



Midpeninsula Regional
Open Space District

SPECIAL MEETING

PLANNING AND NATURAL RESOURCES COMMITTEE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

Administrative Office – Board Room
330 Distel Circle
Los Altos, CA 94022

February 18, 2014

DRAFT MINUTES

I. ROLL CALL

Chair Riffle called the Special Meeting of the Planning and Natural Resources Committee to order at 2:02 p.m.

Members Present: Yoriko Kishimoto and Curt Riffle

Members Absent: Jed Cyr

Staff Present: Assistant General Manager Ana Ruiz, Assistant General Manager Kevin Woodhouse, Co-Acting Planning Manager Meredith Mann Real Property Manager Mike Williams, Real Property Specialist Elaina Cuzick, Planning Consultant Del Woods, Public Affairs Manager Shelly Lewis, and District Clerk Jennifer Woodworth

II. ORAL COMMUNICATIONS

There were none.

III. ADOPTION OF AGENDA

Director Riffle stated that Agenda Item #1 will be moved to the end of the agenda.

Motion: Director Kishimoto moved, and Director Riffle seconded the motion to adopt the agenda, as amended.

VOTE: 2-0-0 (Director Cyr absent)

IV. COMMITTEE BUSINESS

1. Selection of Committee Chair

Item 1 was considered after Item 4.

Motion: Director Kishimoto moved, Director Riffle seconded the motion to appoint Director Cyr as Chair of the Planning and Natural Resources Committee.

VOTE: 3-0-0

2. Approval for Demolitions (R-14-36)

Operations Project Manager Aaron Hebert described the various structures recommended for demolition and described the location of each of the structures. Mr. Hebert stated that if approved by the Committee, staff will conduct the necessary bidding and contracting procedures this summer.

Director Kishimoto inquired why the Skunk House and Caretaker House were scheduled for demolition.

Mr. Hebert stated that due to the remote location of the structures and lack of water at the site, the structures are not suitable for employee housing.

Director Riffle inquired about the process for selling of the equestrian facilities at Bear Creek Stables.

Mr. Hebert explained that some equipment could be sold individually at auction or as a whole dependant on the value to the District.

Director Riffle inquired about the structures at Hicks Creek being used for Ranger housing or equipment yard.

Acting Operations Manager Brian Malone stated that due to the remote location of the site, it is not feasible for these uses.

Director Cyr arrived at 2:19 p.m.

Director Kishimoto expressed her reservations regarding demolition of the Sherrill Winery Barn due to its potential connection to the District's goal to maintain rural heritage.

Mr. Hebert stated that the structure was built in the 1970's and had several large holes in the roof when it was acquired by the District. Mr. Malone stated that this building has potential for salvaging the materials.

Public hearing opened at 2:27 p.m.

Marilyn Walter of Portola Valley inquired about the McDonald property demolition.

Mr. Malone described the location of the structure on the MacDonald property.

Public hearing closed at 2:29 p.m.

Motion: Director Cyr moved, and Director Kishimoto seconded the motion to revise the previous Board approval for residential use of the “Skunk House” and “Caretaker House” on the Hicks Creek Ranch property in Sierra Azul Preserve to approve demolishing the structures due to their deteriorated condition and approve sale of the equestrian facility infrastructure.

VOTE: 3-0-0

Motion: Director Cyr moved, and Director Kishimoto seconded the motion to affirm the findings of the evaluation, conducted per the Board approved preliminary use and management plan, that the three ranch barns on the South Area Outpost property (A.K.A. “Slaght”) in Sierra Azul Preserve should be demolished.

VOTE: 3-0-0

Motion: Director Cyr moved, and Director Riffle seconded the motion to affirm the findings of the evaluation, conducted per the Board approved preliminary use and management plan, that the main house, utility building, two sheds, and associated infrastructure on the Maas property in Sierra Azul Preserve should be demolished.

VOTE: 3-0-0

Motion: Director Riffle moved, and Director Cyr seconded the motion to affirm the findings of the evaluation, conducted per the Board approved preliminary use and management plan, that the winery barn on the Sherrill Winery property (A.K.A. “Grainger et. al.”) in Montebello Preserve should be demolished.

2-1-0 (Director Kishimoto dissented)

Motion: Director Kishimoto moved, and Director Riffle seconded the motion to recommend to the Board to Direct staff to develop a construction and demolition policy.

VOTE: 3-0-0

3. Update on Skyline Field Office Health and Safety Facility Improvements (R-14-37)

Mr. Hebert described various facility improvements that are proposed for the Skyline Field Office, including replacement of the heating, ventilation, and air conditioning system, installation of an awning at the shop, and .

Director Kishimoto inquired if solar panels are being considered for the planned awning. Extensive discussion ensued related to the cost of the project

Public hearing opened at 2:39 p.m.

No speakers present.

Public hearing closed at 2:39 p.m.

No action was taken by the Committee.

4. Acceptance of Consultant Reports and Direction to Initiate Partnership Development for the Hawthorn Historic Complex on Windy Hill Open Space Preserve (R-14-41)

Planner I Ariel Shaw presented the staff report and reviewed the General Manager's recommendation.

Assistant General Manager Ana Ruiz described the current status of the project and the receipt of historic resources study and structure conditions assessment. Staff seeks to streamline the process to look for partnerships as described in the Committee report and attachments, which will allow the District to act as soon as possible to protect the buildings.

Director Riffle inquired as to the difference between the designations of a primary structure as opposed to secondary structures.

Ms. Shaw explained that primary structures recommended for preservation based on historical context of the site, and secondary structures can be photo documented and then removed.

Director Riffle inquired which structures have historical significance.

Planner III Gina Coony explained that the historic significance applies to the site as a whole which the structures are a part of, but no individual structures have historic significance on their own.

Director Kishimoto inquired as to the criteria involved in the request for letters of interest.

Ms. Shaw explained that full proposals are not currently being requested. While financial viability of a potential partner's plan is a criteria, but potential partners are not required to have full funding in place when they submit their proposals.

Public hearing opened at 3:01 p.m.

Susan Gold, a member of the Portola Valley Trails Committee, expressed her organizations concerns related move the fences in approximately .1 mile to increase safety for this multiuse trail.

Ms. Coony explained that these requests will be taken into consideration when the master plan

Yvonne Tryce, a member of the Science and Nature Committee for Portola Valley, expressed her support for a nature center on the site, namely at the garage structure. Ms. Tryce also expressed her opinion that the site should be open to the public more than two days a year.

Nick Puegueros, Portola Valley Town Manager, stated that the town is very interested in the future of the site and thanked District staff for keeping

Nancy Lund, Portola Valley Town Historian, stated that the correct name for the site is Hawthorns not Hawthorn. Ms. Lund also expressed her concerns regarding the timeline of the project.

Ms. Coony stated that the short timeframe is designed to determine which interested parties exist and solicit conceptual proposals from potential partners. In order to allow potential partners to develop their proposals, site visits would be allowed at that time.

Also the specific site is called Hawthorns, but the District calls it Hawthorn because they are referring to the larger parcel of land owned by the District.

Jeanette Fowler inquired if a consortium of multiple partners would be considered.

Ms. Ruiz explained that potential partners may join together to submit letters of interest or proposals.

Craig Hughes, a member of the Portola Valley Town Council, inquired if interested parties may submit partial proposals which would only address specific structures and inquired as to the District's plan for the site, so interested parties would know which areas of the site would not need to be addressed in their proposal.

Ms. Ruiz stated that proposals may be limited to specific portions of the property, and the District will be providing more information related to the District's plans for the property.

Public hearing closed at 3:15 p.m.

Motion: Director Kishimoto moved, and Director Cyr seconded the motion to direct the General Manager to prepare and release a Request for Letters of Interest and provide copies of the reports listed in the Committee report to solicit potential partnerships with outside entities for the restoration, reuse, and maintenance of the Hawthorns Historic Complex.

VOTE: 3-0-0

Following action on Item 4, the Committee took up and considered Item 1.

IV. ADJOURNMENT

Chair Cyr adjourned the Special Meeting of the Planning and Natural Resources Committee of Midpeninsula Regional Open Space District at 3:29 p.m.

Jennifer Woodworth, CMC
District Clerk