

**Portola Valley Ad Hoc Housing Element Committee (AHHEC)  
Special Committee Meeting: May 24<sup>nd</sup> 2022**

**Meeting Summary**

The May 24<sup>nd</sup> AHHEC meeting was attended by 85 members of the community. The meeting ran just under 5 hours; it began at 4:30 and ended at 9:21. A link to the meeting recording can be [found here](#). Here is a link to the [agenda packet](#).

The AHHEC is an advisory committee, and the goal of the meeting was to offer a recommendation to the Planning Commission and Town Council for a Sites Inventory and related policies to meet the Town's RHNA mandate. This was the 12<sup>th</sup> meeting of the committee in an 18-month process that began in August 2021, and the 6<sup>th</sup> meeting within the process to consider the Sites Inventory recommendation.

**Overview, Discussion and Conclusions**

The agenda included a summary report from the May 16<sup>th</sup> Committee of Committees meeting and an update regarding ADU and Opt-In strategies. The Committee was asked to consider additional information provided by staff with respect to the ADU and Opt-In strategies and suggest refinements to the Sites Inventory from the May 2<sup>nd</sup> meeting resulting from the updates. Staff also solicited feedback on proposed ADU and Opt-In policies ([per red page 8 of the agenda packet](#)).

Below are timestamps to key portions of the meeting:

- Oral Communications from the public ([timestamp 1:30](#))
- Committee of Committees meeting summary ([timestamp 13:55](#))
- Staff presentation ([timestamp 38:58](#))
- Committee questions ([timestamp 1:05](#))
- Public comments ([timestamp 2:12](#))
- Committee discussion and conclusions ([timestamp 3:25](#))

Key conclusions of the AHHEC from the discussion are highlighted below and represented in Table A:

1. Maintain a buffer of 20%; if there is a need to adjust slightly to make the allocations work out, then there is a preference to go slightly under 20% rather than over 20%.
2. Maintain the current level of ADUs (92); support for the ADU policies presented in the packet.
3. Refine the Nathorst area parcels to zone 3494 Alpine Road (vacant lot) at 20 units/acre and remove Robert's parking lot from the inventory.
4. Revise the Opt-In strategy to be an alternative to SB9 (a State law that allows up to four units where there is currently a single family home) with more local control over

setbacks for fire safety. Limit density to 4 units per acre. There was agreement to use this strategy only as needed as the lowest priority. Support for the Opt-In processes as presented in the packet.

5. Decrease density at Glen Oaks, if possible, to limit potential impacts on Alpine Road.

**TABLE A: May 24th Sites Inventory Recommendation from the AHHEC**

<b>Category/Location</b>	<b>Density (units/acre)</b>	<b>Potential Units*</b>
Pipeline	NA	52
Affiliated Housing	NA	23
Ford Field	20	50
Glen Oaks*	6	32
Ladera Church	20	10
4394 Nathorst (empty parcel)	20	23
Nathorst (behind Roberts)	0	0
4370 Nathorst (office)	6	9
ADU*	NA	92
4 Unit Program*	4	12
<b>TOTAL</b>		<b>303</b>

*\* Final unit number subject to shift based on further analysis by staff.*

**Summary of Upcoming Meetings:**

- Wednesday, June 15 – Planning Commission
- Monday, June 20 – Ad Hoc Housing Element Committee
- Wednesday, June 29 – Town Council Meeting