

PLANNING COMMISSION REGULAR MEETING, TOWN OF PORTOLA VALLEY, MARCH 2, 2016,
SCHOOLHOUSE, TOWN CENTER, 765 PORTOLA ROAD, PORTOLA VALLEY, CA 94028

Chair Hasko called the Planning Commission regular meeting to order at 7:00 p.m.

Present: Commissioners McKitterick, Von Feldt, Chair Hasko

Absent: Commissioners Targ, Vice Chair Gilbert

Staff Present: Debbie Pedro, Interim Town Manager, Cynthia Richardson, Planner

ORAL COMMUNICATIONS

None.

NEW BUSINESS

- (a) Public Hearing: Site Development Permit Review for Proposed New Residence, Detached Garage, Pool and Associated Site Improvements. Request for Modifications to the Town's Geologic and Movement Potential Maps. File #30-2015, 127 Ash Lane, Pressman Residence.

Planner Cynthia Richardson presented the staff report regarding the proposed new residence consisting of a 6,201-square-foot main residence with a 5,235-square-foot basement, an 822-square-foot detached garage, a swimming pool with associated patios and walkways, and driveway. She said the project had been reviewed by the ASCC and approved with minor modifications to lighting and planting. The project has also been approved by the Westridge Homeowner's Association with suggestions which have been incorporated by the applicant.

Commissioner Targ arrived at 7:02pm.

The Town Geologist, Ted Sayre, described the fault investigations conducted regarding this property. Upon review of all of the geologic data, it has been determined there is adequate evidence to remove the fault trace from the Town's Geologic Movement Potential Map.

The Project Architect, Matt Hollis, provided a video presentation of the proposed project. Kelly Heath, the project manager, and Bob Cleaver, the landscape architect, were also present.

Chair Hasko called for questions from the Commissioners.

Commissioner Von Feldt asked staff if there would be any net import of soil to the site. Ms. Richardson said the net export is 2,500 cubic yards.

In response to Commissioner Von Feldt's question, the Town Geologist explained how the depositional contact was misread as a fault trace.

Commissioner Targ said in the description of the soil types there is mention of an area identified as Ps, unconsolidated soils, in a northern portion of the site; however, there was no follow-up description of its relevance to the project. The architect said the area is in the panhandle accessing the main body of the site. He said Woodside Fire is requiring a wider driveway than what currently exists. In order to create the required width, he said there will be a retaining wall the length of the panhandle driveway which will

be designed by a structural engineer. The structural engineer will address the soil stability. He said there will likely be a pier and grade beam system to hold the retaining wall and stabilize the driveway.

Vice Chair Gilbert arrived at 7:13pm.

Commissioner Targ asked what recommendations the Westridge HOA had made that were incorporated into the design. The project landscape architect said all of the ASCC and Westridge suggestions were incorporated into the revised plans currently presented to the Planning Commission, which included reduced number of lights, changes to the plantings, and adjustments to the water budget to meet the current standard.

Chair Hasko asked the Town Geologist how the trace fault was placed on the map in the first place. The Town Geologist said it was due to a geologic desire to connect the thrust fault system; however, subsequent investigation found no evidence to support that placement.

With no further questions from the Commission, Chair Hasko called for public comment.

A resident on Alamos thanked the Town Geologist for the investigative work done on the Town's Geologic Movement Potential Map.

With no further public comment, Chair Hasko brought the item back for discussion by the Commission.

Commissioners Von Feldt, Targ, and McKitterick and Chair Hasko all expressed support of the project and the revision to the Town's Geologic Movement Potential Map.

Commissioner McKitterick moved to approve the New Residence and Site Development Permit at 127 Ash Lane pursuant to the five conditions attached to the staff report. Seconded by Commissioner Von Feldt, the motion passed 5-0.

Commissioner McKitterick moved to adopt the resolution regarding modifications to the Town's Geologic and Movement Potential Maps. Seconded by Commissioner Von Feldt, the motion passed 5-0.

- (b) Public Hearing: Amendments to Conditional Use Permit #X7D-30, Site Development Permit for new STREAM Classroom Building and Update to the Priory School Master Plan Map, 302 Portola Road, Woodside Priory School.

Interim Town Manager Pedro presented the staff report regarding this application. She said the ASCC reviewed the project and unanimously approved the proposed STREAM building and the site development permit for grading and tree removal, with an additional condition that screening be provided along the rear of the property to mitigate offsite views, and also to consider alternative light fixtures to mitigate light spill. She said the ASCC also unanimously voted to recommend that the Planning Commission approve the requested increase to the maximum floor area and to update the Master Plan map.

Chair Hasko called for questions from the Commission.

Commissioner McKitterick said the restrictions for residential properties do not equate to larger properties in calculating floor area. He said the increase being requested with this proposal is minimal and he is supportive of the change.

In response to Commissioner Von Feldt's question, Ms. Pedro said the floor area allowance established with the 2005 Master Plan was based on what the school requested.

Commissioner Von Feldt asked for clarification regarding the projected CFS in a 20-year-storm event, specifically how much increased runoff there would be for the site and if there was an intermediate area for water that comes off the roofs or roads before it goes into the creek. Project Architect Jim Goring said all of the surface and roof runoff is directed into a drainage pipe which will slow down the storm surge. Ms. Pedro said there is an existing 36-inch pipe that carries the water to Kalman Field and eventually releases into Corte Madera Creek. She said the school had mitigated the storm drain runoff by building a berm and creating a holding area for the excess water at Kalman Field, which was designed to handle runoff from 467,000 square feet of impervious surface.

Commissioner McKitterick said there was a major flooding problem prior to 2005 in that area; however, there have been no additional incidents since the improvements have been made.

Commissioner Von Feldt asked staff about a Priory annual report. Ms. Pedro said the school had last provided an annual report in October 2015. Principal Tim Molak said that the Planning Commission had decided recently to not review the Priory's annual report unless staff recommended it. Ms. Pedro suggested the condition may be added to the Use Permit to call for an annual review as needed by the Planning Commission.

Commissioner Von Feldt asked if the invasives on the scenic corridor were located on the Priory's property or in the Town right of way. The applicant said they were partially on both. He said that issue was addressed during the track and field project and the landscape work is starting soon.

Chair Hasko said the staff report indicates the new building will be 11,333 square feet over the approved maximum floor area; however, the reference in Attachment #4 indicates 11,590 square feet. The applicant said this discrepancy was due to some detail changes to the building size since the original design was submitted.

Chair Hasko said the description of the parking arrangement was confusing. The applicant said that seven parking spaces will be added in this phase of the project. He said the reference to 70 spaces was from a previous approval, which is planned for the future gymnasium project.

With no further questions from the Commission, Chair Hasko called for questions from the public.

Several speakers expressed their support of the project, including Bill Youstra, 187 Cervantes Road; Liz and Tom Cullinan, 20 Foxtail, Jennifer and Steven Nash, 113 Brookside Drive; and Brian Axe, 25 Possum Lane.

With no further public comment, Chair Hasko brought the topic back to the Commission for discussion.

Vice Chair Gilbert asked whether any adjacent neighbors has expressed concerns about the project. Ms. Pedro said there were none. Vice Chair Gilbert said she was in support of the project.

Commissioner Targ said the plan and supporting documents were well put together. He said the BKF letter was helpful in assuaging any concerns regarding increased runoff. He said the extensive site visit conducted over the summer was also very helpful.

Commissioner McKitterick was supportive of the project.

Commissioner Von Feldt was supportive of the project. She asked if the Commission should provide any guidance to The Priory regarding maximum floor area in the future. Ms. Pedro said the current floor area is limited by the maximum allowable impervious surface because that number includes roofed areas. Commissioner McKitterick said the Planning Commission has been more concerned regarding any change in intensity of use with regard to traffic or visual effects from Portola Road. He said he would prefer to review any specific plans The Priory would propose rather than provide specific floor area guidelines. Commissioner Von Feldt acknowledged that guidance is basically already provided by the limits set forth in the storm drain master plan.

Commissioner Von Feldt asked if there was a plan or schedule to build out the housing at some point. The applicant said there is no existing detailed schedule, but the plan is to build the housing in phase 3.

Chair Hasko was in support of the project and said it will enhance the community. She was in support of ASCC's recommendation for screening at the rear of the property which will also help mitigate some of other findings.

Commissioner McKitterick moved to find the project categorically exempt to CEQA. Seconded by Commissioner Von Feldt; the motion carried 5-0.

Commissioner McKitterick moved to adopt the Resolution of the Planning Commission of the Town of Portola Valley Approving Amendments to Conditional Use Permit X7D-30 and Update to the Master Plan Map for Woodside Priory School and the Recommended Findings of Approval, with an added condition that The Priory shall submit its report annually to staff with copies forwarded to the Planning Commission, at which point the Planning Commission Chair will decide if a public hearing will be held. Seconded by Commissioner Targ; the motion carried 5-0.

COMMISSION, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

Commissioner Von Feldt said the Carano project, was discussed at the February 22, 2016 ASCC meeting. She asked staff if the project would come before the Planning Commission, since the project was not tripping any grading thresholds.

Ms. Pedro said new residences are typically not reviewed by the Planning Commission unless appealed. She said the final parcel map, which has not yet been completed, will be scheduled for Planning Commission review and recommendation before going to the Town Council for final approval.

Commissioner Von Feldt said all three of the proposed residences had full basements. She said Woodside is now allowing basements to extend beyond the building footprint by 75 percent. She has concerns that there seem to be a lot more projects proposing extended basements.

Commissioner McKitterick said that an extended basement would count toward the cut and fill which is an avenue to restrict their size. Ms. Pedro added that the Town basement ordinance defines a basement as an area below a building otherwise it is considered floor area.

Commissioner Von Feldt said she recently worked on a project with the MidPeninsula Regional Open Space District where the issue of filling in a water course came up. She said it was MidPen's understanding, as was mentioned in the Planning Commission's review of the property at 20 Minoca Road, that it fell into Fish and Wildlife's purview. She also learned that apparently, if a stream or creek is named, it cannot be filled. She wondered if it would be prudent for the Town to name some of the larger gulches to provide another level of protection against fill. Ms. Pedro said the creek maps that the Town uses are from USGS. She said it is uncertain if creeks named locally would apply. She said

that in the case of the 20 Minoca Road project, the applicant's proposal was subject to Fish and Wildlife evaluation, but it would not necessarily prohibit him from filling in the drainage swale. In this case, the applicant withdrew the application and decided to build the bridge instead.

Commissioner Targ attended a forum on secondary units held by the Bay Area Council. Other cities in attendance included Oakland, San Francisco, Burlingame, Berkeley, Richmond, and Santa Cruz County. He said Portola Valley has approximately 150 secondary units, which is approximately 12% of the total units in Town, a figure that is comparable to Berkeley and Oakland. He said they discussed the option of building an accessory unit inside an existing building or as part of a new construction. He said they discussed utility hookups, which can have impact fees of up to \$30,000-\$40,000. Staff will research the utility hookup requirements for Portola Valley for second units. Commissioner Targ said Berkeley and Oakland had certain restrictions by their Fire Departments, mostly on hillsides due to twisting roads and fire hazards, and was curious as to whether Portola Valley's Fire Marshal would have similar concerns. He said they discussed the concern about bringing the issue of affordability into accessory units, because the non-profit affordable housing organizations were concerned that the accessory units would siphon funding. He said it would be interesting to gather some data on how accessory units are actually used in Portola Valley and what that might mean for the growth and what kind of incentives, if any, would the Town want to put in place to vary the way in which they're used. The Commission discussed the pros and cons of conducting a survey regarding the current usage of secondary units. Commissioner McKitterick asked the Commissioners' opinions on agendaizing the topic of lowering the lot size minimum requirements for adding second units. The Commissioners agreed that the topic may be considered in the future.

APPROVAL OF MINUTES: February 3, 2016

Commissioner Von Feldt moved to approve the minutes of the February 3, 2016, meeting. Seconded by Commissioner Targ; the motion carried 5-0.

ADJOURNMENT [8:31 p.m.]