



TOWN OF PORTOLA VALLEY
Ad Hoc Site Evaluation
Committee Meeting
Thursday, February 20, 2025
6:00 PM

Karen Askey, Chair
Mary Hufty, Vice Chair
Ronny Krashinsky, Committee Member
Carter Warr, Committee Member
Nona Chiariello, Committee Member
Joslyn Gray, Committee Member
Karen Vahtra, Committee Member

HYBRID MEETING
A G E N D A

HISTORIC SCHOOLHOUSE – 765 PORTOLA ROAD, PORTOLA VALLEY, CA

Committee Member Ronny Krashinsky will be attending the meeting remotely from the following location:
3785 Ocean Front Walk #3, San Diego, CA 92109

REMOTE MEETING ADVISORY: On March 1, 2023, all committees in Portola Valley will return to conducting in-person meetings. A Zoom link will be provided for members of the public to participate remotely; however, the Town cannot guarantee there will be no technical issues with the software during the meeting. For best public participation results, attending the meeting in-person is advised.

Remote Public Comments: Meeting participants are encouraged to submit public comments in writing in advance of the meeting. Please send an email to housing@portolavalley.net by 12:00 PM on the day of the meeting. All comments received by that time will be distributed to Committee Members prior to the meeting. All comments received are included in the public record. We encourage anyone who has the ability to join the meeting online to do so. You will have access to any presentations that will be shown on your screen and can easily provide comments using the “raise your hand” feature when the Chair calls for them.

ASSISTANCE FOR PEOPLE WITH DISABILITIES: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Clerk at (650) 851-1700 or by email at towncenter@portolavalley.net. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

VIRTUAL PARTICIPATION VIA ZOOM

To access the meeting by computer:

<https://us06web.zoom.us/j/81835174029?pwd=7h3g01qOhYLjiU3MZ6LevKQ8GNiS29.1>

Webinar ID: 818 3517 4029

Passcode: 52098

To access the meeting by phone:

1-669-900-6833 or 1-888-788-0099 (toll-free)

*Mute/Unmute – Press *6 / Raise Hand – Press *9*

1. CALL TO ORDER / ROLL CALL

2. ORAL COMMUNICATIONS FOR ITEMS NOT ON THE AGENDA

Persons wishing to address the Ad Hoc Site Evaluation Committee on any subject not on the agenda may do so now. Please note however, that the Ad Hoc Site Evaluation Committee is not able to undertake extended discussion or action tonight on items not on the agenda. Comments will be limited to three (3) minutes per person.

3. APPROVAL OF MINUTES

- a. February 3, 2025 Draft Minutes

4. COMMITTEE DISCUSSION

- a. Site Updates
 - i. Portola/Alpine Corners
 - ii. Alpine/Los Trancos/Skyline
 - New site: Alpine Hills Tennis and Swim Club (refer to Town Council Report Slides)
 - iii. Portola Corridor/Town Center
- b. Review & Approve AHSEC Report to Town Council
- c. Review, Discussion & Approve Main Message Points for 3/12/25 Town Council Meeting Memo/Presentation
- d. Formation of Sub-Committees, if necessary
- e. Next Steps

5. COMMITTEE REPORTS AND RECOMMENDATIONS

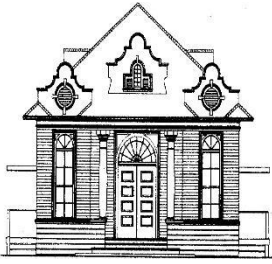
- a. Committee Reports/Information
- b. Staff Reports/Information

6. ADJOURNMENT

- a. *The next regular Ad Hoc Site Evaluation Meeting will be held Monday, March 3, 2025 at 5:30pm*

Land Acknowledgement:

The Town of Portola Valley acknowledges the colonial history of this land we dwell upon—the unceded territory of the Ramaytush (rah-my-toosh) Ohlone, Tamien Nation, and Muwekma (mah-WEK-mah) Ohlone, who endured a human and cultural genocide that included removal from their lands and their sacred relationship to the land. Portola Valley recognizes that we profit from the commodification of land seized from indigenous peoples and now bear the ecological consequences. We seek to understand the impact of these legacies on all beings and to find ways to make repair.



TOWN OF PORTOLA VALLEY
Ad Hoc Site Evaluation
Committee Meeting
Monday, February 3, 2025
5:30 PM

Karen Askey, Chair
Mary Hufty, Vice Chair
Ronny Krashinsky, Committee Member
Carter Warr, Committee Member
Nona Chiariello, Committee Member
Joslyn Gray, Committee Member
Karen Vahtra, Committee Member

HYBRID MEETING

DRAFT MINUTES

HISTORIC SCHOOLHOUSE – 765 PORTOLA ROAD, PORTOLA VALLEY, CA

Present: Askey, Chiariello, Gray, Hufty, Krashinsky, Warr, Vahtra **Secretary:** Dewes
PV Interim Planning and Building Director: Grindall

1. CALL TO ORDER at 5:31 p.m.

2. ORAL COMMUNICATIONS FOR ITEMS NOT ON THE AGENDA: Karen A. welcomed Mark Linder, interim PV Town Manager who was attending via Zoom. He commented that he was here to here to listen to the good work that the committee was doing, thanked the members and stated that he was very supportive of the project.

3. APPROVAL OF MINUTES:

- **January 21, 2025:** After corrections/edits, minutes were approved unanimously.

4. COMMITTEE DISCUSSION:

a. Site Updates:

- **Portola/Alpine Corners:** (Gray, Hufty, Warr):
 - Carter - Roberts Market indicated no interest in developing their parking lot.
- **Alpine/Los Trancos/Skyline** (Chiariello, Hufty, Krashinsky):
 - Nona, Ronny & Mary met Pat Fogarty on Jan 23 at the parcel. Photos were shared. Observations: Level enough to accommodate housing, passes other HE filters. This area has a dirt road loop from one fairly level area down a small slope to another level area. Avg. slope of 12% or 7 degrees. Beautiful area with wonderful views. Appears to fit the criteria for high-density, temporary quarters potentially to house fire-safety workers, migrant farmers, and other local area workers.
 - Mary – beautiful habitat, relatively unique. High potential for mixed use.
 - Karen V. also offered some observations. The overall area was quite flat and appropriate, but drop-offs were pretty steep along the ridge. The area is categorized as the highest possible hazard category on Flamemapper. Possible sight line issues for left and right turns exiting/entering the area and Skyline speed limits are posted as 50 mph but often exceeded. Also shared non-transit location-based criteria showing that distances to some desired services exceed California tax credit guidelines for financing (important to developers). Will workers who work in HMB/Pescadero, want to drop off kids in Portola Valley and then go to work? Questioned whether worker housing demand would support a 50-unit site? Could we potentially work with w/ Mid-Pen, San Mateo County to build affiliated housing to support their workers? But these workers would not likely be VLI.

- Karen V. - Hawthorns: Conservation easement is very strict, does not allow for construction of any new buildings. The only option would be to remodel the main house, which would only be a few units, there is also no budget to do this. Sightlines for entrance/exit off Los Trancos are not safe and have been strongly rejected by Mid-Pen when considering a new parking lot.
- **Portola Corridor/Town Center** (Askey, Hufty, Vahtra)
 - Karen A. – Christ Church – Hoping to get conceptual ideas by the end of Feb. Our Lady of the Wayside - spoke to the Pastoral Council member. Does not envision significant expansion, 2 units today, a few more units in back where there is a small parking lot and redwood trees.
 - Mary – Springdown - Met w/ Carol, reviewed property, no possible opportunity within the next 10 years with regard to affordable housing.
 - Karen A. – New Opportunity: the sub-committee had a very productive meeting with Stanley Lo, a Bay Area Developer and owner of the Village Square.
 - **Village Square (VS)**: large flat 2+acre lot, built in the 50's, single-story commercial site. Brought up in the last cycle but not pursued.
 - Karen V. provided an overview of the existing layout of the property as well as a “back of the napkin” initial proposal for construction of a multi-level residential building (possible 3 stories) and layered/shared parking garage.
 - Mr. Lo envisions 75 residential units’ total; 50 VLI and 25 AMI. The latter units are needed to ensure profitability. The commercial strip on the left side would remain.
 - Mr. Lo is very amenable to helping us achieve our goals. He is open to further development of the property but without disturbing the current tenants.
 - There is a current sewer pump station, while it’s advantageous that sewer is available, its location may be problematic for the proposed buildings. Possibly it could be undergrounded.
 - There are some heritage redwood trees that would need to be removed.
 - Will require re-zoning for mixed use but there is also an option for lot-split zoning; one parcel commercial, one parcel residential.
 - There are very few residential neighbors.
 - Mary: commended Karen A. for her persistence in pursuing Mr. Lo, this is truly a wonderful opportunity for the town.
 - Karen A. - Mr. Lo is open to options, this is just one idea. Lots of work still has to do with the Planning Commission, etc. How to make it “PV.” Could perhaps be lower density than presented if other areas are developed.
- **Committee Questions:**
 - Joslyn – What would be the timing on VS? Grindall: The RFP process needs to be started by Jan 2026. Mr. Lo is open to that timing
 - Grindall - Re-zoning would begin once the Town Council indicates that they are willing to consider the plan, and it would take about 6 months.
 - Nona - 75 units is potentially a lot for that area. The sub-committee indicated that Mr. Lo needs something to subsidize the VLI, if scaled back VLI, then could scale back AMI.
 - Ronny – the ratio of AMI/VLI is surprising, is this typical? Grindall – it really varies based upon how the developer can subsidize the VLI. Some developers rely more on grants, etc. This may not be the case in this instance.

- Carter - What about the density bonus? Grindall – we would have to look at that. Carter also indicated that the biggest challenge might be the height, not the density.
- Mary – What needs to be done to satisfy the sunrise provision of the HE? Grindall – the zoning would need to be completed. HCD wants to see the alternate sites zoned for the appropriate use. Also, the environmental work adds time, changes in zoning can require a CEQA analysis.
- Karen A. – Would CEQA review require an updated traffic analysis? Grindall – Possible, but not necessarily, CEQA evaluates vehicle miles traveled, not traffic
- Nona – Would Mr. Lo be open to putting housing above the commercial buildings? Grindall – Mr. Lo does not want to interfere with the existing buildings or tenants. Current commercial buildings would need to be demolished and rebuilt to accommodate housing.
- Joslyn – question regarding rezoning in general. Grindall – Any alternate site we choose would need to be rezoned.
- **Public Comments:**
 - Rebecca Flynn – VS parcel, certain portion of land would be required for commercial element, is that the case? MU rezoning would be new to Portola Valley. Has Mr. Lo given any indication about the size of units? Footprint/size of the garage? Hawthorns, why not put in a new driveway onto a straighter stretch of Los Trancos?
 - Betsy M. - congratulations, very exciting meeting. Every property is going to have advantages and drawbacks. VS – SE side, what is the bite out of the property line? Is there a 50' creek setback constraint?
 - Carter - Flood plain line on the map may pre-date creek setback ordinance.
 - Caroline V. submitted a letter attached as public comments asking the committee to please preserve recreational land.
- **Committee Discussion:**
 - Mary - Fogarty; still believes that this development would help build a strong sense of community along Skyline; this area has been underserved by PV. It also offers access to trails and improvement of wildlife corridors. Acknowledges that more work needs to be done but much of that discussion is outside the scope of this committee.
 - Ronny - Feels like committees' work is nearing completion. We're arrived at 2 viable sites. Supportive of Fogarty and VS is exciting. We should recommend both and potentially use units at Christ Church to reduce density.
 - Carter - agrees with Ronny
 - Karen V. - No on Hawthorns and Fogarty, yes on VS
 - Joslyn – We shouldn't limit ourselves to solving just this cycle, we should look at all these sites to develop responsible affordable housing which is desperately needed.
 - Karen A. – VS is a great opportunity. Fogarty, there are people who want and choose to live there, it seems far away to us, but it's closer for many local workers who commute from much further away. Hawthorns. could be an opportunity for the future. Supports the opportunity at Christ Church.
 - Mary – The local churches are planning a future date to talk about affordable housing but their plans may not be in our timeline.
 - Grindall reminded us that this committee is not choosing the site, we are only making a recommendation. We should propose sites that we believe are

viable. Questions about acquisition, CEQA, zoning, etc. will be up to the Town Council.

- Nona - excited about VS, it's a great opportunity. Also supports Fogarty, there may not be room for 50 units, but a smaller development would be viable. Hawthorns is probably down the road.

b. Review, Discussion & Second Vote to Proposal for Reporting to Town Council

Feb 26: Committee asked if it was possible to do it sooner if we are ready to make a recommendation? Grindall indicated that we should submit our recommendation, and the interim Town Manager, Mayor and Vice-Mayor decide on the Council agenda and timing.

- **Committee questions:**

- Karen V – Worried that we are all ranking on different criteria?
- Karen A. - We should rank based upon what you believe is the right solution to what we are solving for – an alternative to DFPOS. Additionally, we should all provide our commentary about why/how we are ranking so that the Town Council sees the full picture.
- The committee added and revised some of the recommendations based upon the evening's discussion.

- **Public comment:**

- Kristi C – Concerned that VS was being voted on, but the public has not been aware of it. Karen A reminded everyone that the committee is not voting on anything, only making a recommendation to the Town Council. Grindall confirmed that there would be plenty of opportunities for public input if the Town Council decides to move forward with VS in any way.

- **Committee Discussion**

- All committee members were polled and voted on each line item.
- Ronny will send out final votes (attached).
- A motion was made to submit the final package, including the votes, all supporting materials and individual committee member comments to the Town Council. Motion passed.

c. Formation of Sub-Committees, if necessary:

- **Committee Discussion:** Mary and Karen V. agreed to form a sub-committee to review the Master Site List to ensure it is complete. They were asked to capture as much institutional knowledge as possible for future cycles ensuring public transparency into our process. However, certain information should be redacted for privacy.

- **Public Comment:** None

d. Next Steps:

- Karen A. - Meet with the Town Council Sub-Committee (Mary Hufty and Judith Hasko) to determine the next steps with the Town Council.
- All - Provide Ronny with your comments. Be as robust as needed, more than one page is fine. It's important to share your thoughts/thinking. Diversity makes a good community.
- Sub-Committee to coordinate and complete final Site Master List.

6. COMMITTEE REPORTS AND RECOMMENDATIONS

- a. **Committee Reports** – None.
- b. **Staff Reports** –

- Grindall reported on our status with RHNA units. He reminded us that construction is not required but based upon the permits and information that he has, we are in line to meet our commitment.
- Grindall also commented that a streamlined amnesty program for existing ADU's is still being worked on. However, the existing process still allows for upgrading the units. The committee was reminded, however, that these upgraded units do not count towards our RHNA.
- Grindall also reported that the Planning Department is still working on rezoning DFPOS. The Town should be successful on our "argument" to move forward in March and re-submit the HE to the State for certification.
- **Public Comments - None**

7, ADJOURNMENT at 8:26 p.m.

- a. *The next regular Ad Hoc Site Evaluation Meeting is scheduled for Tuesday, February 18 at 5:30 p.m. However, Karen A. will inform the Committee if this meeting is required based upon her discussion w/ the Town Council Sub-Committee.*

Submitted by Patty Dewes

	Question	Carter	Joslyn	Karen A	Karen V	Mary	Nona	Ronny	Avg.	Var.	Summary (yes/no)
1	Recommend 1 site for ~50 units	2	2	3	1	1	1	1	1.6	0.6	7 / 0
2	Recommend ~2-3 sites for ~50 units	2	5	1	5	3	2	2	2.9	2.5	5 / 2
3	Recommend ~5 sites for ~50 units	1	5	3	6	3	3	5	3.7	2.9	4 / 3
4	Recommend 3350 Alpine Rd. for ~50 units	5	5	3	5		3	4.5	4.3	1.0	2 / 4
5	Recommend 3350 Alpine Rd. for ~10-25 units, joint dev. with DFP	5	6	5	5		5	3	4.8	1.0	1 / 5
6	Recommend 3350 Alpine Rd. for ~10 units, independent of DFP	5	6	5	5		5	5	5.2	0.2	0 / 6
7	Recommend Fogarty parcel for ~50 units	3	3	1	5	1	1	2	2.3	2.2	6 / 1
8	Recommend Fogarty parcel for ~10-25 units	2	6	3	6	1	1	3	3.1	4.5	5 / 2
9	Recommend Fogarty parcel for Affiliated Housing	1	5	2	1	1	1	4.5	2.2	3.2	5 / 2
10	Recommend Blue Oaks strip east of Los Trancos Rd. for ~10 units	5	5	5	5	6	5	5	5.1	0.1	0 / 7
11	Recommend Christ Church for ~10 VLI units (vs. current HE 6 AMI)	1	5	1	5	1	1	2	2.3	3.6	5 / 2
12	Recommend TC substation strip for ~10 units	3	5	3	6	5	5	5	4.6	1.3	2 / 5
13	Recommend TC soccer field + substation strip for ~50 units	5	2	5	3	5	5	6	4.4	2.0	2 / 5
14	Recommend Hawthorns Historic Complex for ~5 units	2	5	1	6	1	1	5	3.0	5.0	4 / 3
15	Recommend Hawthorns Historic Complex for ~50 units	1	5	5	6	5	5	6	4.7	2.9	1 / 6
16	Recommend Village Sq. for ~40-50 VLI + ~20-25 AMI units	1	2	1	1	1	1	1	1.1	0.1	7 / 0
17	Recommend Dorothy Ford Park for ~50 units	5	2	5	2	6	6	3.5	4.2	3.0	3 / 4

Ad-Hoc Site Evaluation Committee Site List Feb 13, 2025

Number	Region	Address	Description	HE?	Public?
1	Alpine			No	No
2	Alpine	3302 Alpine	Ladera Community Church	Yes	Yes
3	Portola			No	No
4	Portola	150 Portola	Office Buildings	No	Yes
5	Portola	765 Portola	Substation & Maintenance Shed	No	Yes
6	Portola	765 Portola	Soccer Field	No	Yes
7	Portola	815 Portola	Christ Church	Yes	Yes
8	Portola	765 Portola	Town Center Buildings	No	Yes
9	Portola	501 Portola	Sequoias	Yes	Yes
10	Alpine	3350 Alpine	Westridge Lot across from DFP	No	Yes
11	Alpine	4370 Alpine	Office and Tennis Courts	Yes	Yes
12	Portola			No	No
13	Los Trancos			No	No
14	Los Trancos			No	No
15	Portola			No	No
16	Alpine	3639 Alpine	Glen Oaks	Yes	Yes
17	Portola			No	No
18	Portola	945 Portola	Valley Presbyterian	No	Yes
19	Portola			No	No
20	Alpine	Vacant Land	Portola Terrace, the Wedge	Yes	Yes
21	Skyline	19501 Skyline	Fogarty	No	Yes
22	Alpine	Vacant Land	Dorothy Ford Park	Yes	Yes
23	Alpine			No	No
24	Los Trancos	Vacant Land	Blue Oaks Strip	No	Yes
25	Alpine	4420 Alpine	Robert's Parking Lot and Orchard	No	Yes
26	Los Trancos	800 Los Trancos	Hawthorns Historic	No	Yes
27	Portola	884 Portola	Village Square	No	Yes
28	Portola			No	No
29	Portola	130 Portola	Office Buildings	No	Yes
30	Portola	116 Portola	Hardware Store	No	Yes
31	Central			No	No
32	Portola			No	No
33	Central			No	No
34	Portola			No	No
35	Portola			No	No
36	Central			No	No
37	Central			No	No
38	Central			No	No
39	Central			No	No
40	Portola			No	No
41	Portola			No	No
42	Alpine			No	No

43	Central			No	No
44	Central			No	No
45	Alpine	4394 Alpine	White's land	Yes	Yes
46	Alpine			No	No
47	Central			No	No
48	Portola			No	No
49	Central			No	No
50	Alpine			No	No

Ad Hoc Site Evaluation Committee Report to Town Council

Karen Askey (Chair), Mary Hufty (Vice Chair), Nona Chiariello,
Joslyn Gray, Ronny Krashinsky, Karen Vahtra, Carter Warr

(Draft/Proposal 12/17/2024)
(Revised 12/28/2024)
(Revised 1/14/2025)
(Revised 1/23/2025)
(Revised 1/28/2025)
(Revised 2/3/2025)
(Revised 2/14/2025)

Overview

- Status
- Timeline
- Sites evaluated in this report
- Evaluation criteria
- Voting process
- Recommendations
- Comments
- Questions for Town Council

Status

- Town Council Sunrise Provision Outreach Subcommittee (Hufty and Hasko) provided a list of 26 sites for consideration
- 5 sites have been added for a total of 31
- 7 are in our currently adopted Housing Element (HE)
- 17 are private properties in stalled discussions or with no interest
- 2 HE sites and 8 new sites are included in this report (including several previously considered by Ad Hoc Housing Element Committee - AHHEC)
- AHSEC continues to consider additional sites

Timeline

Ad Hoc Site Evaluation Committee Deliverables & Timeline																	
(updated 1/28/25)																	
	2024			2025											2026		2031
	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan		
Ad Hoc Site Eval. Comm. Mtgs. and Discussions w/Property Owners	█																
Status Update to & Feedback from Town Council	█																
Final Site(s) Recommendation to Town Council & TC initiates zoning change via a Colleagues Memo							█										
Planning Commission & Public Review (Staff support required) - Review Amendment to Mitigated Negative Declaration and Zoning Changes								█	█	█							
Final Approval by Town Council											█	█	█				
Issue RFQs											█	█	█				
Submit amendment of HE with financing outreach and rezoning plan to HCD											█	█	█				
Approval from HCD														█	█		
Construction Underway																█	

Sites evaluated in this report (in no particular order)

1. 3350 Alpine Rd.
2. 19501 Skyline Blvd. (Fogarty property)
3. Blue Oaks town owned strip east of Los Trancos Rd.
4. Christ Church (in current HE)
5. Town Center substation/restroom/parking strip
6. Town Center soccer field + substation/restroom/parking strip
7. Hawthorns Historic Complex
8. Village Square
9. **<New/TBD>** Alpine Hills Tennis and Swimming Club
10. Dorothy Ford Park and Open Space (DFP) *(for purposes of comparative ranking)*

1. 3350 Alpine Rd.



- Across from DFP HE site; 3 acres, the half nearest Alpine is level, longer frontage on Alpine than DFP
- Avoids risks and setbacks of creek
- Town and/or developer would likely need to buy property, finance project
- Owner supportive of ~25 units, more?
- Could involve lot split
- Could combine with DFP to distribute density (“Gateway” concept of HE)
- Proximity to shopping, sewer, highway
- Impact on neighbors
- Westridge CC&Rs

2. 19501 Skyline Blvd. (Fogarty property)



- 215 acres in Fogarty Winery property, varying terrain
- Owner interest in working with Town / selling
- NW neighbor is Windy Hill OSP
- Independent evacuation routes
- APN 080010020 is 14 ac.; ~5 ac. (green) satisfy safety filters; ~800' frontage on Skyline Blvd
- Skyline area needs VLI housing but is far from shopping, schools; no sewer
- Property is not in Williamson Act (should make developing housing easier)
- Open Space committee interested in acquisition; parcel off part for housing

3. Blue Oaks strip east of Los Trancos Rd.



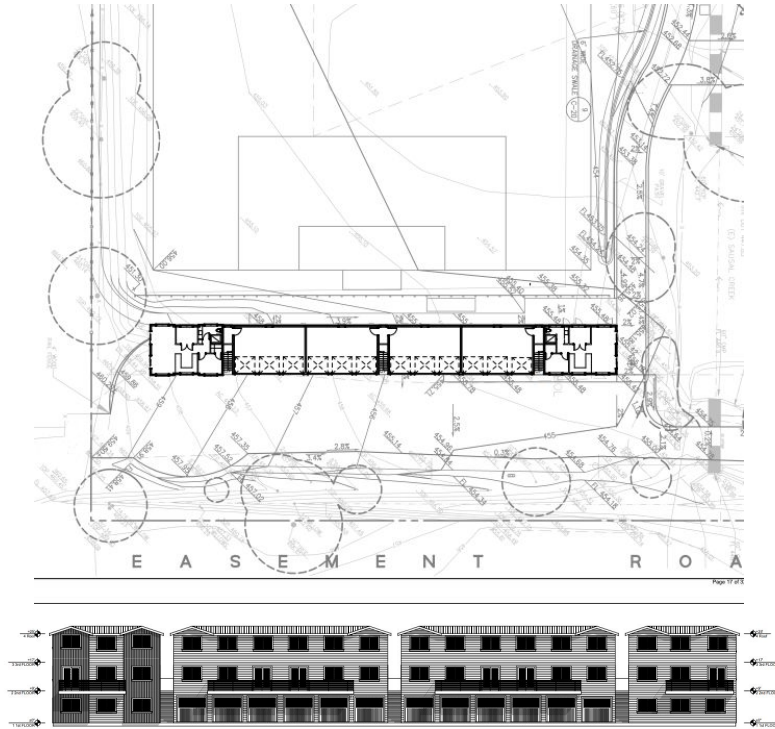
- Previously considered by AHHEC, rejected due to development difficulty and wildfire risk
([5/2/2022 meeting summary](#))
- Steep slope along eastern edge
- Creek setback requirements will likely impact development opportunity
- Could support small market rate development

4. Christ Church



- In current HE with 6 AMI¹ units
- Could potentially reclassify as 6 VLI, and possibly increase units
- A total of 2.9 acres
- Depends on congregation, leadership, and funding
- Congregation wishes to maintain hillside views
- Exploring possible locations
- Acquired grant to do exploration
- Town Council can help with clear path for applying for town affordable housing funds
- SB4 may avoid need to rezone (TBD)

5. Town Center substation/restroom/parking strip



- In 2019 Town considered developing 8 units next to soccer field
- Could accommodate ~10–12 units
- Sheriff’s substation, restrooms, and parking strip would be removed
- Sheriff’s office has requested better facilities
- 16 year old building was financed with public funds and donations
- Considered by AHHEC, deprioritized in 5/2/2022 meeting due to easement issue ([link1](#), [link2](#))

6. Town Center Soccer Field + substation/restroom/parking



- Town-owned land, ~1.8 acres
- Tight fit for ~50 units
- “Sophie's choice”
- If it’s a likely candidate, consider conducting resident survey
- Moving soccer field to DFP is not viable
- AHHEC briefly considered the soccer field during the 6/20/222 meeting and voted for DFP ([link1](#), [link2](#))

7. Hawthorns Historic Complex

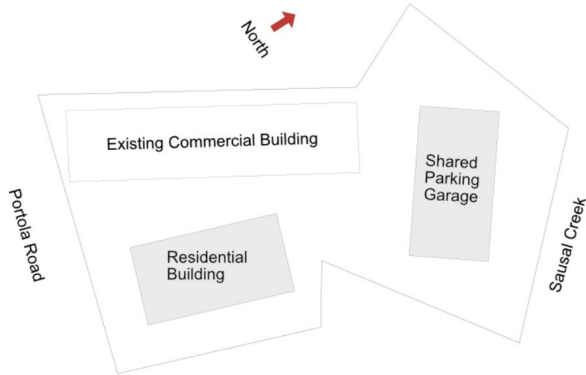


Hawthorns Main House

- Preliminary discussions with MROSD
- Board-approved Historic Complex Goals include, *“Consider housing, either short-term or long-term, that supports the District’s mission”*
- Conservation easement and historic designation issues – must retain/restore current buildings, can’t add new buildings
- ~5 units in main house is likely feasible, but costly
- Financing issue

8. Village Square

Back of the Napkin Proposal



For illustrative purposes only! Not scaled in any detail!

- Tenants not disrupted is a top priority of owner
- Multiple options for development
- Layered parking garage
- 3 story residential
- 2.27 acres

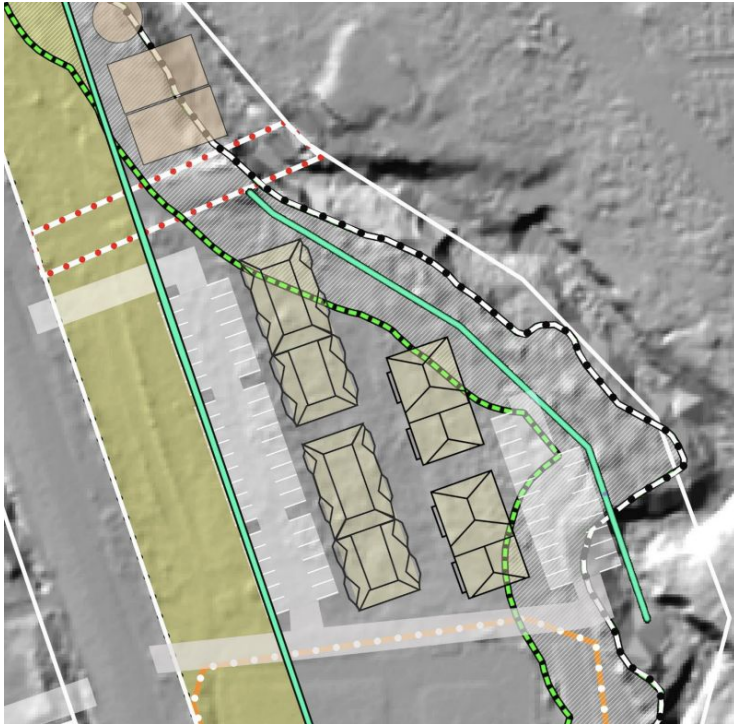
- Owner interest in developing lot for mixed-use including 50 affordable units
- Significant redwood trees would need to be removed
- A few immediate neighbors surround the property
- Floodplain not analyzed in detail
- Sewer and pumping station easement could have minor impact
- Rezoning would likely take ~6 mo.

9. <New/TBD> Alpine Hills Tennis & Swimming Club



- 3 parcels: 4.5, 3.4, 1.1ac
- There is interest in discussing options that would help the Town and Alpine Hills
- Los Trancos Creek setback a constraint
- No net loss of recreational and other amenities (reconfiguring tennis courts and/or parking may be options)
- Access likely from Los Trancos Road
- Sewer connection is on Los Trancos Rd
- Was approached by a developer a year ago and declined

10. Dorothy Ford Park and Open Space (for purposes of comparative ranking)



- Dorothy Ford Park site in current HE
- Included for comparative ranking purposes
- Conceptual site plan in feasibility analysis used parcel boundary, not the creek, for determining creek setback, overestimating available area
- Earlier constraints analysis by the Town indicated ~1.1 acre available (<https://www.portolavalley.net/home/showpublisheddocument/16074/637868393097470000>, attachment 3, red p. 17)

Evaluation criteria

- **Number, Type and Location of Units**
 - Capable of supporting 40-50 units
 - Straightforward development of VLI Units
 - New site or previously considered in previous Housing Element discussions
 - A location that disperses units throughout town
- **Safety:**
 - Wildfire Risk
 - Geological Risk
 - Evacuation Risk
 - Flood Risk
- **Infrastructure Capability**
 - Water
 - Power
 - Sewer
 - Cell service
 - High speed internet
 - Road access
- **Site development Constraints**
 - Slope
 - Unstable soil
 - Setbacks
 - Drainage
 - Shape of parcel
 - Sensitive indigenous cultural areas
 - Endangered species
- **VLI Funding Incentives**
 - 40 bedrooms per net acre
 - Distance to jobs
 - Distance to schools (elementary, middle, high school, and college)
 - Distance to services (medical, library, parks, grocery store, and pharmacy)
- **Community Benefits**
 - Local worker living locally
 - Economic diversification
- **Property Owner Interest and Preparedness**
 - Self directed and/or financed
 - Town driven project
 - Additional costs due to unique characteristics
 - Rental property management
- **Community Resource Impact**
 - Removing Open Space
 - Removing recreational fields
 - Removing retail businesses
 - Removing professional service businesses
 - Obstructing wildlife corridor
- **Scenic Impact**
 - Alpine and Portola Scenic Corridors
 - Vista Impacts
 - Mindful of the rural character of town
- **Neighborhood Impact**
 - Distance to neighbors
 - Viewshed impact
 - Traffic impact
 - Sound impact (proximity of cars, machinery, and people)
 - Light impact
 - Pollution impact (gas exhaust)
- **HCD Criteria**
 - 20-23 units per acre
 - Property owner or developer interest
 - Vacant lots
 - City or other government ownership
 - Building/land value
 - Age of existing buildings
 - Single story vs multi story structures
 - Underutilized parking lots

Ranking Process



1	YES	I can say an unqualified “yes” to the recommendation.
2	Some concerns	I find the proposal acceptable. It appears to be the best of the available options at this time.
3	Significant concerns	I can live with the proposal, although I am not especially enthusiastic about it.
4	Abstain	I do not fully agree with the proposal, but I am willing to stand aside, remain neutral, so the process can move forward.
5	Not in favor	I do not fully agree with the proposal. I have some suggestions and I would like the working group to do more work to see if we can reach a higher level of agreement.
6	NO	I do not agree with the proposal, and I will work actively to oppose it.

Recommendations for Alternative Sites

	Question	Carter	Joslyn	Karen A	Karen V	Mary	Nona	Ronny	Avg.	Var.	Summary (yes/no)
1	Recommend 3350 Alpine Rd. for ~50 units	5	5	3	5		3	4.5	4.3	1.0	2 / 4
2	Recommend 3350 Alpine Rd. for ~10-25 units, joint dev. with DFP	5	6	5	5		5	3	4.8	1.0	1 / 5
3	Recommend 3350 Alpine Rd. for ~10 units, independent of DFP	5	6	5	5		5	5	5.2	0.2	0 / 6
4	Recommend Fogarty parcel for ~50 units	3	3	1	5	1	1	2	2.3	2.2	6 / 1
5	Recommend Fogarty parcel for ~10-25 units	2	6	3	6	1	1	3	3.1	4.5	5 / 2
6	Recommend Fogarty parcel for Affiliated Housing	1	5	2	1	1	1	4.5	2.2	3.2	5 / 2
7	Recommend Blue Oaks strip east of Los Trancos Rd. for ~10 units	5	5	5	5	6	5	5	5.1	0.1	0 / 7
8	Recommend Christ Church for ~10 VLI units (vs. current HE 6 AMI)	1	5	1	5	1	1	2	2.3	3.6	5 / 2
9	Recommend TC substation strip for ~10 units	3	5	3	6	5	5	5	4.6	1.3	2 / 5
10	Recommend TC soccer field + substation strip for ~50 units	5	2	5	3	5	5	6	4.4	2.0	2 / 5
11	Recommend Hawthorns Historic Complex for ~5 units	2	5	1	6	1	1	5	3.0	5.0	4 / 3
12	Recommend Hawthorns Historic Complex for ~50 units	1	5	5	6	5	5	6	4.7	2.9	1 / 6
13	Recommend Village Sq. for ~40-50 VLI + ~20-25 AMI units	1	2	1	1	1	1	1	1.1	0.1	7 / 0
14	<New/TBD> Recommend Alpine Hills for ~XX units										3 / 4

Recommendations – Supplementary Information

	Question	Carter	Joslyn	Karen A	Karen V	Mary	Nona	Ronny	Avg.	Var.	Summary (yes/no)
1	Recommend 1 site for ~50 units	2	2	3	1	1	1	1	1.6	0.6	7 / 0
2	Recommend ~2-3 sites for ~50 units	2	5	1	5	3	2	2	2.9	2.5	5 / 2
3	Recommend ~5 sites for ~50 units	1	5	3	6	3	3	5	3.7	2.9	4 / 3
4	Recommend Dorothy Ford Park for ~50 units	5	2	5	2	6	6	3.5	4.2	3.0	3 / 4

Comments (1/2)

<p>Joslyn</p>	<p>For the purpose of this sub-committee, although not ideal, it seems like it is most prudent to recommend building the 50 homes on one readily available site. However, all the sites identified seem like great places to responsibly develop a variety of housing types in the future. There is a housing shortage, and these sites could provide us with the opportunity to facilitate development beyond the minimums required by the state.</p>
<p>Karen A</p>	<p>* <i>Site specific:</i> Village Sq (VS) meets many HCD criteria, also close to services, reduces Alpine Rd load, and has an experienced dev. If Christ Church builds 10–20 units, lower density at VS is feasible. Church housing should be supported. Fogarty property could be MU (e.g., grocery) with AMI units subsidizing 50 VLI, and aligns with OS and affiliate housing potential. Hawthorns affiliate housing fits Historic Hawthorns objectives. El Mirador land near TC has public support and fundraising potential, in due time. Also, consider Blue Oaks strip for 10 AMI in the next cycle. High-level designs for each site are needed now, including reworking DFPOS, possibly funded via the Inclusionary Housing Fund?.</p> <p>* <i>General:</i> Ideally, affordable housing would be spread throughout the Town, but not yet feasible. GP supports residential at Nathorst and TC [1] [2]. Strong resident outreach might yield more ideas and willing property owners. We should also review current deed restrictions/easements on open space/rec facilities (e.g., underutilized Rossotti Field), update our Master Plan (including TC design) for the next cycle, promote/incent ADU/JADUs, and begin process for selling surplus Town land to bolster the Inclusionary Housing Fund.</p>
<p>Karen V</p>	<p>My votes are based upon whether properties are viable for HCD approval and VLI Financing. The soccer field does not have low-cost access to sewer and lacks community support. Hawthorns has a strict conservation easement and an entrance with poor sight lines. Fogarty has 1,000' of very steep slopes leading into the site along with likely challenging sight lines for ingress/egress. Fogarty is far from schools, libraries, stores, job centers, sewer lines, and central PV; under state law, <i>Affirmatively Further Fair Housing means “taking meaningful actions, in addition to combatting discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics.”</i> My contact in affordable housing dev. “would probably pass on the project” based upon not competitive for VLI funding and the challenges to keep Fogarty fully leased. I do support purchasing the property with legal terms allowing a small amount of Affiliated Housing for rangers and maintenance workers (perhaps a coalition of MidPen, San Mateo County Parks, Santa Clara County Parks, and California State parks) since there are so many parks and open spaces nearby. Although not a perfect site, Village Square is the most promising opportunity with owner interest.</p>

Comments (2/2)

Nona	<p>Village Square should move ahead to a feasibility analysis given the owner/developer's interest, but it looks too small for the owner's goal of 50 VLI + 25 AMI, especially with a creek buffer and the commercial building staying as is. However, the proximity of the Town Center Substation to Village Square could provide options for joint development & management with Village Square, which could reduce the squeeze on Village Square. The Substation is too small for development on its own; its public bathrooms should be retained in any development (with Village Square). The Town should support housing on church sites. If Christ Church can do ~10 VLI units it would help achieve the town preference for dispersed housing. Fogarty 080010020 should be a priority for a range of VLI options from mixed use to 50 VLI units (permanent workforce and/or temporary), combined with open space and trail connectivity, potentially aided by the Open Space Fund. Hawthorns could support 5-6 units under the Conservation Easement, and more if the Easement is amended; the presence of a sewer main through the historic complex and the proposed upgrades for the Lower Barn are consistent with a goal of workforce housing in the future. 3350 Alpine has more of Dorothy Ford Park's pluses for 50 VLI units and none of DFP's minuses; if opposition from Westridge can be resolved, it should be a priority. The Blue Oaks strip borders on Los Trancos Creek but has greater property depth and area than DFP because it's not on the scenic corridor; the road has a sewer main. I don't support development on either Blue Oaks or DFP because of riparian issues, but Blue Oaks could accommodate 50 VLI units better than DFP, unless the latter includes the baseball field. I don't support development on the Town Center Soccer Field.</p>
Ronny	<p>I think AHSEC's work is complete and TC can take next steps. We don't need things like sewer or financing resolved. I recommend to pursue Village Sq. + Fogarty. Vet both, and likely pick one for HE. I prioritize a site with ~40-50 units to support VLI financing and pass HCD. ~10 VLI units at Christ Church may be worthwhile to reduce density to ~40 at other site. Other small sites could be pursued without revising HE, and/or could use opt-in. For 3350 I could see joint dev. with DFP, but ~50 units feels like too much w/out neighbor support. Strongly against TC soccer field.</p>

Carter: no comments

Mary: no comments

Questions for Town Council

TBD. Review these in 2/20 AHSEC meeting to determine which are still applicable, and/or other questions to add.

1. What is your feedback on the site recommendations? Are we done, or what more would you like to see for the recommended sites?
2. Would you like AHSEC to continue to attempt to find new sites?
3. Do you prefer AHSEC to pursue a single site for ~50 VLI units, or multiple sites distributed throughout town?
4. If we are unable to find site(s) for ~50 VLI units, should we pursue an option where DFP remains in our HE but with reduced density (e.g. ~30–40 units)?
5. Should AHSEC explore financing options for VLI development at ~10 units (vs. ~40–50 units typically considered viable for affordable housing)?
6. Could TC budget staff and/or consultant time/fees for more formal analysis, either for financing options or to take steps to revise our HE with new site(s)?

DRAFT

AHSEC Memo to Town Council on March 12, 2025

Main Messages updated 2/13/25

Core Mission of Committee (as approved by Town Council in September 2024)

- Provide recommendations to the Town Council on potential alternative sites to Dorothy Ford Park & Open Space
- Opportunistically identify potential alternative sites:
 - For replacement to a site currently included in our Housing Element that may not be built in this cycle or
 - As potential housing sites in future RHNA cycles

During the process of evaluating housing sites, the Committee will:

- Leverage work performed by the Town Council Outreach Subcommittee, as well as prior Town Committees that focused on housing in Portola Valley, including the Ad Hoc Housing Element Committee of 2021, the Ad Hoc Committee on Town-Owned Properties, and other existing resources.
- Encourage public participation in the discussion and evaluation of such sites.
- Publicly communicate information on its progress and recommendations.

Proposed Timeline

- In June 2024, Town Council reviewed and approved timelines: Committee Formation in Q3 2024 and completion of efforts by Q3 2025.

Committee Members

- Karen Askey, Chair (Parks & Rec, Ad Hoc Hawthorns Committee, Ad Hoc ADU Committee)
- Mary Hufty, Vice Chair and Council Member
- Ronny Krashinsky, Planning Commission Representative (Sustainability Committee)
- Carter Warr, ASCC Representative - replaced Danna Breen on 12/17/24 (Open Space Committee)
- Nona Chiarello (Vice Chair, Open Space Committee, Conservation Committee)
- Joslyn Gray
- Karen Vahtra, appointed to Planning Commission 1/25 (former member, Wildfire Preparedness Committee)

Progress to Date

- Interviews Conducted October 2024, Members Appointed October 30, 2024
- First Committee Meeting Held November 19, 2024 (Appointed Chair, Vice-Chair, sub-committees for division of work load, etc.)
- Three Sub-Committees formed to divide workload and maintain confidentiality

- Meetings every two weeks to date (12/3/24, 12/17/24, 1/7/25, 1/21/25, 2/3/25, 2/20/25). Public comment encouraged.
- Continued outreach, owner discussions and analysis through 2/3/25 (challenging during holiday period)
- Identified and/or reviewed 52 sites (added 26 sites to original TC Sub-Committee List of 26 properties) (refer to attached Master List - note redacted properties indicate that property owner has not given permission to discuss in public)
- After many site visits/owner discussions, focused analysis on eight (8) new potential sites (see attached AHSEC Report to Town Council for details)
- 410 Hours - Estimated total amount of time that Committee Members spent on meetings, outreach, research & analysis, site visits, discussions with Property Owners, meeting preparation, etc.
- Development of “Master List” of sites for institutional knowledge and use in next housing cycle
- Strong committee work ethic and cooperation.

Site Proposed Ranking (Recommendation)

- Utilized tiered ranking system of the eight new site options, modeled off of Midpen’s Hawthorns Ad Hoc Working Group
- Identified Four (4) Potential Sites as Candidates for Affordable Housing of which Majority of Committee felt favorably:
 - Village Square, 884 Portola Road, ≈40-50 affordable units
 - Fogarty 14-acre parcel, Skyline Boulevard (Note: Potential synergy - PV Open Space Committee supports acquisition for Open Space)
 - ≈ 50 units
 - ≈ 10-25 units
 - For affiliated housing (forestry, open space employees, etc.)
 - Christ Church ≈10 units
 - Hawthorns Affiliated Housing ≈5 units
- Refer to Presentation Deck, pages XX, for overall detailed property evaluation and individual comments
- Initial discussions kept at the potential number of units simplified, e.g., X units at one site. Did not explore variations combining site options.
- Remaining four sites should be monitored for future opportunities

Where Do We Go From Here?

- Council Discussion and Decision on Next Steps, including, but not limited to:
 - Feedback on & Follow-up on Site Recommendations & Rankings
 - Further Information Desired
 - Follow-up with Chosen Site Owners
 - Continued Outreach Efforts?
- Provide Direction Planning Staff and AHSEC as Appropriate

