

REGULAR PLANNING COMMISSION MEETING. TOWN OF PORTOLA VALLEY, OCTOBER 6, 2004.
TOWN CENTER, HISTORIC SCHOOLHOUSE, 765 PORTOLA ROAD, PORTOLA VALLEY, CA 94028

Chairman Breon called the meeting to order at 8:04 p.m. Ms. Lambert called the roll:

Present: Commissioners Elkind, McIntosh (arr. 8:40) and Zaffaroni, and Chairman Breon
Absent: Commissioner Wengert
Staff Present: George Mader, Town Planner
Tom Vlastic, Dep. Town Planner
Leslie Lambert, Planning Manager

ORAL COMMUNICATIONS: None.

REGULAR AGENDA

- (1) PUBLIC HEARING: Conditional Use Permit Application for Alpine Rock Ranch, X7D-159, 3530 Alpine Road

Town Planner Mader reviewed the staff report of 9/28/04 on the CUP application for Alpine Rock Ranch. Responding to Commissioner Elkind, he said Stanford had a list of Best Management Practices, which they enforced. Commissioner Elkind said the Stable Inspector's report indicated that the decomposing manure did not "appear" to come closer than 50' from the seasonal creek; that was vague. She suggested there be some kind of berm, grading, or a ditch to keep the manure from running into the creek. Town Planner Mader said it was very difficult to determine where the seasonal creek was because it was so heavily overgrown. Furthermore, it appeared that the drainage was toward Alpine Road and not the creek. As indicated in the "Note" in the report, staff would request the Stable Inspector to inspect the stable during the summer and rainy season to determine if there was run-off from the manure storage area; a written report would be submitted annually to the Planning Manager.

Chairman Breon said this was a small operation. He questioned how much of a problem, if any, this might be. He noted that one of the conditions required that if the Stable Inspector found something to be unacceptable, it would be brought back to the Planning Commission. Responding to Commissioner Elkind, he said something could be added to the "Note" indicating that inspection should be done after a heavy rain.

Commissioner Zaffaroni read the section from Stanford's Best Management Practices (p. 10) that addressed where manure could be placed. Town Planner Mader said the area in question was flat and gently sloping with no significant slope toward the creek; there was also a large grassy field that would act as a filter between that and Alpine Road. Using the site plan, he discussed contours, the creek channel, and drainage. Commissioner Elkind said she would like the "Note" to specify there be an inspection after a rain event.

Responding to Chairman Breon, Town Planner Mader said Mr. Young recommended an asphalt or compacted base rock driveway connection to Alpine Road because gravel was tracked out on the road and was a maintenance problem for the Town; a better surface was needed close to the road. Responding to Chairman Breon, he noted that the permit was "subject to" an annual review by the Planning Commission. It was a safeguard in case the Planning Commission wanted to have a review.

Responding to Commissioner Zaffaroni, Ms. Lambert said House Agricultural Consultants put the BMPs together. Stanford had their own inspectors who checked their facilities annually according to the BMPs. Mr. House had inspected this property while they were putting together the BMPs. Responding to Commissioner Zaffaroni, she said the Town's Stable Inspector inspected all the stables in Town annually or semi-annually, depending on the facility. Responding to Commissioner Zaffaroni, Town Planner Mader said there was a horsekeeping ordinance that addressed commercial and private stables. He agreed that something might need to be added to the ordinance in terms of protection of creeks. Responding to Commissioner Zaffaroni, Ms. Lambert said she would check to see if the creek study addressed runoff issues. Mr. Vlastic added that

the ordinance dealt mostly with cleanliness, avoiding a nuisance, and location and did not get into drainage into creeks or setbacks.

Commissioner Zaffaroni moved to find the stable categorically exempt pursuant to Section 15301 of the CEQA Guidelines. Commissioner Elkind seconded, and the motion carried 3-0.

Commissioner Zaffaroni moved to make the required findings set forth in the staff report of 9/28/04 (A through G). Commissioner Elkind seconded, and the motion carried 3-0.

Commissioner Zaffaroni moved to approve a conditional use permit for the Alpine Rock Ranch on the subject 75.34-acre parcel for eight hoses as shown on Exhibit 1, subject to the conditions (1 through 8) set forth in the 9/28/04 staff report. Commissioner Elkind seconded, and the motion carried 3-0.

(2) PUBLIC HEARING: Lot Line Adjustment X6D-199, 15 and 25 Tagus Court, Sansbury

Mr. Vlastic reviewed the staff report of 9/30/04 on the proposed lot line adjustment for the properties located at 15 and 25 Tagus Court. Noting that he had visited the site, Chairman Breon said he concurred with the planning staff's comments regarding view impacts. Responding to Commissioner Zaffaroni, Mr. Vlastic confirmed that the neighbors' concerns had been addressed.

Responding to Commissioner Elkind, Mr. Vlastic said the Public Works Director felt there were a variety of options to adequately address drainage and that the amount of water that would be generated on the property would not be increased in any material way.

Commissioner Zaffaroni noted that the memo referred to in the ASCC minutes of 9/13/04 was dated 7/26/04 rather than 7/28/04. Responding to Commissioner Zaffaroni, Mr. Vlastic said the applicant could not find exactly the same roof that they had on the existing house and that he was willing to go with something darker. Because they were willing to plant vines to screen the most exposed views, the ASCC felt that maintaining the existing color scheme and reflectivity was acceptable.

Commissioner Elkind moved to find the lot line adjustment categorically exempt pursuant to Section 15305 of the CEQA guidelines. Commissioner Zaffaroni seconded, and the motion carried 3-0.

Commissioner Elkind moved to approve the lot line adjustment subject to the two conditions set forth in the 9/30/04 staff report. Commissioner Zaffaroni seconded, and the motion carried 3-0.

(3) Status of Planning Program and Budget, FY 2004-2005

Town Planner Mader reviewed the staff report of 9/27/04 on the quarterly budget review. Ms. Lambert reviewed her memo of 9/28/04 on the status of the Corte Madera Creek project. She said she would be meeting with the consultants shortly and would provide an update at the next Planning Commission meeting.

Commissioners discussed the review of Resolution 500-1974. Chairman Breon felt it would be important to give residents considerable notice when this would be taken up by the Planning Commission so that they could have community meetings and get organized. Town Planner Mader suggested there be a preliminary meeting with 1-2 commissioners, staff and some of the residents to begin a dialogue early on. He agreed the Town needed to hear more about what the residents were thinking. After discussion, Chairman Breon volunteered to begin the discussions in January with the key people involved. He suggested including Councilmember Toben. Commissioner Elkind said she would also participate.

Responding to Commissioner McIntosh, Town Planner Mader discussed communications with HCD on the draft Housing Element.

With respect to Fire Safe Practices, Commissioner Elkind said the committee at the Ranch had done a lot of

work in this area and would be a good resource for the Town. She said the crews at the Ranch were supervised by the landscape committee. Responding to Town Planner Mader, she described the work being done. Mr. Vlasic discussed concerns expressed by Stanford about the Wedge in terms of fire safety. The Stanford representatives had been asked to work with the Jasper Ridge Preserve employees in order to come up with a specific program for the Wedge. Town Planner Mader and Commissioners discussed the vegetation in canyons in Town.

COMMISSION, STAFF, COMMITTEE REPORTS AND RECOMMENDATIONS

Commissioners discussed finding a replacement for Chairman Breon who would be leaving in February or March. Ms. Lambert said a notice would be placed in *The Almanac* in November; interviews would be conducted in January. Mr. Vlasic noted that Bud Eisberg would be leaving the ASCC.

APPROVAL OF MINUTES

By motion of Commissioner Zaffaroni, seconded by Commissioner McIntosh, the minutes of the joint Planning Commission and ASCC meeting on 9/13/04 were approved by a vote of 3-0, with Commissioner Elkind abstaining.

By motion of Commissioner Zaffaroni, seconded by Commissioner McIntosh, the minutes of the 9/15/04 meeting were approved by a vote of 3-0, with Commissioner Elkind abstaining.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:20 p.m.

Craig Breon, Chair
Planning Commission

Leslie Lambert
Planning Manager