



Midpeninsula Regional
Open Space District

PLANNING AND NATURAL RESOURCES COMMITTEE

Administrative Office
330 Distel Circle
Los Altos, CA 94022

July 14, 2015

DRAFT MINUTES

ROLL CALL

Director Riffle called the Special Meeting of the Planning and Natural Resources Committee to order at 2:32 p.m.

Members Present: Jed Cyr and Curt Riffle

Members Absent: Larry Hassett

Staff Present: Assistant General Manager Ana Ruiz, General Counsel Sheryl Schaffner, Operations Manager Michael Newburn, Project Manager Aaron Hébert, and District Clerk Jennifer Woodworth

ORAL COMMUNICATIONS

No speakers present

ADOPTION OF AGENDA

Motion: Director Cyr moved, and Director Riffle seconded the motion to adopt the agenda.

VOTE: 2-0-0 (Director Hassett absent.)

COMMITTEE BUSINESS

- 1. Approve the Planning and Natural Resources Committee Minutes:**
April 21, 2015
June 30, 2015

Motion: Director Cyr moved, and Director Riffle seconded the motion to approve the minutes for the April 21, 2015, and June 30, 2015 Planning and Natural Resources Committee meetings.

VOTE: 2-0-0 (Director Hassett absent.)

- 2. Presentation on Vacant Structures (R-15-107)**

Director Hassett arrived at 2:47 p.m.

Project Manager Aaron Hébert provided an overview of structures on District properties describing current vacant structures, defining vacant structures as those which are not currently being used and are in derelict condition. Mr. Hébert described the locations, conditions, and number of vacant structures on District properties. Mr. Hébert described proposed and planned future demolitions and a plan of action for handling these structures, including the estimated costs for demolition, related District policies, and California Environmental Quality Act regulations. Finally, Mr. Hébert described the next steps in analyzing whether to demolish individual vacant structures and requested Committee members provide direction to staff related to the application of current Board policies.

Director Hassett provided comments regarding recycling and salvaging various building materials from demolished structures.

General Counsel Sheryl Schaffner stated the Construction and Diversion Waste Diversion Board policy would apply to the proposed structure demolitions and requires contractors to recycle and/or salvage all appropriate materials.

Director Riffle inquired if the knowledge gathered for this report is being compiled into a single reference location so others can easily access the information.

Mr. Hébert explained staff is currently working to create a database of structures for facilities management, which will include the vacant structures as necessary.

Director Hassett stated his opinion that he is comfortable with staff analyzing the appropriateness of demolishing a vacant structure based on adopted Board policy. When large public sentiment exists, those decisions could remain at the Board decision-making level to allow for ample public comment on the process.

Director Cyr agreed and stated that only a handful of structures exist which would rise to the level of requiring the Board to make a decision.

Mr. Hébert explained that current Board policy requires Board approval for demolition of all structures, and he will return to the Planning and Natural Resources Committee and Board of Directors later this year for approval to demolish several structures.

Public comment opened at 3:44 p.m.

No speakers present.

Public comment closed at 3:44 p.m.

The Committee members provided direction to staff that demolition of the structures could return to the Committee and Board as an omnibus package to determine if they can be approved for demolition.

Mr. Hébert described various options for implementation of the Committee's direction, including historic analysis, CEQA analysis, etc. Mr. Hébert described future methods for updating the

Committee and Board of Directors regarding structure demolitions, including creation of a capital improvement program, inclusion of demolitions in the Action Plan, and informational reports provided to the Board members.

ADJOURNMENT

Director Riffle adjourned the meeting of the Planning and Natural Resources Committee of Midpeninsula Regional Open Space District at 3:50 p.m.

Jennifer Woodworth, CMC
District Clerk