

PORTOLA VALLEY TOWN COUNCIL SPECIAL MEETING MINUTES – DECEMBER 5, 2024

1. CALL TO ORDER / ROLL CALL

Mayor Wernikoff called the Special Meeting to order at 6:00 p.m. Town Attorney confirmed remote attendance of Councilmember Mary Hufty, from Archbold Station, 123 Main Drive, Venus, FL 33960. Roll call was taken.

Present: Councilmembers Jeff Aalfs, Mary Hufty, Craig Taylor, Vice Mayor Judith Hasko and Mayor Sarah Wernikoff

Absent: None

Others: Interim Town Manager Corie Stocker-Pedalino, Town Attorney Catherine Engberg, Interim Planning and Building Director Terrence Grindall, Planning and Building dept. Jon Biggs, and Clerk Consultant Christine Boland

2. ORAL COMMUNICATIONS FOR ITEMS NOT ON THE AGENDA

The following member of the public addressed the Town Council:

- Rita Comes

3. SPECIAL MEETING AGENDA

- a. Certification of an Environmental Impact Report (EIR) in compliance with the California Environmental Quality Act (CEQA) and consideration of a request for a Conditional Use Permit for establishment of a Planned Unit Development (PUD), a Vesting Tentative Map to subdivide the parcel, Architectural Review for construction of thirty (30) new residential lots and thirty-nine (39) new residential units, a Site Development Permit for tree removal and grading, and State Density Bonus Law/Below Market Rate (BMR) Housing Plan and Agreement associated with the proposed Portola Terrace (Stanford Wedge) Residential Development Project - 3530 Alpine Road, APN 077-281-020, File # PLN_ARCH0021-2019 in accordance with Sections 14.04.010, 17.20.170, 18.72.100, 18.44.040, 15.12.100, 18.17 and 18.64.03 of the Portola Valley Municipal Code.

Interim Planning and Development Director, Terrence Grindall, reviewed the proposed residential development project at 3530 Alpine Road, proposed by Stanford University for faculty housing, noting that Stanford University has owned the land for over 100 years.

He reviewed the project, consisting of 30 new residential lots and 39 new residential units and explained that certain actions were required for each aspect of the project, including certification and approvals of the Environmental Impact Report, Conditional Use Permit for the Planned Unit Development, a Vesting Tentative Map, Architectural Review for construction, a Site Development Permit for tree removal and grading, and State Density Bonus Law/Below Market Rate (BMR) Housing Plan and Agreement.

Rebecca Auld, Vice President, Lamphier-Gregory Consultants, reviewed detailed information contained in the Environmental Impact Report (EIR) and other environmental factors under the California Environmental Quality Act. She reviewed the alternatives assessment and addressed the traffic data in the draft EIR, including turning lanes.

Stanford University representatives Sweta Bhatnager, Senior Director, Government Affairs, and John Donahoe, Senior Director, Planning and Entitlements, provided a comprehensive presentation on detailed aspects of the project.

Discussion continued, with Mr. Donahoe, Ms. Auld and Mr. Grindall answering extensive questions of Council.

The following members of the public addressed the Town Council:

- Fred Leach
- Chet Wrucke
- Ed Holland
- Judith Murphy
- David Cardinal
- Rebecca Flynn
- Caroline Vertongen
- Tom Buckholtz
- Rita Comes
- Nan Shostak
- Dale Pfau
- Karen Askey
- Kristi C

Interim Planning and Building Director Grindall presented for review the Planning Commission and Architectural Site Control Commission recommendations, which were not included as part of the staff recommendation.

The Council deliberated on each of the issues and concluded that five additional conditions be included in the project, as follows:

- The proposed open space and trails sheets shall be updated to include revisions to improvements to the existing Alpine Road Trail alignment along the front of the property so that such improvements include realignment of the existing trail to move it out of the public right-of-way and within the Alpine Scenic Corridor to the extent feasible, the details of which implement the Town's adopted trail and path guidelines, and with the overall goal of making this overall segment of the Alpine Road Trail a more pleasant trail user experience.
- The proposed open space and trails sheets shall be updated to include a revision that reflects the addition of a trail segment from the existing Alpine Road Trail along the northern property line abutting the rear yards of the adjoining single family homes and which terminates a point of connection to the proposed new Portola Terrace trail loop, the details of which implement the Town's adopted trail and path guidelines.
- Prior to issuance of the final certificate of occupancy, the applicant shall submit a plan to manage potential overflow parking from the project. The plan is not required to include provision of any additional parking spaces.

- All details of the final approved trails plan to be constructed shall be coordinated between the project applicant, Town staff, one (1) member of the Trails Committee and one (1) member of the Town Council, as determined by the Planning Director prior to construction.
- ~~The applicant shall contribute \$100,000 to any future Town initiated operational traffic analysis, which may evaluate the project's ability to comply with the Wildland Urban Interface Fire Evacuation Plan, dated June 12, 2024, and any potential Alpine Road street improvements.~~
- **Prior to first building permit issuance, the applicant shall make a voluntary contribution of \$100,000 toward the Town's analysis, design, and/or implementation of any improvement or improvements the Town wishes to construct to improve circulation along the property frontage on Alpine Road. If, after analysis, the Town declines to pursue such improvements, then any remaining funds may be applied to the analysis, design, and/or implementation of other Alpine Road transportation improvements in the vicinity of the project site. If any such funds are not spent within fifteen (15) years after their payment, the Town promptly shall refund the remaining balance, with interest, to the applicant. (Corrected on 1/8/25 by the Town Council)**

After extensive discussion, Councilmember Aalfs made a motion to adopt Resolution No. 2955-2024, Certifying the Environmental Impact Report, and Adopt the CEQA Findings and Mitigation Monitoring and Reporting Program for the Portola Terrace Residential Development Project, seconded by Councilmember Taylor. The motion passed unanimously by roll call vote.

Further, Councilmember Taylor made a motion to adopt Resolution No. 2956-2024, Approving a Conditional Use Permit for Establishment of Planned Unit Development, Vesting Tentative Map, Architectural Review, Site Development Permit, State Density Bonus, Affordable Housing Plan and Affordable Housing Agreement for the Portola Terrace Residential Development Project, seconded by Councilmember Hufty, with the understanding the Resolution was adopted "substantially by form", in order for Town Attorney Engberg to include the additional conditions, as discussed above. The motion passed unanimously by roll call vote.

4. ADJOURNMENT

The meeting adjourned at 10:45 p.m.



Sarah Wernikoff, Mayor



Christine Boland, Clerk Consultant

Approved by the Town Council at its January 8, 2025 meeting.