversee all protective fencing installation.
 2. Combining of tree fences to enclose multiple trees and larger areas is recommended wherever possible.
 - D. Fencing will be designated with signage.
 1. Signage will notice:
 - a) Fencing installed to protect tree & roots
 - b) Project Arborist Required to enter, modify, or remove fencing for any reason.
 - c) They will be in both English and Spanish.
 2. Signs will be spaced no more than 12 feet apart.
 - E. Tree fences are not to be removed, dismantled, or modified unless authorized by the Project Arborist.

- F. Tree fences are to remain in place until construction is complete and final approval has been given by the Project Arborist.
- G. No personnel or equipment are allowed inside of this fencing unless authorized by the Project Arborist.
- IV. It is recommended that a 2 inch layer of arbor-mulch be spread over the root zone of protected trees on the inside of the protection fencing.
 - A. The arbor-mulch shall not contact the trunk or root crown of the tree being protected.
 - B. The arbor-mulch is to be spread by hand.
- V. All trenching, grading, or demolition within 10 feet of the drip-line or below the canopies of these trees, for any reason, is to be done under the supervision of the Project Arborist.
 - A. Use of an Airspade to locate roots, dig, or trench will be necessary.
 - 1. Prior to construction, the structural root system of six trees (#1, 2, 3, 27, 41, & 43) need inspection where they may interact directly with construction.
- VI. Chemicals, construction materials, trash, etcetera, are not to be stored within twice the radius of the drip-line of any protected tree.
- VII. All necessary pruning of the canopies is to be done under the direct supervision of the Project Arborist.
- VIII. If construction traffic is deemed necessary under the canopy of a protected tree by the Project Arborist, a layer of arbor-mulch is to be applied and covered with plywood sheeting.
 - A. The arbor-mulch shall be a minimum 2 inches thick for foot traffic and 6 inches thick for any equipment traffic.
 - B. The plywood should be a minimum of $\frac{1}{4}$ inch thick for foot traffic and $\frac{1}{2}$ inch thick for equipment traffic
 - 1. Protective plywood is to be tied together, or otherwise supported, to prevent slippage.

2. Nonslip material may be substituted or added to the plywood for the safety of persons and equipment, but must be approved by the Project Arborist.
- IX. All protection measures are to be inspected by the Project Arborist, prior-to commencement of construction activities, to confirm all guidelines have been properly followed.
 - X. Regular Monitoring by the Project Arborist before, during, and after construction, to recognize any changes in the trees and to take corrective action as soon as possible, is advised.
 - A. The Project Arborist should inspect the site no less than once a month during construction and semiannually following construction for three years.
 - B. Any concerns regarding the trees should be brought to the Project Arborist's attention immediately.
 - XI. Anyone violating these guidelines will be liable for damages, the full cost of cure, and/or any loss of tree value as determined by the Project Arborist and paid to the Client.

SITE MAP - TREE PROTECTION FENCING



- Protective Fencing
- 12 Tree (Remove)
- 3 Tree (Retain)
- *Not to Scale*

Base Map Provided by
 Willam Masten
 Architect & Associates
 Mountain View, CA

GLOSSARY

Airspade: A tool that uses compressed air to remove soil.

Arbor-mulch: The mulch created by using a wood chipper on plant material. *also called wood chips.*

Branch bark collar: The transition zone at the attachment point of a limb. This is an important area of tree defense in resisting the spread of decay.

D.B.H. (*Diameter at Breast Height*): The diameter of a tree measured at 4.5 feet above grade.

Drip-Line: An imaginary line on the ground defined by the canopy spread.

Root Crown: The transition zone between the trunk and root system.

BIBLIOGRAPHY

American National Standards Institute (ANSI). American National Standard A300(Part 5)-2012 for Tree Care Operations - Tree, Shrub, and Other Woody Plant Management - Standard Practices (Management of Trees and Shrubs During Site Planning, Site Development, and Construction). Tree Care Industry Association, Inc.. Londonderry, New Hampshire. ©2012

Best Management Practices - Managing Trees During Construction. Kelby Fite and E. Thomas Smiley. International Society of Arboriculture. Champaign, IL. ©2008

Dictionary of Standard Definitions for the Green Industry. 2009-2010. Tree Care Industry Association, Inc.. Londonderry, New Hampshire. ©2009

ARBORIST DISCLOSURE STATEMENT

Arborists are specialists in the care of trees who try to inform the public about tree needs and reduce the risks of living among trees through evaluation and care. Arborists combine education, experience, knowledge, and training in the field of arboriculture to perform this task.

Arborist knowledge of arboriculture is continuously growing, but will never be complete. Trees are living organisms that constantly evolve and change with their environment. Conditions within a tree, below ground, or otherwise not visible can conceal significant defects. For these reasons no arborist, even with the most exhaustive inspection and care, can guarantee tree health, structure, or safety.

Tree evaluation, treatment, removal, and other efforts may involve considerations beyond the scope of this report. These items may include property boundaries, landscape ownership and rights, neighbor disputes, and other issues. Arborists cannot be expected to have power over all of these issues, even when they are disclosed to the Arborist. Information supplied to the Arborist should be as complete and accurate as possible to help minimize the chance of any inaccuracy.

Trees, as all parts of the landscape, can be managed but not controlled. To live near trees is to accept the risk that they pose. The only way to eliminate all risks from trees is to eliminate all trees.

Clients may choose to accept or disregard the opinions and/or recommendations in this report, and are encouraged to seek additional advice until their concerns regarding trees are addressed to their satisfaction.

CERTIFICATE OF PERFORMANCE

I, Brian McGovern, certify:

All trees and property referred to in this report were inspected by me insofar as was necessary to complete my task as described in assignment section of this report.

I have no current or probable interest in the property, property parts, or the parties involved that are the subject of this report.

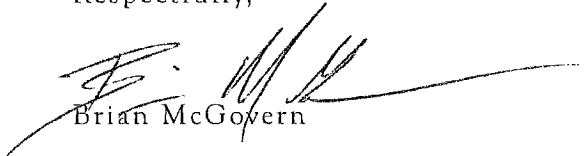
My compensation is not conditional upon reporting a predetermined conclusion that favors any party or result.

This report has been developed according to commonly accepted arboricultural practices and my analysis, opinions, and conclusions are the result of this process.

Except where noted in this report, no one provided significant professional assistance to my consultation and all analysis, opinions, and conclusions are my own.

I further attest that I am I.S.A. Certified Arborist #WE-0958A and Licensed Tree Care Contractor #770742 with current membership in the American Society of Consulting Arborists, and the International Society of Arboriculture, and the Tree Care Industry Association. I have been practicing the art and science of arboriculture for over twenty years.

Respectfully,



Brian McGovern

Carol Borck

From: Alexandra Von Feldt <alex_vonfeldt@yahoo.com>
Sent: Monday, March 23, 2015 5:31 PM
To: Carol Borck; Debbie Pedro
Subject: comments

Hi,

I have some comments about the site development permit at 3 Buck Meadow Drive.

I appreciate that the applicant has reduced the number of Blue Oak trees proposed for removal in comparison to the previous design, but I would strongly encourage them to see what more they could do to mitigate tree loss. Blue Oaks provide important habitat, and they take very long to grow to even the size that we see them at today. Replacing them with new trees does not provide the same value as it is difficult to find Blue Oaks in the trade, and certainly no where near the size that these are since they are so slow to grow and spend much of their early years developing root systems. A Blue Oak grove like the one on the site is so essential to the character of the town and specifically this development, that I would want to see all measures taken to protect it.

Similarly, I appreciate the proposal to create the construction driveway away from the trees, but unfortunately the area proposed is probably the best quality grassland on the site and includes species such as *Stipa pulchra* (Purple Needlegrass) and *Sisyrinchium bellum* (Blue-Eyed Grass). From what I've seen in previous construction projects that have tried similar protections, disruption kills these species and allows the introduction of non-native invasive species. Also, grassland and meadow restoration is very difficult and takes years of careful monitoring. I encourage the applicant to explore other options that do not cover such high quality grassland.

I am glad to see that there is no proposal to lose the fill on site, and I very much appreciate the team reducing the retaining walls along the driveway. I also am so happy to see that no lawn is proposed as the extra water would most likely kill the Blue Oaks, which are more sensitive than other types of oak. I support the Conservation Committee's comments regarding the landscaping plan, and I would support the use of some more species that are typically found among Blue Oaks including the *Sisyrinchium bellum* and *Ranunculus californica* observed currently on site. Also nearby are lovely species such as *Iris fernaldii*, *Zigadenus fremontii*, poppies and lupine.

Thank you,
Alex

Carol Borck

From: Howard Young
Sent: Thursday, May 14, 2015 1:27 PM
To: Carol Borck
Subject: 3 buck meadow - concerning added staging area

Adequate erosion control shall be placed to prevent silt and erosion into natural drainage swales. Drainage swales shall be fully operational. The draft erosion control plan was reviewed on site by the public works inspector who indicated that the amount and direction of silt fencing in the drainage swale could potentially impede flow. This should be reviewed by the project manager.

All other project requirements for site erosion control remain in place

Truly,

Howard Young
Public Works Director
Town of Portola Valley
650-851-1700 x 214
hyoung@portolavalley.net

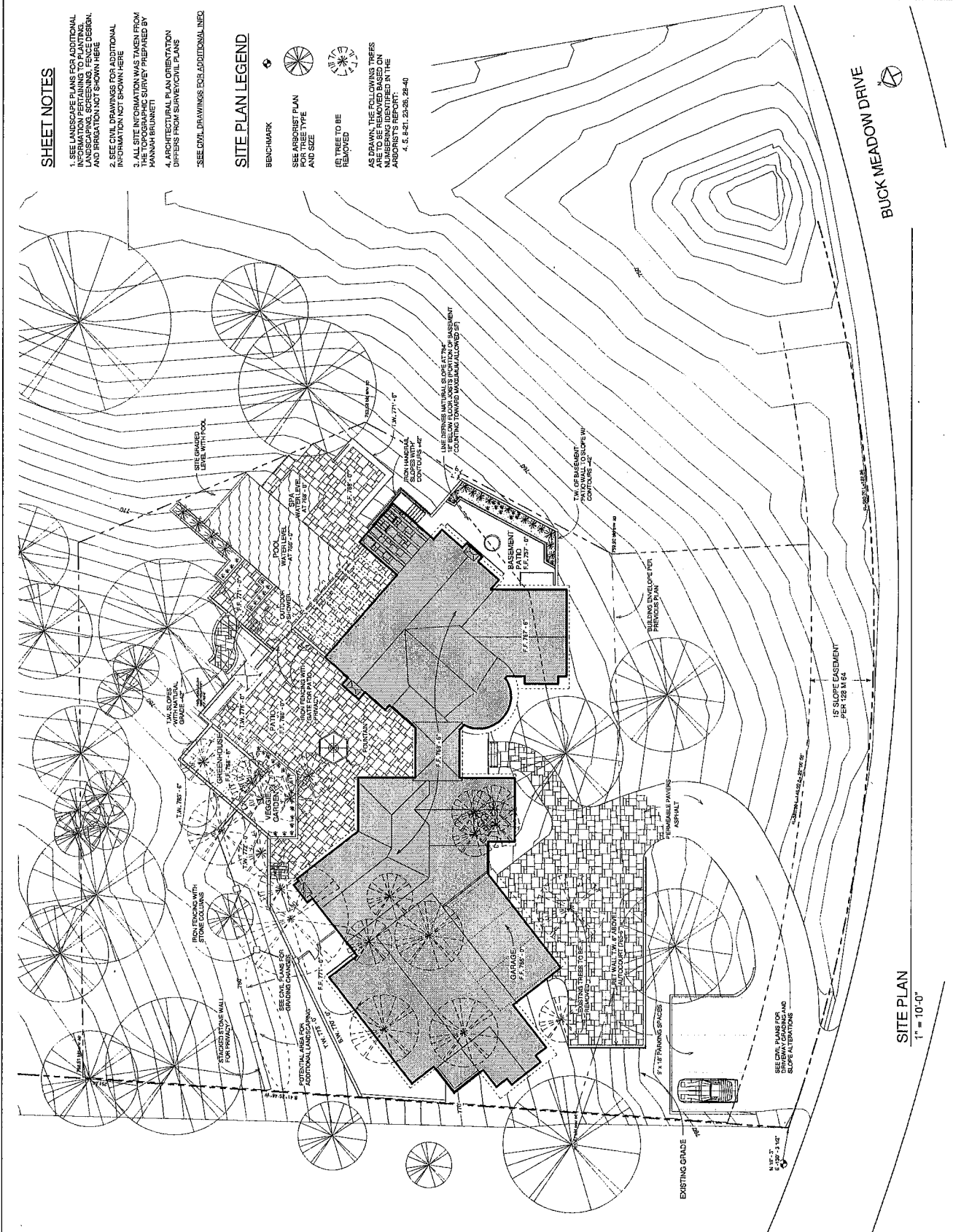
A1.0'

Scale As Indicated

Date 5-05-2015
 Job TAM 2014 016
 Drawn By LAR

TAMASI - ROSS RESIDENCE
 3 BUCK MEADOW
 (N) SITE PLAN

#	Rev.	Date



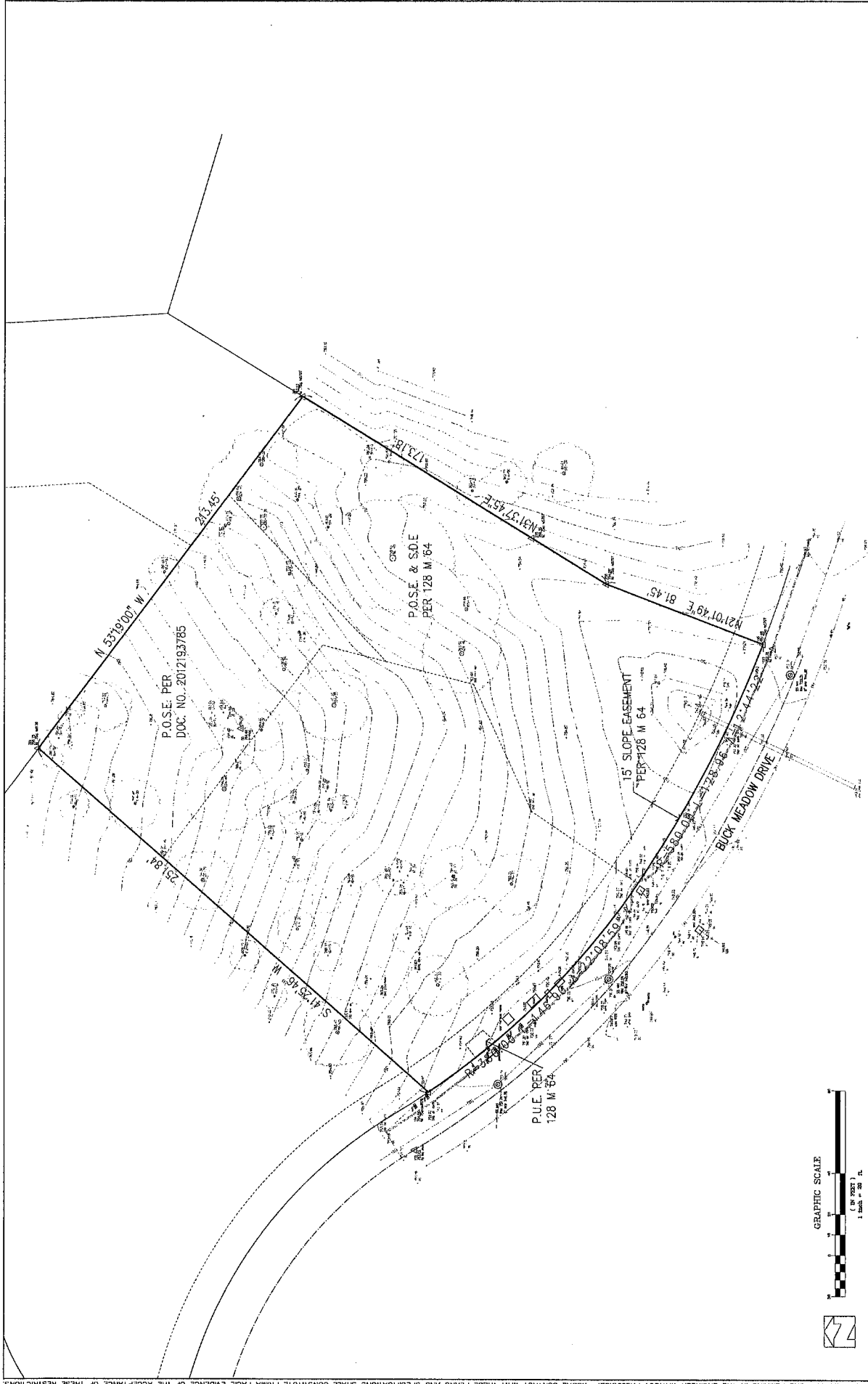
SHEET NOTES

1. SEE LANDSCAPE PLANS FOR ADDITIONAL INFORMATION REGARDING TREE SPECIES, LANDSCAPING SCREENING, FENCE DESIGN, AND IRRIGATION NOT SHOWN HERE
 2. SEE CIVIL DRAWINGS FOR ADDITIONAL INFORMATION NOT SHOWN HERE
 3. ALL SITE INFORMATION WAS TAKEN FROM THE TOPOGRAPHIC SURVEY PREPARED BY HANNAH BRUNNETT
 4. ARCHITECTURAL PLAN ORIENTATION DIFFERS FROM SURVEY CIVIL PLANS
- *SEE CIVIL DRAWINGS FOR ADDITIONAL NOTES

SITE PLAN LEGEND

- BENCHMARK
 - SEE ARCHITECT PLAN FOR TREE TYPE AND SIZE
 - TO BE REMOVED
- AS DRAWN, THE FOLLOWING TREES ARE TO BE REMOVED BASED ON NUMBERING IDENTIFIED IN THE ARCHITECTURAL PLAN:
1. 1-1, 1-2, 1-3, 1-4, 1-5, 1-6, 1-7, 1-8, 1-9, 1-10, 1-11, 1-12, 1-13, 1-14, 1-15, 1-16, 1-17, 1-18, 1-19, 1-20, 1-21, 2-1, 2-2, 2-3, 2-4, 2-5, 2-6, 2-7, 2-8, 2-9, 2-10, 2-11, 2-12, 2-13, 2-14, 2-15, 2-16, 2-17, 2-18, 2-19, 2-20, 2-21, 2-22, 2-23, 2-24, 2-25, 2-26, 2-27, 2-28, 2-29, 2-30, 2-31, 2-32, 2-33, 2-34, 2-35, 2-36, 2-37, 2-38, 2-39, 2-40, 2-41, 2-42, 2-43, 2-44, 2-45, 2-46, 2-47, 2-48, 2-49, 2-50, 2-51, 2-52, 2-53, 2-54, 2-55, 2-56, 2-57, 2-58, 2-59, 2-60, 2-61, 2-62, 2-63, 2-64, 2-65, 2-66, 2-67, 2-68, 2-69, 2-70, 2-71, 2-72, 2-73, 2-74, 2-75, 2-76, 2-77, 2-78, 2-79, 2-80, 2-81, 2-82, 2-83, 2-84, 2-85, 2-86, 2-87, 2-88, 2-89, 2-90, 2-91, 2-92, 2-93, 2-94, 2-95, 2-96, 2-97, 2-98, 2-99, 2-100, 2-101, 2-102, 2-103, 2-104, 2-105, 2-106, 2-107, 2-108, 2-109, 2-110, 2-111, 2-112, 2-113, 2-114, 2-115, 2-116, 2-117, 2-118, 2-119, 2-120, 2-121, 2-122, 2-123, 2-124, 2-125, 2-126, 2-127, 2-128, 2-129, 2-130, 2-131, 2-132, 2-133, 2-134, 2-135, 2-136, 2-137, 2-138, 2-139, 2-140, 2-141, 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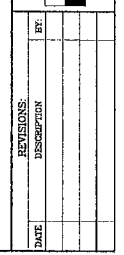
SITE PLAN
 1" = 10'-0"



REVISIONS:		DATE	BY
NO.	DESCRIPTION		

DATE: FEBRUARY 2015
 HORIZ. SCALE: 1/2" = 40'
 VERT. SCALE: 1" = 20'
 DESIGNED BY: AW
 CHECKED BY:

Hanno-Brunetti
 Civil Engineers and Surveyors
 2055 N. Main St., Suite 200
 Chico, California 95926
 Phone: (530) 892-2173
 Fax: (530) 892-2174



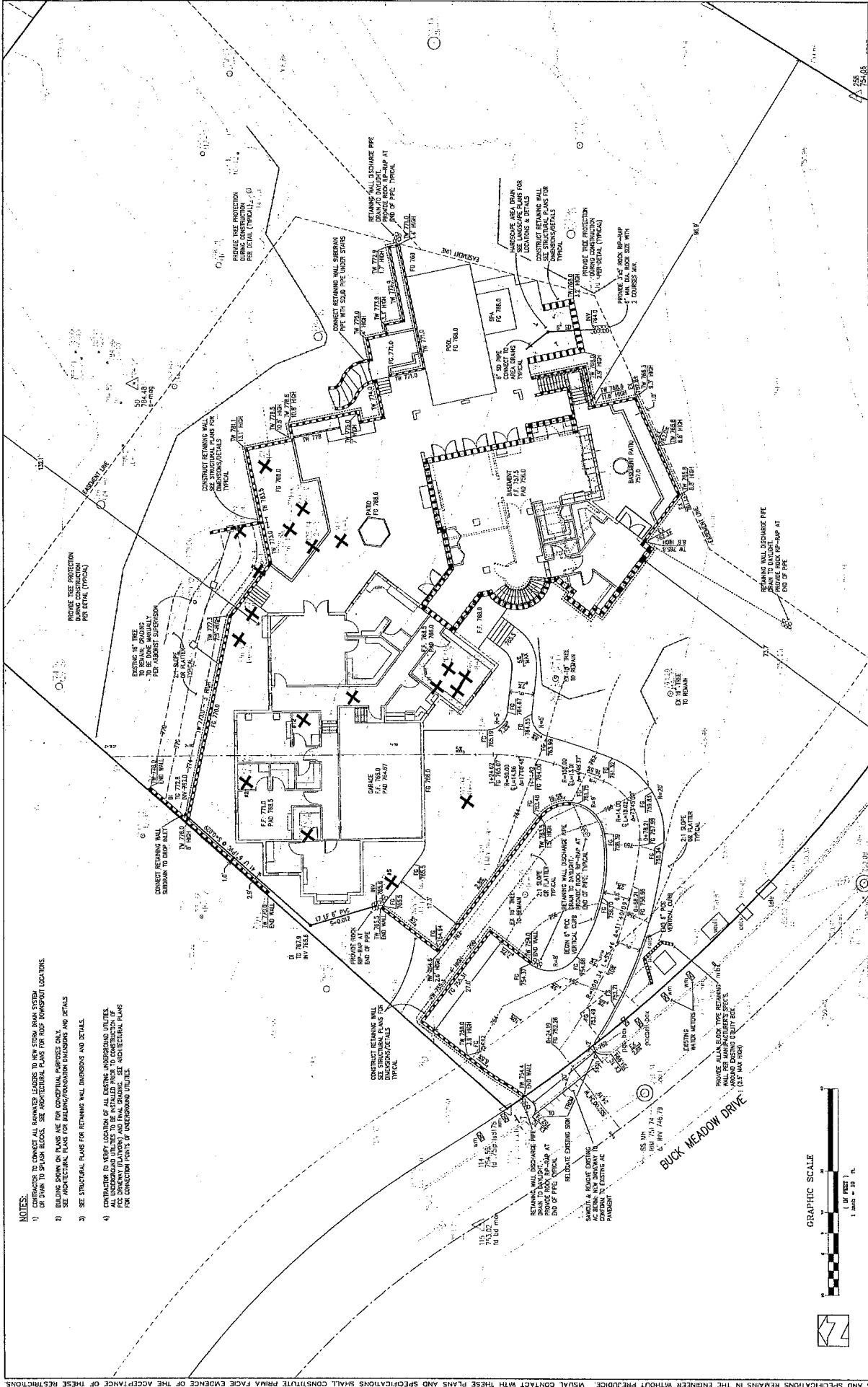
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TOWN OF PORTOLA VALLEY
 FEBRUARY 2015

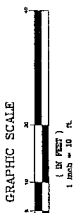
LOT 23 AND 24 - BLUE OAKS - BOOK 128 OF MAPS AT PAGES 63-92
 SAN MATEO COUNTY, CALIFORNIA

SHEET **2** OF 6
 JOB NO. 14009

THE USE OF THESE PLANS AND SPECIFICATIONS SHALL BE RESTRICTED TO THE ORIGINAL SITE FOR WHICH THEY WERE PREPARED AND PUBLICATION THEREOF IS EXPRESSLY LIMITED TO SUCH USE. REPRODUCTION OR PUBLICATION BY ANY METHOD, IN WHOLE OR IN PART, IS PROHIBITED WITHOUT THE WRITTEN CONSENT OF HANNO-BRUNETTI ENGINEERS AND SURVEYORS. VISUAL CONTACT WITH THESE PLANS AND SPECIFICATIONS SHALL CONSTITUTE PRIMA FACIE EVIDENCE OF THE ACCEPTANCE OF THESE RESTRICTIONS.



- NOTES:**
- 1) CONTRACTOR TO CONNECT ALL RAINWATER LEADERS TO NEW STORM DRAIN SYSTEM OR DRAIN TO STORM SEWER. SEE ARCHITECTURAL PLANS FOR ROOF DRAINOUT LOCATIONS.
 - 2) BUILDING SHOW OR PLANS ARE FOR CONCEPTUAL PURPOSES ONLY. SEE ARCHITECTURAL PLANS FOR BUILDING/FINISHING DIMENSIONS AND DETAILS.
 - 3) SEE STRUCTURAL PLANS FOR RETAINING WALL DIMENSIONS AND DETAILS.
 - 4) CONTRACTOR TO VERIFY LOCATION OF ALL EXISTING UNDERGROUND UTILITIES. ALL UNDERGROUND UTILITIES TO BE INSTALLED PRIOR TO CONSTRUCTION OF FPD DRAINAGE (PLANTING) AND FINAL GRADING. SEE ARCHITECTURAL PLANS FOR DIMENSIONAL DATA OF UNDERGROUND UTILITIES.



DATE: APRIL 2015
 REVISION: 1547
 VERT. SCALE: NONE
 DESIGNED BY: JAW
 CHECKED BY: JAW
 DRAWN BY: JAW

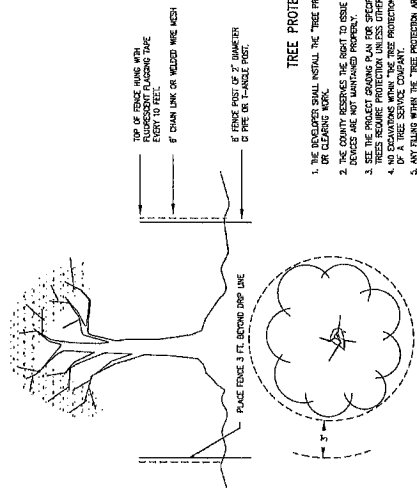
Hanna Brunetti
 Civil Engineer
 License No. 44223
 City of California (442) 942-2173

DATE	REVISIONS:
	DESCRIPTION

REFERENCES

THE USE OF THESE PLANS AND SPECIFICATIONS SHALL BE RESTRICTED TO THE ORIGINAL SITE FOR WHICH THEY WERE PREPARED AND PUBLICATION THEREOF IS EXPRESSLY LIMITED TO SUCH USE. REPRODUCTION OR PUBLICATION OF THESE PLANS AND SPECIFICATIONS SHALL CONSTITUTE PRIMA FACIE EVIDENCE OF THE ACCEPTANCE OF THESE RESTRICTIONS.

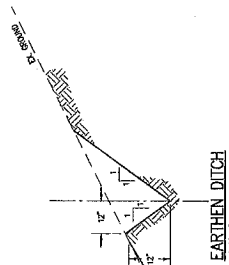
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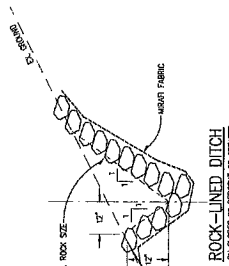
TREE PROTECTION NOTES

1. THE BIDDING SHALL INSTALL THE "TREE PROTECTION" DEVICES PRIOR TO THE START OF GRADING OR CLEARING WORK.
2. THE BIDDING SHALL BE RESPONSIBLE FOR OBTAINING A "STOP WORK" NOTICE IF THE "TREE PROTECTION" DEVICES ARE NOT MAINTAINED PROPERLY.
3. SEE THE PROJECT GRADING PLAN FOR SPECIFIC TREES THAT REQUIRE PROTECTION. ALL SPONGER TREES REQUIRE PROTECTION UNLESS OTHERWISE NOTED.
4. THE "TREE PROTECTION AREA" SHALL BE MAINTAINED UNDER THE SUPERVISION OF THE TREE SERVICE COMPANY.
5. ANY FALLING WITHIN THE "TREE PROTECTION AREA" SHALL BE MADE IN ACCORDANCE WITH A DETAILED WORKING PLAN APPROVED BY THE COUNTY.
6. THE REMOVAL OF ISOLATED TREES CAN OCCUR WITHOUT A RECORDED WORKING PLAN APPROVED BY THE COUNTY.
7. APPROVED WOOD CONSTRUCTION IS AN ACCEPTABLE SUBSTITUTE FOR THE CHAIN LINK FENCING.

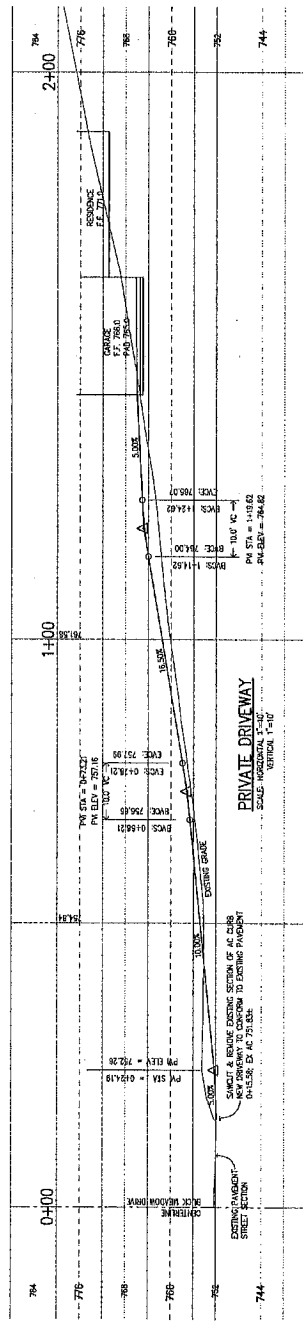
TYPICAL TREE PROTECTION DETAIL



EARTHEN DITCH
NO SCALE



ROCK-LINED DITCH
ON SLOPES 20 PERCENT OR GREATER
NO SCALE



REFERENCES

DATE	REVISIONS
FEBRUARY 2015 <td></td>	

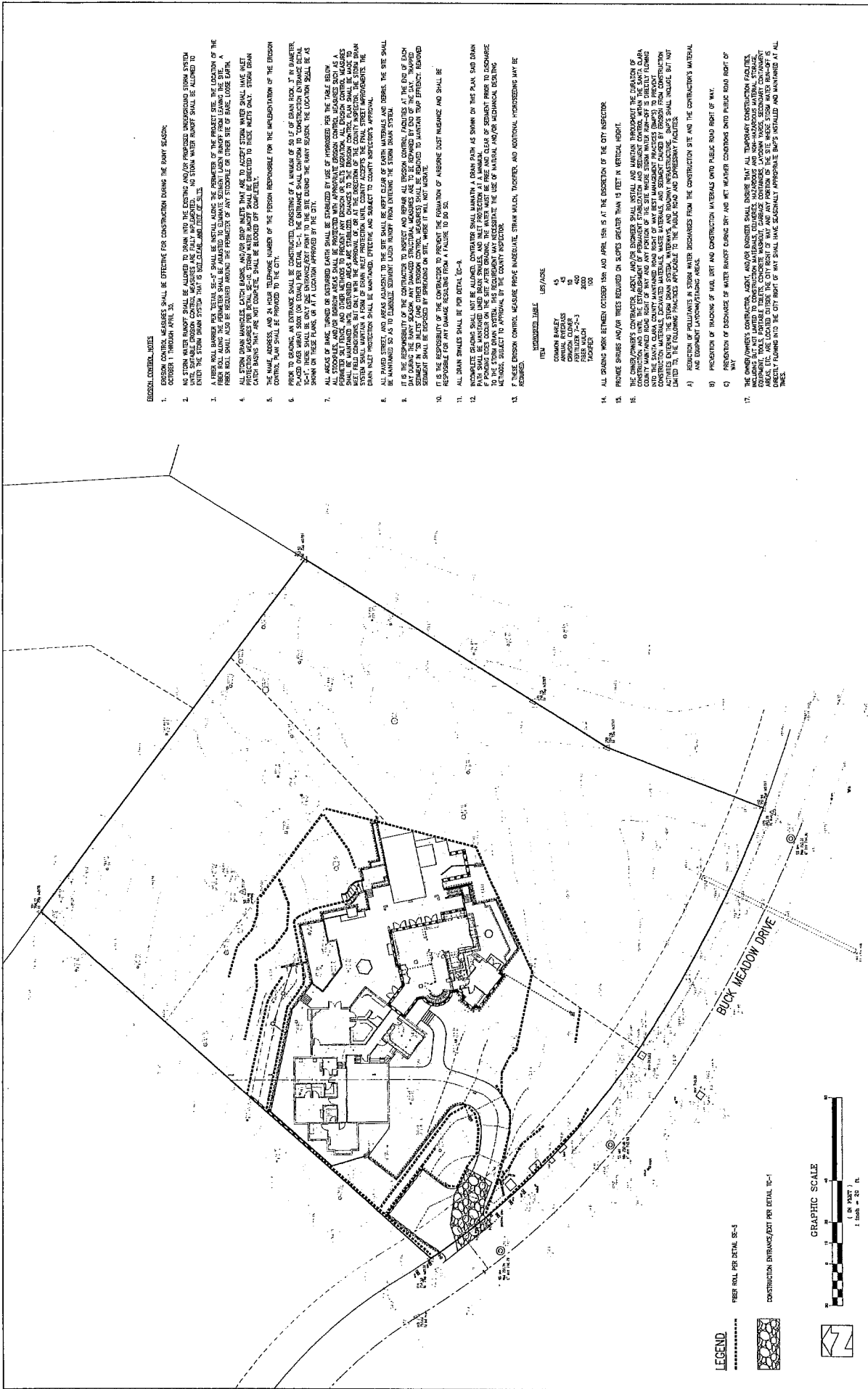
Hanno Brunetti
Civil Engineer - License No. 45678
City of California, State No. 45678

DATE	REVISIONS

Driveway Profile and Details

Lot 23 and 24 - Blue Oaks - Book 128 of Maps at Pages 63-92

TOWN OF PORTOLA VALLEY
FEBRUARY 2015



EROSION CONTROL NOTES

1. EROSION CONTROL MEASURES SHALL BE EFFECTIVE FOR CONSTRUCTION DURING THE WET SEASON, OCTOBER 1 THROUGH APRIL 30.
2. ALL STORM WATER RUNOFF SHALL BE ALLOWED TO DRAIN INTO THE EXISTING AND/OR PROPOSED IMPROVED STORM DRAIN SYSTEM UNLESS OTHERWISE NOTED. EROSION CONTROL MEASURES ARE FULLY IMPLEMENTED. NO STORM WATER RUNOFF SHALL BE ALLOWED TO ENTER THE STORM DRAIN SYSTEM THAT IS UNDESIRABLE, UNLAWFUL OR UNLAWFUL.
3. EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION. THE LOCATION OF THE EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION. THE LOCATION OF THE EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION. THE LOCATION OF THE EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION.
4. ALL STORM DRAIN MANHOLES, CATCH BASINS, AND/OR DRAIN INLETS THAT ARE TO ACCEPT STORM WATER SHALL HAVE INLET PROTECTION. SLOPES TO STORM DRAIN MANHOLES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION. THE LOCATION OF THE EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION.
5. THE EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION. THE LOCATION OF THE EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION.
6. PRIOR TO BEING AN EXISTING SHALL BE CONSTRUCTED, CONSISTING OF A MINIMUM OF 50 LF OF GRANULAR 12" IN DIAMETER. PAVED OR ASPHALT SHALL BE CONSTRUCTED TO THE ENTIRE LENGTH OF THE STORM DRAIN. THE LOCATION OF THE EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION.
7. ALL STORM DRAIN MANHOLES SHALL BE PROTECTED WITH APPROPRIATE EROSION CONTROL MEASURES SUCH AS A FORMER SILT FENCE AND OTHER METHODS TO PREVENT ANY EROSION OF THE STORM DRAIN. ALL EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION. THE LOCATION OF THE EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION.
8. ALL PAVED STREETS AND AREAS ADJACENT TO THE SITE SHALL BE KEPT CLEAR OF EARTH MATERIALS AND DEBRIS. THE SITE SHALL BE MAINTAINED SO AS TO DRAINAGE STORM WATER RUNOFF FROM ENTERING THE STORM DRAIN SYSTEM.
9. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO INSPECT AND REPAIR ALL EROSION CONTROL FACILITIES AT THE END OF EACH DAY DURING THE WET SEASON. ANY DAMAGE TO EROSION CONTROL MEASURES SHALL BE REPAIRED BY THE CONTRACTOR. THE LOCATION OF THE EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION.
10. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PREVENT THE FORMATION OF WEEDS, GRASS AND OTHER VEGETATION. THE LOCATION OF THE EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION.
11. ALL DRAIN SWALES SHALL BE PER DETAIL 10-4.
12. INCOMPLETE DRAINING SHALL NOT BE ALLOWED. CONTRACTOR SHALL MAINTAIN A DRAIN PUMP AS SHOWN ON THE PLAN. SAID DRAIN PUMP SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION. THE LOCATION OF THE EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION.
13. EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION. THE LOCATION OF THE EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION.
14. ALL GRADING WORK BETWEEN OCTOBER 1ST AND APRIL 15TH IS AT THE DISCRETION OF THE CITY INSPECTOR.
15. THE CONTRACTOR SHALL MAINTAIN SLOPES GREATER THAN 15 FEET VERTICAL HEIGHT.
16. THE CONTRACTOR SHALL MAINTAIN SLOPES GREATER THAN 15 FEET VERTICAL HEIGHT. THE CONTRACTOR SHALL MAINTAIN SLOPES GREATER THAN 15 FEET VERTICAL HEIGHT.
17. THE CONTRACTOR SHALL MAINTAIN SLOPES GREATER THAN 15 FEET VERTICAL HEIGHT. THE CONTRACTOR SHALL MAINTAIN SLOPES GREATER THAN 15 FEET VERTICAL HEIGHT.

PROPOSED SIZES

ITEM	SIZE
1. DRAIN PIPE	18"
2. DRAIN MANHOLE	48"
3. DRAIN INLET	18"
4. DRAIN MANHOLE COVER	48"
5. DRAIN MANHOLE RING	48"
6. DRAIN MANHOLE FRAME	48"
7. DRAIN MANHOLE GASKET	48"
8. DRAIN MANHOLE GASKET	48"
9. DRAIN MANHOLE GASKET	48"
10. DRAIN MANHOLE GASKET	48"
11. DRAIN MANHOLE GASKET	48"
12. DRAIN MANHOLE GASKET	48"
13. DRAIN MANHOLE GASKET	48"
14. DRAIN MANHOLE GASKET	48"
15. DRAIN MANHOLE GASKET	48"
16. DRAIN MANHOLE GASKET	48"
17. DRAIN MANHOLE GASKET	48"
18. DRAIN MANHOLE GASKET	48"
19. DRAIN MANHOLE GASKET	48"
20. DRAIN MANHOLE GASKET	48"

Erosion Control Plan

Lot 23 and 24 - Blue Oaks - Book 128 of Maps at Pages 63-92

TOWN OF PORTOLA VALLEY
APRIL 2013

SAN MATEO COUNTY, CALIFORNIA

PROJECT NO. 14009

DATE: APRIL 2013
 HORIZ. SCALE: 1"=50'
 VERT. SCALE: 1"=10'
 DESIGNED BY: JAW
 CHECKED BY: JAW
 DRAWN BY: JAW

Hanna Brunetti
 Civil Engineer • Land Surveyor
 10000 Portola Valley Road, Suite 100
 Portola Valley, CA 94028 • (415) 842-2173

REVISIONS:

DATE	DESCRIPTION	BY

LEGEND

- SILT FENCE PER DETAIL 10-4
- CONSTRUCTION ENTRANCE/EXIT PER DETAIL 10-1

GRAPHIC SCALE
 1 inch = 20 ft

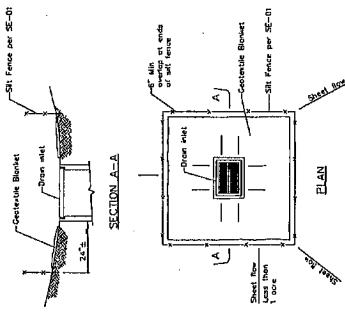
REFERENCES

SHEET 5 OF 6

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SE-10 Storm Drain Inlet Protection

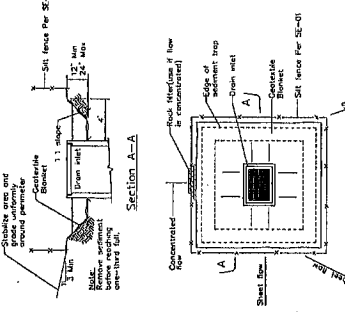


DI PROTECTION TYPE 1
NOT TO SCALE

NOTES

- For use in areas where grading has been completed and final subdrainage
- Not applicable to storm sewers
- Not applicable to storm sewers

SE-10 Storm Drain Inlet Protection

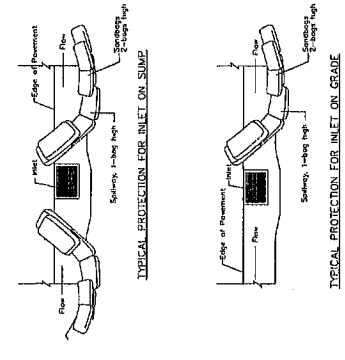


DI PROTECTION TYPE 2
NOT TO SCALE

NOTES

- Use in areas where grading has been completed and final subdrainage
- Not applicable to storm sewers
- Not applicable to storm sewers

SE-10 Storm Drain Inlet Protection

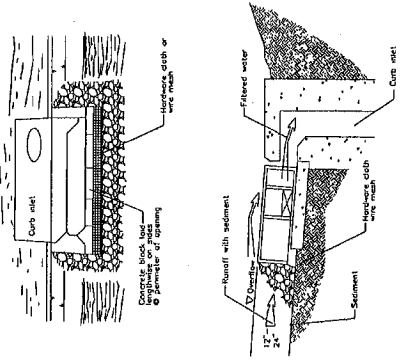


DI PROTECTION TYPE 3
NOT TO SCALE

NOTES

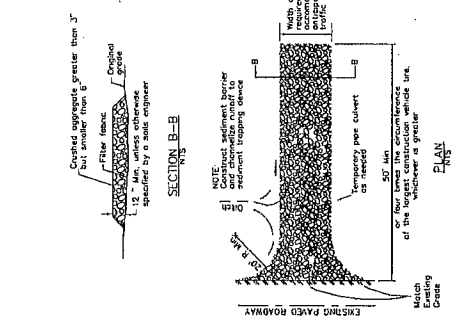
- Intended for short-term use
- Use in areas where grading has been completed and final subdrainage
- Not applicable to storm sewers
- Not applicable to storm sewers

SE-10 Storm Drain Inlet Protection



DI PROTECTION TYPE 4
NOT TO SCALE

Stabilized Construction Entrance/Exit TC-1

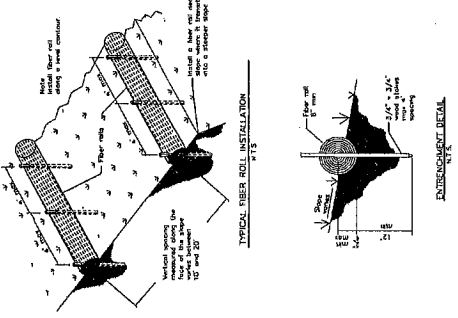


SECTION B-B
NOT TO SCALE

NOTE

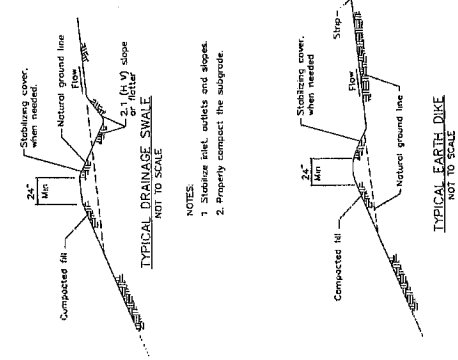
- Contract settlement barrier
- Contract settlement barrier
- Contract settlement barrier

Fiber Rolls



EXTENSION DETAIL
NOT TO SCALE

Earth Dikes and Drainage Swales EC-9



TYPICAL EARTH DIKE
NOT TO SCALE

DATE	REVISIONS	DESCRIPTION	BY

DATE: FEBRUARY 2015
 HONNO SCALE: NONE
 VERT. SCALE: NONE
 DESIGNED BY: JAV
 CHECKED BY: JAV
 DRAWN BY: JAV

REFERENCES

Erosion Control Details


Lot 28 and 24 - Blue Oaks - Book 128 of Maps 63-92

TOWN OF PORTOLA VALLEY
 FEBRUARY 2015

SAN MATEO COUNTY
 CALIFORNIA

SHEET NO. 6 OF 6
 14009

#	Rev.	Date

 William Weston
 ARCHITECTS & ASSOCIATES
 1600 100th Ave, Suite 100
 Irvine, CA 92618
 WWW.WESTONARCHITECT.COM

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 TAMAASI - ROSS RESIDENCE
 3 BUCK MEADOW

PRELIMINARY
 CONSTRUCTION
 STAGING PLAN

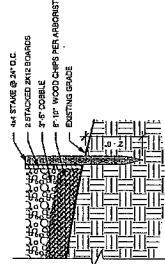
Job: TAMJ2014-010
 Date: 4-29-2015
 Drawn By: LAB
 Scale: As Indicated

A1.02
 Scale: As Indicated

SHEET NOTES

1. TREE PROTECTION FENCING PER ARBORIST'S RECOMMENDATIONS SHALL BE SHOWN IN SECTION 11.0 ON REPORT DATED 2/22/2015.
2. SEE ARBORIST'S LETTER DATED 4/9/2015 FOR TREE ACCESS RECOMMENDATION.
3. SEE ITEM #11.02 OF 2/22/15 REPORT FOR POSE STAGING RECOMMENDATIONS AS RECOMMENDED IN 4/9/2015 LETTER.

[Symbol] = PORTION OF STAGING IN THE POSE



TREE PROTECTION
 TREE #41
 TREE #42
 TREE #43
 TREE #44
 TREE #45
 TREE #46
 TREE #47
 TREE #48
 TREE #49
 TREE #50
 TREE #51
 TREE #52
 TREE #53
 TREE #54
 TREE #55
 TREE #56
 TREE #57
 TREE #58
 TREE #59
 TREE #60



BUCK MEADOW DRIVE

PRELIMINARY CONSTRUCTION STAGING PLAN
 1" = 10'-0"

(ORIGINAL PLAN)

#	Rev.	Date

WILLIAM MEYER ARCHITECTS
 ARCHITECTS & PLANNERS
 1000 W. WOOD
 MOUNTAIN VIEW, CO 80501
 WWW.WILLIAMMEYERARCHITECTS.COM

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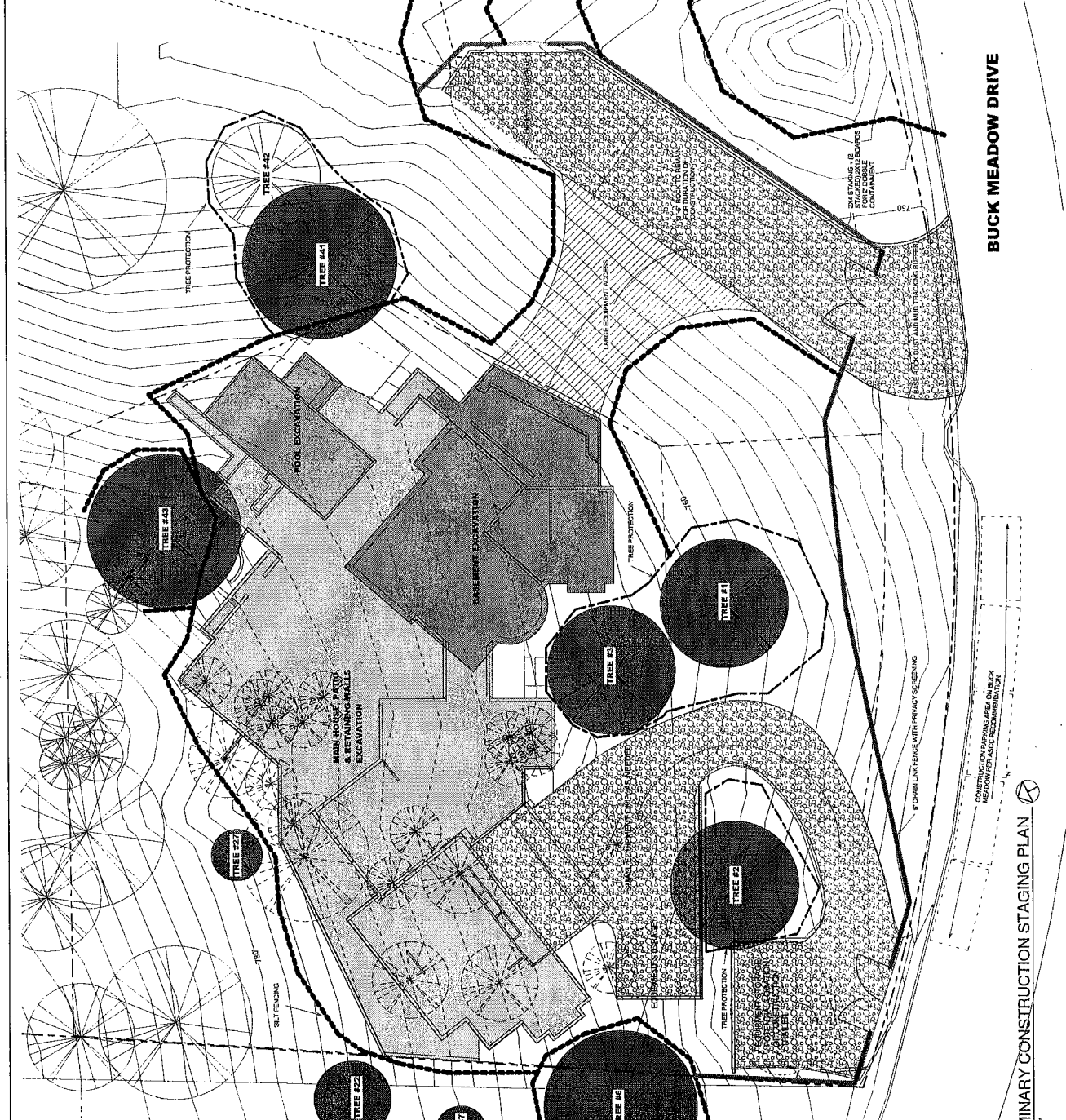
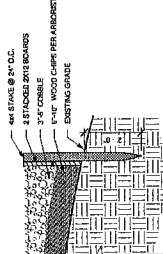
TAMAASI - FOSS RESIDENCE
 3 BUCK MEADOW

PRELIMINARY CONSTRUCTION STAGING PLAN

JAN 17AM 2014 016
 DATE 5-13-2015
 DRAWN LAB
 CHECKED LAB

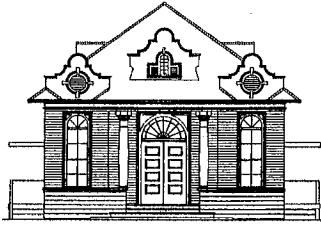
A1.02B
 Scale As Indicated

- SHEET NOTES**
1. TREE PROTECTION FENCING PER ARBORISTS RECOMMENDATIONS ITEMS III & IV ON REPORT DATED 2/22/15.
 2. SEE ARBORIST'S LETTER DATED 4/8/2015 FOR POSE ACCESS RECOMMENDATION.
 3. SEE ITEM VII FOOT OF 2/12/15 REPORT FOR POSE ACCESS RECOMMENDATION.
 4. SEE ITEM VII FOOT OF 2/12/15 REPORT FOR POSE ACCESS RECOMMENDATION.
- [Symbol] - PORTION OF STAGING IN THE POSE
 [Symbol] - TREE PROTECTION FENCING
 [Symbol] - STAGING AREA
 [Symbol] - EXISTING GRADE
 [Symbol] - 4"X4" WOOD CAGES PER ARBORIST



PRELIMINARY CONSTRUCTION STAGING PLAN
 1" = 10'-0"

(UPDATED PLAN)



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: ASCC and Planning Commission

FROM: Karen Kristiansson, Deputy Town Planner

DATE: May 20, 2015

RE: Preliminary Review of Site Development Permit for Landslide Repair Project, 16/42 Santa Maria Drive, Bylund, File # X9H-660

RECOMMENDATION

Staff recommends that the Planning Commission and ASCC provide preliminary comments on the proposed site development permit application for a landslide repair project. The ASCC should provide comments during the site meeting, scheduled at **4:30 p.m. on Wednesday, May 20, 2015**, and the Planning Commission should provide comments at their regularly scheduled **7:30 p.m. meeting**. This staff report was drafted to support both the ASCC and the Planning Commission preliminary reviews.

BACKGROUND

The two parcels on which the landslide repair is located are just north of the Woodside Highlands area and are accessed by existing driveways extending north from Santa Maria Avenue (see attached vicinity map). The property at 16 Santa Maria has a total area of 1.04 acres, and the parcel at 42 Santa Maria has an area of 1.65 acres. The parcels have existed since prior to town incorporation and were each developed with single family homes. They are now in an area with a minimum parcel size of 3.5 acres and do not conform to the current parcel area requirements, but are recognized as pre-existing separate legal parcels under Town zoning provisions.

In 1998, a landslide approximately 15-30 feet in depth occurred on these properties, starting just below the house on 42 Santa Maria and moving downhill onto the parcel at 16 Santa Maria. Immediately following the landslide, both homes were "red-tagged" as unsafe to occupy. The homes still exist on the lots but would be demolished as part of this landslide repair project.

In 2008, the Town Council approved a Deviation request per Resolution 2506-2010 (originally Resolution 500, and Resolution 2279-206 at the time of the Town Council's action) concerning land use policies relative to the Geologic and Ground Movement Potential Maps. The Deviation was to allow a maximum total of 4,960 square feet of floor area to be built on the two

properties, with the square footage distributed between the properties subject to approval of the Planning Commission. Also in 2008, the Planning Commission approved Site Development Permit X9H-555 to repair the landslide. However, the site development work was not done and the permit approval has expired. Because Deviations do not expire, that approval is still valid.

Because the property owner failed to repair the landslide, the Town recorded a Notice of Code Violation in 2011 on both lots, stating that the condition of the properties "presents a hazard and constitutes a nuisance." The parcels changed hands in 2012, and the new owner, Mr. Thomas Bylund, submitted an application for a site development permit in 2013 to repair the landslide conditions. The application is now ready for formal consideration and action.

Both parcels have moderate to steeper slopes and relatively limited tree cover in the area disturbed by landsliding. Both parcels are designated Pd (potential for deep landsliding) on the Town's adopted Ground Movement Potential Map. However, due to the 1998 landslide, the current condition is Md (moving deep landslide). The proposed landslide repair would return the properties to the Pd condition.

CODE REQUIREMENTS

As required by Section 15.12.100.C of the Site Development Ordinance, this application for a landslide repair project has been forwarded to the ASCC and Planning Commission for review. The ASCC will consider the project and provide comments to the Planning Commission, which is the deciding body for this application.

DISCUSSION

The proposed landslide repair is being undertaken to stabilize the hillside and allow for replacement of the two single family homes on the lots, one on each parcel. Each home would be served by a shallow, pressurized leachfield disposal system. Neither the homes nor the septic systems would be built at this time, although the septic systems have been designed in order to ensure that they could fit on the lots given the specifics of the proposed landslide repair.

The site development permit application is for grading to repair a landslide on the two properties. A total of 16,261 cubic yards of cut and 15,619 cubic yards of fill are proposed, with 642 cubic yards to be off-hauled. The total area to be disturbed is approximately 0.8 acres, and the maximum depth of cut/fill would be approximately 35 feet. Dirt will be stockpiled on the site during the construction process. The project would include demolition of existing residences on both 16 and 42 Santa Maria Avenue and construction of storm drainage improvements on both properties to better manage water entering and leaving the property. As part of the project, existing utilities that pass between the two lots to serve 150 Louise Lane would be temporarily relocated uphill of the landslide repair and replaced upon completion of the project.

A small amount of work for this project will occur on two neighboring properties. First, excavation will extend up to 13 feet onto the property at 12 Santa Maria in order to allow the necessary depth of excavation at the property line; this excavated area will be restored upon completion of the project. Second, a rock outfall will be placed on the property at 1111 Portola Road to protect from erosion from storm water leaving 16 Santa Maria. Both adjacent property owners have previously provided written permission to the applicant to carry out work on their properties. Although the changes to the plans since then have not significantly changed in

terms of the work proposed on the neighbors' properties, that permission will need to be updated to refer to the current plans.

Traffic and Parking Control Plan

Santa Maria Drive is a private road which is maintained by the Woodside Highlands Road Maintenance District. To manage construction parking and traffic, the applicant will need to work with neighbors and the Homeowners' Association to develop a Traffic and Parking Control Plan, which must be reviewed and approved by the Public Works Director before work starts on the site. The Traffic and Parking Control Plan is required as a mitigation measure in the Initial Study/Mitigated Negative Declaration for the project, as discussed below. Staff understands that the applicant has already met once with the Homeowners' Association, in September of 2014, to discuss the project.

Stormwater Drainage Improvements

The project plans include improvements to the stormwater drainage system on the site, in order to manage the water which enters the site from uphill and to ensure that this water does not destabilize the repaired landslide or lead to erosion on the steep slopes of the site. Much of this water enters the site from a single culvert just above the property line of 42 Santa Maria, and prior to 1998, drained overland down a very steep slope. After the landslide occurred, two 12" plastic pipes were installed to convey this water down the slope.

To improve the stormwater drainage system on the properties, the applicant proposes to install erosion control and a catch basin at the uphill side of 42 Santa Maria, with the two existing 12" plastic pipes on the site to remain to move water from the catch basin approximately 300 feet downhill to two rock outfalls and drainage swale which would be approximately 180 feet long and 10 feet wide. The swale would be lined with rip rap composed of fractured natural rock. Because of their locations on the site, these features will not be visible from roads or trails in the area.

Tree Removal and Replacement Plantings

According to the arborist's report which has been prepared for the project (attachment 3), fifteen trees will need to be removed in order to accommodate the landslide repair grading. Most of these trees are not native to Portola Valley and are not significant trees under the Town's tree protection ordinance. Two significant trees will need to be removed as part of the project: #26, which is a multi-stem bay tree in poor condition, and #34, which is an 8" madrone tree in excellent condition.

To mitigate the loss of these trees and provide erosion control, the Initial Study/Mitigated Negative Declaration calls for the applicant to develop a landscape plan for both lots with an approved native plant mix and at least two 24" box Coast Live Oak trees. The landscape plan would be reviewed and approved by a designated member of the ASCC. The property owner has stated that he intends to plant approximately 8-10 oaks.

Project Timing

The applicant estimates that this project will take approximately 8-12 weeks to complete. He intends to begin work as soon as possible after project approval and complete the work by the end of the summer. To ensure the continued stability of the site, the project needs to be completed in one dry season.

Site Development Committee Comments

Comments from the site development committee members on the project are attached and summarized below:

1. **Town Geologist.** The project was found acceptable, with the condition that the contractor prepare a grading sequence plan that addresses the sequence of site grading, slope monitoring, construction, and site inspections. This plan is to be discussed at a meeting with Town staff and approved by the project geotechnical consultant and Town Geologist before project grading begins.
2. **Public Works Director and Town's Engineering Consultant (NV5).** The project was found acceptable with standard conditions of approval for site development work, plus conditions that 1) the applicant provide a Traffic Control Plan to be developed in coordination with the homeowners' association, 2) the applicant coordinate with the homeowners' association and neighbors concerning shared drainage facilities; and 3) a more detailed erosion control plan be prepared.
3. **Conservation Committee.** The Committee reviewed the original plans in 2013 and a subcommittee examined the revised plans in April. The subcommittee review suggested that tree protection fencing be provided on the site for trees 3 and 4 which are adjacent to and overhang the site, that various non-native and invasive plants and trees be removed from the site even if they are not in the landslide repair area, and that recommended procedures be used to prevent nearby oak trees from root damage.
4. **County Environmental Health.** The County has reviewed and tentatively approved septic system designs for both parcels, each of which would serve a 3-bedroom home. These designs were reviewed by the Town Geologist and the Town's Engineering Consultant to ensure that the designs would be compatible with the landslide repair work, but the septic systems are not proposed to be constructed at this time.

CEQA Analysis

Per Section 15070 of the California Environmental Quality Act (CEQA) Guidelines, an Initial Study/Mitigated Negative Declaration has been prepared for this project and includes the following mitigation measures:

AIR QUALITY

The project will incorporate the following measures related to air quality:

- All exposed surfaces, including parking areas, stockpiles, staging areas, and graded areas, shall be watered two times per day.
- All haul trucks transporting soil, sand, or other loose material off-site shall be covered.
- All visible mud or dirt on Santa Maria Avenue shall be removed at least once per day, using wet power vacuum street sweepers or another similar method approved by the Public Works Director. The use of dry power street sweepers is prohibited.
- All vehicle speeds on the site will be limited to 15 miles per hour.
- A publicly visible sign will be posted with the telephone numbers and names of the construction manager and the Public Works Director for reporting dust complaints. The air district's phone number will also be posted.

- Idling times will be minimized either by shutting equipment off when not in use or reducing the maximum idling time to five minutes. Clear signage will be provided for construction workers at all access points.
- All construction equipment will be maintained and properly tuned in accordance with manufacturer's specifications. All equipment will be checked by a certified mechanic and determined to be running in proper condition prior to operation.

BIOLOGICAL RESOURCES

The applicant shall develop a landscape plan for both lots which includes, at a minimum, hydroseeding all disturbed areas with an approved native plant mix and planting at least two 24" box Coast Live Oak trees. The landscape plan shall be reviewed and approved by a designated member of the Portola Valley Architectural and Site Control Commission.

CULTURAL RESOURCES

The project will incorporate the following mitigation measures related to disturbance of archeological or paleontological resources or human remains. These measures shall be printed on the project plans prior to building permit issuance:

- In the event that potentially significant archeological or paleontological deposits are found during ground disturbing activities, ground-disturbing activities shall be immediately stopped and the Town Planning Department shall be informed. The applicant shall arrange for a qualified archeologist or paleontologist to inspect the property site and develop a plan for evaluation. If evaluative testing demonstrates that additional construction-related earthmoving would affect materials eligible for inclusion on the California Register of Historic Resources or significant paleontological resources, the Town shall develop a plan for mitigating potential impacts before work is allowed to recommence inside the project area.
- If human remains are encountered, ground-disturbing activities shall be stopped and the Town Planning Department and the County Coroner shall be informed immediately pursuant to Section 7050.5 of the California Health and Safety Code. If the remains are determined to be Native American, the coroner shall notify the Native American Heritage Commission, and the procedures outlined in CEQA Guidelines Section 15064.5(d) and (e) shall be followed.

TRAFFIC

The applicant shall develop a Traffic and Parking Control Plan to manage worker traffic and parking as well as truck and equipment traffic, particularly on Santa Maria Avenue. In developing the Plan, the applicant shall notify and work with neighbors and the homeowners' association. The Traffic and Parking Control Plan shall be reviewed and approved by the Public Works Director prior to the start of work.

The full IS/MND is attached. The public comment period on this document started on May 6 and will end on May 26 at 5:00 p.m. No comments had been received on the document as of the time this staff report was prepared.

CONCLUSION

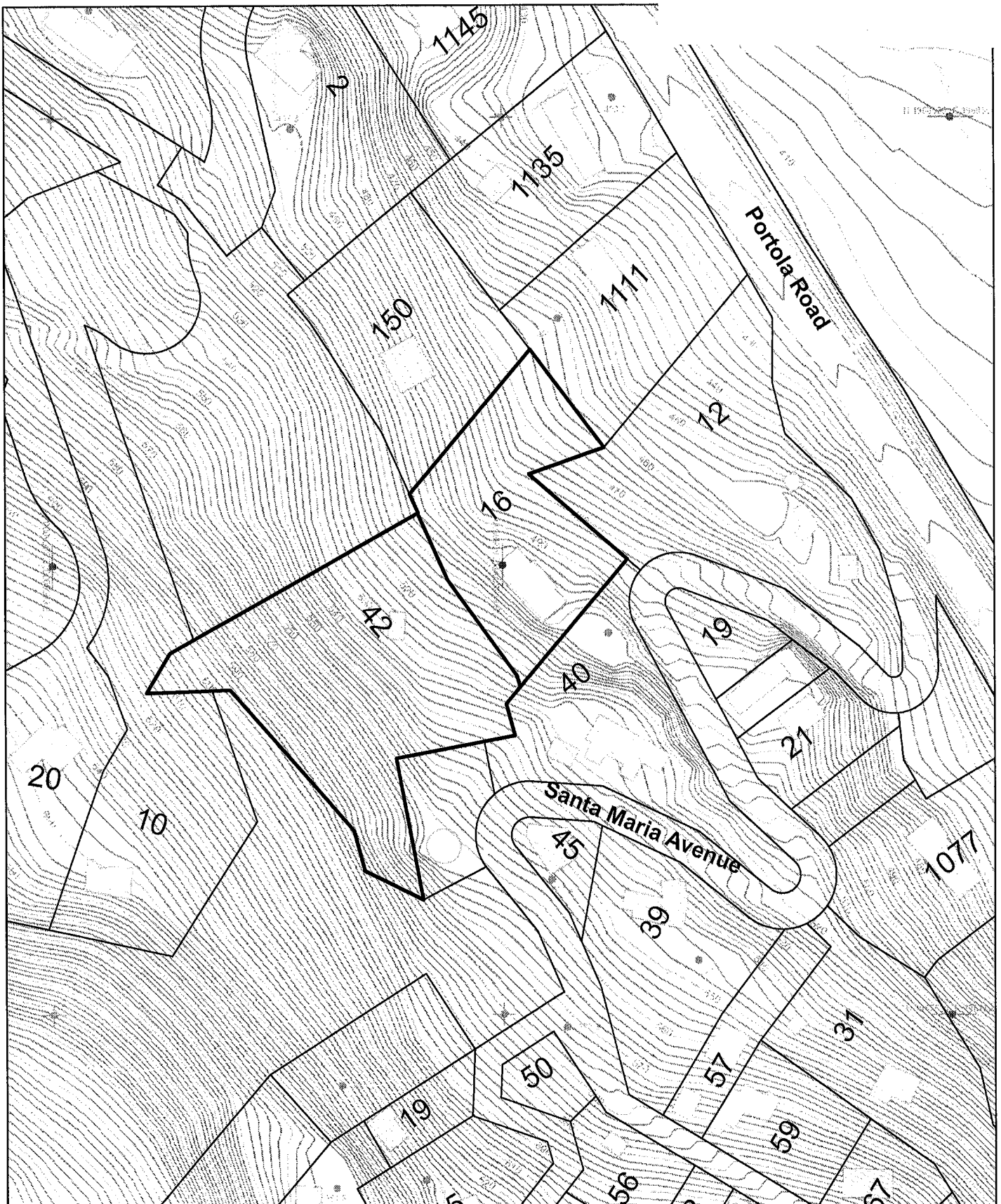
The May 20 field and evening meetings will provide the opportunity for the ASCC and Planning Commission to provide preliminary review of this project. The ASCC will then be able to offer

additional comments and its recommendation on the project at the May 26 special meeting. The Planning Commission is currently scheduled to act on this project at its June 3 meeting.

ATTACHMENTS

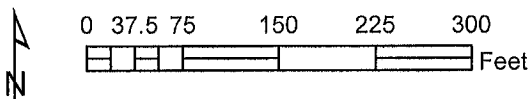
1. Vicinity map
2. Initial Study/Mitigated Negative Declaration
3. Arborist's report, prepared by Michael L. Bench, dated July 23, 2012
4. Town Geologist letter report, dated April 30, 2015.
5. Public Works Director review memo, dated August 13, 2014 and NV5 report, dated May 1, 2015
6. Conservation Committee review comments as transmitted by Marge DeStaebler, received August 28, 2014, and Subcommittee Report in email from Marge DeStaebler, dated April 8, 2015
7. Letters from Stan Low, County of San Mateo Health System, dated March 5, 2015
8. Project plans

Report approved by: Debbie Pedro, Town Planner

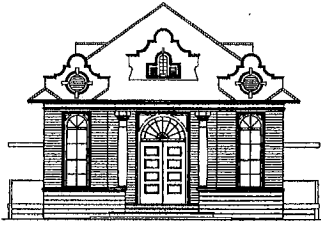


Vicinity Map

Site Development Permit X9H-660, Bylund



16 & 42 Santa Maria Avenue
May 2015



Town of Portola Valley Mitigated Negative Declaration

Project Title: Landslide Repair Project

Project Applicant/Owner: Pensco Trust FBO Thomas Bylund

Project Location: 16/42 Santa Maria Avenue

Project Planner: Karen Kristiansson, Deputy Town Planner

Permit Type: Site Development Permit X9H-660

Public Review Period: May 6, 2015 – May 26, 2015

Public Comments

All comments received by 5:00 PM on May 26, 2015 will be considered by the Town of Portola Valley. Copies of the Initial Study/Mitigated Negative Declaration and the project plans are on file at the Town of Portola Valley Town Hall, 765 Portola Road, Portola Valley, CA 94028.

Project Description

The project is a site development permit for grading associated with repair of a landslide on the properties. A total of 16,261 cubic yards of cut and 15,619 cubic yards of fill is proposed to accomplish the project, with 642 cubic yards to be off-hauled. The project would include demolition of existing residences on both 16 and 42 Santa Maria Avenue and construction of improvements to the storm drainage system on both properties. The project is being undertaken to stabilize the hillside and allow for replacement of the two single family homes on the lots, one on each parcel. Each home would be served by a shallow, pressurized leachfield disposal system. Neither the homes nor the septic systems would be built at this time, although the septic systems have been designed in order to ensure that they could fit on the lots given the specifics of the proposed landslide repair.

FINDINGS AND BASIS FOR A MITIGATED NEGATIVE DECLARATION:

The Town of Portola Valley has reviewed the Initial Study for this project and found that, once the mitigation measures are incorporated, the project:

- a. will not result in significant impacts that would degrade the quality of the environment.
- b. will not result in significant impacts that would achieve short-term to the disadvantage of long-term environmental goals.
- c. will not result in significant impacts that are individually limited, but cumulatively considerable.

- d. will not result in significant impacts that would cause substantial adverse effects on human beings, either directly or indirectly.

The Town of Portola Valley has, therefore, determined that there is no substantial evidence that the project may have a significant impact on the environment. Pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15064(f)(3) and 15070(b), a Mitigated Negative Declaration has been prepared for consideration.

Initial Study

Town staff has reviewed the environmental evaluation of this project and has found that the probable environmental impacts are not significant. A copy of the initial study is attached.

Initial Study Review Period: 5/6/15 to 5/26/15

All comments regarding the correctness, completeness, or adequacy of this Negative Declaration must be received by the Town of Portola Valley, 765 Portola Road, Portola Valley, CA 94028, no later than 5:00 p.m. on May 26, 2015.

Town of Portola Valley Initial Study: Environmental Evaluation Checklist

LANDSLIDE REPAIR PROJECT SITE DEVELOPMENT PERMIT #X9H-660 (BYLUND) 16/42 SANTA MARIA AVENUE, APNs 076-203-060 & 076-220-030 MAY 6, 2015

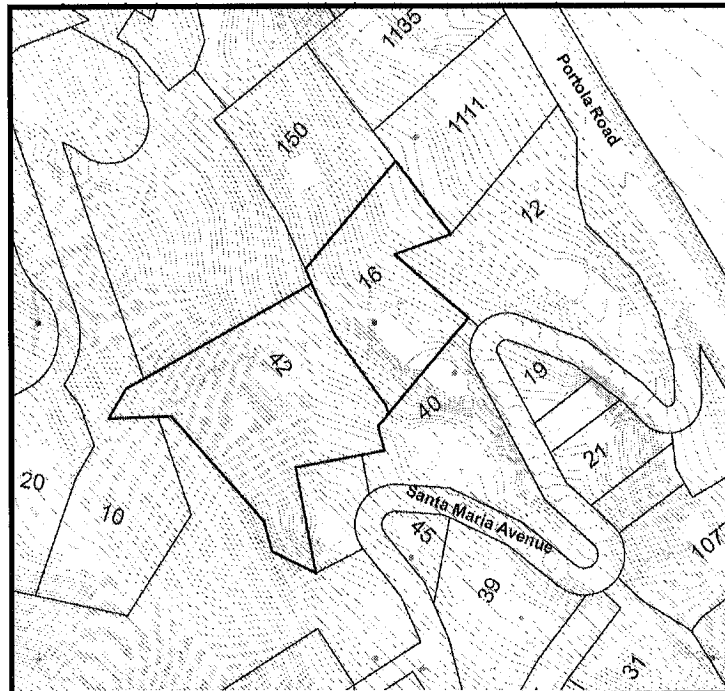
I. Background

Project title: Landslide Repair Project, Bylund

Lead agency name & address: Town of Portola Valley
765 Portola Road
Portola Valley, CA 94028

Contact person: Karen Kristiansson, Deputy Town Planner
kkristiansson@portolavalley.net
(650) 851-1700 x212

Project location: 16 & 42 Santa Maria Avenue, Town of Portola Valley
APNs 076-203-060 and 076-220-030



Project sponsor's name & address: Pensco Trust FBO Thomas M. Bylund
P.O. Box 592
Redwood Estates, CA 95044

General Plan designation: Low-Medium Residential, less than one acre per dwelling unit

Zoning: R-E/3.5A/SD-2/D-R

Residential Estate/3.5 acres minimum parcel area/slope density combining district 2

Description of Project:

The project is a site development permit for grading associated with repair of a landslide on two adjacent, developed hillside residential properties. The parcels are located just north of the Woodside Highlands area and are accessed by existing driveways extending north from Santa Maria Avenue. The property at 16 Santa Maria has a total area of 1.04 acres and the parcel at 42 Santa Maria has an area of 1.65 acres. The parcels have existed since prior to town incorporation and have been separately improved. They are now in an area with a minimum parcel size of 3.5 acres and do not conform to the current parcel area requirements, but are recognized as preexisting separate legal parcels under Town zoning provisions.

Both parcels have moderate to steeper slopes and relatively limited tree cover in the area disturbed by landsliding (i.e., the area proposed for landslide repair). Both parcels are designated Pd (potential for deep landsliding) on the Town's adopted Ground Movement Potential Map. However, with the 1998 landslide, for all practical purposes, the current condition is Md (moving deep landslide). The proposed landslide repair would return the property to the Pd condition.

The repair plans are to address active landsliding that was initiated in 1998 and involved movement on the order of 15 to 30 feet in depth. The project would include demolition of both existing residences on 16 Santa Maria and 42 Santa Maria and would allow for future development of two new three-bedroom single family homes, one on each parcel. To serve these homes, two shallow, pressurized leachfield disposal systems could be installed. The designs for these have been reviewed and tentatively approved by the San Mateo County Department of Environmental Health. The overall scope of new improvements on the lots would be limited by the sizes of the septic systems, Town of Portola Valley zoning controls, and geologic hazard land use policies set forth in Town Council Resolution 2506-2010.

A total of 16,261 cubic yards of cut and 15,619 cubic yards of fill is proposed to accomplish the project, with 642 cubic yards to be off-hauled. The total area to be disturbed is approximately 0.8 acres. Dirt will be stockpiled on the site during the construction process. The maximum depth of cut/fill would be approximately 35 feet, and significant surface and subsurface drainage improvements are proposed as part of the project as well.

Other public agencies whose approval is required:

No other public agency review is required relative to the landslide repair effort. However, the project has been shared with the San Mateo County Health Department and , as described above, the department has found the proposed septic system design conceptually acceptable.

II. Environmental Factors Potentially Affected

The environmental factors checked below would be potentially affected by this project, as indicated by the checklist on the following pages. Provisions have, however, already been provided for or will be conditions of the final town permit to address the potentially affected factors.

- | | |
|---|---|
| <input type="checkbox"/> Aesthetics | <input type="checkbox"/> Land Use/Planning |
| <input type="checkbox"/> Agricultural Resources | <input type="checkbox"/> Mineral Resources |
| <input checked="" type="checkbox"/> Air Quality | <input checked="" type="checkbox"/> Noise |
| <input checked="" type="checkbox"/> Biological Resources | <input type="checkbox"/> Population/Housing |
| <input checked="" type="checkbox"/> Cultural Resources | <input type="checkbox"/> Public Services |
| <input checked="" type="checkbox"/> Geology/Soils | <input type="checkbox"/> Recreation |
| <input checked="" type="checkbox"/> Greenhouse Gases | <input checked="" type="checkbox"/> Transportation/Traffic |
| <input type="checkbox"/> Hazards & Hazardous Materials | <input checked="" type="checkbox"/> Utilities/Service Systems |
| <input checked="" type="checkbox"/> Hydrology/Water Quality | <input type="checkbox"/> Mandatory Findings of Significance |

III. Determination (to be completed by the Lead Agency)

On the basis of this initial evaluation:

I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared pursuant to Section 15162(b) of the California Public Resources Code.

I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.

I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.

I find that the proposed project MAY have a “potentially significant impact” or “potentially significant unless mitigated” impact on the environment, but at least one effect

- 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and
- 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets.

An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.

I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects

- 1) have been adequately analyzed in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and
 - 2) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION including revisions or mitigation measures that are imposed upon the proposed project,
- nothing further is required.



Karen Kristiansson
Deputy Town Planner
May 5, 2015

Town of Portola Valley
Initial Study: Environmental Evaluation Checklist Attachment
EVALUATION OF ENVIRONMENTAL IMPACTS

No.	Environmental Topic	Level of Impact				Source
		Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact	
1.	AESTHETICS Would the project:					
1a.	Have a substantial adverse effect on a scenic vista?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
1b.	Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a scenic highway?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 8, 10
1c.	Substantially degrade the existing visual character or quality of the site and its surroundings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
1d.	Create a new source of substantial light or glare which would affect day or nighttime views in the area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
<p>Discussion: The project site consists of two developed residential parcels which were affected by a landslide. The site is not part of a scenic vista and does not contain scenic resources. Repairing the landslide will not significantly change the character of the site or the neighborhood. No lighting is proposed as part of this project; future development on the site will be subject to the Town's normal design review processes.</p>						
2.	AGRICULTURAL AND FOREST RESOURCES In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Department of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiles by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment project; and forest carbon measurement methodology provided in Forest Protocols adopted by the California Air Resources Board. Would the project:					
2a.	Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non agricultural use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1, 2, 6, 10, 15

No.	Environmental Topic	Level of Impact				Source
		Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact	
2b.	Conflict with exiting zoning for agricultural use, or a Williamson Act contract?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 9, 10
2c.	Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220 (g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104 (g))?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 7, 9, 10
2d.	Result in the loss of forest land or conversion of forest land to non-forest use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 7, 9, 10
2e.	Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to nonagricultural use or conversion of forest land to non-forest use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 7, 10
Discussion: The project site consists of two developed residential parcels and does not include farmland, timberland, or forest land.						
3.	AIR QUALITY Where available, the significant criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:					
3a.	Conflict with or obstruct implementation of the applicable air quality plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10, 21
3b.	Violate any air quality standard or contribute substantially to an existing or projected air quality violation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6, 10
3c.	Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	6, 10, 21

No.	Environmental Topic	Level of Impact				Source
		Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact	
3d.	Expose sensitive receptors to substantial pollutant concentrations?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	6, 10, 20
3e.	Create objectionable odors affecting a substantial number of people?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10

Discussion:

3a. The applicable air quality plan is the Bay Area 2010 Clean Air Plan (CAP) which was adopted by the Bay Area Air Quality Management District board in September of 2010. Projects are considered consistent with this plan if they are consistent with the underlying regional plans used to develop the CAP and would not result in unanticipated population or economic growth. The project is to repair a landslide on two developed residential parcels for future residential use and is therefore consistent with underlying plans and would not lead to unplanned growth.

3b. The only emissions from this project would be short-term, temporary emissions during construction. These would be generated by heavy equipment, construction-related trips by workers, material-hauling trucks, and dust from clearing and grading activities. Heavy construction equipment will be limited to one CAT330 size excavator for demolition, together with the following for the landslide repair work: one or two CAT 330 size excavators, one CAT816 size compactor, and possibly one or two CAT246 size skid-steer loaders. To ensure that emissions do not exceed air quality standards and mitigate any impacts to a less than significant level, the following mitigation measures are recommended to reduce dust and exhaust emissions.

AIR: The project will incorporate the following measures related to air quality:

- All exposed surfaces, including parking areas, stockpiles, staging areas, and graded areas, shall be watered two times per day.
- All haul trucks transporting soil, sand, or other loose material off-site shall be covered.
- All visible mud or dirt on Santa Maria Avenue shall be removed at least once per day, using wet power vacuum street sweepers or another similar method approved by the Public Works Director. The use of dry power street sweepers is prohibited.
- All vehicle speeds on the site will be limited to 15 miles per hour.
- A publicly visible sign will be posted with the telephone numbers and names of the construction manager and the Public Works Director for reporting dust complaints. The air district's phone number will also be posted.
- Idling times will be minimized either by shutting equipment off when not in use or reducing the maximum idling time to five minutes. Clear signage will be provided for construction workers at all access points.
- All construction equipment will be maintained and properly tuned in accordance with manufacturer's specifications. All equipment will be checked by a certified mechanic and determined to be running in proper condition prior to operation.

3c. As was discussed above, the project is consistent with the Portola Valley General Plan and the Bay Area 2010 Clean Air Plan. In addition, with the mitigation measures set forth above, the project would not violate any air quality standards. The project would have no long-term operational emissions. As a result, the project

No.	Environmental Topic	Level of Impact				Source
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would have less than significant cumulative air quality impacts.						
<p>3d. The only sensitive receptors near the project site are rural residences located approximately 100 feet from the work area. The project is a short-term landslide repair project, lasting approximately 8-10 weeks. The project will have an approved Traffic and Parking Control Plan, as required by the Public Works Director and Mitigation Measure TRA (see below), which will control construction traffic on local roadways and prevent congestion that could create substantial CO hotspots. Because of the short-term nature of these construction emissions, diesel exhaust emissions would not expose sensitive receptors to substantial pollutant concentrations. As a result, the impacts on sensitive receptors would be less than significant.</p> <p>3e. The only odors created would be temporary construction-related odors, which would affect only workers on the site and possibly a small number of residents in this rural neighborhood. Because of the short-term nature of the odors and the limited number of people who could be affected, this would be a less than significant impact.</p>						
4.	BIOLOGICAL RESOURCES					
	Would the project:					
4a.	Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10, 22
4b.	Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10, 22
4c.	Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10, 22
4d.	Interfere substantially with the movement of any native resident or	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10, 22

No.	Environmental Topic	Level of Impact				Source
		Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact	
	migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?					
4e.	Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6, 10, 22
4f.	Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
<p>Discussion: 4a-4d, 4f: The project site consists of two developed residential parcels in a residential neighborhood which have been affected by a landslide. As such, the land has already be developed or disturbed such that it would not provide habitat for any special status species. In addition, the parcels do not include any riparian areas or wetlands and are not included in any habitat conservation plans. The landslide repair work would not interfere with wildlife movement.</p> <p>4e: The project is generally consistent with Portola Valley's policies and ordinance, but does involve removing two live trees which are considered significant under Portola Valley's Municipal Code: one California Bay Laurel with multiple trunks which is in extremely poor condition, and one 8" Pacific Madrone in excellent condition. The following mitigation measure would mitigate this loss to a less than significant level:</p> <p>BIO: The applicant shall develop a landscape plan for both lots which includes, at a minimum, hydroseeding all disturbed areas with an approved native plant mix and planting at least two 24" box Coast Live Oak trees. The landscape plan shall be reviewed and approved by a designated member of the Portola Valley Architectural and Site Control Commission.</p>						
5.	CULTURAL RESOURCES					
	Would the project:					
5a.	Cause a substantial adverse change in the significance of a historical resource as defined in §15064.5?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 8, 10
5b.	Cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6, 8, 10
5c.	Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6, 8, 10

No.	Environmental Topic	Level of Impact				Source
		Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact	
5d.	Disturb any human remains, including those interred outside of formal cemeteries?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6, 8, 10
<p>Discussion: The project site was previously developed and does not include any known historical, archeological, or paleontological resources. Nonetheless, to ensure that there is no impact or a less than significant impact on archeological or paleontological resources or human remains that are not known, the following mitigation measures will be followed:</p> <p>CUL: The project will incorporate the following mitigation measures related to disturbance of archeological or paleontological resources or human remains. These measures shall be printed on the project plans prior to building permit issuance:</p> <ul style="list-style-type: none"> In the event that potentially significant archeological or paleontological deposits are found during ground disturbing activities, ground-disturbing activities shall be immediately stopped and the Town Planning Department shall be informed. The applicant shall arrange for a qualified archeologist or paleontologist to inspect the property site and develop a plan for evaluation. If evaluative testing demonstrates that additional construction-related earthmoving would affect materials eligible for inclusion on the California Register of Historic Resources or significant paleontological resources, the Town shall develop a plan for mitigating potential impacts before work is allowed to recommence inside the project area. If human remains are encountered, ground-disturbing activities shall be stopped and the Town Planning Department and the County Coroner shall be informed immediately pursuant to Section 7050.5 of the California Health and Safety Code. If the remains are determined to be Native American, the coroner shall notify the Native American Heritage Commission, and the procedures outlined in CEQA Guidelines Section 15064.5(d) and (e) shall be followed. 						
6.	GEOLOGY AND SOILS					
	Would the project:					
6a.	Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:					
i.	Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2, 3, 10, 12, 14, 27, 28
ii.	Strong seismic ground shaking?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2, 3, 10, 12,

No.	Environmental Topic	Level of Impact				Source
		Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact	
						14
iii.	Seismic-related ground failure, including liquefaction?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2, 3, 6, 10, 12, 14, 17
iv.	Landslides?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2, 3, 6, 10, 12, 14
6b.	Result in substantial soil erosion or the loss of topsoil?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2, 3, 6, 10, 12, 14, 20
6c.	Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2, 3, 6, 10, 12, 14
6d.	Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2, 3, 6, 10, 12, 14, 28
6e.	Have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2, 3, 6, 10, 12, 13, 14

Discussion:

6.a,i-iii: The site is located within a State of California Earthquake Fault Zone (formerly known as an Alquist-Priolo Special Studies Zone). However, the Town has conducted detailed geologic investigations based on local and site-specific investigations and has determined that the San Andreas fault does not pass through this site but is located no closer than 700 feet to the east of it. The site may experience strong seismic ground shaking, but is not in an area identified as being susceptible to liquefaction. The project will reduce impacts of seismic activity from ground shaking and landslides on humans and structures by repairing the existing landslide condition on the site.

6a, iv: In 1998, a landslide occurred which started on 42 Santa Maria and moved downhill to 16 Santa Maria, where it stopped against the existing house. This landslide involved movement ranging from 15' - 30' deep. Geologic investigations have shown that there are also deeper underlying landslides affecting this property, as indicated by its classification on the Town's Ground Movement Potential Map as Pd (potential deep landslide). Although there has been little active ground movement since 1998, the current condition on the properties could be more accurately described as Md (moving deep landslide). The proposed landslide repair project would stabilize the hillside and return the properties back to their Pd condition. As a result, the project will not create or increase the risk from landslides, but instead would reduce the exposure of people and homes to potential adverse effects from landslides.

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<p>6b. This project will be completed during the dry season so that erosion would be minimal. In addition, the Erosion Control Plan required by the Public Works Director and revegetation of the site using a native plant mix upon completion of the project, as described in the BIO mitigation measure will further reduce erosion to a less than significant level.</p> <p>6c. The proposed project would repair an active landslide on the site and therefore reduce the potential impacts from landslides. In addition, the project plans have been reviewed and approved by the project geologist, GeoForensics, as well as the Town Geologist.</p> <p>6d. Soils at the project site have only limited expansive potential and would have a less than significant impact on this project.</p> <p>6e. Although they will not be installed as part of the project, septic systems have been designed for the two parcels based on percolation tests. These septic systems have been reviewed and tentatively approved by the San Mateo County Department of Environmental Health.</p>						
7.	GREENHOUSE GAS EMISSIONS					
	Would the project:					
7a.	Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	10, 23
7b.	Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	10, 24
<p>Discussion:</p> <p>7a. Construction activities will generate greenhouse gases, including carbon dioxide. However, given the relatively small scale of this project and its temporary, short-term nature, this will not have a significant impact on the environment. In addition, GHGs will be further reduced by compliance with Portola Valley's requirement that at least 60% of construction and demolition debris be recycled.</p> <p>7b. In 2013, San Mateo County adopted a Climate Action Plan (CAP) setting forth the County's long-term Strategy for reducing GHG emissions. This plan includes measures related to water conservation, waste reduction, and land use. Construction activities would not conflict with any of the policies in the CAP.</p>						
8.	HAZARDS AND HAZARDOUS MATERIALS					
	Would the project:					
8a.	Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10

No.	Environmental Topic	Level of Impact				Source
		Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact	
	materials?					
8b.	Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10
8c.	Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	7, 10
8d.	Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10, 25
8e.	For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
8f.	For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
8g.	Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
8h.	Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
Discussion: The project is a short-term, temporary landslide repair project which does not involve the use of hazardous materials. The project site is not located within a quarter mile of a school, or on a site on the						

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Cortese List, or within an airport land use plan area, or in the vicinity of a private airstrip. The project is located on two residential parcels, and with the required Traffic and Parking Control Plan (mitigation measure TRA), will have limited impacts on traffic on local roads. As a result, the project would not impair implementation or interfere with an emergency response or evacuation plan. Because the project would not change any land uses or increase development levels, the project would not expose people or structures to risks from wildland fires.						
9.	HYDROLOGY AND WATER QUALITY					
	Would the project:					
9a.	Violate any water quality standards or waste discharge requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10, 11, 13
9b.	Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10, 11, 12, 14
9c.	Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5, 6, 10, 11, 12, 14, 18
9d.	Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5, 6, 10, 11, 12, 14, 18
9e.	Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5, 6, 10, 11, 12, 18
9f.	Otherwise substantially degrade water quality?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10, 11, 12, 18

No.	Environmental Topic	Level of Impact				Source
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9g.	Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	4, 5, 6, 10, 11
9h.	Place within a 100-year flood hazard area structures which would impede or redirect flood flows?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	4, 5, 6, 10, 11
9i.	Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	4, 5, 6, 10, 11
9j.	Inundation by seiche, tsunami, or mudflow?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	4, 5, 6, 12, 27
<p>Discussion:</p> <p>9a-b, f: The project would not violate any water quality standards or deplete groundwater supplies, and will not substantially degrade water quality.</p> <p>9c-e. The project includes changes to the drainage pattern of the site in order to better manage stormwater runoff. These changes have been reviewed by the project engineer and peer reviewed by the Town's engineering consultants. The changes to the drainage system will not lead to erosion or flooding, but will improve stormwater management on the site.</p> <p>9g-h: The project is not within a 100-year floodplain.</p> <p>9i: The project will not expose people to risk involving flooding and does not include or affect any dams or levees.</p> <p>9j: The project is to improve stability of the site by repairing a landslide which occurred in 1998. The project is located on a hillside well inland and is not at risk for inundation by seiche, tsunami or mudflows.</p>						
10.	LAND USE AND PLANNING					
	Would the project:					
10a.	Physically divide the physical community?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
10b.	Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 9, 10

No.	Environmental Topic	Level of Impact				Source
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	program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?					
10c.	Conflict with any applicable habitat conservation plan or natural community conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10

Discussion: The project would not physically divide a community, conflict with any land use plan, or with any applicable habitat conservation plan or natural community conservation plan.

11. MINERAL RESOURCES
Would the project:

11a.	Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1, 6, 10
11b.	Result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1, 6, 10

Discussion: There are no known mineral resources at the project site.

12. NOISE
Would the project result in:

12a.	Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
12b.	Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
12c.	A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
12d.	A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	6, 10
12e.	For a project located within an airport	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10

No.	Environmental Topic	Level of Impact				Source
		Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact	
	land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?					
12f.	For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10

Discussion: Noise would be generated during this project by construction activities. However, there would be no permanent noise resulting from this project. Portola Valley's noise ordinance (Municipal Code Chapter 9.10) requires all construction equipment to incorporate design features in good operating order that meet current industry standards for noise muffling and noise reduction. In addition, the noise ordinance limits construction activities to weekdays between the hours of 8:00 a.m. and 5:30 p.m. Given these requirements and the short-term nature of the project, the noise impacts would be less than significant. The project is not located within an airport land use plan, within two miles of a public airport, or in the vicinity of a private airstrip.

13. POPULATION AND HOUSING						
Would the project:						
13a.	Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 7, 9, 10
13b.	Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 7, 9, 10
13c.	Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 7, 9, 10

Discussion: The project is for a landslide repair of two developed residential parcels. It would not induce substantial population growth or displace any people or housing.

14. PUBLIC SERVICES						
Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental						

No.	Environmental Topic	Level of Impact				Source
		Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact	
	facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:					
14a.	Fire protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
14b.	Police protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
14c.	Schools?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
14d.	Parks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
14e.	Other public facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
Discussion: The project, which is a landslide repair for two developed residential parcels, would not require any new or physically altered governmental facilities.						
15.	RECREATION					
15a.	Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
15b.	Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
Discussion: The project would not lead to substantial deterioration of or require construction of recreational facilities. The two parcels are zoned and planned for residential development and were previously developed; their impact on recreational facilities was accounted for in the General Plan and would in any case be minimal.						
16.	TRANSPORTATION/TRAFFIC					
	Would the project:					
16a.	Conflict with an applicable plan, ordinance, or policy establishing measures of effectiveness for the performance of the circulation system, including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10, 20

No.	Environmental Topic	Level of Impact				Source
		Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact	
16b.	Conflict with an applicable congestion management program, including, but not limited to level of service standard and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10, 20
16c.	Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
16d.	Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6, 10, 20
16e.	Result in inadequate emergency access?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10, 20
16f.	Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10, 20
<p>Discussion: 16a-c, 16e-f: The project would not lead to any permanent changes in traffic in the project vicinity. The project would not conflict with any applicable plans for the performance of the circulation system, an applicable congestion management plan, or public transit, bicycle or pedestrian plans or facilities. The project will not change air traffic patterns.</p> <p>16d: During construction, traffic on Santa Maria Avenue, which is narrow and sharply curved, will increase with traffic from workers, trucks, and equipment. Hazards due to the increased traffic on this road will be mitigated through the Traffic and Parking Control Plan required by the Public Works Director and Mitigation Measure TRA below. This Plan will include traffic control measures to reduce hazards due to the design of the road to a less than significant level.</p> <p>TRA: The applicant shall develop a Traffic and Parking Control Plan to manage worker traffic and parking as well as truck and equipment traffic, particularly on Santa Maria Avenue. In developing the Plan, the applicant shall notify and work with neighbors and the homeowners' association. The Traffic and Parking Control Plan shall be reviewed and approved by the Public Works Director prior to the start of work.</p>						
17.	UTILITIES AND SERVICE SYSTEMS Would the project:					

No.	Environmental Topic	Level of Impact				Source
		Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact	
17a.	Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10, 13
17b.	Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10, 13
17c.	Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	5, 6, 10, 11, 12, 14, 18
17d.	Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
17e.	Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10, 13
17f.	Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
17g.	Comply with federal, state, and local statutes and regulations related to solid waste?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	6, 10, 23

Discussion:

17a-b: The project would not affect wastewater treatment requirements or require the construction of new water or wastewater treatment facilities.

17c: As was discussed in the Hydrology section, new storm drainage facilities will be built on the site in order to improve drainage. These facilities have been developed by the project engineer and reviewed and approved by the Town's engineering consultant and the Town Geologist. The facilities will improve stability of the site and will not have any significant environmental impacts.

17d-g: As a landslide repair project, there will be no issues with water supply or wastewater. Impacts on

No.	Environmental Topic	Level of Impact				Source
		Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact	
solid waste disposal from the demolition of the two houses will be mitigated by the Town's requirement that at least 60% of all construction and demolition debris be recycled.						
18. MANDATORY FINDINGS OF SIGNIFICANCE						
18a.	Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 7, 8, 10, 22
18b.	Does the project have impacts that are individually limited, but cumulatively considerable ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10
18c.	Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6, 10, 12, 14
<p>Discussion:</p> <p>18a: The project is a landslide repair on two developed residential parcels. With the recommended mitigation measures, the project as designed would not have the potential to degrade the environment, significantly affect plant or animal populations, or eliminate examples of California history or pre-history.</p> <p>18b: The project would not have impacts that are cumulatively considerable.</p> <p>18c: The project would not cause substantial adverse effects on human beings. By repairing an active landslide within a residential neighborhood, the project would improve stability of the land and improve safety for neighbors as well as for the project site.</p>						

Sources

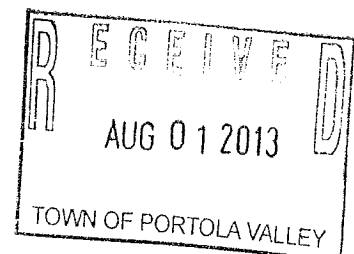
1. Town of Portola Valley Soils Map.
2. Portola Valley Adopted Geologic Map.
3. Portola Valley Adopted Ground Movement Potential Land Map.
4. FEMA Flood Hazard Boundary Maps.
5. Master Storm Drainage Report, 1970.
6. General Plan, as amended.
7. Comprehensive Plan Diagram, as amended.
8. Historic Element Diagram, as amended.
9. Zoning Map, as amended.
10. Town Planner and Deputy Town Planner, general knowledge and site inspections on September 14, 2014 and April 15, 2015.
11. NV5 reports of 9/15/14, 4/6/15, 4/15/15, and 5/1/15.
12. Town Geologist project review reports of 9/4/14, 3/23/15, 4/15/15, and 4/30/15.
13. Letters from the County of San Mateo Health System, dated 3/5/15.
14. UPP Geotechnology reports of 1/0/08, 5/20/08, & 6/30/08; GeoForensics Supplemental Landslide Investigation, June 2013 and July 4, 2013, and letter reports of 4/18/15 & 4/28/15.
15. California Department of Conservation, Farmland Mapping and Monitoring Program, Important Farmland Finder, checked online at <http://maps.conservation.ca.gov/ciff/ciff.html> checked online on April 9, 2015.
16. U.S. Geological Survey, Zoomable Map of Susceptibility to Liquefaction, located at <http://geomaps.wr.usgs.gov/sfgeo/liquefaction/susceptibility.html> checked on April 14, 2015.
17. Letter report of Stephen Connolly, dated April 3, 2015.
18. Schaaf & Wheeler letter reports re: drainage dated 2/12/15, 4/9/15, and 4/29/15.
19. Inventory of Trees, Michael Bench, 7/23/12.
20. Public Works Director review and comments, 8/13/14.
21. Bay Area 2010 Clean Air Plan, accessed online at <http://www.baaqmd.gov/Divisions/Planning-and-Research/Plans/Clean-Air-Plans.aspx>.
22. Portola Valley Sensitive Biological Resources Assessment, TRA Environmental Sciences, April 2010.
23. Portola Valley Conservation and Demolition Ordinance (Municipal Code Chapter 8.09, Recycling and Diversion of Construction and Demolition Debris).
24. San Mateo County Climate Action Plan, 2011; accessed online on April 28, 2015 at: <http://planning.smcgov.org/sites/planning.smcgov.org/files/documents/files/Vulnerability-Assesment-Report---December-Final.pdf>.
25. Cortese List, accessed online at <http://www.calepa.ca.gov/SiteCleanup/CorteseList/> on April 28, 2015.

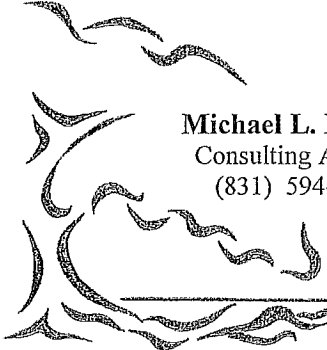
26. Portola Valley Municipal Code, Chapter 9.10, Noise Control.
27. Bay Area Interactive Map of Liquefaction Susceptibility, Alquist-Priolo Zones, and Tsunami Evacuation Areas, accessed on May 1, 2015 online at <http://gis.abag.ca.gov/website/Hazards/?hlyr=liqSusceptibility>.
28. Town Geologist, personal communication, May 1, 2015.

**AN INVENTORY OF THE EXISTING TREES
LOCATED AT THE
PENSCO TRUST FBO THOMAS M. BYLUND
16 AND 42 SANTA MARIA AVENUE
PORTOLA VALLEY , CALIFORNIA**

**PREPARED AT THE REQUEST OF
MR. THOMAS M. BYLAND
PO BOX 592
REDWOOD ESTATES
CALIFORNIA 94103**

**PREPARED BY
MICHAEL L. BENCH
CONSULTING ARBORIST
JULY 23, 2012**





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7327 Langley Canyon Road
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**An Inventory of the Existing Trees
At the Property of
Pensco Trust FBO Thomas M. Bylund
16 and 42 Santa Maria Avenue
Portola Valley, California**

Assignment

I was asked by Mr. Thomas Bylund to review the trees in the area of proposed construction and in the areas adjacent to the proposed construction at 16 and 42 Santa Maria Avenue, Portola Valley, California.

For this evaluation, Mr. Bylund provided the map titled the Partial Topography Map, prepared by Mr. Pat McNulty, Land Surveyor, Redwood City, California, May 2013. This map identifies these properties as: APN 076-203-060 and APN 076-220-030. This area is an oak woodland, except for exotic plant introductions in recent years.

The Partial Topography Map by Mr. McNulty had located many of the existing trees, but not all. I have added Trees # 4, 8, 9, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 27, 28, 29, 30, 32, and 34. The locations of these trees, which I have added to the map, were done using visual references only. Thus, their locations are approximate.

Summary

There are two areas of slope repair. The upper area is the largest and is "up slope" including portions of both sites, 42 and 16 Santa Maria Avenue. The lower area of repair is located near the northeast corner of 16 Santa Maria Avenue.

Upper Repair Area

Trees # 11, 26, 27, 28, 29, 30, 32, 33, and 34 are located in the repair area and would be removed to achieve the repairs.

Trees # 8, 24, and 25 may be damaged. The extent of damage cannot be estimated at this point partially due to the fact that their locations are only estimated.

Lower Repair Area

Trees # 15 and 21 appear to be located on the edge of the repair and would likely suffer severe root damage.

Trees # 13, 14, 22 and 23 also may suffer root damaged. The extent of damage cannot be estimated at this point partially due to the fact that their locations are only estimated.

Trees # 14-20 would suffer some root damage, but I expected it would be relatively minor.

Pensco Trust FBO Thomas M. Bylund
16 and 42 Santa Maria Avenue
Protola Valley, CA

Observations

I inspected the trees at this site on July 23, 2013.

Mr. Bylund states that the construction objectives are:

1. Demolish and remove the existing 2 residences, both of which have been damaged by soil movement on this East facing slope.
2. To repair and to stabilize the "Slip Slope" area in order to make the property usable again.

This report identifies and provides a brief description of the trees within the "Slip Slope" area and the trees outside the edge of the area planned for repair. Recommended "Tree Protection Procedures" are included for those trees, expected to be preserved, existing along the edge of the repair area.

I have included 40 significant trees in the defined area. Within this area there are additional small trees, many of which are only saplings.

The list of 40 trees is attached to this text. Each tree is identified by species and the trunk diameter, called DBH (Diameter at Breast Height = 54 inches above soil grade), of each of these specimens is included. I have included the overall condition of each of these specimens and brief notes about their condition.

The 40 trees are listed by number (Tree # 1 – Tree # 40) and are noted on the attached map for field reference. I did not affix tree tags to these trees at the site.

The two residences are vacant. The conditions of the site suggest that these properties have been neglected for several years. Much of these properties are covered by small trees (saplings), shrubs, vines, and grasses. I observed the following species:

Silver wattle saplings (*Acacia dealbata*)
Willow saplings (*Salix* species, believed to be *S. lasiolepis*)
Coyote Brush (*Baccharis pilularis*)
Toyon (*Heteromeles arbutifolia*)
Gooseberry (*Ribes speciosum*)
Poison oak (*Toxicodendron diversiloba*)

Maneuverability on these properties is difficult and in some cases impeded by the large quantities of these existing plants.

Comments About Specific Trees

Tree # 4 is a large coast live oak tree (*Quercus agrifolia*) located on the adjacent property near the entry of the 16 Santa Maria Avenue property. Except for the fact that this tree is located on the adjacent property, there is nothing to stop large grading equipment from parking under the canopy of this oak tree. Large equipment often causes severe soil

Pensco Trust FBO Thomas M. Bylund
16 and 42 Santa Maria Avenue
Protola Valley, CA

compaction, which is highly damaging to trees over the long term. Thus, it will be essential that equipment must not be parked under the drip line of this large oak tree.

Trees # 5, 6, and 8 are Monterey cypress (*Hesperocyparis macrocarpa*; previously *Cupressus macrocarpa*). Trees # 5 and 6 are in poor condition. Tree # 8 is in Fair condition. These trees are suffering from Cypress canker disease, which occurs to this species at inland settings. This species rarely contracts this disease in its native habitat along the coast. Tree # 8 is located near the edge of the slope repair area and is expected suffer at least moderate root damage. This would

Tree # 11 is a Giant sequoia (*Sequoia gigantea*). It has the fungus disease, *Botyrospheria dothidea*, which results in branch die-back. This is common on inland specimens. In most cases, the inland trees ultimately die from this disease.

Mr. Bylund states that a deep excavation will be required near the Monterey pine (*Pinus radiata*) Trees # 14, 16, 17, 17, 18, 19, and 20. These Monterey pine are mature specimens, which are highly sensitive to root damage. I suspect these trees may die from the excavation required to repair the slope.

Trees # 9, 24, and 29 are the largest of the Silver wattle (*Acacia dealbata*) specimens on this site. I have added dots near Trees # 24 and 29 to indicate approximate locations of new saplings, which have sprouted recently. The *Acacia dealbata* species has viable seed, which germinates prolifically in areas where it takes hold. It is considered an invasive species, as it will choke out native species. I recommend that *Acacia dealbata* saplings be removed, especially if they are found among Coast Live Oak trees.

Tree # 30 is a willow species, which I believe to be Arroyo willow (*Salix lasiolepis*), but members of the willow family are very difficult to identify, even by experts. This tree appears to be the largest of several that exist in the central area of the properties between the two residences. This willow species also self-seeds and is very invasive. I recommend that those of this species be removed, especially if they are found among Coast Live Oak trees.

Tree # 33 is a Lombardy poplar tree (*Populus nigra* 'Italica') in poor condition, primarily from drought stress. This species requires large quantities of water on a regular basis. This climate cannot support this species on this slope without significant and regular irrigation. This tree is located at the edge of the Slide Repair Area and would be removed.

Tree # 34 is a Pacific Madrone (*Arbutus menziesii*), an indigenous species to this area. However, its numbers have been declining in recent years, but the causes of the reduction in numbers is unknown. It appears this tree is located on the edge of the Slide Repair Area and, thus, would suffer severe root losses during the repair operations.

Pensco Trust FBO Thomas M. Bylund
16 and 42 Santa Maria Avenue
Protola Valley, CA

Tree # 35, is a large Coast Live Oak (*Quercus agrifolia*) located near the residence at 42 Santa Maria Avenue. It will be essential to remove the deck with as little disturbance to the soil beneath the deck as possible in order to prevent root damage to Tree # 35.

Tree # 40, is a large Coast Live Oak (*Quercus agrifolia*), which has died. I recommend that this tree be cut down without removing the stump in order to prevent root damage to the adjacent Coast Live Oak Tree # 39.

Recommended Tree Preservation Procedures

1. It is possible that roots of trees along the edges of the repair area will be damaged during excavation of the soil. In this case, torn roots will be observed in the side of the soil cut.

Any roots that are approximately 1 inch in diameter or larger, I recommend that they be re-cut using a sharp saw in order to make a clean cut – then, seal the ends of the cuts to prevent any further desiccation of the roots. One sealing material could be latex house paint – 2 or 3 thick coats. Roots that dry out will die. Depending on the size of quantity of these roots, a tree could die if this simple procedure to prevent roots from dying

2. If water would be used to help compact the soil during restoration, I recommend to water the trees, which have suffered root damage requiring painted stubs. I recommend to water these trees thoroughly every other day during the entire construction period.

By implementing these simple procedures described, the trees along the margins of the slope repair should survive in good condition, provided the root damage would not be severe.

Respectfully submitted,



Michael L. Bench, Consulting Arborist
International Society of Arboriculture Certification # WE 1897A
American Society of Consulting Arborists Member

Attachments: (1) List of Trees
(2) Tree Map
(3) Assumptions and Limiting Conditions

Field Data Sheet				
	Tree Name	DBH (Inches)	Overall Condition	Notes
1	Coast Live Oak (<i>Quercus agrifolia</i>)	30	Fair	Sparse Canopy
2	Coast Live Oak	31	Fair	Sparse Canopy/Sharp Lean to SW
3	Coast Live Oak	26	Fair	Sparse Canopy
4	Coast Live Oak	37	Fair	Sparse Canopy
5	Monterey Cypress (<i>Hesperocyparis macrocarpa</i>) - formerly <i>Cupressus macrocarpa</i>	32	Very Poor	Canopy Die-Back
6	Monterey Cypress	26	Very Poor	Canopy Die-Back
7	Valley Oak (<i>Quercus lobata</i>)	18	Fair	Sparse Canopy
8	Monterey Cypress	35	Fair	
9	Silver Wattle (<i>Acacia dealbata</i>)	16	Excellent	
10	Blue Spruce (<i>Picea pungens glauca</i>)	13	Fair	
11	Giant Sequoia (<i>Sequoia gigantea</i>)	38	Poor	Botyrospheria Disease
12	Coast Live Oak	12	Good	
13	Coast Live Oak	10	Good	
14	Monterey Pine (<i>Pinus radiata</i>)	40	Fair	Canopy in Top 1/3 of Structure
15	Wild Plum (<i>Prunus cerasifera</i>)	8 / 7	Very Poor	
16	Monterey Pine	24	Fair	Canopy in Top 1/4 of Structure
17	Monterey Pine	18	Fair	Canopy in Top 1/4 of Structure
18	Monterey Pine	17	Fair	Canopy in Top 1/4 of Structure
19	Monterey Pine	24	Fair	Canopy in Top 1/4 of Structure
20	Monterey Pine	18	Fair	Canopy in Top 1/4 of Structure
21	Coast Live Oak	11	Good	
22	California Buckeye (<i>Aesculus californica</i>)	8	Good	
23	Coast Live Oak	10	Good	
24	Silver Wattle	8	Excellent	8 Trees in a Cluster
25	Coast Redwood (<i>Sequoia sempervirens</i>)	12	Excellent	
26	California Bay Laurel (<i>Umbellularia californica</i>)	40/30/27	Extremely Poor	Major Trunk Cavity/ Fungus disease- (<i>Ganoderma applanatum</i>) in Cavity
27	Coast Live Oak	6 / 4	Good	
28	Coast Live Oak	11	Good	
29	Silver Wattle	12	Excellent	
30	Willow species (<i>Salix lasiolepis</i>) suspected	8	Excellent	10-12 Trees in a Cluster
31	Blackwood Acacia (<i>Acacia melanoxylon</i>)	30	Excellent	
32	Coast Redwood	12/10/7/6	Fair	Stump Sprout
33	Lombardy Poplar (<i>Populus nigra 'Italica'</i>)	8 (x4)	Poor	Canopy Die-back
34	Pacific Madrone (<i>Arbutus menziesii</i>)	8	Excellent	
35	Coast Live Oak	36	Fair/Good	

36	Coast Redwood	28	Fair/Good	
37	Coast Redwood	29	Good	
38	Coast Redwood	26/24	Good	
39	Coast Live Oak	30 / 16	Fair	
40	Coast Live Oak	30 / 16	Dead	Covered by English Ivy

Michael L. Bench

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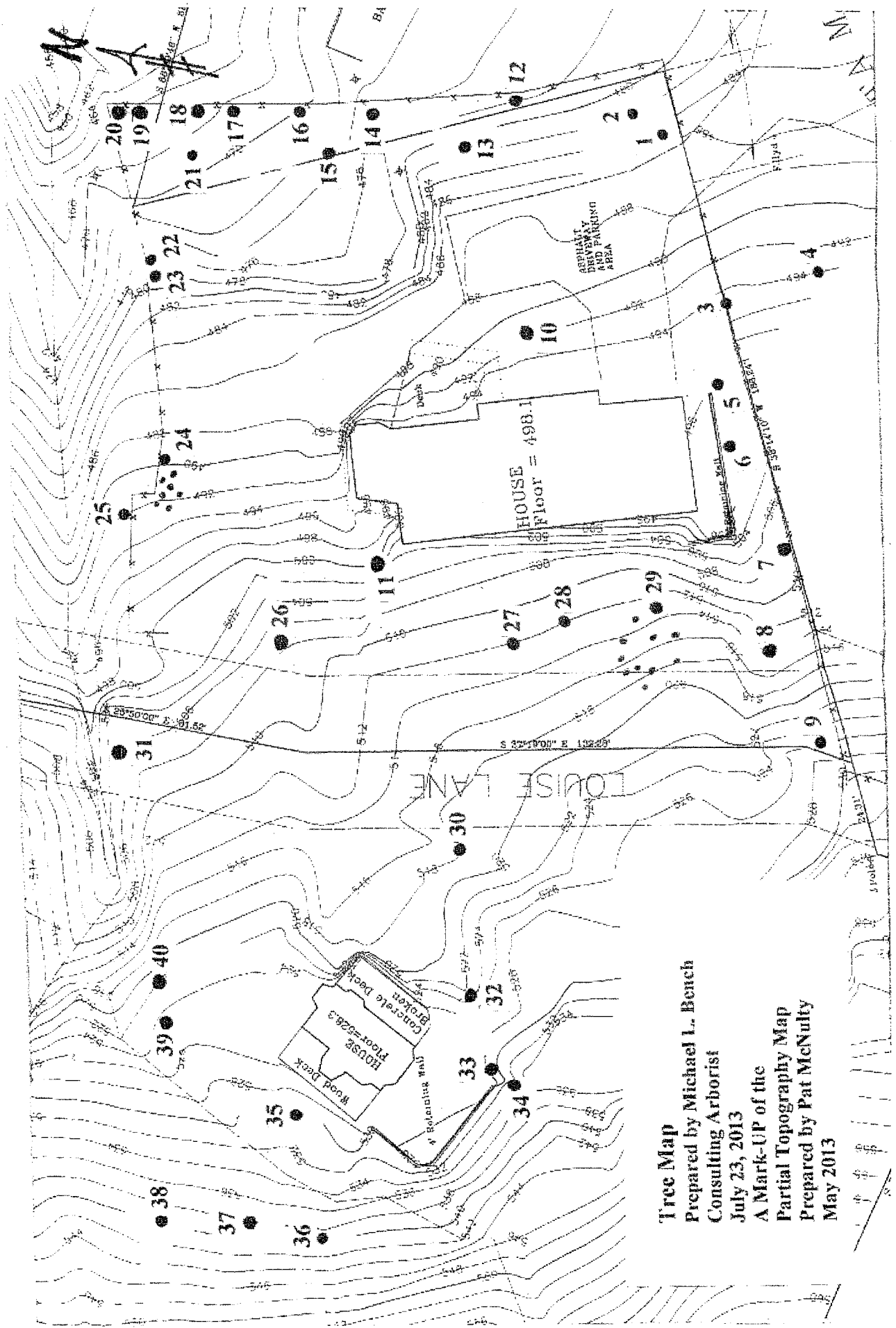
7327 Langley Canyon Rd., Prunedale, CA 93907

July 23, 2013

Subject: Pensco Trust FBO Thomas M. Bylund
16 and 42 Santa Maria Avenue
Portola Valley, California

Assumptions and Limiting Conditions

1. Any description provided to the appraiser/consultant is assumed to be correct. Any titles and ownerships to any property are assumed to be good and marketable. No responsibility is assumed for legal matters in character nor is any opinion rendered as to the quality of any title.
2. It is assumed that any property is not in violation of any applicable codes, ordinances, statutes, or other governmental regulations.
3. Care has been taken to obtain information from reliable sources. All data has been verified insofar as reasonably possible. However, the appraiser/consultant can neither guarantee nor be responsible for the accuracy of information provided by others.
4. The appraiser/consultant shall not be required to give testimony or to attend court by reason of this appraisal unless written arrangements are made, including payment of additional fees for services.
5. Loss or removal of any part of this report invalidates the entire appraisal/evaluation.
6. Possession of this report, or any copy thereof, does not imply right of publication or use for any purpose by any person other than to whom this report is addressed without written consent of this appraiser/consultant.
7. Neither all nor any part of the contents of this report, nor copy thereof, shall be used for any purpose by anyone but the client to whom this report is addressed, without the prior written consent of the appraiser/consultant; nor shall it be conveyed by anyone, including the client, to the public through advertizing, public relations, news, sales, or other media, without the written consent and approval of the author; particularly as to value considerations, identity of the appraiser/consultant to any professional society or institute or to any designation conferred upon by the appraiser/consultant as stated in his/her qualifications.
8. This report and the values expressed herein represent the opinion of the appraiser/consultant. Further, the appraiser/consultant's fee is in no way contingent upon the reporting of a specified value nor upon any finding or recommendation reported.
9. Sketches, diagrams, graphs, photos, etc., in this report are intended as visual aides and are not done necessarily to scale and should not be construed as engineering information or specifications.
10. This report has been made in conformity with generally acceptable appraisal/evaluation/diagnostic reporting methods and procedures and is consistent with practices recommended by the International Society of Arboriculture and the American Society of Consulting Arborists.
11. The appraiser/consultant takes no responsibility for any defects in any tree's structure. No tree described in this report/evaluation has been climbed, unless otherwise stated, and, as such, structural defects that could only have been discovered by climbing are not reported. Likewise, a root collar inspection, consisting of excavation of soil around the tree for the purpose of uncovering major root defects/weaknesses, has not been performed, unless otherwise stated.



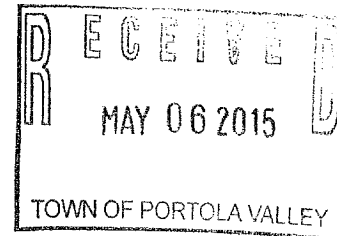
Tree Map
 Prepared by Michael L. Beuch
 Consulting Arborist
 July 23, 2013
 A Mark-UP of the
 Partial Topography Map
 Prepared by Pat McNulty
 May 2013



COTTON, SHIRES AND ASSOCIATES, INC.
CONSULTING ENGINEERS AND GEOLOGISTS

April 30, 2015
V5153E

TO: CheyAnne Brown
Planning Technician
TOWN OF PORTOLA VALLEY
765 Portola Road
Portola Valley, California 94028



SUBJECT: **Supplemental Geotechnical Peer Review**
RE: Bylund, Landslide Mitigation Grading
SDP #X9H-660 (Previous)
16 and 42 Santa Maria Avenue

At your request, we have completed a supplemental geotechnical peer review of the Site Development Permit application using the following:

- Slide Repair/Grading Plan and Details (2 Sheets) prepared by Berry and Associates, dated April 27, 2015.

In addition, we have reviewed pertinent technical documents from our office files.

DISCUSSION

The applicant proposes to demolish existing site residential structures and undertake landslide mitigation measures (site mass grading) to stabilize/remove an active landslide that mobilized in 1998. In our previous formal project geotechnical peer review (dated April 15, 2015), we indicated that submitted technical information and revised project design plans had satisfactorily addressed our previous project design questions. Design changes on the referenced plans are restricted to alteration of the drainage inlet design at the top of the property so that permanent drainage improvements are avoided outside of the subject property in this vicinity.

The recently active landslide will be excavated (removed) and stabilized as part of the currently proposed grading; however, deeper landslides will remain beneath the subject property. The intent of proposed grading is to restore the subject property to a condition characterized by a "Pd" ground movement potential category (condition of pre-existing relatively older landslides with the potential for future deep seated movement). We understand that after completion of proposed site grading measures,

the two properties will be developed by two replacement residences consistent with size restrictions imposed by the Town.

The current design proposal anticipates future use of two shallow, pressurized leachfield dispersal systems. The depicted leachfield area for 16 Santa Maria is located immediately downslope of the existing damaged residence, while the leachfield area proposed for 42 Santa Maria is situated near the upslope margin of the property and requires a pumped system. Septic systems will not be installed as part of the landslide mitigation grading.

CONCLUSIONS AND RECOMMENDED ACTION

We do not have geotechnical objections to the drainage design changes on the referenced plan set and have received verification that these changes are also approved by GeoForensics and Schaaf & Wheeler. Consequently, we recommend geotechnical approval of the site development permit application for landslide mitigation grading. We understand that proposed keyway grading which will encroach across the eastern property line onto 12 Santa Maria (illustrated on C-O Section A-A) has been accepted by the adjacent property owner. Prior to initiation of site grading (ideally starting August 1 or earlier), we recommend that a pre-construction meeting be convened with the applicant, grading contractor, geotechnical consultant, and appropriate Town staff to discuss grading sequence, stockpile locations, slope monitoring, storm water pollution protection, emergency mitigation plans, and other project construction details. Periodic inspections should be completed by appropriate Town staff during project construction.

Pre-Construction Meeting - After approval of a Site Development Permit, but prior to initiation of project grading, the contractor should prepare a grading sequence plan. A meeting should be convened between the Project Team and Town staff to discuss the sequence of site grading, slope monitoring, and project geotechnical inspection and testing. Details of project staging and construction should be approved by the Project Geotechnical Consultant and Town Geologist. Periodic Town staff inspections are anticipated during project grading to verify compliance with approved plans.


LIMITATIONS

This supplemental geotechnical peer review has been performed to provide technical advice to assist the Town in its discretionary permit decisions. Our services have been limited to review of the documents previously identified and a visual review

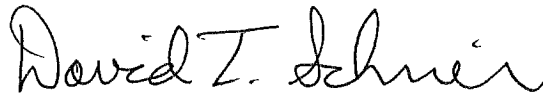
of the property. Our opinions and conclusions are made in accordance with generally accepted principles and practices of the geotechnical profession. This warranty is in lieu of all other warranties, either expressed or implied.

Respectfully submitted,

COTTON, SHIRES AND ASSOCIATES, INC.
TOWN GEOTECHNICAL CONSULTANT

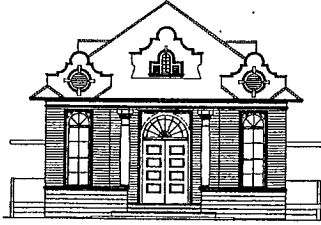


Ted Sayre
Principal Engineering Geologist
CEG 1795



David T. Schrier
Principal Geotechnical Engineer
GE 2334

TS:DTS:kc



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Carol Borck, Assistant Planner
FROM: Howard Young, Public Works Director
DATE: 8/13/2014
RE: 16 & 42 Santa Maria - Bylund

Initial Site Development Grading, Drainage, and Erosion Control plan comments to revised plans received 8/12/14:

1. All items listed in the most current "Public Works Site Development Standard Guidelines and Checklist" shall be reviewed and met. Completed and signed checklist by the project architect will be submitted with plans. Document is available on Town website.
2. All items listed in the most current "Public Works Pre-Construction Meeting for Site Development" shall be reviewed and understood. Document is available on Town website.
3. Any revisions to the Site Development permit set shall be highlighted and listed.

In addition:

4. All current and revised comments by Town engineering consultant reviewer NV5
5. Revised drawings need to be signed by the civil engineer
6. Provide Traffic Control plan. Plan should indicate notification and coordination with homeowners association.
7. Coordination with homeowners association and neighbors concerning any shared or affected storm drainage facilities during and after construction. Drainage facilities affecting homeowners association and neighbors shall be functional during and after construction.
8. Adequate and more detailed Pre and post construction erosion control plan. Plan should include annual erosion control inspection and maintenance plan until site is developed.



May 1, 2015

CheyAnne Brown and Karen Kristiansson
Town of Portola Valley
765 Portola Road
Portola Valley, CA 94028

Subject: 6th Review of Site Development Drainage Plans, 16 & 42 Santa Maria Avenue

NV5 has completed the review of the revised Improvement Plans dated 04/27/15 for the 16 & 42 Santa Maria Avenue Project.

The revisions in the plans, associated with the movement of the catch basin downhill a few feet from previously approved location are acceptable.

We have no further comments on the site development drainage plans.

The engineering service performed for the subject location has been limited to review of documents identified above. Our comments for the review are made in accordance with generally accepted principles and practices of the Civil Engineering profession.

Please feel free to contact me with any questions by phone at (408) 392-7247 or Charmaine at (408) 392-7281 or via e-mail at nona.espinosa@nv5.com or charmaine.zamora@nv5.com.

Sincerely,

A handwritten signature in cursive script that reads 'Nona F. Espinosa'.

Nona Espinosa, P.E.
Senior Engineer

OFFICES NATIONWIDE

2025 GATEWAY PLACE, SUITE 156 | SAN JOSE, CA 95110 | WWW.NV5.COM | OFFICE 408.392.7200 | FAX 408.392.0101
CONSTRUCTION QUALITY ASSURANCE • INFRASTRUCTURE ENGINEERING • MUNICIPAL OUTSOURCING • ASSET MANAGEMENT • ENVIRONMENTAL SERVICES

Tree Removal 16 and 42 Santa Maria



AUG 28 2014

16 and 42 Santa Maria were badly damaged by soil movement during a heavy rain storm in 1998. As a result the 2 homes have been vacant since their destruction. Broom, thistles and invasive annuals and trees have made the property difficult to examine. In general the Conservation Committee supports the removal of all of the acacia, poplar, wild plums, willows, Monterey pines and cypress. However, many of these trees are located where the 35,000 cubic yards of soil are planned to be graded and we are concerned about further soil movement as these trees are removed.

Protection should be provided to the coast live oaks # 1 - 4, 12,13, 21,35, 39 and # 7, valley oak. Number 34, a madrone in excellent condition, should be protected from construction damage.

Marge DeStaebler

Karen Kristiansson

From: Margaret DeStaebler <marged1@stanford.edu>
Sent: Wednesday, April 08, 2015 10:54 PM
To: Karen Kristiansson
Cc: Margaret DeStaebler
Subject: Review of 16 & 42 Santa Maria
Attachments: 16 & 24 Santa Maria plan

Follow Up Flag: Follow up
Flag Status: Completed

Hi Karen,
I sent the following review to Judy, and she suggested I send it to you directly. Her thought is that the committee does not need to go over it again.
Marge

We have gone over the new plan material for 16 & 42 Santa Maria provided by Karen Kristiansson. The new documents provide information about the location and design of the leach field from the septic system and the slide control and grading plan for water run off from the site.

I visited the site for the Conservation Committee in 2013 in response to the Inventory of Existing Trees located at the site. dated 8/1/13. Karen included the report I wrote at that time.

Presently the land anticipated to be graded for stabilization is covered with heavy black plastic and anchored with sandbags. All of the trees in the area, of the 35,000 cubic yards of soil regrading, have been removed.

Many of the recommendations of the previous 2013 visit are still applicable. The coast live oaks #1- 4, 12,13,35,39 should be protected from construction damage. The plan shows tree protection for coast live oaks: #1 & 2, #12 & 13, #35 & 39. There is no protection for #3 or for #4 that is on the neighbor's land, but very close to the work site. We assume that the Monterey pines, Monterey cypress, Lombardy poplar, Acacias, invasive broom, thistles, ivy, and wild plums will be removed even if they are not in the to be graded area. The Recommended Tree Preservation Procedures should be followed to prevent the near by coast live oaks from root damage.

April 8, 2015
Marge DeStaebler and Jane Bourne

COUNTY OF SAN MATEO
HEALTH SYSTEM

Environmental Health
2000 Alameda de las Pulgas
Suite 100
San Mateo, CA 94403
www.smchealth.org
www.facebook.com/smchealth

March 5, 2015

Mr. Tom Bylund
PO Box 592
Redwood Estates
CA 95044

APN 076-220-060

SUBJECT: PROPOSED SEPTIC SYSTEM DESIGN, 16 SANTA MARIA, PORTOLA VALLEY

Dear Mr. Bylund:

Thank you for the proposed septic system design plans dated January 23, 2015 (Revision A), for the subject property. As confirmed with Debbie Pedro, Portola Valley Planning Director, it is our understanding that this design is considered a repair of the existing system for a 3-bedroom home on the property.

Based on our review of the BioSphere Consulting proposed septic system plans, as designed the system will allow a 3-bedroom house using an enhanced treatment system and shallow pressure-dosing drip dispersal/irrigation system with limited trench distribution as emergency backup. These septic design plans are tentatively approved with the following conditions.

1. The shallow, drip emitters must be installed in native material below the proposed engineered fill.
2. Install structural honeycomb support within the backfill over the distribution pipe of the trench to support across the area of trench in a permeable-pavement driveway.
3. As specified in the County Septic Ordinance, the owner of the septic system will be required to maintain a County Environmental Health Annual Inspection Permit for the system. Annual inspection shall be coordinated with Environmental Health staff.
4. To continue the application process, an application, fees and three copies of septic design plans, as well as a copy of the grading and drainage plans, must be submitted showing locations of the house, driveway and all manmade structures. Until the application is submitted, the project will be considered as "in process" for no more than 24 months.

Therefore, this letter constitutes Environmental Health tentative approval of the septic design toward building permit application for 3-bedroom repair of the existing home. If you have questions or if I can be of assistance please contact me at (650) 372-6202.

Sincerely,


Stanley Low, REHS
Land Use Program Specialist

cc: Debbie Pedro, Town of Portola Valley



COUNTY OF SAN MATEO
HEALTH SYSTEM

Heather Forshey, MS, REHS
Director

Environmental Health
2000 Alameda de las Pulgas
Suite 100
San Mateo, CA 94403
www.smchealth.org
www.facebook.com/smchealth

March 5, 2015

Mr. Tom Bylund
PO Box 592
Redwood Estates
CA 95044

APN 076-220-030

SUBJECT: PROPOSED SEPTIC SYSTEM DESIGN, 42 SANTA MARIA, PORTOLA VALLEY

Dear Mr. Bylund:

Thank you for the proposed septic system design plans dated February 24, 2015 (Revision B), for the subject property. This design is considered to support "new development" of a proposed 3-bedroom home on the subject property (following slide repair).

Based on our review of the BioSphere Consulting proposed septic system plans, as designed the system will allow a 3-bedroom home using an enhanced treatment system with a combination of shallow pressure-dosing drip distribution, as well as pressure-dosing trench distribution. These septic design plans are tentatively approved with the following conditions.

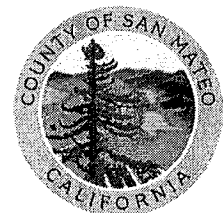
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2. To continue the application process, an application, fees and three copies of septic design plans, as well as a copy of the grading and drainage plans, must be submitted showing locations of the house, driveway and all manmade structures. Until the application is submitted, the project will be considered as "in process" for no more than 24 months.

Therefore, this letter constitutes Environmental Health tentative approval of the septic design toward building permit application for 3-bedroom home on the subject property. If you have questions or if I can be of assistance please contact me at (650) 372-6202.

Sincerely,

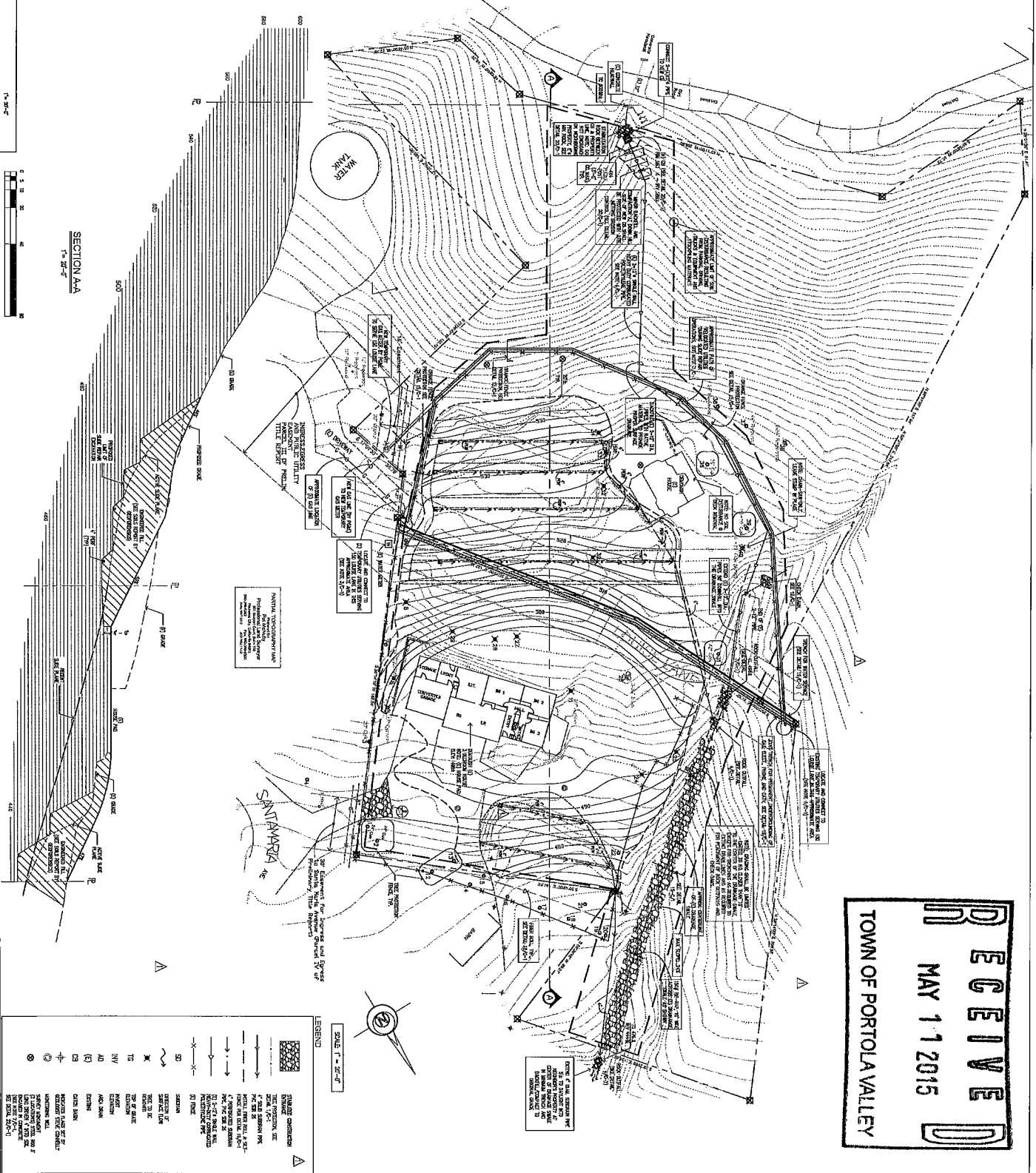

Stanley Low, REHS
Land Use Program Specialist

cc: Debbie Pedro, Town of Portola Valley



RECEIVED
MAY 11 2015
TOWN OF PORTOLA VALLEY

20 SLIDE REPAIR/GRADING PLAN



SECTION AA
1" = 20'-0"



SCALE: 1" = 20'-0"

LEGEND

	EXISTING CONSTRUCTION
	PROPOSED CONSTRUCTION
	EXISTING DRIVEWAY
	PROPOSED DRIVEWAY
	EXISTING SIDEWALK
	PROPOSED SIDEWALK
	EXISTING UTILITY
	PROPOSED UTILITY
	EXISTING FENCE
	PROPOSED FENCE
	EXISTING EROSION CONTROL
	PROPOSED EROSION CONTROL
	EXISTING WATER MAIN
	PROPOSED WATER MAIN
	EXISTING GROUNDWATER
	PROPOSED GROUNDWATER
	EXISTING EROSION CONTROL
	PROPOSED EROSION CONTROL
	EXISTING WATER MAIN
	PROPOSED WATER MAIN
	EXISTING GROUNDWATER
	PROPOSED GROUNDWATER

ENGINEERS STAMP

CONSULTANTS

ENGINEER

DATE: MAY 15, 2015
SCALE: 1" = 20'-0"
PROJECT: SLIDE REPAIR/GRADING PLAN

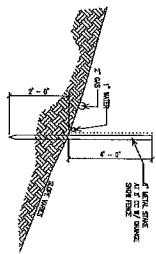
16 & 42 SANTA ANITA AVENUE
SANTA ANITA
PORTOLA VALLEY, CA 94028
PHONE: (415) 253-2300
FAX: (415) 253-2300

SLIDE REPAIR/GRADING PLAN

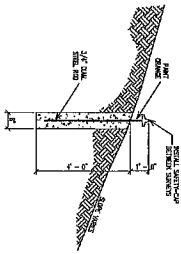
DATE: APRIL 27, 2015

C-0

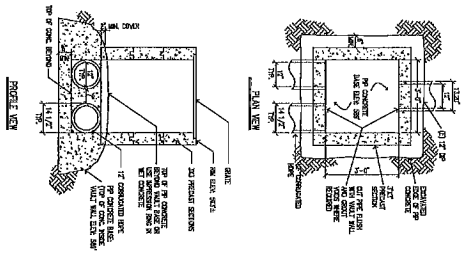
SCALE: 1" = 20'-0"



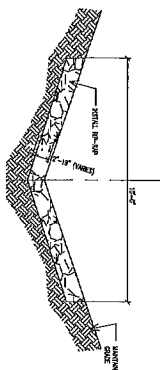
21 PROTECTION OF TEMPORARY UTILITIES



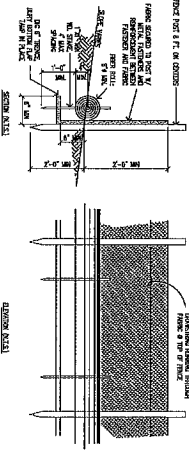
22 SURVEY MONUMENT



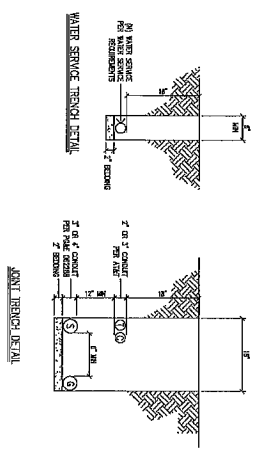
24 CATCH BASIN PROFILE VIEW



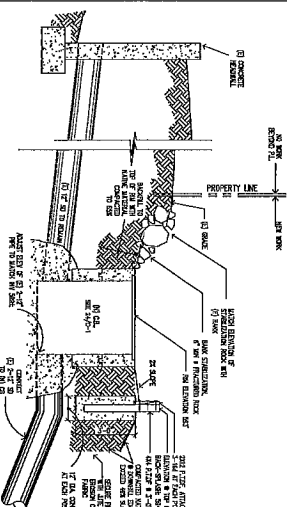
15 RIP RAP



18 FIBER-ROLL SILT FENCE



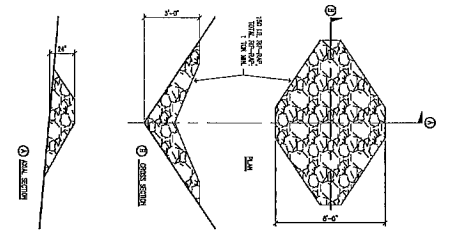
19 FRENCH DETAILS



20 CATCH BASIN BACK SPLASH & ROCK STABILIZATION DETAIL

NO.	ITEM NAME	QTY	UNIT	REMARKS
1	12" DIA. MANHOLE	1	EA	CONCRETE
2	12" DIA. MANHOLE	1	EA	CONCRETE
3	12" DIA. MANHOLE	1	EA	CONCRETE
4	12" DIA. MANHOLE	1	EA	CONCRETE
5	12" DIA. MANHOLE	1	EA	CONCRETE
6	12" DIA. MANHOLE	1	EA	CONCRETE
7	12" DIA. MANHOLE	1	EA	CONCRETE
8	12" DIA. MANHOLE	1	EA	CONCRETE
9	12" DIA. MANHOLE	1	EA	CONCRETE
10	12" DIA. MANHOLE	1	EA	CONCRETE
11	12" DIA. MANHOLE	1	EA	CONCRETE
12	12" DIA. MANHOLE	1	EA	CONCRETE
13	12" DIA. MANHOLE	1	EA	CONCRETE
14	12" DIA. MANHOLE	1	EA	CONCRETE
15	12" DIA. MANHOLE	1	EA	CONCRETE
16	12" DIA. MANHOLE	1	EA	CONCRETE
17	12" DIA. MANHOLE	1	EA	CONCRETE
18	12" DIA. MANHOLE	1	EA	CONCRETE
19	12" DIA. MANHOLE	1	EA	CONCRETE
20	12" DIA. MANHOLE	1	EA	CONCRETE
21	12" DIA. MANHOLE	1	EA	CONCRETE
22	12" DIA. MANHOLE	1	EA	CONCRETE
23	12" DIA. MANHOLE	1	EA	CONCRETE
24	12" DIA. MANHOLE	1	EA	CONCRETE
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31	12" DIA. MANHOLE	1	EA	CONCRETE
32	12" DIA. MANHOLE	1	EA	CONCRETE
33	12" DIA. MANHOLE	1	EA	CONCRETE
34	12" DIA. MANHOLE	1	EA	CONCRETE
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37	12" DIA. MANHOLE	1	EA	CONCRETE
38	12" DIA. MANHOLE	1	EA	CONCRETE
39	12" DIA. MANHOLE	1	EA	CONCRETE
40	12" DIA. MANHOLE	1	EA	CONCRETE

12 THREE INSPECTION DATA

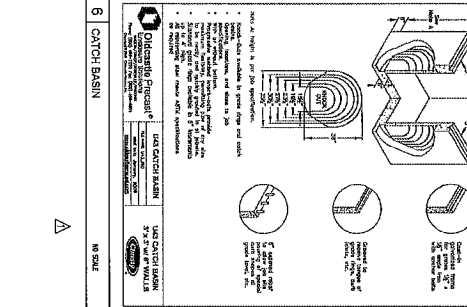


13 DRAINAGE DITCH CHECK DAM (N.T.S.)

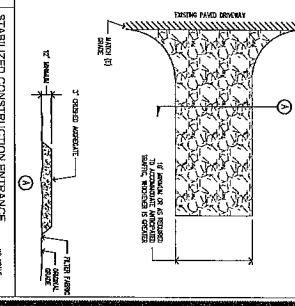
GENERAL NOTES

- 1) EXISTING UTILITIES SHALL BE PROTECTED BY 12" DIA. MANHOLES AT EVERY CROSSING.
- 2) ALL NEW UTILITIES SHALL BE INSTALLED AT A MINIMUM OF 12" DIA. MANHOLES AT EVERY CROSSING.
- 3) ALL UTILITIES SHALL BE INSTALLED AT A MINIMUM OF 12" DIA. MANHOLES AT EVERY CROSSING.
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- 36) ALL UTILITIES SHALL BE INSTALLED AT A MINIMUM OF 12" DIA. MANHOLES AT EVERY CROSSING.
- 37) ALL UTILITIES SHALL BE INSTALLED AT A MINIMUM OF 12" DIA. MANHOLES AT EVERY CROSSING.
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- 39) ALL UTILITIES SHALL BE INSTALLED AT A MINIMUM OF 12" DIA. MANHOLES AT EVERY CROSSING.
- 40) ALL UTILITIES SHALL BE INSTALLED AT A MINIMUM OF 12" DIA. MANHOLES AT EVERY CROSSING.

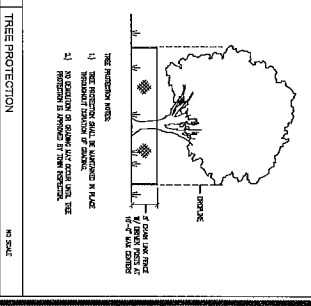
8 GENERAL NOTES



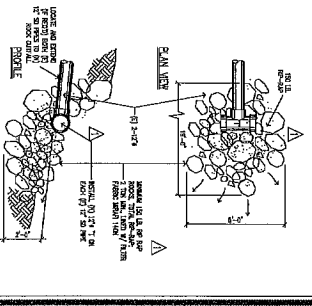
6 CATCH BASIN



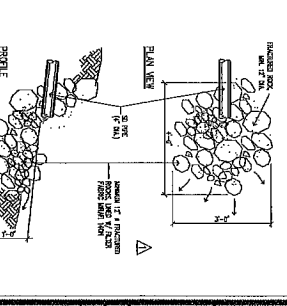
9 STABILIZED CONSTRUCTION ENTRANCE



1 THREE PROTECTION



3 STABILIZED STORM DRAIN DETAIL



4 STABILIZED SUBDRAIN DETAIL

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DETAILS
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 SANTA ANA
 AVENUE
 APRIL 27, 2018
 C-1



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Planning Commission
FROM: Karen Kristiansson, Deputy Town Planner
DATE: May 20, 2015
RE: Annual Housing Element Monitoring Report for 2014

State law requires that the town submit an annual report on the housing element to the California Department of Housing and Community Development (HCD). This report must be provided on a form developed by HCD. A copy of that form filled out for 2014 is attached. That form provides both numbers of housing units that received building permits in 2014 and brief descriptions and updates on the eight programs from the Town's updated Housing Element, which was adopted by the Town Council on January 14, 2015 and certified by the California Department of Housing and Community Development on January 30, 2015. In addition, this memo provides more detailed information and current information about the programs on which staff has been focusing to date.

State law also requires that the governing body consider the report at a public meeting where members of the public are allowed to provide comments. This annual report will therefore be forward to the Town Council once the Planning Commission has completed its review.

Program 1: Inclusionary Housing

The housing element calls for the Town to revise the inclusionary housing program to require building the below market rate housing rather than simply providing land. As part of developing those revisions, the Commission recommended that the Town join the ongoing County-wide nexus study in order to obtain data that the Town could use in determining the appropriate amount of below market rate housing that should be required as part of a market rate development. Town staff has been working with the consultants who are developing the nexus studies and setting up the formal agreement for participation. The Town's nexus study should be completed in June, and staff will then be able to work toward developing revisions to the inclusionary housing program.

Program 2: Affiliated housing

Staff met recently with the new Executive Director of the Sequoias, Mr. Steven Fishler, and expressed the Town's support for affordable affiliated housing on the Sequoias campus. Mr. Fishler noted that other types of senior facilities do sometimes have affordable components and said that he was pleased to hear the Town's position.

In terms of the affiliated housing at the Priory, the school is considering moving the locations of the remaining eleven units permitted under the current master plan, which would require a change to the Priory's use permit. Other projects, such as the Benedictine Square classrooms, the track, and a possible new science building, however, are taking precedence.

Program 3: Second units

This program calls for three changes to the Town's second unit ordinance in order to encourage more second units:

1. Allow second units up to 1,000 square feet on lots with two or more acres;
2. Allow two second units to be located on lots with 3.5 acres or more, as long as one is attached; and
3. Allow staff-level approval of second units up to 750 square feet in size when no other permit is needed for the project.

Staff has drafted those amendments and is working to refine them; they will be brought forward for public review in the next couple of months.

In 2014, the Town issued a total of nine building permits for second units. In the past five years, the number of permits issued has ranged from four in 2012 to this high of nine in 2014. The goal in the Housing Element is for the Town to permit an average of 6.5 second units each year; as a result, the Town exceeded this goal in 2014.

Program 4: Shared Housing

The housing element calls for the Town to work with HIP Housing to publicize their home sharing program and encourage more people in town to participate in it. To that end, staff worked with HIP Housing and arranged for them to have a booth at the Farmers' Market on January 29, 2015. In addition, HIP Housing also sent letters to all property owners with permitted second units to introduce their program and seek out available rental units. Information on the home sharing program is also available at Town Hall and on the Town's website. Staff will continue to work with HIP Housing and seek additional ways to promote the home sharing program.

Program 8: Transitional and Supportive Housing Ordinance Amendments

Staff has drafted these ordinance amendments, and they will be considered at the same time as the second unit ordinance amendments discussed above.

Report approved by: Debbie Pedro, Town Planner

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction Town of Portola Valley
Reporting Period 1/1/2014 - 12/31/2014

Table A
**Annual Building Activity Report Summary - New Construction
Very Low-, Low-, and Mixed-Income Multifamily Projects**

Housing Development Information		4		5		5a		Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions							
												Affordability by Household Incomes			Total Units per Project	Deed Restricted Units	Assistance Programs for Each Development
												Very Low-Income	Low-Income	Moderate-Income			
1	2	3															
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions, and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.						
(9) Total of Moderate and Above Moderate from Table A3			▲	2	6	6	8										
(10) Total by income Table A/A3			▲	2	6	6	8										
(11) Total Extremely Low-Income Units*																	

* Note: These fields are voluntary

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation (CCR Title 25 §6202)

Jurisdiction: Town of Portola Valley
Reporting Period: 1/1/2014 - 12/31/2014

**Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant
to GC Section 65583.1(c)(1)**

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				TOTAL UNITS	(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low Income*	Very Low Income	Low Income	Low Income		
(1) Rehabilitation Activity					0	
(2) Preservation of Units At-Risk					0	
(3) Acquisition of Units					0	
(5) Total Units by Income	0	0	0	0	0	

* Note: This field is voluntary

**Table A3
Annual building Activity Report Summary for Above Moderate-Income Units
(not including those units reported on Table A)**

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	0			2		2	
No. of Units Permitted for Above Moderate	5			1		6	

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation (CCR Title 25 §6202)

Jurisdiction: Town of Portola Valley
Reporting Period: 1/1/2014 - 12/31/2014

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Income Level	RHNA Allocation by Income Level	2014 - 2022										Total Units to Date (all years)	Total Remaining RHNA by Income Level	
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9				
Very Low	Deed													17
	Restricted Non-deed restricted	4										4		
Low	Deed													13
	Restricted Non-deed restricted	2										2		
Moderate	Deed													13
	Restricted Non-deed restricted	2										2		
Above Moderate		6										6		7
Total RHNA by COG:														
Enter allocation number:												14		
Total Units												14	50	
Remaining Need for RHNA Period														

Note: units serving extremely low-income households are included in the very low income permitted units totals.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction Town of Portola Valley
 Reporting Period 1/1/2014 - 12/31/2014

Table C
Program Implementation Status

Program Description (By Housing Element Program Names)	Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Inclusionary Housing	Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.	The Town has started the process of joining the San Mateo County Grand Nexus Study effort and will base the inclusionary program revisions on the results of that study for the Town.	2015-16	The Town has started the process of joining the San Mateo County Grand Nexus Study effort and will base the inclusionary program revisions on the results of that study for the Town.
Affiliated Housing	Allow affiliated multifamily housing projects on institutional properties	The Town has continued to discuss and encourage the owners of these properties to develop multifamily affordable housing for employees on these sites.	Ongoing	The Town has continued to discuss and encourage the owners of these properties to develop multifamily affordable housing for employees on these sites.
Second Units	Amend the zoning ordinance to further encourage second units, monitor and take additional action as needed	Staff began developing the zoning ordinance amendments and expects them to be formally considered for adoption before or during the summer of 2015.	2015 & ongoing	Staff began developing the zoning ordinance amendments and expects them to be formally considered for adoption before or during the summer of 2015.
Shared Housing	Work with HIP Housing to improve publicity of its home-sharing program to residents and employees	Staff has begun work on this program and organized two types of outreach for early 2015.	2015 & ongoing	Staff has begun work on this program and organized two types of outreach for early 2015.
Fair Housing	Provide brochures or post information sheets at Town Hall, the library and on the Town's website to publicize the program	Staff will be contacting Project Sentinel to obtain updated information in 2015.	Ongoing	Staff will be contacting Project Sentinel to obtain updated information in 2015.
Energy Cons'n & Sustainability	Continue green and energy conservation measures, revising them and developing new ones as necessary	Work on this program is ongoing. In 2014, efforts focused on updating the Town's green building ordinance, which should be ready for adoption in 2015. In addition, the Town Council created a Water Conservation Committee which is working to develop a plan for reducing water use in Town on a long-term basis. The Town is also working towards adoption of a Climate Action Plan.	Ongoing	Work on this program is ongoing. In 2014, efforts focused on updating the Town's green building ordinance, which should be ready for adoption in 2015. In addition, the Town Council created a Water Conservation Committee which is working to develop a plan for reducing water use in Town on a long-term basis. The Town is also working towards adoption of a Climate Action Plan.
Explore Future Housing Needs	Analyze housing needs and trends and explore potential programs to meet future housing needs	Work on this program has not yet started, but will occur later in the planning period.	Ongoing	Work on this program has not yet started, but will occur later in the planning period.
Transitional & Supportive Housing Ord. Amnd't	Amend the zoning ordinance to fully comply with state law relative to transitional and supportive housing	Staff began developing the zoning ordinance amendments and expects them to be formally considered for adoption before or during the summer of 2015.	2015	Staff began developing the zoning ordinance amendments and expects them to be formally considered for adoption before or during the summer of 2015.

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction	Town of Portola Valley
Reporting Period	- 1/1/2014 - 12/31/2014

General Comments:



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: Planning Commission

FROM: Debbie Pedro, Town Planner

DATE: May 20, 2015

RE: Amendment to Section 18.64.010 of the Zoning Ordinance - Referral of Projects for Architectural and Site Plan Review

RECOMMENDATION

Staff recommends that the Planning Commission discuss the proposed amendments to Title 18 (Zoning), Chapter 18.64 (Architectural and Site Plan Review) of the Portola Valley Municipal Code, make any modifications deemed necessary, and adopt the attached resolution recommending that the Town Council adopt the ordinance amendment.

DISCUSSION

On November 11, 2013, the ASCC held a study session on a proposed policy that would allow staff to refer smaller projects to the ASCC for review even though they did not meet the requirements stipulated in Section 18.64.010.A (Applicability) of the PVMC. The purpose of the policy is to allow projects with unusual or complex conditions to be reviewed at a publically noticed meeting and afford neighbors within 300' of the project site an opportunity to review and comment on the proposal. Examples of applications that may be forwarded to the ASCC include:

- Projects with clerestories, skylights, or unusual architectural features or materials in locations that would likely be highly visible to neighbors.
- Projects which add significantly to the height and/or massing of a structure even though a second story is not proposed, such as with significant interior ceiling volumes.
- Projects in zoning districts with minimum lot areas of less than one acre where the project, including construction related activities, could have a significant potential for impact on one or more neighbors.
- Projects on sites where another project of less than 400 sf was completed within the previous two years.

Upon discussion with the Town Attorney, it is recommended that the referral process be codified in an ordinance so that the Town Planner can raise any building permit up to ASCC level review. According to Section 18.64.010 of the Portola Valley Municipal Code, applications for building permits for buildings or additions less than four hundred (400) square feet are currently exempt from architectural and site plan review. In the past three years, the Town has issued an average of 14-15 building permits each year for these smaller projects.

YEAR	TOTAL # BLDG PERMITS	DETACHED ACCESSORY STRUCTURES (<400 sf)	ADDITIONS TO EXISTING STRUCTURES (<400sf)	Total
2012	628	3	10	13
2013	646	7	6	13
2014	689	5	12	17

The proposed amendment would be added to Section 18.64.010.A of the Municipal Code, and would read as follows:

15. Applications for buildings or additions of any size that the Town Planner determines is appropriate for architectural site plan review in order to accomplish the purposes identified in 18.64.010.B.

Section 18.64.010.B states that “The purpose of architectural site plan review and approval is to promote the preservation of the visual character of Portola Valley, the stability of land values and investments, the public safety, and the general welfare by preventing the erection of structures or additions or alterations thereto of unsightly or obnoxious appearance or which are not properly related to their sites, adjacent uses, and circulation in the vicinity, and by preventing the indiscriminate clearing of property, excessive grading and the destruction of trees and shrubbery.”

In addition to the new language, two code sections cross-referenced in 18.64.010.A.8 and 18.64.010.A.9 were found to be incorrect and updated accordingly. Minor text amendments are also proposed to correct inconsistencies and redundant wording in the ordinance. The full draft of the amended code section with changes highlighted in red is included in Attachment 2.

On April 27, 2015, the ASCC reviewed the proposal and unanimously supported the draft ordinance as presented. It is recommended that the Planning Commission conduct a public hearing, consider the proposed ordinance, and forward a recommendation to the Town Council.

CEQA STATUS

The proposed application is exempt from California Environmental Quality Act (CEQA) pursuant to Section 15061 (b)(3) of the CEQA Guidelines.

ATTACHMENTS

1. Resolution
2. Draft Ordinance Amendment
3. Municipal code sections cross-referenced in 18.64.010.A
4. ASCC staff report and minutes dated April 27, 2015

RESOLUTION NO. 2015-____

**RESOLUTION OF THE PLANNING COMMISSION OF THE
TOWN OF PORTOLA VALLEY RECOMMENDING APPROVAL
OF AN ORDINANCE AMENDING TITLE 18 [ZONING] OF THE
PORTOLA VALLEY MUNICIPAL CODE**

WHEREAS, according to Section 18.64.010 of the Portola Valley Municipal Code, applications for building permits for buildings or additions less than four hundred (400) square feet are currently exempt from architectural and site plan review;

WHEREAS, recent projects have highlighted that, on occasion, projects which do not meet the threshold for architectural and site plan review by the Architectural and Site Control Commission (ASCC) could benefit from referral to the ASCC;

WHEREAS, the proposed ordinance would allow the Town Planner to refer buildings or additions of any size to the ASCC for review;

WHEREAS, the Planning Commission held a duly noticed hearing on May 20, 2015 regarding the proposed ordinance; and

WHEREAS, the proposed ordinance is exempt from California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines.

NOW, THEREFORE, be it resolved that the Planning Commission of the Town of Portola Valley does hereby recommend that the Town Council approve the proposed ordinance as set forth in Exhibit A.

PASSED AND ADOPTED at the regular meeting of the Planning Commission of the Town of Portola Valley on May 20, 2015.

Ayes:
Noes:
Absent:
Abstain:

By: _____
Nicholas Targ, Chairperson

ATTEST: _____
Debbie Pedro, Town Planner

ORDINANCE NO. 2015-___

ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF PORTOLA VALLEY AMENDING SECTION 18.64.010 [APPLICABILITY-PURPOSE] OF THE PORTOLA VALLEY MUNICIPAL CODE

WHEREAS, Section 18.64.010 [Applicability-Purpose] of Chapter 18.64 [Architectural and Site Plan Review] of Title 18 [Zoning] of the Portola Valley Municipal Code currently provides that applications for building permits for buildings or additions less than four hundred (400) square feet are exempt from architectural and site plan review;

WHEREAS, recent projects have highlighted that, on occasion, projects which do not meet the threshold for architectural and site plan review by the Architectural and Site Control Commission (ASCC) could benefit from referral to the ASCC; and

WHEREAS, the Town Council of the Town of Portola Valley desires to amend Section 18.64.010 to allow the Town Planner to refer buildings or additions of any size to the ASCC for review.

NOW, THEREFORE, the Town Council of the Town of Portola Valley does ORDAIN as follows:

1. AMENDMENT OF CODE. Section 18.64.010 [Applicability-Purpose] of Chapter 18.64 [Architectural and Site Plan Review] of Title 18 [Zoning] of the Portola Valley Municipal Code is hereby amended to read as follows:

18.64.010 Applicability - Purpose.

A. Architectural and site plan review shall be required in connection with matters listed in this section; provisions for the review of other matters by the architectural and site control commission are included in other ordinances of the town:

1. Applications for building permits for buildings or additions of four hundred (400) square feet or larger or two stories or more;
2. Applications for building permits for all commercial buildings;
3. Applications for all building permits for structures on parcels fronting on arterial roads, expressways or freeways as shown on the Portola Valley general plan;
4. Applications for building permits for antennas with diameters larger than four feet but not exceeding six feet, designed to receive television or microwave signals transmitted from satellite or terrestrial stations;

5. Applications for building permits for all structures in any area which has been designated as an area of influence in any specific plan adopted pursuant to state law;
 6. Zoning permits for tennis courts and paddle tennis courts;
 7. Applications for conditional use permits except when such permits are for interior alterations only;
 8. Applications for building permits for the restoration or reconstruction of nonconforming buildings as provided for in Section 18.46.030;
 9. Applications for building permits for properties with historic resources as identified in the historic element of the general plan as provided for in Section 18.31.050;
 10. Applications for building permits or zoning permits for recycling and trash enclosures as provided for in Section 18.37.010;
 11. Applications for entryway features as provided for in Section 18.42.016;
 12. Applications for lighting as provided for in Section 18.42.018;
 13. Applications for mail boxes as provided for in Section 18.37.020.F. and Section 18.42.016.B;
 14. Applications for uncovered parking as provided for in Section 18.60.030 D;
 15. Applications for buildings or additions of any size that the Town Planner determines is appropriate for architectural site plan review in order to accomplish the purposes identified in 18.64.010.B;
 16. Such other matters as shall be referred to the architectural and site control commission by the Planning Commission.
- B. The purpose of architectural and site plan review and approval is to promote the preservation of the visual character of Portola Valley, the stability of land values and investments, the public safety, and the general welfare by preventing the erection of structures or additions or alterations thereto of unsightly or obnoxious appearance or which are not properly related to their sites, adjacent uses, and circulation in the vicinity, and by preventing the indiscriminate clearing of property, excessive grading and the destruction of trees and shrubbery.

2. SEVERABILITY. If any part of this ordinance is held to be invalid or inapplicable to any situation by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance or the applicability of this ordinance to other situations.

3. ENVIRONMENTAL REVIEW. This ordinance is not a project for purposes of the the California Environmental Quality Act (CEQA) and is exempt from environmental review pursuant to Section 15061(b)(3) of the CEQA Guidelines.

4. EFFECTIVE DATE; POSTING. This ordinance shall become effective thirty (30) days after the date of its adoption and shall be posted within the Town in three public places.

INTRODUCED:

PASSED:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

APPROVED:

Mayor

ATTEST:

Town Clerk

APPROVED AS TO FORM:

Town Attorney

**ORDINANCE OF THE TOWN COUNCIL OF
THE TOWN OF PORTOLA VALLEY AMENDING
SECTION 18.64.010 [APPLICABILITY-PURPOSE] OF THE
PORTOLA VALLEY MUNICIPAL CODE**

18.64.010 Applicability - Purpose.

A. Architectural and site plan review shall be required in connection with matters listed in this section; provisions for the review of other matters by the architectural and site control commission are included in other ordinances of the town:

1. Applications for building permits for buildings or additions of four hundred square feet or larger or two stories or more;
2. Applications for building permits for all commercial buildings;
3. Applications for all building permits for structures on parcels fronting on arterial roads, expressways or freeways as shown on the Portola Valley general plan;
4. Applications for building permits for antennas with diameters larger than four feet but not exceeding six feet, designed to receive television or microwave signals transmitted from satellite or terrestrial stations;
5. Applications for building permits for all structures in any area which has been designated as an area of influence in any specific plan adopted pursuant to state law;
6. Zoning permits for tennis courts and paddle tennis courts;
7. Applications for conditional use permits except when such permits are for interior alterations only;
8. Applications for building permits for the restoration or reconstruction of nonconforming buildings as provided for in Section 18.46.0830;
9. Applications for building permits for properties with historic resources as identified in the historic element of the general plan ~~as provided for in are required to show historic resources and comply with the provisions of Chapter Section 18.31.050;~~
10. Applications for building permits or zoning permits for recycling and trash enclosures as ~~provided for in required by~~ Section 18.37.010;
- ~~11. Such other matters as shall be referred to the architectural and site control commission by the planning commission;~~
112. Applications for entryway features as provided ~~for in~~ by Section 18.42.016;

123. Applications for lighting as provided ~~for in by~~ Section 18.42.018;
 134. Applications for mail boxes as provided ~~for in by~~ Section 18.37.020.F. and Section 18.42.016.B;
 145. Applications for uncovered parking as provided ~~for in by~~ Section 18.60.030 D;
 - 15. Applications for buildings or additions of any size that the Town Planner determines is appropriate for architectural site plan review in order to accomplish the purposes identified in 18.64.010.B;**
 16. Such other matters as shall be referred to the architectural and site control commission by the Planning Commission.
- B. The purpose of architectural **and** site plan review and approval is to promote the preservation of the visual character of Portola Valley, the stability of land values and investments, the public safety, and the general welfare by preventing the erection of structures or additions or alterations thereto of unsightly or obnoxious appearance or which are not properly related to their sites, adjacent uses, and circulation in the vicinity, and by preventing the indiscriminate clearing of property, excessive grading and the destruction of trees and shrubbery.

18.60.030 - Location and type.

Off-street parking facilities shall be located as specified in this section. Where a distance is specified, the distance shall be the walking distance measured from the nearest point of the parking facility to the nearest entrance of the building that the facility is required to serve.

- A. In residential districts, required parking facilities, except required guest parking spaces, shall be in a carport or garage and all spaces shall be located on the same parcel or building site as the buildings they are required to serve unless otherwise authorized by conditional use permit.
- B. For uses in other districts, parking spaces may be located on separate sites provided they are not over two hundred fifty feet from the buildings they are required to serve.
- C. When the required off-street parking facilities are not situated on the same parcel as the use they are required to serve, there shall be recorded a covenant as required for joint use under paragraph D (3) of Section 18.60.070
- D. In R-1/7.5M, 15M and 20M zoning districts, where the ASCC finds there is no reasonable location for a second required covered parking space that would have direct unobstructed vehicular access, such required parking space may be uncovered and/or in tandem, provided that in the case of an uncovered space, two hundred square feet shall be considered as floor area for purposes of determining compliance with the floor area limitations on a parcel. On parcels of twenty thousand square feet or less, an uncovered parking space may occupy required yard areas upon approval by the **ASCC** and after notification to affected neighbors.

(Ord. 1967-80 § 1 (6210.1 (B)), 1967; Ord. 2001-338 § 7 (part), 2001)

CHAPTER 18.31 - H-R (HISTORIC RESOURCES) COMBINING DISTRICT REGULATIONS

Sections:

18.31.010 - Intention.

Historic resource preservation requirements are established to preserve, protect and enhance the historic resources of the town in accordance with the historic element of the general plan of Portola Valley.

(Ord. 1994-276 § 4 Exh. A (part), 1994)

18.31.020 - Applicability.

The provisions of this chapter shall apply to all historic resources in the town as identified in the historic element of the general plan.

(Ord. 1994-276 § 4 Exh. A (part), 1994)

18.31.030 - Required conditions.

Properties which contain historic resources identified in the historic element of the general plan, shall comply with the objectives, principles and standards of such element.

(Ord. 1994-276 § 4 Exh. A (part), 1994)

18.31.040 - Application—Information required.

All parties submitting applications pursuant to this title, as well as Titles 15 and 17, shall identify on the application form, as well as any associated site plans or maps, any historic resource identified in the historic element of the general plan which affects the property that is the subject of the application.

(Ord. 1994-276 § 4 Exh. A (part), 1994)

18.31.050 - Application—Findings.

In acting on applications pursuant to this title, as well as Titles 15 and 17, the approving authority shall make findings that the actions are consistent with the standards section of the historic element of the general plan. When either staff or the **architectural and site control commission** is the approving authority, the application may be referred to the planning commission to determine if proposed action is consistent with the standards section of the historic element. In addition, the planning commission may require the placement of a town-approved plaque identifying the historic resource when an application pertains to a conditional use permit or a subdivision.

(Ord. 1994-276 § 4 Exh. A (part), 1994)

18.37.010 - Recycling and trash enclosures.

Recycling and trash enclosures are required for the following developments: residential buildings with five or more dwelling units; residential developments of five or more dwelling units when solid waste is collected in a central location(s); and commercial, institutional or public facilities. Such enclosures shall meet the following requirements:

- A. The enclosure shall be sufficient to handle all types of materials which the disposal company serving the town accepts for disposal and recycling.
- B. Design, planting and location of the enclosure must be acceptable to the **ASCC**. The ASCC shall consider the standards and recommendations of the disposal company.
- C. The ASCC shall consider the following criteria when acting to approve a trash enclosure, that is, trash enclosure must: be sufficient to contain receptacles which are of a size and type consistent with the collection policies of the disposal company; be screened from view on all four sides; have a cement floor and apron sufficient in strength for the intended use; protect materials from rain by covering or the use of covered containers; be located where it is functional and convenient for use by the user and the disposal company; and for outdoor installations, have planting on all sides except where access is needed.

(Ord. 1994-279 § 1, 1994)

18.42.016 - Entryway features.

Entryway features are subject to the following limitations:

- A. In residential zoning districts requiring a parcel area of one acre or more, entryway features consisting of, but not limited to, pillars, posts, gates and appurtenances thereto, including lighting, but excepting mail boxes, shall be set back from the road right-of-way a distance equal to at least one-half of the required front yard.
- B. Free-standing mail boxes are permitted on private property provided they are of a U.S. government approved type and supported by a structure with a cross-section that does not exceed one half of the cross section of the bottom of the mail box. Alternate designs require **ASCC** approval.
- C. Entryway features that require a building permit are subject to approval by the **ASCC**.
- D. Entryway features that are remodeled, or are rebuilt following removal or damage to fifty percent or more of the value of the feature, must conform to the requirements for new entryway features.

(Ord. 2001-338 § 1 (part), 2001)

18.42.018 - Outdoor lighting.

Outdoor lighting is subject to the following limitations:

- A. Up-lighting of landscaping or structures is prohibited and any fixtures illuminating landscaping, trees or structures shall be subject to **ASCC** approval.
- B. Lighting of entryway features, including pillars and posts, are only permitted subject to prior approval by the **ASCC**.
- C. Lights may not be placed in trees except as permitted in D., below.
- D. Temporary holiday lights may be placed in trees and other locations on properties without requiring prior approval by the **ASCC**.

(Ord. 2001-338 § 2 (part), 2001)

18.37.020 - Development in public road rights-of-way.

Uses permitted in the rights-of-way of public roads are:

- A. Street paving placed or approved by the town.
- B. Driveways.
- C. Public trails and paths.
- D. Public utilities.
- E. Fire hydrants.
- F. Free-standing mail boxes of a U.S. government approved type and supported by a structure with a cross-section that does not exceed a half of the cross section of the bottom of the mail box. Alternate designs require **ASCC** approval. Mailboxes may not be located so as to block public trails or paths.
- G. Native grasses, native ground covers and native shrubs or trees from the town's Native Plant List that do not interfere with either existing or planned public trails, paths or streets.

(Ord. 2001-338 § 4 (part), 2001)

18.46.030 - Replacement of involuntarily damaged or destroyed nonconforming structure or structure occupied by a nonconforming use.

- A. A nonconforming structure or a structure occupied by a nonconforming use that is involuntarily damaged to less than fifty percent of the structure's current appraised value at the time of damage, may be repaired or reconstructed up to the same height, floor area, building coverage, yard, special building setbacks and impervious surfaces that existed prior to the structure being damaged, provided all other provisions of the zoning regulations are complied with and the extent of the nonconformity is not enlarged.
- B. If damage meets or exceeds fifty percent of a structure's current appraised value at the time of damage, and such structure complied with height and floor area limitations when constructed or was legalized through the provisions of the town's former second unit amnesty program, such structure may be reconstructed or replaced up to the same height, floor area, building coverage and impervious surfaces that existed prior to the structure being damaged, provided all other provisions of the zoning regulations are complied with, the extent of nonconformity is not enlarged and the design is approved by the **architectural and site control commission** as provided for in Chapter 18.64. In all other cases, if damage meets or exceeds fifty percent of a structure's appraised value, restoration or reconstruction of such structure shall conform to all other provisions of the zoning regulations in effect at the time of such restoration or reconstruction.
- C. For the purpose of this chapter, involuntary damage is defined as damage by fire, flood, explosion, wind, earthquake, war, riot or other calamity or force majeure.
- D. Unless otherwise stated, this provision does not apply to buildings addressed in Section 18.46.050 or 18.46.051
- E. The current appraised value of a structure shall be prepared by an independent appraiser, retained by the property owner and approved by the town.

(Ord. 2011-390 § 10, 2011; Ord. 2010-387 § 1, 2010; Ord. 2008-374 § 2, 2008)



MEMORANDUM

TOWN OF PORTOLA VALLEY

TO: ASCC

FROM: Debbie Pedro, Town Planner

DATE: April 27, 2015

RE: Amendment to Section 18.64.010 of the Zoning Ordinance - Referral of Projects for Architectural and Site Plan Review

RECOMMENDATION

Staff recommends that the ASCC discuss the proposed amendments to Title 18 (Zoning), Chapter 18.64 (Architectural and Site Plan Review) and forward a recommendation of approval to the Planning Commission and City Council with any modifications deemed necessary.

DISCUSSION

On November 11, 2013, the ASCC held a study session on a proposed policy that would allow staff to refer smaller projects to the ASCC for review even though they did not meet the requirements stipulated in Section 18.64.010.A (Applicability) of the PVMC. The purpose of the policy is to allow projects with unusual or complex conditions to be reviewed at a publically noticed meeting and afford neighbors within 300' of the project site an opportunity to review and comment on the proposal. Examples of applications that may be forwarded to the ASCC include:

- Projects on sites where another project of less than 400 sf was completed within the previous two years.
- Projects with clerestories, skylights, or unusual architectural features or materials in locations that would likely be highly visible to neighbors.
- Projects which add significantly to the height and/or massing of a structure even though a second story is not proposed, such as with significant interior ceiling volumes.
- Projects in zoning districts with minimum lot areas of less than one acre where the project, including construction related activities, could have a significant potential for impact on one or more neighbors.

Upon discussion with the Town Attorney, it is recommended that the referral process be codified in an ordinance so that the Town Planner can raise any building permit up to ASCC level review. The draft small projects policy developed in 2013 will continue to be used by staff as a guiding document to flag projects containing features that may warrant ASCC review.

The proposed amendment would be added to Section 18.64.010.A of the Municipal Code, and would read as follows:

15. Applications for buildings or additions of any size that the Town Planner determines is appropriate for architectural site plan review in order to accomplish the purposes identified in 18.64.010.B.

In addition, two code sections cross-referenced in 18.64.010.A.8 and 18.64.010.A.9 were found to be incorrect and updated accordingly. Minor text amendments are also proposed to correct inconsistencies and redundant wording in the ordinance.

The full draft of the amended code section is included in Attachment 1.

CEQA STATUS

The proposed application is exempt from California Environmental Quality Act (CEQA) pursuant to Section 15061 (b)(3) of the CEQA Guidelines.

ATTACHMENTS

1. Proposed amendments to Section 18.64.010 of the PVMC
2. Municipal code sections cross-referenced in 18.64.010.A

4. The existing six-foot solid board fencing located within the front setback area along Westridge Drive shall be removed or rebuilt to conform to the Town's fencing regulations, prior to final inspection of the project.

The motion was seconded by Commissioner Koch, and passed (5-0).

(c) **Amendment to Section 18.64.010 of the Zoning Ordinance – Referral of Projects for Architectural and Site Plan Review.**

Chair Ross introduced the proposed amendment to the zoning code that would allow the Town Planner to raise any building permit up to ASCC level review. He noted that the draft small projects policy developed in 2013 will continue to be used as a guiding document to flag projects containing unusual features that may warrant ASCC review.

Ms. Pedro added that the Town Attorney has advised staff that the policy needed to be officially codified in an ordinance. She asked the Commission to review the ordinance language and make any changes they deem necessary and provide a recommendation or approval to be taken to the Planning Commission and City Council. Discussion ensued.

The Commission unanimously supported the amendment as presented.

(d) **Discussion of Driveway Surface Requirement (Section 15.12.310 of the Site Development Ordinance)**

Ms. Pedro reported staff's findings regarding the Town's requirement for driveway surface materials – that the first 20 feet of driveway from the edge of the road must be paved with asphalt or concrete. Ms. Pedro said this requirement was approved in 1983 as part of the site development ordinance amendment. The requirement was proposed by the traffic committee with the intent to provide better traction for cars entering the public street and to reduce the amount of dirt and gravel tracking on public streets due to maintenance concerns.

Commissioner Breen said 20 feet is extensive and she would prefer gravel all the way out to the road rather than an asphalt apron because there should be a balance between street maintenance and sustainable practices to allow water to permeate into the earth. Vice Chair Harrell said loose rock was also difficult for cyclists. Chair Ross said if a natural or gravel driveway is not maintained, and there is an abrupt asphalt edge, it can break up quickly and cause damage to the edge of the road. Commissioner Breen recommended reducing the required asphalt to 15 feet, with private property areas outside the 15 feet being exempt from the asphalt requirement. Ms. Pedro said she will discuss the issue further with Public Works.

(6) **COMMISSION AND STAFF REPORTS:**

Ms. Pedro advised that on 4/22/15, the Town Council unanimously approved the Alpine Road retaining wall project with the steel I-beam and wood lagging option. She stated that field changes, where warranted, may result in a short wall.

Chair Ross advised that he had reviewed revisions to fencing and exterior lighting for 140 Pinon Drive.

Commissioner Breen advised that she had reviewed landscaping changes for the Priory's Benedictine Square.

(7) **APPROVAL OF MINUTES:** March 23, 2015. Commissioner Breen moved to approve the March 23, 2015, minutes as submitted. Seconded by Vice Chair Harrell, the motion passed (5-0).

(8) **ADJOURNMENT** 9:40 p.m.